



SOUTHERN DOWNS REGIONAL COUNCIL

GENERAL MEETING OF COUNCIL

Dear Councillors

Your attendance is hereby requested at the General Meeting of Council to be held in the Council Chambers, Southern Downs Regional Council, 61 Marsh Street, Stanthorpe on **Wednesday, 28 May 2014** at .

Notice is hereby given of the business to be transacted at the meeting.

David Tuxford

ACTING CHIEF EXECUTIVE OFFICER

22 May 2014

ATTENDANCE

1.00PM Peter O'Reilly, Chief Executive Officer of Queensland College of Wine Tourism will join Council for lunch.

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WEDNESDAY, 28 MAY 2014 General Meeting of Council

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1. ATTENDANCE

2. APOLOGIES

3. CONDOLENCES

Recommendation

THAT Council recognise those recently departed from the region.

4. READING AND CONFIRMATION OF MINUTES

4.1 General Council Meeting - 29 April 2014

Recommendation

THAT the minutes of the General Council Meeting held on Tuesday 29 April 2014 be adopted.

4.2 Special Council Meeting - 12 May 2014

Recommendation


THAT the minutes of the Special Council Meeting held on Monday 12 May 2014 be adopted.

5. DECLARATIONS OF CONFLICTS OF INTEREST

6. READING AND CONSIDERATION OF CORRESPONDENCE

6.1 Correspondence Received

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Chief Executive Officer	File Ref:

Recommendation

THAT the report of the Chief Executive Officer in relation to Correspondence be received.

Report

1. **Electoral Commission Queensland** advising the cost attributable to Council for the ongoing costs associated with the Local Government Election Branch for 2013-2014 is \$9550.46 incl GST. A copy of the letter is attached.

Action: Referred to Director Business & Community.

2. **Veteran and Vintage Chevrolet Association of Australia** thanking Council for its support during the Association's 45th Anniversary Rally held in the region. A copy of the letter is attached.

Action: Noted.

3. **Department of State Development, Infrastructure and Planning** advising of Council's role under the *Regional Planning Interests Act 2014*, which was introduced to apply regional plan policies to resource activities under the Darling Downs Regional Plan, which is anticipated to commence on 2 June 2014. A copy of the letter is attached.

Action: Referred to the Director Planning & Environment who advises that this Act will only apply if there is a mining application of the type covered by the Act. Council has already informed the Department of the contact officer in the Planning & Environment Department should any matters arise.

4. **Minister for Local Government, Community Recovery and Resilience** in response to Council's letter regarding the Emergency Management Fire and Rescue Levy. A copy of the letter is attached.

Action: Referred to the Director Business & Community Services.

5. **Department of Local Government, Community Recovery and Resilience** advising of the increase in the value of the penalty unit for most offences under State legislation and the value of a local law penalty unit for most local governments to \$113.85. A copy of the letter is attached.

Action: Noted.

Attachments

1. Electoral Commission Queensland [View](#)
2. Veteran and Vintage Chevrolet Association of Australia [View](#)
3. Department of State Development, Infrastructure and Planning [View](#)
4. Minister for Local Government, Community Recovery and Resilience [View](#)
5. Department of Local Government, Community Recovery and Resilience [View](#)



IN REPLY PLEASE QUOTE	LGEB 2013-14
CONTACT OFFICER	Maya Marpudin
TELEPHONE	(07) 3035 8027
FACSIMILE	(07) 3210 1721

ABN 69 195 695 244

2 May 2014

Mr Andrew Roach
Chief Executive Officer
Southern Downs Regional Council
PO Box 26
Warwick QLD 4370

Dear Mr Roach

Under the Local Government Electoral Act the Electoral Commission of Queensland (ECQ) is responsible for the conduct of local government electoral events in Queensland. As you are aware a small permanent unit within ECQ was established to plan, prepare and conduct local government electoral events.

Pursuant to section 202 of the Act, the Cabinet Budget Review Committee provides ECQ with annual funding for the unit in the expectation that it would recover the actual costs attributable to each Council and remit these funds to State Treasury. The Department of Local Government has advised the Commission that the recovery of costs for the Local Government Elections Branch should be based on the size and scale of Councils.

The Commission has worked hard to minimise the cost impact on Council's for the on-going costs associated with the Local Government Election Branch (LGEB). The costs of the branch for 2013-14 are \$408,386.64 (GST exclusive). Based on the formula provided by the Department of Local Government, the costs for 2013-14 of the LGEB attributable to your Council will be \$9550.46 incl GST.

Please find attached the ECQ's invoice for the costs attributable to your Council for the LGEB.

I trust that this information is of assistance. If you require any further information, please contact Maya Marpudin, on 3035 8027.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Richard Bosanquet'.

Richard Bosanquet
A/ Assistant Commissioner

SOUTHERN DOWNS REGIONAL COUNCIL WARWICK BRANCH			
RECEIVED			
- 6 MAY 2014			
Action Officer		✓	File
Tsk			
Dst			
Fwd			



Southern Downs Regional Council



GPO BOX 1393 BRISBANE QUEENSLAND 4001 AUSTRALIA
LEVEL 6 FORESTRY HOUSE 160 MARY STREET BRISBANE

**Veteran and Vintage Chevrolet Association of Australia
(Queensland)**

Box 20, Holland Park, QLD 4121

6th May 2014

Cr Peter Blundell

Mayor, Southern Downs Regional Council

SOUTHERN DOWNS REGIONAL COUNCIL WARWICK BRANCH			
RECEIVED			
13 MAY 2014			
	Action Officer:	<input checked="" type="checkbox"/>	File
Tsk		<input type="checkbox"/>	
Dst		<input type="checkbox"/>	
Fwd		<input type="checkbox"/>	

Dear Peter,

The 45th Anniversary Committee of the Veteran and Vintage Chevrolet Association of Australia (Queensland) would like to thank you and the Council for the support you have given us during our recent week long 45th Anniversary Rally held in your region.

I have had nothing but great feedback about the event and the region. We thoroughly enjoyed our trips out to Stanthorpe and Killarney. The scenery is just wonderful. We travelled on a lot of back roads to avoid the traffic and enjoy the countryside.

I wish to also advise that when we were looking for an area in which to hold our event, we looked at several towns and regions. One of the reasons that swung it in favour of your region was the support and assistance given to us by your superb Chief Executive Officer of Tourism, Tracy Veillacott. She went out of her way in suggesting outings to Stanthorpe and Killarney as well as other venues and attractions. With the guidance and support of her and her team we were able to offer our fellow Chev enthusiasts an interesting and varied program that they will remember for a long time.

We had a great Rally.

Thank you


Paul Gardiner

President

45th Anniversary Rally Committee

Veteran and Vintage Chevrolet Association of Australia (Queensland)



Southern Downs Regional Council



1000138548



Department of
**State Development,
Infrastructure and Planning**

Our ref: DGBN14/431

28 APR 2014

Mr Andrew Roach
Chief Executive Officer
Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

SOUTHERN DOWNS REGIONAL COUNCIL WARWICK BRANCH			
RECEIVED			
30 APR 2014			
	Action / Process	✓	File
Enk			
Det			
Fwd			

Dear Mr Roach

As you are aware, the Darling Downs Regional Plan took effect on 18 October 2013. The regional plan maps a number of priority agricultural areas (PAAs) and priority living areas (PLAs) within your local government area and introduces land use policies to manage the impacts of incompatible or competing development in these areas.

The *Regional Planning Interests Act 2014* (RPI Act), which was introduced by the government to apply these regional plan policies to resource activities, was passed by Parliament on 20 March 2014 and assented to on 28 March 2014. The commencement date of the Act is anticipated to be 2 June 2014. I am writing to advise you of your council's role under the Act in relation to PLAs.

Local governments will play a very important role in the successful implementation of the Act. In particular, Southern Downs Regional Council will play a role in assessing applications made to the chief executive of the Department of State Development Infrastructure and Planning (DSDIP) over land in a PLA.

A PLA is defined in Section 9 of the Act as an area that includes the existing settled area of a city, town or other community and other areas necessary or desirable. Each PLA is shown on a map in a regional plan as a priority living area. The Darling Downs Regional Plan maps six PLAs within the Southern Downs Regional Council local government area including:



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PO Box 15009 City East
Queensland 4002 Australia
Telephone +61 7 3227 8548
Website www.dsdiq.qld.gov.au
ABN 29 230 178 530

- Allora
- Killarney
- Stanthorpe
- Wallangarra
- Warwick
- Yangan

For any application made over land within these PLAs, Southern Downs Regional Council will be the assessing agency and primarily responsible for:

- assessing each application against the PLA Assessment Criteria
- providing advice to the chief executive, DSDIP, about the impact of the proposed activity on the PLA
- recommending conditions to form part of a regional interests development approval for the proposed activity and
- recommending refusal of all or part of the application.

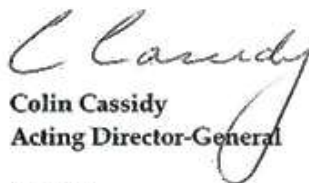
A more detailed description of the tasks and responsibilities, including the timeframes in which they are required to be undertaken in, are provided in **Attachment A** and **Attachment B**.

DSDIP officers are currently working to finalise the draft Regulation, including the PLA Assessment Criteria, and to develop guidelines to assist applicants once the Act commences. A preliminary list of these guidelines is provided in **Attachment C**.

In order to prepare for commencement of the Act on 2 June 2014, can you please nominate and provide details for a primary contact person within your council as the first point of call for all RPI Act related matters.

The primary contact within DSDIP is Kylie Williams, Executive Director of Regional Planning. If you require any further information, please contact Ms Williams on 3452 7602 or Kylie.Williams@dsdip.qld.gov.au, who will be pleased to assist.

Yours sincerely

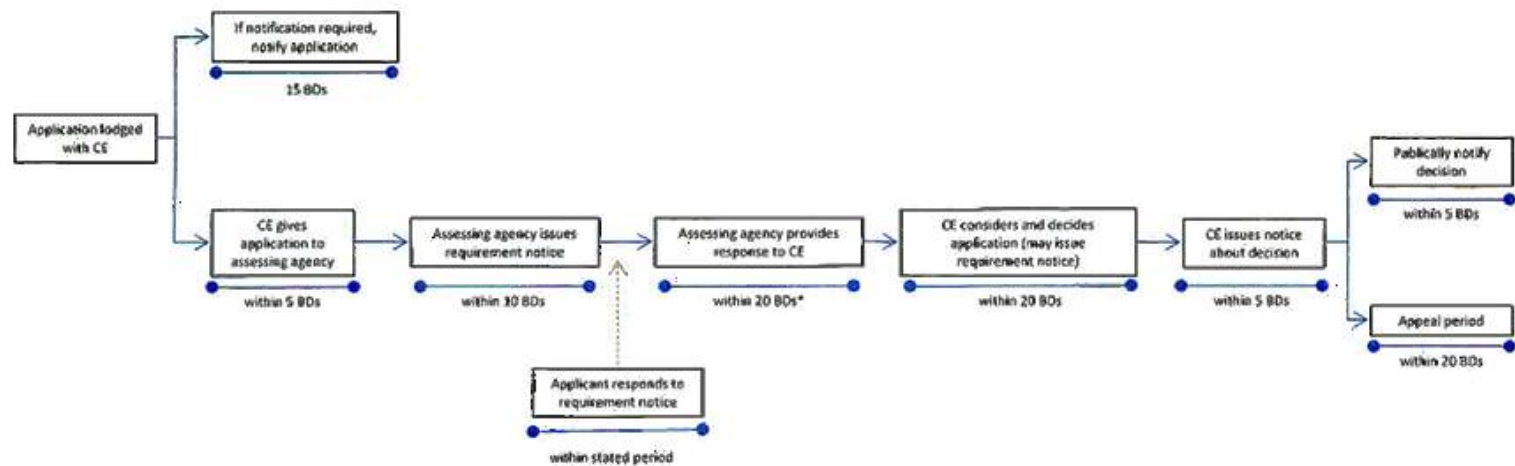

Colin Cassidy
Acting Director-General

Enc (3)

ATTACHMENT A – tasks and responsibilities

Key task/ responsibility	Section of Act or Regulation	Timeframe to complete task/ responsibility
Receiving applications from the chief executive, Department of State Development, Infrastructure and Planning (DSDIP) where they are referable	Section 41 of Act and Schedule 1 of the draft Regulation.	The chief executive, DSDIP, is required to refer the application to the assessing agency within 5 business days of receiving it
Assessing an application received from the chief executive, DSDIP and providing a response to the chief executive, DSDIP, on an application received	Section 41 and 42 of Act	<p>Southern Downs Regional Council's response is to be given generally within 20 business days after receiving all information (e.g. after receipt of applicant's response to requirement notice, or after public notification has been completed and submissions received).</p> <p>The response can:</p> <ul style="list-style-type: none"> • provide advice about the application • recommend conditions • recommend refusal
<p>Considering submissions received for an application</p> <p>Note: For applications that are required to be notified, the chief executive, DSDIP, will receive, and make available to each assessing agency, all submissions.</p>	Section 37 and 38 of Act	Within the assessment timeframe e.g. 20 business days after the completion of notification.
Issuing a requirement notice	Section 44 of Act	To be issued within 10 business days of receiving the application from the chief executive, DSDIP
Receiving a copy of the decision notice from the chief executive, DSDIP	Section 51 of Act	The chief executive is required to provide a copy of the decision to the assessing agency within 5 business days after the decision is made
Being a co-respondent for any appeal about a response given by your Council under the Act	Section 74 of Act	No timeframe

ATTACHMENT B – indicative assessment and approval process under the RPI Act



*within 20 BDs after the notification period ends or within 20 business days after the requirement notice has been responded to (whichever is the later)

ATTACHMENT C – list of guidelines being prepared by DSDIP

- Guideline: Making an assessment application under the RPI Act
- Guideline: Pre-existing activities
- Guideline: Activities carried out for less than 1 year
- Guideline: Requirements for operating in a priority agricultural area
- Guideline: Requirements for operating in a strategic cropping area
- Guideline: Requirements for operating in a strategic environmental area
- Guideline: Requirements for operating in a priority living area
- Guideline: How to determine land currently or recently used for a priority agricultural land use
- Guideline: How to determine pre-activity condition of soil
- Guideline: How to identify strategic cropping land
- Guideline: Making a minor amendment to an existing application or approval
- Guideline: Notification requirements under the RPI Act



Hon David Crisafulli MP
Minister for Local Government,
Community Recovery and Resilience

Our ref: MC14/562

Your ref: ABR:MES

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Email localgovt@ministerial.qld.gov.au
Website www.dlgcr.qld.gov.au

23 APR 2014

Cr Peter Blundell
Mayor
Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

Dear Councillor Blundell

Peter.

I refer to Council's letter of 20 February 2014 about the Emergency Management Fire and Rescue Levy (the levy).

Please note that matters relating to the levy fall within the portfolio responsibilities of the Minister for Police, Fire and Emergency Services, the Honourable Jack Dempsey MP and are administered by the Public Safety Business Agency.

However, in relation to your Council's request for reimbursement for costs implementing the levy, I understand that local governments are entitled to an administration fee which is calculated in accordance with the *Fire and Rescue Service Regulation 2011*. The additional properties levied under the expanded levy will attract an additional administration fee.

Thank you for bringing your concerns to my attention.

Yours sincerely

A handwritten signature in dark ink, appearing to read "David Crisafulli".

David Crisafulli MP
Minister for Local Government,
Community Recovery and Resilience

cc: **Mr Andrew Roach**
Chief Executive Officer, Southern Downs Regional Council



Department of
**Local Government,
Community Recovery
and Resilience**

Our ref: OUT14/2789

24 April 2014

Mr Andrew Roach
Chief Executive Officer
Southern Downs Regional Council
PO Box 26
WARWICK QLD 4370

Dear Mr Roach

I wish to advise you that the value of the penalty unit for most offences under State legislation and the value of a local law penalty unit for most local governments will increase to \$113.85 effective from 1 July 2014.

The Queensland Government recently amended the *Penalties and Sentences Act 1992* to introduce a legislative mechanism to allow, if the Government decides, for an annual increase to the penalty unit value applicable to most State laws, the local laws of most local governments and the Penalty Infringement Notices (PINs) under these laws.

Under the amendments to the Act, the penalty unit value may be increased by 3.5 per cent per annum or other rate determined by the Treasurer (the percentage change) and published in the gazette by 31 March each year. The penalty unit amount with the percentage change applied will be rounded down to the nearest coinable amount (i.e. 5 cents) and prescribed in a regulation.

It is understood that it is the Government's intention to use the new mechanism to annually index the penalty unit value and that the regulation prescribing the new penalty unit amount would take effect on 1 July each year.

On 17 April 2014, the *Penalties and Sentences Regulation 2005* (the Regulation) was amended to increase the value of a penalty unit to \$113.85 effective from 1 July 2014. This increase is applicable to:

- most State laws and PINs under these laws; and
- the local laws and PINs under the local laws of local governments not listed in Schedule 2 of the Regulation

The increase to \$113.85 will only apply to offences committed on or after 1 July 2014.

Under the Act, when the penalty unit value is applied to offences enforced through the issuing of a PIN, the amount of the PIN is to be rounded down to the nearest whole dollar.

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PO Box 15009, City East
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ABN 25 166 523 889

For example:

- If an infringement notice prescribes a penalty of **one penalty unit** the monetary value of the penalty is **\$113.00** (rounded down from \$113.85);
- If an infringement notice prescribes a penalty of **two penalty units** the monetary value of the penalty is **\$227.00** (rounded down from \$227.70);
- If an infringement notice prescribes a penalty of **three penalty units** the monetary value of the penalty is **\$341.00** (rounded down from \$341.55);
- If an infringement notice prescribes a penalty of **ten penalty units** the monetary value of the penalty fine is **\$1138.00** (rounded down from \$1138.50).

The increase in the value of a local law penalty unit applies to all local governments, excluding those which have previously chosen to 'opt-out' of increases and are listed in Schedule 2 of the Regulation:

- Aurukun Shire Council
- Doomadgee Aboriginal Shire Council
- Hope Vale Aboriginal Shire Council
- Napranum Aboriginal Shire Council
- Pormpuraaw Aboriginal Shire Council
- Quilpie Shire Council
- Torres Shire Council
- Torres Strait Island Regional Council
- Woorabinda Aboriginal Shire Council
- Wujal Wujal Aboriginal Shire Council
- Yarrabah Aboriginal Shire Council.

The value of a local law penalty unit for the local governments listed in Schedule 2 of the Regulation will remain at \$75 and will not be subject to annual indexation. If any of these local governments wish to opt-in to future increases and align with the standard (indexed) penalty unit value, please contact the Department of Local Government, Community Recovery and Resilience.

Bulletin 03/14 detailing these changes is also available on the Department's website.

If you require any further information, please contact Mr Bill Hastie, Manager, Policy on (07) 3452 6710 or bill.hastie@dlgcr.qld.gov.au, who will be pleased to assist.

Yours sincerely



Stephen Johnston
Acting Director-General
Department of Local Government,
Community Recovery and Resilience


7. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS

Nil

8. BUSINESS & COMMUNITY SERVICES DEPARTMENT REPORTS

8.1 Parks Rationalisation

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Chief Executive Officer	File Ref:

Recommendation

THAT Council:

1. Establish a Council Committee consisting of 3 Councillors to review the parks rationalisation program.
2. This Committee will have full delegated authority to approve the sale, tender for long term lease, or continue to control land from the existing parks register.
3. The Committee will also recommend levels of service for existing parks and for those areas identified to be maintained by Council.
4. The Committee meet as required, determined by the Chair, so that this process is completed by 31 January 2015.
5. The Committee prepare a final report back to Council for its General Meeting in February 2015, detailing savings, income generated, and overall result.

Report

Council at its April General Meeting reached an impasse for the Parks Rationalisation Program. As a Council this has been discussed since amalgamation, and real traction has continually been met with indifference from the community and difficulties in reaching a decision.

A method I have seen work well in the past is establishing a committee of Council with full delegated authority to progress difficult matters such as this. Committees need to be small consisting of no more than 3 Councillors, with a Chair detailing the program and progress taken by the Committee.

The Committee has a finite life, invariably completing the task including the final report back to Council within 12 months.

The process requires Councillors unite with a heightened interest in a matter, with commitment to an outcome and time to attend meetings, inspections and consultation with the community.

Additionally, membership of the Committee should align with existing portfolios, to maintain continuity across the organization.

Should this Committee prove to be a successful format addressing difficult issues across Council, then further committees will be established to address reviews for buildings, funding opportunities for Emu Swamp Dam, on-line planning and development processes, and other continuous improvement initiatives.

This Committee will be advised and supported by the Director Business & Community Services and his team during each meeting.

It is recommended that the Committee consist of Cr Pennisi as Chair, Cr Bartley (Infrastructure) and Cr Meiklejohn (Planning).

Budget Implications

Each continuous improvement process will have the standard goal of improvement to service within existing budgets, or produce significant savings to help improve services in other areas.

Staff and Meeting costs are already provided for within existing budgets.

Policy Consideration

Council's meeting procedure will be amended to reflect the decision from this report.

Community Engagement

Nil

Legislation/Local Law

Nil

Options


1. Council adopt the proposal of the Committee.
2. Council reject the proposal and continue to receive reports on a monthly basis of 5-10 parks for a decision.
3. Council cease the review of parks and pursue other initiatives.

Attachments

Nil

8.2 BCS - Financial Report as at 30 April 2014

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Accountant	File Ref: 12

Recommendation

THAT Council receive and note the Financial Report as at 30 April 2014.

Report

The purpose of this report is to review Council's financial performance to 30 April 2014. Attached for Councillors' information is a Summary of Performance, Income Statement, Balance Sheet, Key Ratios and Investment Register.

A review of Council's operating performance against forecast as at 30 April 2014 shows that total revenue (including capital grants and contributions) is \$618k below the year to date budget estimate, while year to date expenditure is \$1.8m over budget resulting in an overall variance of - \$2.4m.

Income Statement

As at 30 April 2014, total operating revenue is \$66.9m, \$400k less than the expected year to date budget figure of \$67.3m. Capital revenue is \$2.8m, \$168k less than the capital year to date budget figure of \$3m.

Overall operating expenditure at 30 April 2014 is \$74.4m, 2.5% over the projected year to date amount of \$72.6m.

Capital Works in Progress

Capital works expenditure to 30 April 2014 is \$13.5m which is 62% of the total year to date budget of \$21.8m. The annual budget for Capital Works is \$23.5m; to date 57.41% has been spent.

Year to date capital expenditure by area is as follows:

	Year Budget	Carryover & Amendments	Total Budget	YTD Expenditure	% Spent
Land	0	353,174	353,174	434,002	122.89%
Buildings	357,375	-283,725	74,362	431,737	217.07%
Plant & Equipment	3,350,025	2,361,118	5,711,143	2,527,083	44.25%
Roads, Drains & Bridges	5,852,420	2,196,816	8,049,816	4,245,215	52.74%
Water	5,465,000	-222,395	5,242,605	2,922,914	55.75%
Wastewater	320,000	514,915	834,915	530,494	63.54%
Other Assets	2,906,500	0	2,906,500	1,911,825	65.78%
TOTAL	18,251,320	5,277,991	23,529,311	13,508,716	57.41%

Budget Implications

In April a review of the March quarter budget period was undertaken. While the review did not reveal any current material changes to the full year operating result of a \$2.1m deficit; it did bring to the fore 2 items that may impact on the full year result.

The first is the timely recovery of flood rectification costs under the National Disaster Relief and Recovery Arrangements (NDRRA) program. Currently there are 2 claims totalling \$4m being assessed by the Queensland Reconstruction Authority and a final acquittal (expected to be around \$3m) and audit of the 2011 flood works still to be submitted and assessed prior to the year end.

The second issue involves the introduction of the Accounting Standard AASB 13 – Fair Value Measurement to Local Government accounts. Responding to the valuation implications of the standard on Council's assets, most of our infrastructure assets are being revalued by valuers this year to ensure compliance. There is the possibility that the valuations that come out of this process will have a material impact on depreciation expenditure. The impact on Council's depreciation expenditure will be known in late July or early August once the revaluation process is complete.

Policy Consideration

Planning 2.2 - Develop a 10-year Financial Plan (and associated annual review mechanisms) incorporating the following policies:

- 2.2.1 Investment policy
- 2.2.2 Debts Policy
- 2.2.3 Procurement policy
- 2.2.4 Revenue policy

Community Engagement

Nil.

Legislation/Local Law

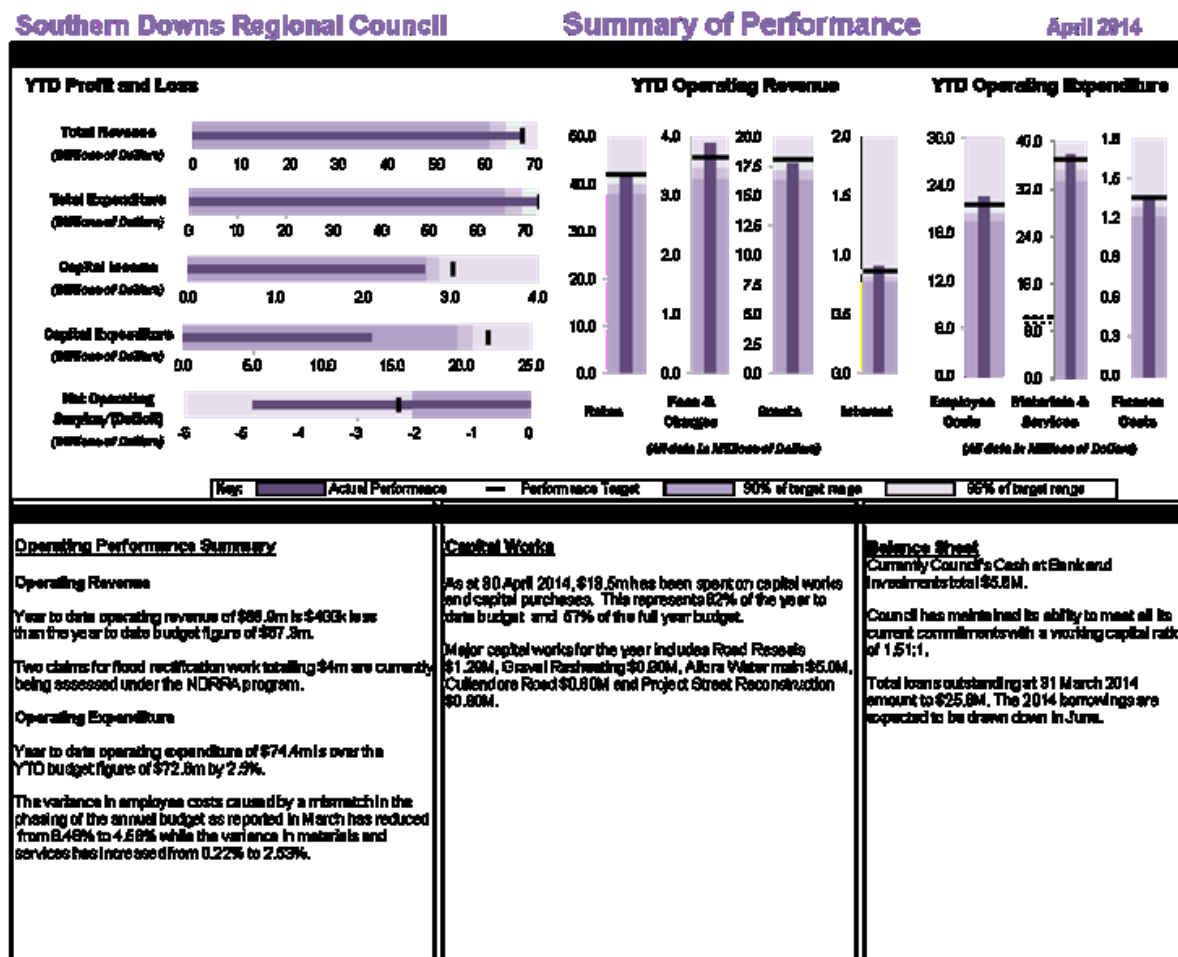
Local Government Act 2009 and Local Government Regulation 2012

Options

Nil.

Attachments

1. Finance Report as at 30 April 2014 [View](#)
2. Investment Register [View](#)



Southern Downs Regional Council Income Statement April 2014				
Actual 2013 Actual \$		Actual 2014 Budget \$	Final 2014 FYD Budget \$	Final 2014 FYD Actual \$
Revenue from core activities				
24,741,311	General Rates	21,821,448	21,821,448	21,864,838
24,883,138	Utility Rates and Charges	20,884,185	20,884,185	20,888,888
61,224,449	Less Discounts	61,224,449	61,224,449	61,224,128
10,800,000		49,661,000	49,661,000	49,694,598
3,884,123	Fees and Charges	4,417,883	3,451,337	3,897,452
1,449,761	Interest	1,884,000	837,000	964,173
3,439,828	Contract & Sale Revenue	3,331,000	1,884,425	1,388,453
884,117	Rent and Other Income	884,117	748,303	778,339
20,447,832	Government Grants and Subsidies	20,444,994	20,136,888	22,008,995
70,401,917	Total Operating Revenue	69,404,408	67,641,471	69,634,746
Expense from core activities				
21,884,325	Employee Costs	21,884,325	21,884,327	21,884,328
41,494,173	Materials and Services	41,494,173	37,849,833	37,804,881
21,884,328	Depreciation and Amortisation	21,884,328	21,884,328	21,884,328
1,337,137	Finance Costs	1,337,137	1,337,135	1,337,318
64,599,963	Total Operating Expenses	64,599,963	62,955,623	62,910,855
5,801,954	Operating Surplus (Deficit) after capital items	4,804,445	4,685,848	6,723,891
Other Capital Amounts				
4,424,833	Grants, Contributions and Donations	4,424,833	3,814,133	3,848,579
4,424,833	Other capital income and (expense)	-	-	(14,578)
8,226,787	Net Operating Surplus (Deficit)	9,229,278	8,499,981	10,567,912
Explanation: Income Statement This Statement reflects: - all income of Council's FYD income (revenue). - all FYD operating expenses incurred. These expenses relate to operations and do not include capital expenditure. However the depreciation of assets is included. The Net Operating Surplus (Deficit) for the reporting period is a good measure of Council's financial performance. This figure is determined by deducting total expenses from total income.				

Southern Downs Regional Council Balance Sheet 30 April 2014			
Annual 2013 Actual \$		Annual 2014 Budget \$	Final 2014 YTD Actual \$
Current Assets			
8,147,923	Cash assets & Investments	28,238,823	3,385,441
13,284,826	Receivables	2,285,487	9,977,979
53,798	Other Financial Assets	438,420	53,798
324,370	Inventories	337,533	305,845
<u>22,810,917</u>		<u>31,300,263</u>	<u>13,623,063</u>
Non-Current Assets			
1,487,024	Other	1,419,384	1,383,023
734,847,324	Property, plant and equipment	733,544,623	733,731,779
3,700,000	Other Financial Assets	3,700,000	3,700,000
11,947,424	Capital works in progress	9,451,182	23,326,490
564,382	Intangible Assets	531,530	564,382
<u>752,646,754</u>		<u>746,656,619</u>	<u>762,605,612</u>
<u>775,457,671</u>	TOTAL ASSETS	<u>777,956,882</u>	<u>776,228,675</u>
Current Liabilities			
6,185,823	Creditors and other payables	13,547,374	3,385,120
3,023,216	Provisions	1,428,287	3,070,227
1,720,923	Interest bearing liabilities	1,483,074	1,720,923
<u>10,929,962</u>		<u>16,458,735</u>	<u>8,176,270</u>
Non-Current Liabilities			
26,870,004	Interest bearing liabilities	26,868,434	23,374,810
7,883,944	Provisions	7,111,883	7,883,944
-	Other Payables	67,423	-
<u>34,753,948</u>		<u>34,047,740</u>	<u>31,258,754</u>
<u>45,683,810</u>	TOTAL LIABILITIES	<u>50,506,475</u>	<u>39,435,024</u>
<u>729,773,861</u>	NET COMMUNITY ASSETS	<u>727,450,407</u>	<u>736,793,651</u>
Community Equity			
-	Capital and Capital Reserves	14,787,354	-
301,481,420	Asset Revaluation Reserve	19,459,127	300,134,126
326,751,832	Retained surplus	31,803,863	333,511,579
<u>628,233,252</u>	TOTAL COMMUNITY EQUITY	<u>646,050,344</u>	<u>633,745,705</u>

Explanation
Balance Sheet
The Balance Sheet outlines what Council owns (the assets) and what it owes (liabilities) at a point in time.
Council's net worth is determined by deducting total liabilities from total assets - the larger the net equity the stronger the financial position.

Southern Downs Regional Council				
Statement of Changes in Equity				
30 April 2014				
2013		2014	2014	2014
Actual		Budget	Budget	TED Actual
\$		\$	\$	\$
ACCUMULATED RESERVE				
60,331,491	Balance at beginning of the year	60,331,491	60,331,491	60,331,491
(7,433,333)	Change in the Assets recognised in the Income Statement	2,333,333	(2,333,333)	(4,333,333)
-	Reserves Finance Transfer (to/from) Reserves	-	-	-
6,433,333	Capital Finance Transfer (to/from) Reserves	-	-	-
69,331,491	Balance at end of the year	62,664,824	58,000,158	66,000,158
ASSET REVALUATION RESERVE				
10,433,491	Balance at beginning of the year	10,433,491	10,433,491	10,433,491
1,433,491	Transfer to Asset Revaluation Reserve	-	-	-
-	Transfer from Asset Revaluation Reserve	-	-	-
11,866,982	Balance at end of the year	10,433,491	10,433,491	10,433,491
OTHER RESERVES				
7,433,491	Balance at beginning of the year	7,433,491	7,433,491	10,433,491
-	Reserves Finance Transfer (to/from) Reserves	-	-	-
2,433,491	Capital Finance Transfer (to/from) Reserves	-	-	-
9,866,982	Balance at end of the year	7,433,491	7,433,491	10,433,491
RESERVE TOTAL COMMUNITY EQUITY		70,000,000	75,866,982	76,866,982
Explanation Statement of Changes in Equity This statement shows the changes in Council's net worth throughout the financial year. Council's net worth can change as a result of: - a surplus or deficit as recorded in the Income Statement - an increase or decrease in the value of non-current assets resulting from a revaluation of those assets.				

Key Ratios	YTD Budget	YTD Actual	On Target?	Key Ratios	YTD Budget	YTD Actual	On Target?
Working Capital Ratio (Current Assets / Current Liabilities)	1.84 : 1	1.51 : 1	✓	Interest Coverage Ratio (Net Interest Expense / Total Operating Revenue) (%)	0.72%	0.65%	✓
Target Ratio	> 1:1	> 1:1		Target Ratio Upper Limit (%)	10.0%	10.0%	
This is an indicator of the management of working capital (short term financial capital). Measures the extent to which a Council has liquid assets available to meet short term financial obligations.				This ratio indicates the extent to which a Council's operating revenues are committed to interest expenses. As principal repayments are not operating expenses, this ratio demonstrates the extent to which operating revenues are being used to meet the financing charges associated with debt servicing obligations.			
Operating Surplus Ratio (Net Operating Surplus / Total Operating Revenue) (%)	-3.4%	-7.2%	✗	Asset Sustainability Ratio (Capital Expenditure on the Replacement of Assets (renewals) / Depreciation Expense)	173.3%	106.5%	✓
Target Ratio	0.0% to 15.0%	0.0% to 15.0%		Target Ratio Lower Limit (%)	> 60%	> 60%	
This is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes. A positive ratio indicates the percentage of total rates available to help fund proposed capital expenditure. If the relevant amount is not required for this purpose in a particular year, it can be held for future capital expenditure needs by either increasing financial assets or preferably, where possible, reducing debt.				This is an approximation of the extent to which the infrastructure assets managed by the Council are being replaced as these reach the end of their useful lives. Depreciation expense represents an estimate of the extent to which the infrastructure assets have been consumed in a period. Capital expenditure on renewals (replacing assets that the Council already has) is an indicator of the extent to which the infrastructure assets are being replaced.			
Net Financial Liabilities Ratio ((Total Liabilities - Current Assets) / Total Operating Revenue)	50.9%	41.8%	✓	Comments on Ratio Results			
Target Ratio Upper Limit (%)	≤60%	≤60%		The reported ratios are taken from the Department of Local Government guidelines on sustainable financial management. When looking at ratios it is important to acknowledge that they represent a snapshot in time and that anomalies in the reported results are not taken in isolation. The targets are those provided by the Department as a preferred range and results outside those ranges will require further consideration. Whilst changes to the legislation have amended the required ratios, the ratios listed will continue to be reported on. For the year to date, all ratios are within expected guidelines.			
This is an indicator of the extent to which the net financial liabilities of a Council can be serviced by its operating revenues. A ratio greater than zero (positive) indicates that total liabilities exceed current assets. These net liabilities must be serviced using operating revenues. A positive value less than 60 per cent indicates the Council has the capacity to fund the liabilities and appears to have the capacity to increase its loan borrowings. A positive value greater than 60 per cent indicates the Council has limited capacity to increase its loan borrowings. A ratio less than zero (negative) indicates that current assets exceed total liabilities and therefore the Council appears to have the capacity to increase its loan borrowings.							

INVESTMENTS REGISTER

as at 30 April 2014

CASH MANAGEMENT

10.30am CALL ACCOUNT

		<u>PRINCIPAL</u>	<u>INTEREST RATE</u>
GENERAL	QTC SDRC Acct	\$ 1,830,816.52	3.17%
TOTAL	QTC	\$ 1,830,816.52	

BANK BILLS AND BTD

<u>DATE</u>	<u>DESCRIPTION</u>		<u>PRINCIPAL</u>	<u>INTEREST RATE</u>	<u>MATURITY DATE</u>
8-Dec-13	QCCU		\$ 894,333.87	3.85%	8-May-14
8-Jan-14	QCCU		\$ 849,399.02	3.85%	5-Jun-14
20-Feb-14	WCU		\$ 815,825.16	3.70%	15-May-14
2-Apr-14	WCU		\$ 817,572.54	3.30%	1-May-14
18-Feb-14	SUNCORP	T	\$ 300,000.00	3.45%	20-May-14
TOTAL			\$ 3,676,930.59		
GRAND TOTAL				\$ 5,507,747.11	

FUNDS BREAKDOWN

<u>FUND</u>	<u>PRINCIPAL</u>
GENERAL	\$ 5,307,747.11
RESERVE	\$ -
TRUST	\$ 300,000.00
GRAND TOTAL	\$ 5,607,747.11


INSTITUTION BREAKDOWN

(30% MAXIMUM AT ANY ONE INSTITUTION)

<u>INSTITUTION</u>		<u>PRINCIPAL</u>	
CBA	0%	\$ -	
BENDIGO	0%	\$ -	
WCU	30%	\$ 1,633,197.70	
SUNCORP	5%	\$ 300,000.00	
QCCU	31%	\$ 1,743,732.89	
HERITAGE	0%	\$ -	
BANK OF QLD	0%	\$ -	
QTC	34%	\$ 1,830,816.52	
NAB	0%	\$ -	
CITIBANK	0%	\$ -	
BANK WEST	0%	\$ -	\$ 5,607,747.11
	100%		
GRAND TOTAL			\$ 5,607,747.11

8.3 BCS - Quarterly Operational Financial Review to 31 March 2014

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Management Accountant	File Ref: 12

Recommendation

THAT Council receive and note this report.

Report

A review of actual to budget outcomes has been undertaken by the Finance Department in order to identify potential budget adjustments arising out of events and activities of the third quarter of the financial year. There are only minor internal adjustments that have no material impact on the overall Council net result. The outcome of the review is summarised in the following table:

Item	Original Adopted Budget 13/14	Adopted Budget Dec 13 Review	Budget review outcome for Qtr 3,2014	Increase/ (Decrease)
Operating Income				
Rates & Utility Charges	\$41.86M	\$42.06M	\$42.06M	
Fees and charges	\$4.75M	\$4.72M	\$4.72M	
Sales – contract and recoverable works	\$2.91M	\$2.52M	\$2.52M	
Operating grants and subsidies	\$19.94M	\$31.66M	\$31.66M	
Interest received	\$1.58M	\$1.00M	\$1.00M	
Other recurrent income	\$0.34M	\$0.53M	\$0.53M	
Total income	\$71.38M	\$82.48M	\$82.49M	
Expenses				
Employee Costs	\$25.88M	\$25.17M	\$25.15M	
Materials and services	\$33.08M	\$44.34M	\$44.37M	
Plant Hire	(\$2.71M)	(\$2.71M)	(\$2.71M)	
Other Expenses	\$2.06M	\$2.09M	\$2.09M	
Depreciation and amortisation	\$15.25M	\$15.25M	\$15.25M	
Finance costs	\$1.42M	\$1.75M	\$1.75M	
Internal Charges	(\$1.30M)	(\$1.35M)	(\$1.35M)	
Total expenses	\$73.68M	\$84.55M	\$84.55M	
Net result attributable to Council	(\$2.30M)	(\$2.07M)	(\$2.07M)	

Budget Implications

There is no change to the amended operational budget as adopted by Council at the February General Council meeting.

Policy Consideration

Budget Amendment Policy

Operational Plan: Provide financial and management accounting services to Council

Community Engagement

Nil.

Legislation/Local Law

Local Government Act 2009 and Local Government Regulation 2012

Options

Nil.

Attachments

1. Budget review summary papers for Quarter 3, 2014 [View](#)

**Quarterly Budget Review - March 2014
Whole Council**

	Description	Actual	Budget 2013-14	Variance	Amendment Requests	Amended Budget	Notes
Revenue							
	Rates and Utility Charges	- 39,899,415	- 42,061,644	- 2,162,229		- 42,061,644	
	Fees and Charges	- 3,721,092	- 4,721,085	- 999,993	-	- 4,721,085	
	Recoverable Works	- 1,308,140	- 2,515,000	- 1,206,860	-	- 2,515,000	
	Operating Grants and Subsidies	- 17,776,131	- 31,657,744	- 13,881,613	- 7,250	- 31,664,994	Unanticipated Training Subsidies received
	Interest Received	- 841,225	- 1,000,000	- 158,775	-	- 1,000,000	
	Sundry Revenue	- 455,898	- 527,182	- 71,284	-	- 527,182	
	Total Revenue	- 64,801,902	- 82,482,655	- 18,480,753	- 7,250	- 82,489,905	
Expenses							
	Employee Costs	20,508,163	25,166,110	4,657,947	- 16,500	25,149,610	Budget cuts to fund for Professional Fees Incurred for HR matters
	Materials and Services	35,774,158	44,342,925	8,568,767	23,750	44,366,675	Unanticipated increase in professional services incurred to attend to HR matters
	Plant Hire	- 962,255	- 2,707,000	- 1,744,745	-	- 2,707,000	
	Other Expenses	1,645,964	2,094,500	448,536	-	2,094,500	
	Depreciation	11,378,425	15,246,000	3,867,575	-	15,246,000	
	Finance Costs	1,342,098	1,752,330	410,232	-	1,752,330	
	Internal Charges	- 192,040	- 1,347,000	- 1,154,960	-	- 1,347,000	
	Total Expenses	69,494,474	84,547,865	15,053,392	7,250	84,555,115	
	Net Surplus (Deficit)	5,492,571	2,065,210	- 3,427,361	-	2,065,210	

Quarterly Budget Review - March 2014 CEO Office				
Description	Budget 2013-14	Amendment Requests	Amended Budget	Notes
Revenue				
Operating Grants and Subsidies	- 7,500 -	7,250 -	14,750	Unanticipated Training Subsidies received
Sundry Revenue	-		-	
Total Revenue	- 7,500 -	7,250 -	14,750	
Expenses				
Employee Costs	1,161,000 -	13,500	1,147,500	Budget cuts to fund for Professional Fees Incurred for HR matters
Materials and Services	371,000	23,750	394,750	Unanticipated increase in professional services incurred to attend to HR matters
Plant Hire	18,000	-	18,000	
Other Expenses	754,000	-	754,000	
Internal Charge	- 21,000	- -	21,000	
Total Expenses	2,283,000	10,250	2,293,250	
Net Surplus (Deficit)	2,275,500	3,000	2,278,500	Transferred \$3,000 Engineering - Infrastructure Management - GIS Training operational budget to HR


Quarterly Budget Review - March 2014 Business and Community Services				
Description	Budget 2013-14	Amendment Requests	Amended Budget	Notes
Revenue				
Rates and Utility Charges	- 23,626,648	-	23,626,648	
Fees and Charges	- 2,609,113	-	2,609,113	
Recoverable Works	- 10,000	-	10,000	
Operating Grants and Subsidies	- 5,405,844	-	5,405,844	
Interest Received	- 1,000,000	-	1,000,000	
Sundry Revenue	- 340,475	-	340,475	
Total Revenue	- 32,986,080	-	- 32,986,080	
Expenses				
Employee Costs	14,342,110	17,000	14,359,110	Budget in CBD Cleaning Sub-Program moved from Engineering - Maintenance and Operations
Materials and Services	6,067,417	6,000	6,073,417	Budget in CBD Cleaning Sub-Program moved from Engineering - Maintenance and Operations
Plant Hire	1,034,110	19,000	1,053,110	Budget in CBD Cleaning Sub-Program moved from Engineering - Maintenance and Operations
Other Expenses	841,000		841,000	
Depreciation	1,969,000		1,969,000	
Finance Costs	414,490		414,490	
Internal Charges	- 2,956,000	6,000 -	2,950,000	Budget in CBD Cleaning Sub-Program moved from Engineering - Maintenance and Operations
Total Expenses	21,712,127	48,000	21,760,127	
Net Surplus (Deficit)	- 11,273,953	48,000 -	11,225,853	

Quarterly Budget Review - March 2014					
Engineering Services					
Assessment					
Description	Actual	Budget 2013-14	Requests	Amended Budget	Notes
Revenue					
Rates and Utility Charges	- 13,253,268 -	15,414,012	-	15,414,012	
Fees and Charges	- 239,188 -	256,000	-	256,000	
Recoverable Works	- 1,420,032 -	2,505,000	-	2,505,000	
Operating Grants and Subsidies	- 15,917,370 -	26,244,400	-	26,244,400	
Interest Received	90	-	-	-	
Sundry Revenue	- 7,662 -	105,000	-	105,000	
Total Revenue	- 30,837,490 -	44,524,412	-	44,524,412	
Expenses					
Employee Costs	6,395,079	7,541,000 -	20,000	7,521,000	Budget in CBD Cleaning Sub-Program moved to Business and Community Services Directorate - Community Facilities. Also transferred \$3,000 Engineering - Infrastructure Management - GIS Training operational budget to HR
Materials and Services	27,154,571	32,236,908 -	6,000	32,230,908	Budget in CBD Cleaning Sub-Program moved to Business and Community Services Directorate - Community Facilities
Plant Hire	- 2,024,410 -	4,283,710 -	19,000 -	4,302,710	Budget in CBD Cleaning Sub-Program moved to Business and Community Services Directorate - Community Facilities
Depreciation	9,995,534	13,115,000		13,115,000	
Finance Costs	847,720	1,180,460		1,180,460	
Internal Charges	- 249,571 -	588,000 -	6,000 -	594,000	Budget in CBD Cleaning Sub-Program moved to Business and Community Services Directorate - Community Facilities
Total Expenses	42,118,922	49,201,658 -	51,000	49,150,658	
Net Surplus (Deficit)	11,281,493	4,677,286 -	51,000	4,626,246	

Quarterly Budget Review - March 2014 Planning and Environment Services						Notes
	Description	Actual	Budget 2013-14	Amendment Requests	Amended Budget	
Revenue						
	Rates and Utility Charges	- 3,028,470 -	3,020,984	-	3,020,984	
	Fees and Charges	- 1,186,913 -	1,861,972	-	1,861,972	
	Recoverable Works	-	-	-	-	
	Interest Received	109	-	-	-	
	Sundry Revenue	- 144,767 -	81,707	-	81,707	
	Total Revenue	- 4,360,041 -	4,964,663	- -	4,964,663	
Expenses						
	Employee Costs	1,838,727	2,122,000	-	2,122,000	
	Materials and Services	3,738,130	5,667,600	-	5,667,600	
	Plant Hire	385,568	524,600	-	524,600	
	Other Expenses	499,500	499,500	-	499,500	
	Depreciation	54,307	162,000	-	162,000	
	Finance Costs	118,720	157,380	-	157,380	
	Internal Charges	1,819,303	2,218,000	-	2,218,000	
	Total Expenses	8,454,255	11,351,080	-	11,351,080	
	Net Surplus (Deficit)	4,094,214	6,386,417	-	6,386,417	

8.4 BCS - Capital Works In Progress Budget Review as at 30 April 2014

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Manager Finance	File Ref: 12.05.06

Recommendation

THAT Council:

1. Approve a capital budget allocation for \$150,000 from Council's uncommitted funds from the completed 2013/2014 Capital Works projects to replace the heat pump system at WIRAC.
2. Place the remaining balance of \$451,304.36 from the unspent funds from the completed 2013/2014 Capital Works projects in an internally restricted reserve to be allocated towards Council's 2014/2015 Capital Works Program.

Report

A review of actual to budget results has been undertaken by Council of its 2013/2014 Capital Works Program in order to identify potential budget reallocations arising out of events and activities for the year to date 30 April 2014. The result of this review is that \$601,304.36 remains unspent as a result of projects being completed or funds being transferred to other projects for completion to occur.

The attached report provides details of each component of the \$601,304.36 remaining uncommitted as at 30 April 2014.

It has also come to Council's attention that the heat pump system that was installed some 14 years ago at the Warwick Indoor Recreation & Aquatic Centre (WIRAC) has failed. A contractor was engaged to report on the condition of the 250KW heat pump system. The report indicates that due to the condition and age of the heat pumps within the system, repairs would be uneconomical.

In the last six weeks, the use of gas has doubled in the mornings and afternoons as there is only one heat pump out of five within the system that is operational. This requires the gas boiler to run constantly to try to keep the water up to the required temperature of 34°C for the hydrotherapy pool and 28°C for both the 25 metre pool and rapid river pool. The heat pumps have struggled for quite some time even with the help of the solar and gas boiler.

As at 14 May 2014, Council's expenditure on gas at WIRAC for this financial year is \$107,024 out of an annual allocation of \$100,000. Since the failure of four out of five heat pumps, the current gas consumption has been calculated at approximately \$900 per day (depending on the weather conditions). Estimates have been sought for a 300KW heat pump system with greater efficiencies at a cost of \$150,000, including the removal of the old system and installation the new system.

It is recommended that \$150,000 is reallocated from the remaining \$601,304.36 uncommitted balance from Council's 2013/2014 Capital Works Program as at 30 April 2014 with the remaining

balance of \$451,304.36 being placed in an internally restricted reserve and this amount is allocated towards Council's 2014/2015 Capital Works Program.

Budget Implications

The failure of four out of five heat pumps at WIRAC will result in over-expenditure of the gas budget allocated for WIRAC. A replacement heat pump system has been estimated to cost around \$150,000.

Policy Consideration

Community Plan – Healthy and Active Southern Downs

2.25 Ensure accessibility and affordability of recreation for all by maintaining community owned facilities for future generations.

Community Engagement

Nil.

Legislation/Local Law

Nil.

Options

1. Approve a 2014/15 Capital Budget allocation for \$150,000 to install a 300KW heat pump system at WIRAC.
2. Do not replace the failed heat pumps at WIRAC and continue to pay additional heating costs by using the gas boiler (estimated at \$165,345 for the winter months and \$54,750 for the summer months).
3. Do nothing. This will result in complaints from customers and reduced revenue from gate fees.

Attachments

1. List of Council's uncommitted balance from Council's 2013/2014 Capital Works Program [View](#)

Item 8.4 BCS - Capital Works In Progress Budget Review as at 30 April 2014
Attachment 1: List of Council's uncommitted balance from Council's 2013/2014 Capital Works Program

Capital Budget Review Report - April 2014

Description	Department	Type of Capital Budget	2013/14 Budget	Tier 1 Approved & Committed	2013/14 Uncommitted	Adjusted/Revised Funding From Related Sources	Proposed Budget Reductions/Reversal (Revised) (Revised)	Adjusted Budget to Spend	% Physical Completion	Comments
Rosehill Lookout Relocation	Community Facilities	2012/13	8,116.84	8,288.00	828.84	-	828.84	-	100%	Completed
Leyburn Depot Power Poles	Community Facilities	2012/13	21,939.20	-	21,939.20	-	21,939.20	-	100%	Completed
Stuart Henry Park BBQ	Community Facilities	2012/13	-	884.59	884.59	-	884.59	-	100%	Completed
Australiana Park Play Gear	Community Facilities	2012/13	1,200.62	1,751.87	551.05	-	551.05	-	100%	Completed
Leslie Park Youth Space Playgear	Community Facilities	2012/13	154,574.53	155,221.73	647.20	-	647.20	-	100%	Completed
Leslie Park Pathway Upgrade	Community Facilities	2012/13	32,948.45	32,948.21	5,733.21	-	5,733.21	-	100%	Completed - as a separate sub-project to Warwick Roadhouse Avenue project
Leslie Park Garden Upgrade	Community Facilities	2012/13	15,000.00	12,230.67	2,769.33	-	2,769.33	-	100%	Completed
CP White Oval Lighting Replacement	Community Facilities	2012/13	168,200.00	168,200.83	0.83	-	0.83	-	100%	Completed
Dalveen Hall Grounds Play Equipment	Community Facilities	2012/13	83,900.00	60,552.46	3,347.54	-	3,347.54	-	100%	Completed
Leslie Park Driveway Upgrade	Community Facilities	2012/13	4,250.00	3,521.95	728.05	-	728.05	-	100%	Completed - as a separate sub-project to Warwick Roadhouse Avenue project
Canning Park Toilets Replacement	Community Facilities	2012/13	142,500.00	139,698.90	2,801.10	-	2,801.10	-	100%	Completed
Quail pot Creek pathway Light New	Community Facilities	2012/13	36,000.00	27,549.31	10,450.69	-	10,450.69	-	100%	Completed
Bovels Park Play Equipment Replacement	Community Facilities	2012/13	60,750.00	81,205.13	455.13	-	455.13	-	100%	Completed
Storm King Dam Play Equipment Replacement	Community Facilities	2012/13	23,750.00	16,650.76	7,099.24	-	7,099.24	-	100%	Completed
Jackie House Park Replacement	Community Facilities	2012/13	80,750.00	80,721.76	28.24	-	28.24	-	100%	Completed
Queens Park Play Equipment Replacement	Community Facilities	2012/13	80,750.00	77,915.64	2,834.36	-	2,834.36	-	100%	Completed
Leslie Park Play Equipment Replacement	Community Facilities	2012/13	110,500.00	110,096.83	403.17	-	403.17	-	100%	Completed - as a separate sub-project to Warwick Roadhouse Avenue project
Saleyards Security Gate	Community Facilities	2012/13	4,071.93	3,151.74	920.19	-	920.19	-	100%	Completed
Warwick Aerodrome Path Link to Apron	Community Facilities	2012/13	5,000.00	4,405.53	4,405.53	-	4,405.53	-	100%	Completed
Starthorpe Aerodrome Apron/1 surface Reseal	Community Facilities	2012/13	76,000.00	42,153.24	33,846.76	-	33,846.76	-	100%	Completed
Warwick Aerodrome Apron Drainage	Community Facilities	2012/13	20,800.00	13,269.12	7,530.88	-	7,530.88	-	100%	Completed
Warwick Aerodrome Drain - Gliding Club	Community Facilities	2012/13	5,000.00	8,780.55	3,780.55	-	3,780.55	-	100%	Completed
Starthorpe Admin Building Safety Switches	Community Facilities	2012/13	-	1,883.58	1,883.58	-	1,883.58	-	100%	Completed
Community Contact Centre - Warwick	Community Facilities	2012/13	22,812.15	20,022.37	410.22	-	410.22	-	100%	Completed
Community Contact Centre - Starthorpe & Relocation of Chamber	Community Facilities	2012/13	352,200.00	363,817.30	11,617.30	-	11,617.30	-	100%	Construction completed, waiting to move to new site
Library Warwick Air Conditioner 84-2-83	Community Facilities	2012/13	8,000.00	9,173.64	1,173.64	-	1,173.64	-	100%	Completed
Tooth Street Building and Drainage	Community Facilities	2012/13	11,472.11	-	11,472.11	-	11,472.11	-	100%	Close all and hand over to council (drainage completed when doing this) - see C.J. 2012/13
Wardpool Grey Water System	Community Facilities	2012/13	6,500.00	6,462.82	1,962.82	-	1,962.82	-	100%	Completed
Starthorpe Admin Office - Upgrade entrance	Community Facilities	2012/13	19,000.00	18,225.11	774.89	-	774.89	-	100%	Completed
Yangan Road Depot Chemical Shed	Community Facilities	2012/13	1,857.78	-	1,857.78	-	1,857.78	-	100%	Completed
Alonsa Shade Area Concrete	Community Facilities	2012/13	10,175.00	10,864.34	689.34	-	689.34	-	100%	Completed
Alonsa Resurface Caravan Floor	Community Facilities	2012/13	3,950.00	3,950.00	-	-	-	-	100%	Completed
Tooth Street Building Pathways	Community Facilities	2012/13	16,250.00	15,016.60	1,233.40	-	1,233.40	-	100%	Completed
Civic Centre Furnishing	Community Facilities	2012/13	7,125.00	5,416.18	1,708.82	-	1,708.82	-	100%	Furniture installed, final work done completed
Starthorpe S.E. Shed Improvements	Community Facilities	2012/13	5,000.00	7,336.52	2,336.52	-	2,336.52	-	100%	Completed
Update CBC Christmas Decorations	Community Facilities	2012/13	30,000.00	32,339.32	2,339.32	-	2,339.32	-	100%	Completed
WIRAC Cafe Internal Wall	Community Facilities	2012/13	5,000.00	2,035.00	2,035.00	-	2,035.00	-	100%	Completed
Cemeteries Alonsa Resurface Internal Roads	Community Facilities	2012/13	9,500.00	3,898.19	5,601.81	-	5,601.81	-	100%	Completed
Cemetery Starthorpe Reseal Roads	Community Facilities	2012/13	47,500.00	6,844.59	40,655.41	-	40,655.41	-	100%	Completed. The majority of the work was funded under the number 042000. Only about 10% of the 47,500 budgeted under 042000 has been used to date to the extent.
Cemetery Starthorpe Grounds Drainage	Community Facilities	2012/13	23,750.00	26,283.89	4,533.89	-	4,533.89	-	100%	Completed
Starthorpe Cemetery - Roads and K&C	Community Facilities	2012/13	37,685.99	33,737.05	3,948.94	-	3,948.94	-	100%	Completed
Starthorpe Cemetery - Outdoor Burial Wall	Community Facilities	2012/13	38,000.00	39,297.08	1,297.08	-	1,297.08	-	100%	Construction completed. Awaiting main item for their backside and filling drive has commenced. It's expenditure covering the cost of waste.
Warwick Cemetery - Memorial Garden	Community Facilities	2012/13	1,282.45	3,349.64	2,067.19	-	2,067.19	-	100%	Completed
Kilmeray Cemetery - Roads Upgrade	Community Facilities	2012/13	8,587.29	8,587.29	-	-	-	-	100%	Completed
Alonsa Cemetery - Concrete Beams and Burial Surrounds	Community Facilities	2012/13	6,495.91	3,680.23	2,815.68	-	2,815.68	-	100%	Completed
Warwick Cemetery - Beam and Tree Surrounds	Community Facilities	2012/13	-	52.02	52.02	-	52.02	-	100%	Completed
Cemeteries - Warwick water and irrigation	Community Facilities	2012/13	14,250.00	14,696.09	446.09	-	446.09	-	100%	Completed
Cemeteries Starthorpe Irrigation Extension	Community Facilities	2012/13	9,500.00	7,145.46	2,354.54	-	2,354.54	-	100%	Completed
Cemetery Starthorpe Shed Extension	Community Facilities	2012/13	6,550.00	2,681.82	3,868.18	-	3,868.18	-	100%	Completed
Kilmeray Cemetery Shed	Community Facilities	2012/13	7,280.00	7,117.27	162.73	-	162.73	-	100%	Completed
Kilmeray Swimming Pool Shade RCP	Community Facilities	2012/13	-	217.50	217.50	-	217.50	-	100%	Completed
Kilmeray Pool - Drainage Works	Community Facilities	2012/13	9,340.00	11,254.43	2,014.43	-	2,014.43	-	100%	Completed
Pool - Alonsa - Shed for storage of tools	Community Facilities	2012/13	7,500.00	6,663.91	836.09	-	836.09	-	100%	Completed
Kilmeray Pool	Community Facilities	2012/13	10,056.75	8,018.50	2,048.25	-	2,048.25	-	100%	Completed
WIRAC Landscape Improvements	Community Facilities	2012/13	6,973.58	-	6,973.58	-	6,973.58	-	100%	Budget for the item has been used in C.J. 2014
Kilmeray Pool - Stenciled Pool deck & sandblast	Community Facilities	2012/13	10,000.00	10,442.04	442.04	-	442.04	-	100%	Completed
Pools Starthorpe Plant Replacement	Community Facilities	2012/13	11,875.00	5,056.09	6,818.91	-	6,818.91	-	100%	Completed
Stuart Henry Park - Public Toilets	Community Facilities	2012/13	-	873.57	873.57	873.57	-	-	100%	Completed
Southern Bypass Toilet Upgrade - Starthorpe	Community Facilities	2012/13	-	723.78	723.78	-	723.78	-	100%	Completed
Steele Pool / VIC Air Warehouse Park - Bdg Renovation	Community Facilities	2012/13	161,036.97	168,355.58	12,681.39	-	12,681.39	-	100%	Completed
Warwick Town Hall Falls Protection Anchors	Community Facilities	2012/13	18,864.20	-	18,864.20	-	18,864.20	-	100%	Completed
Starthorpe Civic Centre Toilets & Chair Storage	Community Facilities	2012/13	17,257.53	36,665.46	19,407.93	-	19,407.93	-	100%	Completed
Starthorpe Civic Centre Glass Replacement	Community Facilities	2012/13	399.00	5,120.91	5,120.91	-	5,120.91	-	100%	Completed
Storm King Dam Camp - Building Works, Gutters and Toilets	Community Facilities	2012/13	5,195.00	-	5,195.00	-	5,195.00	-	100%	Completed
Storm King Dam Camp - Replace Gutters	Community Facilities	2012/13	8,237.11	-	8,237.11	-	8,237.11	-	100%	Completed
Starthorpe Civic Centre Refrigeration Equipment	Community Facilities	2012/13	15,000.00	6,659.70	8,340.30	-	8,340.30	-	100%	Two refrigerators installed
Warwick Store	Finance	2012/13	26,500.00	19,747.90	6,752.10	-	6,752.10	-	100%	Project completed
Equipment Customer Request Management	Information Technology	2012/13	42,800.00	30,425.12	12,374.88	-	12,374.88	-	100%	Completed - first payment received regarding new
Warwick Depot Network Connectivity	Information Technology	2012/13	73,363.96	23,464.47	49,899.49	-	49,899.49	-	100%	Completed. Code moved to 2014/15 FY
Warwick and Starthorpe Network Link	Information Technology	2012/13	55,007.50	38,441.69	26,565.81	-	26,565.81	-	100%	Done

Item 8.4 BCS - Capital Works In Progress Budget Review as at 30 April 2014
Attachment 1: List of Council's uncommitted balance from Council's 2013/2014 Capital Works Program

Capital Budget Review Report - April 2014

Description	Department	Year of Original Budget	2013/14 Budget	TBP Uncommitted	2013/14 Uncommitted	Adjusted Budget From Budget Review	Proposed Budget Reduction Amount (Current Review Adjustment)	Adjusted Budget to Spend	% Physical Completion	Comments
Implement Mobility Functionality	Information Technology	2012/13	91,000.00	79,879.85	11,120.15	-	-	11,120.15	100%	Implemented SAPHOS for MDM - purchasing further mobile devices. Please see year review report for mobile devices. Transfer to IT Assets control
Alton Streetcarriage - Improvements	Infrastructure Services Department	2011/12	37,499.66	25,729.60	11,770.06	-	-	11,770.06	100%	Works completed
Riv Treatment Plant - Replace Switchboard	Water and Wastewater	2011/12	76,004.25	75,917.57	86.68	-	-	86.68	100%	Installation completed, minor details to be finalised. Invoice pending
Riv Treatment Plant - Chemical Dosing Building	Water and Wastewater	2011/12	367.60	-	367.60	-	-	367.60	100%	Works completed
Leslie Dam Backup Generator	Water and Wastewater	2011/12	19,495.55	11,354.55	8,141.00	-	-	8,141.00	100%	Generator connection point installed and ready for use. Invoice pending.
Wick Treatment Plant - Security Gate & Surveillance Equip	Water and Wastewater	2010/10	17,870.80	17,870.80	-	-	-	-	100%	Gate installed and installed
Starthope Chemical Handling & Storage Facilities	Water and Wastewater	2011/12	7,586.56	-	7,586.56	-	-	7,586.56	100%	Storage shed built
Mayfair Lane Applethorpe Watermain Installation	Water and Wastewater	2012/14	12,642.85	12,591.37	51.48	-	-	51.48	100%	Works completed
Starthope Water Treatment Plant - Chemical Tank Roof	Water and Wastewater	2012/14	-	5,896.41	5,896.41	-	-	5,896.41	100%	Works completed
Wickley Water Treatment Plant - Fence	Water and Wastewater	2012/13	16,949.00	16,949.00	-	-	-	-	100%	Works completed
Warrack STP Primary Settling Tank Rehabilitation	Water and Wastewater	2012/13	20,464.05	8,067.59	12,396.46	-	-	12,396.46	100%	Works completed
Sewer Rehabilitation - Warwick	Water and Wastewater	2012/14	72,000.00	50,446.95	21,553.05	-	-	21,553.05	100%	Completed for 2012/13. Remaining budget to be used for CCTV.
Sewer Rehabilitation - Starthope	Water and Wastewater	2012/14	28,000.00	32,671.12	4,671.12	-	-	4,671.12	100%	Completed for 2012/13. Remaining budget to be used for CCTV.
Azerone St CED Relocation	Water and Wastewater	2012/14	16,000.00	16,000.00	-	-	-	-	100%	Contract awarded to be completed
Azerone St Water Service Relays	Water and Wastewater	2012/14	19,000.00	19,000.00	-	-	-	-	100%	Contract awarded to be completed
Stormwater Management Strategy	Infrastructure Services	2012/13	102,150.00	45,260.00	56,890.00	-	-	56,890.00	100%	Stormwater Management Strategy for Starthope completed. Balance of funds (\$45,890) to be transferred to Job No 2140 (Starthope Flood Risk Management Strategy) to cover budget shortfall resulting from an approved review.
Stormwater Catchment Study - Warwick	Infrastructure Services	2011/12	14,301.36	480.00	13,821.36	-	-	13,821.36	100%	Project completed
Stormwater Catchment Study - Wickley & Alton	Infrastructure Services	2011/12	226,112.87	18,253.75	207,859.12	-	-	207,859.12	100%	Project completed. Transfer of \$1K to Job No 2140 (Flood Warning System) resulting in the balance of \$206,859.12 returned to general fund.
Upgrade of BOM System	Infrastructure Services	2012/13	17,605.91	-	17,605.91	-	-	17,605.91	100%	Work Completed.
Flood Studies Updates	Infrastructure Services	2012/14	40,000.00	14,192.90	25,807.10	-	-	25,807.10	100%	Review completed. Balance of funding to be used to undertake additional studies of flood risk in 2015.
Road Reseals 131/4 - Glen Aplin Drive	Works Construction	2012/14	19,000.00	18,503.57	496.43	-	-	496.43	100%	10mm Reseal Glen Aplin Drive 0.00m - 0.00m 10m D&L 7.5m
Road Reseals 131/4 - Pyramide Road	Works Construction	2012/14	12,500.00	17,333.54	4,833.54	-	-	4,833.54	100%	10mm Reseal Pyramide Road STORMWATER CH. 14.887 - 14.887 10m D&L 8.0m
Road Reseals 131/4 - Granite Bell Drive	Works Construction	2012/14	12,500.00	8,811.87	3,688.13	-	-	3,688.13	100%	10mm Reseal Granite Bell Drive THE SCUMBY CH. 0.000 - 0.001 10m D&L 3.0m
Road Reseals 131/4 - Newlands Road	Works Construction	2012/14	57,000.00	52,934.65	4,065.35	-	-	4,065.35	100%	10mm Reseal Newlands Road COTTONWOOD CH. 0.000 - 0.000 10m D&L 3.0m
Road Reseals 131/4 - Poppers School Road	Works Construction	2012/14	45,000.00	40,403.86	4,596.14	-	-	4,596.14	100%	10mm Reseal Poppers School Road P. 0.000 CH. 0.000 - 1.000 10m D&L 1.00m
Road Reseals 131/4 - Rifle Range Road	Works Construction	2012/14	26,500.00	30,218.98	3,718.98	-	-	3,718.98	100%	10mm Reseal Rifle Range Road ST. ANTHONY CH. 0.000 - 0.000 10m D&L 8.0m
Road Reseals 121/3 - Talga West Rd	Works Construction	2012/13	13,899.90	13,830.48	69.42	-	-	69.42	100%	Project completed last financial year. 10mm Reseal Chalmers 0.000 - 0.000 Chalmers Creek Road to new 10.0m RD. There appears to have been a gap in the funding. Upward linked to be allocated.
Road Reseals 121/3 - Dragon St and Locke St Traffic Lanes ACO	Works Construction	2012/13	198,000.00	197,567.84	432.16	-	-	432.16	100%	10mm Reseal 0.000 - 1.000m (Chalmers Road). Completion scheduled for 10mm Reseal 0.000 - 1.000m (Chalmers Road). Budget to be allocated for Locke St over the 10mm Reseal 0.000 - 1.000m (Chalmers Road). Budget to be allocated for Locke St over the 10mm Reseal 0.000 - 1.000m (Chalmers Road).
Road Reseals 131/4 - Locke St Parking Lanes	Works Construction	2012/14	20,000.00	17,817.02	2,182.98	-	-	2,182.98	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Dragon St Parking Lanes	Works Construction	2012/14	13,000.00	12,853.01	146.99	-	-	146.99	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Percy St Parking Lanes	Works Construction	2012/14	12,000.00	9,100.54	2,899.46	-	-	2,899.46	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Guy St Parking Lanes	Works Construction	2012/14	12,000.00	9,035.64	2,964.36	-	-	2,964.36	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Crawford St	Works Construction	2012/14	15,000.00	8,882.24	6,117.76	-	-	6,117.76	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Wentworth St	Works Construction	2012/14	33,000.00	31,821.59	1,178.41	-	-	1,178.41	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Lancaster St	Works Construction	2012/14	21,000.00	13,335.23	7,664.77	-	-	7,664.77	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Rogers St	Works Construction	2012/14	11,130.41	11,258.88	128.47	-	-	128.47	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Malleson Crs	Works Construction	2012/14	13,143.32	13,358.05	214.73	-	-	214.73	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Greenup St	Works Construction	2012/14	12,238.67	12,454.40	214.73	-	-	214.73	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Folkestone St	Works Construction	2012/14	13,490.90	14,055.20	564.30	-	-	564.30	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Cornubium St	Works Construction	2012/14	18,000.00	9,672.67	8,327.33	-	-	8,327.33	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Alice St	Works Construction	2012/14	19,000.00	9,892.85	9,107.15	-	-	9,107.15	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Eukay Rd	Works Construction	2012/14	44,000.00	53,474.20	9,474.20	-	-	9,474.20	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Marino Rd	Works Construction	2012/14	35,000.00	23,681.25	11,318.75	-	-	11,318.75	100%	10mm Reseal Chalmers 0.000 - 0.000m
Road Reseals 131/4 - Massive Bony Mountain Rd	Works Construction	2012/14	42,222.68	42,222.68	-	-	-	-	100%	10mm Reseal Chalmers 0.000 - 0.000m
Repair footpath & tree surround 70874 Fitzroy St	Works Construction	2012/13	5,894.25	2,314.40	3,579.85	-	-	3,579.85	100%	Tree work was planned to occur in the financial year but was not due to the current expenditure payment of invoice to the surveyor.
McGlew St Footpath Starthope High Bus Area	Works Construction	2012/13	8,228.87	11,212.26	2,983.39	-	-	2,983.39	100%	Construction complete subject to Starthope High in first bus stop area.
Enhanced School Zone Signage Project	Works Construction	2012/13	65,825.62	65,825.60	0.02	-	-	0.02	100%	Installation of enhanced school zone signage to Starthope High, St Joseph School, Starthope and Starthope primary school. Project fully funded by State Government contribution by Contractors engaged by the State Government.

Item 8.4 BCS - Capital Works In Progress Budget Review as at 30 April 2014
Attachment 1: List of Council's uncommitted balance from Council's 2013/2014 Capital Works Program

Capital Budget Review Report - April 2014

Description	Department	Type of Original Budget	2013/14 Budget	Tier 1 Uncommitted	2013/14 Uncommitted	Adjusted Budget	Adjusted Budget to Spend	% Physical Completion	Comments
Concrete footpath from Maryvale School to town centre	Works Construction	2013/14	70,000.00	127,607.73	57,607.73	-	57,607.73	100%	Construct 1.5m wide concrete footpath along Tenter St from the School to Maryvale, Works including earth works, sewer drainage, gravel and concrete footpath. Budget is 70,000.00. The project is 100% complete.
Concrete footpaths Waverley St Alora (RAAF St to the East St	Works Construction	2013/14	34,000.00	37,376.09	3,376.09	-	3,376.09	100%	Construct 1.5m wide concrete footpath southern side of Waverley St from RAAF St to the East St. The project is 100% complete.
Concrete footpaths Alexandra Dr and Freestone Rd (from E side	Works Construction	2013/14	30,000.00	34,217.13	4,217.13	-	4,217.13	100%	Construct 1.5m wide concrete footpath southern side of Alexandra Dr and Freestone Rd. The project is 100% complete.
Concrete footpath Locke St (Nth side Myak-Ouy) (Assumption	Works Construction	2013/14	20,000.00	22,331.42	2,331.42	-	2,331.42	100%	Construct 1.5m wide concrete footpath northern side of Locke St. The project is 100% complete.
RTR Morgan Park Entrance Road Works	Works Construction	2013/14	162,940.08	162,940.08	-	-	-	100%	Completed
RTR Gravel Resheeting 1314 Hemlock Esplanade Rd	Works Construction	2013/14	74,500.00	74,445.11	54.89	-	54.89	100%	Completed
RTR Replace 2 Culverts Sandy Creek Rd Ch 8.97 & 9.10	Works Construction	2013/14	99,618.18	114,235.82	14,617.64	-	14,617.64	100%	Completed
RTR Kital Rd Bridge Replacement	Works Construction	2013/14	457,850.29	436,011.00	21,839.29	-	21,839.29	100%	Completed
RTR Anemone St reconstruct Stage 1 (Hibiscus to east)	Works Construction	2013/14	497,492.04	561,534.78	64,142.74	-	64,142.74	100%	Completed
RTR Atubus St Major Pavement Repairs	Works Construction	2013/14	200,000.00	267,877.71	67,877.71	-	67,877.71	100%	Completed
RTR Nundubber Rd widen & rehab 2.47-4.84	Works Construction	2013/14	345,172.93	327,443.05	17,729.88	-	17,729.88	100%	Completed
RTR - Water St Sealing	Works Construction	2013/14	80,000.00	77,349.40	2,650.60	-	2,650.60	100%	Completed
RTR Hoey Rd Rehabilitate Failed Sections (1.13-2.06 km)	Works Construction	2013/14	95,000.00	111,223.39	16,223.39	-	16,223.39	100%	Completed
RTR Border Rd reconstruct failed sections	Works Construction	2013/14	120,000.00	39,631.93	80,368.07	5,368.07	75,000.00	100%	Completed
RTR East St reconstruct failed pavement	Works Construction	2013/14	100,000.00	90,376.25	9,623.75	9,623.75	-	100%	Completed
RTR Creek St Major Pavement Repairs	Works Construction	2013/14	60,000.00	91,637.70	31,637.70	-	31,637.70	100%	Completed
RTR - General Rd Sealing	Works Construction	2013/14	100,000.00	84,738.29	15,261.71	-	15,261.71	100%	Completed
Albion St Stormwater Pipe Structural Lining (20m)	Works Construction	2013/14	110,000.00	101,799.18	8,200.82	-	8,200.82	100%	Completed
Stormwater Pit Replacement Hudson St	Works Construction	2013/14	20,000.00	20,889.60	889.60	-	889.60	100%	Completed
TDS Eukaly Rd Widening (0.0-1.4 km) 2013/14	Works Construction	2013/14	59,574.35	1,075.84	58,498.51	-	58,498.51	100%	Completed
TDS Massey-Bony-Mountain Rd (0-1.2 km) 2013/14	Works Construction	2013/14	-	40,958.40	40,958.40	-	40,958.40	100%	Completed
Gravel resheeting - 1314 Halls Rd	Works Construction	2013/14	41,195.27	42,067.23	1,671.96	-	1,671.96	100%	Completed
Gravel resheeting - 1314 Colindale Rd	Works Construction	2013/14	42,000.00	48,275.42	6,275.42	-	6,275.42	100%	Completed
Gravel Resheeting 1314 - Eru Swamp Rd	Works Construction	2013/14	51,000.00	52,958.36	1,958.36	-	1,958.36	100%	Completed
Gravel Resheeting 1314 - Denison Rd	Works Construction	2013/14	50,600.00	50,526.85	73.15	-	73.15	100%	Completed
Gravel Resheeting 1314-Doregona Rd	Works Construction	2013/14	31,800.00	31,731.13	68.87	-	68.87	100%	Completed
Gravel Resheeting 1314-43M towards School Road	Works Construction	2013/14	43,000.00	42,910.14	89.86	-	89.86	100%	Completed
Gravel Resheeting 1314-43 St. James Lane	Works Construction	2013/14	37,100.00	37,010.87	89.13	-	89.13	100%	Completed
Gravel Resheeting 1314-43 P. Williams Road	Works Construction	2013/14	61,400.00	61,380.30	19.70	-	19.70	100%	Completed
Gravel Resheeting 1314 - Williams-Barlowe Gate Rd	Works Construction	2013/14	73,100.00	73,058.51	41.49	-	41.49	100%	Completed
Gravel Resheeting 1314-Junaboe Rd	Works Construction	2013/14	50,000.00	41,625.91	8,374.09	-	8,374.09	100%	Completed


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Attachment 1: List of Council's uncommitted balance from Council's 2013/2014 Capital Works Program

Capital Budget Review Report - April 2014

Description	Department	Year of Original Budget	2013/14 Budget	YTD Expenditure Committed	2013/14 Left Uncommitted	Adjustments from Budget Review	Proposed Budget Reduction Amount (Current Review Adjustment)	Adjusted Budget to Spend	% Physical Completion	Comments
Gravel Resheeting 12/13 - Rodgers Creek Rd	Works Construction	2012/13	90,344.41	60,458.94	29,885.47	-	29,885.47	-	100%	Gravel resheeting from drainage 5.870 - 2.250km and 4.05-5.55km (centre line) to width 4.05km till 4.05km.
Gravel Resheeting 12/13 - Forest Springs Rd	Works Construction	2012/13	15,848.70	17,310.09	1,461.39	-	1,461.39	-	100%	Gravel Resheeting from 4.75km-5.55km, Modified the width, 100mm thickness
Starthope Landfill leachate control works	Environmental Services	2012/13	167,298.67	209,780.91	42,482.24	-	42,482.24	-	100%	Leachate control works commenced Nov '12 and later work to DCEP network.
Total			2,419,638.14	8,882,388.38	147,988.26	-	15,886.28	-		

8.5 BCS - 2014/15 Out of Round Community Event Grant Request - Killarney Bonfire Night

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Community Services Officer	File Ref: 15.19.20

Recommendation

THAT Council approve the request for \$3,200 for cash sponsorship and in-kind assistance for the Killarney Bonfire Night being:

- i. \$2,000 for the cash component out of the 2013/14 budget; and
- ii. \$1,200 for in-kind assistance to be delivered out of the 2014/15 budget.

Report

Given that this year is a transitional year for community grants as we transition from the old community grant programs to the new funding to community programs, it is necessary to have a one off mechanism for dealing with applications such as this for events that will be held before all the new programs will be released. This is an event that has been actively supported by Council in recent years. One of the funding programs being released in July may be suitable for them to apply for in the future.

At this point in time, Council does not have a specific policy for Community Event Grants. It is proposed that similar eligibility criteria be applied to the Community Event Grant applications as under Council's Grants to Community Organisations Policy as follows:

Eligibility Criteria

- (a) The event must be held within the 2013/14 financial year.
- (b) The community event must be held in the Southern Downs.
- (c) The event must be a community event.*
- (d) The event must not be a commercial event.*
- (e) The objective of the organisation must be solely non-profit making.**
- (f) Organisations that operate a commercial licensed premises and/or gaming machines will not be eligible for assistance.
- (g) State and Commonwealth agencies will not be eligible for assistance. This includes both public and private schools (including P&C Associations and Parent Groups) and Rural Fire Service Groups.***
- (h) Organisations must be incorporated or sponsored by an incorporated body.

* **Community Event** - a community event is one that:

- ✓ Is arranged by a community organisation; and
- ✓ Is held for the enjoyment or recreation of the community; and
- ✓ Does not provide financial gain to any one person or business.

The Killarney Bonfire Night is in its fifth year and will be held Saturday 19th July 2014 at the Killarney Polocrosse grounds. It is Killarney's official Jumpers & Jazz event raising money for Killarney Memorial Aged Care, last year raising \$16,000.

It is a creative and unique event where approximately 28 local entrants exhibit their artistic talent by cutting shapes, welding and moulding the fire drums to create functional works of art. The night also consists of live music, jumping castle, giant bonfire, barbeque and the fireworks finale.

Last year's event attracted 2400 people of all ages and this number is expected to grow each year, especially due to last year's event having to be postponed one weekend due to poor weather. It is a great opportunity for new and longstanding residents to interact and create new networks. Visitors from outside the district experience wonderful country hospitality, also utilising local accommodation providers, retailers etc.

The Killarney Bonfire Night Committee receives the support of the Killarney Rural Fire Brigade who assists with risk management planning and use the event as a training opportunity for their teams. It is a great opportunity to showcase the skills and importance of the service they provide to the community and possibly attract new volunteers.

Strong community partnerships are strengthened and as such the event is a success because of the support of the Southern Downs Regional Council, Killarney Memorial Aged Care Auxiliary, Killarney and Legume Rural Fire Brigade, Killarney Lions Club, Killarney Recreation Club and many Killarney businesses and volunteers.

The Killarney Bonfire Night Committee expects to acknowledge Council's contribution to the event by way of recognition on the website, posters, flyers and programs. The MC will also make announcements throughout the night and if available, Council banners could also be displayed.

Providing the fireworks in the past has only been made possible because of the generous support from Southern Downs Regional Council. Therefore, the Killarney Bonfire Night Committee is requesting Council Assistance in the way of \$2,000 cash sponsorship for the purchase of fireworks and \$1,200 in-kind support for Council ordering, management, set up and running the fireworks show as per regulations.

Budget Implications

The funds remaining in the 2013/14 Community Event Grant Program stands at \$19,630 before any decision being made on the applications before Council this month.

The cash component may be paid with the funds that have been set aside in the 2013/14 event grants program for out of round events. However, a commitment would need to be made in the 2014/15 funding to community budget for the in-kind component as the event is not being held until July 2014. This provision impacting 2 financial years would be a one off because of the grants transitional process.

Policy Consideration

This event aligns with the following goals and directions of the Southern Downs Community Plan 2030:

- 1.6 Hold regular community events where local groups can showcase their activities and attract participation from new people.
- 1.10 Encourage and promote the valuable role volunteers play in community life.
- 3.16 Enlighten and educate the region in every aspect of the arts, including music and theatre by encouraging, promoting and supporting the Arts in schools and the community.

- 5.10 Support existing events and festivals and attract new events to cater for a wider range of interests.

Community Engagement

The Killarney Bonfire Night Committee brings in local thoughts, ideas and feedback in to its planning.

Legislation/Local Law

Nil.

Options


Nil.

Attachments

Nil

8.6 BCS - 2014/15 Out of Round Community Event Grant Request - Historic Leyburn Sprints

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Community Services Officer	File Ref: 15.19.20

Recommendation

THAT Council approve the request for \$13,500 for cash sponsorship and in-kind assistance for the Historic Leyburn Sprints being:

- i. \$1,000 for the cash component out of the 2013/14 budget; and
- ii. \$12,500 for in-kind assistance to be delivered out of the 2014/15 budget.

Report

Given that this year is a transitional year for community grants as we transition from the old community grant programs to the new funding to community programs, it is necessary to have a one off mechanism for dealing with applications such as this for events that will be held before all the new programs will be released. This is a significant event that has been actively supported by Council in the past. It is a possibility that future applications maybe suitable for the new funding program Major Events and Festivals.

At this point in time, Council does not have a specific policy for Community Event Grants. It is proposed that similar eligibility criteria be applied to the Community Event Grant applications as under Council's Grants to Community Organisations Policy as follows:

Eligibility Criteria

- (a) The event must be held within the 2013/14 financial year.
- (b) The community event must be held in the Southern Downs.
- (c) The event must be a community event.*
- (d) The event must not be a commercial event.*
- (e) The objective of the organisation must be solely non-profit making.**
- (f) Organisations that operate a commercial licensed premises and/or gaming machines will not be eligible for assistance.
- (g) State and Commonwealth agencies will not be eligible for assistance. This includes both public and private schools (including P&C Associations and Parent Groups) and Rural Fire Service Groups.***
- (h) Organisations must be incorporated or sponsored by an incorporated body.

* **Community Event** - a community event is one that:

- ✓ Is arranged by a community organisation; and
- ✓ Is held for the enjoyment or recreation of the community; and
- ✓ Does not provide financial gain to any one person or business.

The Historic Leyburn Sprints is in its 19th year and will celebrate the 65th anniversary since the Australian Grand Prix in 1949. The motor racing event will be held on the 23rd and 24th of August 2014 and attracts a large number of spectators and crew to watch 200 historic and special interest cars race in timed sprints on the roads of Leyburn.

Local and broader community groups and volunteers work together to make the event a success. Not only do these groups benefit from creating new networks and partnerships they also have the opportunity to run stalls and financially benefit from the sales that they make e.g. Greymare Hall Committee and the Leyburn and District Rural Fire Brigade run food and drink stalls and Glennie Heights Scout Group manage the camping grounds and receive some of the camp site fees.

Funds raised from the event are also injected back into the next years Historic Leyburn Sprints ensuring a bigger and better experience.

The Leyburn Sprints Committee expects to acknowledge Council's contribution to the event by way of recognition on the website, all advertising including flyers, program and on caps and shirts. The Mayor or a Councillor is invited to participate in the opening ceremony on the Saturday.

The Committee is requesting Council assistance in the way of \$1,000 cash sponsorship for the fees associated with the rubbish removal to the Leyburn Transfer Station and \$12,500 in-kind support for Council to provide a water truck on the weekend, the use of the grounds known as The Reserve and a major tidy up of the town e.g. mowing etc.

Budget Implications

The funds remaining in the 2013/14 Community Event Grant Program stands at \$19,630 before any decision being made on the applications before Council this month.

The cash component may be paid with the funds that have been set aside in the 2013/14 event grants program for out of round events. However, a commitment would need to be made in the 2014/15 funding to community budget for the in-kind component as the event is not being held until August 2014. This provision impacting 2 financial years would be a one off because of the grants transitional process.

Policy Consideration

This event aligns with the following goals and directions of the Southern Downs Community Plan 2030:

- 1.6 Hold regular community events where local groups can showcase their activities and attract participation from new people.
- 1.10 Encourage and promote the valuable role volunteers play in community life.
- 5.10 Support existing events and festivals and attract new events to cater for a wider range of interests.

Community Engagement

The Leyburn Sprints Committee has in previous years held its own extensive consultations with the local community.

Legislation/Local Law

The Committee would need to arrange their own risk management plan and relevant insurance cover and to meet the current legislation requirements for traffic management and road closures.

A park permit maybe required for the use of The Reserve.

Options


Nil.

Attachments

Nil

8.7 BCS - Proposed Conversion of a Term Lease to Freehold - Lot 121 on Crown Plan M341026

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Land Management Officer	File Ref: 05.18.04

Recommendation

THAT Council advise the Department of Natural Resources and Mines that it objects to the conversion of the Term Lease to Freehold on the basis that the freeholding of the land is effectively creating a new privately owned lot which is significantly smaller than the lot size allowed under the Planning Scheme.

Report

This report is prepared for Council's consideration of an application for the conversion of a Term Lease to Freehold.

Background Information

John and Alison Sharman currently hold a Term Lease over Lot 121 on Crown Plan M341026 (9.3ha, situated on Hopgoods Road, Elbow Valley) with the Department of Natural Resources and Mines (DNRM), which expires in February 2022.

Report

Council has been advised by DNRM of an application received from John and Alison Sharman, for the conversion of their Term Lease over Lot 121 on Crown Plan M341026 to Freehold. John and Alison Sharman are the owners of the adjoining Lot 2212 on M34878 and Lot 2628 on M341000. The current use of Lot 121 on Crown Plan M341026 is for grazing. DNRM has requested Council's views on this application.

DNRM have advised that with the conversion of a Term Lease to Freehold, Council cannot stipulate that "it has no objection subject to the lots being amalgamated" as is the case with permanent road closures. This is due to the area being an existing registered parcel of land.

Council's Directors were requested to provide their views on this issue. The Director's of Engineering Services and Business & Community Services offered no objections to the proposal.

The Director of Planning and Environment has advised the following:

"I am concerned about the freeholding of this lot due to its relatively small size in a rural area, it does not accord with the lot sizes under the Planning Scheme (minimum lot size is 500ha) and while it is a separate lot, the freeholding of the land is effectively creating a new privately owned lot. If the application was on the basis that this land was to be amalgamated with the applicants existing land I would not object".

“If DNRM will not seek the owners’ agreement to amalgamation, I object to this application that will result in the freeholding of this land. DNRM are the Government agency that insists that rural subdivision sizes remain large so that new lots in rural areas are of sufficient size to allow for genuine rural purposes. While this is not a new lot, DNRM actions will result in this land passing out of Crown control and will result in privately owned lot that is significantly smaller than the lot size allowed under the Planning Scheme. Council should not support the freeholding of lots that result in privately owned land that is below the minimum lot size permitted. The proposed action by DNRM is contrary to the Government’s position on protecting rural areas from further alienation from rural activity; the lot size is too small to be used for genuine rural use in its own right. I would be prepared to withdraw my objection only if the land was to be amalgamated with the adjoining land”.

Budget Implications

Nil.

Policy Consideration

Corporate Plan:

2.11 Recognise and protect our prime agricultural land for sustainable primary industry use.

Community Engagement

Nil.

Legislation/Local Law

Nil.

Options

Nil.

Attachments

1. Correspondence from DNRM (including an aerial map of the area and photographs)[View](#)

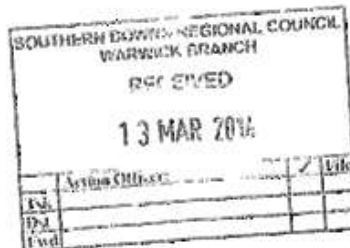
Author Jannene Horne
File / Ref number 2014/000686
Directorate / Unit State Land Asset Management
Phone 07 46610200



Department of
Natural Resources and Mines

12 March 2014

Southern Downs Regional Council
PO Box 26
Warwick QLD 4370



Dear Sir/Madam

**Application for conversion of Term Lease 0/217225 over Lot 121 on Crown Plan M341026,
Parish of Wildash**

The department has received the above application. The use of the land is grazing. The enclosed Drawing No: DD2014/022 shows the subject land and the surrounding locality.

Please advise the department of your views or requirements including any local non-indigenous cultural heritage values that the department should consider when assessing this application.

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 12 April 2014. If you offer an objection to the application, a full explanation stating the reason for the objection should be forwarded to this Office.

If you wish to provide a response but are unable to do so before the due date, please contact the author 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 assumed 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 unless required.

If you wish to discuss this matter please contact Jannene Horne on 07 46610200.

Posted:
DNRM Warwick
PO Box 2
Warwick QLD 4370



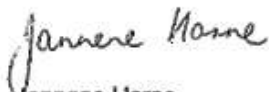
Telephone: 07 46610200
Fax: 07 4661 5215

Southern Downs Regional Council
"DOC0141951"

All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to slam-warwick@dnrm.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.

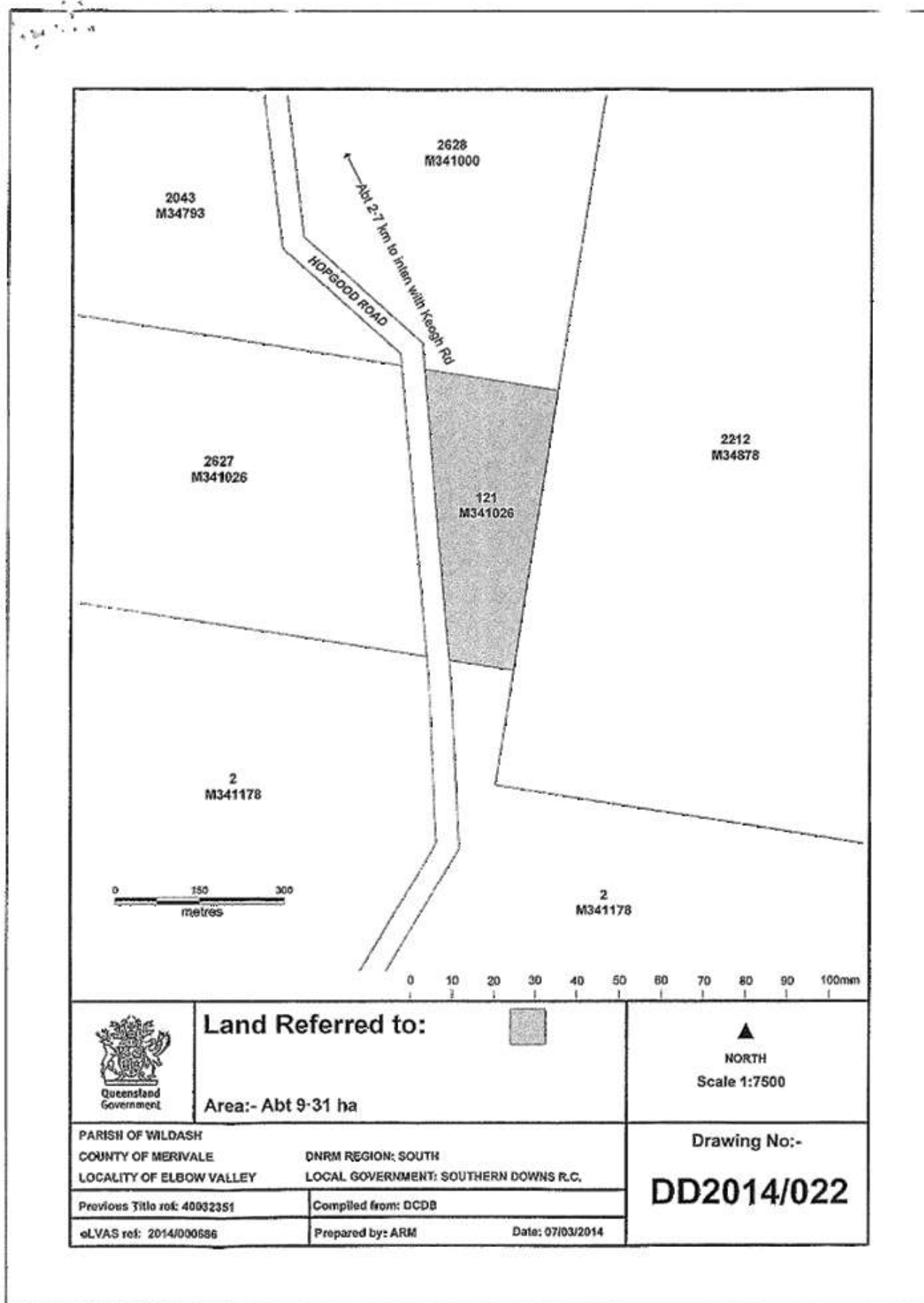
Please quote reference number 2014/000686 in any future correspondence.

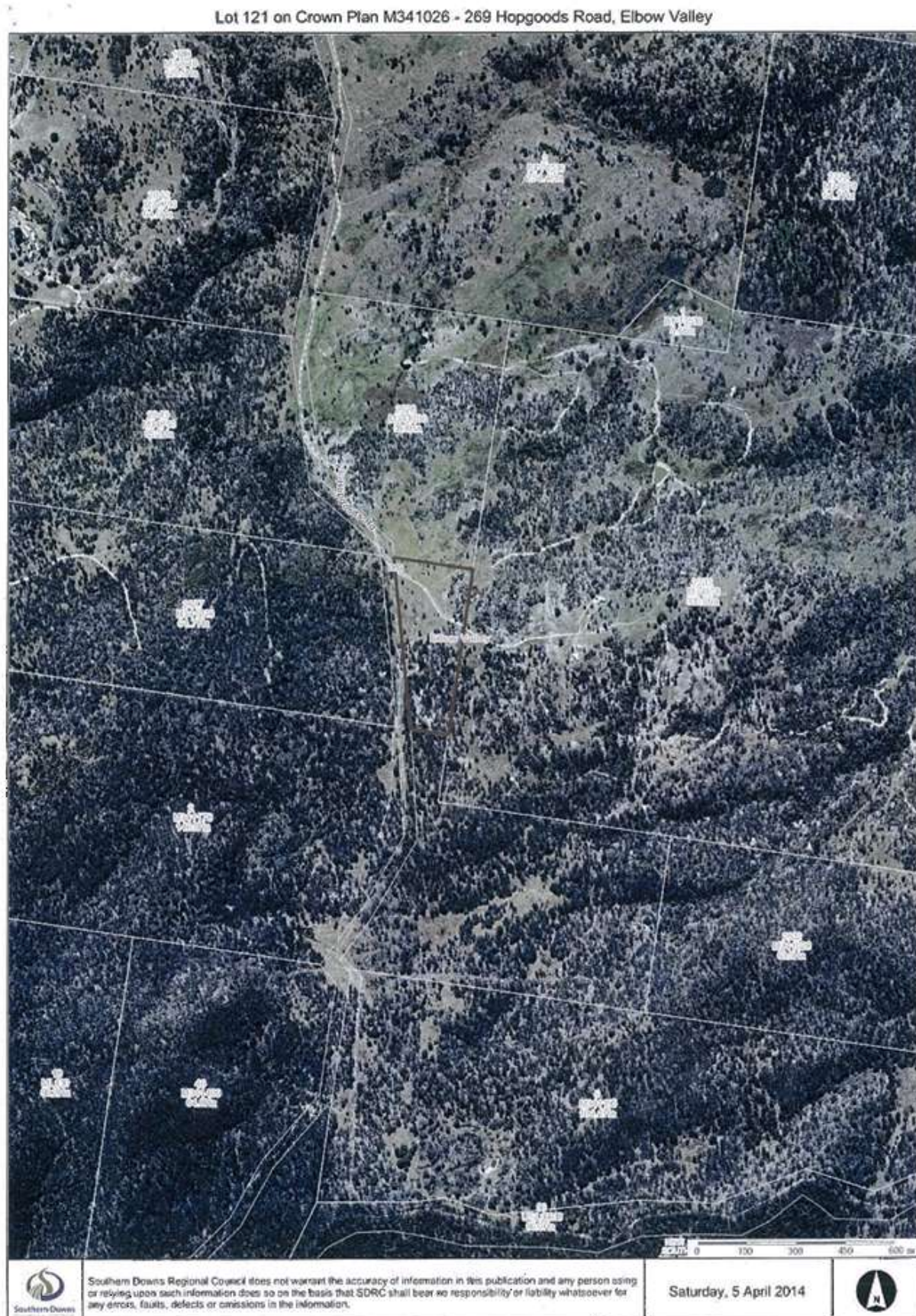
Yours sincerely

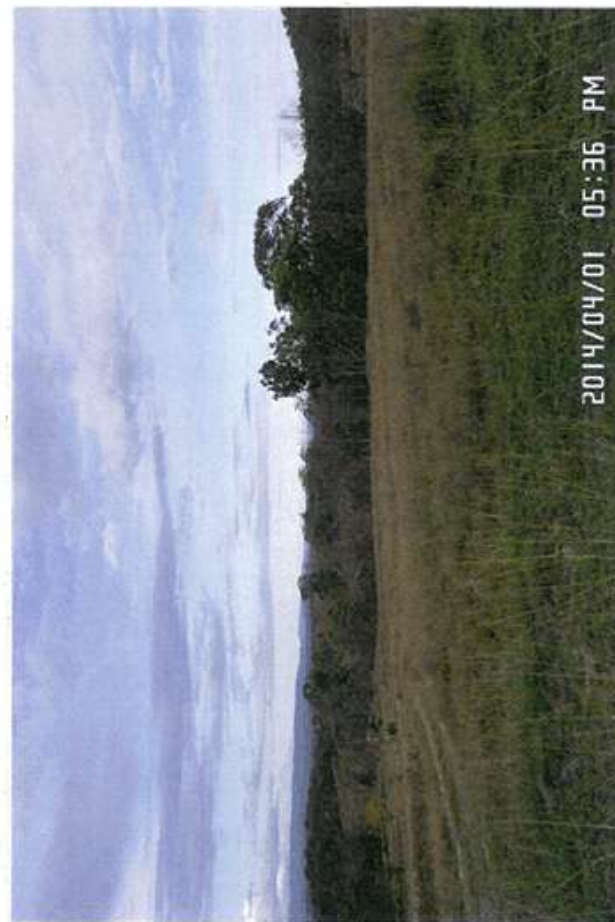


Jannene Horne
For Senior Land Officer
Land Services

Attachments
Drawing No:DD2014/022








8.8 BCS - Renewal of Special Lease 0/201743 over Lot 374 on BNT617, situated at Gangemi Road, Fleurbaix

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Land Management Officer	File Ref: 05.18.03

Recommendation

THAT Council advise the Department of Natural Resources and Mines of the following:

- Council has no issues with the Reserve being retained for its gazetted purpose (Water); and
- On the expiry of the current lease, Council will not offer a Trustee Lease to the existing Special Lessee; and
- Council has no objection to the Department offering a further Term Lease.

Report

Summary / Purpose

The purpose of this report is to advise Council of an application received by the Department of Natural Resources and Mines (DNRM) in relation to the renewal of a Special Lease, Reserve for Water purposes, R.235 over land situated at Gangemi Road, Fleurbaix.

Report

DNRM has requested information from Council in relation to a Special Lease over Lot 374 on BNT617, which is a Reserve for Water, R.235. The current lease is approved for the use of the dam which is situated on this Lot. The lessee's are Allen and Vivienne Lanza. The current lease expires on 28 February 2015. The following has been requested by DNRM:

- Confirmation that the reserve is still required for its gazetted purpose.
- On expiry of the existing lease would Council as Trustee be prepared to offer the current Lessee a Trustee Lease over the subject area?
- If entering into a Trustee Lease is not an option, Council's views or requirements to the granting of a new Term Lease over the subject area.

Views and comments were sought from all three Council Directors.

The Director of Business & Community Services and the Acting Director of Engineering Services advised that they were not aware of any issues associated with this land or any reasons why a new lease should not be offered. The Director of Planning and Environment has advised that he has no knowledge about the need for this Reserve, but he would not support it being changed to a freehold Lot in the future, unless it was amalgamated with the adjoining land and that no additional freehold Lot is created. He also advised he has no objection to the land being leased.

In view of DNRM being prepared to offer a further Term Lease over the Reserve there is no requirement for Council to consider a Trustee Lease.

A map of the land is attached for Council's information.

Budget Implications

Nil.

Policy Consideration

Corporate Plan - Organisational Frameworks:

3.7 Provide enhances levels of service to all communities in the expanded region.

Community Engagement

Nil.

Legislation/Local Law

Nil.

Options

Nil.

Attachments

1. Correspondence from DNRM (including photographs)[View](#)

151512

Author Jannene Horne
File / Ref number 2014/000140
Directorate / Unit State Land Asset Management
Phone 07 46610200



Department of
Natural Resources and Mines

24 February 2014

Southern Downs Regional Council
PO Box 26
Warwick QLD 4370

Dear Sir/Madam

Renewal of Special Lease 0/201743 over Lot 374 on BNT617, Parish of Marsh

The term of the above lease expires on 28 February 2015 and the department is considering the renewal of this lease. The enclosed Drawings show the subject land and the surrounding locality.

Please advise if your agency has any issues that the Minister should consider in respect of the renewal of this lease, any views or requirements that may affect the future use of the land or if a different form of tenure may be considered a more appropriate tenure and your comments with regard to the following –

- Confirmation that the reserve is still required for its gazetted purpose
- On expiry of the existing lease, would you as Trustee be prepared to offer the current lessee a Trustee Lease or Trustee Permit over the subject area in accordance with Section 57 of the Land Act 1994 and Policy PUX/901/210 – Leases over reserves.
- If entering into a Trustee Lease or Trustee Permit is not an option, your views or requirements to the granting of a new Term Lease over the subject area.

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 **31 March 2014**. If you offer an objection to the application, a full explanation stating the reason for such an objection should be forwarded to this Office.

If you wish to provide a response but are unable to do so before the due date, please contact the author 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 assumed 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 unless required.

Postal :
DNRM Warwick
PO Box 2
Warwick QLD 4370

Telephone : 07 46610200
Fax: (07)16615215


It is mentioned that at this stage the department has not contacted the lessee about the expiry of the current lease, however if an application for renewal of the lease under the Land Act 1994 is made, then the department will assess the application in terms of section 159 of the Act before making a decision on the application.

If you wish to discuss this matter please contact Jannene Horne on 07 46610200.

All future correspondence relative to this matter is to be referred to the contact Officer at the address below or by email to slam-warwick@dnrm.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.

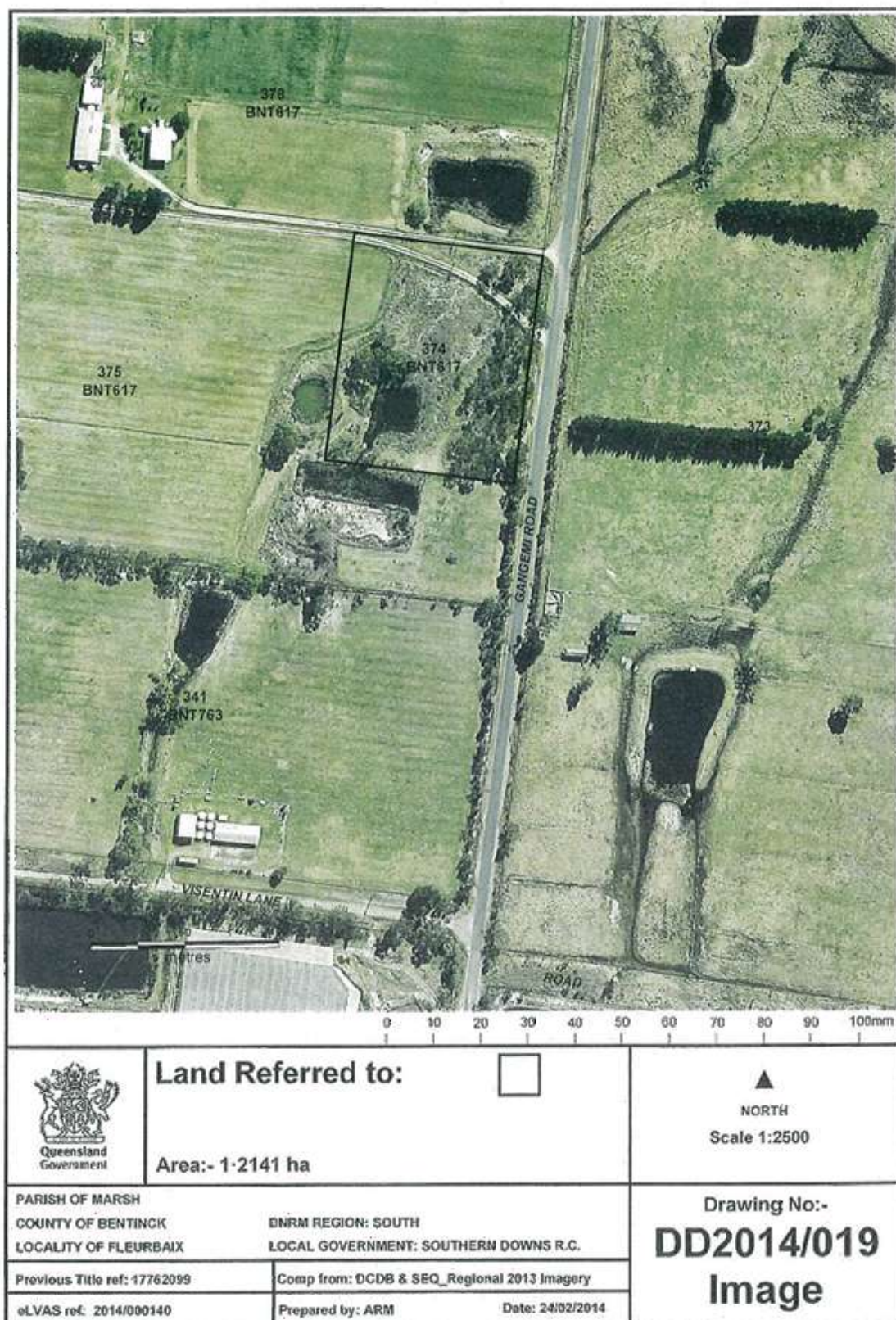
Please quote reference number 2014/000140 in any future correspondence.

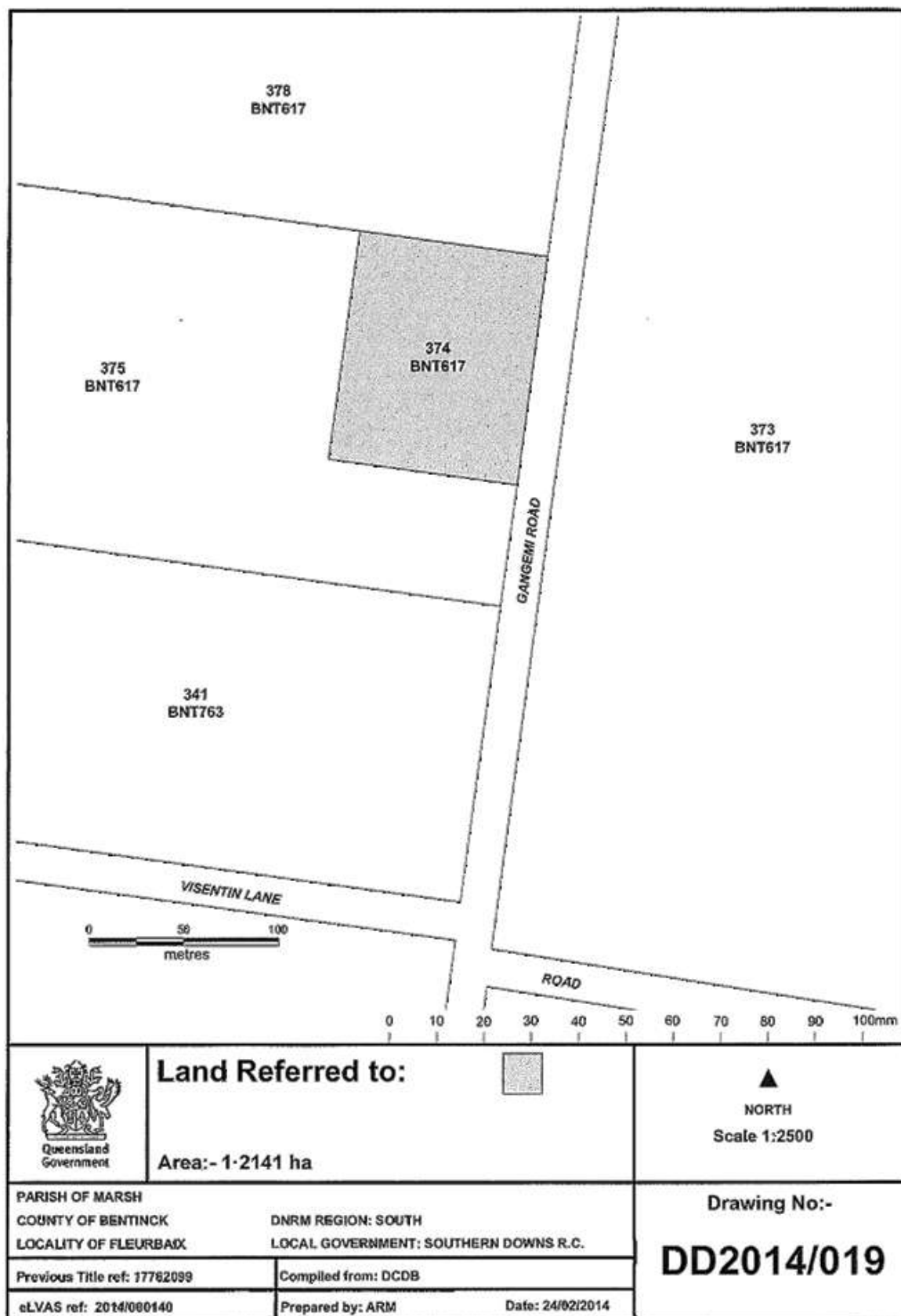
Yours sincerely



Jannene Horne
Land Services


Attachments:
Drawings





8.9 BCS - Proposal to relocate monument in recognition of the late Pamela Travers (author of Mary Poppins) and name park in Allora

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Team Leader Parks and Gardens	File Ref: 02.17; 21.12

Recommendation

THAT Council:

1. Endorse the relocation of the monument in recognition of the late Pamela Travers, the author of the Mary Poppins books, to the park on the corner of Herbert and Drayton Streets Allora.
2. Rename the same park to P L Travers Park.

Report

The purpose of this report is to seek Council approval to relocate the monument in recognition of the late Pamela Travers, the author of Mary Poppins, and to name the new park in Allora Pamela Travers Park.

Relocation of monument in recognition of the late Pamela Travers

The late Pamela Travers, who authored the Mary Poppins books, spent some of her early childhood in Allora. Local sculptor, Mr Vern Foss, created a monument in recognition of the late Pamela Travers with funding through RADF funding through Arts Queensland and the former Warwick Shire Council in 2003. The monument was installed on the corner of the New England Highway and Short Street Allora, with the permission of the Department of Main Roads.

A request from an Allora resident has been received to relocate the monument from its current location as it is "in the middle of nowhere" to a more prominent location in the centre of Allora. The suggested new location for the monument is the newly established park in Allora on the corner of Herbert and Drayton Streets.

A meeting was held on 4 April 2014 with interested parties from Allora who indicated that their wish is for the monument to be relocated to this new park.

The monument will require specialist equipment to relocate it without damaging it. The monument will need a small concrete slab to rest on, in order to keep maintenance costs down.

Crane hire and dogman to lift and erect monument	\$ 693.00
8 tonne truck to carry monument to new site	\$ 227.25
Skid steer to prepare site and reinstate present site	\$ 602.50
Concrete, gravel and sundries	\$ <u>450.00</u>
Total Cost	\$ <u>1,972.75</u>

Sufficient funds are held within the 2013/14 Parks operational budget to complete the relocation of the monument.

The relocation of this monument would reduce future maintenance costs presently incurred at its current location on the corner of the New England Highway and Short Street, as this area will then be maintained as a roadside, rather than a tourist attraction. It is not proposed to change the level of service to the new park in Allora on the corner of Herbert and Drayton Streets.

Naming of Park in Allora

In 2013, the block on the corner of Herbert and Drayton Streets was upgraded from vacant land owned by Council to a park including landscaping and a new shelter with table and chairs. It is proposed to name this park in honour of the late Pamela Travers, which would be fitting if the monument was relocated to this park. The following park name suggestions are made should Council endorse the relocation of the monument:

- P L Travers Park (the pen name in which she wrote under)
- Pamela Travers Park
- Travers Park

Legal advice received when the monument was first sculpted indicated that it would be improper to name it “Mary Poppins”, and therefore the same principle has been applied to the naming of the park.

If the relocation of the monument is not endorsed, the following alternative park name is suggested:

- Herbert Street Park

Budget Implications

Sufficient funds are held within the 2013/14 Parks operational budget to complete the relocation of the monument.

Policy Consideration

Southern Downs Learning Community

3.16 Enlighten and educate the region in every aspect of the Arts, including music and theatre by encouraging, promoting and supporting the Arts in schools and the community.

Community Engagement

Meeting held with representatives from Allora on 4 April 2014.

Legislation/Local Law

The legal principle of passing off is not contravened if recognition is placed on the late Pamela Travers, the author of the Mary Poppins books.

Options

1. Relocate the monument in recognition of the late Pamela Travers to the new park in Allora;
2. Relocate the monument in recognition of the late Pamela Travers to the new park in Allora and name the Park;
3. Leave the monument in recognition of the late Pamela Travers in its current location;
4. Leave the monument in recognition of the late Pamela Travers in its current location and name the Park;
5. Do nothing.

Attachments

1. Photographs of monument where it currently stands and of the proposed new location of the monument. [View](#)

Item 8.9 BCS - Proposal to relocate monument in recognition of the late Pamela Travers (author of Mary Poppins) and name park in Allora

Attachment 1: Photographs of monument where it currently stands and of the proposed new location of the monument.

Attachment 1

Photograph of monument where it currently stands.




Photograph of the proposed new location of the monument.



9. ENGINEERING SERVICES DEPARTMENT REPORTS

9.1 Engineering Department Monthly Report

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Director Engineering Services	File Ref: 04.15.01

Recommendation

THAT Council receive the Engineering Department Monthly Report

Report

Summary/Purpose

The following is provided for the information of Councillors.

Capital Works Undertaken During April 2014

Project:	TIDS-Cullendore Road (pave & seal)
Budget:	\$600,000
Description:	Upgrade to a bitumen seal standard from Munro Road (13.90 km) sealed section (16.9km)
Start Date:	10-Feb-14
Est End Date:	16-May-14
% Complete:	90%
Expenditure to date:	\$475,223
Estimated Final Expend:	\$600,000
Project Officer:	Nathan Kamalan
Comments:	Last 1km of the road scheduled to be sealed on 15/5/14

Project:	Locke St - Hospital Car Park
Budget:	\$300,000
Description:	Eathworks ,drainage, pavement,barrier kerb, asphalt
Start Date:	5th May
Est End Date:	7th June
% Complete:	20%
Expenditure to date:	35000
Estimated Final Expend:	\$165,000
Project Officer:	P.Lyons
Comments:	

Infrastructure Services

Design

Reconstruction of Project Street, Warwick

Detailed survey has been carried out for this job located between the McDougall Street and Industrial Avenue junctions. The preparation of a Stormwater model using Watercom DRAINS

software has been completed. Proposed drainage requires water main to be realigned at the intersection of Project and Industrial Avenue. Design levels for this are being finalised. Optic fibre services have been located and pavement design options are being finalised.

Anemone Street Stage 2

On site meetings have been held with residents affected by land acquisitions. Valuations of the proposed areas are currently being prepared by an appointed valuer.

Teale Road - Jolly Falls Intersection improvements

Detailed survey was carried out for proposed widening of Teale Road and associated upgrade of the Jolly Falls Intersection. Design for the intersection was requested and is almost complete. Control line has been set out on the straight prior to the intersection so that work can commence.

Asset Management/Geographical Information System

Road Condition Survey - Contract 14/39

- The successful contractor, Radar Portal Systems, has met with SDRC representatives and has commenced all necessary proprietary work.
- The road survey is due to commence on the 19th May, with the survey expected to be completed by the first week of July.

Budget Implications

Nil

Policy Consideration

Nil

Community Engagement

Nil

Legislation/Local Law

Nil

Options


Nil

Attachments

Nil

9.2 Tender No. 14/78 - Supply & Delivery of One (1) 4WD Articulated Loader

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Fleet and Workshop Coordinator	File Ref: 23.01

Recommendation

THAT Council:

1. Award Tender 14/78 to Hitachi Constructions for the supply and delivery of one (1) only John Deere 624K four wheel drive articulated end loader for the lump sum tender price of \$247,561(excluding GST); and
2. Send the existing Caterpillar 924G Wheel Loader to auction for sale.

Report

Summary / Purpose

This purpose of this report is to present the findings of the review of all tenders received for the supply and delivery of one four wheel drive articulated end loader to replace Council's existing Caterpillar 924G articulated end loader (Plant No. P00058) based at Warwick.

It will be a recommendation to Council that Tender No.14/78 be awarded to Hitachi Construction for the lump sum price of \$247,561 (excluding GST) to supply and deliver a John Deere 624K articulated end loader.

Report

In March this year, Council sought tenders for the supply and delivery of one Four Wheel Drive articulated end loader. The new item of plant is required to replace Council's Caterpillar 924G articulated end loader (Plant No. P00058) which needs to be replaced due to its age. Tenders were sort through the Local Buy Contract No. 212-0511.

Tenders closed on 18 March 2014, with four (4) compliant tenders received from the following companies:

- Hitachi Construction Australia;
- CJD Equipment;
- Komatsu Australia; and
- Hasting Deering.

The end loader offered for sale by tender at the lowest cost, complying in all aspects with Council's specification, is the John Deere 624K. Council has previously owned and operated a Hitachi LX120 end loader, which was manufactured by John Deere. The end loader provided great service and no problems were experienced with downtime or after sales service from the company.

This plant was an earlier model and of similar size to the John Deere 624K offered to Council by tender.

Council has two John Deere 670GP graders in its plant fleet, consequently enquiries were made into the compatibility of filters. It was found that some of the filters and all oils are common between the Grader and end loader. This being the case, less stock will need to be kept in the store and common parts between the John Deere grader and end loader makes servicing much easier for Council's mechanical workshop.

Locker Valley Regional Council (LVRC) has two John Deere 624K end loaders in their plant fleet. LVRC was contacted for feedback regarding their opinion of the John Deere 624K. The LVRC representative reported that the John Deere 624K has had no mechanical problems and the after sales service from Hitachi Construction has been excellent. The LVRC representative also indicated they would consider purchasing another one of these machines in future.

On 23 April 2014, an inspection and onsite demonstration of the John Deere 624K end loader occurred at Warwick (Yangan Road) Depot. It was found that Council's existing diagnostic analyser for trouble shooting a graders onboard computer system can be utilised on the end loader. In addition, serviceability of the plant is excellent (there is plenty of room to change filters etc.). All servicing points are at ground Level. The radiators and coolers can be cleaned with no effort as they are positioned individually and not one behind the other. Council operators involved in the assessment indicated that the cabin size, hydraulic bucket break out force, ride ability, and engine power was excellent. Appended to this report is a comparison chart of all of the plant submitted (refer Table 2).

Based on the above assessment, it will be a recommendation to Council that the John Deere 624K end loader be purchased as the plant item of choice, price, reliability and after sales service.

Budget Implications

Council's Plant Replacement Program for 2013/2014 has made provision for the replacement of the Caterpillar 924G end loader. A net changeover of \$140,000 (excluding GST) has been budgeted in the Plant Replacement Program. The relevant Auctions value Council's existing Caterpillar 924G end loader at approximately \$82,000.

The price to purchase the John Deere 624K End Loader is shown below:

Description	Cost (\$)
Purchase Price (ex GST)	\$247,561
Sale by Auction (Reserve Price)	\$ 82,000
Cost to Council (Net)	\$165,561

Budget Amount (Net)	\$140,000
Cost to Council (Net)	\$165,561
Surplus (+) / Shortfall (-)	- \$ 25,561

There is a potential budget short fall of \$25,561. Whilst a reserve of \$82,000 will be set for the sale price of Council's existing Caterpillar 924G end loader, it is envisaged that a higher price may be possible. Consequently, the shortfall may be less than what is stated above. Notwithstanding, the shortfall can be accommodated with Council's Plant Replacement Program due to savings made from other plant purchases/sales throughout 2013/2014.

Appended to this report is the full summary of all end loaders submitted (refer Table 1) and Weighting Report (refer Table 3).

Policy Consideration

Without safe, reliable and quality plant and equipment, it would be extremely difficult to deliver Council's annual capital works and maintenance programs and fulfil the key objectives and initiatives contained within the community, corporate and operational plan.

Community Engagement

Nil

Legislation/Local Law

The *Local Government Act 2009* (the Act) and the *Local Government (Finance, Plans and Reporting) Regulation 2010* (the Regulation) provide the legislative framework for local government procurement in Queensland. More specifically, s106 of the Act states that when entering a contract, the local government must have regard to sound contracting principles. Chapter 4, Part 3 of the Regulation outlines the process for Tendering to enter a large-sized contract (i.e. \$200,000 or more).

Options

In March this year, Council sought tenders for the supply and delivery of one Four Wheel Drive Articulated End Loader. The new plant is required to replace Council's Caterpillar 924G End Loader (Plant No. P00058) which needs to be replaced due to its age.

Following the review of all tenders received, it is recommended that the tender from Hitachi Construction be accepted for the lump sum tender price of \$247,561 (excluding GST) to supply and deliver a John Deere 624K end loader.

Attachments

1. Attachment 1 - Summary Table [View](#)
2. Attachment 2 - Comparison Chart [View](#)
3. Attachment 3 - Weighting Report [View](#)

TABLE 1

**Contract No. 14/78
Offer for the Supply & Delivery of One (1) 4WD Articulated Loader
Less Trade of (Plant No.) P00058
Excluding GST**

Offeror	Make & Model	Price at Depot	Less Trade	Cost to Council	Optional Extras		Comments
Hitachi Construction Machinery	John Deere 624K	\$247,561.00	Nil	\$247,561.00	Electronically Control Weighing System Logging Grapple	\$8,250.00	8 Weeks
		\$247,561.00	\$70,000.00	\$177,561.00		\$27,957.47	
CJD Equipment Pty Ltd	Volvo L90F	\$245,000.00	Nil	\$245,000.00	Electronically Control Weighing System Logging Grapple	\$8,060.00	8 Weeks
		\$255,000.00	\$72,000.00	\$183,000.00		\$27,095.00	
Komatsu Australia Pty Ltd	Komatsu WA380-6	\$318,800.00	Nil	\$318,800.00	Electronically Control Weighing System Logging Grapple Extended Warranty	\$8,063.00	8 Weeks
		\$298,000.00	\$72,000.00	\$226,000.00		\$27,186.00	
Komatsu Australia Pty Ltd	Komatsu WA320PZ-6	\$241,500.00	Nil	\$241,500.00	Electronically Control Weighing System Logging Grapple Extended Warranty	\$8,063.00	8 Weeks
		\$241,500.00	\$72,000.00	\$169,500.00		\$21,715.00	
Hastings Deering	CAT 938K IT Wheel Loader	\$303,600.00	Nil	\$303,600.00	Electronically Control Weighing System Logging Grapple Noise Control Engineering Vandal Guards Supply & Fit ESCO Teeth & Weld Adaptors	\$11,825.00	8 Weeks
		\$303,600.00	\$85,000.00	\$218,600.00		\$31,737.50	

TABLE 2

Contract No.14/78 Comparison Table - 4WD Articulated Loader

Supplier	Make & Model	Engine Power	Litre Motor	Engine Torque	Price Ex GST	Travel Speed Km / Hour	TRANSMISSION	Operating weight (kg)	Bucket Capacity	Bucket Discharge (kg)	Max Lift Capacity (kg)	Max Lift Inside	Operating Capacity @ 90% Lift & Full Turn	Delivery (Weeks)	Warranty	Year	Full Tank Capacity (litre)
Hitachi Construction	John Deere 824K	147kW 198hp	6.6	836Nm @ 1800R PM	\$ 247,561.00	39.5	4Forwards 3Reverse PowerShift	15,607	2.7m³	12920	66	71	8046Kg	8	3 Years or 6000Hrs	2014	352
CJD Equipment	Volvo L60F	128kW 174hp	5.7	970Nm @2200 RPM	\$ 265,000.00	46.2	4Forwards 4Reverse PowerShift	11450	2.5m³	11,600	105	68	4765Kg	16-20	4 Years or 4000Hrs	2014	210
Komatsu Australia	WA 320PZ	128kW 167hp	6.7		\$ 251,500.00	38	Hydrostat ic	14695	2.7m³	14,410	107	70	4798Kg	4 - 6	3 Years or 6000Hrs	2014	245
Komatsu Australia	WA 380-8	191hp	6.7		\$ 296,000.00	34	Hydrostat ic	16540	3.1m³	17,300	107	70	6719Kg	4 - 6	3 Years or 6000Hrs	2014	300
Hastings Deering	Caterpillar 838K IT	126kW 166hp	6.8	883Nm	\$ 309,685.00	40	4Forwards 4Reverse	15928	2.5m³	13,170		68	4764Kg	4 - 5	3 Years or 6000Hrs	2014	195


*Where the field has been left blank no information has been provided by the company

TABLE 3

CONTRACT No. 14/78 WEIGHTING REPORT - 4WD Articulated Loader								
OFFEROR	Qualitative Criteria							Total
	Price - 25% Excluding GST	Warranty - 20%	Service & Parts Backup - 15 %	Operational Features - 20%	Resale Value - 20%	Quality Workmanship & Components =====	Compliance with Specifications =====	
							Total	
Hirecohl	10 - 26	8 - 12	10 - 16	9 - 19	8 - 18			84
JD 824K	\$247,581	3 years / 8000 hours	Good Service with Existing Plant	8.8 Lit 108 Hp				
CHINO VOLVO	8.7 - 24.25	8 - 15	8 - 8	7 - 14	8 - 18			79.25
LOOF	\$265,00	4 years / 4000 hours	Unknown	174Hp				
KOMATSU WA330RZ	9.9 - 24.5	6 - 22	6 - 9	6 - 22	9 - 28			76.5
	\$261,500	3 years / 8000 hours	Parts have been a problem in the past	Hydrostatic Trans 8.7Lx 187Hp				
KOMATSU WA330-4	8.5 - 22.25	6 - 22	6 - 9	6 - 30	9 - 28			76.25
	\$288,000	3 years / 8000 hours	Parts have been a problem in the past	Hydrostatic Trans 8.7Lx 181Hp				
HASTINGS CAT	7.8 - 19.75	6 - 22	30-45	6 - 22	20 - 20			78.75
998K IT	\$308,885	3 years / 8000 hours	Good Service with Existing Plant	Hydrostatic Trans 8.8 Lx 168 Hp				

9.3 Tender No. 14/80 - Supply & Delivery of One (1) Excavator

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Fleet and Workshop Coordinator	File Ref: 23.01

Recommendation

THAT Council:

1. Award Tender 14/80 to Komatsu Australia for the supply and delivery of one (1) only Komatsu PC220-8LC excavator for the lump sum tender price of \$240,500(excluding GST); and
2. Send the existing Komatsu PC200-7LC excavator to auction for sale.

Report

Summary/Purpose

The purpose of this report is to present the findings of the review of all tenders received for the supply and delivery of one 22t excavator to replace Council's existing Komatsu PC200-7LC excavator (Plant No. P52266) which is based at Stanthorpe.

It will be a recommendation to Council that Tender No.14/80 be awarded to Komatsu Australia for the lump sum tender price of \$240,500 (excluding GST) to supply and deliver a Komatsu PC220LC-8.

Report

In March this year, Council sought tenders for the supply and delivery of one 22t excavator. The new item of plant is required to replace Council's Komatsu PC200-7LC excavator (Plant No. P522660 which needs to be replaced due to its age. Tenders were sort through the Local Buy Contract No. 212-0511.

Tenders closed on 18 March 2014, with three (3) tenders received from the following companies:

- Hitachi Construction Australia;
- Komatsu Australia; and
- Hasting Deering.

The excavator offered for sale by tender at the lowest cost, and complying in all aspects with Council's specification, is the Komatsu PC220-8LC. The last two excavators based at Stanthorpe have been Komatsu PC200-7LC which have proven to be reliable in undertaking differing types of work performed by Council. Mechanically there is very little difference between the PC200-7LC and PC220-8LC, however the major improvements are in the electronic control and monitoring systems and operator comfort.

In the past, parts supply and after sales service has been less than satisfactory from Komatsu Australia. There has been a recent restructure of the Company to deal with these issues and Komatsu Australia has assured Council that this problem has been rectified. Komatsu has also offered free 3year/2000hrs servicing including labour, travel, parts and oils.

On 15 April 2014, an inspection and onsite demonstration of the Komatsu PC220-8LC excavator occurred at Warwick (Yangan Road) Depot. Serviceability has improved with better access to filters for servicing and radiators for cleaning. All servicing points are accessed at ground level or from a railed platform. Council operators involved in the assessment indicated that the cabin size, hydraulic bucket break out force and engine power was excellent. Appended to this report is a comparison chart of all Machines submitted (Refer Table 2).

Based on the above assessment, it will be a recommendation to Council that the Komatsu PC220-8LC Excavator be purchased as the plant item of choice, price, reliability and after sales service.

Budget Implications

Council's Plant Replacement Program for 2013/2014 has made provision for the replacement of the Komatsu PC200-7LC excavator. A net changeover of \$200,000 (excluding GST) has been budgeted in the Plant Replacement Program. The relevant Auctions value Council's existing Komatsu PC200-7LC at approximately \$65,000.

The price to purchase the Komatsu PC220-8LC excavator is shown below:

Description	Cost (\$)
Purchase Price (ex GST)	\$240,500
Sale by Auction (Reserve Price)	\$ 65,000
Cost to Council (Net)	\$175,500

Budget Amount (Net)	\$200,000
Cost to Council (Net)	\$175,500
Surplus (+) / Shortfall (-)	+ \$ 24,500

Appended to this report is the full summary of all Excavators submitted (refer Table 1) and Weighting Report (refer Table 3).

Policy Consideration

Without safe, reliable and quality plant and equipment, it would be extremely difficult to deliver Council's annual capital works and maintenance programs and fulfil the key objectives and initiatives contained within the community, corporate and operational plan.

Community Engagement

Nil

Legislation/Local Law

The *Local Government Act 2009* (the Act) and the *Local Government (Finance, Plans and Reporting) Regulation 2010* (the Regulation) provide the legislative framework for local government procurement in Queensland. More specifically, s106 of the Act states that when entering a contract, the local government must have regard to sound contracting principles. Chapter 4, Part 3 of the Regulation outlines the process for Tendering to enter a large-sized

Options

In March this year, Council sought tenders for the supply and delivery of one 22t excavator. The new plant is required to replace Council's Komatsu PC200-7LC (Plant No. P52266) which needs to be replaced due to its age.

Following the review of all tenders received, it is recommended that the tender from Komatsu Australia be accepted for the lump sum tender price of \$240,500 (excluding GST) to supply and deliver a Komatsu PC220-8LC excavator.

Attachments

1. Attachment 1 - Summary Table [View](#)
2. Attachment 2 - Comparison Table [View](#)
3. Attachment 3 - Weighting Report [View](#)

TABLE 1

Contract No. 14/80
Offer for the Supply & Delivery of One (1) Excavator
Less Trade of (Plant No.) P52266
Excluding GST

Offeror	Make & Model	Price at Depot	Less Trade	Cost to Council	Optional Extras		Comments
Komatsu	Komatsu PC220LC-8						
	Offer A	\$240,600.00	Nil	\$240,600.00	700GP Bucket	\$7,848.00	4 - 6 Weeks
	Offer B	\$258,600.00	\$74,000.00	\$185,600.00	Ripper Tyne	\$5,830.00	
Hastings Deering	CAT 324DL						
	Offer A	\$270,850.00	Nil	\$270,850.00	700 GP Bucket	\$11,506.25	4 - 6 Weeks
	Offer B	\$270,850.00	\$75,000.00	\$195,850.00	1200 GP Bucket	\$13,393.75	
					Ripper Tyne	\$5,125.00	
					Hydraulic Rock Grapple (5 Tyne)	\$24,487.50	
Hitachi	ZX250H-3						
	Offer A	\$272,306.07	Nil	\$272,306.07	700 GP Bucket	\$9,096.66	4 - 6 Weeks
	Offer B	\$272,306.07	\$70,000.00	\$202,306.07	1200 GP Bucket	\$10,438.89	
					Ripper Tyne	\$0.00	

TABLE 2

Contract No.14/80 (P52266) Comparison Table - Excavator


Supplier	Make & Model	Engine Power	Emission Compliance (Euro)	Litre Motor	Travel Speeds	Noise Level Outside	Noise Level Inside	Price Ex GST	Bucket Digging Force (kN)	Arm Crowd Force (kN)	Operating Weight (kg)	Delivery (week)	Warranty	Year	Fuel Tank Capacity (Litres)
Hestings Deering	CAT 324DL	140kW 186Hp@ 1800 6 Cylinder	Euro3	7.2	5.8 km/hr	76dB	71dB	\$ 270,950.00	166kN	127kN	25,580	4 - 5	3 Year 6000Hours	2014	520
Komatsu Australia	PC220LC-8	168Hp@ 2000 6 Cylinder	Euro3	6.89	Low 3.1km Auto Shift Medium 4.2km High 5.5kms	78dB	68dB	\$ 240,500.00	172kN	129kN	24,810	4 - 6	3 Years Full Warranty/ 6000Hrs	2014	400
Hitachi	ZX250H-5	132kW 177Hp@ 2000 4 Cylinder Isuzu	Euro3	5.19	Low 3.4kms/Hr,High 5.5kms/hr	80dB	78dB	\$ 272,300.00	180kN	125kN	24,700	6	3 Year 6000Hours	2014	500

TABLE 3

CONTRACT No. 14/80 WEIGHTING REPORT - Excavator								
OFFEROR	Qualitative Criteria							Total
	Price 25% Ex GST	Warranty 20%	Service & Parts Backup 15 %	Operational Features 20%	Rental Value 20%	Quality Workmanship & Components =====K	Compliance with Specifications =====K	
							Total	
HASBING CAT	8.8 - 22	10 - 20	8 - 12	6 - 12	8 - 18			82
CAT 324DL	\$270,800	3 years/ 6000 hours Free Travel		1404w 5.7m Boom 28,800Kg 15,400 Bucket Force				
Hitachi	8.8 - 22	10 - 20	8 - 12	7 - 14	8 - 18			84
DOOSAN	\$272,308	3 years / 6000 hours Free Travel		1324w 5m Boom 24,700Kg 15,800 Bucket Force				
KOMATSU	10 - 25	10 - 20	6 - 9	6 - 16	6 - 26			86
PC220LC-6	\$240,600	3 years / 6000 hours Free Travel	Offering Free Scheduling Up to 2000Hrs/3 Years	1344w 5.9m Boom 24,610Kg 17,600 Bucket Force				

9.4 Flood Studies & Flood Risk Management Studies - Stanthorpe, Leyburn, Glengallan Creek and Rosenthal Creek

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Manager Infrastructure Services	File Ref: 29.38/09.15

Recommendation

THAT Council:

1. Adopt the:
 - Stanthorpe Flood Study & Flood Risk Management Study;
 - Leyburn Flood Study & Flood Risk Management Study;
 - Glengallan Creek Flood Study; and
 - Rosenthal Creek Flood Study.
2. Write to relevant State agencies advising them of adoption of the flood studies and mapping, with such information to replace the QRA mapping where now covered by a comprehensive flood study.

Report

The purpose of this report is for Council to consider and adopt the following:

- Stanthorpe Flood Study & Flood Risk Management Study;
- Leyburn Flood Study & Flood Risk Management Study;
- Glengallan Creek Flood Study; and
- Rosenthal Creek Flood Study.

What is Flooding?

Flooding is a natural and recurring event for a river, creek or watercourse. Flooding results from heavy or continuous rainfall exceeding the absorptive capacity of the soil and the flow capacity of rivers and streams. This causes a watercourse to overflow its banks onto adjacent lands, thus resulting in flood inundation.

What is Council's defined Flood Event for Planning Purposes?

Floods are often defined according to their likelihood of occurring in any given year. The most commonly used definition in planning terms is the '1 in 100 year flood'. This refers to a flood level or peak that has a one in a hundred, or 1%, chance of being equalled or exceeded in any year. Similarly, a '1 in 200 year flood' has a one in two hundred, or 0.5%, chance of being equalled or exceeded in any one year.

Other terms that express the same idea, such as 1% Annual Exceedance Probability (or 1% AEP), are preferred because they avoid the common misconception that a '1 in 100 year flood', for example, can only occur once every 100 years; or that you are 'safe' for another 100 years after such an event has been experienced.

Nearly everywhere in Australia the 1% AEP event, with an appropriate additional height (or freeboard) for buildings, is designated as having an 'acceptable' risk for planning purposes, regardless of the potential consequences of the flood. In Southern Downs, the 1% AEP event is the defined flood event for planning purposes, with a freeboard of 300 millimetres (minimum) applying to buildings constructed within or close to flood liable land.

Why has Council undertaken Flood Studies?

Three major flood events greatly impacted Southern Downs in 2010, 2011 and 2013 respectively. These events caused widespread inundation to private and public property, including causing extensive damage to Council's road and drainage infrastructure. As of the date of this report, Council is finalising reinstatement of the damaged road and drainage infrastructure resulting from the most recent 2013 event.

In response to the disaster events of 2010 and 2011, the Queensland Government on 21 February 2011 established the Queensland Reconstruction Authority (QRA) under the Queensland Reconstruction Act 2011. On 16 March 2012, the Queensland Floods Commission of Inquiry handed down its final report on the 2010/2011 flood events. Recommendation 2.11 noted that a central repository of flood study data should be developed to ensure flood information is readily available across Queensland.

For those local governments where no flood mapping existed, the QRA compiled flood hazard mapping covering all rivers, creeks and tributaries. The State Government also instructed QLD local government to insert these maps plus flood management controls into the relevant planning scheme. The flood mapping is understood to be based on geospatial techniques, available soil/terrain and instrument / gauge readings. Southern Downs Regional Council has been the recipient of QRA flood hazard mapping.

The identification and accurate mapping of flood risk areas is a critical foundation for the development of sound flood management strategies, policies and activities. A detailed understanding of flood affected areas gained through flood mapping is important to the development of the following aspects of flood management planning and response:

- **Land Use Planning Policy and Controls** - These controls protect the environmental values of floodplains and prevent current flood risks increasing through inappropriate development. They also ensure proposals that may be affected by flooding or have an adverse impact on existing flood regimes are carefully considered by relevant agencies.
- **Emergency Planning and Preparation** - Flood mapping identifies the areas at risk so that local government authorities and other agencies can implement flood warnings, plan flood evacuation, relief and recovery strategies, prioritise community information and awareness programs and develop warning arrangements.
- **Mitigation Priorities** - Mapping identifies safety risks and damage potential, and assists in the development of risk reduction targets, delivery programs and works priorities. In addition to knowing where floods may occur, an understanding of flood depth, velocity, duration and rate of rise of flood water is also required to fully understand flood risk and flood behaviour.
- **Public Education & Awareness Programs** - Understanding the extent and full impacts of flooding is essential for planning for potential future pressures on the various drainage systems arising from climate change and development. Equally important is the capacity to share this information and engage with other stakeholders and the community. Targeted community education and awareness programs assist in raising levels of preparedness, aid response and recovery activities, and reduce the impacts and trauma associated with flooding.

As a consequence of the flood events of 2010 and 2011, combined with concerns raised by some members of the Southern Downs community about alleged inaccuracies of the QRA flood hazard mapping, Council engaged leading engineering firm Sinclair Knight Merz (SKM) to carry out comprehensive flood studies and mapping for a number of high risk areas. The various flood studies undertaken by SKM have now been completed and Council is now being requested to adopt each study so that the mapping can be used as the basis for all future planning and emergency management decisions.

A description of each flood study is briefly outlined below:

1. Condamine River & Tributaries Flood Study & Flood Risk Management Study

Council commissioned SKM in August 2010 to commence work on the Condamine River & Tributaries Flood Study and Flood Risk Management Study. The study was formally adopted by Council at a Special Meeting held on 2 April 2012.

The study covers the Condamine River from Killarney through Warwick and Pratten to the Southern Downs local government boundary. The study focuses on the risk of flooding in the towns of Warwick, Killarney and Allora. The study also assesses flooding in Yangan, Emu Vale, Tannymorel and Pratten as well as rural areas within the floodplain.

The objectives of the Condamine River & Tributaries Flood Study and Flood Risk Management Study was to:

- Develop calibrated computer flood models of the Condamine River to quantify flood levels, depths, hazards and velocities;
- Quantify and map flood risks within the study area;
- Reduce community vulnerability to flooding; and
- Raise community awareness of flooding risks.

2. Stanthorpe Flood Study & Flood Risk Management Study

The Stanthorpe Flood Study & Flood Risk Management Study covers the main floodplain area of the Severn River upstream of Ballandean and its tributaries including Quart Pot Creek, which passes through Stanthorpe. The study covers an area of 115km² (approx).

Other tributaries included in the study area are:

- Thirteen Mile Creek;
- Kettle Swamp Creek;
- Funkers Gap Creek;
- Spring Creek;
- Smiths Creek; and
- Accommodation Creek.

The purpose of the Stanthorpe Flood Study & Flood Risk Management Study is to:

- Develop calibrated flood models of the Severn River, Quart Pot Creek and tributaries to quantify flood levels, depths, hazards and velocities;
- Develop rain on cell flood model of the Funkers Gap Creek and Kettle Swamp Creek catchments;
- Quantify and map flood risks for Applethorpe, Stanthorpe, Glen Aplin and the surrounding areas;
- Reduce community vulnerability to flooding; and
- Raise community awareness of flooding risks.

In mid 2013, the scope of the Stanthorpe Flood Study was expanded to include Applethorpe. The change in scope arose from local residents, particularly those from Bau Court and Melaleuca Crescent, being concerned about the extent to which the QRA mapping impacted upon private property.

3. Leyburn Flood Study & Flood Risk Management Study

The Leyburn Flood Study & Leyburn Flood Risk Management Study covers Canal Creek and its tributaries in and around Leyburn. The study focuses on the risk of flooding occurring in Leyburn, as well as rural areas within the floodplain.

The catchment upstream of Leyburn is 420km² (approx) while the catchment to the downstream end of the study area is approximately 475 km² (approx). The study covers an area of 40 km² (approx).

The purpose of the Leyburn Flood Study & Leyburn Flood Risk Management Study is to achieve the following objectives:

- Develop calibrated flood models of the Canal Creek and its tributaries to quantify flood levels, depths, hazards and velocities;
- Quantify and map flood risks for Leyburn and the surrounding areas;
- Reduce community vulnerability to flooding; and
- Raise community awareness of flooding risks.

4. Glengallen Creek Flood Study

Glengallen Creek is a major tributary of the upper Condamine River, extending from its headwaters in the Great Dividing range at Cunningham's Gap to its confluence with the Condamine River near Wheatvale. The flood study covers the main floodplain of Glengallen Creek through the rural precincts of Maryvale, Gladfield, Clintonvale, Glengallen and Willowvale, and covers an area of 100km² (approx).

The flood study also includes downstream reaches of the following tributaries of Glengallen Creek:

- North Branch Creek;
- Gap Creek;
- Millavale Creek;
- Freestone Creek.

The purpose of the Glengallen Creek Flood Study is to achieve the following objectives:

- Develop calibrated flood models of Glengallen Creek and its tributaries to quantify flood levels, depths, hazards and velocities;
- Quantify and map flood risks for the Glengallen Creek catchment and surrounding areas, including Maryvale;
- Reduce community vulnerability to flooding; and
- Raise community awareness of flooding risks.

5. Rosenthal Creek Flood Study

This study covers the main floodplain of Rosenthal Creek from Bracker Road through to East Street. The overall purpose of this study is to develop a flood model of the Rosenthal Creek and Bracker Creek floodplain to quantify as a minimum:

- Peak Flood Levels;
- Peak Flood Depths; and
- Peak Flood Intensity.

The outputs are intended to be used to raise community awareness of flooding and to reduce community vulnerability to adverse effects of floods in the subject area. The Rosenthal Creek Flood Study is forms part of the much larger Condamine River and Tributaries Flood Study, which was adopted by Council at a Special Meeting held on 2 April 2012.

Flood Mapping

Events with an AEP of 5% (20 year flood event), 2% (50 year flood event) and 1% (100 year flood event) were modelled, as well as an estimate of the Probable Maximum Precipitation (PMP) event. The 1% AEP event was also run with rainfall estimates increased by 20%, in accordance with State Government guidelines, to account for the potential effects of anthropogenic climate change.

For all of the abovementioned events, flood mapping has been developed to clearly define the extent of flood inundation on private and public land. Maps showing the maximum envelope have been provided for the following:

- Peak Flood Level;
- Peak Flood Depths;
- Peak Flood Velocity;
- Peak Flood Intensity (Velocity x Depth product); and
- Peak Flood Hazard.

Where to from here?

Once Council has adopted the flood studies and mapping, it is the intention to migrate the mapping to the GIS for use by Council staff and the community. It is also the intention to advise relevant State agencies about the Council decision so that the QRA mapping can be replaced in those areas where comprehensive flood studies and mapping now exists.

Due to the large size of the Flood Studies and Mapping, all documents have been supplied to Council on a USB.

Budget Implications

To date, the following funding has been expended on the completion of the various flood studies and mapping.

Flood Study Description	Cost (Excluding GST)
Condamine River and Tributaries (including Rosenthal Creek)	\$733,186.00
Stanthorpe (including Applethorpe)	\$471,416.84
Leyburn Flood Study	\$342,227.00
Glengallen Creek Flood Study	\$ 71,247.30
TOTAL	\$1,618,077.14

Policy Consideration

The Southern Downs 2030 Community Plan identifies the following:

- Vision 2 - The Healthy and Active Southern Downs
Goal 2.14 - Improve disaster preparation, planning, response and recovery practices of Southern Downs Regional Council, community organisations, landowners, industry, and the wider community.

Council's Corporate Plan 2009-2014 identifies the following:

- 2 Planning
2.3.1 Develop a Disaster Management Plan
2.3.7 Develop a Risk Management Plan

Community Engagement

Throughout each study, Council has engaged the local community through the following avenues:

- Community meetings / open sessions;
- Resident surveys;
- Articles in the local print media and on Council's website;
- Direct mailout to residents;
- Media releases;

- On-site meetings with residents.

In addition to the above, Council has been regularly updated on the progression of the flood studies through information reports and Council briefings, the most recent of which occurred on 7 April 2014.

Legislation/Local Law

Local Government Act 2009

Sustainable Planning Act 2009

SPP01/03 Mitigating the Adverse Impacts of Flood, Bushfire and Landslide.

Options

Flooding is a natural process that can happen at any time in a wide variety of locations. Flooding has significant impacts on human activities; it can threaten people's lives, their property and the environment. Assets at risk can include housing, transport and public service infrastructure, and commercial, industrial and agricultural enterprises. The health, social, economic and environmental impacts of flooding can be significant and have a wide community impact.

The frequency, pattern and severity of flooding is expected to increase as a result of climate change. Development can also exacerbate the problems of flooding by accelerating and increasing surface water run-off, altering watercourses and removing floodplain storage. Understanding flood risk is therefore an essential step in managing the associated impacts of flooding and in making informed decisions in addressing such impacts.

Council has finalised flood studies and flood risk management studies for a number of towns and rural areas within Southern Downs. The flood studies and mapping will be used to inform future planning and emergency management decisions and will replace the QRA which currently exists throughout the district (where covered by a flood study).


Attachments

1. Flood Studies - Stanthorpe, Leyburn, Glengallan Creek and Rosenthal Creek - provided on separate USB [View](#)

10. PLANNING & ENVIRONMENT DEPARTMENT REPORTS

10.1 Sustainable Planning (Infrastructure Charges) and Other Legislation Amendment Bill 2014

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Principal Town Planner	File Ref: 1530327

Recommendation

THAT Council note the information in the report.

Report

The Sustainable Planning (Infrastructure Charges) and Other Legislation Amendment Bill 2014 has been introduced to State parliament. The Bill proposes to introduce changes to the infrastructure charging framework which will come into effect on 1 July 2014.

The changes proposed to be introduced by the Bill include a requirement for local governments to prepare a Local Government Infrastructure Plan identifying trunk and non-trunk infrastructure. Existing Priority Infrastructure Plans will be deemed to be Local Government Infrastructure Plans.

The Bill proposes changes to the format of Adopted Infrastructure Charges Notices. The notices will be similar to what is currently used, except details must be included of how the charge has been calculated and details of any credit. Council's notices already contain this information.

Adopted Infrastructure Charges Notices will also be better linked to permissible changes to approvals. If a permissible change is made to an approval, an amended Adopted Infrastructure Charges Notice must be issued.

Currently Adopted Infrastructure Charges can apply to both self-assessable and assessable development. The Bill proposes that charges can only apply to assessable development. Council's Adopted Infrastructure Charges Resolution currently applies only to assessable development.

Fair Value Schedule of Charges

The changes to the infrastructure charging framework include the introduction of a new 'fair value schedule of charges'. The 'fair value charges' scheme is only a policy announcement at this stage and is not part of the Bill. It will be subject of further legislation, and details of the scheme are very limited at this point in time.

The 'fair value schedule' is generally 10 percent lower for residential development and 15 percent less for retail, commercial and industrial development than the maximum charge that can be imposed under the State Planning Regulatory Provision (Adopted Charges) (the SPRP). The table below provides a comparison between the two charging frameworks, and Council's adopted infrastructure charges.

Development	Maximum charge under the SPRP	Fair Value Schedule of Charges	SDRC Adopted Charges
3 bedroom dwelling	\$28,000	\$25,200	\$10,000
Multiple dwelling - 2 bedrooms	\$20,000	\$18,000	\$7,500
Commercial (retail)	\$180/m ² of GFA plus \$10/m ² impervious area	\$153/m ² of GFA plus \$8.50/m ² impervious area	\$70/m ² of GFA plus \$5/m ² impervious area
Industry	\$50/m ² of GFA plus \$10/m ² impervious area	\$42.50/m ² of GFA plus \$8.50/m ² impervious area	\$50/m ² of GFA plus \$5/m ² impervious area

It is not mandatory for Councils to use the 'fair value schedule of charges', but the state government is offering incentive for local governments to align with the 'fair value schedule' by having the state government potentially co-invest in works.

Councils, developers and service providers will be encouraged to make applications to the State Government to have works identified as Priority Development Infrastructure that could attract co-funding by the State. Councils who refuse to use the fair value schedule will not be considered for co-funding of Priority Development Infrastructure. Details of the co-investment funding arrangements are yet to be determined.

Priority Development Infrastructure is determined by the Economic Development Board as being:

- Major roadworks
- Water supply and reticulation
- Sewerage treatment plants
- Major stormwater management systems

Details of what type of works may qualify for co-funding from the state government have not been developed at this stage; though it is expected that such works would need to be of state significance.

At this time Council does not need to consider changes to its infrastructure charging arrangements, however changes to Council's Adopted Infrastructure Charges Resolution may be necessary when the Bill is finalised and more details regarding the 'fair value schedule of charges' become known.

Bilateral Agreement between the State and Commonwealth Governments

The Bill also amends the *State Development and Public Works Organisation Act 1971* (SDPWO Act) to facilitate the implementation of the proposed bilateral agreement between the State and Commonwealth Governments. The amendments to the SDPWO Act adopt Commonwealth *Environment Protection Biodiversity Conservation Act 1999* (EPBC Act) responsibilities and enable the Coordinator-General to assess and authorise projects that may impact on EPBC Act protected matters without a separate assessment being conducted by the Commonwealth Department of Environment.

Budget Implications

Nil

Policy Consideration

Changes to Council's Adopted Infrastructure Charges Resolution may be necessary when the Bill is finalised and more details regarding the 'fair value schedule of charges' become known.

Community Engagement

Proposed changes to the infrastructure charging framework, and the new Bill, have undergone public consultation.

Legislation/Local Law

Sustainable Planning Act

Sustainable Planning (Infrastructure Charges) and Other Legislation Amendment Bill 2014

Options


This report is for Council's information only.

Attachments

Nil

10.2 Amendments to Waste Reduction and Recycling Plan 2014-2024

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Manager Environmental Services	File Ref: 31.25

Recommendation

THAT Council:

1. Adopt the amended Waste Reduction and Recycling Plan 2014-2024 subject to each project being approved by Council each Financial Year.
2. Submit the Waste Reduction and Recycling Plan 2014-2024 to the State Government for endorsement under the Waste Reduction and Recycling Act 2011.
3. Approve of amendments to the 10 Year Capital Works Program in line with the amended Waste Reduction and Recycling Plan 2014-2024.
4. Approve of the construction of the Northern Granite Belt Waste Transfer Station on the current The Summit Waste Transfer Station site over the 2014/15 and 2015/16 Financial Years subject to consultation with the immediate neighbours surrounding the Waste Transfer Station.

Report

1. Waste Reduction and Recycling Plan 2014-2024 amendments

Council has previously adopted the Waste Reduction and Recycling Plan 2013-23 however changes have been made necessary due to the decision to defer the Broadwater Waste Transfer Station construction from 2014/15 to 2015/16 and the proposed staging of the Northern Granite Belt Waste Transfer Station over the 2014/15 and 2015/16 Financial Years which is proposed in the current capital budget under consideration. Changes are also suggested to future year's capital works in the Plan to more evenly distribute the workload over the life of the Plan.

The following changes have been made to the proposed Plan.

- Commence construction of the Northern Granite Belt Transfer Facility on The Summit Waste Transfer Station site, subject to public consultation with immediate neighbours. \$459,000 - 2014/15 (Was 2013/14)
- Complete construction of the Northern Granite Belt Transfer Facility. \$475,000 plus ongoing supervision, collection and operational costs. -2015/16 (Was 2013/14)
- Prepare a community education and awareness strategy for waste minimisation. \$35,000 - 2014/15 (Was 2013/14)

- In conjunction with the community education and awareness strategy, identify strategies for sorting waste construction and demolition material at source and also at the waste management facilities. Investigate options for storing and recycling gypsum based plasterboard – 2014/15 (Was 2013/14)
- Expand the Broadwater facility located on Texas Road and provide a supervised, upgraded Waste Transfer Station.- \$750,000 plus ongoing supervision, collection and operational costs. 2015/16 (Was 2014/15)
- Upgrade the Amiens Transfer Facility. -.\$550,000 plus ongoing supervision, collection and operational costs. -2016/17 (Was 2015/16)
- Close Pozieres and Thulimbah Facilities. - \$75,000 - 2016/17 (Was 2015/16)
- Design and prepare engineering drawings for the construction of a new landfill area on the site of the Warwick Central Waste Management Facility.- \$250,000 - 2016/17 (Was 2015/16)
- Upgrade the Greymare Transfer Facility to a supervised facility with recycling capacity. \$500,000 plus ongoing supervision, collection and operational costs.- 2017/18 (Was 2015/16)
- Upgrade the Forest Springs Transfer Facility to a supervised facility with recycling capacity. \$500,000 plus ongoing supervision, collection and operational costs. – 2017/18 (Was 2015/16)
- Close the Karara Transfer Facility. \$20,000 - 2017/18 (Was 2016/17)
- Call tenders for the construction of a new landfill area on the site of the Warwick Central Waste Management Facility. - \$150,000 - 2017/18 (Was 2016/17)
- Engage an appropriate consultancy to undertake investigations into the available options for gas recovery from the Warwick Central Waste Management Facility. \$35,000 – 2017/18 (Was 2016/17)
- Design the Ballandean Waste Transfer Station and purchase land if required \$180,000 – 2017/18 (not in previous plan)
- Upgrade the Ballandean Transfer Facility to a supervised facility with recycling capacity. Note this may require acquisition of additional land which will impact on the budget. \$500,000 plus ongoing supervision, collection and operational costs – 2018/19 (Was 2017/18)
- Construct a new landfill area on the site of the Warwick Central Waste Management Facility. \$4,600,000 – 2018/19 (Was 2017/18)
- Design and prepare engineering drawings for the construction of a new landfill area on the site of the Stanthorpe Waste Management Facility. - \$250,000 - 2019/20 (Was 2020/21)
- Construct a new trench and associated works and new fencing at Yangan. - \$400,000 2021/22 (Was 2020/21).

2. State Government Requirement for Endorsement of Waste Plan

Under the provisions of the Waste Reduction and Recycling Act 2011 and the Regulations made under the Act, Council is required to submit the adopted Waste Reduction and Recycling Plan for endorsement by the State Government prior to 1st July 2015. It is recommended that the adopted plan be submitted for endorsement so that any changes required can be made prior to the due date.

3. 10 Year Capital Works Program.

If Council adopts the changes to the Waste Reduction and Recycling Plan 2014-2024 then changes will need to be made to the projected ten year Capital Works Program to reflect the changes to the years nominated for major investments. It is recommended that Council endorse these changes.

4. Location and Funding of the Northern Granite Belt Waste Transfer Station.

Many sites have been considered as the option for the Northern Granite Belt Waste Transfer Station (NGBWTS). Sites in Dalveen, Thulimbah, Pozieres and other close by districts have been considered but all have been rejected by local residents, owners or suitability criteria as a suitable site.

The site of the current Summit Waste Transfer Station is now recommended as the most suitable site for the location of the (NGBWTS). The advantages of the site are that it is a Reserve under Councils control, it is currently operating as a Waste Transfer Station and it is of a suitable size for a manned, state of the art facility. The site has good access and is located away from built – up residential areas.

The site is close to the expanding areas north of Stanthorpe as well as within twelve kilometres of Dalveen. The positioning of the facility at The Summit will allow for the eventual closure of the Thulimbah and Pozieres bin enclosure facilities and will provide a manned facility which will promote recycling and separation of wastes.

The attached site plan (Attachment 2) shows how the facility can be sited on the allotments for maximum benefit to operational functions and to keep it screened from sight of adjoining uses. It is recommended that no action be taken on progressing with the site until a consultation process has been undertaken with the immediate neighbours. The neighbours involved will be The State School, The Bowls Club, the Solar Farm, residents adjacent to the Bowls Club and the two farms south of the Transfer Station site.

Due to budgetary constraints it is recommended that the NGBWTS be implemented over two financial years with half of the facility constructed in 2014/15 and finalised in 2015/16 ready for operation from around October 2015.

Budget Implications

The Waste Reduction and Recycling Plan has a large impact on budget consideration over the ten year term and the ten year forward Capital expenditure plan will be effected.

Policy Consideration

The Waste Reduction and Recycling Plan is a policy document put forward for consideration.

Community Engagement

A full community engagement process was undertaken prior to the Waste Reduction and Recycling Plan being previously adopted.

Legislation/Local Law

The Waste Reduction and Recycling Plan is a legislative requirement of the Waste Reduction and Recycling Act 2011.

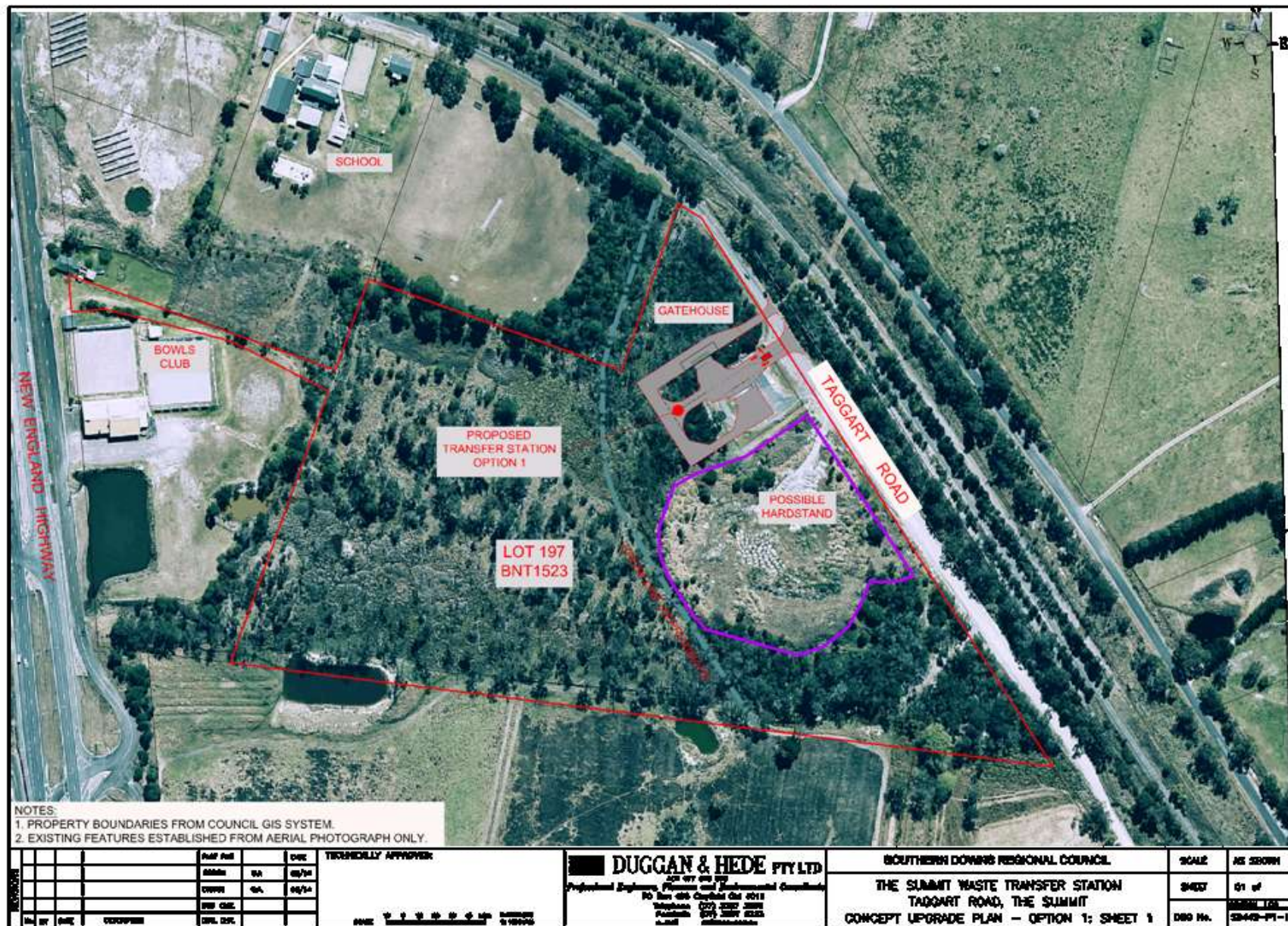
Options

The options to adopting the Waste Reduction and Recycling Plan are ;

- Retain the current inefficient practices of waste removal and disposal
- Move forward in Waste Management in an unstructured , unplanned manner


Attachments

1. Waste Reduction and Recycling Plan 2014-2024 (Excluded from agenda - Provided under separate cover)[View](#)
2. Proposed site plan for The Summit Waste Transfer Station[View](#)



10.3 Request for consideration from Stanthorpe Agricultural Society

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Senior Planning Officer	File Ref: 1530647

Recommendation

- A. THAT the recommendation of Stanthorpe Shire Council on 22 July 2003, Item entitled "Stanthorpe Agricultural Society – Consideration of Uses (505/08/03 & 216/02 –86286)" be amended as follows:
1. Similar to other showgrounds and recreation grounds in the Region, the Stanthorpe Showgrounds may be used for ancillary camping by participants, competitors and officials who are directly involved in activities and events being conducted at the showgrounds, and as otherwise traditionally used by people travelling stock and members of the Showman's Guild. As an example, the term participants also includes cyclists using the Showgrounds as an overnight stop in a long distance event or scouts participating in a Jamboree being conducted at the Showgrounds. This condition does not allow for the camping of spectators for an event, concert or the like or the general public.
 2. The use of the Showgrounds for ancillary camping is not limited in terms of the number of sites, the number of people camping or duration of camping, provided the use accords with the limitation and requirements of Recommendation 1. A Local Law Permit is not required for ancillary camping, but is subject to the provision of suitable toilet and shower facilities and acceptable health, safety and environmental standards to the satisfaction of the Manager Environmental Services.
 3. The only other camping permitted on the Stanthorpe Showgrounds is restricted to:
 - (a) A maximum of four (4) caravan club events may be held each calendar year with each event having a maximum duration of four (4) nights.
 - (b) During the caravan club event as permitted by (a), the maximum number of sites to be occupied at any one time by either a tent or caravan shall be 50.
 - (c) The conditions for any permit for the Stanthorpe Showgrounds issued under the *Local Law No. 1 (Administration)* and *Subordinate Local Law No. 1.8 (Operation of Caravan Park) 2011* for caravan club events must accord generally with the requirements of the subordinate local law and the restrictions and conditions on the use of the Showgrounds provided individual sullage points are not required due to use of the land for camping/caravans being intermittent only.
- B. THAT the Stanthorpe Agricultural Society be advised that the use of the land for camping and/or caravanning in excess of that allowed under A above, will be subject to development approval and will require the finalisation or amendment of the current application for material change of use for the purposes of a Travellers Residential Use – Camping Ground and Caravan Park.

Report

A report was presented to the December 2012 and the June 2013 General Council meetings with regards to an application for Travellers Residential Use (Camping Ground and Caravan Park), to utilise the freehold lot, i.e. Lot 259 BNT1180, for a camping ground and caravan park. In line with the applicant's request, Council resolved to defer consideration of the planning application until June 2014.



In 2003 the former Stanthorpe Shire Council agreed to allow limited use of the showgrounds (i.e. Lot 259 BNT1180 and Lot 256 CP905324) for camping and caravanning. The consideration resulted in the following conditions being imposed:

Frequency and Duration of Use

1. The premises may be used as a camping ground for a club or an association up to six (6) times per calendar year. These camping events must be in conjunction with the use of facilities provided on site. That is, the camping must be associated with an activity or display that requires the particular facilities that the Showground offers, including the sale yard, ring or exhibition hall. Accommodation for this use may be tents or caravans but not exclusively caravans. The duration of this use of the site shall not exceed four (4) nights.
2. Additionally, a maximum of four (4) caravan club events may be held each calendar year with each event having a maximum duration of (4) nights.
3. Otherwise as traditionally used by people travelling stock and members of the Showman's Guild.

Number of camp sites

4. The maximum number of sites to be occupied at any one time by either a tent or caravan shall be 50.

Facilities

5. At least 8 showers or baths shall be provided on site.
6. At least 20 toilets and 8 hand basins shall be provided.
7. At least 1 clothes washing machine and 2 washtubs and a minimum of 20m of clothes line shall be provided.

Waste Water Disposal

8. The camping ground operator is to ensure that there is no release of wastewater of any sort from any caravan or motorhome located on the site except into an approved waste water disposal site.

Food Preparation Facilities

9. The existing tea room is not to be used for the preparation of food until such time as there is a Food Hygiene Licence granted to the premises.

Fire Provisions

10. The existing ground operator is to ensure that there are no fires lit on the site except in approved fire places and in accordance with the fire regulations current at the time.
11. Adequate emergency fire fighting facilities are to be provided on site.

Refuse

12. The camping ground operator is to provide adequate well located refuse containers on site.
13. Disposal of refuse in accordance with the requirements of the Director of Health and Building Services.
14. The camping ground is to be kept in a clean and tidy condition at all times.

The Stanthorpe Agricultural Society has written to Council requesting that prior to the consideration of the planning application, that the Stanthorpe Showgrounds arrangements be similar to that of all similar organisations within the Region.

An excerpt of the Society's letter is as follows:

Last year the Stanthorpe Agricultural Society sought through a planning application to vary the agreement reached with the former Stanthorpe Shire Council for events based camping at the Showgrounds.

Subsequent advice from Council indicated that the only way that our request could be addressed was for the Showgrounds to carry out extensive improvements and modifications to bring it up to the standard required of a commercial caravan park.

Quite apart from the obvious cost implications the Society has no desire to be a commercial caravan park operator and therefore sought to defer the application pending further deliberation on the matter. Council agreed to defer the matter to 30 June 2014.

Discussions have subsequently been held with Council representatives and the Society has resolved as follows:

- *While keeping the existing planning application in place until the agreed extension to June 2014, the Society is willing to come under the general ambit of arrangements applicable to all other similar organisations within the Council Region for events that are not considered to be within the normal scope of Showground use. This includes but is not limited to Pony Club, Campdrafts, Rodeo, Team penning, Cattle/Led steer, Sheep dog trials, Commercial and stud stock sales, Agricultural Machinery/Tractor pull, Wine judging, Whip making and plaiting, Agricultural expos and field days, Agricultural training, Rural fire brigade and SES training, and like events.*

In relation to events that are not considered to be aligned with the activities and interests of an agricultural society (such as B&S balls, geocaching, cycling, scouting, etc) the Society will seek to conclude this matter under the existing planning application before the end of June.

It is considered fair and reasonable that the use of the Stanthorpe Showgrounds for camping be considered the same as other showgrounds within the Region, and facilities such as Morgan Park, whereby competitors and officials, that are associated with the use of the showground, are

permitted to camp on site, including for example cyclists using the Showgrounds as an overnight stop in a long distance event or scouts participating in a Jamboree being conducted. It will not allow for general camping by spectators for an event, concert or the like or the general public.

The need for a Local Law permit, under *Subordinate Local Law No. 1.8 (Operation of Caravan Park) 2011*, only applies to the additional four caravan club events which the Stanthorpe Showgrounds can accommodate currently. The conditions of any Local Law permit must accord with the requirements of the subordinate local law and the restrictions and conditions on the use of the Showgrounds.

It is a standard requirement under the *Subordinate Local Law Local Law No. 1.8 (Operation of Caravan Park) 2011* that individual sullage points are provided.

Given the existing use rights for four caravan club events, having a maximum duration of four nights, and the scale and frequency of such events, it is not considered reasonable to require the construction of individual sullage points.

If the Stanthorpe Agricultural Society wishes to operate camping at the Showgrounds in excess of that considered ancillary to the use of the Showgrounds, and in addition to the four caravan club events permit, then progression of the current application for a Material Change of Use for the purpose of a Travellers Residential Use - Camping Ground and Caravan Park will be required.

Conclusion

It is suggested that Council should consider the Stanthorpe Showgrounds the same as other Showgrounds or similar facilities within the Region, whereby the premises may be used for ancillary camping by participants, competitors and officials who are directly involved in activities conducted at the showgrounds, and as otherwise traditionally used by people, travelling stock and members of the Showman's Guild. This does not include camping by spectators of an event or activity or the general public

Budget Implications

Nil

Policy Consideration

Corporate Plan

4.5 Maintain and enhance civic facilities and halls.

5.13 Support the further development of regional tourism assets.

2030 Community Plan

5.9 Maximise facility use and development for continued growth in sports tourism.

Community Engagement

Nil

Legislation/Local Law

Sustainable Planning Act

Southern Downs Planning Scheme

Local Law No. 1 (Administration) 2011

Subordinate Local Law No. 1.8 (Operation of Caravan Park) 2011

Options

It is considered that the proposal from the Stanthorpe Agricultural Society is reasonable and there are no suitable alternative options.

Attachments

1. Letter from Stanthorpe Agricultural Society dated 22 April 2014 [View](#)



Stanthorpe Agricultural Society

Founded in 1875
ABN 72 480 288 449

P O Box 106
STANTHORPE Q 4380

Tel: 07 46812107
E-mail: stanag@halenet.com.au

22 April 2014

Mr Peter Blundell
Mayor
Southern Downs Regional Council
WARWICK QLD 4370

Dear Mayor Blundell

Re: Ancillary use of Showgrounds

Last year the Stanthorpe Agricultural Society sought through a planning application to vary the agreement reached with the former Stanthorpe Shire Council for events based camping at the Showgrounds.

Subsequent advice from Council indicated that the only way that our request could be addressed was for the Showgrounds to carry out extensive improvements and modifications to bring it up to the standard required of a commercial caravan park.

Quite apart from the obvious cost implications the Society had no desire to be a commercial caravan park operator and therefore sought to defer the application pending further deliberation on the matter. Council agreed to defer the matter to 30 June 2014.

Discussions have subsequently been held with Council representatives and the Society has resolved as follows:

- While keeping the existing planning application in place until the agreed extension to June 2014, the Society is willing to come under the general ambit of arrangements applicable to all other similar organisations within the Council Region for events that are considered to be within the normal scope of Showground use. This includes but is not limited to Pony Club, Campdrafts, Rodeo, Team Penning, Cattle/Led Steer, Sheep Dog Trials, Commercial and Stud Stock Sales, Agricultural Machinery/Tractor Pull, Wine Judging, Whip Making and Plaiting, Agricultural Expos and Field Days, Agricultural Training, Rural Fire Brigade and SES Training and like events.

The Society understands that there is no limit to such events and that participants (excluding spectators) are entitled to camp on the Showgrounds during the set-up, conduct and dismantling periods of such events.



1

Southern Downs Regional Council



DOC0144277

In relation to events that are not considered to be aligned with the activities and interests of an agricultural society (such as B&S balls, geocaching, cycling, scouting etc) the Society will seek to conclude this matter under the existing planning application before the end of June.

The Society would like to express its appreciation for the efforts of Council officers in helping to work through this matter, in particular Mr Andrew Roach and Mr Ken Harris.


Yours sincerely

A handwritten signature in blue ink, appearing to read 'Bridget Ryan', is written above the printed name.

Bridget Ryan
Secretary

10.4 Southern Downs Tourism Transition Reference Group request to Council following meeting May 2014

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Manager Planning & Development	File Ref: 08.63.01

Recommendation

THAT the decisions made and requests put to Council by the Southern Downs Tourism Transition Reference Group be accepted and implemented in full.

Report

After Council's calling for expressions of interest to represent the tourism industry on a Transition Reference Group, the newly formed Southern Downs Tourism Transition Reference Group (SDTTRG) started its workings in March 2014.

Background:

During its 11 April and 5 May 2014 meetings, the SDTTRG deliberated about the attendance of Southern Downs Regional Council Councillors as observers. During the 15 May 2014 meeting the SDTTRG discussed two items that are of specific importance to Council (see attached minutes):

4. Council Communication

Chair gave an account of discussions with the CEO regarding the attendance of Councillors as observers to the meetings. It was agreed that Crs Bartley and Pennisi be invited to attend as observers to the group. The Chair agreed he would forward a formal request/invitation to the CEO.

6. Council Action Items

Civic Events and the role of Council were discussed noting verbal advice that Council had reversed its position. It was agreed that the recent Council decision to maintain the status quo without any reference to the Transition Group was unacceptable. The meeting noted that changes such as these (made without reference) led to a feeling of "wasting our time". Further the group agreed that the decision was detrimental and should be reversed. The Chair agreed to communicate these views to Council.

The above was formalised in a letter to Council dated 9 May 2014 (see attached), stating:

1. Council Workshop 24th February 2014

"...As the document detailing the output of 24th February 2014 workshop is fundamental to our review process we respectfully request the following:

- a) That Council reverse its recent decision relative to the organisation of civic events to ensure responsibility in Councils and not WTE and GBWT.*

- b) *That Council not vary any of the 18 items listed in 24th February 2014 workshop outcomes without reference to and discussion with the Transition Group.*

2. Attendance by Councillors

Further to our meeting, the Transition Group was unanimous in the decision to request the attendance of Councillors Bartley and Pennisi at all future meetings. The meeting considered that Council should be exposed to the thinking, debate and rationale behind decisions of the Transition Group as to assist (Councils) decision making once the final recommendations are presented.

Consideration:

Council needs to consider the previously made decisions and the tasks given to the SDTTRG, and the reasons why the original decisions were made.

A successful, functioning Tourism Transition Reference Group that results in a workable solution is of utmost importance to Council, the tourism industry and the community as a whole. If the SDTTRG fail in its role due to Council's action or inaction, it will have an adverse effect on the relationship between the tourism industry and Council.

Budget Implications

Nil

Policy Consideration

Nil

Community Engagement

Nil

Legislation/Local Law

Nil

Options

The following options can be considered by Council: That the decisions made and request put to Council by the SDTTRG be:

- a) Accepted and Implemented in full; or
- b) Accepted and Implemented in part; or
- c) Rejected in full.

Attachments

- 1. Letter to Council dated 9 May 2014 [View](#)
- 2. Minutes of SDTTRG Meeting 5 May 2014 [View](#)

9th May 2014

Southern Downs Regional Council
29 Palmerin St
WARWICK QLD 4370

EMAIL: x 2 pages

Attention Mr Andrew Roach

Dear Mr Roach,

re **SDRC: Transition Group
: Request**

Further to the 5th May 2014 meeting of the Transition Group. I have been requested to advise/request the following:

1. Council Workshop 24th February 2014

The output from this workshop has summarised relative to the decisions of Council. This summary provides action points for a total of 18 items.

The Transition Group has been reviewing each of the items noted as part of its deliberative process. At the previous meeting Item 8 – dealing with Council organising civic functions had been discussed and generally accepted and agreed as being a logical and rational approach.

Accordingly when this item was raised for review on Monday the group was dismayed that the direction had been reversed without any reference to the Transition Group. The general reaction of the members of the group was that of 'wasting our time'.

As the document detailing the output of 24th February 2014 workshop is fundamental to our review process we respectfully request the following:

- a) That Council reverse its recent decision relative to the organisation of civic events to ensure responsibility is Councils and not WTE and GBWT.
- b) That Council **not** vary any of the 18 items listed in 24th February 2014 workshop outcomes without reference to and discussion with the Transition Group.

2. Attendance by Councillors

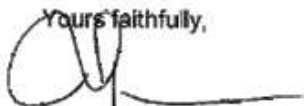
Further to our meeting, the Transition Group was unanimous in the decision to request the attendance of Councillors Bartley and Pennisi at all future meetings. The meeting considered that Council should be exposed to the thinking, debate and rationale behind decisions of the Transition Group so as to assist its (Councils) decision making once the final recommendations are presented.

3. Council Funding

It is noted that preliminary details of Council funding to tourism have been provided. In reviewing the options and strategies that may be available in service delivery for the region the Transition Group considers that it is vital that accurate details of all funding and in kind contributions and the beneficiaries thereof are made available.

Your assistance in providing the foregoing would be appreciated.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'Martin Cooper', with a long horizontal stroke extending to the right.

Martin Cooper
Chairperson
Southern Downs Tourism Transition Reference Group

SOUTHERN DOWNS TOURISM TRANSITION REFERENCE GROUP

Meeting Minutes Monday 5th May 2014

0900 – 1200

Attendees: Stacey Allan, Marion Carrick, Tony Comino, Martin Cooper, Trudy Grant, Bill James, Majella Kahler, Julia Kruger, Ian Wade Parker, Leeanne Puglisi-Gangemi, Bev Rnskey.

Observer: Mary-Clare Power

Apologies: Jason Gard

The meeting opened at 0900.

1. Previous minutes from 11th April 2014 were endorsed.
2. Chair confirmed resignation of Mr Ron Bellingham as Warwick Tourism and Events representative and appointment of Ms Bev Rnskey as the representative of this organization.
3. Roles of RTO's & LTO's
Mary-Clare Power gave an overview of the roles and responsibilities of the Region Tourism Organisation (RTO) and the Local Tourism Organisations (LTOs). Mary-Clare agreed to send a copy of the Draft Report regarding Visitor Information Centres to the group as soon as it has been released by the Minister.
4. Council Communication
Chair gave an account of discussions with the CEO regarding the attendance of Councillors as observers to the meetings. It was agreed that Crs Bartley and Pernisi be invited to attend as observers to the group. The Chair agreed he would forward a formal request/invitation to the CEO.
5. Visitor Information Centres
Various models of Visitor Information Centre (VIC) were discussed and it was agreed that Mary-Clare would invite Ms Therese Phillips of Tourism and Events Queensland to speak to the group at the next meeting.
6. Council Action Items
Civic Events and the role of Council were discussed noting verbal advice that Council had reversed its position. It was agreed that the recent Council decision to maintain the status quo without any reference to the Transition Group was unacceptable. The meeting noted that changes such as these (made without reference) led to a feeling of "wasting our time". Further the group agreed that the decision was detrimental and should be reversed. The Chair agreed to communicate these views to Council.

7. Economic Benefits of Tourism

Discussion about the contribution of tourism to the regional economy, the role of VICs and membership based models. It was agreed that the Economic Development Unit would circulate a copy of the Tourism Snapshot that has been developed for the Southern Downs.

8. Council Funding

Council funding for Tourism was discussed. It was agreed to seek clarification regarding the amount of funding provided directly and indirectly to the Tourism industry by Council. The Chair will request this information from Council.

9. Future Management Model

It was agreed by the majority of members that a preferred model for the development of tourism in the region would:

- Be based on one organization as an umbrella/regional organization;
- Include events and marketing functions;
- May contract with Council to operate VICs'

Majella Kahler voted against this motion.

10. Next Meeting

It was agreed that the next meeting would be conducted in Warwick on Friday 30th May 2014 commencing at 0900 at the Warwick Chambers.

Meeting closed.


**11. REPORTS OF DEPUTATION OR CONFERENCE & REPORTS FROM DELEGATES
APPOINTED BY COUNCIL TO OTHER BODIES**

Nil

12. NOTICES OF MOTION

12.1 Notice of Motion - Amendment to Subordinate Local Law No. 1.4 (Installation of Advertising Devices) 2011

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Chief Executive Officer	File Ref:

Notice of Motion – To Be Moved by Cr Bartley

THAT Council amend Subordinate Local Law No. 1.4 (Installation of Advertising Devices) 2011, Schedule 3, Section 3(2)(b) to permit a maximum of 3 signs for each allotment.

Comments from the Chief Executive Officer

Council staff have a difficult task of enforcing these rules during election periods. Depending on the circumstances, the general process if followed does not incur additional costs to Council.

Prior to each election, Council staff will forward the compliance regime to the Electoral Office so that all candidates will receive the same briefing. It is only when non-compliance occurs that additional costs are incurred by Council in applying Council's local law.

Attachments

1. Extract Schedule 3 Subordinate Local Law 1.4 [View](#)

Schedule 3 Definitions and prescribed criteria for installation, erection and display of advertising devices

Schedule 1, section 2(2)(a) and (b)

1 Ancillary sign

- (1) An *ancillary sign* is an advertising device that is ancillary to, and advertises, a business or activity being operated at premises.
- (2) The business or activity must be currently operating at the premises, or a period of less than 30 days has elapsed since the business or activity ceased to operate at the premises.
- (3) The criteria prescribed for an ancillary sign are—
 - (a) an ancillary sign on premises must be ancillary to, and advertise, a business or activity being operated at the premises; and
 - (b) if the operation of the business or activity at the premises ceases, the ancillary sign must be removed from the premises within 30 days after the business or activity ceases to operate at the premises; and
 - (c) an ancillary sign displayed at premises may only advertise goods and services made available to the public at the premises; and
 - (d) an ancillary sign may be displayed on premises on which a building or other structure is being constructed if the ancillary sign contains only details of the construction project, real estate information, details of contractors, safety warnings and the like.

2 Community advisory sign

A *community advisory sign* is a community, traffic, advisory or directional sign erected by, or on behalf of, the local government or the Department of Transport and Main Roads.

3 Election sign

- (1) An *election sign* is a temporary advertising device that is able, or is intended, to—
 - (a) influence a person about voting at any government election; or
 - (b) affect the result of any government election.
- (2) The criteria prescribed for an election sign are—
 - (a) the advertising device must not have a face area in excess of 1m²; and
 - (b) the number of election signs on an allotment of land must not exceed 1 sign for each allotment; and
 - (c) the advertising device must not be located on a local government controlled area or a road; and
 - (d) an advertising device for a government election must not be displayed—
 - (i) before the call for nominations for candidates for the government election; or


- (ii) more than 7 days after the date of the government election.

4 Real estate sign

- (1) A *real estate sign* is a temporary, non-illuminated advertising device which promotes the sale, auction, lease or letting of premises.
- (2) The criteria prescribed for a real estate sign are—
 - (a) the advertising device must not—
 - (i) interfere with the safe and convenient passage of pedestrians; or
 - (ii) detract from the amenity of the area in which it is situated or unreasonably obstruct existing views; and
 - (b) the advertising device must advertise the sale or lease of the premises on which it is located; and
 - (c) the advertising device may be double sided; and
 - (d) the advertising device must not have a face area in excess of 1.2m²; and
 - (e) the number of real estate signs displayed at premises must not exceed 1 sign for each agent marketing the premises up to a maximum of 3 signs; and
 - (f) as an alternative to paragraphs (c) to (e) inclusive, an advertiser may display 1 sign having a maximum face area of 2.4m² at the premises; and
 - (g) the advertising device must not be displayed for—
 - (i) more than 14 days after the sale of the premises identified in the advertising device; or
 - (ii) more than 6 months in any 12 month period; and
 - (h) the advertising device must be kept erect and maintained in a good state of repair at all times; and
 - (i) if a high fence, foliage or the like obscures the advertising device, it must be located as close as practicable to the street front boundary of the premises.

12.2 Notice of Motion - Meeting Process

Document Information

	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Chief Executive Officer	File Ref:

Notice of Motion – To Be Moved by Cr Pennisi

THAT Council:-

1. Review the interim meeting process and proceed to two open statutory meetings per month.
2. Consider how portfolio holders should participate in these meetings.

Comment from Cr Pennisi

It may be that we visit other Councils to see how portfolios should operate or could operate.

Comments from the Chief Executive Officer

The staff are currently finalising the outcomes of the LGAQ Planning Project that was undertaken before the report on the new Development Assessment Panel was to be reconsidered. Should Council consider this motion, it should also consider this process.

Meetings in the past 12 months have averaged only 5 hours, which includes presentations, citizenship ceremonies and adjournments for external requirements (lunches, funerals etc). Council business is swift, and we have received many compliments as to improved service delivery from the changes made over 12 months ago.

It should also be noted that we have conducted 5 Special Meetings for urgent business.

Should an additional meeting be required by Council, I will need to review resource requirements as the business paper is now geared towards the current set up. I also believe that the current environment does not generate enough business for two meetings per month.


Additionally, should changes be made to the meeting procedure, a workshop should be considered as the first step so that Council can seek sound advice from the Department of Local Government and LGAQ that changes are in line with the Act. One thing that could be considered at this workshop is making the Briefing Sessions (or another name) a statutory meeting of Council.

Attachments

Nil

12.3 Notice of Motion - Register of Written Complaints

Document Information

 Southern Downs REGIONAL COUNCIL	Report To: General Council Meeting	
	Reporting Officer:	Meeting Date: 28 May 2014
	Chief Executive Officer	File Ref:

Notice of Motion – To Be Moved by Cr Pennisi

THAT a register of all written complaints be made accessible to Councillors at all times (on S drive or similar).

Comment from Cr Pennisi

It is important that as a Councillor I am aware who is approaching me in public with a potential ulterior motive in mind.

Comments from the Chief Executive Officer

Council currently maintains a number of registers for complaints management. Complaints concerning Councillors strictly follow the *Local Government Act 2009*. A list is published at the completion of the process. The Councillor is advised of any founded complaint at the beginning of the process. As such I believe Council's procedures address Cr Pennisi's request with regards to specific complaints.

Council maintains complaint registers for staff and administration. These comply with legislation.

Cr Pennisi is requesting to view all complaints from an access point for all Councillors. I believe this request has a number of associated legal issues that need to be explored prior to any decision of Council, these issues include Privacy, Whistleblower legislation and other protected disclosures. Therefore, I would recommend that the Chief Executive Officer investigate the matter further by seeking legal advice and prepare a report for consideration at the June General Council Meeting.

Attachments

Nil

13. GENERAL BUSINESS

14. CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

In accordance with the provisions of Section 275(1) of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public and move 'into Committee' to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

Recommendation

THAT the meeting be closed to the public and move into committee to discuss the following items, which are considered confidential in accordance with Section 275(1) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following, as indicated:

14.1 BCS - Revised Water Pricing Structure

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(c) of the *Local Government Regulation 2012*, as it contains information relating to the local government budget.

14.2 BCS - Mobile Library Considerations

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(c) of the *Local Government Regulation 2012*, as it contains information relating to the local government budget.

14.3 BCS - Request for Capital Loan Assistance

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(c) of the *Local Government Regulation 2012*, as it contains information relating to the local government budget.

14.4 BCS - Request for an Extension to an Existing Loan Guarantee

Reason for Confidentiality

This item is considered confidential in accordance with section 275(1)(h) of the *Local Government Regulation 2012*, as it contains information relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.