



ATTACHMENTS TO MINUTES GENERAL COUNCIL MEETING

26 SEPTEMBER 2018

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Budget Timetable

Weekday	Completion Date	Item
Wednesday	26/09/2018	Budget timetable reported to council
Friday	7/12/2018	Final Capital Prioritisation Forms received by Finance this is to include 4 year capital program
Thursday	13/12/2018	Draft four year capital programs reviewed by Executive and Senior Management
Wednesday	19/12/2018	Draft four year capital programs supplied to Councillors
Monday	7/01/2019	Template format for operational budget and operational plan sent out to managers
Monday	7/01/2019	Fees and Charges sent out to relevant department for updating
Monday	14/01/2019	1st Briefing Session with Councillors to go through four year capital program
Friday	18/01/2019	Operation plan from Managers and Directors due to Governance
Friday	18/01/2019	Fees and Charges due to Finance Department
Friday	18/01/2019	Salaries and Wages finalised
Friday	25/01/2019	Operation budgets from Managers and Directors due to Finance Department
Friday	25/01/2019	Wages to be reviewed and finalised by managers and directors for their departments
Friday	25/01/2019	Loan repayments both principle and interest to be calculated next year and 10 year Long Term Financial Forecast
Wednesday	30/01/2019	Estimates of rates & charges income calculated for inclusion in budget
Friday	1/02/2019	Draft operating budget and operational plan reviewed by Executive and Senior Management
Monday	4/02/2019	2 nd Briefing Session with Councillors to go through four year capital program
Friday	8/02/2019	Revenue Statement Completed
Friday	8/02/2019	2 nd review of operating budget and operational plan by Executive and Senior Management
Monday	11/02/2019	1st Briefing Session with Councillors to go through Operating Budget, Revenue Statement, operational plan and Fees and Charges
Thursday	21/02/2019	2nd Briefing Session with Councillors to go through Operating Budget, Revenue Statement and fees and charges. 1st Briefing Session with Councillors to go through Long Term Financial Forecast, debt and revenue policies.
Wednesday	6/03/2019	Report public exhibition Draft Budget, Revenue Statement, Long Term Financial Forecast for inclusion in agenda for March General Meeting
Wednesday	13/03/2019	Council adopts Draft Budget, Revenue Statement, and Long Term Financial Forecast to go on public exhibition.
Monday	25/03/2019	Start of 28 days public exhibition
Tuesday	2/04/2019	Presentation of draft budget to the public in Warwick
Thursday	4/04/2019	Presentation of draft budget to the public in Allora
Tuesday	9/04/2019	Presentation of draft budget to the public in Killarney
Wednesday	10/04/2019	Presentation of draft budget to the public in Leyburn
Thursday	11/04/2019	Presentation of draft budget to the public in Maryvale
Tuesday	16/04/2019	Presentation of draft budget to the public in Stanthorpe
Thursday	18/04/2019	Presentation of draft budget to the public in Wallangarra
Sunday	21/04/2019	Close of public exhibition and public submissions
Tuesday	30/04/2019	Special Council meeting in Stanthorpe to allow individual presentations of Budget Submissions
Thursday	2/05/2019	Special Council meeting in Warwick to allow individual presentations of Budget Submissions
Wednesday	22/05/2019	Report for budget adoption including public submissions completed for inclusion in agenda for Special Budget Meeting
Wednesday	5/06/2019	2019/20 Budget, Revenue Statement, Long Term Financial Forecast and Operational Plan adopted by Council (Special Budget Meeting)
Monday	1/07/2019	2019/20 Rates Notices being received by Rate Payers



Australia Day Awards Policy

Policy Number:	PL-CS041
Department:	Executive Services
Section:	Economic Development and Tourism
Responsible Manager:	Manager Economic Development and Tourism
Date Adopted:	24 August 2016
Date to be Reviewed:	June 2018
Date Reviewed:	September 2018
Date Rescinded:	

REVISION RECORD

Date	Version	Revision description

Australia Day Awards Policy

Policy no: PL-CS041

Updated: 26 September 2018

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1 Policy Background

Southern Downs Regional Council celebrates Australia Day each year with awards to recognise the achievements of our community members. Furthermore, Australia Day provides an opportunity to welcome new Australians to our Country and our region, through the Citizenship Ceremony.

2 Purpose

The purpose of this Policy is to outline a process for the administration of Council's Australia Day awards ceremonies.

The Australia Day Awards are presented in the following categories:

- a. Southern Downs Citizen of the Year Award
- b. Southern Downs Youth Citizen of the Year Award

The "Southern Downs Citizen of the Year" and "Southern Downs Youth Citizen of the Year" Awards will be chosen from nominations received during the registration period. The Awards are to be presented to the winners at either of the civic events to be held in Warwick or Stanthorpe on Australia Day.

3 Scope

The Australia Day Awards are presented annually to local citizens who have made outstanding contributions to the community.

4 Legislative Context

Australian Citizenship Regulation Act 2007

5 Policy Details

5.1 Australia Day Awards

5.1.1 Assessment Panel

A panel consisting of:

- The Mayor or representative
- Two Councillors
- Two Council Officers

will be appointed by the Council and will assess all nominations. Only the Mayor and Councillors will vote on nominees for the Awards. Assessment Panel Meeting Practices

At least one meeting must be convened to consider nominations for the Award categories. Additional meetings can be convened if determined necessary.

All members are required to be given a notice of meeting of the Assessment Panel with at least five (5) working days prior notice being given. All members will be provided with information on all nominations received for the selection meeting.

The Mayor will chair the meetings.

All elected members of the Panel are required to vote for each Award. Members unable to attend the meeting can lodge their vote with the panel via email prior to the meeting.

All decisions or discussions relating to the assessment or recommendation of the persons to be awarded must be kept confidential until they have been notified in writing.

5.1.2 Nominations

All nominations for the Awards must be lodged on the official nomination form by the closing date.

Nominations that do not meet the eligibility and selection criteria or are not submitted on the official nomination form will not be considered. The nomination closing date can be extended if Council deems beneficial to numbers and quality of nominations. Advice of closing date extension must be made available to the public. Late nominations are also considered ineligible.

5.1.3 Number of Awards Permitted in Each Category

Only one award is to be given for each Award category. In the event of a tie in any category, an additional Award will be presented in that category only. It is preferred to grant an Award only once to any individual in each year.

5.1.4 Ineligible Persons

- Present Councillors, Federal or State politicians
- Present members of the Australia Day Assessment Panel
- Individuals may not nominate themselves or immediate family members
- Previous winners of Australia Day Awards will not be eligible for the same category for a period of 5 years

5.1.5 Selection Criteria

- The Award must be for work performed principally within the Southern Downs Local Government Area
- Consideration may be given to a nominee's community activities and work undertaken in the years prior to the nomination year
- The nominee's community work and other achievements must be of a high calibre
- Statements from the referees will be considered
- For the Southern Downs Youth Citizen Award, particular consideration will be given to activities and community involvement

5.1.6 Eligibility Criteria

- Must be an Australian Citizen
- Nominee must be a resident of Southern Downs (students studying externally can still be considered)
- Nominee must not have received the same Award within the previous five (5) years
- Nominee must meet the age criteria where applicable. For Youth Citizen Award, this is under 18 years of age as of 26 January when the Award will be presented
- Nominations must be submitted on Council's official nomination form
- Nominees cannot apply on their own behalf
- Nomination must be received by the advertised date (nominations will not be accepted after this time).
- Nominations must include the name and contact number of one referee that can provide supporting evidence for the nomination

5.1.7 Timeline for Awards

Early October:

- Award nominations open with advertising to invite nominations

Late November:

- Nominations close

December:

- Australia Day Awards Committee meet to discuss nominees and select recipients
- Report to Council listing nominees and proposed recipients of Awards

January:

- Awards are announced in the days prior to being presented on Australia Day, 26 January each year

5.1.8 Southern Downs Citizen of the Year

The Southern Downs Citizen of the Year and Southern Downs Youth Citizen of the Year will be chosen by the Assessment Panel from the nominations received during the nomination period.

The Awards will be presented to the winners at a separate civic event to be held in the region. During their tenure as award winners, the Southern Downs Citizen of the Year Award and Southern Downs Youth Citizen of the Year Award will also be invited to attend/speak at:

- a. A Mayoral Breakfast
- b. Citizenship Ceremonies

Local community groups will also be encouraged to invite annual Award winners to speak at local functions and events.

5.1.9 Announcement of Winners

It was resolved at the 2016 January General Council Meeting that future Australia Day Award winners be notified by Council in advance of the ceremonies. The winners of the two categories will then be invited to attend the civic events at both Warwick and Stanthorpe to receive their Awards.

5.1.10 Community Australia Day Events

Council will provide guidance and support to community organisations across the region in the conduct of their Australia Day Celebrations, and will work with those organisations to guide their Australia Day Local Community Awards.

5.1.11 More Information

Information on the Australia Day Awards and Nominations Forms will be available on Council's website www.sdrc.qld.gov.au or by contacting the Council office by phone on 1300 MY SDRC (1300 697 372).



Water Restrictions

Allowed outdoor water use at all properties:

- **Odd numbered properties or properties with no number** **Odd calendar dates**
- **Even numbered properties** **Even calendar dates**

Level	Permanent	Medium	High	Extreme
Target (max litres/person/day)	230 Litres	200 Litres	170 Litres	140 Litres
Outdoor water use times	Anytime on 3 allocated days, except between 10am & 4pm	Allocated days between: 7am - 9am and 4pm - 6pm from May to September (inclusive) 6am - 8am and 5pm - 7pm from October to April (inclusive)	Allocated days between: 5pm - 6pm from May to September (inclusive) 6pm - 7pm from October to April (inclusive)	One hour on allocated day: 4pm - 6pm from May to September (inclusive) 6pm - 7pm from October to April (inclusive)
Sprinklers & fixed irrigation systems	Allowed ¹	Allowed ¹	Not Allowed	Not Allowed
Hand held hosing of gardens and lawns	Allowed ¹	Allowed ¹	Allowed ¹ (Lawns not allowed)	Not Allowed
Garden watering using buckets	Allowed ¹	Allowed ¹	Allowed ¹	Allowed ¹
Washing vehicles with a trigger hose	Allowed ¹	Allowed ¹	Not Allowed	Not Allowed
Washing vehicles using a bucket	Allowed ¹	Allowed ¹	Allowed ¹ (on grassed area)	Allowed (on grassed area) ¹
Cleaning vehicle windows, mirrors and lights using a bucket	Anytime	Anytime	Anytime	Anytime
Topping up pools and spas	Allowed ¹	Existing pools - Allowed ¹	Not Allowed	Not Allowed
Topping up fountains & ponds	Allowed ¹	Allowed ¹	Not Allowed	Not Allowed
Cleaning paved areas using a bucket or high pressure water unit	Allowed ¹	Not allowed except for health or safety reasons	Not allowed except for health or safety reasons	Not allowed except for health or safety reasons
Cleaning buildings using a trigger hose or high pressure water unit	Allowed ¹	Allowed ¹	Not Allowed	Not Allowed
Cleaning windows using a bucket	Allowed ¹	Allowed ¹	Allowed ¹	Allowed ¹

¹ Allowed only during set outdoor water use times

2018/2019 - Grants to Community - Community Grant - Round One (1)							
	Application ID	Applicant	Moderated Score	Total Amount Requested	Funding Awarded	Total Project Cost	Project Title
1	CG-1819-R1-007	Uniting Church of Australia, Warwick - Killamey Parish	3.72	\$4,808.77	\$4,808.77	\$7,125.77	Warwick Uniting Church Community Garden
2	CG-1819-R1-040	Warwick Karting Club Inc.	3.85	\$8,848.00	\$8,848.00	\$8,848.00	Install a shade structure over the club's grandstand
3	CG-1819-R1-021	The Anglican Parish of Warwick	3.82	\$10,000.00	\$10,000.00	\$12,805.00	Deck installation on Parish Community Hall
4	CG-1819-R1-030	Stanthorpe Baptist Church	3.57	\$8,809.50	\$8,809.50	\$8,809.50	A Safe Shady Sail for protection from the sun
5	CG-1819-R1-036	Stanthorpe Junior Rugby League Inc	3.57	\$10,000.00	\$10,000.00	\$14,158.84	Kitchen upgrade
6	CG-1819-R1-038	Warwick Branch Little Athletics Centre Inc.	3.35	\$10,000.00	\$10,000.00	\$10,000.00	Jumps and Hurdles Development Program
7	CG-1819-R1-004	Warwick Turf Club Inc	3.27	\$10,000.00	\$10,000.00	\$17,477.00	Trackside Pavilion Improvements
8	CG-1819-R1-011	Ananda Mela - Festival of Bliss Committee	3.20	\$9,999.80	\$5,324.80	\$45,375.00	Ananda Mela (Festival of Bliss)
9	CG-1819-R1-020	QCWA Leyburn	3.20	\$8,800.00	\$8,800.00	\$8,800.00	Paint outside of Hall
10	CG-1819-R1-025	Warwick District Football Association Inc.	3.15	\$5,000.00	\$5,000.00	\$13,000.00	PV grid connect solar system to community sport clubhouse
11	CG-1819-R1-032	Sporting Shooters Association of Queensland, Warwick District Branch Inc.	3.15	\$10,000.00	\$10,000.00	\$17,000.00	Improve potable water supply for club
12	CG-1819-R1-033	Victoria Hill Public Hall Association Incorporation	3.13	\$10,000.00	\$10,000.00	\$10,000.00	Upgrading of male and female toilets
13	CG-1819-R1-012	Warwick Development Group Inc	3.12	\$3,135.00	\$3,135.00	\$8,000.00	Aboriginal Cultural Rejuvenation: Bunya Festival, Burning for Healthy Country.
14	CG-1819-R1-018	Killamey and District Historical Society Inc	3.12	\$10,000.00	\$10,000.00	\$11,806.00	Killamey 60 Year Storm Book
15	CG-1819-R1-003	Southern Downs Steam Railway Assoc. Inc.	3.08	\$10,000.00	\$10,000.00	\$10,000.00	Building a Workshop
16	CG-1819-R1-008	Returned & Services League of Australia (Old Branch) Warwick Sub-Branch Inc.	3.03	\$7,335.47	\$7,327.57	\$13,585.47	Warwick Centenary of Armistice Community Luncheon
17	CG-1819-R1-014	Granite Belt Branch Little Athletics Centre Inc	2.95	\$9,228.85	\$9,228.85	\$9,228.00	Let's Get The Granite Belt Jumping High!
18	CG-1819-R1-017	Warwick West State School P&C Association	2.95	\$9,358.37	\$9,358.37	\$9,358.37	Purchase and installation of pump equipment to support bore
19	CG-1819-R1-034	Warwick and District Tennis Association	2.95	\$9,760.00	\$9,760.00	\$9,760.00	Provide shade and remove tree roots from tennis courts
20	CG-1819-R1-016	The Warwick and District Historical Society Inc	2.77	\$7,100.00	\$7,100.00	\$7,100.00	Provide new fencing.
21	CG-1819-R1-026	Warwick Shire Woodcrafters Inc.	2.77	\$3,820.90	\$3,820.90	\$3,820.90	Purchase office equipment.
22	CG-1819-R1-015	Killamey & District Senior Citizens Inc.	2.73	\$10,000.00	\$10,000.00	\$10,000.00	Purchase & Install new commercial dishwasher
				\$187,692.26	\$183,009.36		

