



AGENDA

General Meeting

21 February 2018

NOTICE OF GENERAL MEETING

To: Cr RL Chambers (Mayor)
Cr FO Whelan (Deputy Mayor)
Cr PW Lobegeier
Cr PF Webster
Cr BJ Zahl
Cr WJ Bowen
Cr RP Radel

Please be advised that the General Meeting of the North Burnett Regional Council will be held at the Eidsvold Boardroom on Wednesday, 21 February 2018 commencing at 9:00am.

An agenda is attached for your information.



Mark Pitt
Chief Executive Officer

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- 1 ATTENDEES**
- 2 WELCOME/HOUSEKEEPING**
- 3 APOLOGIES/LEAVE OF ABSENCE**
- 4 DECLARATION OF INTEREST**
- 5 DEPUTATIONS/PETITIONS**

Council will make time available at each General Meeting for public questions/representations. This is an opportunity for members of the public to make a representation on a matter in which they have an interest on an item which is before the Council for decision e.g. development applications. Other than with approval of the Mayor, individuals will not be allowed to address Council on agenda related matters at any other time during the meeting. Public Question and Statements Time will commence at 9:30am.

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF THE POLICY AND PLANNING STANDING COMMITTEE MEETING HELD ON 7 FEBRUARY 2018

Doc Id: 857672

Author: Natalie Zillman, Executive Assistant

Authoriser: Mark Pitt, Chief Executive Officer

Attachments: 1. Minutes of the Policy and Planning Standing Committee Meeting held on 7 February 2018

HEADING

For Council consideration

RECOMMENDATION

1. That the Minutes of the Policy and Planning Standing Committee Meeting held on 7 February 2018 be received and the recommendations therein be adopted.

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
POLICY AND PLANNING STANDING COMMITTEE MEETING
HELD AT THE MUNDUBBERA BOARDROOM
ON WEDNESDAY, 7 FEBRUARY 2018 AT 8:15AM**

1 ATTENDEES

COUNCILLORS: Cr Rachel Chambers, Cr Faye Whelan, Cr John Bowen, Cr Paul Lobegeier, Cr John Zahl,

OFFICERS: Mark Pitt (Chief Executive Officer), Trevor Harvey (General Manager of Strategy, Innovation and Assets), Brad Duke (General Manager Corporate and Community Services), Raymond Strohfeldt (Acting General Manager Works), Jeff Miles (Environmental Services Manager), Natalie Zillman (Executive Assistant)

2 WELCOME/HOUSEKEEPING

The Mayor declared the meeting open and welcomed all attendees.

3 APOLOGIES

Cr Peter Webster, Cr Robert Radel

4 DECLARATION OF INTEREST

Nil

5 GOVERNANCE REPORTS

5.1 ALGA NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT CALL FOR MOTIONS

COMMITTEE RESOLUTION PP/2018/1

Moved: Cr Paul Lobegeier

Seconded: Cr John Zahl

That North Burnett Regional Council resolves to submit the following resolutions to the National General Assembly of Local Government:

- Telecommunications, Black spots; self-help rebroadcasting TV sites
- Aboriginal Housing;
- Financial Assistance Grant review – devolution of responsibility;
- Natural Disaster Relief and Recovery Arrangements (NDRRA) – sewerage and recreational areas; and
- Roads 2 Recovery

CARRIED

6 ECONOMIC REPORTS

6.1 DEVELOPMENT STATISTICS REPORT

COMMITTEE RESOLUTION PP/2018/2

Moved: Cr John Bowen

Seconded: Cr John Zahl

That the Development Services Statistics as presented be received and the contents noted.

CARRIED

7 CONFIDENTIAL REPORTS

RESOLVED

That the North Burnett Industrial Land Development Report be held over and included in the confidential reports as part of the Technical Services Standing Committee.

8 GENERAL BUSINESS

8.1 INVITATION TO THE MINISTER FOR MAIN ROADS AND TRANSPORT TO VISIT THE NORTH BURNETT

COMMITTEE RESOLUTION PP/2018/3

Moved: Cr Faye Whelan

Seconded: Cr Paul Lobegeier

That the Chief Executive Officer extend an invitation to the Minister for Main Roads, Road Safety and Ports, Mark Baily MP and the Director-General Department of Transport and Main Roads, Neil Scales to visit the North Burnett Region, in collaboration with the Burnett Inland Economic Development Organisation (BIEDO) Roads Working Group

.CARRIED

8.2 INVITATION TO THE MINISTER FOR NATURAL RESOURCES, MINES AND ENERGY

COMMITTEE RESOLUTION PP/2018/4

Moved: Cr Faye Whelan

Seconded: Cr Paul Lobegeier

That the Chief Executive Officer contact the Minister for Natural Resources, Mines and Energy, Anthony Lynham MP to engage in discussion with regards to the Boyne River irrigators and Narayen Pastoral Research Station.

CARRIED

8.3 MAYOR PROXY FOR NARAYEN DISCUSSION

COMMITTEE RESOLUTION PP/2018/5

Moved: Cr John Zahl
Seconded: Cr Paul Lobegeier

That Cr Peter Webster be appointed the position of proxy for the Mayor, Cr Chambers in matters relating to Narayen. **CARRIED**

Cr Lobegeier advised that he would like to attend the Central Highlands Regional Roundtable on Monday 19 February 2018 in Emerald.

9 CLOSURE OF MEETING

The Meeting closed at 8:38am.

The minutes of this meeting were confirmed at the Policy and Planning Standing Committee Meeting held on 7 March 2018.

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CHAIRPERSON

6.2 MINUTES OF THE TECHNICAL SERVICES STANDING COMMITTEE MEETING HELD ON 7 FEBRUARY 2018

Doc Id: 857674

Author: Natalie Zillman, Executive Assistant

Authoriser: Mark Pitt, Chief Executive Officer

Attachments: 1. **Minutes of the Technical Services Standing Committee Meeting held on 7 February 2018**

HEADING

For Council consideration.

RECOMMENDATION

1. That the Minutes of the Technical Services Standing Committee Meeting held on 7 February 2018 be received and the recommendations therein be adopted.

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
TECHNICAL SERVICES STANDING COMMITTEE MEETING
HELD AT THE MUNDUBBERA BOARDROOM
ON WEDNESDAY, 7 FEBRUARY 2018 AT 8:44AM**

1 ATTENDEES

COUNCILLORS: Cr Rachel Chambers, Cr Faye Whelan, Cr John Zahl, Cr John Bowen, Cr Peter Webster, Cr Paul Lobegeier, Cr Robert Radel

OFFICERS: Mark Pitt (Chief Executive Officer), Trevor Harvey (General Manager of Strategy, Innovation and Assets), Brad Duke (General Manager Corporate and Community Services), Natalie Zillman (Executive Assistant), Raymond Strohfeldt (Acting General Manager Works)

2 WELCOME/HOUSEKEEPING

The Mayor declared the meeting open and welcomed all attendees.

3 APOLOGIES

Nil

4 DECLARATION OF INTEREST

Nil

5 INFRASTRUCTURE REPORTS

5.1 TECHNICAL SERVICES REPORT - 20/11/2017 TO 19/01/2017

COMMITTEE RESOLUTION TS/2018/1

Moved: Cr Robert Radel

Seconded: Cr Paul Lobegeier

That the Technical Services report as presented be received and the contents noted. **CARRIED**

6 ENGINEERING REPORTS

6.1 CIVIL SECTION REPORT

COMMITTEE RESOLUTION TS/2018/2

Moved: Cr John Bowen

Seconded: Cr John Zahl

That the report as presented be received and the contents noted.

CARRIED

7 ENVIRONMENTAL REPORTS

7.1 ENVIRONMENTAL SERVICES MONTHLY REPORT

COMMITTEE RESOLUTION TS/2018/3

Moved: Cr Paul Lobegeier

Seconded: Cr Robert Radel

That the report as presented be received and the contents noted.

CARRIED

7.1.1 CONTROL OF WILD RABBITS

COMMITTEE RESOLUTION TS/2018/4

Moved: Cr Paul Lobegeier

Seconded: Cr Robert Radel

That Council investigate the biological control of wild rabbits in the North Burnett and present a report a future meeting.

CARRIED

At 9:30 am, Lata Vaka and Shannon Eastcott entered the meeting for the presentation of the North Burnett Regional Council baby birth certificates.

At 9:40 am Lata Vaka and Shannon Eastcott left the meeting.

At 9:57 am, Cr Faye Whelan left the meeting.

7.2 QUEENSLAND CONTAINER REFUND SCHEME

COMMITTEE RESOLUTION TS/2018/5

Moved: Cr Paul Lobegeier

Seconded: Cr John Zahl

That Council resolve as follows:

1. That Council at this point in time not tender any proposal for the Container Refund Scheme.
2. That the Chief Executive Officer prepare a media release on Council's position not to tender a proposal for the Container Refund Scheme.
3. That Council write to the Department of Environment and Heritage Protection expressing concern over the amount of communication that Council and the community has received during the tender stage of the Container Refund Scheme.
4. That Council write to the State Member, Colin Boyce MP with regards to the above resolutions.

CARRIED

At 10:06am the meeting adjourned for morning tea.

At 10:46 am Cr Faye Whelan returned to the meeting.

At 10:46am the meeting resumed.

8 CONFIDENTIAL REPORTS

COMMITTEE RESOLUTION TS/2018/6

Moved: Cr Paul Lobegeier
Seconded: Cr Robert Radel

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the Local Government Regulation 2012:

8.1 Wandering Livestock Complaint Yenda-Benyenda Road Wetheron

This matter is considered to be confidential under Section 275(1) - f of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with starting or defending legal proceedings involving the local government.

8.2 North Burnett Industrial Land Development

This matter is considered to be confidential under Section 275(1) - h of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage. **CARRIED**

COMMITTEE RESOLUTION TS/2018/7

Moved: Cr John Bowen
Seconded: Cr John Zahl

That Council moves out of Closed Council into Open Council. **CARRIED**

8.1 WANDERING LIVESTOCK COMPLAINT YENDA-BENYENDA ROAD WETHERON

COMMITTEE RESOLUTION TS/2018/8

Moved: Cr Paul Lobegeier
Seconded: Cr Robert Radel

That the report be received and that Council resolves as follows:

1. That the property owner be requested to install fencing and grid on the Yenda side of the Burnett River along Yenda-Benyenda road to prevent livestock traversing the river; and
2. That the complainant be advised to seize and impound livestock wandering at large on her property; and
3. The Chief Executive Officer be authorised to impound any livestock wandering at large on Yenda-Benyenda Road Wetheron. **CARRIED**

8.2 NORTH BURNETT INDUSTRIAL LAND

COMMITTEE RESOLUTION TS/2018/9

Moved: Cr Robert Radel
Seconded: Cr John Zahl

That the Chief Executive Officer (General Manager Corporate and Community Services) progress

the following actions and report back to Council:

- Market valuation of land;
- Progress timeline for 21 February 2018 Council meeting; and
- Investigate funding options for planing.

CARRIED

9 GENERAL BUSINESS

Nil

10 CLOSURE OF MEETING

The Meeting closed at 11:51am.

The minutes of this meeting were confirmed at the General Meeting held on 21 February 2018.

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CHAIRPERSON

6.3 MINUTES OF THE GENERAL MEETING HELD ON 17 JANUARY 2018

Doc Id: 857738

Author: Natalie Zillman, Executive Assistant

Authoriser: Mark Pitt, Chief Executive Officer

Attachments: 1. Minutes of the General Meeting held on 17 January 2018

HEADING

For Council consideration

RECOMMENDATION

1. That the Minutes of the General Meeting held on 17 January 2018 be received and the recommendations therein be adopted.

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
GENERAL MEETING
HELD AT THE MONTO BOARDROOM
ON WEDNESDAY, 17 JANUARY 2018 COMMENCING AT 9:02AM**

1 ATTENDEES

COUNCILLORS: Cr Rachel Chambers, Cr Faye Whelan, Cr John Bowen, Cr Paul Lobegeier, Cr Peter Webster, Cr John Zahl, Cr Robert Radel

OFFICERS: Mark Pitt (Chief Executive Officer), Trevor Harvey (General Manager Strategy, Innovation and Assets), Brad Duke (General Manager Corporate and Community), Ray Strohfeltdt (Acting General Manager Works), Natalie Zillman (Executive Assistant)

2 WELCOME/HOUSEKEEPING

The Mayor declared the meeting open and welcomed all attendees.

3 APOLOGIES/LEAVE OF ABSENCE

Nil

4 DECLARATION OF INTEREST

Cr John Zahl declared a perceived conflict of interest in agenda item 13.3.

Cr Faye Whelan and the Chief Executive Officer declared a perceived conflict of interest in agenda item 13.2.

5 DEPUTATION/PETITIONS

Council will make time available at each General Meeting for public questions/ representations. This is an opportunity for members of the public to make a representation on a matter in which they have an interest on an item which is before the Council for decision e.g. development applications. Other than with approval of the Mayor, individuals will not be allowed to address Council on agenda related matters at any other time during the meeting. Public Question and Statements Time will commence at 9:30am.

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF THE GENERAL MEETING HELD ON 13 DECEMBER 2017

RESOLUTION 2018/1

Moved: Cr John Zahl
Seconded: Cr Faye Whelan

1. That the Minutes of the General Meeting held on 13 December 2017 as amended be received and the recommendations therein be adopted. **CARRIED**

9:14am – The Community Connections Manager, Trisha Hansen and Community Development Officer Greg Watkins entered the meeting.

7 GOVERNANCE REPORTS

7.1 SATURDAY TRADING TRIAL

RESOLUTION 2018/2

Moved: Cr Paul Lobegeier

Seconded: Cr Robert Radel

That:

1. the Saturday Trading Trial Report be received; and
2. Saturday trading hours from 9am to 12pm continue on a permanent basis in Eidsvold, Gayndah, Monto and Mundubbera. **CARRIED**

7.2 LGAQ 2017 STATE CONFERENCE - REPLY TO RESOLUTION NO. 6

RESOLUTION 2018/3

Moved: Cr Faye Whelan

Seconded: Cr John Zahl

That:

1. The report be received;
2. That Council write to the Hon Michael Keenan MP, Minister for Justice and the Queensland Reconstruction Authority to seek further clarification in regards to the 2018 NDRRA Guidelines; and
3. That a copy of the letter be sent to the Federal Member, Ken O'Dowd MP. **CARRIED**

7.3 STRONG AND SUSTAINABLE RESOURCE COMMUNITIES ACT 2017 (SSRC ACT) AND APPLICATION TO NORTH BURNETT REGION

RESOLUTION 2018/4

Moved: Cr Paul Lobegeier

Seconded: Cr John Zahl

That:

1. The Co-ordinator General be advised that Council would like to also include the Goondicum Ilmenite and Apatite Mine operated by Melior Resources, Goondicum via Monto in the initial list (large resource projects) provided on the potential application of the *Strong and Sustainable Resource Communities Act 2017* (SSRC Act) to nearby regional communities with the area of North Burnett Regional Council area; and
2. Any potential large resources projects being considered at State Government level, Council will expect to be advised as soon as possible to consider any possible regional impact.

CARRIED

7.4 DNRM REQUEST FOR COUNCIL'S VIEWS - FURTHER DEALING OVER TERM LEASE 217547 - LOT 71 RW409

RESOLUTION 2018/5

Moved: Cr Robert Radel
Seconded: Cr Faye Whelan

That the Department of Natural Resources and Mines be advised that Council has no objection to the further dealing of Term Lease 217547 on land described as Lot 71 RW409 located at Glen Valley Road, Moonford. **CARRIED**

7.5 FINANCE REPORT

RESOLUTION 2018/6

Moved: Cr John Bowen
Seconded: Cr Paul Lobegeier

That the Finance Report as presented be adopted. **CARRIED**

9:25am – Warren McLachlan entered the meeting and discussed ownership of the Mungungo Rail Yards.

9:37am – Lachlan Brown entered the meeting.

9:39am – Vicki Mackay entered the meeting.

9:45am – Central and North Burnett Times representative Jack Lawrie entered the meeting.

9:47am – Jack Lawrie, Vicki Mackay and Warren McLachlan left the meeting. Lachlan Brown provided further information on the proposal to purchase leased land.

9:54am – Lachlan Brown left the meeting and Jack Lawrie, Vicki Mackay and Warren McLachlan re-entered the meeting.

MOTION

RESOLUTION 2018/7

Moved: Cr Paul Lobegeier
Seconded: Cr Robert Radel

That Council pursue the ownership of the Mungungo Rail Yards with Queensland Rail. **CARRIED**

8 ECONOMIC REPORTS**8.1 2ND QUARTER CARAVAN AND CAMPING REPORT****RESOLUTION 2018/8**

Moved: Cr Faye Whelan

Seconded: Cr John Zahl

That Council receive the 2nd Quarter Caravan and Camping Report as information. **CARRIED**

8.2 Q1 & Q2 COMMUNITY PARTNERSHIP - 201217**RESOLUTION 2018/9**

Moved: Cr John Zahl

Seconded: Cr Paul Lobegeier

That Council receive the 1st and 2nd Quarter Community Partnerships Report as information.

CARRIED**9 SOCIAL REPORTS****9.1 THREE MOON HISTORICAL AND CULTURAL COMPLEX ADVISORY COMMITTEE MINUTES****RESOLUTION 2018/10**

Moved: Cr Robert Radel

Seconded: Cr John Bowen

That Council receives the Three Moon Historical and Cultural Complex report and the minutes from the meetings held on 9 October and 5 December 2017 as presented be adopted. Further Council endorses the committees request to meet quarterly instead of monthly. **CARRIED**

9.2 COMBINED SOCIAL COHESION STEERING COMMITTEE MEETING

RESOLUTION 2018/11

Moved: Cr Faye Whelan

Seconded: Cr Robert Radel

That the Social Cohesion Steering Committee report be received; and

1. The minutes from the combined meeting held on 4 December 2017 as presented be adopted;
2. The action items identified at the meeting be endorsed and tasked to the Community Development Team;
3. Council endorse the Living in the North Burnett Booklet;
4. Council be proactive in contacting the Queensland Fire and Emergency Services in relation the safe housing of itinerant workers during the fruit season; and
5. The Chief Executive Officer (General Manager Corporate and Community) provide a report to the February General Meeting on future welcome/induction events. **CARRIED**

9.3 MUNDUBBERA REGIONAL ART GALLERY ADVISORY COMMITTEE - INFORMATION ONLY

RESOLUTION 2018/12

Moved: Cr Faye Whelan

Seconded: Cr Paul Lobegeier

That Council receives the Mundubbera Regional Art Gallery report as information and the minutes from the Meeting held on 11th December 2017 as presented be adopted. **CARRIED**

9.4 SOCIAL COHESION - MUNDUBBERA - LEICHHARDT STREET COMMUNITY GARDEN PROPOSAL

RESOLUTION 2018/13

Moved: Cr Robert Radel

Seconded: Cr John Zahl

That:

1. The Chief Executive Officer (via Community Connection Manager) advise the Mundubbera Wesleyan Methodist Church that it will grant:
 - (i) A permit to occupy land located at Lot 45RP28436 for purposes of establishing a community garden;
 - (ii) For an initial period of 2 years;
 - (iii) Subject to review at the expiry of this period and the acceptance of conditions contained in this report; and
2. The Chief Executive Officer (via Community Connection Manager) to call expression of interests for permit to occupy Lot 46 and 48RP28436 from not for profit organisations also subject to the acceptance of agreed terms and conditions. **CARRIED**

10:25am – Trisha Hansen and Greg Watkins left the meeting.

10:26am – The meeting adjourned for Morning Tea.

11:06am – The meeting resumed with the Manager of Environmental Services, Jeff Miles in attendance.

10 INFRASTRUCTURE REPORTS

Nil

11 ENVIRONMENTAL REPORTS

11.1 LOCAL LAW NO.6 (WASTE MANAGEMENT) 2018

RESOLUTION 2018/14

Moved: Cr John Bowen

Seconded: Cr Peter Webster

That Council resolves as follows:

1. That pursuant to section 29(2) of the *Local Government Act 2009*, Council resolves to make Local Law No. 6 (Waste Management) 2018 as advertised (Attachment 1); and
2. That Council agrees to implement the recommendations of the Public Interest Test Report (Attachment 2) relating to Local Law No. 6 (Waste Management) 2018; and
3. That Council resolves to record that Local Law No. 6 (Waste Management) 2018 does contain anti-competitive provisions (Attachment 3); however there are no significant impacts from the anti-competitive provisions as noted; and
4. That pursuant to Section 29B of the *Local Government Act 2009*, Council advise the public that Local Law No. 6 (Waste Management) 2018 has been made and contains anti-competitive provisions, by publishing a notice of the making of the local law; and
5. That pursuant to Section 29B (7) of the *Local Government Act 2009*, Council give notice of the making of the local law to the Minister and it be published in the Gazette and on Council's website.

CARRIED

11.2 LOCAL LAW NO.6 (WASTE MANAGEMENT) 2018 – PUBLIC INTEREST TEST

RESOLUTION 2018/15

Moved: Cr Peter Webster

Seconded: Cr John Zahl

In consideration of the impacts identified above, it is recommended that each of the anti-competitive provisions identified in the public interest test plan be retained in LL6 in the overall public interest, because:

- (a) the benefit of the anti-competitive provisions to the community as a whole outweighs the cost; and
- (b) the most appropriate way of achieving the objectives of LL6 is by restricting competition in the way provided in the anti-competitive provisions.

CARRIED

12 COUNCILLOR REPORTS

12.1 MAYOR AND COUNCILLORS REPORTS

RESOLUTION 2018/16

Moved: Cr Paul Lobegeier

Seconded: Cr Peter Webster

That the Councillor report as presented be received.

CARRIED

11:27am – Jack Lawrie left the meeting.

13 CONFIDENTIAL REPORTS

RESOLUTION 2018/17 11:27AM

Moved: Cr Robert Randel

Seconded: Cr John Zahl

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the Local Government Regulation 2012:

13.1 PROPOSED PURCHASE LEASED LAND - PART OF LOT 86 SP227537

This matter is considered to be confidential under Section 275(1) - e and h of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with contracts proposed to be made by it and other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

The Chief Executive Officer declared a perceived conflict of interest in agenda item 13.2 (as defined in section 173 of the *Local Government Act 2009*) due to family employment and proposed to exclude himself from the meeting while this matter is debated.

Cr Faye Whelan declared a perceived conflict of interest in agenda item 13.2 (as defined in section 173 of the *Local Government Act 2009*) due to neighbouring business ownership and proposed to exclude herself from the meeting while this matter is debate.

13.2 DISPOSAL OF LAND AND BUILDING - 12 CAPPER ST, GAYNDAH - LOT 9 ON RP 101967

This matter is considered to be confidential under Section 275(1) - e and h of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with contracts proposed to be made by it and other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

Cr John Zahl declared a perceived conflict of interest in agenda item 13.3 (as defined in section 173 of the *Local Government Act 2009*) due to family employment and proposed to exclude himself from the meeting while this matter is debated.

13.3 Addition to Panel of Providers for Facilities Maintenance - 2909/2017-18/QT/16

This matter is considered to be confidential under Section 275(1) - h of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

13.4 Enterprise Bargaining Update

This matter is considered to be confidential under Section 275(1) - b of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with industrial matters affecting employees.

CARRIED

RESOLUTION 2018/18

Moved: Cr John Zahl
Seconded: Cr Peter Webster

That Council moves out of Closed Council into Open Council.

CARRIED

13.1 PROPOSED PURCHASE LEASED LAND - PART OF LOT 86 SP227537**RESOLUTION 2018/19**

Moved: Cr Paul Lobegeier
Seconded: Cr Robert Randel

That in accordance with the provisions of the *Local Government Regulation 2012*, Council agrees in principle to sell the entire Lease D area of 128.40 hectares (part of) Lot 86 on SP227537 to Mr Lachlan Brown subject to:

1. the cancellation of lease in the name of LJ & M Brown and SH & M Cross; and
2. the payment of market value price (as determined by independent valuation); and
3. All other associated costs regarding the land sale (including new property valuation, surveys, registered access easement, amalgamation with existing Lot 99 RW106 and separate title for Council owned airport property) as detailed in the report.

Further it be delegated to the Chief Executive Officer (General Manager Corporate & Community) to fully conclude this matter.

In Favour: Crs Rachel Chambers, Faye Whelan, Paul Lobegeier, Peter Webster and Robert Radel

Against: Crs John Bowen and John Zahl

CARRIED 5/2

12:48pm – Cr Faye Whelan declared a perceived conflict of interest in agenda item 13.2 (as defined in section 173 of the *Local Government Act 2009*) due to neighbouring business ownership and proposed to exclude herself from the meeting while the vote is taken.

12:48pm – The Chief Executive Officer declared a perceived conflict of interest in agenda item 13.2 (as defined in section 173 of the *Local Government Act 2009*) due to family employment and proposed to exclude himself from the meeting while the vote is taken.

13.2 DISPOSAL OF LAND AND BUILDING - 12 CAPPER ST, GAYNDAH - LOT 9 ON RP 101967

Resolution 2018/20

Moved: Cr Paul Lobegeier
Seconded: Cr John Bowen

That:

1. it be referred to the Chief Executive Officer (General Manager Corporate & Community) to formally write to the Minister for Local Government seeking an exemption from the complying with section 227 of the *Local Government Regulation 2012* (Valuable non-current asset contract – tenders or auction needed first) for the disposal of land and buildings located at 12 Capper Street, Gayndah (Lot 9 on RP 101967) to Vedas Dental Pty Ltd; and

2. in accordance with section 236(6) of *Local Government Regulation 2012*, Council fully complies with any conditions as given by the Minister for Local Government; and
3. Should there be no conditions imposed by the Minister for Local Government regarding this exemption, it be referred to the Chief Executive Officer (General Manager Corporate & Community) to obtain an independent valuation of property (payable by Vedas Dental Pty Ltd) located at 12 Capper St, Gayndah to progress the sale.

In Favour: Crs Rachel Chambers, John Bowen, Paul Lobegeier, Peter Webster, John Zahl and Robert Radel

Against: Nil

CARRIED 6/0

12:49pm – Cr Faye Whelan and the Chief Executive Officer re-entered the meeting.

12:49pm – Cr John Zahl declared a perceived conflict of interest in agenda item 13.3 (as defined in section 173 of the Local Government Act 2009) due to family employment and proposed to exclude himself from the meeting while the vote is taken.

13.3 ADDITION TO PANEL OF PROVIDERS FOR FACILITIES MAINTENANCE - 2909/2017-18/QT/16

RESOLUTION 2018/21

Moved: Cr John Bowen
Seconded: Cr Paul Lobegeier

It is recommended that Vic Bryant & Co Electrical be added to Council's Panel of Providers for Facilities Maintenance under Quotation 2909/2017-18/QT/16 for a period of two years.

1. That Vic Bryant & Co Electrical be added to Council's Panel of Providers for Facilities Maintenance under Quotation 2909/2017-18/QT/16 for a period of two years.

In Favour: Crs Rachel Chambers, Faye Whelan, John Bowen, Paul Lobegeier, Peter Webster and Robert Radel

Against: Nil

CARRIED 6/0

13.4 ENTERPRISE BARGAINING UPDATE

RESOLUTION 2018/22

Moved: Cr Peter Webster
Seconded: Cr Paul Lobegeier

That the report be received and noted and feedback on the draft certified agreement and log of claims be forwarded to the Chief Executive Officer. **CARRIED**

13.4 NARAYEN UPDATE

RESOLUTION 2018/23

Moved: Cr John Bowen
Seconded: Cr Peter Webster

That the Chief Executive Officer investigate options for future Council involvement. **CARRIED**

13.5 INDUSTRIAL DEVELOPMENT**RESOLUTION 2018/24**

Moved: Cr Faye Whelan
Seconded: Cr Paul Lobegeier

That the Chief Executive Officer investigate land sale options as discussed.

CARRIED

13.6 LIGHT INDUSTRIAL LAND**RESOLUTION 2018/25**

Moved: Cr John Zahl
Seconded: Cr Paul Lobegeier

That the Chief Executive Officer (General Manager Corporate and Community)(General Manager Strategy, Innovation and Assets present a formal report to the February Standing Committee on seed funding and available funding for development of light industrial land.

CARRIED

14 GENERAL BUSINESS**14.1 LEAVE OF ABSENCE****RESOLUTION 2018/26**

Moved: Cr Paul Lobegeier
Seconded: Cr John Zahl

That a leave of absence be received for the Mayor, Cr Rachel Chambers for 12-25 February 2018 inclusive.

CARRIED

It was resolved that the Mayor and Deputy Mayor attend International Women's Day Celebrations to be held on Thursday 08 March 2018, Government House Brisbane.

15 CLOSURE OF MEETING

The Meeting closed at 1:05pm.

The minutes of this meeting were confirmed at the General Meeting held on 21 February 2018.

.....
CHAIRPERSON

6.4 MINUTES OF THE CORPORATE AND COMMUNITY PORTFOLIO COMMITTEE HELD ON 6 FEBRUARY 2018

Doc Id: 858062

Author: Natalie Zillman, Executive Assistant

Authoriser: Mark Pitt, Chief Executive Officer

Attachments: 1. **Minutes of the Corporate and Community Portfolio Committee held on 6 February 2018**

HEADING

For Council consideration.

RECOMMENDATION

1. That the Minutes of the Corporate and Community Portfolio Committee held on 6 February 2018 be received and the recommendations therein be adopted.

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL
CORPORATE & COMMUNITY PORTFOLIO MEETING
HELD AT THE GAYNDAH DISASTER MANAGEMENT COORDINATION CENTRE
ON TUESDAY, 6 FEBRUARY 2018 AT 9:41AM**

1 ATTENDEES

COUNCILLORS: Deputy Mayor, Cr Faye Whelan (Chairperson), Mayor Rachel Chambers, Cr John Bowen, Cr Paul Lobegeier and Cr John Zahl,

OFFICERS: General Manager Corporate & Community, Brad Duke, Manager Community Connection Trisha Hansen and Executive Assistant, Natalie Zillman

2 WELCOME/HOUSEKEEPING

The Chairperson declared the meeting open and welcomed all attendees.

3 APOLOGIES

Cr Robert Radel and Corporate Services Manager, Lisa Benham

4 DECLARATION OF INTEREST

Nil

5 CORPORATE & COMMUNITY

5.1 CORPORATE SERVICES

No items relating to Corporate Services were presented to this meeting as the full Council has been working with staff on rates modelling and the preparation of the 2018-19 budget (operational and capital).

5.2 COMMUNITY CONNECTION WORKFLOWS

1. That the Community Connection Workflows as presented be received and the contents noted; and
2. It was agreed that with respect to Arts & Cultural functions, the Community Connection Manager contact South Burnett Regional Council, Banana Shire Council and the Cherbourg Aboriginal Shire Council to gauge their interest in forming a regional arts and cultural focus group; and
3. It was further agreed that the Community Connection Manager raised this matter at a future RADF meeting.

5.2 PORTFOLIO ACTION ITEMS UPDATE - 31 JANUARY 2018

1. That the Portfolio Action Items Update as presented be received and the contents noted; and
2. The General Manager Corporate & Community enquired further about the various functions and responsibilities within the Community Connection flowchart and advised that he will be working with Community Connection Manager on reviewing service standards and resourcing across the section.

5.3 2018 WELCOME ACTIVITIES

1. That the 2018 Welcome Activities as presented be received and the contents noted;
2. Cr Bowen advised the Mt Perry welcome event will be held on Tuesday 27 February 2018.

6 GENERAL BUSINESS

1. Governance arrangements – Portfolio Meetings

The General Manager Corporate & Community sought clarification of the governance and operational arrangements of Portfolio Meetings.

It was confirmed to him that his portfolio Councillors were Deputy Mayor, Crs Bowen and Zahl with reporting back to Council. The General Manager wasn't aware that other Councillors were to attend as observers or actual portfolio members.

Councillors present agreed that these arrangements need to be formalised between themselves and direction provided to officers.

In the interim, it was agreed that:

- The Deputy Mayor, Cr Whelan, Cr Bowen and Cr Zahl form part of the overall Corporate & Community Portfolio;
- Cr Lobegeier has special interest in the Arts and Culture function; and
- Mayor Cr Chambers has special interest in Education and Training; and
- the Portfolio Meetings be held every two (2) months; and
- More regular contact occur between the Deputy Mayor and the Community Connection Manager on portfolio functions be re-established.

2. Gayndah Lawn Cemetery – Public concern – plaque policy

Cr Zahl raised the issue of some community concern regarding Council's current policy regarding the placing of one or two plaques on burial sites in the Gayndah Lawn Cemetery. The General Manager advised that he has had recent correspondence regarding the matter and replied in accordance with existing policy arrangements.

It was agreed that General Manager Corporate & Community provide a report to the General Council meeting on this matter.

3. Monto Sportsground Committee Annual General Meeting

Cr Lobegeier advised the meeting that the Monto Sportsground Committee Annual General Meeting is scheduled for Monday 12 February 2018 commencing at 6:30pm. The Deputy Mayor, General Manager and Community Connection Manager indicated that they may attend.

7 CLOSURE OF MEETING

The Meeting closed at 12:55pm.

The minutes of this meeting were confirmed at the General Meeting held on 21 February 2018.

.....
CHAIRPERSON

7 GOVERNANCE REPORTS

7.1 COUNCILLOR CONFERENCE ATTENDANCE (DEVELOPMENT AND TRAINING)

Doc Id: 853829

Author: Sarah Aberdein, Administration Officer

Authoriser: Mark Pitt, Chief Executive Officer

Attachments: Nil

INTRODUCTION/BACKGROUND

The purpose of this report is to nominate Councillors to attend Conferences or Training/Development opportunities up until the end of the financial year (17/18). Councillors are to consider events/training opportunities and nominate/delegate attendees. A list of commonly attended events is included, but the recommendation is not limited to this list.

- [LGAQ Financial Sustainability Summit](#) – 8-9 May, 2018, RACV Royal Fine Resort, Gold Coast.
- (Mayor, Deputy Mayor and CEO) [LGAQ Civic Leaders Summit](#) – 10-11 May, RACV Royal Pine Resort, Gold Coast (Register via LG Online)
- [LGAQ Future Cities Summit](#) – 11-13 July, Cairns Convention Centre
- [National General Assembly of Local Government \(ALGA\)](#) – 17-20 June, National Convention Centre, Canberra

For Councillors to be kept up to date with Local, State and National issues it is recommended that each Councillor attend at least two programs per year. As mentioned previously, suggestions other than what has been provided in this report are welcome to be included in the recommendation.

CORPORATE/OPERATIONAL PLAN

5. Our Effective and Officiant Council

5.18 Elected members

5.18.1 Provide elected members with opportunities and access to quality training, professional development, and networking at a local, regional, state and national level

POLICY IMPLICATIONS

Policy 103 – Reimbursement and Provision of Facilities for Mayor and Councillors

Policy 1147 – Councillor Code of Conduct

Policy 307 – Training and Development

STATUTORY REQUIREMENTS

Local Government Act 2009

Local Government Regulation 2012

FINANCIAL REQUIREMENTS

Individual Councillor training and development allowances.

RISK MANAGEMENT

Compliance with any statutory requirements and policy responsibilities.

CONSULTATION

Annual report for Councillor consideration – Councillor direction requested.

RECOMMENDATION

That Council receive report in relation to Councillor Attendance and delegate the following attendances:

1. That the Mayor, Cr Rachel Chambers, Deputy Mayor, Cr Faye Whelan and Chief Executive Officer, Mr Mark Pitt attend the LGAQ Civic Leaders Summit being held 10-11 May 2018 at the RACV Royal Pine Resort, Benowa with Council meeting the normal cost of attendance.
2. That Mayor, Cr Rachel Chambers, Chief Executive Officer, Mr Mark Pitt and the following Councillors **<Insert Name/s>** attend the [National General Assembly of Local Government \(ALGA\)](#) – 17-20 June, National Convention Centre, Canberra with Council meeting the normal cost of attendance.
3. That Cr **<Insert Name>** is appointed as delegate to attend **<Insert nominated event>** with Council meeting the normal cost of attendance.

7.2 PROPOSED RENEWAL OF TERM LEASE 237711 - LOT 21 WK88

Doc Id: 854186

Author: Linda Nicholson, Administration Officer

Authoriser: Brad Duke, General Manager Corporate and Community

Attachments: 1. 20607 - Map - Lot 21 WK88.docx [852338]

INTRODUCTION/BACKGROUND

The purpose of this report is to seek Council's response to a Department of Natural Resources and Mines request relating to proposed renewal of Term Lease 237711 over Lot 21 WK88.

The Department is commencing its investigation into future usage and tenure of the land and is seeking Council's views.

For information:

- Council is not Trustee of this land;
- Term Lease 237711 is between the Department and the lessee;
- The lessee is recorded as the Ratepayer for Assessment No. 20607;
- Purpose of Use is stated as Cattle Grazing Breeding, area 8078.1279 hectares;
- There are no other encumbrances noted.

The Term Lease will expire 30 September 2019. The Department has not provided a due date for reply.

Attached for Council's information is an aerial map showing the location of Lot 21 - Redbank Road, Eidsvold.

CORPORATE/OPERATIONAL PLAN

Corporate Plan

Theme 1 Our Productive Region

1.7 Planning to facilitate industrial, commercial and residential growth

POLICY IMPLICATIONS

No Council policies exist that specifically relate to this item.

STATUTORY REQUIREMENTS

Land Act 1994 section 420CB which states "Council has the power to make a submission in response to a notice received under the Act about a proposed application."

FINANCIAL REQUIREMENTS

There are minimal financial implications for this matter.

RISK MANAGEMENT

Consideration of alternative and/or consistent use for the site.

CONSULTATION

Council's Workflow process for 'Leases DNRM' affords the opportunity for officers to provide comment for subsequent response to the Department.

During this process, consultation has been held with Strategy Innovation and Assets, Works and Rates.

The following comments from these Departments are provided as information:

General Manager Strategy Innovation and Assets:

- Technical Services has no issues with the proposed renewal of the Term Lease.

Works Engineer:

- Civil Works has no objection to renewal of the lease.

Rates Officer:

- There is nothing noted on the Rates Assessment that indicates we should object to renewal of this lease.

RECOMMENDATION

That the Department of Natural Resources and Mines be advised Council has no objection to renewal of Term Lease 237711 on land described as Lot 21 WK88 located at Redbank Road, Eidsvold.

Associated with ID 849695



7.3 RENEWAL OF TERM LEASE 0/214262 – LOT 19 CK849 OVER WONGAI NATIONAL PARK BEING LOT 69 NPW841

Doc Id: 854254

Author: Linda Nicholson, Administration Officer

Authoriser: Brad Duke, General Manager Corporate and Community

Attachments: 1. 10662 - Map - Lot 69 NPW841 - Term Lease 214262 Lot 19 CK849.pdf [854253]

INTRODUCTION/BACKGROUND

The purpose of this report is to seek Council's response to a Department of Natural Resources and Mines request relating to renewal of Term Lease 0/214262 over Lot 19 CK849 over Wongai National Park being Lot 69 NPW841. The Department is considering the renewal of this lease and is seeking Council's views or requirements that may affect the future use of the land, or if a different form of tenure may be considered more appropriate.

For Council's information:

- Council is not Trustee of this land;
- This Lot is part of Lot 69 Crown Plan NPW841 and forms part of the Wongai National Park;
- Term Lease 0/214262 is between the Department and the lessee;
- The lessee is recorded as the Ratepayer for Assessment No. 10662;
- Purpose of Use is stated as Cattle Breeding and Fattening, area 2757.5860 hectares;
- There are no other encumbrances noted.

The Term Lease will expire 3 July 2019. The Department has approved an extension of time for response, to 28 February 2018.

Attached for Council's information is an aerial map showing the location of Lot 19 – Kullogum Road, Golden Fleece (Biggenden area).

CORPORATE/OPERATIONAL PLAN

Corporate Plan

Theme 1 Our Productive Region

1.7 Planning to facilitate industrial, commercial and residential growth

POLICY IMPLICATIONS

No Council policies exist that specifically relate to this item.

STATUTORY REQUIREMENTS

Land Act 1994 section 420CB which states "Council has the power to make a submission in response to a notice received under the Act about a proposed application."

FINANCIAL REQUIREMENTS

There are minimal financial implications for this matter.

RISK MANAGEMENT

Consideration of alternative and/or consistent use for the site.

CONSULTATION

Council's Workflow process for 'Leases DNRM' affords the opportunity for officers to provide comment for subsequent response to the Department.

During this process, consultation has been held with Strategy Innovation and Assets, Works and Rates.

The following comments from these Departments are provided as information:

General Manager Strategy Innovation and Assets:

- Tech Services has no issues with the application for renewal of Term Lease.

Works Engineer:

- No issues envisaged.

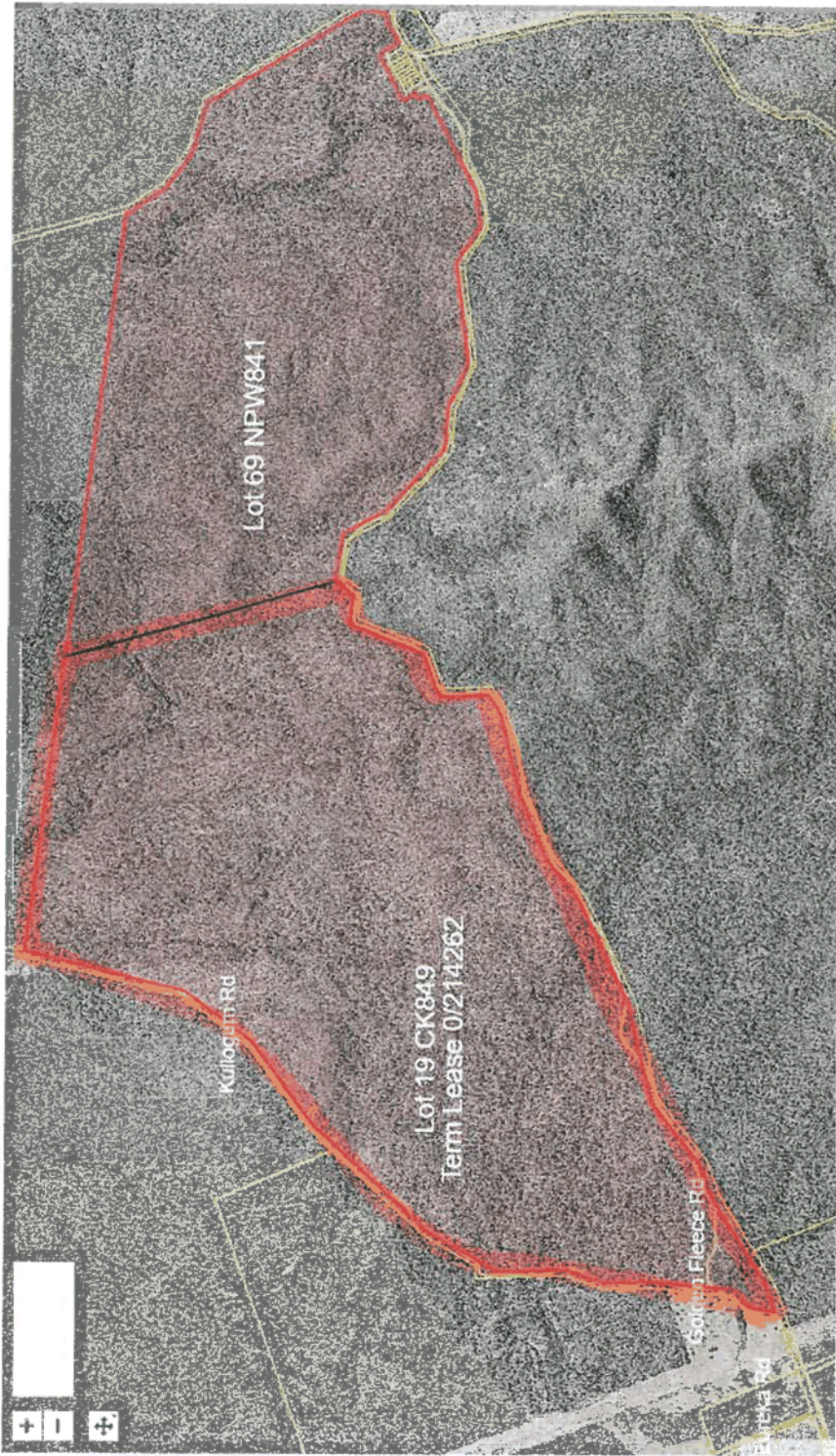
Rates Officer:

- There is nothing noted on the Rate Card to indicate we should object to the renewal of this term lease.

RECOMMENDATION

That the Department of Natural Resources and Mines be advised Council has no objection to the renewal of Term Lease 0/214262 on land described as Lot 19 CK849 being part of Lot 69 NPW841 located at Kullogum Road, Golden Fleece.

Reference to ID 848451



ID 854253

7.4 CONTACT CENTRE QUARTERLY REPORT

Doc Id: 854977

Author: Hannah Cooke, Administration Officer
Tracie Myles, Stream Leader Libraries and Customer Service

Authoriser: Brad Duke, General Manager Corporate and Community

Attachments: Nil

INTRODUCTION/BACKGROUND

Contact Centre was established as part of Council’s 2014-2015 Budget deliberations and included as a key project in the capital program for that year. Contact Centre provides consistent, professional service to both internal and external customers; improving organisational productivity by allowing staff across the organisation to concentrate on the technical and strategic aspects of their responsibilities.

The purpose of this report is to provide Council with a 2nd quarter Contact Centre statistics (01/10/2017 to 31/12/2017).

OFFICER COMMENTS/CONCLUSION

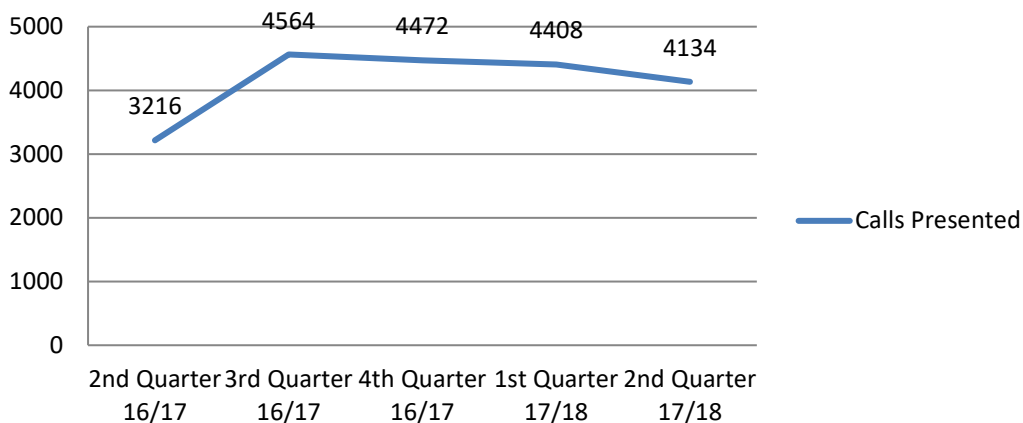
Contact Centre Activity Report

Quarterly Presented Calls: 4134 calls
Night Service Calls (Propel): 114 calls
Daily Average: 70 calls

- ‘Presented’ represent calls that have listened to the entrance message and have been answered by Contact Centre staff
- Average Speed of Answer is the total wait time plus total ring time

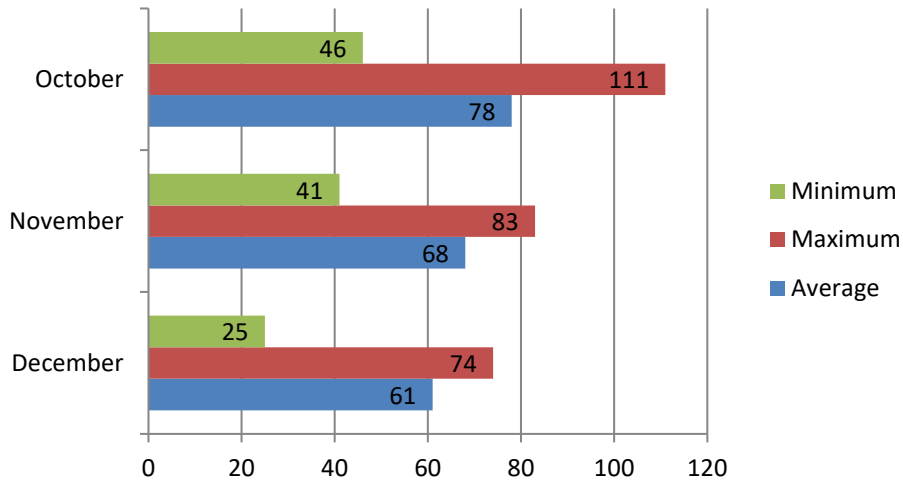
| | October | November | December | Total |
|----------------------------|----------|----------|----------|----------|
| Presented Calls | 1653 | 1,502 | 979 | 4,134 |
| Calls Answered in 120 secs | 82.0% | 85.7% | 90.0% | 80.4% |
| Average Speed of Answer | 00:00:38 | 00:00:40 | 00:00:38 | 00:00:39 |
| Average Call Time | 00:02:13 | 00:02:21 | 00:02:23 | 00:02:19 |

CONTACT CENTRE ACTIVITY

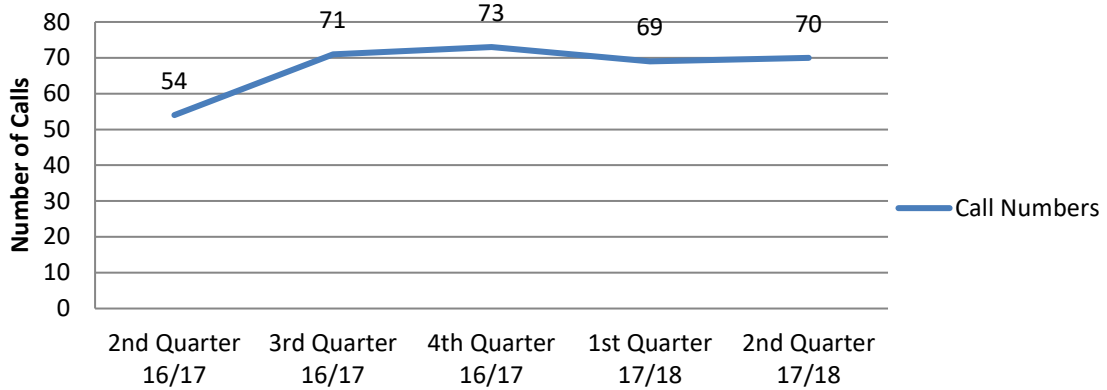


The below chart represents the average, maximum and minimum calls received each month. This indicates that March was the busiest month for this quarter.

AVERAGE CALLS PER DAY



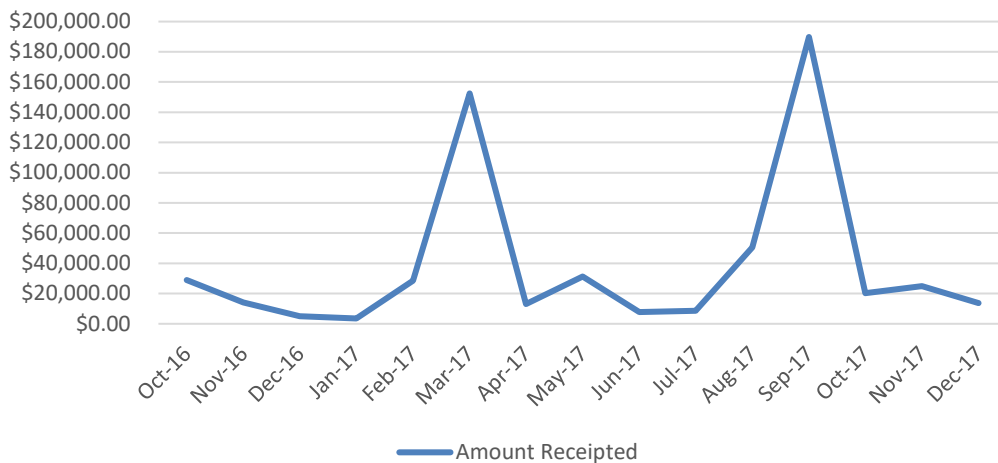
DAILY AVERAGE CALLS



NAB Transact Payment System

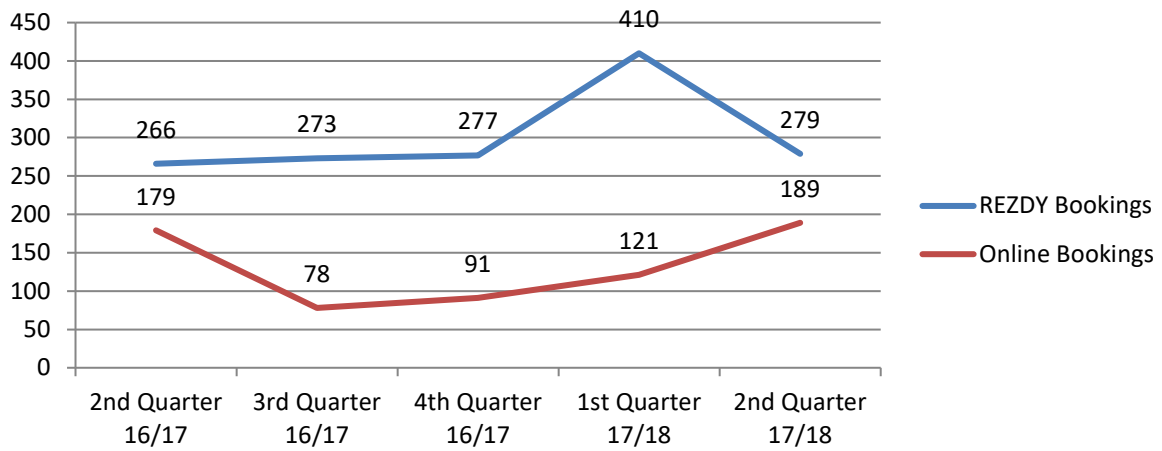
For the quarter **\$58,885.94** was receipted through the Contact Centre. The majority of these payments have been made up of rates, waste management, and cemetery and/or building lodgement payments. The peaks below represent increased payments during rating periods.

Amount Received



Rezdy Bus Booking System – North Burnett Transport Scheme

For this quarter **279 bookings** were made through the Contact Centre. A drop in bus bookings can be seen during this quarter; this can be attributed to the end of the picking season. A steady increase of online bookings can also be seen indicating increased website usage.



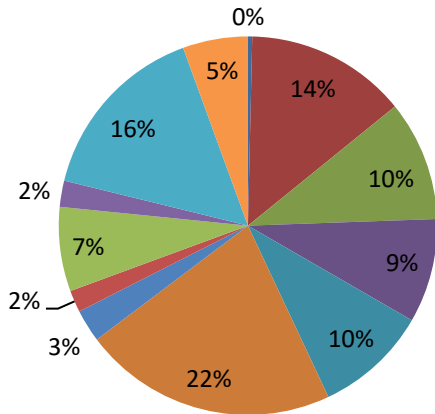
ATTACHMENTS

- Attachment 1 – Call Statistics – Breakdown by Department
- Attachment 2 – Call Statistics – Breakdown by Topic
- Attachment 3 – Propel Statistics

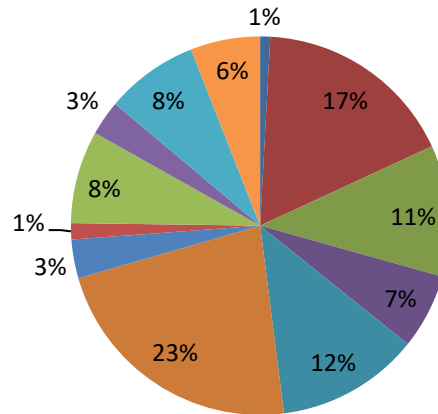
ATTACHMENT 1: CALL STATISTICS – BREAKDOWN BY DEPARTMENT

The below charts represent the number of calls received relating to the particular department. A further breakdown of the call subject within each department is also attached:

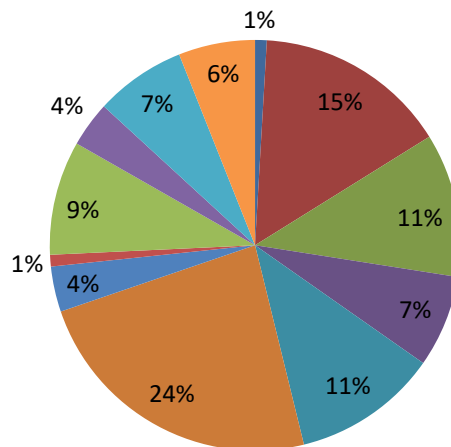
October



November



December

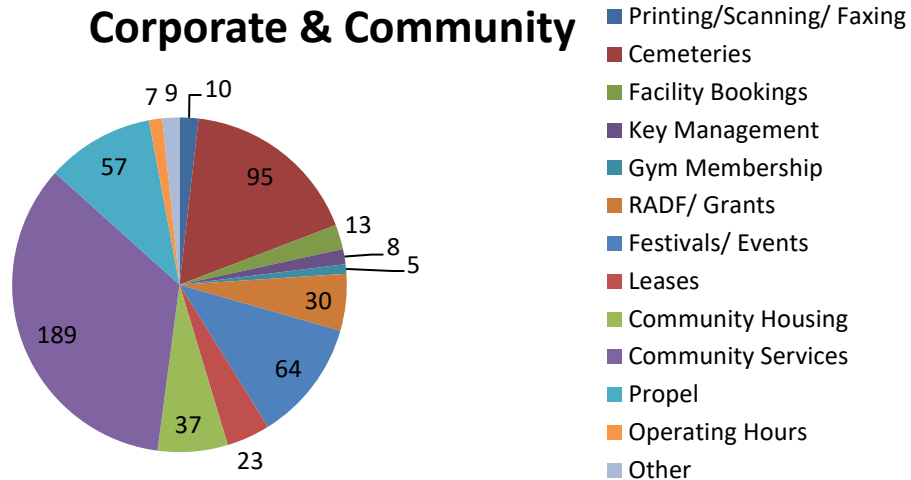


- Department of Human Services ■ Corporate & Community Services ■ Development Services
- Environmental Services ■ Executive Services ■ Finance
- Library ■ QGAP ■ Technical Services
- Tourism & Economic Development ■ Works ■ Other

ATTACHMENT 2: CALL STATISTICS – TOPIC BREAKDOWN

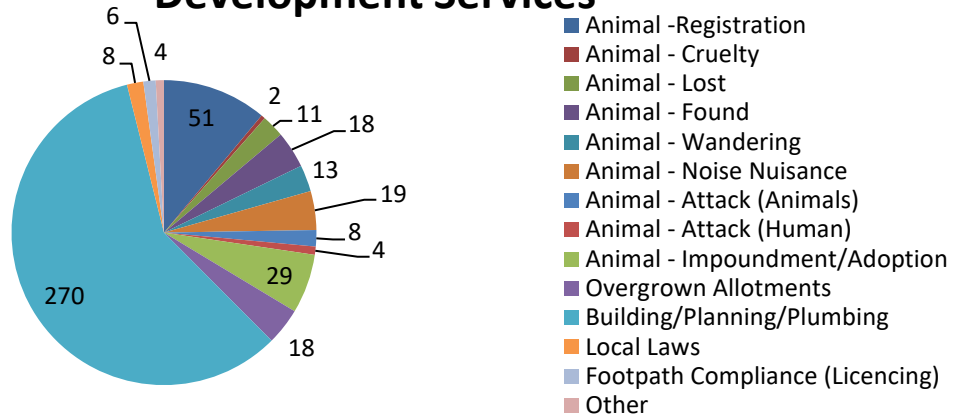
Request: Enquiry completed at first point of contact i.e. Customer Service Request
Receipt: Payment to Council
Referral: Query was referred to the appropriate business unit for action

Corporate & Community



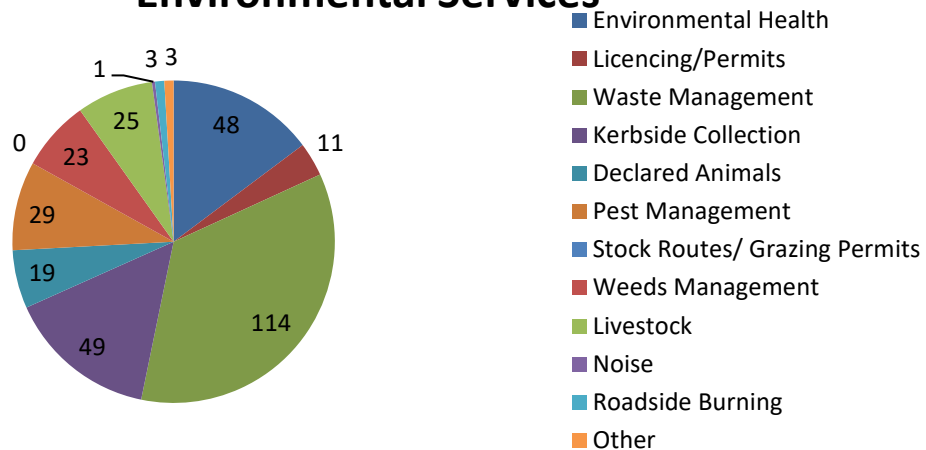
Request: 42% Receipt: 1% Referral: 57%

Development Services



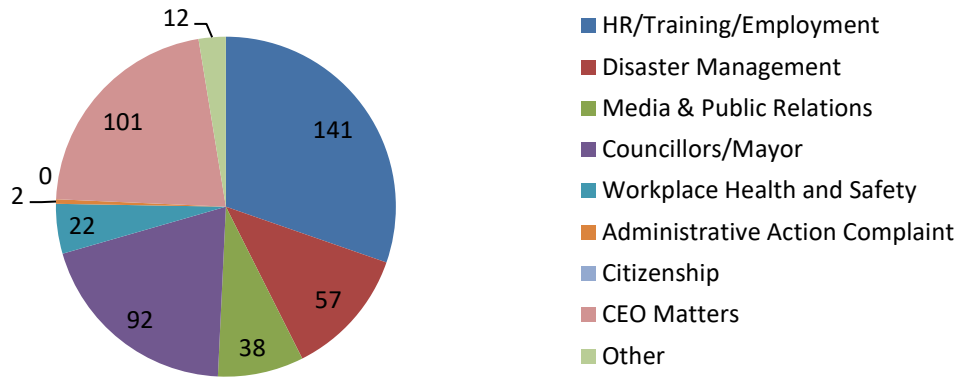
Request: 31% Receipt: 1% Referral: 68%

Environmental Services



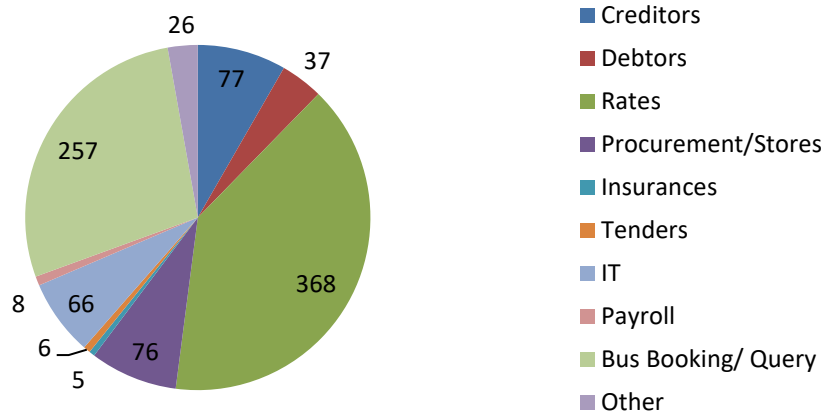
Request: 43% Receipt: 1% Referral: 56%

Executive Services



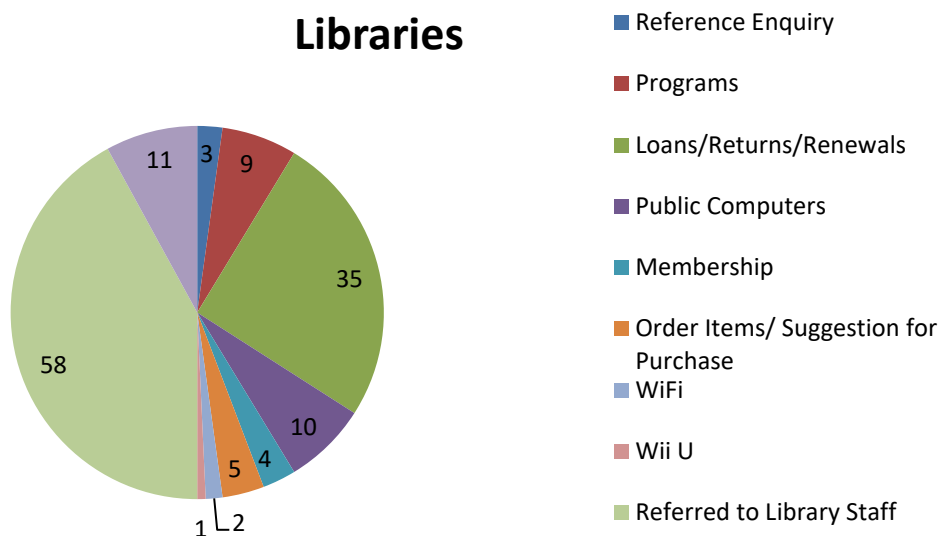
Request: 27% Receipt: 0% Referral: 73%

Finance

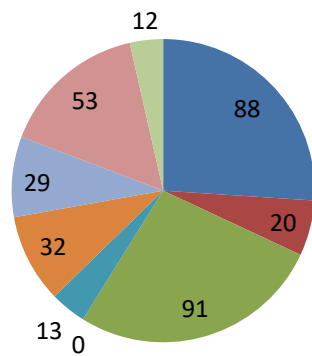


Request: 50% Receipt: 5% Referral: 45%

Libraries



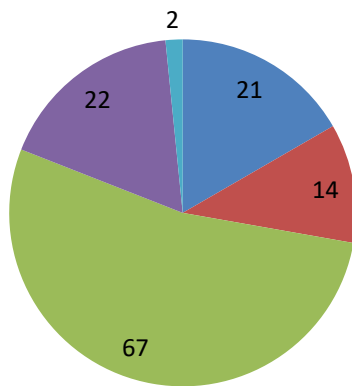
Technical Services



- Water & Waste Water
- Airports
- Facilities/ Facility Maintenance
- Mobile Kitchen/Toilet
- Rural/Urban Addressing
- Communications/Website/TV Reception
- Special Projects
- Plant & Vehicle Maintenance
- Other

Request: 48% Receipt: 0% Referral: 52%

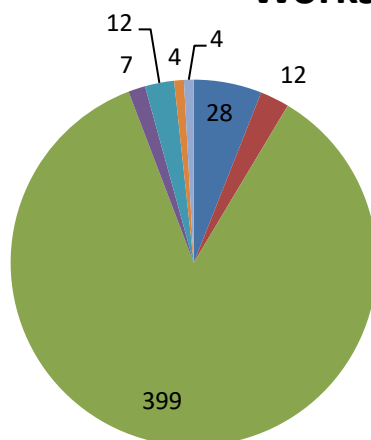
Tourism and Economic Development



- RMWABLC
- Economic Development
- Tourism Information General
- Accommodation/Caravan Parks
- Other

Request: 53% Receipt: 6% Referral: 41%

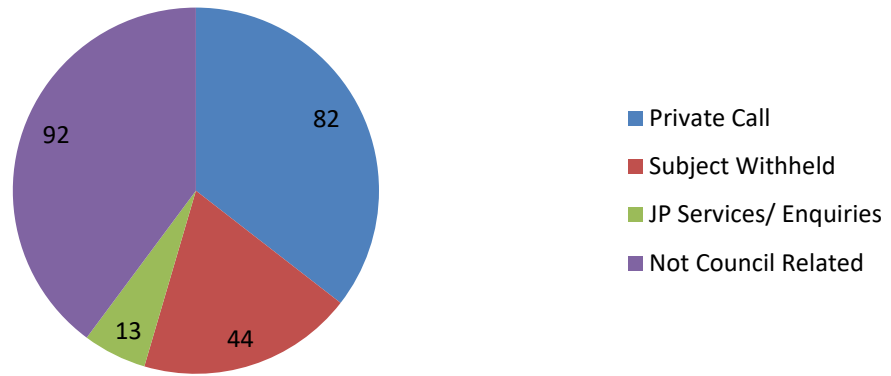
Works



- Parks & Gardens
- Footpaths
- Roads & Streets
- Bridges
- Private Works
- Public Toilets
- Other

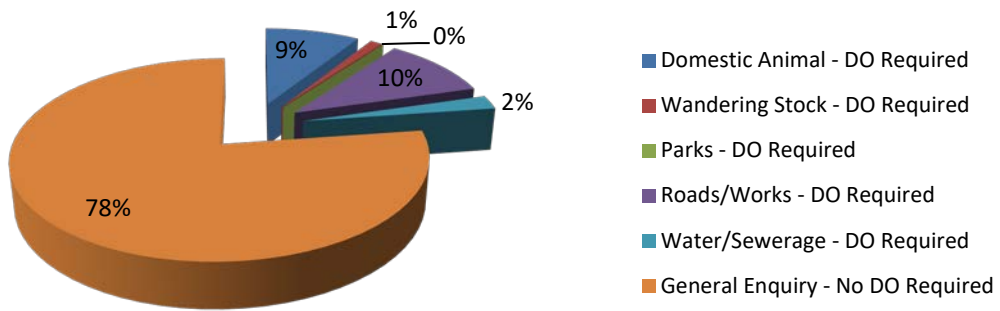
Request: 65% Receipt: 0% Referral: 35%

Other

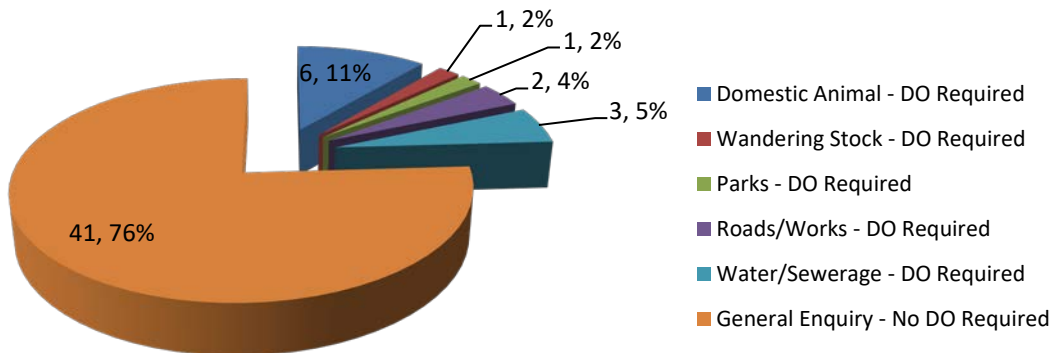


ATTACHMENT 3: PROPEL STATISTICS

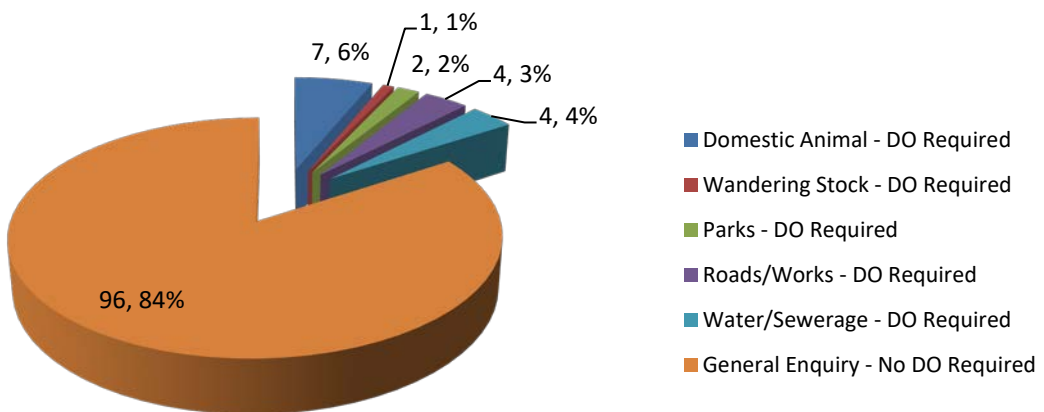
Wrap Codes - October 2017



Wrap Codes - November 2017



Wrap Codes - December 2017



7.5 CUSTOMER SERVICE QUARTERLY REPORT

Doc Id: 855047

Author: Hannah Cooke, Administration Officer
Tracie Myles, Stream Leader Libraries and Customer Service

Authoriser: Brad Duke, General Manager Corporate and Community

Attachments: Nil

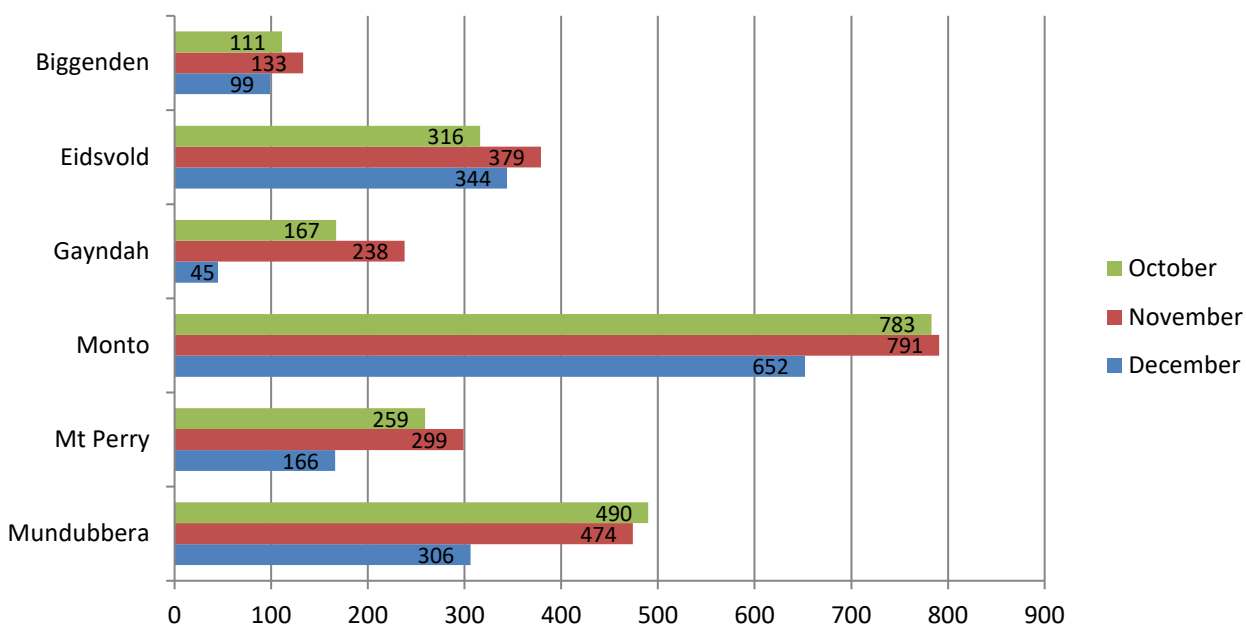
INTRODUCTION/BACKGROUND

Council currently operates six (6) Administration Offices, five (5) of which are combined with Library services. Merging these facilities enabled Council to make improvements to day to day operations and streamline the way Council provides its services to the community. A standalone Library and standalone Customer Service Office still exists in Mundubbera.

The purpose of this report is to provide Council with a 2nd quarter statistics report (01/10/2017 to 31/12/2017) for customer service operations of Council.

OFFICER COMMENTS/CONCLUSION

**Customer Service Enquiry Statistics
(Excl QGAP and Centrelink)**



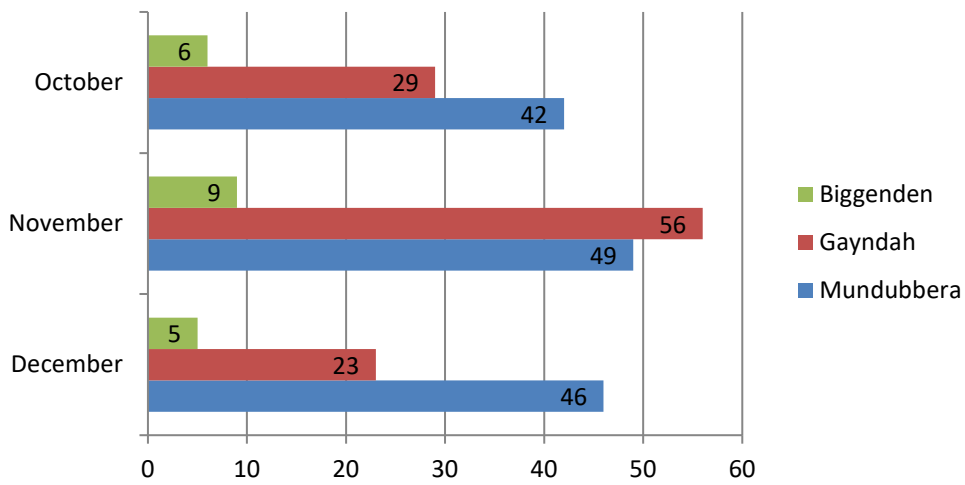
People Counter Statistics

| 1. | 2. BIG | 3. EID | 4. GAY | 5. MON | 6. PER | 7. MUN | 8. TOTAL |
|--------------|----------|----------|----------|----------|----------|----------|-----------|
| 9. October | 10. 451 | 11. 2064 | 12. 1892 | 13. 1624 | 14. 789 | 15. 2255 | 16. 9075 |
| 17. November | 18. 412 | 19. 1836 | 20. 1780 | 21. 1724 | 22. 1061 | 23. 4023 | 24. 10836 |
| 25. December | 26. 347 | 27. 1660 | 28. 1505 | 29. 1439 | 30. 806 | 31. 2918 | 32. 8675 |
| 33. TOTAL | 34. 1210 | 35. 5560 | 36. 5177 | 37. 4787 | 38. 2656 | 39. 9196 | 40. 28586 |

People counter statistics are indicative only of the total customer traffic through a centre, and may be inflated due to occasional staff entry and exits, as well as multiple entries and exits by customers who repeatedly enter and exit a centre.

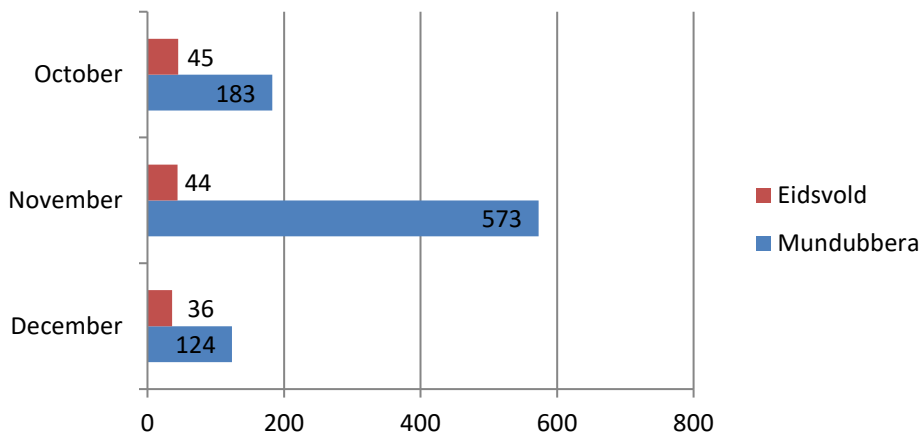
Centrelink Services – Department of Human Services

Centrelink Transactions



QGAP Services – Smart Service Queensland

QGAP Transactions

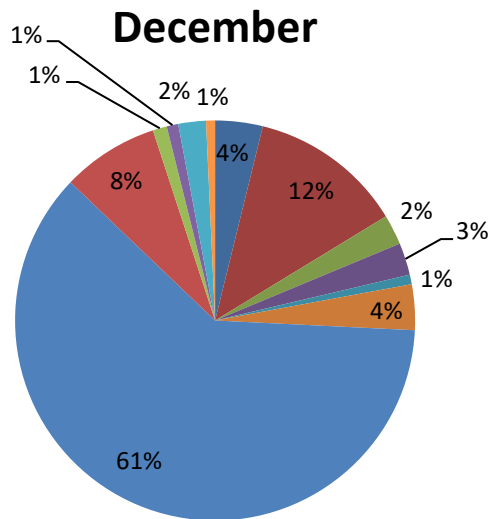
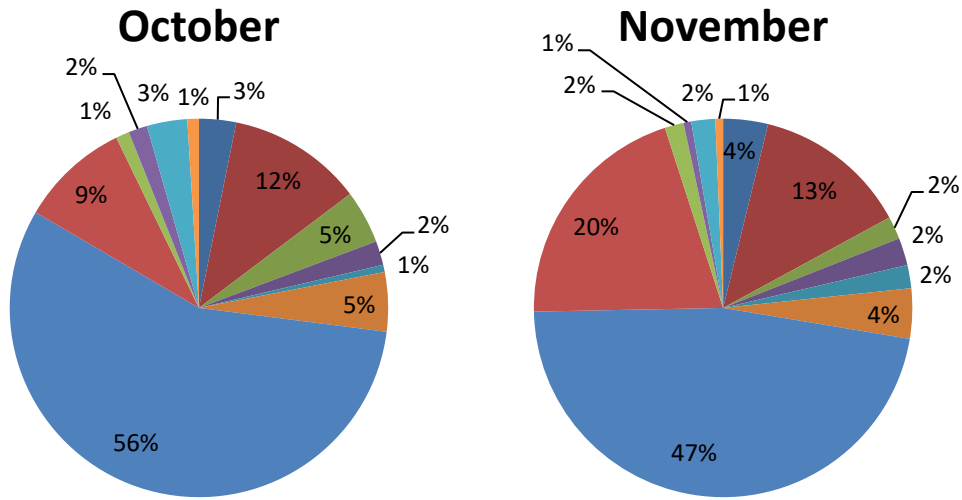


ATTACHMENTS

Attachment 1 – Enquiry Statistics – Breakdown by Department

Attachment 2 – Enquiry Statistics – Breakdown by Topic

ATTACHMENT 1: ENQUIRY STATISTICS – BREAKDOWN BY DEPARTMENT



- Department of Human Services
- Corporate & Community Services
- Development Services
- Environmental Services
- Executive Services
- Finance
- Library
- QGAP
- Technical Services
- Tourism & Economic Development
- Works
- Other

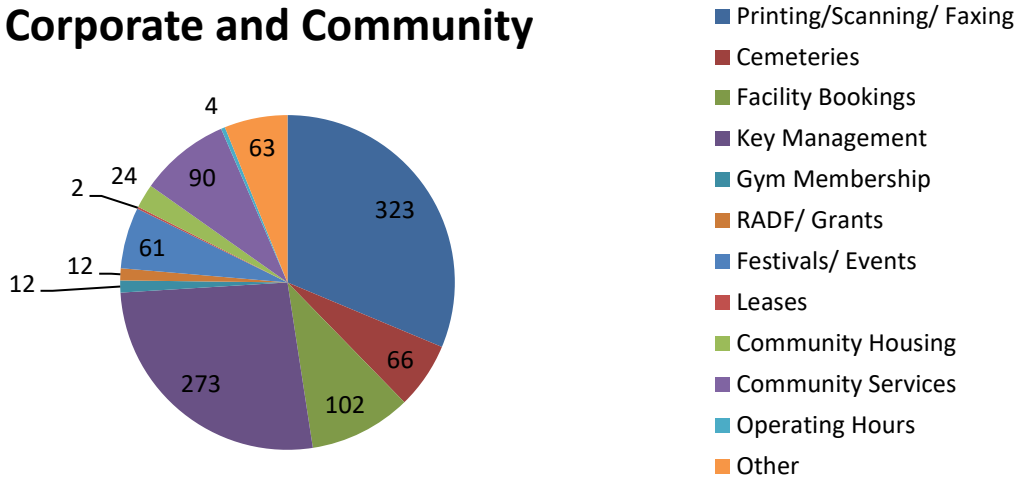
ATTACHMENT 2: ENQUIRY STATISTICS – TOPIC BREAKDOWN

Request: Enquiry completed at first point of contact i.e. Customer Service Request

Receipt: Payment to Council

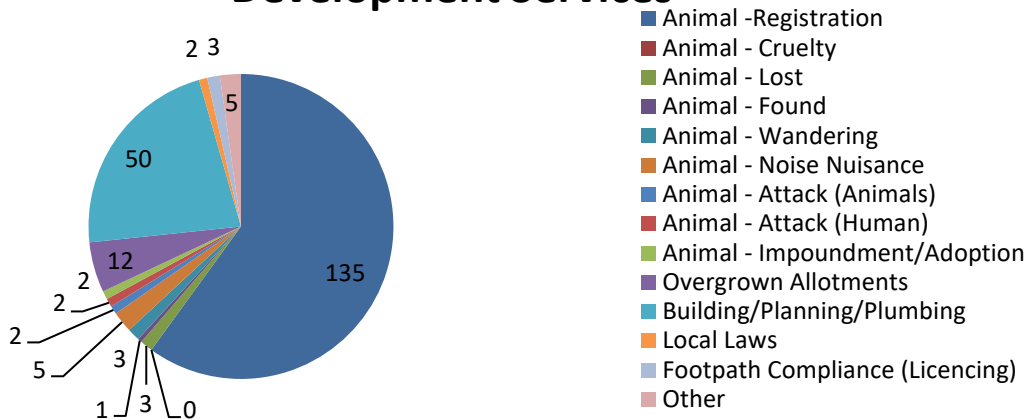
Referral: Query was referred to the appropriate business unit for action

Corporate and Community



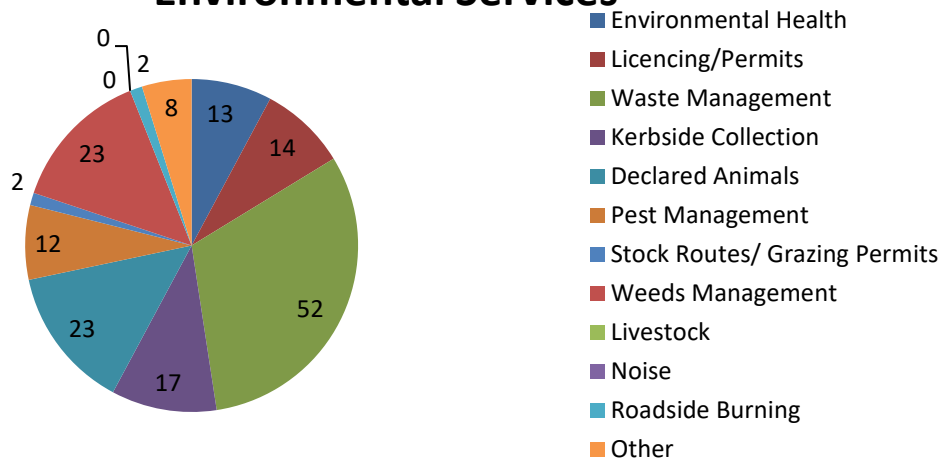
Request: 65% Receipt: 34% Referral: 1%

Development Services



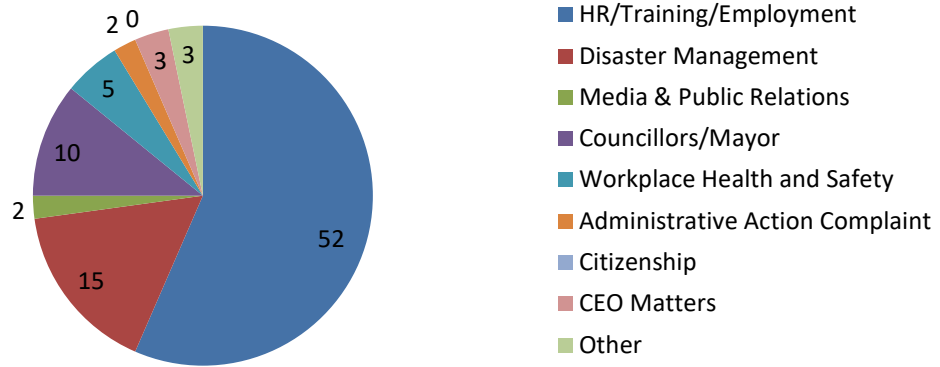
Request: 43% Receipt: 53% Referral: 4%

Environmental Services



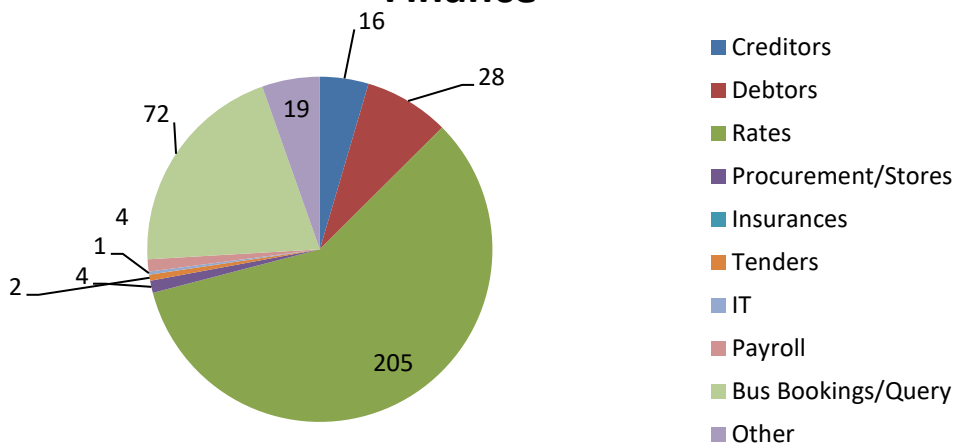
Request: 66% Receipt: 29% Referral: 5%

Executive Services



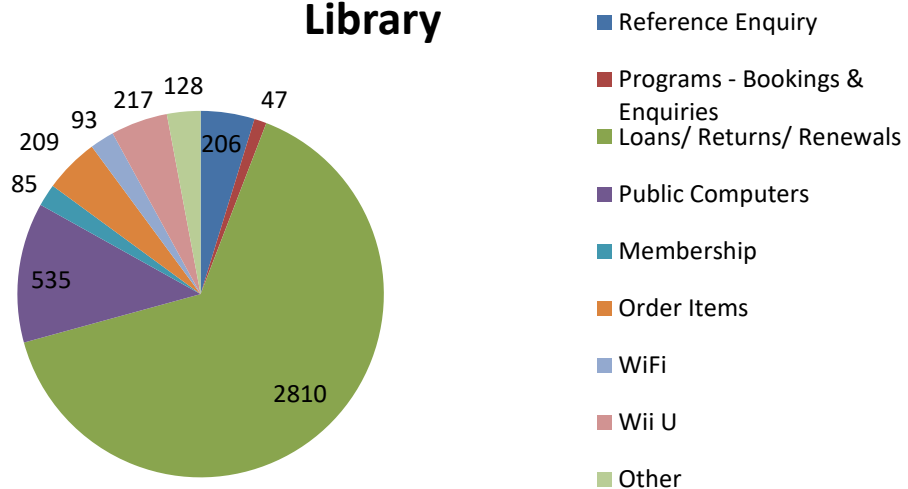
Request: 95% Receipt: 1% Referral: 4%

Finance

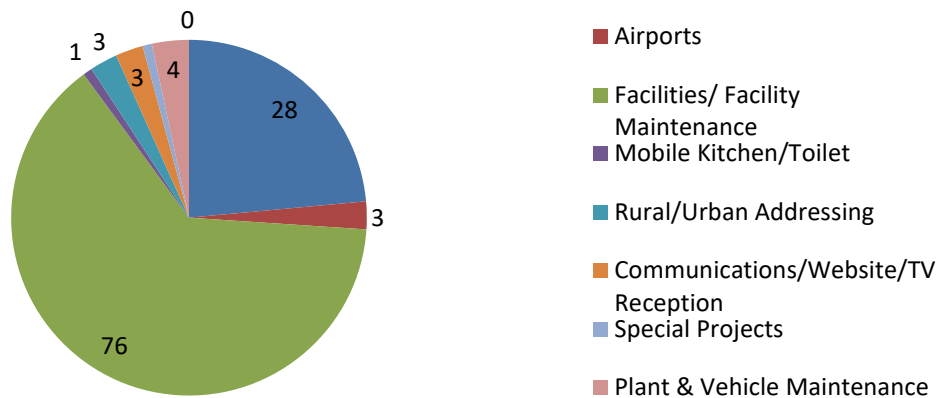


Request: 44% Receipt: 55% Referral: 1%

Library

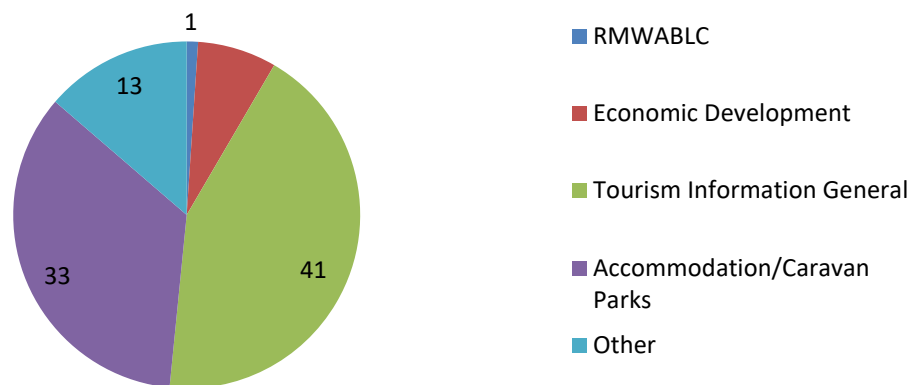


Technical Services



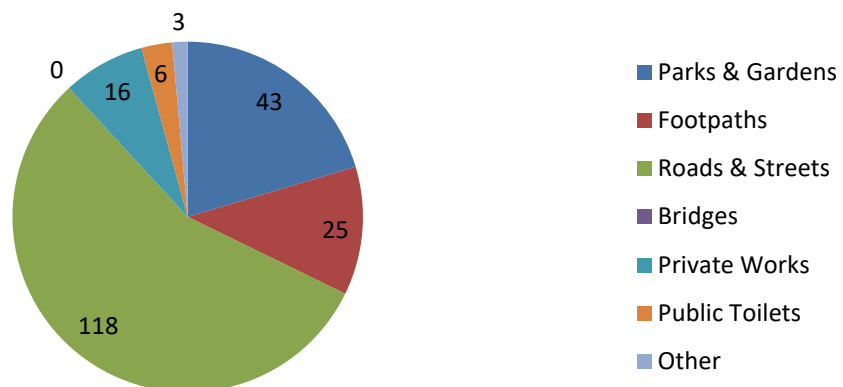
Request: 84% Receipt: 12% Referral: 4%

Tourism and Economic Development



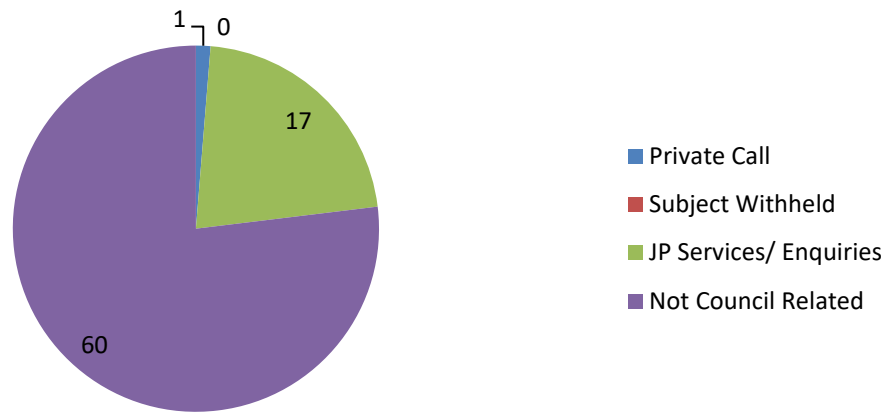
Request: 74% Receipt: 26% Referral: 0%

Works



Request: 97% Receipt: 1% Referral: 2%

Other



7.6 POLICY REVIEW - GAYNDAH CEMETERY

Doc Id: 856348

Author: Brad Duke, General Manager Corporate and Community

Authoriser: Mark Pitt, Chief Executive Officer

Attachments:

1. Gayndah Cemetery attachments.pdf [857653]
2. 19 June 2002 Resolution.pdf [857654]
3. 24 August 2005 Resolution.pdf [857655]
4. 28 September 2005 Resolution.pdf [857657]

INTRODUCTION/BACKGROUND

Recent correspondence to Council and a decision of the Communities Portfolio Meeting held on 6 February 2018, has recommended a review of the existing procedure regarding the installation of memorial plaques at the Gayndah Lawn Cemetery (only). Council's *Local Law No.1 (Administration) 2011* and *Subordinate Local Law No.1 (Administration) 2011* and Schedule 14 "Operation of Cemeteries" provides legislation powers to Council, while the **attached** procedure for "NBRC Cemetery/Lawn/Columbarium – Plaque & Allotment Specifications" has been developed to support specific requirements on these sites across the region. A detailed search of Council records has failed to find any reasons why Rows A to K allow 2 slabs for additional placement of plaques and Row L onwards one slab only allowed, double style plaques to be used. In addition **attached** are resolutions dated, 19 June 2002, 24 August 2005 and 28 September 2005 providing Council history on this matter.

CORPORATE/OPERATIONAL PLAN

Theme 5: Our Efficient and Effective Council

5.12: Cemeteries

5.12.1: Provide cemeteries that meet the needs of the community

POLICY IMPLICATIONS

Nil, Council can review its policy position regarding a matter at any time.

STATUTORY REQUIREMENTS

Consistency with *Local Law No.1 (Administration) 2011* and *Subordinate Local Law No.1 (Administration) 2011* and Schedule 14 "Operation of Cemeteries"

FINANCIAL REQUIREMENTS

Not applicable

RISK MANAGEMENT

Not applicable, Council can review any policy position from time to time. Recent correspondence from Gayndah resident/s to Council has brought the matter to further attention.

CONSULTATION

Council staff over a period of time have worked on the policy position to try and accommodate the varied circumstances across the North Burnett region with respect to cemeteries and columbariums. There has been no community consultation on any proposed policy / procedural changes etc. This report has been prepared to address recent community concerns expressed regarding Rows A to K allowing 2 slabs for additional placement of plaques and from Row L onwards one slab allowed, double style plaques must be used.

RECOMMENDATION

No.1

That Council confirm the “NBRC Cemetery/Lawn/Columbarium – Plaque & Allotment Specifications” as policy with a media statement being prepared to advise the public on this decision.

RECOMMENDATION

No.2

That Council confirm the “NBRC Cemetery/Lawn/Columbarium – Plaque & Allotment Specifications” as policy (***as amended***) with a media statement being prepared to advise the public on this decision.

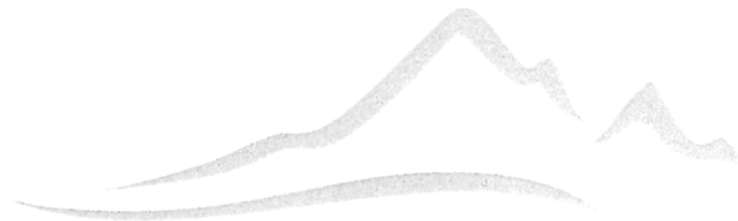


Mailing Address: PO Box 390, Gayndah Qld 4625
 Street Address: 34-36 Capper Street, Gayndah Qld 4625
 Telephone: 1300 696 272
 Facsimile: (07) 4161 1425
 Email: admin@northburnett.qld.gov.au
 Web: www.northburnett.qld.gov.au
 ABN: 23 439 388 197

| NBRC CEMETERY LAWN/COLLUMBARIUM - PLAQUE & ALLOTMENT SPECIFICATIONS | | | | | | | |
|---|---|--|--|--|--|-----------------|--|
| TOWN | SECTION | ALLOTMENT/NICHE DESCRIPTION | ALLOTMENT OR NICHE SIZE ie. Actual size of slab/plaque area/niche | SUGGESTED PLAQUE SIZE | SUGGESTED DESIGN NUMBER Refer to Worssel & Co booklet or website | LINES AVAILABLE | STANDARD FONT, EDGE, BORDER, NICKS & FIXINGS |
| BIGGENDEN | LAWN - Degilbo <input checked="" type="checkbox"/> - Coalstoun Lakes <input checked="" type="checkbox"/> - Dallarnil <input checked="" type="checkbox"/> - Chowey <input checked="" type="checkbox"/> | Level non raised plinths in each Cemetery 2 x Vase Holes included per each Lawn slab Degilbo All rows facing the same direction Raised benches allowed Rows 1-2 NO RAISED BENCHES allowed Rows 3 thereafter, No more than a 50mm rise of granite and plaque from the plinth slab, including plaque Dallarnil: All rows facing the same direction Raised benches allowed Row 1 only NO RAISED BENCHES allowed from Row 2 thereafter, No more than a 50mm rise of granite and plaque from the plinth slab, including plaque Coalstoun Lakes: All rows facing the same direction NO RAISED BENCHES allowed, No more than a 50mm rise of granite and plaque from the plinth slab, including plaque | Size of Slab 1200mm X 600mm | Commonly used 380 x 280mm 4.5mm thick | Single 1, 2, 4 (rectangle) 25 (oval) Double 3, 6, 7, 15 (rectangle) 26 (oval) | 7-8 lines | - Roman - Raised Edge - Nicks on rectangle plaques - No Fixings |
| | COLUMBARIUM - Degilbo <input checked="" type="checkbox"/> - Coalstoun Lakes <input checked="" type="checkbox"/> - Dallarnil <input checked="" type="checkbox"/> - Chowey <input checked="" type="checkbox"/> | - Single <input checked="" type="checkbox"/> - Double <input checked="" type="checkbox"/> | Standard brick size | Size restricted to 200 x 150mm 3mm thick | Single only 33, 33a (rectangle only, no oval option available) | 6-7 lines | - Helvetica - Raised Edge - Nicks - 4 Holes |

| NBRC CEMETERY LAWN/COLLUMBIUM - PLAQUE & ALLOTMENT SPECIFICATIONS | | | | | | | |
|---|---|---|---|--|---|-----------------|--|
| TOWN | SECTION | ALLOTMENT/NICHE DESCRIPTION | ALLOTMENT OR NICHE SIZE ie. Actual size of slab/plaque area/niche | SUGGESTED PLAQUE SIZE | SUGGESTED DESIGN NUMBER Refer to Worsel & Co booklet or website | LINES AVAILABLE | STANDARD FONT, EDGE, BORDER, NICKS & FIXINGS |
| GAYNDAH | LAWN - Gayndah <input checked="" type="checkbox"/> - Byrnestown <input checked="" type="checkbox"/> | Level non raised individual slabs laid on as needs basis. Rows A to K allow 2 slabs for additional placement of plaques Row L one slab only allowed, double style plaques must be used All rows facing the same direction NO RAISED BENCHES allowed in any Row No more than a 50mm rise of granite and plaque from the plinth slab, including plaque. 1 Vase Hole included per slab, additional vase hole attracts fee. | Size of Slab 450 x 720mm | Commonly used 380 x 280 mm 4.5mm thick | Single Plaque Design 1, 2, 4 (rectangle) Double Plaque Design 3, 6, 13, 16 (rectangle) | 7 to 8 Lines | - Roman, - Raised edge - Nicks on rectangle plaques - 4 lugs |
| | COLUMBIUM - Gayndah <input checked="" type="checkbox"/> - Byrnestown <input checked="" type="checkbox"/> | - Single <input checked="" type="checkbox"/> - Double <input checked="" type="checkbox"/> | Single Niche 135mm(W) x 90mm(H) x 235mm(D) Double Niche 135mm(W) x 175mm(H) x 235mm(D) | Single Size restricted to 200 x 150 mm Double Size restricted to 205 x 232 mm | Single Plaque Design 30, 31 & 31 (rectangle) Double Plaque Design 32, 35 & 37 (rectangle only, no oval option available) | 6 to 7 Lines | - Helvetica - Raised Edge - Nicks - 4 (1x8g) holes and screws |

| NBRC CEMETERY LAWN/COLLUMBIUM - PLAQUE & ALLOTMENT SPECIFICATIONS | | | | | | | |
|---|---|---|---|--|---|-----------------|--|
| TOWN | SECTION | ALLOTMENT/NICHE DESCRIPTION | ALLOTMENT OR NICHE SIZE ie. Actual size of slab/plaque area/niche | SUGGESTED PLAQUE SIZE | SUGGESTED DESIGN NUMBER Refer to Worsel & Co booklet or website | LINES AVAILABLE | STANDARD FONT, EDGE, BORDER, NICKS & FIXINGS |
| MONTI | LAWN - Monto No.2 <input checked="" type="checkbox"/> - Monto No.1 <input checked="" type="checkbox"/> - Mulgildie <input checked="" type="checkbox"/> - Rawbelle <input checked="" type="checkbox"/> | Raised bench style headstones on plinth Lawn rows are structured head to head 2 x Small Vase Holes included per Lawn slab | Plaque area 475 x 360mm Entire Slab 1200 x 450mm | Commonly used 380 x 280mm 4.5mm thick | Single 1, 2, 4 (rectangle) 25 (oval) Double 3, 6, 7, 15 (rectangle) 26 (oval) | 7-8 lines | - Roman - Raised Edge - Nicks on rectangle plaques - Lugs & Studs |
| | COLUMBIUM - Monto No.2 <input checked="" type="checkbox"/> - Monto No.1 <input checked="" type="checkbox"/> - Mulgildie <input checked="" type="checkbox"/> - Rawbelle <input checked="" type="checkbox"/> | - Single <input checked="" type="checkbox"/> - Double <input checked="" type="checkbox"/> | | Single Size restricted to 165x140mm 3mm thick Double Size restricted to 165x229mm 3mm thick | Single Design 33 (rectangle) Double Design 34 (rectangle only, no oval option available) | 7 lines | - Helvetica - Raised Edge - Nicks - 4 holes |



| NBRC CEMETERY LAWN/COLLUMBARIUM - PLAQUE & ALLOTMENT SPECIFICATIONS | | | | | | | |
|---|---|---|--|--|--|-----------------|--|
| TOWN | SECTION | ALLOTMENT/NICHE DESCRIPTION | ALLOTMENT OR NICHE SIZE ie. Actual size of slab/plaque area/niche | SUGGESTED PLAQUE SIZE | SUGGESTED DESIGN NUMBER Refer to Worsel & Co booklet or website | LINES AVAILABLE | STANDARD FONT, EDGE, BORDER, NICKS & FIXINGS |
| MT PERRY | LAWN - Mt Perry <input checked="" type="checkbox"/> | Level non raised plinth All rows facing the same direction Rows 1-2 allow for vertical raised headstone No Vase Holes included in Rows 1-3 Headstone and Plaque Options Option for Plaque only is allowed but customer must be made aware that a plaque only style on slab or flat marble will not be inline with the present amenity Optional headstone may be available from Council | Entire Slab 1200 x 390mm | No standard plaque sizes Optional Vertical polished black granite Headstone size of 450(width) x 70(deep) x 500(high) which fits into 50mm deep slot in plinth | Single 1, 2, 4 (rectangle) 25 (oval) Double 3, 6, 7, 15 (rectangle) 26 (oval) | 7-8 lines | - Roman - Raised Edge - Nicks on rectangle plaques - No Fixings |
| | COLUMBARIUM - Mt Perry <input checked="" type="checkbox"/> | - Single <input checked="" type="checkbox"/> - Double <input checked="" type="checkbox"/> | 165W x 180H x 310D | Size restricted to 230 x 230mm | Single Design 30,31,34 Double 32,35,35A,37 (rectangle only, no oval option available) | 6-7 lines | - Helvetica - Raised Edge - Nicks - 4 Holes |
| | MEMORIAL GARDEN - Mt Perry <input checked="" type="checkbox"/> | Open garden available for memorial plaques, no slab to affix plaque to Note: No plaque credit available to this section | No specifications for these plaques, family to make an application for their preference. Consider on as needs basis. | | | | |

| NBRC CEMETERY LAWN/COLLUMBIUM - PLAQUE & ALLOTMENT SPECIFICATIONS | | | | | | | |
|---|---|---|---|--|---|-----------------|--|
| TOWN | SECTION | ALLOTMENT/NICHE DESCRIPTION | ALLOTMENT OR NICHE SIZE ie. Actual size of slab/plaque area/niche | SUGGESTED PLAQUE SIZE | SUGGESTED DESIGN NUMBER Refer to Worssel & Co booklet or website | LINES AVAILABLE | STANDARD FONT, EDGE, BORDER, NICKS & FIXINGS |
| MUNDUBBERA | LAWN - Mundubbera <input checked="" type="checkbox"/> | Rows A-B are facing the same direction Row C thereafter are structured head to head Row A-E raised bench style headstones on plinth Rows A – E – 2 Vase Holes Included Row G thereafter slightly raised style headstones on merged plinth Row G thereafter – 1 Vase Hole only included, no option for additional Vase Hole | Plaque sizes are restricted to keep a consistent standard throughout the lawn | Size Restricted to 380mm x 216mm | Single 1A, 5, 16, 17 (rectangle) 27 (oval) Double 6A, 16 (rectangle) 28 (oval) | 7 lines | - Universe (Arial) - Comscript (Lucida Calligraphy) - Glued on to hob/beam - Nicks on rectangle plaques |
| | COLLUMBIUM - Mundubbera <input checked="" type="checkbox"/> | - Single <input checked="" type="checkbox"/> - Double <input checked="" type="checkbox"/> | New Section Niche Size – 235mm(W) x 95mm(H) x 230mm(D) Old Section Niche Size - Single 120mm(W) x 90mm(H) x 240mm(D) Double 240mm(W) and as above | Size Restricted to New section 279mm x 121mm Old section Single 165mm x 127mm Double 279mm x 121mm | Old section Single Design 33,33a Double 20,21 (rectangle only, no oval option available) | 6-7 lines | - Universe (Arial) - Comscript (Lucida Calligraphy) - 4 screw holes - Nicks on rectangle plaques |
| | WALL OF REMEMBRANCE - Mundubbera <input checked="" type="checkbox"/> | - Single <input checked="" type="checkbox"/> - Double <input checked="" type="checkbox"/> Note: No plaque credit available to this section | No niches | Size Restricted to 165mm x 127mm | Single Design 33,33a | 6-7 lines | - Universe (Arial) - Comscript (Lucida Calligraphy) - 4 screw holes - Nicks on rectangle plaques |

| NBRC CEMETERY LAWN/COLLUMBARIUM - PLAQUE & ALLOTMENT SPECIFICATIONS | | | | | | | |
|---|---|---|---|--|--|-----------------|--|
| TOWN | SECTION | ALLOTMENT/NICHE DESCRIPTION | ALLOTMENT OR NICHE SIZE ie. Actual size of slab/plaque area/niche | SUGGESTED PLAQUE SIZE | SUGGESTED DESIGN NUMBER Refer to Worsell & Co booklet or website | LINES AVAILABLE | STANDARD FONT, EDGE, BORDER, NICKS & FIXINGS |
| EIDSVOLD | LAWN - No. 2 (New) <input checked="" type="checkbox"/> - No.1 (Old) <input checked="" type="checkbox"/> - Grosvenor <input checked="" type="checkbox"/> | Raised bench style headstones on plinth Lawn rows are structured head to head 2 x Small Vase Holes included per Lawn slab | Plaque area 475 x 360mm Entire Slab 1500 x 450mm | Commonly used 380 x 280mm 4.5mm thick | Single 1, 2, 4 (rectangle) 25 (oval) Double 3, 6, 7, 15 (rectangle) 26 (oval) | 7-8 lines | - Roman - Raised Edge - Nicks on rectangle plaques - Lugs & Studs |
| | COLLUMBARIUM - No. 2 (New) <input checked="" type="checkbox"/> - No.1 (Old) <input checked="" type="checkbox"/> - Grosvenor <input checked="" type="checkbox"/> | - Single <input checked="" type="checkbox"/> - Double <input checked="" type="checkbox"/> | Brick size of 220mm x 110mm x 90mm | Size restricted to 182mm x 129mm | 33, 33a (rectangle only, no oval option available) | 6-7 lines | - Helvetica - Raised Edge - Nicks - Brackets (130mm centres) |



Minutes of the General Meeting of the Council of the Shire of Gayndah held in the Council Chambers, Gayndah on Wednesday 19th June 2002, commencing at 8.40 am.

That Council adopt the Operational Plan for the 2002/2003 financial year, as the basis for formulation of a Budget for the financial year.

Carried

General Business

- Cr Slack - Plaque for Stan Ping Water Treatment Plant to have proper wording
 Cr Hinds - Library book numbers to be advised to Council, in comparison with old site numbers
 Cr Baker - Advised of present youth activities
 - Attended meeting with EPA in Bundaberg on 17th June about BCCA business
 - Reported on BCCA mapping project update
 - All six Shires now involved in this project
 Cr Dobson - Town Clock needs attention
 Cr Goebel - Attention needed in Fielding Street where the palm trees were removed (at Mrs Philips), with footpath area to be levelled
 - Car body in yard at 1 Bridge Street
 Cr Mellor -

Lawn Cemetery

Min 2002.06.44

Moved by Cr C.J. Mellor seconded by Cr I.R. Dobson

That Council, from this time on, do not accept variations for grave stones and plaques from the accepted standard (flat grave stones and standard size plaques). Further that, in case of two or more burials, that names be placed on one plaque, therefore eliminating the need for possibly of larger stones or 2 plaques.

Carried

Min 2002.06.45

Moved by Cr C.J. Mellor seconded by Cr K.C. Slack

That Council plant a row of trees or shrubs acceptable to the Chief Executive Officer, along Porter Street side of Chief Executive Officer's residence to improve privacy.

Carried

- Council to liaise with Perry Shire about timing of grading of Gayndah - Mt Perry Road
 - Welcome to Gayndah sign on eastern end has its visibility reduced due to a shrub which needs trimming
 - Water Officer to consult with Fire Brigade to generate a standard for placement of blue hydrant markers
 Cr Douglass - Some 60 KPH speed signs are obscured by trees
 - Attended WBROC meeting and reported on business conducted
 Cr Huth - Cr Huth presented his report to Council



 Mayor P.J. Huth

Item No.: 8.7.9

**GAYNDAH SHIRE COUNCIL
General Meeting No. 8**

Tuesday, August 23 and Wednesday, August 24, 2005

SUBJECT: Policy on Gravestones and Plaques

AUTHOR: Jim Brown

FILE No.:

EXECUTIVE SUMMARY:

OFFICERS RECOMMENDATION:

1. BACKGROUND (Any attachments should be clearly labelled)

Comment

The current policy resolution of June, 2002 provides:

2002.06.44

That Council, from this time on, do not accept variations for grave stones and plaques from the accepted standard (flat grave stones and standard size plaques). Further, that in case of two or more burials, that names be placed on one plaque, therefore eliminating the need for possibly of larger stones or 2 plaques.

Councillors will recollect that on a recent occasion an application from Mrs H Schmierer was denied because it conflicted with that policy statement.

It is apparent that there are many shades of grey in the implementation of this policy, or parts of it, and a review would appear appropriate.

There are several areas which may benefit from on site inspection if time permits this meeting and the cemetery is one of them.

The issues which appear to be of prime relevance are -

1. A degree of uniformity to enhance machinery access and maintenance of the cemetery
2. Use of materials which are more resilient eg. concrete in lieu of granite
3. Size of gravestones for ease of handling (?)

2. LINK TO CORPORATE PLAN

3. CONSULTATION (External/Internal)

4. LEGAL IMPLICATIONS (Statutory bases, legal risks)

5. POLICY IMPLICATIONS

6. FINANCIAL AND RESOURCE IMPLICATIONS

Item No.: 9.10.2

**GAYNDAH SHIRE COUNCIL
Works Meeting No. 9**

Wednesday, September 28, 2005

SUBJECT: Policy – Gravestones and Plaques in the Gayndah Cemetery

AUTHOR: Jim Brown

FILE No.: 24:006

EXECUTIVE SUMMARY:

OFFICERS RECOMMENDATION:

"That the Policy on Gravestones and Plaques in the Gayndah Cemetery be adopted."

1. BACKGROUND (Any attachments should be clearly labelled)

Objective

To ensure that there is a reasonable degree of consistency in the type and size of gravestones and plaques in the Lawn Cemetery section in order to facilitate access and maintenance operations and to enhance the amenity of the cemetery.

Authority

By virtue of the provisions of Council's Local Law No. 13 (Cemeteries) 2003, a person may not erect or install a memorial to a deceased person in the cemetery unless authorised by Council and subject to such conditions as Council may impose.

The subordinate Local Law No. 13 (Cemeteries) 2003 provides that the licence conditions should have regard for criteria to ensure that such memorial is

- consistent with the existing amenity of the cemetery, and
- design and wording to be approved, and
- constructed of suitable weather resistant material and structurally sound.

Considerations

When deceased persons are to be buried in the older portion of the cemetery, headstones and plaques still require approval however there are less stringent requirements for conformity than in the Lawn Cemetery section.

In the Lawn Cemetery section there is a need to ensure that gravestones are limited in size and height and sufficiently robust to accommodate the passage of mowing and excavation equipment.

Council provides a standard concrete gravestone and memorial plaque as a component of the burial charges and the dimensions are –

| | |
|---------------------|-------------|
| Concrete gravestone | 750 x 450mm |
| Brass plaque | 381 x 280mm |

Item No.: 9.10.2

Where two deceased persons are buried in the same grave there may be two separate gravestones and plaques in some instances.

The policy resolution no. 2002.06.44 of 19 June appears not to have been implemented consistently and hence the need for review and clarification of policy.

Policy Statement

1. Council will continue to provide a concrete gravestone, not exceeding 750 x 450mm and a brass plaque not exceeding 381 x 280mm as part of the burial arrangements and charges in order to ensure that graves are suitably marked and identifiable.
2. Where a second deceased person is to be interred in a grave, there may be a second gravestone and plaque not exceeding the above dimensions
3. In instances where a private person wishes to use a gravestone material other than concrete they shall supply the gravestone for placement by the Council and its dimensions shall not exceed – single 750 x 450mm
Double 1500 x 900mm

Note

- a) Where the material is of insufficient strength to be used on its own it will be laid on a concrete foundation (or with a concrete surround) to achieve Councils requirements
 - b) Any facility for holding flowers should be incorporated in the gravestone and not protrude above it
4. Where a private person wishes to have a non-standard plaque incorporated such plaque shall nevertheless be of similar proportions to the Council standard and shall not protrude more than 20mm above the gravestone.

Status

This policy supersedes all previous policies in relation to the subject matter and has effect from the date hereof.


2. LINK TO CORPORATE PLAN

3. CONSULTATION (External/Internal)

4. LEGAL IMPLICATIONS (Statutory bases, legal risks)

5. POLICY IMPLICATIONS

6. FINANCIAL AND RESOURCE IMPLICATIONS



.....
Report prepared by:
Jim Brown

7.7 FINANCE REPORT

Doc Id: 857636

Author: Lisa Benham, Corporate Services Manager

Authoriser: Brad Duke, General Manager Corporate and Community

Attachments: 1. January Financial Report doc.docx [857633]

INTRODUCTION/BACKGROUND

In accordance with Section 204 of the Local Government Regulation 2012, a financial report summarising the progress of Council's actual performance against budgeted performance is to be presented to Council. This report provides a summary of Council's financial performance against budget for the financial year to **31 January 2018**.

At Council's Budget Meeting on 5 July 2017, Council adopted the Operational and Capital budget for the financial period 01 July 2017 to 30 June 2018. In the month of December the First Quarter Review was adopted. This budget is compared to the first quarter review.

The Income Statement outlines the result of Council's day to day operations. The Balance Sheet outlines the impact of those operations and capital expenditure.

CORPORATE/OPERATIONAL PLAN

In accordance with Outcome

5 – Good Governance, Section:

- 5.6.1 Commit to open and accountable governance to ensure community confidence and trust in Council and our democratic values

POLICY IMPLICATIONS

There appear to be no policy implications.

STATUTORY REQUIREMENTS

Local Government Regulation 2012 requires that Council be given statements made up to as near as practical to the end of the preceding month.

FINANCIAL REQUIREMENTS

Monitoring of budgets and actuals will remain important if Council is to achieve the financial results adopted as part of the 2017-18 budget, and any variations or anomalies will need to be investigated and action taken as appropriate.

RISK MANAGEMENT

There appear to be no risk management implications.

CONSULTATION

Monthly Reports are sent to Executive Leadership Team for them to analyse and assess

RECOMMENDATION

That the Finance Report as presented be adopted.

OFFICER COMMENTS

PLEASE NOTE:- YEAR TO DATE (YTD) BUDGET IS BASED ON THE 2017-18 Q1 REVIEW

FINANCIAL POSITION

As at 31 December 2017 council has an operating deficit of \$5,622,549 compared to a forecasted annual operating deficit of \$12,654,009.

OPERATING REVENUE – Target \$27.862 million Actual \$14,435,564 –51.80%

Income revenue for the month of January is tracking below YTD forecast, however is within expectation. Rates, levies and charges are only tracking at 45% v 58.30%. This is within expectation as rates and charges are being levied in February and there are current no water charges levied as they are all levied in arrears.

Sales Revenue is has increased since December to 51%. RPC is tracking above budget due to additional works from TMR and will be increased as part of Q3. RMPC is on target. Interest income is above budget, however this will slow now and realign to budget.

OPERATING EXPENDITURE - Target \$40.516 million Actual \$22,836,654– 56.36%

Employee costs continue to track under budget at 53%, however will start to align with the budget as positions are filled after Christmas (Parks & Gardens). Materials and Services continue to track above budget however this is starting to pull back and align with the budget for materials and services.

Plant recoveries still track under budget.

Finance costs are tracking under budget due to timing of the end of year calculations around the landfill provisions. This is tracking according to expectations.

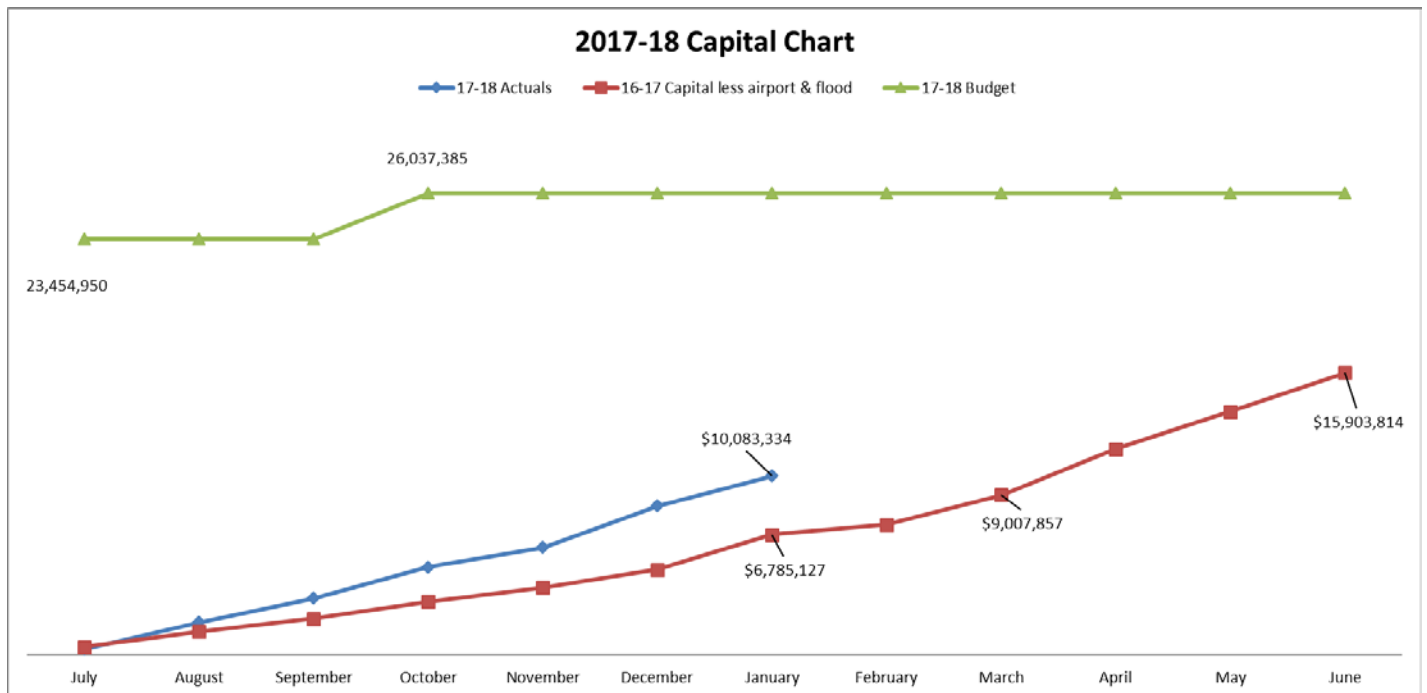
Depreciation has been applied based on 7/12th of the budget for the month of January.

CAPITAL INCOME – TARGET \$17,046,604 MILLION ACTUAL \$8,837,693 – 52%

Capital Income Analysis

| Full Code | 2016/17 Actua | 2017/18 Budg | 2017/18 Actua | Comments |
|--|---------------------|----------------------|---------------------|-------------------------|
| Capital Revenue | | | | |
| 105157000. CAP Grant - Early Warning Flood Network Enhancement Project | 4,500.00 | 10,500.00 | 10,500.00 | |
| 226160000. CAP - Insurance Income | - | 70,000.00 | 70,000.00 | |
| 413160000. NDRRA-Restoration (Marcia) | | 336,665.00 | 467,870.00 | |
| 414160000. NDRRA-Restoration Rain Event Feb 16 | | 2,000,000.00 | 757,279.00 | |
| 415160000. NDRRA - Restoration Works 2017 (Debbie) | - | 2,000,000.00 | 3,495,324.00 | |
| 5001600212. CAP - Passenger Transport Facilities | 6,389.00 | 15,000.00 | - | |
| 5001600223. CAP Grant - Power Enhancement Project Generators | 13,500.00 | 31,500.00 | 30,717.00 | |
| 5001600224. CAP Grant - RM Williams Tourism Enhancement Project | 81,000.00 | 189,000.00 | 189,000.00 | |
| 5001600230. Grant - Walkways | | 220,000.00 | - | |
| 5001600227. GRANT – Mingo Crossing Enhancement Project | | 1,272,820.00 | 637,000.00 | |
| 5001600226. Grant Works for QLD 2016/17 | 948,000.00 | 632,000.00 | 474,000.00 | |
| 500160027. Contribution – Children’s Pool Works Biggenden | | 20,000.00 | 20,000.00 | |
| 5001600228. Grant Works for Qld 2017-19 | - | 1,610,000.00 | 805,000.00 | |
| 700120000. CAP GRANT - TIDS | | 1,093,330.00 | 284,235.00 | |
| 700125000. CAP - Bridge Renewal Program Deep Creek Bridge | - | 2,200,000.00 | - | |
| 700130000. Royalties for th Region (Capital) | 2,825,077.00 | 1,344,901.00 | 1,344,901.00 | Final payment received. |
| 700135000. CAP - R4R - Deep Creek Bridge | 440,000.00 | 1,760,000.00 | - | |
| 700160000. CAP GRANT - LGGSP 17-19 Percy Hindmarsh Bridge Replacement | | - | 175,394.00 | Q3 Budget Review |
| 700140000. CAP GRANT - Roads to Recovery | | 2,146,488.00 | - | |
| 700150000. CAP - Contributions Roads & Streets | | 21,900.00 | - | |
| 706120500. GRANT - Bus Stops | - | 7,500.00 | 7,500.00 | |
| 740160000. CAP Grant - Disaster Communication Enh. Initiative | 163,586.00 | 65,000.00 | 68,972.00 | |
| Total Capital Revenue | 4,482,052.00 | 17,046,604.00 | 8,837,692.00 | |

CAPITAL EXPENDITURE – TARGET \$26,037,385 MILLION ACTUAL \$10,083,334 MILLION – 38.73%

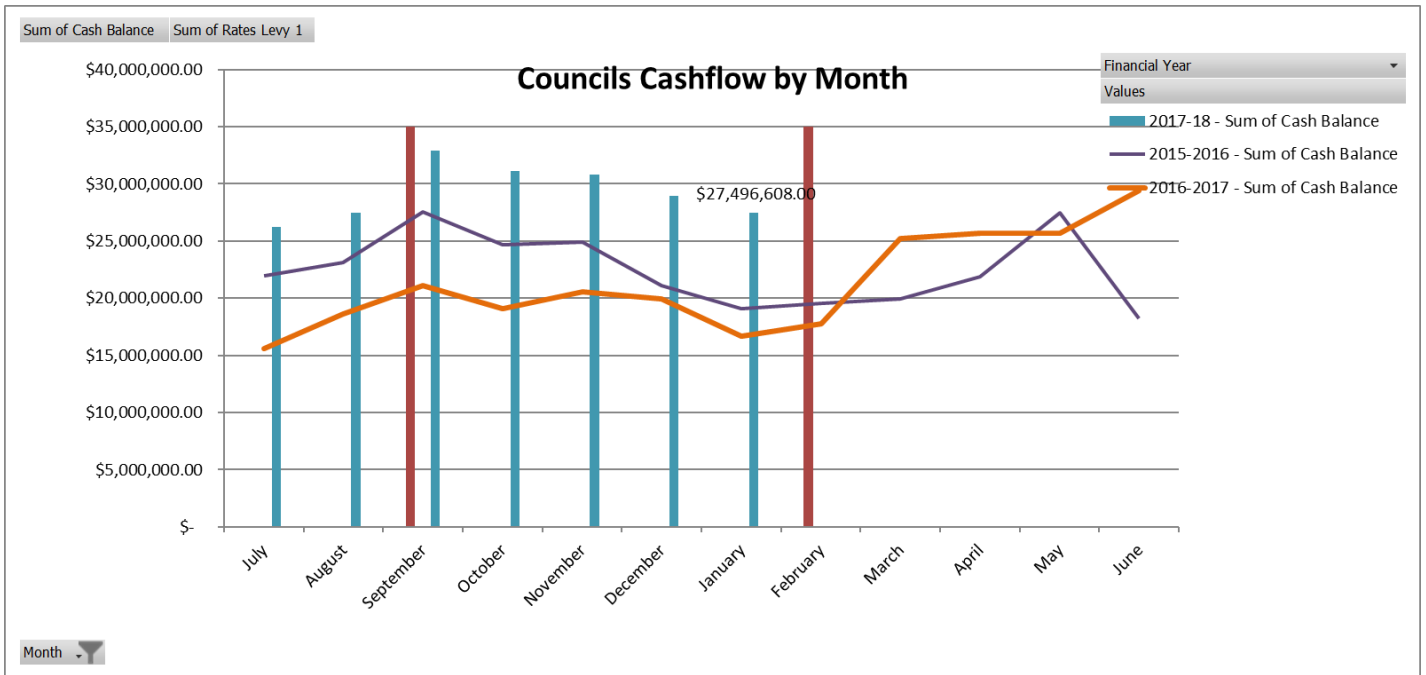


STATEMENT OF FINANCIAL POSITION

The Statement of Financial Position provides information on the breakdown of Council’s assets and liabilities at a point in time. At 31 January 2018, Council had \$29,699,073 in current assets compared to \$4,837,674 in current liabilities with a current ratio of 6.13:1. The ideal ration is 3:1.

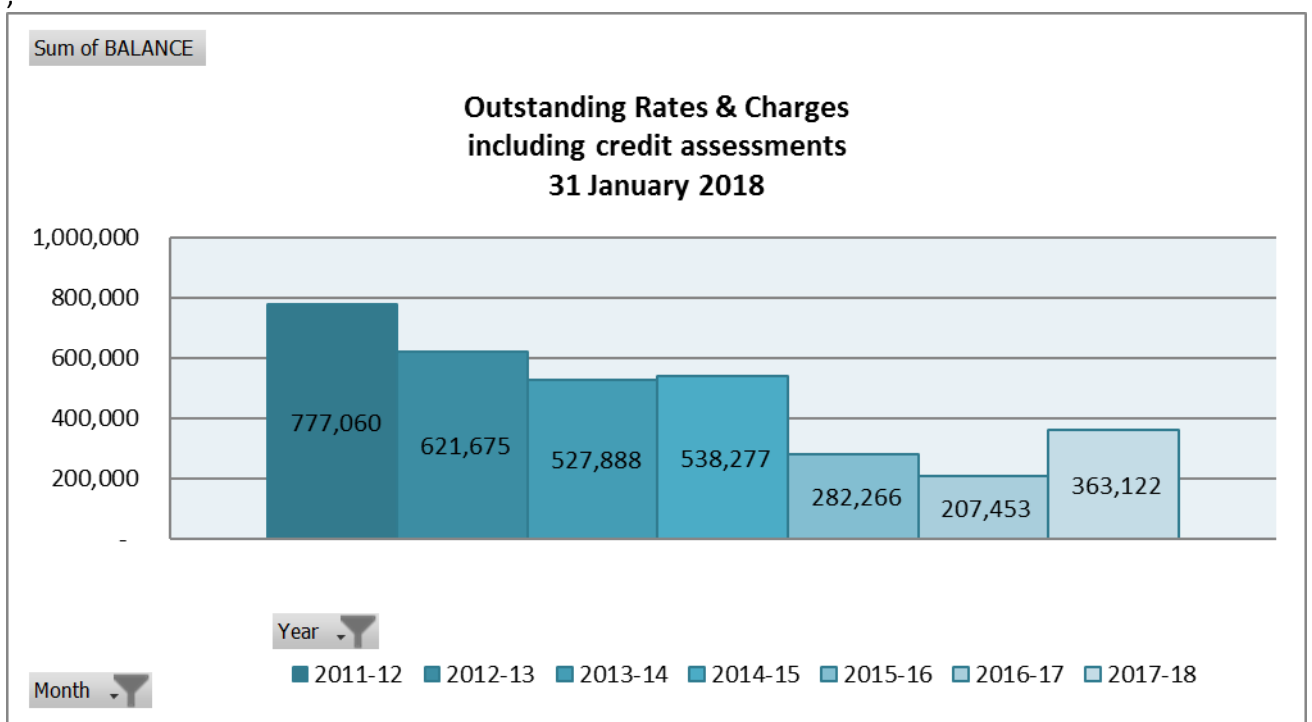
CASH FLOW

The Statement of Cash Flows is important as it shows the real movement in Council’s cash balances, as opposed to the accounting movements shown in the Statement of Income and Expenditure. In order to maintain adequate working capital, it is estimated that Council needs around \$15.00 million cash at any one time, at 31 January 2018, the cash balance was \$27,496,608 (still reducing from November which was 30.84 million).



RATES RECOVERY

At the end of January outstanding rates were \$363,122. This balance is higher than the same point in time last year.



Attachment 1

NORTH BURNETT REGIONAL COUNCIL Statement of Comprehensive Income For the Period ended 31 January 2018

| | 2018 Actual | 2018 Budget | |
|--|---------------------|---------------------|---------------|
| Income | | | |
| Revenue | | | |
| Recurrent revenue | | | |
| Rates, levies and charges | 7,379,602 | 16,250,217 | 45% |
| Fees and charges | 720,728 | 1,222,833 | 59% |
| Rental income | 251,741 | 491,000 | 51% |
| Interest received | 453,712 | 507,299 | 89% |
| Sales revenue | 1,172,605 | 2,309,800 | 51% |
| Other income | 367,421 | 591,006 | 62% |
| Grants, subsidies, contributions and donations | 4,102,611 | 6,465,662 | 63% |
| Flood Grant Non Capital Income | (12,856) | 24,710 | -52% |
| Total recurrent revenue | 14,435,564 | 27,862,527 | 51.8% |
| Expenses | | | |
| Recurrent expenses | | | |
| Employee benefits | (7,678,990) | (14,621,500) | 53% |
| Materials and services | (6,904,343) | (11,541,822) | 60% |
| Finance costs | (120,689) | (411,560) | 29% |
| Depreciation and amortisation | (8,132,632) | (13,941,654) | 58% |
| Total recurrent expenses | (22,836,654) | (40,516,536) | 56.36% |
| Operating Result before Capital Items | (8,401,090) | (12,654,009) | 66% |
| Total Capital income | | | |
| Grants, subsidies, contributions and donations | 4,117,220 | 13,046,604 | 32% |
| Flood Grant Capital Income | 4,720,473 | 4,000,000 | 118% |
| Provision for Landfill | 0 | 0 | #DIV/0! |
| Gain/(Loss) on sale of assets | 0 | 0 | #DIV/0! |
| Total Capital income | 8,837,693 | 17,046,604 | 52% |
| Net Result after Capital Items | 436,604 | 4,392,595 | 10% |
| Other comprehensive income | | | |
| Increase / (decrease) in asset revaluation surplus | 0 | 0 | |
| Total other comprehensive income for the year | 0 | 0 | |
| Total comprehensive income for the year (exc Flood) | 436,604 | 4,392,595 | 10% |

Attachment 2

NORTH BURNETT REGIONAL COUNCIL

Balance Sheet

For the Period ended 31 January 2018

| | 2018 Actual | 2018 Budget |
|--------------------------------------|--------------------|--------------------|
| Current Assets | | |
| Cash and cash equivalents | 27,496,608 | 21,753,047 |
| Trade and other receivables | 1,638,575 | 3,737,096 |
| Inventories | 563,890 | 581,665 |
| Total current assets | 29,699,073 | 26,071,808 |
| Non-current Assets | | |
| Receivables | 0 | 0 |
| Property, plant and equipment | 852,761,427 | 863,041,254 |
| Intangible assets | 0 | 0 |
| Total non-current assets | 852,761,427 | 863,041,254 |
| TOTAL ASSETS | 882,460,500 | 889,113,062 |
| Current Liabilities | | |
| Trade and other payables | 1,440,351 | 4,561,021 |
| Borrowings | 308,931 | 601,605 |
| Provisions | 2,728,836 | 2,071,245 |
| Other | 359,556 | 359,555 |
| Total current liabilities | 4,837,674 | 7,593,426 |
| Non-current Liabilities | | |
| Interest bearing liabilities | 3,618,233 | 3,618,233 |
| Provisions | 4,665,312 | 4,805,271 |
| Total non-current liabilities | 8,283,545 | 8,423,504 |
| TOTAL LIABILITIES | 13,121,219 | 16,016,930 |
| NET COMMUNITY ASSETS | 869,339,281 | 873,096,132 |
| Community Equity | | |
| Shire capital | 758,180,813 | 746,556,839 |
| Asset revaluation reserve | 111,158,468 | 126,539,293 |
| Retained surplus/(deficiency) | | |
| TOTAL COMMUNITY EQUITY | 869,339,281 | 873,096,132 |

Attachment 3

NORTH BURNETT REGIONAL COUNCIL

Statement of Cash Flow

For the Period ended 31 January 2018

| | 2018 Actual | 2018 Budget |
|---|--------------------|--------------------|
| Cash flows from operating activities: | | |
| Receipts from customers | 11,795,658 | 20,332,076 |
| Payments to suppliers and employees | (17,039,485) | (25,996,322) |
| | (5,243,827) | (5,664,246) |
| Interest received | 453,712 | 507,299 |
| Rental income | 251,741 | 491,000 |
| Non-capital grants and contributions | 4,089,755 | 6,490,372 |
| Borrowing costs | (94,365) | (244,560) |
| Net cash inflow (outflow) from operating activities | (542,984) | 1,579,865 |
| Cash flows from investing activities: | | |
| Payments for property, plant and equipment | (10,083,334) | (26,037,385) |
| Net movement on loans and advances | 0 | 0 |
| Proceeds from sale of property, plant and Equipment | 134,798 | 310,000 |
| Grants, subsidies, contributions and donations | 8,837,693 | 17,046,604 |
| Net cash inflow (outflow) from investing activities | (1,110,843) | (8,680,781) |
| Cash flows from financing activities | | |
| Proceeds from borrowings | 0 | 0 |
| Repayment of borrowings | (292,674) | (589,146) |
| Net cash inflow (outflow) from financing activities | (292,674) | (589,146) |
| Net increase (decrease) in cash and cash equivalents held | (1,946,501) | (7,690,062) |
| Cash and cash equivalents at beginning of reporting period | 29,443,109 | 29,443,109 |
| Cash and cash equivalents at end of reporting period | 27,496,608 | 21,753,047 |

7.8 COUNCIL SUPPORT - MT PERRY COMMUNITY DEVELOPMENT BOARD INC. - LASTING LEGACIES PROGRAM**Doc Id:** 857677**Author:** Brad Duke, General Manager Corporate and Community**Authoriser:** Mark Pitt, Chief Executive Officer**Attachments:** 1. MPCDB - Letter and Project - Lasting Legacies Program.pdf [857676]**INTRODUCTION/BACKGROUND**

Recent letter from Mt Perry Community Development Board Inc. (MPCDB) to Mayor Chambers seeking Council's letter of support for state government funding under the Lasting Legacies Program as well as material and in-kind support (waiving of associated planning fees and assistance with planning and engineering). The application refers to the refurbishment of the existing Leopard Tank area, Mt Perry.

CORPORATE/OPERATIONAL PLAN

Theme 3 – Our United Region

3.1 A region for all ages - 3.2 A region for all abilities - 3.3 A region for all cultures - 3.4 Art and culture - 3.8 Attractive streetscapes and surrounding areas

POLICY IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

Nil

FINANCIAL REQUIREMENTS

Council resourcing applied to assist the MPCDB in any planning and engineering assistance for the project and forgone revenue for associated planning fees.

RISK MANAGEMENT

All compliance obligations are met, consistent with Council resolution and funding guidelines.

CONSULTATION

Assumption – MPCBD and local community.

RECOMMENDATION

That the Mt Perry Community Development Board Inc. be advised:

1. Council will provide a letter of support to progress their application (refurbishment of the existing Leopard Tank area, Mt Perry) under the Lasting Legacies Program; and
2. with respect to seeking Council resources to assist with any planning and engineering requirements for the project, the Board are to liaise with the Chief Executive Officer (General Manager Strategy, Innovation and Assets and the Acting General Manager Works) for discuss all necessary arrangements; and
3. Council will waive all Council related fees towards progressing this project and it be noted in the Grants to Community Organisations matrix.



To the Mayor, Rachel Chambers
North Burnett Regional Council
Request For Letter of Support

Dear Rachel,

The Mt. Perry Community Development Board (MPCDB) has identified Grant monies available through the Queensland Governments Lasting Legacies Program. Up to \$80000 is available for -

- historical research and education—digital innovation
- the acquisition and preservation of war memorabilia
- the restoration or enhancement of existing memorials and honour boards
- public commemorative events, arts and culture.

During research we have identified 2 soldiers from Mt. Perry who were awarded a Military Medal and a number of nurses which received commendations.

This will form the basis of our application which will include a revamp of the existing Lepoard Tank area, the addition of a wall or walls and plaques celebrating Mt. Perrys war time history as well as an solar powered interactive display screen to provide information to observers and a flag pole.

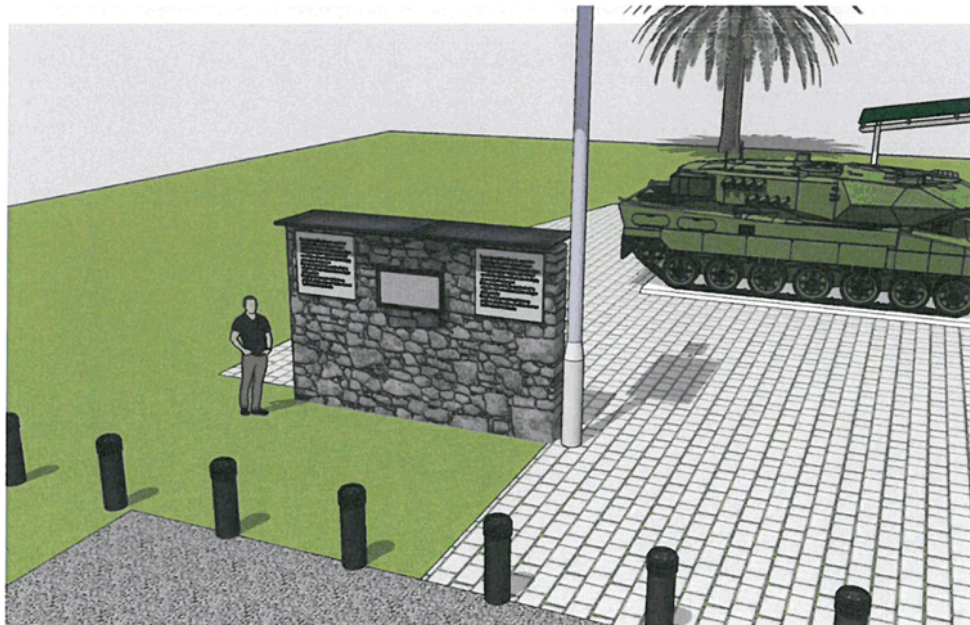
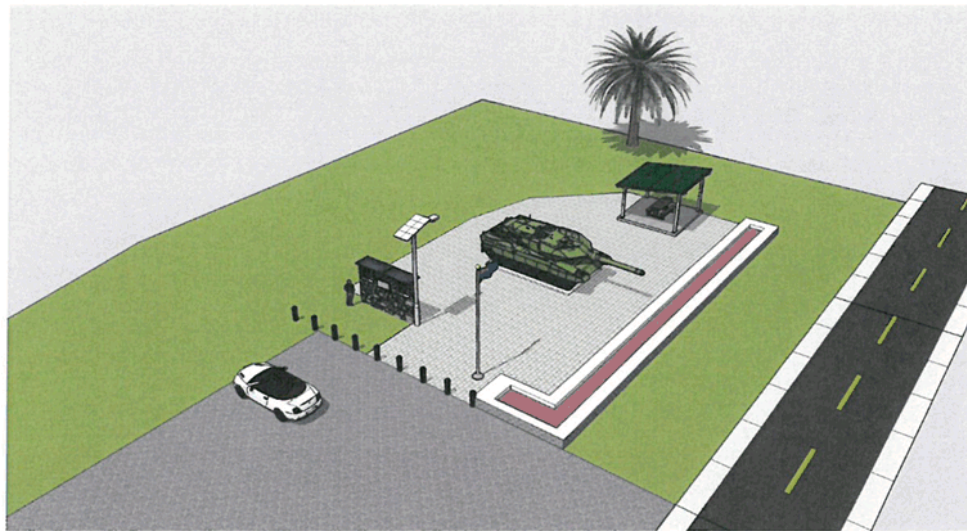
The Mt. Perry RSL and the Heritage and Tourist Association are pleased to be involved with this project and commend the MPCDB on its initiative in this momentous year of the Centenary of Armistice World War One.

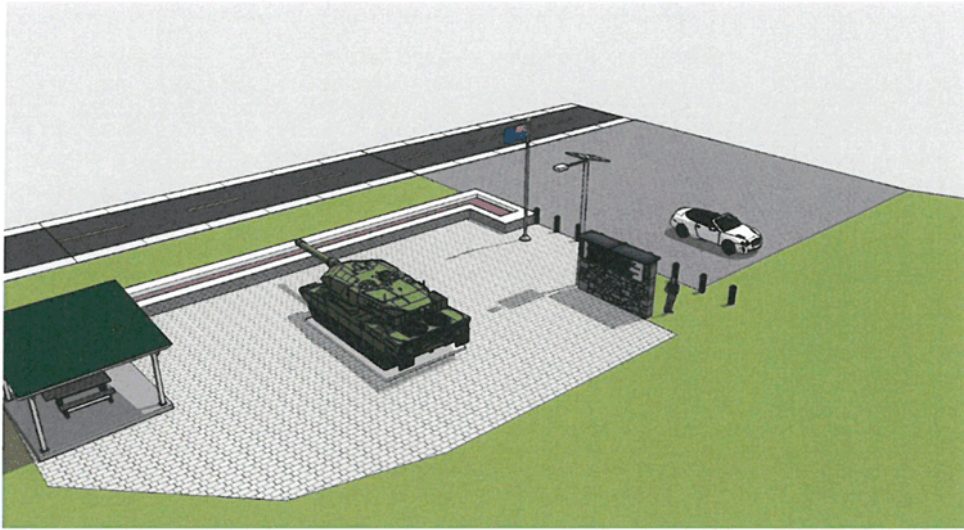
A Successful application would include letters of support from involved parties. MPCDB formally requests a letter of support from the NBRC indicating it willingness to provide some material and in kind support for the project, a waiving of any planning fee and assistance in the planning and engineering required.

The deadline for applications is the 25th February.
Your urgent response would be greatly appreciated.

Please find attached images from the draft plans of the revamped tank site in Mt. Perry.

Thankyou for your consideration
Ken Schuster
President MPCDB





7.9 DEPARTMENT OF STRATEGY, INNOVATION & ASSETS FEBRUARY REPORT**Doc Id:** 857815**Author:** Trevor Harvey, General Manager of Strategy, Innovation and Assets**Authoriser:** Mark Pitt, Chief Executive Officer**Attachments:** Nil**INTRODUCTION/BACKGROUND**

The purpose of this report is to inform Council of subjects not covered in sectional reports that are, or have been addressed by the Strategy, Innovation & Asset Department during the January – February reporting period.

CORPORATE / OPERATIONAL PLAN

In accordance with the North Burnett Regional Council Corporate Plan 2017-2022 subject of works addressed Priority areas 1, 3, 4 & 5

POLICY IMPLICATIONS

Nil for this report, information only

STATUTORY IMPLICATIONS

Nil for this report, information only

FINANCIAL IMPLICATIONS

Nil for this report, information only

OFFICER COMMENTS/CONCLUSION

The General Manager worked on the following items:-

- Staff restructure – assisted HR in the completion of the restructure organisational arrangement and position PD's for the SIA and Works Departments
- Meeting with the Boyne Irrigators & Sunwater re Boyne River scheme reliability issues
- Meeting with Sunwater regarding QCA pricing review for Council bulk water allocations
- Meeting with Upper Burnett, Boyne Irrigators & Sunwater regarding QCA bulk water pricing review of irrigation water pricing.
- Continued review of available industrial land and establishing a development plan
- Commenced work with LGAQ, QUT & BRC on investigating feasibility of annuity vs depreciation.
- Meeting with Goondicum representative to discuss mine operation and update the new staff on previous issues regarding Mulgildie raw water supply
- Meetings with DSD regarding road corridor working group
- Meeting with DSD regarding Bundaberg Port Infrastructure project

The Disaster Management Officer worked on the following. These will be the subject of a separate report in the future

- QIT+ Training – 73 Staff undertook Guardian refresher and Road Closure Training.
- Burnett Catchment Flood Resilience Strategy (BCFRS) – continues to progress with visioning workshops on social/economic resilience and infrastructure/settlement resilience being the main focus's. QRA plan for the strategy to be complete before the end of 2017/18.
- Disaster Dashboard – a draft of the dashboard is complete. Council staff are now working on finalising mapping layers, design, disclaimer wording and links. Estimated completion 30 April.
- Get Ready Disaster Warden Project – identification of isolated and vulnerable communities along with community contacts in each cluster to be completed by 28 February. Project completion by 30 June.

RECOMMENDATION

Nil for this report, information only

7.10 ECONOMIC DEVELOPMENT MANAGER - FEBRUARY REPORT**Doc Id:** 857940**Author:** Melanie Lavelle-Maloney, Economic Development Manager**Authoriser:** Trevor Harvey, General Manager of Strategy, Innovation and Assets**Attachments:** Nil**INTRODUCTION/BACKGROUND**

The purpose of this report is to inform Council of subjects not covered in sectional reports that are, or have been addressed by the Strategy, Innovation & Asset Department during the January – February reporting period.

CORPORATE / OPERATIONAL PLAN

In accordance with the North Burnett Regional Council Corporate Plan 2017-2022 subject of works addressed Priority areas 1, 3, 4 & 5

POLICY IMPLICATIONS

Nil for this report, information only

STATUTORY IMPLICATIONS

Nil for this report, information only

FINANCIAL IMPLICATIONS

Nil for this report, information only

OFFICER COMMENTS/CONCLUSION**Tourism****1.**

- Bundaberg North Burnett Tourism – attendance at meeting and introduction to Group by Mayor. Liaising with BNBT Marketing regarding the Bundaberg North Burnett Southern Great Barrier Reef Queensland Official Visitors Guide 2018/19 – collation of content for brochure and 2 DTMR signs. Analysing Membership benefits to BNBT as current agreement expires 30th June, 2018
- Eidsvold Cattle Drive – attendance at committee meeting and introduction to group.
- Drive Inland – Initial discussions and introduction with James Corvan to assist in collation of information to better market and promote the North Burnett region
- Gayndah Aerodrome – meeting with Mike Sibley and members of Friends of the Airfield to discuss onsite issues and further potential tourism opportunities.

Local Economic Development

- Attendance at TropAg 2017 Expo and associated events to promote the North Burnett region – Nationally and Internationally.
- Chambers of Commerce and Development Association – Compiling a comprehensive list and contacting local groups – introducing self as EDM – this is ongoing as I intend to attend meetings to formally introduce myself to these groups and local businesses.

- Mt Perry – attendance and participation in draft Community Development Strategy 2018 – 2020 meeting.
- Discussions with local businesses regarding their potential expansion plans.
- Department of Agriculture and Fisheries – exploring and analysing potential opportunities for external investors to invest locally.
- Streetscape -Understanding of program and discussions with participating businesses. The Economic Team are taking this initiative over as part of Council restructure/changeover.
- ISIS Sugar – initial discussions with Consultant to ISIS Sugar regarding the survey to local businesses, overall project brief.

Regional Economic Development

- Attendance at WBBROC Maryborough Forum – prior to commencement with Council.
- Meeting with Department of State Development Manufacturing, Infrastructure and Planning regarding Bundaberg Port Infrastructure feasibility – invitation by DSD to participate in Project Steering Committee Meetings.
- Rail Corridor Meetings - Attendance and participation at Saving our Rail Corridor Meeting.
- Social and Economic Resilience – QLD Reconstruction Authority – attendance and participation at Biggenden Meeting.
- Wide Bay Burnett RDA Committee Member – Submission of Application for Committee Membership.

Innovation & Strategy

- Meetings and Telephone Conferences with Innovation Team re: development of Council's Innovation Strategy. Work now commenced with Brooke Dixon - Consultant Team.
- Meetings with State Development Garry Cooper in connection to their offer of assistance in the development of NBRC Economic Strategy.

Projects

- Mingo Crossing Upgrade meetings using 'One Team' approach – familiarisation of project and project management.
- Gayndah Pool Upgrade - Initial discussions and meetings regarding project – assistance with project submission.
- Monto Bio-hub – familiarisation of project. Co-ordination of first workshop with Consultants WSP regarding feasibility study.

Caravan Parks & Camping Grounds

- Mingo Crossing and Paradise Dams - visits to familiarise self and meet operators/leasees.
- Wuruma Dam - Onsite Meeting with Councillors, NBRC ELT and SunWater – discussions on future opportunities for Dam/NRBC.
- Paradise Stocking Association – Introduction and meeting regarding shed and forthcoming AGM at Mingo Crossing.

RM Williams

- New facilities – participation in meetings and discussions in connection to new facilities at the Centre.
- Initial discussions with staff/managers regarding the branding, promoting and marketing of centre.

Narayen

- Onsite Meeting with Councillors to meet Caretaker and familiarise self with operations.

Operational

- Council Restructure – Initial meetings with Manager of Communities to overview staff PD's. Subsequent meetings with HR and staff re: new structure and changeover.
 - Staff Recruitment – panel member for recruitment of 2 positions – RMWABLC – Trainee and Tourism Administration Officer.
 - Capex submissions to Finance – discussions and submissions of business cases.
 - Training on Council systems.
 - Preparation of Economic Development Budget – understand Council process and systems – work in progress.
- 2.

RECOMMENDATION

Nil for this report, information only

8 ECONOMIC REPORTS

8.1 DEVELOPMENT STATISTICS REPORT

Doc Id: 856073

Author: Sue-Ann Jensen, Administration Officer

Authoriser: Trevor Harvey, General Manager of Strategy, Innovation and Assets

Attachments: 1. Dev Stats_Att - 210218.docx [856018]

INTRODUCTION/BACKGROUND

The attached report details Local Law compliance, statistics Building, Planning and Plumbing Statistics.

- a) Details of Customer Service Requests for compliance issues
- b) A summary of compliance actions taken to manage NBRC's Local Laws, and
- c) Information on the number and type of development applications (Planning, Building & Plumbing) received for the month.

CORPORATE/OPERATIONAL PLAN

5.13 Building and plumbing certification

1.7 Planning to facilitate industrial, commercial and residential growth

5.15.1 Provide animal control services to a high standard in line with community expectations and legislative compliance.

POLICY IMPLICATIONS

Nil

STATUTORY REQUIREMENTS

Planning Act 2016; Plumbing and Drainage Act 2002; Building Act 1975; NBRC's Local and Subordinate Local Laws; Animal Management (Cats & Dogs) Act 2008

FINANCIAL REQUIREMENTS

Nil

RISK MANAGEMENT

In accordance with Council's Risk Management Plan and Risk Management Procedure – Policy 213.

CONSULTATION

Council's 'in house' Staff (Planning, Building, Engineering and Environmental Health), Council's Consultants (Town Planners, Plumbing Inspector, Engineers etc.) and Government Departments if and when required as Referral Agencies.

RECOMMENDATION

That the Development Services Statistics as presented be received and the contents noted.

ECON Development & Compliance Statistics

| COMPLAINTS /CUSTOMER SERVICE REQUESTS OVERVIEW JANUARY 2018 NUMBER & LOCATION | | | | | | | |
|--|----------|----------|-----------|-----------|----------|----------|-----------|
| TYPE | | | | | | | TOTAL |
| | BIG | EID | GAY | MON | PER | MUN | |
| Wandering Dog | | | 3 | 2 | | | 5 |
| Menacing Dog/Unregistered | | 1 | 3 | 4 | 1 | | 9 |
| Welfare | | | 1 | | | | 1 |
| Noise - Dog | 1 | 1 | 1 | | 1 | | 4 |
| Noise - Other | | | 1 | | | 1 | 2 |
| Unauthorised Camping | | | | | | | 0 |
| Cat Related | 1 | | 1 | | | | 2 |
| Other Animals | 1 | | 1 | | | | 2 |
| Abandoned Vehicle | 1 | | | | | | 1 |
| Footpath Obstruction Permit | 1 | | 2 | 2 | | | 5 |
| Overgrown/Unsightly | 4 | 1 | 5 | 6 | 2 | 1 | 19 |
| All Other | | | 1 | 2 | | | 3 |
| TOTAL | 9 | 3 | 19 | 16 | 4 | 2 | 53 |

| ENFORCEMENT ACTIONS/LOCAL LAWS/ANIMAL MANAGEMENT JANUARY 2018 | | | | | | | |
|--|----------|----------|-----------|----------|----------|----------|-----------|
| | BIG | EID | GAY | MON | PER | MUN | TOTALS |
| Compliance Notices issued | | | | | | 1 | 1 |
| Animal Impoundments | 1 | | 3 | | | 1 | 5 |
| Caution Notices | 1 | 1 | 2 | 6 | | 2 | 12 |
| Overgrown/ Unsightly | 3 | 1 | 1 | 1 | 3 | | 9 |
| Infringement Notices | | | 9 | 2 | | | 11 |
| TOTAL | 5 | 2 | 15 | 9 | 3 | 4 | 38 |

MONTHLY COMPARISON – Complaints and Local Law enforcement

| TYPE | Jan-17 | Feb-16 | Mar-16 | Apr-17 | May-17 | Jun-17 | Jul-17 | Aug-17 | Sep-17 | Oct-17 | Nov-17 | Dec-17 | Jan-18 | Total (13 Months) |
|------------------------|-----------|-----------|-----------|------------|------------|------------|-----------|-----------|-----------|-----------|------------|-----------|-----------|----------------------|
| Complaints | 40 | 33 | 33 | 45 | 50 | 36 | 44 | 28 | 37 | 32 | 27 | 29 | 53 | 487 |
| Local Laws Enforcement | 29 | 52 | 55 | 79 | 81 | 69 | 54 | 33 | 50 | 59 | 121 | 30 | 38 | 750 |
| TOTAL | 69 | 85 | 88 | 124 | 131 | 105 | 98 | 61 | 87 | 91 | 148 | 59 | 91 | 1237 |

**PLANNING ENQUIRIES OVERVIEW
JANUARY 2018
NUMBER & LOCATION**

| TYPE | TOTAL | | | | | | | |
|---|-------|----------|----------|----------|----------|----------|----------|-----------|
| | OTHER | BIG | EID | GAY | MON | PER | MUN | |
| MCU | | | 1 | 1 | | | 2 | 4 |
| ROL | | | | | | | | 0 |
| AMENITY & ASETHICTIS | | 1 | | | | 1 | | 2 |
| OP WORKS | | | | | | | | 0 |
| ZONING | | | | | | | | 0 |
| Bldg Work Assessable Against the Scheme | | | | | | | | 0 |
| EXTRACTIVE INDUSTRY | | | | | | | | 0 |
| Compliance | | | | | | | | 0 |
| All Other | | 1 | | 2 | 1 | | | 4 |
| TOTALS | | 2 | 1 | 3 | 1 | 1 | 2 | 10 |

MONTHLY COMPARISON – PLANNING ENQUIRIES

| TYPE | Jan-17 | Feb-17 | Mar-17 | Apr-17 | May-17 | Jun-17 | Jul-17 | Aug-17 | Sep-17 | Oct-17 | Nov-17 | Dec-17 | Jan-18 | Total (13 months) |
|------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------------------|
| | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | |
|-------------------|----|----|----|----|----|----|----|----|----|----|----|----|----|------------|
| Planning enquires | 18 | 22 | 23 | 15 | 20 | 26 | 20 | 20 | 23 | 20 | 10 | 11 | 10 | 238 |
|-------------------|----|----|----|----|----|----|----|----|----|----|----|----|----|------------|

| BUILDING AND DEVELOPMENT APPLICATIONS JANUARY 2018 NUMBER & LOCATION | | | | | | | |
|---|--|-----------|----------|----------|------------|----------|-----------|
| | NUMBER OF APPLICATIONS RECEIVED – JANUARY 2018 | | | | | | TOTAL |
| | Biggenden | Eidsvold | Gayndah | Monto | Mundubbera | Perry | |
| PLANNING | | | | | | | |
| * MCU | | 1 | | | | | 1 |
| * ROL | 1 | | | | | 1 | 2 |
| * Other | | | | | | 1 | 1 |
| Sub - Total Planning | 1 | 1 | 0 | 0 | 0 | 2 | 4 |
| BUILDING | | | | | | | |
| *Domestic (Dwg/Shed/pools etc) | | 1 | | | 1 | | 2 |
| \$ value of work | | \$271,453 | | | \$4,000 | | \$275,453 |
| * Commercial/Industrial | | | | | | | 0 |
| \$ value of work | | | | | | | 0 |
| Sub - Total Building | 0 | 1 | 0 | 0 | 1 | 0 | 2 |
| PLUMBING | | | | | | | |
| * Domestic (Dwg/Shed) | | | 1 | 1 | | | 2 |
| * Commercial/Industrial | | | | | | | 0 |
| Sub - Total Plumbing | 0 | 0 | 1 | 1 | 0 | 0 | 2 |
| TOTAL | 1 | 2 | 1 | 1 | 1 | 2 | 8 |

MONTHLY COMPARISON – Planning, Building and Plumbing applications received

| TYPE OF APPLICATION | Jan-17 | Feb-17 | Mar-17 | Apr-17 | May-17 | Jun-17 | Jul-17 | Aug-17 | Sep-17 | Oct-17 | Nov-17 | Dec-17 | Jan-18 | Total (13 Months) |
|---------------------|-----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|----------|-----------|-----------|-----------|----------|-------------------|
| Planning | 1 | 2 | 3 | 5 | 7 | 2 | 3 | 0 | 1 | 1 | 3 | 3 | 4 | 35 |
| Building | 11 | 3 | 11 | 10 | 13 | 8 | 5 | 12 | 4 | 9 | 7 | 8 | 2 | 103 |
| Plumbing | 0 | 3 | 3 | 3 | 1 | 10 | 2 | 5 | 1 | 6 | 3 | 3 | 2 | 42 |
| TOTAL | 12 | 8 | 17 | 18 | 21 | 20 | 10 | 17 | 6 | 16 | 13 | 14 | 8 | 180 |

Note

- The number of Building Applications is the combined total of all those received by Council and Private Certifiers.

- The total projected figures are for the calendar year not financial year.
- The total value of building work may not be accurate. The values are extracted from the information provided on the application forms and in some cases they are absent or understated.
- The applications noted above are those received for the month stated, some may not yet be approved.

North Burnett Regional Council Approvals Report
 Planning, Building and Plumbing applications for the month of **JANUARY**

| Application No. | Property Address | Description | Assessment Number | Project Value (\$) |
|-----------------|--|--|-------------------|--------------------|
| 0001/18 | CHELTENHAM, 1405 CHELTENHAM ROAD, REDBANK QLD 4626 | PLANNING - Material Change of Use - Extractive Industry (Quarry) and Non- Resident Workforce Accommodation | 20590-00000-000 | \$0 |
| 0002/18 | 20 DIANA STREET, MUNDUBBERA QLD 4626 | BUILDING - Shed Extension | 60262-14000-000 | \$4,000 |
| 0003/18 | HINDS ROAD, BAN BAN SPRINGS QLD 4625 | PLANNING - Realignment of Boundary (3 into 3) | 10737-00000-000 | \$0 |
| 0004/18 | 54 ARTHUR STREET, GAYNDAH QLD 4625 | PLUMBING - SHED | 30223-90000-000 | \$0 |
| 0005/18 | CARINYA, 512 WATHONGA ROAD, EIDSVOLD WEST QLD 4627 | BUILDING - Dwelling | 20560-90000-000 | \$271,453 |
| 0006/18 | 2670 GAYNDAH MOUNT PERRY ROAD, MINGO QLD 4625 | PLANNING - Operational Works - Tourist Park | 50415-90000-000 | \$0 |
| 0007/18 | 4-6 THOMSON STREET, MONTO QLD 4630 | PLUMBING - Commercial | 40404-00000-000 | \$0 |
| 0008/18 | GEORGE STREET, MOUNT PERRY QLD 4671 | PLANNING - Realignment of Boundary (2 into 2) | 50151-50000-000 | \$0 |
| | | | | 275,453 |

9 SOCIAL REPORTS

9.1 LIBRARY QUARTERLY UPDATE: Q2 17-18

Doc Id: 852791

Author: Lauren Denman, Administration Officer

Authoriser: Brad Duke, General Manager Corporate and Community

Attachments:

1. Storytime Statistics [855669]
2. One-on-One Tech Help Session Statistics [855670]
3. Joan Derrick Book Launch Photos [855671]
4. Scott Whitaker Author Talks Promotional Poster, Statistics & Photos [855673]
5. STEM I AM Bush Bots Promotional Poster, Statistics & Photos [855674]
6. Blue Gum Farm Kids Christmas Concerts Promotional Poster, Statistics & Photos [855675]
7. Loan, Stock & Membership Statistics [855676]
8. Annual Trends Statistics [855691]
9. Reporting on Library Strategy [855693]

INTRODUCTION/BACKGROUND

The North Burnett Library Service is part of the Rural Libraries Queensland Service and has branches operating in Biggenden, Eidsvold, Gayndah, Monto, Mt Perry and Mundubbera, all of which are combined with Council's Administration Office with the exception of Mundubbera being a stand-alone branch.

OFFICER COMMENTS/CONCLUSION

Grants

Successful Grant Projects – Ongoing

1. STEM.I.AM Coding and Robotics Grant – North Burnett Bush Bots
Project overview: Funds will be used to deliver coding and robotics workshops at Eidsvold Library, and upskill staff, teachers and volunteers in robotic technology. Funding will also allow Council to equip the Eidsvold Library with a 3D printer, and each branch with Arduino robotics kits.
Funding secured: \$21,790
Project update: Program delivery is complete. Refer to Library Programming section below for more details. Final purchases to maintain equipment to be made, and discussions with schools regarding continuation of program to commence after the 2018 school year has begun.
2. SLQ Public Library Strategic Priorities Grant
Proposed project overview: iPad, OPAC & e-Resources training is delivered to staff and to the community. Grant funds are used to purchase 3 iPads for each branch.
Funding secured: \$19,620
Project update: Project planning and purchasing has commenced. Project delivery due to commence in 2018.
3. SLQ Tech Savvy Seniors Queensland Grant
Project overview: A suite of Tech Savvy Seniors Sessions similar to the successful program of Tech Savvy Seniors Sessions provided in 2016 is delivered in each community.
Funding secured: \$15,000
Project update: Project planning has commenced. Project delivery due to commence in 2018.
4. FIRST Australia LEGO League Robotics

Project overview: Deliver a program consisting of at least 6 weeks of LEGO Robotics workshops at the Gayndah Library, culminating in a community event to showcase participant achievements.

Funding secured: \$2000, LEGO Mindstorms equipment, one year FIRST LEGO League registration and kit, FIRST Australia full day LEGO robotics training session

Project update: Project due to commence in 2018.

5. SLQ Samsung STEM Engagement – EOI

Proposed project overview: Use tablets to deliver coding and robotics workshops as part of FIRST Australia LEGO League Robotics Grant program, and ongoing coding and robotics programming. Tablets would also support current One-on-One Tech Help sessions offered in our Libraries and be used to deliver a new suite of programs that aim to increase employment opportunities for local youth.

Funding/support secured: 10 new Samsung Galaxy Pro Tablets

Project update: Project to commence in 2018 in collaboration with Council's Community Development team.

Library Programming

Storytime Sessions

Weekly Storytime Sessions in each branch every Tuesday are ongoing. Internal Storytime Facilitator training was delivered to staff at the Customer Service & Libraries team meeting at Mt Perry on November 16. The training was delivered by Library staff Lauren Denman and Leah McKinnon who attended the State Library of Queensland's First 5 Forever workshops held in Emerald in July. The aim of the training was to motivate and equip staff with the knowledge, skills and confidence to deliver Storytimes and promote early literacy in ways that support the objectives of the First Five Forever family literacy initiative. The training also introduced staff to some changes to Storytimes designed to maximise the impact our Storytimes have on early literacy in our communities. These changes included prop bags (handed out to staff on the day), literacy strategies, parent messaging, staff ownership and responsibility for planning, a focus on activities inspiring creativity rather than template craft, and compulsory Storytime Session Plans. These changes were implemented from December 2017.

See attachment 1 for statistics for Storytimes

One-on-One Tech Help Sessions

One-on-One Tech Help Sessions are ongoing and offered at each branch on a book-in basis.

See attachment 2 for statistics for One-on-One Tech Help Sessions

Joan Derrick Book Launch

Monto based author Joan Derrick hosted a book launch for her new book: *Giorgie's Christmas Dinner* on Wednesday, 1 November at the Monto Library. The book launch included a book reading by Joan and a raffle for a free copy of the book, and was attended by 16 people.

See attachment 3 for photos from Joan's Derrick's Book Launch

Scott Whitaker Author Talks

Perry, Monto and Gayndah branches hosted Author Talks by Scott Whitaker in November following the release of Scott's new book: *Railway Hotels of Australia – Volume Three – Queensland*, which features the Perry and Gayndah railways. Scott volunteered his time to hold the free talks which covered the coming of the railway, the development of regional Queensland, researching tips, genealogy and publishing.

See attachment 4 for promotional poster, statistics & photos for the Scott Whitaker Author Talks

NaNoWriMo Write-In Session

The Biggenden Library hosted a National Novel Writing Month (NaNoWriMo) Write-In Session led by local author Imogene Nix on Saturday, 11 November. The annual worldwide initiative provides structure, community and encouragement to help people find their voices, achieve creative goals, and build new worlds – on and off the page.

Mundubbera State School Prep Class Visit

Approximately 12 children from the Mundubbera State School Prep Class visited the Mundubbera Library on Wednesday, 6 December. After a Christmas themed storytime and craft activity, Mundubbera Library Officer Leah McKinnon took the opportunity to sign the School up as an institution library member and introduce them to the network's eResources.

STEM.I.AM Bush Bots

The STEM.I.AM Bush Bots project was funded through an Advance Queensland STEM.I.AM Coding and Robotics Grant. Not-for-profit group Coder Kidz was engaged to deliver coding and robotics training to Council staff and school teachers involved in the delivery of the program. 'Bush Bots' Clubs were then run in participating North Burnett schools in the final school term of 2017 with the assistance of school teachers and Council's Library and Community Development teams. The project culminated in an interschool regional robotics tournament held on Thursday, 7 December at Eidsvold State School. The tournament featured outstanding displays of teamwork, creativity and coding brilliance, with participants embracing the challenge of the competition and indicating their interest in being involved in similar future programs. A 3D printer purchased with grant funds will remain with the network, and is currently located at Eidsvold Library. The project has promoted equal access to cutting edge technology, supported the future of innovation and science, and encouraged new generations of entrepreneurs in the North Burnett.

See attachment 5 for statistics and photos from the STEM.I.AM Bush Bots Program and Tournament

Blue Gum Farm Kids Christmas Concerts

Interactive concerts for children aged 0-6 years were held in the region in the first week of the December school holidays. The concerts were led by local artist Cilla Slack from Blue Gum Farm TV and featured new characters, sing-a-long songs, puppets and dancing. Each child who attended also received a free professional Christmas photo taken by local photographer Susan McLaughlan from Susie M Country Pics. The concerts were funded by the State Library of Queensland's First 5 Forever program, and all six shows attracted high attendance rates.

See attachment 6 for promotional poster, statistics and photos from the Blue Gum Farm Kids Christmas Concerts

General Library Update

Library Stocktakes

Library stocktakes were completed by Libraries Unit Leader Lauren Denman at all branches. The process was significantly expedited with the use of a laptop with an Aurora Licence and a portable scanner. Stocktakes were an important process to identify actual shelf holdings, capture untrapped reserves, identify stock that was not catalogued correctly, and identify missing stock. Library staff at each branch are now working to resolve problem stock identified in the stocktakes as well as follow up on missing items.

SLQ Cannon Hill Closure Update

The State Library of Queensland's Cannon Hill facility closed from mid-September for renovations. The redevelopment is complete and the facility reopened as of January 2018. Services have now returned to normal, and library staff are working to return stored and old stock as well as order new stock.

Eidsvold Library Rearrange

Community consultation in Eidsvold commenced with staff seeking feedback on the existing layout of the Eidsvold Library as well as ideas and options to make the Library spaces more user friendly

and functional for all. A rearrange which takes account of current community needs and feedback is planned for completion in the 3rd Quarter, 2017-18.

ATTACHMENT 1

Storytime Statistics

| Storytime Attendees (Children) - 1st Quarter 17-18 | | | | | | | |
|---|------------|------------|------------|---------------|------------|------------|--------------|
| | BIG | EID | GAY | MON | MUN | PER | TOTAL |
| 3-Oct | 1 | 0 | 7 | 2 | 1 | 0 | 11 |
| 10-Oct | 1 | 0 | 7 | 4 | 3 | 0 | 15 |
| 17-Oct | 0 | 0 | 2 | 4 | 4 | Closed | 10 |
| 24-Oct | 2 | 0 | 9 | 1 | 2 | 0 | 14 |
| 31-Oct | 2 | 0 | 10 | 4 | 8 | 0 | 24 |
| 7-Nov | 2 | 1 | 6 | 0 | 8 | 0 | 17 |
| 14-Nov | 3 | 2 | 5 | 6 | 13 | 0 | 29 |
| 21-Nov | 2 | 1 | 5 | 8 | 10 | 0 | 26 |
| 28-Nov | 2 | 0 | 4 | 0 | 1 | 0 | 7 |
| 5-Dec | 1 | 4 | 5 | 5 | 6 | 0 | 21 |
| 12-Dec | 2 | 5 | 8 | Blue Gum | 8 | 0 | 23 |
| 19-Dec | 4 | 0 | 0 | Concert 16 | 8 | 0 | 28 |
| TOTAL | 22 | 13 | 68 | 50 | 72 | 0 | 225 |

ATTACHMENT 2

One-on-One Tech Help Sessions Statistics

| Tech Help Sessions – 2nd Quarter 17-18 | | | | | | | |
|---|------------|------------|------------|------------|------------|------------|--------------|
| | BIG | EID | GAY | MON | MUN | PER | TOTAL |
| Oct | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| Nov | 0 | 0 | 0 | 4 | 0 | 1 | 5 |
| Dec | 0 | 0 | 0 | 2 | 0 | 0 | 2 |
| TOTAL | 0 | 0 | 0 | 6 | 0 | 2 | 8 |

ATTACHMENT 3

Joan Derrick Book Launch Photos



ATTACHMENT 4

Scott Whitaker Author Talks Promotional Poster, Statistics & Photos

NBRC LIBRARIES PRESENTS

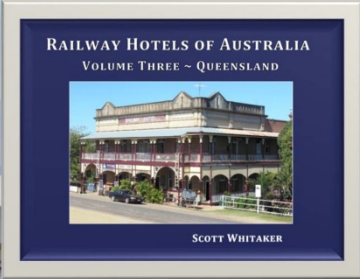
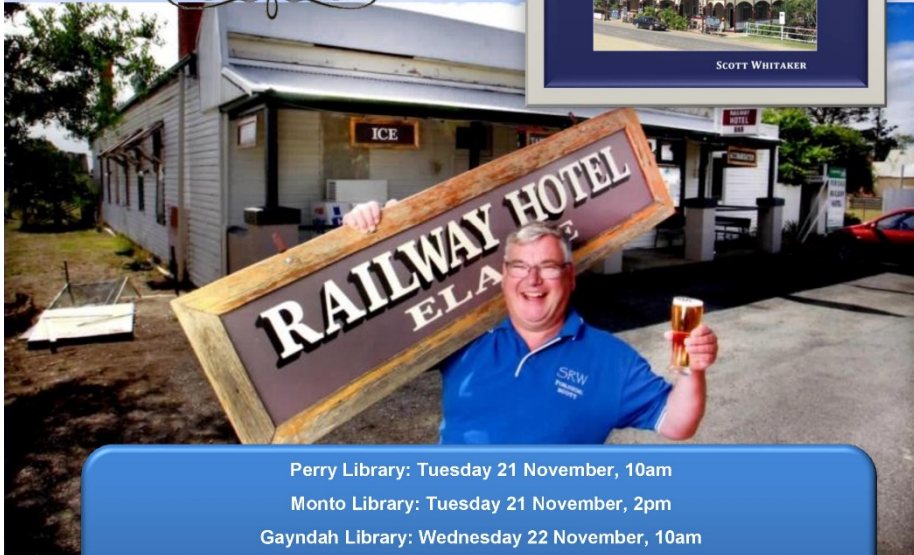
AUTHOR TALK

Join SCOTT WHITAKER

for an informative & entertaining talk to celebrate the release of his new book:

Railway Hotels of Australia ~ Volume Three ~ Queensland

In addition to detailing the history of the local Railway Hotels, Scott's talk will cover the coming of the railway, the social development of regional QLD, researching tips, genealogy, local and state history, and publishing. The talk will be of great interest to local historians, researchers, genealogists and those interested in the past.

Perry Library: Tuesday 21 November, 10am
 Monto Library: Tuesday 21 November, 2pm
 Gayndah Library: Wednesday 22 November, 10am

FREE – ALL WELCOME *Light refreshments provided*

For further information please visit your local North Burnett Library or phone 1300 696 272 (1300 MY NBRC)



Mailing Address: PO Box 390, Gayndah Qld 4625
 Street Address: 34-36 Copper Street, Gayndah Qld 4625
 Telephone: 1300 696 272 (1300 MY NBRC)
 Facsimile: (07) 4161 1425
 Email: admin@northburnett.qld.gov.au
 Web: www.northburnett.qld.gov.au
 Facebook: www.facebook.com/north.burnett.regional.council
 ABN: 23 439 388 197

| Scott Whitaker Author Talks | |
|-----------------------------|-----------|
| | Attendees |
| Perry | 13 |
| Monto | 1 |
| Gayndah | 1 |
| TOTAL | 15 |

Perry Author Talk



Monto Author Talk



ATTACHMENT 5

STEM.I.AM North Burnett Bush Bots Statistics & Photos

| Ambassador Professional Development Training in Eidsvold | |
|--|---|
| | Attendees (School Teachers & Council Staff) |
| 16 th October | 14 |
| 17 th October | 11 |
| TOTAL | 25 |

Ambassador Professional Development Training



| Eidsvold State School Workshops | |
|--|-----------------------------|
| | Attendees (Students) |
| 18th October AM | 13 |
| 18th October PM | 9 |
| 19th October AM | 10 |
| 19th October PM | 11 |
| TOTAL | 43 |

Eidsvold State School Workshops

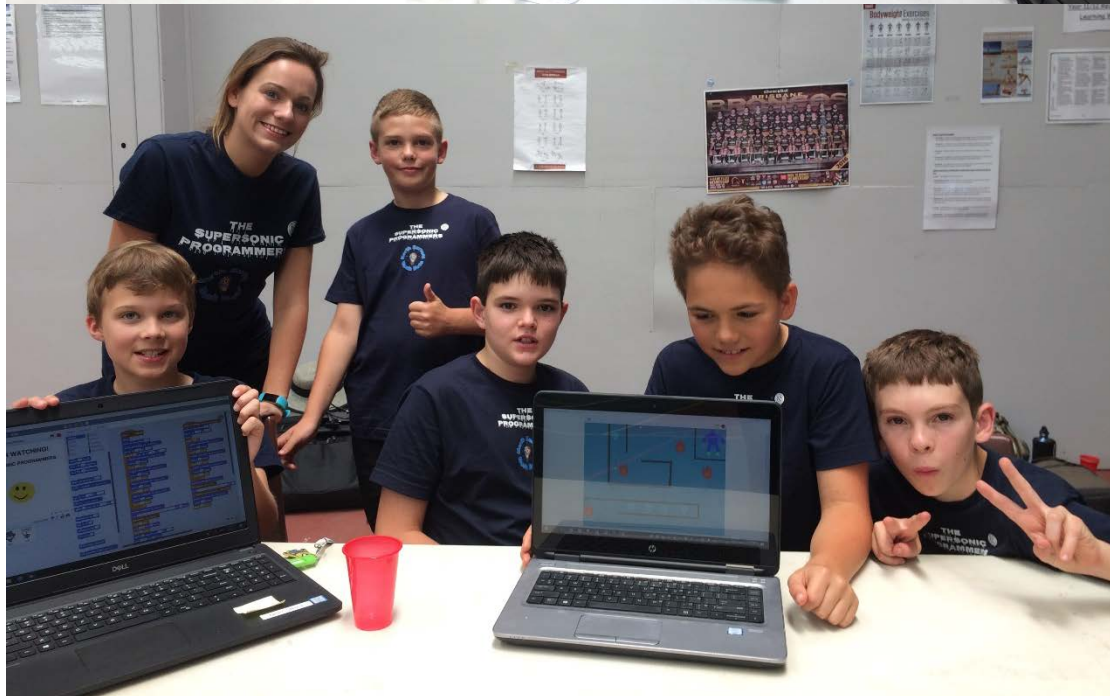




| Bush Bots Tournament | |
|----------------------|---------------------------------|
| | Attendees (Students & Teachers) |
| TOTAL | 43 |

Bush Bots Tournament













ATTACHMENT 6

Blue Gum Farm Kids Christmas Concerts Promotional Poster, Statistics & Photos

presenting
BLUE GUM FARM TV

with a new interactive concert "KoalaRumba"
featuring sing-a-long songs, puppets, dancing
and lots of new characters!

PLUS EVERY CHILD RECEIVES A FREE CHRISTMAS PHOTO!

SHOWING NEAR YOU!

- Monto Community Hall ~ Tuesday, 12 December, 10am
- Eidsvold Community Hall ~ Tuesday 12 December, 3pm
- Mt Perry Community Hall ~ Thursday 14 December, 10am
- Biggenden Memorial Hall ~ Thursday 14 December, 3pm
- Mundubbera Community Hall ~ Friday 15 December, 10am
- Gayndah Community Hall ~ Friday 15 December, 3pm

free event • suited to ages 0-6 with parents/carers

NORTH BURNETT REGIONAL COUNCIL
 Mailing Address: PO Box 390, Gayndah Qld 4625
 Street Address: 34-36 Copper Street, Gayndah Qld 4625
 Telephone: 1300 696 272 (1300 MY NBRC)
 Facsimile: (07) 4168 1452
 Email: admin@northburnett.qld.gov.au
 Web: www.northburnett.qld.gov.au
 Facebook: www.facebook.com/northburnettregionalcouncil
 ABRN: 23 439 388 197

Susie M COUNTRY/PICS

first 5 forever

BLUE GUM TV

SL State Library of Queensland

Queensland Government

Proudly funded and supported by the Queensland Government and the State Library of Queensland.

| Blue Gum Farm Kids Christmas Concerts Attendance | | | |
|--|------------|------------|------------|
| | Children | Adults | Total |
| Biggenden | 38 | 26 | 64 |
| Eidsvold | 21 | 9 | 30 |
| Gayndah | 33 | 30 | 63 |
| Monto | 39 | 21 | 60 |
| Mundubbera | 55 | 25 | 80 |
| Perry | 16 | 17 | 33 |
| TOTAL | 202 | 128 | 330 |

Biggenden Concert





Perry Concert



Monto Concert



Mundubbera Concert



Eidsvold Concert



ATTACHMENT 7

Loan, Stock & Membership Statistics

| BIGGENDEN – TOTAL LOANS | Oct 17 | Nov 17 | Dec 17 | Q2 17/18 | Q2 16/17 |
|--------------------------------|-------------------|-------------------|-------------------|---------------------|---------------------|
| Adult Fiction | 238 | 208 | 142 | 588 | 616 |
| Adult Non Fiction | 49 | 39 | 38 | 126 | 163 |
| Audio Visual | 11 | 7 | 8 | 26 | 21 |
| Beginner Reader | 2 | 0 | 0 | 2 | 3 |
| DVD | 19 | 35 | 19 | 73 | 85 |
| DVD Junior | 15 | 8 | 20 | 43 | 58 |
| InterLibrary Loan | 1 | 11 | 4 | 16 | 6 |
| Junior Fiction | 4 | 3 | 4 | 11 | 20 |
| Junior Non Fiction | 9 | 1 | 3 | 13 | 17 |
| Large Type | 59 | 81 | 61 | 201 | 188 |
| Magazine | 10 | 3 | 11 | 24 | 30 |
| Picture Book | 14 | 7 | 11 | 32 | 56 |
| Reserve Item | 5 | 0 | 3 | 8 | 11 |
| Young Adult Fiction | 7 | 6 | 2 | 15 | 10 |
| TOTAL | 443 | 409 | 326 | 1178 | 1284 |

These figures show a **8.26% decrease** in loans compared to same quarter last year.

| EIDSVOLD – TOTAL LOANS | Oct 17 | Nov 17 | Dec 17 | Q2 17/18 | Q2 16/17 |
|-------------------------------|-------------------|-------------------|-------------------|---------------------|---------------------|
| Adult Fiction | 91 | 79 | 73 | 243 | 380 |
| Adult Non Fiction | 35 | 15 | 21 | 71 | 82 |
| Audio Visual | 21 | 8 | 13 | 42 | 38 |
| Beginner Reader | 6 | 5 | 6 | 17 | 21 |
| DVD | 57 | 64 | 28 | 149 | 125 |
| DVD Junior | 24 | 21 | 31 | 76 | 120 |
| Junior Fiction | 31 | 17 | 32 | 80 | 62 |
| Junior Non Fiction | 5 | 10 | 14 | 29 | 7 |
| Large Type | 12 | 7 | 4 | 23 | 35 |
| Magazine | 1 | 6 | 8 | 15 | 28 |
| Picture Book | 52 | 38 | 40 | 130 | 68 |
| Reserve Item | 3 | 1 | 2 | 6 | 20 |
| Young Adult Fiction | 12 | 15 | 14 | 41 | 20 |
| | | | | | |
| TOTAL | 350 | 286 | 286 | 922 | 1006 |

These figures show a **8.35% decrease** in loans compared to same quarter last year.

| GAYNDAH – TOTAL LOANS | Oct 17 | Nov 17 | Dec 17 | Q2 17/18 | Q2 16/17 |
|-------------------------------------|-------------------|-------------------|-------------------|---------------------|---------------------|
| Adult Fiction | 282 | 280 | 269 | 831 | 988 |
| Adult Non Fiction | 66 | 54 | 58 | 178 | 207 |
| Audio Visual | 9 | 14 | 9 | 32 | 13 |
| Beginner Reader | 6 | 2 | 2 | 10 | 6 |
| DVD | 31 | 44 | 36 | 111 | 158 |
| DVD Junior | 12 | 3 | 13 | 28 | 98 |
| InterLibrary Loan | 1 | 2 | 2 | 5 | 2 |
| Junior Fiction | 7 | 12 | 23 | 42 | 63 |
| Junior Non Fiction | 12 | 0 | 4 | 16 | 31 |
| Junior Storytelling Kit | 0 | 0 | 0 | 0 | 9 |
| Large Type | 109 | 94 | 76 | 279 | 369 |
| LOTE (Languages Other Than English) | 1 | 1 | 1 | 3 | 0 |
| Magazine | 24 | 31 | 26 | 81 | 52 |
| Picture Book | 100 | 62 | 33 | 195 | 164 |
| Reference | 0 | 0 | 0 | 0 | 1 |
| Reserve Item | 11 | 7 | 3 | 21 | 30 |
| Young Adult Fiction | 4 | 1 | 3 | 8 | 34 |
| | | | | | |
| TOTAL | 675 | 607 | 558 | 1840 | 2093 |

These figures show a **12.09% decrease** in loans compared to same quarter last year.

| MONTO – TOTAL LOANS | Oct 17 | Nov 17 | Dec 17 | Q2 17/18 | Q2 16/17 |
|-------------------------------------|-------------------|-------------------|-------------------|---------------------|---------------------|
| Adult Fiction | 452 | 368 | 392 | 1212 | 1099 |
| Adult Non Fiction | 43 | 51 | 49 | 143 | 217 |
| Audio Visual | 30 | 23 | 10 | 63 | 80 |
| Beginner Reader | 8 | 7 | 3 | 18 | 21 |
| Bookclub Set | 2 | 2 | 0 | 4 | 3 |
| DVD | 134 | 150 | 75 | 359 | 301 |
| DVD Junior | 54 | 55 | 65 | 174 | 123 |
| Equipment | 0 | 0 | 0 | 0 | 4 |
| InterLibrary Loan | 25 | 26 | 10 | 61 | 31 |
| Junior Fiction | 28 | 27 | 30 | 85 | 99 |
| Junior Non Fiction | 5 | 3 | 3 | 11 | 22 |
| Large Type | 93 | 46 | 70 | 209 | 169 |
| Local History | 0 | 1 | 0 | 1 | 0 |
| LOTE (Languages Other Than English) | 1 | 1 | 1 | 3 | 0 |
| Magazine | 31 | 25 | 24 | 80 | 91 |
| Picture Book | 54 | 37 | 70 | 161 | 130 |
| Reserve Item | 3 | 4 | 3 | 10 | 29 |
| Young Adult Fiction | 18 | 15 | 26 | 59 | 91 |
| TOTAL | 982 | 842 | 832 | 2656 | 2510 |

These figures show a **5.82% increase** in loans compared to same quarter last year.

| MUNDUBBERA – TOTAL LOANS | Oct 17 | Nov 17 | Dec 17 | Q2 17/18 | Q2 16/17 |
|-------------------------------------|-------------------|-------------------|-------------------|---------------------|---------------------|
| Adult Fiction | 383 | 364 | 302 | 1049 | 1162 |
| Adult Non Fiction | 55 | 67 | 48 | 170 | 246 |
| Audio Visual | 2 | 7 | 2 | 11 | 19 |
| Beginner Reader | 8 | 6 | 5 | 19 | 35 |
| Device | 1 | 3 | 0 | 4 | 0 |
| DVD | 254 | 215 | 192 | 661 | 819 |
| DVD Junior | 86 | 67 | 102 | 255 | 259 |
| InterLibrary Loan | 0 | 6 | 0 | 6 | 5 |
| Junior Fiction | 44 | 38 | 54 | 136 | 160 |
| Junior Non Fiction | 14 | 16 | 10 | 40 | 61 |
| Junior Storytelling Kit | 1 | 0 | 0 | 1 | 3 |
| Large Type | 62 | 39 | 28 | 129 | 186 |
| Literacy | 1 | 2 | 0 | 3 | 0 |
| LOTE (Languages Other Than English) | 0 | 0 | 0 | 0 | 10 |
| Magazine | 7 | 14 | 23 | 44 | 66 |
| Music CD | 2 | 0 | 0 | 2 | 4 |
| Picture Book | 67 | 81 | 50 | 198 | 242 |
| Reserve Item | 4 | 3 | 4 | 11 | 50 |
| Young Adult Fiction | 21 | 15 | 12 | 48 | 47 |
| See Log Tab | 0 | 0 | 1 | 1 | 0 |
| | | | | | |
| TOTAL | 1012 | 943 | 833 | 2788 | 3376 |

These figures show a **17.42% decrease** in in loans compared to same quarter last year.

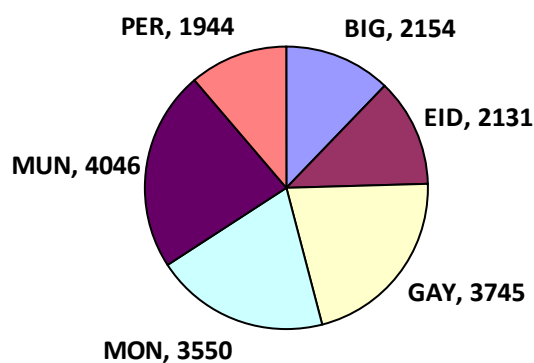
| PERRY – TOTAL LOANS | Oct 17 | Nov 17 | Dec 17 | Q2 17/18 | Q2 16/17 |
|----------------------------|-------------------|-------------------|-------------------|---------------------|---------------------|
| Adult Fiction | 64 | 47 | 26 | 137 | 158 |
| Adult Non Fiction | 5 | 15 | 13 | 33 | 55 |
| Audio Visual | 17 | 5 | 1 | 23 | 13 |
| DVD | 18 | 13 | 16 | 47 | 49 |
| DVD Junior | 5 | 7 | 6 | 18 | 12 |
| InterLibrary Loan | 1 | 3 | 0 | 4 | 0 |
| Junior Fiction | 5 | 0 | 0 | 5 | 0 |
| Junior Non Fiction | 1 | 0 | 2 | 3 | 5 |
| Large Type | 9 | 11 | 12 | 32 | 27 |
| Magazine | 14 | 24 | 12 | 50 | 70 |
| Picture Book | 7 | 0 | 0 | 7 | 2 |
| Reserve Item | 12 | 1 | 2 | 15 | 2 |
| Young Adult Fiction | 0 | 0 | 3 | 3 | |
| | | | | | |
| TOTAL | 158 | 126 | 93 | 377 | 393 |

These figures show a **4.07% decrease** in loans compared to same quarter last year.

TOTAL STOCK COUNT as at 11 January 2018

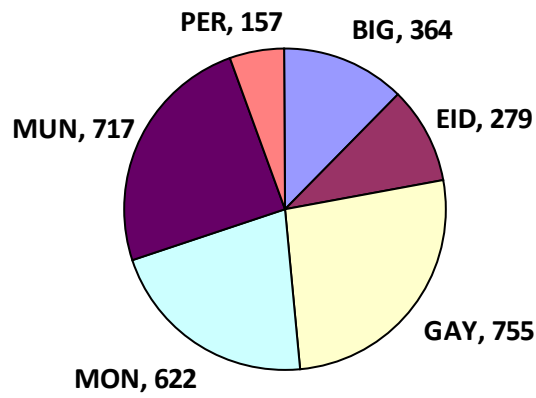
| | BIG | EID | GAY | MON | MUN | PER | TOTAL |
|-------------------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|
| Adult Fiction | 814 | 830 | 1344 | 1256 | 1387 | 683 | 6314 |
| Adult Non Fiction | 335 | 250 | 610 | 491 | 528 | 322 | 2536 |
| Audio Visual | 57 | 81 | 59 | 156 | 35 | 33 | 421 |
| Beginner Reader | 12 | 27 | 19 | 79 | 45 | 12 | 194 |
| Bookclub Set | 0 | 0 | 0 | 1 | 0 | 0 | 1 |
| Device | 0 | 0 | 1 | 1 | 1 | 0 | 3 |
| DVD | 137 | 128 | 159 | 173 | 306 | 99 | 999 |
| DVD Junior | 65 | 77 | 57 | 108 | 172 | 44 | 523 |
| Equipment | 0 | 0 | 0 | 2 | 0 | 0 | 2 |
| InterLibrary Loan | 5 | 0 | 4 | 28 | 8 | 1 | 46 |
| Junior Fiction | 83 | 132 | 185 | 261 | 258 | 78 | 997 |
| Junior Non Fiction | 53 | 39 | 123 | 127 | 172 | 52 | 566 |
| Junior Storytelling Kit | 0 | 0 | 23 | 0 | 2 | 1 | 26 |
| Large Type | 250 | 91 | 376 | 286 | 247 | 183 | 1433 |
| Literacy | 0 | 1 | 1 | 0 | 4 | 0 | 6 |
| Local History | 0 | 2 | 3 | 1 | 69 | 2 | 77 |
| LOTE | 1 | 0 | 57 | 0 | 1 | 2 | 61 |
| Magazine | 123 | 118 | 134 | 92 | 194 | 239 | 900 |
| Music CD | 0 | 0 | 5 | 3 | 71 | 0 | 79 |
| Picture Book | 153 | 226 | 451 | 337 | 406 | 134 | 1707 |
| Reference | 3 | 24 | 4 | 1 | 4 | 5 | 41 |
| Reserve Item | 4 | 6 | 11 | 6 | 3 | 8 | 38 |
| Young Adult Fiction | 58 | 97 | 121 | 140 | 132 | 45 | 593 |
| Null | 1 | 2 | 1 | 1 | 1 | 1 | 7 |
| TOTAL | 2154 | 2131 | 3745 | 3550 | 4046 | 1944 | 17570 |

Please note: These figures are a total of what items are physically on our shelf and what is also currently on loan.



MEMBERSHIP COUNTS

| | Users – Added in Q2 17-18 | Users – Deleted in Q2 17-18 | Total Users as at 1 January 2018 |
|--------------|---------------------------|-----------------------------|----------------------------------|
| BIG | 13 | 1 | 364 |
| EID | 11 | 0 | 279 |
| GAY | 21 | 0 | 755 |
| MON | 33 | 0 | 622 |
| MUN | 37 | 32 | 717 |
| PER | 17 | 0 | 157 |
| TOTAL | 132 | 33 | 2894 |

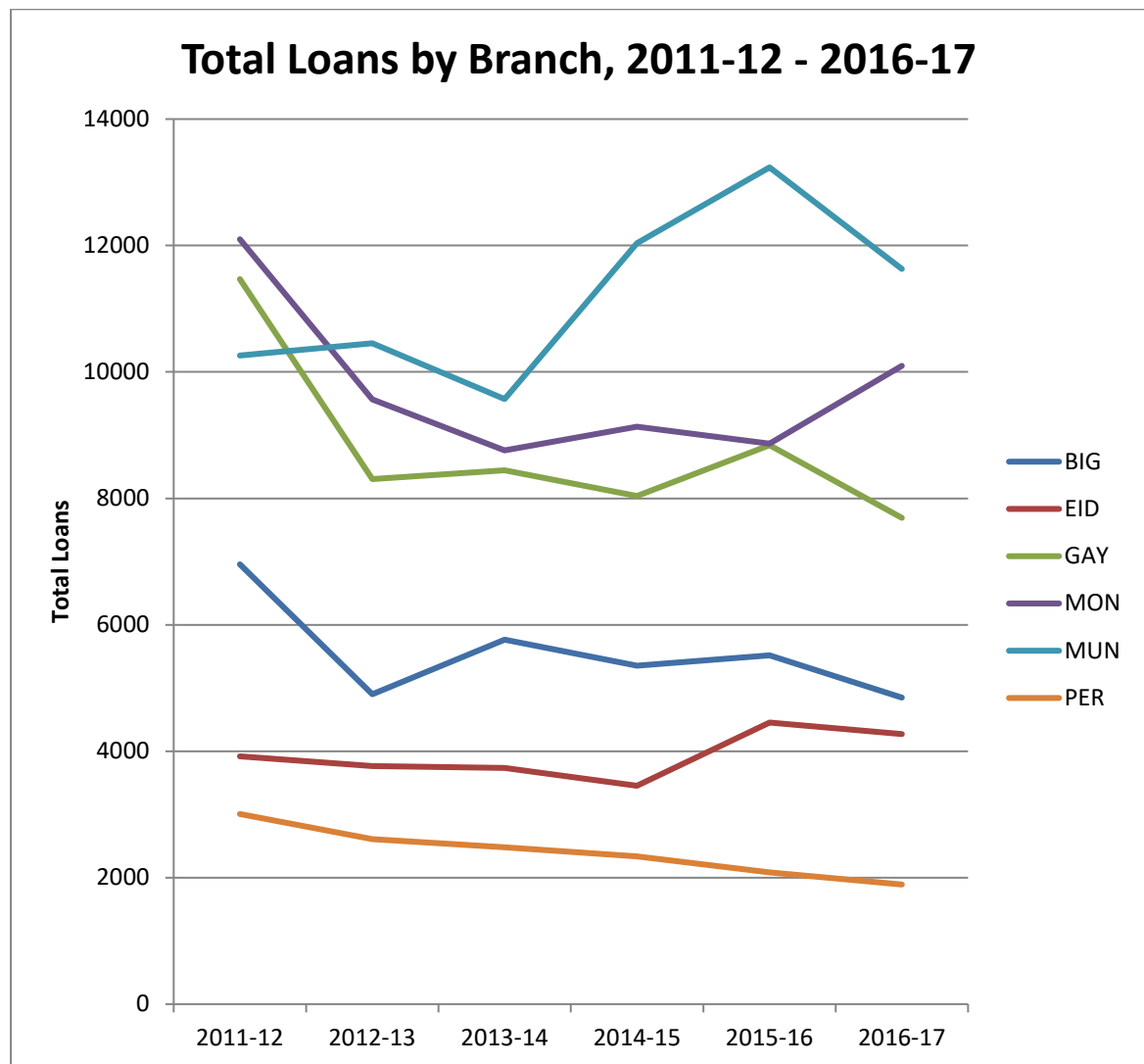


ATTACHMENT 8

Annual Trends Statistics

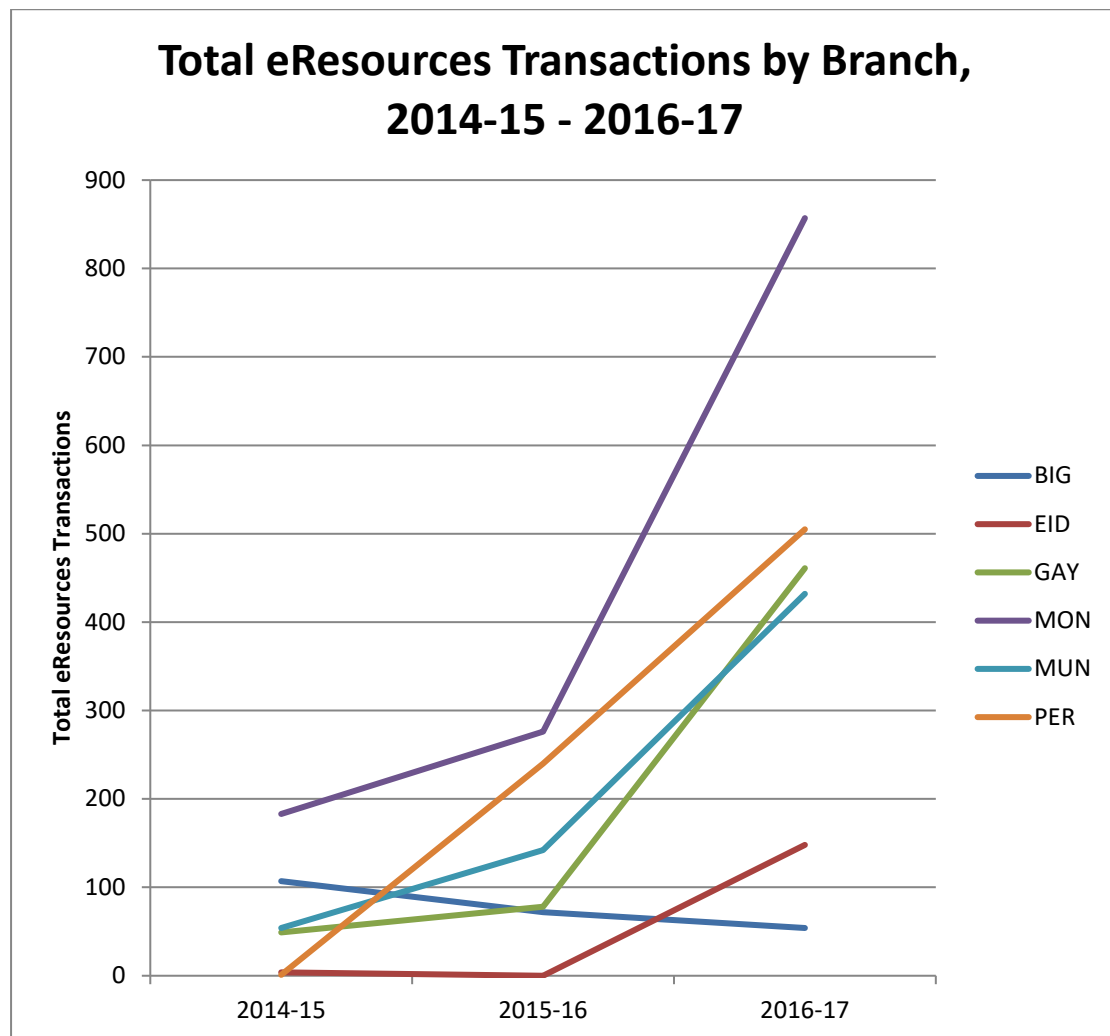
| TOTAL LOANS* | Total 2011-12 | Total 2012-13 | Total 2013-14 | Total 2014-15 | Total 2015-16 | Total 2016-17 |
|---------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Biggenden | 6957 | 4904 | 5767 | 5355 | 5516 | 4849 |
| Eidsvold | 3921 | 3768 | 3735 | 3454 | 4454 | 4273 |
| Gayndah | 11,468 | 8305 | 8446 | 8036 | 8839 | 7692 |
| Monto | 12,099 | 9564 | 8759 | 9132 | 8865 | 10,096 |
| Mundubbera | 10,259 | 10,455 | 9571 | 12,035 | 13,236 | 11,631 |
| Perry | 3007 | 2608 | 2480 | 2336 | 2084 | 1892 |
| TOTAL | 47,711 | 39,604 | 38,758 | 40,348 | 42,994 | 40,433 |

*Total loans includes all physical items loans and excludes renewals

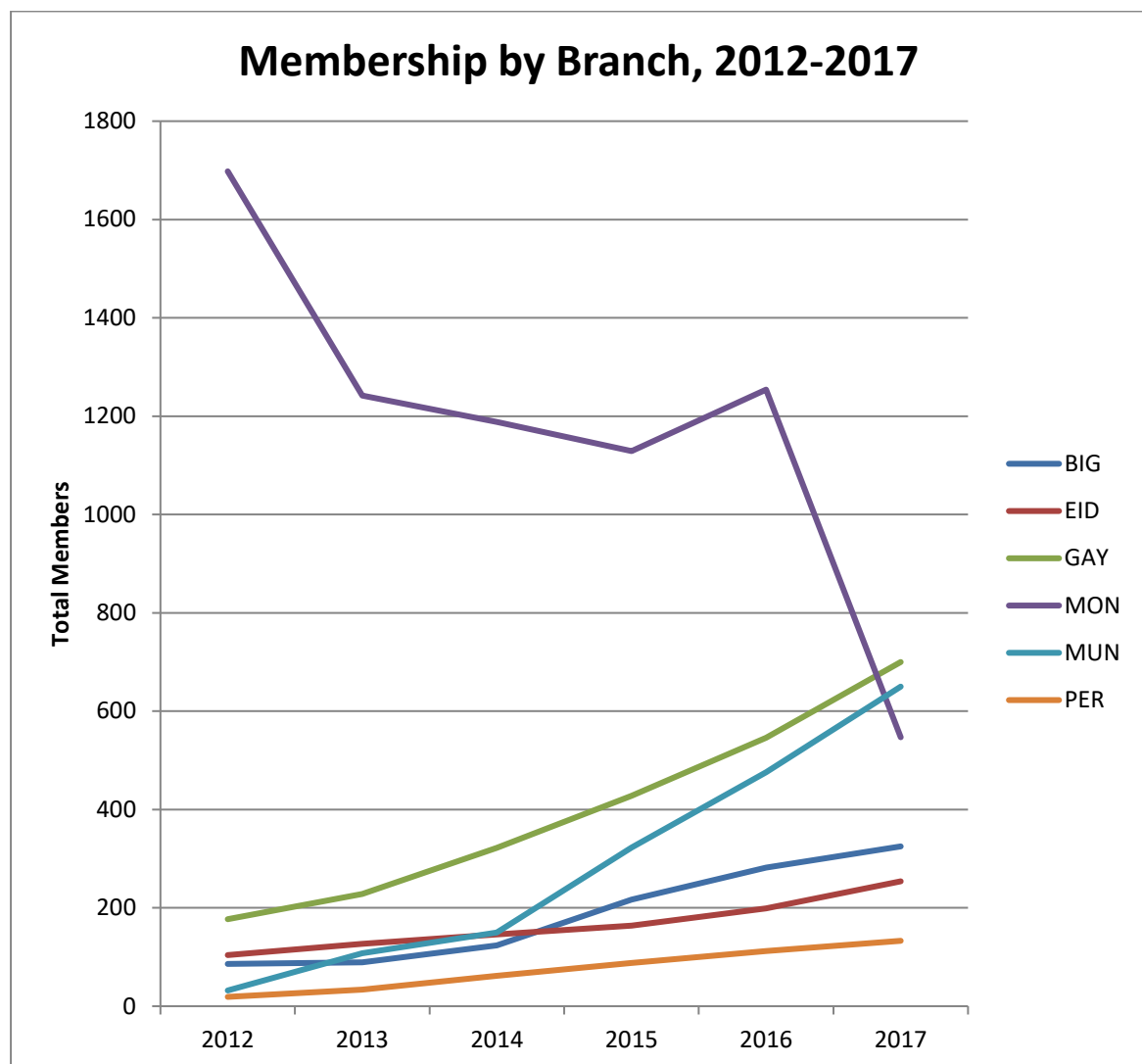


| TOTAL eRESOURCES TRANSACTIONS* | Total 2014-15 | Total 2015-16 | Total 2016-17 |
|---------------------------------------|----------------------|----------------------|----------------------|
| Biggenden | 107 | 72 | 54 |
| Eidsvold | 4 | 0 | 148 |
| Gaydah | 49 | 78 | 461 |
| Monto | 183 | 276 | 857 |
| Mundubbera | 54 | 142 | 432 |
| Perry | 1 | 240 | 505 |
| TOTAL | 398 | 808 | 2457 |

*eResources transactions include eBook loans, eAudiobook loans and electronic service downloads

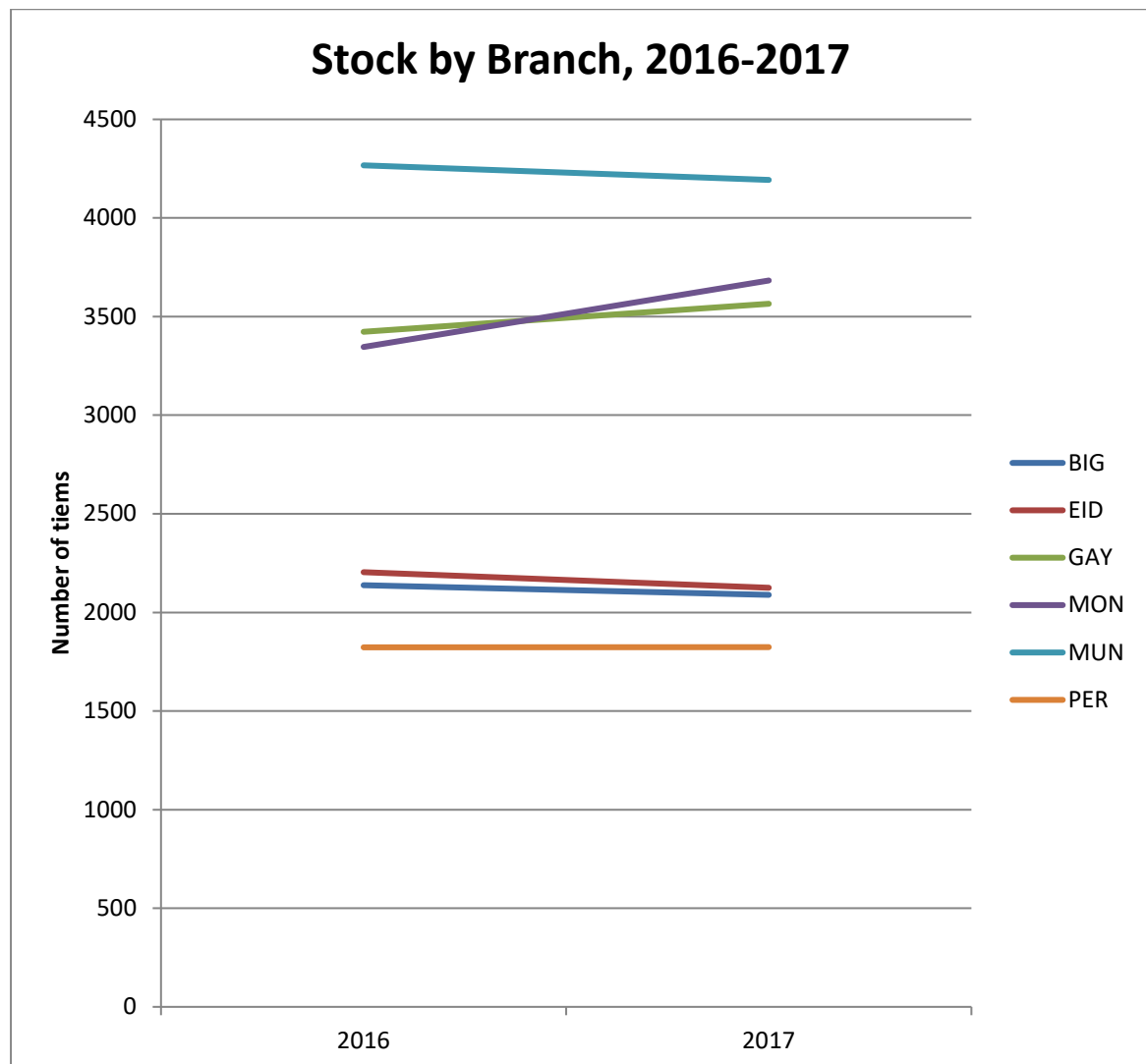


| MEMBERSHIP | 30 June 2012 | 30 June 2013 | 30 June 2014 | 30 June 2015 | 30 June 2016 | 30 June 2017 |
|-------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Biggenden | 86 | 89 | 124 | 217 | 282 | 325 |
| Eidsvold | 104 | 127 | 146 | 164 | 199 | 254 |
| Gayndah | 177 | 228 | 322 | 428 | 546 | 700 |
| Monto | 1698 | 1242 | 1188 | 1129 | 1251 | 547 |
| Mundubbera | 32 | 108 | 150 | 323 | 476 | 650 |
| Perry | 19 | 34 | 62 | 88 | 112 | 133 |
| TOTAL | 2116 | 1828 | 1992 | 2349 | 2866 | 2609 |



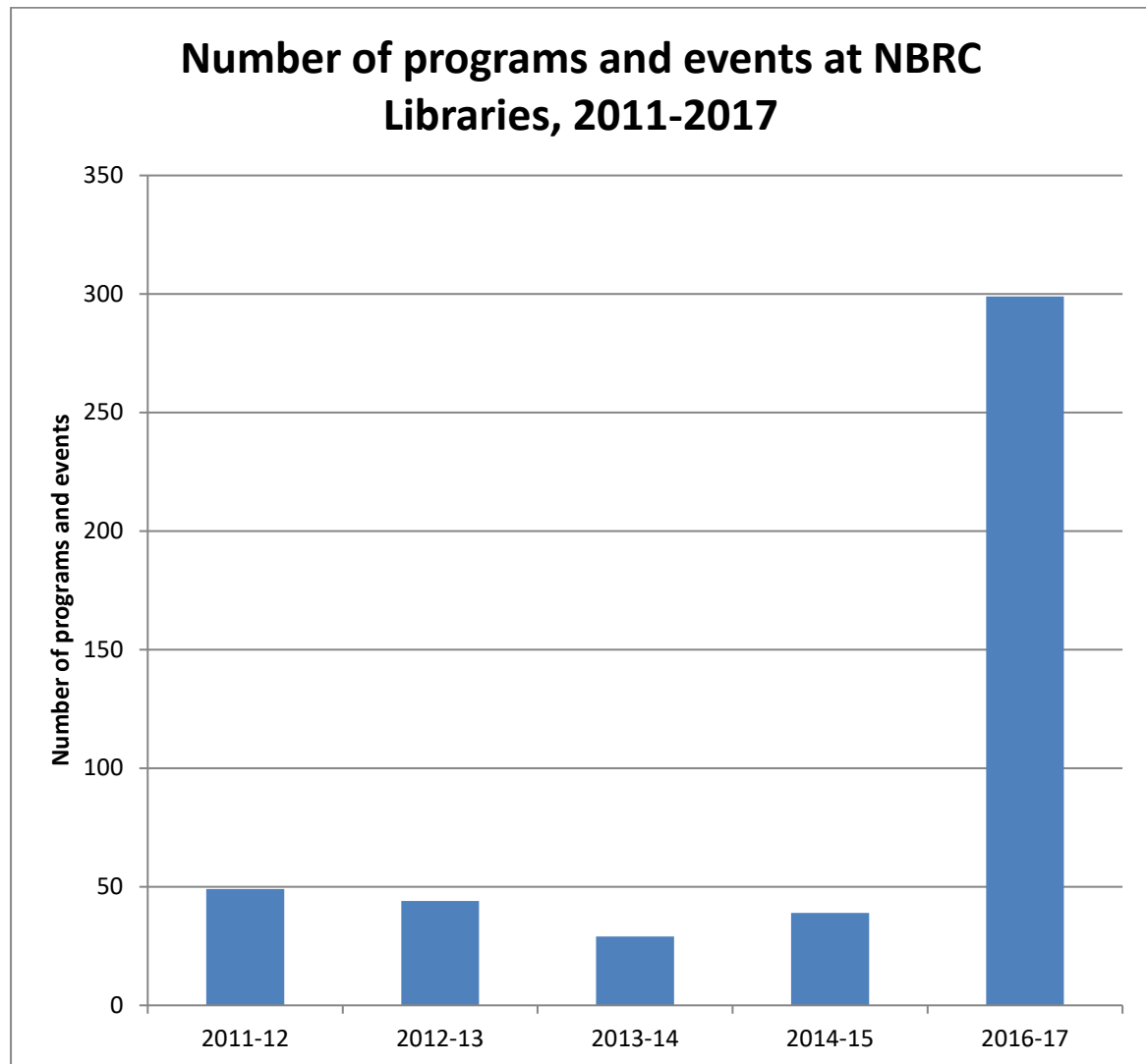
| STOCK COUNTS* | 3 August 2016 | 5 July 2017 |
|----------------------|----------------------|--------------------|
| Biggenden | 2138 | 2089 |
| Eidsvold | 2204 | 2125 |
| Gayndah | 3423 | 3565 |
| Monto | 3346 | 3683 |
| Mundubbera | 4267 | 4193 |
| Perry | 1823 | 1824 |
| TOTAL | 17,201 | 17,479 |

*These figures are totals of items on shelf as well as items on loan



| PROGRAMS | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 |
|---|----------------|----------------|----------------|----------------|--------------------------|----------------|
| Total number of programs and events (all branches)* | 49 | 44 | 29 | 39 | Not counted/ reported | 299 |
| Total number of attendees at programs and events (all branches)* | 749 | 722 | 1623 | 799 | Not counted/ reported | 1704 |

*Programs and events include digital literacy programs, early and family literacy programs, multicultural awareness programs, and other library-run public events and learning programs



ATTACHMENT 9 – Reporting on Library Strategy

| <h1>COMMUNITY SPACES</h1> | | | |
|-------------------------------------|--|--|---|
| STRATEGY | ACTION | OUTCOME | COMMENTS |
| Extended access to library branches | Review library hours for all branches, making it more consistent across the region | Review completed Increased access to library branches as identified | 1st Quarter 16/17 - Mundubbera library hours brought into line with other library and administration centres 3rd Quarter 16/17 – Costs associated with commencing Saturday opening hours in Biggenden, Eidsvold and Mt Perry Libraries were investigated, report to be presented to Council for consideration in April 4th Quarter 16/17 – Arrangements made to open Biggenden, Eidsvold and Mt Perry Libraries on Saturdays for a six month trial commencing July 1 1st Quarter 17/18 – Biggenden, Eidsvold and Mt Perry Libraries join Gayndah, Monto and Mundubbera Libraries to open on Saturdays 2nd Quarter 17/18 – Six month Saturday openings trial at Biggenden, Eidsvold and Mt Perry Libraries completed |
| | Install after hours chute at branches | Increased chance to return items | 4th Quarter 15/16 - After hours chutes have been ordered for Biggenden & Perry 2nd Quarter 16/17 - Return boxes have been installed at Perry & Biggenden. Investigating comparison of prices for outside bin or built in wall chute for Gayndah 3rd Quarter 16/17 – DEHP Heritage Exemption application submitted and approved for installation for Gayndah wall chute 4th Quarter 16/17 – External returns bin opted for at Gayndah Library due to fire safety concerns. DEHP Heritage Exemption application approved. Returns bin ordered, and installation preparation completed. Bin to arrive by mid-July 1st Quarter 17/18 – External returns bin installed and in use at Gayndah Library. All branches now offer after hours returns |

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| Optimise current library spaces | Internal signage to identify different sections within the premises, using standardised international signage where relevant | Improved collection access and consistency in each branch | 3rd Quarter 16/17 – Standardised shelf dividers and labels and have been ordered for all branches 4th Quarter 16/17 – Standardised shelf dividers and labels distributed to all branches. Installation is in progress |
| | Re-arrange furniture in current spaces to create designated areas, e.g. open kids area for story time, teen lounge etc | Improved collection access and separation of quiet and active spaces | 4th Quarter 15/16 - Where possible, the new furniture purchased has been able to be used to make dedicated and separated spaces 4th Quarter 16/17 - First Five Forever funds used to purchase items to enhance and differentiate childrens areas, Gayndah Library rearrange conducted to optimise and enhance spaces in response to community feedback and separates kids area and youth area |
| | New furniture and toys in childrens areas | Comfortable and fresh furniture, welcoming spaces | 4th Quarter 15/16 - New furniture purchased for all branches, some items included: children’s tables and chairs, shelving, cushions, ottomans, mats, coffee tables 4th Quarter 16/17 - First Five Forever funds used to purchase display shelving, cushions, kids seating, educational toys and games, and wall art for childrens areas at all branches |
| Improve accessibility to services and facilities for people with disabilities/special needs | All collections, programs, services, events, exhibitions and spaces, on site and online, are delivered in ways that meet access requirements of people with disabilities, wherever possible | Increased access to library branches | 4th Quarter 15/16 - Automatic door installed at Eidsvold Library 2nd Quarter 16/17 - Home library service advertised to public, will assist disabled/aged citizens |
| Planning for future library spaces | Providing continual consultation with community to ensure our library spaces meet needs and demands | Community aspirations incorporated into the design of library spaces | 4th Quarter 16/17 – Community feedback session held at Gayndah Library, feedback incorporated into rearrange of Gayndah Library space 2nd Quarter 17/18 – Community consultation in Eidsvold commenced with feedback being sought on the existing and future Eidsvold Library layout. Eidsvold Library rearrange is planned for Q3 17/18 |

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| Culturally significant spaces | Create a culturally inclusive environment to provide the community with appropriate spaces | Establishment of yarning or gathering spaces in libraries where ATSI/CALD can connect | 2nd Quarter 16/17 - Pre-planning stage of brainstorming ideas and researching funding opportunities for yarning circle in Eidsvold Library |
| | Consistent welcoming messages in variety of languages at branch entrances | People made to feel welcome regardless of ethnic background | 2nd Quarter 16/17 - Gathering ideas and prices on possible ways to have this consistently in each library branch 3rd Quarter 16/17 - Welcome Languages Mats have been ordered for all branches 4th Quarter 16/17 - Welcome Languages Mats on display at front counters/entry ways in all branches |

PARTNERSHIPS

| STRATEGY | ACTION | OUTCOME | COMMENTS |
|--|---|--|--|
| Build active participation | Establish and convene a Libraries Community Reference Panel | Community advice and participation in NBRC Libraries consultation, advocacy and planning | |
| | Establish a 'Friends of the Library' volunteer program in each branch | Community participation and ownership of library and increase of activity | 4th Quarter 15/16 - Draft Volunteer Policy developed for review |
| | Develop and participate in cultural events and activities to collaboratively deliver relevant cultural programs e.g. story-time by elders for Reconciliation Week, Naidoc Week, World Harmony Day, multicultural conversation hours, ANZAC Day, Australia Day | <p>Promoting and providing awareness of our libraries in the community</p> <p>Library Services participating actively in other traditionally non-library activities and events</p> | <p>1st Quarter 16/17 - Currently in the planning stage of yearly programming for events, some include Reconciliation Week, Naidoc Week, Australia Day, ANZAC Day</p> <p>3rd Quarter 16/17 - Australia Day celebrations held in each community, Harmony Day celebrations held in all branches, Seniors Week Subsidy Application submitted to host Seniors Week Morning Tea in all branches</p> <p>4th Quarter 16/17 - National Reconciliation Week displays and Reconciliation Week Storytime & Craft Sessions hosted at each branch, Seniors Week Subsidy Application successful</p> <p>1st Quarter 17/18 - Seniors Week Morning Teas held in all branches</p> |
| Build on and maintain current partnership with State Library of Queensland (SLQ) | Collaborate and participate in opportunities provided by SLQ | NBRC libraries playing a role in consultation, advocacy and planning | <p>1st Quarter 17/18 - NBRC Libraries contributed to consultation processes for review of Queensland library standards & guidelines, Public Library Grant Methodology Review, and review of strategic vision for Queensland public libraries</p> <p>2nd Quarter 17/18 - EOI submitted to State Library to host Professional Development event in 2018</p> |
| Build partnerships and collaboration | Actively promote the library within Council operations and seek opportunities to | Internal relationships built, increased awareness within the community | 2nd Quarter 16/17 - Monthly CCLT meetings ensure the Library, Customer Service & Communities teams have the opportunities to share ideas and work together |

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| | cooperate on projects of mutual benefit | | |
| | Investigate opportunities with schools and local community organisations to assess synergy of program development and communication | Extension of program and promotional reach and capacity | <p>1st Quarter 16/17 - Mundubbera Librarian, Leah McKinnon, attended a Child Protection Week event at Mundubbera Kindergarten and did storytime to promote early childhood learning</p> <p>4th Quarter 16/17 - Mundubbera Librarian, Leah McKinnon, hosted Prep/Year 1 Class from Mundubbera State School and delivered interactive Storytime session</p> <p>1st Quarter 17/18 – Biggenden Library Officer Charlotte Pitt attended Biggenden Under 8s Day to host an interactive Storytime. Mundubbera Library Officer Leah McKinnon hosted Prep/Year 1 Class from Mundubbera State School for Storytime and craft. Mundubbera Library Officer Jodie Brown conducted an outreach visit to the Mundubbera Kindergarten in honour of Child Protection Week</p> <p>2nd Quarter 17/18 – Mundubbera Library Officer Leah McKinnon hosted the Mundubbera State Prep class for a Christmas themed storytime and craft activity; all North Burnett Schools invited to participate in STEM.I.AM North Burnett Bush Bots program to support STEM educational curricula, regional interschool robotics and coding tournament held at Eidsvold State School</p> |
| Build arts and culture role of libraries | Develop an exhibition schedule to support opportunities to showcase local artists/talents | Increased opportunities for informal interactions and a sense of ownership within the community | |
| Build awareness of the North Burnett’s heritage | Collaborate with local history groups in the promotion of society initiatives | Local history groups utilise library spaces to access the broader community | <p>1st Quarter 17/18 – Mt Perry Library hosted a celebration morning tea for the unveiling of a plaque for children whose locations are unknown in the Mt Perry Cemetery. The plaque was an initiative of Joe Endres, local historian Patricia Smith, and Evolution Mining. Mundubbera Library hosted a reopening and renaming of its now Darryl Charles Jenkinson History Room</p> |

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| | <p>Organise and preserve the library's cultural and historical resources for future generations e.g. digitised image collection, story boards</p> | <p>An extensive collection of resources established in various formats</p> | |
| | <p>Family & local history tutorials available to the public</p> | <p>Local history groups utilise library spaces to access the broader community Individuals upskilled in family history research</p> | |

LEARNING AND COLLECTIONS

| STRATEGY | ACTION | OUTCOME | COMMENTS |
|---|--|---|---|
| Ensure collections are reflective of varying age and cultural groups within the community | Exchanges undertaken every quarter, detailed request sent to SLQ | A collection that meets each community's current and emerging needs | <p>4th Quarter 15/16 - 2030 items exchanged</p> <p>1st Quarter 16/17 - 1200 items exchanged</p> <p>2nd Quarter 16/17 - No longer doing exchanges vis SLQ, trialling new stock rotation between branches</p> <p>3rd Quarter 16/17 – Quarterly stock rotation between branches continuing</p> <p>4th Quarter 16/17 – Quarterly stock rotation between branches continuing</p> <p>1st Quarter 17/18 – Quarterly stock rotation between branches continuing</p> <p>2nd Quarter 17/18 – Quarterly stock rotation between branches continuing</p> |
| | Undertake major updates of out-of-date and infrequently used stock | A collection the meets each community's current and emerging needs | <p>4th Quarter 15/16 - Weeded items</p> <p>Biggenden: 70</p> <p>Eidsvold: 1</p> <p>Gayndah: 11</p> <p>Monto: 40</p> <p>Mundubbera: 80</p> <p>1st Quarter 16/17 - Weeded items</p> <p>Biggenden: 78</p> <p>Eidsvold: 34</p> <p>Gayndah: 17</p> <p>Monto: 41</p> <p>Mundubbera: 15</p> <p>Perry: 10</p> <p>2nd Quarter 16/17 - Weeded items</p> <p>Biggenden: 16</p> <p>Eidsvold: 6</p> <p>Gayndah: 9</p> <p>Monto: 127</p> <p>Mundubbera: 2</p> <p>Perry: 2</p> |

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|---|---|---|--|
| | | | <p>3rd Quarter 16/17 – Weeded items Biggenden: - Eidsvold: 16 Gayndah: 29 Monto: 111 Mundubbera: 44 Perry: 1</p> <p>4th Quarter 16/17 - Weeded items Biggenden: 13 Eidsvold: 10 Gayndah: 32 Monto: 38 Mundubbera: 8</p> <p>1st Quarter 17/18 - Weeded items Biggenden: 97 Eidsvold: 123 Gayndah: 37 Monto: 68 Mundubbera: 14 Perry: 13</p> <p>2nd Quarter 17/18 - Weeded items Biggenden: 16 Eidsvold: 0 Gayndah: 7 Monto: 158 Mundubbera: 137 Perry: 36 Total: 354 (91% of weeded items were Inter Library Loans and old magazine issues)</p> |
| Ensure community has access to free Inter Library Loan (ILL)service | Staff to educate and promote ILL service to customers | Customers aware of service and able to request and receive required items | 1st Quarter 16/17 - SLQ provide eBook copy of title instead of hard copy where available |
| Provide a quality local history service | Maintain free access to online database (Ancestry) via public PCs | Content easily accessible by community in library | 2nd Quarter 15/16 - All our public PCs have free access 3rd Quarter 15/16 - All our public PCs have free access 4th Quarter 15/16 - All our public PCs have free access 1st Quarter 16/17 - All our public PCs have free access 2nd Quarter 16/17 - All our public PCs have free access |

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| | | | <p>3rd Quarter 16/17 – All our public PCs have free access 4th Quarter 16/17 – All our public PCs have free access 1st Quarter 17/18 – All our public PCs have free access 2nd Quarter 17/18 – All our public PCs have free access</p> |
| | <p>Make historical photographs available through our Online Public Access Catalogue (OPAC)</p> | <p>Content easily accessible by community and available indefinitely</p> | |
| | <p>Apply for grant funding to develop community history: Anzac Centenary</p> | <p>Community participation in sharing untold local history stories</p> | <p>2nd Quarter 15/16 - Grant was successfully secured 3rd Quarter 15/16 - 'Local voices, living stories - Monto remembers its ANZACS' DVD completed, DVDs added to library collection 4th Quarter 16/17 – Feature about <i>Local voices, living stories</i> grant project published in Anzac Centenary publication <i>Salute</i> 2nd Quarter 17/18 – Project brief for Remembrance 2018 Day virtual reality project presented to Council, Qld Anzac Centenary Funding application due in Q3 17/18</p> |
| <p>Provide quality programs and develop an integrated lifelong learning plan</p> | <p>Rattle & Rhyme</p> | <p>First 5 Forever Enjoy songs, finger plays and rhymes with your baby while developing their language and pre-reading skills</p> | <p>3rd Quarter 15/16 - Received funding from State Library Qld for First 5 Forever programming, purchased kits for children and parents 1st Quarter 16/17 - This program is currently in the planning stage and planning is due for completion 31/08/2016 2nd Quarter 16/17 - Part of our planned storytime and craft sessions 3rd Quarter 16/17 – Part of weekly Storytime & Craft Sessions that commenced from January 2017 4th Quarter 16/17 – Part of ongoing weekly Storytime & Craft Sessions 1st Quarter 17/18 – Part of ongoing weekly Storytime & Craft Sessions 2nd Quarter 17/18 – Part of ongoing weekly Storytime & Craft Sessions</p> |
| | <p>Playtime</p> | <p>First 5 Forever Explore, play and discover,</p> | <p>3rd Quarter 15/16 - Received funding from State Library Qld for First 5 Forever programming, purchased kits for children and</p> |

| | | | |
|--|--------------------------------------|---|---|
| | | Introduce your child to the wonderful world of free play | <p>parents</p> <p>1st Quarter 16/17 - This program is currently in the planning stage and planning is due for completion 31/08/2016</p> <p>2nd Quarter 16/17 - Part of our planned storytime and craft sessions</p> <p>3rd Quarter 16/17 – Part of weekly Storytime & Craft Sessions that commenced from January 2017</p> <p>4th Quarter 16/17 – Part of ongoing weekly Storytime & Craft Sessions</p> <p>1st Quarter 17/18 – Part of ongoing weekly Storytime & Craft Sessions</p> <p>2nd Quarter 17/18 – Part of ongoing weekly Storytime & Craft Sessions</p> |
| | Story time | <p>First 5 Forever</p> <p>Listen to stories, sing songs and share books with your child</p> | <p>3rd Quarter 15/16 - Received funding from State Library Qld for First 5 Forever programming, purchased kits for children and parents</p> <p>4th Quarter 15/16 - Used some of the funding to have Cilla Slack perform her Blue Gum Farm show in each community, F5F kits were launched</p> <p>1st Quarter 16/17 - This program is currently in the planning stage and planning is due for completion 31/08/2016</p> <p>2nd Quarter 16/17 - Part of our planned storytime and craft sessions</p> <p>3rd Quarter 16/17 – Weekly Storytime & Craft Sessions commenced from January 2017</p> <p>4th Quarter 16/17 – Weekly Storytime & Craft Sessions ongoing</p> <p>1st Quarter 17/18 – Weekly Storytime & Craft Sessions ongoing. Library officers Lauren Denman & Leah McKinnon attended SLQ’s First 5 Forever Storytime Facilitator Workshops</p> <p>2nd Quarter 17/18 – Weekly Storytime & Craft Sessions ongoing. Internal Storytime Facilitator training delivered to staff at Customer Service & Libraries team meeting. Storytime Session Plans, prop bags, literacy strategies and parent messaging introduced to Storytimes from December 2017</p> |
| | Pyjama Story time | Dress in your PJs and be entertained by stories, action rhymes and sing-alongs. | <p>1st Quarter 16/17 - This program is currently in the planning stage and planning is due for completion 31/08/2016</p> <p>2nd Quarter 16/17 - At this stage this program is not happening due to library hours, would be best suited to later closing times</p> |
| | Special interest workshops and talks | Community able to access a variety of informational | 2nd Quarter 17/18 – Gayndah, Monto and Perry branches hosted Scott Whitaker Author Talks on the topic of Queensland railway |

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| | | workshops, network with other community members with similar interests | hotels; Monto branch hosted local author Joan Derrick for a book launch of her new junior fiction title |
| | Book club | Nurture a love of reading within community and facilitate group discussions and networking | 1st Quarter 16/17 - Monto has established a member run bookclub using State Library supplied bookclub kits |
| | Writers Club | Nurture creativity within the community and facilitate group discussions and networking | 2nd Quarter 17/18 -Biggenden Library hosted a National Novel Writing Month (NaNoWriMo) Write-In Session led by local author Imogene Nix |

TECHNOLOGY

| STRATEGY | ACTION | OUTCOME | COMMENTS |
|--|--|---|--|
| Provide a quality, free internet service | Maintain internet service including Wi-Fi network | Reliable public internet PCs | |
| | Free Wi-Fi | Wi-Fi hotspots available at various locations, first 200MB free | 2nd Quarter 16/17 - Wi-Fi available at following locations, not all sites are accessible by public; Biggenden - Beiers Park, Biggenden Admin Front, Biggenden Admin Rear, Biggenden Landfill, Biggenden Library, Eidsvold - Swimming Pool, Eidsvold Admin Eidsvold Depot, Eidsvold Library, Eidsvold RMWABLC Interpretive Centre, Eidsvold RMWABLC Learning Room, Gayndah - Lions Park Gayndah - Museum, Gayndah Admin, Gayndah Boardroom Gayndah Depot, Gayndah DMCC (Control Room Wing - East) Gayndah DMCC (Control Room Wing - West), Gayndah DMCC (Meeting Room Wing - West), Gayndah DMCC (Meeting Room Wing - West), Gayndah Finance, Gayndah Landfill, Gayndah Library/TKAC, Monto - Lions Park, Monto - Pioneer Cottage Monto Admin, Monto Boardroom, Monto Depot, Monto Library Monto WMF, Mount Perry Admin, Mt Perry - Rest Area Mundubbera - Bicentennial Park, Mundubbera - Black Stump Mundubbera Boardroom, Mundubbera CSC Downstairs Mundubbera CSC Upstairs, Mundubbera Depot Mundubbera Engineering, Mundubbera Library Mundubbera NDRRA, RMW Centre Outdoor North RMW Centre Outdoor South |
| | Provide signage in town locations for Wi-Fi locations | Tourists and community able to access Wi-Fi service | 3rd Quarter 16/17 – Town Wi-Fi signage including Wi-Fi signage outside all branches installed in 2016 - project delivered by IT and Communities team |
| Provide opportunities for staff and library users to access the latest devices | Purchase various electronic devices (iPad, tablet, e-reader) for each branch | Staff will have knowledge to confidently teach and assist customers | 1st Quarter 16/17 - Possibility to apply for funding under OPAL Grants via State Library if application is eligible under program guidelines (to be released) |

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| | | | <p>3rd Quarter 16/17 – Public Library Strategic Priorities Grant Application submitted to purchase 3 iPads for each branch, STEM.I.AM Coding and Robotics Grant Application successful and will allow for purchase of 3D printer for Eidsvold Library and Arduino robotics kits for all branches</p> <p>4th Quarter 16/17 – Public Library Strategic Priorities grant application successful, FIRST Australia LEGO League Robotics grant application submitted and successful</p> <p>2nd Quarter 17/18 – 18 iPads purchased for the network with Public Library Strategic Priorities funding; 10 Samsung Galaxy tablets received as part of Samsung STEM Engagement program</p> |
| Development of skilled and confident staff | Staff educated on how to use Online Public Access Catalogue (OPAC) | Staff will have knowledge to confidently teach and assist customers | <p>2nd Quarter 16/17 - Staff at combined customer service/library meeting given guides on how to access all facets of our OPAC</p> <p>3rd Quarter 16/17 – Planning underway to deliver hands-on staff OPAC & e-Resources training as part of project associated with Public Library Strategic Priorities grant application</p> <p>4th Quarter 16/17 – Public Library Strategic Priorities grant application successful</p> |
| | | Customers will be able to use OPAC and place own reserves | <p>1st Quarter 16/17 - New members are provided with pin number to access OPAC and given instructional brochure</p> <p>3rd Quarter 16/17 – Planning underway to deliver OPAC training to the community as part of project associated with Public Library Strategic Priorities Grant Application</p> <p>4th Quarter 16/17 – Public Library Strategic Priorities grant application successful</p> |
| Develop programs that will give the community the digital literacy skills required to access information | Tech Savvy Seniors Beginner, intermediate, advanced computer classes | Community will have the skills required to use a computer and access information online | <p>3rd Quarter 15/16 - Secured funding via State Library Qld OPAL Funding to carry out 'Tech Savvy Seniors' training sessions in North Burnett</p> <p>4th Quarter 15/16 - Training sessions commenced in each location</p> <p>4th Quarter 15/16 - Total sessions: 54 Total participants: 221</p> <p>1st Quarter 16/17 - Total sessions: 54 Total participants: 382</p> <p>3rd Quarter 16/17 – Grant application submitted to secure funding for 2017 Tech Savvy Seniors Program</p> <p>4th Quarter 16/17 – Tech Savvy Seniors grant application</p> |

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| | | | successful |
| | iPad Training Roadshow Beginner, intermediate, advanced | Community will have the skills required to use an iPad and access apps and information | 1st Quarter 16/17 - Possibility to apply for funding under OPAL Grants via State Library if application is eligible under program guidelines (to be released) 3rd Quarter 16/17 – Planning underway to deliver iPad Training Roadshow as part of project associated with Public Library Strategic Priorities Grant Application 4th Quarter 16/17 – Public Library Strategic Priorities grant application successful |
| | e-Resources training | Customers will have knowledge to access free e- books, e-audio and digital magazines available with their library membership | 2nd Quarter 16/17 - Library programming finalised, commencing February 2017: discovering the eLibrary, introducing eMagazines, one on one tech help on offer at all branches 3rd Quarter 16/17 – Planning underway to deliver e-Resources training to the community as part of project associated with Public Library Strategic Priorities Grant Application 4th Quarter 16/17 – Public Library Strategic Priorities grant application successful |
| Introduction of social media to provide effective and timely communication with community | Library staff provide effective and timely content for Council’s existing media network to encourage patrons to interact with Council’s Facebook page | Community aware of services provided, taking ownership of their local library service | 2nd Quarter 16/17 - Library advertising schedule given to media officer for implementation e.g. Facebook, posts, media releases |

MARKETING AND PRESENCE

| STRATEGY | ACTION | OUTCOME | COMMENTS |
|---|--|--|---|
| Market library services in traditional and virtual environments | Develop an e-newsletter subscribed to by library members | Community aware of services, events and programs | |
| | Develop a biannual 'what's on' booklet for the library service | Community aware of services, events and programs | 2nd Quarter 16/17 - What's on booklet finalised and advertised to public |
| | Enhance website access to ensure it provides easy access to content and services | Community aware of service, events and programs | 2nd Quarter 16/17 - New website, library section is constantly updated |
| Implement Council branding of library services | Investigate the cost of library bags | Community provided with free library bag when joining library Otherwise available for purchase for small charge | 3rd Quarter 16/17 – FRRR Small Grant for Rural Communities application submitted to purchase printed calico library bags and develop Library Welcome Packs for new members 4th Quarter 16/17 – FRRR Small Grant for Rural Communities application unsuccessful |
| | Create signage that represents a community hub e.g. Community Connection Hub | Instant image given to community of more than just library, including 'one-stop-shop' image | |
| Continue development of culture of innovation, ideas | Implement regular library team meetings (skype) | Library team are connected and can share ideas and | 2nd Quarter 16/17 - Discussed at customer service/library team meeting, will be implemented in early new year |

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| and effective service delivery | between supervisors and staff to support their role within the library service | issues on a regular basis | 3rd Quarter 16/17 – Two customer service & library team skype meetings held this quarter 4th Quarter 16/17 – Two customer service & library team skype meetings held this quarter 1st Quarter 17/18 – Two customer service & library team skype meetings held this quarter 2nd Quarter 17/18 – Customer service & library team meeting held at Perry |
| | Develop relationships within library networks and other organisations e.g. professional development opportunities | Library team stay connected with other library happenings in the wider area | 2nd Quarter 17/18 – EOI submitted to State Library to host Professional Development event in 2018 |
| | Library staff subscribed to RLQ and PLS Connect newsletters | Library team stay up-to-date with library news and innovations | 2nd Quarter 16/17 - All current library staff are subscribed to SLQ newsletters |
| Development of skilled and confident staff | Develop skills matrix to identify gaps in skills level of staff and support staff to undertake training, mentoring and peer to peer support | Knowledge to act on workforce planning | |
| | Create and deliver a training program for staff skill development in relevant applications and online services | Staff skills capacity provides effective customer service | 3rd Quarter 16/17 – Planning underway to deliver hands-on staff OPAC & e-Resources training as part of project associated with Public Library Strategic Priorities grant application 4th Quarter 16/17 – Public Library Strategic Priorities grant application successful, hands-on staff OPAC & e-Resources training program will be delivered as part of grant project |
| | Staff educated and have an understanding of how the library service works | Staff are confidently able to answer customer questions and correctly explain how the library service works | |
| | Support capacity for staff to attend professional forums | The further development of a confident, capable and | 2nd Quarter 16/17 - Request sent to SLQ asking for North Burnett to be considered to host First 5 Forever workshops in 2017 |

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| | and workshops | positive workforce | 1st Quarter 17/18 – Library officers Lauren Denman and Leah McKinnon attended SLQ First 5 Forever workshops hosted by Central Highlands Regional Council 2nd Quarter 17/18 – EOI submitted to State Library to host Professional Development event in 2018 which would enable high rate of staff attendance |
| | Recognise exemplary staff performance and successful project implementation | Recognition of staff work ethic and achievements | |
| Maximise volunteer contribution to assist staff to deliver sustainable services to the community | Develop a volunteer management program to sustainably deliver services | Volunteer management strategy in place for service delivery areas where volunteers may be utilised in conjunction with staff to enhance service delivery | 4th Quarter 15/16 - Draft Volunteer Policy developed for review |
| Consistent processes and workspaces | Consistent floor-space planning across all North Burnett Libraries | Staff able to efficiently and effectively work in any branch, customers able to locate items consistently in each branch | 4th Quarter 16/17 – Standardised shelf dividers and labels distributed to all branches. Installation is in progress and will ensure collections are organised and labelled consistently |
| | Undertake regular engagement with community to understand their needs and the issues that are important to them | Community are involved in planning and have a sense of ownership in their library | 4th Quarter 16/17 – Community feedback session held at Gayndah Library, feedback incorporated into design of library spaces and library programming |

9.2 BUSINESS STREETScape FUNDING - 31/01/2018**Doc Id: 853755****Author: Tanya Walters, Administration Officer****Authoriser: Brad Duke, General Manager Corporate and Community****Attachments: Nil****INTRODUCTION/BACKGROUND**

The purpose of this report is to present the following applications for Business Streetscape Funding:

1. Titmarsh Holdings Pty Ltd Trading As Monto Irrigation and Plumbing Supplies
3. ABN 68 698 077 150
4. Doc ID 850057
- 5.
2. Binjour Bowls Club Inc
6. ABN 68 511 743 124
7. Doc ID 854834
- 8.

It is Council's objective to enhance the appearance and standard of maintenance of buildings fronting the main Urban Business Development Areas. The success of the program rests on Council's ability to raise and maintain awareness amongst local businesses of the available streetscape funding. Councillors, the economic development team, the community development team and management carry the program message and place it as they meet with businesses or chambers of commerce or related entities/individuals.

Council Customer Service displays application forms and policies in customer service centres. Council's Business Streetscape officer is available for detailed consultations with interested applicants.

Titmarsh Holdings Pty Ltd have applied for Streetscape funding for repainting and new signage of their shops at 46 and 48 Lister Street Monto. This application is retrospective, as the work has already been completed. The owners being unaware they could apply for assistance, until it was brought to their attention.

Binjour Bowls Club Inc have applied for Streetscape funding to erect a sign to welcome people to the Bowls Club and to advertise when functions are on. In conjunction with their Streetscape Application they have applied for waiver of the building/development fees.

CORPORATE/OPERATIONAL PLAN

Theme 1 – Our Productive Region

1.1 Jobs and Career Stimulus

1.6 Diversity of the economy through research of potential new industries

POLICY IMPLICATIONS

The allocation of funding for Business Streetscape funding is based on and in accordance with Statutory Policy 218 – Business Streetscape.

STATUTORY REQUIREMENTS

N/A

FINANCIAL REQUIREMENTS

Allocation of \$12,000 has been made in 2017/2018 budget. Approval of a maximum of 50% of the project cost, up to a maximum of \$1,000 per application is available.

| Month | Applicant | Project Amount | Grant Approved |
|-------|---------------------------|----------------|-----------------|
| Aug | Mulgildie Supermarket | \$ 3,000 | \$ 1,000 |
| Aug | Gavin Ford Mobiles | \$ 2,550 | \$ 1,000 |
| Aug | Monto Pharmacy | \$ 1,703 | \$ 851 |
| Oct | Sando Farming | \$ 1,960 | \$ 980 |
| Nov | Eden Creek Holdings | \$ 1,100 | \$ 550 |
| | Biggenden Laundromat | \$ 734 | \$ 367 |
| | The Den Community Craft | \$ 800 | \$ 400 |
| Dec | Mulgildie School Arts Inc | \$ 2,800 | \$ 1,000 |
| | Total | | \$ 6,148 |
| | Amount Remaining | | \$ 5,852 |

RISK MANAGEMENT

Recommendations provided in this report for the allocation of funds have been made in accordance with General Policy 218 – Business Streetscape.

Council Administration Officers utilise the Business Streetscape process and checklist to ensure that all grants are administered and acquitted in accordance with the policy.

CONSULTATION

Applications for Business Streetscape Funding have been approved by Development Services and Works (compliance) sections of Council.

RECOMMENDATION

That Council approves applications for:-

1. Titmarsh Holdings Pty Ltd Trading As Monto Irrigation and Plumbing Supplies - \$1000 in accordance with general policy 218 – Business Streetscape; and
2. Binjour Bowls Club Inc - \$1000 in accordance with Council's General Policy 218 – Business Streetscape

9.3 GRANTS TO COMMUNITY ORGANISATIONS

Doc Id: 855042

Author: Tanya Walters, Administration Officer

Authoriser: Brad Duke, General Manager Corporate and Community

Attachments: 1. Attachment A Community Grants Jan 2018.docx [855245]

INTRODUCTION/BACKGROUND

The purpose of this report is to present Council with the community requests for funding and in-kind support. Recommendations made in this report are in accordance with policy guidelines set by Council. The 2017-2018 Operational Budget has allocated funding of this nature to provide support to not-for-profit community organisations.

CORPORATE/OPERATIONAL PLAN

Theme 3 – Our United Region

3.6 United Communities

POLICY IMPLICATIONS

The guidelines for assessment and allocation of funding for not-for-profit organisations is based on and in accordance with the following policies:

- Statutory Policy 119 – Lifelong Community Grants
- Statutory Policy 120 – Cultural and Sports Performance Grants
- Statutory Policy 121 – Major Events Grants
- Statutory Policy 113 – Not for Profit Community Organisations and In-Kind Support

STATUTORY REQUIREMENTS

Sections 194 and 195 of the *Local Government Regulation 2012*

FINANCIAL REQUIREMENTS

| | Budget |
|---|-----------------|
| Policy 120 – Cultural and Sports Performance Grants | \$6,000 |
| Policy 119 – Lifelong Community Grants | \$22,000 |
| Policy 121 – Major Events | \$15,000 |
| Parks and Gardens Budget – Water Charges | \$18,500 |
| Policy 113 – Not-for-Profit Community Organisations and in-kind support | \$20,500 |
| Mowing | \$8,000 |
| Community Christmas Decorations 2017 | \$6,000 |
| Total | \$96,000 |

The following funding remains in the original budget and is accessible by way of fee waivers:-

| Area | Budget | Spent | Available |
|---|-----------------|-----------------|--------------------|
| Policy 120 – Cultural and Sports Performance Grants | \$ 6,000 | \$1,750 | \$ 4,250 |
| Policy 119 – Lifelong Community Grants | \$22,000 | \$21,742 | \$ 258 |
| Policy 121 – Major Events | \$15,000 | 0 | \$15,000 |
| Parks and Gardens Budget – Water Charges | \$18,500 | \$15,844 | \$ 2,656 |
| Policy 113 – Not-for-Profit Community Organisations and in-kind support | \$20,500 | \$40,476 | (-\$19,976) |
| Mowing | \$ 8,000 | \$ 578 | \$ 7,422 |
| Community Christmas Decorations 2017 | \$ 6,000 | \$4,806 | \$1,194 |
| Total | \$96,000 | \$85,196 | \$10,804 |

RISK MANAGEMENT

Recommendations provided in this report for the allocation of funds have been made in accordance with the following adopted Policies:

- Statutory Policy 119 – Lifelong Community Grants
- Statutory Policy 120 – Cultural and Sports Performance
- Statutory Policy 121 – Major Events Grants
- Statutory Policy 113 – Not for Profit Community Organisations and In-Kind Support

Council's Community Grants Officer is responsible for the administration and co-ordination of the Grants Policies. This Officer liaises with the relevant sections of Council to ensure that work is costed and delivered in a timely manner.

Council's Community Grants Officer also seeks technical advice from other sections of Council regarding any compliance or permit related matters.

CONSULTATION

- Development Services

RECOMMENDATION

That Council approve recommendations on Community Grant funding applications received and outlined in table (Attachment A) for financial and in-kind assistance, under Policy 119 Lifelong Community Grants, Policy 120 Cultural and Sports Performance Grants, Policy 121 Major Events Grants, and Policy 113 Not for Profit Community Organisations and In-Kind Support.

ATTACHMENT A - APPLICATIONS FOR NORTH BURNETT REGIONAL COUNCIL FOR COMMUNITY GRANT FUNDING RECEIVED UNTIL 30/01/2018

| Doc ID | Date Received | Organisation | Proposal Description | Event Date | Details | 2016/2017 Sponsorship | Requested Cash Amount | Requested In kind Estimate | GM's Recommended Cash Donation | GM's Recommended In kind Donation | Project Comments |
|----------------------------------|---------------|---|---|--------------------------------|--|-----------------------|-----------------------|----------------------------|--------------------------------|-----------------------------------|---|
| 852581 853266 852585 | 11/1/18 | Eidsvold Rodeo and Camp draft Committee | The Committee are holding their Golden Bell Camp draft. | 23-25 th March 2018 | "In Kind" Assistance requested with bins, cleaning, mowing and whipper snipping of grounds, water truck from Friday to Sunday, chairs and generator. | \$2365 (in kind) | \$0 | \$4602 | \$0 | \$4602 | "In kind" assistance sought:- 60 bins @ \$11 = \$ 660 Delivery/Collection bins = \$ 145 Cleaning (Saturday) = \$ 326 Cleaning (Sunday) = \$ 435 Sports Shed 3 days hire = \$ 837 Water Truck x 3 days = \$1,856 Mowing = \$ 233 Whipper snipping = \$ 110 Total In Kind Requested = \$4602 Recommend Council approve "in kind" request as per Statutory Policy No 113 Not for Profit Community Organisations and In Kind Support. |
| 854834 | 25/01/18 | Binjour Bowls Club Inc | The Committee are proposing to erect a sign to advertise when the Club is open. | 28 th Feb 2018 | "In Kind" Assistance is sought to waive the Building Inspection Fee. | \$0 | \$0 | \$502 | \$0 | \$502 | "In kind" assistance sought:- Building Inspection Fee \$502 Recommend Council approve "in kind" request as per Statutory Policy No 113 Not for Profit Organisations and In Kind Support |
| Donations Requested | | | | | | | | | | | |
| Request for Cash Donations | | | | | | | \$0 | | | | |
| Request for In Kind Donations | | | | | | | | \$5,104 | | | |
| Total Donations requested | | | | | | | \$0 | \$5,104 | | | |

| | | | | |
|---|--|------------|----------------|--|
| | | | | |
| GM Recommended | | | | |
| Recommended Request for Cash Donations | | \$0 | | |
| Recommended Request for In Kind Donations | | | \$5,104 | |
| Total Recommended for approval | | \$0 | \$5,104 | |

9.4 MULTICULTURAL AWARENESS PROJECT GRANT

Doc Id: 855856

Author: Greg Watkins, Community Development Officer

Authoriser: Brad Duke, General Manager Corporate and Community

Attachments:

1. cmq-projects-funding-information-paper.pdf [855852]
2. Consultation Plan and Budget - Cultural Awareness Education - 230517.docx [819013]

INTRODUCTION/BACKGROUND

In accordance with Council's direction, this report provides Council with information about the Celebrating multicultural Queensland Grants Program. A previous report "*Cultural Awareness Education*" was presented at the 17th January General meeting.

Celebrating Multicultural Queensland Grants Program has been identified as a possible source of income to assist in a current council upcoming project.

The 2017-18 funding round for multicultural projects to be delivered from 1 July 2018 to 30 June 2019 is now open, applications for funding close 9th March 2018. Under this funding round, total funding of \$300,000 is available for projects with the maximum grant amount of up to \$25,000 available.

Multicultural projects, in alignment with the principles of the Multicultural Queensland Charter, will build community relationships to:

- **Celebrate Welcome**—engage general community groups (including community associations, service clubs, and sporting groups) in connecting and welcoming migrants and refugees into a wide range of community activities; and/or
- **Building Opportunity**—promote opportunities for people from diverse backgrounds to participate and contribute to community projects; support communities to become more cohesive and resilient, and build their capacity to respond to local needs; and/or
- **Celebrate Diversity**—bring people together to celebrate our diversity and build a sense of welcome and belonging for all members of the community

CORPORATE/OPERATIONAL PLAN

Theme: 2.2 Community health and wellbeing services that meet community priorities

Theme: 3.6 United communities

3.6.1 Develop and implement a social cohesion/multicultural strategy

3.6.2 Work in partnership with Indigenous communities

3.6.5 Seasonal workers strategy, addresses social issues and supports and encourages Cultural diversity

POLICY IMPLICATIONS

Consistent with Council Policies:- Policy 207 – Arts and Cultural, Policy 208 – Tourism and Policy 227 – Community Diversity and Social Cohesion

STATUTORY REQUIREMENTS

Multicultural Recognition Act 2016

FINANCIAL REQUIREMENTS

Potential \$25,000 grant upon successful application.

Although no cash contribution is required for this grant, Council would list any in-kind support in the funding application.

It is proposed that Council submit an application for funding, to deliver the Educational program previously adopted by Council.

RISK MANAGEMENT

Assessment to be completed once grant application is deemed successful.

CONSULTATION

- NBRC Councillors
- NBRC Community Development Officers
- Social Cohesion Steering Committee

RECOMMENDATION

That Council receive and acknowledge this report and ratify an application for the Multicultural Projects Grant.

Department of Local Government, Racing and Multicultural Affairs

Multicultural Affairs Queensland

Celebrating Multicultural Queensland
Grants Program

2017-18

Funding Information Paper

Multicultural Projects

*Creating Welcome, Building Opportunity
and Celebrating Diversity*

Funded multicultural projects are to be delivered
between 1 July 2018 and 30 June 2019

Funding round opens Thursday, 1 February 2018 and
closes Friday, 9 March 2018



Queensland
Government

1 | Page

Multicultural Queensland

Queensland is a multicultural success story, being home to people who speak more than 220 languages and hold more than 100 religious beliefs.

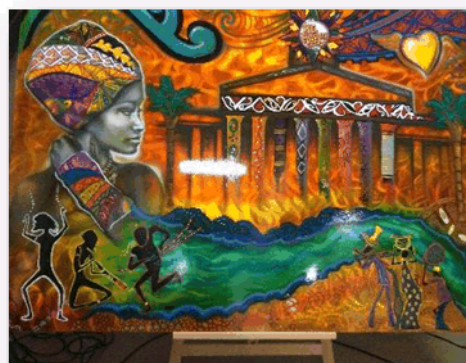
The **Multicultural Recognition Act 2016** recognises the valuable contribution of culturally diverse groups to the Queensland community, promotes Queensland as a unified, harmonious and inclusive community, and ensures services provided by government are responsive to the cultural diversity of our community.

The *Multicultural Recognition Act 2016* establishes the **Multicultural Queensland Charter**, which has the following principles:

1. A shared commitment to Queensland and Australia, and a free and democratic society governed by the rule of law, **fosters a strong and unified community**.
2. The people of Queensland come from many diverse backgrounds and have worked, and continue to work together to **build a prosperous, fair and harmonious Queensland**.
3. The people of Queensland should be able to **express and celebrate**, in a lawful way, their **cultural, linguistic and religious diversity**.
4. **Equal rights and responsibilities** under the law and equitable access to the services provided or funded by the government for all people of Queensland helps build a fair community.
5. A shared commitment, among members of the Queensland community, to **mutual respect, fair treatment and valuing the diversity of peoples** in the community fosters a caring, safe and inclusive community.
6. The creation of opportunities that **encourage the full participation of people from diverse backgrounds in the cultural, economic, political and social life of Queensland** helps build a prosperous state.
7. Sustained, respectful and inclusive engagement between all individuals, groups and the government are a basis for **mutual understanding**.
8. A unified and harmonious community **promotes a sense of belonging** among its people and builds community confidence and resilience.

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2015-16 – ‘A Welcoming Reception’ –
 Albert Park Flexible Learning Centre (as part of Youth Plus Foundation)

1. About the program

The Celebrating Multicultural Queensland grants program promotes Queensland's multicultural identity, the benefits of multiculturalism and equitable access to opportunities by people from diverse cultural backgrounds.

Funding of \$1,000,000 is available each financial year for multicultural events and projects that contribute to the goal of united, harmonious and inclusive communities.

Each year, the priorities and criteria for multicultural events and projects are reviewed to ensure they align with community need.

Key dates

In 2017–18, the timeline for the opening and closing of the grants rounds are:

1. Multicultural events – opened 18 July 2017 and closed 29 August 2017 – **NOW CLOSED**
2. **Multicultural projects – open 1 February 2018 and close 9 March 2018.**

Funding available

In 2017-18, the total funding available for multicultural projects to be delivered in 2018-19 is \$300,000.



2015-16 – 'Multicultural Engagement Program' –
Gold Coast SUNS

2. About multicultural projects

Multicultural projects, in alignment with the principles of the **Multicultural Queensland Charter**, will build community relationships to **Create Welcome, Build Opportunity and Celebrate Diversity**.

Objectives

The objective of multicultural projects is to develop practical strategies that:

- **Create Welcome** – engage general community groups (including community associations, service clubs, and sporting groups) in connecting and welcoming migrants and refugees into a wide range of community activities **and/or**
- **Build Opportunity** – promote opportunities for people from diverse backgrounds to participate and contribute to community projects; support communities to become more cohesive and resilient, and build their capacity to respond to local needs **and/or**
- **Celebrate Diversity** – bring people together to celebrate our diversity and build a sense of welcome and belonging for all members of the community.

Priorities

The multicultural projects grants round is outcome focussed and is seeking practical and innovative projects that aim to:

- welcome migrants and refugees into local communities to increase a sense of belonging
- increase opportunities for intercultural connections within local communities
- include migrants and refugees in community associations, service clubs and sporting groups
- support regional communities to build capacity to meet the needs of diverse communities
- support the participation of people with a disability from refugee or migrant backgrounds.

Funding criteria

Applicants **must** clearly address the following **mandatory criteria** in their application to be eligible for funding. Applicants are not required to address the **desirable criteria**, however this will strengthen your application.

Mandatory

- Description of how the project will address the objective/s and priority/ies of the program.
- Demonstrated community input in the development and delivery of the project proposal.
- Proven experience in the delivery of projects to engage communities.
- A complete project plan that demonstrates practical measures to ensure the successful delivery of the project.

Desirable

- Demonstrated partnerships with diverse cultural groups, or general community groups such as community associations, sporting groups and service clubs.
- Demonstrated strategies to sustain project beyond the funding period.

Funding amount

One-off funding of up to \$25,000 is available for approved projects to be delivered from **1 July 2018 to 30 June 2019**.

Due to the high demand for funding, only one application per organisation for a project can be accepted under this program.

Who is eligible to apply?

Organisations must:

- be not-for-profit and incorporated
- have a registered Australian Business Number (ABN) that is not for a commercial entity or individual
- hold public liability insurance to the value of not less than \$10 million, or provide evidence of plans to obtain insurance to the value of not less than \$10 million to ensure the full term of the proposed project is covered by insurance.
- have no overdue reports, or service delivery or performance issues for funding previously or currently provided by the Queensland Government.

Unincorporated organisations will need to seek agreement from a **not-for-profit incorporated organisation** to act as an **auspice for the project**. The auspicing organisation will be responsible for the legal and financial accountability of the project – entering into a grant agreement, receiving the funding to provide to the unincorporated organisation, and submitting report/s. The auspicing organisation must have no overdue reports, or service delivery or performance issues for funding previously or currently provided by the Queensland Government.

What organisations can apply?

Applications are encouraged from:

- community groups and organisations
- community associations including service clubs and service clubs
- local councils who partner with community groups.

Partnerships between organisations to deliver projects are strongly encouraged. Partnerships are important for fostering innovation, cross-cultural collaboration, and whole-of-community engagement in finding effective strategies in creating welcome, building opportunity and celebrating diversity.

To explore partnering opportunities with community associations, diverse cultural groups, and community organisations across Queensland, you can visit the *my community directory* website www.mycommunitydirectory.com.au/Queensland, or the Multicultural Resource Directory www.communities.qld.gov.au/multicultural/multicultural-communities/queensland-multicultural-resource-directory to conduct searches across local government areas and regions in Queensland.

What can funding be used for?

- Non-recurrent salaries and on-costs for short-term/casual workers
- Equipment and venue hire
- Advertising and marketing of project activities
- Costs of materials that are required for project activities
- Telecommunication and other administration.

What can't funding be used for?

- Capital expenditure, for example:
 - the purchase, repair, extension or renovation of buildings
 - motor vehicles
 - stage/venue equipment
 - capital equipment of any kind.
- Purchase of equipment, for example:
 - musical instruments or costumes
 - office equipment such as computers, photocopiers
 - devices of any kind.
- Travel costs within Australia or overseas, however, in recognition of the needs of communities living in rural and remote areas, subsidies for travel within Queensland to support engagement of rural and regional project participants may be considered (approval to be received from the Department of Local Government, Racing and Multicultural Affairs through Multicultural Affairs Queensland).
- Any recurrent costs, for example:
 - ongoing staff costs
 - established positions within the organisation
 - core functions of the organisation.
- Costs that are not essential or not related to the proposed project.
- Retrospective funding for project activities already underway or completed.
- Projects that have been fully funded by another funding agency.

Project examples

EXAMPLE 1

A women's association and a number of cultural groups jointly initiate a project to develop the association's capacity to engage with migrant and refugee women from different cultural backgrounds through involving the association's existing membership and women from culturally diverse backgrounds to explore each other's stories, skills and knowledge. Benefits could be:

- migrant and refugee women feel welcome and accepted and have the opportunity to make new friends
- the association improves their program with participation from a diverse membership
- migrant and refugee women choose to participate in regular activities of the association

- the association improves their capability, knowledge, skills and diversity to increase their support to the community
- migrant and refugee women gain and build confidence through sharing their culture and stories
- the association increases their membership and profile in the wider community by recognising the various contributions made by migrant and refugee women.

EXAMPLE 2

A community association engages young people from different cultural backgrounds in some of the established programs delivered by the association including a Youth Leadership and Enrichment program. Within this program, the association assists young people to develop as aspiring leaders, including problem solving and public speaking activities. Benefits could be:

- young people feel accepted with an increased sense of belonging
- the association improves their capacity and skills to engage with people from culturally diverse communities
- young people attain strengthened leadership, communication and problem solving skills
- increased participation of young people from diverse backgrounds in the association's programs
- young people increase their interaction, awareness and understanding across cultural groups
- the association increases its diversity and appeal to a broader range of communities.



2015-16 – 'The Lullaby Movement' –
Full Throttle Theatre Company Inc

3. How to apply

Ensure you carefully read this **Funding Information Paper** to determine whether your application meets the requirements for multicultural projects.

How do I submit an application?

Applications are submitted online through **SmartyGrants**. Visit our website at www.communities.qld.gov.au/multicultural for more information, including access to the application form, a guide to assist you to register and to complete the form, and a telephone number for any technical issues.

If you do not have an internet connection or are unable to access the online application form, you can contact Multicultural Affairs Queensland on (07) 3027 2474 to request a **hard copy of the application form**. You can **post** your completed application form to Multicultural Affairs Queensland, Department of Local Government, Racing and Multicultural Affairs, GPO Box 806, BRISBANE QLD 4001.

When do I submit my application?

Online applications must be submitted by midnight on **Friday, 9 March 2018**.

Hard copy applications must be postmarked by Australia Post before or on the closing date of **Friday, 9 March 2018**.

Ensure you submit the completed application by the closing date as **LATE APPLICATIONS WILL NOT BE ACCEPTED**. If you have successfully submitted your application, you will receive an acknowledgement email from SmartyGrants.

If you do not receive an acknowledgement email, your application has not been submitted. Check your application for errors and resubmit. If your application does not submit, contact SmartyGrants Technical Support on (03) 9320 6888.

How will applications be assessed?

All applications are assessed based on merit and assessment criteria.

The following **assessment criteria** provides a guide for applicants on the assessment criteria used to assess grant applications.



An independent Grants Assessment Panel will use the assessment for each application to determine whether to recommend funding. The process of assessment and decision making may take several months.

Applicants may be asked to submit further details or provide clarification during the assessment process.

In instances where a project is funded but the requested amount is not provided (reduced grant offered), negotiation may be required to ensure the project is still viable with the reduced funding.

What does a strong application look like?

Strong applications will demonstrate a well-planned approach and involve relevant stakeholders. They are clear about what the project is aiming to achieve and what benefits it will bring. They clearly answer all questions in the application and provide all supporting information.

Applicants must also demonstrate that project activities will be undertaken by appropriately qualified and experienced people.

Projects could be:

- community development initiatives that build community skill and leadership
- partnership approaches between culturally diverse communities and other culturally diverse or mainstream organisations that support improved service responses
- initiatives that assist mainstream organisations to improve program development and support to the community through building a more diverse membership
- production of resources and tools that assist service providers to deliver tailored, culturally and linguistically appropriate responses
- community engagement projects that promote the importance of mutual respect, understanding and fair treatment of all, regardless of cultural, racial or religious differences
- initiatives that assist mainstream organisations to increase the participation of culturally diverse communities in community activities and programs
- community engagement projects that build a sense of community identity that is about welcome, belonging and celebrating diversity.

What applications will not be funded?

- Applications from ineligible applicants, such as individuals or organisations based outside of Queensland who do not have operations in Queensland. (Refer to 'Who is eligible to apply?' on page 5 for eligible organisations.)
- Applications with a focus on funding activities associated with an event, including annual or one-off cultural celebrations and festivals. (*The Celebrating Multicultural Queensland grants program has a separate funding round for events and festivals.*)

- Applications that fail to address the program objectives and funding criteria.
- Applicants or auspicing organisations that have overdue Acquittal Reports for previous funding received from Multicultural Affairs Queensland. Overdue Acquittal Reports are those that have not been submitted by the due date indicated in the funding agreement. To check if you are up to date with your reports, please email MAQfunding@communities.qld.gov.au.
- Projects with a focus on competitions, commercial, or fundraising activities.

4. Funding decisions

Funding decisions are final and unsuccessful applications will not be re-considered.

Funding outcomes for multicultural projects under the 2017–18 Celebrating Multicultural Queensland grants program will **be announced by the Minister for Multicultural Affairs before the end of June 2018.**

All applicants successful in receiving funding will be required to:

- sign a **Particulars** (funding contract) and comply with the requirements and conditions of the agreement. *Visit www.communities.qld.gov.au/multicultural for an example*
- complete an **Electronic Funds Transfer** form outlining financial institution details, and if registered for GST, an Agreement to Issue **Recipient Created Tax Invoice** form which allows the Department of Local Government, Racing and Multicultural Affairs, through Multicultural Affairs Queensland, to raise an invoice on behalf of the successful applicant
- submit an online **Acquittal Report** within six (6) weeks after the completion of the funded project. Depending on the timeline of a project, a Progress Report mid-way through the project may also be required to be submitted. Templates will be attached to applications in SmartyGrants.

Funding will become available once successful applicants have entered into a grant agreement, executed by the Queensland Government, and provided their bank details.

Successful applications will be advertised in Queensland Government publications and websites. An applicant must inform the Department of Local Government, Racing and Multicultural Affairs, through Multicultural Affairs Queensland, if the organisation does not want their contact information made public.

All applicants unsuccessful in receiving funding can:

- request feedback on their application by emailing MAQfunding@communities.qld.gov.au
- contact the Grants Access Worker at MDA Ltd on (07) 3337 5400 or email mehrang@mdaltd.org.au who can assist in identifying other funding options
- refer to the following section, 'Other funding', for links to funding programs.

5. Other funding

You can find information about a range of funding programs or grants opportunities that are managed by the different levels of government and private sectors at the following sites:

Federal Government

On this site you can search for funding programs available within the Federal Government.

- www.business.gov.au/grants-and-assistance/grant-finder/

Queensland Government

On this site you can search for funding programs available within the Queensland Government.

- www.qld.gov.au/services/grants

Local Government

On this site you can find the contact details for your local council to be able to contact and discuss the funding programs they have available.

- www.dilgp.qld.gov.au/local-government-directory/

Other funding programs

On this site you can find current funding opportunities available, both government and philanthropic funding.

- www.mdaltd.org.au/cs-grant-access-program/, and then select '\$\$ Funding opportunities \$\$'

6. Assistance

If after reading this Funding Information Paper you still have questions, you can contact Multicultural Affairs Queensland by emailing MAQfunding@communities.qld.gov.au.

If you need assistance in developing your application, or if you require information about other sources of funding, you can contact the Grants Access Worker at MDA Ltd on (07) 3337 5400 or email mehrang@mdaltd.org.au. **MDA Ltd is a non-government organisation and is independent of the grant assessment process.**

Accessing interpreting services



Interpreting services are available for people who have difficulty communicating in English. If you have difficulty understanding this Funding Information Paper or would feel more comfortable discussing this document in your own language, please telephone Multicultural Affairs Queensland, on (07) 3027 2474 to ask for an interpreter.



2015-16 – 'Empowering Community Leaders to Promote Refugees' Socio-Economic Participation and Combat Social Inclusion' – ARMIA



North Burnett Regional Council

CULTURAL AWARENESS EDUCATION

2018 – 2020

Budgeted Project Scope

| | |
|--|---|
| Major Project: | Cultural Awareness Education |
| Key Project Objectives: | <p>Community education</p> <ul style="list-style-type: none"> o Highlighting the regionals already established multicultural diversity and history o Showcasing individuals and their stories o Hosting opportunities to meet a culture 1-on-1 to ask questions about them as an individual and community member <p>Leadership & consistent messages:</p> <ul style="list-style-type: none"> • Leading the community and NGO's to promote multiculturalism, harmony and social diversity from Council to the community <ul style="list-style-type: none"> o Creating and promoting welcome zones o Engaging ethnic communities in everyday activities (ie. Festivals, events, volunteering) and in creating spaces that value add to the community (ie. Parklands) o Working closely with State & Federal Governments to ensure structured and successful multicultural communities • Consistently delivering messages of multiculturalism, harmony and social diversity from Council to the community <ul style="list-style-type: none"> o Connecting the regions Social Cohesion Steering Committees through information sharing and support |
| Key Project Benefits: | <ul style="list-style-type: none"> - Promote our cultural diversity - Instilling sense of cultural pride amongst North Burnett residents - Encouraging North Burnett residents to explore and discover the various cultures in their own backyard and neighbouring townships - Community awareness about the diversity and benefits of multiculturalism in the North Burnett Region. - Appreciation of local and diverse cultures and history as well as the wider community Social Cohesion – integration of diverse cultures into local community |
| Key Community Impacts of the project: | <ul style="list-style-type: none"> - Increased cultural awareness and increase local community engagement with other cultures - Create strong networks and links to diverse cultures and the wider community to ensure that all other project goals are managed, delivered and sustainable - Work collaboratively and actively engage with stakeholders to ensure the best possible outcomes for the project |
| Consultation Objectives: | <p>To provide the North Burnett Communities and stakeholders with:</p> <ul style="list-style-type: none"> - Timely information about the planned project, project delivery timeframes and key outcomes of the project; - An opportunity to provide information and feedback to Council regarding requirements for consideration as part of this project; - An opportunity to contribute towards the key objectives and benefits of this project; and - An opportunity to value-add to the project by helping realise some of the non-infrastructure benefits; |
| Key Stakeholders: | <ul style="list-style-type: none"> - NBRC Mayor and Councillors - NBRC Community Development Officers |

| | |
|----------------------------|--|
| | <ul style="list-style-type: none"> - Mundubbera, Gayndah & Monto Social Cohesion Steering Committee members - Identified cultural leaders in each community - North Burnett Regional Schools |
| Proposed Time frame | 2 - 3 years |
| Proposed Activities | <p>Our Region, Our Story, Our Culture, Our Future</p> <p>Our Region Medium: NBRC Newsletter stories</p> <ul style="list-style-type: none"> - Each Town History (x6) – information gathered from Historical Centres and local historians. - Location (ie: Chinese Garden, Stone pitched bridges, walls/markers) (x6) – information gathered from Historical Centres and local historians. - Gold Rush (x1) <p>Media outlet: A4 printed stories for display at Libraries and RM Williams Centre, NBRC Newsletter</p> <p>Our Story</p> <ul style="list-style-type: none"> ➤ Individual Stories (x24) <p>Medium: Video Interviews Standard questions such as: Name Place of Birth (if outside Australian when did you move to Australia) Where do you live in the North Burnett? How long have you lived in the North Burnett? Family demographics Ancestry Partners ancestry (if applicable) Brief story/memory of your own or family members cultural heritage (eg: story from life in other country, my grand/parent/s schooling experience as a foreign child in an Australia School, etc) How you contribute to your community (work, school, volunteer, sports, arts, etc) Media outlet: Libraries, Social Media, Disc for distribution in schools, RM Williams Centre, etc</p> <ul style="list-style-type: none"> ➤ 'Share Our Stories' library display Utilising each library community's members will be able to share their stories by completing a hard version of the above questions, along with a bio of the project and disclaimers. The display period would run from July 2018 until March 2019 – leading up to Harmony Day. The captured stories, along with an image will be sent to the CDO team for inclusion in the 'Our Story' display. ➤ Library and RM Williams Centre display Launch: Harmony Day 21st March 2019 Library display period from 21st March until the 20th of April (1 month) RM Williams Centre display period from the 1st of April until the 30th of June (3 months) Medium: A4 Printed Stories Outlet: Select a few stories for NBRC newsletter (x12) Display ALL stories in print at Libraries on Harmony Day and RM Williams Centre Display (x24) |

| | |
|--|--|
| | <p>Our Culture Flyers - Regional v's World Map Flyers - Multiculturalism in the Australian context, include ABS figures Media outlet: Libraries and social media, NBRC Newsletter, schools, RM Williams Centre.</p> <p>Our Future Harmony week activity: Ask the school students to draw/write what the future will be Medium: Draw/Write response to a set question 'What does the faces of the future look like you?' Outlet: Put on display in library for Harmony Day</p> |
|--|--|

| Proposed Budget | | |
|--|--|--|
| Activity | Description | Budget |
| Call out to local Historians and Historical Society for Our Regions history stories – Identify key individuals and groups completed | NBRC Staff wages NBRC Newsletter articles | NBRC OPEX NBRC OPEX |
| Identify potential interviewees (2 x per month = 24 total) | NBRC Staff wages | NBRC OPEX |
| Identify local cultures – initial listing completed | NBRC Staff wages | NBRC OPEX |
| Identify possible funding avenues – Commenced and will be ongoing | NBRC Staff wages | NBRC OPEX |
| Compile Our Story Questions (with bio and disclaimer) for distribution to Libraries with example of interview (Melinda & Misty) and process – Initial questions etc. completed | NBRC Staff wages | NBRC OPEX |
| Compile Town, location and gold rush Stories for Newsletter Articles for the year. (6 each = 12 total) | NBRC Staff wages | NBRC OPEX |
| Distribute Our Story Questions (with bio & disclaimer) with example interview to all libraries & Council staff | NBRC Staff wages | NBRC OPEX |
| Video interview 2 or more people | NBRC Staff wages Interview - Video | NBRC OPEX Free apps are available for recording/editing |
| Print video & library interview for distribution to libraries & 1 for Newsletter | NBRC Staff wages NBRC Newsletter articles Library Notice TV | NBRC OPEX NBRC OPEX NBRC OPEX |
| Interview community members at Social Cohesion Meetings (Aim for 3-4) | NBRC Staff wages | NBRC OPEX |
| Compile Library Harmony Week Displays (To be displayed for the month of March) | NBRC Staff wages Harmony Day Event - Online Free resource from Harmony Day Library Notice TV Printing, stationary and flags for displays x 6 | NBRC OPEX FREE online resource NBRC OPEX \$600.00 |

| | | |
|---|--|---|
| Compile School Harmony Week Information Packs | NBRC Staff wages - already in Council OPEX budget Harmony Day Event - Online Free resource from Harmony Day Printing and Stationary for information packs x 16 | NBRC OPEX FREE online resource \$100.00 |
| Compile RM Williams Centre Display (To be displayed April – June) | NBRC Staff wages - already in Council OPEX budget | NBRC OPEX |
| Total | | \$700.00 |

| Activity 2018 | | January | February | March | April | May | June | July | August | September | October | November | December | Who | Estimated time |
|---------------|--|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|-------------|----------------|
| 1 | Call out to local Historians and Historical Society for Our Regions history stories – Identify key individuals and groups completed | | | | | | | | | | | | | | 40 |
| 2 | Identify potential interviewees (2 x per month = 24 total) | | | | | | | | | | | | | | 4 |
| 3 | Identify local cultures – initial listing completed | | | | | | | | | | | | | | 4 |
| 4 | Identify possible funding avenues – Commenced and will be ongoing | | | | | | | | | | | | | | 40 |
| 5 | Compile Our Story Questions (with bio and disclaimer) for distribution to Libraries with example of interview (Melinda & Misty) and process – Initial questions etc. completed | | | | | | | | | | | | | | 8 |
| 6 | Compile Town, location and gold rush Stories for Newsletter Articles for the year. (6 each = 12 total) | | | | | | | | | | | | | | 72 |
| 7 | Distribute Our Story Questions (with bio & disclaimer) with example interview to all libraries & Council staff | | | | | | | | | | | | | | 4 |
| 8 | Video interview 2 or more people | | | | | | | | | | | | | | 72 |
| 9 | Print video & library interview for distribution to libraries & 1 for Newsletter | | | | | | | | | | | | | | 8 |
| 10 | Interview community members at Social Cohesion Meetings (Aim for 3-4) | | | | | | | | | | | | | | 4 |
| 11 | Compile Library Harmony Week Displays (To be displayed for the month of March) | | | | | | | | | | | | | | 38 |
| 12 | Compile School Harmony Week Information Packs | | | | | | | | | | | | | | 38 |
| 13 | Compile RM Williams Centre Display (To be displayed April – June) | | | | | | | | | | | | | | 38 |
| | | | | | | | | | | | | | | Hours Total | 370 |

* Note: Video interviews may be completed before June 2018 but are listed in the plan until end of FY with additional collected during social cohesion meetings in case there are delays. Printed interviews are the contingency if video interviews can not be filmed, edited and distributed within the timeframe allocated.

| Activity 2019 | | January | February | March | April | May | June | July | August | September | October | November | December | Who | Estimated time |
|---------------|--|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|-------------|----------------|
| 1 | Call out to local Historians and Historical Society for Our Regions history stories – Identify key individuals and groups completed | | | | | | | | | | | | | | |
| 2 | Identify potential interviewees (2 x per month = 24 total) | | | | | | | | | | | | | | |
| 3 | Identify local cultures – initial listing completed | | | | | | | | | | | | | | |
| 4 | Identify possible funding avenues – Commenced and will be ongoing | | | | | | | | | | | | | | |
| 5 | Compile Our Story Questions (with bio and disclaimer) for distribution to Libraries with example of interview (Melinda & Misty) and process – Initial questions etc. completed | | | | | | | | | | | | | | |
| 6 | Compile Town, location and gold rush Stories for Newsletter Articles for the year. (6 each = 12 total) | | | | | | | | | | | | | | |
| 7 | Distribute Our Story Questions (with bio & disclaimer) with example interview to all libraries & Council staff | | | | | | | | | | | | | | |
| 8 | Video interview 2 or more people | | | | | | | | | | | | | | 216 |
| 9 | Print video & library interview for distribution to libraries & 1 for Newsletter | | | | | | | | | | | | | | 32 |
| 10 | Interview community members at Social Cohesion Meetings (Aim for 3-4) | | | | | | | | | | | | | | 6 |
| 11 | Compile Library Harmony Week Displays (To be displayed for the month of March) | | | | | | | | | | | | | | 38 |
| 12 | Compile School Harmony Week Information Packs | | | | | | | | | | | | | | 38 |
| 13 | Compile RM Williams Centre Display (To be displayed April – June) | | | | | | | | | | | | | | 38 |
| | | | | | | | | | | | | | | Hours Total | 368 |

| Activity 2020 | | January | February | March | April | May | June | July | August | September | October | November | December | Who | Estimated time |
|---------------|--|---------|----------|-------|-------|-----|------|------|--------|-----------|---------|----------|----------|-------------|----------------|
| 1 | Call out to local Historians and Historical Society for Our Regions history stories – Identify key individuals and groups completed | | | | | | | | | | | | | | |
| 2 | Identify potential interviewees (2 x per month = 24 total) | | | | | | | | | | | | | | |
| 3 | Identify local cultures – initial listing completed | | | | | | | | | | | | | | |
| 4 | Identify possible funding avenues – Commenced and will be ongoing | | | | | | | | | | | | | | |
| 5 | Compile Our Story Questions (with bio and disclaimer) for distribution to Libraries with example of interview (Melinda & Misty) and process – Initial questions etc. completed | | | | | | | | | | | | | | |
| 6 | Compile Town, location and gold rush Stories for Newsletter Articles for the year. (6 each = 12 total) | | | | | | | | | | | | | | |
| 7 | Distribute Our Story Questions (with bio & disclaimer) with example interview to all libraries & Council staff | | | | | | | | | | | | | | |
| 8 | Video interview 2 or more people | | | | | | | | | | | | | | |
| 9 | Print video & library interview for distribution to libraries & 1 for Newsletter | | | | | | | | | | | | | | 8 |
| 10 | Interview community members at Social Cohesion Meetings (Aim for 3-4) | | | | | | | | | | | | | | |
| 11 | Compile Library Harmony Week Displays (To be displayed for the month of March) | | | | | | | | | | | | | | 38 |
| 12 | Compile School Harmony Week Information Packs | | | | | | | | | | | | | | 38 |
| 13 | Compile RM Williams Centre Display (To be displayed April – June) | | | | | | | | | | | | | | 38 |
| | | | | | | | | | | | | | | Hours Total | 122 |

Cultural Education Awareness

Key Messages / FAQ

| Question category: | Question: | Answer: |
|--------------------|---|--|
| What | What is the Cultural Education Awareness project? | <p>Our Region, Our Story, Our Culture, Our Future</p> <p>Our Region Medium: NBRC Newsletter stories</p> <ul style="list-style-type: none"> • Each Town History (x6) – information gathered from Historical Centres and local historians. • Location (ie: Chinese Garden, Stone pitched bridges, walls/markers) (x6) – information gathered from Historical Centres and local historians. • Gold Rush (x1) <p>Our Story Individual Stories (x24) Medium: Video Interviews Standard questions such as: Name Place of Birth (if outside Australian when did you move to Australia) Where do you live in the North Burnett? How long have you lived in the North Burnett? Family demographics Ancestry Partners ancestry (if applicable) Brief story/memory of your own or family members cultural heritage (eg: story from life in other country, my grand/parent/s schooling experience as a foreign child in an Australia School, etc) How you contribute to your community (work, school, volunteer, sports, arts, etc) Media outlet: Libraries, Social Media, Disc for distribution in schools, etc Medium: Print Stories Outlet: Select a few stories for NBRC newsletter (x12) Display ALL stories in print at Libraries on Harmony Day (x24)</p> <p>Our Culture Flyers - Regional v's World Map Flyers - Multiculturalism in the Australian context, include ABS figures Media outlet: Libraries and social media, NBRC Newsletter, schools.</p> <p>Our Future Harmony week activity: Ask the school students to draw/write what the future will be Medium: Draw/Write response to a set question 'What does the faces of the future look like you?' Outlet: Put on display in library for Harmony Day</p> |
| When (timeframe) | When will the project commence? | January 2018 |
| | When will the project be completed? | December 2020 |
| Who | Who will participate? | - Anyone |

| | | |
|---------|--|---|
| | Who can access? | - Anyone |
| Where | Where will the proposed activities be? | <p>Our Region Medium: NBRC Newsletter stories</p> <p>Our Story Individual Stories (x24) Medium: Video Interviews Library Media Notice TV Harmony Day Event</p> <p>Our Culture Media outlet: Libraries and social media, NBRC Newsletter, schools. Library Media Notice TV Harmony Day Event</p> <p>Our Future Harmony week activity: School students draw/write what the future will look like to them Outlet: Put on display in library for Harmony Day</p> |
| How | How can I participate? | <p>Our Region Information gathered from Historical Centres and local historians.</p> <p>Our Story Share your stories - interview Attend Harmony Day Event – March 2018, 2019 & 2020</p> <p>Our Culture Attend Harmony Day Event – March 2018, 2019 & 2020</p> <p>Our Future Schools can participate by promoting Harmony Day event and school students draw/write what the future will look like to them</p> |
| Why | Why has this project been developed? | <ul style="list-style-type: none"> - Promote our cultural diversity - Instilling sense of cultural pride amongst North Burnett residents - Encouraging North Burnett residents to explore and discover the various cultures in their own backyard and neighbouring townships - Community awareness about the diversity and benefits of multiculturalism in the North Burnett Region - Appreciation of local and diverse cultures and history as well as the wider community Social Cohesion – integration of diverse cultures into local community |
| General | One-liners/statements | Our Region, Our Story, Our Culture, Our Future |
| | Statistics: | |

General Meeting Agenda

| | | |
|----------------------|--------------------------------|--|
| Important contacts | External Stakeholders | <ul style="list-style-type: none"> - NBRC Mayor and Councillors - NBRC Community Development Officers - Mundubbera, Gayndah & Monto Social Cohesion Steering Committee members - Identified cultural leaders in each community - North Burnett Regional Schools |
| | North Burnett Regional Council | |
| North Burnett | Mayors Message | |

Identified cultures

Permanent

- Tongan
- Filipino
- Indian
- South African
- New Zealand
- Aboriginals
- Korean
- Irish
- Pakistani
- South African
- French
- Russian
- German
- New Zealander
- English
- East Timorese
- Chinese
- Indonesian
- Sudanese
- French
- Italian
- Sri Lanka
- Nepalese
- Pacific Islanders
- Swedish
- Dutch
- Taiwanese

Transient

- French
- Italian
- Korean

Our Story



Name: Melinda Jones

Place of Birth (if outside Australian when did you move to Australia): Ayr, QLD

Where do you live in the North Burnett? Monto

How long have you lived in the North Burnett? 13 years

Family demographics: Married to Wayne Jones and have three children, Ben (21), Sam (18) and Temeka (16).

Ancestry: On my father's side there is Irish, Scottish and Welsh
On my mother's side there is English and Welsh

Partner's ancestry (if applicable):

Brief story/memory of your own or family member's cultural heritage (eg: story from life in other country, my grand/parent/s schooling experience as a foreign child in an Australia School, etc)

My youngest brother researched our family's Scottish heritage and was married in the family's tartan.

How do you contribute to your community (work, school, volunteer, sports, arts, etc):

I am currently employed by the North Burnett Regional Council as a Community Development Officer – Tourism, Economics and Camping. I currently volunteer as the Secretary for the Monto Dairy Festival and help various community groups with funding applications.

Our Story



Name: Misty Green

Place of Birth (if outside Australia when did you move to Australia):
Brisbane

Where do you live in the North Burnett? Monto

How long have you lived in the North Burnett? 7 years. Connected for 23 years

Family demographics: Single mum of three children, Emily-Jade (17), Liam (13) and Isaac (10).

Ancestry: Father's side – Scandinavian, Italian, English (some of which were convicts & penal colony wardens), Irish & German
Mother's side – German, English, Chinese & Indigenous (My 2 x Great Grandmother later married an Indian man who owned a large portion of Mt Gravatt & Howsans for Holden, now known as Zupps)

Partner's ancestry (if applicable):

Brief story/memory of your own or family member's cultural heritage (eg: story from life in other country, my grand/parent/s schooling experience as a foreign child in an Australia School, etc)

My Nana endured a lot of abusive bullying (both physical & verbal) as a child and was known as a '*Diego Bastard*' because she was Italian. Something she has never forgiven or forgotten.

Some of my family were sent to an Australian concentration camp in Liverpool (West of Sydney) during WWII because they were of German decent and owned a piano. Some of these were never released and died there despite their siblings fighting against Hitler in Her Majesty's Army.

How do you contribute to your community (work, school, volunteer, sports, arts, etc):

I am employed by the North Burnett Regional Council as a Community Development Officer. I previously owned and operated Community Services & Child Care businesses in SE Qld. I have worked for universities contributing to local and surrounding regions Ag & Enviro research and have volunteered for Landcare & sporting groups.

9.5 CCS - REPORT TO FEB GENERAL MTG - 3MHCC FEB MTG - 050218**Doc Id: 856178****Author: Melinda Jones, Community Development Officer
Suzie Keune, Stream Leader Community Development****Authoriser: Trisha Hansen, Community Connections Manager****Attachments: 1. 3MHCC - February 2018 - Minutes - 050218.docx [856168]****INTRODUCTION/BACKGROUND**

The purpose of this report is to update Council on the outcomes from the meetings of the Three Moon Historical and Cultural Complex Advisory Committee held on 5th February 2018.

The advisory committee aims to update Council regarding the progress of the Three Moon Historical and Cultural complex and to forward any recommendations, maintenance or other issues.

OFFICER COMMENTS/CONCLUSION

That Council receives the Three Moon Historical and Cultural Complex report and the minutes from the meetings held on 5 February 2018 as presented be adopted.

The action items identified at the meeting be endorsed and tasked to the Community Development Team.



Flinders Street,
Monto QLD 4630
(07) 4166 3576

THREE MOON HISTORICAL & CULTURAL COMPLEX
COMMITTEE MEETING – Minutes
5th February 2018 10am

PRESENT: Cr Paul Lobegeier, Rosemary Hall, Carolyn Cupitt, Harold 'Spook' Ware, Melinda Jones

APOLOGIES: Liz Robertson, Mary Herbison

MINUTES: Minutes held on the 5th of December 2017 tabled for reading.

Moved: Rosemary Hall

Seconded: Carolyn Cupitt

BUSINESS ARISING:

1. **Alarm system:** Ongoing.
[Action: Waiting on OPEX approval from Facilities.]
2. **Maintenance:** Works will be undertaken for the veranda this financial year. Tenders are in the process of being developed for distribution. [Action: Request be made to SIA department as to who is the project co-ordinator for this work]
3. **MOU:** Ongoing.
[Action: Melinda tabled copies of the MOU. MOU's discussed]
4. **Complex Enhancement:** paint and equipment purchased. Working bee scheduled for 7th & 8th of April 2018 from 10am onwards.
[Action: Working Bee 7th & 8th of April 2018.]
5. **Joyce Peterson** – Ongoing.
It was agreed by all in attendance that only items of significance be accepted and that acknowledgement be made to the family for this offer and items that are already at the complex.
[Action: Melinda to follow up with family regarding the significance of the egg collection and dolls. An assessment and images are to be obtain for the committee for further discussion at the next meeting.]

Treasurer's Report:

Council Contribution:

| DATE | Job Cost No | Description | Amount |
|----------------|----------------|-------------------|-------------------|
| | 3470-4002-0001 | Annual Allocation | \$2,000.00 |
| | | Paint | \$ 243.60 |
| Balance | | | \$1,756.40 |

Suggested Budget item:

It was proposed to use the remaining funds to secure an exhibition such as:

- Baldwin Swamp
- Exhibitions at Biloela, Mundubbera or RM Centre
- Art group and NBRC to do further investigations as to exhibition options and costing.
- Trish Taylor – taylorartoriginals@gmail.com

Correspondence:**Inward:** Nil**Outward:** Nil**General Business:**

1. A request to use the facility has been made for one of the Art Group member's birthday on Friday from 3pm – 7pm. Art group will be collecting the key.
2. Volunteer – Robert Relf has applied for volunteering on Saturday and Sunday at the 3MHCComplex. Robert was accepted by the committee. The opening hours on the weekend will be 9am – 1pm for a 6 month trial. Robert is to collect key from library at 9am on Saturday and return key on Sunday at 1pm (place in return slot).
3. Centre hours:
 - Monday 9 – 1pm – Rosemary & Carolyn (Art Group)
 - Tuesday Closed
 - Wednesday 9:30 – 1pm – Harold 'Spook' Ware
 - Thursday 9:30 – 1pm – Art Group
 - Friday 9 – 1pm – Rosemary & Carolyn (Art Group)
 - Saturday 9 – 1pm – Robert Relf (NBRC Volunteer)
 - Sunday 9 – 1pm – Robert Relf (NBRC Volunteer)
4. Request to purchase new visitor sign in book
[Action: Melinda to purchase]
5. Request for more hanging rail on the Historical side of building
[Action: Melinda to ask Art Group if they have any leftover railing]
6. Covers for Shear – Harold asked what was happening
[Action: Bruce Burnham to update Harold on this project]

Next meeting: 7th May 2018 commencing at 10am**Meeting Closed:** 11.30am

9.6 DONATION OF BLACKSMITH EQUIPMENT - EIDSVOLD**Doc Id:** 857944**Author:** Tracey Wilson, Grants/Media Officer**Authoriser:** Mark Pitt, Chief Executive Officer**Attachments:** 1. Bendigo Bank - Watt R - Enquiry re Blacksmithing equipment at Eidsvold - 130218 [857884]**INTRODUCTION/BACKGROUND**

A request has been received from the Mundubbera Community Bank Branch of Bendigo Bank regarding the possible donation of unused blacksmiths equipment located at the North Burnett Regional Council depot – Eidsvold.

It is proposed that the unused equipment including anvil, coal forge and various tools be donated to a not for profit group – Queensland Metal Artisans Group, and be permanently homed at the Cooneanna Homestead at Ipswich where a working teaching blacksmith shop is being established.

Should the request be granted, the group will arrange pick-up and delivery of all suitable items and formal acknowledgement (including plaque).

OFFICER COMMENTS/CONCLUSION

Nil

RECOMMENDATION

That Council **accept / reject** the request to donate unused blacksmiths equipment (including anvil, coal forge and various tools) located at the North Burnett Regional Council depot – Eidsvold to the Queensland Metal Artisans Group, to be permanently homed at the Cooneanna Homestead at Ipswich where a working teaching blacksmith shop is being established.

From: [Mark Pitt](#)
To: [Tracey Wilson](#)
Subject: FW: Blacksmithing equipment
Date: Thursday, 15 February 2018 7:43:12 AM
Attachments: [RSImage.jpeg](#)
Importance: High

From: Rob Watt [mailto:Rob.Watt@bendigoadelaide.com.au]
Sent: Tuesday, 13 February 2018 11:16 AM
To: Mark Pitt <Mark.Pitt@northburnett.qld.gov.au>
Cc: Rachel Chambers <Rachel.Chambers@northburnett.qld.gov.au>; John Zahl <John.Zahl@northburnett.qld.gov.au>
Subject: Blacksmithing equipment
Importance: High

Good morning ..

I have become aware there is some old unused blacksmiths equipment in Eidsvold at the depot . I have confirmed the equipment is unused and will not be used in the future . I understand there is an anvil in poor condition , a coal forge and some tools .

I am part of the not for profit group Qld metal artisans group , we are established and have a permanent home at Cooneanna homestead at Ipswich where we are establishing a working teaching blacksmith shop , which is open to the general public and designed to showcase the dying art .

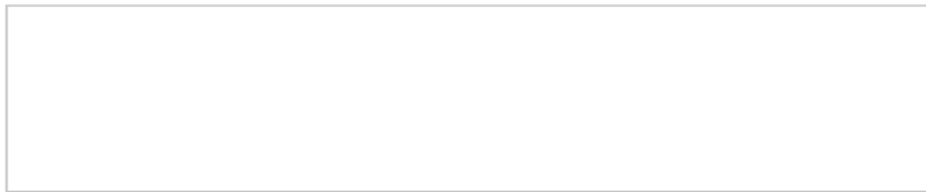
Only yesterday we obtained and delivered 2 anvils from RG Mobbs and Co in mUndubbera and delivered them to Brisbane ,

PROPOSAL

I request council consider donating these blacksmithing items , we will arrange pick up and delivery of all suitable items , and a formal acknowledgement provided to NBRC with permanent plaque on the blacksmith workshop at Coonena Homestead

THANK you for your consideration , more than happy to discuss any ideas or any other options .. QMAG do have a facebook page where we have 1000 members

Rob Watt
Branch Manager
Mundubbera Community Bank® Branch of Bendigo Bank
54 Lyons St Mundubbera Qld 4626
Ph B/hrs 07 41653798
Fax 07 41653829
Mobile 0448882255



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10 INFRASTRUCTURE REPORTS

10.1 HEAVY VEHICLE ACCESS TO EIDSVOLD SHOWGROUNDS

Doc Id: 856633

Author: Lucy Connolly, Administration Officer

Authoriser: Raymond Strohfeldt, Acting General Manager Works

Attachments:

1. Eidsvold Campdraft Committee Correspondence 840575.pdf []
2. Routes into Eidsvold Showgrounds Map.pdf [857536]
3. Eidsvold Show Society Inc - Letter of support - 011117.pdf []

INTRODUCTION/BACKGROUND

This report seeks a response from Council in relation to correspondence received from the Eidsvold Rodeo and Campdraft Committee, copy attached.

The Committee has raised safety concerns over the Heavy Vehicle use of the internal road at the Eidsvold Showgrounds. Suggested alternate route provided by the Committee would see Heavy Vehicles use the RM Williams Australian Bush Learning Centre entry to access the cattle yards at the southern end of the Showgrounds.

Upon inspection it was determined that the proposed access road would be through RM Williams Australian Bush Learning Centre Carpark. This in turn would be unsafe for visitors to the centre. Whilst the initial access to the carpark area provides adequate turning area, Heavy Vehicles will find it difficult to complete the turning circle through the carpark and then undertake a left turn onto the existing gravel track.

The transpiration area directly in front of the RM Williams Australian Bush Learning Centre building rules out Heavy Vehicles being able to move directly through the carpark.

An alternative is to widen Burnett Highway at the former OLC and utilise the Rail Corridor down to the site, this would require more planning but would be the safest long term option for all users of the Showgrounds, RM Williams Australian Bush Learning Centre and Burnett Highway.

CORPORATE/OPERATIONAL PLAN

Theme 1: Our Productive Region

1.8 Improving transport routes for product and produce

- 1.8.1 Work with industry. Facilitate discussions with the heavy vehicle sector to map current and future networks and needs

Theme 3: Our United Region

3.3 A region for all interests

- 3.3.2 Encourage and support community sport and recreational groups

Theme 4: Our Vibrant and Naturally Beautiful Region

4.1 Beautiful parks and gardens

- 4.1.2 Provide parks, playgrounds, sporting, recreational and aquatic facilities that meet the needs of our community

POLICY IMPLICATIONS

None identified at this time.

STATUTORY REQUIREMENTS

None identified at this time.

FINANCIAL REQUIREMENTS

The initial cost to build the road and future maintenance would place a demand on Council's capital and operational budget.

Option 1 – The initial cost to upgrade the 200m section requested would be in the vicinity of \$6,000. The Eidsvold Rodeo and Campdraft Committee have advised of their intention to contribute by way of fencing infrastructure.

Option 2 – Cost to upgrade the rail corridor for heavy vehicle access would be in the vicinity of \$18,000. This does not include the purchase of the corridor from Department of Main Roads if they were willing to sell the corridor.

RISK MANAGEMENT

Risk management is an integral part in the planning and delivery of infrastructure services by the Works Department.

CONSULTATION

Council's Technical Officer, Lyle Murray, has consulted with committee member Pat Weller. The Eidsvold Rodeo and Campdraft Committee have enlisted the support of the Eidsvold Show Society who in turn have written to Council in support of this venture, see attachment 3. Council's Economic Development Manager is to discuss the request with the RMWC Management Committee. Feedback will be provided at the Council Meeting.

Site inspections have been undertaken by Lyle Murray and Ray Strohfeldt on behalf of Council.

RECOMMENDATION

The long term solution to this safety issue is to construct an access road in the rail corridor. The request for the road through the RM Williams Australian Bush Learning Centre Carpark is only a temporary fix.

1. That Council declines the request and the Eidsvold Rodeo and Campdraft Committee hold event as in previous years and the Campdraft Committee be requested to provide a Risk Management Plan for the event;
OR
2. Council to construct the temporary access, before the event on 24th and 25th March this year.

Eidsvold Rodeo & Camdraft Committee Inc.

10 October 2017

c/ Susan Symes
New Floristan
MS 711
Eidsvold Qld 4627

North Burnett Regional Council
PO Box 390
GAYNDAH Qld 4625

Dear Sir/Madam,

Our committee is very concerned about the current practice of fully laden cattle trucks and semi trailers using the road that goes through the Eidsvold Showgrounds to transport cattle to and from the loading ramps for both our annual campdraft and the Eidsvold Show draft.

As Campdrafts is a cattleman's sport, and our area is a production for beef, it is our interest we promote the sport.

The trucks are sharing the road with the general public, campdraft competitors on horses and the most concerning, young children on their ponies posing what we consider a serious safety risk.

The trucks also generate dust that settles inside the canteen and food preparation areas.

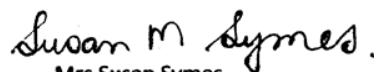
As Campdraft Committee members, we formally request the necessary permissions and road upgrades to allow truck access through the RM Williams Centre and across the old railway line laneway.

The requested access would ONLY be used for 3 days per year for the 2 campdrafts. The next campdraft is in March 2018.

It is anticipated that the North Burnett Regional Council input of approximately \$10,000. The Eidsvold Camdraft Committee will supply and install a set of double iron gates in the existing fence line to accommodate the truck access.

We look forward to a favourable response to our request.

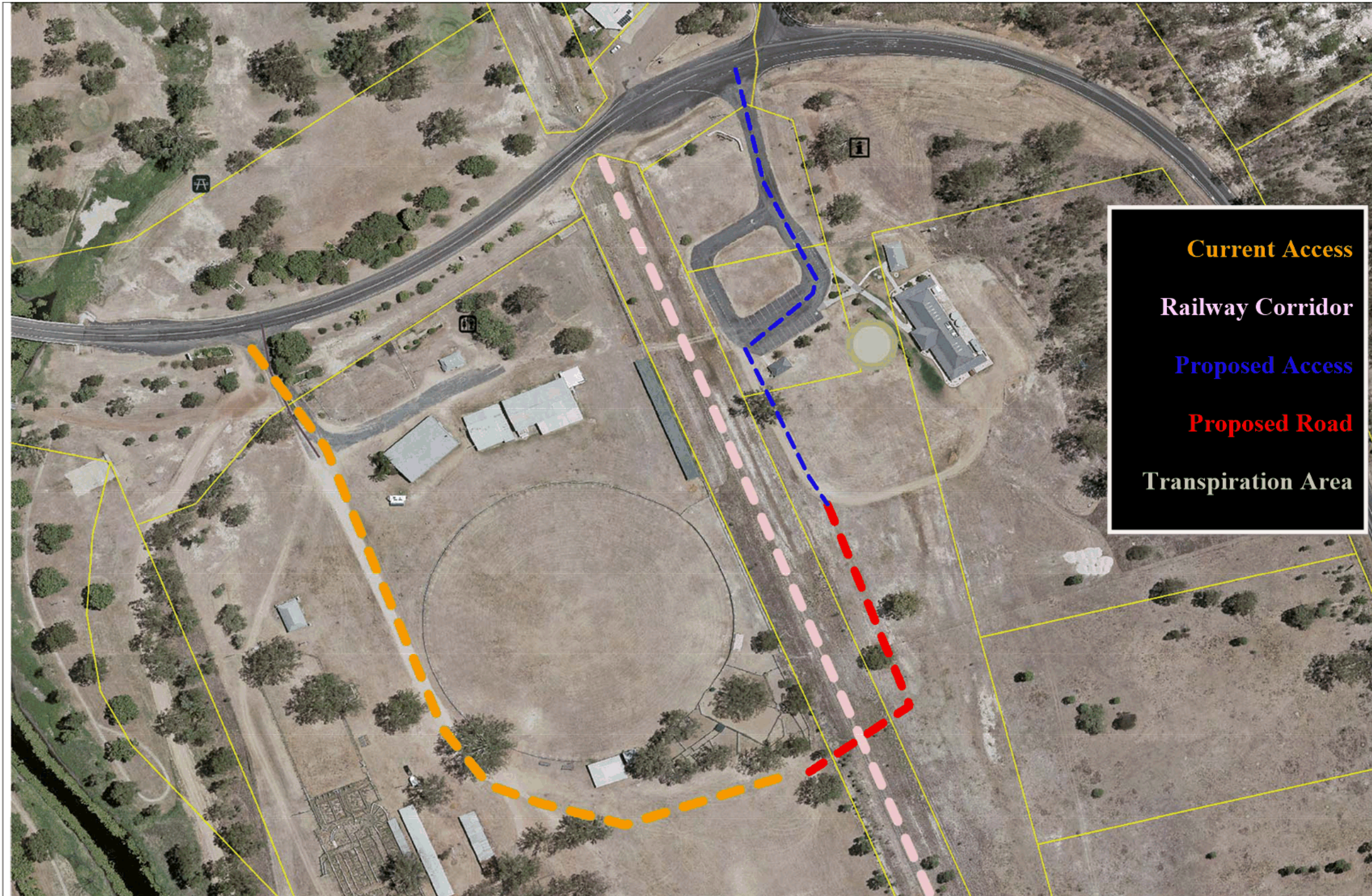
Yours sincerely,



Mrs Susan Symes
Minutes Secretary

Email: mjsmsymes@westnet.com.au

Phone: 07 41651244



Current Access
Railway Corridor
Proposed Access
Proposed Road
Transpiration Area



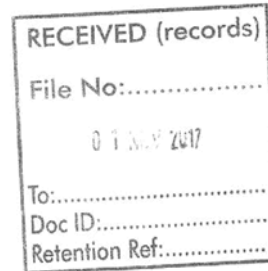
While every care is taken to ensure the accuracy of this data, the North Burnett Regional Council makes no representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibilities and all liabilities (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you may incur as a result of the data being inaccurate or incomplete in anyway and for any reason.

Access to Eidsvold Showgrounds

12/02/2018

1:1877





Eidsvold Show Society Inc.

PO box 26

Eidsvold.Qld 4627

The CEO North Burnett Regional Council

Gayndah.

Dear Mark,

I am writing on behalf of the Eidsvold Show Society, in support of an approach to your Council, made by the Eidsvold Campdraft Club.

This request involves the building of a road through the RM Williams Centre grounds to the Cattle loading ramp at the rear of the Campdraft Yards.

On the basis of the safety issues involved this road is a must, as it will remove the big cattle trucks carting the Campdraft cattle in and out from the yards travelling through the spectators as they do at present. It is only a matter of time before an accident occurs with the present arrangement.

Thank you

On behalf of the Eidsvold Show Society

Marshall Langston
Marshall Langston

10.2 COALSTOUN LAKES AND DISTRICT SOLDIERS MEMORIAL HALL AND RURAL FIRE SHED - REQUEST FOR COUNCIL TO MOW

Doc Id: 856831

Author: Katrina Cekanauskas, Administration Officer

Authoriser: Raymond Strohfeldt, Acting General Manager Works

Attachments: 1. 10374 - Coalstoun Lakes District Soldiers Memorial Hall Committee - Maintaining hall and fire shed - 160118.pdf [857650]

INTRODUCTION/BACKGROUND

A request has been received from the Coalstoun Lakes and District Soldiers Memorial Hall Committee requesting Council consider mowing around the hall as well as the rural fire shed. They ask if Council could undertake the mowing at this location whilst undertaking the mowing at the local cemetery which is on the same street as the hall.

Previously Council has undertaken the mowing but this ceased when a Coalstoun Lakes local started mowing the area.

The hall has amenities which is open to the public and Council pays for the cleaning. Also an information kiosk is located on the veranda of the hall with Council contributing to the electricity costs.

CORPORATE/OPERATIONAL PLAN

4.1 Beautiful Parks and Gardens

4.1.1 Provide attractive and well maintained parks and open spaces.

POLICY IMPLICATIONS

113 – Not-For-Profit Community Organisations and In-kind Support.

STATUTORY REQUIREMENTS

None identified at this time.

FINANCIAL REQUIREMENTS

To mow the hall area monthly when mowing the Cemetery would be an additional cost of approximately \$1200/year.

RISK MANAGEMENT

The Hall is not Council property, and the mowing of could set a precedent and lead to mowing requests by other Not-For-Profit Organisations.

CONSULTATION

Consultation has occurred internally with relevant staff and with Terena Staib, secretary of Coalstoun Lakes and District Soldiers Memorial Hall Committee.

RECOMMENDATION

That the Coalstoun Lakes and District Soldiers Memorial Hall Committee be advised that Council will undertake the mowing at the Coalstoun Lakes Hall and rural fire shed in conjunction with the mowing of the cemetery.

Katrina Cekanauskas

From: Terena <terenadingle@hotmail.com>
Sent: Tuesday, 16 January 2018 3:23 PM
To: North Burnett Regional Council
Subject: Coalstoun Lakes Hall - Letter of Request
Attachments: Council Hall Mowing.docx

25/09/17

To North Burnett Regional Council

As secretary of the Coalstoun Lakes and District Soldiers Memorial Hall Committee, I am writing to request assistance in maintaining the lawn surrounding the hall and fire shed.

Coalstoun Lakes is a small rural township and the hall is the pride and centre of our community. Our hall is well loved, hosting monthly dances, regular cent auctions, quarterly markets, concerts featuring local and visiting artists, club rallies, birthday celebrations, funerals, and all varieties of meetings. In addition, our hall is the home to the Coalstoun Lakes North Burnett Regional Council information stand, maintained public toilets and a shady picnic table for travellers.

Volunteers do a fantastic job of organising events for the enjoyment of the whole North Burnett Region and beyond. They also continually raise funds to maintain the hall building and internal structures. Regular mowing of the grounds is an additional task that considerably adds to the work load for volunteers. We are wondering whether council would consider mowing the hall at the same time as the cemetery since the hall is on the same street.

All members of the Hall Committee and the Coalstoun Lakes Community would greatly appreciate this council assistance. Please consider our request. We look forward to hearing from you.

Yours Sincerely

Terena Staib

10.3 APPLICATION FOR NEW GRID ON SANDARRAH ROAD, STOCKHAVEN

Doc Id: 857181

Author: Lucy Connolly, Administration Officer

Authoriser: Raymond Strohfeldt, Acting General Manager Works

Attachments: 1. Sandarra Road - Grid Application.pdf [857243]
2. Map Grid Location.pdf []

INTRODUCTION/BACKGROUND

This report seeks a response from Council in relation to an application to install a grid on Sandarra Road, Stockhaven. A copy of the application is attached.

The purpose of the grid is to minimise wandering livestock, remove electrical fencing across the road reserve and improve access to road users.

Sandarra Road is an existing lightly trafficked, unsealed road servicing local properties in the Stockhaven area.

Attachment 2 shows the requested location of the grid relative to Sandarra Road.

The applicant has been provided with a current copy of Council Policy 262 Gates and Grids on Local Roads.

Consideration has been given to the proposed grid location in respect to the available sight distance and road category surface. A single width grid is deemed appropriate for this site.

The applicant has a grid on site ready to install, however it does not comply with Council's Gates and Grids Policy in that it is 3.66m in width. Council's current policy states a grid is to be 4m in width.

Council has many existing roads with grids on them. It has been Council's practice not to allow gates or grids where there is existing roadside fencing as this provides no incentive for the abutting land owner to maintain their roadside fences to a stock proof standard. This can lead to increased negative impacts for the road user, Council's assets and the environment. Currently there is roadside fencing along one boundary where the grid is to be located. The Fowlers own the land on both sides of the road reserve.

CORPORATE/OPERATIONAL PLAN

Theme 1: Our Productive Region

1.2 Safe, well maintained and effective state road networks

- 1.2.1 Implement asset and maintenance strategy including an intervention level document for Council road network.

POLICY IMPLICATIONS

North Burnett Regional Council Policy 262 – Gates and Grids on Local Roads.

STATUTORY REQUIREMENTS

Nil

FINANCIAL REQUIREMENTS

If approved, the cost of the new grids and associated signage will be borne by the applicant. The ongoing maintenance liability of the grid will also be the responsibility of the applicant.

RISK MANAGEMENT

Council's Policy 262 requires consideration be given to sight distance, signage, grid width and construction standards. Provided all elements of the Policy are adhered to, the installation of a new grid will pose minimal additional risk to Council.

CONSULTATION

Consultation has been undertaken internally with Technical Staff.

Council has received strong objections to the cattle grid and/or any further gates on Sandarra Road from Brenda Milne. Brenda and her partner Peter Milne own land at the end of the maintained section of Sandarra Road and have to traverse two existing grids and three gates across the road to access their property.

RECOMMENDATION

It is recommended that

1. Council not approve the application for installation of the current Mobbs grid owned by the Fowlers on Sandarra Road as it does not comply with Council's current Gates and Grids Policy.
2. That Council does approve of the installation of a grid on Sandarra Road that does comply with Council's Gates and Grids Policy 262, subject to the following:

That the construction and installation of a new grid be completely at the applicant's expense and that the grid complies with all of the requirements of Council's Policy 262 Gates and Grids on Local Roads.

Also, the Fowlers to be instructed that the approval of this grid application does not provide any approval for the grazing of stock on the road. Roadside grazing of stock is controlled by a separate permit system.

attention Ray Strofer

**Installation of a New Grid on a Shire Road
Upgrade of Existing Grid on a Shire Road**



This application form works in conjunction with General Policy 262 – Gates & Grids on Local Roads

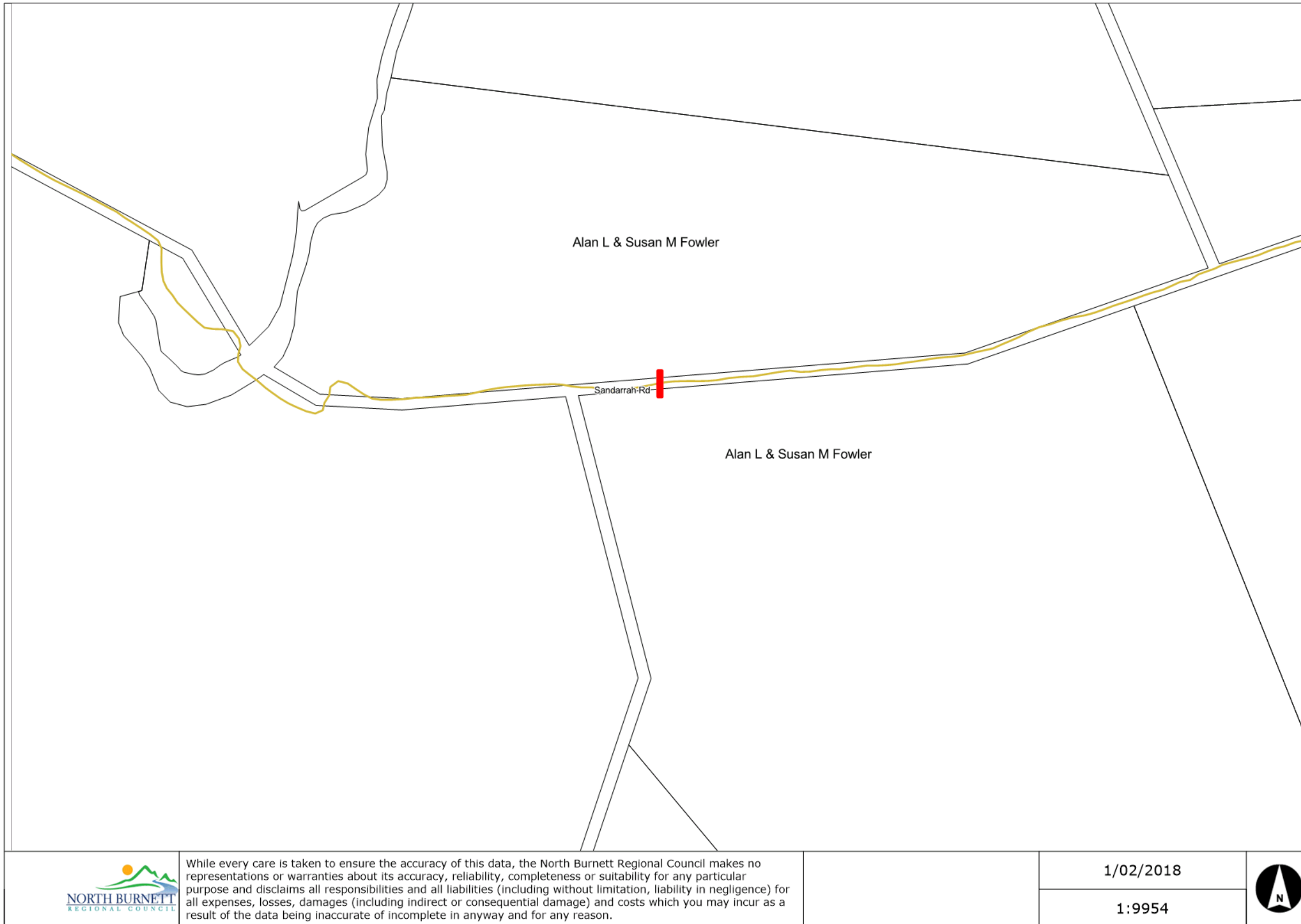
| Applicant Details | | | |
|---|------------|----------------|--|
| Applicant's Name: AL & SM Fowler | | | |
| Postal Address: 113 Hunters Road. | | | |
| Suburb: Biggenden | State: QLD | Postcode: 4621 | |
| Contact Number/s: 0741275125 (H) Mob 0458275125 | | | |
| Email Address: alfowler@skymesh.com.au | | | |
| Signature: AL Fowler | | Date: 24-01-18 | |

| Grid Location and Specifications | |
|---|---------------------------------------|
| <i>Plans of the Structure detailing sizes and method of construction are to be submitted with the application</i> | |
| <i>Map showing location of Structure and signage is to be submitted with the application</i> | |
| Road Name: Sandarrak Road | |
| GPS Coordinates: | |
| Property Lot and Plan: Lot 99 m2278 | Suburb: Sandarrak Road Stockhausen |
| Name of Manufacturer: Mobbs Pty Ltd. | |
| Construction Materials: Railway iron. 80LB BEARER. 60LB RUNNERS | |

| Owners Consent | | | |
|---|------------|----------------|--|
| Owner's Name: AL & S.M Fowler | | | |
| Postal Address: 113 Hunters Road | | | |
| Suburb: Biggenden | State: QLD | Postcode: 4621 | |
| Contact Number/s: 0741275125 0458275124 | | | |
| Email Address: alfowler@skymesh.com.au | | | |
| <i>I/We being the owners of the property described in this application hereby consent to this application</i> | | | |
| Signature: AL Fowler | | Date: 24-01-18 | |
| Signature: SM Fowler | | Date: 24-01-18 | |

| Office Use Only | |
|--|------------------|
| Application Fee: | Receipt Number: |
| Authorised Officer: | Inspection Date: |
| Recommendation: | |
| Application Complies with Council Policy: Yes / No | |
| Notes: | |
| Signature: | Date: |

Information Privacy Act 2009 – Collection North Burnett Regional Council is collecting the information on this form for the purposes of assessing the application. Council may give some or all of this information to relevant State Government entities. Your personal details will not be disclosed to any other third party without your consent unless required to do so by law.



**10.4 B DOUBLE REPORT - SANDOWS ROAD - CORBETS TRANSPORT
CASE NO. 102610R7V1****Doc Id:** 857533**Author:** Lucy Connolly, Administration Officer**Authoriser:** Raymond Strohfeldt, Acting General Manager Works**Attachments:** Nil**INTRODUCTION/BACKGROUND**

This report, prepared by Russell Hood, Engineering Consultant and Allen Christensen, Director of AT Consulting, recommends a response for Council's consideration to respond to the National Heavy Vehicle Regulator (NHVR) in relation to a B-Double permit application, seeking to utilise 25/26m B-Double vehicles carrying up to 68 tonnes of bulk commodity from Sandows Road, Binjour to the Bundaberg Port.

This report, in response to application NHVR Case Number 102610r7v1 received by Council on 13 December 2017.

The application is to consider the suitability of Sandows Road from the Burnett Highway to approximately chainage 3.0km for 25/26m B-Double combinations carrying bulk commodity (bauxite) at higher mass limits (HML) to a gross combination mass (GCM) of up to 68 tonnes. A standard B-Double at normal mass limits has a GCM of up to 62.5 tonnes.

The Burnett Highway is part of the declared state network under the management of the Department of Transport and Main Roads (DTMR) and as such will address these network components and intersections to their network. This report considers the components of the routes that utilise Council road infrastructure only.

CORPORATE/OPERATIONAL PLAN**Theme 1: Our Productive Region****1.8 Improving transport routes for product and produce**

1.8.1 Work with industry. Facilitate discussions with the heavy vehicle sector to map current and future networks and needs

1.8.2 Work with the National Heavy Vehicle Regulator (NHVR) on improving effectiveness of the heavy vehicle system.

POLICY IMPLICATIONS

None identified.

STATUTORY REQUIREMENTS

10. The assessment was undertaken with reference to the following documents

- National Heavy Vehicle Law;
- NHVR Approved Guidelines for Granting Access (February 2014);
- NHVR Access Conditions (March 2016);
- NHVR/NTC Performance-Based Standards Scheme – Network Classification Guidelines (June 2007);
- NHVR/NTC Interim PBS Road Classification Guidelines;
- Austroads Guidelines for Assessing Heavy Vehicle Access to Local Roads; and
- DTMR Multi-combination guideline.

11.

12.

FINANCIAL REQUIREMENTS

13. In general terms, the expansion of heavy vehicle access across the North Burnett Regional Council area can have a financial implication on Council's operational budget, given the warrant to maintain these roads to a higher level of safety and maintenance than would otherwise warrant. If it is Council's desire to allow these larger vehicles, wider access, new road construction and road rehabilitation should also be designed and constructed to cater for these vehicles, which will impact on bridge and carriageway widths, vertical grades etc.

14.

The proposed vehicle being a 25/26m B-Double combination at higher mass limits (HML), has additional axle groups over the as-of-right 19m semi-trailer and since they are seeking HML, also has additional axle group loadings that would impact vertical loadings on the pavements and is expected to have impacts associated with sheer loadings on grades.

RISK MANAGEMENT

Section 156 (Subsection 3) of the Heavy Vehicle National Law, namely (highlighting added by author) nominates the following assessment requirements:

(3) The road manager may decide not to give the consent only if the road manager is satisfied—

(a) the mass or dimension authority will, or is likely to—

(i) cause damage to road infrastructure; or

(ii) impose adverse effects on the community arising from noise, emissions or traffic congestion or from other matters stated in approved guidelines; or

*(iii) pose **significant** risks to public safety arising from heavy vehicle use that is incompatible with road infrastructure or traffic conditions; and*

*(b) it is not possible to grant the authority subject to road conditions or travel conditions that will avoid, or **significantly minimise** —*

(i) the damage or likely damage; or

(ii) the adverse effects or likely adverse effects; or

(iii) the significant risks or likely significant risks.

15.

16. Legal advice received indicates that "significant risk" relates to a **significant risk** associated with the route use by the vehicle - either the probability or consequence. If there is not a 'significant' risk, and other criteria are met, the route should be approved, with or without conditions.

17.

18. The focus of any route assessment is based on suitability of the route for the vehicle combination and safety for all road users. This can be evidenced by insufficient sight distances, horizontal and vertical alignment (sharp curves, stopping capacity and traction), structures, cross falls etc.

19.

20. Also, a consideration is the impact on the existing infrastructure and pavements. With applications seeking higher mass limits, the vertical loadings per axle / axle group are greater than other as-of-right semi-trailers and the impact of the drive axles pulling the additional load and braking on a downgrade when loaded can be detrimental to the pavements and surface. This is particularly a concern where the vehicle is pulling up steep grades, which will be applicable in this instance.

21.

22. With general 'as-of-right' traffic, the driver accepts responsibility for ensuring the road is suitable for usage. Council undertakes development and maintenance of the roads having due regard for their corporate plan and budget considerations. At no time does Council provide any assurance as to the condition of the road for any component of this traffic. However, in these permit applications, Council is receiving an assessment report and then endorsing or not endorsing the route as being acceptable / unacceptable for the larger PBS vehicles. With any acceptance, there would be a moral and likely legal expectation or responsibility that Council maintain the route suitable for these vehicles.

CONSULTATION

23. The applicant, Corbets Transport was contacted on Thursday 25 January 2018 to understand the purpose of the application and the commodity proposed to be carted associated with this application. The nominated Corbets representative advised that this application is for the proposed cartage of Bauxite from the proposed Bauxite mine planned in this area to the Bundaberg Port. At this stage, the application is for determination of what transport options would be permitted to determine cartage costs for the mine proponent. Corbets also advised that other PBS vehicle combinations were being considered separately to this application, which will also be subject to DTMR approval for operation on the State controlled network.

24. DTMR Bundaberg have also been contacted to confirm requirements associated with any upgrading proposed as part of the development of the Bauxite Mine in this area, as it is likely that there will be other road infrastructure upgrades and improvements required as part of the mine approval, due to the additional traffic generated by a mine development and operation. To date, the relevant DTMR representatives have not been in contact to discuss this further.

25. Finally, the National Heavy Vehicle Regulator will be advised of Council's position on the application who will then consider all responses and decide regarding the application.

ROUTE INSPECTION

26. Vehicle Configuration

The application is for a 25/26m B-Double operating at higher mass limits (HML) with a gross combination mass (GCM) up to 68 tonnes. The vehicle has been assessed under the NHVR Law and Regulations. The individual maximum axle-group loads are higher than a standard 25/26m B-Double when operating under HML approval.

The risks for council's infrastructure are associated with

- The existence of adequate road infrastructure;
- the additional effort and force required on the drive axles to haul the additional load;
- the additional effort and force imposed from the tyres to the road surface and pavement structure when braking, particularly with the steep downgrade on the approach to the Burnett Highway; and
- the adequacy of any structures.

Route Conditions

The nominated route on the Local Government road is along Sandows Road, on the northern side of the Burnett Highway to a location approximately shown on the application as 2.7km from the Burnett Highway intersection. The destination is not clearly defined but the mapping associated with the application has been used as a guide and this assessment has been undertaken to 3.0km from the Burnett Highway intersection.

Sandows Road commences at chainage 0.0km at the intersection with the Burnett Highway, approximately midway between Gayndah and Mundubbera in the locality of Binjour. The first 0.55km (550m) of the road is a narrow single lane 3.6 - 3.8metre wide bitumen sealed surface and an additional 0.5metre wide unsealed, well grassed shoulder on both sides. Batter slopes from the edge of formation are steep in places, estimated to be up to 1 in 2 in sections. The bitumen chip seal is in good condition with adequate texture depth along this length. The horizontal geometry is straight, however the vertical geometry is a steep incline, rising from approximate elevation 340m at the Burnett Highway intersection to 375m over this distance, with varying grades between 6-10%. There is cross-road drainage reinforced concrete pipes (RCP's), 450mm and 600mm in diameter with no headwalls in this segment that have minimal cover from the road surface, each 7.2m wide.

From chainage 0.55 – 0.7km, the road is unsealed and the grade lessens as it approaches the top of the plateau to approximate elevation 380m. The unsealed road formation width is generally 4.0m from chainage 0.55km onwards and the horizontal geometry continues to be straight until chainage 1.0km. There are accesses at chainage 0.7km on both sides, currently to grazing on the left and red soil cropping on the right and the vertical geometry from this point on is much flatter at around 2-3% incline.

At chainage 1.0km, there is a sharp 90degree right hand curve of approximate radius 50metres or less and the unsealed formation width continues at 4.0metres with cross fall of 7% or greater around the curve. There is a large tree with 0.3 – 0.5metre diameter trunk, 1.5metres from the inside edge of the road formation at the midpoint of the curve. There is also limited visibility around the curve due to vegetation.

From chainage 1.0 – 1.25km, the road continues in a north-easterly direction along the top of the plateau with straight horizontal and flat vertical geometry. The formation width continues at 4.0metres. The area is heavily treed on both sides of the road, with approximately 1.5 – 2.0metres clearance from the edge of formation.

At chainage 1.25km, there is a sharp 90degree left hand curve of approximate radius 50metres or less and the unsealed formation width continues at 4.0metres with cross fall of 7% or greater around the curve. Again, there is a large tree with 0.5 – 0.7metre diameter trunk, 1.5metres from the inside edge of the road formation at the midpoint of the curve. There is also limited visibility around the curve due to vegetation. There is an access on the outside of this curve to property number 128 Sandows Road.

From chainage 1.25 – 2.8km, the road continues in a north-westerly direction along the top of the plateau with straight horizontal and relatively flat vertical geometry towards the next curve where the road starts a slight decline off the plateau. The formation width continues at 4.0metres and there is substantial vegetation on both sides close to the road with the road fully covered by the canopy of the trees.

At chainage 2.8km, there is a sharp 90degree right hand curve of approximate radius 50metres or less and the unsealed formation width continues at 4.0metres with cross fall of 7% or greater around the curve. There is a large tree with 0.5 – 0.7metre diameter trunk, 1.5metres from the inside edge of the road formation at the midpoint of the curve. There is better visibility around the curve due to limited vegetation in this segment of the road onwards where the country changes to open grazing on the northern side. There is a hardwood plantation on the right hand (north-eastern) side of the road from chainage 2.0 – 2.8km.

Council Officers advised that they have no traffic counts on Sandows Road. In the hour of the inspection between 9-10am on Thursday 25/1/2018, there were no vehicles observed on this road. From the condition of the road and shoulders, it is estimated that traffic volume would be very low

at less than 50 vehicles per day (vpd), well below the lowest threshold in the NHVR guidelines of 150 vpd. The NHVR guidelines nominate an absolute minimum width of 4.0m for any permit vehicles with a traffic usage less than 150vpd, so the road satisfies this criterion.

However, the grade for the first 0.55km is excessive at 6-10% for these long vehicles, particularly with higher mass limits of up to 68 tonnes GCM. The particular risk is the downgrade approach to the Burnett Highway in this segment when the proposed vehicle will be fully loaded and braking to a stop or very slow speed necessary to negotiate the intersection at the Burnett Highway. This downhill force at HML is likely to result in damage to both the bitumen chip seal surface that is currently in good condition and additionally, over time this type of vehicle at HML will likely result in deformation to the pavement, as the pavement structure and depth would not have been designed to cater for this type of additional heavy vehicle loading operating at HML, particularly with the additional forces imposed from the downhill braking when fully loaded.

The sharp 90degree curves at chainages 1.0km, 1.25km and 2.8km (if travel that far occurs) pose risks to existing traffic, albeit low volumes due to substantial vegetation limiting sight distance around these curves, with the unsealed road formation being significantly less than the desirable widths of 7.2m for L2 Road Class (25/26m B-Double), even without considering curve widening.

This route therefore is assessed as unsuitable for a 25/26m B-Double vehicle operating at higher mass limits.

TMR Route components

Issues associated with the TMR road – Burnett Highway and associated intersection are issues for consideration by Transport and Main Roads, as the road managers for the state network.

Upgrading Considerations

There are no recommendations for upgrades to allow this application to proceed as the steep grade on the first 0.55km of this road would require substantial earthworks to reduce the grade and detail survey and design would be necessary to determine the extents and cost of this, if achievable.

Vegetation clearing around the sharp 90degree curves could be achieved relatively easily, once the vegetation has been assessed as suitable for clearing in this area. However, improvements to the curve geometry by increasing the curve radius, road width and curve widening necessary to cater for the swept paths of a 25/26m B-Double would also require detail survey and design, and would also likely require land resumptions on the insides of these curves.

The likely costs of this are considered prohibitive to allowing access by this type of vehicle.

Options for Conditions

There are no options identifiable that would allow components of the application to be approved and no apparent alternative routes that would achieve the desired access.

RECOMMENDATION

It is recommended that “the **National Heavy Vehicle Regulator** be advised that Council does not endorse approval of the permit application (Case 102610r7v1 by Corbets Transport) for 25/26 metre B-Double vehicles operating at high mass limits (HML) to travel along Sandows Road on the northern side of the Burnett Highway between chainage 0.0 – 3.0km due to infrastructure inadequacies and network safety concerns for the vehicle identified.

11 ENVIRONMENTAL REPORTS

Nil

12 COUNCILLOR REPORTS

12.1 MAYOR AND COUNCILLORS REPORTS

Doc Id: 857470
Author: Natalie Zillman, Executive Assistant
Authoriser: Mark Pitt, Chief Executive Officer
Attachments:

1. Zahl.docx []
2. Bowen.docx []
3. Whelan.docx []
4. Lobegeier.docx []
5. Chambers [857597]

INTRODUCTION/BACKGROUND

Councillor monthly reports for information

OFFICER COMMENTS/CONCLUSION

Nil

That the following Councillor Reports be received.

COUNCILLOR BJ ZAHL

January 2018

| Date | Function | Location | Comments / Action |
|------------|---|--------------------------|---|
| 02.01.2018 | Road Inspections - | Gayndah and Mt. Perry | With Councillor Bowen |
| 03.01.2018 | Division Issues | Gayndah | Australia Day preparations |
| 04.01.2018 | Race Club/League Club Meeting | Gayndah | Fundraising Luncheon Preparations |
| 08.01.2018 | Division Issues | Gayndah | Staff/resident meetings |
| 09.01.2018 | RMW Centre | Eidsvold Volunteer Day – | Assist at Centre with some maintenance |
| 10.01.2018 | Bundaberg North Burnett Tourism Meeting | Gayndah | Meeting with Mayor and Staff |
| 11.01.2018 | Narayan Station Inspections | Mundubbera | Councillors and Staff |
| | Sportsman Luncheon Meeting | Gayndah | Preparation Meeting |
| 12.01.2018 | Road Inspections/ Works | Gayndah area | Cr. Bowen and Staff |
| 13.01.2018 | Farewell Function | Gayndah | For CEO of GRV – sad loss to our community |
| 15.01.2018 | Councillor Workshop | Eidsvold | Councillors and Staff |
| 16.01.2018 | Town Issues | Gayndah | |
| 17.01.2018 | General Meeting | Monto | Councillors staff and community members |
| 18.01.2018 | Sports field Maintenance Works | Gayndah | Staff |
| | Sunwater - future works | Mundubbera | Sunwater officers staff and community members |
| 19.01.2018 | Councillors meeting | Gayndah | |
| | Road Inspections/ street works progress | Mt Perry | With Cr. Bowen |
| 23.01.2018 | Budget Discussions | Mundubbera | Councillors |
| 24.01.2018 | JCC Meeting | Mt Perry | Staff and representatives - |
| 25.01.2018 | Indigenous Rangers Program Meeting | Gayndah | Staff and community members - to progress application |
| | Race Club/ League Meeting | Gayndah | Sportsman Luncheon Preparations |
| 26.01.2018 | Australia Day Awards Breakfast and Awards | Gayndah | Community and Staff – great morning |
| 30.01.2018 | Town Issues/ Residents Requests | Gayndah | |
| 31.01.2018 | Drug and Alcohol Testing and Budget Discussions | Gayndah | |
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COUNCILLOR WJ BOWEN

January-February 218

| DATE | FUNCTION | LOCATION | ACTION/COMMENTS |
|----------|---|----------------------|-----------------|
| 18-1-18 | BCCA Meeting | Mundubbera | |
| 19-1-18 | | | |
| 19-1-18 | Visit | Mt Perry | |
| 22-1-18 | Budget Meeting | Eidsvold | |
| 23-1-18 | Meeting with Rate Payer | Gayndah | |
| 24-1-18 | Attend Mt Perry Community Development Group Community Meeting | Mt Perry | |
| 25-1-18 | Attend Funeral | Biggenden | |
| 25-1-18 | Visit Mt Perry | Mt Perry | |
| 26-1-18 | Australia Day | Mt Perry | |
| 28-1-18 | Attend Lakes Markets | | |
| 30-1-18 | Visit Rate Payer | Yenda and Dents Road | |
| 31-1-18 | Drug and Alcohol Test | Gayndah | |
| 31-1-18 | Budget | Gayndah | |
| 1-2-18 | Budget | Monto | |
| 1-2-18 | Project Management Committee Meeting | Monto | |
| 5-2-18 | Visit | Gayndah | |
| 7-2-18 | P & P Meeting | Mundubbera | |
| 9-2-18 | Phone Survey re Evolution | Gayndah | |
| 9-2-18 | Meet with Rate payers About Foot Path Mt Perry | Mt Perry | |
| 10-2-18 | Attend Paradise stocking association Awards | Mingo | |
| 13-2-18 | Hospital Board Meeting | Mt Perry | |
| 13-2-18 | Meeting with Community Group | Mt Perry | |
| 16-2-18 | Meeting with Rate payers Greys road and Benyenda Road | | |
| 19-2-18 | Council work Shop | | |
| 21-22-18 | Council Meeting | | |
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COUNCILLOR FAYE WHELAN

7TH December, 2017 to 13th February, 2018

| DATE | FUNCTION | LOCATION | ACTION/COMMENTS |
|----------|--|------------|--|
| 7.12.17 | STEM Competition Eidsvold School | Eidsvold | Good regional school participation |
| 8.12.17 | Monto – Taragoola Rail Meeting | Mungungo | Interested people from both Gladstone Council area and North Burnett attended. Working group formed to progress. |
| 11.12.17 | Mundubbera Regional Art Gallery Meeting and Christmas Lunch | Mundubbera | |
| 13.12.17 | General Meeting | Mt. Perry | |
| 18.12.17 | Meeting with Artius | Mundubbera | Discussion on Mental Health Services to be delivered in NB and timelines |
| 19.12.17 | Workshop | Mundubbera | |
| | Mundubbera Jandowae Road Working Group Meeting | Mundubbera | Group drove the route to familiarise everyone before meeting in Mundubbera Chambers with some members telelinking in. |
| | Meeting with Boyne Irrigators and Bruce McConnel & BIEDO | Mundubbera | Bruce McConnel gave information about requirements needed for business case to secure water infrastructure on the Boyne for water reliability |
| 20.12.17 | Meeting with Sunwater | Eidsvold | Wuruma Dam future management options discussed |
| 10.1.18 | Meeting with NB Manager and local Employer | Mundubbera | Discussion on Social Cohesion and Itinerant Workers issues |
| 11.1.18 | Inspect Narayen Property | Mundubbera | Trustee inspection. Disappointment that property is being left unattended and not cared for. A lot of fuel in bushfire season is a concern. Storm damage on roads |
| 12.1.18 | Meeting with Mayor and CEO | Gayndah | Restructure discussion |
| 15.1.18 | Workshop | Eidsvold | |
| 16.1.18 | Guardian Training | Eidsvold | |
| 17.1.18 | General Meeting | Monto | |
| 18.1.18 | Meeting Boyne Irrigators Sunwater WBBROC Water consultant and Mayor | Mundubbera | Discussion on modelling for Boondoomba Dam. Irrigators decided to go ahead with the desk top study |
| | CEO Review | Gayndah | |
| 19.1.18 | Telelink with Councillors | | CEO Review |
| 23.1.18 | Workshop | Mundubbera | |
| 24.1.18 | Meeting with PHN Managers and new Suicide Prevention Officer for NB and Fraser Coast | Gayndah | Frank discussion with Cr. Lobbegeiger in attendance |
| 28.1.18 | Intertown Rep Cricket Match | Gayndah | Annual town of origin game |

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| 31.1.18 | Drug Testing | Gayndah | |
| | Budget Workshop | Gayndah | |
| 7.2.18 | Standing Meetings | Mundubbera | |
| 8.2.18 | NB Community Services Advisory Committee | Biggenden | Good attendance and discussion |
| | MCDCA Meeting | Mundubbera | |
| 10.2.18 | Mundubbera Rail Group Meeting | Mundubbera | |
| | Wide Bay Little Athletics Carnival | Gayndah | Congratulations to Gayndah Little Athletics Club for staging this Regional Event |
| 13.2.18 | WBBROC Sport & Recreation Meeting | Biggenden | |
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COUNCILLOR PW LOBEGEIER

January and February 2018

| Date | Function | Location | Comments / Action |
|----------|-------------------------------------|-------------------------|---|
| 14-12-17 | Age Care Office | Monto | Ongoing issues |
| 15-12-17 | DIPA | Monto | Slowly we are putting a good web site together |
| | Late night shopping | Monto | Not as many people as other years |
| 17-12-17 | Spooks birthday | Monto | |
| 18-12-17 | Artios | Mundubbera | Putting plain in place for new funding that may come from state Gov in the Art world. |
| | Age Care BOM | Monto | Ongoing |
| 19-12-17 | Workshop | Mundubbera | Starting the Budget |
| 20-12-17 | R M William Centre Wuruma Dam | Eidsvold On sight | Looking at new work Speaking to Sunwater about the future on this sight |
| 4-1-18 | Lady Flo funeral | Kingaroy | Many VIP from all over Australia and many local paid respect to fine Australian |
| 8-1-18 | BCCA | Monto | Planning the year ahead |
| 11-1-18 | Narayan | Narayan | Discussion on future planning |
| 12-1-18 | Office | Monto | Planning Australia Day |
| 15-1-18 | Workshop | Eidsvold | Ongoing |
| 16-1-18 | Simone fair well | Monto | Simone left NBRC and I wish all the best |
| 17-1-18 | General Meeting | Monto | First for 2018 new year new challenges |
| 18-1-18 | BCCA | Mundubbera | First for the year and the GM is back |
| 23-1-18 | Age Care | Monto | Had lock down Summer Flu very bad for the Young and the Old |
| 24-1-18 | Budget | Mundubbera | Ongoing |
| 25-1-18 | PHN | Gayndah | Talked about service levels to our region |
| 26-1-18 | Australia Day | Monto | Great day well done team |
| 31-1-18 | Drug testing Budget | Gayndah | We very tested first and we all passed Budget will go many more times |
| 1-2-18 | PMC Main street project | Monto | We are about put TC Debbie money on the roads We spoke to all owner in the street about the respray of the main street |
| 2-2-18 | DIPA Mary Hotz funeral | Teleconference Monto | |
| 4-2-18 | Large rainfall | | |
| 5-2-18 | Historical and Cultural PHN | Monto Monto | Ongoing I took this rep to meet many people in our community as she will be looking after health issues in the North Burnett |
| 6-2-18 | Workshop Investure Night | Gayndah Monto | Ongoing Monto high School Captain great night |
| 7-2-18 | Human Social Main Street project | Mundubbera Monto | Ongoing Inspect the first respray which was done well |
| 8-2-18 | Rail trail | Ubo Ubo | Rail issue will go on for some time as |

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| | Local Halls | 3 small halls | they all have different ideas as it has been for since 2014. Great meeting with 2 halls and in those communities people wish to work to achieve better outcomes |
| 12-2-18 | Combined Sports | Monto | What a great group of young Monto people trying to achieve all thing good in sport. We must help this group build our future needs in sport in Monto. |
| 14-2-16 | DIPA | Biloela | Our Long waited Web Site should go live this Friday.. I'm sure we will match that time line. TEQ had seek look and were very pleased. Rural Getaway will be at Melbourne this week end for first time ACW as usual. This group is achieving well and pleasure to attend. |
| 19-2-18 | Combined Sport Lauren Farewell dinner | Monto | |
| 20-2-18 | Age Care | Monto | |
| 21-2-18 | General | Eidsvold | |

Mayor Cr Rachel Chambers

January – February 2018

| DATE | FUNCTION | LOCATION | ACTION/COMMENTS |
|----------|--|------------|--|
| 8-01-18 | Capital Budget Discussions | Internal | |
| 10-01-18 | Tourism Meeting | Internal | |
| 10-01-18 | Native Title Claim Meeting | Gayndah | Met the signatories to the Wakka Wakka Native Title Claim – discussed progress of Claim and options to explore for the future. |
| 15-01-18 | Councillor Workshop | Eidsvold | |
| 15-01-18 | Ken O'Dowd/David Littleproud Meeting | Eidsvold | |
| 17-01-18 | General Meeting | Monto | |
| 18-01-18 | BNBT Planning Meeting | Eidsvold | |
| 23-01-18 | Councillor Budget Discussion | Internal | |
| 24-01-18 | Joint Consultative Committee Meeting | Mt Perry | |
| 24-01-18 | BNBT Board of Directors Meeting | Bundaberg | |
| 26-1-18 | Australia Day | Biggenden | |
| 31-1-18 | Drug and Alcohol Testing | Internal | |
| 31-1-18 | Budget Discussions | Internal | |
| 1-2-18 | Project Management Committee Meeting | Monto | |
| 02-02-18 | Biggenden Hospital Tour | Biggenden | |
| 03-02-18 | Paint Party – Gayndah Art Gallery Exhibition Opening | Gayndah | |
| 04-02-18 | Mundubbera 7-Aside Cricket | Mundubbera | |
| 06-02-18 | SBRC | Gayndah | |
| 07-02-18 | Standing Committee Meeting | Mundubbera | |
| 07-02-18 | Sportsmans Lunch | Gayndah | |
| 08-02-18 | PCCC ILUA Meeting | Bundaberg | |
| 08-02-18 | GRC | Bundaberg | |

13 CONFIDENTIAL REPORTS**RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the Local Government Regulation 2012:

13.1 Addition to panel of providers for Facilities maintenance

This matter is considered to be confidential under Section 275(1) - h of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

14 GENERAL BUSINESS

15 CLOSURE OF MEETING