



**AGENDA FOR ORDINARY MEETING
TO BE HELD IN CIVIC CENTRE SUPPER ROOM, BUNDABERG
ON TUESDAY 28 JULY 2020, COMMENCING AT 10.00 AM**

	Page
1 Apologies	
2 Confirmation of Minutes	
B1 Ordinary Meeting of Council - 30/06/2020	
B1 Special Meeting of Council - 30/06/2020	
3 Executive Services	
D1 Appointment of Acting Chief Executive Officers	3
4 Finance	
F1 Financial Summary as at 30 June 2020	5
5 Governance	
G1 Bundaberg Regional Aviation and Aerospace Precinct Land Use Policy	13
G2 Delegations Register Review	17
G3 Show Holiday Nomination for 2021	30
G4 Audit and Risk Committee Minutes	32
G5 2019/2020 4th Quarter Operational Plan Review	36
6 Environment & Natural Resources	
Q1 2020/2021 Bundaberg Regional Council Surveillance Program for Prohibited and Restricted Matter under the Biosecurity Act 2014	71

7 Sport, Recreation, Venues & Disaster Management

- R1 Offer from Bulls Masters for Bundaberg to host the 2020 Youth Cup and to enter into a three year Agreement to host the Bulls Masters Event

83

8 Confidential

- T1 Memorandum of Understanding with Royal Flying Doctor Service Queensland
- T2 Lot 29 on RP814879 - Request for Water Leak Relief
- T3 Request for Rating Concessions - Multiple Properties
- T4 Lot 1 on RP212860 - Request for Rating Exemption
- T5 Specialised Supplier Submission - Design of Bundaberg Recreational Precinct Entrance Enhancement - Variation to TEN/0996
- T6 Specialised Supplier Arrangement - CEENA Pty Ltd
- T7 Sole Supplier - Corporate Membership to Queensland Futures Institute
- T8 Sole Supplier Arrangement - Engaging Volunteering Queensland under the Community Resilience Project
- T9 Sole Supplier - ECO Destination Certification
- T10 Drainage Issue - Lot 1 on SP117736
- T11 Renewal of Contract of Employment - Chief Executive Officer

9 General Business

10 Meeting Close

**Item****28 July 2020****Item Number:**

D1

File Number:

.

Part:

EXECUTIVE SERVICES

Portfolio:

Executive Services

Subject:

Appointment of Acting Chief Executive Officers

Report Author:

Wendy Saunders, Executive Services Coordinator

Authorised by:

Stephen Johnston, Chief Executive Officer

Link to Corporate Plan:

Our People, Our Business - 3.2 Responsible governance with a customer-driven focus
 - 3.2.3 Administer statutory compliant governance operations incorporating insurance; risk management; property management and Council policies and procedures.

Previous Items:

D1 - Appointment of Acting Chief Executive Officers - Ordinary Meeting - 18 Jul 2017

Background:Section 195 of the *Local Government Act 2009* states:-**Appointing an acting chief executive officer**

'A local government may appoint a qualified person to act as the chief executive officer during—

- (a) any vacancy, or all vacancies, in the position; or*
- (b) any period, or all periods, when the chief executive officer is absent from duty or can not, for another reason, perform the chief executive officer's responsibilities.'*

This arrangement has been in place for some time and needs to be updated to reflect the current General Manager position titles.

Associated Person/Organization:

General Manager Community & Environment

General Manager Infrastructure Services

General Manager Organisational Services

Consultation:

N/A

Chief Legal Officer's Comments:

Section 195 of the *Local Government Act 2009* allows Council to appoint an acting Chief Executive Officer if there is a vacancy in the position or for periods when the Chief Executive Officer is absent.

Policy Implications:

There appears to be no policy implications.

Financial and Resource Implications:

There appears to be no financial or resource implications.

Risk Management Implications:

There appears to be no risk management implications.

Human Rights:

There appears to be no human rights implications.

Attachments:

Nil

Recommendation:

That pursuant to Section 195 of the *Local Government Act 2009* Council appoint the following persons, on a rotational basis, to act as Chief Executive Officer during absences of the Chief Executive Officer:-

- **General Manager Community & Environment**
- **General Manager Infrastructure Services**
- **General Manager Organisational Services**

**Item****28 July 2020****Item Number:**

F1

File Number:**Part:**

FINANCE

Portfolio:

Organisational Services

Subject:

Financial Summary as at 30 June 2020

Report Author:

Anthony Keleher, Chief Financial Officer

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our People, Our Business - 3.1 A sustainable financial position - 3.1.2 Apply responsible fiscal principles for sustainable financial management.

Background:

In accordance with section 204 of the *Local Government Regulation 2012* a financial report must be presented to Council on a monthly basis. The attached financial report contains the financial summary and associated commentary at 30 June 2020.

Associated Person/Organization:

Nil

Consultation:

Financial Services Team

Chief Legal Officer's Comments:

Pursuant to section 204 of the *Local Government Regulation 2012* the Local Government must prepare and the Chief Executive Officer must present, the financial report. The financial report must state the progress that has been made in relation to the Local Government's budget for the period of the financial year up to a day or as near as practicable to the end of the month before the meeting is held.

Policy Implications:

There appears to be no policy implications.

Financial and Resource Implications:

There appears to be no financial or resource implications.

Risk Management Implications:

There appears to be no risk management implications.

Human Rights:

There appears to be no human rights implications.

Attachments:

[↓](#)1 Financial Summary June 2020

Recommendation:

That the financial summary as at 30 June 2020 be noted by Council.

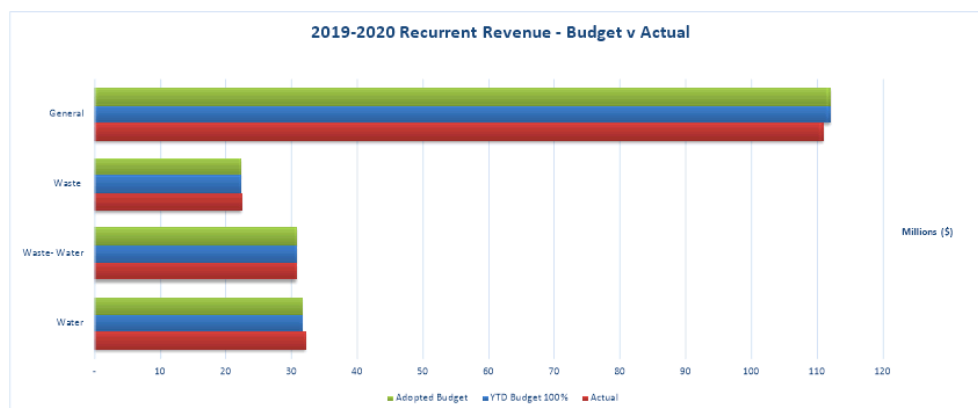
Financial Summary
as at 30 Jun 2020

Progress check - 100%	Council			General			Waste			Wastewater			Water		
	Actual YTD	Adopted Budget	% Act/ Bud	Actual YTD	Adopted Budget	% Act/ Bud	Actual YTD	Adopted Budget	% Act / Bud	Actual YTD	Adopted Budget	% Act/ Bud	Actual YTD	Adopted Budget	% Act/ Bud
Recurrent Activities															
<i>Revenue</i>															
Rates and Utility Charges	161,384,023	160,684,986	100%	86,740,859	86,657,050	100%	15,324,504	15,310,200	100%	29,843,880	29,697,500	100%	29,454,780	29,020,236	101%
Less: Discounts and Pensioner Remissions	(9,070,437)	(9,048,950)	100%	(8,414,970)	(8,379,850)	100%	(223,858)	(227,600)	98%	(250,927)	(254,600)	99%	(180,662)	(186,900)	97%
	152,293,586	151,636,036	100%	78,325,889	78,277,200	100%	15,100,646	15,082,600	100%	29,592,953	29,442,900	101%	29,274,098	28,833,336	102%
Fees and Charges	25,678,118	27,944,991	92%	16,276,357	19,061,110	85%	6,814,715	6,506,941	105%	810,113	859,680	94%	1,777,933	1,517,260	117%
Interest Revenue	2,954,943	3,657,456	81%	881,269	1,237,500	71%	423,333	502,825	84%	451,566	539,631	84%	1,198,775	1,377,500	87%
Grants, Subsidies and Donations	14,211,699	13,856,976	103%	14,001,467	13,586,976	103%	162,165	290,000	56%	-	-	-	48,037	-	-
Sale of Developed Land Inventory	1,547,885	-	-	1,547,885	-	-	-	-	-	-	-	-	-	-	-
Total Recurrent Revenue	196,686,201	197,095,459	100%	111,031,867	112,142,786	99%	22,500,859	22,382,366	101%	30,854,632	30,842,211	100%	32,298,843	31,728,096	102%
<i>Expenses</i>															
Employee Costs	76,386,206	73,490,278	104%	59,468,553	57,078,367	104%	6,404,736	6,026,784	106%	5,453,338	5,631,450	97%	5,059,579	4,753,677	106%
Materials and Services	64,212,527	69,414,844	93%	37,276,257	41,994,489	89%	10,795,848	11,466,334	94%	7,248,483	7,526,668	96%	8,891,939	8,427,353	106%
Finance Costs	4,437,822	4,433,076	100%	1,842,747	1,582,753	105%	806,473	911,471	89%	1,694,413	1,695,124	100%	291,189	263,728	110%
Depreciation	50,143,626	49,209,537	102%	36,451,573	35,131,255	104%	1,457,924	1,806,204	81%	6,350,628	6,398,581	99%	5,883,501	5,873,497	100%
Total Recurrent Expenditure	195,180,181	196,547,735	99%	134,839,130	135,766,864	99%	19,467,981	20,210,793	96%	20,746,862	21,251,823	98%	20,126,208	19,318,255	104%
Operating Surplus	1,506,020	547,724		(23,807,263)	(23,624,078)		3,032,878	2,171,573		10,107,770	9,590,388		12,172,635	12,409,841	
<i>Transfers to</i>															
Restricted Capital Cash	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NCP Transfers	-	-	-	(15,510,118)	(15,510,118)	-	492,655	492,655	-	6,857,177	6,857,177	-	8,160,286	8,160,286	-
Total Transfers	-	-		(15,510,118)	(15,510,118)		492,655	492,655		6,857,177	6,857,177		8,160,286	8,160,286	
Movement in Unallocated Surplus	1,506,020	547,724		(8,297,145)	(8,113,960)		2,540,223	1,678,918		3,250,593	2,733,211		4,012,349	4,249,555	
Unallocated Surplus/(Deficit) brought forward	35,131,497	35,131,497		(16,022,479)	(16,022,479)		15,495,370	15,495,370		10,748,624	10,748,624		24,909,982	24,909,982	
Unallocated Surplus/(Deficit)	36,637,517	35,679,221		(24,319,624)	(24,136,439)		18,035,593	17,174,288		13,999,217	13,481,835		28,922,331	29,159,537	
Capital Activities															
<i>Council's Capital Expenditure (Excludes Donated Assets)</i>															
Council Expenditure on Non-Current Assets	85,858,734	104,646,359	82%	66,727,456	85,533,534	78%	1,687,899	3,013,539	56%	3,237,396	4,013,152	81%	14,205,983	12,086,134	118%
Loan Redemption	7,284,031	7,292,658	100%	4,292,420	4,301,045	100%	658,055	658,057	100%	2,016,031	2,016,032	100%	317,525	317,524	100%
Total Capital Expenditure	93,142,765	111,939,017	83%	71,019,876	89,834,579	79%	2,345,954	3,671,596	64%	5,253,427	6,029,184	87%	14,523,508	12,403,658	117%
Cash															
Opening balance	147,278,309	147,278,309													
Movement - increase/(decrease)	(11,753,982)	(35,844,431)													
Closing balance	135,524,327	111,433,878													

Further to the Financial Summary Report as at 30 June 2020, the following key features are highlighted. It should be noted that these figures will be adjusted as part of the finalisation of the end of year accounts, however at this time the consolidated operating result is not expected to change.

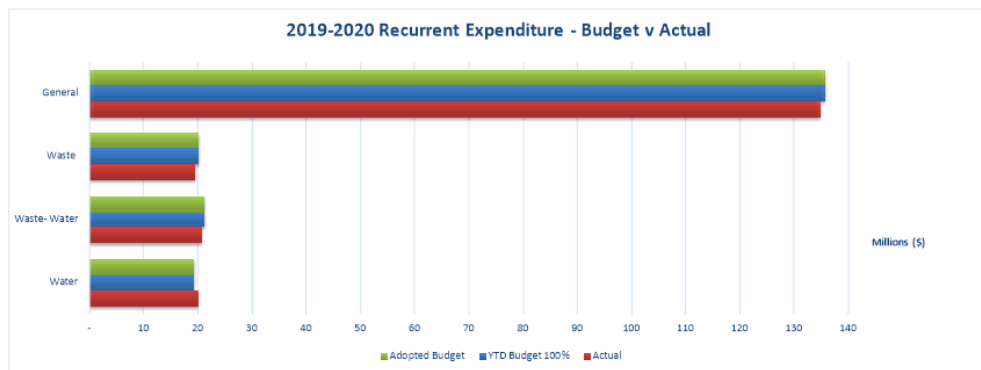
Recurrent Revenue

- Rates and Utility Charges are higher than forecast this financial year with growth exceeding estimates and an increase in water consumption as a result of dry periods.
- Fees and charges are lower than forecast this financial year. The effects of the closures of many facilities and services are reflected in the actuals since March in the General Fund. This has been partly offset with increases in recoverable works in the Water Fund and higher volumes of landfill disposals in the Waste Fund.
- Interest Revenue is lower than forecast this financial year. This is a result of the moratorium on interest on overdue rates and historically low interest rate effecting investment earnings.
- Grants, Subsidies and Donations are higher than forecast this financial year with the advance of the Financial Assistance Grant in May exceeding the expected allocation. There has been a decrease in the expected amount of income associated with the Materials Recycling Facility agreement.
- Council has settled several parcels of Land Developed for Sale this financial year. These parcels represent historic land developments and land at the recently developed Aviation Precinct. Council does not generally provide for an annual budget for these sales unless it has unconditional contracts at the time the budget is formulated.



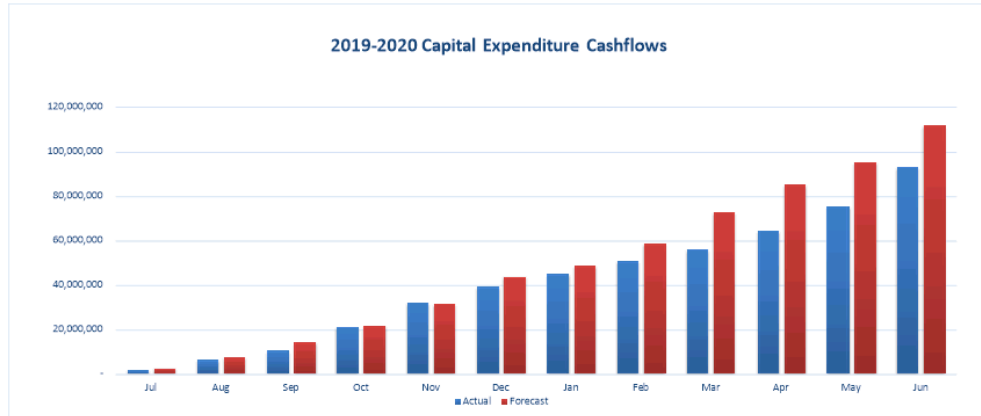
Recurrent Expenditure

- Employee Costs are higher than forecast. This was due to end of year adjustments relating to leave and superannuation.
- Materials and Services are lower than forecast. The higher spend in the Water Fund is due to the increased operational costs associated with the higher volume of water used as well as increased costs associated with internal waste disposals. The lower spend in the Waste Fund is due to the Waste Levy incurred being lower than forecast. The lower spend in the Wastewater Fund is due to the timing in delivery of Non-Capital Projects. The lower spend in the General Fund is due to transfer of expenses for leases to Finance Costs and Depreciation as well as operational savings.
- Finance Costs are in accordance with the forecast. The change in accounting treatment of leases has had an impact on the amount in the General Fund. The decrease in the Waste Fund is a result of the movement in the rehabilitation provision.
- Depreciation is higher than forecast. The change in accounting treatment of leases has had an impact on the amount in the General Fund and there was a review of the useful lives of Councils fleet. The decrease in the Waste Fund is due a change in accounting treatment of the rehabilitation provision and associated assets.

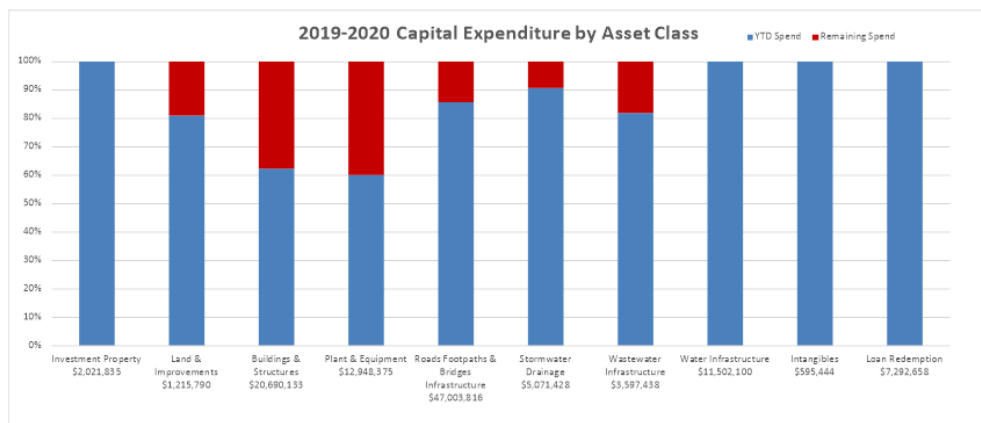


Capital Expenditure and Capital Grants

- Council delivered 83% of this year's capital program this financial year, which is lower than expected cashflows. Where projects were not completed, Council will reversion some project expenditure into 2020/2021.



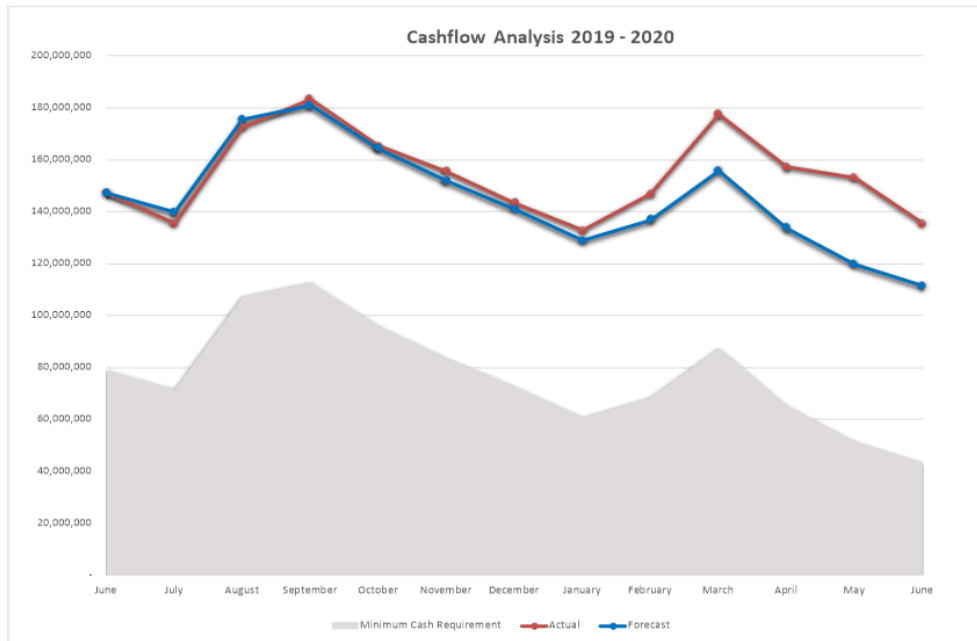
- The spend by asset class this financial year is shown below.



- Capital grants are on track with all milestones having been met and any variations to funding agreements approved.

Cash

- The cash balance as at 30 June 2020 was \$135.5 million, a decrease of \$17.7 million from the last report at 29 May 2020.
- No short-term liquidity issues are foreseeable.
- The actual and forecast cash movement is shown below. The higher than expected cash balance is a result of the timing in delivery of the capital program.



Rates Debtor

- Rates outstanding at the end of the financial year total \$5.6 million or 3.24%. Comparatively, this time last year the rates outstanding totalled \$4.8 million or 2.87%. Council continues to accept rates payments, however per the March Council resolution, debt recovery action has ceased on outstanding rates and charges up to 30 June 2020. This has resulted in a decrease in rate payments.

Other Debtors

- Infringements outstanding total \$383,500 with the number of infringements decreasing to 2,784 with parking restrictions not being enforced during April and May. Infringements continue to be recovered via the State Penalties, Enforcement Registry.
- Sundry Debtors outstanding for more than 90 days total \$222,500 across 106 accounts. With the current economic climate, there has been an overall increase in the number of outstanding accounts, particularly in the commercial sector.
- Section 7.5.7 of the Accounts Receivable procedure PD-7-288, states that individual bad debts due to Council up to a value of \$10,000, and which are deemed to be irrecoverable or uneconomic to recover may be written off. Council is to be informed of debts in excess of \$2,500 which have been written off and of the reasons for the write-off provided. During the quarter Council wrote off a debt relating to a bio-security non-compliance matter for an amount of \$3,877.54. Council received advice from its Debt Recovery Specialists that Council is legally unable to recover the debt.

Loans

- Loan balances are shown below. Council received the approved borrowings of \$7.5 million in June.

Bundaberg Airport & Precinct	8,352,081
Hinkler Hall of Aviation	1,052,574
Holiday Parks	204,194
Fleet	1,254,472
Kolan Gardens Aged Care	159,781
Burnett Heads CBD Upgrade	2,509,107
General Facilities	14,481,624
Waste	7,088,630
Sewerage	39,778,754
Water	2,803,526
Total	77,684,745

**Item****28 July 2020****Item Number:**

G1

File Number:**Part:**

GOVERNANCE

Portfolio:

Organisational Services

Subject:

Bundaberg Regional Aviation and Aerospace Precinct Land Use Policy

Report Author:

Christine Large, Chief Legal Officer

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our People, Our Business - 3.2 Responsible governance with a customer-driven focus - 3.2.3 Administer statutory compliant governance operations incorporating insurance; risk management; property management and Council policies and procedures.

Background:

Council has developed the Bundaberg Regional Aviation and Aerospace Precinct (BRAAP). Some of the lots developed in the BRAAP have potential access to, and abut the Bundaberg Regional Airport.

As a safety mechanism Council proposes to adopt a policy position that Council not dispose of the parcels of land which abut the Airport by way of sale. The Policy details that these parcels of land may only be disposed of by way of lease which gives Council a level of protection and control over who may have access to the Airport.

Associated Person/Organization:

Nil

Consultation:

All Councillors – 15 July 2020

Chief Legal Officer's Comments:

The policy is in accordance with legislation and best practice guidelines.

Policy Implications:

There appears to be no policy implications.

Financial and Resource Implications:

There appears to be no financial or resource implications.

Risk Management Implications:

There appears to be no risk management implications.

Human Rights:

There appears to be no human rights implications.

Attachments:

↓1 Bundaberg Regional Aviation and Aerospace Precinct Land Use Policy

Recommendation:

That the Bundaberg Regional Aviation and Aerospace Precinct Land Use Policy, version 1, as appended to the report be adopted.



Bundaberg Regional Aviation and Aerospace Precinct Land Use Policy

HEAD OF POWER

- *Local Government Act 2009*, section 9

INTENT

The purpose of this policy is to provide direction about Council's position regarding the disposal of the BRAAP land which adjoins the Bundaberg Regional Airport.

SCOPE

This policy applies to all parcels of land at the BRAAP which adjoin the Bundaberg Regional Airport and is relevant to all staff and Councillors.

DEFINITIONS

BRAAP means Bundaberg Regional Aviation and Aerospace Precinct

POLICY STATEMENT

1. Background

The Bundaberg Regional Airport is a significant community asset and a key piece of strategic regional transport infrastructure for the area. Airports are high cost strategic investments with strict site constraints that are difficult to locate and are generally 'once in a generation' type projects.

Given the large investment by Council, on behalf of the local community, in development of the Bundaberg Airport to facilitate growth and encouragement of commercial airlines to fly to and from Bundaberg, it is imperative the airports operations are protected as far as practically possible to ensure that the safety, security and operations of the airport are not adversely impacted, limiting the community's return on investment.

2. Council owns a staged development of freehold land at Airport Drive, Bundaberg which is known as the BRAAP.
3. Some of the parcels which have been developed or which will be developed and created in the future, have a property boundary which adjoins the Bundaberg Regional Airport.
4. For airport security reasons, Council will not dispose, by way of sale, any of the BRAAP land lots which have a property boundary which adjoins to the airside defined fence line of the Bundaberg Regional Airport facility. Council will only dispose of these lots by way of lease to ensure Council is able to satisfy its security requirements as an Airport operator.

ASSOCIATED DOCUMENTS

- *Aviation Transport Security Act 2004 (Cth)*

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Policy No. CP-3-054

Adopted Date: 00/00/00 Version: 1

Responsible Department: Community & Environment

Page 1 of 2



Bundaberg Regional Aviation and Aerospace Precinct Land Use Policy

- *Aviation Transport Security Regulations 2005 (Cth)*
- *Civil Aviation Act 1988 (Cth)*
- *Civil Aviation Safety Regulations 1998 (Cth)*
- *Local Government Regulation 2012*

DOCUMENT CONTROLS

Council will review this policy biennially or in response to changes in law or best practice.

POLICY OWNER

The General Manager Community and Environment is the responsible person for this policy.

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Policy No. CP-3-054

Adopted Date: 00/00/00 Version: 1

Responsible Department: Community & Environment

Page 2 of 2



Item

28 July 2020

Item Number:

G2

File Number:

.

Part:

GOVERNANCE

Portfolio:

Organisational Services

Subject:

Delegations Register Review

Report Author:

Christine Large, Chief Legal Officer

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our People, Our Business - 3.2 Responsible governance with a customer-driven focus - 3.2.3 Administer statutory compliant governance operations incorporating insurance; risk management; property management and Council policies and procedures.

Background:

In accordance with section 257 of the *Local Government Act 2009* (the Act) Council may, by resolution, delegate a power under this Act, or another Act, to the Mayor or the Chief Executive Officer.

The power to make a decision under legislation may be given to the 'local government' or 'Council' or 'the entity' and it is expected that Council exercises the powers. However, where a power is given in this way, Council can delegate the powers to its Chief Executive Officer, except for powers that require a resolution by Council. The Chief Executive Officer may then further sub-delegate to other positions of Council, with the exception where legislation specifically prohibits this.

Section 257(5) of the Act requires Council to review all delegations to the Chief Executive Officer at least annually. The Local Government Association of Queensland (LGAQ) Delegation Register service is updated by King & Company Solicitors during the two major Queensland Parliamentary recesses (summer and winter) when they can be confident there will be no changes to Acts.

Recent reviews by LGAQ/King & Co are contained within this report. A copy of the current version of the register is available on Council's website: <https://formstmp.bundaberg.qld.gov.au/RG-1-001.pdf> should Councillors wish to review existing delegations.

Current review and updates

LGAQ provided an update in March and June 2020 which has been reviewed by Governance and Legal Services and includes the following changes:

New registers:

- *Residential Tenancies and Rooming Accommodation (COVID-19 Emergency Response) Regulation 2020*
- *State Penalties Enforcement Regulation 2014*
- *Transport Infrastructure (State Controlled Roads) Regulation 2011*
- *Water Fluoridation Regulation 2020*

Changes of substance to existing registers:

- This includes deletion of powers, amendments to wording or new powers added to existing registers.

The proposed inclusions to the existing Register of Delegations are provided in the attached document.

Associated Person/Organization:

LGAQ

Consultation:

All Councillors

Chief Legal Officer's Comments:

The local government's powers are delegated in accordance with section 257 of the *Local Government Act 2009*.

Policy Implications:

There appears to be no policy implications.

Financial and Resource Implications:

There appears to be no financial or resource implications.

Risk Management Implications:

There appears to be no risk management implications.

Human Rights:

There appears to be no human rights implications.

Attachments:

- ↓1 Delegations Register - Council to Chief Executive Officer

Recommendation:

Pursuant to section 257 of the *Local Government Act 2009*, the "Register of Delegations – Council to the Chief Executive Officer" be varied to reflect the new and changed powers as outlined in the report and the table as appended to the report.

REGISTER OF DELEGATIONS – COUNCIL TO CHIEF EXECUTIVE OFFICER

Acquisition of Land Act 1967					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power to refer the determination of the amount of compensation to be paid under subsection (4) to the Land Court.	Section 17(5)	Item G1 20-Aug-2019	Amended

Aged Care Act 1997 (Cth)					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power to apply for a determination under section 15-1 before the end of the provisional allocation period.	Section 15-3(1)		New
2.	Chief Executive Officer	Power to apply to the Secretary for a variation of a provisional allocation.	Section 15-5		New
3.	Chief Executive Officer	Power to surrender a provisional allocation by notice in writing to the Secretary.	Section 15-6		New
4.	Chief Executive Officer	Power, as an approved provider, to give the Secretary a transfer notice.	Section 16-2		New
5.	Chief Executive Officer	Power to make submissions in response to a notice to resolve.	Section 16-4(2)(e)		New
6.	Chief Executive Officer	Power to agree in writing to another proposed transfer day.	Section 16-5(3)		New
7.	Chief Executive Officer	Power, as an approved provider to whom a place has been provisionally allocated, to give the Secretary a transfer notice.	Section 16-13		New
8.	Chief Executive Officer	Power, as a transferor or a transferee, to request the Secretary to determine another period under paragraph 4(a) or (b).	Section 16-13(5)		New
9.	Chief Executive Officer	Power, as a transferor or a transferee, to give the Secretary written notice of the changes.	Section 16-13(8)		New
10.	Chief Executive Officer	Power as a transferee or a transferor, to make submissions to the Secretary in response to a notice to resolve.	Section 16-15(2)(e)		New
11.	Chief Executive Officer	Power, as a transferor or a transferee, to agree in writing to another proposed transfer day.	Section 16-16(3)(a)		New
12.	Chief Executive Officer	Power, as an approved provider to whom a place has been allocated under Division 14, to apply in writing to the Secretary to vary the conditions and to give the Secretary written notice of any changes to the application.	Section 17-2		New
13.	Chief Executive Officer	Power, as an applicant, to apply in writing to the Secretary to approve a day as the variation day.	Section 17-7(2)		New
14.	Chief Executive Officer	Power, as an approved provider, to relinquish all or some of the places by notice in writing to the Secretary.	Section 18-2(1)		New

Aged Care Act 1997 (Cth)					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
15.	Chief Executive Officer	Power, as an approved provider, to give notice of the relinquishment.	Section 18-2(4)		New
16.	Chief Executive Officer	Power, as an approved provider, to make written submissions to the Secretary in response to a notice to revoke the allocation.	Section 18-5(2)(b)		New
17.	Chief Executive Officer	Power, as an approved provider, to make written submissions to the Secretary in response to a notice that revocation is being considered.	Section 23-4(3)(b)		New
18.	Chief Executive Officer	Power, as an approved provider, to carry out an appraisal of the level of care needed by a care recipient, relative to the needs of other care recipients, and give it to the Secretary.	Section 25-3		New
19.	Chief Executive Officer	Power, as an approved provider, to make written submissions to the Secretary in response to a notice to suspend the approved provider from making appraisals and reappraisals.	Section 25-4(3)(b)		New
20.	Chief Executive Officer	Power, as an approved provider, to apply to the Secretary for the lifting of a suspension from making appraisals and reappraisals.	Section 25-4C		New
21.	Chief Executive Officer	Power, as an approved provider, to apply to the Secretary to vary or revoke a notice give under subsection (1) or (3A).	Section 27-3(4)		New
22.	Chief Executive Officer	Power, as an approved provider, to conduct a reappraisal on its own initiative.	Section 27-4		New
23.	Chief Executive Officer	Power, as an approved provider, to give the Secretary information relevant to whether an appraisal received out of time was sent in sufficient time to be received by the Secretary.	Section 27-8(3)		New
24.	Chief Executive Officer	Power, as an approved provider, to agree with the Secretary to vary the conditions applying to the extra service status.	Section 32-8(6)		New
25.	Chief Executive Officer	Power, as an approved provider, to request in writing that the Secretary revoke or suspend the extra service status.	Section 33-4		New
26.	Chief Executive Officer	Power, as a person who has applied for extra service status or who has been granted extra service status, to apply to the Aged Care Pricing Commissioner for extra service fees to be approved for one or more places.	Sections 35-1 and 35-2		New
27.	Chief Executive Officer	Power, as an approved provider, to apply for the Secretary to determine that the service is taken, for the purposes of Chapter 3, Part 3.1, Division 42, to meet its accreditation requirement and respond to any requests for further information from the Secretary.	Section 42-5		New
28.	Chief Executive Officer	Power, as an approved provider, to vary the claim made in respect of a payment period.	Section 43-4A		New
29.	Chief Executive Officer	Power, as an approved provider, to respond to a notice from the Secretary requiring written submissions regarding the revocation of a determination of financial hardship.	Section 44-32(3)(a)		New
30.	Chief Executive Officer	Power, as an approved provider, after the end of each payment period, to give the Secretary:- (a) a claim, in the form approved by the Secretary, for home care subsidy that is payable in respect of the home care service for that payment period; and any information relating to the claim that is stated in the form to be required, or that the Secretary requests.	Section 47-4		New
31.	Chief Executive Officer	Power, as an approved provider, to vary the claim made in respect of a payment period.	Section 47-4A		New

Aged Care Act 1997 (Cth)					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
32.	Chief Executive Officer	Power, as an approved provider, to apply to the Secretary for a determination under subsection (2) in respect of a care recipient and respond to any request for further information from the Secretary.	Section 48-8(5)		New
33.	Chief Executive Officer	Power, as an approved provider, to apply to the Secretary on behalf of a care recipient for a determination of eligibility for a hardship supplement and to respond to any requests for further information from the Secretary.	Section 48-11		New
34.	Chief Executive Officer	Power, as an approved provider, to respond to a notice from the Secretary requiring written submissions regarding the revocation of a determination of financial hardship.	Section 48-12(3)(a)		New
35.	Chief Executive Officer	Power, as an approved provider, to: <ul style="list-style-type: none"> (a) establish a complaints resolution mechanism for the aged care service; and (b) use the complaints resolution mechanism to address any complaints made by or on behalf of a person to whom care is provided through the service; and (c) advise the person of any other mechanisms that are available to address complaints, and provide such assistance as the person requires to use those mechanisms; and comply with any requirement made of the approved provider under rules made for the purposes of subsection 21(2) of the <i>Aged Care Quality and Safety Commission Act 2018</i> .	Section 56-4(1)		New
36.	Chief Executive Officer	Power, as an approved provider, to report an allegation or suspicion of a reportable assault.	Section 63-1AA(2)		New
37.	Chief Executive Officer	Power, as an approved provider, to ensure the identity of a person who reports a suspected reportable assault is not disclosed to anyone except a person listed in section 63-1AA(7).	Section 63-1AA(7)		New
38.	Chief Executive Officer	Power, as an approved provider, to take reasonable measures to ensure the report recipient does not disclose the fact that the person was the maker of the report.	Section 63-1AA(8)		New
39.	Chief Executive Officer	Power to comply with a notice requesting further information received from the Secretary.	Section 71-3(1)		New
40.	Chief Executive Officer	Power, as an approved provider, to make submissions in response to notice to vary or revoke the allocation received from the Secretary.	Section 73-4(3)(b)		New
41.	Chief Executive Officer	Power, as an approved provider, to comply with a notice requesting further information received from the Secretary.	Section 73-5(4)		New
42.	Chief Executive Officer	Power, as person whose interests are affected by a reviewable decision, to request the Secretary to reconsider the decision.	Section 85-5(1)		New
43.	Chief Executive Officer	Power to make an application to the Administrative Appeals Tribunal for the review of a reviewable decision that has been confirmed, varied or set aside under section 85-4 or 85-5.	Section 85-8		New
44.	Chief Executive Officer	Power, as a person who has made an application to the Secretary under the Act, to withdraw the application.	Section 96-7		New

Development Assessment Rules (Planning Act 2016)

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power, as an assessment manager, to give a notice to the applicant extending the decision period until a day no later than 10 days after the end of the caretaker period.	Section 38.2		New

Environmental Protection Act 1994

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	In certain circumstances, power to impose on the authority a condition requiring the holder of the authority to take all reasonable steps to ensure the relevant activity complies with the eligibility criteria for the activity.	Section 204(2)	Item G1 20-Aug-2019	Amended
2.	Chief Executive Officer	Power, as an administering authority, to consider and decide a request for the issue of a temporary authority.	Section 547C(1) and (2)		New
3.	Chief Executive Officer	Power, as an administering authority, to give the person written notice of the decision to refuse the issue of a temporary authority and the reasons for the decision.	Section 547C(3)		New
4.	Chief Executive Officer	Power, as an administering authority, to issue a temporary authority by giving a written notice.	Section 547D(2)		New
5.	Chief Executive Officer	Power, as the owner or occupier of the land, to claim compensation for any compensatable effect in a proceeding brought in a court of competent jurisdiction.	Section 579(4)		New

Environmental Protection Regulation 2019

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power, as an administering authority in the circumstances set out in subsection 41AA(1), to refuse to grant the application if the relevant activity will, or may have, a residual impact.	Section 41AA(3)		New

Environmental Protection (Water and Wetland Biodiversity) Policy 2019

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power, as a recognised entity, in cooperation with the chief executive, to develop and implement a healthy waters management plan.	Section 16(2)	Item G1 20-Aug-2019	Amended

Land Act 1994

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power, as a person seeking to have a plan of subdivision registered in relation to the land contained in a deed of grant, deed of grant in trust or lease, to apply to the chief executive for the allocation of a floating reservation to some or all of the lots created by the plan.	Section 23A(1)	Item G1 20-Aug-2019	Amended
2.	Chief Executive Officer	Power, as owner of improvements on a reserve the dedication to which has been revoked, to apply, in writing to the chief executive, to remove improvements on the reserve.	Section 34H(1)	Item G1 20-Aug-2019	Amended

Land Act 1994					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
3.	Chief Executive Officer	Power, as owner of improvements on a deed of grant in trust that has been cancelled, to apply, in writing to the chief executive, to remove the improvements on the deed of grant in trust.	Section 38G(1)	Item G1 20-Aug-2019	Amended
4.	Chief Executive Officer	Power, as trustee, to:- (a) comply with a request of the chief executive to apply for the approval of a management plan for the trust land; and (b) comply with a request of the chief executive to make all records available for inspection by the chief executive and allow copies and notes of the records to be made; (c) register any management plan in the appropriate register	Section 48		New
5.	Chief Executive Officer	Power, as trustee, to:- (a) allow the auditor-general, a person mentioned in section 47(1)(a) to (d), or a person authorised by the chief executive of a department, to audit the trust's financial accounts; and (b) help the conduct of the audit, including the disclosure of financial institution accounts necessary for the audit.	Section 49		New
6.	Chief Executive Officer	Power, as owner of improvements on a deed of grant in trust that has been surrendered, to apply, in writing to the chief executive, to remove the improvements on the deed of grant in trust.	Section 55H(1)	Item G1 20-Aug-2019	Amended
7.	Chief Executive Officer	Power, as trustee lessee, to transfer, mortgage or sublease a trustee lease subject to the written approval of: (a) the Minister for a sublease; or (b) Otherwise, the chief executive, and the trustee to the transaction.	Section 58(1)	Item G1 20-Aug-2019	Amended
8.	Chief Executive Officer	Power, after receiving a notice under section 235(1) or 238(3), as a lessee of a lease, to apply in writing to the chief executive for permission to sell the lease.	Section 240E(1)	Item G1 20-Aug-2019	Amended
9.	Chief Executive Officer	Power, as a local government, to apply to the chief executive to sell a lease.	Section 240G	Item G1 20-Aug-2019	Amended
10.	Chief Executive Officer	Power, as lessee of a forfeited lease, to apply, in writing to the chief executive, to remove the lessee's improvements on the lease.	Section 243(1A)	Item G1 20-Aug-2019	Amended
11.	Chief Executive Officer	Power, as a lessee, licensee or the holder of a sublease, to apply to transfer a lease, sublease or licence under the Act with the approval of the chief executive.	Section 322(3)	Item G1 20-Aug-2019	Amended
12.	Chief Executive Officer	Power, as registered owner or trustee, to surrender the land contained in the registered owner's deed of grant or trustee's deed of grant in trust if, on resurvey of the land, the boundaries of the land do not agree with the boundaries described in the existing deed or appropriate plan, and no doubt exists about the boundaries of the land, with the written approval of the chief executive.	Section 358(2)	Item G1 20-Aug-2019	Amended
13.	Chief Executive Officer	Power to apply to amend the description in a term lease or a perpetual lease, other than a State lease, if the description of the lease may be amended under section 360A(2)(a), (b) or (c).	Section 360C(2)	Item G1 20-Aug-2019	Amended

Local Government Act 2009					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power to: (a) review whether each division of its local government area has a reasonable proportion of electors for each councillor elected for the division; and (b) give the electoral commissioner and the Minister written notice of the results of the review no later than 1 March in the year before the quadrennial elections.	Section 16	Item G1 20-Aug-2019	Amended
2.	Chief Executive Officer	Power to: (a) employ local government employees; (b) agree to the terms and conditions of an employee's employment (including any variation to those terms); and (c) terminate a local government employee's employment.	Section 196(2)	Item G1 20-Aug-2019	This power does not include the power to appoint employees which is separately dealt with under section 196(3) of the Act. Amended
3.	Chief Executive Officer	Power to start a proceeding: (1) in the name of Council; (2) under the <i>Justices Act 1886</i> in the name of a local government employee who is a public officer within the name of that Act.	Section 237		New

Local Government Regulation 2012					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power to invite persons to tender for a preferred supplier arrangement.	Section 233(3)	Item G1 20-Aug-2019	Amended
2.	Chief Executive Officer	Power to enter into a medium-sized contractual arrangement or large-sized contractual arrangement in circumstances specified in section 235. <i>Nb. For subsections 235(a) and 235(b) it is a legislative precondition to the exercise of the power that Council first pass the resolution referred to in the respective subsection.</i>	Section 235		New

Mining and Quarrying Safety and Health Regulation 2017					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power, as a person who has an obligation under the Act to manage risk at a mine, to monitor risk in the person's own work and activities at the mine.	Section 9(1)		New
2.	Chief Executive Officer	Power, as a person who has an obligation under the Act to manage risk in relation to storing and handling hazardous chemicals or dangerous goods, to ensure they are handled and stored in the manner prescribed under section 56.	Section 56	Item G1 20-Aug-2019	Amended

Residential Tenancies and Rooming Accommodation Act 2008					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power to give a written notice to the resident of address for service.	Section 248(1)	Item G1 20-Aug-2019	Amended
2.	Chief Executive Officer	Power to give a written notice of change to the resident.	Section 248(2)	Item G1 20-Aug-2019	Amended

Residential Tenancies and Rooming Accommodation (COVID-19 Emergency Response) Regulation 2019 (Expires on 31 December 2020)					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power, as a lessor, in the circumstances set out in subsection 11(1), to give a tenant a show cause notice for the unpaid rent.	Section 11(2)		New
2.	Chief Executive Officer	Power, as a lessor, in the circumstances set out in subsection 11(5), to request that the tenant enter into a tenancy variation agreement with the lessor.	Section 11(5)		New
3.	Chief Executive Officer	Power, as a lessor, in the circumstances set out in subsection 12(1), to make a dispute resolution request in relation to a tenancy dispute related to the unpaid rent.	Section 12(2)		New
4.	Chief Executive Officer	Power, as a lessor, in the circumstances set out in subsection 12(1), to apply to the tribunal for an order about the unpaid rent.	Section 12(3)		New
5.	Chief Executive Officer	Power, as a lessor, enter a tenancy variation agreement with the tenant.	Section 13(1)		New
6.	Chief Executive Officer	Power, as a lessor, to inform the tenant of each of the matters set out in subsection 23(2).	Section 23(2)		New
7.	Chief Executive Officer	Power, as a lessor, to give each remaining cotenant a written notice containing those matters identified in subsection 25(3).	Section 25(3)		New
8.	Chief Executive Officer	Power, as a lessor, in the circumstances set out in subsection 30(1), to apply to the tribunal for an order setting aside the notice because it does not comply with section 22.	Section 30(2)		New
9.	Chief Executive Officer	Power, as a lessor, in the circumstances set out in subsection 35(1), to give a tenant a notice to leave if premises being sold.	Section 35		New
10.	Chief Executive Officer	Power, as a lessor, in the circumstances set out in subsection 36(1), to give a tenant a notice to leave for State government program.	Section 36		New
11.	Chief Executive Officer	Power, as a lessor, in the circumstances set out in subsection 39(1), to apply to a tribunal for a termination order.	Section 39		New
12.	Chief Executive Officer	Power, as a provider, in the circumstances set out in subsection 49(1), to give a resident a show cause notice for the unpaid rent.	Section 49(2)		New
13.	Chief Executive Officer	Power, as a provider, in the circumstances set out in subsection 49(5), to request that the resident enter into a residency variation agreement with the provider.	Section 49(5)		New
14.	Chief Executive Officer	Power, as a provider, in the circumstances set out in subsection 50(1), to make a dispute resolution request in relation to a rooming accommodation dispute related to the unpaid rent.	Section 50(2)		New
15.	Chief Executive Officer	Power, as a provider, in the circumstances set out in subsection 50(1), to apply to the tribunal for an order about the unpaid rent.	Section 50(3)		New

Residential Tenancies and Rooming Accommodation (COVID-19 Emergency Response) Regulation 2019 (Expires on 31 December 2020)					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
16.	Chief Executive Officer	Power, as a provider, enter a residency variation agreement with the resident.	Section 51(1)		New
17.	Chief Executive Officer	Power, as a provider, to inform the resident of each of the matters set out in subsection 61(2).	Section 61(2)		New
18.	Chief Executive Officer	Power, as a provider, to give each remaining coresident a written notice containing those matters identified in subsection 63(3).	Section 63(3)		New
19.	Chief Executive Officer	Power, as a provider, in the circumstances set out in section 60, to apply to the tribunal for an order setting aside the notice because it does not comply with section 22.	Section 68(2)		New
20.	Chief Executive Officer	Power, as a provider, to change or repair the lock to a resident's room if the resident believes it is necessary to protect the resident from domestic violence.	Section 71(1)		New
21.	Chief Executive Officer	Power, as a provider to give a resident a notice requiring the resident to leave the rental premises if: (a) the provider is preparing to sell the premises and the preparation requires the rental premises to be vacant; or (b) the provider has entered into a contract to sell the rental premises with vacant possession.	Section 73(1)		New
22.	Chief Executive Officer	Power, in the circumstances prescribed by subsection 83(1), to apply to the authority for an extension of time to make the application or respond to the action.	Section 83(2)		New
23.	Chief Executive Officer	Power, in the circumstances prescribed by subsection 85(1), to require evidence from the tenant or resident to support the claim if the evidence is similar in nature to the information the lessor or provider required from the tenant or resident to enter into the agreement.	Section 85(2)		New

State Penalties Enforcement Regulation 2014					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power to apply to the registrar for the approval of Council as an approved sponsor.	Section 19AG		New
2.	Chief Executive Officer	Power to comply with a request of the registrar for additional information.	Section 19AH(1)		New
3.	Chief Executive Officer	Power, as an approved sponsor, to agree with the registrar to an amendment of the approval.	Section 19AM(1)		New
4.	Chief Executive Officer	Power, as an approved sponsor, to keep the records listed in subsection 19AN(1).	Section 19AN(1)		New
5.	Chief Executive Officer	Power, as an approved sponsor, to comply with a request of the registrar to give copies of all documents relevant to the work and development orders for which Council is an approved sponsor.	Section 19AO(2)		New
6.	Chief Executive Officer	Power, as an approved sponsor, to surrender the approval as an approved sponsor.	Section 19AQ(1)		New
7.	Chief Executive Officer	Power, as an approved sponsor, to make written representations to the registrar in response to a show cause notice.	Section 19AU(2)(d)		New

State Penalties Enforcement Regulation 2014					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
8.	Chief Executive Officer	Power, as an approved sponsor, to take the remedial action, to the satisfaction of the registrar.	Section 19AX(1)(a)		New
9.	Chief Executive Officer	Power, in the circumstances specified in subsection 19AZ(1), to apply to QCAT for a review of the decision.	Section 19AZ(2)		New

Transport Infrastructure Act 1994					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power to apply for an approval to carry out road works on a State-controlled road or interfere with a State-controlled road or its operation.	Section 33(2)		New
2.	Chief Executive Officer	Power to apply for an approval to construct, maintain, operate or conduct ancillary works and encroachments on a State-controlled road.	Section 50(3)		New
3.	Chief Executive Officer	In the specified circumstances and if approval conditions are imposed, the power to give the application for the approval written notice within 14 days after imposing the conditions stating the specified matters.	Section 424	Item G1 20-Aug-2019	Amended

Transport Infrastructure (State Controlled Roads) Regulation 2011					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power, where given a notice by the chief executive, to give the chief executive further information required to decide an application for an approval mentioned in section 50(2)(a) of the Act.	Section 14(2)		New

Water Regulation 2016					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power to apply to the chief executive to relocate a water licence.	Section 34		New
2.	Chief Executive Officer	Power, as the holder of the water licence to be relocated, to swear the statutory declaration required in subsection (3)(b)(i).	Section 34(3)(b)(i)		New
3.	Chief Executive Officer	Power, as an interested entity, to provide written consent to the proposed relocation.	Section 34(3)(b)(ii)		New
4.	Chief Executive Officer	Power, as an applicant under section 34, to give the chief executive a transfer notice.	Section 37		New
5.	Chief Executive Officer	Power, as a proposed transferee, to give the chief executive a document evidencing ownership of land to which the new licence will attach.	Section 38(2)		New
6.	Chief Executive Officer	Power, as a relevant person in the circumstances specified in subsection (1) (excluding a person given a notice under section 110AA), to give the chief executive a written notice stating the meter is a faulty meter.	Section 110A(3)	Item G1 20-Aug-2019	Amended

Water Regulation 2016					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
7.	Chief Executive Officer	Power, as a relevant person in the circumstances specified in subsection (1), to give the chief executive all the information sated in subsection (4) before the expiry date.	Section 110A(4)	Item G1 20-Aug-2019	Amended

Water Fluoridation Regulation 2020					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power, as a public potable water supplier, to ask the manufacturer, importer or supplier of the fluoride compound for a copy of a batch analysis certificate.	Section 6(2)		New
2.	Chief Executive Officer	Power, as a public potable water supplier, to:- (a) send a sample of the fluoride compound to an accredited laboratory for analysis to determine the concentrations of any impurities in the fluoride compound; and obtain the results of the analysis.	Section 6(3)		New
3.	Chief Executive Officer	Power, as a public potable water supplier, to give the chief executive a notice if its automatic fluoride dosing equipment has not been in operation for a continuous period of 14 days.	Section 9(1)		New
4.	Chief Executive Officer	Power, as a public potable water supplier, to give the chief executive a notice if its automatic fluoride dosing equipment resumes operation after it has been out of operation for a continuous period of 14 days.	Section 10(1)		New
5.	Chief Executive Officer	Power, as a public potable water supplier who uses naturally occurring fluoride, to give the chief executive a notice if its water blending equipment has not been in operation for a continuous period of 14 days.	Section 15(1)		New
6.	Chief Executive Officer	Power, as a public potable water supplier who uses naturally occurring fluoride, to give the chief executive a notice if its water blending equipment resumes operation after it has been out of operation for a continuous period of 14 days.	Section 16(1)		New
7.	Chief Executive Officer	Power, as a public potable water supplier, to carry out a prescribed test and keep the results of each prescribed test for at least 5 years.	Section 19		New
8.	Chief Executive Officer	Power, as a public potable water supplier, to (a) divide a sample collected under section 19(1)(a) into 2 parts; (b) measure the concentration of 1 part of the sample using an approved method; (c) send the other part of the sample to an accredited laboratory to measure the concentration of fluoride in the part using an approved method; (d) obtain the results of the analysis performed under subsection 20(1)(c); and keep the results of the analysis for at least 5 years.	Section 20		New

Water Fluoridation Regulation 2020					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
9.	Chief Executive Officer	Power, as a public potable water supplier, to comply with a request of the chief executive under subsection 21(1) and notify the chief executive of the results of the additional test.	Section 21(2)		New
10.	Chief Executive Officer	Power, as a public potable water supplier who adds a fluoride compound to the potable water supply, to record each day:- (a) the volume of water to which the fluoride compound has been added; (b) the amount of the fluoride compound the water supplier has added for the day, even if the amount is zero; (c) the calculated fluoride concentration of the fluoridated water; the fluoride concentration of the fluoridated water, measured by a prescribed test.	Section 22(2)		New
11.	Chief Executive Officer	Power, as a public potable water supplier, to prepare a report each quarter stating the matters prescribed in subsection 23(1) for the quarter and give the report to the chief executive.	Section 23		New
12.	Chief Executive Officer	Power, as a public potable water supplier, to give the chief executive supporting information for a fluoridation notice to the chief executive under section 13(3)(a) of the Act.	Section 24(2)		New

Workers' Compensation and Rehabilitation Act 2003					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Chief Executive Officer	Power, as an employer, to cooperate with an insurer to enable the insurer to meet its obligations under section 220.	Section 228(3)	Item G1 20-Aug-2019	New
2.	Chief Executive Officer	Power, as an employer, to give the insurer written evidence that it is not practicable to provide a worker with suitable duties.	Section 228(4)		New

**Item****28 July 2020****Item Number:**

G3

File Number:**Part:**

GOVERNANCE

Portfolio:

Organisational Services

Subject:

Show Holiday Nomination for 2021

Report Author:

Jon Rutledge, Manager People, Safety & Culture

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our People, Our Business - 3.2 Responsible governance with a customer-driven focus - 3.2.5 Provide and review systems, programs and processes to ensure effective and efficient service delivery to meet community expectations.

Background:

Each year Council must make application to the Office of Industrial Relations nominating days for a show public holiday in accordance with the requirements of the *Holidays Act 1983*.

In past years Council has nominated two show day holidays:

- The Gin Gin Show holiday be allocated to the Monday before Peoples' Day of the Brisbane Exhibition held in August each year.
- The rest of the region observe the Bundaberg Show day, being the last Thursday in May.

Should Council resolve to have two show day holidays as in previous years, it is recommended Council submit a nomination for the Bundaberg Region, based on a postcode basis, ie:

- 4660 and 4670 – Thursday 27 May 2021; and
- 4671 – Monday prior to People's Day for the Brisbane Exhibition – Monday 9 August 2021.

If the nomination is accepted by the Office of Industrial Relations, Council employees based in Council Service Centres, offices, depots etc located at Bundaberg, Bargara, Childers and Gin Gin will observe the Show Holiday as Thursday 27 May 2021.

Associated Person/Organization:

Office of Industrial Relations.

Consultation:

Portfolio Spokesperson: Cr SA Cooper, Organisational Services

Divisional Councillor: Cr WA Honor, Division 3

Gin Gin Show Society

Bundaberg AP & I Society Inc

Chief Legal Officer's Comments:

There appears to be no legal implications.

Policy Implications:

There appears to be no policy implications.

Financial and Resource Implications:

There appears to be no financial or resource implications.

Risk Management Implications:

There appears to be no risk management implications.

Human Rights:

There appears to be no human rights implications.

Attachments:

Nil

Recommendation:

That application be made to the Office of Industrial Relations for gazettal of Show Holidays for the Bundaberg Region, based on postcode basis, ie:

- **4660 and 4670 – Thursday 27 May 2021; and**
- **4671 – Monday 9 August 2021 (Monday prior to People's Day for the Brisbane Exhibition).**

Further, that Council Offices and Depots located in postcodes 4660, 4670 and 4671 be closed on Thursday 27 May 2021; and all Council employees in those locations have this day as their allocated Show Day Holiday.

**Item****28 July 2020****Item Number:**

G4

File Number:**Part:**

GOVERNANCE

Portfolio:

Organisational Services

Subject:

Audit and Risk Committee Minutes

Report Author:

Nicole Miller, Executive Assistant

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our People, Our Business - 3.2 Responsible governance with a customer-driven focus
 - 3.2.3 Administer statutory compliant governance operations incorporating insurance;
 risk management; property management and Council policies and procedures.

Background:

The Audit and Risk Committee met on 22 January 2020. The minutes were recently endorsed by the new Audit and Risk Committee and are attached for Council's information. It is planned for Committee Chair, Stephen Coates to present at the Ordinary meeting scheduled for 27 October 2020, to provide the Council a verbal update on matters considered by the Committee during 2020 and the Committee's recommendations about the matters.

Associated Person/Organization:

Nil

Consultation:

Representatives of Audit and Risk Committee.

Chief Legal Officer's Comments:

Pursuant to section 211 of the *Local Government Regulation 2012*, the audit committee must as soon as practicable after a meeting of the committee, give the local government a written report about the matters reviewed at the meeting and the committee's recommendations about the matters.

Policy Implications:

There appears to be no policy implications.

Financial and Resource Implications:

The annual budget provides for costs associated with the Committee each year. This is comprised of the total remuneration for the external committee members.

Risk Management Implications:

There appears to be no risk management implications.

Human Rights:

There appears to be no human rights implications.

Attachments:

[↓](#)1 Audit and Risk Committee Meeting Minutes - 22 January 2020

Recommendation:

That the minutes of the Audit and Risk Committee meeting held on 22 January 2020 be received and noted.



AUDIT & RISK COMMITTEE MINUTES

Meeting held Wednesday 22 January 2020, commencing at 10 am
Council Committee Room, 1st Floor, 190 Bourbong Street, Bundaberg

Committee Attendance:

Bradley Grogan (Chair and External Representative)
Cr Helen Blackburn (Council Representative)
Cr Jack Dempsey (Mayor and Council Representative)
Debbie Rayner (External Representative)

By Invitation:

Amanda Pafumi, General Manager Organisational Services
Anthony Keleher, Chief Financial Officer
Christine Large, Chief Legal Officer
Gavin Steele, General Manager Community & Environment
Nicole Miller, Executive Assistant (Minute Taker)
Simon Muggerridge, Deputy Financial Officer
Stephen Johnston, Chief Executive Officer
Stuart Randle, General Manager Infrastructure

By Invitation – Teleconference:

Allan Diano, Queensland Audit Office
Clayton Russell, Pitcher Partners
Marita Corbett, BDO Internal Auditor
Mitchell Witt, BDO Internal Auditor

1. Welcome

Bradley Grogan welcomed all attendees to the meeting.

2. Apologies

John McMullen, IMS Team Leader

Jason Evans, Pitcher Partners

3. Confirmation of Minutes

It was agreed that the Minutes of the meeting held 10 October 2019, be taken as read and confirmed.

4. Internal Quality Audit Reports

Amanda Pafumi presented the internal quality audit progress report, updating the committee on the findings of Audit 192004 Management System Requirements of and Audit 192009 Firearms Management and the status of outstanding corrective actions.

It was agreed that the information contained in the report be noted by the Committee.

5. External Audit Update

Representative from Queensland Audit Office and Pitcher Partners provided an overview of the external audit briefing note and 2020 external audit plan, addressing any queries raised.

It was agreed that the information contained in the update, be noted by the Committee.

Clayton Russell Left Meeting 10.19am

6. Assessment of Financial Reporting

Anthony Keleher presented the financial summary as at 24 December 2019, adopted by Council 21 January 2020.

It was agreed that the information contained in the report, be noted by the Committee.

Anthony Keleher presented and update on the Sper review project.

It was agreed that the information contained in the report, be noted by the Committee.

7. Assessment of Risks

Mitchell Witt spoke to the risk management report, updating the Committee on the status of the operational risk register quarterly review.

It was agreed that the information contained in the report, be noted by the Committee.

8. Internal Audit Reporting

Mitchell Witt spoke to the quarterly internal audit report, updating the Committee on the status of the 2019 internal audit and the completion of the Cyber security attack simulation, payroll audit and fuel management. Providing progress of Councils internal corrective actions and addressed any queries raised.

It was agreed that the information contained in the report, be noted by the Committee.

Mitchell Witt & Marita Corbett presented the proposed 2020 Internal Audit Plan.

It was agreed that the 2020 Internal Audit Plan be endorsed by the Committee and the committee recommends approval of the 2020 Internal Audit plan by the Chief Executive Officer.

Marita Corbett thanked Council for engaging BDO to carry out Councils Internal Audit Functions for the past year, thanking staff for their assistance and professionalism during the conduct of the various audits and look forward to working with Council on the 2020 Audit Plan.

9. Other Reports/Business

Amanda Pafumi presented information on the below items, and addressed any queries raised:

- a) 2019 Self-Assessment of Audit & Risk survey results;
- b) Annual review of the Audit & Risk Committee Charter;
- c) Audit & Risk Committee Meeting workplan for 2020.

It was agreed that the information in the reports be noted by the Committee and the Audit & Risk Committee Charter be endorsed by the Chair and CEO and referred to Council for adoption.

The meeting concluded with Jack Dempsey thanking Bradley Grogan & Debbie Rayner for their support this term and in previous terms.

10. Next Meeting – 19 May2020

Meeting Closed 10.57 am

B.V. 
Bradley Grogan
Committee Chair

**Item****28 July 2020****Item Number:**

G5

File Number:**Part:**

GOVERNANCE

Portfolio:

Organisational Services

Subject:

2019/2020 4th Quarter Operational Plan Review

Report Author:

Christine Large, Chief Legal Officer

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our People, Our Business - 3.2 Responsible governance with a customer-driven focus
 - 3.2.3 Administer statutory compliant governance operations incorporating insurance;
 risk management; property management and Council policies and procedures.

Background:

In accordance with section 174 of *Local Government Regulation 2012*, the Chief Executive Officer must present a written assessment of Council's progress towards implementing the annual operational plan at meetings held at regular intervals of not more than three months.

Quarterly reports provide a process for monitoring and assessing Council's progress in meeting the goals of the Corporate Plan. The attached report highlights the achievements of Council over the past three months with most areas achieving the targets set. Each manager has provided a comment in the report on their department's or section's progress.

Associated Person/Organization:

Nil

Consultation:

Executive Leadership Team, Managers and Supervisors

Chief Legal Officer's Comments:Complies with section 174 of the *Local Government Regulation 2012*.**Policy Implications:**

There appears to be no policy implications.

Financial and Resource Implications:

There appears to be no financial or resource implications.

Risk Management Implications:

There appears to be no risk management implications.

Human Rights:

There appears to be no human rights implications.

Attachments:

[↓](#)1 2019/2020 4th Quarter Operational Plan






Recommendation:

That the 2019/2020 4th Quarter Operational Plan be received and noted.



Quarterly Operational Report

Quarter 4, 2019/2020

Indicator	Status	Indicator Meaning
	On Track	Initiative is proceeding to plan with no indication of future impediments.
	Action Required	Progress is significantly behind schedule or is rated 'closely monitor'. Decisive action is required to get back on track.
	Monitor	Progress is not as expected but action is being/ has been taken and is expected to be on track within the next quarter or financial year.
	Trend	This data is being collected for observation and analysis.
	Completed	Initiative or project has been completed.

Our community

Economic growth and prosperity

Provide responsive, consistent and timely customer service to our residents, investors and developers.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Connections: Percentage of new water and wastewater connections installed within 25 days.	Organisation - Infrastructure - Water Services	≥95.00%	98.00%	✓	133 applications processed and installed within 25 days of payment from a total of 153 applications. The outstanding ones (5), 4 of them require the applicant to build the dwelling before we install, and one larger connection requires more infrastructure that is not able to be done within the timeframe of 25 days.
Percentage of applications to endorse Subdivision Plans decided within 20 days.	Organisation - Development - Development Assessment	≥85.00%	94.00%	✓	16 plans of subdivision were endorsed this quarter.
Percentage of total concurrence agency referrals decided within 10 days.	Organisation - Development - Development Assessment	≥90.00%	96.00%	✓	76 concurrence referrals were decided in the quarter.
Percentage of total development applications decided within 10 days.	Organisation - Development - Development Assessment	≥30.00%	33.00%	✓	19 applications were decided within 10 days or less out of a total of 57 applications decided for the quarter.
Percentage of total development approvals decided within 35 days or less.	Organisation - Development - Development Assessment	≥85.00%	89.50%	✓	51 applications were decided in 35 days or less out of a total of 57 applications decided for the quarter.
Percentage planning and building searches are issued within statutory and corporate timelines.	Organisation - Development - Development Assessment	≥95.00%	100.00%	✓	208 Building compliance searches and 11 Planning Certificates were issued for the quarter.




Performance Measure	Organisation Link	Target	Actual	Status	Comments
Plumbing Services: Fast-track Approvals: Percentage of approvals decided within 5 days.	Organisation - Infrastructure - Water Services	≥95.00%	100.00%	✓	10 Fast Track applications were received within this quarter and all 10 were determined within the 2-day period.
Plumbing Services: Percentage of approvals decided within 20 days.	Organisation - Infrastructure - Water Services	≥95.00%	98.00%	✓	150 applications were received during this quarter and 148 applications were processed/approved within the 10-day period.

Promote and support use of new technology across the organisation and regions economy as part of the intelligent communities' plan.



Performance Measure	Organisation Link	Target	Actual	Status	Comments
Progress of actions in Intelligent Community Plan Bundaberg.	Organisation - Strategic Projects & Economic Development	Progress	Various projects underway.	✓	Various projects underway including 100 Gig Bundaberg, Ag-Tech Hub, Reducing Urban Glow projects (e.g. monitoring urban glow and deploying smart lighting technology) and collaboration with LG Sherlock on various data analytics platforms. In addition, Strategic Projects is working with various departments to publish a variety of open data sets at https://data.gov.au .



Proactively advocate, attract and support economic development related opportunities across the region, specifically targeting priority industries.

Performance Measure	Organisation Link	Target	Actual	Status	Comments		
Export Growth: Value of goods exported from the Bundaberg Region.	Organisation - Strategic Projects & Economic Development	≥\$1,800,000,000.00		\$2,000,000,000.00	✓	Total of \$2 billion as at 30 June 2019.	
Percentage growth in our regions Gross Regional Product.	Organisation - Strategic Projects & Economic Development		≥2.00%		-0.40%	●	Change from 2018 to 2019 (year ending 30 June) is -0.40%.


Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage increase or decrease in business entities registered.	Organisation - Strategic Projects & Economic Development		Trend Total number of business entities registered as at 30 June 2019 was 6557. Increase of 1%.		Increase of 1% from 2018 to 2019 (year ending 30 June).
Preparation of Bundaberg Regional Advocacy Program.	Organisation - Strategic Projects & Economic Development		Progress List of 2020 Advocacy Priorities is complete and has been presented to Council. Projects are underway.		List of 2020 Advocacy Priorities is complete and has been presented to Council. Projects are underway.
Unemployment rate for the Bundaberg region.	Organisation - Strategic Projects & Economic Development	< 6.50%	7.60%		December quarter of 2019 was 7.6%

Promote our region as a preferred investment destination nationally and internationally.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Bundaberg North Burnett Tourism Partnership Agreement: Total number of visitors to the Bundaberg Region in the year (inclusive of domestic and international).	Organisation - Community & Environment - Tourism & Events - Tourism Services		Trend 1,734,000.00		The statistics reported are from Tourism Research Australia and are supplied mid-April for year ending December 2019. It is anticipated that year ending June 2020 results will be available by September 2020.
Holiday Parks: Percentage Holiday Park accommodation is occupied.	Organisation - Community & Environment - Community Services - Facilities Management		Trend 13.74%		Occupancy is considerably lower for this period due to COVID-19 restrictions being in place and prohibiting recreational travel. Elliott Heads - 9.62% Miara - 14.88% Moore Park Beach - 9.1%




Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of passengers processed through Bundaberg Regional Airport terminal.	Organisation - Community & Environment - Bundaberg Airport	≥30,000.00	1,389.00		Burnett Heads - 21.39% Passenger numbers have fallen dramatically in response to COVID-19 and Qantas ceased flights for a number of weeks. Passenger numbers are not expected to recover fully until later in the year.
Percentage of the total Accounts Payable suppliers spend (excluding Corporate Purchase Cards) with local business categories A, B and C, as defined in the Procurement and Contract Manual.	Organisation - Organisational Services - Strategic Procurement & Supply	= 60.00%	56.58%		56.58% is year to date measurement. Strategic Procurement and Supply is continuing to promote the "Buy Local Policy" with Council Buyers and ensure its implementation. Monthly results for KPI = Apr 50.44% May 56.85% and Jun 51.34%.

Develop a pipeline of strategic projects that support organisational and economic development objectives, including procuring external grant funding.


Performance Measure	Organisation Link	Target	Actual	Status	Comments
Demonstrated pipeline of shovel ready capital projects aligned with the organisations Advocacy Priorities list.	Organisation - Strategic Projects & Economic Development	Maintenance of 3-4 strategic economic capital projects per year	Growing Tourism Infrastructure Program (\$2 million). Nine shovel-ready local roads submissions have been made to the State and Federal Governments and we assisted four proponents with regional economic development grants.		Growing Tourism Infrastructure Program (\$2 million). Nine shovel-ready local roads submissions have been made to the State and Federal Governments and we assisted four proponents with regional economic development grants.

Safe, active, vibrant and inclusive community

Provide facilities, parks, open spaces, services, and programs that promote and support our community's safety and physical well-being.








Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of community members participating in preventative health programs and projects.	Organisation - Community & Environment - Parks, Sport & Natural Environment - Sport & Recreation	Trend	Nil		All community activities were cancelled due to COVID restrictions.
Number of physical activity and preventative health initiatives promoted and supported by Council.	Organisation - Community & Environment - Parks, Sport & Natural Environment - Sport & Recreation	≥25.00	25.00		COVID-19 restrictions ceased physical activity initiatives from 20 March 2020. Information sharing provided in relation to COVID-19 Easing of Restrictions (Safe Plans/Isolation activities to maintain fitness).
Percentage of agreed service levels have been met.	Organisation - Community & Environment - Parks, Sport & Natural Environment - Parks & Gardens	≥85.00%	94.00%		Service levels are very high for the quarter.

Manage our road landscapes, urban areas and recreational environments to support our community's lifestyle and to enhance the identity, special character and heritage of our region.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Development approvals are audited for compliance.	Organisation - Development - Development Strategic Planning	Yes/No	Yes		2 approvals were audited for compliance during this quarter.

Support and facilitate community programs, networks, projects and events that promote social connectedness; and active and healthy community life.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Access to Services - Commonwealth Home Support Programme & Queensland Community Care (State and Federal funded): Number of service users with improved ability to access appropriate services.	Organisation - Community & Environment - Community Services - Community Care	≥50.00	460.00	✓	COVID-19 has impacted delivery model.
Community Support Services Commonwealth Home Support Programme & Queensland Community Care (State & Federal Funded): Number of service users who received a service.	Organisation - Community & Environment - Community Services - Community Care	Trend	460.00	—	COVID-19 has impacted delivery model.
Events/Workshop: Number of attendees to workshop for events.	Organisation - Community & Environment - Tourism & Events - Events	Trend	Not held due to COVID-19 restrictions.	—	Not held due to COVID-19 restrictions.
Funded Programs (State & Federal): Percentage programs and services are demonstrating compliance with standards and meeting funding targets.	Organisation - Community & Environment - Community Services - Community Care	≥98.00%	90.00%	●	COVID-19 has impacted delivery model - under delivered on outputs.
Local Law, Animal Management - number of community education programs delivered/attended.	Organisation - Community & Environment - Health & Regulatory Services	≥10.00	0.00	●	External programs notably Petpep (School based program) put on hold due to COVID-19 restrictions. Likely to recommence early in 2020/20201 financial year.
Number of community development partnerships, projects and initiatives promoted and supported by Council.	Organisation - Community & Environment - Community Services - Community Development	= 25.00	40.00	✓	We are out doing our previous estimates for this quarter of engagement in projects, partnerships and initiatives.


Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of community grants provided	Organisation - Community & Environment - Community Services - Community Development		Trend	14.00	 Uptake of community and micro grants is increasing steadily.
Number of financial assistance requests/applications supported (individuals/sporting organisations/events).	Organisation - Community & Environment - Parks, Sport & Natural Environment - Sport & Recreation		Trend	5.00	 Reduced number due to COVID-19 restrictions. Community Services Grant - Sport and Recreation - 5 applications.
Number of occasions that information, advice and referral services were provided.	Organisation - Community & Environment - Community Services - Neighbourhood Centres		Trend	1,578.00	 COVID-19 has impacted delivery.
Number of service users who received a service.	Organisation - Community & Environment - Community Services - Neighbourhood Centres		Trend	1,052.00	 COVID-19 has impacted delivery.
Number of service users with improved quality of life.	Organisation - Community & Environment - Community Services - Neighbourhood Centres	≥4,000.00		1,525.00	 COVID-19 has impacted delivery.
Number of services users with improved ability to access appropriate services.	Organisation - Community & Environment - Community Services - Neighbourhood Centres	≥4,000.00		1,100.00	 COVID-19 has impacted delivery.
Quality of Life - Commonwealth Home Support Programme & Queensland Community Care (State and Federal funded): Number of service users with improved quality of life.	Organisation - Community & Environment - Community Services - Community Care	≥300.00		460.00	 COVID-19 has impacted delivery model.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Social Connectedness - Commonwealth Home Support Programme & Queensland Community Care (State and Federal funded): Number of service users with improved social connectedness.	Organisation - Community & Environment - Community Services - Community Care	≥150.00	321.00	✓	COVID-19 has impacted delivery model.

Implement disaster prevention strategies and maximise community preparedness for disaster events.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Annual assessment of Local Disaster Management Plan and local disaster arrangements in accordance with Emergency Management Assurance Framework.	Organisation - Community & Environment - Disaster Management	Greater than or equal to 5/10	Nil	●	Advice has been received from the Inspector General Emergency Management on 6 July 2020 that assessments are due for completion on 14 August 2020. Assessment process is being coordinated by the Executive Officer of the District Disaster Management group to complete by this date.
Number of Local Disaster Management Group (LDMG) Meetings held.	Organisation - Community & Environment - Disaster Management	1.00	4.00	✓	In order to support the response to COVID-19, meetings of the Bundaberg District and Local Disaster Management Groups were held jointly, with 4 meetings held for the period. The groups were supported by several joint sub-groups including Health, Housing, Human & Social Recovery and Economic Recovery.



Develop a Cultural Strategy, that celebrates and embraces our local connections to First Nation Peoples and other cultures.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Implementation of the Cultural Strategy	Organisation - Community & Environment - Arts & Cultural Services	Yes/No	Yes		While COVID-19 has closed venues, progress on the Strategy continues.

An empowered and creative place

Provide facilities, spaces, services and activities that promote and support lifelong learning and community engagement with the arts and culture.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Days booked as a percentage of total days available.	Organisation - Community & Environment - Arts & Cultural Services - Moncrieff Entertainment Centre	Trend	Nil		COVID-19 closures have meant zero public activity at the Moncrieff Entertainment Centre in this quarter. The venue has been fully engaged in major renovation work since the COVID-19 shut-downs with work looking at completion by the end of August with a view to a September opening, COVID-19 dependent.
Number of community groups using the Moncrieff Entertainment Centre.	Organisation - Community & Environment - Arts & Cultural Services - Moncrieff Entertainment Centre	Trend	Nil		COVID-19 closures have meant zero public activity at the Moncrieff Entertainment Centre in this quarter.
Number of participants in our community programs.	Organisation - Community & Environment - Library Services	≥2,000.00	130.00		Due to Covid-19 regular programs ceased. To engage with our patrons 20 online programs were delivered with 130 participants & 12 story time sessions were held via Facebook.
Number of patrons using our libraries.	Organisation - Community & Environment - Library Services	≥70,000.00	13,908.00		Libraries closed to the public March 26 and reopened with reduced numbers allowed in the building from May 18 to

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of patrons visiting the Moncrieff Entertainment Centre.	Organisation - Community & Environment - Arts & Cultural Services - Moncrieff Entertainment Centre	≥8,000.00	0.00		June 30, which impacted visitation numbers. COVID-19 closures have meant zero public activity at the Moncrieff Entertainment Centre in this quarter. The venue and staff have been fully engaged with major renovations to all parts of the venue (bringing all renovations forward to be completed during COVID-19 shut-down), ticketing and point of sale system upgrades and training, marketing the venue for commercial tours/hires, as well as box office refunds and client bookings for later in 2020 and building the 2021 program. Digital engagement work has connected with 24,000 people via social media and the Arts Bundaberg website. It is important to note that this quarter is usually one of the busiest in the theatre's calendar.
Number of visitors to BRAG and ChArts.	Organisation - Community & Environment - Arts & Cultural Services - Galleries - BRAG & ChArts	Trend	300.00		COVID-19 closures have meant very limited public activity at the Galleries in this quarter. The only event has been the Palace Memorial Day on 23 June which saw 300 visitors to the building. Staff have been fully engaged in renovations, making alterations to collection stores, maintaining the BRC Art Collection as per the preservation assessment plan, maintaining the Palace Memorial, implementing new collection management systems and point of sale system and deep cleaning and maintenance of artworks and each venue. Digital engagement work has connected with 43,500 people via social media, the #artsbundyathome project and the Arts Bundaberg website.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Seats booked as a percentage of total seats available.	Organisation - Community & Environment - Arts & Cultural Services - Moncrieff Entertainment Centre		Trend	Nil	COVID-19 closures have meant zero public activity at the Moncrieff Entertainment Centre in this quarter.




Provide leadership in creative innovation, opportunities for learning and social and cultural development.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of Galleries initiatives designed to grow our visual arts community.	Organisation - Community & Environment - Arts & Cultural Services - Galleries - BRAG & ChArts		Trend	0.00	COVID-19 closures have meant zero public activity this quarter. Substantial digital initiatives have been built in lieu of audiences by the Arts & Cultural Services marketing and promotions teams including the #artsbundyathome project.
Number of Moncrieff Entertainment Centre initiatives designed to grow our performing arts community.	Organisation - Community & Environment - Arts & Cultural Services - Moncrieff Entertainment Centre	≥3.00	0.00		COVID-19 closures have meant zero public activity this quarter. Substantial digital initiatives have been built in lieu of audiences by the Arts & Cultural Services marketing and promotions teams including the #artsbundyathome project.
Number of participants in our Digital Literacy programs.	Organisation - Community & Environment - Library Services	≥100.00	139.00		Face to face digital literacy sessions ceased due to COVID-19 however, 12 programs using ZOOM were delivered with 139 participants attending remotely.



Our environment

Infrastructure that meets our current and future needs

Develop, implement and administer strategies and plans underpinned by the principles of sustainable development.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage amendment 5 to the Bundaberg Regional Council Planning Scheme 2015 has been completed and adopted.	Organisation - Development - Development Strategic Planning	June 2019	100%		Completed in quarter 3.
Percentage Local Plan for Branyan Identified Growth Area completed.	Organisation - Development - Development Strategic Planning	June 2019	Project on hold.		This project is on hold until the location of the new hospital is confirmed.
Percentage of complaints formally acknowledged within 5 days.	Organisation - Development - Development Compliance	= 100.00%	100.00%		85 complaints were acknowledged within the quarter.

Plan and implement councils long-term and annual capital works improvement program that reflects community needs and expectations.




Performance Measure	Organisation Link	Target	Actual	Status	Comments
Delivery of Wastewater Capital Projects Program: Percentage of adopted budget completed.	Organisation - Infrastructure - Water Services	= 95.00%	81.00%		86% of the wastewater budget for 2019/20 was expended with a carryover of \$554,715.
Delivery of Water Capital Projects Program: Percentage of adopted budget completed.	Organisation - Infrastructure - Water Services	= 95.00%	117.00%		Expenditure was 117% of budget for water capital project, due to opportunities to accelerate expenditure on Gregory's and Soblusky bore.

Apply renewable and clean energy strategies in project development and construction.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Progress of recommendations in Sustainable Bundaberg 2030.	Organisation - Strategic Projects & Economic Development		Progress Initiatives progressing.	✓	Initiatives either completed or continuing. Includes: 1 Million Trees Project; audit of Council assets where solar energy can reduce consumption and cost; continued greenhouse gas and carbon emission reduction through landfill gas flaring systems; electric vehicle charging station planning in Gin Gin; environmental outcomes through the Reducing Urban Glow Project; Energy 360 anaerobic bio-digester; Utilitas Bio-Hub; facilitated a Non-Disclosure Agreement between bio-energy company and a major industrial operator. In addition, over \$3.68 million saved since transitioning to the contestable energy market in September 2014.



Manage and maintain council owned buildings, facilities and assets that support and facilitate social connectedness and community life.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of visitors attending events at the Bundaberg Multiplex Convention Centre.	Organisation - Community & Environment - Tourism & Events - Tourism Services		Trend 78 Attendees	—	Figures are taken from hirers at the time of booking. Numbers are lower for this period due to COVID-19 restrictions.
Number of visitors to iconic facilities (Hinkler Hall of Aviation and Fairymead House).	Organisation - Community & Environment - Tourism & Events - Tourism Services	> 4,000.00	610.00	●	Hinkler Hall of Aviation, Hinkler House and Fairymead House closed 25 March due to COVID-19 Pandemic. Reopened 15 June 2020.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage usage of halls and community facilities including Coronation Hall, School of Arts and Gin Gin RSL.	Organisation - Community & Environment - Community Services - Facilities Management		Trend	25.77%	 Utilisation of these facilities is low due to COVID-19 restrictions during the period. Coronation Hall - 32.5% School of Arts - 27.31% Gin Gin RSL Hall - 17.65%
Percentage usage of the Recreational Precinct.	Organisation - Community & Environment - Community Services - Facilities Management		Trend	32.36%	 The percentage of usage is lower than usual and was expected due to COVID-19 restrictions during this period.
Swimming Pools: Community satisfaction or suitability of facility to promote active and healthy community life.	Organisation - Community & Environment - Community Services	≥90.00%		0.00%	 Survey not completed, impacted by COVID-19.

Sustainable and affordable essential services

Connect our people, places, businesses and industries by maintaining and improving road transport, pathway and drainage networks.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage of Roads & Drainage and Footpath Customer Requests (CRMs) completed within allocated time periods.	Organisation - Infrastructure - Engineering Services - Corridor Management	≥80.00%		66.00%	 There were 1260 tasks closed during this quarter. Of these, 66% (832) met service level requirements, with an average processing time of 18 days. The number of tasks closed has increased by 20% from last quarter.
Replacement of footpath assets in accordance with Long Term Asset Management Plan	Organisation - Infrastructure - Engineering Services - Asset Management	= 100.00%		76.00%	 76% Asset Renewal Ratio vs Target of 100%. (\$190,741 Footpath assets renewed vs \$250,000 Footpath renewal target)

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Replacement of road assets in accordance with the Long Term Asset Management Plan	Organisation - Infrastructure - Engineering Services - Asset Management	= 100.00%	130.00%	✓	in the Long Term Asset Management Plan). 130% Asset Renewal Ratio vs Target of 100%. (\$14,906,856 Transport assets renewed vs \$11,500,000 Transport renewal target in the Long Term Asset Management Plan).
Replacement of Stormwater Assets in accordance with Long Term Asset Management Plan.	Organisation - Infrastructure - Engineering Services - Asset Management	= 90.00%	153.00%	✓	153% Asset Renewal Ratio vs Target of 100%. (\$381,920 Stormwater assets renewed vs \$250,000 Stormwater renewal target in the Long Term Asset Management Plan).

Supply potable water and wastewater services that ensure the health of our community in accordance with council's service standards.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Wastewater odour complaints per 1,000 connections.	Organisation - Infrastructure - Water Services	< 5.00	0.15	✓	Four (4) odour complaints were received for the quarter from a total of 26,394 sewage connections.
Wastewater reliability: Percentage of customers who do not experience interruption.	Organisation - Infrastructure - Water Services	≥95.00%	99.91%	✓	Twenty-three (23) sewerage connections experienced a service interruption from a total of 26,394 sewerage connections.
Wastewater reliability: Sewer main breaks and chokes per 100km of mains.	Organisation - Infrastructure - Water Services	≤40.00	3.95	✓	Twenty-eight (28) sewer main breaks and chokes occurred across the region during this quarter. The total length of sewer main is 708.34km.
Wastewater: Number of reportable incidents.	Organisation - Infrastructure - Water Services	≤5.00	5.00	✓	A total of five (5) reportable incidents were recorded for this quarter.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Water supply quality: Water quality complaints per 1,000 connections.	Organisation - Infrastructure - Water Services	≤10.00	0.43	✓	Fourteen (14) water quality complaints for the quarter from a total of 32,782 water connections. Complaints relate to taste, odour and discolouration across all Council's water service areas.
Water supply quality: Water quality incidents per 1,000 connections.	Organisation - Infrastructure - Water Services	≤5.00	0.06	✓	No new Reportable Incidents within this quarter.
Water supply reliability: Percentage of customers who do not experience a planned interruption.	Organisation - Infrastructure - Water Services	≥95.00%	92.95%	●	2,312 water connections experienced a planned/unplanned service interruption from a total of 32,782 water connections. Due to the focus on asset condition/renewal work and the valve/hydrant testing project, the result is expected, this work will improve reliability in our scheme and future proof our safety and reliability by reducing the size of future shutdowns.
Water supply usage: Raw water usage vs allocation. Water usage as a percentage of allocation for Bundaberg Region.	Organisation - Infrastructure - Water Services	≤80.00%	63.70%	✓	Water usage has been slightly higher during this quarter due to lower rainfall received. Raw water usage for this quarter was 2,651.0 ML compared to 1,911.7 ML for the corresponding quarter last year.

Provide safe and efficient waste services to protect our community and environment.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Growth in the number of households and businesses with a weekly waste and fortnightly recycling kerbside collection service.	Organisation - Community & Environment - Waste Services		Trend The increase in Domestic Waste Services during the year was 232 Services or 0.6%	■	The increase is slightly below the long term average of 400 or 1%. This reflects less dwelling house completions in the year and minimal expansions to the service area.

Provide effective and efficient fleet and trade services for operations and projects across council.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Asset Maintenance: Percentage of work tickets completed when scheduled.	Organisation - Infrastructure - Fleet & Trade Services	≥95.00%	99.15%	✓	Due to the implementation of Job Task Matrix - Trade Services were able to gain efficiency improvements from the accurate time allocation for tasks.
Percentage of internal client survey results satisfactory or above.	Organisation - Infrastructure - Fleet & Trade Services	> 75.00%	99.00%	✓	Percentage of internal client survey results satisfactory or above = 99.00%.
Percentage of overall plant, vehicle and equipment availability.	Organisation - Infrastructure - Fleet & Trade Services	≥95.00%	94.18%	●	Increased downtime due to the extended age of some fleet assets and delays in the delivery of parts.

Sustainable built and natural environments

Manage, maintain, rehabilitate and protect our natural resources and regional ecosystems.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Biosecurity Surveillance: Number of properties inspected.	Organisation - Community & Environment - Parks, Sport & Natural Environment - Natural Resource Management	≥325.00	335.00	✓	Land Protection Officers conducted 335 property inspections for Biosecurity Matter across the region.

Educate and engage with the community to encourage greater involvement in the protection of the natural environment and the development of land use policy.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of community environmental protection and management activities participated in.	Organisation - Community & Environment - Parks, Sport & Natural	≥10.00	5.00	●	Land Protection Officers held 2 Wild Dog 1080 baiting days and coordinated a pig control program at

Performance Measure	Organisation Link	Target	Actual	Status	Comments
	Environment - Natural Resource Management				Wallaville. 189 Indian Mynas were trapped with the assistance of local landholders under Council's Control Program. Environmental weed control undertaken on 11 properties adjacent to Natural Areas through the Landholder Assistance Program. Land Protection Officers assisted the Department of Environment and Science and WYLD Projects Indigenous Corporation with fox control to protect critically endangered turtle nests on the Burnett River. Our ability to participate in and run these activities has been significantly impacted upon by the COVID-19 restrictions.
Number of public awareness, education programs and activities delivered.	Organisation - Community & Environment - Parks, Sport & Natural Environment - Natural Resource Management	≥8.00	3.00		Natural Areas officers presented a podcast for Bundaberg Now on our role as a Reef Guardian Council. Land Protection developed and distributed a fox management flyer to educate and inform the coastal community under our local Fox Management Working Group. Land Protection Officers provided education on weeds via our plant swap program to 5 residents. COVID-19 restrictions have limited our ability to run activities and educational events in this quarter.

Review and consistently enforce local laws, the planning scheme, and other associated environment and public health legislation to ensure they meet community standards.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage of annual Regulatory Services revenue budget collected across all three areas.	Organisation - Community & Environment - Health & Regulatory Services	≥90.00%	93.00%		Across all three departments \$766,782 revenue of budgeted \$827,500. Attributable due to cessation of regulated parking

Performance Measure	Organisation Link	Target	Actual	Status	Comments
					and reduction of general infringements due to COVID-19 measures.

Provide environmental health and community services and programs to support regional wellbeing.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of community health/education programs delivered.	Organisation - Community & Environment - Waste Services - Environmental Health Services	≥6.00		1.00	 Council's free online food safety course "I'M Alert" has had 1536 users over the last 3 months.
Number of illegal dumping and littering complaints investigated.	Organisation - Community & Environment - Waste Services - Environmental Health Services	Trend	115 complaints		115 complaints have been received and investigated over the last quarter. The continued Illegal Dumping Partnership Program has contributed to bring more awareness in the community about illegal dumping.

Our people our business

A sustainable financial position

Develop and maintain a comprehensive Long-term Financial Plan.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Annual Review of Long-term Financial Plan.	Organisation - Organisational Services - Financial Services		Yes	Yes ✓	The Long-term Financial Plan has been reviewed and updated. The plan formed part of the Budget documents adopted by Council on 30 June 2020.

Apply responsible fiscal principles for sustainable financial management.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Meeting legislative and operational standards for cash flow, investments, financial audits and accounts payable.	Organisation - Organisational Services - Financial Services		Yes	Yes ✓	No issues or failure to meet legislative and operational requirements identified.
Minimum return on investments is 1.3 times the bank bill swap rate.	Organisation - Organisational Services - Financial Services		≥1.30	5.30 ✓	Investment return times bank bill swap rate was 5.3 for the June 2020 quarter, which is a good result given the COVID-19 pandemic has caused significant volatility in the market.
Number of payments outside of terms.	Organisation - Organisational Services - Financial Services - Accounts Payable		≤90.00	67.00 ✓	Payments are now within target ranges.
Sufficient capital is available to meet forecast operational needs and maintained over the long-term financial forecast. Level of funds available greater than	Organisation - Organisational Services - Financial Services		≥\$40,000,000.00	\$135,524,000.00 ✓	Council holds sufficient cash to fund major projects scheduled for the upcoming financial year. Financial implications of COVID-19 will continue to play out

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Council's minimum cash requirement.					during the 2020/2021 financial year. However, no liquidity issues are foreseeable in the short term.

Review, monitor and evaluate asset management.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Reconciliation of assets and infrastructure.	Organisation - Infrastructure - Engineering Services - Asset Management	= 25.00%	100.00%	✓	Internal Capex and all Donated assets received to end of May 2020 have been processed. Projects completed during June 2020 are reported as WIP (Work in Progress) in Financial Statement.






Develop strong governance and funding networks with local, state and national stakeholders.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Actively seek and apply for funding opportunities from the State and Federal Governments.	Organisation - Strategic Projects & Economic Development	Trend	Applied for Federal Export Grant and assisted 4 proponents with regional economic development grants.	—	Growing Tourism Infrastructure Program (\$2 million). Applied for Federal Export Grant. Nine shovel-ready local roads submissions have been made to the State and Federal Governments and Council has assisted 4 proponents with regional economic development grants.
Implement a controlled funding application process, ensuring high quality applications and meeting the reporting requirements and	Organisation - Organisational Services - Financial Services	= 90% of projects delivered in accord with the Funding agreements		100%	✓ Reporting requirements and project milestones continue to be met or extensions approved by the funding body.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
project milestones of the funding agreements.					

Responsible governance with a customer driven focus

Ensure our workforce is adequately trained and supported to competently manage themselves and their work.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Average number of days for recruitment process (approval to employment offer).	Organisation - Organisational Services - People, Safety & Culture - HR Business Partners	Average 30 business days	31.36 business days		Recruitment timeframes are slightly behind target. It is hoped this will return to target levels in the next quarter.
Fraud and Corruption Training: Percentage of staff trained in fraud and corruption prevention	Organisation - Organisational Services - Governance & Legal Services	≥85.00%	93.84%		899 staff members out of 958 completed the Fraud Awareness and Code of Conduct refresher as at 16 June 2020 resulting in 93.84%.
Internal investigations are managed in a timely manner.	Organisation - Organisational Services - People, Safety & Culture - HR Business Partners	Average 30 business days	30 business days.		All investigations managed in a timely manner. A small number of Human Resource investigations completed in this quarter.
Percentage of staff satisfied with training and development received.	Organisation - Organisational Services - People, Safety & Culture - Organisational Development	> 95.00%	97.78%		The number of training courses conducted over this quarter are significantly less due to COVID-19 however target still reached for those evaluations that were submitted.
Percentage of staff trained in Right to Information and Information Privacy legislation during induction.	Organisation - Organisational Services - Governance & Legal Services	≥90.00%	62.00%		9 new employees for this quarter are still to complete this training.

Provide friendly and responsive customer service, in keeping with council values and community expectations.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage of call centre enquiries answered in accordance with Customer Service Charter.	Organisation - Organisational Services - Financial Services - Customer Service	≥90.00%	93.00%	✓	This period saw a significant increase in the number of calls (21,026 in total) with regional Service Centres closed due to COVID-19. The calls were answered within the targeted timeframes.
Percentage of customer requests (CRMs) overdue or outstanding in relation to assigned timeframes.	Organisation - Organisational Services - Financial Services - Customer Service	≤15.00%	16.00%	●	This is the first time Council did not meet this target. The results are impacted by COVID-19 and will be closely monitored over the next 2 quarters. Council has planned an internal audit of the CRM process in the first quarter of 2020/21.
Regulatory Services - Number of proactive officer generated CRMs across all three areas.	Organisation - Community & Environment - Health & Regulatory Services	Trend	139.00	—	38% decrease on last quarter. Partially attributable to restricted site visits/patrols due to COVID-19 measures.

Administer statutory compliant governance operations incorporating insurance; risk management; property management and council policies and procedures.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Corporate and Operational risks reported to Audit and Risk Committee.	Organisation - Organisational Services - Governance & Legal Services	Yes/No	Yes.	✓	Report presented to Audit and Risk Committee in June 2020.
Percentage of Administrative Action Complaints received and processed within applicable timeframes.	Organisation - Organisational Services - Governance & Legal Services	≥90.00%	100.00%	✓	5 compliant complaints were received and processed within timeframes during this period.
Percentage of appropriate and current contractual arrangements in	Organisation - Organisational Services - Governance & Legal Services	≥80.00%	93.27%	✓	Favourable to target.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
place for council owned and/or managed property.					
Percentage of insurance claims processed submitted within timeframes.	Organisation - Organisational Services - Governance & Legal Services	≥95.00%	100.00%	✓	28 Insurance claims were processed within time frames (general insurance and public liability claims).
Percentage of Right to Information and Information Privacy applications processed within legislative timeframes.	Organisation - Organisational Services - Governance & Legal Services	= 100.00%	100.00%	✓	3 Right to Information applications and 1 Information Privacy application was received for this quarter, with 1 application currently being processed.
Percentage of up-to-date documents published in IMS.	Organisation - Organisational Services - Integrated Management Systems - Integrated Management Systems (IMS)	≥90.00%	82.00%	●	All documents published in the IMS remain current until they are superseded by a new version. Currently 18% of IMS documents have gone past their proposed review date and await staff attention.

Exercise whole-of-council adherence to, and compliance with, council's policies and procedures, in keeping with our corporate values and community's expectations.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of Internal Audits completed.	Organisation - Organisational Services - Internal Audit	≥2.00	2.00	✓	BDO have completed two audits within this quarter and all planned audits in this financial year have been completed.
Number of Internal Quality, Safety, Environmental (systems and processes) Audits completed.	Organisation - Organisational Services - Integrated Management Systems - Integrated Management Systems (IMS)	≥2.00	1.00	●	Audits completed for this period include: Audit 192016 Rubyanna Site Based Management Plan. Audit 192005 Construction

Performance Measure	Organisation Link	Target	Actual	Status	Comments
					Project Records currently underway is 70% complete.

Provide and review systems, programs and processes to ensure effective and efficient service delivery to meet community expectations.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Customer support satisfaction based on surveyed users.	Organisation - Organisational Services - Information Services	≥80.00%	98.50%	✓	200 responses with 3 below satisfactory.
Information Services service desk tickets opened vs. closed.	Organisation - Organisational Services - Information Services	≤0.00	52.00	●	This performance measure has been impacted by COVID-19. The team have closed 2937 tickets during this period, which is significantly greater than normal, pre-COVID-19 volumes.
Operational risks reviewed quarterly by operational areas.	Organisation - Organisational Services - Governance & Legal Services	≥75.00%	100.00%	✓	Operational Risks reviewed during the quarter by operational areas.
Percentage of information mapping services availability.	Organisation - Organisational Services - Information Services	≥98.00%	99.73%	✓	Exceeding targets.

Open communication

Keep our community and workforce informed and up-to-date in matters of agency and community interest.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of Council articles published on bundabergnow.com.	Organisation - Communications	= 70.00	100.00	✓	100 Council stories were published on Bundaberg

Performance Measure	Organisation Link	Target	Actual	Status	Comments
					Now, well above the target of 70.

Proactively support and encourage community engagement and collaboration.



Performance Measure	Organisation Link	Target	Actual	Status	Comments
Interaction with social media posts: Shares, comments and likes on Facebook, Instagram, YouTube and Twitter.	Organisation - Communications	5% increase on last quarter	Engagement: This quarter: 631,271 Last quarter: 547,681	✓	Engagement: This quarter: 631,271 Last quarter: 547,681 Facebook - 607,497 Instagram - 4180 Twitter - 26 YouTube - 19,568
Total number of followers on Facebook, Twitter, Instagram and YouTube.	Organisation - Communications	5% increase on last quarter	2,683 increase on last quarter	✓	Facebook: additional 2043 followers to a total of 23,790 Instagram: additional 446 followers to a total of 4180 Twitter: no additional followers to a total of 1605 YouTube: additional 194 subscribers to a total of 323

Develop consistent messaging and professional communications that establish a positive profile and identity for council and our region.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Sentiment analysis - a breakdown of the tone of all media mentions and whether they are positive, negative or neutral.	Organisation - Communications	< 10.00%	4.00%	✓	Online: Editorial mentions 896. Positive 9%, negative 0%, neutral 91% Print: Total media articles: 209.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
					Positive 7%, negative 8%, neutral 85%
					Overall: positive 8%, negative 4%, neutral 88%

Review and develop updated and relevant communication platforms, modes, mediums and content.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Website visitation: Length of stay.	Organisation - Communications		Trend 2 minutes and 16 seconds		Trending positively.
Website visitation: Number of users.	Organisation - Communications	5% increase on last quarter	189,700 new users		In the fourth quarter bundabergnow.com had 189,700 new users. This has been an increase of 36,293 new users compared to the third quarter.

Game changers

Connected and leveraged infrastructure


Strategic Infrastructure plans developed for all classes of community infrastructure.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
The Local Government Infrastructure Plan is reviewed annually.	Organisation - Development	= 100% by June 2020	100%	✓	Councils Local Government Infrastructure Plan is subject to ongoing review through quarterly reporting on delivery of trunk infrastructure as required under the Planning Act. An updated live version of the Local Government Infrastructure Plan is also being maintained to inform future Local Government Infrastructure Plan amendments.

Annual infrastructure capital programs are completed in accord with adopted strategic plans and in accord with budget.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Completion of Bespoke Projects (specific/uncommon projects) subject to external factors including grant specific funding, in partnership with or dependent on external entities commitment, dependent on another Bespoke Project or delivered under tender.	Organisation - Organisational Services - Financial Services	= 60% per annum	88%	✓	Expenditure exceeds target with a significant portion of the capital program delivered.
Completion of business as usual projects (routine projects that Council has control over) including renewals, own source of funding and completed Project Decision Framework.	Organisation - Organisational Services - Financial Services	= 90% per annum	80%	●	A large portion of the undelivered capital program relates to fleet renewals on order and awaiting delivery.

Annual investment in infrastructure renewal is not less than the annual cost of infrastructure depreciation.


Performance Measure	Organisation Link	Target	Actual	Status	Comments
Renewal expenditure and budget is informed by and in accord with the Long Term Asset Management Plan.	Organisation - Organisational Services - Financial Services	> 90.00%	74.00%		Orders have been written for items of plant which Council will take delivery of early next financial year. Other items of infrastructure will be considered as part of the carry over budget amendment in 2020/21 and updated through the Asset Management Plan.

Ten year Capital Plan developed.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Ten year capital investment plan maintained and revised to inform the original budget and amended budgets.	Organisation - Organisational Services - Financial Services	Yes/No	Yes		Capital Investment Plan was adopted at Special Budget Meeting 30 June 2020.

Advocacy and investment attraction

Preparation and delivery of a Bundaberg regional advocacy program.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Advocacy Priority list reviewed annually by Council.	Organisation - Strategic Projects & Economic Development	= 100.00%	100.00%		List of 2020 Advocacy Priorities is complete and has been presented to Council. Projects are underway.

Demonstrated new investment in strategic projects.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Annual review of investment in strategic projects.	Organisation - Strategic Projects & Economic Development	= 100.00%	100.00%		List of 2020 Advocacy Priorities is complete and has been

Performance Measure	Organisation Link	Target	Actual	Status	Comments
					presented to Council. Projects are underway.

Use of digital and innovative technologies

Delivery of the Bundaberg Regional Intelligent Communities Plan.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Annual review of Intelligent Communities Plan.	Organisation - Strategic Projects & Economic Development	= 100.00%	1,000.00%	✓	Various projects underway including 100 Gig Bundaberg, Ag-Tech Hub, Reducing Urban Glow projects (e.g. monitoring urban glow and deploying smart lighting technology) and collaboration with LG Sherlock on various data analytics platforms. In addition, Strategic Projects is working with various departments to publish a variety of open data sets at https://data.gov.au .

Organisational and region wide adoption of innovative smart technologies.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Annual review of adoption of innovative and smart technologies.	Organisation - Strategic Projects & Economic Development	= 100.00%	100.00%	✓	Various projects underway including 100 Gig Bundaberg, Ag-Tech Hub, Reducing Urban Glow projects (e.g. monitoring urban glow and deploying smart lighting technology) and collaboration with LG Sherlock on various data analytics platforms. In addition, Strategic Projects is working with various departments to publish a variety of open data sets at https://data.gov.au .

Organisational and cultural excellence

Develop and implement People and Performance Strategy.

Performance Measure	Organisation Link	Target	Actual	Status	Comments	
Health and Safety Strategic Plan actions completed by timeframe.	Organisation - Organisational Services - People, Safety & Culture - Work Health & Safety		Milestone Strategic Plan actions for 2019/20 were all completed.	✓	Significant work has been undertaken by the Workplace Health and Safety team to complete the actions out of the Health and Safety Strategic Plan. The completion of these actions has contributed to the overall safety statistics for Council, for the whole financial year, to remain consistent with previous years even with a significant increase in attention from Workplace Health and Safety Queensland on Council's operations.	
Health and Safety Strategic Plan Key Performance Indicators met.	Organisation - Organisational Services - People, Safety & Culture - Work Health & Safety	= 90.00%		22.00%	●	The 4th quarter results have been significantly impacted by COVID-19 restrictions.

Implement Communications and Marketing Strategy.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Improved community satisfaction as measured in the annual survey.	Organisation - Communications		Trend The next survey will likely be held in 2021.	—	The next survey will likely be held in 2021.

Budget is delivered on time and on budget.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Recurrent revenue and recurrent expenditure is within the budget parameters.	Organisation - Organisational Services - Financial Services	+ or - 10%	-2%	✓	The actual percentage may vary with end of year adjustments, however, is expected to remain well within the target range.



Item

28 July 2020

Item Number:

Q1

File Number:

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Part:ENVIRONMENT & NATURAL
RESOURCES**Portfolio:**

Community & Environment

Subject:

2020/2021 Bundaberg Regional Council Surveillance Program for Prohibited and Restricted Matter under the Biosecurity Act 2014

Report Author:

Geordie Lascelles, Branch Manager - Parks, Sport & Natural Areas

Authorised by:

Gavin Steele, General Manager Community & Environment

Link to Corporate Plan:

Our Environment - 2.3 Sustainable built and natural environment - 2.3.4 Provide environmental health and community services and programs to support regional wellbeing.

Background:

Council is required to develop a surveillance program in accordance with s235 of the *Biosecurity Act 2014*. This establishes authority for Council in undertaking the weeds and pest animal enforcement program, with particular regard to accessing properties. This is an annual requirement of Biosecurity QLD for Council's undertaking enforcement and monitoring programs.

The attached 2020/21 Bundaberg Regional Council Surveillance Program for Prohibited and Restricted Matter has been created in accordance with the *Biosecurity Act 2014*, in particular sections 235 and 236.

Associated Person/Organization:

Department of Agriculture and Fisheries - Biosecurity QLD

Consultation:

No consultation required

Chief Legal Officer's Comments:

Pursuant to section 235 of the *Biosecurity Act 2014* Council must authorise the program by way of resolution.

Policy Implications:

There appears to be no policy implications.

Financial and Resource Implications:

There appears to be no financial or resource implications.

Risk Management Implications:

There appears to be no risk management implications.

Human Rights:

There appears to be no human rights implications.

Attachments:

[↓](#)1 2020/21 Bundaberg Regional Council Surveillance Program for Prohibited and Restricted Matter under the Biosecurity Act 2014.

Recommendation:

That Council approves 2020/21 Bundaberg Regional Council Surveillance Program for Prohibited and Restricted Matter in accordance with section 235 of the *Biosecurity Act 2014*.



PO Box 3130, Bundaberg QLD 4670
190 Bourbong Street, Bundaberg QLD 4670
T 1300 883 699 F 4150 5410
E ceo@bundaberg.qld.gov.au
W www.bundaberg.qld.gov.au
ABN 72 427 835 198

**2020/21 Bundaberg Regional Council Surveillance
Program for Prohibited and Restricted Matter under the
*Biosecurity Act 2014***

XX-0-000 Rev.DRAFT 00/00/00 P1 of 10



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Contents

1	Biosecurity program.....	3
1.1	Program name	3
2	Requirement for a surveillance program	3
2.1	Purpose and rationale.....	3
2.2	Measures that are required to achieve the purpose	4
2.3	Powers of authorised officers	4
	Entry of place.....	4
	Power to carry out aerial controls measures	5
	Obligations.....	5
	General powers of authorised officers.....	5
2.4	Consultation	5
3	Authorisation of a surveillance program in the Bundaberg Regional Council area.....	6
3.1	Biosecurity matter	6
3.2	Purpose of the Program.....	6
3.3	Area affected by the Program.....	7
3.4	Powers of authorised officers	7
3.5	Obligations imposed on a person under the Program.....	9
3.7	Consultation with relevant parties	9
3.8	Notification of relevant parties of requirements	9
	PUBLIC NOTICE	10

XX-0-000 Rev.DRAFT 00/00/00 P2 of 10



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1 Biosecurity program

1.1 Program name

The surveillance program for invasive plants and animals which are prohibited or restricted biosecurity matter in the Bundaberg Regional Council area will be known as the "2020/21 Bundaberg Regional Council Biosecurity Surveillance Program for Prohibited and Restricted Matter under the *Biosecurity Act 2014*" (the Program).

The biosecurity matter for which the Program relates includes all Invasive Biosecurity Matter for the Bundaberg Regional Council local government area as defined in section 48(1) of the Act.

Section 48 Main function of local government

(1) The main function under this Act each local government is to ensure that the following biosecurity matter (invasive biosecurity matter for the local government's area) are managed within the local government's area in compliant with this Act-

- (a) prohibited matter mentioned in schedule 1, parts 3 and 4;
- (b) prohibited matter taken to be included in schedule 1, parts 3 and 4 under a prohibited matter regulation or emergency prohibited matter declaration;
- (c) restricted matter mentioned in schedule 2, part 2;
- (d) restricted matter taken to be included in schedule 2, part 2 under a restricted matter regulation.

2 Requirement for a surveillance program

2.1 Purpose and rationale

The *Biosecurity Act 2014* (the Act) provides for the establishment of surveillance programs. Surveillance programs are directed at any of the following—

- (a) monitoring compliance with the Act in relation to a particular matter to which the Act applies;
- (b) confirming the presence, or finding out the extent of the presence, in the State or the parts of the State to which the program applies, of the biosecurity matter to which the program relates;
- (c) confirming the absence, in the State or the parts of the State to which the program applies, of the biosecurity matter to which the program relates;
- (d) monitoring the effects of measures taken in response to a biosecurity risk;
- (e) monitoring compliance with requirements about prohibited matter or restricted matter;
- (f) monitoring levels of biosecurity matter or levels of biosecurity matter in a carrier.

XX-0-000 Rev.DRAFT 00/00/00 P3 of 10



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The objectives of the Program are:

- (a) Confirm the presence, and find out the extent of the presence in the Bundaberg Regional Council area of the prohibited and restricted matter to which the program relates;
- (b) Confirm the absence in the Bundaberg Regional Council area of any prohibited matter;
- (c) Monitor the effects of measures taken in response to a biosecurity risk posed by invasive biosecurity matter

Biosecurity programs are a core legislative function of Local Government and aid in the early detection of prohibited and restricted matter and to monitor actions taken by landholders in meeting their biosecurity obligations.

2.2 Measures that are required to achieve the purpose

The key activities undertaken by the Program include but are not limited to:

- Undertake inspections of public and private land to determine the presence, extent and risk posed by prohibited or restricted matter. Surveillance will be conducted by Authorised Officers predominantly by visual on ground inspections. Inspections may also be undertaken using aerial surveys.
- Provide information and advice to the property owner or occupier regarding the level of risk posed by identified biosecurity matter and appropriate control measures required to meet their biosecurity obligation.
- Provide information about landholder support programs that are available through Bundaberg Regional Council.
- Monitor treatment programs and enforce compliance with biosecurity orders where necessary.

2.3 Powers of authorised officers

Entry of place

The Act provides that authorised officers appointed under the Act may, at reasonable times, enter a place situated in an area to which a biosecurity program applies, to take any action authorised by the biosecurity program¹. These activities must be done in a timely and efficient manner to ensure that the measures are as effective as possible. The Program will authorise entry into places to allow these measures to be undertaken.

In accordance with the Act, a reasonable attempt will be made to locate an occupier² and obtain the occupier's consent to the entry prior to an authorised officer entering a place to undertake activities under the Program. Nevertheless, an authorised officer may enter the place if³—

- (a) the authorised officer is unable to locate an occupier after making a reasonable attempt to do so; or
- (b) the occupier refuses to consent to the entry.

If after entering a place an authorised officer finds an occupier present or the occupier refuses to consent to the entry—an authorised officer will make reasonable attempts to produce an identity card for inspection and

¹ See section 261 (Power to enter a place under biosecurity program) of the Act.

² The Act defines an **occupier**, of a place, generally to include the person who apparently occupies the place (or, if more than 1 person apparently occupies the place, any of the persons); any person at the place who is apparently acting with the authority of a person who apparently occupies the place; or if no-one apparently occupies the place, any person who is an owner of the place.

³ See section 270 (Entry of place under sections 261 and 262) of the Act.



PO Box 3130, Bundaberg QLD 4670
 190 Bourbong Street, Bundaberg QLD 4670
 T 1300 883 699 F 4150 5410
 E ceo@bundaberg.qld.gov.au
 W www.bundaberg.qld.gov.au
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inform the occupier of the reason for entering and the authorisation under the Act to enter without the permission of the occupier.

An authorised officer under the Bundaberg Biosecurity Surveillance Program must make a reasonable attempt to inform the occupier of any steps taken, or to be taken, and if steps have been taken or are to be taken, that it is an offence to do anything that interferes with a step taken or to be taken.

An authorised officer must leave a notice in a conspicuous position and in a reasonably secure way. This notice must state the date and time of entry and information addressing the reason for entry, authorisation to enter a place and the steps undertaken by the authorised officer after entry.

Power to carry out aerial controls measures

The power to carry out aerial control measures is authorised by a biosecurity program under the Act⁴. This means that an authorised officer may carry out, or direct another person to carry out, the aerial control measure for prohibited or restricted biosecurity matter in relation to a place to which the Program relates.

Obligations

A person must not interfere with cameras or traps placed to detect invasive biosecurity matter.

General powers of authorised officers

Nothing in the Program or its associated Authorisation limits the powers of authorised officers under Chapter 10 of the Act.

2.4 Consultation

Bundaberg Regional Council established a Biosecurity Working Group in 2019 comprised of government, industry, indigenous and private stakeholder groups. Council has discussed the Biosecurity Plan and the Surveillance Program with all the attending stakeholders and has undertaken stakeholder and community field days on a range of biosecurity matters to increase local knowledge and participation.

All stakeholders within the area will be notified at least 14 days prior to the commencement of the surveillance program by publishing the public notice on Councils website and copies available for inspection at Council Service Centres. A copy of the public notice will be being sent to government departments that have responsibility for lands where the program will be applied.

Consultation with Biosecurity Queensland is ongoing and occurs within the Biosecurity Working Group and through the Wide Bay Burnett Regional Organisation of Councils Invasive Species Advisory Committee.

⁴ See section 294 (Power to carry out aerial control measures under biosecurity program) of the Act. Section 294(6) of the Act defines **aerial control measure**, for biosecurity matter, to mean an activity, done from the air by an airborne machine or a person in an aircraft, to achieve a purpose of a biosecurity program and includes the following—

- surveying and monitoring the biosecurity matter;
- distributing an agricultural chemical to control the biosecurity matter.



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3 Authorisation of a surveillance program in the Bundaberg Regional Council area

AUTHORISATION STATEMENT

The Bundaberg Regional Council, acting pursuant to section 235 of the *Biosecurity Act 2014* (the Act), authorises the 2020/21 Bundaberg Regional Council Biosecurity Surveillance Program for Prohibited and Restricted Matter under the *Biosecurity Act 2014*, by resolution of Bundaberg Regional Council at an ordinary meeting held on 28th July 2020, on the basis that Council is satisfied that:

- Invasive Biosecurity Matter poses a significant biosecurity risk to biosecurity considerations in the Bundaberg Regional Council area;
- Surveillance activities are required to determine the presence or absence of the Invasive Biosecurity Matter in Bundaberg Regional Council area;
- Surveillance activities are required to determine the extent of the presence of the Invasive Biosecurity Matter in the Bundaberg Regional Council area;
- Surveillance activities are required to monitor the effects of measures taken previously in response to the biosecurity risk posed by the Invasive Biosecurity Matter.

3.1 Biosecurity matter

The biosecurity matter to which the Program relates will be all prohibited and restricted matter as defined in section 48(1) of the Act.

3.2 Purpose of the Program

The purpose of the Program is to:

- confirming the presence, or finding out the extent of the presence, in the State or the parts of the State to which the program applies, of the biosecurity matter to which the program relates;
- monitoring the effects of measures taken in response to a biosecurity risk;
- monitor compliance with requirements about prohibited matter or restricted matter.

XX-0-000 Rev.DRAFT 00/00/00 P6 of 10



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3.3 Area affected by the Program

The Program will apply to the whole of the Bundaberg Regional Council Local Government Area.



3.4 Powers of authorised officers

An authorised officer of the Program appointed under the *Biosecurity Act 2014*, may enter a place—other than a residence⁵—without a warrant and without the occupier’s consent within the State of Queensland under the Program⁷. An authorised officer can exercise the powers of an authorised officer under the Act in relation to the Program, if the authorised officer is appointed by the chief executive⁸.

An authorised officer may make a requirement (a **help requirement**) of an occupier of the place or a person at the place to give the authorised officer reasonable help to exercise a general power⁹.

⁵ The Act defines a **residence** to mean a premises or a part of a premises that is a residence with the meaning of section 259(2) and 259(3).

⁶ See section 259 (General powers to enter places) of the Act.

⁷ See section 261 (Power to enter a place under biosecurity program) of the Act.

⁸ See section 255 (3) (Powers of particular authorised officers limited) of the Act.

⁹ See section 297 (Power to require reasonable help) of the Act.



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General powers in the Act	Measures an authorised officer may take under the Program
Search any part of the place	
Inspect ¹⁰ , examine ¹¹ or film ¹² any part of the place or anything at the place	Direct an occupier of the place to take reasonable steps within a reasonable time to remove or eradicate the biosecurity matter to which the program relates.
Take for examination a thing, or a sample of or from a thing, at the place	Searching a place to check for the presence or absence of the biosecurity matter to which the program relates.
Place an identifying mark in or on anything at the place	Take samples for the purposes of diagnostic analysis, to ascertain the presence or absence of the biosecurity matter to which the program relates.
Place a sign or notice at the place	Producing a written and/or electronic note(s) to support Program activities.
Produce an image or writing at the place from an electronic document or, to the extent it is not practicable, take a thing containing an electronic document to another place to produce an image or writing	Taking GPS coordinates to ensure accuracy of location details of the biosecurity matter to which the program relates.
Take to, into or onto the place and use any person, detection animal, equipment and materials the authorised officer reasonably requires for exercising the authorised officer's powers under this division	
Destroy biosecurity matter or a carrier if the authorised officer believes on reasonable grounds the biosecurity matter or carrier presents a significant biosecurity risk; and the owner of the biosecurity matter or carrier consents to its destruction	
Remain at the place for the time necessary to achieve the purpose of the entry	
The authorised officer may take a necessary step to allow the exercise of a general power	
If the authorised officer takes a document from the place to copy it, the authorised officer must copy and return the document to the place as soon as practicable	
If the authorised officer takes from the place an article or device reasonably capable of producing a document from an electronic document to produce the document, the authorised officer must produce the document and return the article or device to the place as soon as practicable.	

¹⁰ Section 296(5) defines **inspect**, a thing, to include open the thing and examine its contents.

¹¹ Section 296(5) defines **examine** to include analyse, test, account, measure, weigh, grade, gauge and identify.

¹² Section 296(5) defines **film** to include photograph, videotape and record an image in another way.



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3.5 Obligations imposed on a person under the Program

The following obligations may be imposed on a person who is an occupier of a place to which the Program relates:

The Owner or Occupier of a property may be served with a compliance Order to undertake control to reduce the impact of restricted matter.

3.6 Commencement and duration of the Program

The Program will begin on 12/08/2020 and will continue until 11/08/2021. The duration of the program is considered to be reasonably necessary to achieve the Program's purpose.

3.7 Consultation with relevant parties

As required by the Act¹³, Bundaberg Regional Council has consulted, prior to the authorisation of the Program, with the Department of Agriculture and Fisheries.

3.8 Notification of relevant parties of requirements

As required by the Act¹⁴, the chief executive officer of Bundaberg Regional Council will give public notice of the Program 14 days before the Program starts by:

- giving the notice to each government department or government owned corporation responsible for land in the area to which the Program relates; and
- publishing the notice on the Bundaberg Regional Council website.

A copy of the Program (Including its Authorisation) will be available for inspection at the Bundaberg Regional Council public office at 190 Bourbong Street, Bundaberg and at Council Service Centres located in Childers & Gin Gin. A copy of the Program Authorisation will be provided on request by contacting Bundaberg Regional Council on 1300 883 699.

¹³ See section 239 (Consultation about proposed biosecurity program) of the Act.

¹⁴ See section 240 (Notice of proposed biosecurity program) of the Act.



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PUBLIC NOTICE



Notice of a Surveillance Program for all prohibited and restricted matter as defined in section 48(1) of the *Biosecurity Act 2014*.

Biosecurity Act 2014

Bundaberg Regional Council

PURPOSE AND SCOPE OF THE PROGRAM

Purpose

The purpose of the program in the Bundaberg Regional Council area is to:

- Confirm the presence and extent of the presence in the Bundaberg Regional Council area of prohibited or restricted matter.
- Confirm the absence in the Bundaberg Regional Council area of prohibited or restricted matter.
- Monitor the effects of measures taken in response to a biosecurity risk posed by prohibited or restricted matter.
- Conduct inspections on public and private land to determine to presence, extent and risk posed by prohibited or restricted matter.
- Surveillance will be undertaken by Authorised Officers by visual ground inspections. Inspections may also be undertaken by aerial surveys.
- Monitor treatment programs and enforce compliance where necessary.

Program Area

The surveillance program is authorised for the whole of the Bundaberg Regional Council Local Government area. Individual properties will be selected for inspection based on observations or known presence of prohibited or restricted biosecurity matter or reports of prohibited or restricted biosecurity matter.

START DATE AND DURATION OF THE PROGRAM

12/08/2020 – 11/08/2021

AVAILABILITY OF A COPY OF THE PROGRAM AUTHORISED BY THE CHIEF EXECUTIVE

A copy of the Program (including its Authorisation) is available for inspection at the Bundaberg Regional Council's Administration building at 190 Bourbong Street Bundaberg and at Council service centres located in Childers and Gin Gin. A copy of the Program is also available to view and print at no cost on Bundaberg Regional Councils Web page www.Bundaberg.qld.gov.au. A copy of the Program Authorisation will be provided on request by contacting Bundaberg Regional Council on 1300 883 699.

XX-0-000 Rev.DRAFT 00/00/00 P10 of 10



Item

28 July 2020

Item Number:	File Number:	Part:
R1	.	SPORT, RECREATION, VENUES & DISASTER MANAGEMENT

Portfolio:

Community & Environment

Subject:

Offer from Bulls Masters for Bundaberg to host the 2020 Youth Cup and to enter into a three year Agreement to host the Bulls Masters Event

Report Author:

Gavin Steele, General Manager Community & Environment

Authorised by:

Gavin Steele, General Manager Community & Environment

Link to Corporate Plan:

Our Community - 1.1 Economic growth and prosperity - 1.1.3 Proactively advocate, attract and support economic development related opportunities across the region, specifically targeting priority industries.

Background:

The Bulls Masters originally approached Council in 2017 with an offer to host the very successful Bulls Masters Cricket event which involves a team of high profile celebrity former cricketers and sports people who visit the local area and conduct local coaching clinics, a corporate golf day, school visits, a T20 match against a local team and culminating in a Gala Ball to raise funds for the local Bundaberg Cricket Association.

The Bulls Masters event has been hosted in Bundaberg in 2018, 2019 and 2020, typically in February each year, and over the three years it has donated over \$110,000 to local Bundaberg Cricket. Council has provided \$20,000 a year in direct financial support and up to \$5,000 a year in in-kind support (Multiplex hire, waste receptacles and disposal).

Bulls Masters has offered Bundaberg Regional Council the opportunity to host the event for a further three-year term (2021, 2022 and 2023) on the same terms. Additionally, the Bulls Masters have offered Council the opportunity to host the Bulls Masters Youth Cup which is a cricket event that runs for five days attracting youth teams from across Queensland. The Youth Cup teams are joined by a mentor who is a former Queensland or Australian Cricketer and is to be held in the first week of December 2020 with games live-streamed throughout the tournament.

The event typically attracts strong media interest and as the players are youths they are generally accompanied by parents and family which provides a significant injection into the local economy for the five days that the event runs. Previous events have seen participants and their supporters extend their stays in the host town by arriving before the event and/or staying after the event to visit local tourist attractions and enjoy the start of the Christmas school holiday period.

Given the extent of the Youth Cup being a five-day event, Bull Masters are seeking \$60,000 in financial support from Council to host the event. It is proposed that Bundaberg would host the event in 2020 only given other existing commitments to cricket locally.

It is recommended that Council enter into a three year Partnership Agreement to host the Bulls Masters Event for 2021, 2022 and 2023 with financial support of \$20,000 per year plus up to \$5,000 of in-kind support each year and that Council also enter into a Partnership Agreement for the Bulls Masters Youth Cup for 2020 only with financial support of \$60,000.

Associated Person/Organization:

Mr Jimmy Maher, Managing Director Bulls Masters

Consultation:

Councillors

Chief Legal Officer's Comments:

Council may resolve to provide the funding and should enter into a Partnership/Sponsorship Agreement to determine the terms and conditions of the funding.

Policy Implications:

There appears to be no policy implications.

Financial and Resource Implications:

The Bulls Masters Event financial support has been included in the current 20/21 Budget and due to other funded events not proceeding due to COVID-19 there is sufficient funding available in the current budget to provide the financial support requested for the Youth Cup.

Risk Management Implications:

There appears to be no risk management implications.

Human Rights:

There appears to be no human rights implications.

Attachments:

Nil

Recommendation:

That Council authorise the Chief Executive Officer to enter into a Partnership/Sponsorship Agreement with Bulls Masters to host:

- 1. the 2021, 2022 and 2023 Bulls Masters event with Council providing \$20,000 in financial support each year and up to \$5,000 in-kind support each year; and**
- 2. the 2020 Bulls Masters Youth Cup with financial support of \$60,000.**