



Meeting Notice and Agenda

for the

Ordinary Meeting of the Council

to be held in the

Council Chambers, 118 Victoria Street, St George

on

Thursday 18th March 2021

Commencing at 9:00am

Table of Contents

ORDER OF PROCEEDINGS	2
MEETING BUSINESS BY CORPORATE FUNCTION	3
(OCEO) OFFICE OF THE CEO	3
(FCS) FINANCE AND CORPORATE SERVICES	56
(IFS) INFRASTRUCTURE SERVICES	153
(ERS) ENVIRONMENT & REGULATORY SERVICES	184
CONFIDENTIAL ITEMS	285
INFORMATION REPORTS	286
(IOCEO) OFFICE OF THE CEO	286
(IFCS) FINANCE AND CORPORATE SERVICES	306
(IIFS) INFRASTRUCTURE SERVICES	307
(IERS) ENVIRONMENT & REGULATORY SERVICES	320

ORDER OF PROCEEDINGS

1. Opening
2. Council Prayer
3. Attendance

Expected attendance of this meeting is as follows:

Councillors		Staff/Consultants	
Cr SC O'Toole (Mayor)	-Full Meeting	Mr Matthew Magin (Chief Executive Officer)	-Whole Meeting
Cr R Avery	-Full Meeting	Mrs Michelle Clarke (Director Finance & Corporate Services)	-Whole Meeting
Cr RG Fuhrmeister	-Full Meeting	Mr Andrew Boardman (Director Infrastructure Services)	-As required for IFS
Cr R Lomman	-Full Meeting	Dr Digby Whyte (Director Environment & Regulatory Services)	-As required for ERS
Cr SS Scriven	-Full Meeting		
Cr ID Todd	-Full Meeting		
Cr W Winks	-Full Meeting		

4. Leave of Absence
5. (COM) Confirmation of Minutes of the **General Meeting held on 18 February, 2021.** Confirmation of Minutes
6. Declaration of Conflicts of Interest
7. Deputations
Nil
8. Meeting Business by Corporate Function
Office of the CEO
Finance & Corporate Services
Infrastructure Services
Environment & Regulatory Services
9. Confidential Items
Office of the CEO
Finance & Corporate Services
Infrastructure Services
Environment & Regulatory Services
10. Councillor Reports
11. General Business
12. Information Reports
Office of the CEO
Finance & Corporate Services
Infrastructure Services
Environment & Regulatory Services

MEETING BUSINESS BY CORPORATE FUNCTION

(OCEO) OFFICE OF THE CEO

ITEM	TITLE	SUB HEADING	PAGE
OCEO1	<u>2022 OUTBACK QUEENSLAND MASTERS</u>		4
OCEO2	<u>RADF APPLICATION FOR 'LANDSCAPES WITH LYN' WORKSHOP</u>	RADF Application for 'Landscapes with Lyn' workshop.	39

OFFICER REPORT

TO: Council

SUBJECT: 2022 Outback Queensland Masters

DATE: 08.03.21

AGENDA REF: OCE01

AUTHOR: Kim Wildman - Tourism Manager

2022 Outback Queensland Masters Golf Tournament

Executive Summary

This report tables a proposal by Luke Bates from Golf Australia seeking sponsorship to host the tee-off of the 2022 Outback Queensland Masters in St George.

Background

In late 2020 Luke Bates, State Manager, Golf Australia and Krista Hauritz, Outback Queensland Masters' Marketing Consultant, met with members of the Balonne Shire Council including the Mayor, CEO and Manager Tourism and representatives from the St George Golf Club including President Ross Brimblecombe to present a proposal for the tee-off of the 2022 Outback Queensland Masters Golf Tournament to be hosted in St George. Dates suggested from 18-19 June 2022 with sponsorship of \$20,000 in cash requested from the Balonne Shire to take part in the event.

Presented by Golf Australia in partnership with Tourism & Events Queensland and PGA Australia, the Outback Queensland Masters is Australia's most remote golf series with the world's largest amateur golfing prize pool, including a million-dollar hole-in-one, 5 x \$10,000 hole-in-ones. The event is staged across 6 towns in Queensland's Outback and in 2020 was awarded Australia's Best New Event.

In 2019 the event had a 24 million reach in national media with more than 1,200 attendees across the six locations and 323 people from interstate. Due to COVID-19 travel restrictions, the 2020 was rescheduled to 2021 which will see the OQM commence at Biloela and then travel to Charleville, Quilpie, Blackall, Hughenden concluding in Longreach for the Million Dollar Hole-in-One challenge.

The inaugural event was launched in 2019 and ran across six towns including Roma, Charleville, Longreach, Winton, Boulia, concluding in Mount Isa.

The aim of the OQM is to attract a new, higher yield market to Outback Queensland and provide local and remote communities an opportunity to experience a high-quality sporting event of national significance.

Benefits of the Event

- National Media Coverage for the inaugural tee-off in St George/Balonne Shire.
- St George/Balonne Shire will feature in a 12-month marketing campaign which includes Editorial and TV Advertising, Content and Social Media Marketing, Signage at the event, and Digital Marketing on Website and e-News as well as a Program/Pocket Guide.
- Legacy of professional film and drone footage, and high-resolution images available post the event worth \$4,800.
- financial injection directly through your local golf club and through the community.
- Delivery of approximately 200 unique out-of-region visitors to your town for a minimum of three nights which equates to \$78,000 based on Tourism Research Australia's estimated daily expenditure for the Balonne Shire (currently determined at \$130 per person).
- Junior Clinics occur at each location and are FREE to the local kids in the community.
- PGA Professional Darren Weatherall provides these clinics at each event.

Additionally, Council would be offered two (2) Outback Player Passes valued at \$300, eight (8) Outback Spectator Passes valued at \$800.

Community Concerns

Following the meeting the St George Golf Club raised some concerns, including:

- The high dollar cash investment isn't balanced out by the return on investment given:
 - (a) the low numbers and cap on participants in the event, and
 - (b) that outside vendors would be brought in to provide services, such as catering for the event, which could be provided locally.
- The dates of the event would clash with the club's current Dragon Country Sandgreen championship, which is growing at a rapid rate.

Golf Australia's Response

QLD State Manager of Golf Australia, Luke Bates, has subsequently sent a letter to Council's Tourism Manager dated 24 February 2020 stating that Golf Australia:

- are "happy to work with Council on the level of support they provide the event", and
- "will ensure that the scheduling of the event in 2022 will not result in any of the local golfing club open days being affected".

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Economy</u>	Tourism growth and development

Consultation (internal/external)

Luke Bates, State Manager, Golf Australia
Krista Hauritz, Outback Queensland Masters' Marketing Consultant
Matthew Magin, CEO, Balonne Shire Council
Cr Samantha O'Toole, Balonne Shire Council
Cr Richard Lomman, Balonne Shire Council
Kim Wildman, manager Tourism, Balonne Shire Council
Ross Brimblecombe, President, St George Golf Club

Legal Implications

NA

Risk Implications

Reputation - Inadequate engagement and assessment of the impact of external and internal stakeholders on our community, viability and productive capacity.

Policy Implications

NA

Financial and Resource Implications

The cost of sponsorship for the event is **\$20,000** in cash with the return on investment to the community valued at **\$127,100**. This includes \$78,000 of direct expenditure from the 200 participants based on Tourism Research Australia's estimated daily expenditure for the Balonne Shire (currently determined at \$130 per person), two (2) Outback Player Passes valued at \$300, eight (8) Outback Spectator Passes valued at \$800 and legacy footage worth \$4,800.

There is currently \$44,000 in the 2020/2021 Tourism Events Donations with only \$6,000 requested in Round 2 grant applications (to be presented to Council at the April meeting), leaving \$38,000 available. It is therefore possible to hold over the sponsorship amount until the 2021/2022 Budget.

Options or Alternatives

As the proposal stands, the direct economic value to the Balonne Shire community does not justify the \$20,000 investment.

Given the high-profile nature of the event and the value to the Shire in terms of media exposure and community access to professionally run golfing clinics, the recommendation is that Council submits a counter proposal to Golf Australia for sponsorship of a reduced cash investment combined with in-kind support along with assurances regarding the use of local vendors for services.

Attachments

1. 24-02-2021-2022 Outback Qld Masters Proposal - Balonne Shire Council.pdf [↓](#) 

Recommendation/s

That Council resolves to present a counter proposal for sponsorship of a reduced cash investment combined with in-kind support to Golf Australia with assurances that local vendors will be utilised for all services for the event unless specialist and not available in the Shire.

Matthew Magin
Chief Executive Officer



2022 LOCATION OPPORTUNITY PROPOSAL



The Outback Queensland Masters is **Australia's most remote golf series** and the **world's largest amateur golfing prize pool**, including a million dollar hole-in-one, 5 x \$10,000 hole-in-ones.

This epic event is staged across 6 towns in Queensland's Outback and in 2020 was awarded Australia's Best New Event.

Presented by Golf Australia with strategic partner, Tourism & Events Queensland a eagle spirit partner, PGA Australia. The event is further supported by local government authorities and local golf clubs.



**AUSTRALIAN
EVENT AWARDS
WINNER 2020**

Presented by



Eagle Spirit Partner



Strategic Partner



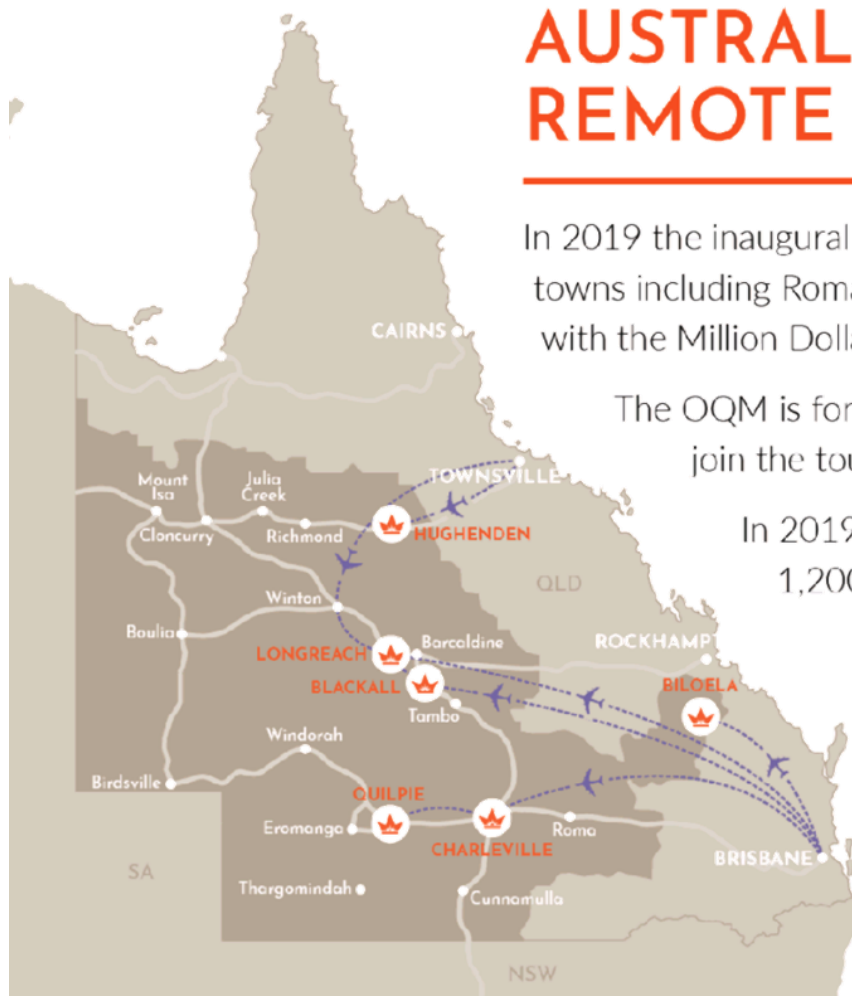
AUSTRALIA'S MOST REMOTE GOLF SERIES

In 2019 the inaugural Outback Queensland Masters (OQM) was launched across six towns including Roma, Charleville, Longreach, Winton, Boulia, concluding in Mount Isa with the Million Dollar Hole-In-One.

The OQM is for amateur golfers, where even first-time golfers are encouraged to join the tournament.

In 2019 the event had a 24 million reach in national media with more than 1,200 attendees across the six locations and 323 people from interstate.

Due to COVID-19 travel restrictions, the 2020 was rescheduled to 2021 which will see the OQM commence at Biloela and then travel to Charleville, Quilpie, Blackall, Hughenden concluding in Longreach for the Million Dollar Hole-in-One challenge.



NATIONAL RECOGNITION

In 2020 Outback Queensland Masters was judged by the Australian Event Awards as the Best New Event in Australia

“innovative, ground-breaking, inclusive, fun and creative - this is an incredibly unique new event. The effort, creativity and resourcefulness of the event organisers is truly impressive,”

co-chair of the judging panel Peter Rix AM.



AUSTRALIAN
EVENT AWARDS
WINNER 2020



A NEW MARKET FOR OUTBACK QUEENSLAND

The aim of the OQM is to attract a new, higher yield market to Outback Queensland and provide local and remote communities an opportunity to experience a high-quality sporting event of national significance.

"We are not about attracting thousands of visitors or profitless volume. The Outback Queensland Masters is about bringing new, higher spending markets to Outback Queensland."

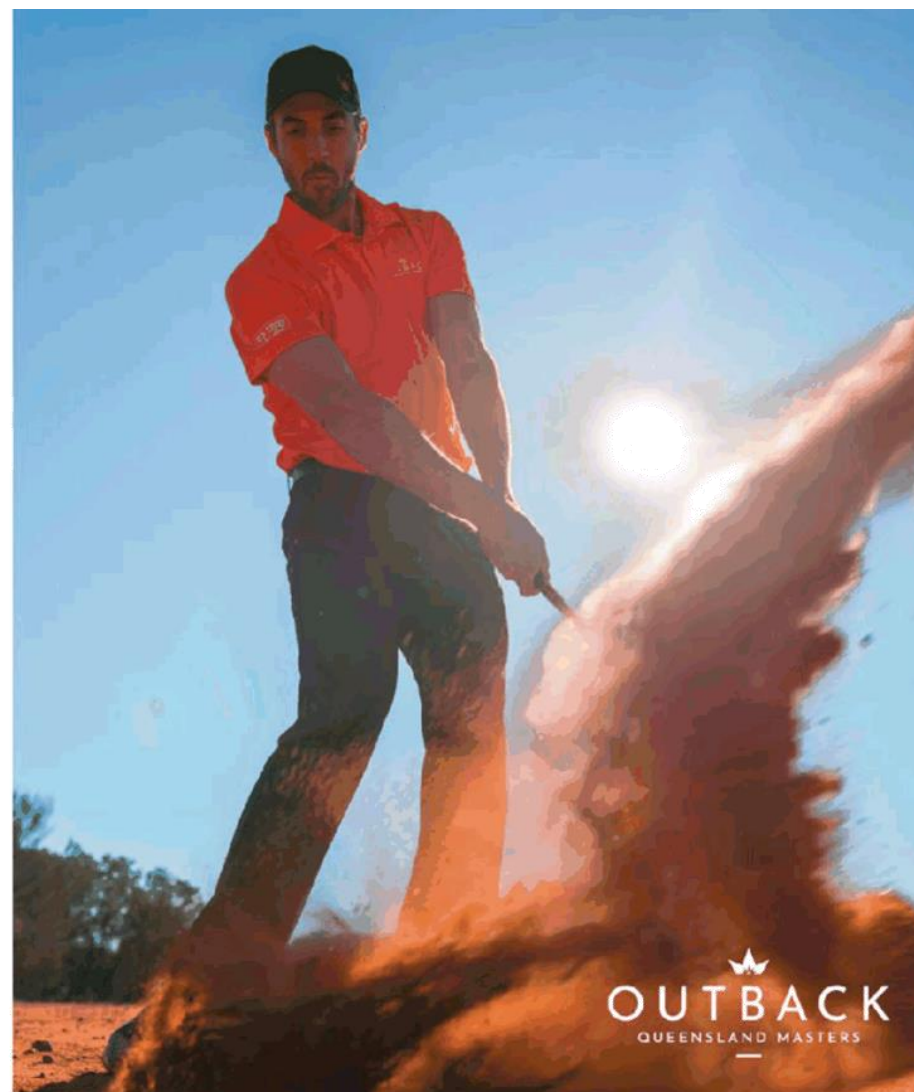
"We are already in negotiations with Golf New Zealand for promotional opportunities, and long-term to target international golfers."

*Luke Bates, Golf Operations & State Senior Manager
Queensland, Golf Australia.*



2022 PROPOSED KEY DATES

18 - 19 June	OQM - Location 1
25 - 26 June	OQM - Location 2
2 - 3 July	OQM - Location 3
9 - 10 July	OQM - Location 4
16 - 17 July	OQM - Location 5
22 - 23 July	OQM - Location 6
24 July	OQM - Location 6 (Million Dollar Hole-In-One)



THE EVENT FORMAT

- Staged at local golf clubs in each town, the first 5 events are two-day, weekend events staged on Saturday and Sunday, each with a \$10,000 hole-in-one challenge.
- The event kicks off with breakfast on the Saturday morning at the local respective golf club, followed by the official tee off. A free Junior Golf Clinic for local children is staged on the Saturday morning with PGA Pro, Darren Weatherall.
- The competition at each event continues all day Saturday and Sunday (9 holes each day), with breakfast and lunch included on both days. Saturday evening is dinner under the stars with live entertainment.

**OUTBACK**
QUEENSLAND MASTERS

THE MILLION DOLLAR *Hole-in-One*

The tournament culminates in the sixth location for a three-day event over Friday, Saturday and Sunday. Tee off is on the Friday morning followed by Dinner Under the Stars. Saturday is another day of play on the sand green, and Sunday is the Million Dollar Hole-in-One challenge.




OUTBACK
QUEENSLAND MASTERS



WELCOME TO COUNTRY



OUTBACK
QUEENSLAND MASTERS

DINNER UNDER THE MILKY WAY




OUTBACK
QUEENSLAND MASTERS



THE WINNERS







PROFESSIONAL COACHING



PGA Professional Darren Weatherall provides coaching and club fitting advice at each course

OUTBACK
QUEENSLAND MASTERS

THE JUNIOR CLINICS



- Junior Clinics occur at each location and are **FREE** to the local kids in the community.
- PGA Professional Darren Weatherall provides these clinics at each event.

OUTBACK
QUEENSLAND MASTERS

THE FEEDBACK PLAYERS

"A wonderful finale in Mount Isa for this magic event. We are still talking about it and sharing it with friends and family. Thinking seriously not to miss the 2021 opportunity - so much so we purchased two new 21st century drivers today!"

Leonie & Bruce Pratt

"Absolutely awesome Day One- organisation was excellent and the evenings entertainment absolutely outstanding"

Barbara Slater

"Our club (Roma) had the first leg of this great event. Being the first event we didn't know what to expect, golfers and non golfers enjoyed it so much they can't wait for the next leg. If you're not a golfer the entertainment package is well worth the money great entertainment and meal. Many thanks to the organising bodies for coming up with this awesome event for outback golf in Queensland, we are doing it pretty tough out here."

Jackie Lambert

"I enjoyed the course and the camaraderie of the players. Congratulations to all those who made it possible"

Martin Craig-McFeely

"I couldn't believe the setup you guys have done, I'm from a small town and I appreciate you guys doing this."

John Martin

"We like the country, we own a motorhome and liked the idea of playing the country courses and joining in some fun."

Derek and Sary Vanderkley



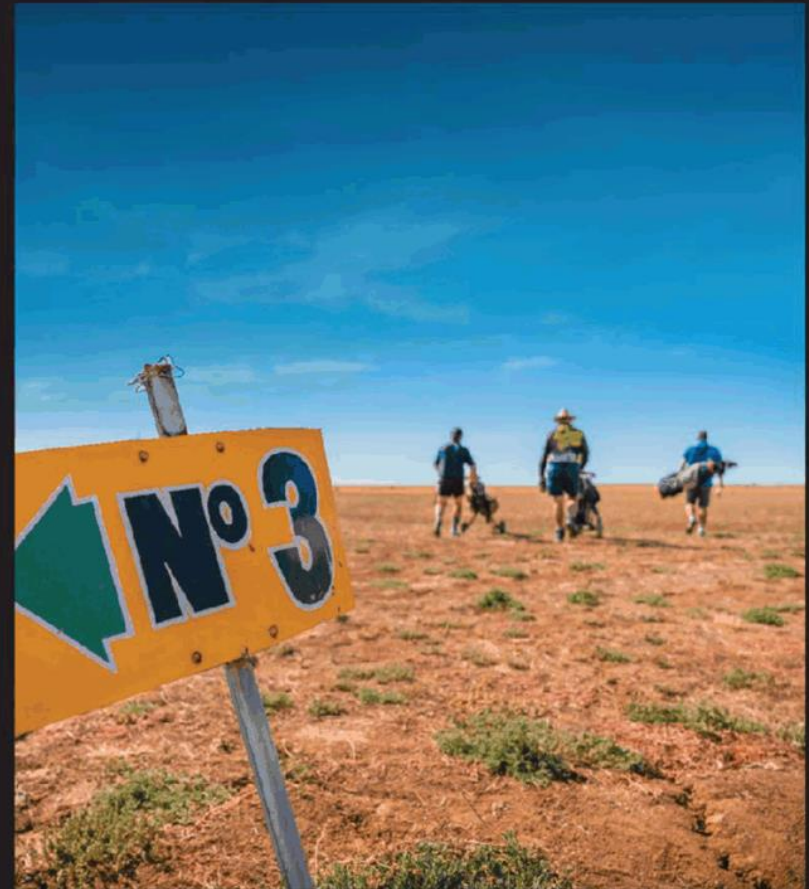
THE STATS

OVER 300 UNIQUE
VISITORS
TO THE REGION

OVER 1,200 ATTENDEES
ACROSS 6 EVENTS

OVER 3,800 VISITOR
NIGHTS IN THE OUTBACK

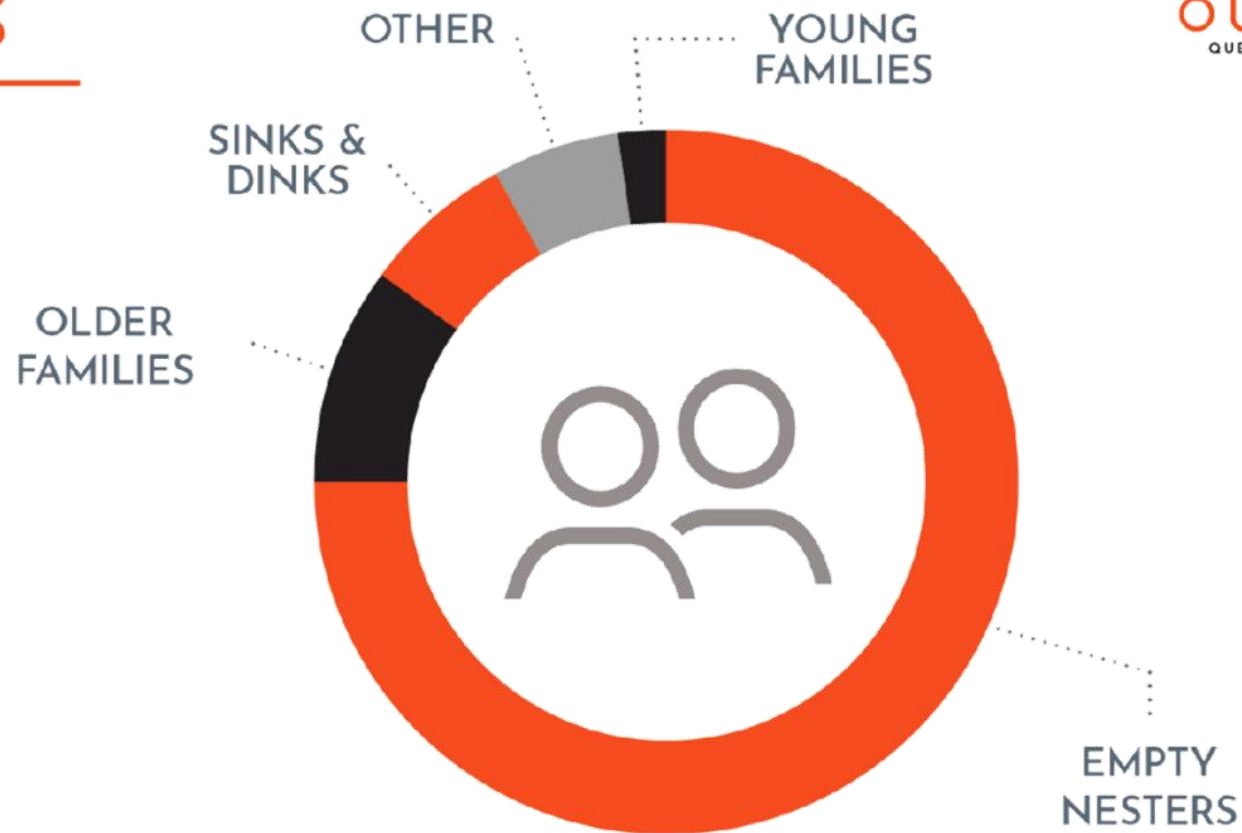
OVER \$1.3 MILLION
ECONOMIC IMPACT INTO
OUTBACK QUEENSLAND



NB: Above figures are from OQM 2019. 2021 will see a minimum 50% increase on 2019, based on current sales

OUTBACK
QUEENSLAND MASTERS

THE STATS



MEDIA OVERVIEW

15 MEDIA RELEASES TO
NATIONAL DISTRIBUTION
OF OVER
700 MEDIA CONTACTS

33 RADIO AND
TV INTERVIEWS ACROSS
AUSTRALIA

OVER 255 PRESS STORIES
WITH A REACH OF
23,598,634*

*NOT INCLUDING TV COVERAGE

NATIONAL TV COVERAGE
FOR INAUGURAL
TEE OFF IN ROMA

STATE-WIDE COVERAGE
OF THE MILLION DOLLAR
HOLE-IN-ONE IN MOUNT ISA

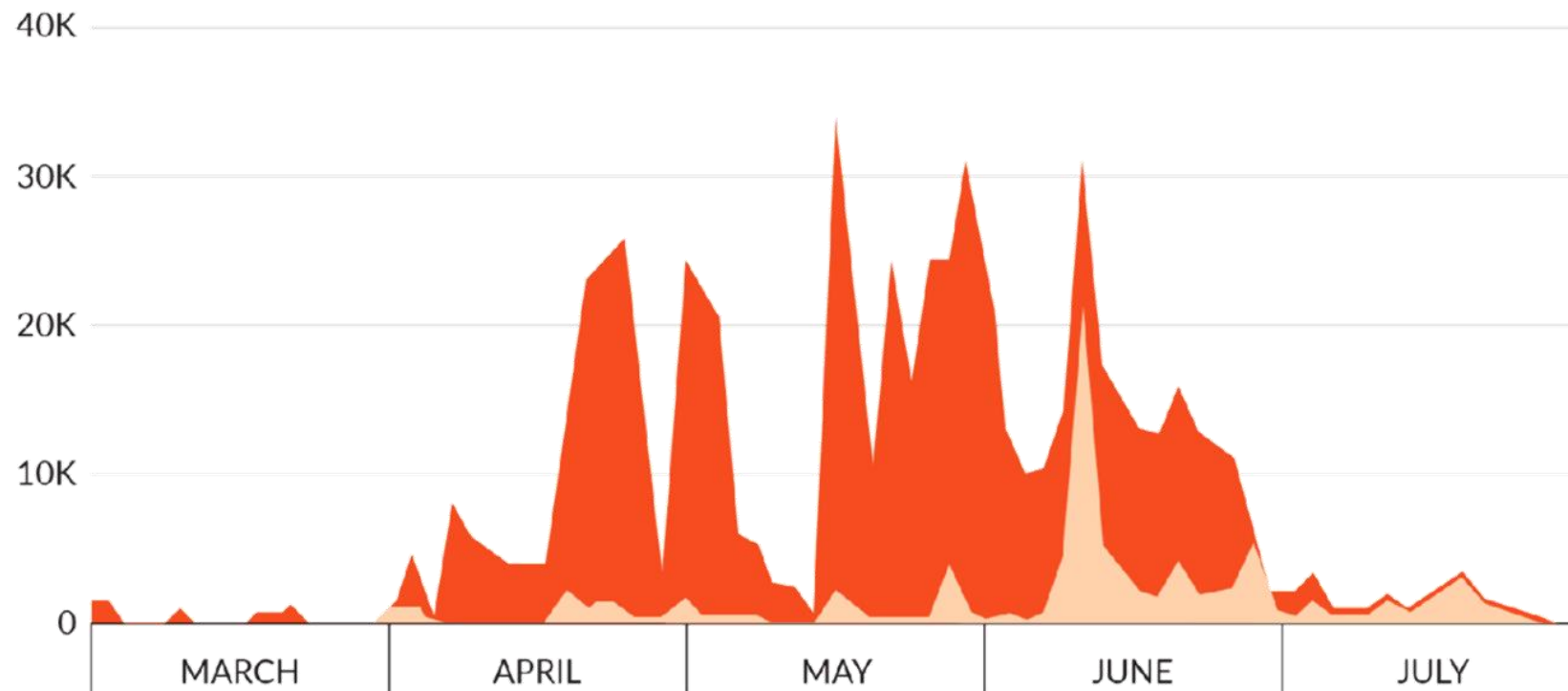

OUTBACK
QUEENSLAND MASTERS

SOCIAL MEDIA

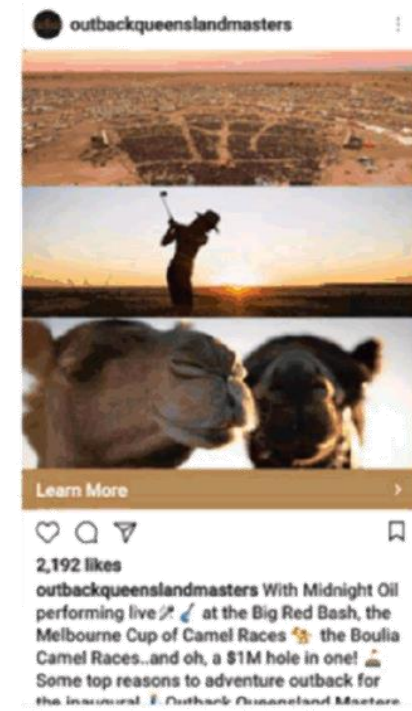


Facebook Post Reach – Paid advertising

Organic Paid



CONTENT AND SOCIAL MEDIA MARKETING



DEDICATED SOCIAL MEDIA TILES

OUTBACK
QUEENSLAND MASTERS



SIGNAGE AT EVENT OVER TWO MONTHS

The main banner for the Outback Queensland Masters event. It features a golfer in mid-swing on a golf course at sunset, with a woman standing nearby. The text "OUTBACK QUEENSLAND MASTERS" is prominently displayed in the center. To the left, a red badge says "YEAR OF OUTBACK TOURISM QLD 2019". To the right, a white box says "IT'S LIVE! in Queensland". Below the golfer, the text "Play around in Outback Queensland" is written. At the bottom left, the dates "17 JUNE - 28 JULY 2019" are listed, along with social media handles. At the bottom right, logos for "Golf Australia", "Tourism & Events Queensland", and "PGA Australia" are shown, each with a "PARTNER" label above it.

BIRDIE SPIRIT PARTNER
SHIRE OF MURWEI
Longreach Regional Council
MATESHIP PARTNER
MOUNT ISA CITY COUNCIL
maranoa
EAGLE SPIRIT PARTNER
PGA AUSTRALIA

YEAR OF OUTBACK TOURISM QLD 2019

OUTBACK
QUEENSLAND MASTERS

IT'S LIVE!
in Queensland

Play *around* in Outback Queensland

17 JUNE - 28 JULY 2019
OutbackQLDMasters OutbackQLDMastr OutbackQueenslandMasters

PRESENTED BY
Golf Australia

STRATEGIC PARTNER
TOURISM & EVENTS
Queensland

EAGLE SPIRIT PARTNER
PGA AUSTRALIA

STRATEGIC PARTNER
TOURISM & EVENTS
Queensland
Queensland Government
EAGLE SPIRIT PARTNER
PGA AUSTRALIA

SIGNAGE AT EVENT



CORFLUTE POSTERS



SCORECARDS

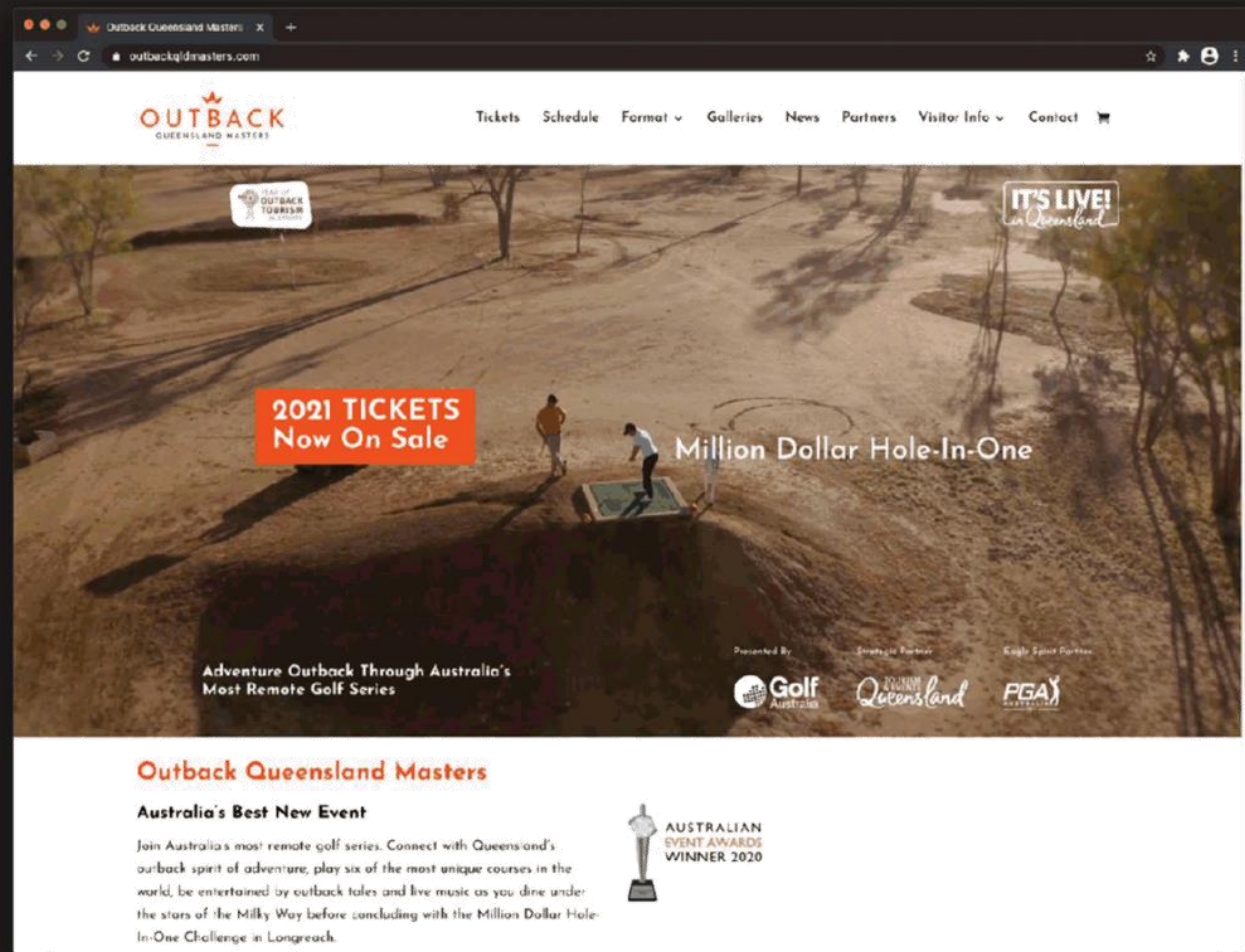


EDITORIAL + ADVERTISING

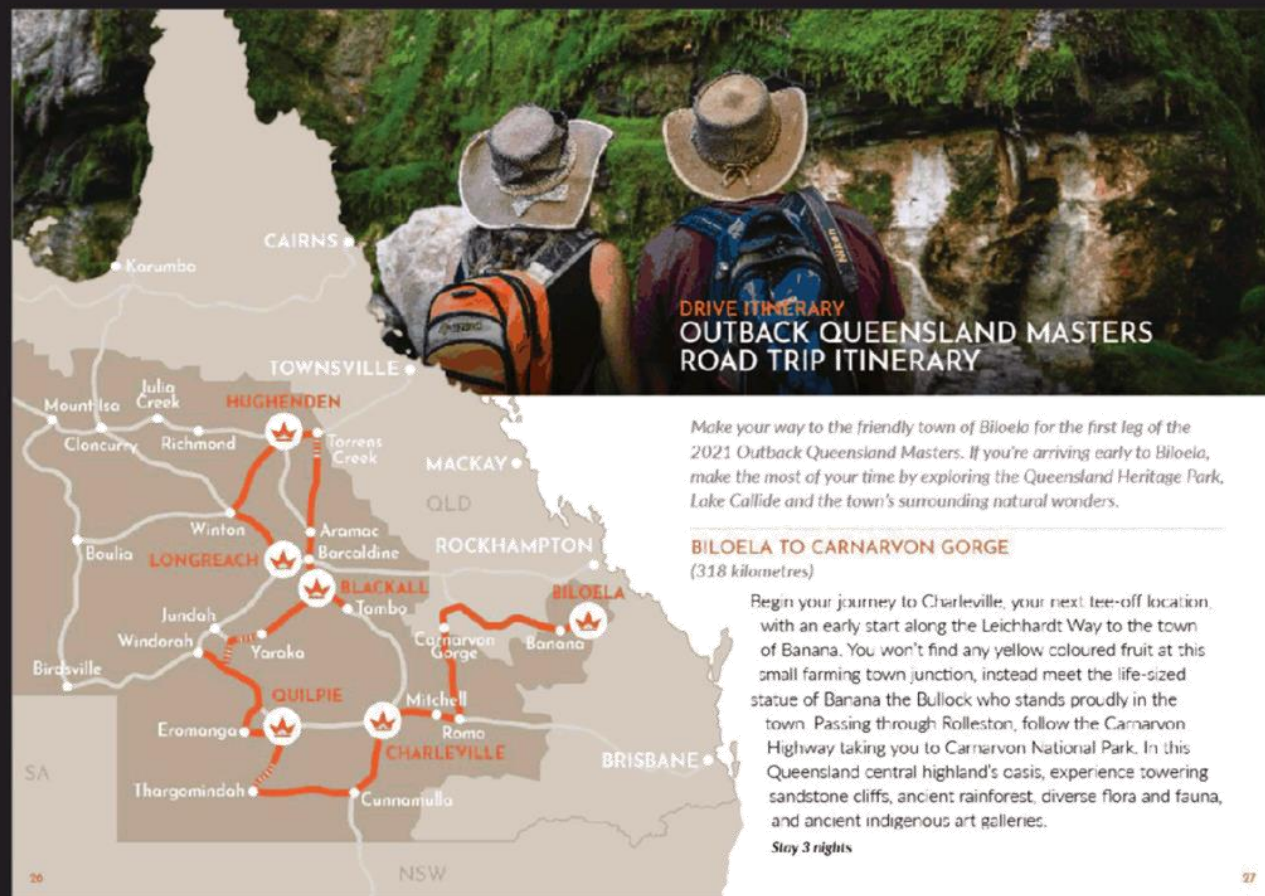
Australian Traveller Magazine, RM Williams Magazine, Qantas Spirit Magazine, Caravanning Australia, Wanderer Magazine, Outback QLD Tourism Association, OQM Poster



DIGITAL MARKETING WEBSITE + E-NEWS

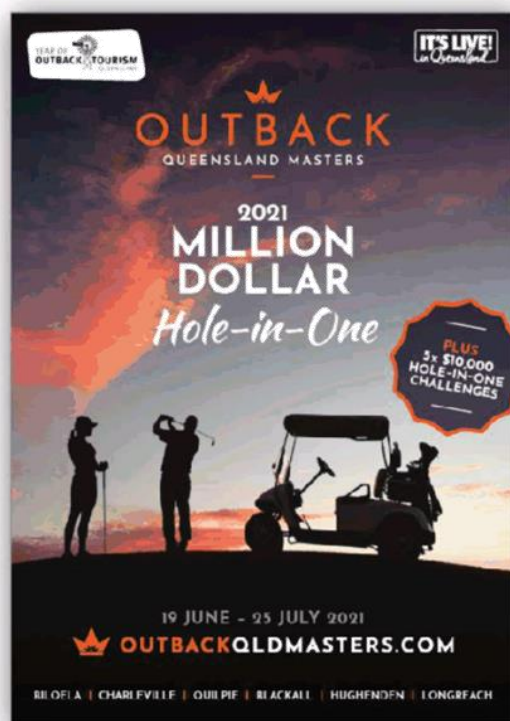


FLIGHTS + SELF DRIVE ITINERARIES



POCKET GUIDE

WITH ACCOMMODATION LISTINGS + VISITOR CENTRE CONTACTS



OUTBACK
QUEENSLAND MASTERS

2022 - COUNCIL PARTNERS

WHY PARTNER WITH AUSTRALIA'S BEST NEW EVENT THE OUTBACK QUEENSLAND MASTERS?

- Your town will feature in a 12 month marketing campaign
- Legacy of professional film and drone footage, and high resolution images available post the event
- OQM provides a financial injection directly through your local golf club and through the community
- Delivery of approximately 200 unique out-of-region visitors to your town for a minimum of three nights
- Delivery of a world class two day event
- Opportunity for your local club to be exposed to the operations of a World Class Golfing event where local staff and volunteers have the opportunity to gain experience and then use similar practices at events in the future.



2022 - COUNCIL PARTNER BENEFITS

BIRDIE SPIRIT PARTNER (>\$20,000 CASH)

Benefits

- Town inclusion on official OQM marketing collateral poster, program, website, advertising (TV, print and digital) and e-newsletter
- 5 Editorial based social media content
- Editorial in official pocket guide, including attractions, accommodation listings
- Self-drive itinerary promotion and town on OQM official touring map
- Dedicated Media Release announcing partnership with interview opportunities
- eDM to OQM database and Golf highlighting partnership and your local town
- 2 Outback Player Passes valued at \$300
- 8 Outback Spectator Passes valued at \$800
- Speaking opportunity at Player Presentation in your town
- Logo inclusion on Tee Signage displayed at various locations on the golf course
- Logo inclusion on Leaderboard displayed at each location
- Logo inclusion on Scorecard distributed to all players
- Logo inclusion on Partner page on OQM Website
- Professional photographer and videographer at each location
- Provision of event hi-res images and footage available post the event for each location worth \$4,800





OFFICER REPORT

TO: Council

SUBJECT: RADF Application for 'Landscapes with Lyn' workshop

DATE: 08.03.21

AGENDA REF: OCE02

AUTHOR: Mariella Perez - Community Development Officer

Sub-Heading

RADF Application for 'Landscapes with Lyn' workshop.

Executive Summary

The St George Arts Group requests \$1,450 from the Regional Arts Development Fund for the "Landscape with Lyn" workshop.

Background

The Regional Arts Development Fund (RADF) is a state and local government partnership that supports local artist and arts and cultural activities in Queensland Communities. Arts Queensland requires that the assessment process for RADF investment involve a diversity of community members including a diversity of demographics.

The 2020-21 RADF Grant Program Round 1 has been extended until 19 March 2021, however, this application was submitted before the decision for the extension. Council has received a completed application from the St George Arts Group for the "Landscapes with Lyn" workshop, a workshop that will teach participants how to create engaging landscapes with oils and pastels.

This show will provide an opportunity for members of the community to participate in an arts workshop, one of the very few art workshops that have been organised by community members after the ease of restrictions due to COVID-19. All members of the community are welcome to participate in this workshop.

This project aligns with two of the four local RADF priorities:

Priority	Objective
Place <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> To create opportunities for the development of public expressions of community identity, heritage, local stories, or artistic expression
Accessibility to quality touring productions and exhibitions.	<ul style="list-style-type: none"> To engage touring productions and/or exhibitions to the region
Professional Development <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> To nurture the creative and talented individuals in the Balonne Shire and encourage growth in their practice
Community Participation	<ul style="list-style-type: none"> To foster personal, social and economic wellbeing and community connection by facilitating participation in arts and culture by all members of the community
	<ul style="list-style-type: none"> Involve different, new or emerging art forms for the Balonne Shire. Target participants from demographics and segments of the community who have not historically participated in RADF funded programs or projects.

The total budget for the project is \$2,754 with the requested RADF investment of \$1,450.

The compliance assessment of the application has been completed by Mariella Perez - Community Development Officer. The application has been signed by appropriate parties and the applicant and venue have outlined how they will address any workplace health and safety issues, including a COVID-19 industry safe plan.

The application has been assessed by two (2) RADF Committee members in accordance with the Balonne Shire RADF program guidelines. The application has been determined to comply with the appropriate assessment criteria.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Vibrant creative arts, music, local history and culture

Consultation (internal/external)

Internal

- Community Development & Cultural Services Manager – Elizabeth Jones
- Community Development Officer – Mariella Perez
- RADF Committee Chair – Cr R. Fuhrmeister
- RADF Committee Member
- St George Arts Group Treasurer – Kerry Hetherington

Legal Implications

Not applicable.

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

Balonne Shire Arts and Cultural Policy 2015-2018

Financial and Resource Implications

Each year, Council participates in an Arts and Cultural Development program. The program is funded by Arts Queensland, through a program called Regional Arts Development Fund, along with Council's contribution, this program is able to support these projects for the community.

In previous years (excluding 2020), through the RADF Community Program, Council has approved over thirteen applications, with over \$25,000 spent.

There are sufficient funds in the allocated RADF 20-21 Community Program Budget for Council to approve the full amount requested, the remaining funds for RADF 20-21 will be as follows:

RADF 2020-2021 (inc. 2019-2020 surplus)	\$52,676.00
Less Placemaking 20-21 allocated budget	<u>\$13,020.00</u>
TOTAL RADF Community Program 2020-2021	\$39,656.00
Less requested funding	<u>\$ 1,450.00</u>
RADF 2020-2021 Round 1 - Community Program remaining	\$ 38,206.00

The remaining RADF 2020-2021 Round 1 Community Program funds will be rolled over into the RADF 2020-2021 Round 2 Community Program, including the Placemaking 20-21 allocated budget.

Options or Alternatives

Not applicable.

Attachments

1. 2020-02-09 - St George Arts Group - Landscapes with Lyn RADF Application.pdf [↓](#) 

Recommendation/s

That Council resolves to approve the St George Arts Group request of \$1,450.00 through the Regional Arts Development Fund 2020-2021 – Round 1 – Community Program for the ‘Landscapes with Lyn’ workshop subject to current COVID-19 restrictions at the time of the event.

Elizabeth Jones

Community Development & Cultural Services Manager



Regional Arts Development Fund
2020 - 2021 Application Form

2. PROJECT DETAILS	
Project name (10 words)	Landscapes with Lyn
Location of project	St. George
Start date (must commence after grant is approved)	17th April 2021
End date	18th April 2021
Total cost of project (from Section 6)	\$2754
RADF Grant requested (from Section 6)	\$1450
Outcome report due	
3. RADF FUNDING PRIORITIES - Which priorities does the project most align with (please tick, more than one priority can be selected)	
3.1 Balonne Shire Council RADF Priorities	
Place <i>To create opportunities for the development of public expressions of community identity, heritage, local stories, or artistic expression</i>	<input checked="" type="checkbox"/>
Accessibility to quality touring productions and exhibitions <i>To engage touring productions and/or exhibitions to the region</i>	<input type="checkbox"/>
Professional Development <i>To nurture the creative and talented individuals in the Balonne Shire and encourage growth in their practice</i>	<input checked="" type="checkbox"/>
Community Participation <i>To foster personal, social and economic wellbeing and community connection by facilitating participation in arts and culture by all members of the community</i>	<input checked="" type="checkbox"/>
<i>Involves different, new or emerging art forms for the Balonne Shire.</i>	<input checked="" type="checkbox"/>
<i>Targets participants from demographics or segments of the community who have not historically participated in RADF funded programs.</i>	<input type="checkbox"/>
3.2 State RADF Priorities	
Encouraging safe and inclusive communities	<input type="checkbox"/>
Building regions	<input checked="" type="checkbox"/>
Stimulating economic growth & innovation	<input type="checkbox"/>
Increasing workforce participation	<input type="checkbox"/>
Supporting disadvantaged Queenslanders	<input checked="" type="checkbox"/>
Conserving heritage	<input type="checkbox"/>



Regional Arts Development Fund 2020 - 2021 Application Form

4. ABOUT THE PROJECT	
4.1 Which category for funding does the project best fit?	
Creative development of new work	<input checked="" type="checkbox"/>
Cultural tourism	<input type="checkbox"/>
Events/festival	<input type="checkbox"/>
Exhibitions/collection	<input type="checkbox"/>
Heritage protection/promotion	<input type="checkbox"/>
Performances	<input type="checkbox"/>
Workshop	<input checked="" type="checkbox"/>
4.2 Brief Project Description:	
Please use this section to describe the rationale and objectives of your project (maximum 200 words).	
<p>The objective of this workshop is for each participant to learn how to create an engaging landscape. The participants have the opportunity to create in both oils and pastels. The Art Group has been able to source Lyn Barnes who is an accomplished artist, tutor and owner of the Eagle gallery in Quilpie (http://www.lynbarnes.com/). The group was fortunate to do a pastel workshop with Lyn a few years ago and is a popular tutor for her generous sharing of knowledge and gifted teaching style. Lyn will use her knowledge and skill to simplify the process of creating beautiful landscapes. It will include passing on valuable principles of: observation and shape; importance of tonal values; using warm and cool colours to create mood in a landscape. Lyn will make this a fun as well as informative 2 day workshop. Having access to a professional tutor of Lyn's quality is a fantastic opportunity for the artist community particularly post Covid where a sense of normality and optimism can return in 2021. For our elderly members, who find it so difficult to travel it is an added bonus. Art is a wonderful way to keep the mind healthy and active. As this is a hands on workshop, tangible results will be achieved by the end of the weekend.</p>	
4.3 How will this project benefit you, your community or artists/cultural workers?	
Give a brief description about the results you expect from the project. Examples could be: skill development, community access, media coverage for your art form, professional development, innovation, new work, quality of life for the community.	
<p>The access to a professional tutor increases the knowledge and skills set of the participants. This is then transferred into art work for the Shire residents and travelling tourists to enjoy. There is a transfer of this knowledge on our monthly art days where artists get together and help each other fine tune their skills and produce paintings. These art works are then displayed for the community.</p> <p>The St. George Art Group currently supports several public outlets by regularly supplying paintings. The St. George Show, the Dirranbandi show, the Pop Up Gallery, Inland Legal Boardroom, Brushstrokes Exhibition, The Dragon Festival (when on), the Dirranbandi Art Show and the Anglican Art Show are all supported by our members. The Art Group also promotes these outlets through our Facebook page.</p> <p>We also hope to encourage new members from our community to join and we have been successful in this. We have continued to receive positive feedback from the Shire residents and travellers on the quality of the art work and with access to more professional help this will only improve.</p> <p>A weekend workshop is also a very sociable way to get interested artists together which can be difficult in such a large Shire. Our participants come from all over the Shire; St. George; Dirranbandi; Thallon; Nindigully; Mungindi; Bollon; Boolba and Begonia. Any post Covid event is a godsend to our Shire members. A weekend workshop with like-minded people is very beneficial to the wellbeing of the residents.</p>	
4.4 Please estimate the following	
Total number of activities involved (e.g. performance, workshop, etc.)	2
Total number of participants at event/activity	12-15



Regional Arts

Development Fund

2020 - 2021 Application Form

4.5 Please outline the steps you have taken to address the issues of workplace health and safety, public liability insurance, copyright and relevant licenses.

Our committee arrive early and together with the tutor arrange the work space to ensure that it is easily accessible and safe particularly for elderly members. All care is taken when applying art mediums.

There are no copyright or licence issues. We are unsure at this stage if the annex is available but will make every effort to ensure the safety of our members and participants.

4.6 How does your project adapt to current social and environmental issues?

Please use this section to describe how the project adapts to current issues that might be having a big impact in society and the way we live. (e.g. Climate change, pandemic, local protests)

We will ensure that proper safe Covid practices will be adhered to. There will be sanitiser provided and social distancing monitored. Art in its very nature keeps people well and truly distanced as you need considerable space to set up your easel and art supplies. The washing of brushes and your hands is something an artist must do regularly anyway to produce clean art work. Communal surfaces will be wiped down and sanitised after each use and we will put up signs to remind people of what is required as per the guidelines in a Covid safe event. It will not be difficult as this is not a large public gathering. Numbers are set by the tutor and are capped at 15.



Regional Arts Development Fund 2020 - 2021 Application Form

5. LIST THE ARTISTS AND ARTS WORKERS INVOLVED.

Please remember to attach the following four documents from each artist or arts worker receiving RADF funding:

- Resume or CV
- Eligibility Checklist for each Professional and Emerging Professional Artist
- Letter of confirmation and
- Schedule of fees



How many people in total will be employed (paid) through the project? 1

How many volunteers (unpaid workers) will be involved with the project? 4

Name	Role or position in project	Rate of pay (\$/hr, \$/day or \$/week)	Total fee whole \$	Amount to be funded by RADF
Lyn Barnes	Tutor	\$700/day	1400	1000
	Travel	\$299	299	150
	Accommodation	\$450	450	300
C. Carson	President volunteer	\$0	0	0
J. Hatch	Secretary volunteer	\$0	0	0
K. Hetherington	Treasurer volunteer	\$0	0	0
H. McKay	Publicity Officer volunteer	\$0	0	0
TOTAL (Transfer total salaries, fees and allowances to the expenditure column in the budget)			\$2149	
TOTAL (Transfer total RADF amount to the RADF expenditure column in the budget)				\$ 1450



Regional Arts Development Fund 2020 - 2021 Application Form

6. PROJECT BUDGET

Please complete this budget template to account for all costs of your project. Round all amounts to whole dollars.

The amounts requested in the third column (RADF) show how much RADF funding you are seeking for each expenditure item.

Note: If you are GST registered Council will pay the grant plus GST. If you are registered for GST, your expenditure and income should be exclusive of GST. If you are not registered for GST, your expenditure should include the GST to be paid. Please add the in-kind approximate value and consider in the Total.

EXPENDITURE	TOTAL COST of each expenditure item.	RADF	INCOME Income includes in-kind contributions and the total RADF grant you are seeking	TOTAL COST of each income item
Salaries, Fees and Allowances	\$	\$	Earned Income	\$
Lyn Barnes tutoring	1400	1000		
travel	299	150		
accommodation 3 nights	450	300		
Production/Program Costs ¹	\$	\$	Participant Contribution:	\$
				1000
Promotion, Documentation and Marketing	\$	\$	Contribution from Artists and Others (please note if this is in-kind)	\$
Administration ²	\$	\$	Other Cash Grants, Sponsorship, Fundraising & Donations	\$
Hire of annex or similar	285	N/A		
Catering based on 10 people @ \$20	320	N/A	In-Kind	304
		N/A		
RADF GRANT (total from column 3)		1450	RADF GRANT (total from column 3)	1450
TOTAL EXPENDITURE	2754	N/A	TOTAL INCOME	2754

Budget Notes

When you have completed your budget the Total Expenditure and Total Income must be equal. The RADF grant should be listed twice – once in the income column and once in the expenditure column.



Regional Arts Development Fund 2020 - 2021 Application Form

7. DOES YOUR COMMUNITY GROUP IDENTIFY AS BELONGING TO ONE OR MORE OF THE BELOW TARGET GROUPS ?(please tick)	
Aboriginal & Torres Strait Islander people	<input type="checkbox"/>
Older people (over 55 years of age)	<input checked="" type="checkbox"/>
People with a disability	<input checked="" type="checkbox"/>
Children (0 -11 year of age)	<input type="checkbox"/>
Young people (12-25 years of age)	<input type="checkbox"/>
People from culturally and linguistically diverse backgrounds	<input type="checkbox"/>
Women	<input checked="" type="checkbox"/>
Men	<input type="checkbox"/>
People who experience disadvantage	<input type="checkbox"/>

8. WHICH COMMUNITY GROUPS WILL SPECIFICALLY BENEFIT FROM THE PROJECT (please tick)	
Aboriginal & Torres Strait Islander people	<input type="checkbox"/>
Older people (over 55 years of age)	<input checked="" type="checkbox"/>
People with a disability	<input type="checkbox"/>
Children (0 -11 year of age)	<input type="checkbox"/>
Young people (12-25 years of age)	<input type="checkbox"/>
People from culturally and linguistically diverse backgrounds	<input type="checkbox"/>
Women	<input checked="" type="checkbox"/>
Men	<input type="checkbox"/>
People who experience disadvantage	<input type="checkbox"/>

9. RADF GRANT HISTORY	
Have you or your group/organisation previously applied for a RADF grant?	Yes <input checked="" type="radio"/> No <input type="checkbox"/>
If you were successful has that grant been successfully acquitted?	Yes <input checked="" type="radio"/> No <input type="checkbox"/>

10. AUSTRALIAN BUSINESS NUMBER (ABN) Details	
Will you/your organisation be responsible for the financial management of the grant if this application is successful?	<input checked="" type="checkbox"/> Yes – Provide your ABN details below <input type="checkbox"/> No – An auspicing body will be administering any grant that I receive on my/our organisation's behalf.
ABN:	74519755719
In what name is the ABN registered?	St. George Art Group Inc
What is your trading name or professional name (if relevant)?	
Are you registered for GST? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	



Regional Arts

Development Fund

2020 - 2021 Application Form

11. AUSPICED APPLICATION

Please note:

- Only complete this section if you are nominating an accountable organisation or individual to administer the grant on your behalf.

Who is your auspicing arrangement with?	<input type="checkbox"/> an incorporated organisation <input type="checkbox"/> an individual with an ABN	
Name of auspicing organisation or individual:		
Contact person for auspicing organisation:		
Position of contact person (if relevant):		
ABN of auspicing organization or		
Are you registered for GST?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Postal address of auspicing organisation or		
Telephone:	Work:	Fax:
Mobile:		Email:

12. CERTIFICATION

I, the undersigned, certify that:

I have read and will abide by the Balonne Shire Council's *RADF Guidelines* (together with any published revisions which are available at www.balonne.qld.gov.au)

The statements in this application are true and correct to the best of my knowledge, information and belief, and the supporting material is my own work or the work of the artists named in this application.

I have read and understood the Information Privacy and Right to Information Statement below and agree to the use and disclosure of information as outlined in the Statement.

Information Privacy and Right to Information

The information you provide in your grant application will be used by the Council to process and assess your application and, if successful, to process, pay and administer your grant. The Council may contact other funding agencies to verify grants requested from other funding agencies in support of your project.

If your application is successful, the Council may disclose the following Information to Arts Queensland:

- the information you provide in your grant application
- the amount of funding you receive
- the information you provide in your outcome report and,
- text and images relating to your funded activity.

The Information may be used by the Council or Arts Queensland for reporting purposes, training, Regional Arts Development Fund 2020 - 21 Application Form updated December 2020
Page | 8



Regional Arts

Development Fund

2020 - 2021 Application Form

systems testing and process improvement. The information may be anonymised and used for statistical purposes.

The Information may be used by the Council or Arts Queensland for the promotion of RADF or the promotion of funding outcomes for arts and cultural development in Queensland. For this purpose, the Information and your contact details may be provided to Queensland Government Members of Parliament, the media and other agencies who may contact you directly. The Council and Arts Queensland may also publish the Information in their Annual Reports or on their websites.

The Council and Arts Queensland treat all personal information in accordance with the *Information Privacy Act 2009*.

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

Signature: <i>K. Hetherington</i> If you are under the age of 18 your legal guardian must also sign this application	Date: 9 / 2 / 21
Name in full: Kerry Hetherington	
Position in group or organisation: (if applicable) Treasurer	

Certification by Auspicing Organisation/Individual

Please note: Both the applicant and the auspicing organisation/individual are considered responsible for ensuring the acquittal of grants and both could be deemed ineligible to place further applications to RADF until all grants have been satisfactorily acquitted.
I/my organisation agree/s to administer the grant that may be offered to the applicant on their behalf
and that the information stated in 2.4 of this application is true and correct.

Signature:		Date:	
Name of Auspice Body:			
Contact person's name in full:			
Position in group or organisation: (if applicable)			



Regional Arts Development Fund 2020 - 2021 Application Form

APPLICATION CHECKLIST

BEFORE YOU SUBMIT YOUR APPLICATION MAKE SURE:

- You have answered all sections on the Application form
- That your application includes:
 - ✓ The completed signed application form
 - ✓ All support material provided as attachments is labeled with your name and address.
 - ✓ You have indicated below those support materials which you have attached to this application
 - ✓ You have kept a copy of your application for your own records
- The total sum of points of the supporting documents provided will be added to your final score and will make a stronger application.

MUST provide Supporting Material (tick those support materials which you have attached to this application. Supporting Material may result in a stronger application for assessment. The RADF Liaison Officer may request additional information not included below.

5	<input checked="" type="checkbox"/>	A resume or CV, for each professional or emerging professional artist and artsworke involved in your project / activity
5	<input checked="" type="checkbox"/>	An Eligibility Checklist for Professional and Emerging Professional Artists for each artist and artsworke involved in your project/activity
3	<input checked="" type="checkbox"/>	Written confirmation of the names and availability from the artists, professionals, personnel, and venue involved in the project.
3	<input checked="" type="checkbox"/>	A quote/payment schedule for any paid artists, professionals or arts worke employed in the project
2	<input checked="" type="checkbox"/>	A quote for any travel, accommodation, or project related expenses for which you are applying for RADF assistance. (If applicable)
2	<input type="checkbox"/>	Evidence of appropriate insurance. (If applicable)
20 Max. Total		

**RETURN COMPLETED APPLICATION AND SUPPORT MATERIAL TO
BALONNE SHIRE COUNCIL
PO Box 201 St George QLD 4487 or council@balonne.qld.gov.au**



Regional Arts

Development Fund

2020 - 2021 Application Form

Eligibility Checklist: Professional / Emerging Professional Artists

A separate Eligibility Checklist must be completed by each artist who will be paid salaries, fees or allowances from the RADF grant. Please make copies of this Checklist as required.

The purpose of the RADF Program is to support professional and emerging professional artists and artworkers to practise excellent art for and with communities for mutual development.

This checklist has been developed to ensure that the status of artists as 'professional' and 'emerging professional' is clearly identified.

Your responses to the questions below determine your status as an artist in regard to the RADF Program.

You need to tick **three** or more of the artistic merits below to qualify as an artist with a professional or emerging professional status.

If you cannot select a minimum of **three** of the artistic merits, you do not meet the eligibility requirements as a professional or emerging artist who can be funded by the RADF program.

In this case please contact your local RADF Liaison Officer to discuss alternative funding sources to support your arts activity/project.

Artist, or Artworker NAME: LYN BARNES

Please tick the following artistic merits that apply to you

☐ I have professional arts and/or cultural qualifications

☒ I have an Australian Business Number (ABN)

7 4 7 2 4 0 6 3 7 7 9

☒ I have devoted significant time to arts practice.

☒ I have been recognised as a professional by peers.

☒ I have held public exhibitions or given public performances (not as part of a competition).

☒ I have work held in public collections.

☐ I have won important national and/or international prizes or awards.

☒ I have held public discussions and/or have had articles written about my work.

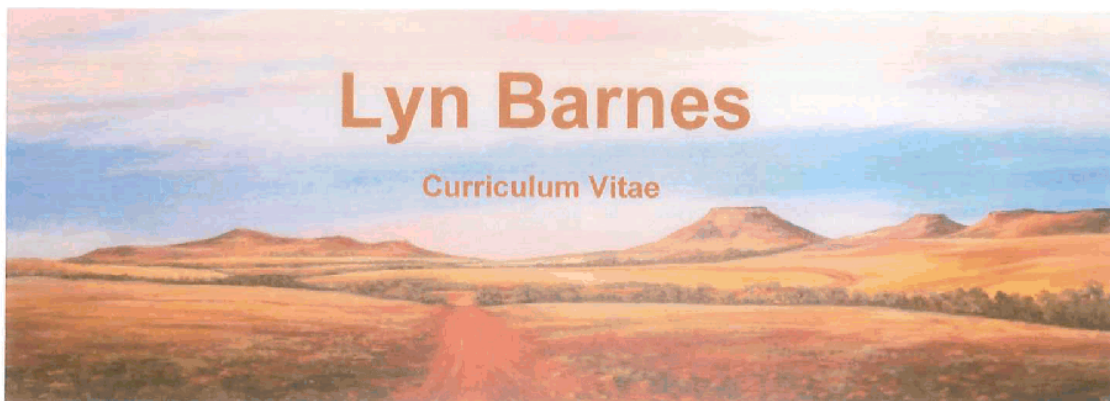
☒ I have been commissioned or employed on the basis of art skills and/or earning income from sales of art work.

☐ I am a member of a professional association (or associations) as a professional artist.

Name/s of association/s:

☒ I am an artist whose artistic or cultural knowledge has been recognised as professional by peers or the cultural community.

☐ I am an artist whose artistic or cultural knowledge has developed through oral traditions.



The arid landscape of outback Queensland has been inspiration for artist Lyn Barnes since she began painting over twenty-five years ago. Her work is recognised for its vivid depiction of not only the intense blue skies and red earth of her home, but also of the people of the area that is sometimes referred to as Heartbreak Corner.

Since opening her first gallery in Quilpie in 1993, Lyn's work has become popular with outback travellers as they collect her pictures to remind them of their experiences. Successful annual exhibitions in Brisbane have proved to Lyn that Australians who live in cities still have a love of outback landscapes and lifestyle.

The paintings Lyn produces in her studio at in Quilpie are held in both private and corporate collections throughout Australia and overseas. She is regularly engaged by art groups as a tutor.

Exhibitions

1993/96 Robbo's Opals, Quilpie

1994 "Earth Scents" Queensland Arts Council Gallery
Brisbane

2000/04 The Old Exchange Gallery Quilpie

2002 Nudgee College Year of the Outback Art Show
Feature Artist

2004/06 Lyn Barnes Gallery Quilpie

2004 Coober Pedy

2006 Great Australian Cattle Drive Exhibition Birdsville

2003/2006 Graydon Gallery Brisbane

2007 Graydon Gallery Brisbane, Townsville

2008 Quilpie Visitor's Centre Gallery, ABC Races, Graydon Gallery Brisbane, Surat on Balonne
Gallery, Cunnamulla Regional Gallery

2009 Graydon Gallery Brisbane, Quilpie Visitor's Centre Gallery, Roma on Bungil Gallery

2009 Artist in Residence, Eagle Gallery Quilpie, Graydon Gallery Brisbane



2010 Landscapes & Larrikins joint exhibition with Wolfgang John, Art in the Shed –Centenary Exhibition for ABC Races Brunette Downs NT, Graydon Gallery Brisbane

2011 Kings of the Earth solo exhibition Stockman's Hall, Longreach, Graydon Gallery Brisbane

2012 Exhibition of the Decade, Graydon Gallery

2013 Post Cards from the Edge of the Desert, Graydon Gallery

2014 Annual Exhibition Graydon Gallery

2015 Cunnamulla Fella Gallery, Graydon Gallery

2016 Graydon Gallery, Outback Fringe Festival

2017 Graydon Gallery, Outback Fringe Festival

2018 Graydon Gallery, Betoota – The Exhibition

2019 Graydon Gallery, Place of Origin

2020 Roma on Bungil Gallery – Sunburnt Country



Awards

2003 Quilpie Shire Council Australia Day Cultural Award,

2006 South West Queensland Mulga Award for Arts & Culture

2010 Quilpie Shire Council Australia Day Cultural Award

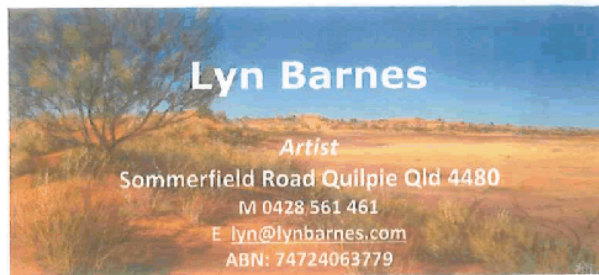
Workshops

Two-day pastel workshops have been regularly conducted throughout the Outback and include the following art groups in the following locations:

Yowah, Windorah, Injune, Quilpie, Roma, St George, Eromanga, Tibooburra, Nyngan

Channel Country Ladies Day Community Canvas Jundah, Betoota, Noccundra, Thargomindah





To: Cathy Carson
St George Art Group

Date: 29.01.21

Quote

2 Days Tuition @ \$700.00 per day

\$1 400.00

Travel @50 cents per kilometre 598KM

\$299.00

Total

\$1 699.00

Plus 3 nights accommodation



08 February 2021

Kerry Hetherington
St George Art Group

Dear Kerry,

Re: Pastel/Oil Workshop St George 17/18 April 2021

This letter confirms my intention to conduct the above-mentioned workshop on the dates indicated.

Yours faithfully,

A handwritten signature in black ink that reads "Lyn Barnes".

Lyn Barnes

(FCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
FCS1	<u>MONTHLY FINANCIAL MANAGEMENT REPORT FEBRUARY 2021</u>	Monthly Financial Management Report as at 28 February 2021 to be tabled at the meeting.	57
FCS2	<u>AUDIT & RISK COMMITTEE MINUTES 25 FEBRUARY 2021</u>	Audit & Risk Committee minutes 25 February 2021	77
FCS3	<u>QUEENSLAND RECONSTRUCTION AUTHORITY - DISASTER RECOVERY FUNDING</u>	Amendment to Budget 2020/21 and Revenue Recognition	143
FCS4	<u>BOLLON LEVEE ROAD PERFORMANCE CONTRACT</u>	Budget amendment and Revenue Recognition Assessment	147
FCS5	<u>MEMBERSHIP OF COMMITTEES</u>	Review of Standing and Advisory Committees and rescinding portfolios	150

OFFICER REPORT

TO: Council

SUBJECT: Monthly Financial Management Report February 2021

DATE: 08.03.21

AGENDA REF: FCS1

AUTHOR: Tracey Lee - Manager Finance Services

Sub-Heading

Monthly Financial Management Report as at 28 February 2021 to be tabled at the meeting.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Financial management for long-term sustainability

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Attachments

1. Monthly Financial Report 280221 [↓](#) 

Recommendation/s

That the monthly Financial Management Report for the period ending 28 February 2021, as attached, be received and noted.

Michelle Clarke
Director Finance & Corporate Services

FINANCIAL PERFORMANCE REPORT

February 2021



ST GEORGE | DIRRANBANDI | BOLLON | THALLON | MUNGINDI | HEBEL | NINDIGULLY

Table of Contents

Statement of Income and Expenditure	2
Graphical representation:-	
Recurrent Revenue	3
Recurrent Expenditure.....	4
Capital Revenue	5
Statement of Financial Position	6
Graphical representation:-	
Investments	7
Cash and Equivalents compared to Restricted Cash	7
Statement of Cash Flows.....	8
Financial Indicators and Ratios	9
Capital and Operational Projects	
Graphical representation:-	
Capital Projects Expenditure.....	10
Operational Projects Expenditure.....	10
Capital and Operational Projects Report.....	11

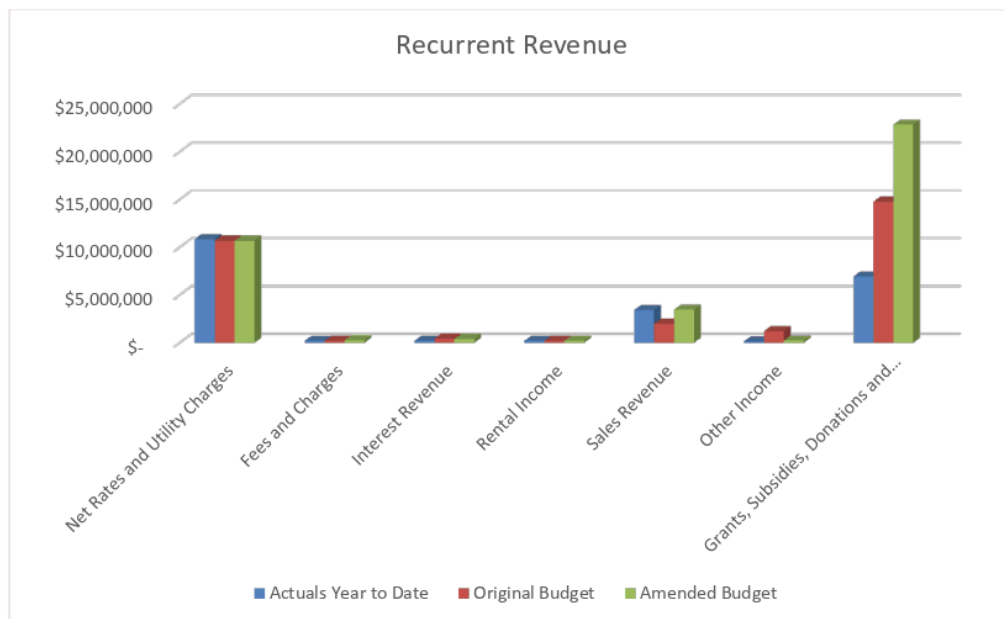
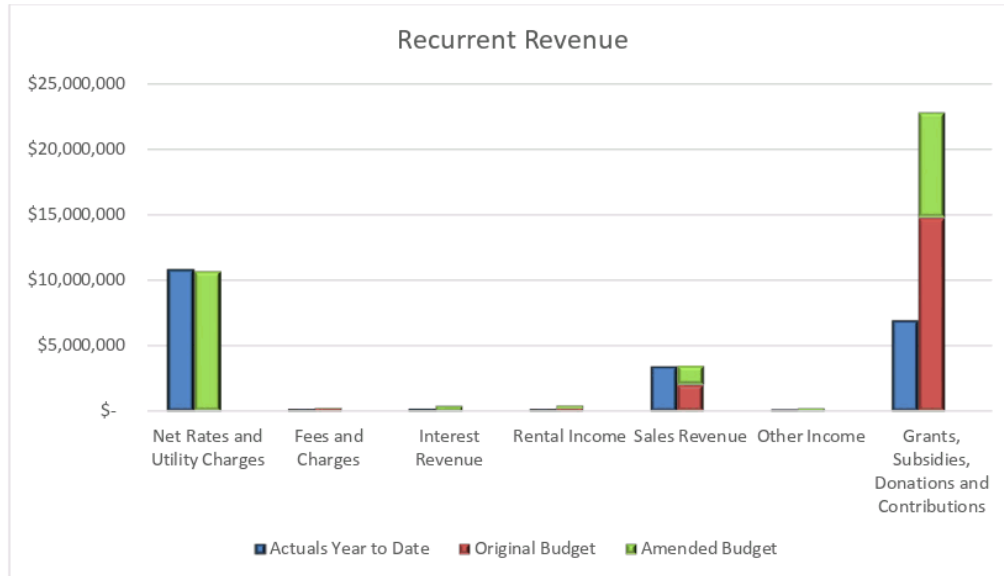
BALONNE SHIRE COUNCIL
Statement of Income and Expenditure

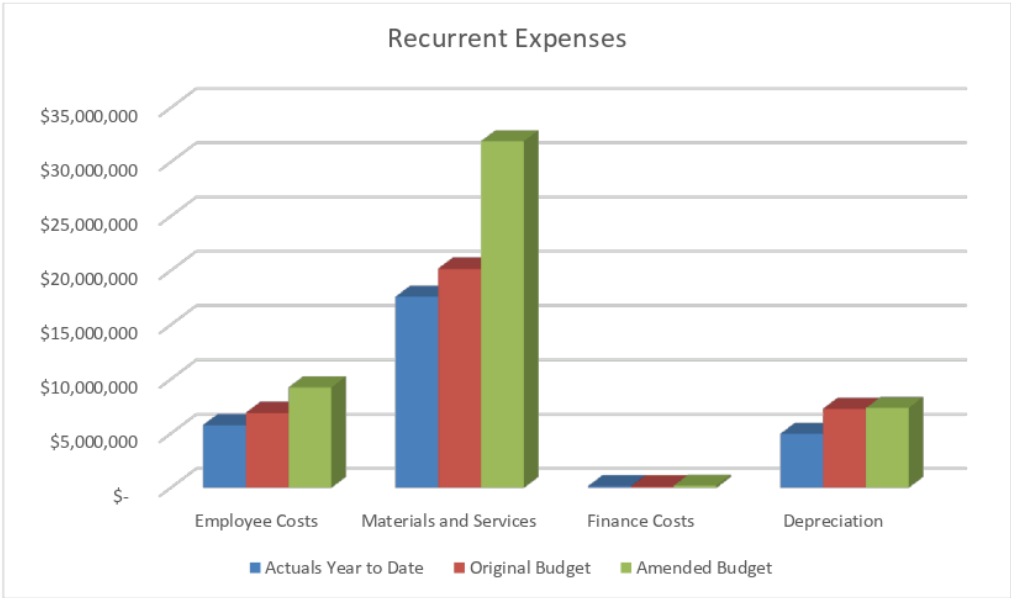
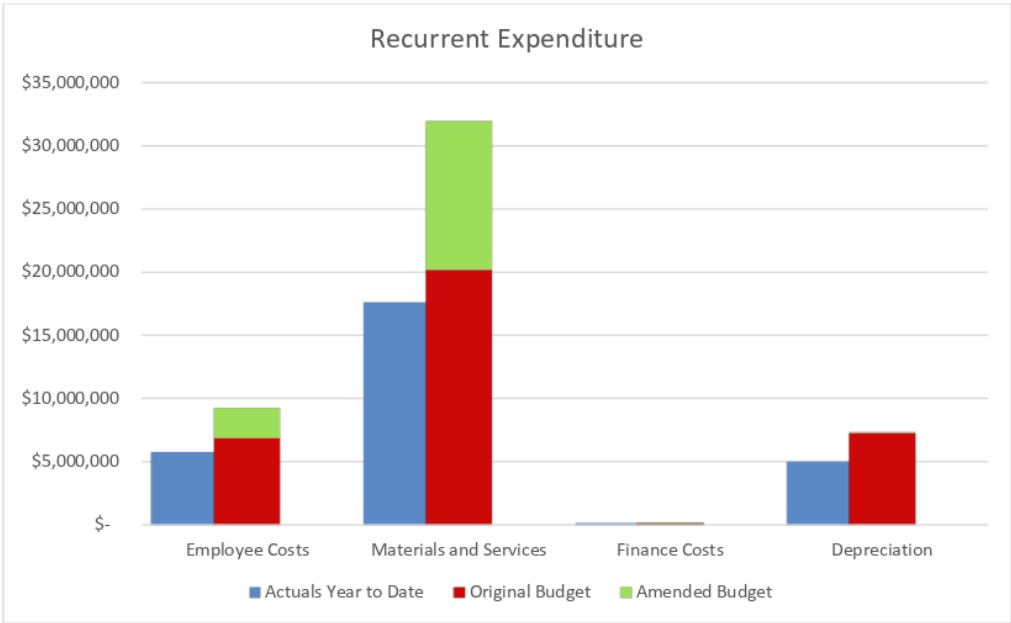
For the period ended 28 February 2021
67% of Year Expired

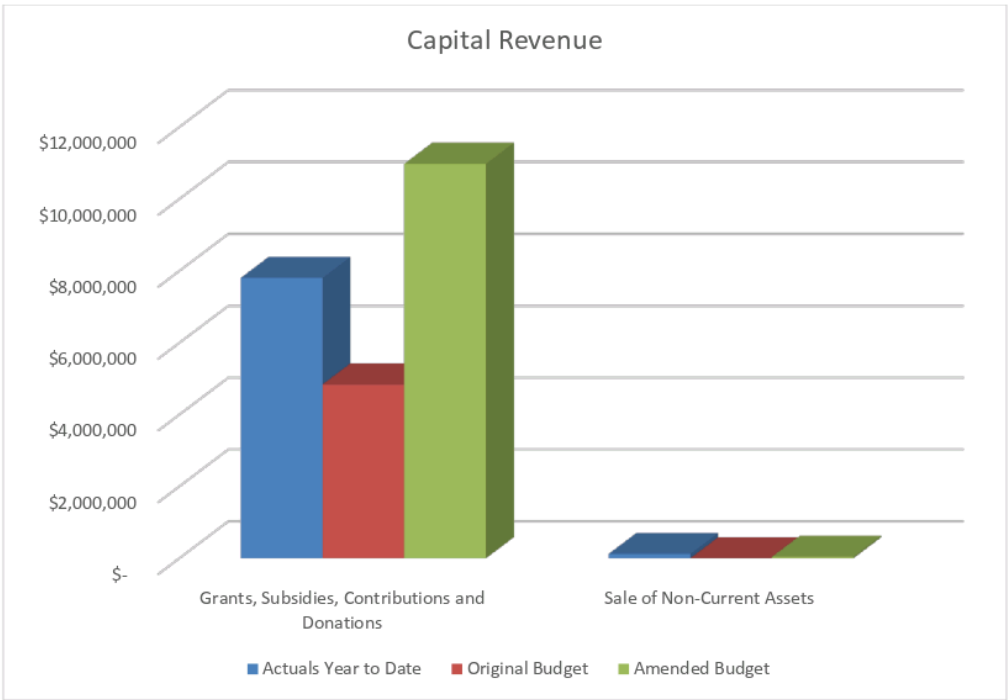
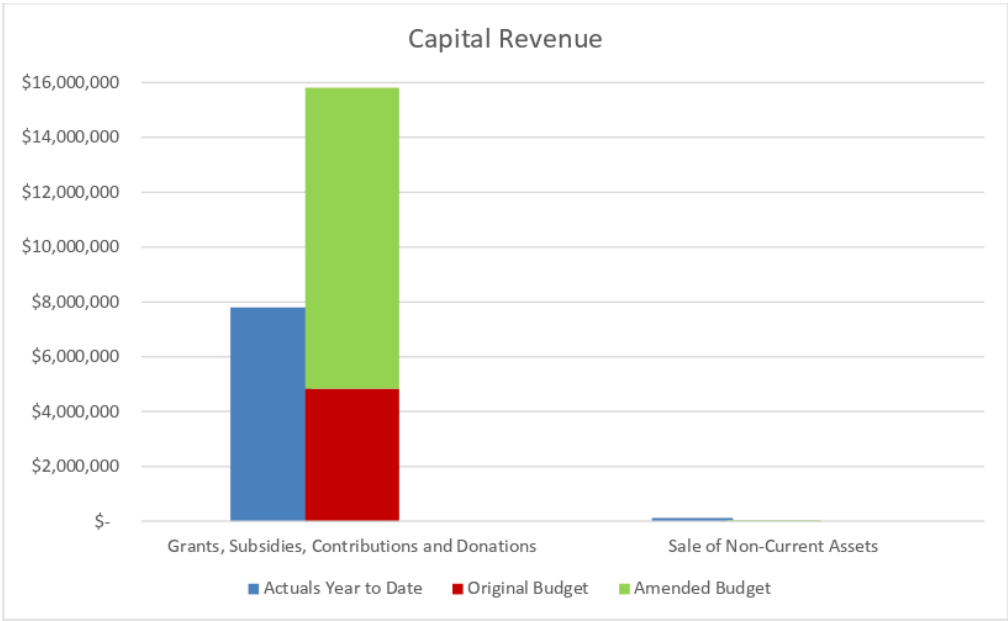
	Original Budget	Amended Budget	Council Resolution Amendments	YTD Actuals	Variance	Variance	Explanation
	20/21	20/21	20/21	20/21	\$	%	
INCOME							
Recurrent Revenue							
Rates and Utility Charges	\$ 11,689,600	11,681,950	11,681,950	11,395,084	286,866	98%	2nd Rates Levy issued
Less: Discount Allowed	\$ (1,005,300)	(1,005,250)	(1,005,250)	(561,724)	443,526	56%	Rates discount period ends 5pm 26.03.2021
	\$ 10,684,300	10,676,700	10,676,700	10,833,340	-	156,640	
Fees and Charges	\$ 208,600	256,100	256,100	181,693	74,407	71%	
Interest	\$ 429,300	402,500	402,500	195,826	206,674	49%	Expected due to decline in interest rates
Interest - Wild Dog Loans	\$ -	-	-	-	-	-	
Rental Income	\$ 211,000	211,000	211,000	184,715	26,285	88%	Additional increase due to 2 Taylor St units
Sales Revenue	\$ 2,008,500	3,453,000	3,453,000	3,413,312	39,688	99%	Additional revenue received from Contract Works
Other Income	\$ 1,208,300	227,300	227,300	139,381	87,919	61%	
Grants, Subsidies and Contributions	\$ 14,768,900	22,818,200	25,147,778	6,931,795	18,215,981	30%	YTD Actuals impacted by the timing of funding milestones. Budget adjustments FSC2 & FCS7 February 2021
Total Recurrent Revenues	\$ 29,514,900	38,044,800	40,374,376	21,880,062	18,494,314		
EXPENDITURE							
Recurrent Expenditure							
Employee Costs	\$ 6,900,000	9,234,485	9,234,485	5,766,910	3,467,575	62%	
Materials and Services	\$ 20,178,300	31,912,715	33,548,874	17,575,925	15,972,949	55%	YTD Actuals impacted by the timing of project commencement. Budget Adjustments FCS2 & FCS7 February 2021
Finance Costs	\$ 137,000	190,800	190,800	149,366	41,434	78%	Not material but will require a further budget adjustment to include Capitalised Interest on the Special Rate Loan Scheme - Round 2 loan drawdowns
Depreciation	\$ 7,285,300	7,351,600	7,351,600	4,976,728	2,374,874	68%	
Total Recurrent Expenses	\$ 34,500,600	48,689,600	50,325,759	28,468,927	21,856,832		
OPERATING RESULT	\$ (4,985,700)	(10,644,800)	(9,951,383)	(6,588,865)	(3,362,518)		
Capital Revenue							
Sale of Non-Current Assets	\$ -	40,000	68,000	118,429	50,429	296%	YTD Actuals will be reduced once the disposal of obsolete assets are processed. Budget amendments IFS1 & IFS2 February 2021.
Contributions	\$ -	-	-	-	-	-	
Capital Grants, and Subsidies	\$ 4,839,300	10,975,100	10,975,100	7,800,910	3,174,190	71%	
NET RESULT	\$ (146,400)	370,300	1,091,717	1,330,474	(238,757)		

Statement of Income and Expenditure Graphical Representation

The below the graphs display the increase in revenue and the associated expenditure resulting due to grant funding application success.







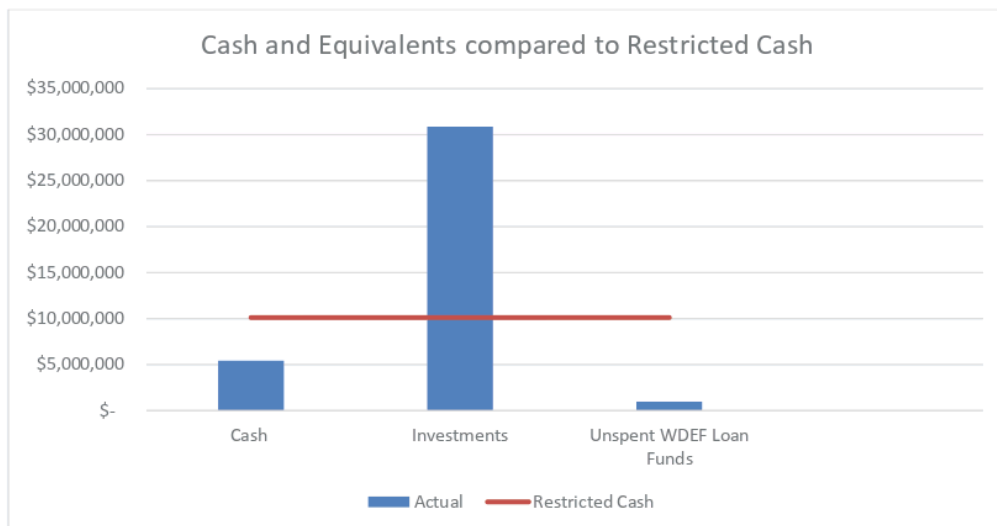
BALONNE SHIRE COUNCIL
Statement of Financial Position

As at 28 February 2021

	Original Budget 20/21	Amended Budget 20/21	YTD Actuals 20/21	Explanation
Current Assets				
Cash and Equivalents				
Cash	\$ 16,080,616	13,721,091	5,402,214	Rates levy revenue will be received mainly in March. Holding more funds in investment accounts
Investments	\$ 17,668,413	17,668,413	30,851,132	
Unspent WDEF Loan Funds	\$ -	-	985,260	\$198,475 still outstanding from Round 1
	\$ 33,749,029	31,389,504	37,238,606	
Trade Receivables				
Rates Receivable	\$ 205,730	205,730	6,013,181	2nd yearly Rates Levy issued 24/02/21 but not due until 26.03.21
Sundry Debtors	\$ 2,106,000	667,682	216,062	
	\$ 2,311,730	873,412	6,229,243	
Inventories				
Stores	\$ 215,581	265,388	378,270	
	\$ 215,581	265,388	378,270	
Accrued Income	\$ -	867,737	1,020,968	Project expenditure covered by revenue yet to be received
Other Current Assets	\$ 73,227	36,380	-	
Total Current Assets	\$ 36,349,567	33,432,421	44,867,087	
Non-Current Assets				
Property, Plant and Equipment	\$ 311,211,594	314,512,203	302,362,919	
TOTAL ASSETS	\$ 347,561,161	347,944,624	347,230,006	
Current Liabilities				
Trade and Other Payables				
Creditors and accruals	\$ 655,466	655,466	1,013,108	
Contract Liability	\$ -	4,138,000	5,167,199	Project revenue received yet to be expensed
	\$ 655,466	4,793,466	6,180,307	
Borrowings				
Loans	\$ 130,925	252,925	292,817	
Loans - Wild Dog Fencing	\$ -	-	-	
	\$ 130,925	252,925	292,817	
Provisions				
Employee entitlements - Annual Leave	\$ 674,579	424,579	862,590	
Employee entitlements - Long Service Leave	\$ 1,008,562	511,484	897,703	
Other employee entitlements	\$ 44,922	20,000	58,964	
	\$ 1,728,063	956,063	1,819,257	
Other Liabilities	\$ 7,176	7,176	11,379	
Total Current Liabilities	\$ 2,521,630	6,009,630	8,303,760	
Non-Current Liabilities				
Borrowings				
Loans	\$ 2,044,376	2,044,376	1,941,535	
Loans - Wild Dog Fencing	\$ 7,356,000	7,356,000	4,480,205	
	\$ 9,400,376	9,400,376	6,421,740	
Provisions				
Employee entitlements - Long Service Leave	\$ 154,671	154,671	131,781	
Landfill Restoration	\$ -	621,000	643,887	
	\$ 154,671	775,671	775,668	
Total Non-Current Liabilities	\$ 9,555,047	10,176,047	7,197,408	
TOTAL LIABILITIES	\$ 12,076,677	16,185,677	15,501,168	
NET COMMUNITY ASSETS	\$ 335,484,484	331,758,947	331,728,839	
Community Equity				
Accumulated Surplus	\$ 85,165,976	81,440,439	79,463,292	
Other Reserves	\$ 8,163,336	8,163,336	10,110,374	
Asset Revaluation Reserve	\$ 242,155,172	242,155,172	242,155,172	
TOTAL COMMUNITY EQUITY	\$ 335,484,484	331,758,947	331,728,839	

Statement of Financial Position Graphical Representation

INVESTMENTS As at 28 February 2021				
Financial Institution	Type	Principal \$	Interest Rate %	Maturity Date
Queensland Treasury Corporation	On Call	15,745,954	0.52	
Westpac 31 Day Notice Saver	On Hold	4,580,039	0.25	
National Australia Bank	Term Deposit	5,000,000	0.40	3/03/2021
Westpac	Term Deposit	5,000,000	0.70	17/09/2021
Total Investments		\$ 30,325,993		



BALONNE SHIRE COUNCIL

Statement of Cash Flows

For the period ended 28 February 2021

	Original Budget 20/21	Amended Budget 20/21	YTD Actuals 20/21
Cash flows from operating activities:			
Receipts from customers	\$ 13,900,700	13,860,700	11,412,505
Payments to suppliers and employees	\$ (26,960,216)	(33,968,966)	(25,507,626)
	\$ (13,059,516)	(20,108,266)	(14,095,121)
Rental Income	\$ 211,000	211,000	184,715
Interest Received	\$ 429,300	402,500	195,826
Operating Grants and Contributions	\$ 14,768,900	22,818,200	6,931,795
Borrowing Costs	\$ (137,000)	(137,000)	(131,331)
Net cash inflow (outflow) from operating activities	\$ 2,212,684	3,186,434	-6,914,116
Cash flows from investing activities:			
Payments for Property, Plant and Equipment	\$ (9,326,134)	(18,835,209)	(5,146,325)
Proceeds from Sale of Property, Plant and Equipment	\$ 0	40,000	118,429
Capital Grants and Subsidies	\$ 4,839,300	10,975,100	7,800,910
Net cash inflow (outflow) from investing activities	\$ (4,486,834)	(7,820,109)	2,773,014
Cash flows from financing activities:			
Proceeds from Borrowings	\$ 4,000,000	4,000,000	1,229,652
Repayment of Borrowings	\$ (125,485)	(125,485)	(89,094)
Net cash inflow (outflow) from financing activities	\$ 3,874,515	3,874,515	1,140,558
Net increase (decrease) in cash held	\$ 1,600,365	(759,160)	(3,000,544)
Cash at beginning of reporting period	\$ 32,148,667	32,148,667	40,239,150
Cash at end of reporting period	\$ 33,749,029	31,389,504	37,238,606

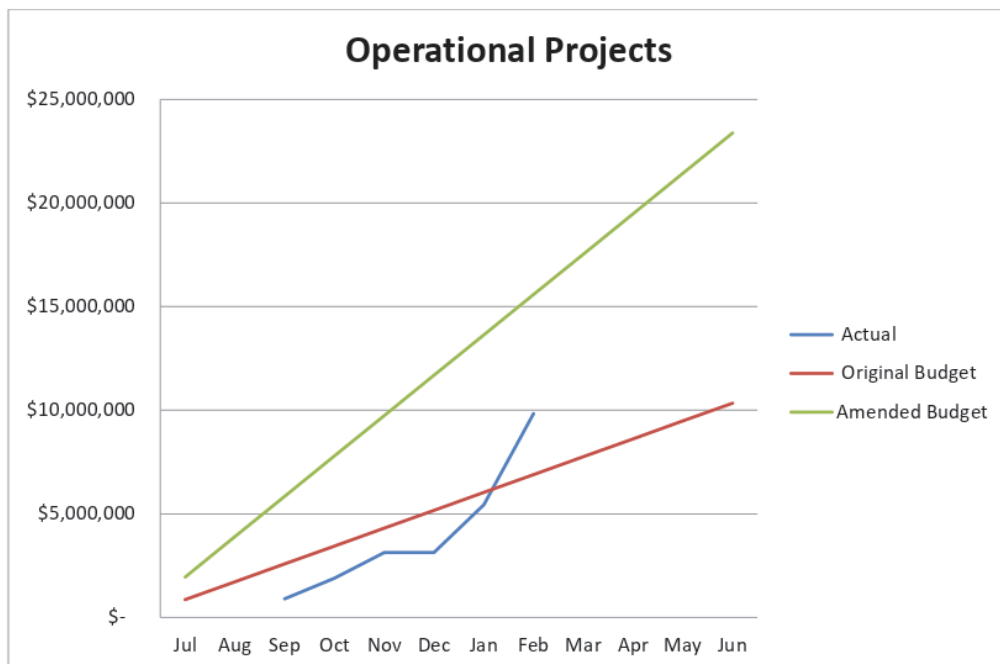
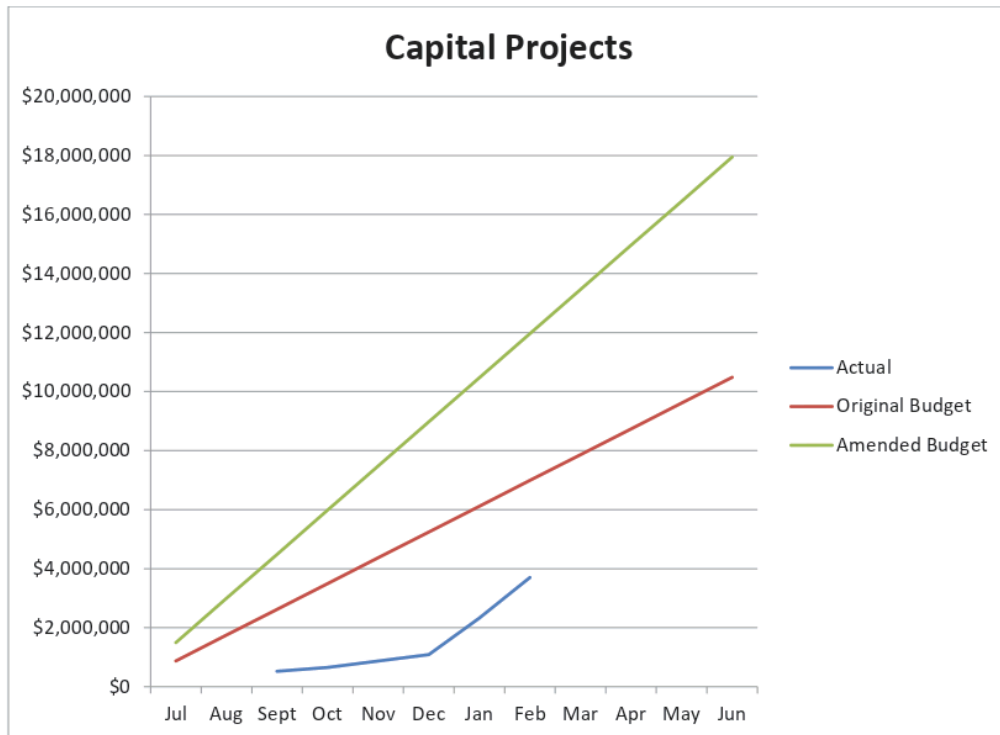
BALONNE SHIRE COUNCIL
Financial Sustainability Ratios

For the period ended 28 February 2021

Ratio	Description	Formula	Target	Status	YTD Actuals 20/21	Original Budget 20/21	Amended Budget 20/21
Operating Cash Ratio	Number of months operating expenditure covered by working cash held	$\frac{\text{Cash Held - Restricted Cash}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 1 month	✓	8.08	14.42	6.74
Operating Performance Ratio	This ratio provides an indication of Council's cash flow capabilities	$\frac{\text{Net Cash from Operations} + \text{Interest Revenue and Expense}}{\text{Cash Operating Revenue} + \text{Interest Revenue}}$	Target greater than or equal to 20%	✗	-36.00	18.00	10.11
Operating Efficiency Ratio	This ratio provides an indication of Council's ability to fund its operations	$\frac{\text{Total Operating Income}}{\text{Total Operating Expenses}}$	Target greater than or equal to 1	✗	0.77	0.86	0.78
Operating Surplus Ratio	An indicator of which the extent to which revenues raised cover operational expenses only or are available for capital	$\frac{\text{Net Result (excluding capital items)}}{\text{Total Operating Revenue (excluding capital items)}}$	Target between 0 - 10%	✗	-30.11	-16.89	-27.98
Asset Sustainability Ratio	An approximation of the extent to which the infrastructure assets managed are being replaced as these reach the end of their	$\frac{\text{Capital Expenditure on the Replacement of Assets (renewals)}}{\text{Depreciation Expense}}$	Target greater than or equal to 90%	✗	74.34	67.29	69.37
Net Financial Liabilities Ratio	An indicator of the extent to which the net financial liabilities can be serviced by its operating revenue	$\frac{\text{Total Liabilities - Current Assets}}{\text{Total Operating Revenue (excluding capital items)}}$	Target less than or equal to 60%	✓	-1.34	-82.24	-45.33



Capital and Operational Projects Graphical Representation



Capital Projects 2020/21

	Investigate	Asset Type (New, Upgrade, Renewal)	YTD Actuals As At 28/02/2021	Total - Multi-Year Project Budget	2020/21 Budget	December review	Funding from external source	2021-22 Revenue	2021-22 Expense	2022-23 Revenue	2022-23 Expense
Infrastructure - Aerodrome											
APCP01	C/O BOR4 - St George General Aviation Project (\$1M over 3 years)	N	\$21,531	\$1,065,000	\$765,000		\$200,000				
APCP03	St George Aerodrome Linemarking	R	\$0		\$15,000						
YTD Total	Total		\$21,531	\$1,065,000	\$780,000	\$0	\$200,000				
Infrastructure - Swimming Pools											
CCCP02	C/O BOR - 2 CCTV Phase 2	N	\$17,800	\$53,500	\$13,336						
CCCP03	St George Pool CCTV Security System	R	\$0		\$5,000						
YTD Total	Total		\$17,800	\$53,500	\$18,336	\$0	\$0				
Infrastructure - Showgrounds											
CDGCP01-04	CDG1057, Dirranbandi Showgrounds Revitalisation	U	\$0	\$72,150	\$72,150		\$70,000				
DCP06	C/O - DCP - Bolton Showgrounds	U	\$2,035	\$48,000	\$48,000						
YTD Total	Total		\$2,035	\$120,150	\$120,150	\$0	\$70,000				
Infrastructure - Cemetery											
CEMCP01	2 x St George Lawn Cemetery Beams and Headstones	N	\$0		\$40,000						
CEMCP02	Thallon Cemetery Remembrance Area	N	\$0		\$15,000						
YTD Total	Total		\$0	\$0	\$55,000	\$0	\$0				
Infrastructure - Parks & Gardens											
DCP01	C/O DCP - Water Pump	R	\$961	\$150,000	\$111,248						
DCP02	C/O - DCP - Dirranbandi Recreation	N	\$43,887	\$100,000	\$42,876						
DCP03	C/O DCP - Thallon Park Playground fence	N	\$72,915	\$75,000	\$19,699						
DCP05	C/O - DCP Bolton Master Plan - Implement Stage 1	U	\$0	\$100,000	\$79,587						
DCP08	C/O DCP - St George Showgrounds Toilet Block	U	\$96,142	\$100,000	\$100,000		\$100,000				
DCP09	C/O - DCP - Mungindi Park	N	\$12,744	\$53,000	\$21,985						
DCP11	C/O - DCP - St George River Foreshore - Amphitheatre sleepers, Bridge at Canoe Ramp, Lighting at Murray Cod	U	\$164,527	\$256,000	\$225,878						
DCP12	C/O - DCP - Dirranbandi River and Rail	N	\$113,378	\$80,000	\$80,000						
PGCP09	MDEBP Stages 2 and 3 Mungindi Recreation Area		\$1,870	\$239,000	\$150,000		\$150,000	\$89,000	\$89,000		
YTD Total	Total		\$504,552	\$1,153,000	\$831,273	\$0	\$250,000				
Communities - Disaster Management											
IAOP01	BaISC-W4QC20-3 St George Swimming Pool Splash Park (Stage 1) COVID-19	N	\$0		\$500,000		\$500,000	\$118,000			
IAOP03	BaISC-W4QC20-1 Regional Tourism Projects - COVID-19	N			\$398,000		\$280,000				
W4QC301	W4Q COVID - Dirranbandi Rail and River Precinct Stage 2		\$1,320								
W4QC302	W4Q COVID - Hebel Beautification		\$0								
W4QC303	W4Q COVID - St George Heritage Trail Signage		\$0								
W4QC304	W4Q COVID - Thallon Camping Area all weather access		\$51,719								
W4QC305	W4Q COVID - Thallon Viewing Platform Bulamon Bridge		\$0								
IACP04	BaISC-W4QC20-2 Regional Community Projects -COVID-19	N			\$282,000		\$282,000				
W4QC401	W4Q COVID - Nindigully concrete pad at Landfill		\$9,090								
W4QC402	W4Q COVID - Bolton Showgrounds		\$8,396								
W4QC403	W4Q COVID - St George River Foreshore		\$167,970								
W4QC404	W4Q COVID - Bolton Civic Centre		\$0								
W4QC405	W4Q COVID - Jack Hammond Park		\$0								
W4QC406	W4Q COVID - St George Pool Concrete Repairs		\$0								
YTD Total	Total		\$238,495	\$0	\$1,180,000	\$0	\$1,062,000				
Information Technology											
ITCP02	Phase 2 New ERP IT Vision Project	R - PE	\$33,939	\$400,000	\$100,000	-\$10,000					
ITCP04	Replace Ricoh Admin Office	R - PE	\$0		\$17,000	\$10,000					
YTD Total	Total		\$33,939	\$400,000	\$117,000	\$0	\$0				
Communities - Library											
TSCP01	MDBEDP Round 2 Mungindi Sculpture River Walk		\$0		\$73,000		\$60,000		\$8,000		
YTD Total	Total		\$0	\$0	\$73,000	\$0	\$60,000				
Communities - Library											
LBPC01	Bolton Library Relocation Project	R	\$0		\$100,000						

Capital Projects 2020/21

		Asset Type (New, Upgrade, Renewal)	YTD Actuals As At 28/02/2021	Total - Multi-Year Project Budget	2020/21 Budget	December review	Funding from external source	2021-22 Revenue	2021-22 Expense	2022-23 Revenue	2022-23 Expense
	Investigate										
	BBRFIN000300 Library Innovation Hub		\$0	\$6,000,000	\$3,000,000		\$3,000,000	\$2,000,000	\$3,000,000		
YTD Total	Total		\$0	\$6,000,000	\$3,100,000	\$0	\$3,000,000	\$2,000,000	\$3,000,000	\$0	\$0
Communities -											
LRCIP02	LRCI-Showgrounds	U	\$8,600		\$120,000		\$84,000	\$342,135			
LRCIP03	LRCI-Bollon Skate Park	N	\$0		\$160,000		\$112,000				
LRCIP04	LRCI-4 Dirranbandi Community Projects	N	\$0		\$100,000		\$70,000				
LRCIP06	LRCI-St George Swimming Pool Splash Park (Stage 2)	N	\$7,633		\$600,000		\$420,000				
LRCIP202	LRCI-Thallon Tennis Courts	R	\$0		\$30,000		\$21,000				
LRCIP501	LRCI-CCTV and Disaster Management Building Repairs	U	\$0		\$130,450		\$91,315				
YTD Total	Total		\$16,233.45	\$0	\$1,140,450	\$0	\$798,315	\$342,135	\$0	\$0	\$0
Infrastructure - Plant											
PECP15	Toyota Hilux X/ Dual Cab 4x4 (New Position)	N - PE	\$513,200		\$60,000						
PECP16	Toyota Hilux X/ Dual Cab 4x4 (Berlina)	R - PE	\$0		\$40,000						
PECP17	Toyota Hilux X/ Dual Cab 4x4 (Colarado)	R - PE	\$0		\$40,000						
PECP18	Toyota Hilux X/ Dual Cab 4x4	R - PE	\$0		\$40,000						
PECP19	Toyota Hilux X/ Dual Cab 4x4	R - PE	\$0		\$40,000						
PECP20	Toyota Hilux X/ Dual Cab 4x4	R - PE	\$0		\$40,000						
PECP21	Toyota Hilux X/ Dual Cab 4x4	R - PE	\$0		\$40,000						
PECP22	Toyota Landcruiser VX (CEO vehicle replacing Calais)	R - PE	\$0		\$90,000						
PECP23	Isuzu FRR500 - Sweeper	R - PE	\$0		\$300,000						
PECP24	Isuzu FRR60-Dual Cab Tipper (Crane)	R - PE	\$0		\$120,000						
PECP25	Fernis IS51.00Z Zero-Turn Mower 72"	R - PE	\$0		\$25,000						
PECP26	Fernis IS51.00Z Zero-Turn Mower 72"	R - PE	\$0		\$25,000						
PECP27	Fernis IS51.00Z Zero-Turn Mower 60"	R - PE	\$0		\$25,000						
PECP28	Trailer - Paveline Emulsion Spraying	R - PE	\$0		\$75,000						
PECP09	Jetpatcher	R - PE	\$421,270		\$340,000						
PECP29	Water & Sewerage Truck	N - PE	\$0		\$140,000						
YTD Total	Total		\$934,470	\$0	\$1,440,000	\$0	\$0				
Infrastructure - Parks & Gardens											
PGCP09	Cross Border Mungindi River Park Stage 2 & 3 (Merge together) LGGSP - DLGRMA - MDBEDP \$239000 -Mungi	U	\$1,870	\$460,000	\$460,000		\$414,000	\$150,000	\$0	\$89,000	\$0
PGCP11	C/O FRRR-TTTT Bollon Park and River Land Revitalisation Project (incl. Walter Austin Irrigation installation, func	U	\$60,000	\$92,000	\$92,000		\$60,000				
PGCP12	River water Pump Shed - Jack Dwyer Park - Dirranbandi	N	\$0		\$15,000						
YTD Total	Total		\$61,870	\$552,000	\$567,000	\$0	\$474,000				
Infrastructure - Roads											
R2R2021	R2R - Road Projects	R	\$1,143				\$1,712,175				
21RTR1049	Whytes Road Reseal	St George	\$20,470		\$31,200						
21RTR1101	Albert Street Reseal	St George	\$147,922		\$34,400						
21RTR1159	Wilson Avenue Reseal	St George	\$8,236		\$8,960						
21RTR1102	Alfred Street Reseal	St George	\$6,521		\$273,312						
21RTR1107	Barlee Street Reseal	St George	\$70,360		\$107,172						
21RTR1138	Scott Street Reseal	St George	\$68,973		\$115,752						
21RTR1027	Commissioners Point Road Culvert Replacement	St George	\$10,529		\$15,640						
21RTR3004	Cashelvale Road Culvert Installation	Bollon	\$23,227		\$14,760						
21RTR1123	Kenny Lane Stormwater Drainage	St George	\$12,777		\$207,528						
21RTR1105	Arthur Street Reseal	St George	\$20,654		\$27,200						
21RTR1027A	Commissioners Point Road Reseal	St George	\$43,583		\$84,600						
21RTR1034	Thungaby Road Reseal	St George	\$161,582		\$351,900						
21RTR1001	Bellangerry Road Bitumen Seal	St George	\$26,535		\$140,560						
21RTR1038	Wagoo Road Bitumen Seal	St George	\$12,062		\$111,719						
21RTR1046	Thuraggi Road Gravel Resheet - 100mm top-up	St George	\$146,766		\$187,472						
YTD Total	Total		\$781,341	\$0	\$1,712,175	\$0	\$1,712,175				
Infrastructure - Footpath											
SCP05	Footpath and Kerb Repairs	R	\$18,509		\$80,000						

Capital Projects 2020/21

	Investigate	Asset Type (New, Upgrade, Renewal)	YTD Actuals As At 28/02/2021	Total - Multi-Year Project Budget	2020/21 Budget	December review	Funding from external source	2021-22 Revenue	2021-22 Expense	2022-23 Revenue	2022-23 Expense
SCP06	Footpath Upgrade Alfred Street, Balonne Street, Church St along St Patrick's School	U	\$0		\$42,500						
SCP07	Footpath & Kerb Upgrade - Victoria Street-Rowe Street-Barlee Street	U	\$0		\$18,200						
SCP08	Dirranbandi Footpath Upgrades	U	\$0		\$85,000						
YTD Total	Total		\$18,509	\$0	\$226,700	\$0	\$0				
Infrastructure - Housing											
CHCP02	2 Taylor Street - 3 self contained units	N	\$547,089		\$520,000						
YTD Total	Total		\$547,089	\$0	\$520,000	\$0	\$0				
Infrastructure - Showgrounds											
SGCP01	C/O - Balonne Shire Showgrounds Maintenance (W4Q3 19-21)	N	\$38,784	\$50,000	\$38,665		\$20,000				
YTD Total	Total		\$38,784	\$50,000	\$38,665	\$0	\$20,000				
Infrastructure - Swimmint Pools											
SPCP02	St George Swimming Pool Eyewash Facility	R	\$0		\$5,000						
SPCP03	St George Swimming Pool Filter Pipework	R	\$0		\$10,000						
SPCP04	St George Swimming Pool Lane Ropes	R	\$0		\$6,000						
SPCP05	St George Swimming Pool Repair Toilet Floors	R	\$0		\$10,000						
SPCP06	St George Swimming Pool Chemical Shed	N	\$3,301		\$15,000						
SPCP07	St George Swimming Pool Recoating	R	\$0		\$80,000						
SPOP01	C/O - Dirran Thermal Hot Baths Capital Projects	N	\$4,907	\$875,000	\$875,000		\$525,000				
YTD Total	Total		\$8,208	\$875,000	\$1,001,000	\$0	\$525,000				
Infrastructure - Waste Water											
SSCP01	C/O - ST George STP - Screw Screen with 3.5mm Gauge	R	\$0		\$25,000						
SSCP02	C/O - St George - Service & Repair STP Primary SED Tank	U	\$0		\$20,000						
SSCP03	C/O - St George STP - Replace Existing Downstream Manhole	R	\$104		\$10,000						
SSCP04	C/O - Dirranbandi Rising Sewerage Main Replacement (W4Q3 19-21)	R	\$63	\$530,000	\$530,000		\$265,000				
SSCP05	Bollon Sewerage Treatment Plant & Rising Main	R	\$0		\$50,000						
YTD Total	Total		\$167	\$530,000	\$635,000	\$0	\$265,000				
Infrastructure - Stormwater											
SWCP01	Dirranbandi Stormwater Drainage/Culverts	U	\$0		\$60,000						
YTD Total	Total		\$0	\$0	\$60,000	\$0	\$0				
Infrastructure - TIDS											
TIDS1019	TIDS, Kooroon Road Bitumen Resheet	R	\$530		\$75,000		\$37,500				
TIDS1035	TIDS, St George bypass see TIDS1042	R	\$0								
TIDS1042	TIDS, Whyenbah Rd Bitumen Resheet	R	\$0		\$0		\$0				
TIDS1064	TIDS, St George-Noondoo Road Bitumen Reseal	R	\$0		\$0		\$0				
TIDS2009	TIDS, Hebel-Goodooga Road Bitumen Seal Project	R	\$24,164		\$1,817,460		\$1,242,460				
TIDS4002	TIDS, Bollon-Dirranbandi Road Bitumen Reseal	R	\$1,038		\$450,000		\$225,000				
TIDS4004	TIDS, Bollon-Mitchell Road Bitumen Resheet	R	\$738		\$275,000		\$137,500				
YTD Total	Total		\$26,471	\$0	\$2,617,460	\$0	\$1,642,460				
Infrastructure - Depots											
WDCP06	Water & Sewerage Depot - Large Shed	N	\$0		\$50,000						
YTD Total	Total		\$0	\$0	\$50,000	\$0	\$0				
Infrastructure - Water											
WSCP07	C/O - St George & Dirranbandi Water Main, Fitting and Service Replacement (W4Q3 19/21)	R	\$762	\$500,000	\$250,000		\$125,000				
WSCP09	River Main Fitting Program for the Balonne Shire	R	\$3,365		\$50,000						
WSCP14	Dirranbandi Water Treatment Plant Upgrade - LGGSP	U	\$145,269		\$460,000						
WSCP151	St George Bore Water Main Replacement - Beardmore Place	R	\$38,047		\$45,000						
WSCP152	St George Bore Water Main Replacement - Church Street	R	\$6,266		\$40,000						
WSCP161	St George River Water Main Replacement - Isles Street	R	\$3,704		\$25,000						
WSCP153	St George Bore Water Main Replacement - Grey Street/Thallon Road/Buchan Bypass to Rimmer Road	R	\$8,907		\$100,000						
WSCP162	St George River Water Main Replacement - McDonnell Avenue	R	\$9,982		\$55,000						
WSCP154	St George Bore Water Main Replacement - Margaret Street	R	\$34,428		\$45,000						
WSCP163	St George River Water Main Replacement - St George's Terrace	R	\$21,068		\$60,000						
WSCP155	St George Bore Water Main Replacement - Sandylands Road	R	\$36,386		\$50,000						

Capital Projects 2020/21

	Investigate	Asset Type (New, Upgrade, Renewal)	YTD Actuals As At 28/02/2021	Total - Multi-Year Project Budget	2020/21 Budget	December review	Funding from external source	2021-22 Revenue	2021-22 Expense	2022-23 Revenue	2022-23 Expense
WSCP164	St George River Water Main Replacement - Church Street	R	\$10,263		\$60,000						
WSCP156	St George Bore Water Main Replacement - St George's Terrace	R	\$13,509		\$40,000						
WSCP165	St George River Water Main Replacement - Margaret Street	R	\$36,780		\$55,000						
WSCP166	St George River Water Main Replacement - Sandylands Road	R	\$20,367		\$55,000						
WSCP167	St George River Water Main Replacement - Beardmore Place	R	\$45,283		\$55,000						
YTD Total	Total		\$434,386	\$500,000	\$1,445,000	\$0	\$125,000				
QRRF01	BALSC.0013.1920M.QRF- Balonne River Height Monitoring Project	N	\$13,794		\$218,400		\$158,400	\$316,800	\$316,800	\$52,800	\$52,800
	GRAND TOTAL		\$3,699,673	\$11,298,650	\$17,946,609	\$0	\$10,362,350	\$2,658,935	\$3,316,800	\$52,800	\$52,800

Operational Projects 2020/21						
Work Order	GL Number	Description	YTD Actuals As At 28/2/2021	Total - Multi-Year Project Budget	Budget 20/21	Budget Review December
Disaster Management						
DMOP01	110151	C/O Levee Bank Contingencies	\$576		\$90,000	\$45,000
		Total	\$576		\$90,000	\$45,000
Communities - Disaster Management						
FDR01	110254	BalSC.0003.1920K.REC - Cubbie Road	\$1,483,639	\$1,612,517	\$967,510	\$967,510
FDR02	110254	BalSC.0009.1920K.REC - Middle Road	\$115,297	\$1,978,230	\$1,186,938	\$1,186,938
FDR03	110254	BalSC.0005.1920K.REC - Whyenbah Road	\$1,679,562	\$4,889,306	\$2,933,584	\$2,933,584
FDR04	110254	BalSC.0007.1920K.REC - Gunnindaddy Road	\$0	\$2,926,004	\$1,755,602	\$1,755,602
FDR05	110254	BalSC.0012.1920K.REC - Rutherglen and other Roads	\$437,775	\$1,138,406	\$683,044	\$683,044
FDR06	110254	BalSC.0010.1920K.REC - Thomby Road	\$0	\$3,118,433	\$1,871,060	\$1,871,060
FDR07	110254	BalSC.0008.1920K.REC - Teelba Road	\$0	\$2,648,888	\$1,589,333	\$1,589,333
FDR09	110254	BalSC.0006.1920K.REC - Chelmer Road	\$0	\$519,886	\$311,932	\$311,932
FDR08	110254	BalSC.0011.1920K.REC - Cardiff and other Roads	\$158,486	\$1,306,647	\$783,988	\$783,988
		Total	\$3,874,758	\$20,138,317	\$12,082,990	\$0
Communities - Library						
LB704	120151	PopUp Art Gallery	\$0		\$2,000	
LB708	120151	Balonne its Rocket Science	\$3,621		\$4,134	\$3,878
LB701	120151	Digital Literacy	\$2,763		\$10,000	
LB702	120151	General Library Programs	\$556		\$10,000	
LB705	120151	Sustainable Multi-User Hub	\$52,014			
LBOP100	120151	St George Lib Project	\$48,254		\$45,000	\$45,000
LBOP600	120151	Ballon Library Project	\$2,396		\$2,000	\$2,000
LB709	120151	Hebel Library - replacement of air-conditioner	\$0		\$4,000	
LB700	120151	First 5 Forever	\$644		\$5,655	\$5,655
LB707	120151	C/O MDB Dirran RTC E-Tech Upgrade	\$24,886		\$74,770	
		Total	\$135,135		\$157,559	\$47,000
Communities - Community Development						
CDOP18	120251	Community Safety Group	\$0		\$3,000	
CDOP05	120251	Community Events Programs	\$11,747		\$15,000	
CDOP04	120251	Balonne Community Calendar	\$77		\$7,500	
CDOP19	120251	Community Sponsorship Donation & Grants Program (including traffic management)	\$17,961		\$60,000	
LB707	120251	Celebrating Multicultural Queensland Program - Regional Partnerships	\$24,886	\$300,000	\$200,000	\$100,000
CDOP14	120251	Building Stronger Communities - TRAIC Grant - Tackling Reg Adversity	\$1,099		\$55,780	
CDOP06	120251	C/O MDBEP Dirranbandi Beautification Scheme	\$148,592		\$462,640	\$0
CDOP20	120251	Balonne Young Leaders Bursary	\$1,500		\$11,010	\$4,010
CDOP08	120251	Balonne in Step	\$83,655		\$150,000	\$147,900
CDOP4001	120251	WORK CAMP Program - Dirranbandi	\$0		\$30,000	
CDOP03	120251	Youth Council (PCYC project)	\$0		\$5,000	
CDOP02	120251	Chappy Program	\$0		\$10,000	
		Total	\$289,518	\$300,000	\$1,009,930	\$0
Communities - Arts and Culture						
ARTOP1	120351	RADF	\$4,274		\$5,000	\$5,000
		Total	\$4,274		\$5,000	\$0
Communities - Visitor Information Services						
VICOP02	130151	VIC Volunteer Expenses	\$366		\$4,100	
		Total	\$366		\$4,100	\$0
Communities - Tourism Services						
TOP01	130351	Tourism and Events Donations/Assistance	\$7,448		\$63,000	
TOP02	130351	Tourism Marketing	\$16,760		\$26,000	
TOP04	130351	Shire Town Maps & Publications	\$810		\$5,200	

Operational Projects 2020/21							
Work Order	GL Number	Description	YTD Actuals As At 28/2/2021	Total - Multi-Year Project Budget	Budget 20/21	Budget Review December	Funding 20/21
TOP05	130351	Recreation Vehicle Strategy Review	\$0		\$20,000		
TOP06	130351	Shire Tourism Brochure	\$5,314		\$30,000		
TOP07	130351	C/O- Tourism & Events Strategy	\$206	\$ 55,000	\$17,680		
TOP09	130351	CO/- Welcome to Mate Marketing Campaign	\$0	\$ 20,000	\$7,260		
	130351	Events Strategy Grant see above			\$0	\$42,000	\$42,000
		Total	\$30,538		\$169,140	\$42,000	\$42,000
Economic Development							
EDOP05	140151	Subscriptions and Memberships	\$8,465		\$50,000		
EDOP02	140151	C/O- Murray-Darling Basin Economic Development Business Mentoring	\$110,320	\$ 499,100	\$460,000		\$139,100
EDOP01	140151	Bettering Balonne	\$0		\$5,000		
EDOP06	140151	Consultancy - Business Case for Investment Fund	\$0		\$40,000		
EDOP07	140151	Advocacy Program	\$0		\$10,000		
EDOP81	140151	Covid-Events and Conferences	\$719		\$5,000		\$20,000
EDOP82	140151	Sponsorship	\$0		\$5,000		
EDOP83	140151	Advertising	\$0		\$3,000		
EDOP84	140151	Marketing & Promotion	\$0		\$5,000		
EDOP09	140151	Marketing Collateral	\$0		\$3,000		
		Total	\$119,504		\$586,000	\$0	\$159,100
Finance And Corp Services							
FSCOP02	200149	Asset Valuations	\$0		\$8,000		
		Total	\$0		\$8,000	\$0	\$0
Information Technology							
ITOP03	250151	Telephone System ITOP03	\$1,014		\$2,500		
ITOP04	250151	Conferencing System	\$12,868		\$29,000	\$29,000	
ITOP05	250151	Magiq Upgrade	\$22,498		\$25,000	\$25,000	
ITOP06	250151	Replacement PCs (+ 1 for IS)	\$14,836		\$30,000	\$30,000	
ITOP07	250151	File Server Upgrade	\$0		\$4,500		
ITOP08	250151	WAN Upgrade to outlying depots & libraries	\$14,533		\$50,000		
ITOP09	250151	Replacement Mobile phones (NB CEO Office x 2?)	\$1,983		\$9,000		
ITOP02	250151	C/O ICT Strategy Review	\$0		\$8,000		
		Total	\$67,732		\$158,000	\$84,000	\$0
Information Technology - Digital Connectivity							
DCOP01	250351	C/O - MDB- EDP Digital Connectivity Project	\$276,809	\$ 1,000,000	\$910,940		\$80,000
DCOP02	250351	C/O BOR 4 DSDMIP Digital Connectivity Project (Grant)	\$249,605	\$ 1,000,000	\$613,166		\$500,000
		Total	\$526,413		\$1,524,106	\$0	\$580,000
Environment - Planning & Development							
PDOPO2	300152	Native Title/LUA Briefing	\$2,568		\$2,600	\$2,600	
		Total	\$2,568		\$2,600	\$2,600	\$0
Waste Management							
WMOP7	310251	Waste Direction Strategy for Landfills	\$0		\$50,000		\$50,000
		Total	\$0		\$50,000	\$0	\$50,000
Rural Services - Wild Dogs Exclusion Fencing Expenses							
WDP0702	320350	C/O Wild Dog Exclusion Fencing REDP - Strategic Fencing Project 9	\$0	\$ 733,100	\$146,700		\$146,700
		Total	\$0		\$146,700	\$0	\$146,700
Rural Services - Wild Dogs Exclusion Fencing Projects							
WDPOP3	320151	C/O Wild Dog Exclusion Fence - CCWI - Round 1	\$70,480	\$ 800,000	\$306,500		
WDPOP10	320151	MDB EDP - WDEF Project	\$3,772,098	\$ 5,000,000	\$3,580,838		\$1,000,000
		Total	\$3,842,578		\$3,887,338	\$0	\$1,000,000
Rural Services - Wild Dogs Programs							

Operational Projects 2020/21							
Work Order	GL Number	Description	YTD Actuals As At 28/2/2021	Total - Multi-Year Project Budget	Budget 20/21	Budget Review December	Funding 20/21
WDPOP4	320351	Maranoa & Moonie Weeds Management - External Contractor	\$138,340		\$191,247		\$191,247
WDPOP8	320351	Stock Routes - Diamond Tank - Desilt Dam and Compact with Bentonite	\$0		\$15,000		\$15,000
STOCK01	320351	Stock Routes - Bullawarrie - Replace existing Night Yard & Asset Protection Yard	\$14,822		\$12,500		\$12,500
STOCK02	320351	Stock Routes - Glencoe - Replace existing Night Yard & Asset Protection Yard	\$9,958		\$10,000		\$10,000
STOCK03	320351	Stock Routes - Mundalee - Requires new Asset Protection Yard	\$0		\$3,000		\$3,000
STOCK04	320351	Stock Routes - Vincents Valley (Wild Horse) - Replacement of trough, reconnection and removal	\$3,039		\$2,500		\$2,500
STOCK05	320351	Burgorah Water Facility/Reserve Stage 2	\$0		\$25,000		\$25,000
		Total	\$166,159		\$259,247	\$0	\$259,247
Health - Natural Environment							
NEOP04	340351	C/O - Balonne Illegal Dumping Project	\$67,886	\$ 57,500	\$47,486		\$11,500
NEOP02	340351	Mosquito Management Program	\$4,188				
NEOP03	340351	Gravel pit signage Stage 2	\$0		\$6,000		
NEOP05	340351	C/O - Illegal Dumping Compliance Officer	\$13,003	\$ 129,460	\$115,362		\$77,676
		Total	\$85,077		\$168,848	\$0	\$89,176
Infrastructure - Transport Local Roads							
LROP03	400151	TMR Prequalifications	\$88,938		\$100,000		
LROP02	400151	C/O Gravel Pit Safety Management Systems and Training	\$0		\$30,000		
		Total	\$88,938		\$130,000	\$0	\$0
Infrastructure - Aerodrome							
APOP02	400551	St George Aerodrome Generator Exhaust System	\$2,500		\$3,000		
APOP03	400551	St George Aerodrome Safety Compliance Tree Trimming OLS	\$11,491		\$40,000		
APOP04	400551	St George Aerodrome Helipad Lighting	\$0		\$10,000		
APOP05	400551	Dirranbandi Aerodrome Subdivision Planning	\$1,992		\$40,000		
APOP06	400551	Dirranbandi Aerodrome Non Compliance Issues	\$0		\$15,000		
		Total	\$15,983		\$108,000	\$0	\$0
Infrastructure - Administration							
IAOP101	410552	Project Governance Framework - Identify Phase	\$0		\$60,000		
IAOP102	410552	Project Governance Framework - Select phase	\$15,529		\$50,000		
IAOP03	410552	W4Q Covid - Tourism Project	\$55,352				
IAOP04	410552	W4Q Covid - Community Projects	\$185,456				
IAOP02	410552	C/O Asset Management Strategy with SWRR TG	\$39,448	\$ 1,012,000	\$1,012,000		\$641,306
IAOP05	410552	Alternative Energy Initiative	\$33,887		\$50,000	\$50,000	
		Total	\$329,672		\$1,172,000	\$50,000	\$641,306
Infrastructure - Water							
WSOP01	420153	Bollards and Valves - Water Supply	\$10,165		\$15,000		
WSOP02	420153	Additional River Water Meter Reading	\$5,779		\$50,000		
WSOP03	420153	Dirranbandi Storm Water System Investigation	\$0		\$50,000		
WSOP04	420153	Mungindi Bore Business Case	\$0		\$120,000		\$120,000
WSOP05	420153	River Meter Replacement Programme	\$27,297		\$50,000		
		Total	\$43,241		\$285,000	\$0	\$120,000
Infrastructure - Waste Water							
SSOP01	420252	Bollon Sewer Condition Report	\$0		\$50,000		
SSOP02	420252	Sewerage, Groundwater Monitoring Bores (Water Quality Testing)	\$201		\$30,000		
SSOP03	420252	St George Pump Station 3 Rising Main Design	\$0		\$15,000		
		Total	\$201		\$95,000	\$0	\$0
Infrastructure - Parks & Gardens							
PGOP06	430151	C/O Bollon RV and Streetscapes Master Plan	\$10,684		\$20,000		
PGOP07	430151	C/O - DCP Internal Audit	\$0		\$3,000		\$3,000
PGOP08	430151	Tree Maintenance & Replacement of Dead Shire Trees	\$24,507		\$80,000		
PGOP09	430151	Tree Planting in Arthur Street (St George)	\$0		\$15,000		

Operational Projects 2020/21							
Work Order	GL Number	Description	YTD Actuals As At 28/2/2021	Total - Multi-Year Project Budget	Budget 20/21	Budget Review December	Funding 20/21
PGOP10	430151	Thallon Street Tree Replacement	\$841		\$4,000		
PGOP11	430151	Bush Tucker Garden - Layout & Construct Finalisation	\$7,755		\$15,000		
PGOP12	430151	C/o St George River Foreshore Planning	\$0		\$20,000		
PGOP13	430151	C/O St George CBD Planning	\$0		\$20,000		
PGOP14	430151	Thallon Christmas Lights	\$17,225		\$15,000		
PGOP15	430151	St George Christmas Lights	\$42,119		\$35,000		
PGOP16	430151	Bollon Christmas Lights	\$14,436		\$15,000		
PGOP17	430151	Dirranbandi Christmas Lights	\$14,242		\$15,000		
PGOP18	430151	C/O Beardmore Dam Master Plan	\$0		\$20,000		
PGOP01	430151	St George Projects	\$9,216				
PGOP02	430151	Rowden Park	\$1,668				
PGOP03	430151	Dirranbandi Projects	\$95				
PGOP04	430151	St George Parks Planning	\$34,435				
		Total	\$177,222		\$277,000	\$0	\$3,000
Infrastructure - Swimming Pools							
SPOP02	430351	Dirranbandi - Pool & Playground Bollards	\$0		\$8,000		
SPOP01	430351	Mdb-Dirranbandi Hot Baths-Project Mmen Where is the funding	\$4,907		\$875,000		
SROP02	430351	Rowden Park - Rainwater Tank NO BUDGET	\$0		\$7,500		
SROP03	430351	C/O Rowden Park Master Plan	\$0		\$15,000		
SROP04	430351	Dirranbandi Multi Purpose Sport Centre - Whiteboard & Chairs for meeting room	\$3,391		\$5,000		
		Total	\$8,298		\$910,500	\$0	\$0
Infrastructure - Showgrounds							
SGOP05	430353	St George Showgrounds Amenities Bore Water Connection	\$4,075		\$15,000		
SGOP04	430353	MDB EDP - Dirranbandi Showground	\$10,885				
		Total	\$14,960		\$15,000	\$0	\$0
Infrastructure - Plant & Equipment							
450151	450151	Floating Plant & Loose Tools	\$10,994		\$30,000		
		Total	\$10,994		\$30,000	\$0	\$0
Infrastructure - Fleet Software							
PEOP01	450152	C/O Fleet GPS	\$584				
PEOP02	450152	Fleet Software	\$873		\$50,000		
		Total	\$1,457		\$50,000	\$0	\$0
		Grand Total	\$9,836,162	\$20,438,317	\$23,382,058	\$275,600	\$15,434,962

OFFICER REPORT

TO: Council

SUBJECT: Audit & Risk Committee Minutes 25 February 2021

DATE: 08.03.21

AGENDA REF: FCS2

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Audit & Risk Committee minutes 25 February 2021

Executive Summary

The Audit & Risk Committee met on 25 February 2021 and the purpose of this report is to receive and note the minutes.

Background

The Audit & Risk Committee met on 25 February 2021 and the meeting considered the following items:

- Interim Audit Report 2020/21
- QAO Briefing Paper for February 2021
- External Audits Conducted 2020/21
- Non-Current Asset Accounting Policies, Guidelines and Standards
- Internal Audit – Service Requests and Complaints Management
- Internal Audit Progress Reports

The milestones to be met for external audit are shown over page.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	High levels of accountability and compliance

Consultation (internal/external)

Arabon Audit & Assurance Services, Internal Auditors
Prosperity Advisors, External Auditors
Queensland Audit Office
Senior Leadership Group

Legal Implications

Section 105 of the Local Government Act 2009 requires Council to have an internal audit function. Council has established its Audit & Risk Committee in accordance with Section 211 of the Local Government Regulations 2012.

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Nil

Financial and Resource Implications

The timeframes to meet external audit requirements are shown below:

6. Key milestones

We have engaged with management and Ms Michelle Clark, Director Finance & Corporate Services to establish the following key financial and audit reporting deadlines. Strong collaboration will ensure that these deliverables are mutually achievable by management and audit.










	Planning	
	External audit plan	19 February 2021
	Interim	
	Interim testing visit	6 April 2021
	Draft proforma financial statements	30 April 2021
	Asset valuations completed	30 April 2021
	Accounting papers on known accounting issues	
	- New Accounting Standard (AASB 1059)	30 April 2021
	- Accounting for provision of Landfill	30 April 2021
	Feedback on accounting papers	
	- New Accounting Standard (AASB 1059)	31 May 2021
	- Accounting for provision of Landfill	31 May 2021
	Feedback on proforma financial statements	31 May 2021
	Interim report	31 May 2021
	Asset valuations reviewed by audit	31 May 2021
	Final	
	Complete draft financial statements to audit	6 September 2021
	Year-end visit	15 September 2021
	Feedback on draft financial statements to client	10 September 2021
	QAO closing report issued to client	1 October 2021
	Audit committee clearance	8 October 2021
	Management signs financial statements	8 October 2021
	QAO signs independent audit report	11 October 2021
	Final management report	11 October 2021

Note: Audit visit | Council deadline | QAO deadline

Options or Alternatives

Not applicable

Attachments

1. Non Current Asset Accounting Policy [↓](#) 
2. Audit & Risk Committee Minutes 25 February 2021 [↓](#) 
3. External Audit Plan 2020-21 [↓](#) 
4. Non Current Asset Standards [↓](#) 
5. Attachment A [↓](#) 
6. Attachment B [↓](#) 
7. Attachment C [↓](#) 
8. Attachment D [↓](#) 
9. Attachment E [↓](#) 

Recommendation/s

That Council resolves to:

- a) receive and note the Audit & Risk Committee minutes of 25 February 2021; and
- b) adopt the Non-Current Asset Accounting Policy together with the following guidelines
- c) and standards:
 - Guideline A - Accounting for Non-Current Assets on Initial Acquisition
 - Guideline B - Accounting for Expenditure after Acquisition
 - Guideline C - Accounting for Depreciation and Amortisation
 - Guideline D – Accounting for Revaluation of Non-Current Assets
 - Guideline E - Accounting for Impairment of Non-Current Assets
 - Financial Asset Data Standards

Michelle Clarke

Director Finance & Corporate Services

Non-Current Asset Accounting Policy

1. POLICY STATEMENT

The Non-Current Asset Accounting Policy dictates the required accounting treatment of non-current assets that provide future economic benefits to Balonne Shire Council and the community.

2. PRINCIPLES

To ensure that there is a standardised approach adopted when accounting for non-current assets, in accordance with relevant Australian Accounting Standards and other State Government requirements.

3. SCOPE

The Non-Current Asset Accounting Policy, which encompasses the associated Guidelines and Appendices listed under the related documents section in this policy, applies to the line items of property, plant and equipment and assets held for resale as disclosed within Council's Statement of Financial Position.

This policy generally impacts upon all Council employees and contractors. Specifically, the policy is directly applicable to Asset Custodians and Council officers who have asset management and asset accounting responsibilities.

This policy will be applicable when performing the following functions:

- Acquiring, constructing or developing a non-current asset;
- Accounting for costs incurred in maintaining a non-current asset;
- Renewing, replacing or enhancing the service potential of a non-current asset;
- Revaluing non-current assets;
- Disposal of non-current assets;
- Accounting for the depreciation or amortisation of non-current assets;
- Establishing the useful life and residual value of non-current assets;
- Testing non-current assets for impairment.

This policy does not apply to receivables, inventory or investments.

4. RESPONSIBILITY

Director Finance and Corporate Services



Non-Current Asset Accounting Policy

5. POLICY

Asset Classes

An asset class is a grouping of non-current assets in the financial asset register of a similar nature and the lowest level of information on non-current assets included within Council's financial statements.

The following asset classes are reported by Council:

- Land
- Buildings and Other Structures
- Plant and Equipment
- Transport Infrastructure
- Water Supply Network
- Urban Waste Water Network

(Refer Financial Asset Data Standards for comprehensive list of all items within each Asset Class)

Asset Recognition Criteria

For an item to be recognised as a non-current asset in Council's financial asset register it must meet all of the following criteria:

- Council has control over the asset;
- It is probable that future economic benefits associated with the item will flow to Council;
- The cost or fair value of the asset can be measured reliably;
- The cost or fair value exceeds Council's asset recognition threshold.

(Refer to Guideline A for further details and guidance)

Asset Recognition Thresholds

Recognition thresholds to be applied on initial recognition of an asset are as follows:

Asset Type	Threshold
Land	No threshold
Plant & Equipment	\$5,000
Buildings & Other Structures	\$10,000
Transport Infrastructure	\$10,000
Water Supply Network	\$10,000
Urban Waste Water Network	\$10,000
Intangible Asset	\$10,000

For infrastructure assets that have been componentised, the above asset recognition thresholds apply to the individual asset components and not the aggregate asset value (i.e. the financial asset as a whole).



Non-Current Asset Accounting Policy

Any asset acquisition/construction costs that fall below the recognition threshold should be expensed and, as such, not recognised within the financial asset register. Similarly, any contributed or donated asset valued on acquisition below the recognition threshold should not be financially recognised.

Asset Componentisation

AASB 116 requires each component with a cost that is significant in relation to the total cost of the item of property, plant and equipment to be separately identified and depreciated. This results in more accurate costs being allocated to the financial period to which they relate.

This asset componentisation approach is applied to complex assets, which are defined as *“physical assets that are capable of disaggregation into separate and identifiable **significant** components”*.

For the purposes of this policy, Balonne Shire Council's complex assets are deemed to include:

- special purpose buildings,
- roads,
- water distribution network
- urban waste water network

A special purpose building is defined as one that has been designed for a specific function and has a unique design or layout which cannot be readily converted to other uses without significant capital investment. According to Queensland Treasury, examples of specialised buildings would include hospitals and correctional facilities, whereas residential dwellings and general office buildings would not be considered as special purpose¹.

Materiality

According to AASB 1031 *Materiality*, the notion of materiality guides the margin of error that is acceptable in the amount attributed to an item or an aggregate of items and the degree of precision required in estimating the amount of an item or an aggregate of items.

AASB 1031 suggests that an amount of less than 5% would be considered immaterial, whilst an amount of 10% or greater would be considered to be material. The range in-between 5% and 10% is a matter of professional judgement, and is at the discretion of the entity to adopt an approved approach.

Balonne Shire Council has elected to adopt a materiality threshold of 5% for the purposes of its Non-Current Assets. Any movement that is greater than 5% but less than 10% will be considered on a case by case basis.

Costs incurred after Initial Recognition

Costs on assets incurred after initial recognition are to be capitalised whenever the associated work improves the condition of the asset beyond its originally assessed standard of performance or capacity. This occurs when the costs either renews, extends or upgrades the asset's underlying service potential.

¹ Queensland Treasury – Non Current Asset Policies for Queensland Public Sector – December 2014

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Next Review Date>> 18/03/2024



Non-Current Asset Accounting Policy

Outlays that do not meet the criteria for recognition as an asset must be expensed as incurred. For example, expenditure that merely repairs damage or wear and tear that would have prevented the asset reaching its original estimated useful life, must be expensed as repairs and maintenance.

(Refer to Guideline B for further details and guidance)

Asset Valuation Method

All Council assets that qualify for recognition are to be initially measured at cost. However, where an asset is acquired at no cost (contributed/donated) or for nominal cost, the value is deemed to be its fair value at the date of acquisition.

Fair Value is deemed to be either:

- Market Value if there is market evidence; or
- Depreciated Current Replacement Cost if there is no market evidence.

Where an asset was acquired in prior financial years and has yet to be recorded in Council's financial asset register, the asset is to be brought to account at the fair value as at the date of recognition.

The valuation method(s) applicable to each Asset Class subsequent to initial recognition is as follows:

Asset Class	Valuation Method
Land	Market Value
Plant & Equipment	Cost
Buildings & Other Structures	Depreciated Replacement Cost / Market Value
Transport Infrastructure	Depreciated Replacement Cost
Water Supply Network	Depreciated Replacement Cost
Urban Waste Water Network	Depreciated Replacement Cost
Intangible Asset	Cost

Depreciation or Amortisation Method

The straight-line depreciation or amortisation method is adopted by Council to reflect patterns of consumption for all non-current assets other than road earthworks and parcels of land, which are not subject to depreciation.

(Refer to Guideline C for further details and guidance)

Review of Depreciation and Amortisation Parameters

Asset depreciation and amortisation parameters, including useful lives, asset condition (used to assess remaining useful lives) and residual values are to be reviewed with sufficient regularity to ensure that they are representative of current conditions and expectations at the end of each financial year.

Remaining useful life of an asset should be reassessed whenever a major addition or any significant partial disposal occurs.

(Refer to Guideline C for further details and guidance)



Non-Current Asset Accounting Policy

Asset Revaluations

AASB 116 *Property Plant and Equipment* requires regular comprehensive revaluations be performed to ensure the carrying amount of the financial asset class does not differ materially from its fair value at the end of each reporting period. Such comprehensive "full" revaluations should incorporate all underlying assets within the asset class.

The frequency with which comprehensive revaluations are to be performed can be no more than once every five years. However, the guiding principle for determining the appropriate revaluation frequency is ensuring that the carrying amount does not differ materially from the fair value of that class of assets at that same date.

In between comprehensive revaluations, an annual interim desktop review of Council's non-current asset classes is to be conducted in order to validate that there has not been a material movement in the values of the underlying assets since the last full revaluation.

In alignment with Council's approach to materiality, an overall cumulative movement (either positive or negative) of greater than 5% since the last comprehensive revaluation would be considered as material. This would be determined by undertaking a comparison of the cumulative increment/decrement from interim reviews against the value of the financial asset class as a whole.

A material cumulative movement for a financial asset class would trigger the need for an interim indexation to be applied to all assets within that class.

(Refer to Guideline D for further details and guidance)

Asset Impairment

AASB 136 *Impairment of Assets* requires a review to be undertaken each financial year of Council's non-current assets to determine whether there have been any indicators of asset impairment.

Indicators of asset impairment relevant to Council would generally fit into one of the following categories:

- Sudden natural event such as a flood, earthquake, major bush fire, tsunami or severe storm
- Prolonged natural event such as drought or rain
- Major damage to an asset caused through an accident, arson or inappropriate use
- Change to the extent or manner in which an asset can be used
- Change to an asset's technological, market, economic or legal environment

Whenever it is determined that there have been indicators of asset impairment, impacted assets should be identified and an impairment test should be undertaken on those assets.

Exceptions to undertaking an impairment test are as follows:

- Whenever an impacted asset has been destroyed or subsequently removed from service following an irregular event or catastrophe. In such circumstances the asset should be accounted for as a disposal.
- Whenever an impacted asset requires treatments that are not of a capital nature following an irregular event or catastrophe. Examples from a flood event would include treatments such as road formation grading, pothole repairs and desilting of structures.
- Whenever an impacted asset has had capital works undertaken following an irregular event or catastrophe to restore it back to its pre-event level of service prior to financial year end.



Non-Current Asset Accounting Policy

In alignment with Council's approach to materiality, Council adopts a materiality threshold for asset impairment of 5%. This would be determined by undertaking a comparison of total assessed impairment loss for the impacted assets for the financial year against the value of the financial asset class as a whole.

Where this total assessed impairment loss is more than Council's adopted materiality threshold, AASB 136 requires the impairment loss to be treated as follows:

- Firstly offset the impairment loss against any asset revaluation surplus for the applicable financial asset class;
- Any balance should then be recognised as an expense within the Statement of Comprehensive Income.

(Refer to Guideline E for further details and guidance)

Non-Current Asset De-recognition

A financial asset is to be derecognised in the financial asset register whenever:

- The asset is destroyed, abandoned or decommissioned with no future economic benefit expected to be generated from its use;
- The asset is scrapped, sold or traded;
- The asset is lost or stolen; or
- Control of the asset is transferred to another entity.

All assets derecognised from the financial asset register require authorisation by the Asset Custodian.

Partial de-recognition of an infrastructure asset is to occur whenever:

- A significant component or section of an infrastructure asset is destroyed, abandoned or decommissioned with no future economic benefit expected to be generated from its use; or
- Major renewal works have been undertaken resulting in a significant component or section of an infrastructure asset being replaced.

Asset Stocktakes / Reconciliations

Stocktake of assets (also known as asset verifications) are to be undertaken on a regular basis.

The nature of some asset classes, such as buildings, land and infrastructure assets, is such that the asset cannot be physically removed. Such assets are subject to regular physical inspection for Asset Management Planning purposes and a sample are inspected for revaluation purposes. As such they do not require a separate physical stocktake.

For these asset classes the financial asset register is to be reconciled to asset management component register(s) at a minimum at the point of full revaluation of the financial asset class, or more regularly where possible. For the remaining asset classes it is necessary to verify the existence of assets on a regular basis. In undertaking the asset verification process, it is expected that the assets are sighted. Assets not located during this process are to be written off in that year.



Non-Current Asset Accounting Policy

Stocktake frequency is as per the following schedule:

Asset Class	Stocktake Frequency
Plant & Equipment	Annual Basis
Intangible Assets	Annual Basis

Portable and Attractive Items

Certain items that have values below the asset recognition threshold are, by their nature, susceptible to theft or loss. Such items, termed "portable and attractive", may include personal computers, cameras, power tools, etc. Such items are not reported in the Council's Balance Sheet as they are expensed in the year of purchase.

Department Managers are responsible for determining the need to create and maintain a separate portable and attractive items register for the assets under recognition threshold that are managed within their area.

Work In Progress

Work in progress costs for each project/job are to be monitored on a monthly basis.

When the project reaches practical completion and the asset(s) are in operation, Council will strive to ensure that any costs for those assets are cleared from the work in progress balances and capitalised to the financial asset register in a timely manner.

6. LEGISLATION

State Government Legislation

- Local Government Act 2009
- Local Government Regulation 2012
- Land Act 1994 (revised November 2014)

Australian Accounting Standards

- AASB 5 – Non-current Assets held for Sale and Discontinued Operations
- AASB 13 – Fair Value Measurement
- AASB 101 – Presentation of Financial Statements
- AASB 116 – Property, Plant and Equipment
- AASB 117 – Leases
- AASB 136 – Impairment of Assets (Encompassing Pronouncement AASB2016-4)
- AASB 138 – Intangible Assets
- AASB 1031 – Materiality



Non-Current Asset Accounting Policy

7. POLICY REVIEW

Review of this policy will incorporate relevant legislation, documentation released from relevant state agencies and best practice guidelines.

The standard review period will be every two years from the effective date, however may occur sooner if there is a change in legislation, accounting standards or other relevant guidelines.

8. ASSOCIATED DOCUMENTS

Guidelines to the policy

Guideline A - Accounting for Non-Current Assets on Initial Acquisition

Guideline B - Accounting for Expenditure after Acquisition

Guideline C - Accounting for Depreciation and Amortisation

Guideline D – Accounting for Revaluation of Non-Current Assets

Guideline E - Accounting for Impairment of Non-Current Assets

Other supporting documents

Financial Asset Data Standards



Non-Current Asset Accounting Policy

DEFINITIONS

Amortisation – The systematic allocation of the cost of an intangible asset (less any residual value) over its useful life to reflect patterns of periodic consumption of the asset.

Asset – Future economic benefits controlled by Council as a result of past transactions or other past events.

Asset Class – Grouping of non-current assets of a similar nature and the lowest level of information on non-current assets included within Council's financial statements.

Asset Componentisation – Some types of assets need to be componentised into the parts that make up that asset to allow for condition assessment and determination of depreciation expense. Each component should be significant in cost, and have a different useful life or depreciation pattern (E.g. Road Surface, Pavement and Formation).

Asset Custodian – The Officer in Council who has day-to-day responsibility for managing an asset.

Asset Lifecycle – The total period from when an asset is initially created till its final disposal. It includes all activities such as acquisition, maintenance, renewal, upgrade and disposal.

Asset Management Register – A repository of component level asset information used primarily for asset management purposes.

Asset Impairment – Decrease in service potential of an asset as a consequence of an irregular event or catastrophe, resulting in its recoverable amount being less than its carrying amount.

Asset Recognition – The process whereby a non-current asset is included in the financial asset register and therefore recognised in Council's Statement of Financial Position.

Capital Expenditure (CAPEX) – Expenditure on a non-current asset which meets the adopted recognition criteria for the Asset Class or Asset Component. Capital expenditure includes expenditure on new assets as well as upgrade/expansion or renewal expenditure on existing assets.

(Capital) New Expenditure - Expenditure which creates a new asset that did not exist beforehand. As it increases service potential it may impact revenue and will increase future operating and maintenance expenditure because of the increase in the Council's asset base.

(Capital) Upgrade/Expansion Expenditure - Expenditure that enhances an existing asset to provide additional service capability or a higher level of service or which extends the life of the asset beyond that which it had originally. Upgrade expenditure will increase operating and maintenance expenditure in the future because of the increase in the Council's asset base (e.g. widening the sealed area of an existing road, replacing drainage pipes with pipes of a greater capacity, enlarging a grandstand at a sporting facility, building extension etc.).

(Capital) Renewal Expenditure - Includes replacement expenditure. Expenditure on an existing asset, which restores the original service potential or which extends the life of the asset beyond that which it had originally. Renewal expenditure reinstates existing service potential and has no impact on revenue. Renewal expenditure may reduce future operating and maintenance expenditure if completed at the optimum time (e.g. resurfacing or re-sheeting part of a road network, replacing a section of a drainage network with pipes of the same capacity, resurfacing an oval, etc.).

Carrying Amount – The amount at which an asset is recorded (either at cost or fair value) within the financial asset register after deducting any accumulated depreciation and accumulated impairment losses. This is the same as an asset's written down value or net book value.

Complex Asset - A physical asset that is capable of disaggregation into separate and identifiable **significant** components.



Non-Current Asset Accounting Policy

Comprehensive Revaluation – The process whereby the fair value of all assets within an asset class are updated to reflect current market value or current replacement cost as well as reassessing remaining useful life and residual value.

Contributed Asset – An asset that is acquired by Council at nominal or no cost, usually by way of an agreement with property developers, through State Government arrangements or bequeathed to Council.

Cost – Amount of cash or cash equivalent paid or the fair value of any other consideration given to acquire an asset at the time of its acquisition or construction.

Control – Ability for Council to obtain benefits flowing from the asset and to restrict the access of others to those benefits.

Council – Balonne Shire Council

Decommissioning – Removal, demolition, or elimination of an asset's service potential, resulting from a specific management decision.

Depreciable Amount – The cost of an asset, or other amount substituted for cost, less its' residual or salvage value.

Depreciated Replacement Cost – The Gross Replacement Cost less any accumulated Depreciation. It reflects the level of remaining service potential embodied in an asset based on the current replacement cost.

Depreciation – The systematic allocation of the depreciable amount of an asset over its useful life which reflects the pattern in which the asset's future economic benefits are expected to be consumed by the entity

Design Life – Expected period of time an asset can be used based on its design characteristics. Can be greater than the period of time Council intends to use an asset.

Economic Life – The period over which an asset is expected to be economically useful to Council. For example, a vehicle may be replaced after 2 years for economic reasons even though its design life may exceed 15 years.

Fair Value – Equates to market value if a readily available market exists or depreciated current replacement cost where no market exists.

Financial Asset Register – the repository of financially recognised non-current assets and related information used primarily for financial accounting purposes.

Future Economic Benefits – In respect to not-for-profit entities such as Council, future economic benefits refer to the ability of an asset to provide goods or services in accordance with the organisation's objectives.

Intangible Asset – An identifiable non-monetary asset without physical substance.

Interim Revaluation Review – Desktop review of movements in unit rate elements and industry indices, with a determination being made as to whether a material movement has occurred whereby all asset values within the asset class would be adjusted by an indexation factor.

Infrastructure Assets – Typically large, interconnected networks or programs of composite assets. The components of these assets may be separately maintained, renewed, replaced or disposed of, so that the required level and standard of service from the network of assets is continuously sustained. Generally, the components and hence the assets, have long lives. They are fixed in place and rarely have any market value.

Maintenance Expenditure – Recurrent expenditure, which is periodically required to ensure that the asset achieves its useful life and provides the required level of service. It includes regular preventative maintenance as well as unscheduled emergency response for minor repairs. Maintenance expenditure is often referred to as routine maintenance



Non-Current Asset Accounting Policy

Market Value – The price that would be received to sell an asset in an orderly transaction between market participants, excluding transaction costs but inclusive of any transport costs.

Materiality – The margin of error acceptable and the extent of disclosure required when preparing general purpose financial reports. Information is considered material if its omission, misstatement or non-disclosure has the potential to influence the economic decisions of the users of these reports.

Net Book Value – The amount at which an asset is recorded (either at cost or fair value) within the financial asset register after deducting any accumulated depreciation and accumulated impairment losses. This is the same as an asset's carrying amount or written down value.

Non-Current Asset – An asset held by Council for use rather than exchange and which provides an economic benefit for a period greater than one year.

Operating Expenditure – Recurrent expenditure such as power, fuel, staff, materials, cleaning, minor equipment, on-costs, overheads, maintenance and depreciation. These costs are the day to day expenses associated with providing the service during a year of operations.

Recognition Threshold – The minimum amount whereby the value of a non-current asset must be capitalised. Amounts below the recognition threshold are to be treated as an expense.

Recoverable Amount – The higher of an asset's fair value less cost to sell and its value in use.

Remaining Useful Life – The time remaining until an asset ceases to provide the required level of service or reaches the end of its economic usefulness, irrespective of the period an asset has been in use or its design life or initial useful life when first recognised.

Gross Replacement Cost – The current cost of replacing the total potential future economic benefit of the existing asset using either reproduction or modern equivalents after taking into account any differences in the utility of the existing asset and the modern equivalent.

Residual Value (Salvage Value or Scrap Value) – The estimated amount that would be obtained today by Council from the disposal of an asset, after deducting the estimated costs of disposal (where applicable), if the asset were already of the age and in condition expected at the end of its useful life.

Service Potential – The capacity to provide goods and services in accordance with Council's objectives.

Useful Life – The period of time over which an asset is intended to be used by Council, which is estimated when the asset is initially put into service.

Whole of Lifecycle Cost – all of the costs associated with control of an asset. They include the costs of acquisition, operation, maintenance, renewal, upgrade and disposal.

Work in Progress (WIP) – refers to the accumulated costs for materials, labour, and overheads that have been incurred for the acquisition and/or construction of an asset that is yet to reach completion and be placed into service.

Written Down Value – The amount at which an asset is recorded (either at cost or fair value) within the financial asset register after deducting any accumulated depreciation and accumulated impairment losses. This is the same as an asset's carrying amount or net book value.

UNCONFIRMED



MINUTES

of the

Audit & Risk Committee Meeting

held in the

Council Chambers, 118 Victoria Street, St George

on

Thursday 25th February 2021

Commencing at 2:00pm

Table of Contents

ORDER OF PROCEEDINGS.....	2
(REP) REPORTS.....	2

UNCONFIRMED

ORDER OF PROCEEDINGS

ATT1 ATTENDANCE

C Dreher (Independent Member), SC O'Toole (Mayor), Cr ID Todd.

MM Magin, Chief Executive Officer, M Clarke, Director Finance & Corporate Services, T Lee, Manager Finance Services, AB Boardman, Director Infrastructure Services, D Whyte, Director of Environmental & Regulatory Services.

Via teleconference: Mr J Hetherington (Independent Chair), L Malone, Prosperity Advisors, Lyndal Morrison, Queensland Audit Office, Stacey Lee, Asset Accountant

LOA1 LEAVE OF ABSENCE

Nil

There were no conflicts of interest.

COM1 CONFIRMATION OF MINUTES

Mayor O'Toole moved and Mr Dreher seconded:

That the Minutes of the General Meeting held on 9 October, 2020 be confirmed.

CARRIED UNANIMOUSLY

BAM1 BUSINESS ARISING FROM MINUTES

Nil

(REP) REPORTS

REP1 INTERIM AUDIT PLAN 2020/21

Interim Audit Plan for 2020/21 External Audit

Audit & Risk Committee Recommendation:

Mayor O'Toole moved and Cr Todd seconded:

That Council receive and note the External Audit Plan 2020/21.

CARRIED UNANIMOUSLY

REP2 QAO BRIEFING PAPER FEBRUARY 2021

Queensland Audit Office Briefing Paper February 2021

Audit & Risk Committee Recommendation:

Mr Dreher moved and Mayor O'Toole seconded:

That Council receive and note the Queensland Audit Briefing Paper February 2021, as attached.

CARRIED UNANIMOUSLY

UNCONFIRMED

REP3

EXTERNAL AUDITS CONDUCTED 2020-21

External Audits Conducted in 2020-21

Audit & Risk Committee Recommendation:

Cr Todd moved and Mr Dreher seconded:

That Council receive and note the draft results of the CCC Procurement Audit and WHS Audit.

CARRIED UNANIMOUSLY

REP4

NON CURRENT ASSET ACCOUNTING

Non-Current Asset Accounting Policy and supporting Guidelines and Financial Asset Data Standards documents

Audit & Risk Committee Recommendation:

Cr Todd moved and Cr O'Toole seconded:

That Council adopt the Non-Current Asset Accounting Policy together with the following guidelines and standards:

- Guideline A - Accounting for Non-Current Assets on Initial Acquisition
- Guideline B - Accounting for Expenditure after Acquisition
- Guideline C - Accounting for Depreciation and Amortisation
- Guideline D – Accounting for Revaluation of Non-Current Assets
- Guideline E - Accounting for Impairment of Non-Current Assets
- Financial Asset Data Standards

REP5

INTERNAL AUDIT - SERVICE REQUESTS AND COMPLAINTS MANAGEMENT

Internal Audit Report on Service Requests and Complaints Management

Audit & Risk Committee Recommendation:

Cr Todd moved and Mayor O'Toole seconded:

That Council receive and note the internal audit report on service requests and administrative complaints.

CARRIED UNANIMOUSLY

REP6

INTERNAL AUDIT PROGRESS REPORT

Internal Audit Progress Report for 2020/21

Audit & Risk Committee Recommendation:

Mayor O'Toole moved and Mr Dreher seconded:

That Council receive and note the progress on management's implementation of recommendations related to the Plant Management, Capital Works and Grants Management internal audits.

CARRIED UNANIMOUSLY

UNCONFIRMED

There being no further business, the Meeting closed, the time being 3:19pm.

Confirmed at a Meeting of the Audit and Risk Committee held on .

.....
CHAIR



Balonne Shire Council

2021 External audit plan

05 March 2021

Your ref:
Our ref: BSC-2021
LM/MC 2-506

SENSITIVE

05 March 2021

Mr M Magin
Chief Executive Officer
Balonne Shire Council
PO Box 201
ST GEORGE QLD 4487

Dear Mr Magin

2021 External audit plan

We present to you our external audit plan for Balonne Shire Council for the financial year ending 30 June 2021. It includes an analysis of key audit risks, our planned audit response, the financial reporting and audit deliverables timetable and other matters.

The purpose of the audit is to express opinions on the 2021 financial statements. Our audit of the financial report does not relieve management from its responsibilities to:

- prepare financial statements in accordance with the applicable reporting framework
- develop internal controls to prepare financial statements free from material misstatement
- comply with prescribed legislative requirements
- provide our auditors full and free access to all documents and property of your entity.

We formulated this audit plan based on our understanding of Balonne Shire Council's business and the sector it operates in. Our plan focuses on the material components of your financial report. It targets those areas that have, in our view, the highest risks of material misstatement due to fraud or error. We reassess our audit program throughout the year to address any emerging risks and to ensure our audit effort remains focused.

If you have any questions or would like to discuss the audit plan, please contact me or Alex Hardy on 3007 1900.

Yours sincerely

Luke Malone
Partner, Prosperity Audit Services

Enc.

cc. Councillor Samatha O'Toole, Mayor, Balonne Shire Council
Mr James Hetherington, Audit Committee Chair, Balonne Shire Council

Queensland Audit Office
Level 14, 53 Albert Street, Brisbane Qld 4000
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Phone 07 3149 6000
Email gao@qao.qld.gov.au
Web www.qao.qld.gov.au
 Queensland Audit Office (QAO)

1. Summary



This audit plan documents our assessment of Balonne Shire Council's business and financial reporting risks and our audit responses to these risks. Our audit does not guarantee that every amount and disclosure in the financial statements is free from error. Our aim is to identify material errors and omissions, which might adversely affect the needs of users of your financial statements.

Our audit may also consider your accountability for the use of public moneys, which includes our assessment of:

- compliance with relevant acts, regulations, government policies and prescribed requirements
- acts or omissions that result in a waste of public resources
- and the probity and propriety of matters associated with the management of Balonne Shire Council.

Highlights

Key financial reporting risks



Key milestones



6 active issues

- 4 deficiencies
- 1 financial reporting issue
- 1 other matter

\$0.43 million

Overall materiality

\$43 thousand

Audit fees



Audit team



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2. Your business environment



In developing this audit plan, we met with management, reviewed internal reports, considered previously identified issues and analysed financial and other relevant information. Key observations informing our audit responses to significant risk areas are highlighted below.

Business developments

- Wild Dog Exclusion Fence Project Progress. Round 2 of the special rate scheme will commence on 1 July 2020 with approved applicants at an estimated cost of up to \$4.6m. The projects in Round 1 are valued at \$3.2m and are progressing with a number of properties now complete.
- The Digital Connectivity Project that Council has partnered with the Federal Government funding and Field Solutions Group is gaining momentum and will result in an investment of more than \$2m to improve the digital connectivity across the Shire.

Strategic objectives

- Connected, innovative communities, where economies are strong and opportunities are abundant.
- To invest in people, ignite ideas, meet our challenges and grow prosperity.

Revenue/expense drivers

- Federal Roads to Recovery funding has been brought forward and will increase in the short to medium term. This funding in the larger term is dependent on the Federal Government's commitment to continue this program.
- Capital works have been reviewed against proposed forward plans and budgets and are in line with recent grant funding approvals.
- Council has successfully increased the value and number of grants from State and Federal Government with over \$30m in current funding.

Balance sheet drivers

- Council maintains a strong cash position.
- The February 2020 flood event has impacted significantly on roads and a claim is currently awaiting approval with the Queensland Reconstruction Authority for an amount of \$20m.

Impact of COVID19

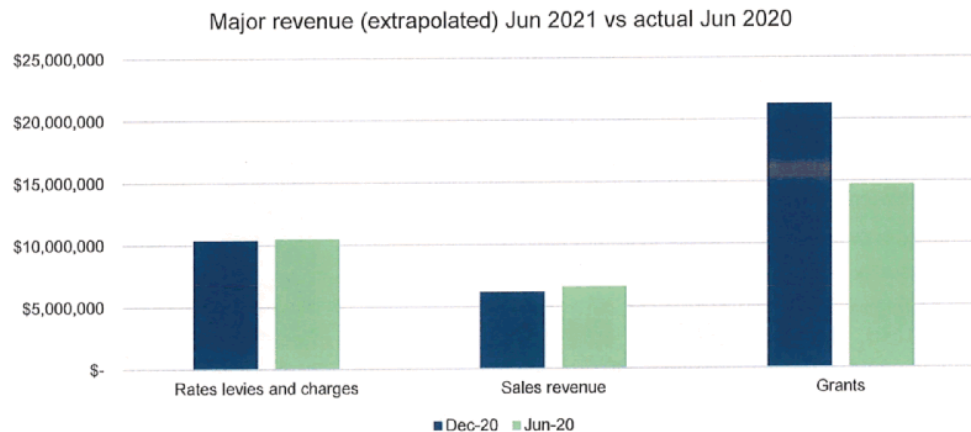
From discussions with management, there is no material impact on "everyday" internal controls on the Balonne Shire Council due to COVID-19. All the control procedures in place are consistent with the prior year and the staff had no issues working remotely. We also confirmed with Council management that the overall information technology risks remained the same during the current year. There was no impact on the Council due to COVID-19 with respect to cyber security.



2. Your business environment (cont.)

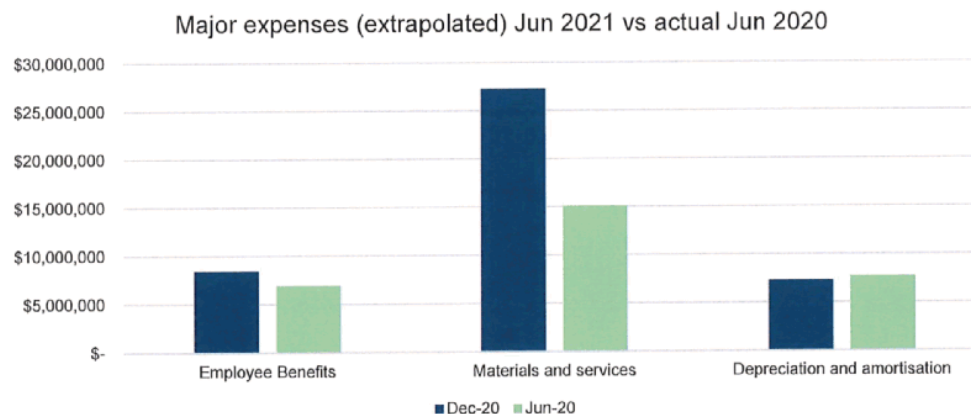


Major revenue comparison (extrapolated) June 2021 and actual June 2020



The increase in revenue from extrapolated Dec 2020 compared to 2020 is mainly driven by an increase of grants and subsidies. The increase in grants revenue is mainly attributable to additional funding received for the Local Roads Community Infrastructure project, COVID-19 Works for Queensland funding, and Disaster Recovery funding.

Major expenses comparison (extrapolated) June 2021 and actual June 2020



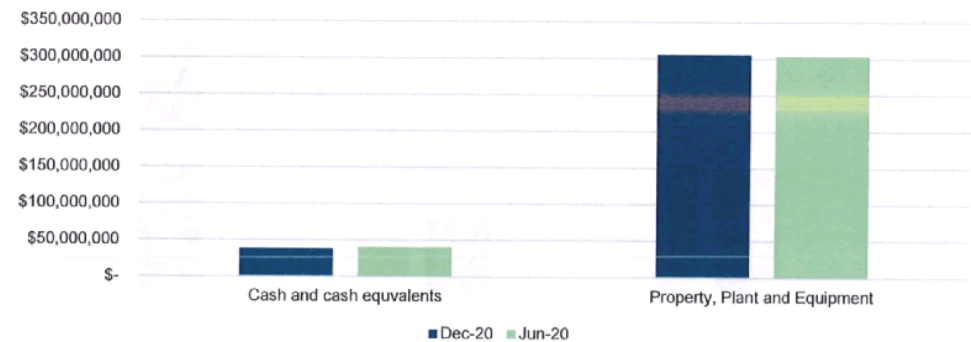
The increase in expenses are significantly attributable to increase in materials costs and services and this is due to several capital projects commencing in the 2021 year. They include St George General Aviation Projects, Drought community projects, Wild Dog Exclusion Fence Project and Asset management strategy project.



2. Your business environment (cont)

Major assets comparison Dec 2020 and Jun 2020

Major assets Dec 2020 vs Jun 2020



The total assets balance is materially consistent between December 2020 and June 2020. The slight decrease in cash is driven by the significant additional cost incurred in material and services, as well as employee costs of those capital projects commenced in the 2021 financial year. The increase in PPE was driven by fixed assets additions in the period.

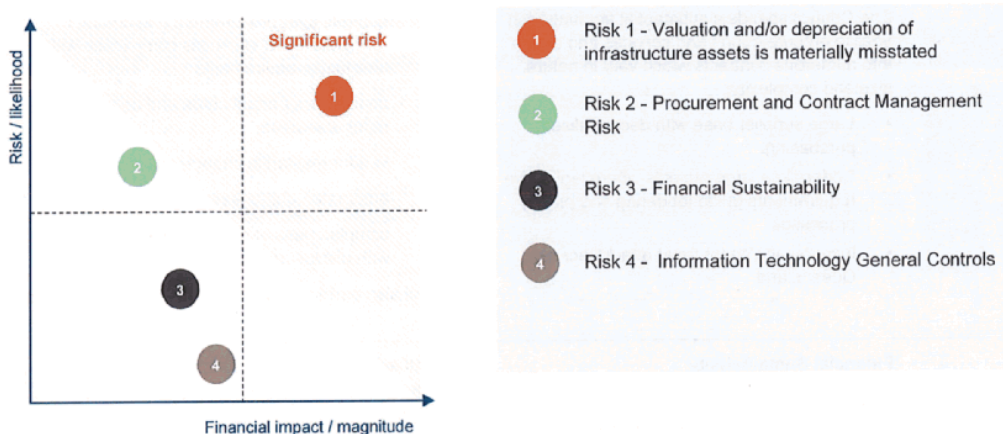


3. Areas of audit focus



We have identified items that present the greatest risk of material error to the financial statements. Risk is assessed in terms of the level of inherent risk (likelihood of occurring), and the financial impact (magnitude).

The chart below displays our risk assessments for the identified areas of audit focus. The table that follows outlines a description of the risk and the planned audit responses.



Risk	Description of risk	Audit response
1	<p>Valuation/depreciation of infrastructure assets is materially misstated</p> <p>The valuation of complex physical assets is inherently complex and susceptible to material misstatement. Misstatements can arise from:</p> <ul style="list-style-type: none"> providing the valuer with incorrect and/or incomplete instructions the valuer or the management not correctly applying the fair value principles in Australian Accounting Standards the valuer or the management applying inappropriate rates to determine current replacement cost the valuer or the management making incorrect assumptions about the remaining useful lives or not considering the condition of assets management incorrectly applying the revaluation increment/decrement in the asset register. <p>Management have indicated that no comprehensive valuation will be conducted for infrastructure assets in 2020–21 and that an index valuation assessment will be performed for all infrastructure assets prior to 30 April 2021.</p>	<p>We will assess:</p> <ul style="list-style-type: none"> the appropriateness of valuation techniques and assumptions adopted in determining fair value; and the appropriateness of useful life assumptions used in the calculation of depreciation.



3. Areas of audit focus (cont.)



Risk	Description of risk	Audit response
2	<p>Procurement and Contract Management Risk</p> <p>The Council spends a substantial amount each year to procure goods and services and enters into numerous contracts which vary in nature, size and complexity:</p> <ul style="list-style-type: none"> • Large supplier base with decentralised purchasing. • Undertakes large projects where legislative requirements guide tendering and probity processes. • Increase in vendor fraud attacks across Queensland. 	<p>We will assess:</p> <ul style="list-style-type: none"> • controls over procurement and contract management and assess compliance with legislative requirements • controls over credit cards and councillor reimbursements • vendor masterfile change controls • automated authorisation workflows • completeness of related parties and compliance with disclosure requirements. <p>We will also perform targeted analytics over expenditure.</p>
3	<p>Financial Sustainability</p> <p>Due to a limited rate base, Council has traditionally relied on external grants and subsidies to ensure ongoing financial sustainability. The following items also heighten the audit risk in relation to financial sustainability:</p> <ul style="list-style-type: none"> • Separate audit opinion issued on the current year financial sustainability statement. • Key inputs dependent on management judgement. • Public interest in financial sustainability of Councils. 	<p>We will assess:</p> <ul style="list-style-type: none"> • the appropriateness of assumptions used in determining the relevant financial information for these calculations, including renewals, depreciation and operating and capital classifications.
4	<p>Information Technology General Controls</p> <p>Australian Auditing Standards require the auditor to understand the Council's control activities and obtain an understanding of how it has responded to risks arising from Information Technology (IT).</p> <p>Weaknesses in the IT control environment may lead to:</p> <ul style="list-style-type: none"> • weakened segregation of duties where staff gain access privileges beyond those required for their role • unauthorised access • inaccurate and/or invalid transactions and data produced by systems • inappropriate/unauthorised changes to programs • inability to recover from incident or disaster impacting IT operation • inability of the audit team to place reliance on system controls and/or data/reports 	<p>For all systems relevant to financial reporting, we will:</p> <ul style="list-style-type: none"> • update our understanding of the IT general controls and IT dependencies and identify related risks relevant to our audit approach • understand, evaluate and where appropriate validate the IT general controls management has implemented to address these risks. <p>For example: access security, monitoring of privileged user accounts' activities, system software acquisition, change and maintenance, data processing recovery.</p>



3. Areas of audit focus (cont.)



Management override of controls and risk of fraud in revenue recognition

Management override of controls and risk of fraud in revenue recognition are always pervasive risks to the financial statements. Our assessment of the risk of management override of controls includes how those charged with governance (including elected officials) exercise oversight of management's processes for identifying and responding to risk of fraud and the internal control that management has established to mitigate these risks.

We will obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through implementing appropriate responses.

Our audit response will be a combination of controls and substantive-based testing and include:

- evaluating key controls over manual journals and the extent of segregation of duties
- evaluating IT general controls
- assessing material accounting estimates and one-off items for management bias
- evaluating and testing effectiveness of key controls over revenue recognition
- testing a sample of revenue transactions during the year
- performing analytical procedures over revenue recognition.

We will also build an element of unpredictability into our work program meaning management will not be aware of all procedures prior to their execution.



3. Areas of audit focus (cont.)



Materiality

We use materiality to determine the nature, timing and extent of audit procedures for our audit and evaluate misstatements. We design our procedures to detect misstatements using the performance materiality level and report items above the clearly trivial threshold to the Audit Committee. Some items may be reported based on their nature (qualitative reasons). These thresholds are assessed throughout the audit and may change should the underlying benchmark or our risk assessments change significantly.

Our planning materiality thresholds are disclosed below.

 Overall materiality	 Performance materiality	 Clearly trivial threshold
\$430,000 (2020 - \$294,400)	\$322,500 (2020 - \$220,800)	\$32,500 (2020 - \$24,400)
 Specific – Property, Plant & Equipment		
\$4,500,000 (2020 - \$4,400,000)		

Benchmarks

We have assessed materiality considering a range of benchmarks. Based on our preliminary assessment of the risks, consistent with the prior period, we have used **1% of total expenses** as our benchmark for overall materiality. The materiality number above is calculated based on the December 2020 Council Management Accounts.

Financial sustainability

For the current year financial sustainability statement, we assess materiality on a mix of qualitative and quantitative factors, including the percentage deviation from the target range.



4. Other audit considerations



Commonwealth certificates

Each year, we are required under Part 8 of the *National Land Transport Act 2014* and sub section 6.2(b) of the *Roads To Recovery Funding Conditions 2014* agreement to provide an audit opinion on the Roads to Recovery grant acquittal.

Financial sustainability reports

We audit the sustainability ratios that are included in your current year financial sustainability statement to determine whether they are accurately calculated based on the council's general purpose financial report and the requirements set out in the *Financial Management (Sustainability) Guideline 2013*.

Our responsibility does not extend to forming an opinion on the appropriateness or relevance of the reported ratios nor on the council's future sustainability.

Note: Over the last few years QAO have made several recommendations to the Department of Local Government, through our various Reports to Parliament, about reviewing the financial sustainability ratios and target ranges. The department has indicated publicly that such a review will take place, but as yet we do not know when this will occur.



5. Prior year issues














Deficiencies in Internal control, financial reporting issues and other matters

Our risk ratings are as follows—refer to [Appendix A](#) for our rating definitions for more detail.

Internal control issues

Financial reporting issues

					
Significant deficiency	Deficiency	Other matters	High	Medium	Low
Reference	Rating	Issue	Status / Comment		
			Action date		
Internal control issues					
20CR-1		2020 Final Management letter – Issue 1 Council does not have a policy to determine how indexation results are considered and reflected in the fixed asset register and general ledger.	Work in progress. Draft Policy will be presented to audit & risk committee on 25 February 2021 and it is expected to be adopted by Council on 18 March 2021. Action date: 18 March 2021		
19IR-2		2019 Interim Management letter – Issue 2 No formal IT incident & problem management policy in place.	Work in progress. The policy has been drafted by and is expected to be adopted by Council on 18 March 2021. Action date: 18 March 2021		
19IR-4		2019 Interim Management letter – Issue 4 Lack of formal IT Disaster Recovery Plan.	Work in progress. Council is currently preparing the updated IT Disaster Recovery Plan and it is expected to be completed in Q2 2021. Action date: 30 June 2021		
19IR-5		2019 Interim Management letter – Issue 5 Detailed contract registers to be developed	Work in progress. Council is currently reviewing contracts and preparing a detailed contract register that is expected to be completed in early 2021. A meeting is scheduled on 24 February 2021 to discuss with Vendor Panel of the options available to Council to improve contract administration. Action date: 30 April 2021		
Financial reporting issues					
20CR-2		2020 Final Management letter – Issue 2 Classification of current and non-current borrowings is not correct.	Resolved pending audit clearance. The issue is now resolved. We will review this matter during our interim audit.		



5. Prior year issues (cont)



Other matters			
18-FML-9		2018 Final Management letter – Other matter Excessive Leave Balances	Work in progress Management is continuing to work with staff to reduce leave balances within operational requirements. As at 30 June 2020, there were 7 employees with leave balances that are deemed to be excessive.



6. Key milestones

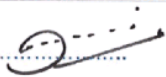


We have engaged with management and Ms Michelle Clark, Director Finance & Corporate Services to establish the following key financial and audit reporting deadlines. Strong collaboration will ensure that these deliverables are mutually achievable by management and audit.

Planning	
External audit plan	19 February 2021
Interim	
Interim testing visit	6 April 2021
Draft proforma financial statements	30 April 2021
Asset valuations completed	30 April 2021
Accounting papers on known accounting issues	
- New Accounting Standard (AASB 1059)	30 April 2021
- Accounting for provision of Landfill	30 April 2021
Feedback on accounting papers	
- New Accounting Standard (AASB 1059)	31 May 2021
- Accounting for provision of Landfill	31 May 2021
Feedback on proforma financial statements	31 May 2021
Interim report	31 May 2021
Asset valuations reviewed by audit	31 May 2021
Final	
Complete draft financial statements to audit	6 September 2021
Year-end visit	15 September 2021
Feedback on draft financial statements to client	10 September 2021
QAO closing report issued to client	1 October 2021
Audit committee clearance	8 October 2021
Management signs financial statements	8 October 2021
QAO signs independent audit report	11 October 2021
Final management report	11 October 2021

Note: **Audit visit** | **Council deadline** | **QAO deadline**

We recommend that you monitor these agreed timeframes and report to us any slippages that might result in a change as soon as possible. Please review, sign and return this page to Luke Malone by 12 March 2021. This will allow us to schedule our resources for your audit.

Name Matthew Magin Chief Executive Officer	Signed 	Date 05/03/2021
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7. Audit fees



Our proposed audit fee (exclusive of GST) is **\$43,600** (2020: \$38,300) for Balonne Shire Council. This is based on our planned audit program. We will bill our fee progressively as we complete each stage of our work.

The audit fee includes the following components.

Balonne Shire Council	
Financial audit	
\$38,165	
Travel	
\$5,435	
Total	
\$43,600	

Our fee estimate can be affected by:

- the effectiveness of your internal control environment
- the quality of draft financial statements and supporting workpapers
- significant accounting issues not raised with the audit team during planning
- whether the milestones are achieved within the agreed timeframes
- the availability of your management and staff, and the timeliness of their responses to audit issues.

We will discuss any anticipated variations to our fee with you during the audit.



8. Financial reporting maturity assessment

QAO has developed a financial statement preparation maturity model. This model replaces our previous assessment processes. The model brings scalability, responding to the client specific factors that influence reporting practices across the public sector. It aims to bring focus to areas of development to allow clients to reach their targeted positioning. The model also facilitates the sharing of better practices across the public sector.

The model outlines the key components that result in high-quality and timely financial reports, providing a maturity assessment for each of the components.

		Level of maturity			
		Developing	Established	Integrated	Optimised
Component	Quality month end processes and reporting	<p><i>Entities should set the level of maturity that is reflective of their size, complexity, age and structure.</i></p> <p><i>QAO does not expect that all entities will sit in the integrated and optimised categories, nor always aim to be in those categories. The cost of moving categories should always be considered in the context of the benefits that will be provided.</i></p>			
	Early financial statement close processes				
	Skilled financial statement preparation processes and use of appropriate technology				
	Timely identification and resolution of financial reporting matters				

Entities should establish an expectation of maturity that is commensurate with their business. The desired positioning of maturity will differ depending on the size and complexity, and available resources of each entity.

We encourage your entity to use our [self-assessment tool](#) to determine your expected level of maturity and benchmark actual level of maturity to expectation.

We will continue to report the outcomes of our assessments to those charged with governance. Any themes emerging across the public sector may be included in our reports to parliament.

We have included further details in our fact sheet. We welcome any feedback on our new financial reporting assessment tool.



Appendix A—our rating definitions



Internal control maturity assessments

We are developing a new approach to assessing internal controls, with a focus on the maturity of processes that are common across government entities—governance, risk management, information systems, asset management, procurement, grants management, change management and monitoring. This is intended to help entities assess their processes and highlight areas for improvement that are relevant to them.

As we develop maturity models, we will share them with you, and seek your feedback.

Over time our new maturity assessments will replace the current 'traffic light' assessments of internal controls. We will however continue to use our 'traffic light' assessment of internal controls for 2020–21—resulting in green, amber or red, depending on the number of deficiencies or significant deficiencies we raise.

Internal control 'traffic light' assessments for 2020–21

Our rating of internal control deficiencies allows management to gauge their relative importance and prioritise remedial actions. Based on the nature, type and assessment of internal control deficiencies we identify, we will then assess the effectiveness of your internal controls in line with the table below. This is unchanged from prior years.

Rating	Description
● Effective	No significant deficiencies identified
● Generally effective	One significant deficiency identified
● Ineffective	More than one significant deficiency identified



Appendix A—our rating definitions (cont.)



Internal control rating definitions

	Definition	Prioritisation of remedial action
Significant deficiency 	<p>A significant deficiency is a deficiency, or combination of deficiencies, in internal control that requires immediate remedial action.</p> <p>Also, we increase the rating from a deficiency to a significant deficiency based on:</p> <ul style="list-style-type: none"> the risk of material misstatement in the financial statements the risk to reputation the significance of non-compliance with policies and applicable laws and regulations the potential to cause financial loss including fraud, or where management has not taken appropriate timely action to resolve the deficiency. 	<p>This requires immediate management action to resolve.</p>
Deficiency 	<p>A deficiency arises when internal controls are ineffective or missing, and are unable to prevent, or detect and correct, misstatements in the financial statements. A deficiency may also result in non-compliance with policies and applicable laws and regulations and/or inappropriate use of public resources.</p>	<p>We expect management action will be taken in a timely manner to resolve deficiencies.</p>
Other matter 	<p>An other matter is expected to improve the efficiency and/or effectiveness of internal controls but does not constitute a deficiency in internal controls. If an other matter is not resolved, we do not consider that it will result in a misstatement in the financial statements or non-compliance with legislative requirements.</p>	<p>Our recommendation may be implemented at management's discretion.</p>

Financial reporting issues

	Potential effect on the financial statements	Prioritisation of remedial action
High 	<p>We assess that there is a high likelihood of this causing a material misstatement in one or more components (transactions, balances and disclosures) of the financial statements, or there is the potential for financial loss including fraud.</p>	<p>This requires immediate management action to resolve.</p>
Medium 	<p>We assess that there is a medium likelihood of this causing a material misstatement in one or more components of the financial statements.</p>	<p>We expect management action will be taken in a timely manner.</p>
Low 	<p>We assess that there is a low likelihood of this causing a material misstatement in one or more components of the financial statements.</p>	<p>We recommend management action to resolve; however, a decision on whether any action is taken is at management's discretion.</p>



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**Queensland
Audit Office**

Better public services





Financial Asset Function / Location Hierarchy

ASSET CLASS	FUNCTION	FUNCTION / LOCATION CODE	FUNCTION / LOCATION DESCRIPTION
TRANSPORT INFRASTRUCTURE	TRANSPORT - ROADS	FL-TPT-ROAD-##	TRANSPORT - ROADS - Road Number
	TRANSPORT - TBA	FL-TPT-TBA	TRANSPORT - TBA - Under Threshold
	TRANSPORT - FOOTPATH	FL-TPT-PATH-##	TRANSPORT - FOOTPATH - Name
	TRANSPORT - KERB	FL-TPT-KERB-##	TRANSPORT - KERB - Name
	TRANSPORT - STORMWATER	FL-TPT-SWD-##	TRANSPORT - STORMWATER - Name
	TRANSPORT - CARPARK	FL-TPT-CRPK-##	TRANSPORT - CARPARK - Name
	TRANSPORT - BRIDGE	FL-TPT-BRDG-#@	TRANSPORT - BRIDGE - Bridge Name
		FL-TPT-AERO-01	TRANSPORT - AERO - St George
		FL-TPT-AERO-02	TRANSPORT - AERO - Thallon
		FL-TPT-AERO-03	TRANSPORT - AERO - Mungindi
PLANT AND EQUIPMENT	TRANSPORT - AERO	FL-TPT-AERO-04	TRANSPORT - AERO - Dirranbandi
		FL-TPT-AERO-05	TRANSPORT - AERO - Hebel
		FL-TPT-AERO-06	TRANSPORT - AERO - Bollon
		FL-TPT-AERO-07	TRANSPORT - AERO - Nindigully
	MOBILE FLEET AND HEAVY PLANT	FL-PEQ-MBLE	MOBILE FLEET AND HEAVY PLANT
		FL-PEQ-TBA-00	TBA LOCATION - Unknown
		FL-PEQ-TBA-01	TBA LOCATION - St George
		FL-PEQ-TBA-02	TBA LOCATION - Thallon
		FL-PEQ-TBA-03	TBA LOCATION - Mungindi
		FL-PEQ-TBA-04	TBA LOCATION - Dirranbandi
WATER SUPPLY NETWORK	TBA LOCATION	FL-PEQ-TBA-05	TBA LOCATION - Hebel
		FL-PEQ-TBA-06	TBA LOCATION - Bollon
		FL-PEQ-TBA-07	TBA LOCATION - Nindigully
	various Building and Other Structure Locations	**various	**various
		FL-WATNET-01	WATER NETWORK - St George
		FL-WATNET-02	WATER NETWORK - Thallon
		FL-WATNET-03	WATER NETWORK - Mungindi
		FL-WATNET-04	WATER NETWORK - Dirranbandi
		FL-WATNET-05	WATER NETWORK - Hebel
		FL-WATNET-06	WATER NETWORK - Bollon
	WATER NETWORK	FL-WATNET-07	WATER NETWORK - Nindigully
		FL-WATNET-99	WATER NETWORK - TBA
		FL-WATWTP-01	WATER TREATMENT PLANT - St George
		FL-WATWTP-02	WATER TREATMENT PLANT - Thallon
		FL-WATWTP-03	WATER TREATMENT PLANT - Mungindi
		FL-WATWTP-04	WATER TREATMENT PLANT - Dirranbandi
		FL-WATWTP-05	WATER TREATMENT PLANT - Hebel
		FL-WATWTP-06	WATER TREATMENT PLANT - Bollon
		FL-WATWTP-07	WATER TREATMENT PLANT - Nindigully
		FL-WATWTP-99	WATER TREATMENT PLANT - TBA
	WATER TREATMENT PLANT	FL-WATWPS-01-WPS##	WATER PUMP STATION - St George - WPS##
		FL-WATWPS-02-WPS##	WATER PUMP STATION - Thallon - WPS##
		FL-WATWPS-03-WPS##	WATER PUMP STATION - Mungindi - WPS##
		FL-WATWPS-04-WPS##	WATER PUMP STATION - Dirranbandi - WPS##
		FL-WATWPS-05-WPS##	WATER PUMP STATION - Hebel - WPS##
		FL-WATWPS-06-WPS##	WATER PUMP STATION - Bollon - WPS##
		FL-WATWPS-07-WPS##	WATER PUMP STATION - Nindigully - WPS##
		FL-WATWPS-99-WPSTBA	WATER PUMP STATION - TBA - WPSTBA
		FL-WATBOR-01	WATER ARTESIAN BORE - St George
		FL-WATBOR-02	WATER ARTESIAN BORE - Thallon
	WATER PUMP STATION	FL-WATBOR-03	WATER ARTESIAN BORE - Mungindi
		FL-WATBOR-04	WATER ARTESIAN BORE - Dirranbandi
		FL-WATBOR-05	WATER ARTESIAN BORE - Hebel
		FL-WATBOR-06	WATER ARTESIAN BORE - Bollon
		FL-WATBOR-07	WATER ARTESIAN BORE - Nindigully
		FL-WATBOR-99	WATER ARTESIAN BORE - TBA
		FL-WATRES-01	WATER RESERVOIR - St George
		FL-WATRES-02	WATER RESERVOIR - Thallon
	WATER ARTESIAN BORE		

URBAN WASTE WATER NETWORK	WATER RESERVOIR	FL-WATRES-03	WATER RESERVOIR - Mungindi
		FL-WATRES-04	WATER RESERVOIR - Dirranbandi
		FL-WATRES-05	WATER RESERVOIR - Hebel
		FL-WATRES-06	WATER RESERVOIR - Bollon
URBAN WASTE WATER NETWORK	SEWER NETWORK	FL-WATRES-07	WATER RESERVOIR - Nindigully
		FL-WATRES-99	WATER RESERVOIR - TBA
		FL-WWNET-01	SEWER NETWORK - St George
		FL-WWNET-02	SEWER NETWORK - Thallon
		FL-WWNET-03	SEWER NETWORK - Mungindi
		FL-WWNET-04	SEWER NETWORK - Dirranbandi
		FL-WWNET-05	SEWER NETWORK - Hebel
		FL-WWNET-06	SEWER NETWORK - Bollon
		FL-WWNET-07	SEWER NETWORK - Nindigully
		FL-WWNET-99	SEWER NETWORK - TBA
		FL-WWSPS-01-SPS##	SEWER PUMP STATION - St George - SPS##
		FL-WWSPS-02-SPS##	SEWER PUMP STATION - Thallon - SPS##
URBAN WASTE WATER NETWORK	SEWER PUMP STATION	FL-WWSPS-03-SPS##	SEWER PUMP STATION - Mungindi - SPS##
		FL-WWSPS-04-SPS##	SEWER PUMP STATION - Dirranbandi - SPS##
		FL-WWSPS-05-SPS##	SEWER PUMP STATION - Hebel - SPS##
		FL-WWSPS-06-SPS##	SEWER PUMP STATION - Bollon - SPS##
		FL-WWSPS-07-SPS##	SEWER PUMP STATION - Nindigully - SPS##
		FL-WWSPS-99-SPSTBA	SEWER PUMP STATION - TBA - SPSTBA
	SEWER TREATMENT PLANT	FL-WWSTP-01	SEWER TREATMENT PLANT - St George
		FL-WWSTP-02	SEWER TREATMENT PLANT - Thallon
		FL-WWSTP-03	SEWER TREATMENT PLANT - Mungindi
		FL-WWSTP-04	SEWER TREATMENT PLANT - Dirranbandi
		FL-WWSTP-05	SEWER TREATMENT PLANT - Hebel
		FL-WWSTP-06	SEWER TREATMENT PLANT - Bollon
		FL-WWSTP-07	SEWER TREATMENT PLANT - Nindigully
		FL-WWSTP-99	SEWER TREATMENT PLANT - TBA
	SPARES - ST GEORGE DEPOT ADMINISTRATION CENTRE	FL-WWSPARE-zz	SPARES - ST GEORGE DEPOT - Spare
		FL-ADMN-01	ADMINISTRATION CENTRE - St George
URBAN WASTE WATER NETWORK	AERODROME	FL-AERO-01	AERODROME - St George
		FL-AERO-02	AERODROME - Thallon
		FL-AERO-03	AERODROME - Mungindi
		FL-AERO-04	AERODROME - Dirranbandi
		FL-AERO-05	AERODROME - Hebel
		FL-AERO-06	AERODROME - Bollon
		FL-AERO-07	AERODROME - Nindigully
	CEMETERY	FL-CMTY-01	CEMETERY - St George
		FL-CMTY-02	CEMETERY - Thallon
		FL-CMTY-03	CEMETERY - Mungindi
		FL-CMTY-04	CEMETERY - Dirranbandi
		FL-CMTY-05	CEMETERY - Hebel
		FL-CMTY-06	CEMETERY - Bollon
		FL-CMTY-07	CEMETERY - Nindigully
	CIVIC CENTRE / HALL	FL-CIVC-01	CIVIC CENTRE / HALL - St George
		FL-CIVC-02	CIVIC CENTRE / HALL - Thallon
		FL-CIVC-03	CIVIC CENTRE / HALL - Mungindi
		FL-CIVC-04	CIVIC CENTRE / HALL - Dirranbandi
		FL-CIVC-05	CIVIC CENTRE / HALL - Hebel
		FL-CIVC-06	CIVIC CENTRE / HALL - Bollon
		FL-CIVC-07	CIVIC CENTRE / HALL - Nindigully
URBAN WASTE WATER NETWORK	CREATIVE ARTS CENTRE CULTURAL CENTRE	FL-CRTV-01	CREATIVE ARTS CENTRE - St George
		FL-CCEN-01	CULTURAL CENTRE - St George
	DEPOT	FL-DEPO-01	DEPOT - St George
		FL-DEPO-02	DEPOT - Thallon
		FL-DEPO-03	DEPOT - Mungindi
		FL-DEPO-04	DEPOT - Dirranbandi
		FL-DEPO-05	DEPOT - Hebel
		FL-DEPO-06	DEPOT - Bollon
		FL-DEPO-07	DEPOT - Nindigully
	FLOOD LEVEE	FL-FLEV-01	FLOOD LEVEE - St George
		FL-FLEV-02	FLOOD LEVEE - Thallon
		FL-FLEV-03	FLOOD LEVEE - Mungindi
		FL-FLEV-04	FLOOD LEVEE - Dirranbandi
		FL-FLEV-05	FLOOD LEVEE - Hebel
		FL-FLEV-06	FLOOD LEVEE - Bollon
		FL-FLEV-07	FLOOD LEVEE - Nindigully
URBAN WASTE WATER NETWORK	LANDFILL	FL-LNDF-01	LANDFILL - St George
		FL-LNDF-02	LANDFILL - Thallon
		FL-LNDF-03	LANDFILL - Mungindi
		FL-LNDF-04	LANDFILL - Dirranbandi

BUILDINGS AND OTHER STRUCTURES	LIBRARY	FL-LNDF-05	LANDFILL - Hebel
		FL-LNDF-06	LANDFILL - Bollon
		FL-LNDF-07	LANDFILL - Nindigully
		FL-LBRY-01	LIBRARY - St George
		FL-LBRY-02	LIBRARY - Thallon
		FL-LBRY-03	LIBRARY - Mungindi
		FL-LBRY-04	LIBRARY - Dirranbandi
	STOCK ROUTE FACILITY	FL-LBRY-05	LIBRARY - Hebel
		FL-LBRY-06	LIBRARY - Bollon
		FL-LBRY-07	LIBRARY - Nindigully
		FL-STRF-01	MULGAVIEW - St George
		FL-STRF-02	CLONARD NIGHT YARD - St George
		FL-STRF-03	CLEARWATER DAM - St George
		FL-STRF-04	MONA WATER FACILITY - St George
	PARK	FL-STRF-05	BINDLE WATER POINT - St George
		FL-STRF-06	BURRIGURRAH WATER POINT - St George
		FL-PARK-01-Sitename	PARK - St George - Sitename
		FL-PARK-02-Sitename	PARK - Thallon - Sitename
		FL-PARK-03-Sitename	PARK - Mungindi - Sitename
		FL-PARK-04-Sitename	PARK - Dirranbandi - Sitename
		FL-PARK-05-Sitename	PARK - Hebel - Sitename
	PARTHENIUM WASH DOWN	FL-PARK-06-Sitename	PARK - Bollon - Sitename
		FL-PARK-07-Sitename	PARK - Nindigully - Sitename
		FL-PRTH-01	PARTHENIUM WASH DOWN - St George
	RESIDENCE - Sitename	FL-RESI-01	RESIDENCE - Sitename - St George
		FL-RESI-02	RESIDENCE - Sitename - Thallon
		FL-RESI-03	RESIDENCE - Sitename - Mungindi
		FL-RESI-04	RESIDENCE - Sitename - Dirranbandi
		FL-RESI-05	RESIDENCE - Sitename - Hebel
		FL-RESI-06	RESIDENCE - Sitename - Bollon
		FL-RESI-07	RESIDENCE - Sitename - Nindigully
	SERVICES	FL-SVCS-01	SERVICES - St George
		FL-SVCS-02	SERVICES - Thallon
		FL-SVCS-03	SERVICES - Mungindi
		FL-SVCS-04	SERVICES - Dirranbandi
		FL-SVCS-05	SERVICES - Hebel
		FL-SVCS-06	SERVICES - Bollon
		FL-SVCS-07	SERVICES - Nindigully
	SES	FL-SES-01	SES - St George
		FL-SES-02	SES - Thallon
		FL-SES-03	SES - Mungindi
		FL-SES-04	SES - Dirranbandi
		FL-SES-05	SES - Hebel
		FL-SES-06	SES - Bollon
		FL-SES-07	SES - Nindigully
	SHOWGROUNDS	FL-SHOW-01	SHOWGROUNDS - St George
		FL-SHOW-02	SHOWGROUNDS - Thallon
		FL-SHOW-03	SHOWGROUNDS - Mungindi
		FL-SHOW-04	SHOWGROUNDS - Dirranbandi
		FL-SHOW-05	SHOWGROUNDS - Hebel
		FL-SHOW-06	SHOWGROUNDS - Bollon
		FL-SHOW-07	SHOWGROUNDS - Nindigully
	SPORTSGROUND	FL-SPRT-01	SPORTSGROUND - St George
		FL-SPRT-02	SPORTSGROUND - Thallon
		FL-SPRT-03	SPORTSGROUND - Mungindi
		FL-SPRT-04	SPORTSGROUND - Dirranbandi
		FL-SPRT-05	SPORTSGROUND - Hebel
		FL-SPRT-06	SPORTSGROUND - Bollon
		FL-SPRT-07	SPORTSGROUND - Nindigully
	STORMWATER DAM	FL-SDAM-01	STORMWATER DAM - St George
		FL-POOL-01	SWIMMING POOL COMPLEX - St George
		FL-POOL-02	SWIMMING POOL COMPLEX - Thallon
		FL-POOL-03	SWIMMING POOL COMPLEX - Mungindi
		FL-POOL-04	SWIMMING POOL COMPLEX - Dirranbandi
		FL-POOL-05	SWIMMING POOL COMPLEX - Hebel
		FL-POOL-06	SWIMMING POOL COMPLEX - Bollon
	SWIMMING POOL COMPLEX	FL-POOL-07	SWIMMING POOL COMPLEX - Nindigully
		FL-TENC-01	TENNIS CLUB - St George
		FL-TENC-02	TENNIS CLUB - Thallon
		FL-TENC-03	TENNIS CLUB - Mungindi
		FL-TENC-04	TENNIS CLUB - Dirranbandi
		FL-TENC-05	TENNIS CLUB - Hebel
		FL-TENC-06	TENNIS CLUB - Bollon

LAND	TOURIST INFORMATION	FL-TENC-07	TENNIS CLUB - Nindigully
		FL-TOUR-01	TOURIST INFORMATION - St George
		FL-TOUR-02	TOURIST INFORMATION - Thallon
		FL-TOUR-03	TOURIST INFORMATION - Mungindi
		FL-TOUR-04	TOURIST INFORMATION - Dirranbandi
		FL-TOUR-05	TOURIST INFORMATION - Hebel
		FL-TOUR-06	TOURIST INFORMATION - Bollon
		FL-TOUR-07	TOURIST INFORMATION - Nindigully
		FL-TOWN-01	TOWN COMMON - St George
		FL-TOWN-02	TOWN COMMON - Thallon
	TOWN COMMON	FL-TOWN-03	TOWN COMMON - Mungindi
		FL-TOWN-04	TOWN COMMON - Dirranbandi
		FL-TOWN-05	TOWN COMMON - Hebel
		FL-TOWN-06	TOWN COMMON - Bollon
		FL-TOWN-07	TOWN COMMON - Nindigully
		FL-VIC-01	VISITOR INFORMATION CENTRE - St George
		FL-LAND-TBA-99	TBA - Site Name Unknown
INTANGIBLE ASSETS	VISITOR INFORMATION CENTRE		
	TBA		
	various Building and Other	**various	**various
	Structure Locations		
	Balonne Shire Council	FL-INTG-BSC	Balonne Shire Council



Financial Asset Structure

ASSET CLASS	ASSET SUB-CLASS	ASSET CLASS CODE	ASSET CLASS DESCRIPTION
TRANSPORT INFRASTRUCTURE	Unsealed Road	US-FORM	Unsealed Road Formation
		US-PVGS	Unsealed Road Pavement Gravel Short Life
		US-PVGL	Unsealed Road Pavement Gravel Long Life
		US-TBA	TBA - various
	Sealed Road	SR-FORM	Sealed Road Formation
		SR-PVGS	Sealed Road Pavement Gravel Short Life
		SR-PVGL	Sealed Road Pavement Gravel Long Life
		SR-SEAL	Sealed Road Seal
		SR-TBA	TBA - various
		CP-FORM	Car Park Formation
	Car Park	CP-PVGS	Car Park Pavement Gravel Short Life
		CP-PVGL	Car Park Pavement Gravel Long Life
		CP-SEAL	Car Park Seal
		CP-TBA	TBA - various
	Bridge	BR-BRDG	Bridge
	Kerb and Channel	KC-KERB	Kerb and Channel
	Footpath	FP-PATH	Footpath
	Aerodrome	AD-FORM	Aerodrome Formation
		AD-PVGS	Aerodrome Pavement Gravel Short Life
		AD-PVGL	Aerodrome Pavement Gravel Long Life
		AD-SEAL	Aerodrome Seal
	Stormwater Drainage	SD-PIPE	Stormwater Drainage Pipe
		SS-HDWL	Stormwater Structure Headwall
	Stormwater Structure	SS-GPIT	Stormwater Structure Gutter Pit
		SS-MHLE	Stormwater Structure Manhole
		SS-PSTK	Stormwater Structure Penstock
		SS-OTHR	Stormwater Structure Other
PLANT AND EQUIPMENT	Culverts & Floodways	CF-CLVT	Culvert
		CF-FDWY	Floodway
	Communication Equipment	CF-TBA	TBA - various
		PE-CCTV	CCTV Surveillance
		PE-RATM	Radio Transmission
		PE-TVTM	TV Transmission
	Furniture and Fittings	PE-MFIT	Miscellaneous Fitout
		PE-MFUR	Miscellaneous Furniture
		PE-SHLV	Shelving and Cabinets
		PE-BCKH	Backhoe
	Heavy Plant	PE-FORK	Forklift
		PE-GRDR	Grader
		PE-LODR	Loader
		PE-ROLR	Roller
		PE-STBR	Stabiliser
		PE-TCTR	Tractor
		PE-TRCK	Truck
		PE-ITEQ	IT Equipment
	Office Equipment	PE-PHON	Phone Network
		PE-PHOT	Photocopier
		PE-BOAT	Boat
		PE-CVAN	Caravan
		PE-GENR	Generator
		PE-LGHT	Lighting

WATER SUPPLY NETWORK	Other Plant	PE-MEQP	Miscellaneous Equipment
		PE-MOWR	Mower
		PE-PCLN	Pool Cleaner
		PE-PFLT	Pool Filtration
		PE-SLSH	Slasher
		PE-SPKR	Sprinkler System
		PE-TANK	Tank
		PE-TOOL	Tools
		PE-TRLR	Trailer
		PE-CARS	Car - Sedan
WATER SUPPLY NETWORK	Passenger Vehicles	PE-CARU	Car - Utility
		PE-CARW	Car - Wagon
		WM-POTB	Water Main Potable
		WM-NONP	Water Main NonPotable
		WF-POTB	Water Fitting Potable
		WF-NONP	Water Fitting NonPotable
		WS-POTB	Water Meter and Services Potable
		WS-NONP	Water Meter and Services NonPotable
		WE-RSVR	Reservoir
		WE-ELEC	Electrical
WATER SUPPLY NETWORK	Water Equipment and Civil	WE-MECH	Mechanical
		WE-CIVL	Civil
		WE-PWVL	Pipework and Valves
		WE-TLMY	Telemetry
		WE-BORE	Bore & Casing
URBAN WASTE WATER NETWORK	Sewerage Mains	SM-RISE	Sewer Rising Main
		SM-GVTY	Sewer Gravity Main
		SH-MHLS	Sewerage Manholes
		SE-ELEC	Electrical
		SE-MECH	Mechanical
		SE-CIVL	Civil
		SE-PWVL	Pipework and Valves
		SE-TLMY	Telemetry
		SE-DAME	Dam - Earth
		OS-BRBQ	Barbeque
URBAN WASTE WATER NETWORK	Sewerage Mains	OS-FNCE	Fencing
		OS-GATE	Gates
		OS-IRRG	Irrigation System
		OS-LGHT	Lighting
		OS-PLAY	Playground
		OS-PLSU	Playing Surface
		OS-POSH	Pool Shell
		OS-SAIL	Shade Sails
		OS-SHED	Shed
		OS-SHLT	Shelter
URBAN WASTE WATER NETWORK	Sewerage Mains	OS-SIGN	Signage
		OS-SKTE	Skate Facility
		OS-FLDL	Flood Levee
		OS-GSTD	Grandstand
		OS-RETW	Retaining Wall
		OS-MEML	Memorial
		OS-HARD	Hardstand/Path Area
		OS-PENS	Stables, Yards and Pens
		OS-PWRH	Powerheads
		OS-DECK	Decking
URBAN WASTE WATER NETWORK	Sewerage Mains	OS-ARBR	Arbor
		OS-AMPH	Amphitheatre
		OS-WASH	Washdown Facility
		OS-TANK	Tank
		OS-CLBM	Columbarium
		OS-PLTH	Concrete Plinth
		OS-MBAY	Materials Bay
		OS-INCN	Incinerator
		OS-DUMP	Dump Point Caravan
BUILDINGS AND OTHER STRUCTURES	Other Structures		

	Buildings
LAND	
INTANGIBLE ASSETS	

OS-TBA
BD-BLDG
LD-LAND
IN-INTG

TBA asset
Building
Land Freehold
Intangible Assets



Asset Accounting Guidelines

GUIDELINE A – Accounting for Non-Current Assets on Initial Acquisition

PURPOSE

The purpose of this guideline is to provide guidance for the initial recognition of non-current assets into Council's financial asset register.

Guidance is provided for the following:

- Types of Asset Acquisition
- Asset Recognition Criteria
 - Control Over an Asset
 - Probability of Future Economic Benefit
 - Measurement at Recognition
 - Asset Recognition Thresholds
- Assets Held for Sale

TYPES OF ASSET ACQUISITION

Circumstances resulting in a non-current asset being acquired by Council include:

- Acquisition involving consideration – such as purchased or constructed/developed assets
- Acquisition at no cost or for nominal consideration – such as contributed or donated assets
- Assets not previously recognised but subsequently identified through revaluation, stocktakes or other processes. These assets may have been originally purchased, constructed, contributed or donated

ASSET RECOGNITION CRITERIA

For an asset to be financially recognised in Council's books it must meet all of the following criteria:

1. Council has control over the asset
2. It is probable that future economic benefits associated with the asset will flow to Council
3. Cost or fair value can be measured reliably
4. Cost or fair value of the asset exceeds Council's asset recognition threshold

Document No. >> (Insert Magiq Doc ID ###) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ###
Latest Version Adopted: ###
Next Review Date>> ###



Asset Accounting Guidelines

1. Control over an asset

Council controls an asset if it has the power to obtain benefits flowing from the resource and to restrict the access of others to those benefits. Legal ownership is not mandatory for control to exist. The following questions provide assistance in circumstances where the determination of control is not straight forward:

- Does Council have the ability to use the asset to achieve its objectives?
- Does Council have the ability to restrict or charge access to the asset?
- Does Council have the authority to decide how the asset will be used?
- Is Council responsible for managing the asset's wear and tear?
- Does Council bear the risks associated with holding the asset?

Control over Council owned land and buildings leased to third parties

In respect of Council owned land and buildings leased to third parties, Council is deemed to have control where it retains substantially all the risks and rewards associated with the property. The status of leased assets is to be reviewed annually by Asset Custodians with any additional assets or exclusion of existing assets to be communicated to the Asset Accountant for appropriate recognition/de-recognition within Council's financial asset register.

Control over Contributed or Donated Assets

Council takes ownership of contributed land and buildings when the property is titled to Council.

For assets such as donated plant or equipment, control is deemed to occur when the item is formally handed over to Council.

Council gains control over contributed infrastructure assets upon commencement of the "On Maintenance" period. During the "On Maintenance" period, the assets are covered by a warranty and the developer is required to cover all costs to maintain the asset. Once Council completes the asset's final inspection, the asset will become "Off Maintenance" and all costs associated with managing and maintaining the asset are covered by Council.

2. Probability that Future Economic Benefits will flow to Council

The term future economic benefits refers not only to the potential of an asset to contribute directly or indirectly to the flow of cash or cash equivalents, but to the potential of the asset to contribute directly or indirectly to the ability to provide goods or services in accordance with Council's objectives.

Benefits can therefore arise from:

- Use of the asset
- Cash inflow
- Revenue from future sale
- Provision of goods and services
- Cost savings

Document No. >> (Insert Magiq Doc ID ####) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ####
Latest Version Adopted: ###
Next Review Date>> ####



Asset Accounting Guidelines

In accordance with the relevant accounting standard (AASB 116), a benefit is deemed to be probable if it is more rather than less likely that it will eventuate.

For the majority of Council's non-current assets, particularly its infrastructure assets, future economic benefits effectively relate to the service potential inherent in the assets.

3. Reliable Measurement of Cost or Fair Value

All Council assets that qualify for recognition are to be initially measured at cost. However, where an asset is acquired at no cost such as contributed/donated assets or for nominal consideration, the cost is deemed to be its fair value at the date of acquisition.

Fair value is obtained via either:

- Market Value if there is a readily available market, or
- Depreciated Current Replacement Cost if there is no readily available market

Where an asset was acquired in prior financial years and has yet to be recorded in Council's financial asset register, the asset is to be brought to account at the fair value as at the date of recognition.

Section 206 (4) of the Local Government Regulation 2012 states that the following assets controlled by Council have no value for financial accounting purposes:

- (a) Reserves defined under the Land Act such as land parcels held in Trust (Crown/State land); and
- (b) Land under a road

In circumstances where reliable measurement of an asset cannot be obtained the asset is not to be recognised within the financial asset register.

Additional information on what constitutes cost, market value and depreciated current replacement cost is detailed below.

Measurement at Cost

The value of assets initially recognised at cost should include:

- Purchase price, including duties and taxes (excluding GST), after deducting discounts and rebates
- Any other cost directly attributable to bringing the asset to its location and condition

Costs capitalised into the financial asset register typically include:

- Contract costs for construction or development of an asset
- Labour costs for employees directly involved in the construction, development or acquisition of an asset. This includes any directly attributable labour oncosts
- Project management costs
- Costs of site preparation
- Design costs

Document No. >> (Insert Magiq Doc ID ####) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ####
Latest Version Adopted: ###
Next Review Date>> ####



Asset Accounting Guidelines

- Initial delivery and handling costs
- Installation and assembly costs
- Interest on a loan directly funding a specific project, which is incurred during construction or development, where the interest is deemed material to the overall cost of the project
- Costs of commissioning the asset
- Directly attributable real estate fees, legal costs and associated professional fees
- Tender costs
- Costs for relocating or reinstating existing assets controlled by Council where:-
 - They are material in value; and
 - The asset being relocated is replaced, upgraded or subject to major renewal works as part of the relocation and reinstatement process

Costs not directly attributable to the cost of an asset and therefore not capitalised into the financial asset register include:

- Costs associated with feasibility studies, research studies, master plans, concept plans and investigations up to the point when Council formally decides that a capital project will be undertaken
- Costs of opening a new facility
- Costs associated with operating an existing asset
- Costs associated with decommissioning an existing asset when it is removed from service
- Costs of introducing a new product or service (including advertising and publicity)
- Periodic software maintenance and licence agreement charges
- Costs for relocating or reinstating existing assets controlled by Council where:-
 - They are not material in value; or
 - The asset being relocated is not being replaced, upgraded or subject to major renewal works as part of the relocation and reinstatement process
- Costs for relocating existing assets controlled by a third party. Relocation may be temporary or permanent. For example, costs to relocate Energex cabling during a road replacement project.
- Costs associated with the reinstatement of assets not controlled by Council. For example, reinstating the surface and pavement of State controlled roads as part of stormwater works.
- Inspection costs where no physical upgrade, refurbishment or replacement of an asset is undertaken. This includes any outlay associated with the assessment of asset condition.
- General administration costs

In some instances the capitalised cost of an asset should include an initial estimate of the cost of dismantling and removing the asset, and restoring the site on which it is located. The costs of dismantling and removing an asset should only be capitalised when:

- They can be reliably estimated
- Are material in amount or nature
- A clear obligation exists (predominantly through a legislative or environmental obligation) at the time an asset is first put into use

Document No. >> (Insert Magiq Doc ID ####) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ####
Latest Version Adopted: ###
Next Review Date>> ####



Asset Accounting Guidelines

Measurement at Market Value

Assets acquired at no cost or for nominal consideration are to be recognised in the financial asset register at the market value at acquisition date whenever a readily available market for the asset exists.

Preference is to be given to assessing market value in an active market for identical assets that Council can access at acquisition date (i.e. a **Level 1** fair value as prescribed within AASB 13). Identical markets would only apply to as new items of plant or equipment contributed or donated to Council.

Other asset types with a market value commonly contributed or donated to Council include land, buildings and second hand plant or equipment. Such assets would be valued with reference to other observable inputs, such as second hand markets for similar/identical assets or real estate markets. These valuations are considered to be **Level 2** fair values as prescribed within AASB 13.

As per AASB 13, **Level 2** fair values should also take into account:

- The condition and location of the asset acquired; and
- The asset's highest and best use.

As such, a market value should be obtained for assets in similar condition to the asset acquired by Council and, depending on its physical location, an adjustment may be required for transportation costs.

Any other type of transaction cost such as real estate or legal fees are specifically excluded as being part of market value by AASB 13.

Measurement at Depreciated Replacement Cost

Where assets are acquired by Council at no cost or for nominal consideration and a market value cannot be reliably obtained, the assets are to be recognised within the financial asset register at depreciated current replacement cost. Depreciated current replacement cost of an asset is the current replacement or reproduction cost less any accumulated depreciation.

Current replacement or reproduction cost of an asset is the minimum that it would cost Council in the normal course of business to replace an existing asset with a technologically modern equivalent (as opposed to a second hand asset) that provides commensurate economic benefits.

Reliable sources of information for determining current replacement cost are:

- Appropriately qualified and knowledgeable expert valuers
- Reference to industry standards such as Rawlinsons Construction Handbook
- Costs incurred by Council in the acquisition/construction of similar assets
- Expected costs of materials, services and labour sourced from appropriate suppliers and applied by appropriately qualified and knowledgeable Asset Custodians within Council

Valuations undertaken via these methods are deemed **Level 3** fair values under the provisions of AASB 13.



Asset Accounting Guidelines

Unit rates underlying current replacement cost are to reflect a 'valuation' methodology, whereby components included for financial accounting purposes comply with financial accounting principles and avoid the potential for double counting.

This can necessitate exclusion of some cost components that would be required for project costing and asset management purposes. Examples may include, but are not limited to the following:

- Demolition and disposal costs
- Relocation and reinstatement costs for other impacted Council assets

Accumulated depreciation can be determined via either a formal condition assessment (needed in circumstances where an asset has been in use for a significant period prior to financial recognition) or derived mathematically from the standard useful lives of relevant "as new" assets.

4. Asset Recognition Thresholds

To avoid insignificant non-current assets being recognised in the financial asset register Council applies the following recognition thresholds:

Asset Type	Threshold
Land	No threshold
Plant & Equipment	\$5,000
Buildings & Other Structures	\$10,000
Transport Infrastructure	\$10,000
Water Supply Network	\$10,000
Urban Waste Water Network	\$10,000
Intangible Asset	\$10,000

For infrastructure assets that have been componentised, the above asset recognition thresholds apply to the individual asset components and not the aggregate asset value (i.e., the financial asset as a whole).

Any asset acquisition/construction costs that fall below the recognition threshold should be expensed and, as such, the asset is not recognised within the financial asset register. Similarly, any contributed or donated asset valued on acquisition below the recognition threshold should not be financially recognised.



Asset Accounting Guidelines

ASSETS HELD FOR SALE

Items are to be classified as 'Held for Sale' in the Current Assets section of the Statement of Financial Position in situations where they are acquired for the purpose of resale. The item must be immediately available for resale in its present condition.

The sale must be highly probable, indicators of which are:

- A commitment to a sale plan has been adopted by Council
- Council has actively undertaken marketing of the asset at a price commensurate with its fair value
- Sale is expected to occur within 12 months of the asset being classified as Held for Sale. Classification period can be extended where Council demonstrates that it remains committed to the sale and the sale has not occurred due to circumstances beyond Council's control
- It is unlikely that Council's commitment to sell the asset will change significantly or will be withdrawn

In circumstances where an item has been acquired for the purpose of continuing operations but subsequently meets the above criteria, then it should be reclassified as Held for Sale.

Items that are classified as Held for Sale are to be assessed on an annual basis by the Asset Accountant at the end of the reporting period. If circumstances change resulting in the abovementioned conditions no longer being met, the asset must be reclassified as Non-Current and included within the relevant asset class of Property, Plant and Equipment.



Asset Accounting Guidelines

GUIDELINE B – Accounting for Expenditure after Acquisition

PURPOSE

The purpose of this guideline is to provide guidance for accounting for expenditure on non-current assets following their initial recognition into Council's financial asset register.

CAPITAL vs OPERATIONAL EXPENDITURE

Expenditure on an asset incurred after it comes into service falls into one of two categories:

- Capital Expenditure – these costs are added to the carrying amount of the existing asset and, as such, are capitalised into the financial asset register
- Operational Expenditure – these costs are expensed when incurred and do not get capitalised into the financial asset register

Details on the type of costs that are considered either capital or operational in nature are presented below.

Capital Expenditure

Certain costs incurred over the life of an asset are of the nature that either renew, extend or upgrade the asset's underlying service potential. Such costs are required to be capitalised into the financial asset register as an addition to the carrying value of existing assets.

These costs are attributable to at least one of the following:

- Extension of an existing asset – as a result of the expenditure being incurred the service potential of an asset is provided to a wider geographical area or to greater number of potential users (e.g. extending the floor area of a building,)
- Renewal of an existing asset – reinstates some or all of the original service potential of an asset (e.g. major reseal of a road or relining a stormwater pipeline)
- Upgrade of an existing asset – enhances an existing asset to provide a higher level of service or increases the useful life beyond that originally expected (e.g. widening of a road to include additional lanes)

Document No. >> (Insert Magiq Doc ID ####) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ####
Latest Version Adopted: ###
Next Review Date>> ####



Asset Accounting Guidelines

Operational Expenditure

Operational expenditure encompasses all costs associated with general maintenance and operations of an asset. These costs should be expensed when incurred.

The useful life of an asset used for depreciation purposes is determined assuming appropriate levels of general maintenance at appropriate intervals. Cleaning carpets, pothole maintenance on roads and clearing drains are all examples of general maintenance. A similar principle applies to minor repairs such as treating cracking in road seals or replacing an oil filter in a motor vehicle.

As such, general maintenance and repair work, which is comparatively minor in nature does not significantly renew service potential, expand service potential or extend life expectancy beyond that originally intended.

Similarly, the cost of operating an asset is not capitalised but expensed when it is incurred. The cost of staff to run a facility, fuel and power, corporate overheads and any asset inspection costs are additional examples of operational expenditure.



Asset Accounting Guidelines

GUIDELINE C – Accounting for Depreciation and Amortisation

PURPOSE

The purpose of this guideline is to provide guidance on accounting for the periodic consumption of all depreciable assets recorded in the financial asset register. Guidance is provided for the following:

- Depreciation and Amortisation Methods
- Straight Line Formula
- Useful Life
- Remaining Useful Life
- Residual Value
- Periodic Review of Depreciation/Amortisation Rates, Remaining Useful Lives and Residual Values

Depreciation and Amortisation Methods

Australian accounting standard AASB 116 requires the depreciable amount of an asset to be systematically expensed over the asset's useful life based on its pattern of consumption. Depreciable amount equates to the cost or fair value of an asset less its estimated residual value. Similarly, AASB 138 requires the depreciable amount of an intangible asset to be systematically expensed over its useful life based on the pattern of consumption.

In accordance with the applicable accounting standards, depreciation or amortisation of an asset begins when it is available for use, that is, when it is in the location and condition necessary for it to be capable of operating in the manner intended by Council.

The depreciation or amortisation method utilised should be the one that best reflects the respective asset's pattern of consumption. Methods allowable under both AASB 116 and AASB 138 are:

- Straight Line - depreciation or amortisation is charged evenly to each accounting period over an asset's useful life.
- Reducing Balance - amount of depreciation or amortisation recognised for an asset each period progressively reduces over its useful life.
- Percentage of Use - amount of depreciation or amortisation recognised each accounting period can differ and is dependent on an asset's actual or deemed usage.

Document No. >> (Insert Magiq Doc ID ###) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ###
Latest Version Adopted: ###
Next Review Date>> ###



Asset Accounting Guidelines

The straight-line depreciation/amortisation method is used by Council to reflect patterns of consumption for all non-current assets other than parcels of land and road earthworks, which are not subject to depreciation. Of the three depreciation methods, straight line is considered the most appropriate for Council's assets. Justifying the logic of applying a reducing balance method to Council's asset types, particularly infrastructure assets, would prove problematic.

Theoretically, the percentage of use method could apply to plant and infrastructure assets such as road and sewerage networks however a current lack of available data would result in difficulties satisfying external audit scrutiny. Future use of the method is possible but would come at a cost due to resources required to collect the necessary data.

Straight Line Formula

The straight-line formula is applied as follows:

$$(\text{Net Book Value} - \text{Residual Value}) / \text{Remaining Useful Life}$$

Useful Life

The useful life of an asset or asset component is determined by its expected use by Council and provides the basis for systematically allocating straight-line depreciation or amortisation. Useful life must be based on the physical asset or component in service and not the useful life of any modern equivalent.

Useful life may be less than an asset's design life or economic life. For example, a bridge may be replaced when it reaches a certain condition rating, notwithstanding that the bridge could continue to be used for a further period of time.

Given the direct correlation to depreciation and amortisation, useful lives must be carefully considered to ensure Council's financial statements provide relevant information consistent with financial reporting requirements.

The following should be considered when establishing the useful life of an asset:

- Design Life – period of time over which the asset can be expected to last physically, assuming adequate maintenance
- Technical Life – period of time over which the asset can be expected to remain effective due to obsolescence
- Economic Life – period of time Council intends to use the asset before disposal or decommissioning based of optimal economic factors. For example, trade a vehicle prior to being two years old
- Legal Life – period of time an asset can be used based on restrictions imposed by legal agreement, legislation or government decree



Asset Accounting Guidelines

Remaining Useful Life

The remaining useful life of an asset represents the period of time expected to elapse until the asset is removed from service. At the time the asset is placed in service, the useful life and remaining useful life will be the same. Remaining useful will subsequently decrease over time as the asset is used and depreciated/amortised.

The remaining useful life of an asset should be reassessed by the relevant Asset Custodian whenever:

- Significant value is added to an asset following initial recognition
- A major component, section or part of an asset is derecognised
- There has been a significant change to an asset's condition
- Council decides to remove an asset from service at a stipulated future date
- Technical or commercial obsolescence factors become known
- There have been indicators of impairment impacting on the asset
- Imposition of legal obligations or environmental factors impacting on the asset

As is the case for useful life, the remaining useful life of aggregated financial assets is deemed to be the weighted average of all underlying components.

Residual Value

Residual value is defined within AASB 116 as the estimated amount that would be obtained today from the disposal of an asset, after deducting the estimated costs of disposal, if the asset were already of the age and condition expected at the end of its useful life. For assets expected to be sold or traded at the end of their useful life, Asset Custodians are required to estimate residual value by giving consideration to salvage or scrap values as well as to second-hand market values.

A residual value based on salvage or scrap principles should only be allocated to an asset whenever there is some certainty on its condition at the end of its useful life. In general, this precludes the allocation of residual value to most of Council's depreciable asset types due to their long life nature. Common exceptions are certain items of plant and equipment, which Council may retain for a stipulated short term period before being traded or sold.

In addition to the difficulties in ascertaining the condition of infrastructure assets at the end of their useful life, any allocation of residual value to most infrastructure asset types is considered illogical. Infrastructure assets by their very nature do not have a resale or trade-in value and when decommissioned they are generally left in place or removed at considerable cost. The cost of decommissioning most infrastructure assets will ultimately outweigh any potential scrap value.



Asset Accounting Guidelines

Periodic Review

Asset depreciation and amortisation parameters, including useful lives, asset condition (used to assess remaining useful lives) and residual values are to be reviewed with sufficient regularity to ensure that they are representative of current conditions and expectations at the end of each financial year.

- The depreciation or amortisation method applied to an asset shall be reviewed with sufficient regularity to ensure that its pattern of consumption is accurately reflected in the annual financial statements.
- The useful lives and condition ratings (and hence, remaining useful lives) of assets shall be reviewed with sufficient regularity to ensure that they accurately reflect the rate of depreciation/amortisation reported by Council in the annual financial statements.

In addition, remaining useful life of an asset should be reassessed whenever a major addition or any significant partial disposal is processed.



Asset Accounting Guidelines

GUIDELINE D – Accounting for Revaluation of Non-Current Assets

PURPOSE

The purpose of this guideline is to provide guidance on revaluing non-current assets. Guidance is provided for the following:

- Non-Current Assets Required to be Revalued
- Asset Valuation Methodologies
- Fair Value of Assets for Revaluation Purposes
- Full Revaluation Process
- Interim Reviews

NON-CURRENT ASSETS REQUIRED TO BE REVALUED

All non-current assets controlled by Council are to be revalued using the fair value basis. The only exceptions to this rule are the following assets that remain valued at cost:

- Plant and equipment
- Intangible assets

AASB 116 *Property Plant and Equipment* requires regular comprehensive revaluations be performed to ensure the carrying amount of the financial asset class does not differ materially from its fair value at the end of each reporting period.

As per the requirements of AASB 116, if an item of property, plant and equipment is revalued, all assets within the asset class to which it belongs should also be revalued. Items within an asset class are revalued simultaneously to avoid selective revaluation of assets and the reporting of amounts in the financial statements that are a mixture of costs and values as at different dates.

However, an asset class may be revalued on a rolling basis provided revaluation of that class is completed within a short period and revaluations are kept up to date.

Document No. >> (Insert Magiq Doc ID ###) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ###
Latest Version Adopted: ###
Next Review Date>> ###



Asset Accounting Guidelines

ASSET VALUATION METHODOLOGIES

Australian accounting standards permit assets to be revalued at fair value through adoption of the following methodologies:

- **Market Approach** – revalue an asset based on prices and other relevant information generated by market transactions involving identical or comparable assets. This valuation method can only apply to the valuation of Council's assets where there is an active market, such as land and any non-specialised buildings. It therefore excludes most long-life assets, including infrastructure assets.
- **Income Approach** – revalue an asset or a group of assets known as a cash generating unit based on the discounted cash flows it is expected to generate. This valuation methodology should only be adopted in circumstances where the prime purpose of the asset (or cash generating unit) is for profit generation rather than the provision of goods or services. For not-for-profit entities such as Council the income approach for asset valuation has limitations as non-current assets (including infrastructure assets) primarily exist to provide services to ratepayers and residents of the city rather than to generate profits.
- **Current Replacement Cost Approach** – revalue an asset based on the current cost to replace or reproduce. This valuation approach would apply to most of Council's long-life assets with the exception of land and non-specialised buildings where a readily available market exists.

FAIR VALUE OF ASSETS FOR REVALUATION PURPOSES

Council does not control any asset or group of assets where it is appropriate for the income approach to be adopted for asset revaluation purposes. As such, all assets subject to a revaluation are to be revalued at fair value based on the following criteria:

- Market Value if there is a readily available market; or
- Depreciated Current Replacement Cost if there is no readily available market.

For asset types subject to a revaluation by Council, a readily available market only exists for land and nonspecialised buildings. All other asset types will therefore be revalued at depreciated replacement cost.



Asset Accounting Guidelines

Market Value

Issues to consider when revaluing assets under a market approach are no different to those detailed within Guideline A for the initial recognition of assets at market value.

Theoretically, preference is to be given to assessing market value in an active market for identical assets that Council can access at acquisition date (i.e. a **Level 1** fair value as prescribed within AASB 13). In reality, identical markets will not exist for the asset types Council will be revaluing at market value, being land and non-specialised buildings. Such assets are revalued with reference to other observable inputs with the most reliable inputs coming from real estate markets. These valuations are considered to be **Level 2** fair values as prescribed within AASB 13.

As per AASB 13, Level 2 fair values should also take into account:

- The condition and location of the asset being revalued; and
- The asset's highest and best use.

As such, a market value should be obtained for assets in similar condition to the asset acquired by Council and, depending on its physical location, an adjustment may be required for transportation costs.

Any other type of transaction cost such as real estate or legal fees are specifically excluded as being part of market value by AASB 13.

Depreciated Current Replacement Cost

Depreciated current replacement cost of an asset is the current replacement or reproduction cost less any accumulated depreciation.

Current replacement or reproduction cost of an asset is the minimum that it would cost Council in the normal course of business to replace an existing asset with a technologically modern equivalent (as opposed to a second hand asset) that provides commensurate economic benefits.

Reliable sources of information for determining current replacement cost are:

- Appropriately qualified and knowledgeable expert valuers
- Reference to industry standards such as Rawlinsons Construction Handbook
- Costs incurred by Council in the acquisition/construction of similar assets
- Expected costs of materials, services and labour sourced from appropriate suppliers and applied by appropriately qualified and knowledgeable Asset Custodians within Council

Document No. >> (Insert Magiq Doc ID ####) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ####
Latest Version Adopted: ###
Next Review Date>> ####



Asset Accounting Guidelines

Revaluations undertaken via these methods are deemed **Level 3** fair values under the provisions of AASB 13.

Unit rates are to reflect a 'valuation' methodology, whereby components included for financial accounting purposes comply with financial accounting principles and avoid the potential for double counting. This can necessitate exclusion of some cost components that would be required for project costing and asset management purposes. Examples may include, but are not limited to the following:

- Demolition and disposal costs
- Relocation and reinstatement costs for other impacted Council assets

COMPREHENSIVE REVALUATION PROCESS

The frequency with which comprehensive revaluations are to be performed can be no more than once every five years. However, the guiding principle for determining the appropriate revaluation frequency is ensuring that the carrying amount does not differ materially from the fair value of that class of assets at that same date.

Along with reassessing fair value, a full revaluation process within Council requires a reassessment of remaining useful life, residual value (if any) and underlying unit rates.

Such revaluations should be undertaken by suitably qualified personnel with the process taking into account the differing characteristics of individual assets.

A full revaluation process needs to be carefully controlled to avoid double counting, whereby values included in the revaluation data relate to assets with acquisition/construction costs still included in capital Works in Progress (WIP). To any avoid double accounting problems all such WIP balances must be processed into the financial asset register prior to processing the revaluation data.

Materiality in accordance with AASB 1031 is to be applied when assessing if an asset type within an asset class is to be revalued.

INTERIM REVIEWS

In between comprehensive revaluations, an annual review of Council's non-current asset classes is to be conducted in order to validate that there has not been a material movement in the values of the underlying assets within that asset class since the last comprehensive revaluation.

Document No. >> (Insert Magiq Doc ID ###) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ###
Latest Version Adopted: ###
Next Review Date>> ###



Asset Accounting Guidelines

According to AASB 1031 *Materiality*, the notion of materiality guides the margin of error that is acceptable in the amount attributed to an item or an aggregate of items and the degree of precision required in estimating the amount of an item or an aggregate of items.

AASB 1031 suggests that an amount of less than 5% would be considered immaterial, whilst an amount of 10% or greater would be considered to be material. The range in-between 5% and 10% is a matter of professional judgement, and is at the discretion of the entity to adopt an approved approach.

Council has elected to adopt a materiality threshold for overall cumulative movement (either positive or negative) of 5% since the last comprehensive revaluation. This would be determined by undertaking a comparison of the cumulative increment/decrement over the interim years against the value of the financial asset class as a whole.

Where the cumulative movement since the last full revaluation has exceeded the level of materiality, an interim revaluation should be undertaken on the financial asset class at financial year-end. Such interim revaluations can be completed by 'desk top' review with an appropriate indexation rate determined for the asset class as a whole. This indexation rate is applied to all assets valued at fair value within the applicable asset class, and the financial accounting adjustment is treated the same as any comprehensive revaluation process.

Indexation rates used for interim revaluation purposes should comply with the concepts of fair value and sufficient rigour must be applied in their formulation to satisfy audit scrutiny.

Document No. >> (Insert Magiq Doc ID ####) Version No.###
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Asset Accounting Guidelines

GUIDELINE E – Accounting for Impairment of Non-Current Assets

Purpose

The purpose of this guideline is to provide guidance on assessing and accounting for Asset Impairment.

What is Asset Impairment?

A non-current asset is impaired whenever its carrying amount as recorded in the financial asset register exceeds its recoverable amount.

Recoverable amount is the higher of an asset's:

- Fair Value less cost to sell; or
- Its value in use.

The concept of fair value is described in detail within both Guideline A and Guideline D. Essentially fair value equates to market value wherever a readily available market exists or depreciated current replacement cost where a market for the asset is not available.

Value in use is applicable to assets that generate some form of cash inflow. In the context of Council where the future economic benefits of an asset are not primarily dependant on its ability to generate net cash inflows and given that Council would generally replace the asset if deprived of it, the applicable accounting standard (AASB 136) deems value in use to be depreciated current replacement cost.

Therefore, for the majority of Council's infrastructure assets, as well as any buildings with no market evidence, the recoverable amount simply equates to its depreciated current replacement cost.

Impairment Review Requirements

Under the requirements of the applicable accounting standard (AASB 136), Council is required to assess each financial year whether there has been an event or catastrophe that could give rise to any assets being impaired. Therefore, to satisfy AASB 136, Asset Custodians are required to undertake a formal review each year to determine whether there has been any indicators of asset impairment.

Regular depreciation and revaluation processes undertaken by Council generally account for normal fluctuations in the value of assets. Consequently, an asset will only become impaired as a result of some type of irregular event or catastrophe.

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Next Review Date>> ####



Asset Accounting Guidelines

Indicators of Asset Impairment

Indicators of asset impairment relevant to Council would generally fit into one of the following categories:

- Sudden natural event such as a flood, earthquake, major bush fire, tsunami or severe storm
- Prolonged natural event such a drought or rain
- Major damage to an asset caused through an accident, arson or inappropriate use
- Change to the extent or manner in which an asset can be used
- Change to an asset's technological, market, economic or legal environment

Refer below to Examples of Potential Asset Impairment for specific situations where the above indicators could result in an asset impairment test being required at Council.

Undertaking an Impairment Test

Whenever an Asset Custodian determines as part of their annual review that there have been indicators of asset impairment (i.e. an irregular event or catastrophe has occurred), all impacted assets should be identified and an impairment test should be undertaken on those assets.

Exceptions to undertaking the Impairment Test are as follows:

- Whenever an impacted asset has been destroyed or subsequently removed from service following an irregular event or catastrophe. In such circumstances the asset should be accounted for as a disposal.
- Whenever an impacted asset requires treatments that are not of a capital nature following an irregular event or catastrophe. Examples would include flood damage treatments such as road formation grading, pothole repairs and desilting of structures.
- Whenever an impacted asset has had capital works undertaken to restore it back to its pre-event level of service prior to financial year end.

When performing the impairment test, the recoverable amount of each impacted asset is to be compared to the asset's carrying value as recorded in the financial asset register to ascertain whether an adjustment in the accounts is to be recognised for asset impairment.

The following provides a summary of the Impairment Test outcomes:

Carrying Value > Recoverable Amount = Impairment Loss

Carrying Value ≤ Recoverable Amount = No Impairment

Application of Materiality

According to AASB 1031 *Materiality*, the notion of materiality guides the margin of error that is acceptable in the amount attributed to an item or an aggregate of items and the degree of precision required in estimating the amount of an item or an aggregate of items.

Document No. >> (Insert Magiq Doc ID ###) Version No.###
Authorised by >> Director ###

Initial Date of Adoption >> ####
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Next Review Date>> ####



Asset Accounting Guidelines

Council has elected to adopt a materiality threshold for asset impairment of 5%. This would be determined by undertaking a comparison of total assessed impairment loss for the impacted assets for the financial year against the value of the financial asset class as a whole.

Accounting for Impairment

Where the total assessed impairment loss for the financial year is more than Council's adopted materiality threshold, the relevant accounting standard (AASB 136) requires the impairment loss to be treated as follows:

- Firstly offset the impairment loss against any asset revaluation surplus for the applicable financial asset class;
- Any balance should then be recognised as an expense within the Statement of Comprehensive Income.

Examples of Potential Asset Impairment

1. A bridge has been badly damaged by a major flood and subsequent repairs have not fully restored the asset's pre-event level of service.

Consequence: Test for asset impairment

2. As a consequence of prolonged drought underground stormwater pipes have developed cracks that significantly impact on the service potential of the drainage network.

Consequence: Test for asset impairment

3. Structural deficiencies identified during a bridge inspection following an earthquake have resulted in a weight restriction being imposed and thereby a reduced level of service.

Consequence: Test asset for impairment

4. Following a bad fire caused by faulty wiring one of Council's offices has been demolished in preparation for the construction of a replacement building.

Consequence: No need to test for asset impairment as the demolished building should be derecognised from the financial asset register. Costs associated with the replacement building are to be capitalised as a new asset in accordance with the methodology outlined within Guideline A.

5. A prolonged period of rain resulted in large potholes along a stretch of road. Funding has been received from QRA and the damage is to be repaired through operational works.

Consequence: No need to test for asset impairment as the damage treatments are not of a capital nature and QRA funding specifies that the works undertaken are operational.

6. Another section of road suffered severe damage during the prolonged period of rain which necessitated its surface being replaced. Due to the nature and cost involved the reseal works were capitalised.

Consequence: No need to test for asset impairment as the damaged section of road should be derecognised from the financial asset register as a partial disposal. Costs associated with the replacement section of road are to be capitalised in accordance with the methodology outlined within Guideline A.

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Latest Version Adopted: ###
Next Review Date>> ####



Asset Accounting Guidelines

7. A particular item of Council plant can no longer be used for their intended purpose due to new emission standards being imposed by federal legislation. Their restricted level of service use can be provided by less expensive plant.

Consequence: Test assets for impairment

8. The market value of one of Council's major land parcels may be impacted by an adjacent area being earmarked for toxic waste disposal.

Consequence: Test asset for impairment

OFFICER REPORT

TO: Council

SUBJECT: **Queensland Reconstruction Authority - Disaster Recovery Funding**

DATE: 08.03.21

AGENDA REF: FCS3

AUTHOR: Andrew Boardman - Director Infrastructure Services
Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Amendment to Budget 2020/21 and Revenue Recognition

Executive Summary

Council has received approval of submissions made under the Disaster Recovery Funding Arrangements for a further \$17,218,157.43 in flood recovery works following the February 2020 event. The purpose of this report is to amend the 2020/21 budget and assess the revenue recognition.

Background

The funding is in addition to the \$21,138,317 previously approved. The projects approved are for:

QRA submission number	Description
BalSC.0017.1920K.REC	Reconstruction of Essential Public Assets - South West Queensland Flooding, 20-26 February 2020 - - REPA Hoolavale Rd - Mourilyan Rd
BalSC.0018.1920K.REC	Reconstruction of Essential Public Assets - South West Queensland Flooding, 20-26 February 2020 - - REPA Femlee Rd - Honeymah Ln
BalSC.0019.1920K.REC	Reconstruction of Essential Public Assets - South West Queensland Flooding, 20-26 February 2020 - - REPA Dalkeith Rd - Farm 158 Rd
BalSC.0020.1920K.REC	Reconstruction of Essential Public Assets - South West Queensland Flooding, 20-26 February 2020 - - REPA - Alfred St - Corack Rd
BalSC.0022.1920K.REC	Reconstruction of Essential Public Assets - South West Queensland Flooding, 20-26 February 2020 - - Lower Plains Road Submission

The purpose of this report is to amend the 2020/21 budget and complete the revenue recognition checklist against the accounting standards.

All projects must be completed by 30 June 2022 and the first milestone payments have already been received.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Financial management for long-term sustainability

Consultation (internal/external)

Queensland Reconstruction Authority

Lonegans

Infrastructure Services advise works are scheduled to commence in 2021/22 financial year.

Legal Implications

The Local Government Regulations 2012 S170(3) allows Council to amend its budget by resolution at any time during the financial year.

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

The Accounting Standard IFRS 15 establishes the principles that an entity applies when reporting information about the nature, amount, timing and uncertainty of revenue and cash flows from a contract with a customer. To recognise revenue under IFRS 15, an entity applies five steps as outlined in the attached checklist for the funding.

Financial and Resource Implications

The following milestone amounts for 2020/21 will be recognised as revenue as received with the remaining milestone payments being received and expended in 2021/22.

Payment terms include 30% upfront with up to 60% of project expenditure claimed in Milestone 2 and the final 10% claimed within three months of the project completion date (being 30 June 2022). The funding agreement ends on 30 June 2023.

There are ineligible costs associated with the submissions however, these will be considered as part of Budget 2021/22 if there will be council expenditure required.

Operational Projects 2020/21

			2020-21 Budget				2021-22 Budget	2022-23 Budget
		Multi Year Budget	Budget 20/21	Funding 20/21	2020-21 Council Expenditure	Restricted Cash (from prior years)		
CARRY OVER ORIGINAL BUDGET 2020-21								
	BalSC.0017.1920K.REC - Reconstruction of Essential Public Assets - Hoolavale Road - Mourilyan Road	\$ 4,096,408	\$ -	\$ 1,228,922			\$ 2,457,845	\$ 409,641
	BalSC.0018.1920K.REC Femlee Rd - Honeyamah Lane	\$ 4,779,561	\$ -	\$ 1,433,868			\$ 2,867,736	\$ 477,956
	BalSC.019.1920K.REC Reconstruction of Essential Public Assets - Dalkeith Rd - Farm 158 Rd	\$ 3,887,416	\$ -	\$ 1,166,225			\$ 2,332,449	\$ 388,742
	BalSC.0020.1920K.REC Reconstruction of Essential Public Assets - Alfred St - Corack Rd	\$ 3,946,626	\$ -	\$ 1,183,988			\$ 2,367,976	\$ 394,663
	BalSC.0022.1920K.REC Reconstruction of Essential Public Assets - Lower Plains Road	\$ 508,147		\$ 152,444			\$ 304,888	\$ 50,815

Options or Alternatives

Council may seek to defer ineligible expenditure to 2021/22 financial year and/or remove from scope.

Attachments

1. Revenue Recognition of Flood Damage 

Recommendation/s

That Council resolves to:

1. amend the operational works budget in accordance with S170(3) of the Local Government Regulations 2012 as follows:

Operational Projects 2020/21

		Multi Year Budget	2020-21 Budget				2021-22 Budget	2022-23 Budget
			Budget 20/21	Funding 20/21	2020-21 Council Expenditure	Restricted Cash (from prior years)		
CARRY OVER ORIGINAL BUDGET 2020-21								
	BalSC.0017.1920K.REC - Reconstruction of Essential Public Assets - Hoolavale Road - Mourilyan Road	\$ 4,096,408	\$ -	\$ 1,228,922			\$ 2,457,845	\$ 409,641
	BalSC.0018.1920K.REC Femlee Rd - Honeyamah Lane	\$ 4,779,561	\$ -	\$ 1,433,868			\$ 2,867,736	\$ 477,956
	BalSC.019.1920K.REC Reconstruction of Essential Public Assets - Dalkeith Rd - Farm 158 Rd	\$ 3,887,416	\$ -	\$ 1,166,225			\$ 2,332,449	\$ 388,742
	BalSC.0020.1920K.REC Reconstruction of Essential Public Assets - Alfred St - Corack Rd	\$ 3,946,626	\$ -	\$ 1,183,988			\$ 2,367,976	\$ 394,663
	BalSC.0022.1920K.REC Reconstruction of Essential Public Assets - Lower Plains Road	\$ 508,147		\$ 152,444			\$ 304,888	\$ 50,815

And

2. Acknowledges that while the funding agreement is for operational works for disaster recovery it is unlikely that it is specific enough to create a specific performance obligation under the Accounting Standards.

Michelle Clarke

Director Finance & Corporate Services



REVENUE RECOGNITION CHECKLIST

PROJECT:	DISASTER RECOVERY FUNDING ARRANGEMENTS
GRANT FUNDING:	Queensland Reconstruction Authority
Reconstruction of Essential Public Assets across multiple roads as shown in the table below.	
Question	Answer
Q: Is there a contract with customer	Yes, the funding agreement forms the basis of a contract with QRA
Q: Are there identifiable performance obligations	Project Funding to Council in accordance with Project Funding Schedules. No, while the funding agreement is for operational works for reconstruction of essential public assets it is unlikely that this is specific enough to create a specific performance obligation
Q: Determine transaction price	\$17,218,157
Q: Allocate transaction price	Milestone payments are made up of 30% upon signing the agreement; 60% of project funding may be made via multiple payment claims, Final claim must be made by 31/03/2023
Q: Recognise revenue	Revenue will be recognised as council receives the funding. This project will have revenue and expenditure over multiple years as per the amended budget.

Operational Projects 2020/21

		Multi Year Budget	2020-21 Budget				2021-22 Budget	2022-23 Budget
			Budget 20/21	Funding 20/21	2020-21 Council Expenditure	Restricted Cash (from prior years)		
CARRY OVER ORIGINAL BUDGET 2020-21								
	BaISC 0017.1920K.REC Reconstruction of Essential Public Assets - Hoolweale Road - Mourlyan Road	\$ 4,095,408	\$ -	\$ 1,228,922			\$ 2,457,845	\$ 409,641
	BaISC 0018.1920K.REC Fernlee Rd - Honeyrah Lane	\$ 4,779,581	\$ -	\$ 1,433,868			\$ 2,887,736	\$ 477,956
	BaISC 019.1920K.REC Reconstruction of Essential Public Assets - Dalknith Rd - Farm 158 Rd	\$ 3,887,416	\$ -	\$ 1,166,225			\$ 2,332,449	\$ 388,742
	BaISC 0020.1920K.REC Reconstruction of Essential Public Assets - Alfred St - Corack Rd	\$ 3,945,625	\$ -	\$ 1,183,908			\$ 2,387,976	\$ 394,683
	BaISC 0022.1920K.REC Reconstruction of Essential Public Assets - Lower Plains Road	\$ 508,147		\$ 152,444			\$ 304,888	\$ 50,815

Reference Documentation:

DOC ID 548421

Completed by:

[Signature]

Director Finance & Corporate Services

Date: 08/03/2021

OFFICER REPORT

TO: Council

SUBJECT: Bollon Levee Road Performance Contract

DATE: 10.03.21

AGENDA REF: FCS4

AUTHOR: Andrew Boardman - Director Infrastructure Services
Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Budget amendment and Revenue Recognition Assessment

Executive Summary

Council has received a conditional agreement as sole invitation for a contract with Department of Transport & Main Roads for the Bollon West Flood Levee Construction on the Balonne Highway. The purpose of this report is to provide a budget amendment.

Background

Council has received a conditional agreement as sole invitation for a contract with Department of Transport & Main Roads for the Bollon West Flood Levee Construction on the Balonne Highway. The contract has been signed by the Chief Executive Officer under delegated authority. Works will be completed with council resources and local contractors, as required.

The purpose of this report is to provide a budget amendment. There is no assessment of revenue recognition as all monies will be expended and received within the 2020/21 financial year.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Safe, efficient and connected transport networks

Consultation (internal/external)

Department Transport & Main Roads

Legal Implications

Council has entered into contract C-15767 and will be required to deliver the project within 90 days.

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Not applicable

Financial and Resource Implications

The road is a State road and therefore does not impact on Council's depreciation and/or asset value. Contract works are likely to return a profit margin. Amounts included are exclusive of GST for budget purposes.

Operational Projects 2020/21				
		2020-21 Buc		
		Multi Year Budget	Budget 20/21	Funding 20/21
CARRY OVER ORIGINAL BUDGET 2020-21				
	Road Performance Contract			
	RPC_TMR Contract CN-15767 Bollon Levee Balonne Highway western end		\$ 1,152,540	\$ 1,152,540

Options or Alternatives

Not applicable

Attachments

1. Bollon Levee Recognition of Revenue [!\[\]\(8d139a66f540002704b5c70b7fe6cc7a_img.jpg\)](#) [!\[\]\(c209541a4bc5f45e44bd7791f9477320_img.jpg\)](#)

Recommendation/s

That Council resolves to amend the operational works budget in accordance with S170(3) of the Local Government Regulations 2012 as follows:

Operational Projects 2020/21				
		2020-21 Buc		
		Multi Year Budget	Budget 20/21	Funding 20/21
CARRY OVER ORIGINAL BUDGET 2020-21				
	Road Performance Contract			
	RPC_TMR Contract CN-15767 Bollon Levee Balonne Highway western end		\$ 1,152,540	\$ 1,152,540

Michelle Clarke

Director Finance & Corporate Services



REVENUE RECOGNITION CHECKLIST

PROJECT:	ROAD PERFORMANCE CONTRACT - TMR
GRANT FUNDING:	Department Transport & Main Roads
	RPC_TMR Contract CN-15767 Bollon Levee Balonne Highway western end
Question	Answer
Q: Is there a contract with customer	Yes, the contract documents forms the basis of a contract with TMR
Q: Are there identifiable performance obligations	Project Funding to Council in accordance with Project Funding Schedules. <i>Yes, the contract is for specific performance obligations however the program of works will be contained within the current financial year 2020/21.</i> <i>The works are not on council owned assets.</i>
Q: Determine transaction price	\$1,152,540
Q: Allocate transaction price	Milestone payments are as work progresses
Q: Recognise revenue	Revenue will be recognised as council receives the claim for works performed. The project will be completed within the current financial year.

Reference Documentation:

DOC ID 548425

Completed by:

Director Finance & Corporate Services

Date: 08/03/2021

OFFICER REPORT

TO: Council

SUBJECT: **Membership of Committees**

DATE: 08.03.21

AGENDA REF: FCS5

AUTHOR: Michelle Clarke - Director Finance & Corporate Services

Sub-Heading

Review of Standing and Advisory Committees and rescinding portfolios

Executive Summary

Council has undertaken a number of workshops to develop its list of Standing and Advisory Committee and Advisory or Reference Groups to assist in community and stakeholder engagement together with achieving Council's strategic goals. The purpose of this report is to rescind the Councillor Portfolio Policy and six strategic portfolio areas and formalise the governance framework for Standing and Advisory Committees.

Background

On 21 May 2020 Council adopted a Councillor Portfolio Policy and six strategic portfolio areas. On 20 August 2020 Council established a number of Standing and Advisory Committees. Council has now reviewed workshops, committees and portfolio meetings and determined that a consistent governance framework for Standing and Advisory Committees together with Working Groups for major projects is required.

All other Standing and Advisory Committees and User Groups will remain as previously adopted. The list of councillors to attend meetings at various towns will remain unchanged.

The following new committees to be added to the Standing Committees of Council:

Standing Committee	Membership
Assets Standing Committee	Councillors Scriven (Chair), Todd and Avery
Parks & Gardens Standing Committee	Councillors Fuhrmeister (Chair) and Winks
Plant Standing Committee	Councillors Todd (Chair), Scriven & Avery

The following new Advisory committees to be added:

Advisory Committee	Membership
Economic Development Advisory Committee	Councillors Lomman (Chair) and Avery
Biosecurity Advisory Committee	Councillors Avery (Chair) and Scriven

The following Project Groups to be adopted:

Project Group	Membership
Dirranbandi Dip Project Group	Councillors Todd, Fuhrmeister and Avery
Business Mentoring Project Group	Councillor Lomman (and the Mayor as ex officio)
Recreation Vehicle Strategy Working Group	

Council acknowledged that management may from time to time hold briefing meetings with relevant Chairs and Councillor members prior to Committee, User Group or community meetings (for example Tourism Operators Meeting).

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Governance</u>	Active community and stakeholder engagement

Consultation (internal/external)

Councillors
Senior Leadership Group

Legal Implications

Section 264a) of the Local Government Regulations 2012 allows Council to appoint from its councillors – standing committees

Section 264b) allows Council to appoint advisory committees (including members that are not councillors).

All Standing and Advisory Committees are subject to Council's Code of Meeting Practice and business may only be conducted at meetings where a quorum is present.

Minutes are to be kept of all Council Standing and Advisory Committee meetings and tabled at the next Council meeting.

There are no legislative requirements for Project Groups. This is an informal arrangement for the life of a project to consult and workshop large projects. All decisions will be made under delegated authority by the Chief Executive Officer and/or referred to Council for resolution from these Groups as required.

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

A model terms of reference will be developed and each the new Standing and/or Advisory Committee terms of reference will be developed in consultation with the committee members.

Financial and Resource Implications

Administrative support will be offered by the Finance & Corporate Services – Administrative Officer – Governance to ensure that agendas, minutes and follow up action items are managed appropriately.

A schedule of meetings will be prepared based on the adopted terms of reference and frequency of meetings.

Options or Alternatives

Amend or change the name and/or composition of the nominated committees/groups

Attachments

Nil

Recommendation/s

That Council resolves to:

- a) adopt, in accordance with Section 264a) of the Local Government Regulations 2012 the following Standing Committees and membership:

Standing Committee	Membership
Assets Standing Committee	Councillors Scriven (Chair), Todd and Avery
Parks & Gardens Standing Committee	Councillors Fuhrmeister (Chair) and Winks
Plant Standing Committee	Councillors Todd (Chair), Scriven & Avery

- b) adopt, in accordance with Section 264b) the following Advisory Committees and Councillor membership:

Advisory Committee	Membership
Economic Development Advisory Committee	Councillors Lomman (Chair) and Avery
Biosecurity Advisory Committee	Councillors Avery (Chair) and Scriven

- c) adopt the following informal Project Groups for the life of the project:

Project Group	Membership
Dirranbandi Dip Project Group	Councillors Todd, Fuhrmeister and Avery
Business Mentoring Project Group	Councillor Lomman (and the Mayor as ex officio)
Innovation Library Hub Project Group	Councillor O'Toole (Chair), Fuhrmeister and Avery

- d) rescind the Councillor Portfolio Policy 21/05/2020 and abolish the six strategic portfolio areas.

Michelle Clarke

Director Finance & Corporate Services

(IFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IFS1	<u>2020/21 ROAD TO RECOVERY PROGRAMME CHANGE</u>	2020/21 Road To Recovery Programme Change	154
IFS2	<u>HEBEL - GOODOOGA ROAD ALIGNMENT (WOOLERBILLA ROAD TO CASTLEREAGH HIGHWAY)</u>	Hebel – Goodooga Road Alignment (Woolerbilla Road to Castlereagh Highway)	157
IFS3	<u>2021-22 TO 2024-25 TRANSPORT INFRASTRUCTURE DEVELOPMENT SCHEME PROGRAMME CHANGE</u>	2021-22 to 2024-25 Transport Infrastructure Development Scheme Programme Change	161
IFS4	<u>LOCAL ROADS OF REGIONAL SIGNIFICANCE - JAKELWAR GOODOOGA ROAD</u>	Local Roads of Regional Significance – Jakelwar Goodooga Road	179
IFS5	<u>ST GEORGE DEPOT OFFICE EXPANSION - PROJECT REQUEST</u>	Depot Office Expansion – Project Request	181

OFFICER REPORT

TO: Council

SUBJECT: 2020/21 Road To Recovery Programme Change

DATE: 08.03.21

AGENDA REF: IFS1

AUTHOR: Brenton Judge - Manager Transport and Drainage

Sub-Heading

2020/21 Road To Recovery Programme Change

Executive Summary

Balonne Shire Council have completed the majority of Council's Road To Recovery Projects for the 2020/21 financial year. All Bitumen Reseal, Gravel Resheeting and Culvert Replacement works are completed with both Ballangarry Road and Wagoo Road Bitumen Seal Upgrades outstanding. Council had an RPEQ Certified Design for both Ballangarry Road and Wagoo Road completed and propose the following project reallocation:

- An additional \$280,000 reallocated to Ballangarry Road and extending the road chainage to 38.04 to 39.22 km on Ballangarry Road. This would see the bitumen seal upgrade extend to the Ballangarry Bridge.
- An additional \$280,000 reallocated to Wagoo Road to ensure the full scope of work can be delivered
- Create a Project for Gravel Resheeting on Dingadee Road for \$171,071.73 from Chainage 5.00 to 7.15km

Background

Balonne Shire Council have delivered the Bitumen Resealing Programme and Culvert Replacements under Roads to Recovery. The total value of Road to Recovery Works delivered to date is \$767,420.89 with Ballangarry Road & Wagoo Road Construction Seal Upgrades still to be completed, resulting in the current Expected Project Forecast being \$981,103.27. One reason identified for the \$731,071.73 worth of project savings is the competitive tender Council has received in this year's reseal programme. Another is the cancelation of the Kenny Lane (Stormwater and Drainage Works).

Acct Code	2020/21 Road To Recovery Projects	Chainage	Project Status	Project Budget	Actual	Variance	Revised Project Budget (Current)
21RTR1001	Ballangarry Road (Bitumen Sealing)	38.82 – 39.22km	Commenced Construction	\$140,560.00	\$26,535.12	\$114,024.88	TBD (\$140,560.00)

21RTR1027	Commissioners Point Road (Culvert Replacement)	3.8 – 3.9km	Completed	\$15,640	\$10,529.43	\$5,110.57	\$10,529.43
21RTR1027A	Commissioners Point Road (Bitumen Resealing)	0.0 – 1.88km	Completed	\$84,600	\$43,583.26	\$41,016.74	\$43,583.26
21RTR1034	Thungaby Road (Resealing)	0.0 – 7.82km	Completed	\$351,900	\$161,582.45	\$190,317.55	\$161,582.45
21RTR1038	Wagoo Road (Bitumen Sealing)	11.56 – 12.67km	Design Completed	\$111,719	\$12,061.50	\$99,657.50	TBD (\$111,719.00)
21RTR1046	Thuraggi Road (Gravel Resheeting)	0.62 – 4.2km	Completed	\$187,472	\$146,765.99	\$40,706.01	\$146,765.99
21RTR1049	Whytes Road (Bitumen Resealing)	0.05 – 0.83km	Completed	\$31,200	\$20,469.75	\$10,730.25	\$20,469.75
21RTR1101	Albert Street (Bitumen Resealing)	0.00 – 0.86km	Completed	\$34,400	\$26,683.10	\$7,716.90	\$26,683.10
21RTR1102	Alfred Street (Bitumen Resealing)	0.42 – 3.37km	Completed	\$273,312	\$127,760.03	\$145,551.97	\$127,760.03
21RTR1105	Arthur Street (Bitumen Resealing)	1.2 – 1.88km	Completed	\$27,200	\$20,654.42	\$6,545.58	\$20,654.42
21RTR1107	Barlee Street (Bitumen Resealing)	0.24 – 1.47km	Completed	\$107,172	\$70,359.67	\$36,812.33	\$70,359.67
21RTR1123	Kenny Lane (Stormwater Drainage Works)	1.2 – 1.88km	Cancelled as per February Council Meeting	\$207,528	\$0.00 (\$12,776.72 – Journalled to Operations as ineligible)	\$194,751.28	\$0.00
21RTR1138	Scott Street (Bitumen Resealing)	0.0 – 1.06km	Completed	\$115,752	\$68,973.46	\$46,778.54	\$68,973.46
21RTR1159	Wilson Avenue (Bitumen Resealing)	0.0 – 0.14km	Completed	\$8,960	\$8,235.54	\$724.46	\$8,235.54
21RTR3004	Cashelvale Road (Culvert Replacement)	57.0 – 57.5km	Completed	\$14,760	\$23,227.17	-\$8,467.17	\$23,227.17
TOTAL				\$1,712,175.00	\$767,420.89	REVISED TOTAL	\$981,103.27

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Community infrastructure for existing and future needs

Consultation (internal/external)

Director of Infrastructure Services
Senior Supervisor
Local Roads Supervisor

Legal Implications

Nil

Risk Implications

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Nil

Financial and Resource Implications

Ability to fulfil project requirements within Grant Funding Guidelines and Budget. The proposed changes are within the current funding allocation and don't result in a Budget increase or decrease. R2R funding is 100% external funding provided by the Australian Government.

Options or Alternatives

Nil.

Attachments

Nil

Recommendation/s

That Council resolves to amend the Completed Road To Recovery Budget, in accordance with S170(3) of the Local Government Regulations 2012, to reflect the cost of the project delivery and reallocate the \$731,071.73 of the Road To Recover Budget by:

1. Amending the Ballangarry Road (Bitumen Sealing) scope from Chainage 38.82 – 39.22km and the Project Budget from \$140,560 to \$420,560
2. Amending the Wagoo Road (Bitumen Sealing) Budget from \$111,719 to \$391,719
3. Create a new Project for Dingadee Road to Gravel Resheet from Chainage 5.00 to 7.15km with a Project Budget of \$171,071.73

Andrew Boardman

Director Infrastructure Services

OFFICER REPORT

TO: Council

SUBJECT: Hebel - Goodooga Road Alignment (Woolerbilla Road to Castlereagh Highway)

DATE: 11.03.21

AGENDA REF: IFS2

AUTHOR: Brenton Judge - Manager Transport and Drainage

Sub-Heading

Hebel – Goodooga Road Alignment (Woolerbilla Road to Castlereagh Highway)


Executive Summary

Balonne Shire Council have undergone Community Consultation with the Hebel Community to determine the desired road construction for the Hebel – Goodooga Road Upgrade. The community preference was for the road to be behind the State School however this will result in significantly higher construction costs and increase in noise to the local State School, as well as potential safety concerns. The officer recommendation, due to the additional cost, is to upgrade the existing Street, Maude St as part of the Hebel – Goodooga Road upgrade (in front of the school).

Background

Balonne Shire Council have been successful for the Australian Governments – Heavy Vehicle Safety Productivity Programme Round 7 funding. This project will upgrade the Hebel – Goodooga Road to a bitumen seal road capable of carrying Type – 2 Road Trains. Council in the February 2021 meeting resolved to maintain the Hebel – Goodooga Road on its existing alignment from NSW to the Woolerbilla Intersection. Council have consulted the Hebel Community on the 9th of March 2021 about potential options for the road design, with 68% of the community preferring the road to be relocated behind the Hebel State School and 32% of the community preferring the road to remain on its existing alignment through Maude Street. The Hebel State School preference was for the road to remain on its existing alignment. The following items were discussed throughout the community consultation.

Concerns	Option 1 – Maintaining the road on its existing alignment through Maude Street	Option 2 – Turn Maude Street into a Local Traffic Only Road and have Hebel – Goodooga Road realigned to behind the Hebel State School
Hebel Community & Hebel State School		
Dust Drop Site	Will be addressed in design with a Drop Dust Sign.	Will be addressed in design with a Drop Dust Sign.
Speed of Vehicles coming into town	Sharper corners on this road alignment will further limit this. Town Entry Treatment to be	Larger corners will not reduce the speed as significantly.

	incorporated as part of the design. (For example, the entry into Surat) Limit Compression Breaking Signs will be incorporated to limit vehicle noise.	Town Entry Treatment to be incorporated as part of the design. (For example, the entry into Surat) Limit Compression Breaking Signs will be incorporated to limit vehicle noise.
Volume of Traffic	Local residents on Maude Street were concerned about traffic volumes and noise. Preference was given to Option 2 for this reason by the Community.	Hebel State School raised concerns about the road proceeding behind the State School. The noise generated to the classrooms and the proximity of the road to the outdoor recreational area / basketball courts. Preference was given to Option 1 for this reason by the State School.
Driveway Access and Drainage	Local residents on Maude Street were concerned about poor drainage along Maude Street and accessibility to their respective driveways. This would-be rectified undertaking this Option as part of the design.	Local residents on Maude Street were concerned about poor drainage along Maude Street and accessibility to their respective driveways. Maude Street would not have its existing design altered and stormwater drainage concern will not be rectified undertaking this option.
Ballandool Road Intersection	Query was made about the Ballandool Road Intersection and safe configuration of intersection. The following design was shown with intersection configuration. This will ensure Woolerbilla Road traffic will stop and drop dust even if they don't utilise the drop dust bay. 	
Sound Barriers	Not applicable. Council would look at long-term facilitating vegetation to minimise the noise and vehicular lights along Maude Street, beautifying the approach into Hebel.	The indicative cost for a Sound Barrier to protect from excessive noise and children accessing the road is \$196,800.00 Alternatively a planting barrier could be used as a visual and noise barrier.
Other Comments		The community wanted Maude Street to have access from both ends in-lieu of a 'No Through Road' Hebel State School has advised that Queensland Education will be lodging an appeal in relation to this option.
Officer's		
Constructability Challenges	<ul style="list-style-type: none"> Traffic Management (Low Risk – Acceptable) Box out and top up of gravel material required for the 10.0m 	<ul style="list-style-type: none"> Works can be undertaken at this location without the minimal need for traffic management

	wide road. Less material and labour required to deliver this	<ul style="list-style-type: none"> More Material required to build the road at a sufficient elevation to prevent unnecessary flooding
Estimate Cost	\$711,025	\$1,232,125 (an additional \$521,100 excluding sound barrier)

Below is the traffic increase expected upon completion of the link, it is forecasted that this traffic will increase by 2.5% per annum.

	Existing Traffic	Expected Traffic	Expected Increase
Light Vehicle	12	47	35
Truck	10	44	34
Average Daily Traffic	22	91	69

Source: Brewarrina Shire Council – Goodooga Road Upgrade Business Case

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Safe, efficient and connected transport networks

Consultation (internal/external)

Hebel State School
 Hebel Community
 Councillor Bill Winks
 Councillor Samantha O'Toole (Mayor)
 Chief Executive Officer
 Director of Infrastructure Services
 Community Development & Cultural Services Manager
 Erscon Consultants

Legal Implications

Nil.

Risk Implications

Reputation - Inadequate engagement and assessment of the impact of external and internal stakeholders on our community, viability and productive capacity.
 Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Financial Impact - Inability to achieve financial sustainability and meet current and future needs of the community.

Policy Implications

Nil.

Financial and Resource Implications

An additionally \$521,100 is required to construct the Hebel – Goodooga Road behind the Hebel State School, without any sound barriers. An additional \$196,800 would be required to construct sound barriers to limit the amount of noise experienced at the school. This option will also create a new depreciating asset.

Options or Alternatives

1. Upgrade the existing alignment, Maud Street, at an estimated cost of \$711,025.00. This option risks reputational damage with the Hebel Community as the majority preference from those that attended was behind the school. – Please note that this option doesn't prevent Council at a later stage applying for further funding to 'bypass' Maud Street should traffic volumes increase significantly higher than expected and forecasted.
2. Construct the Hebel – Goodooga Road behind the Hebel State School within the existing road reserve at a cost of \$1,232,125 (excluding a Sound Barrier). This option risks reputational damage with the School and Education QLD as the school prefers the existing alignment stating it will allow for a safer learning environment with less distractions for the children.
3. Negotiate and resume 20m x 815m of 22BLM88 allowing a 20-metre buffer zone to exist between the Hebel State School and the Hebel – Goodooga Road that shall be constructed behind the Hebel State School. \$1,232,125 + resumption cost. This option will most likely delay this section of the project and require a variation to the HVSPF funding, risking reputational damage.

Attachments

Nil

Recommendation/s

That Council resolves to construct the Hebel – Goodooga Road upgrade between Woolerbilla Road and Castlereagh Highway, on the existing alignment, on Maud Street.

Andrew Boardman

Director Infrastructure Services

OFFICER REPORT

TO: Council

SUBJECT: 2021-22 to 2024-25 Transport Infrastructure Development Scheme Programme Change

DATE: 08.03.21

AGENDA REF: IFS3

AUTHOR: Brenton Judge - Manager Transport and Drainage

Sub-Heading

2021-22 to 2024-25 Transport Infrastructure Development Scheme Programme Change

Executive Summary

Balonne Shire Council have revised its four-year rolling TID's programme. It's proposed to reallocate project funds from the Noondoo – St George Road to other Local Roads of Regional Significance for the 2021/22 financial year and to incorporate the bitumen resealing of Talwood – Mungindi Road for the 2022/23 financial year and incorporation of a 4th year of TIDS funding (2024/25) to include Gravel Re-sheeting on the Noondoo – Mungindi Road and Bitumen Resealing on the Bollon – Dirranbandi Road.

Background

Balonne Shire Council as part of the South West Regional Roads Technical Group receive \$975,000 from the Department of Transport of Main Roads – Transport Infrastructure Development Scheme. Balonne Shire Council co-contribute a further \$975,000 as per the funding agreement to invest in renewing our roads that are deemed Local Roads of Regional Significance and are required to yearly update the four-year rolling programme.

Link to Corporate Plan

Key Foundation Area	Key Program Area
Infrastructure and Planning	Sustainable planning and development

Consultation (internal/external)

Director of Infrastructure Services
Senior Supervisor
Local Road Supervisor

Legal Implications

Nil.

Risk Implications

Nil.

Policy Implications

Transport & Asset Management Plan





Financial and Resource Implications

As part of the funding agreement.

Options or Alternatives

Nil.

Attachments

1. Program Change Request Form -202122.pdf [↓](#) 
2. SWRRTG TIDS Project Scope Form 2122 Noondoo - Mungindi Rd.pdf [↓](#) 
3. SWRRTG TIDS Project Scope Form 2122 Talwood - Mungindi Rd.pdf [↓](#) 
4. SWRRTG TIDS Project Scope Form 2122 Whyenbah Rd.pdf [↓](#) 

Recommendation/s

That Council resolves to authorise the attached SWRRTG – TIDS Project Scope Form and submit to the South West Regional Road Technical Group

Andrew Boardman

Director Infrastructure Services

South West Regional Road & Transport Group – PROGRAM CHANGE REQUEST FORM

Change Request Details		Description			
Council Name	Balonne Shire Council	Officer Name	Andrew Boardman	Date	14/01/2021
TMR Business Program	TIDS - Roads Alliance				
Description of Requested Change and reason.	Reallocation of Project Funds from St George – Noondoo Road to other projects due to deteriorating condition of other roads.				

Funding Adjustment – 2021/22 TIDS Project Reallocation Adjustment								
Financial Year	TMR Project Number	Road Name	Start Chainage Finish Chainage	Existing Total Allocation	Existing TMR Contribution	Proposed Total Allocation	Proposed TMR Contribution	TMR Contribution Variance
2021/22		Bollon – Dirranbandi Rd	(0 – 2.48km) (32 – 35.05km) (52.37 – 57.5km) (57.5 – 62.5km) (67.5 – 72.1km)	\$0.00	\$0.00	\$425,000	\$212,500	+\$212,500
2021/22	No Change	Kooroon Rd	(19.66 – 31.28km) (31.28 – 35.47km) (35.47 – 36.63km)	\$175,000	\$87,500	\$175,000	\$87,500	\$0.00
2021/22		Mitchell – Bollon Rd	(192.1 – 198.92km)	\$0.00	\$0.00	\$200,000	\$100,000	+\$100,000
2021/22		St George – Noondoo Rd	(5.41 – 20.41km) (20.41 – 40.41km) (40.41 – 45.41km) (60.41 – 68.13km)	\$825,000	\$412,500	\$0.00	\$0.00	-\$412,500
2021/22	No Change	Hebel – Goodooga Rd	(0 – 6.24km)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2021/22		Noondoo – Mungindi Rd	(2.4 – 8.51km) (8.51 – 17.21km) (17.21 – 22.31km) (28.21 – 49.27km) Additional Chainage for bitumen sealing works: (0 – 2.4km) (62.5 – 67.5km) (77.1 – 85.29km)	\$800,000	\$400,000	\$875,000	\$437,500	+\$37,500

South West Regional Road & Transport Group – PROGRAM CHANGE REQUEST FORM

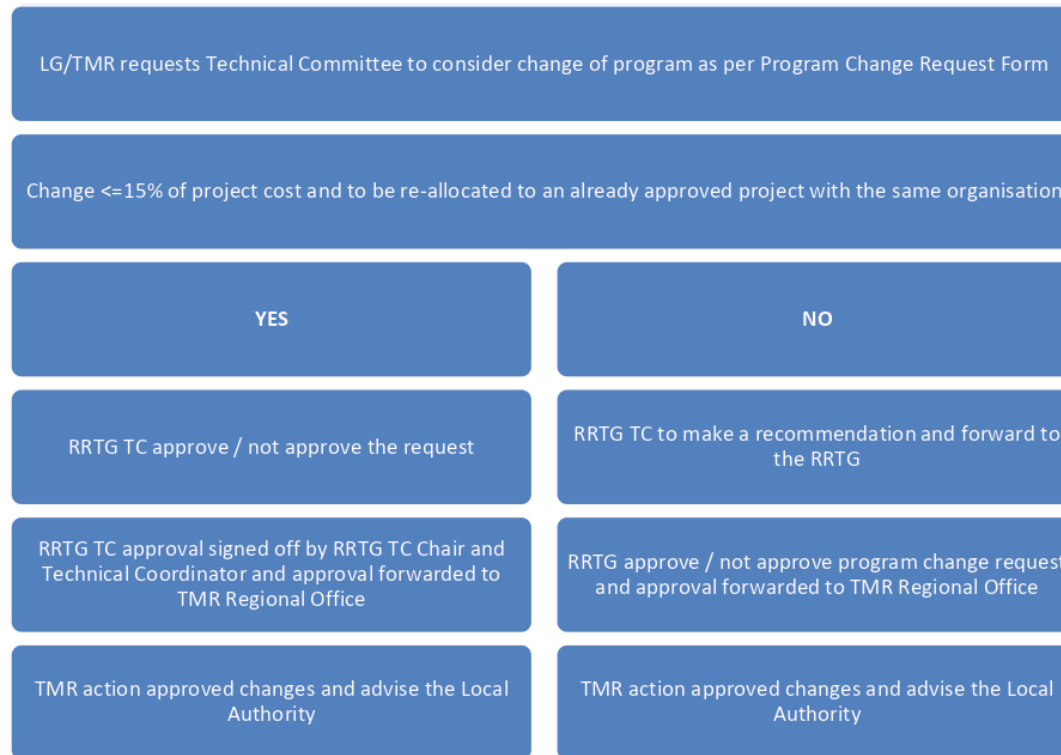
2021/22		Talwood – Mungindi Rd	(0 – 10.41km)	\$0	\$0	\$0	\$0	\$0
2021/22		Whyenbah Rd	(21.26 – 23.92km) (28.5 – 37.73km) (37.73 – 40.69km) (40.69 – 53.7km) (68.7 – 70.63km)	\$150,000	\$75,000	\$275,000	\$137,500	+\$62,500
TOTALS					\$975,000		\$975,000	\$0.00

Approval Details			
Recommendation by SWRRTG-TC		Date	
SWRRTG – TC Chair Name	Cameron Hoffmann		
Approved by SWRRTG		Date	
SWRRTG Chair Name	Stuart Mackenzie		
Form submitted to TMR South West by		Date	

Approved from to be submitted to TMR South West Region Office – Attn Manager (Program Dev and Performance)

South West Regional Road & Transport Group – PROGRAM CHANGE REQUEST FORM

PROCESS FLOWCHART



SWRRTG – TIDS PROJECT SCOPE FORM

STEP ONE: Complete Project Details					
Source of funds: <i>(Program, line item in RIP)</i>		SWRRTG - TIDS			
Region/District:		South West RRTG	Council Name:		Balonne Shire Council
Project Name:		Noondoo - Mungindi Rd Gravel Resheet (Various locations through Ch 2.4 - 49.27km)			
Road Name:		Noondoo - Mungindi Rd			
Road Number:	1013	Road Class:	Rural Arterial	AADT:	60vpd
Project Locations:	Start Chainage	End Chainage	Length of Chainage		
Noondoo - Mungindi Rd	0.0km	2.4km	2.4km		
Noondoo - Mungindi Rd	2.4km	22.31km	19.91km		
Noondoo - Mungindi Rd	28.21km	49.27km	21.06km		
Noondoo - Mungindi Rd	62.5km 77.1km	67.5km 85.29km	5km 8.19km		
Council Project Number: <input style="width: 150px;" type="text"/>					
TMR Project Number: <input style="width: 150px;" type="text"/>					
Detailed Description of Works To Be Carried Out:					

Gravel Resheeting of Noondoo - Mungindi Rd from Ch 2.4km to 49.27km
 Bitumen Sealing to occur between chainage 0.0km to 2.4km, 62.5 to 67.5km and 77.1 to 85.29km

Provide map showing project location:



SWRRTG – TIDS PROJECT SCOPE FORM

STEP TWO: Complete Project Alignment with SWRRTG Strategic Transport Plan		
Strategic Criteria	Yes/No	If Yes, please provide reasoning
Does project contribute to reducing the number or severity of road crashes in the region?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The road requires resheeting to ensure the integrity of the road is maintained, to minimise the occurrence of road failures on the link and to ensure that sufficient gravel is present to maintain trafficability on the road.
Does project contribute to regional tourism development?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The Noondoo - Mungindi Rd is a strategic road providing an alternative route to tourists travelling from the South West Region into New South Wales.
Does the project improve flood immunity and wet weather access?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Resheeting is required to ensure that during a wet weather event the integrity of the pavement can remain to enable the movement of traffic.
Does the project improve connections between communities?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The Noondoo - Mungindi Rd is an important link between NSW and the South West Region. It allows the agriculture industry access to alternative markets in NSW rather than just QLD markets.
Does the project improve access for heavy vehicles resulting in improved commercial transport efficiency?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The Noondoo - Mungindi Rd is an important link between NSW and the South West Region. It allows the agriculture industry access to alternative markets in NSW rather than just QLD markets.
Is project identified for renewal in an approved council asset management plan	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Council within its asset management plans have incorporated the continual renewal of gravel within its shire inclusive of Noondoo - Mungindi Rd.

SWRRTG – TIDS PROJECT SCOPE FORM

STEP THREE: Enter Project Funding Details												
Funding Source	2021-2022	2022-2023	2023-2024	2024-2025	Total							
TIDS	437.50	156.39	100.00	705.00	1398.89							
Council	437.50	156.39	100.00	705.00	1398.89							
Other	0.00	0.00	0.00	0.00	0.00							
TOTAL	875.00	312.78	200.00	1410.00	2797.78							

Project Cash Flow Accrual Basis (Current Year) \$K – <u>TIDS Only funding</u>												
Month	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Original Forecasted Monthly Expenditure	0.00	0.00	0.00	156.11	140.70	140.69	0.00	0.00	0.00	0.00	0.00	0.00
Original Forecasted Cumulative Expenditure	0.00	0.00	0.00	156.11	296.81	437.50	0.00	0.00	0.00	0.00	0.00	0.00
Cumulative Expenditure Review Carried out On 14/01/2021 By Andrew Boardman	0.00	0.00	0.00	156.11	296.81	437.50	0.00	0.00	0.00	0.00	0.00	0.00

SWRRTG – TIDS PROJECT SCOPE FORM

STEP FOUR: Complete SWRRTG Project Approvals

Form Prepared By (SWRRTG Member)

Name:	Andrew Boardman	Position:	Director of Infrastructure Services
Signature:		Date:	15/01/21

Council Endorsement

I certify that council has approved the submission of this project to the SWRRTG for approval and has committed to the funding of Council's portion at its meeting held on Select Date.

Name:	Matthew Magin	Position:	Chief Executive Officer
Signature:		Date:	15/01/21

SWRRTG Endorsement

I certify that the SWRRTG has approved this project to be included in the SWRRTG Works Program at its meeting held on Select Date.

Name:		Position:	
Signature:		Date:	Select Date

TMR Administration

Submission Entered Into QTRIP

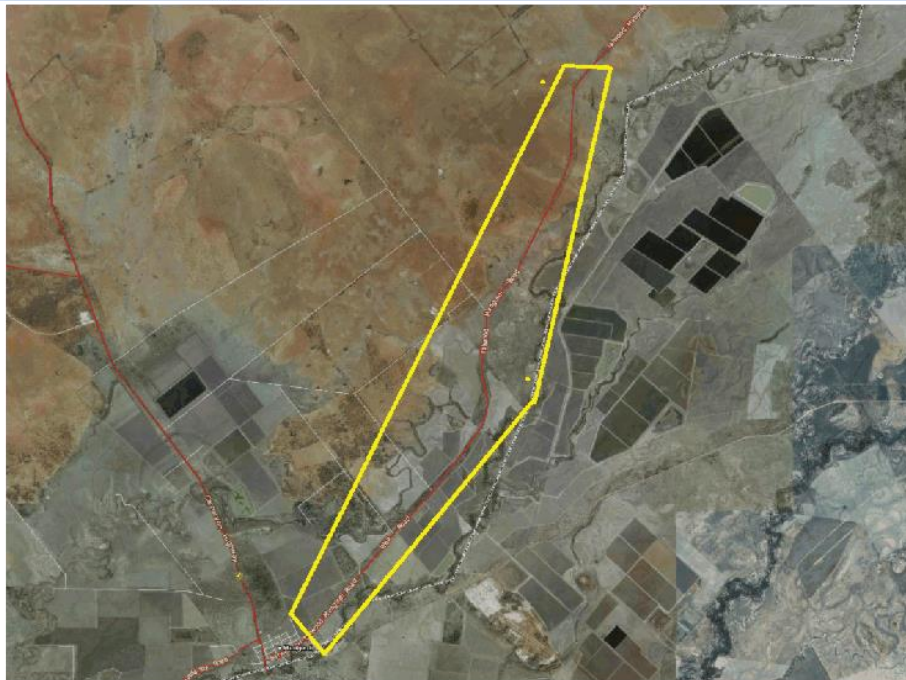
Name:		Position:	
Signature:		Date:	Select Date

SWRRTG – TIDS PROJECT SCOPE FORM

STEP ONE: Complete Project Details					
Source of funds: <i>(Program, line item in RIP)</i>		SWRRTG - TIDS			
Region/District:		South West RRTG	Council Name:		Balonne Shire Council
Project Name:		Talwood - Mungindi Rd Bitumen Reseal (Ch 2.4 - 49.27km)			
Road Name:		Talwood - Mungindi Rd			
Road Number:	1041	Road Class:	Rural Arterial	AADT:	60vpd
Project Locations:		Start Chainage	End Chainage	Length of Chainage	
Talwood - Mungindi Rd		0km	10.41km	10.41km	
Council Project Number:				TMR Project Number:	
Detailed Description of Works To Be Carried Out:					

Bitumen Resealing of the Talwood - Mungindi Rd from Chainage 0.0km to 10.41km.

Provide map showing project location:



SWRRTG – TIDS PROJECT SCOPE FORM

STEP TWO: Complete Project Alignment with SWRRTG Strategic Transport Plan		
Strategic Criteria	Yes/No	If Yes, please provide reasoning
Does project contribute to reducing the number or severity of road crashes in the region?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The road requires resealing to ensure the integrity of the road is maintained, to minimise the occurrence of road failures on the link.
Does project contribute to regional tourism development?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The Talwood - Mungindi Rd is a strategic road providing an alternative route to tourists travelling from the Eastern Coast to Outback Queensland
Does the project improve flood immunity and wet weather access?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Resealing is required to ensure that during a wet weather event the integrity of the pavement can remain to enable the movement of traffic.
Does the project improve connections between communities?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The Talwood - Mungindi Rd is an important link interconnecting Talwood to Mungindi It allows the agriculture industry access to the QLD markets.
Does the project improve access for heavy vehicles resulting in improved commercial transport efficiency?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The Talwood - Mungindi Rd is an important link between Mungindi Region and the South East Queensland. It allows the agriculture industry access to alternative markets in QLD markets.
Is project identified for renewal in an approved council asset management plan	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Council within its asset management plans have incorporated the continual renewal of bitumen sealing within its shire inclusive of Talwood- Mungindi Rd.

SWRRTG – TIDS PROJECT SCOPE FORM

STEP THREE: Enter Project Funding Details												
Funding Source	2021-2022	2022-2023	2023-2024	2024-2025	Total							
TIDS	0.00	218.61	0.00	0.00	218.61							
Council	0.00	218.61	0.00	0.00	218.61							
Other	0.00	0.00	0.00	0.00	0.00							
TOTAL	0.00	437.22	0.00	0.00	437.22							

Project Cash Flow Accrual Basis (Current Year) \$K – <u>TIDS Only funding</u>												
Month	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Original Forecasted Monthly Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Original Forecasted Cumulative Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cumulative Expenditure Review Carried out On 14/01/2021 By Andrew Boardman	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

SWRRTG – TIDS PROJECT SCOPE FORM

STEP FOUR: Complete SWRRTG Project Approvals

Form Prepared By (SWRRTG Member)

Name:	Andrew Boardman	Position:	Director of Infrastructure Services
Signature:		Date:	15/01/21

Council Endorsement

I certify that council has approved the submission of this project to the SWRRTG for approval and has committed to the funding of Council's portion at its meeting held on Select Date.

Name:	Matthew Magin	Position:	Chief Executive Officer
Signature:		Date:	15/01/21

SWRRTG Endorsement

I certify that the SWRRTG has approved this project to be included in the SWRRTG Works Program at its meeting held on Select Date.

Name:		Position:	
Signature:		Date:	Select Date

TMR Administration

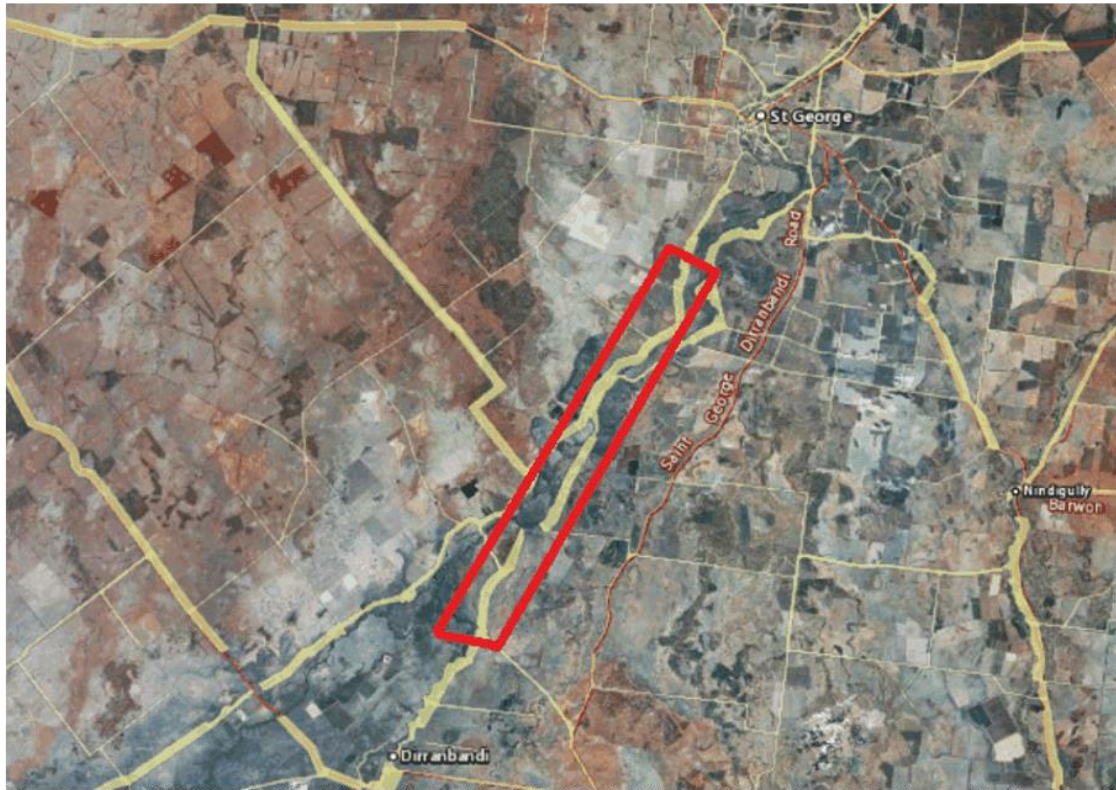
Submission Entered Into QTRIP

Name:		Position:	
Signature:		Date:	Select Date

SWRRTG – TIDS PROJECT SCOPE FORM

STEP ONE: Complete Project Details					
Source of funds: <i>(Program, line item in RIP)</i>		SWRRTG - TIDS			
Region/District:		South West RRTG	Council Name:		Balonne Shire Council
Project Name:		Whyenbah Rd Gravel Resheet (Various locations through Ch 21.26 - 70.63km)			
Road Name:		Whyenbah Rd			
Road Number:	1042	Road Class:	Rural Arterial	AADT:	75vpd
Project Locations:		Start Chainage	End Chainage	Length of Chainage	
Whyenbah Rd		21.26km	23.92km	2.66km	
Whyenbah Rd		28.5km	53.7km	25.2km	
Whyenbah Rd		68.7km	70.63km	1.93km	
Council Project Number: <input style="width: 150px;" type="text"/>					
TMR Project Number: <input style="width: 150px;" type="text"/>					
Detailed Description of Works To Be Carried Out:					
Gravel Resheeting of Whyenbah Rd in various locations from Chainage 21.26km to 70.63km					
Provide map showing project location:					

SWRRTG – TIDS PROJECT SCOPE FORM



SWRRTG – TIDS PROJECT SCOPE FORM

STEP TWO: Complete Project Alignment with SWRRTG Strategic Transport Plan		
Strategic Criteria	Yes/No	If Yes, please provide reasoning
Does project contribute to reducing the number or severity of road crashes in the region?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The road requires resheeting to ensure the integrity of the road is maintained, to minimise the occurrence of road failures on the link and to ensure that sufficient gravel is present to maintain trafficability on the road
Does project contribute to regional tourism development?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The Whyenbah Rd is a strategic road providing an alternative route to tourists travelling from the Castlereagh Hwy and see the agriculture in the Balonne Shire
Does the project improve flood immunity and wet weather access?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Resheeting is required to ensure that during a wet weather event the integrity of the pavement can remain to enable the movement of traffic.
Does the project improve connections between communities?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The Whyenbah Rd is an important link between St George and Dirranbandi and is integral for commuting between these two townships.
Does the project improve access for heavy vehicles resulting in improved commercial transport efficiency?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	The Whyenbah Rd is a strategic road that allows freight inclusive of agriculture and horticulture to travel up through St George from Dirranbandi.
Is project identified for renewal in an approved council asset management plan	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Council within its asset management plans have incorporated the continual renewal of gravel within its shire inclusive of Whyenbah Rd.

SWRRTG – TIDS PROJECT SCOPE FORM

STEP THREE: Enter Project Funding Details												
Funding Source	2021-2022	2022-2023	2023-2024	2024-2025	Total							
TIDS	137.50	200.00	482.50	0.00	820.00							
Council	137.50	200.00	482.50	0.00	820.00							
Other	0.00	0.00	0.00	0.00	0.00							
TOTAL	275.00	400.00	965.0	0.00	1640.00							

Project Cash Flow Accrual Basis (Current Year) \$K – <u>TIDS Only funding</u>												
Month	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Original Forecasted Monthly Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	45.80	45.80	45.90	0.00	0.00	0.00
Original Forecasted Cumulative Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	45.80	91.60	137.50	0.00	0.00	0.00
Cumulative Expenditure Review Carried out On 14/01/2021 By Andrew Boardman	0.00	0.00	0.00	0.00	0.00	0.00	45.80	91.60	137.50	0.00	0.00	0.00

SWRRTG – TIDS PROJECT SCOPE FORM

STEP FOUR: Complete SWRRTG Project Approvals			
Form Prepared By (SWRRTG Member)			
Name:	Andrew Boardman	Position:	Director of Infrastructure Services
Signature:		Date:	15/01/21
Council Endorsement			
I certify that council has approved the submission of this project to the SWRRTG for approval and has committed to the funding of Council's portion at its meeting held on Select Date.			
Name:	Matthew Magin	Position:	Chief Executive Officer
Signature:		Date:	15/01/21
SWRRTG Endorsement			
I certify that the SWRRTG has approved this project to be included in the SWRRTG Works Program at its meeting held on Select Date.			
Name:		Position:	
Signature:		Date:	Select Date
TMR Administration			
Submission Entered Into QTRIP			
Name:		Position:	
Signature:		Date:	Select Date

OFFICER REPORT

TO: Council

SUBJECT: Local Roads Of Regional Significance - Jakelwar Goodooga Road

DATE: 08.03.21

AGENDA REF: IFS4

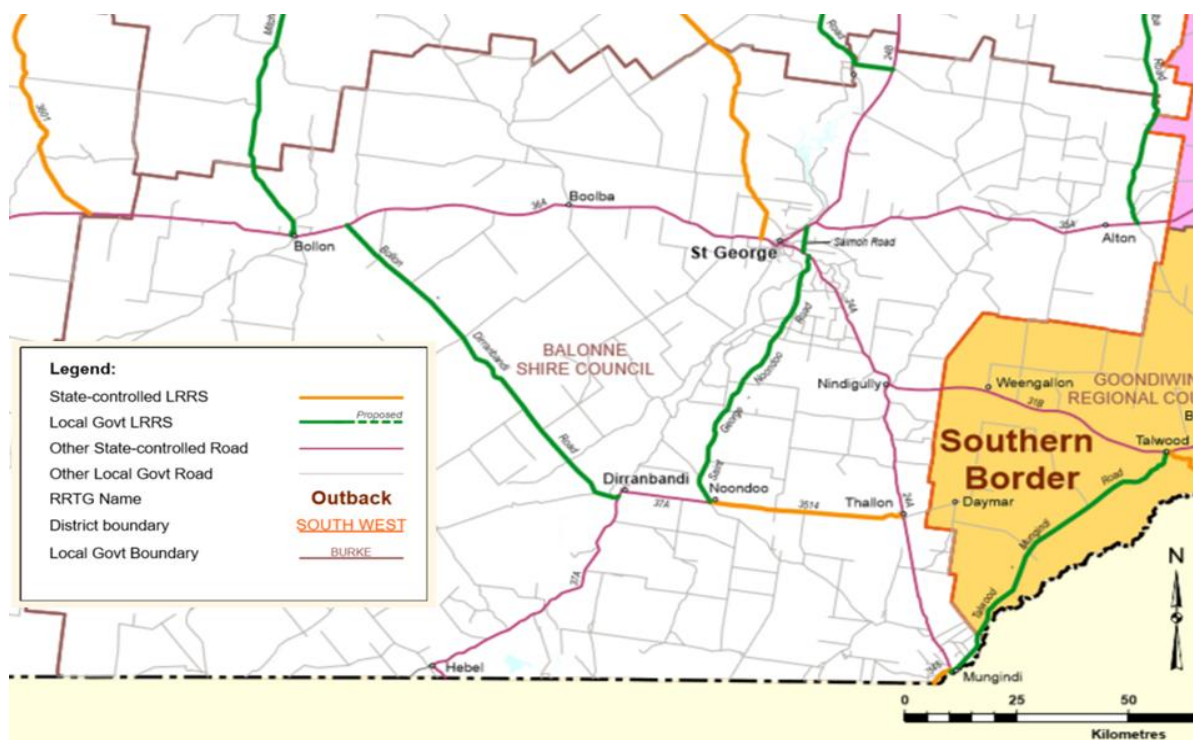
AUTHOR: Brenton Judge - Manager Transport and Drainage

Executive Summary

Local Roads of Regional Significance – Jakelwar Goodooga Road

Background

Annually the South West Regional Roads and Transport Group Technical Committee (SWRRTGTC) calls for review of Council's Local Roads or Regional Significance (LRRS). Officers have reviewed the current LRRS as shown below.



Current LRRS are:

- Bollon – Dirranbandi Rd
- Salmon Rd
- Bollon Mitchell Rd
- St George Noondoo Rd
- Talwood Mungindi Rd
- Wanganui Lane
- Kooroon Rd
- Whyenbah Rd
- Hebel – Goodooga Rd
- Noondoo Mungindi Rd

Officers proposed the following additional roads included as LRRS due the strategic regional economic importance of the roads.

- Jakelwar – Goodooga Road

Council will need to submit a request to the SWRRTG for the additional LRRS to be recommended for approval by the South West Regional Roads Group.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Safe, efficient and connected transport networks

Consultation (internal/external)

Director of Infrastructure Services
Senior Supervisor Roads
Local Roads Supervisor

Legal Implications

Nil

Policy Implications

Nil

Financial and Resource Implications

The proposal will further distribute Council's Transport Infrastructure Development Scheme funding across the additional Shire LRRS.

Attachments

Nil

Recommendation/s

That:

- 1) Council resolve to support the addition of Jakelwar – Goodooga Road as a Local Roads of Regional Significance, and;
- 2) Council submit a request to the South West Regional Roads & Transport Group for Jakelwar – Goodooga Road to be included as additional Local Roads of Regional Significance for the Shire.

Andrew Boardman

Director Infrastructure Services

OFFICER REPORT

TO: Council

SUBJECT: St George Depot Office Expansion - Project Request

DATE: 08.03.21

AGENDA REF: IFS5

AUTHOR: Andrew Boardman - Director Infrastructure Services

Sub-Heading

Depot Office Expansion – Project Request

Executive Summary

The St George Works Depot currently has inadequate, facilities, space for meetings/training and is at capacity for desk space. This request is for this project to become a Council project and to progress the project through the Project Governance Frameworks. This request is raised to Council as part of the 'identify' phase of the Project Governance Framework.

Background

In the 2016/17 financial year the Infrastructure Services Management was move from the Administration Office St George to the Works Depot St George. Funding was provided through the Queensland Government's Works for Queensland (W4Q) 2017-2019 programme to refurbish the Depot.

These works filled in the training room to create additional desk space. This created an issue as there is not adequate meeting space or training space at the Depot. This has led to the request for a depot office expansion. It is expected the that the options analysis and business case will explore the following:

- 1) Creation of additional office area under existing roof area
- 2) Improve Parking
- 3) Create additional female ablutions
- 4) Create a dedicated training and meeting room
- 5) Review existing layout and utilisation of space

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Infrastructure and Planning</u>	Community infrastructure for existing and future needs

Consultation (internal/external)

Nil – Only Identify phase of the Project Governance Framework

Legal Implications

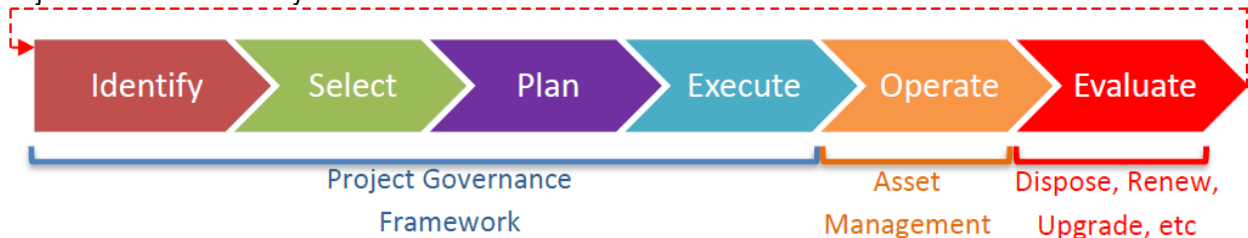
Nil – Only Identify phase of the Project Governance Framework

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

Project Governance Policy and Framework



Financial and Resource Implications

Cost of progressing request under the 'Select' phase, budget to be requested for next financial year.

Options or Alternatives

- 1) To not approve project, do not proceed.
- 2) To approve project to proceed and start progressing the select stage of the project.
- 3) To approve project however, delay progressing the select stage of the project until 2021/22

Attachments

1. Form 1 - Project Request Form - Depot Office Expansion [↓](#) 

Recommendation/s

That Council resolves to accept the St George Depot Office Expansion proposal as a Council initiative under the Project Governance Framework and progress the proposal to the 'select' phase (consultation, options analysis, business case, concept) of the Framework.

Andrew Boardman

Director Infrastructure Services

Project Request

Please complete as many details as possible

Requester Details	
Name	Andrew Boardman
Department/Organisation	Infrastructure Services
Phone	07 4620 8888
Email	council@balonne.qld.gov.au
Postal Address	PO Box 201 ST GEORGE QLD 4487
Project Request Details	
Project Name	St George Works Depot Office Expansion
Project Description	Improving Parking, Layout Space Efficiency, Meeting and Training Space
Project Location (Lot/Plan & GPS if known)	2/SP133324 GPS -28.04486, 148.59417
Project Request – Specific details of project requirements/expectations from Council	
Meeting/training space, upgraded female amenities, improved and additional parking, office space/desk space.	
Problem the Project is trying to Solve	
Inadequate, meeting/training space, female amenities, parking, office space/desk space.	
Alignment with Council Plans (i.e. Corporate Plan, Asset Management Plans, Community Plan, etc)	
Aligns with Corporate Plan (4 Infrastructure and Planning, 4.3 Community Infrastructure for future needs)	
Other Pertinent Information (i.e. History/Background, Quotes, Etc.)	
Nil	
Attachments (any supporting documentation)	
<u>1</u>	Nil
<u>2</u>	
<u>3</u>	
<u>4</u>	
<u>5</u>	
Requester Certification	
I confirm that I give permission to be contacted regarding this request if required and that this information can be used by Council for project prioritisation and initiation.	
Name	Signature
Date	

(ERS) ENVIRONMENT & REGULATORY SERVICES

ITEM	TITLE	SUB HEADING	PAGE
ERS1	<u>APPLICATION FOR CONVERSION OF TERM LEASE 0/240532 LOCATED OVER LOT 1 ON CP840426</u>	The purpose of this report is for Council to consider the proposed conversion of Term Lease 0/240532 located over Lot 1 on CP840426.	185
ERS2	<u>MCU 189 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - "LOW IMPACT INDUSTRY (LIVESTOCK FEED SUPPLEMENT STORAGE FACILITY)" LOCATED AT JOHNSTON ROAD, ST GEORGE QLD 4487 (DESCRIBED AS LOT 2 ON SP246950)</u>	MCU 189 - Development Application for Material Change of Use - "Low Impact Industry (Livestock Feed Supplement Storage Facility)" Located at Johnston Road, St George QLD 4487 (described as Lot 2 on SP246950).	191
ERS3	<u>RL 109 - DEVELOPMENT APPLICATION FOR RECONFIGURING A LOT - BOUNDARY REALIGNMENT (TWO LOTS INTO TWO LOTS) LOCATED AT 110 & 112-118 VICTORIA STREET, ST GEORGE QLD 4487 (DESCRIBED AS LOT 1 ON RP96467 AND LOT 5 ON RP96467)</u>	RL 109 Development Application for reconfiguring a lot – boundary realignment (two into two lots) at 110 & 112-118 Victoria Street, St George Qld 4487 (described as Lot 1 on RP96467 and Lot 5 on RP96467), by Council's planner. A perceived conflict of interest was identified with the application given Balonne Shire Council is the applicant to the development application and the Assessment Manager. Accordingly, the assessment report and recommendations presented have been reviewed by Jessica Reiser, Town Planner at Maranoa Regional Council to ensure no bias to the grounds of decision.	213
ERS4	<u>LIONS CLUB OF ST GEORGE INC - REQUEST FOR REIMBURSEMENT OF DEVELOPMENT APPLICATION FEE</u>	The purpose of this report is for Balonne Shire Council to consider a full reimbursement of the development application fee paid for MCU 190 Development Approval issued on 23 rd February 2021 for Material Change of Use – Medium Impact Industry (Container Refund Depot and Storage Facility).	229
ERS5	<u>MCU 191 - DEVELOPMENT APPLICATION FOR MATERIAL CHANGE OF USE - "COMMUNITY USE" LOCATED AT 72-76 SAINT GEORGES TERRACE, ST GEORGE QLD 4487 (DESCRIBED AS LOT 6 ON RP98584, LOT 7 ON RP98584 AND LOT 8 ON RP98584)</u>	MCU 191 Development Application for Material Change of Use – Community Use at 72-76 Saint Georges Terrace, St George (Lot 6 on RP98584, Lot 7 on RP98584 and Lot 8 on RP98584) by Council's planner.	232
ERS6	<u>SOUTH WEST INDIGENOUS CORPORATION - REQUEST FOR REIMBURSEMENT OF DEVELOPMENT APPLICATION FEE</u>	The purpose of this report is for Balonne Shire Council to consider a full reimbursement of the development application fee paid for MCU 191 Development Application for Material Change of Use – Community Use (Harmony Centre).	282

OFFICER REPORT

TO: Council

SUBJECT: **Application for Conversion of Term Lease 0/240532 located over Lot 1 on CP840426**

DATE: 05.03.21

AGENDA REF: ERS1

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

The purpose of this report is for Council to consider the proposed conversion of Term Lease 0/240532 located over Lot 1 on CP840426.

Background

On 1st February 2021 Council as an advisory agency, received correspondence from the Department of Resources (DR) informing of an application for conversion of an identified parcel of land within Balonne Shire Council area (**see attachment 1**).

Specifically the land in question is recognised as Lot 1 on CP840426 (title reference: 40075432) and occupies a total area of 0.661 hectares. The current leased land purpose is for 'Religious'. The subject land is situated on the eastern side of Arthur Street, within St George township (**see attachment 2**).

DR has requested a response from Balonne Shire Council in advising of any views of requirements that the department should consider when assessing the conversion.

It was requested that any objections to the application, and any views or requirements that may affect the future use of the land should be received by close of business on 5th March 2021.

An email was submitted to DR requesting an extension of time for Council to provide a response to the correspondence. This request was granted by DR and Council is now permitted to provide a response until close of business on 23rd March 2021 (**see attachment 3**).

Council's Planning and Development Officer reviewed the application and recognises that the conversion will not affect any current or future strategic land uses for the area. Specifically, for the reasons stated below:

- *The site and surrounding area is zoned under the current Balonne Shire Planning Scheme 2019 as Industry and it is anticipated that this will remain in the imminent future given the character of uses in the immediate surrounds (being industrial activities). Any future development onsite beyond the existing permitted operations (being 'Place of Worship' – Church) will continue to be subject to the requirements of the Balonne Shire Council Planning Scheme.*
- *Given the existing use of the site for 'place of worship' purposes it is anticipated that the land will continue to be utilised for this activity.*

Based on the above comments, it is recommended by the Planning and Development Officer, that Council respond to DR citing no objection in relation to the proposed conversion.

Link to Corporate Plan

Key Foundation Area	Key Program Area
Infrastructure and Planning	Sustainable planning and development

Consultation (internal/external)

Department of Resources – Yvonne Edwards

Director of Community and Environmental Services – Digby Whyte

Legal Implications

Nil

Risk Implications

Nil.

Policy Implications

Nil




Financial and Resource Implications

Nil

Options or Alternatives

"Click here and start typing"

Attachments

1. Attachment 1 - Proposed Conversion of Lot 1 on CP840426.pdf [↓](#) 
2. Attachment 2 - Site Plan for Lot 1 on CP840426.pdf [↓](#) 
3. Attachment 3 - Proposed Conversion of Lot 1 on CP840426 Extension of Time Accepted.pdf [↓](#) 

Recommendation

That:

1. Council does not object to the application lodged with Department of Resources (DR) for conversion of TL 0/240532 located over Lot 1 on CP840426.

Digby Whyte

Director Environment & Regulatory Services

Fiona Macleod

To: Council
Subject: RE: Doc 546326 FW: Conversion of TL 0/240532 - St George Acc Church Ltd

From: EDWARDS Yvonne <Yvonne.Edwards@resources.qld.gov.au>
Sent: Monday, 1 February 2021 4:24 PM
To: Council <council@balonne.qld.gov.au>
Subject: Conversion of TL 0/240532 - St George Acc Church Ltd

Hello

Application for Conversion of TL 0/240532 being Lot 1 on CP840426

An application for conversion of TL 0/240532 being Lot 1 on CP840426 has been lodged with this department.

To enable full consideration to be given to this matter please submit your views and/or requirements, in writing, to this office by **05 March 2021**. If no reply is received by that date it will be assumed you have no objection to the application.

If you wish to provide a response but are unable to do so before the due date, please contact me before the due date to arrange a more suitable timeframe. If a response is not received by the due date and no alternative arrangements have been made, it will be considered that you have no objections or requirements in relation to this matter.

This information has been provided to you in confidence for the purpose of seeking your views on this matter. It is not to be used for any other purpose, or distributed further to any person, company or organisation, without the express written permission of the department.

Any objections received may be viewed by other parties interested in the proposed conversion in accordance with the provisions of the *Right to Information Act 2009*.

If you wish to discuss this matter please contact Yvonne Edwards on 4624 1500.

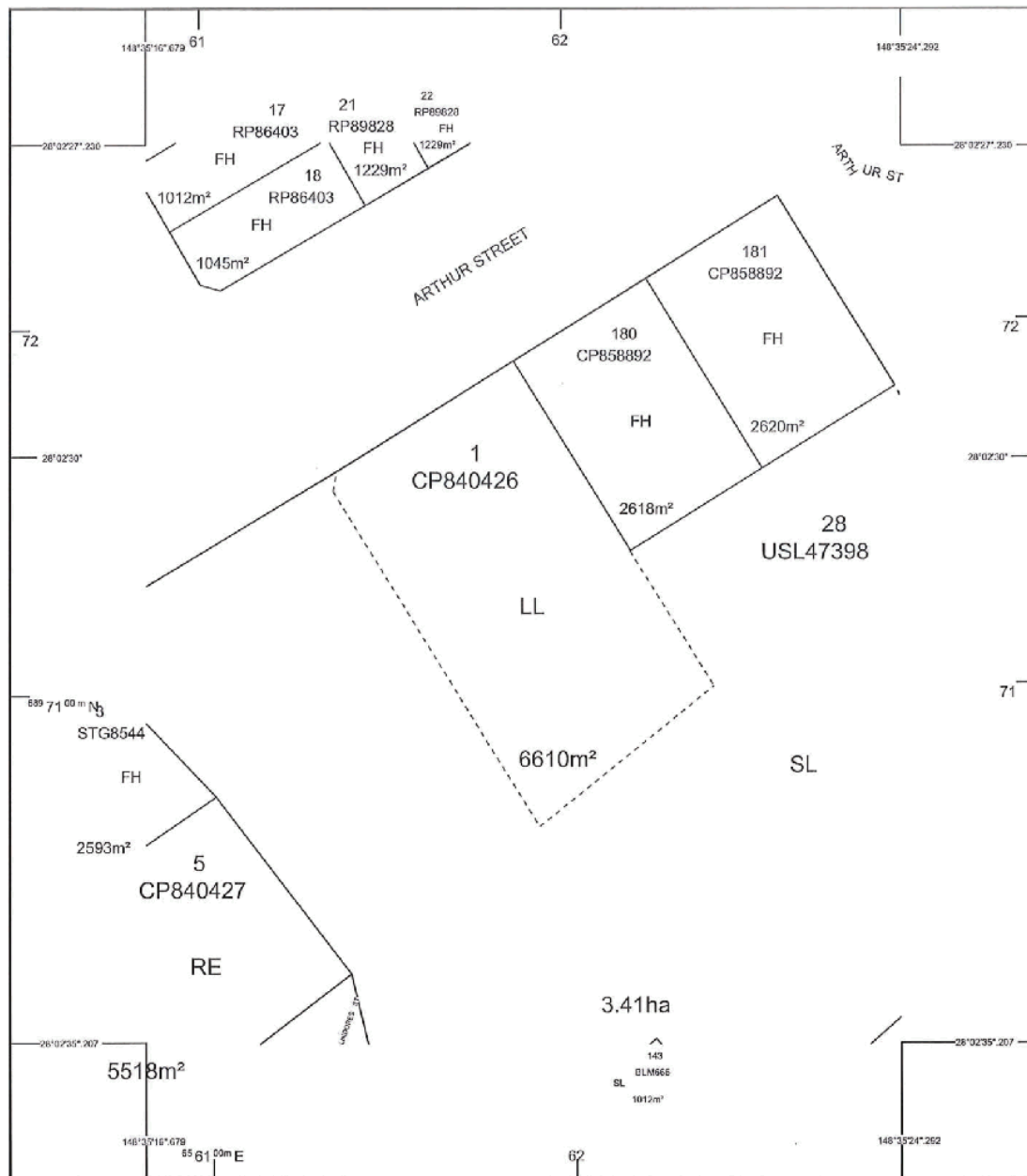
All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to slam-roma@resources.qld.gov.au. Any hard copy correspondence received will be electronically scanned and filed. For this reason, it is recommended that any attached plans, sketches or maps be no larger than A3-sized.

Please quote reference number 2021/000005 in any future correspondence.

Regards



Yvonne Edwards
Land Officer
Land and Native Title Operations | Lands Division - Land Administration Team 3
Department of Resources



STANDARD MAP NUMBER
8641-44131

MAP WINDOW POSITION &
NEAREST LOCATION



SUBJECT PARCEL DESCRIPTION

DCDB	1/CP840426
Lot/Plan	5518m²
Area/Volume	LANDS LEASE
Tenure	RALPHIE SHIRE
Local Government	ST GEORGE
Locality	47339/119
Segment/Parcel	

CLIENT SERVICE STANDARDS

PRINTED (DDMM/YYYY) 04/01/2021

DCDB 02/01/2021

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Queensland
Government
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Department of
Natural Resources,
Mines and Energy) 2021.

PROPOSED CONVERSION – 100-102 ARTHUR STREET, ST GEORGE (LOT 1 ON CP840426)



★ = subject property

Fiona Macleod

From: EDWARDS Yvonne <Yvonne.Edwards@resources.qld.gov.au>
Sent: Thursday, 18 February 2021 2:39 PM
To: Fiona Macleod
Subject: RE: Balonne Shire Council Extension of Time Request - Conversion of TL 0/240532 - St George Acc Church Ltd

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Fiona

Regarding your email requesting an extension of time for the above case.

This request has been **APPROVED** to 23 March 2021 as requested.

Regards



Yvonne Edwards
Land Officer
Land Administration & Acquisitions | Lands Division
Department of Resources

P: (07) 4624 1500
E: yvonne.edwards@resources.qld.gov.au
A: 25 Quintin Street, Roma Q 4455 | PO Box 350, Roma Q 4455
W: www.resources.qld.gov.au

*I acknowledge the First Australians - Aboriginal and Torres Strait Islander peoples
as the Traditional custodians of the land on which we work, live and play.
I recognise their connection to land and water. I pay my respect to them,
their cultures and to Elders, past, present and emerging.*

From: Fiona Macleod <Fiona.Macleod@balonne.qld.gov.au>
Sent: Thursday, 18 February 2021 11:53 AM
To: EDWARDS Yvonne
Subject: Balonne Shire Council Extension of Time Request - Conversion of TL 0/240532 - St George Acc Church Ltd

To whom it may concern,

Balonne Shire Council formally writes requesting an extension of time until 23th March 2021 to provide a response to the application for conversion of TL 0/240532 being Lot 1 on CP840426.

The request to extend the response period is to account for the March 18th Council Meeting which this item will be considered.

Kind regards,

Fiona Macleod



OFFICER REPORT

TO: Council

SUBJECT: MCU 189 - Development Application for Material Change of Use - "Low Impact Industry (Livestock Feed Supplement Storage Facility)" Located at Johnston Road, St George QLD 4487 (described as Lot 2 on SP246950)

DATE: 05.03.21

AGENDA REF: ERS2

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

MCU 189 - Development Application for Material Change of Use - "Low Impact Industry (Livestock Feed Supplement Storage Facility)" Located at Johnston Road, St George QLD 4487 (described as Lot 2 on SP246950).

Executive Summary

Council has received a properly made development application from Colin and Julie Brosnan C/- Geoff Broadbent, PATS Consulting Pty Ltd for MCU 189 - Development Application for Material Change of Use - "Low Impact Industry (Livestock Feed Supplement Storage Facility)" Located at Johnston Road, St George QLD 4487 (described as Lot 2 on SP246950).

The development application is subject to Impact assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the *Planning Act 2016* and any matters prescribed by regulation. The *Development Assessment Rules* set out the procedural requirements that Council must follow in the development assessment process.

Public notification about the application was carried out in accordance with Part 4 of the *Development Assessment Rules* and for a period of 15 business days between 03 February 2021 and 23 February 2021. There were no properly made submissions about the development received during this period.

The application is generally consistent with the assessment benchmarks provided by the *Planning Act 2016* and any perceived conflict with the assessment benchmarks can be addressed by way of conditions of development approval and having regard to the relevant matters.

Background

Applicant:	Colin and Julie Brosnan C/- Geoff Broadbent, PATS Consulting Pty Ltd
Owner of Land:	Jewelco Pty Ltd as Ttee Jewelco Superannuation Fund
Land description:	Lot 2 on SP246950
Lot area:	1.177ha
Zone/ Precinct:	Rural Zone
Overlay:	Nil
Proposal:	Material Change of Use – “Low Impact Industry”
Proposal Assessment category:	Impact Assessment
Properly made date:	17 January 2021

PROPOSAL

The application seeks approval for MCU 189 - Development Application for Material Change of Use – Low Impact Industry (Livestock Feed Supplement Storage Facility) at Johnston Road, St George (Lot 2 on SP246950).

The proposal involves the development of a Livestock Feed Supplement Storage Facility which is intended to support the agricultural sector within Balonne Shire and beyond.

Specifically, the facility will comprise of the following:

- 1 x 108 sqm storage shed for equipment and materials;
- 2 x 30,000 Litre Enmach cone base poly molasses tanks located on concrete slab;
- 2 x 22,000 Litre Clarke flat bottom poly molasses tanks located on sand base; and
- 1 x 25,000 Litre poly water tank located on sand base.

(Refer to Attachment 1: Development Application - Proposal Plan)

Access to the site will continue to be gained via the existing crossover located off Johnston Road. The maximum vehicle size that will be accessing the development will be a heavy rigid vehicle (HRV). The proposed facility will be unmanned and will be accessed by delivery trucks twice a month to refill storage tanks and the operator will also access the site approximately twice a month to refill a transport vehicle (HRV) and undertake routine maintenance of the facility, as required. Accordingly, given the nature of the operation of the facility, no onsite carparking spaces are provided.

Given the nature of the proposed use for storage purposes, with no onsite employees no sewerage system is proposed to be provided on the premises. The site currently has connection to electricity and telecommunications services. A proposed 25,000 water tank for potable water supply will support the proposed development operations.

Characteristics of the site:

The development site is in the Rural Zone of the *Balonne Shire Planning Scheme 2019*, on the southern interface of the township of St George (approximately 3 kms from the centre of town). Access to site is gained via an existing single access point from Johnston Road.

The subject site is a large rectangular-shaped block that comprises a total area of 1.177 hectares. The lots current land use is vacant land with sparse vegetation on it, none of it which is currently identified on State Mapping as regulated vegetation.

The proposed low impact use activities will be sited in the north eastern corner of the lot directed towards the interface with existing industry (machinery storage and workshop) activities and the livestock feed supplements will be contained to storage tanks and a shed (**Refer to Figure 1 – Site Plan**).

Adjoining land uses are as follows:

- North: Johnston Road; Lot 1 on SP246950 (Vacant Rural Land)
- South: 13 Johnston Road; Lot 3 on SP246950 (Industry – Machinery Storage and Workshop)
- East: 13 Johnston Road; Lot 3 on SP246950 (Industry – Machinery Storage and Workshop)
- West: Johnston Road (Local Government Road Reserve)



Figure 1: Development site

Source: QLD Globe

The site is adjoined by other rural zoned land (to the north, south and east) with road reserve (Johnston Road) separating the property from the industry zoned land (to the west).

The proposed low impact industry use buildings are situated in the north east corner of the property. The balance of the property is made up of a vehicle turning area and existing vegetation.

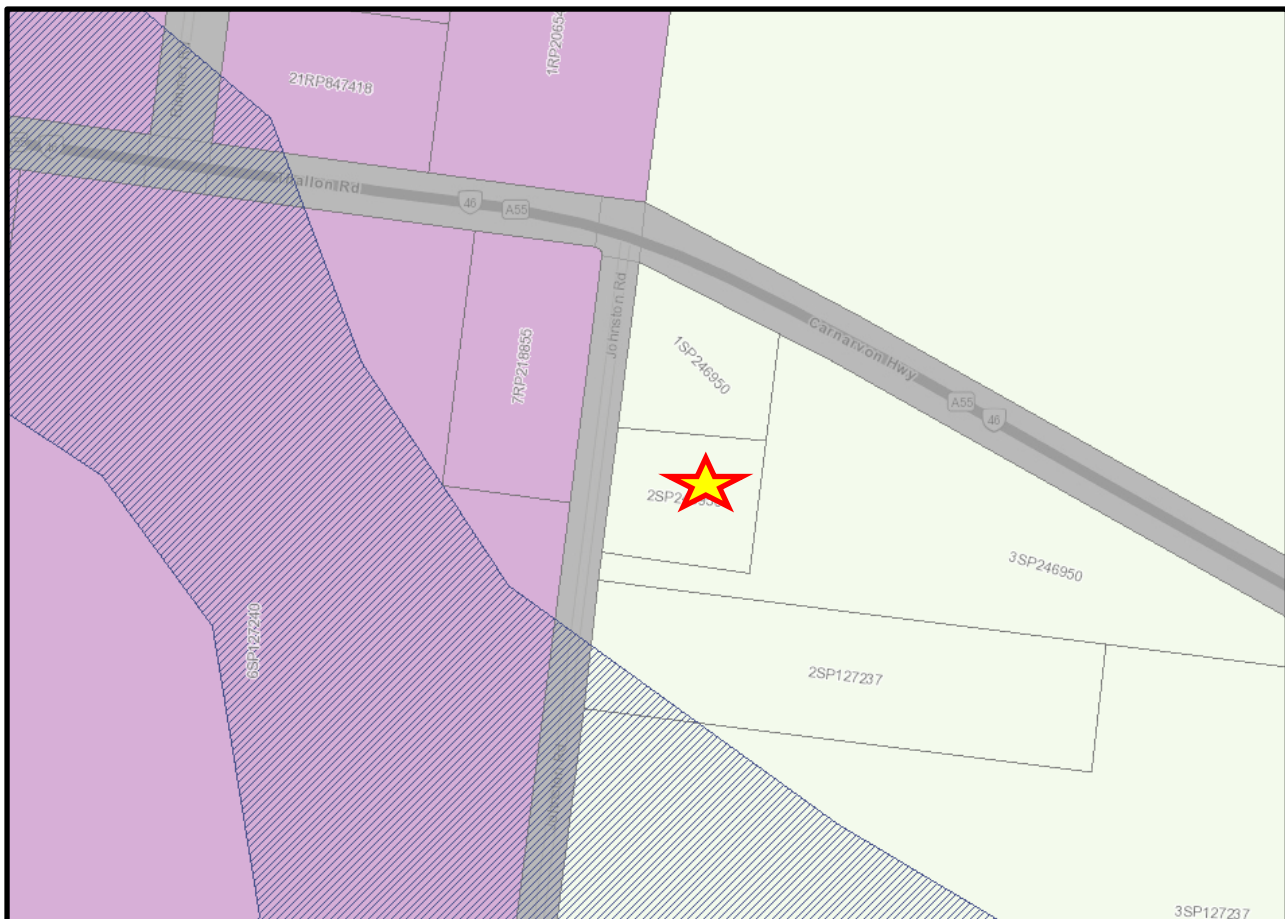


Figure 2: Zoning – Rural Zone

Source: Balonne Shire Online Mapping Tool

ASSESSMENT

The proposal constitutes a *material change of use* as defined in the *Planning Act 2016* (being *the start of a new use of the premises*).

The proposed use is defined as a “Low Impact Industry” in the *Balonne Shire Planning Scheme 2019* (the *Planning Scheme*):

Low Impact Industry: means premises used for industrial activities that include manufacturing, producing, processing, repairing, altering, recycling, storing, distributing, transferring or treating of products and have one or more of the following attributes;

- Negligible impacts on sensitive land uses due to offsite emissions including aerosol, fume, particle, smoke, odour and noise.
- Minimal traffic generation and heavy-vehicle usage.
- Demands imposed upon local infrastructure network consistent with surrounding uses.
- The use generally operates during the day (e.g. 7am to 6pm).
- Offsite impacts from storage of dangerous goods are negligible.
- The use is primarily undertaken indoors.

The proposed use requires a development permit to be issued by Council prior to the commencement of use.

Pursuant to Section 45 of the *Planning Act 2016*, an Impact Assessable application is an assessment that must be carried out against the Assessment benchmarks prescribed by the *Planning Regulation 2017*, in this case being;

- the Regional Plan (i.e. *Maranoa-Balonne Regional Plan* and *Darling Downs Regional Plan*);
- the *State Planning Policy*; and
- the *Balonne Shire Planning Scheme*.

An Impact assessment must also have regard to any other relevant matter, other than a person's personal circumstances, financial or otherwise, including any properly made submission about the application.

After completing an assessment of the proposal against the Assessment Benchmarks, Council must make a decision about whether to approve or refuse this development application in accordance with Section 60 of the *Planning Act 2016*.

Assessment Benchmarks

Regional Plans

The *Maranoa Balonne Regional Plan 2009* is a statutory planning instrument intended to assist in managing change and shaping the prospects of rural communities in the Maranoa and Balonne regional council areas. The regional plan sets out desired regional outcomes, which identify aspirations for ecological sustainability for the region.

The *Darling Downs Regional Plan 2013* was adopted in October 2013, and covers the local government areas of Balonne, Goondiwindi, Maranoa, Southern Downs, Toowoomba and Western Downs.

The intent of the Darling Downs Regional Plan is to provide direction to resolve competing state interests relating to the agricultural and resources sectors, and to enable the growth potential of the region's towns. It seeks to maximise opportunities for co-existence of resources and agricultural land uses.

The *Balonne Shire Planning Scheme*, and specifically the strategic framework, appropriately advances the *Maranoa-Balonne Regional Plan 2009* and the *Darling Downs Regional Plan 2013* as they apply in the planning scheme area, and therefore an independent assessment of the proposal against these planning instruments is not required. Although this is the case, the regional planning outcomes sought to be achieved by these regional plans have been considered as part of the development assessment. The development proposal is consistent with both regional plans.

State Planning Policy

The development assessment must consider the State Planning Policies to the extent they have not been appropriately integrated within or are inconsistent with the Balonne Shire Planning Scheme. As the Balonne Shire Planning Scheme appropriately integrates all relevant aspects of the State Planning Policy a separate assessment of the application against this planning instrument is not required.

Balonne Shire Planning Scheme 2019

The relevant sections of the *Balonne Shire Planning Scheme 2019* are:

- Part 3 Strategic Framework
- Part 4 Local Government Infrastructure Plan
- Part 5 Tables of assessment
- Part 6 Zones
 - Part 6.2.5 Rural zone code

- Part 7 Development Codes
 - Part 7.3.1 General development code

Part 3 – Strategic framework

The Strategic framework sets the policy direction for the Planning Scheme and forms the basis for ensuring appropriate development occurs within the planning scheme area for the life of the planning scheme.

The Strategic framework is structured in the following way;

- (1) For the purpose of describing the policy direction for the planning scheme, the strategic framework is structured in the following way:
 - (a) the strategic intent – Encouraging Prosperity in the Shire
 - (b) the following themes that collectively represent the policy intent of the scheme:
 - (i) Encouraging economic growth
 - (ii) Supporting rural and small-town living
 - (iii) Avoiding impacts of natural and other hazards
 - (iv) Safeguarding our environment and heritage
 - (v) Providing appropriate infrastructure
 - (c) the strategic outcome(s) proposed for development in the planning scheme area for each theme
 - (d) the element(s) that refine and further describe the strategic outcome(s)
 - (e) the specific outcomes sought for each, or a number of elements
 - (f) the land-use strategies for achieving these outcomes.
- (2) Although each theme has its own section, the strategic framework in its entirety represents the policy intent for the planning scheme.

An assessment of the proposed development against the strategic themes of the Balonne Shire Planning Scheme is provided in the table below;

Theme	Response
Encouraging economic growth	<p>While the proposed development is identified as an 'Industry' activity, it is importantly recognised that the purpose of the storage facility is for livestock feed supplements. It is understood that the livestock feed supplements stored on the property will support the agricultural sector within Balonne Shire, a key economic industry of the area.</p> <p>The proposed facility will value add and diversify the range of supporting businesses to the operation of the agricultural industry in Balonne Shire.</p> <p>The development is not located nearby an identified stock route and therefore no conflict with the stock route network will occur.</p>
Supporting rural and small-town living	<p>The proposed development will provide diversification of business services for St George and surrounding towns within Balonne Shire to support rural activities occurring within the shire.</p> <p>Is it importantly recognised that future industrial development in St George (to which the proposed facility is defined as), if appropriate to the surrounding context, will be directed beyond Johnston Road and Rimmer Road to Salmon Road.</p> <p>Given the interface of the development being located on the east side of Johnston Road (with the west side being Industry Zoned land) as well as adjoining and opposite properties being used for Industry Purposes, the facility is considered to be in an appropriate location considering existing land use context.</p> <p>Furthermore, the uses built form is not an uncommon feature found in the Rural Zone which the subject site is located.</p>
Avoiding impacts of natural and other hazards	<p>The proposed development is located on a property that is not identified as being subject to potential flood inundation or bushfire risk.</p> <p>The proposed use for livestock feed supplements storage facility will not involve activities that use, store and dispose of recognised hazardous materials and hazardous chemicals, dangerous goods and flammable or combustible substances.</p>
Safeguarding our environment and heritage	<p>The proposed development will not have impact on the environment and will solely be contained within the properties boundaries and therefore not causing impacts to any identified heritage places.</p> <p>Importantly, the development is not located near any identified waterways nor biodiversity areas.</p>

	In terms of protecting cultural heritage, a condition will be included on any permit that issues requiring the developer to adhere to Cultural Heritage Duty of Care Guidelines and for obtaining any clearances required from the responsible entity.
Providing appropriate infrastructure	The proposed development will be connected to electricity supply and telecommunications. Given the nature of the use, being an unmanned storage facility, sewerage supply is not considered to be required. The water supply for the property will be potable water; a 25,000-litre water tank. The site has direct access to Johnston Road a local government road.

Part 4 - Local Government Infrastructure Plan

The Balonne Shire Council does not have a Local Government Infrastructure Plan.

Part 5 - Tables of assessment

The Tables of Assessment identify the category of development, the category of assessment and the assessment benchmarks for assessable development in the planning scheme area. The Tables of Assessment identify the level of assessment for the proposed use in the proposed location as "Impact assessment."

Part 6 - Zones

Zones organise the planning scheme area in a way that facilitates the location of preferred or acceptable land uses. The subject site is located in the Rural Zone.

Part 6.2.5 Rural Zone Code

The purpose of this code is to:

- (a) primarily accommodate grazing and value-adding rural uses (such as cropping) where they do not conflict with petroleum leases or facilities or stock routes.*
- (b) ensure the productive capacity of agricultural and associated rural industries that rely on Important Agricultural Areas (IAA) land and identified as IAA as shown on SPP mapping – Economic Growth, Agriculture is maximised and maintained while protecting biodiversity values including MSES and also allowing for farm diversification and value adding industries to occur in the rural area.*
- (c) maintain the character and amenity of the rural and natural environment.*
- (d) encourage tourism development where it can value-add to the viability of rural enterprises, does not diminish biodiversity values including MSES and avoids impacts of flooding and bushfire.*
- (e) ensure that the stock route network is maintained and protected from inappropriate or incompatible development.*
- (f) ensure development protects extractive resources development from reverse amenity impacts resulting from existing and proposed rural uses and, also protects new rural uses from impacts of existing or future extractive industries by maintaining separation distances or buffers.*
- (g) ensure development does not obstruct the safe and efficient operation of pipelines.*
- (h) enables the development and supply of renewable energy such as solar farms, geothermal energy, bioenergy, hydropower and wind at the regional, local and individual scale in appropriate locations.*

The purpose of the code will be achieved through the following outcomes:

- (a) the zone primarily accommodates grazing and value-adding rural uses where they do not conflict with petroleum leases or facilities or stock routes.*
- (b) new small-scale tourist developments are accommodated where they:*

- i. *i are associated with and do not threaten the viability of existing rural uses.*
- ii. *ii assist with maintaining the viability of existing rural production enterprises.*
- iii. *iii support and add to the quality of experiences on the Adventure Way and Great Inland Way.*
- iv. *iv protect extractive resources of local and state significance and operating extractive industry from encroachment by incompatible uses.*
- (c) *new extractive industries are established only where they do not impact on the viability of existing agricultural, residential and tourist uses.*
- (d) *biodiversity values and ecological connectivity associated with MSES are protected and maintained.*
- (e) *development is serviced with infrastructure including formal road access, and is appropriate for the level of risk associated with any flood and bushfire hazard.*

The proposed development complies with the Purpose and Outcomes of the Rural zone because;

- The proposed development will directly contribute to the everyday operation of existing rural uses within Balonne Shire.
- The subject property where the development it to be located is not located in an identified biodiversity (MSES), flood or bushfire risk area.
- The proposed development will not conflict with petroleum leases or facilities or the stock route network.
- The proposed development is consistent with the character of the immediate area. Importantly acknowledged, while the site is zoned Rural, given its proximity to St George Township area (Industry Zone on the western side of Johnston Road) existing uses and subdivision patterns indicate a more 'Industry' character of the immediate area to the east and west of the subject site. Therefore the development is not considered to adversely impact on the existing character of the immediate surrounds.
- The proposed development is supported by an appropriate level of infrastructure.

The Code's relevant Performance Criteria are shown below, in order to more easily view structured and detailed consideration of relevant issues—

Performance outcomes	Response
For assessable development	
PO1 Proposed uses established in the Rural zone do not conflict with existing rural land uses or the biodiversity (including MSES), scenic and community values of the area.	<div style="text-align: right;">✓</div> <p>The proposed development while not a rural land use is considered appropriate given the immediate context of surrounding uses, being "Industry". Importantly, the use proposed is to be an unmanned facility that will have infrequent vehicle movement on and off the premises which will be used for storage purposes. It is considered that the surrounding uses will not have any unreasonable amenity impacts. The proposed built form on the property to support the use, being a shed and tanks are not uncommon fixtures found in the Rural Zone.</p> <p>Additionally, the site is not identified as having any MSES and is largely devoid of vegetation therefore it is considered that biodiversity and scenic values will not be impacted on by the proposed use. While the</p>

	use is classified as "Industry" the nature of the operation will provide support to the agricultural community within Balonne Shire.
P02 Uses established in the Rural zone do not conflict with: <ul style="list-style-type: none"> (a) petroleum infrastructure that occurs on petroleum leases or under petroleum facility licences and pipeline licences. (b) the function of stock routes. (c) mining leases and claims. 	✓ The proposed development is not located in close proximity (i.e. within 200 metres) / or adjacent to an identified pipeline or pipeline easement nor will it impact on the function of stock routes or mining leases and claims.
P03 Tourist uses that support the primary rural uses on the site are limited in scale and do not threaten the viability of traditional rural uses.	N/A – The proposed development is not for a 'Tourist' use.
P04 Extractive industry is adequately separated from sensitive land uses to minimise potential for nuisance or complaint.	N/A – The proposed development is not for a 'Extractive Industry' use.
P05 Development is connected to an appropriate level of infrastructure services.	✓ The proposed development will continue to be accessed from the existing crossover off Johnston Road. The application was referred to Council's Infrastructure Department who cited no issues with the proposal subject to conditions, and specifically compliance with <i>Balonne Shire Council's Private Property Entrance Policy</i> dated 15 January 2010. Given the nature of the use, being for storage purposes and no persons employed onsite to necessitate the use it is not considered that an onsite sewerage system is required to be installed. With respect to water supply, the development includes provision of a water storage tank which can be utilised for supply of potable water. The development will be connected to an appropriate supply of electricity and telecommunications services.
P06 Development is located to protect sensitive land uses from the impacts of previous activities that may cause risk to people or property including land containing	N/A – The proposed development does not include for the establishment of any sensitive land uses.

<p>former mining activities and hazards e.g. disused underground mines, tunnels and shafts.</p> <p>Note: A geotechnical assessment report prepared by a suitably qualified and experienced person will assist in demonstrating the achievement of the performance outcome where a possible risk from former mining activities is identified through local knowledge, a predevelopment ground inspection, Schedule 4 – Online Mapping Resources – Mines Online Maps, or other sources.</p>	
<p>PO7</p> <p>Renewable energy facilities are located and designed to avoid adverse impacts on sensitive uses including impacts on privacy, safety, noise, odour and fumes by lighting and traffic generation.</p>	<p>N/A – The proposed development is not for a Renewable energy facility.</p>

Part 7.3.1 General development code

The purpose of the General development code is to ensure that development in the Shire is located, designed and managed in a safe and efficient manner.

The purpose of the code will be achieved through the following overall outcomes:

- (a) *Development is located to protect and enhance matters of national, state and local environmental significance, landscape values and ecological connectivity.*
- (b) *Development has a safe and efficient site layout.*
- (c) *Development does not detract from the Shire's unique building design, is complementary to the scale of neighbouring uses, and contributes to the character of the street and the locality.*
- (d) *Development on local heritage places:*
 - i. *does not result in the demolition or removal of a local heritage place, unless there is no practical reason and feasible alternative.*
 - ii. *conserves the physical features, fabric and contents that contribute to the cultural heritage significance of the local heritage place.*
 - iii. *safeguards archaeology and archaeological potential, and ensures they are appropriately investigated and artefacts appropriately managed.*
- (e) *An appropriate level of servicing and infrastructure is provided to new development and is connected to BSC's infrastructure where available.*
- (f) *The site layout protects adjoining amenity, allows access around the building, allows sufficient areas for parking and manoeuvring on the site and safe and efficient access and egress.*
- (g) *Assets of the BSC are protected.*
- (h) *Any planned earthworks ensure that existing drainage regimes are maintained.*
- (i) *Development does not conflict with the ongoing efficient and safe use of the stock route network by travelling stock.*
- (j) *Development does not inhibit the safe and efficient operation of pipelines.*

The proposed development complies with the Purpose and Outcomes of the General Development Code because;

- The proposed development will not impact on matters of national, state and local environmental significance, landscape values and ecological connectivity.
- The proposed development does not involve any demolition or removal of local heritage place.
- The proposed development will not detract from the shire's unique building design and will be complementary to the scale of neighbouring uses and complement the existing character and streetscape of the immediate area.
- The proposed development will be connected to electricity and telecommunications, have onsite potable water supply and has direct access to the road network.
- The proposed development site layout allows sufficient areas to be utilised for parking and manoeuvring onsite to allow for safe and efficient access and egress; and
- The proposed development has been designed and sited to create a safe and efficient site layout with BSC assets not being adversely impacted on.
- The proposed development is not adjacent to an identified stock route or pipeline.

The Code's relevant Performance Criteria are shown below, in order to more easily view structured and detailed consideration of relevant issues—

Performance outcomes	Response
Site Layout	
PO1 The size and bulk of new buildings associated with development maintains and enhances the intended local character of the zone by avoiding over-development of the site, and allowing for development at a consistent scale, siting and intensity to nearby development.	✓ The proposed development includes for a 108 square metre storage shed and 5 storage tanks to be located in the north – east corner of the premises. Given the size of the subject site it is considered that the proposal will not result in over-development. Siting of the proposed use has been located near the adjoining land where existing industry activities and built form is located (13 Johnston Road).
PO2 Landscaping is provided to enhance the visual appeal of the development and soften the appearance of the built form. The majority of landscaping is to be undertaken on the principal street frontage of the development.	✓ The proposed development is located within the Rural Zone and given the nature and siting of the built form and site being unmanned it is not considered that formal landscaping is required beyond the existing vegetation on the premises. Characteristics of the rural zone in this area is generally grazing land which has historically been cleared.
Building Design	
PO3 New development maintains the low-rise scale and character of the Shire.	✓ The proposed built form associated with the Low Impact Industry use, being storage tanks and a shed will be a maximum height of 6.5 metres which is consistent with the character of the area.

<p>PO4 New buildings or structures present a traditional façade to the street.</p>	<p style="text-align: center;">✓</p> <p>The proposed built form associated with the development is set back from Johnston Road (the street frontage for the site). It is considered that the storage facility accords with the siting of other Industry development in the surrounding area.</p>
<p>PO5 Development is generally in accordance with existing setbacks within the locality.</p>	<p style="text-align: center;">✓</p> <p>The siting of the development has been setback from Johnston Road. It is considered that this generally accords with other built form setbacks along Johnston Road.</p>
<p>Access, Manoeuvring and Parking</p>	
<p>PO10 The proposed development accommodates sufficient car parking on site.</p>	<p style="text-align: center;">✓</p> <p>The statutory car parking requirements as stipulated for uses in table 7.3.1.2 in the planning scheme for Industrial Uses list 1 space per 50sqm of gross floor area for the first 1000sqm and 1 additional space per 100sqm of gross floor area exceeding 1000sqm. Accordingly, the required amount of onsite carparking to be provided is 3 car parks. Current car parking conditions proposed on the property identifies no formalised parking area.</p> <p>It is considered that the configuration of the development allows for adequate car parking to cater for the use to occur on the property. While this does not meet the statutory requirement, onsite parking will be used infrequently given the facility is unmanned and the gravelled onsite manoeuvring area will accommodate persons accessing the premises both in HRV and LRV.</p>
<p>PO11 The proposed driveway is clear of all impediments.</p>	<p style="text-align: center;">✓</p> <p>A review of the existing access point to the property from Johnston Road does not identify any street furniture, gully pits, man holes, power poles and street trees impediments.</p>
<p>PO12 The location of driveways does not create a danger to the safety and efficiency of existing intersections.</p>	<p style="text-align: center;">✓</p> <p>The location of the existing driveway which will continue to be utilised as the access point to the development site from Johnston Road is greater than 6m from the intersection with another identified road.</p>
<p>PO13 Access to, from and within the site:</p> <ul style="list-style-type: none"> • is adequate for the type and volume of traffic generated by the use. • does not adversely impact on the traffic network external to the site. • caters for safe pedestrian access. • provides for disabled access. 	<p style="text-align: center;">✓</p> <p>The proposed development does not identify any upgrades to the access and onsite manoeuvring to cater for the proposed use. It is considered that given the nature of the development being accessed infrequently and unmanned that the existing access point will be sufficient.</p> <p>Infrastructure were referred the application and cited no concerns on the proviso that the access complied with the</p>

Balonne Shire Council's Private property Entrance Policy dated 15 January 2010.	
Infrastructure and Services	
PO14 The development is supplied with an appropriate level of infrastructure to support the intended use.	✓ The proposed development will be connected to telecommunications and electricity supplies.
PO15 All development has an adequate supply of potable water and can provide for appropriate treatment and disposal of effluent and other waste water. Note: If the development is not connected to a reticulated water supply network, there is no guarantee of reliability or availability of water from watercourses, overland flow or underground water for new non-stock and domestic development across the Balonne Shire. This is because access to water is subject to the limitations and appropriate authorisation under the <i>Water Act 2000</i> .	✓ The proposed development will have a potable water supply by way of a 25,000 litre tank on the property. No onsite effluent and wastewater infrastructure is proposed given the nature of the use being for storage purposes (unmanned facility).
PO16 Stormwater is collected and discharged to ensure no impacts on adjoining land owners, BSC or State infrastructure while also ensuring environmental values of waters in the Shire are maintained.	✓ Stormwater runoff from the property will be collected and discharged in accordance with legislative requirements. Given the site coverage and the proposed use being for storage purposes, it is not considered that stormwater impacts will occur beyond property boundaries.
PO17 Wastewater discharge to a waterway is avoided or managed in a way that maintains ecological processes, riparian vegetation, waterway integrity, and downstream ecosystem health.	✓ The proposed development will not discharge any wastewater into a waterway.
BSC assets	
PO18 Structures and buildings do not adversely impact on BSC infrastructure.	✓ The proposed development is not identified near any BSC easements or infrastructure. The existing access to continue to be utilised and remains clear of BSC infrastructure located within the road reserve with a minimum separation distance of 1m.
Electricity infrastructure	
PO29 Development is separated from major electricity infrastructure or substations and incorporates buffers to maintain public health and safety, residential amenity and allow access to infrastructure for maintenance.	✓ The subject site is not located on or near major electricity infrastructure or substations.
Local heritage places	
PO30 Development contributes to the retention of a local heritage place, facilitates their adaptive reuse, but does not result in a change that is	✓ The subject site is not located on or near an identified local heritage place.

incompatible with conserving the cultural heritage significance of the place.	
Biodiversity	
PO31 Development: (a) is located to avoid significant adverse impacts on matters of state environmental significance (b) facilitates the protection and enhancement of matters of state environmental significance (c) protects and enhances ecological connectivity	✓ The proposed development is not located in proximity to any identified watercourse or any areas identified as a Matter of State Environmental Significance (MSES).
Aviation facilities	
PO32 Development does not interfere with the function of air service facilities SPP mapping – Infrastructure – Strategic Airport and Aviation Facilities .	✓ While the proposed development is located within the Obstacle Limitation Surface of the St George Airport, it is not considered that negative impacts to the airport operations will arise from the proposed use. Importantly, the use is to be for storage purposes with maximum building height being the following; <ul style="list-style-type: none"> - 30,000L cone based tanks – 6.5m - 25,000 flat bottomed tank – 2.8m - 22,000 flat bottomed tank – 2.6m - Storage Shed – max 5m The materials of the built form will not be made of a reflective surface and therefore it is considered that the facility will not interfere with signals transmitted by airport operations.

Referral Agencies

Not Applicable.

Public Notification and Submissions

Public notification about the application was carried out in accordance with Part 4 of the *Development Assessment Rules* and for a period of 15 business days between 03 February 2021 and 23 February 2021. There were no properly made submissions received during this period.

Link to Corporate Plan

Function	Key Program Area
Infrastructure and Planning	Sustainable planning and development

Consultation (internal/external)

Internal referrals

Andrew Boardman – Director Infrastructure Services

Peter Willey – Manager Water Sewerage and Towns

Dianne Francisco – Environmental Health Officer

Legal Implications

The *Planning Act 2016* and Council's planning scheme apply.

Policy Implications

Council's planning policies apply.


Financial and Resource Implications

Nil. Recommended conditions of approval must be completed at no cost to Council.

Options or Alternatives

Nil

Attachments

1. Attachment 1 - MCU 189 Proposal Plans.pdf [↓](#) 

Recommendation/s

That:

1. Council approves the development application MCU 189 - Development Application for Material Change of Use - "Low Impact Industry (Livestock Feed Supplement Storage Facility)" Located at Johnston Road, St George QLD 4487 (described as Lot 2 on SP246950) subject to the permit conditions listed below.

DEVELOPMENT PERMIT CONDITIONS

Preamble

- i. The relevant planning scheme for this development is *Balonne Shire Planning Scheme 2019*. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.
- ii. Under the Planning Scheme a "Low Impact Industry" - means premises used for industrial activities that include manufacturing, producing, processing, repairing, altering, recycling, storing, distributing, transferring or treating of products and have one or more of the following attributes;
 - a. Negligible impacts on sensitive land uses due to offsite emissions including aerosol, fume, particle, smoke, odour and noise.
 - b. Minimal traffic generation and heavy-vehicle usage.
 - c. Demands imposed upon local infrastructure network consistent with surrounding uses.
 - d. The use generally operates during the day (e.g. 7am to 6pm).
 - e. Offsite impacts from storage of dangerous goods are negligible.

f. *The use is primarily undertaken indoors.*

- iii. The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
- iv. All Aboriginal Cultural Heritage in Queensland is protected under the *Aboriginal Cultural Heritage Act 2003* and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
- v. It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved use.
- vi. An operational works application will be required to be submitted to and approved by Council where there would be a change 1m or more in the level of any part of the land or where any drainage path is affected; or for urban purposes that involve disturbing more than 2,500m² of land.
- vii. In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

Use

- 2. The approved development is a Material Change of Use - "Low Impact Industry" as defined in the Planning Scheme and as shown on the approved plans.
- 3. A development permit for building works must be obtained prior to commencing construction of the "Low Impact Industry".
- 4. The approved development is to be carried out generally in accordance with the following approved plans/documents and subject to approval conditions. Where there is any conflict between the approval conditions and the details shown on the approved plans, the approval conditions prevail.

Plan/Document Number	Plan/Document Name	Date
Rev 1	Site Layout Plan	05/01/2021
ESF090-01 Issue C	9000 Max Width Shade Shed	09/02/2016

- 5. During the course of constructing the works, the developer shall ensure that all works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.

Compliance inspection

6. All conditions relating to the establishment of the approved development must be fulfilled prior to the approved use commencing, unless otherwise noted in these conditions.
7. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

Applicable Standards

8. All works must comply with:
 - a) the development approval conditions;
 - b) any relevant provisions in the Planning Scheme
 - c) any relevant Australian and Austroads Standards and the National Construction Code that applies to that type of work; and
 - d) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

Development works

9. The developer shall ensure that all approved works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.
10. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).

Waste Management

11. All waste generated from construction of the premises must be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.
12. All waste generated on-site must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction & Recycling Act 2011*.

Stormwater Drainage

13. Stormwater drainage is to be provided in accordance with:
 - a) Queensland urban drainage manual, 3rd Edition, Queensland Department of Energy and Water Supply, 2013;
 - b) Pilgrim, DH, (ed)., Australian Rainfall & Runoff – A Guide to Flood Estimation, Institution of Engineers, Australia, Barton, ACT, 1987; and
 - c) Class 1 and Class 10 buildings – National Construction Code, Volume 2.

Earthworks and Construction

14. During construction, erosion controls and silt collection measures are to be put in place to protect environmental values and mitigate potential impacts to adjoining properties and roadway/s.

Avoiding Nuisance

15. No nuisance is to be caused to adjoining properties and occupiers by the way of noise, smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time during or after the establishment of the approved development.
16. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
17. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.
18. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.
19. Noise emissions from the development shall not cause environmental harm of nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Noise) Policy 2008*.
20. Air emissions from the development shall not cause environmental harm of nuisance to adjoining properties or "Sensitive Land Uses" in accordance with the *Environmental Protection (Air) Policy 2008*.

Hours of Operation

21. Unless otherwise approved by Council, the activities associated with the Low Impact Industry Use must only be conducted between the hours of;
 - 5am to 6pm, Monday to Sunday inclusive
22. Unless otherwise approved in writing by the Council, approved hours of construction are restricted to Monday – Saturday 6.30am to 6.30pm – noise permitted. Work or business which causes audible noise must not be conducted from or on the subject land outside the above times or on Sundays or Public Holidays.

Provision of Services

23. The development must be connected to an electricity reticulation service in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications (as relevant).
24. If the premises is connected to a telecommunications service, then such works shall be undertaken in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications (as relevant).

Access

25. The developer shall be responsible for construction and maintenance of vehicle crossovers from the road carriageway to the property boundary and for obtaining any approvals that may be required, and for complying with the applicable designs and standards. Should any damage be caused at the approved access location, it is the landowner's responsibility to ensure this is reinstated. Any repair works are to be undertaken in consultation with Council and at the landowner's expense.
26. The existing vehicle access from Johnston Road is to be upgraded to a gravel surface. Vehicle access and manoeuvring shall be maintained by the developer generally in accordance with *Balonne Shire Council's Private Property Entrance Policy* dated 15 January 2010 ensuring no damage to the roadway.
27. Vehicle crossovers must be located a minimum distance of one metre from any power poles, street signage, street lights, manholes, stormwater gully pits or other Council assets, unless otherwise specified in the applicable development standards and specifications.
28. Vehicles entering and exiting the development site must be able to enter and leave in forward direction. Reversing out of the development site is not permitted. Vehicle manoeuvres in this regard are to be totally contained within the development site boundaries.

Landscaping

29. Site landscaping must not interfere with electrical infrastructure nor restrict maintenance access to any onsite infrastructure, public utility or easement.
30. Landscaping must not interfere with site lines at access driveways for vehicle traffic.

No Cost to Council

31. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs. This includes the costs of any services and infrastructure required in connection with the establishment of the development.

Latest versions

32. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the commencement of the development works, unless a regulation or law requires otherwise.

Application Documentation

33. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice, Approved Plans and Approved Documents bearing 'Council Approval'.

Digby Whyte
Director Environment & Regulatory Services



PATS Consulting Pty Ltd
113 Ramsay Street, Centenary Heights Qld 4350

Lot 2 SP246950 - Johnstone Road, St George
Anipro Liquid Supplements Storage Facility

Site Layout Plan - Rev 1
Prepared 05 January 2021

OFFICER REPORT

TO: Council

SUBJECT: RL 109 - Development Application for Reconfiguring a Lot - Boundary Realignment (two lots into two lots) located at 110 & 112-118 Victoria Street, St George QLD 4487 (described as Lot 1 on RP96467 and Lot 5 on RP96467)

DATE: 11.03.21

AGENDA REF: ERS3

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

RL 109 Development Application for reconfiguring a lot – boundary realignment (two into two lots) at 110 & 112-118 Victoria Street, St George Qld 4487 (described as Lot 1 on RP96467 and Lot 5 on RP96467), by Council's planner.

A perceived conflict of interest was identified with the application given Balonne Shire Council is the applicant to the development application and the Assessment Manager. Accordingly, the assessment report and recommendations presented have been reviewed by Jessica Reiser, Town Planner at Maranoa Regional Council to ensure no bias to the grounds of decision.

Executive Summary

Council has received a properly made development application from the landowner for RL 109 - Development Application for Reconfiguring a Lot - Boundary Realignment (two lots into two lots) located at 110 & 112-118 Victoria Street, St George QLD 4487 (described as Lot 1 on RP96467 and Lot 5 on RP96467).

The development application is subject to Code assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the *Planning Act 2016* and any matters prescribed by regulation. The *Development Assessment Rules* set out the procedural requirements that Council must follow in the development assessment process.

The application is generally consistent with the assessment benchmarks provided by the *Planning Act 2016* and any perceived conflict with the assessment benchmarks can be addressed by way of conditions of development approval and having regard to the relevant matters.

Background

Applicant:	Balonne Shire Council Matthew Magin
Owner of Land:	110 Victoria Street, St George: Council of the Shire of Balonne 112-118 Victoria Street, St George:

	Council of the Shire of Balonne
Land description:	Lot 1 on RP96467 Lot 5 on RP96467
Lot area:	Lot 1: 5974 sqm Lot 5: 1826 sqm
Zone/Precinct:	Centre Zone
Overlay:	Nil
Proposal:	Reconfiguring a Lot - Boundary Realignment (Two Lots into Two Lots)
Proposal Assessment category:	Code Assessment
Referral/Concurrency Agencies:	Nil
Properly made date:	25 February 2021

PROPOSAL

The application seeks approval for a RL 109 - Development Application for Reconfiguring a Lot - Boundary Realignment (two lots into two lots) located at 110 & 112-118 Victoria Street, St George QLD 4487 (described as Lot 1 on RP96467 and Lot 5 on RP96467).

The proposed development involves the realignment of the common boundary between Lot 1 and 5 to incorporate some additional land into Lot 5.

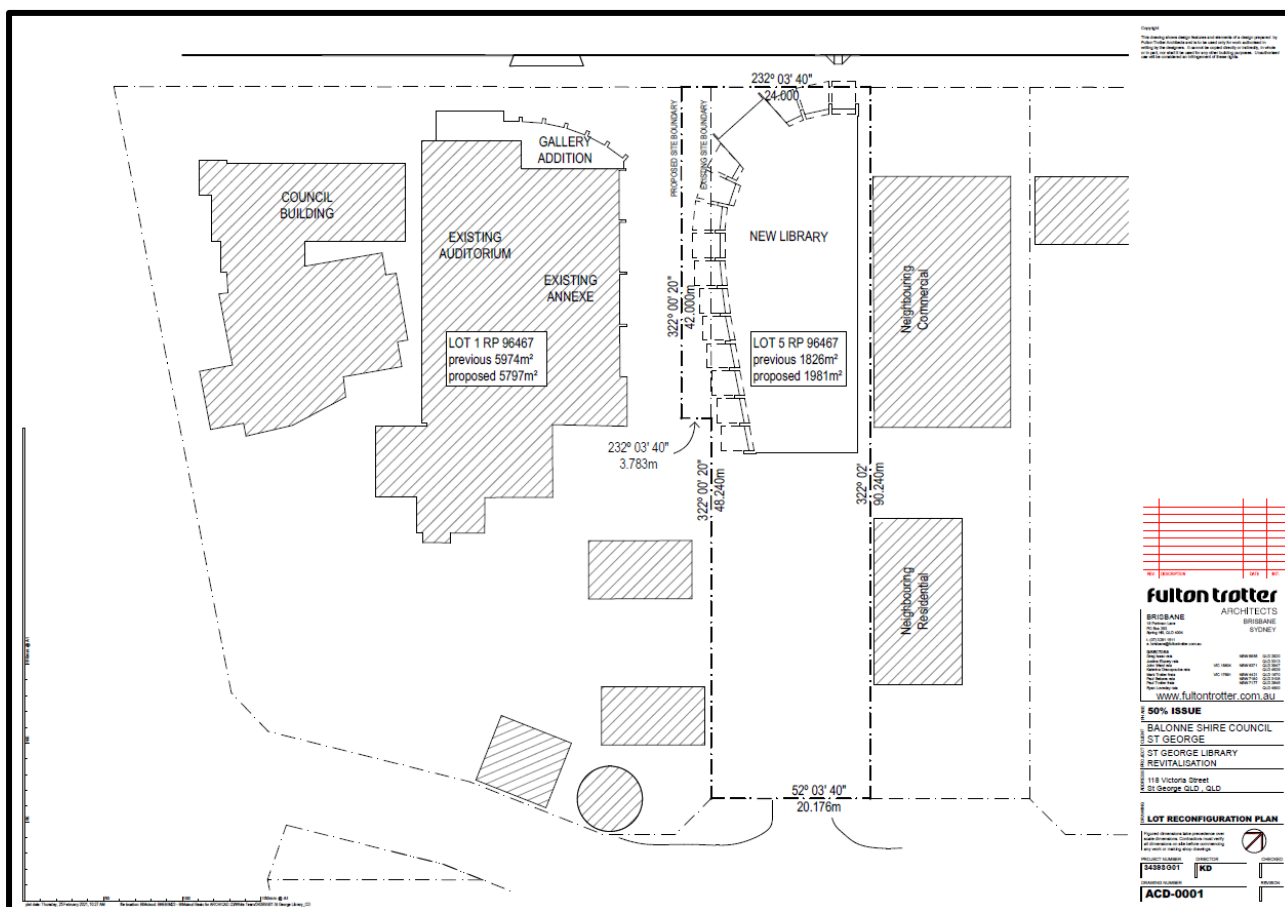


Figure 1: Plan of Proposed Boundary Realignment

Source: Application materials

The reconfiguration of the common boundary between the two lots will result in revised areas of 5797sqm (Lot 1) and 1981sqm (Lot 5) respectively. The proposal will not change the existing permitted use of either lots, and both lots will continue to be utilised for the following activities;

- Lot 1: 'Commercial' and 'Community' uses
 - o Balonne Shire Council Offices
 - o St George Cultural Centre
 - o St George Water Tower
 - o Caretakers Residence
- Lot 5: 'Community' use
 - o St George Library

No new buildings, structures, or infrastructure (roads or access points) are required as part of the boundary realignment.

Characteristics of the site:

The development site comprises the rearrangement of the boundary of generally rectangular shaped land parcels that are located in the Centre Zone of the *Balonne Shire Planning Scheme 2019*. The lots subject to the application are located in the township of St George.

The site is relatively flat with existing commercial and community activities occurring on both properties.



Figure 2: Aerial view – Development site

Source: Application materials

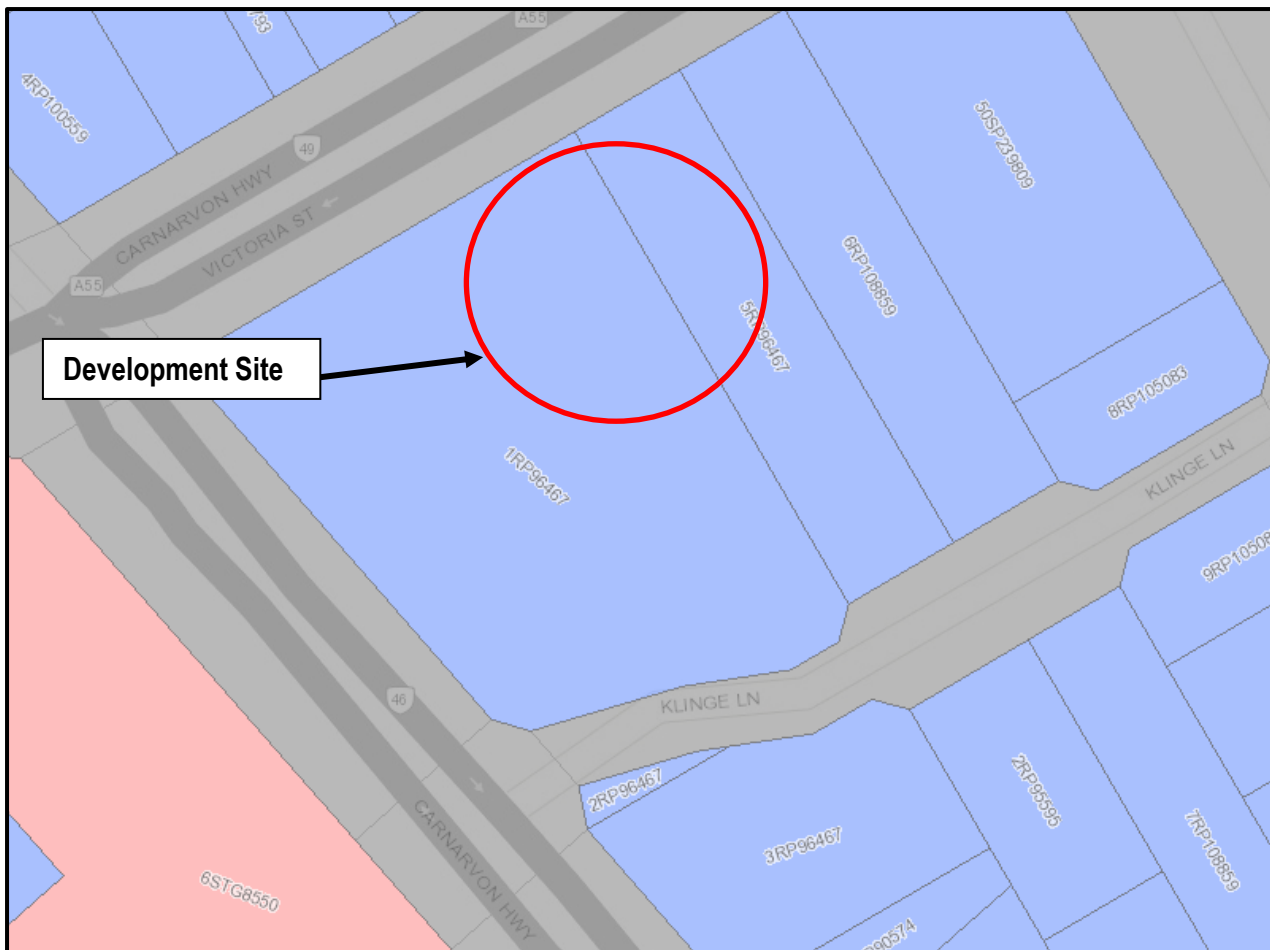


Figure 3: Site locality and zoning

Source: Balonne Planning Scheme 2019

Both land parcels are currently utilised for commercial and community purposes. Lot 1 has been developed for Office and Community purposes (currently occupied by the Balonne Shire Council Offices and St George Cultural Centre) and Lot 5 is used for Community Purposes (currently occupied by the St George Library). The existing activities occurring over the two land parcels are to continue and are not considered to be negatively impacted on due to the boundary realignment. Both lots have existing connections to a reticulated electricity supply and are connected to Council's water and sewerage system given the location of the properties within St George Township. Given the nature of the development for boundary realignment it is not considered that existing infrastructure connections will be impacted on.

The development site is surrounded by other land holdings used for commercial purposes which is consistent with the zoning of the land. It is not considered that the proposal will impact on the existing land uses in any way.

ASSESSMENT

The proposal constitutes a *reconfiguring a lot* as defined in the *Planning Act 2016*.

Reconfiguring a lot means:

- (a) creating lots by subdividing another lot; or
- (b) amalgamating 2 or more lots; or
- (c) rearranging the boundaries of a lot by registering a plan of subdivision under the *Land Act* or *Land Title Act*; or

- (d) *dividing land into parts by agreement rendering different parts of a lot immediately available for separate disposition or separate occupation, other than by an agreement that is—*
- (i) a lease for a term, including renewal options, not exceeding 10 years; or*
 - (ii) an agreement for the exclusive use of part of the common property for a community titles scheme under the Body Corporate and Community Management Act 1997; or*
- (e) *creating an easement giving access to a lot from a constructed road.*

Pursuant to Section 45 of the *Planning Act 2016*, a Code Assessable application is an assessment that must be carried out only -

- (a) against the assessment benchmarks in a categorising instrument for the development; and*
- (b) having regard to any matters prescribed by regulation.*

The Assessment Benchmarks applicable to the development assessment are:

- the Regional Plan (i.e. *Maranoa-Balonne Regional Plan* and *Darling Downs Regional Plan*);
- the *State Planning Policy*; and
- the *Balonne Shire Planning Scheme*.

After completing an assessment of the proposal against the Assessment Benchmarks, Council must make a decision about whether to approve or refuse this development application in accordance with Section 60 of the *Planning Act 2016*.

Assessment Benchmarks

Regional Plans

The *Maranoa Balonne Regional Plan 2009* is a statutory planning instrument intended to assist in managing change and shaping the prospects of rural communities in the Maranoa and Balonne regional council areas. The regional plan sets out desired regional outcomes, which identify aspirations for ecological sustainability for the region.

The *Darling Downs Regional Plan 2013* was adopted in October 2013, and covers the local government areas of Balonne, Goondiwindi, Maranoa, Southern Downs, Toowoomba and Western Downs.

The intent of the Darling Downs Regional Plan is to provide direction to resolve competing state interests relating to the agricultural and resources sectors, and to enable the growth potential of the region's towns. It seeks to maximise opportunities for co-existence of resources and agricultural land uses.

The *Balonne Shire Planning Scheme*, and specifically the strategic framework, appropriately advances the *Maranoa-Balonne Regional Plan 2009* and the *Darling Downs Regional Plan 2013* as they apply in the planning scheme area, and therefore an independent assessment of the proposal against these planning instruments is not required.

State Planning Policy

The development assessment must consider the State Planning Policies to the extent they have not been appropriately integrated within or are inconsistent with the Balonne Shire Planning Scheme. As the Balonne Shire Planning Scheme appropriately integrates all relevant aspects of the State Planning Policy a separate assessment of the application against this planning instrument is not required.

Balonne Shire Planning Scheme 2019

The relevant sections of the *Balonne Shire Planning Scheme 2019* are;

- Part 5 Tables of assessment
- Part 7 Development Codes
 - Part 7.4.2 Reconfiguring a lot code

Part 5 - Tables of assessment

The Tables of Assessment identify the category of development, the category of assessment and the assessment benchmarks for assessable development in the planning scheme area. The Tables of Assessment identify the level of assessment for the proposed reconfiguring a lot in the proposed location as “Code Assessment.”

Part 7 Development Codes

7.4.2 Reconfiguring a lot code

The purpose of the reconfiguring a lot code is to:

- (a) *Facilitate the creation of lots to a size and dimension of that allows the zones to achieve the intended use.*
- (b) *Reconfiguring lots ensures that future lots are resilient from the impacts of flood and bushfire.*
- (c) *Reconfiguring lots does not adversely impact on the cultural heritage or biodiversity values (including MSES) of an area or water quality.*
- (d) *Reconfiguring lots does not adversely impact on the Shire’s economy.*
- (e) *ensure that the stock route network is maintained and protected from inappropriate development.*

The purpose of the code will be achieved through the following overall outcomes:

- (a) *Reconfiguration of lots creates safe, functional and suitable lots that are consistent with the existing zone intent.*
- (b) *Reconfiguration of lots ensures that development can provide adequate access and services for all new lots.*
- (c) *Reconfiguration of lots does not lead to a loss of biodiversity and ecological connectivity.*
- (d) *Reconfiguration ensures the environmental values and quality of Queensland waters are protected and enhanced.*
- (e) *development does not conflict with the ongoing efficient and safe use of the stock route network by travelling stock.*
- (f) *Development does not inhibit the safe and efficient operation of pipelines.*

The proposed development for reconfiguring a lot for a boundary realignment complies with the Purpose and Outcomes of the reconfiguring a lot code because:

- The proposed boundary will create a safe and functional land configuration allowing for better management for the existing commercial and community purposes on both properties;
- Does not involve clearing of vegetation and therefore the existing biodiversity and ecological connectivity and environmental values are protected;

- Does not involve the creation of any new lots and furthermore is not located near an identified Stock Route;
- The development site has adequate existing road accesses and is connected to onsite services adequate for the existing uses on the subject properties; and
- The proposed development will have no adverse impact on the Shire's economy.

The Code's relevant Performance Criteria are shown below, to more easily view structured and detailed consideration of relevant issues—

Performance outcomes	Response
PO1 The land is physically suitable for the anticipated future land use in terms flooding hazard, bushfire hazard and practical access.	<p style="text-align: center;">✓</p> Both proposed reconfigured lots have existing access points which will be unaffected by the proposed boundary realignment. <ul style="list-style-type: none"> - Lot 1 access will continue to be via Klinge Lane and Victoria and Grey Streets. - Lot 5 access will continue to be via Klinge Lane and Victoria Street. The above access points are not identified on State or Local Government Mapping as being subject to Flood or Bushfire risk.
PO2 The proposed lots have a legal point of access from local or state-controlled road networks.	<p style="text-align: center;">✓</p> Both Lots 1 and 5 have existing legal access from road networks. As previously stated, Lot 1 has access from Klinge Lane (local government road) and Victoria and Grey Streets (state-controlled road). Lot 5 has access from Klinge Lane (local government road) and Victoria Street (state-controlled road). There will be no change to the existing access's as a result of the boundary realignment.
PO3 The proposed lots are of a size and dimension to meet the outcomes for development in the zones in respect of: <ul style="list-style-type: none"> • preserving land for agriculture and animal production in the Rural zone. • achieving a safe and pleasant residential environment. • consistent with the nature and layout of existing subdivision patterns. • providing a variety of lot sizes for residential living, industry and commerce. 	<p style="text-align: center;">✓</p> The development site is located in the Centre zone and consist of two land parcels. The planning scheme permits reconfiguration of a lot in the centre zone provided a minimum lot size of 400sqm is achieved with a minimum road frontage of 15m. <p>Lot 1 has a proposed land area of 5797sqm which is above the permitted minimum lot size of 400sqm. The property has multiple road frontages to both Klinge Lane, Victoria and Grey Streets with all frontages having distances above the minimum requirement of 15m.</p> <p>Lot 5 has a proposed land area of 1981sqm which meets the minimum lot size of 400sqm. The property has dual road frontages to both Victoria Street and</p>

	Klinge Lane. Both frontages of the lot exceed the minimum requirement of 15m.
Site Layout	
PO4 Stormwater is controlled to minimise the environmental impacts of runoff from the development on the water quality of surface and ground water.	<p style="text-align: right;">✓</p> As a result of the proposed reconfiguring a lot – boundary realignment there will be no change to the way stormwater is managed or stormwater runoff to water quality or ground water. Additionally, Council's Infrastructure Department was referred the application and cited no concerns with stormwater management on both premises as a result of the boundary realignment.
PO5 The impacts of development on matters of state environmental significance (identified in SPP mapping – Environment and Heritage – Biodiversity) are avoided or if avoidance is not possible, minimised.	N/A – The subject properties are not identified as having any matters of state environmental significance on them.
PO6 The proposed lots will not lead to diminished productivity of rural land.	N/A – The proposed boundary realignment is located within St George township in the Centre Zone.
PO7 A potable water supply and adequate sewerage services are available to each lot in a development that will be used for residential, commercial, or industrial purposes.	<p style="text-align: right;">✓</p> Both Lot 1 and 5 are to continue to be utilised for Commercial and Community purposes. Both lots have existing water and sewerage connections to Council's network given the properties location in St George township which are considered to continue to be adequate. Additionally, Council's Infrastructure Department was referred the application and cited no concerns with water supply and sewerage connections as a result of the boundary realignment.
Flood	
PO8 Development located within areas containing a flood hazard responds to flooding potential and maintains personal safety at all times with regards to siting and layout.	N/A – The proposed development is for a reconfiguring a lot – boundary realignment. The properties subject to the realignment are not subject to potential inundation in a flood event as per current Flood Mapping contained in the Planning Scheme.
Bushfire	
PO9.1 Where reconfiguration is undertaken in an urban area or is for urban purposes or smaller scale purposes, a separation distance from hazardous vegetation is established provided to achieve a radiant heat flux level of 29kW/m ² at the edge of the proposed lot(s).	N/A – The development site is not located in an area identified as having hazardous vegetation.

<p>PO9.2 Where reconfiguration is undertaken for other purposes, a building envelope of reasonable dimensions is provided on each lot which achieves radiant heat flux level of 29kW/m² at any point.</p>	<p>N/A – The development site is not located in an area identified as having hazardous vegetation.</p>
<p>PO10 Where reconfiguration is undertaken in an urban area or is for urban purposes, a constructed perimeter road with reticulated water supply is established between the lots and the hazardous vegetation and is readily accessible at all times for urban fire fighting vehicles.</p> <p>The access is available for both firefighting and maintenance/defensive works.</p>	<p>N/A – The development site is not located in an area identified as having hazardous vegetation. The proposed development is for reconfiguring a lot – boundary realignment with no new lots being created. Existing access to the properties will continue to be utilised. Given the properties location, both lots are connected to Council's reticulated Water Supply Network.</p>
<p>PO11 The access is available for both firefighting and maintenance/hazard reduction works.</p>	<p>N/A – The proposed development is for reconfiguring a lot – boundary realignment affecting properties largely devoid of vegetation, not subject to bushfire hazard and located within St George township. The development site is provided with existing accesses to Klinge Lane and onsite open car parking areas located within the development site that provides fire breaks from existing built form and access for emergency vehicles if required during an emergency event.</p>
<p>PO12 Where reconfiguration is undertaken for other purposes, a formed, all weather fire trail is provided between the hazardous vegetation and either the lot boundary or building envelope, and is readily accessible at all times for the type of fire fighting vehicles servicing the area.</p> <p>However, a fire trail will not be required where it would not serve a practical fire management purpose.</p>	<p>N/A – The lots subject to the boundary realignment are not located in an area identified as having bushfire hazard. Specifically, the properties are largely devoid of vegetation and located within the township of St George. Existing access conditions onto the property are to remain and are considered sufficient for fire fighting vehicles.</p>
<p>PO13 The development design responds to the potential threat of bushfire and establishes clear evacuation routes which demonstrate an acceptable or tolerable risk to people.</p>	<p>N/A – The development site is not located in an area identified as having hazardous vegetation. Additionally, no changes to current activities occurring on both properties are proposed. Therefore, the reconfiguration will not result in any increase risk to people occupying/visiting the development site.</p>
<p>PO14 Critical infrastructure does not increase the potential bushfire hazard.</p>	<p>N/A - The proposed development is for reconfiguring a lot – boundary realignment with no additional critical infrastructure to be added onto either properties subject to the application.</p>
<p>Local heritage places</p>	

PO15 Development maintains an intact context and setting that is compatible with the cultural heritage significance of the place.	<div style="text-align: right;">✓</div> As a result of the proposed development there will be no change to context and setting of the area and any known cultural heritage significance in the immediate area.
Stock Route Network	
PO16 The stock route network identified in SPP mapping – Economic Growth – Agriculture – Stock Route is protected from encroachment by incompatible land uses and allows safe passage of stock traversing the stock route. Development does not adversely impact other stock route values including recreational, environmental and heritage.	N/A – The development site is not located near the Stock Route Network. Furthermore, no new lots are being created as the proposal is for a boundary realignment.
Petroleum Pipelines	
PO17 The integrity of pipelines carrying petroleum is maintained.	N/A – The development site does not contain a petroleum pipeline or pipeline easement.

Future Construction of St George Library – Approval Requirements

As stipulated on the proposed plans, the boundary realignment is done with the intention to facilitate the new library build to be contained within Lot 5 (as per the siting of the current library).

Under the current *Balonne Shire Planning Scheme 2019* the library is considered to fall within 'Community Use' being defined in Schule 1: Definitions as;

Premises used for providing artistic, social, or cultural facilities and community support services to the public and may include the ancillary preparation and provision of food and drink. Examples include art gallery, community centre, community hall, library, museum.

In the Centre Zone Tables of Assessment, 'Community Activities' which includes Community Use is accepted development – if provided by a public entity or BSC.

Given Balonne Shire Council is completing the redevelopment for the Library, no Development Approval for Material Change of Use is triggered.

It is importantly noted that while the proposed St George library redevelopment will not trigger development approval, building works approval will be required to be obtained for both the demolition of the existing building and new build.

Referral Agencies

There were no referral agencies applicable for this application.

Public Notification and Submissions

Not applicable.

Link to Corporate Plan

Function	Key Program Area
<u>Infrastructure and Planning</u>	Sustainable planning and development

Consultation (internal/external)

Andrew Boardman – Director Infrastructure Services

Peter Willey – Manager Water Sewerage and Towns

Jessica Reiser – Town Planner, Maranoa Regional Council

Legal Implications

The *Planning Act 2016* and *Balonne Shire Planning Scheme 2019* apply.



Policy Implications

Council's planning policies apply.

Financial and Resource Implications

Nil. Recommended conditions of approval must be completed at no cost to Council.

Attachments

1. Attachment 1 - RL 109 Proposal Plans.pdf  

Recommendation/s

A perceived conflict of interest was identified with the application given Balonne Shire Council is the applicant to the development application and the Assessment Manager. Accordingly, the assessment report and recommendations presented have been reviewed by Jessica Reiser, Town Planner at Maranoa Regional Council to ensure no bias to the grounds of decision.

That:

1. Council approves the development application RL 109 - Development Application for Reconfiguring a Lot - Boundary Realignment (two lots into two lots) located at 110 & 112-118 Victoria Street, St George QLD 4487 (described as Lot 1 on RP96467 and Lot 5 on RP96467), subject to the permit conditions listed below.

Preamble

- i. The relevant planning scheme for this development is *Balonne Shire Planning Scheme 2019*. All references to the 'Planning Scheme' and 'Planning Scheme Schedules' within these conditions refer to the above Planning Scheme.
- ii. The land use rating category may change upon commencement of any new approved use on the site. Council's current Revenue Statement, which includes the minimum general rate levy for the approved use/s, can be viewed on the Council Website: <https://www.balonne.qld.gov.au/council/rates>.

- iii. A development permit for a Material Change of Use will be required for any activity or development on the approved lot(s) that does not comply with the accepted development criteria in the *Balonne Shire Planning Scheme 2019*.
- iv. The registered proprietor is responsible for gaining the approvals of any other Authorities having jurisdiction over any part of the works required to facilitate the approved development.
- v. New development on any of the approved lots must be provided with an adequate supply of electricity. In the event that an adequate supply of electricity cannot be achieved through efficient design and alternative energy technologies, a connection to the reticulated electricity network must be made available. Prospective purchasers and/or developers of the newly created lot/s are encouraged to contact the relevant electricity provider to determine the availability and costs associated with connecting to the reticulated network.
- vi. This approval lapses if a plan for the reconfiguration is not given to the Council within four (4) years of the approval taking effect.
- vii. The plan for the reconfiguration must be duly signed by the registered proprietor of the land and the surveyor, and submitted to Council for approval in a form acceptable to Council within the relevant period.
- viii. Unless otherwise stated all conditions shall be completed prior to the Council endorsing the relevant plan of survey.
- ix. All persons involved in the development, operation or use of the site have an obligation to take all reasonable and practical measures to prevent or minimise any biosecurity risk under the *Biosecurity Act 2014*.
- x. The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm to adjoining premises.
- xi. It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans to the relevant authorities that are associated with the approved development, including any permits/approvals required by any State Agencies.
- xii. In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. Council should be contacted for advice in the event of any potential change in circumstances.

Approved development

1. The approved development is for a Reconfiguration of a Lot – Boundary Realignment (Two Lots into Two Lots) as shown on the approved plan.
2. The applicant shall contact Council to arrange a development compliance inspection prior to the endorsement of the survey plan.

3. Complete and maintain the approved development in accordance with:
 - (a) the development approval documents; and
 - (b) those parts of the approved development that have been specified in detail by the Council unless the Council agrees in writing that those parts will be adequately complied with by amended specifications.

General

4. The approved development is to be carried out generally in accordance with following approved plans and documents, as amended, and subject to the approval conditions. Where there is any conflict between the approval conditions and the details shown on the approved plans, the approval conditions prevail.

Drawing/report title:	Prepared by:	Date:	Reference no:	Version/issue:
Lot Reconfiguration Plan ACD-0001	Fulton Trotter Architects	25.02.21	3439SG01	—
Lot Reconfiguration Plan (Aerial View) ACD-0001	Fulton Trotter Architects	25.02.21	3439SG01	—

5. All works required to facilitate the development must be designed and constructed in accordance with:
 - (a) the development approval conditions;
 - (b) any relevant provisions of the applicable planning scheme;
 - (c) Council's standard designs for such work where such designs exist;
 - (d) any relevant Australian Standard that applies to that type of work; and
 - (e) any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.
6. All civil and related work is to be designed and supervised by Registered Professional Engineers of Queensland (RPEQ-Civil) who are competent in the construction of the works.
7. Existing buildings, structures, infrastructure and services located on the development site are not to encroach on proposed allotment boundaries.

Provision of Services

8. Each lot is to have a water supply adequate for the intended use.
9. All services installation, including onsite sewerage and water connections, must comply with:
 - (a) the development approval conditions;
 - (b) the relevant service provider's requirements and specifications;
 - (c) any relevant provisions in the planning scheme for the area;
 - (d) Council's standard designs for such work where such designs exist;

- (e) any relevant Australian Standard that applies to that type of work; and
 - (f) any alternative specifications that the Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.
10. Any conflicts associated with proposed and existing services are to be forwarded by the developer to the appropriate controlling authority for approval of any proposed changes.
11. Infrastructure and services required in connection with the establishment of the approved development must be provided at no cost to Council.

Access & Roads

12. The landowner is responsible for the construction and maintenance of crossovers from the road carriageway to the property boundary and all internal vehicle access ways, and for obtaining any approvals that may be required and for complying with the applicable designs and standards.

Repair Damaged Infrastructure

13. Council and public utility services, infrastructure and assets must be located and protected at all times. Any damage to existing roads and infrastructure that is attributable to the development of the site must be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative/s, and at no cost to Council.

No Cost to Council

14. All costs associated with the approved development are to be met by the developer, including costs of survey, easement preparation and registration, document lodgement, plan sealing and land transfers, unless there is specific agreement by other parties, including the Council, to meeting those costs.

Latest versions

15. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are available at the time the first operational works or compliance approval is lodged with the assessment manager or approval agency for those types of works to be performed or approved, unless a regulation or law requires otherwise.

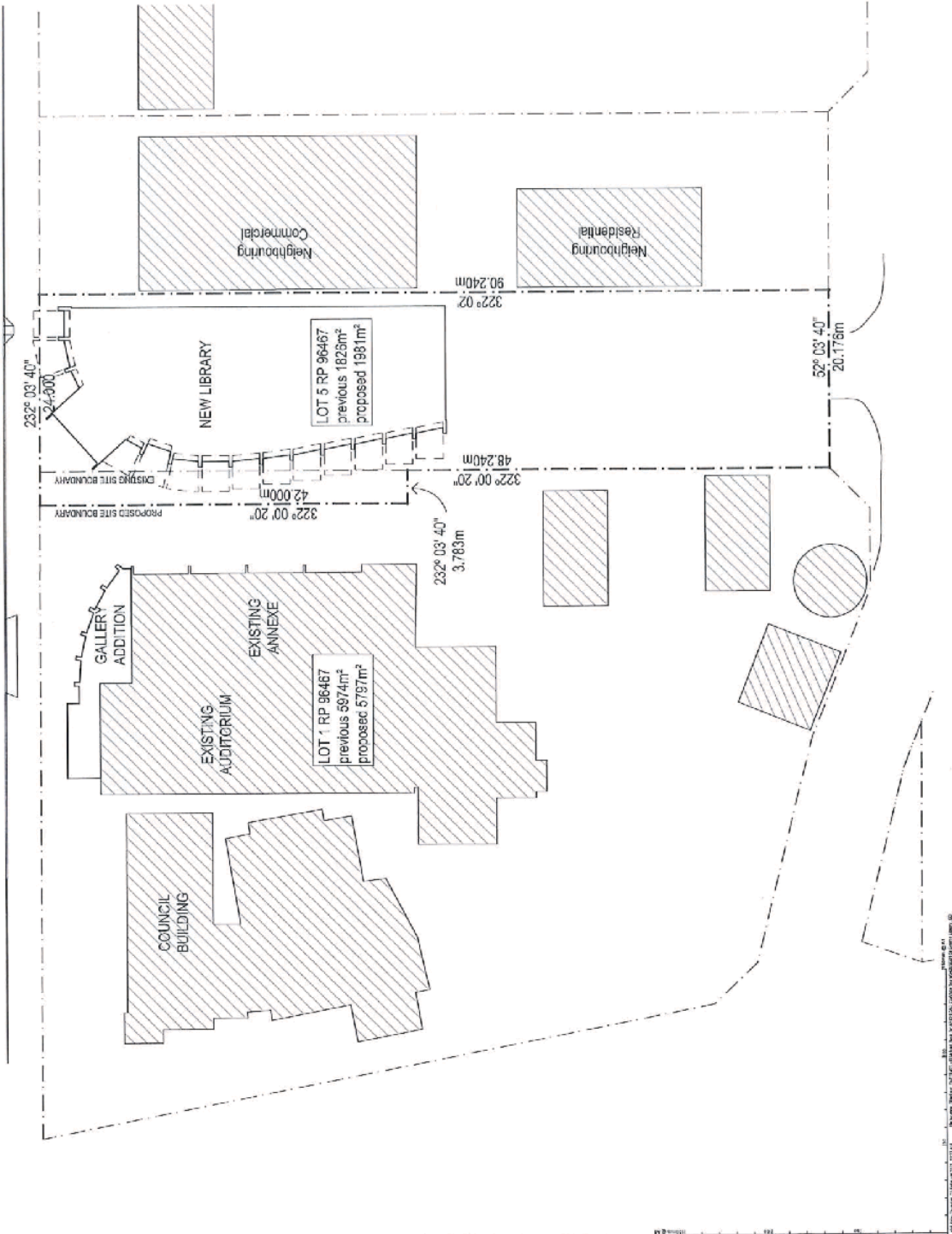
Rates and charges

16. All rates and charges of any description and all arrears of such rates and charges, together with interest outstanding thereon, on the land, due to Council, shall be paid prior to the Council endorsing the plan of survey.

Digby Whyte

Director Environment & Regulatory Services

1. The proposed development is shown on the site plan. The site plan is a plan of the land to be developed. The site plan is a plan of the land to be developed. The site plan is a plan of the land to be developed.



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LOT RECONFIGURATION PLAN
The proposed development is shown on the site plan. The site plan is a plan of the land to be developed. The site plan is a plan of the land to be developed.

ACD-0001
25.02.21

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Fulton Trotter
 ARCHITECTS
 DESIGN
 STUDIO

2/25 BAKER STREET
 BALRONE SHIRE COUNCIL
 ST GEORGE
 ST GEORGE LIBRARY
 REVITALISATION
 118 Victoria Street
 St George QLD 4310

50% ISSUE

BALRONE SHIRE COUNCIL
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 REVITALISATION
 118 Victoria Street
 St George QLD 4310

LOT RECONFIGURATION PLAN

1/25 BAKER STREET
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 118 Victoria Street
 St George QLD 4310

ACD-0001

25.02.21

OFFICER REPORT

TO: Council

SUBJECT: **Lions Club of St George Inc - Request for Reimbursement of Development Application Fee**

DATE: 02.03.21

AGENDA REF: ERS4

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

The purpose of this report is for Balonne Shire Council to consider a full reimbursement of the development application fee paid for MCU 190 Development Approval issued on 23rd February 2021 for Material Change of Use – Medium Impact Industry (Container Refund Depot and Storage Facility).

Background

On 25th February 2021 Council's Chief Executive Officer, Matthew Magin received written correspondence from the Secretary, Sally Moon of the Lions Club of St George Inc. requesting a full reimbursement of the development application fee incurred to obtain Development Approval for the Container Refund Depot and Storage Facility relocation to the property located at 150 Arthur Street, St George (see **Attachment 1**).

The Lions Club of St George Inc. have funded the Container Refund Scheme (CRS) operation independently and are subsequently requesting from Council a full reimbursement of the development fee paid to Council through obtaining the development approval required to operate the use. Provided below is the Council fee attached to obtaining development approval for an 'Industry Use' subject to Code Assessment.

- **Development (Planning) Application: \$2,430**

It is considered that the current fee applied to the development approval is reasonable for this type of development and would not incur unreasonable financial burden to the applicant. While the Lions Club of St George Inc. does provide a community service it is an organisation which benefits financially from the CRS operation, therefore a full reimbursement of the above fee may result in setting a precedent for other businesses to apply for and be successful in obtaining development fee reimbursement and waivers from Council.

Based on the above, it is considered that a full reimbursement of the Council Development Application fee be declined.

It is noted that the Lions Club of St George Inc. has not requested a donation/sponsorship from Council in the past.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Strong community organisations

Consultation (internal/external)

Director of Corporate & Financial Services – Michelle Clarke
Chief Executive Officer – Matthew Magin

Legal Implications

Nil

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

Nil

Financial and Resource Implications

The Development Application Fees taken from Councils Fees and Charges 2020/21 for the Development Application are found under Material Change of Use – Code Assessment – Industrial (this is the proposal not the zoning of the site) and the prescribed fee is \$2,430.00.

The Development Application Fee set by Council covers the wage of the Planning and Development Officer.

Options or Alternatives

Nil

Attachments

1. Attachment 1 - Lions Club of St George Inc. Correspondence.pdf [↓](#) 

Recommendation/s

That Council:

1. Decline to reimburse the development application lodgement fee based on the Lions Club of St George Inc. commercially gaining from the Container Refund Depot and Storage Facility operation as well as the development fee being on a cost-recovery basis.

Matthew Magin
Chief Executive Officer



Lions Club of St George INC TA St George Recycling
PO Box 234
St George Qld 4487

25th February 2021

Mr Matthew Magin, Chief Executive Officer
Balonne Shire Council
PO Box 201
St George Qld 4487

Dear Mr Magin,

DA APPROVAL FOR LIONS CLUB ST GEORGE INC- ST GEORGE RECYCLING

With reference to the above matter, as a not-for-profit service club, we respectfully ask if we could have a refund of the DA application fee of \$2,430. The return of these funds would be much valued by the Lions Club St George and with our many community charity projects will find its way back into the local community.

Thank you for your consideration of this matter.

Kind regards

Sally Moon

Secretary
Lions Club St George Inc

OFFICER REPORT

TO: Council

SUBJECT: **MCU 191 - Development Application for Material Change of Use - "Community Use" located at 72-76 Saint Georges Terrace, St George QLD 4487 (described as Lot 6 on RP98584, Lot 7 on RP98584 and Lot 8 on RP98584)**

DATE: 05.03.21

AGENDA REF: ERS5

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

MCU 191 Development Application for Material Change of Use – Community Use at 72-76 Saint Georges Terrace, St George (Lot 6 on RP98584, Lot 7 on RP98584 and Lot 8 on RP98584) by Council's planner.

Overview

Council has received a properly made development application from South West Indigenous Corporation C/- Precinct Urban Planning for MCU 191 - Development Application for Material Change of Use - "Community Use" located at 72-76 Saint Georges Terrace, St George QLD 4487 (described as Lot 6 on RP98584, Lot 7 on RP98584 and Lot 8 on RP98584).

The development application is subject to Code assessment and must be assessed against the assessment benchmarks (to the extent relevant) provided by Section 45 of the *Planning Act 2016* and any matters prescribed by regulation. The *Development Assessment Rules* set out the procedural requirements that Council must follow in the development assessment process.

The application is generally consistent with the assessment benchmarks provided by the *Planning Act 2016* and any perceived conflict with the assessment benchmarks can be addressed by way of conditions of development approval.

Background

Applicant:	South West Indigenous Corporation C/- Paul Kelly, Precinct Urban Planning
Owner of Land:	South West Indigenous Corporation
Land description:	Lot 6 on RP98584 Lot 7 on RP98584 Lot 8 on RP98584
Lot area:	Lot 6 on RP98584 911sqm Lot 7 on RP98584 754sqm

	Lot 8 on RP98584 875sqm
Zone/Precinct:	Centre Zone
Overlays/State Interests:	Nil
Proposal:	Material Change of Use – Community Use
Proposal Assessment category:	Code Assessment
Referral/Concurrency Agencies:	Nil
Properly made date:	05 February 2021

PROPOSAL

The application seeks approval for MCU 191 - Development Application for Material Change of Use - "Community Use" located at 72-76 Saint Georges Terrace, St George QLD 4487 (described as Lot 6 on RP98584, Lot 7 on RP98584 and Lot 8 on RP98584).

The proposal involves the development of a Community Use intended to support communities within Balonne Shire and beyond which will be operated by South West Indigenous Corporation.

Specifically, the new facility will be accommodated in a single storey building on the property and comprise of the following:

- Gallery
- Studio/Meeting Room
- Four (4) Offices
- Staff Kitchen
- Staff and Public Amenities
- Store Room
- 6 x onsite carparking spaces including one (1) person with disability (PWD) carpark.
- Landscaping along the primary frontage (Saint Georges Terrace) as well as along the north-eastern side of the building and forward of the rear carpark adjacent to the Beardmore Place frontage.

(Refer to Attachment 1: Development Application - Proposal Plans)

The subject property has dual road frontages being Saint Georges Terrace and Beardmore Place. The proposed built form is to front Saint Georges Terrace with pedestrian access from this frontage only. Vehicle access and onsite carparking to the development will be from Beardmore Place. The facility will require connection to Council infrastructure services (namely water and sewerage) with electricity connection also required.

Characteristics of the site:

The development site is located in the Centre Zone of the *Balonne Shire Planning Scheme 2019*, within the township of St George. Access to the site is proposed from two crossovers which will require upgrades, both from Beardmore Place with one crossover to be a designated entry point and one crossover to be a designated exit point.

The subject site is made up of three (3) rectangular-shaped blocks that comprises a total area of 2,540 square metres. The lots subject to the development are vacant with no existing built form and limited vegetation.

The proposed community use activities will be located towards the frontage of the lot with Saint Georges Terrace and will be setback off all boundaries (**Refer to figure 1 – Site Plan**).

Surrounding land uses are as follows:

- North:
 - 68 Saint Georges Terrace (Commercial Use – Office)
 - 6-8 Henry Street (Commercial Use (Office))
 - 10 Henry Street (Residential (Home Based Business))
- South:
 - 78 Saint Georges Terrace (Commercial Use – Office)
 - 11-13 Beardmore Place (Commercial Use – Food and Drink Premises)
- East: Beardmore Place (Local Government Road Reserve)
- West: Saint Georges Terrace (Local Government Road Reserve)



Figure 1: Development site

Source: QLD Globe

The site is currently vacant and devoid of built form. The site is adjoined by other centre zoned land (to the north and south) with a road reserve separating the property from further centre zoned land (to the east, Beardmore Place) and the Balonne River being on the western side of Saint Georges Terrace (opposite the premises).

The proposed community use building is to be situated in the front western setback of the property with the building fronting Saint Georges Terrace as the primary frontage. The balance of the property is made up of carparking and landscaping with vehicle access from Beardmore Place. (**Refer to figure 2 – Site Plan**).

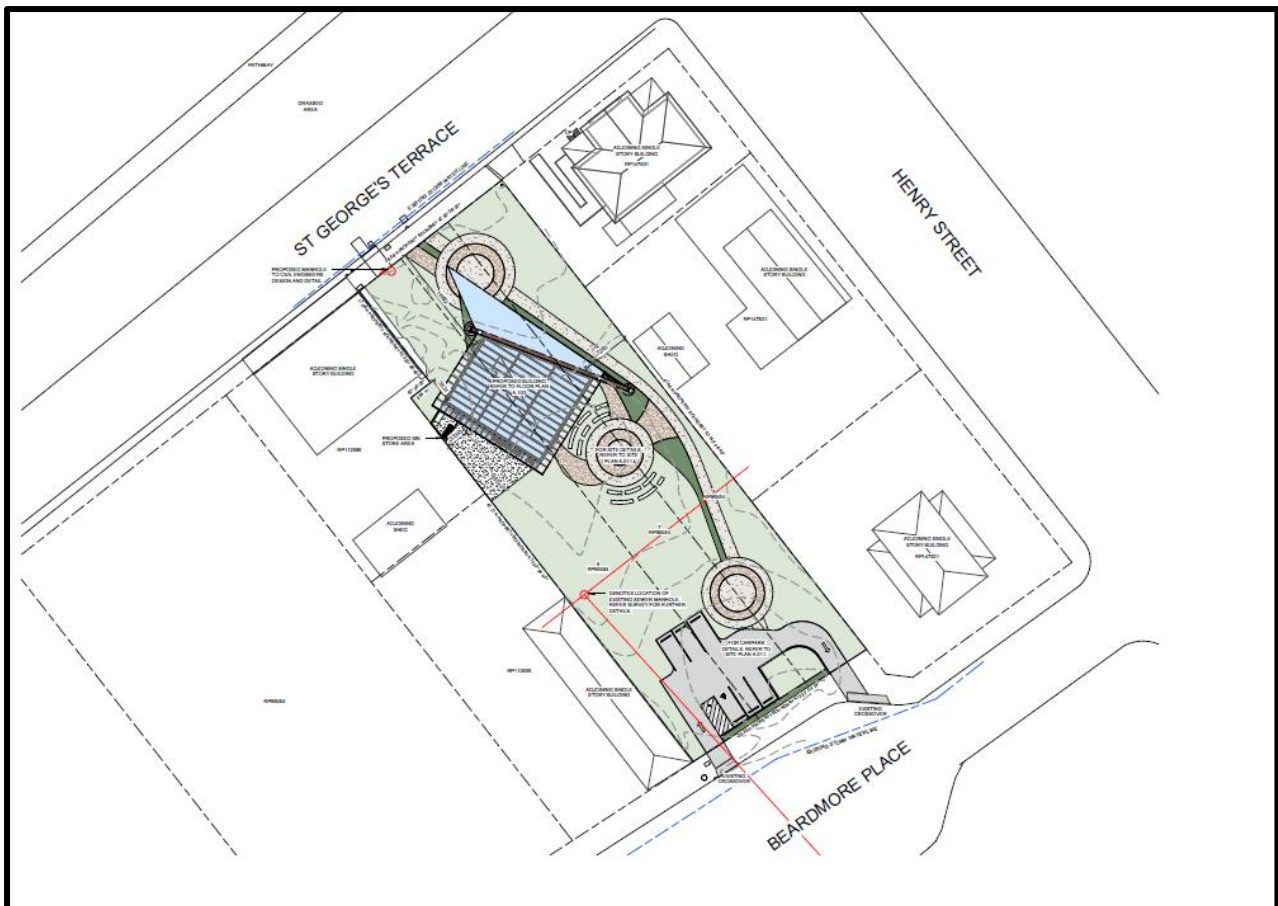


Figure 2: Site plan

Source: Application materials



Figure 3: Zoning – Centre Zone

Source: Balonne Shire Online Mapping Tool

ASSESSMENT

The proposal constitutes a *material change of use* as defined in the *Planning Act 2016* (being *the start of a new use of the premises*).

The proposed use is defined as “Community Use” in the *Balonne Shire Planning Scheme 2019* (the Planning Scheme):

Community Use means:

Premises used for providing artistic, social or cultural facilities and community support services to the public and may include the ancillary preparation and provision of food and drink.

Examples include: *Art gallery, community centre, community hall, library, museum.*

Pursuant to Section 45 of the *Planning Act 2016*, a Code Assessable application is an assessment that must be carried out only -

- (a) *against the assessment benchmarks in a categorising instrument for the development; and*
- (b) *having regard to any matters prescribed by regulation.*

The Assessment Benchmarks applicable to the development assessment are:

- the Regional Plan (i.e. *Maranoa-Balonne Regional Plan* and *Darling Downs Regional Plan*);
- the *State Planning Policy*; and
- the *Balonne Shire Planning Scheme*.

After completing an assessment of the proposal against the Assessment Benchmarks, Council must make a decision about whether to approve or refuse this development application in accordance with Section 60 of the *Planning Act 2016*.

Assessment Benchmarks

Regional Plans

The *Maranoa Balonne Regional Plan 2009* is a statutory planning instrument intended to assist in managing change and shaping the prospects of rural communities in the Maranoa and Balonne regional council areas. The regional plan sets out desired regional outcomes, which identify aspirations for ecological sustainability for the region.

The *Darling Downs Regional Plan 2013* was adopted in October 2013, and covers the local government areas of Balonne, Goondiwindi, Maranoa, Southern Downs, Toowoomba and Western Downs.

The intent of the Darling Downs Regional Plan is to provide direction to resolve competing state interests relating to the agricultural and resources sectors, and to enable the growth potential of the region's towns. It seeks to maximise opportunities for co-existence of resources and agricultural land uses.

The *Balonne Shire Planning Scheme*, and specifically the strategic framework, appropriately advances the *Maranoa-Balonne Regional Plan 2009* and the *Darling Downs Regional Plan 2013* as they apply in the planning scheme area, and therefore an independent assessment of the proposal against these planning instruments is not required. Although this is the case, the regional planning outcomes sought to be achieved by these regional

plans have been considered as part of the development assessment. The development proposal is consistent with both regional plans.

State Planning Policy

The development assessment must consider the State Planning Policies to the extent they have not been appropriately integrated within or are inconsistent with the Balonne Shire Planning Scheme. As the Balonne Shire Planning Scheme appropriately integrates all relevant aspects of the State Planning Policy a separate assessment of the application against this planning instrument is not required.

Balonne Shire Planning Scheme 2019

The relevant sections of the *Balonne Shire Planning Scheme 2019* are:

- Part 4 Local Government Infrastructure Plan
- Part 5 Tables of assessment
- Part 6 Zones
 - Part 6.2.1 Centre zone code
- Part 7 Development Codes
 - Part 7.3.1 General development code

Part 4 - Local Government Infrastructure Plan

The Balonne Shire Council does not have a Local Government Infrastructure Plan for infrastructure charging.

Part 5 - Tables of assessment

The Tables of Assessment identify the category of development, the category of assessment and the assessment benchmarks for assessable development in the planning scheme area. The Tables of Assessment identify the level of assessment for the proposed land use in the proposed location as “Code Assessment.”

Part 6 - Zones

Zones organise the planning scheme area in a way that facilitates the location of preferred or acceptable land uses. The subject site is located in the Centre Zone.

Part 6.2.1 Centre zone code

The purpose of the centre zone code is to:

Provide for the urban development of the towns of St George and Dirranbandi as community and service centres. Development located in this zone provides for a mix of uses which support the needs of the local community. The zone provisions aim to:

- (a) maintain the character and amenity of St George and Dirranbandi.
- (b) provide for the continuation of existing infrastructure such as community schools, halls and recreation facilities
- (c) allow for tourist uses where these can be successfully integrated into the character and fabric of the towns.
- (d) ensure that development provides an appropriate level of infrastructure; and
- (e) facilitate economic development and vibrant main streets by:
 - (i) promoting re-use of existing buildings
 - (ii) providing for a wide range of commercial uses where it does not conflict with sensitive uses.

The purpose of the code will be achieved through the following outcomes:

- (a) a range of uses including retail, business and education are supported in the zone where they do not impact on neighbouring uses.
- (b) development is serviced with BSC infrastructure where BSC infrastructure exists.
- (c) development is located in areas that are flood protected and where bushfire hazard risk is low.

The purpose of the zone will also be achieved through the following additional overall outcomes for particular zones:

- (a) this zone promotes the commercial, professional, government and retail uses that service the Shire and south-west Queensland, and that are consolidated in the St George and Dirranbandi town centres.
- (b) new developments create a highly attractive and pedestrian-based built form that achieves a high standard of design and blends with the existing town character and streetscape.
- (c) new commercial buildings make provision for on-site handling of goods, car parking for staff and clients, landscaping and shade areas in keeping with the existing streetscape.
- (d) new businesses are encouraged to use existing buildings to help keep the Centre zone vibrant. Development provides a high level of amenity through a compatible mixing of land uses, activities and building forms, access to services and facilities, cohesive streetscapes and quality urban design.

The proposed development complies with the Purpose and Outcomes of the Centre zone because:

- The proposed development makes provision for on-site handling of goods and carparking for staff and visitors with landscaping and design of the building to keep with the existing streetscape.
- The development will positively contribute to the Centre Zone character of St George and will diversify community services on offer to the Balonne Shire Council area adding to a vibrant central business centre area.
- The proposed development has considered in its design to implement appropriate setbacks from abutting residences (specifically 10 Henry Street) and furthermore implements landscaping and open space areas around the building from all interfaces.
- The development site is not located within an area subject to flooding (i.e. within the St George town levee) and has low bushfire risk given its central location within town and devoid of native vegetation – fire load.
- An adequate amount of car parking spaces will be provided for both staff and customers to the site; and
- The proposed development will be connected to electricity supply and Council's infrastructure including reticulated water and sewerage supplies and has direct access to the road network with dual frontage to both Saint Georges Terrace and Beardmore Place.

The Code's relevant Performance Criteria are shown below, in order to more easily view structured and detailed consideration of relevant issues —

Performance outcomes	Response
For assessable development	
PO1 Development is consistent with the existing built form in terms of size, design, siting and physical characteristics. The appearance and siting of buildings, other structures, car parking areas or signage is compatible with the local streetscape character, the style and design of nearby buildings, and is respectful and sympathetic to any heritage	<div style="text-align: center;">✓</div> The proposed development has considered the existing character and the streetscape of both Saint Georges Terrace (which will be the primary frontage of the built form) and Beardmore Place. Importantly, the Harmony Centre will be single storey in height and has incorporated a small setback from the street inline with adjoining properties. The architectural design of

place identified in the SPP mapping – Environment, Cultural heritage .	<p>the building is modern however incorporates a colour schedule of neutral colours which are consistent with existing buildings and the natural environment along Saint Georges Terrace. Like other properties with dual frontages to both Saint Georges Terrace and Beardmore Place, the siting of the development has nominated its primary frontage to be the Terrace given the direct interface with the Balonne River therefore vehicle access and car parking for the property will be from Beardmore Place which is consistent with the local character.</p> <p>The development is not located in close proximity of a heritage place, and given site coverage, height and building location on the property, will not detract from any heritage place in the wider area.</p>
P02 Development with frontage to a highway must have safe access points that do not adversely impact on the safety and efficiency of the road.	N/A – The subject site does not adjoin a highway.
P03 Development adjacent to the highway corridor is setback from the corridor to avoid adverse impacts to the operation of the road corridor.	N/A – The subject site does not adjoin a highway.
P04 All uses are located, designed, orientated and constructed to minimise the impacts from the noise, vibration and dust emissions from the State-controlled road and/or rail network.	N/A – The subject site does not adjoin a highway or rail network.
P05 Tourist accommodation, in the form of a caravan park or motel is provided in a location where it can be serviced with infrastructure, where it: <ul style="list-style-type: none"> (a) is complementary to the existing character of the area (b) does not have an adverse impact on residential amenity in terms of privacy, safety, noise, odour and fumes, lighting and traffic generation does not lead to a reduced quality of accommodation experiences available within the location.	N/A – The proposed development is not for tourist accommodation.
P06 Commercial uses that support and service the residential areas are centrally located where they can be conveniently and safely accessed without having an adverse impact on residential amenity including privacy, safety, noise, odour and fumes, lighting and traffic generation.	<p style="text-align: center;">✓</p> <p>The proposed development, for 'Community' purposes will positively support and service the St George township being located centrally and adjoining land uses being non-residential activities i.e. sensitive land uses. Given the sites location within the 'Centre' zone, directing a cluster of Commercial activities and nature of the use it is not considered that adverse impacts will occur to residential amenity.</p>

	However, to ensure existing sensitive land uses are protected, conditions on any approval regarding lighting, air and noise will be imposed to ensure these areas are protected.
PO7 The character of the Centre zone is enhanced by the design of new buildings that are sympathetic to traditional streetscapes, in terms of scale, siting, architectural elements such as awnings and building features.	✓ The development is consistent with the type and scale of development in this area of the Centre Zone. The height of the proposed built form is single storey in nature with a maximum building height of 5.62m above natural ground level. Total site coverage of the building is 14.53% which is well below the maximum site cover of 85% which is permitted in the Centre Zone.
PO8 New buildings maintain and enhance the existing streetscape and relationship with adjoining buildings.	✓ The proposed built form has been sited to have a similar setback to adjoining properties on either side (setback 5 metres). Given the existing character of the streetscape with limited awnings and buildings fronting the street will no setback it is considered that the proposed building will appropriately integrate with existing buildings. Importantly, the height, materials, colour schedule and landscaping at the front of the premises will blend the architectural style with the character of the area.
PO9 New uses developed in the zone do not detract from the zone's predominant commercial nature.	✓ The proposed use for 'Community' purpose is a common feature within the Centre Zone. The use will not detract from the commercial nature of the St George centre and will positively contribute to the diversity of businesses available to residents and visitors to Balonne Shire.

Part 7.3.1 General development code

The purpose of the General development code is to ensure that development in the Shire is located, designed and managed in a safe and efficient manner.

The purpose of the code will be achieved through the following overall outcomes:

- (a) *Development is located to protect and enhance matters of national, state and local environmental significance, landscape values and ecological connectivity.*
- (b) *Development has a safe and efficient site layout.*
- (c) *Development does not detract from the Shire's unique building design, is complementary to the scale of neighbouring uses, and contributes to the character of the street and the locality.*
- (d) *Development on local heritage places:*
 - i. *does not result in the demolition or removal of a local heritage place, unless there is no practical reason and feasible alternative.*

- ii. *conserves the physical features, fabric and contents that contribute to the cultural heritage significance of the local heritage place.*
- iii. *safeguards archaeology and archaeological potential, and ensures they are appropriately investigated and artefacts appropriately managed.*
- (e) *An appropriate level of servicing and infrastructure is provided to new development and is connected to BSC's infrastructure where available.*
- (f) *The site layout protects adjoining amenity, allows access around the building, allows sufficient areas for parking and manoeuvring on the site and safe and efficient access and egress.*
- (g) *Assets of the BSC are protected.*
- (h) *Any planned earthworks ensure that existing drainage regimes are maintained.*
- (i) *Development does not conflict with the ongoing efficient and safe use of the stock route network by travelling stock.*
- (j) *Development does not inhibit the safe and efficient operation of pipelines.*

The proposed development complies with the Purpose and Outcomes of the General Development Code because:

- The proposed development is located on a property that is identified as not having matters of national, state and local environmental significance, landscape values and ecological connectivity. Specifically, the subject property is located within the centre of St George and is vacant land devoid of any regulated vegetation;
- The proposed development does not involve the demolition or removal of a local heritage place;
- The proposed development will not detract from the shire's unique building design and is consistent with the existing character of St George township being that the proposed built form is of size, scale and materials/colour scheme to surrounding buildings. Furthermore, the proposed use is setback from Saint Georges Terrace and provides for landscaping to reduce visual impact and offsets from the use to adjoining properties.
- Given the proposed developments location within St George township BSC infrastructure connections are available and will be utilised.
- The proposed development will allow for adequate manoeuvring onsite to allow for safe and efficient access and egress from the site with two crossovers to be upgraded off Beardmore Place. Onsite carparking is also provided for the proposed use visitors and employees;
- The proposed development will not conflict with the ongoing efficient and safe use of the stock route network given it is not adjacent to an identified stock route; and
- The development is appropriately separated from pipelines and will not impact on pipeline operations.

The Code's relevant Performance Criteria are shown below, in order to more easily view structured and detailed consideration of relevant issues—

Performance outcomes	Response
Site Layout	
PO1 The size and bulk of new buildings associated with development maintains and enhances the intended local character of the zone by avoiding over-development of the site, and allowing for	✓ The proposed developments footprint is to incorporate a new single storey building with a footprint of 369.47m ² of which gross floor area accounts for 220.25m ² . Accordingly, the site coverage of the proposed community

development at a consistent scale, siting, and intensity to nearby development.	use over the site will result in being 14.53% with the balance of the site occupied by carparking and landscaping. The site coverage is well below, and therefore meets the maximum allowable amount stipulated (being 90%) for the Centre zone.
PO2 Landscaping is provided to enhance the visual appeal of the development and soften the appearance of the built form. The majority of landscaping is to be undertaken on the principal street frontage of the development.	✓ The development incorporates some proposed landscaping on the property specifically, to be located along the primary frontage (Saint Georges Terrace) as well as along the north-eastern side of the building and forward of the rear carpark adjacent to the Beardmore Place frontage. This will total around 10% of the subject property being landscaped. Given the zoning of the land, Centre, and immediate surrounding properties existing conditions it is considered proposed landscaping is adequate.
Building Design	
PO3 New development maintains the low-rise scale and character of the Shire.	✓ The built form proposed on the property for the development will be single storey with the building height being 5.624m ² metres above ground level. It is considered the scale will remain consistent with the low-rise scale character of the immediate area.
PO4 New buildings or structures present a traditional façade to the street.	N/A – the proposed development is located within the Centre Zone and therefore requirements pertaining to façade elements are not applicable. It is noted however that the building is consistent with the character of existing built form in the immediate area fronting Saint Georges Terrace, aligning setback and colour scheme and building materials with buildings.
PO5 Development is generally in accordance with existing setbacks within the locality.	✓ The proposed development complies with applicable Queensland Development Code requirements in regard to setbacks. Furthermore, the proposed setback generally accords with the existing setbacks character of buildings sited on properties in the immediate area.
Access, manoeuvring and parking	
PO10 The proposed development accommodates sufficient car parking on site.	✓ The statutory car parking requirements as stipulated for uses in table 7.3.1.2 in the planning scheme do not list requirements for Community Use. Accordingly, the required amount is at the discretion of Council. The proposed development states provision of 6 car parking spaces to accommodate the use including 1 person with disability (PWD) space. It is considered that the proposed car parking configuration will adequately cater for the use to occur on the property. Importantly, recognised, if the use proposed was commercial, statutory car parking requirements would be exceeded.

<p>PO11</p> <p>The proposed driveway is clear of all impediments.</p>	<p style="text-align: right;">✓</p> <p>The access point locations to be utilised are clear of street furniture, gully pits, manholes, power poles and street trees. A condition on any approval issued will ensure BSC assets and infrastructure are protected by any upgrades required to these access points.</p>
<p>PO12</p> <p>The location of driveways does not create a danger to the safety and efficiency of existing intersections.</p>	<p style="text-align: right;">✓</p> <p>The proposed access points to be utilised off Beardmore Place by the development are setback more than 6 metres from the nearest intersecting road, being Henry Street.</p>
<p>PO13</p> <p>Access to, from and within the site:</p> <ul style="list-style-type: none"> • is adequate for the type and volume of traffic generated by the use. • does not adversely impact on the traffic network external to the site. • caters for safe pedestrian access. • provides for disabled access. 	<p style="text-align: right;">✓</p> <p>The access to and from the property is to continue to utilise the access points from Beardmore Place with onsite carparking and manoeuvring areas identified to be bitumen surface. Council's Infrastructure Department was referred the application and cited no concerns regarding adverse impacts to the traffic network external to the site. Regarding the crossovers to be utilised, it was requested a condition on any approval issued be enforced requiring that the access points of Beardmore Place are upgraded to a sealed surface and maintenance of the access points is by the developer. The access will also require to continue to be in accordance with <i>Balonne Shire Council's Private Property Entrance Policy</i> dated 15 January 2010. One carparking space has been identified as designated for disabled access.</p>
<p>Infrastructure and Services</p>	
<p>PO14</p> <p>The development is supplied with an appropriate level of infrastructure to support the intended use.</p>	<p style="text-align: right;">✓</p> <p>The proposed development will be connected to telecommunications and electricity supplies. A condition on any approval issued with require that this occur to appropriate standards.</p>
<p>PO15</p> <p>All development has an adequate supply of potable water and can provide for appropriate treatment and disposal of effluent and other wastewater.</p> <p>Note: If the development is not connected to a reticulated water supply network, there is no guarantee of reliability or availability of water from watercourses, overland flow or underground water for new non-stock and domestic development across the Balonne Shire. This is because access to water is subject to the limitations and appropriate authorisation under the <i>Water Act 2000</i>.</p>	<p style="text-align: right;">✓</p> <p>The proposed development will be connected to BSC reticulated water supply network given its location within St George township. The application was referred to Council's Infrastructure Department who sited no water connection issues or supply from the proposed use on the property.</p>
<p>PO16</p> <p>Stormwater is collected and discharged to ensure no impacts on adjoining landowners, BSC or State infrastructure while also ensuring</p>	<p style="text-align: right;">✓</p> <p>The proposed development will be discharged to a lawful point of discharge which is available from Saint Georges Terrace. To ensure stormwater is managed appropriately</p>

environmental values of waters in the Shire are maintained.	<p>a condition will be included on any approval issued that stormwater drainage is provided in accordance with:</p> <ul style="list-style-type: none"> • Queensland urban drainage manual, 3rd Edition, Queensland Department of Energy and Water Supply, 2013 • Pilgrim, DH, (ed)., Australian Rainfall & Runoff – A Guide to Flood Estimation, Institution of Engineers, Australia, Barton, ACT, 1987 • Class 1 and Class 10 buildings – National Construction Code, Volume 2. <p>Additionally, Council's Manager of Water, Sewerage and Towns was referred the application and cited no concerns regarding the proposed engineering drawings provided to support stormwater collection and discharge from the premises.</p>
PO17 Wastewater discharge to a waterway is avoided or managed in a way that maintains ecological processes, riparian vegetation, waterway integrity, and downstream ecosystem health.	<p style="text-align: center;">✓</p> <p>The proposed development will not discharge wastewater into a waterway.</p>
BSC assets	
PO18 Structures and buildings do not adversely impact on BSC infrastructure.	<p style="text-align: center;">✓</p> <p>The proposed development was referred to Council's Infrastructure Development for comment. A response was generated by Council's Manager of Water, Sewerage and Towns who indicated that the plans identify a future building to be located over the top of an existing gravity sewer main. Accordingly, conditions on any approval issued will require that the proposed building must be constructed in accordance with Queensland Development Code MP1.4 – Building Over or Near Relevant Infrastructure. Additionally, clarification was sought from the applicant regarding this future building who confirmed it would be subject to future approval and is not part of this development application. Accordingly, consent has been given to provide a notation on approval plans with words to this effect.</p> <p>All other BSC infrastructure assets will remain unaffected by the proposed development.</p>
Electricity infrastructure	
PO29 Development is separated from major electricity infrastructure or substations and incorporates buffers to maintain public health and safety, residential amenity and allow access to infrastructure for maintenance.	<p>N/A - The subject site is not located near major electricity infrastructure or substations.</p>
Local heritage places	

PO30 Development contributes to the retention of a local heritage place, facilitates their adaptive reuse, but does not result in a change that is incompatible with conserving the cultural heritage significance of the place.	N/A - The subject site is not located on or near an identified local heritage place.
Biodiversity	
PO31 Development: (a) is located to avoid significant adverse impacts on matters of state environmental significance (b) facilitates the protection and enhancement of matters of state environmental significance (c) protects and enhances ecological connectivity.	N/A - The subject site is not located on or near an area identified a matters of state environmental significance.
Aviation facilities	
PO32 Development does not interfere with the function of air service facilities SPP mapping – Infrastructure – Strategic Airport and Aviation Facilities .	✓ The proposed development will not interfere with the function of the St George airport. Importantly, the property is located outside the Obstacle Limitation Surface (OLS) as per Planning Scheme Map R6.

Referral Agencies

Not applicable.

Public Notification and Submissions

Not applicable.

Link to Corporate Plan

Function	Key Program Area
Infrastructure and Planning	Sustainable planning and development

Consultation (internal/external)

Andrew Boardman – Director Infrastructure Services

Brenton Judge – Manager Transport and Drainage

Peter Willey – Manager Water Sewerage and Towns

Legal Implications

The *Planning Act 2016* and Council's planning scheme apply.


Policy Implications

Council's planning policies apply

Financial and Resource Implications

Nil. Recommended conditions of approval must be completed at no cost to Council.

Attachments

1. Attachment 1 - MCU 191 Proposal Plans.pdf [↓](#) 

Recommendation/s

That:

1. Council approves the development application MCU 191 for a Material Change of Use – “Community Use” on land located at 72-76 Saint Georges Terrace, St George, described as Lot 6 on RP98584, Lot 7 on RP98584 and Lot 8 on RP98584 subject to the permit conditions listed below.

DEVELOPMENT PERMIT CONDITIONS

Preamble

- i. The relevant planning scheme for this development is *Balonne Shire Planning Scheme 2019*. All references to the ‘Planning Scheme’ and ‘Planning Scheme Schedules’ within these conditions refer to the above Planning Scheme.
- ii. Under the Balonne Shire Planning Scheme 2019 a “**Community Use**” means premises used for providing artistic, social or cultural facilities and community support services to the public and may include the ancillary preparation and provision of food and drink.
- iii. The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard, persons and entities involved in the operation of the approved development are to adhere to their ‘general environmental duty’ to minimise the risk of causing environmental harm to adjoining premises.
- iv. All Aboriginal Cultural Heritage in Queensland is protected under the *Aboriginal Cultural Heritage Act 2003* and penalty provisions apply for any unauthorised harm. Under the legislation a person carrying out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage. This applies whether or not such places are recorded in an official register and whether or not they are located in, on or under private land. The developer is responsible for implementing reasonable and practical measures to ensure the Cultural Heritage Duty of Care Guidelines are met and for obtaining any clearances required from the responsible entity.
- v. It is the responsibility of the developer to obtain all necessary permits and submit all necessary plans and policies to the relevant authorities for the approved use.
- vi. An operational works application will be required to be submitted to and approved by Council where there would be a change 1m or more in the level of any part of the land or where any drainage path is affected; or for urban purposes that involve disturbing more than 2,500m² of land.

- vii. In completing an assessment of the proposed development, Council has relied on the information submitted in support of the development application as true and correct. Any change to the approved plans and documents may require a new or changed development approval. It is recommended to contact Council for advice in the event of any potential change in circumstances.

Use

2. The approved development is a Material Change of Use - "Community Use" as defined in the Planning Scheme and as shown on the approved plans.
3. A development permit for building and plumbing works must be obtained prior to commencing construction of the community use.
4. The approved development is to be carried out generally in accordance with the following approved plans/documents and subject to approval conditions. Where there is any conflict between the approval conditions and the details shown on the approved plans, the approval conditions prevail.

Plan/Document Number	Plan/Document Name	Date
19-1107 A.000	Proposed Site Locality Plan	23/12/20
19-1107 A.010	Existing/Demolition Site Plan	23/12/20
19-1107 A.011	Proposed Site Plan	23/12/20
19-1107 A.100	Proposed Floor Plan	23/12/20
19-1107 A.200	Proposed Elevations	23/12/20
19-1107 A.201	Proposed Elevations	23/12/20
19-1107 A.210	Tilt Panel Elevations	23/12/20
19-1107 A.211	Tilt Panel Elevations	23/12/20
19-1107 A.300	Proposed Sections	23/12/20
19-1107 A.250	Proposed Streetscape Elevation	23/12/20
19-1107 A.900	Perspectives	23/12/20
19-1107 A.901	Perspectives	23/12/20
2006-01 C	Landscape Plan	January 2021
2006-02 C	Proposed Plants & Elevations	January 2021
S1920193 – C01	Schematic Design Site Civil Works Layout – Notes and Details	—
S1920193 – C02	Schematic Design Site Civil Works Layout – Sheet 1 of 2	—
S1920193 – C03	Schematic Design Site Civil Works Layout – Sheet 2 of 2	—
S1920193 – C04	Schematic Design Stormwater Drainage Layout – Sheet 1 of 2	—
S1920193 – C05	Schematic Design Stormwater Drainage Layout – Sheet 2 of 2	—
S1920193 – H01	Schematic Design Hydraulic Services Layout – Site Plan, Notes and Details	—
S1920193 – H02	Schematic Design Hydraulic Services Layout – Sanitary Drainage	—
S1920193 – H03	Schematic Design Hydraulic Services Layout – Water Reticulation	—
S1920193 – H04	Schematic Design Roof Drainage Layout	—
S1920193 – S01	Schematic Design Structural Notes Sheet	—

S1920193 – S02	Schematic Design Footing and Floor Slab Layout	_____
S1920193 – S03	Schematic Design Roof Framing Layout	_____

5. During the course of constructing the works, the developer shall ensure that all works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.

Compliance inspection

6. All conditions relating to the establishment of the approved development must be fulfilled prior to the approved use commencing, unless otherwise noted in these conditions.
7. Prior to the commencement of the use, the applicant shall contact Council to arrange a development compliance inspection.

Applicable Standards

8. All works must comply with:
 - a. the development approval conditions;
 - b. any relevant provisions in the Planning Scheme;
 - c. Balonne Shire Council Private Property Entrance Policy 2010;
 - d. any relevant Australian Standard that applies to that type of work; and
 - e. any alternative specifications that Council has agreed to in writing and which the developer must ensure do not conflict with any requirements imposed by any applicable laws and standards.

Development works

9. The developer shall ensure that all approved works are carried out by appropriately qualified persons and the developer and the persons carrying out and supervising the work shall be responsible for all aspects of the works, including public and worker safety, and shall ensure adequate barricades, signage and other warning devices are in place at all times.
10. The developer is responsible for locating and protecting any Council and public utility services, infrastructure and assets that may be impacted on during construction of the development. Any damage to existing infrastructure (kerb, road pavement, existing underground assets, etc.) that is attributable to the progress of works on the site or vehicles associated with the development of the site shall be immediately rectified in accordance with the asset owners' requirements and specifications and to the satisfaction of the asset owners' representative(s).

Amalgamation of Lots

11. The lots comprising the development site (Lot: 6 RP98584, Lot 7: RP98584 and Lot 8: RP98584) must be amalgamated prior to the commencement of the use.

Waste Management

12. All waste generated from construction of the premises must be effectively controlled on-site before disposal. All waste must be disposed of in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.

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

Stormwater Drainage

14. Stormwater drainage is to be provided in accordance with:
 - a. Queensland urban drainage manual, 3rd Edition, Queensland Department of Energy and Water Supply, 2013;
 - b. Pilgrim, DH, (ed)., Australian Rainfall & Runoff – A Guide to Flood Estimation, Institution of Engineers, Australia, Barton, ACT, 1987; and
 - c. Class 1 and Class 10 buildings – National Construction Code, Volume 2.

Earthworks and Construction

15. During construction, erosion controls and silt collection measures are to be put in place to protect environmental values and mitigate potential impacts to adjoining properties and roadway/s.

Avoiding Nuisance

16. No nuisance is to be caused to adjoining properties and occupiers by the way of noise smoke, dust, rubbish, contaminant, stormwater discharge or siltation at any time during or after the establishment of the approved development.
17. Dust emanating as result of activities carried out onsite must be continually monitored and suppressed in order to prevent any dust drifting onto road networks and nearby properties and sensitive land uses.
18. Lighting of the site, including any security lighting, shall be such that the lighting intensity does not exceed 8.0 lux at a distance of 1.5 metres from the site at any property boundary.
19. All lighting shall be directed or shielded so as to ensure that no glare directly affects nearby properties.
20. The area and its surrounds shall be kept in an orderly fashion, free of rubbish and clear of weeds and long grasses. The approved development and the premises are to be maintained in a clean and tidy condition and not to pose any health and safety risks to the community.
21. Noise emissions from the development shall not cause environmental harm of nuisance to adjoining properties or “Sensitive Land Uses” in accordance with the *Environmental Protection (Noise) Policy 2008*.
22. Air emissions from the development shall not cause environmental harm of nuisance to adjoining properties or “Sensitive Land Uses” in accordance with the *Environmental Protection (Air) Policy 2008*.
23. Unless otherwise approved in writing by the Council, approved hours of construction are restricted to Monday – Saturday 6.30am to 6.30pm – noise permitted. Work or business which causes audible noise must not be conducted from or on the subject land outside the above times or on Sundays or Public Holidays.

Provision of Services

24. The development must be connected to Council's reticulated water supply network in accordance with the applicable standards and policies.
25. The development must be connected to Council's reticulated sewerage supply network the applicable standards and policies.
26. Proposed buildings located over or near the existing sewer main within the property must be constructed in accordance with '*Queensland Development MP1.4 – Building Over or Near Relevant Infrastructure*'.
27. The development must be connected to an electricity reticulation service in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications (as relevant).
28. If the premises is connected to a telecommunications service, then such works shall be undertaken in accordance with the relevant service provider's requirements and specifications along with relevant building standards, requirements and specifications (as relevant).

Access

29. The landowner shall be responsible for construction and maintenance of vehicle crossovers from the road carriageway to the property boundary. Should any damage be caused at the approved access location, it is the landowner's responsibility to ensure this is reinstated. Any repair works are to be undertaken in consultation with Council and at the landowner's expense.
30. The existing vehicle access points to the development from Beardmore Place shall be upgraded to a concrete standard. The developer will be responsible for the access to be maintained generally in accordance with *Balonne Shire Council's Private Property Entrance Policy* dated 15 January 2010. The design of the vehicle crossovers must cater for the maximum vehicle size accessing the site ensuring no damage to the kerb and channel and roadway.
31. Vehicles entering and exiting the development site must be able to enter and leave in forward direction. Reversing out of the development site is not permitted. Vehicle manoeuvres in this regard are to be totally contained within the development site boundaries.
32. Vehicle movements within the site are to be clear of proposed parking areas, buildings. Vehicle access, parking and manoeuvring areas are to be clearly delineated from pedestrian access ways within the site through the use of line marking, signage, bollards or similar.

Car Parking

33. Car parking and manoeuvring areas are designed in accordance with:
 - a. AS2890.1 – Parking Facilities
 - b. Austroads AP-34/95 - Design Vehicles and Turning Path Templates
 - c. The Access to Premises Standard' (Vol 1 of the National Construction Code).
34. A minimum of six (6) car parking spaces, including one (1) car parking space for persons with disabilities, are to be provided within the development site area generally in accordance with the approved development plans. Car parking areas must be clearly delineated and/or signposted.

No Cost to Council

35. The developer is responsible for meeting all costs associated with the approved development unless there is specific agreement by other parties, including the Council, to meeting those costs. This includes the costs of any services and infrastructure required in connection with the establishment of the development.

Latest versions

36. Where another condition refers to a specific published standard, manual or guideline, including specifications, drawings, provisions and criteria within those documents, that condition shall be deemed as referring to the latest versions of those publications that are publicly available at the commencement of the development works, unless a regulation or law requires otherwise.

Application Documentation

37. It is the developer's responsibility to ensure that all entities associated with this Development Approval have a legible copy of the Decision Notice, Approved Plans and Approved Documents bearing 'Council Approval'.

Digby Whyte

Director Environment & Regulatory Services



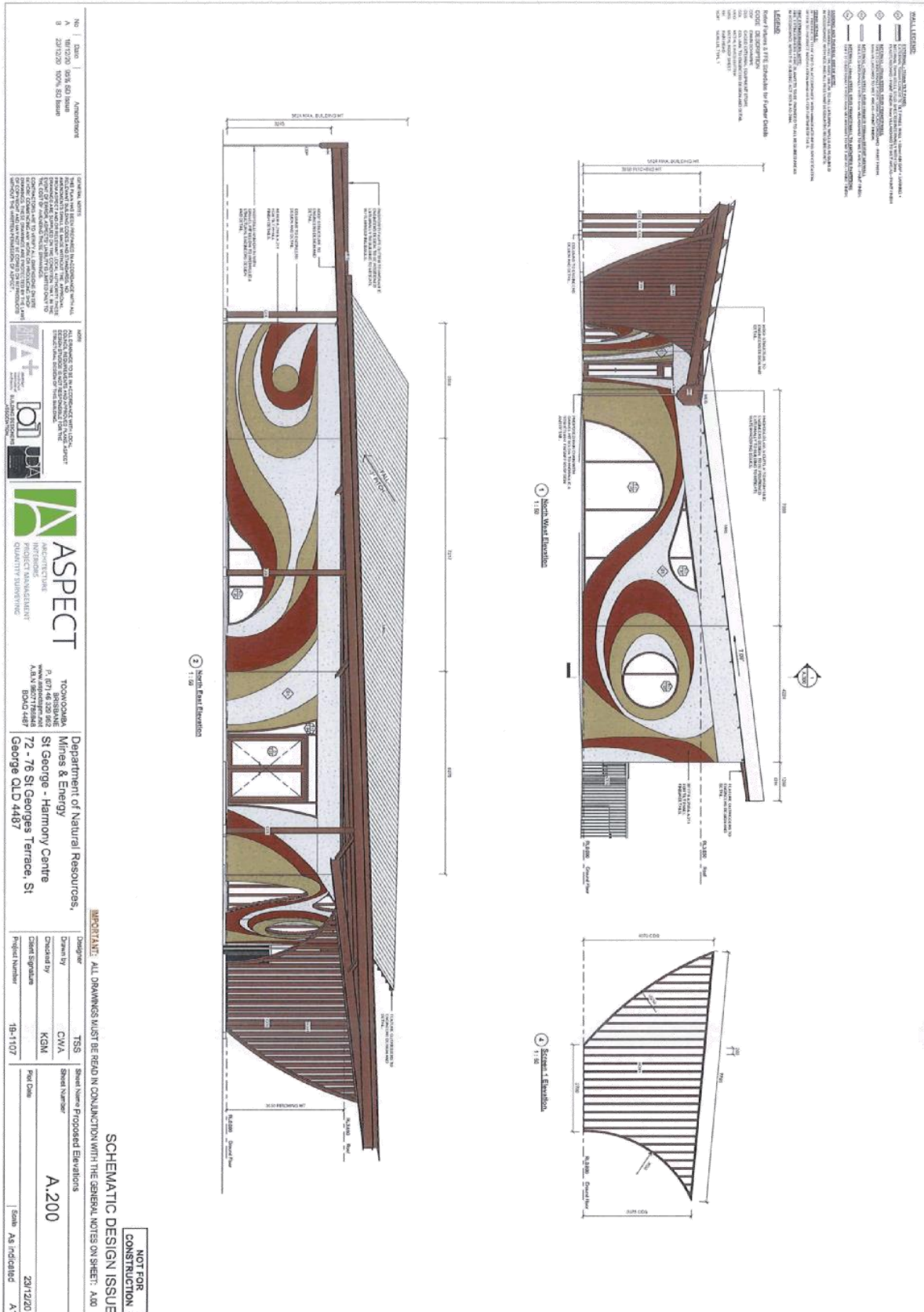
APPENDIX B – LOCALITY PLAN & SITE PLANS

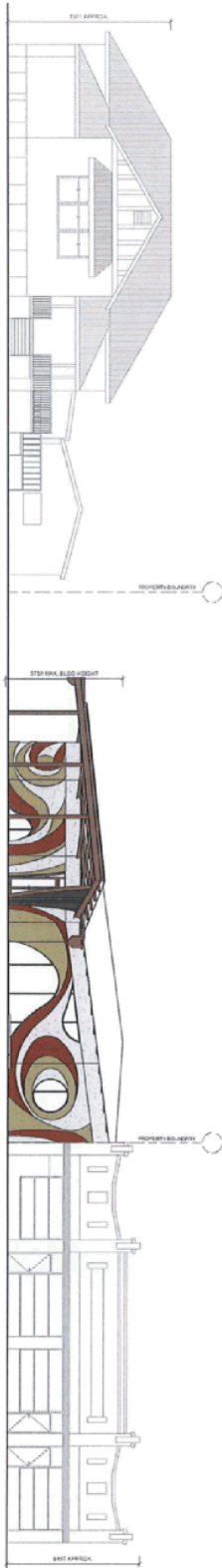
Aspect Architects & Project Managers



APPENDIX C – FLOOR PLAN, ELEVATIONS & PERSPECTIVES
Aspect Architects & Project Managers





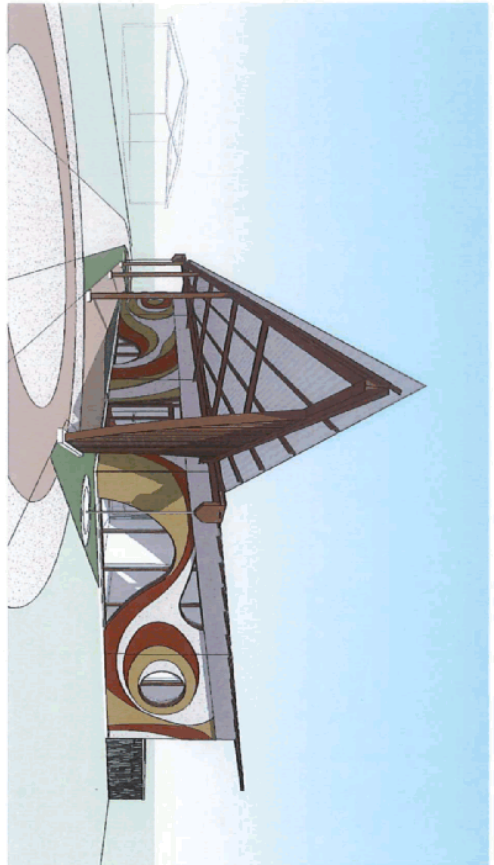


① St George's Terrace Streetscape Extension
1:100

NOT FOR
CONSTRUCTION

SCHEMATIC DESIGN ISSUE

<p>NO. 1 SITE</p> <p>A. 18/12/20 15% SD 100m</p> <p>B. 23/12/20 30% SD 100m</p>	<p>GENERAL NOTES</p> <p>THIS PLAN HAS BEEN PREPARED IN ACCORDANCE WITH ALL RELEVANT REGULATIONS AND STANDARDS. THE CLIENT HAS AGREED TO THE DESIGN AND THE DESIGNER HAS AGREED TO THE CONSTRUCTION. THE DESIGNER HAS NOT BEEN ADVISED OF ANY CHANGES TO THE SITE OR THE DESIGN. THE DESIGNER HAS NOT BEEN ADVISED OF ANY CHANGES TO THE SITE OR THE DESIGN. THE DESIGNER HAS NOT BEEN ADVISED OF ANY CHANGES TO THE SITE OR THE DESIGN.</p>	<p>NOTES</p> <p>ALL DIMENSIONS TO THE SURFACE OF THE ROAD. ALL DIMENSIONS TO THE SURFACE OF THE ROAD. ALL DIMENSIONS TO THE SURFACE OF THE ROAD. ALL DIMENSIONS TO THE SURFACE OF THE ROAD. ALL DIMENSIONS TO THE SURFACE OF THE ROAD.</p>	<p>ASPECT</p> <p>ARCHITECTURE</p> <p>PROJECT MANAGEMENT</p> <p>CREATING SPACES</p> <p>1000/1000</p> <p>18/12/20</p> <p>15% SD 100m</p>	<p>Department of Natural Resources, Minerals & Energy St George's - Harmony Centre 72 - 76 St Georges Terrace, St George QLD 4487</p>	<p>Designer</p> <p>TSS</p> <p>Drawn by</p> <p>CWA</p> <p>Checked by</p> <p>KGM</p> <p>Client Signature</p> <p>Project Number</p> <p>18-1107</p>	<p>Sheet Name Proposed Streetscape Elevation</p> <p>Sheet Number</p> <p>A.250</p> <p>Print Date</p> <p>23/12/20</p> <p>Scale</p> <p>1:100</p> <p>A1</p>
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① External 3D Perspective 1



② External 3D Perspective 2

<p>NO. 12345</p> <p>DATE 12/12/20</p> <p>PROJECT NAME</p> <p>CLIENT NAME</p> <p>23/12/20 100% SD Issue</p>	<p>THIS DRAWING HAS BEEN PREPARED IN ACCORDANCE WITH THE ASPECT ARCHITECTURE SYSTEM. IT IS A SCHEMATIC DESIGN ISSUE AND IS NOT TO BE USED FOR CONSTRUCTION. IT IS THE CLIENT'S RESPONSIBILITY TO ENSURE THAT THE DESIGN IS SUITABLE FOR THE PROJECT AND THAT ALL NECESSARY APPROVALS ARE OBTAINED BEFORE CONSTRUCTION BEGINS. THE CLIENT AGREES TO HOLD THE ARCHITECT HARMLESS FROM ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE ASSERTED AGAINST THE ARCHITECT BY ANY THIRD PARTY AS A RESULT OF THE CLIENT'S USE OF THIS DRAWING FOR ANY PURPOSE OTHER THAN THAT AUTHORIZED BY THE ARCHITECT. THE ARCHITECT'S LIABILITY IS LIMITED TO THE AMOUNT OF THE FEE PAID FOR THE SERVICES PROVIDED BY THE ARCHITECT.</p>	<p>ASPECT ARCHITECTURE</p> <p>ARCHITECTS</p> <p>PROJECT MANAGERS</p> <p>72 - 76 St Georges Terrace, St George QLD 4487</p> <p>Phone: 07 46 230 802</p> <p>Mobile: 07 46 230 802</p> <p>ABN 80 7718948</p> <p>DDM 4487</p>	<p>Department of Natural Resources, Mines & Energy</p> <p>St George - Harmony Centre</p> <p>72 - 76 St Georges Terrace, St George QLD 4487</p>	<p>Designer TSS</p> <p>Drawn by CVA</p> <p>Checked by KGM</p> <p>Client Signature</p> <p>Project Number 18-1107</p>	<p>Sheet Name Perspectives</p> <p>Sheet Number A.900</p> <p>Rev Date 23/12/20</p> <p>Scale A1</p>
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IMPORTANT: ALL DRAWINGS MUST BE READ IN CONJUNCTION WITH THE GENERAL NOTES ON SHEET: A00

SCHEMATIC DESIGN ISSUE

NOT FOR CONSTRUCTION



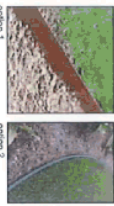
APPENDIX D – LANDSCAPE PLANS

J Amos Landscape Architect



grass/turf (not part of works, to be completed by client)

option 1 - steel garden edge
option 2 - plastic garden edge
(not part of works. To be
completed by client)



steel garden edge

plastic garden edge

tree planting
Eucalyptus argophloia
(Chinchilla White gum)

groves of tree planting
Acacia harpophylla (Brigalow)
Acacia aneura (Mulga wattle)

groundcover planting

Note: Planting works are part of the works. These completed by the client)


gravel surround to trees/planting
(not part of works. To be
completed by client)

water connection for irrigation



GPO

proposed GPO location for
irrigation automatic controller

 GPO

Drillhole irrigation to be
provided to all garden areas.
Water to be piped via subsurface
pipe between gardens & trees.
Note: Irrigation works are not
part of the works. These will be
completed by the client)

- 1 grasses of the planting *Acacia haemorrhoidalis* (Bigelow)
- 2 *Acacia aneura* (Mudge wattle) with gravel surrounds shade tree planting with *Eucalyptus angophora* (Chinchilla White gum)
- 3 mixed of low shrubs & groundcovers at front entry
- 4 mass planting with groundcover *Atropis nummularia* (Sabitrus)
- 5 mass planting of groundcovers to front facade *Eremophila Kalbarri* Carpet & *Ragwortia sphearsens*
- 6 clumps of shrub planting with gravel between to provide screen to adjacent property
- 7 shade tree planting with *Eucalyptus angophora* (Chinchilla White gum) with groundcover *Eremophila Kalbarri* Carpet
- 8 mass planting with groundcover *Atropis nummularia* (Sabitrus)

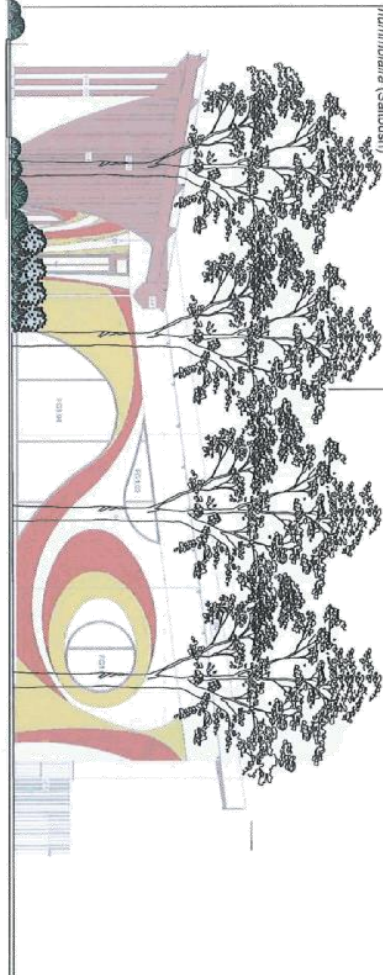
NOTE: Garden beds, gravel mulch, planting, turf and irrigation are not part of the works. These items will be completed by the client.

Jackie Amos Landscape Architect
46 Srethsa Street
Centenary Heights Q 4350
0427 667748
jamcda@btgpond.net.au




NOTE: Garden beds, gravel mulch, planting, turf and irrigation are not part of the works. These items will be completed by the client.

mass planting with groundcover/atriplex nummularia (Sattush)	14 x Eucalyptus argopholia (Chinchilla White gum) as shade trees & visual feature to entry
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Scale 1:100 @ A3

Use the following to indicate to which person(s) you are referring to in this drawing. Please refer to the Landscape Architect's drawing for any previously listed persons. This drawing may be used only for any project for which the Landscape Architect has been retained by the person or organization listed in the reference sheet.			AMENDMENTS		
NAME	DATE	DETAILS	REVISION		
A	11/1/20	owner to draw review	JA		
B	11/1/20	owner to draw review	JA		
C	11/1/20	owner to draw review	JA		
D	11/1/20	owner to draw review	JA		
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PROJECT			DRAWING		
St George Harmony Centre 94 The Terrace, St George's CLIENT			Schematic Design Proposed Paving & Elevation DRAWING NO.		
2008-02			DRAWN		
January 2021			ISSUE		
C			JA		
DATE			January 2021		
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1/2"=1" A3 paper size			3/4"=1" A3 paper size		
1"=1" A3 paper size			2"		
Uncle Armas Landscape Architect			46 Swan Street Centenary Heights Q 4550 0427 887748 jarmas@bigpond.net.au		
					



APPENDIX E – ENGINEERING DRAWINGS
Kehoe Myers Consulting Engineers

1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL, STATE AND FEDERAL AGENCIES.
2. A REPRESENTATIVE OF THE CONTRACTOR SHALL BE ON SITE AT ALL TIMES DURING ANY CONSTRUCTION OPERATIONS AND SHALL MAINTAIN A LOG OF ALL ACTIVITIES AND EVENTS. THE LOG SHALL BE SUBMITTED TO THE LOCAL, STATE AND FEDERAL AGENCIES FOR CONSTRUCTION TRAFFIC.
3. INSPECTION OF THE SURROUNDING HOUSING SHALL BE CONDUCTED BY THE CONTRACTOR AT ALL TIMES DURING ANY CONSTRUCTION OPERATIONS. ANY DAMAGE TO THE HOUSING SHALL BE IMMEDIATELY REPORTED TO THE LOCAL, STATE AND FEDERAL AGENCIES AND TO THE HOUSING AND LAND REDEVELOPMENT OF THE PROJECT.
4. SUB-CONTRACTORS SHALL NOT BE ALLOWED TO WORK UNINSUPERVISED.
5. DUST EMISSIONS FROM CONSTRUCTION MACHINERY SHALL BE CONTROLLED BY REGULAR WATERING OR AN EQUIVALENT MEASURE.
6. ALL TRUCK FLINTERS SHALL BE INSTALLED AT THE START OF ANY CONSTRUCTION OPERATIONS AND SHALL BE MAINTAINED FOR THE FULL DURATION OF THE PROJECT AND UNTIL REDEVELOPMENT OF THE PROJECT.

[illegible]

1. REFER TO BACKING NOTES FOR PREPARATION TO SUBSTANCE LEVEL.
2. SUBSTANCE SHALL BE CHIPPED TO A MIN. EXPOSED COORDINATE TO A57520 AND SPOT AND TO BE REBUILT AS DETERMINED BY THE ENGINEER AND UNIMPACTED UPON REINSTATEMENT.
3. FINISHED SUBGRADE TO CURB AND MEZ. SHALL BE TERTED TO COVER THE GIR OF THE ROADWAY TO THE CENTERLINE OF THE ROADWAY.
4. ENGINEER TO CONSIGN THE DEPTH OF PAVEMENT MATERIAL REQUIRED TO THE PAVEMENT CONTRACTOR.
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PAKAGE 100mm wide WHITE LINE MARKING TO CARRIAGE SPACES WHERE INDICATED. THE PERSON WITH DISABILITY CARRIAGE SPACE AND SHARED AREA SHALL BE LINE MARKED WITH 100mm wide YELLOW UNBROKEN LINES TO SIDES AND YELLOW DIAGONAL STRIPES, AND ROLLAD AS SPECIFIED. ALL IN ACCORDANCE WITH AS/NZS 2890.6. PERSONS WITH DISABILITIES CARRIAGE SYMBOL SHALL BE PAINTED WHITE ON A BLUE BACKGROUND IN ACCORDANCE WITH AS/NZS 428.1.

DATE	DATE	DETAILS	INITIAL
14.12.20		C-CORRECTION ISSUE	BU
23.11.20		ISSUE OF ISSUE	BU

PRELIMINARY
NOT FOR CONSTRUCTION
DATE 23.12.20 03:40 PM



**Kehoe
Myers**

CONSULTING DIVISION

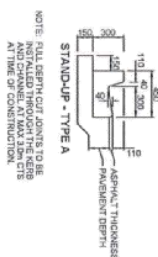
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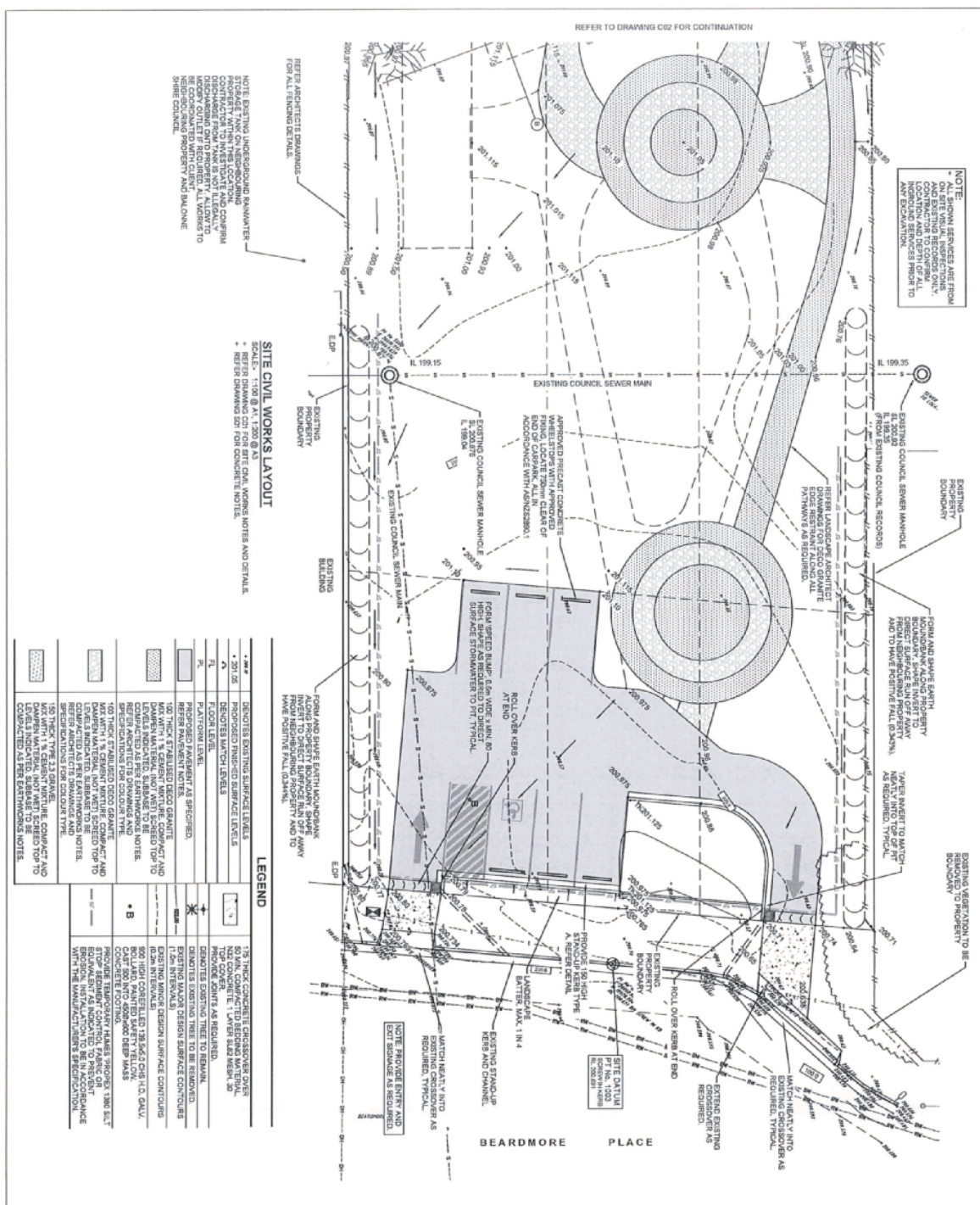
CLIENT
 DEPARTMENT OF NATURAL
 RESOURCES, MINES & ENERGY

PROJECT
 ST GEORGE HARMONY CENTRE
 72-76 ST GEORGES TERRACE,
 ST GEORGE, QLD 4487

DRAWING TITLE SCHEMATIC DESIGN SITE CIVIL WORKS LAYOUT - NOTES AND DETAILS	
DESIGN	DATE
DRAWN	DATE
CHECKED	DATE
APPROVED	DATE
ORIGINAL SIZE PROJECT NUMBER DRAWING NUMBER	A S192015 00
SCALE TOTAL	1" = 100' 1" = 100'



NOTE: FULL DEPTH CUT JOINTS TO BE INSTALLED THROUGH THE KERF AND CHANNEL AT MAX 3DM CUT AT TIME OF CONSTRUCTION.









1. THESE DRAWINGS ARE TO BE USED IN CONNECTION WITH THE CONSULTANTS DRAWINGS AS APPLICABLE AND THE SPECIFICATION.

- | | |
|------------------------------|--------------------------|
| REGIUM | N |
| VERSION CATEGORY | 25 |
| MS = 12.5 M = 0 | |
| ASTM A 2 WIND CLASSIFICATION | N2 |
| LINE LOAD | |
| ROOF | 0.25 kPa UDL / 4 kN / PL |
| FLOOR | 4.00 kPa UDL / 5 kN / PL |

1. FOOTINGS HAVE BEEN DESIGNED FOR AN ALLOWABLE BEARING CAPACITY OF 4000-8000 LBS/FT² FOUNDING INTO NATURAL HARD SANDY SILTY CLAY.

- [illegible]

1. ALL PANELS TO BE REINFORCED WITH GRI2 FABRIC PLACED CENTRALLY AND ADDITIONAL PERIMETER AND MAIN REINFORCEMENT AS SHOWN

- | STRENGTH SLUMP
GRADE | MAX. SIZE
AGGREGATE
(mm) | MIN. MEAN
COMPRESSIVE
STRENGTH (mm) | PRODUCT
ASSESSMENT
REQUIRED |
|-------------------------|--------------------------------|---|-----------------------------------|
| M40 | 20 | 25 | YES |

1. MATERIALS AND CONSTRUCTION SHALL COMPLY WITH THE REQUIREMENTS OF:

- ## 2. CONCRETE QUALITY TO BE

3. CHEMICAL ADVENTURES SHALL NOT BE USED WITHOUT THE PRIOR APPROVAL OF THE ENGINEER.

- | ELEMENT | COVER (mm) |
|-----------------------|------------|
| FOOTINGS, BORED PIERS | 50 |
| SLAB ON GROUND | 30 TOP |
6. SPECIAL REINFORCEMENT TO BE MADE ONLY IN POSITIONS 5-SPACING OR OTHERWISE APPROVED IN WRITING BY THE ENGINEER. LAPS TO BE MADE IN ACCORDANCE WITH ASSOCI AND NOT LESS THAN 1.5 TIMES THE BAR DIAMETER. REINFORCEMENT NOT TO BE PERMITTED UNLESS SHOWN ON THE STRUCTURAL DRAWINGS OR APPROVED BY THE ENGINEER. FABRIC TO BE LAPPED BY TRANSVERSE BARS PL US 50mm.

7. THE REINFORCEMENT STEEL SUPPLIER MUST BE CERTIFIED BY

11. CONSTRUCTION JOINTS SHALL BE PROPERLY FORMED AND USED ONLY WHERE DETAILED OR SPECIFICALLY APPROVED BY THE ENGINEER.

4. MATERIAL AND CONSTRUCTION TO COMPLY WITH THE REQUIREMENTS OF:

- ALL STEEL WELDS TO BE 6mm CONTINUOUS FILLET FROM 6.450Q GP
- ALL BUTT JOINTS TO BE FULL PENETRATION
- ALL WELDED JOINTS TO BE FULL THICK, NO CONNECTION SHALL HAVE LESS THAN 2 BOLTS U.N.D.
- PILING/STEEL CLIENTS TO BE 1mm THICK WITH 15mm HOLE AND PURNEMENTS BOLTS TO BE M12 SIZE WITH UTICOLA WASHERS
- BOLT TYPES AND BOLTING PROCEDURES ARE DESIGNATED AS
- B66 REFERS TO COMMERCIAL BOLTS B66S ONLY
- B66S REFERS TO HIGH STRENGTH STRUCTURAL BOLTS B66S
- ALL BOLTS TO BE OF SUFFICIENT LENGTH SO THAT NO THREADED
- THROAT BEING

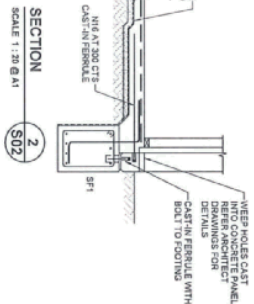
- 8 ALL STRUCTURAL STEEL WORK SHALL BE TREATED IN ACCORDANCE WITH THE FOLLOWING SPECIFICATIONS AND REQUIREMENTS TO BE PRINTED ON THE INITIAL SPACE PROTECTION SHALL BE IN ACCORDANCE WITH THE LISTED BELOW.
- 9 ALL STRUCTURAL STEEL TO BE PAINTED BY M.A.P. AND T.M.L. FREE CONDITION. SURFACES PREPARED AS REQUIRED BY THE SUPPLIER MANUFACTURER AND PAINTED WITH ONE (1) COAT OF ZINC PHOSPHATE OR EPOXY POLYURETHANE GRIFFS RESIN INCLUDING AN UNDERCOAT OF BOND PRIMER. PAINT APPLIED TO BE SUFFICIENTLY THICK TO COVER ALL STEELWORK LOCATED SHALL BE EXTERNALLY SHOWN NOT BE
- 10 "FOR MEMBERS 5mm THICK (200W) FOR MEMBERS 5mm THICK (200W) FOR MEMBERS 5mm THICK (200W) FOR MEMBERS 5mm THICK (200W)

DATING CODE		INITIALS
DATE	CE/MS	
P1 10/12/20	CONF/INT/CH/CE	BU
P2 10/12/20	CONF/INT/CH/CE	BU
P3 10/12/20	CONF/INT/CH/CE	BU
P4 20/12/20	INT/INT/CE	BU

ASPECT
ARCHITECTURE
METHODS
PROJECT MANAGEMENT
QUALITY SERVICES

[illegible]

DRAWING TITLE	
SCHEMATIC DESIGN STRUCTURAL NOTES SHEET	
DESIGN	AWG
DRAWN	DAI
CHECKED	BJ
APPROVED	
DATE	
ORIGINAL SIZE	A1
PROJECT NUMBER	S1920193
DRAWING NUMBER	SC01
SCALE	P4



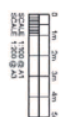


ROOF FRAMING SCHEDULE FOR SHEET ROOF	
ROOF SHEETING (BUILDING ROOF)	LYSAGHT TRIMCK 0.42BMT
ROOF SHEETING (AWNING ROOF)	LYSAGHT TRIMCK 0.48BMT

NOTE
• REFER ARCHITECT SPECIFICATION FOR ALL STRUCTURAL STEEL WORK FINISHES

HARMONY CENTRE COLUMN SCHEDULE		
TAG	MEMBER	DESCRIPTION
C1	150UC3.4	COLUMN

Drawing 02106			
DATE	DETAILS	REF.	
06.12.20	CONCRETE E&E	B1	
07.12.20	CONCRETE E&E	B1	
08.12.20	CONCRETE E&E	B1	
21.12.20	CONCRETE E&E	B1	



PRELIMINARY
NOT FOR CONSTRUCTION
DATE: 23/12/2020 10:45:05 AM



CONTACT: TERRY EMMERTS
 HEDGECOCKER & CO. LLC
 PH: +1 714 622 8700

Chol.	Structural	Internal
1	1	1

RESOURCES, MINES & ENERGY

72-76 ST GEORGE'S TERRACE,
ST GEORGE, QLD 4487

SCHEMATIC DESIGN ROOF
FRAMING LAYOUT

DESIGN	AVG	ORIGINAL SIZE	A
DRUMS	24	PICKET NUMBER	S1920193
CHECKED	BY		
APPROVED		DRAWING NUMBER	S03
DATE		SCALE	P4

OFFICER REPORT

TO: Council

SUBJECT: **South West Indigenous Corporation - Request for Reimbursement of Development Application Fee**

DATE: 05.03.21

AGENDA REF: ERS6

AUTHOR: Fiona Macleod - Planning & Development Officer

Sub-Heading

The purpose of this report is for Balonne Shire Council to consider a full reimbursement of the development application fee paid for MCU 191 Development Application for Material Change of Use – Community Use (Harmony Centre).

Background

On 1st February 2021 Council's Planning and Development Officer, Fiona Macleod received written correspondence from South West Indigenous Corporation (SWIC) as part of the development application documents lodged requesting a full reimbursement of the application fee incurred to apply for Development Approval for the Community Use 'Harmony Centre' at the property located at 72-76 Saint Georges Terrace, St George (see **Attachment 1**).

SWIC have requested the reimbursement based on the Harmony Centre being a community driven project which will provide a significant contribution to the Balonne community. The development triggers a Material Change of Use Approval from Council prior to commencing. Development Application MCU 191 has been lodged and is currently at the decision part. Provided below is the Council fee attached to obtaining development approval for a 'Community Use' subject to Code Assessment.

- **Development (Planning) Application: \$1,625.00**

It is considered that the current fee applied to the development approval is reasonable for this type of development and would not incur unreasonable financial burden to the applicant. Importantly, while it is recognised SWIC does provide a vital community service to the Balonne region, funding was obtained for the Harmony Centre Project which, when applied for, should have accounted for the regulatory approvals (and associated fees).

Accordingly, a full reimbursement of the above fee may result in setting a precedent for other community organisations to apply for and be successful in obtaining development fee reimbursement and waivers from Council even though the grant application costings should incorporate the cost/s of obtaining approvals.

Based on the above, it is considered that a full reimbursement of the Council Development Application fee be declined.

Link to Corporate Plan

Key Foundation Area	Key Program Area
<u>Community</u>	Strong community organisations

Consultation (internal/external)

Director of Corporate & Financial Services – Michelle Clarke
Chief Executive Officer – Matthew Magin

Legal Implications

Nil

Risk Implications

Community Service - Inability to achieve Council's vision and mission to deliver community services and meet current and future needs.

Policy Implications

Nil

Financial and Resource Implications

The Development Application Fees taken from Councils Fees and Charges 2020/21 for the Development Application are found under Material Change of Use – Code Assessment – Minor and Community uses, and the prescribed fee is \$1,625.00.

The Development Application Fee set by Council is cost recovery and covers the wage of the Planning and Development Officer.

Options or Alternatives

Nil

Attachments

1. Attachment 1 - South West Indigenous Corporation Correspondence.pdf 

Recommendation/s

That Council:

1. Decline to reimburse the development application lodgement fee based on the South West Indigenous Corporation obtaining funding for the establishment of the Harmony Centre project as well as the development fee being on a cost-recovery basis.

Digby Whyte

Director Environment & Regulatory Services

The Chief Executive Officer
Balonne Shire Council
PO Box 620
ST GEORGE QLD 4487

Dear Sir,


REQUEST FOR REIMBURSEMENT OF DEVELOPMENT APPLICATION FEES – MATERIAL CHANGE OF USE – “COMMUNITY USE” (HARMONY CENTRE) – 72-76 SAINT GEORGES TERRACE, ST GEORGE

On behalf of the South West Indigenous Corporation, we respectfully seek reimbursement of development application fees of \$1,625.00 paid for a development application for Material Change of Use for a “Community Use” (Harmony Centre) on land at 72-76 Saint Georges Terrace, St George.

The proposed Harmony Centre is a community-driven project underpinned by corporate governance that will showcase this region's diverse indigenous culture and will reflect pride of place in both Indigenous and non-indigenous community members recognising past, present and future. The facility will provide a gateway to the Cultural Trail and will support the Indigenous enterprise incubator program to engage youth and other community members into vocational education and training (VET) related programs.

The proposed Harmony Centre will provide a significant contribution to the Balonne community in terms of Indigenous culture, tourism and vocational education and training. For these reasons, South West Indigenous Corporation is seeking reimbursement of Council's development application fees for the Material Change of Use application referred to above.

Your sincerely,


14/1/2021

CONFIDENTIAL ITEMS

INFORMATION REPORTS

(IOCEO) OFFICE OF THE CEO

ITEM	TITLE	SUB HEADING	PAGE
IOCE01	<u>TOURISM SERVICES</u> <u>MONTHLY REPORT</u>	Balonne Shire Tourism Report for February 2021 as supplied by the Manager Tourism.	287
IOCE02	<u>MONTHLY REPORT</u> <u>COMMUNITY AND</u> <u>LIBRARY SERVICES</u>	February Monthly Report for Communities and Libraries	295
IOCE03	<u>ECONOMIC</u> <u>DEVELOPMENT UPDATE -</u> <u>FEBRUARY 2021</u>		299

OFFICER REPORT

TO: Council

SUBJECT: Tourism Services Monthly Report

DATE: 05.03.21

AGENDA REF: IOCEO1

AUTHOR: Kim Wildman - Tourism Manager

Balonne Shire Tourism Report – February 2021

Balonne Shire Tourism Report for February 2021 as supplied by the Manager Tourism.

Tourism Projects & Activities

- *St George Heritage Trail*: Work has continued on this trail. The World War 1 Memorial located at the St George Hospital will not be included as the South West Hospital & Health Service have decided a marker at this site may increase traffic flow and impact on service delivery needs and therefore have declined to have listed as part of the trail. The initial design concept has been received and in process of being reviewed.
- *St George Region Travellers Guide*: The first draft of the Guide has been received and round 1 of changes undertaken. Launch of the new guide is set for March 2021.
- *Historical Pub Trail*: content has now been completed and quotes received for publishing of brochure.
- *Grey Nomad Awards*: Two of Balonne Shire's campgrounds were named a finalist in the Grey Nomad Awards, further cementing the St George region's reputation as a bucket list destination for mature age tourists. The Dirranbandi Retreat & Caravan Park has been shortlisted in the 2020 Best Grey Nomad Small Caravan Park category, while the Nindigully Tourist and Visitor Area has been shortlisted in the Best Grey Nomad Council Free-Stay category. The winners will be announced on Tuesday 2 March at a celebratory event on the Sunshine Coast, QLD.
- *Tourism Services Team Planning Day*: The Tourism Services Team had a team planning day focusing on project planning for 2021 as well as pulling together and finalising the details of the new St George Region Travellers' Guide, Website and new 2.0 Welcome Mate campaign all set to be launched in mid-March.
- *Mungindi*: The Manager Tourism along with the Director Environment and Regulatory Services conducted a reconnaissance trip to the One Ton Post in Mungindi to investigate opportunities for revitalisation of the site.
- *Event Organiser Bootcamp Webinar*: The first of the series of six free webinars aimed at supporting the Shire's event organisers to increase their skills took place with 10 participants learning about the benefits of strategic planning for their events. The final workshop is scheduled for Tuesday 9 March.
- *Tourism Events Grant*: Promotions have begun for the Round 2 of the Shire's Tourism Events Grant. Applications open on 1 February 2021 for events held between 1 July 2021 and 30 December 2021. Funding is available across three categories – Regional Events (up to \$2000), Destination Events (up to \$3000) and Major Events (up to \$6000) – for pre-existing Shire events with one-off funding of up to

\$2000 for the development of new tourism events. Applications close 1 March 2021. See Council's website for further information.



Marketing & Promotions

St George Region Website

- The tourism team has reviewed the website checking each individual page and listing and making corrections as required. These will go to the designer for final changes, before the website is launched in March along with the new St George Region Travellers' Guide.

St George Region Facebook page

- Currently the St George Region Facebook page has a total of 3710 Followers (an increase of 477 followers) with 3551 Likes (increase of 477)

Most popular post for February –

Posts promoting Nindigully Pub always receive a great response.

- This post announcing the Nindigully Visitor & Tourist Park nominated for a Grey Nomad Award for Best Council Free Stay saw a 26.3k reach, 901 post clicks, 659 reactions/comments and shares.



St George Region

Published by Sandra Lee [?] · 6d · 🌐

We are pleased to announce the second local campground nominated as a finalist in the upcoming [Grey Nomad Awards](#) is 🎉🎉🎉

The Nindigully Visitor & Tourist Area! 🤗

This is a top spot to park the van along the tree-lined Moonie River located just below the Nindigully Pub. It's a great spot to throw in a line, take a stroll along The Gully Walk or head up to the iconic Nindigully Pub for happy hour 🍷.

The winners to be announced at the Grey Nomads Awards celebrations on 2 March at the Sunshine Coast!

#explorenindigully #stgeorgeregion Nindigully Pub #outbackqueensland
#thisisqueensland #seeaustralia #holidayherethisyear
#experienceoutbackqueensland #outbackpub



- While a post encouraging visitors to start making plans to visit the St George Region saw a 15.3k reach, 1.3 post clicks, 440 reactions/comments and shares.



St George Region

Published by Kim Wildman [?] · February 2 · 🌐

Have you started making plans for your 2021 adventures? Why not make this year, the year you awake to a new day the Outback way in St George Region?

There's no better place to start your St George Region adventure than Nindigully. Days can be filled taking a stroll along The Gully Walk – a purpose-built historical river walkway – perching upon the provided picnic tables and chairs with a good book, throwing a line in the Moonie or heading up to the famous [Nindigully Pub](#) for happy hour for a couple of beers and some dinner with new found friends. Then as evening closes in, you can enjoy a nightcap by a campfire before bedding down under an endless blanket of stars.

Ahh the serenity .. we can feel it now... 🌄🔥🚗

For more inspiration download a copy of our travellers' guide
<https://tinyurl.com/ycswoaj3>



Nindigully, Queensland



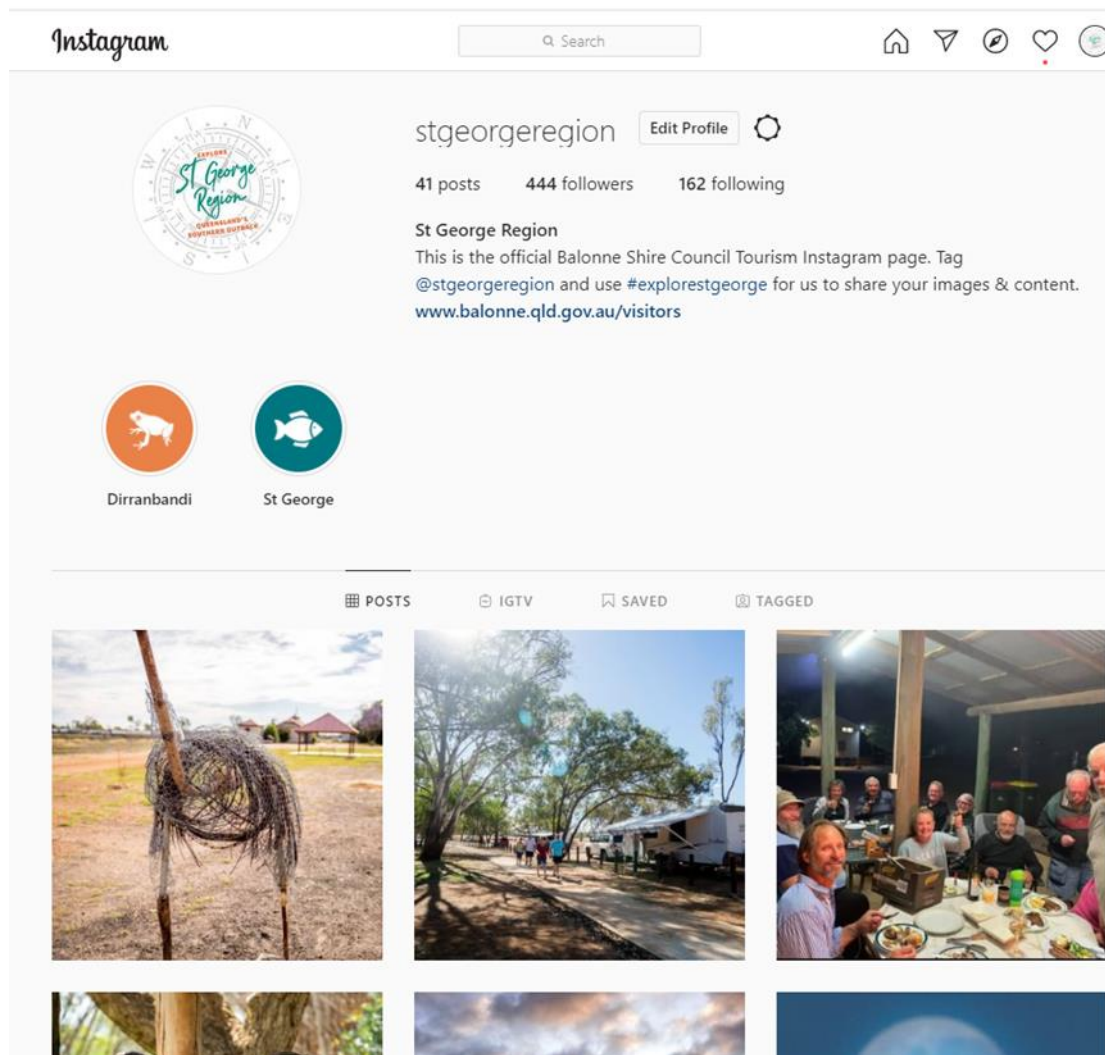
Sean Scott Photography

#explorenindigully #explorestgeorge #stgeorgeregion #outbackqueensland
#thisisqueensland #seeaustralia #HolidayHereThisYear #nindigullypub



St George Region Instagram

- The account currently has 444 Followers (an increase of 71). Please help the Tourism Services Team build our following by following, liking and sharing our content.



Reviews

- No reviews.

Tourism Organisation Representation

South West Queensland Regional Organisation of Council – Tourism Committee (SWQROC)

- The Manager Tourism travelled to Quilpie for a meeting with her regional counterparts of South West Region of Outback Queensland. All six shires were in attendance along with representatives of Outback Queensland Tourism Association. Updates were presented on each region with plans made to present the region as a united front at the OQTA Muster in Brisbane on 22 and 23 February.

Outback Queensland Tourism Association (OQTA)

- The Manager Tourism attended the OQTA Muster as part of the SWQROC contingent on Monday 22 February along with David Blacket from Riversands Wines. The tradeshow part of the event was a first for the Balonne Shire in that it put us in direct contact with travel agents and media who were all keen to sell holiday packages to the Outback, particularly given COVID border restrictions. The SWQROC's new branding concept – Be Our Guest in the South West – as well as working together as a united team worked wonders for the region's six Shires, notably standing out due to the collaborative approach taken.



Adventure Way Promotions Group

- The next Adventure Way meeting is scheduled for 9 March 2021.

The Great Inland Way

- The next meeting is to be scheduled for early 2021.

Meetings & Training

- LGMA Tourism & Economic Development Meeting – 2 February
- Monthly Tourism Catchup Meeting – 2 February
- Council Staff Meeting – 4 February
- Tourism Team Planning Day – 11 February
- Social Media Workshop – 13 February
- QLD VIC Network Meeting – 15 February
- Tourism Network Meeting – 16 February
- Thallon Community Day for Tourism Strategy Draft – 21 February
- St George Region Website Training – 24 February
- RV Strategy Review Meeting – 25 February

Volunteer Projects & Activities

- Volunteer hours have totalled 11.5 hours for February. Due to the current low season, some volunteers have taken this time to take a break and plan to return as visitor numbers increase.

- A meeting was held with Communications Officer to discuss ideas on how to recruit new volunteers. Awaiting promotional material for this.

Shire Tourism Statistics – October 2020

St George Visitor Information Centre

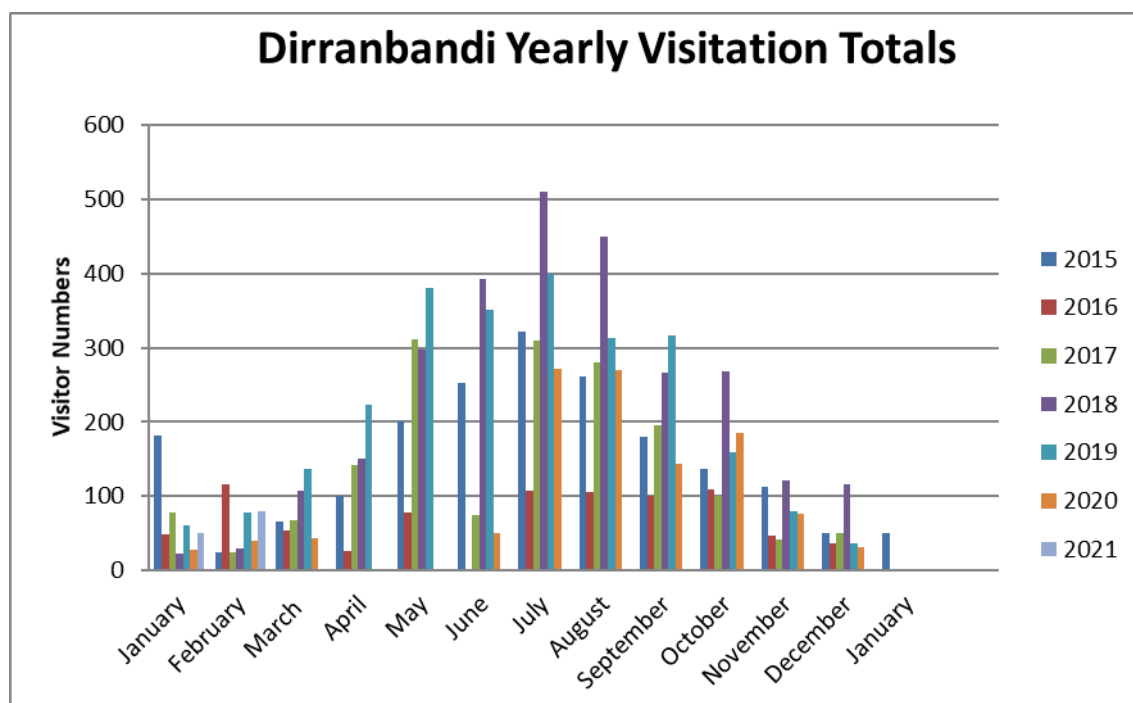
There were 396 visitors recorded for February through the Visitor Information Centre (VIC) in St George. This is an increase of 135 visitors compared to February 2020 where the total was 261 visitors.

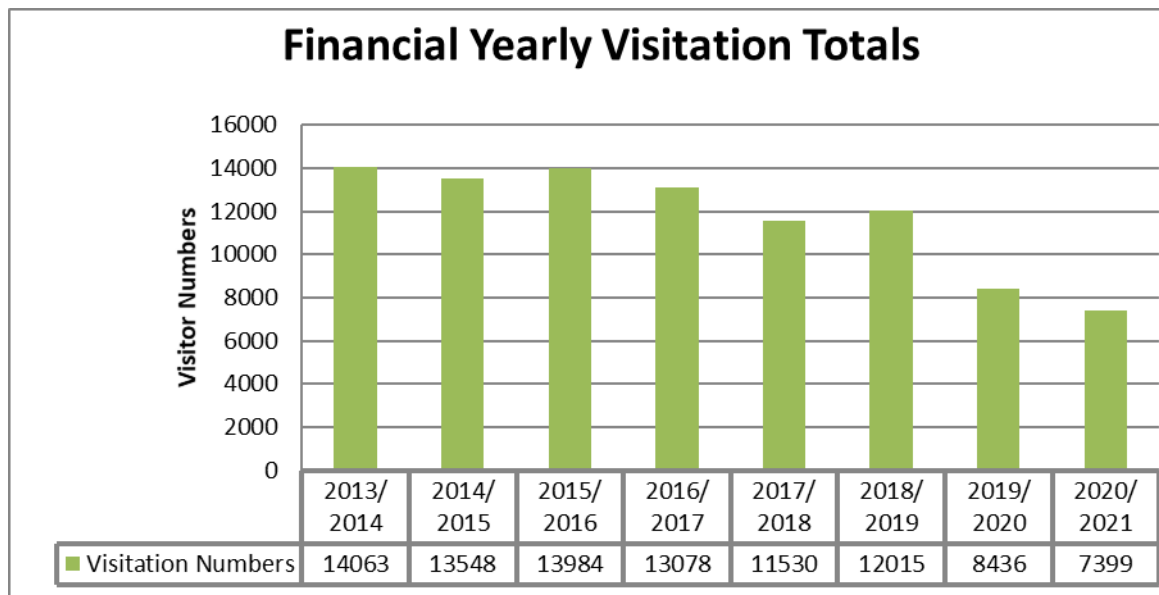
- Local Shire 96
- New South Wales 52
- Victoria 15
- Queensland 218
- South Australia 7
- Northern Territory 1
- Australian Capital Territory 2
- Western Australia 3
- Tasmania 0
- Overseas/International 2

The VIC also received 57 tourism related phone enquiries, 5 Information Packs were sent out and 8 email/internet tourism related enquiries were made during February.

Dirranbandi RTC

There were 79 visitors recorded for February 2021 through the Dirranbandi Rural Transaction Centre (RTC). This is an increase of 40 visitors compared to February 2020 where the total was 39 visitors.





Attachments

Nil

Matthew Magin
Chief Executive Officer

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Community and Library Services

DATE: 08.03.21

AGENDA REF: IOCEO2

AUTHOR: Mariella Perez - Community Development Officer

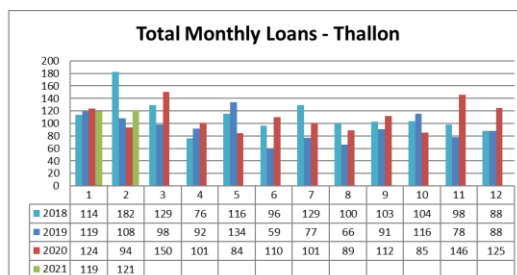
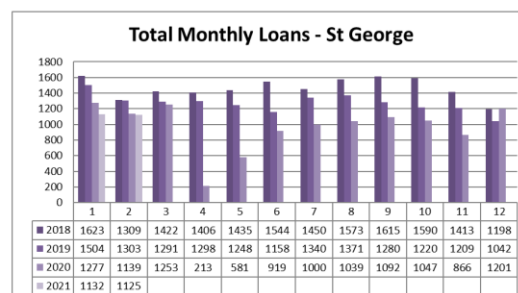
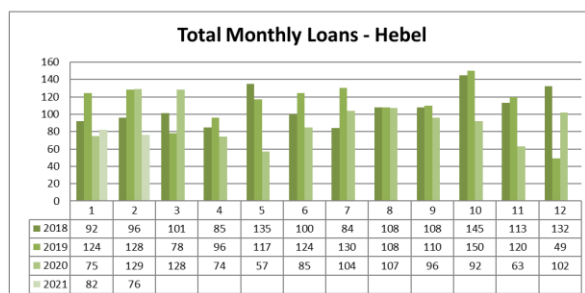
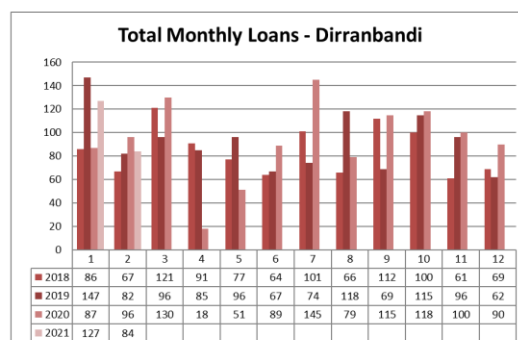
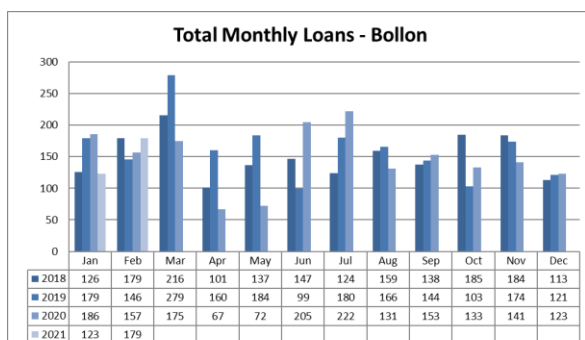
Sub-Heading

February Monthly Report for Communities and Libraries

Community and Libraries

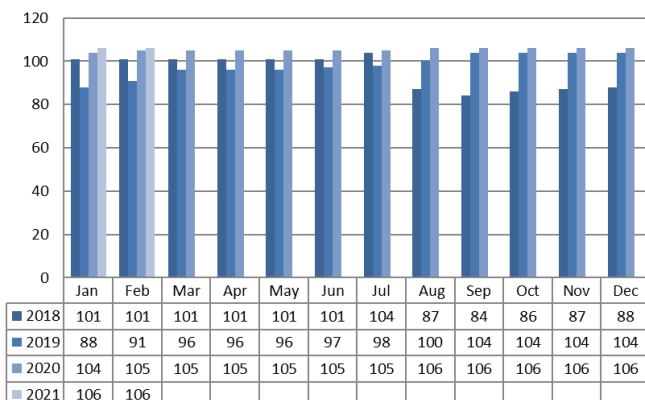
Library Services

Total Monthly loans

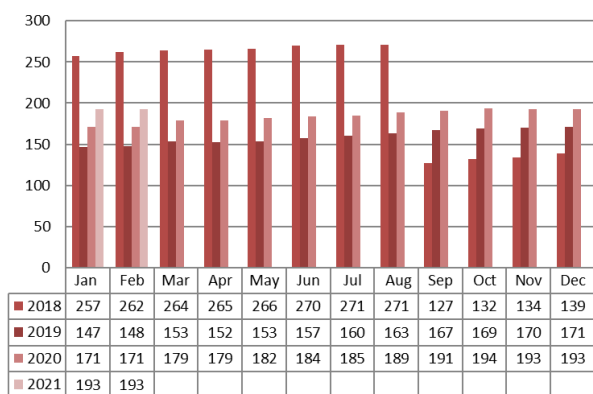


Total Monthly Membership

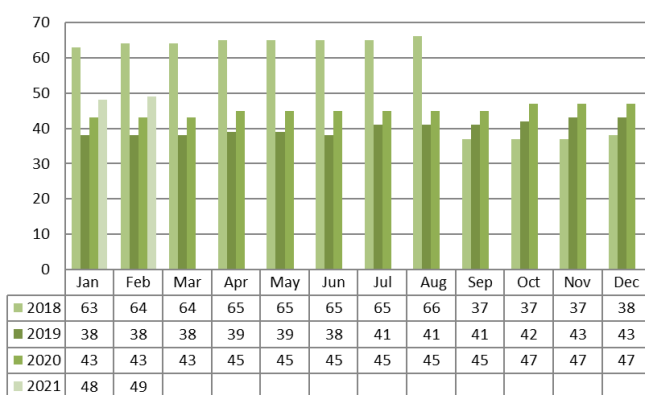
Bollon Library Member Numbers



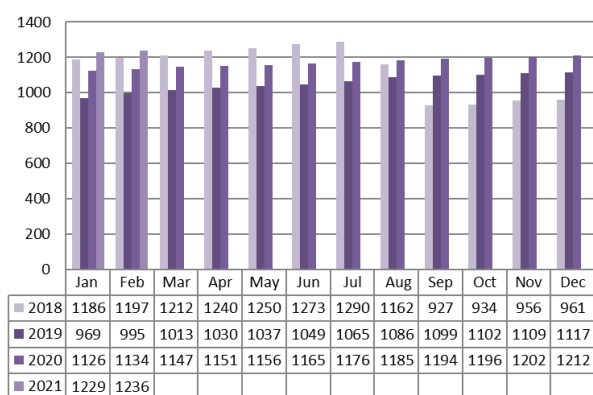
Dirranabandi Library Member Numbers



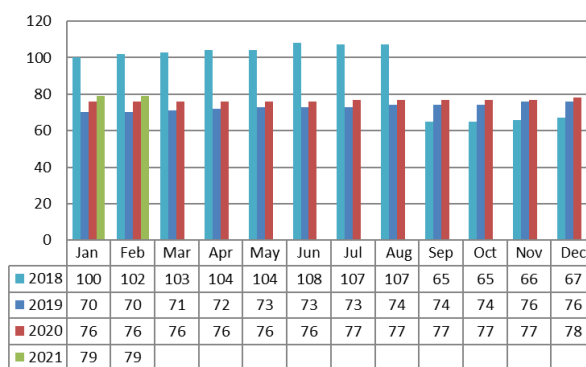
Hebel Library Member Numbers



St George Library Member Numbers

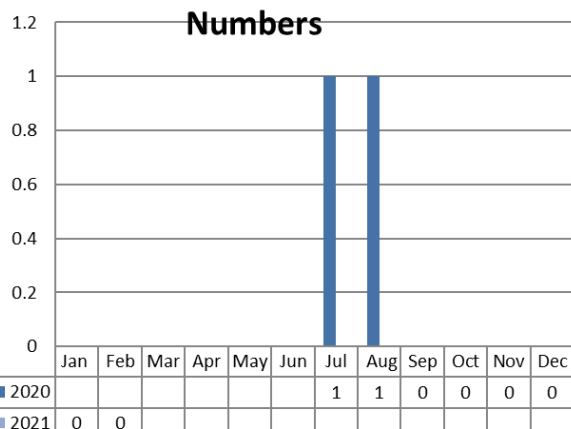


Thallon Library Member Numbers

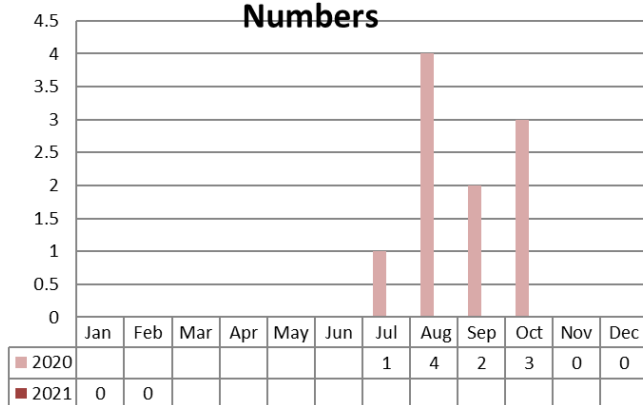


Monthly New Members

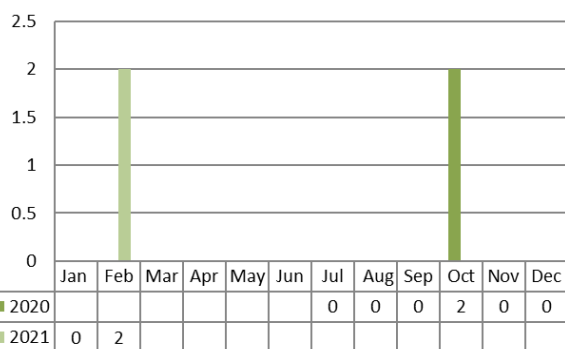
Bollon Library New Member Numbers



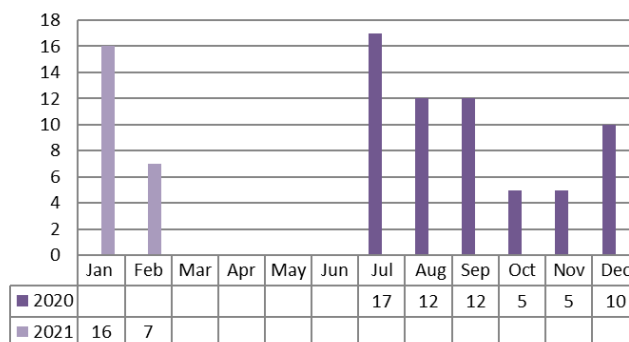
Dirranabandi Library New Member Numbers



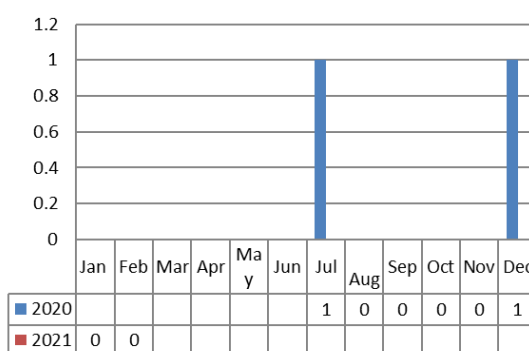
Hebel Library New Member Numbers



St George Library New Member Numbers



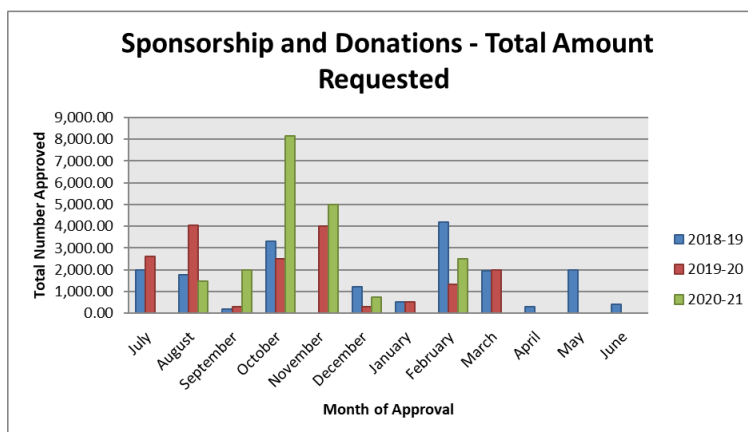
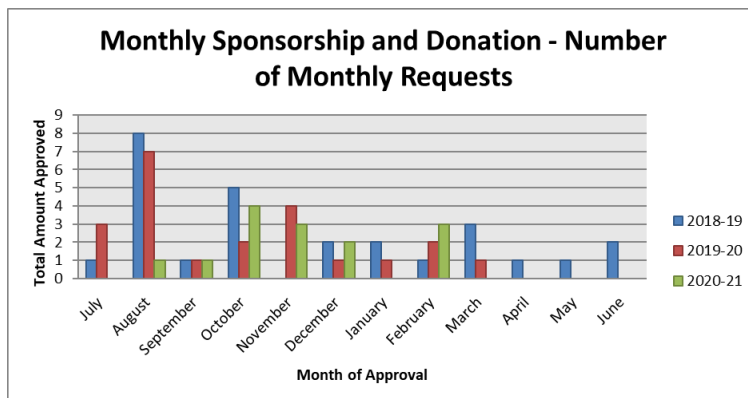
Thallon Library New Member Numbers



Community Grants and Assistance

In February 2021, Council had 3 sponsorship requests.

As of 28 February 2021, Council had approved 15 applications for assistance through the 2020/21 Community Grants and Assistance program, totalling **\$19,893.10** for 2020/21. This compares with 21 applications with a total value of \$21,239 in 2019/20.



Attachments

Nil

Elizabeth Jones

Community Development & Cultural Services Manager

OFFICER REPORT

TO: Council
SUBJECT: Economic Development Update - February 2021
DATE: 08.03.21
AGENDA REF: IOCEO3
AUTHOR: Garnet Radford - Economic Development Officer

Economic Development Update – February 2021

Executive Summary

The purpose of the report is to update Council on Economic Development activities in the Balonne Shire during the month of February 2021. The main priorities for the month were the on-going delivery of major projects – Business Mentoring program, Dirranbandi Hot Baths, investment attraction prospectus (consultation, meetings, and video/interviews), Drought Community Grant workshops and submissions, working group Building Better Regions Funding – infrastructure stream, reporting and business support.

Highlights in February included: Round 2 mentoring commenced (23 mentees), project funding approval for Round 2, Phase 1, two mentoring feasibility studies – consultants appointed, community consultation and investment attraction prospectus work and an inbound investor visit.

Summary of activity during the month of February and Year to Date

Metric	Activity	Notes
New Business enquiries	0	Monthly business enquiries
YTD new business enquires	11	Year to date enquiries
Business engagement meetings	106	Meetings, calls in the month with key stakeholders and businesses
YTD Business meetings	540	Year to date client and stakeholder meetings
Follow up and value-add services (Referrals)	35	Introductions, referral of support services, key events & information to producers and businesses
YTD Referral services	186	Year to date referrals
Events and strategic meetings	19	Includes conferences, chamber/progress associations, ED relevant events and strategic meetings/sessions
YTD Business events	138	Year to date business events
Investments – Pipeline	76	Pipeline of “Active Projects” (includes some Priority)
Investments announced	0	Investments in month
Investments YTD	0	Year to date investments announced in FY
Value of investments	\$0m	\$ value of investments in month
Investments \$ YTD	\$0m	Total value of investments Year to date in FY
Jobs created	0	Jobs created (estimated) in period

1.0 Monthly work program

1.1 Projects summary

- Business Mentoring Program
 - Round 1
 - Project funding reimbursement
 - \$42,234 reimbursed, and local spend and (including co-contribution) in Balonne Shire of \$34,759
 - Feasibility Study 1 – assignment commenced
 - Feasibility Study 2 – Consultant appointed
 - Feasibility Study 3 – Request for submissions to close 4 March
 - Round 2
 - Mentees (23) – 10 mentors, agreements finalised, and mentoring commenced (5 – Agriculture, 3 – Agritourism, 5 - Tourism, and 10 – SME)
 - Eight Project funding applications and five applications approved - \$9,995.00 in funding approved and \$19,016 co-contribution. One further approval subject to additional requirements requested by the committee
 - Social Media workshop on Instagram delivered (38 attendees)
 - Four other workshops being planned includes participation at Agtech20 in Mungindi (31 March)
- Dirranbandi Hot Baths
 - Conceptual designs completed
 - Council report and session with consultant on conceptual designs, finances and operating model presented
 - Update to Department on project status
 - Meeting with infrastructure Services – Water infrastructure and Tendering documents
 - Community information session planned for 17 March
 - Project Management
- COVID-19 Business Support and Recovery
 - Small business support – Round 1&2 mentoring
 - Pacific labour Scheme Updates
 - Business Training
- Exclusion Fencing
 - Planning – economic data collection and outcomes
 - Attending WDEF committee meetings
 - Economic Analysis for Building better Regions Fund (BBRF) Application
- Investment Attraction Prospectus (Balonne Shire and South west Queensland)
 - Community Consultation sessions (2 – St George and Dirranbandi)
 - Facilitating introductions and meetings between key stakeholders and Lucid Economics
 - Interviews with key stakeholders for promotional video (Bollon, Dirranbandi, Thallon, and St George)
 - Update to Balonne Shire Council on the project status – Lucid Economics
 - No new enquiries – Ag (value-add) and Health/Medical
 - Follow up on existing enquiries and priority projects
- Other
 - REDP Reporting financial acquitted submitted (balance \$35,000)
 - Drought Community Support Grant Applications (2)
 - Drought Community Support Grant Webinars – writing grants (2)

- Follow up DAF – seasonal worker challenges
- BBRF applications including economic analysis, economic and community benefits
- Request by a proponent for further campaigns – rocket launches
- ED update to Dirranbandi and Thallon Progress Associations
- EDO weekly wraps (4)
- Referral services in month - 35

1.2 Events & Strategic Meetings

- Community Consultation – Investment Attraction Prospectus St George and Dirranbandi
- Council update – Investment Attraction Prospectus
- Council report – Dirranbandi Hot Baths (conceptual design and modelling)
- State Development – update meetings
- EDAC SWQROC – Investment Attraction
- Grant writing sessions – Webinars for not-for-profit organisations (Drought Support)
- Working group sessions – BBRF applications
- EDO Updates – Thallon and Dirranbandi Progress Association
- Presentation to St George Gardening Group (AGM and overview of projects in Balonne Shire)
- Facilitated investor visit
- Social media workshop – Dirranbandi
- Thallon Visitor Strategy – A Great Place to Stop
- St George & District Chamber of Commerce
- Managers/Strategic Officers

1.3 Business Activity and Lead Generation

- No new investment enquiries in February
- Follow up on investment lead pipeline and priority projects
- Projects emerging from Murray-Darling Basin Economic Development Program Business Mentoring program.

1.4 Reporting

- Dirranbandi Progress Association Update
- Thallon Progress Association Update
- EDO Weekly wraps (4)
- Council report - January 2020 Economic Development update
- Council report – Dirranbandi Hot Baths project
- Project Management – Business Mentoring and Dirranbandi Thermal Springs
- Economic Development Activity report; and
- Investment Summary Report

2.0 Investments/Projects

2.1 Existing Priority Projects Updates

Project	Status/Update
Thallon Grain Upgrade	All inland rail projects at Gate 2 – progressed to feasibility.

Thallon Freight Hub	BROC study likely to be combined with Goondiwindi project for next stage consideration
Carrot Production	No further announcements at this stage
Mooramanna Feedlot	Exclusion Fencing roll out and following up in 2021 (plans). On site meeting with Mooramanna in February
Fucheng (Westmar)	No further announcements from the proponents. Followed up with State Government and Goondiwindi – nothing further
Horticulture expansion	Mentoring continuing with projects being identified. Moonrocks expansion into powdered garlic from REDP funding and private investment
Truck Fuel Stop	No further activity on this project
Cluster Exclusion Fencing	Fencing roll out and scope of works being compiled to collect data from the various fencing programs.
St George Aerodrome	No further update
St George Meat Processing	Progressing with interested investment group and meatworks owner. State Development follow up
Solar Farm St George	Interest re: considering solar and alternative energy. Consultant engaged re; pre-feasibility renewable and alternative energy and potential for microgrids

2.2 Investments Realised and Job Creation/Retention

Investments	YTD	Project Value \$	YTD	Jobs	YTD
0	0	\$0m	\$0m	0	0

Council currently working on a significant project that required support and to be the lead of a Building Better Regions Fund – infrastructure stream application. Grant teams' meetings hosted in the month for the application.

2.3 Project Pipeline Status – “Active” Projects (Includes Priority Projects)

Sector	Totals	Estimated timeframe*/stage	Totals
Agriculture	17	Early 2021	1
Aquaculture	3	Mid 2021	13
Education/Training	3	Late 2021	11
Energy	3	Early 2022	9
Food & Feed Processing	7	Feasibility	23
Health and Medical	3	Concept	11
Horticulture	9	Monitoring	8
ICT	0		
Manufacturing	3		
Professional Services	2		
Property and Construction	3		
Retail/Wholesale	5		
Tourism	10		
Transport and Logistics	3		
Water	2		
Other	5		
Totals	76	Totals	76

3.0 Economic Development Activity

3.1 New Business Enquiries

In the month of February, there were no new business enquiries, however Council is working on a major development and assisting with potential grant opportunities. In addition to the priority projects, the EDO will continue to follow up on existing business enquiries.

Enquiries	Totals	YTD		Sector	Totals	YTD
New	0	8		Agriculture	0	3
Expansion	0	3		Education/Training	0	0
Total	0	11		Energy	0	1
External	0	6		Health and Medical	0	1
Local	0	5		Horticulture	0	0
Total	0	11		ICT	0	0
				Indigenous	0	0
				Infrastructure	0	0
				Manufacturing	0	0
				Property	0	1
				Retail	0	1
				Tourism	0	3
				Transport and Logistics	0	0
				Other	0	1
				Total	0	11

3.2 Client Meetings

During the month, there were 106 Economic Development related meetings of which 69 were external clients and 37 were local clients. The purpose of these meetings is to engage and meet with key stakeholders, business champions, investment enablers and investors and business owners directly to promote the shire and identify business opportunities. Professional Services (46), Agriculture (11), Tourism and Sport (11) and Government (11) were the most represented sectors. St George (24) and Brisbane (24) were most represented.

Sector	Meetings	YTD		Location	Meetings	YTD
Agriculture	11	67		St George	24	143
Creative	0	3		Dirranbandi	8	63
Education/Training	3	12		Thallon	3	20
Energy	0	1		Mungindi	2	3
Government	11	61		Hebel	0	2
Health/Medical	2	21		Nindigully	0	0
Horticulture	4	45		Bollon	0	9
ICT	0	0		Brisbane	24	73
Indigenous	0	1		Gold Coast	6	15
Infrastructure	0	1		Goondiwindi	6	32
Manufact/Construct	1	6		Toowoomba	5	29
Not for Profit	5	42		Roma	5	44
Professional Services	46	182		Southern Downs	0	0
Retail	3	27		Western Downs	2	7
Tourism & Sport	11	48		Logan	0	8
Transport	0	3		Queensland Other	5	12
Other	9	18		Western Queensland	3	8
				Melbourne	0	2
				Sydney	4	12
				NSW Regional	9	36
				VIC Regional	0	9
				Canberra ACT	0	0

			South Australia	0	9
			Tasmania	0	0
			Western Australia	0	0
			International	0	1
Total	106	540	Total	106	540

3.3 Referrals

Referrals are regarding introductions to government programs, advisors, mentors and other persons or government programs to assist local business growth and expansion. A total of 35 business referrals and support services were recorded in the month of February. Business referrals and assistance included: mentoring, grant information, marketing, finance, and introductions/meetings regarding the Investment Attraction Prospectus project.

Sector	Feb 2021	YTD	Notes
Agriculture	6	31	Mentoring, prospectus, marketing
Chamber & Progress Associations	2	7	Grants
Education & Training	3	6	CCTV, CUC info
Environmental	0	1	
Government	0	9	
Health & Medical	2	9	Prospectus
Horticulture	4	38	Mentoring, prospectus, marketing
Indigenous	1	4	Training
Industrial	0	0	
Manufacturing/construction	0	6	
Not-For-Profit	3	12	Grants
Retail	6	21	Mentoring, finance, prospectus
Professional Services	4	17	Mentoring, prospectus
Tourism	2	16	Mentoring, grants, events
Other	2	9	Planning and professional services
Total	35	186	

4.0 Events and Strategic Meetings

4.1 Relevant events attended/presented

In February, 19 business events were held in the month. Events included: grant writing workshops, community consultations, investment attraction prospectus and video sessions, social media workshop, inbound investor visit, migrant workers and committee meetings and updates.

Event	Date	Purpose and Location	Cost
Multicultural Australia and Catholic Care	1-Feb	Migrant workers	nil
Thallon Progress Association	2-Feb	Monthly meeting and update	nil
Managers and Strategic Officers	2-Feb	Workforce requirements	nil
Strategic officer sessions	2- Feb	Strategic planning	nil
Grant writing (Zoom) sessions	2&8 - Feb	Community Drought Support Program and one-on-one consults	\$795
State Development	3-Feb	Quarterly catch up	nil
EDAC Investment Attraction	4-Feb	Marketing for Investment Attraction Prospectus	nil
Presentation Gardening Group	4-Feb	Overview on projects in Balonne	nil

Dirranbandi Progress Association	8-Feb	EDO update	nil
Inbound visit – investor	10-Feb	Meetings and site visits	nil
Social Media – Women Making Gravy	13-Feb	Mentoring Workshop – Dirranbandi	\$4,300
Creative Design videos	14-16 Feb	Video for Investment Attraction	nil
Mentoring Steering Committee	16-Feb	Business Mentoring Meeting	nil
Investment Attraction Prospectus	17-19 Feb	Lucid Economics meetings	nil
Chamber of Commerce Discussions	17-Feb	Grants, events, Tourism Caravan strategy, IA prospectus	nil
Council Report and consultants' updates/reports	18-Feb	Investment Attraction and Dirranbandi Hot Springs	nil
Community Consultation – Lucid	17-Feb	Dirranbandi – IA project	\$250
Business After Hours consultation	18-Feb	Chamber of Commerce	\$65
Thallon Visitor Strategy Launch	21-Feb	Tourism strategy overview	nil
BBRF discussion	23-Feb	Grant group	nil

4.2 Upcoming and proposed events/meetings

Event	Date	Purpose and Location	Cost
Thallon Progress Association	2-Mar	EDO Update	nil
Pasture Field Skills	3-Mar	Connect Ag	nil
EDAC Update	11-Mar	Investment Attraction Project	nil
BBRF Projects	12-Mar	Closing Date for submissions	nil
Dirranbandi Hot Baths	17-Mar	Community Inform session	\$250
Ausindustry	17/18-Mar	Regional visit on Ausindustry programs	nil
Chamber of Commerce	24-Mar	AGM and meeting	nil
AgTech Mungindi20	31-Mar	Business Mentoring 6-8 attendees, registration, and transport	\$1000
Murray-Darling Leadership	31 Mar – 1 Apr	MDA Dirranbandi	nil
Thallon Progress Association	6-April	EDO Update	nil
Murray-Darling Leadership	6-7 April	MDA St George	nil
MDB EDP projects	12-April	Closing date for applications	nil
Rapid Relief Team	15-April	St George	nil
Dirranbandi Progress Association	19-April	EDO Update	nil
Procurement Workshop	28-April	Council and State Development procurement opportunities	\$600
Dirranbandi Hot Baths	30-April	Milestone 2 submission	nil

Attachments

Nil

Matthew Magin
Chief Executive Officer

(IFCS) FINANCE AND CORPORATE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
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(IIFS) INFRASTRUCTURE SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IIFS1	<u>DEPARTMENT OF INFRASTRUCTURE SERVICE'S MONTHLY REPORT</u>	From the Department of Infrastructure Services - reporting for the month of February 2021.	308
IIFS2	<u>MONTHLY REPORT</u>	Monthly information report	317

OFFICER REPORT

TO: Council

SUBJECT: Department of Infrastructure Service's Monthly Report

DATE: 08.03.21

AGENDA REF: IIFS1

AUTHOR: Billie Spackman - Administration Officer

Executive Summary

From the Department of Infrastructure Services - reporting for the month of February 2021.

0701-Main Roads Works

- Heavy shoulder grading 13km of Moonie Highway was completed late February 2021.
- Maintenance work is detailed in the attached RMPC Supervisor's report.

0702-Private Works

- Nil

0400-Council Roads / Streets / Bridge Work

- Road to Recovery Works - Two sets of road pipes have been installed on Ballangarry Road. Formation works have been completed and are awaiting gravel delivery for re-sheeting.
- Maintenance work is detailed in the attached Works Supervisor's report.

0440-Aerodromes

- Asbestos inspections have been completed in St George, Bollon, Dirranbandi and Hebel.
- Routine maintenance and inspections are ongoing.

0450-Plant and Equipment

- Four new Landcruiser 79 Series utes have been fitted with extras and returned to the St George Council Depot.
- Details are included in the attached Workshop Supervisor's report.

0510-Housing

- Step treads and fly screen have been repaired and painted at the Bollon Council House
- Routine maintenance is ongoing.

0520-Recreation and Sport

- Maintenance work is detailed in the attached Town Works Supervisor's report.

0521-Swimming Pools

- Maintenance work is detailed in the attached Town Works Supervisor's report.
- Routine maintenance is ongoing.

0530-Parks and Gardens

- Six Bush Tucker Garden plant identification signs have been installed.
- The new bridge at the Canoe Ramp has been installed late February 2021 with the approaches to be completed by late March 2021.
- Shade structure at Thallon park was completed late February 2021.
- Maintenance work is detailed in the attached Town Works Supervisor's report.

0535-Halls/Civic/Cultural Centres

- Asbestos inspections were completed at the Dirranbandi Civic Centre.
- Maintenance work is detailed in the attached Town Works Supervisor's report.

0555-Showgrounds

- The concrete path around the commentator box at the St George Showgrounds is due for completion early March.
- WORKCAMP have commenced building new horse stalls.
- Maintenance work is detailed in the attached Town Works Supervisor's report.

0615-Cemeteries

- 6 graves were dug at St George Cemetery.
- Maintenance work is detailed in the attached Town Works Supervisor's report.

0620-Street Cleaning

- Maintenance work is detailed in the attached Town Works Supervisor's report.

625-Public Conveniences

- Maintenance work is detailed in the attached Town Works Supervisor's report.

4000-Urban Wastewater

- A Contractor has repaired sewerage jump up for Council at 162 St Georges Terrace, St George.
- Maintenance work is detailed in the attached Town Works Supervisor's report.

5000-Urban Water

- One service repair was completed at 65 Victoria Street, St George.
- River water main upgrade on St Georges Terrace, St George is 95% complete.
- Bore Water main upgrade on St Georges Terrace, St George is 95% complete.
- Maintenance work is detailed in the attached Town Works Supervisor's report.

Capital/Special Maintenance Works Progress

- St George Splash Park site works will commence early March 2021.






Meetings / Training

- Fortnightly IS meetings.

Current Tenders

- EOI – BSC 20/21-EO1 – Demolition Services for St George Library Hub Project – Closing 18.3.2021
- EOI – BSC 20/21-EO2 – Construction Services for St George Library Hub Project – Closing 22.3.2021

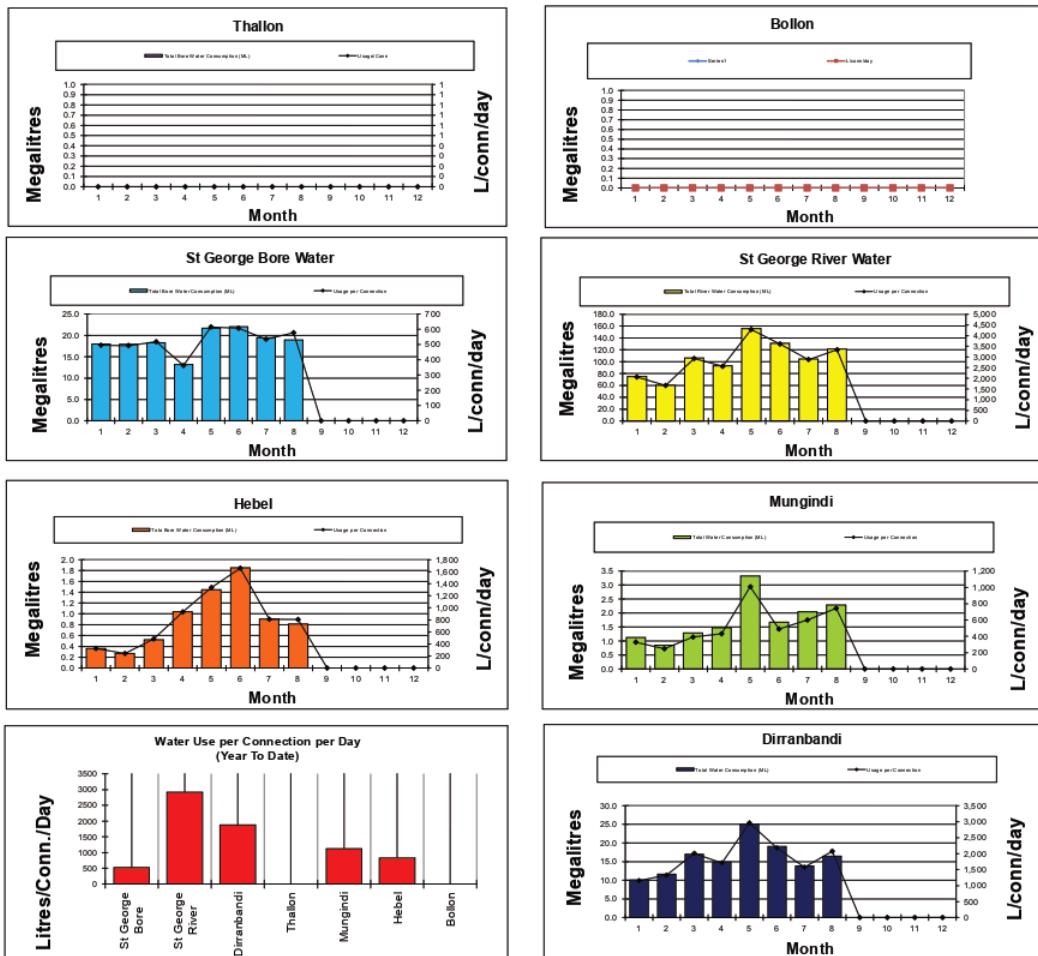
Attachments

1. Balonne Shire Water Usage 2020-2021 - Period Ending 28 February 2021.pdf [↓](#) 
2. Plant Maintenance Report - Period Ending 28 February 2021.pdf [↓](#) 
3. Road Construction Report - Period Ending 28 February 2021.pdf [↓](#) 
4. Road Maintenance Report - Period Ending 28 February 2021.pdf [↓](#) 
5. Town Maintenance Report - Period Ending 28 February 2021.pdf [↓](#) 

Andrew Boardman

Director Infrastructure Services

BALONNE SHIRE WATER USAGE 2020/21



Report of Workshop Supervisor - P. Gluzde

Period Ending 28/02/2021

392	MISCELLANEOUS PLANT	
	Carry out repairs to small plant.	
1509	Toyota Prado VX DIS - 540WYK	
	173,472 Kms	170,000km. service as per coupon, diagnose system faults and repair, replace taillight.
2508	FORD RANGER 4X2 360VKZ	
	114,421 Kms	110,000km. service as per coupon, repair lights, and faults.
2510	Toyota Hilux 4x2 XTRA - 984WSF - D Dwyer.	
	100,044 Kms	100,000km. service as per coupon, check clean and adjust rear brakes, carry out repairs on faults diagnosed.
3020	Colorado 4x4 Utility 252-SWR Tom Hill	
	216,300 Kms	Diagnose fault with ABS light, repair wiring.
3022	Holden Single Cab 4X4 Ute 797WQX	
	74,651 Kms	Have windscreen replaced and carry out 70,000km. service as coupon.
3514	Holden Colorado S/Cab 4X4 803SOE P Gluzd	
	140,497 Kms	140,000km. service as per coupon, adjust brakes.
4017	Hilux 4x4 D/Cab 927TCU - Ben Gardiner	
	159,681 Kms	160,000km. service as per coupon, strip clean and adjust rear brakes, check for faults, replace fan belt and test.
4019	Toyota Hilux Dual Cab 4x4 - R Steadman	
	194,780 Kms	Diagnose and repair fault for ABS braking.
4021	Toyota Hilux 4X4 D/Cab - Grader	
	161,100 Kms	160,000km. service as per coupon, strip clean and adjust rear brakes, take to Dependable Panel for repairs on various kangaroo hits and strikes.
4028	Toyota Hilux D/Cab 4x4 275-ZFU	
	30,693 Kms	30,000km. service as per coupon.
5002	SCHWARZE 6500XL SWEEPER 204-KKO R BECKMANN	
	134,363 Kms	Diagnose reason why aux engine will not start, order parts and await supplier to send.
5008	ISUZU FRR600 CREW 108RRN	
	170,819 Kms	170,000km. service as per coupon, carry out DPD burn, replace rear mud flaps and support chains, clean radiators.
5009	ISUZU FRR600 TRUCK 840-MEM MTCE	
	170,245.0 Hrs	170,000km. service as per coupon, tighten turbo actuator bracket, clean out radiators, carry out DPD burn, send to B A Tierney for air conditioner repairs.
5012	Isuzu NQR450 Crewcab 184STR J Lindores	
	188,499 Kms	180,000km. service as per coupon, replace front shocks, replace right hand rear wheel hub seal.
5015	ISUZU FXZ1500 WATER TRUCK - 317SYH	
	105,900 Kms	Drive to truck and jump start aux pump motor
5019	ISUZU TRAY TRUCK FRR SERIES - DIESEL - XQ70NY	
	10,223 Kms	Top up engine oil.
5020	Jet Master XQ62PR	
		Cel-Fi GO and UHF installed by O'Brien Toyota.
5505	CAT 140M GRADER C82158 TAYLOR	
	10,759.0 Hrs	250hr. service carried out by B A Tierney Mechanical as per manual.

Report of Workshop Supervisor - P. Gluzde

Period Ending 28/02/2021

5507	JD 670G Grader 26707C	
8,468.0 Hrs	Replace flat batteries with cat one's	
5508	Cat 12M Grader 34862C Kingston	
6,716.0 Hrs	250hr. service as per manual, clean radiators, SOS engine oil, replace mold board wear strips and adjust.	
5509	CAT 12M GRADER 34863C STAINES	
5,733.0 Hrs	500hr. service carried out by B A Tierney Mechanical as per manual.	
	B. A. Tierney Mechanical repaired damage grease lines, replaced vision link antenna, test and repair air conditioner system.	
5,890.0 Hrs	Replace flat Batteries with cat one's.	
5510	CAT 12M GRADER 37658C	
5,286.0 Hrs	250hr service carried out by B.A. Tierney Mechanical as per manual.	
6502	TEREX TRACKLOADER - SKID STEER	
3,265.0 Hrs	Sent to SEB Mechanical for repairs to hydraulic oil leaks at left drive motor.	
6504	JCB 426HT Wheeled Loader	
	Top up auto lube system with grease.	
7001	AMMANN AP240T3 ROLLER GEORGE KEMP	
7,071.0 Hrs	250hr. service as per manual, check over machine.	
7002	AMMANN VIB ROLLER	
	Repair fuel hose leaking.	
7516	Ferris IS1500ZC Zero Turn Mower St G	
2,209.0 Hrs	Remove and repair deck radius rods, refit and adjust for level cut.	
2,222.0 Hrs	Replace hydraulic pump drive tensioner pulleys mounting bolts and bracket.	
7520	Ferris Zero Turn Mower - IS2100Z	
971.0 Hrs	Replace deck engagement clutch assembly.	
976.0 Hrs	Replace drive deck spindle bearings and test. Tighten canopy mounting bolts.	
7521	Ferris 1S51002 Zero turn 72" Mower	
	Replace cutting blades, repair hydraulic oil leak.	
	Repair electrical faults.	
7524	Ferris IS 5100Z Zero Turn Mower 72" (Bollon)	
52.0 Hrs	Repair coolant leak at thermostat housing, replace fan belt, test run.	
8015	CROWN CD305-3 FORKLIFT - Dirran	
4,727.0 Hrs	Replace seat on forklift.	

Report of Shire Supervisors Road Construction for Period Ending 28/02/2021

11 24A - Camarvon Highway (Mungindi-St George)	MRD Road
Stabilising and guide post repairs.	
14 35A - Moonie Highway (Dalby to St George)	MRD Road
Minor Stabilisation work complete. Gravel re-sheeting on the Moonie Highway has started with a local road's grader operating crew completing the works - This will be approx. 13km of road.	
15 36A - Balonne Highway (St George - Bollon)	MRD Road
Edge repairs - jetpatcher	
21 CASTLEREAGH HWY (Dirranbandi-Hebel)	MRD Road
Edge repairs - premix. Minor Stabilisation works	
9999 Other	
Assisted Water & Sewerage Patching Road Crossings. Nindigully Town - Drainage Works Still in progress. Whipper snipped Council Depot	

Report of Shire Supervisors Road Maintenance for Period Ending 28/02/2021

1001 Ballangarry Road**Shire Road**

RTR- 2 set of road pipes have been installed. Formations works have been completed and are ready for resheet works when gravel delivery arrives Friday 26.02.2021.

1018 Gunnindaddy**Shire Road**

St George Crew 1 Maintenance grading Gunnidaddy Road

3004 Cashel Vale**Shire Road**

Bollon Crew Maintenance Grading

3019 Powrunna**Shire Road**

St George crew 2 Powrunna road Maintenance

4004 Mitchell - Bollon**Shire Road**

Bollon Road Formation works for Gravel re sheet Works Complete Gravel to be delivered Week 01/03/2021.

9999 Other

Thallon camping ground platform has been completed.

Report of Balonne Shire Town Works

28/02/2021

St George

Town Streets	Stump grinding in town streets.
Parks & Gardens	Repairs have been completed at the skate park 6 Bush Tucker Garden Plant Identification Signs have commenced installation and is nicely underway. Further signage will commence in the next financial year with Elders and Mani Tribes Gallery. Fake grass has been patched at Rowden Park Playground. Footings for the new Canoe Ramp Footbridge has been installed. Mulching foreshore gardens.
Showgrounds	Posts have been put in and placed around showgrounds pit. Concrete path around commentator box is almost complete
Public Toilets	Toilets have been cleaned and sanitised weekly
Sewerage	Routine Maintenance is ongoing. Bendy Plumbing repaired/replaced sewerage jump up for Council at 162 St Georges Terrace.
River Water	Routine maintenance is ongoing 1 service has been repaired. River Main upgrade along St Georges Terrace is 95% complete
Bore Water	Routine Maintenance is ongoing. Bore water main upgrade is 95% complete.
Other	Replaced fire hydrant in George Street - Mungindi. Installed flow and checked meters on the Dirranbandi and Hebel bores.

Thallon

Works Depot	All plant and equipment have been serviced and cleaned. Yard and shed has been cleaned.
Parks & Gardens	Mowing and whipper snipping was completed. Shade structure in Thallon Park has been complete. Removal of old soft fall edging has been completed. Repaired sprinkler pipes.
Rubbish Dump	Pushed up green waste and scrap metal. Slashing of dump road
Bore Water	Read meters from Moree Shire Read river water meter weekly

Dirranbandi

Town Streets	Sweeping of the main street and emptying of bins completed. Picked up loose rubbish around streets. Mowing continues. Cleaning around storm drainage pits to get rid of all the water laying around in gutters. Had a few complaints and requests about water in front of the public yards. Contractor slashing old town streets to help control grass high.
Works Depot	Mow and weed council yard. Clean toilets and showers. Keep council yard tidy.
Aerodrome	Inspections and maintenance continue. Mowing continues n poisoning around lights. Asbestos inspection on building.
Parks & Gardens	Mowing and watering continue. Weed eating, trimming and mowing of parks continue. Workcamp replaced 4 broken bollards rails and posts in Jack Dwyer park fence. Mowing and weed trimming of sports complex was complete. Poisoning sports complex car park was complete.
Showgrounds	Maintenance continues. Mowing and weed eating is continues. WORKCAMP started building New horse stalls project on eastern side of other stalls.
Cemetery	Mowing and weed trimming continues. Poisoning around graves. WORKCAMP weed trimming around graves.
Public Toilets	Inspections and cleaning continue.
Sewerage	Sewerage pump stations all working well. Inspections and cleaning of wet wells continue. New replacement sewerage pumps for McCarthy station have arrived need to place in pit just waiting for electrician with spare time to unhook power and reconnect. Still working manual at this stage. Asbestos on switch boards.
Rubbish Dump	Pushing up rubbish dump and green waste and scrap steel areas once a week completed. Pick up rubbish around the dump.
Treated Water	Daily maintenance and inspections continue. Poisoning around ponds and fence line to control weeds and grass. DE sludge valve motor burnt out replaced parts from another valve working again. Bore coolant has faults coming on fans not working on auto or manual have too reset switch board daily still waiting for ESM to come down to look at problem. Had an asbestos inspection on building. Ergon disconnected old power cable from new pole to old pole on yard.
Other	Mopped and cleaned out civic centre for booking. Parks toilets cleaned twice a week routine. Contractor Jack Taylor laid down cement pad and placed BBQ in ready to have power hooked up. Craig from asbestos inspection on hall. Daily operations check n testing goes on weekly at Dirranbandi Pool. Mowing and weed trimming around pool and cleaning the facilities out weekly. Cleaning out chemical shed once week. Backwashing pool filters weekly and cleaning dose lines. Replaced a rubber in sand filter inlet pipe.

Hebel

Town Streets	Travel to Hebel to empty rubbish bins weekly and any jobs needed to be done. Contractor Jack Taylor mowing town ship streets. Poisoning around signs and curves and power poles for mowing.
Parks & Gardens	Mowing and weed trimming continue
Public Toilets	Travel to Hebel to clean toilets weekly.
Other	Mowing and weed trimming at Hebel Civic Centre. Asbestos inspection Craig looked around buildings.

Report of Balonne Shire Town Works

28/02/2021

Bollon

Town Streets	Signs have been delivered - Thank you! Weed spraying around town streets, signposts and guttering is ongoing. We are using Kambam and Roundup.
Stormwater	Problem area at the corner of Wallam and Belmore Street has been solved (Drain to frog hollow gate has been cleaned out)
Works Depot	A new stand for the pull along roller has been made. Removed dirt pile from the eastern side of the depot.
Parks & Gardens	Removed the pea tree from Wallam Creek Weir and Causeway. A leaking water line has been repaired at Wallam Creek.
Showgrounds	Machinery off loading and loading ramp needs repairs. Front frame need replacing and backfilled with earth.
Public Toilets	Toilets have been cleaned and sanitised weekly
Other	Civic Centre power fault has been repaired. (faulty hair dryer) Step treads and fly screens at the council house has been replaced and step treads have been painted.

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report

DATE: 05.03.21

AGENDA REF: IIFS2

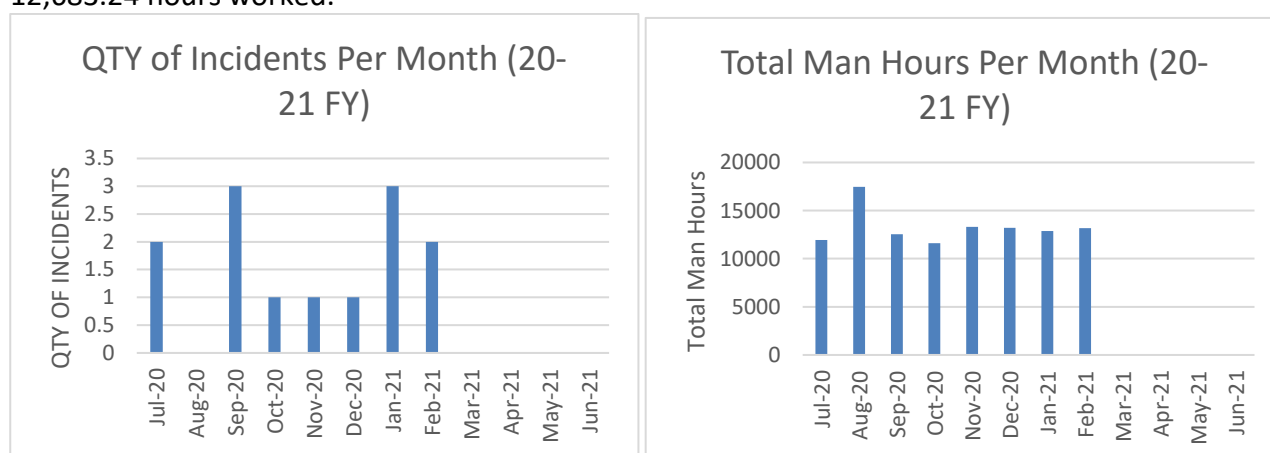
AUTHOR: Ben Gardiner - Safety Advisor

Sub-Heading

Monthly information report

Injury Summary

There were only 2 minor work incidents reported during the month of February 2021 in a total of 12,683.24 hours worked.



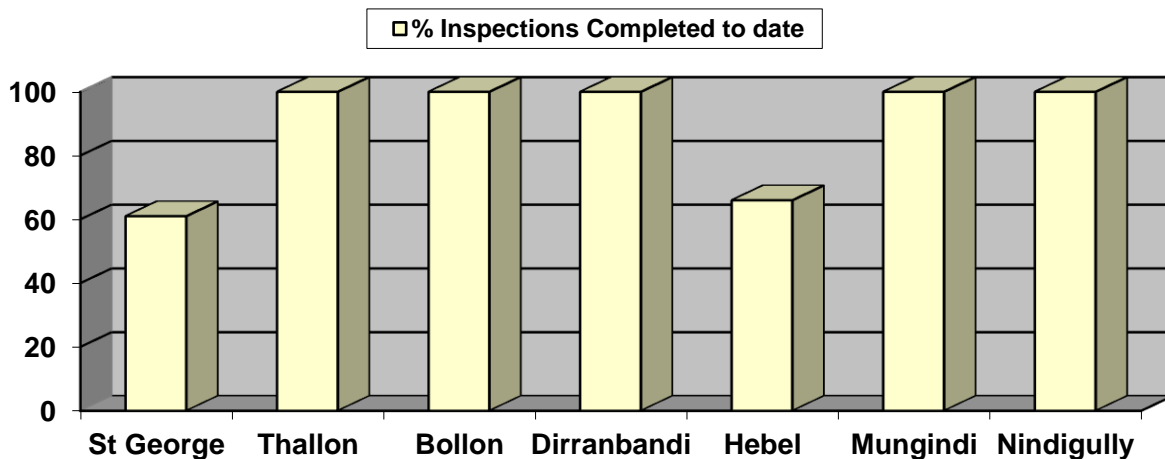
These injuries included a strained muscle and someone falling from a piece of plant. Our current LTIFR (Lost Time Injury Frequency Rate) is 9.41 Lost Time Injuries per million hours worked.

Injury	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Strain/sprain	7	1	3	2	7	13	6
Foreign body			6		2	1	
Bruise	1		3	1	4	4	
Cuts / Laceration	1	1	2	2		3	2
Burns/scalds	2		1				1
Skin irritation			1				1
Weld flash		1					
Puncture	1				1	1	
Poisoning							
Fracture							

Worksite Hazard Inspections

The new Hazard Inspection Matrix for 2021- 2022 Financial Year is in the process of being developed, along with the Quarterly Action Plans. Council is in the process of recruiting an external party to undertake all Hazard Inspection across the Shire to give an indication of time and cost.

The last inspection period that finishing at the end of December 2020 has a several inspections to be undertaken in St George and Hebel before being finalised.



Take 5 and Toolbox Talks

Managers and Supervisors have been following progress of their staff and following up outstanding items.

Safety Inductions, Training & Information Sessions

Several staff have failed to complete their Traffic Management training as the extension has expired and have not completed the competency. There have been several issues identified with the training provider and will be considered with future procurement processes.

Supervisors and Managers have also started to document that their staff are inducted into the plant & vehicles that are operated.

Calibrations, Inspections and Testing

Electrical Test & Tag is review as part of the hazard inspections completed for work areas.

All Fire Equipment have been tested along with our Heights Safety Equipment, Oxygen Meters & Anchor Points. Council's winches have been returned from servicing, lifting Equipment will be inspected in early March.

Plant Inductions

Several staff are not inducted into their day-to-day vehicles. Supervisors have been advised and are to complete these inductions soon as practical. A review is also being undertaken on other plant items.

Safety Audit Documents that have been reviewed

Council have received revised Incident Report Forms from Feddersen Consulting that have been reviewed. These will now be sent to SLG for review along with the Incident and Injury Management Workflow.

Attachments

Nil

Andrew Boardman

Director Infrastructure Services

(IERS) ENVIRONMENT & REGULATORY SERVICES

ITEM	TITLE	SUB HEADING	PAGE
IERS1	<u>MONTHLY REPORT</u> <u>ENVIRONMENT AND</u> <u>REGULATORY SERVICES</u>	The Environment and Regulatory Services Report for the month of February 2021 is presented for Council's information.	321

OFFICER REPORT

TO: Council

SUBJECT: Monthly Report Environment and Regulatory Services

DATE: 05.03.21

AGENDA REF: IERS1

AUTHOR: Michelle Walters - Administration Officer

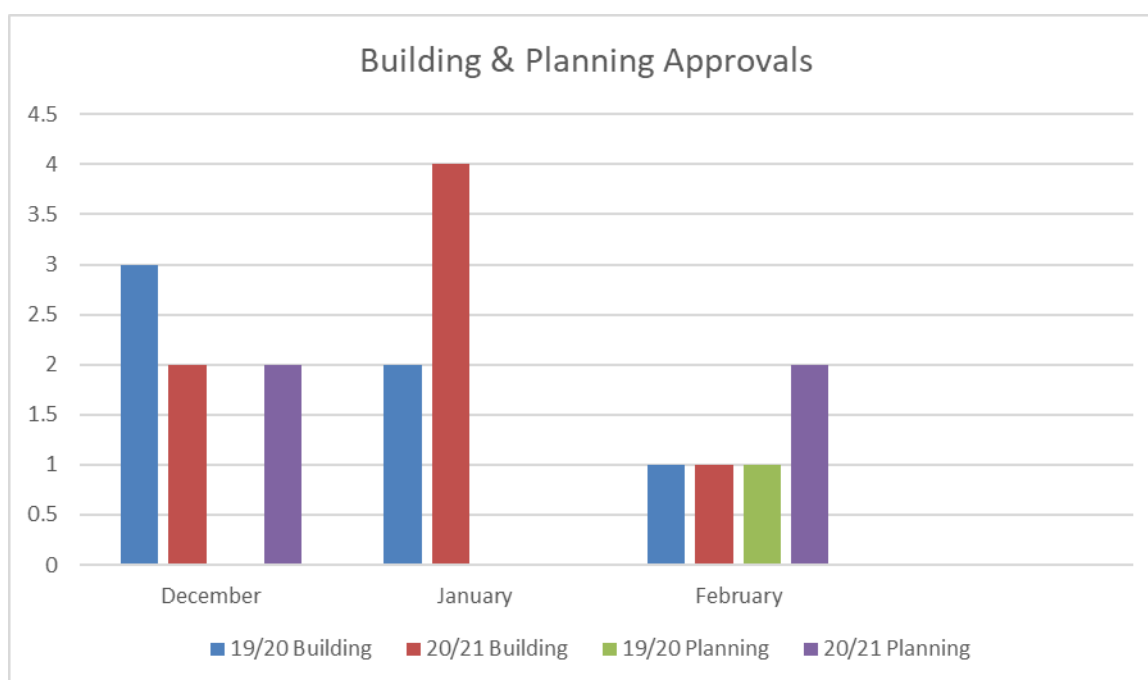
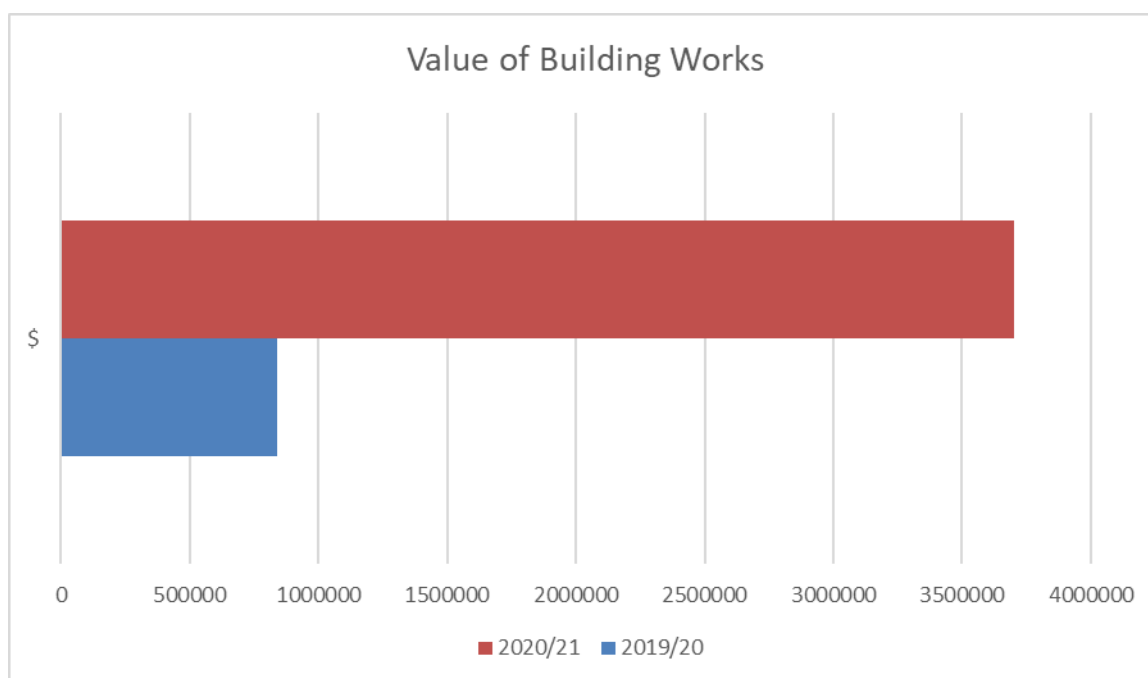
Sub-Heading

The Environment and Regulatory Services Report for the month of February 2021 is presented for Council's information.

PLANNING AND DEVELOPMENT APPROVALS

Building Approval February 2021

BA No	Applicant	Owner	Address	Lot & Plan	Builder	Class	Description	Value of Works	Approval Date
5249	Simon Lane	Anthony Lindores	47 Victoria St ST GEORGE	142STG185 4	Simon Lane	10a	New Deck	\$ 26,340.00	05.02.2021
5251	Private Cert - South West Building Certification	AN & EA Browning	3685 Fernlee Rd BOLLON	1MGL4	Chris Hart	5	New Office Building	\$ 222,000.00	18.01.2021
5252	Private Cert - South West Building Certification	Stephen & Susan Misen	5 Balonne St ST GEORGE	3RP763939	Owner/Bui lder	10a	New Shed	\$4,500.00	27.10.2020



Development Applications

Number	Development	Address	Application Stage
MCU 176	"Caravan Park"	77 Whytes Rd, St George	On Hold
MCU 185	"Intensive Animal Industry" (45,000SSU Sheep Feedlot)	'Ballandool Station', Ballandool Road Hebel	Information Request Part
MCU 188	"Intensive Animal Industry" (2,000SCU Cattle Feedlot)	15035 Carnarvon Highway, St George	Referral Part
MCU 189	"Low Impact Industry" (Livestock Feed Supplement Storage Facility)	Johnston Road, St George	Decision Part

MCU 191	"Community Use" (Harmony Centre)	72-76 Saint Georges Terrace, St George	Decision Part
RL 109	Reconfiguration of a Lot (Boundary Realignment)	110 & 112-118 Victoria Street, St George	Decision Part

ENVIRONMENTAL SERVICES

Natural Environment:

- General health inspections were carried out.
- There were no notifiable diseases reported during February 2021
- There were five food recalls actioned in February 2021.
- Mosquito Management

Dirranbandi

- Mosquito larvicide has been carried out throughout the township of Dirranbandi. This was completed on Thursday 4 March 2021

Hebel

- Mosquito larvicide has been carried out throughout the township of Hebel. This was completed on Thursday 4 March 2021.

Thallon

- Currently all water has evaporated, however should any more rainfall occur, the town supervisor will advise and mosquito larvicide will occur throughout the township

Bollon

- The river is currently receding, and blackfly will become a problem over the coming days. A Public Health Alert has been actioned and pushed out through social media. This will ask the community to take extra precautions during this period.

Mungindi

- No action required

St George

- No action required

Local Laws:

- Registration forms and the completion of QR codes at RV friendly parks continue.

Public Health:

- Council continues to promote community awareness on safe practices during COVID-19 when running events, weddings, workshops and other community gatherings
- Several local organisations are currently pre-planning for events in 2021. Battle of the Balonne, Yellowbelly, and Rally 399
- Queensland Health alerts have been shared with the Balonne community – New app "Check in Qld"
- COVID-19 safe responses continue, especially hiring of Council facilities. These responses are sent prior to the approval of the facility. This process allows for all organisations to undertake COVID-19-safe practices.

Wastewater Services:

- Wastewater analysis continues each month.

Urban Water Supplies:

- Weekly microbiological samples of St George's bore water supply were taken and tested.
- Samples were taken and tested from all other towns during the period.

Waste Management:

- All waste practices continue at a high standard at the St George Landfill.
- The illegal dumping of tyres project, funded by the Department of Environment, reached it's 300 tonne quota at the end of the month. The hotspot project is well underway with compliance notices being issued. This project continues to gain strength. Refer to attachment.

Landfill Operation

	St George	Dirranbandi	Thallon	Bollon	Hebel	Nindigully
Condition	Reasonable	Reasonable	Good	Good	Good	Transfer Station
Concerns		Greenwaste	Greenwaste	Greenwaste		

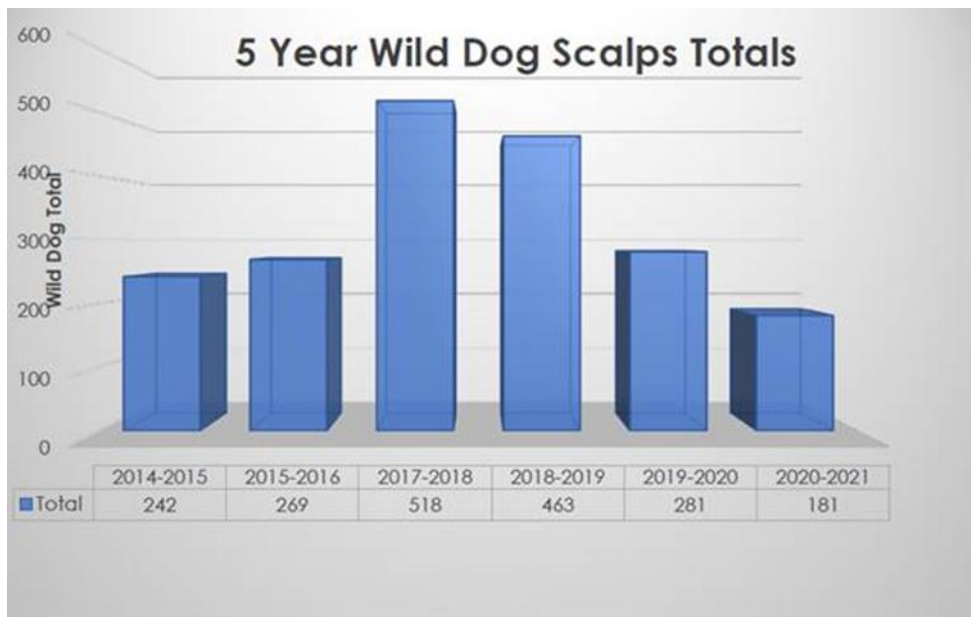
RURAL LANDS AND COMPLIANCE

Biosecurity and Environment

- Wild Dog Advisory Committee Meeting on Tuesday, 9 February 2021 – Council is seeking the feedback from the Committee in developing and prioritising actions for a 3-year action plan providing direction for the Committee
- Report finalised for Communities Combating Pest and Weeds Program – Weed Management (Moonie and Maranoa Rivers)
- MOU signed for Harrisia Cactus on Private Property grant with Goondiwindi Regional Council
- Workplace Health and Safety Representative Training
- QMDCL Rangers herbicide spraying, town common, TMR Element 5 Herbicide Spraying on Castlereagh Highway.
- Pest weed inspections at Thallon Reserve
- Clean up of Johnson Road trees due to safety concerns.
- Baits delivered to “Narline” “Glencoe” and “Dunwold”.
- Assisting Environmental Health with Vector Spraying Dirranbandi
- Wild Dog Baiting Corflutes ordered for the May 2021 Baiting Program.
- Traditional cool burning tests at Thallon Reserve and Munya Lake to remove weeds and restore pasture condition (photo). Fires have proved to be efficient and easily controlled. Video produced.



- Fire Breaks done for Traditional Burn in Thallon.
- St George Stock Pound thinning works for hazards.
- Rural Fire Brigade Meeting to propose the formation of a Rural Fire Brigade in St George.
- Destroyed 31 Wild Dog Scalps.
- Scalps 5-year review to date (table). 2020-2021 total to date is 198.



Wild Dog Exclusion Fencing (WDEF)

- Jenny Hatch commenced as WDEF Administrator on a casual basis
- Grant EOI's collated with expressions totalling 559km of WDEF (approx. grant value \$4.5m).
- Preparations for \$2m MDEDP grant
- 5m Vegetation Clearance Permit drafted by the solicitors. Permits finalised and issued to landholders
- Vegetation Clearing inspections at Whyenbah, Eurobadalla, Neabul Downs, Honeymah Lane, and Toorumbree (including resolution of fence alignment).
- WDEF materials deliveries to: Warroo, Wirraninna North, Wodonga, Tralee, Ballandool (photo), Neabul Downs, Oakey Park, Openbah, Moorenbah, Brookdale, Kendal, Lakeside



- Working with some of the Murray Darling Landholders to provide a variation of time as their materials have been waiting 6-7 months for delivery outside of their control.
- Sign-ups for Special Rate Scheme Round 2
- WDEF Site Induction or Progress Inspections for Mooramanna, Toorumbbee, Nulky, Riverston, and Moolabah
- Wing Permits are currently being issued and pegged out from the original inspections in June 2020 now that landholders are coming to construction of the wings.
- Deed of Assignments to East Thomby Cluster for the Sale of 2 properties
- Guidance from SQ Landscapes funding provider on the maintenance schedule for the Fernlee Cluster.

Stock Routes

- Stock Route and Water facility patrols conducted.
- Stock Route compliance inspections for four properties
- 2021-2022 Capital Works Expression of Interest Projects funded by DNRME submitted
- Stock Route Capital Works for 2020-2021 submitted for reimbursement from DNRME.
- Facility Inspections submitted to DNRME through the Stock Route Management System for approval.
- Quotes outsourced for Mungindi Town Common (Tanks, Troughs)
- Commenced Thuraggi Reserve Fence Renewal to reduce illegal dumping of car bodies and rubbish. On-site consultation with Kamilaroi Land Trust representative.
- Stock route water tanks inspected along Balonne highway (photo)

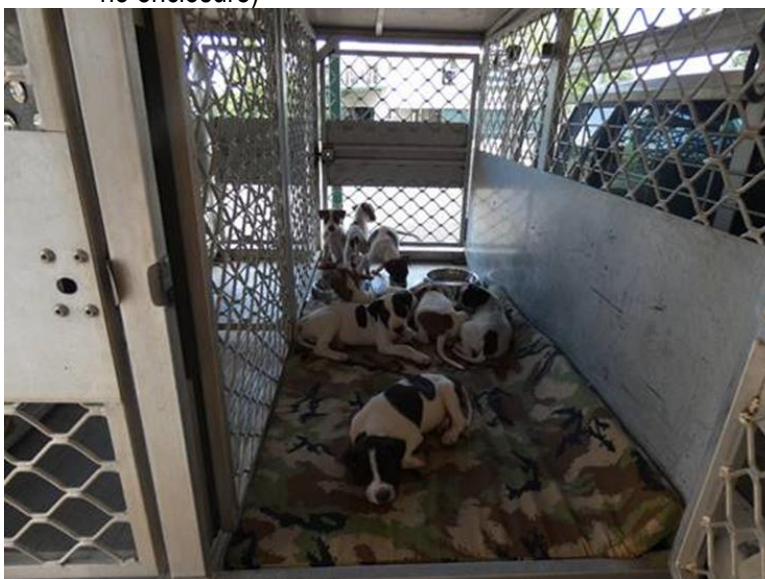


Compliance/Local Laws

- Rolled out desexing & microchipping program with St George Vets
- After hours patrols of St George for wandering dogs (1 5.30am, 1 6am, 1 finishing 7pm)
- Early morning patrols due to aggressive dog Balonne and Church street end of river walk
- Patrols done of Dirranbandi, Mungindi, and Bollon
- Pound mural led by Gordon nearing 90 percent completion (photo)



- Regular Pound maintenance
- 21 dogs impounded (8 pups – photo)
- 10 dogs returned
- 4 dogs rehomed
- 2 cats impounded
- 1 cat returned
- 1 cat rehomed
- 1 dog and 1 kitten euthanised (severe condition)
- Assisted DAF with 8 dog welfare inspections
- 13 compliance notices, to take action, issued for wandering dogs
- Inspections for compliance with notices and
- 7 fines issued, after inspections for compliance with notices (not registered, not microchipped, no enclosure)



Financial and Resource Implications

Activity achieved within existing operational and capital budgets.

Attachments

1. Local Government Illegal Dumping Partnership Program Mid - Term Report [↓](#) 

Digby Whyte

Director Environment & Regulatory Services

Balonne Shire Council



1 FTE Compliance Officer employed as part of the LGIDPP



\$97,095 Funding to date



\$7,443 In-kind contributions to the program (mid-term)



September 2020

Fact sheet to increase awareness in the community



"Members of the community are more aware of their capacity to report littering and illegal dumping..."

33

TOTAL REPORTED INCIDENTS

6

CLOSED INVESTIGATIONS

1

SUCCESSFUL COMPLIANCE OUTCOMES

0

PINs ISSUED

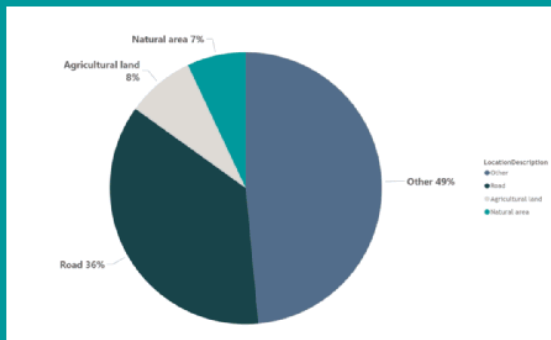
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VOLUME OF WASTE REPORTED (LTRS)

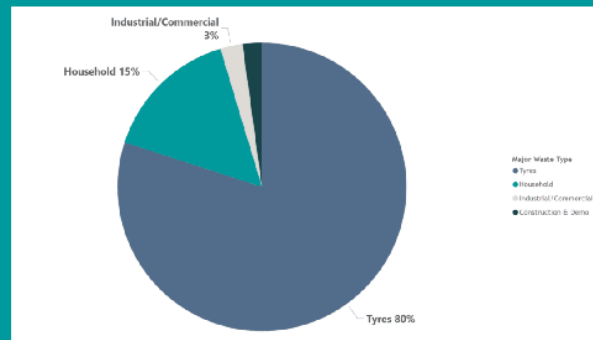
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VOLUME OF WASTE REMOVED (LTRS)

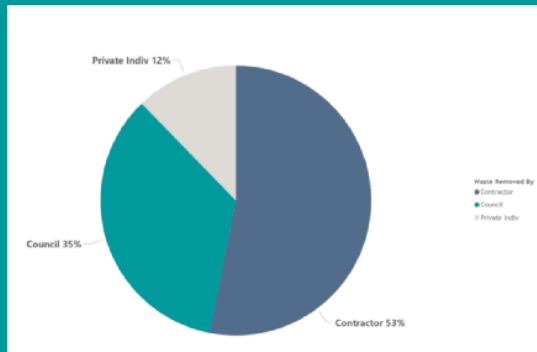
Location of waste (ltrs)



Type of waste reported (ltrs)



Waste removed by (ltrs)



Compliance outcomes (incident)

