



**AGENDA FOR ORDINARY MEETING
TO BE HELD IN COUNCIL CHAMBERS, BUNDABERG
ON TUESDAY 27 JULY 2021, COMMENCING AT 10.00 AM**

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**Item****27 July 2021****Item Number:**

E1

File Number:**Part:**STRATEGIC PROJECTS &
ECONOMIC DEVELOPMENT**Portfolio:**

Executive Services

Subject:

Memorandum of Understanding with Luganville Municipal Council (Vanuatu); and Sister City Advisory Committee (SCAC)

Report Author:

Ben Artup, Executive Director Strategic Projects & Economic Development Co-ordination

Authorised by:

Stephen Johnston, Chief Executive Officer

Link to Corporate Plan:

Our community and environment - 1.1 Economic growth and prosperity - 1.1.3 Promote our region as a preferred investment destination nationally and internationally.

Background:**Luganville Municipal Council**

Council was recently approached by the Department of Foreign Affairs and Trade and Luganville Municipal Council (Vanuatu) to explore establishing an inter-city relationship to promote opportunities between Luganville and Bundaberg.

Luganville is the second largest city in Vanuatu with a population of 16,000. Its economy is based around agriculture and tourism and features port infrastructure that exports cocoa and coconut kernels.

Building on Bundaberg's historical cultural links with the Pacific Islands, the proposed inter-city relationship with Luganville would focus on economic opportunities and other exchanges in education, tourism, agricultural, waste management and infrastructure.

Following preliminary discussions between Council and the Mayor of Luganville, Mr Peter Patty, a draft agreement by way of a Memorandum of Understanding (MoU) between Council and Luganville Municipal Council was drafted. This MoU outlines the proposed elements of a new Sister City relationship between the two cities.

Rather expediently, this draft Memorandum of Understanding was signed and returned to Council by the Mayor of Luganville. While minor drafting changes may be required to the draft MoU, the attached version outlines the proposed basis and intent of a new Sister City arrangement between Luganville and Bundaberg.

Following Council endorsement of this new Sister City arrangement, the first official activity between Bundaberg and Luganville will be the celebration of Vanuatu's Independence Day on 30 July 2021.

It is proposed that a small virtual civic event between the 2 cities be held on 30 July to commemorate Vanuatu's Independence Day. On this date, and subject to mutual agreement, countersigning of a final MoU may also occur on this date.

Related information:

Sister City Advisory Committee

To help establish this new relationship, the Sister City Advisory Committee (SCAC) will be reconvened to govern future arrangements with Luganville, and other ongoing Sister City relationships.

Over the next 12 months the SCAC will also consider any other potential Sister City opportunities that could benefit the region.

Membership of the SCAC will comprise the following Councillors:

- Mayor, Cr Jack Dempsey
- Deputy Mayor, Cr Bill Trevor
- Cr Steve Cooper

Terms of Reference for the SCAC will be drafted and presented to a future meeting of Council.

Associated Person/Organization:

Nil

Consultation:

Mayor, Cr Dempsey - Portfolio Spokesperson for Economic Development

Deputy Mayor, Cr Trevor - Divisional Councillor

Cr Steve Cooper

Chief Legal Officer's Comments:

This new Sister City relationship has a requirement under the Australian *Foreign Relations (State and Territory Arrangements) Act 2020* to be registered through the new Foreign Relation Scheme Portal.

Advisory Committees may be appointed by Council pursuant to section 264 of the *Local Government Regulation 2012* to provide advice to Council on particular issues.

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:

This new Sister City relationship has a requirement under the Australian *Foreign Relations (State and Territory Arrangements) Act 2020* to be registered through the new Foreign Relation Scheme Portal.

This is a relatively simple process that will mitigate risk to Council of establishing a new Sister City arrangement with Luganville.

Human Rights:

There appears to be no human rights implications.

Attachments:

↓1 Draft MOU

Recommendation:

That the Mayor be authorised to enter into a Memorandum of Understanding with Luganville Municipal Council (Vanuatu) and Bundaberg Regional Council (Australia).

**AN AGREEMENT FOR THE ESTABLISHMENT OF A SISTER CITY
RELATIONSHIP BETWEEN LUGANVILLE MUNICIPAL COUNCIL
(VANUATU) AND BUNDABERG REGIONAL COUNCIL (AUSTRALIA)**

The Sister City arrangement between Luganville Municipal Council and Bundaberg Regional Council will further the historical links between the two cities and foster the mutual benefit between the two entities. This relationship is integral to furthering the partnership between Australia and the Pacific.

This arrangement aims to:

- Promote and celebrate historical and traditional links between the two communities, noting the existence of community ties going back many years
- Share common interests and learnings in the areas of agriculture, tourism and education
- Facilitate technical assistance where possible in fields where expertise can be shared in areas such as infrastructure, waste management, education and agriculture

In addition to the above, it is intended that further exchanges in fields that contribute to the prosperity and growth through this relationship will also be pursued.

With the above purposes in mind, the Mayor of Luganville Municipal Council and the Mayor of Bundaberg Regional Council confirm that these two cities are united by an official arrangement by the protocol of this Memorandum of Understanding.

This agreement will take effect from the date of signatures.

Dated: 12/07/2021



Mr Patty Peter
Mayor
Luganville Municipal Council



Cr Jack Dempsey
Mayor
Bundaberg Regional Council

**Item****27 July 2021****Item Number:**

E2

File Number:**Part:**STRATEGIC PROJECTS &
ECONOMIC DEVELOPMENT**Portfolio:**

Executive Services

Subject:

Specialised Supplier Arrangement - Reducing Urban Glow Project - Ongoing Equipment Supply, Project Maintenance and Technical Support

Report Author:

Andrew Beckenhauer, Economic Development Officer

Authorised by:

Ben Artup, Executive Director Strategic Projects & Economic Development Co-ordination

Link to Corporate Plan:

Our community and environment - 1.1 Economic growth and prosperity - 1.1.1 Promote and support use of new technology across the organisation and region's economy as part of the Intelligent Communities Strategy.

Background:

Council recently completed work under of the Reducing Urban Glow Program, the scope of which was tied to funding under the Australian Government's Smart Cities and Suburbs Program.

Major components of the project under the funding agreement included:

- Design, manufacture and installation of custom urban glow sensors and development of urban light modelling tools
- Procurement of specially designed lights to reduce environmental impact on Bundaberg's nesting turtle population
- Smart technology integrated with pathway and street lighting

The funding period with the Australian Government has officially ended, with all deliverables completed and funding acquitted.

Following completion of the funded period, Council is looking towards the next stage of project delivery to maintain, expand and build upon the work completed to date. Critical to the next stage of this project is working with the following specialised suppliers for ongoing equipment supply, project maintenance and technical support.

- Pendoley Environmental
- Schröder Australia Pty Ltd
- Comlight AS (international supplier from Norway)

The scope of these specialised supplier arrangements includes, but is not limited to the following:

- **Equipment Supply:** includes provision of street and/or pathway lights, smart technology units that control the lights (as well as access to the software platform and license to it), and equipment associated with the urban glow sensors (along with access to software platforms and license to them).
- **Project Maintenance:** includes any activity required to maintain or ensure proper operation of both hardware and software components.
- **Technical Support:** includes any activity that assists Council with troubleshooting, knowledge transfer, and assistance to ensure proper operation of both hardware and software components.

Council has a relatively good idea of what work will be encompassed within maintenance and technical support, and as part of contract discussions, Council will negotiate rates for maintenance and technical support. The scope and nature of future maintenance and technical support issues cannot be foreseen; therefore, the above list may not include exhaustive definitions.

Associated Person/Organization:

Pendoley Environmental

Pendoley Environmental designed, manufactured, installed and commissioned the urban glow sensors. Each individual sensor has been engineered with custom circuitry, integration of componentry, and software programming. There are no other companies in the marketplace that build, troubleshoot or maintain the sensors installed as part of this project.

Schröder Australia

Council engaged Schröder Australia to manufacture a custom light that is specifically suited for sensitive environmental areas and capable of reducing the impact of light on sensitive turtle nesting beaches. There are no other companies in the marketplace that manufacture or provide the lights installed as part of the RUG project.

Comlight AS

Under the smart lighting component of the RUG Program, Comlight was engaged to provide motion sensor technology (hardware and software) to integrate with pathway and street lighting. This smart technology dims light during evening hours when people and vehicles are not present and ramps lighting to higher levels when motion is detected. There are no other companies in the marketplace that supply, support or maintain the smart technology sensors (and underlying software platform) installed as part of this project.

Consultation:

A project update and proposed maintenance plan has been presented to Council during the Consultation Meeting on 5 July 2021.

Chief Legal Officer's Comments:

Section 235(b) of the *Local Government Regulation 2012* allows the local government to resolve that it is satisfied that it would be impractical or disadvantageous for the Council to invite quotes or tenders as this is a specialised supplier.

Policy Implications:

There appears to be no policy implications.

Financial and Resource Implications:

A new budget initiative estimated at \$50,000 per annum (for two years) will be put forward at the mid-year financial review to cover ongoing equipment supply, project maintenance and technical support for the technology and equipment deployed under the RUG Project.

Risk Management Implications:

Comlight AS is an international supplier from Norway and presently is not a registered business within Australia. Comlight AS was originally engaged as a subcontractor to Schreder Australia, with whom Council did have a contract under the RUG Project.

Under the RUG Project activities, Council has previously worked directly with Comlight to troubleshoot and commission the smart lighting technology, so an existing relationship is in place. Furthermore, AP and Finance have both been consulted, and Council is able to establish international creditors within our systems and can make payments accordingly.

Human Rights:

There appears to be no human rights implications.

Attachments:

Nil

Recommendation:

That:

- a. Council enter into an arrangement with Schreder Australia Pty Ltd (ACN 604 331 937), Pendoley Environmental Pty Ltd (ACN 077 376 802), and Comlight AS (VAT Registration Number NO990864462 being an international supplier from Norway) for the supply of ongoing equipment supply, project maintenance and technical support for works delivered under the Reducing Urban Glow Project without first inviting written quotes pursuant to Section 235(b) of the *Local Government Regulation 2012*; and**
- b. this arrangement be made for an initial period of August 2021 to June 2023.**

**Item****27 July 2021****Item Number:**

F1

File Number:**Part:**

FINANCE

Portfolio:

Organisational Services

Subject:

Financial Summary as at 30 June 2021

Report Author:

Simon Muggeridge, Deputy Chief Financial Officer

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our organisational services - 3.1 A sustainable financial position - 3.1.1 Develop and maintain a long-term financial plan and 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 as at 30 June 2021.

Associated Person/Organization:

N/A

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 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 Graphs and Commentary at 30 June 2021

Recommendation:

That the Financial Summary as at 30 June 2021 be noted by Council.

Financial Summary
as at 30 Jun 2021



	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
<i>Progress check - 100%</i>															
Recurrent Activities															
<i>Revenue</i>															
Rates and Utility Charges	160,126,673	159,076,657	101%	83,696,529	83,461,322	100%	15,754,330	15,702,071	100%	30,371,793	30,236,858	100%	30,304,021	29,676,406	102%
Less: Pensioner Remissions	(1,700,589)	(1,713,674)	99%	(997,928)	(1,042,901)	96%	(242,156)	(228,169)	106%	(269,682)	(255,237)	106%	(190,823)	(187,367)	102%
	158,426,084	157,362,983	101%	82,698,601	82,418,421	100%	15,512,174	15,473,902	100%	30,102,111	29,981,621	100%	30,113,198	29,489,039	102%
Fees and Charges	29,487,824	25,484,927	116%	17,540,075	14,725,393	119%	8,394,952	7,821,134	107%	1,205,458	917,000	131%	2,347,339	2,021,400	116%
Interest Revenue	1,338,279	1,110,970	120%	533,872	430,338	124%	168,032	139,465	120%	180,362	159,114	113%	456,013	382,053	119%
Grants, Subsidies and Donations	13,167,408	13,275,079	99%	12,954,006	13,135,079	99%	213,402	140,000	152%	-	-	-	-	-	-
Sale of Developed Land Inventory	3,805,321	1,600,000	238%	3,805,321	1,600,000	238%	-	-	-	-	-	-	-	-	-
Total Recurrent Revenue	206,224,916	198,833,959	104%	117,531,875	112,309,231	105%	24,288,560	23,574,501	103%	31,487,931	31,057,735	101%	32,916,550	31,892,492	103%
<i>Expenses</i>															
Employee Costs	76,632,622	77,595,003	99%	59,431,515	60,324,113	99%	6,440,239	6,360,763	101%	5,203,417	5,386,139	97%	5,557,450	5,523,988	101%
Materials and Services	64,319,346	70,025,855	92%	36,604,497	40,439,351	91%	10,720,596	11,896,803	90%	7,618,719	7,675,513	99%	9,375,535	10,014,188	94%
Finance Costs	4,012,134	4,308,501	93%	1,554,319	1,658,208	94%	587,624	751,259	78%	1,616,596	1,608,563	100%	253,595	290,471	87%
Depreciation	52,056,760	52,200,490	100%	36,738,599	36,943,490	99%	1,510,253	1,505,000	100%	6,906,834	6,879,000	100%	6,901,074	6,873,000	100%
Total Recurrent Expenditure	197,020,862	204,129,849	97%	134,328,930	139,365,162	96%	19,258,712	20,513,825	94%	21,345,566	21,549,215	99%	22,087,654	22,701,647	97%
Operating Surplus	9,204,054	(5,295,890)		(16,797,055)	(27,055,931)		5,029,848	3,060,676		10,142,365	9,508,520		10,828,896	9,190,845	
<i>Transfers to</i>															
NCP Transfers	-	-		(15,826,731)	(15,826,731)		22,073	22,073		8,069,947	8,069,947		7,734,711	7,734,711	
Total Transfers	-	-		(15,826,731)	(15,826,731)		22,073	22,073		8,069,947	8,069,947		7,734,711	7,734,711	
Movement in Unallocated Surplus	9,204,054	(5,295,890)		(970,324)	(11,229,200)		5,007,775	3,038,603		2,072,418	1,438,573		3,094,185	1,466,134	
Unallocated Surplus/(Deficit) brought forward	43,087,686	43,214,329		(25,837,122)	(25,710,479)		17,804,847	17,804,847		14,701,184	14,701,184		36,418,776	36,418,776	
Unallocated Surplus/(Deficit)	52,291,740	37,918,439		(26,807,446)	(36,939,679)		22,812,622	20,843,450		16,773,602	16,139,757		39,512,961	37,874,910	
Capital Activities															
Council Expenditure on Non-Current Assets	83,759,157	110,855,337	76%	60,008,053	85,758,967	70%	811,020	1,364,677	59%	3,113,414	3,135,961	99%	19,826,670	20,595,732	96%
Loan Redemption	7,520,712	7,531,609	100%	4,384,069	4,384,302	100%	698,268	700,376	100%	2,102,592	2,110,234	100%	335,783	336,697	100%
Total Capital Expenditure	91,279,869	118,386,946	77%	64,392,122	90,143,269	71%	1,509,288	2,065,053	73%	5,216,006	5,246,195	99%	20,162,453	20,932,429	96%
Cash															
Opening balance	136,689,730	136,689,730													
Movement - increase/(decrease)	10,465,712	(47,175,317)													
Closing balance	147,155,442	89,514,413													

Further to the Financial Summary Report as of 30 June 2021, the following key features are highlighted. It should be noted that these values 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.

The overall operating position shows a substantial improvement from the original budgeted forecast (\$9.4m actual surplus against \$5.3m budget deficit). Council adopted its budget on 30 June 2020 for 2020/2021 in a period of great uncertainty. It's also worth highlighting the fact that the State Budget was not adopted until December 2020 and the Federal Budget until October 2020 because of the COVID threat and subsequent restrictions.

This result reflects a range of elements that can be broadly grouped as Post-Covid recovery (\$5.4m) and conservative budgeting (\$9.1m). As a result of many aspects of the local economy recovering more quickly than envisaged from Covid restrictions, elements of income reflect higher fees such as from the Airport due to availability of flights to the region and greater occupancy at Holiday Parks; along with population movement and associated development activity. It is highlighted that many income elements potentially are a one-off nature, meaning these will not be available in 2021-22. In relation to operating expenses, one main item to highlight is non-capital projects which impacts where there are delays or deferment of capital projects (e.g. relocation of services such as Telstra).

Despite the overall improvement in the final budget position, the General Fund (prior to any distribution from other the funds) unfortunately remains in a deficit position. The General Fund is reliant on business units transfers to contribute to its operating outcome.

In respect of capital expenditure, there was 77% financial completion, with budget carryovers due to be considered at the August meeting.

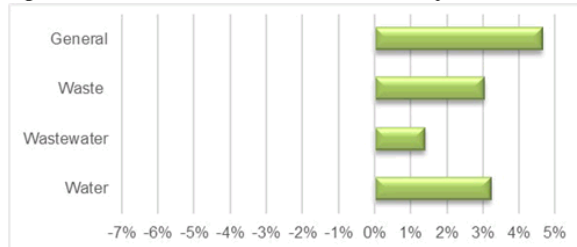
Financial Overview				
	YTD Actual*	YTD Budget		Variance
Operating Income	206.2m	198.8m	✓	7.4m
Operating Expenditure	197.0m	204.1m	✓	-7.1m
Operating Surplus/(Deficit)	9.2m	-5.3m	✓	14.5m
Capital Expenditure	91.3m	118.4m	✗	-27.1m
Cash	147.2m	89.5m	✓	57.6m

Recurrent Revenue

- Rates and Utility Charges levied amounts were \$1 million higher than budget (or 1%), primarily related to higher water consumption charges of \$500k.
- Fees and charges actuals is \$4.0 million more than budget. Increases across a range of services which include: heightened development and housing activity in the region (plumbing applications \$250k, planning and building fees \$500k, rate search fees \$380k, Waste fees \$570k, Water recoverable works \$300k, Main Roads and recoverable works \$350k); higher tourism related income (Holiday Park \$800k and Airport \$300k); increase of facilities hire and lease fees (\$400k); and an element of timing of licences and renewals.
- Interest Revenue reflects a favourable outcome comparative to the budget due to higher cash balances than estimated.
- Grants, Subsidies and Donations is \$100k lower than the budget. The 2021-22 Financial Assistance Grant (FAG) advance payment was processed in June 2021 however the actual was \$675k lower than the budgeted expectation. There were several other elements that impact the result including: transfer of grants from capital to operating (\$450k Works for Queensland); extra grants (community services \$130k, MRF contribution \$70k, other 90k); decrease of grants and contributions (non-capital projects delivered \$125k, other \$50k).

- Council has settled all parcels of Land Developed for Sale this financial year at Kinkuna Waters development which generated additional \$2.2m sales. There remains several lots available at Heritage Oaks (Childers) development and Aviation Precinct. There is one unconditional contract that is reflected in the financial summary however conditional contracts are not reflected in the financial summary.

Figure 1: 2020-21 Recurrent Revenue - Variance by Fund

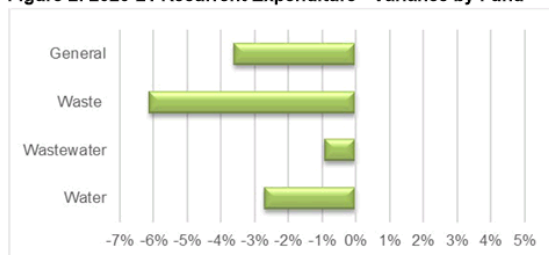


- Figure 1 presents the view across the funds, notably the General Fund shows favourable outcome (+4.7%) which is reflective of land sales and grants (notwithstanding lower FAG income). Water Fund result (+3.2%) illustrates higher water consumption and water fees.

Recurrent Expenditure

- Employee Costs were lower than budgeted, spread across a range of activities (such as: superannuation, employee benefits).
- Materials and Services favourable outcome was \$5.9m against budget. Non-capital projects accounts for a large portion of underspend \$3.2m. There are a range of aspects for the remainder of variance (including insurance, electricity, waste levy, legal expenses, information technology costs).
- Finance Costs are lower than the budget that relate to less write-offs and adjustment downwards against the Restoration Provision.
- Depreciation favourable position is due to less assets commissioned (refer to capital section) and indexation rates being lower than expected.

Figure 2: 2020-21 Recurrent Expenditure - Variance by Fund



- Figure 2 shows across the internal funds, all are trending favourable comparatively to appropriate budget. The Waste Fund shows proportionally higher favourable variance (6.1%) largely related to waste levy being lower than forecast.

Capital Expenditure and Capital Grants

- Year-to-date capital expenditure is \$91.3 million, last month was \$71.5 million (total budget \$118.4 million). The balance will be considered for carryover during the budget review processes in 2021-22.
- Figure 3 illustrates the capital expenditure profile across the financial year, which shows year-to-date expenditure is trending lower than expected cashflows.
- Council has expended 77% of this year's capital program, as presented in Figure 4.
- Figure 5 presents the capital expenditure by asset class this financial year.
- The capital program funding analysis and application are still being processed, it is anticipated that there will be further financial adjustments. The majority of grants are on track with Council submitting variations during the year (however one Local Roads and Community Infrastructure Program (LRCIP) is awaiting formal response). That milestone was a project not fully delivered by 30 June 2021 which Council is working with the Department on.

Figure 3: 2020-21 Capital Expenditure Cashflows

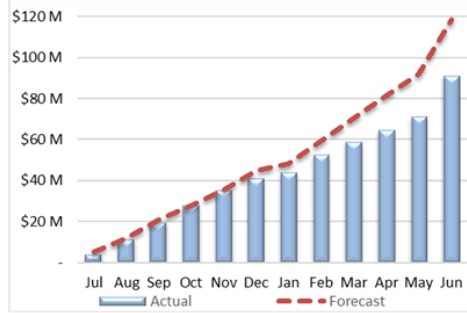


Figure 4: 2020-21 Capital Expenditure (financial delivery)

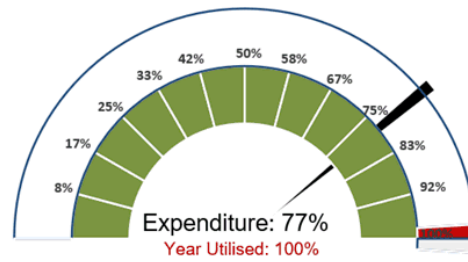
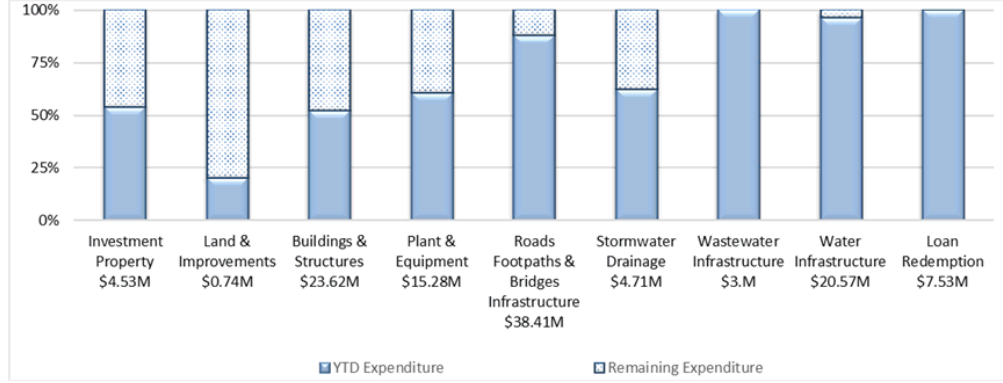


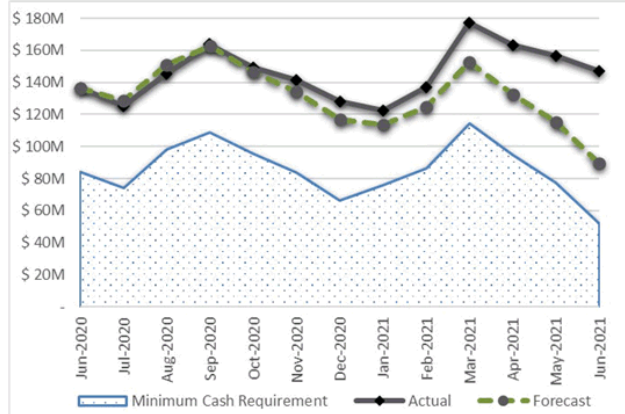
Figure 5: 2020-21 Capital Expenditure by Asset Class



Cash

- The cash balance at close of business on 30 June 2021 was \$147.2 million, being a decrease of \$9.6 million from 1 June 2021 (\$156.8 million).
- No short-term liquidity issues are foreseeable.
- The actual and forecast cash movement is illustrated in Figure 6. The variance is primarily due to the year-to-date budget comparative against higher inflow of fee income, lower operating expenditure (non-capital projects) and actual capital expenditure lower than anticipated. As reported in prior months, there is a substantial level of committed costs.

Figure 6: 2020-21 Cash Profile



Rates Debtor

- Rates outstanding at the end of June 2021 was 2.4% or \$4.1 million (\$4.9 million last month). Comparative to last year June 2020 the arrears was 3.2% or \$5.6 million. As reported in prior months, interest is now being charged to outstanding rates.

Other Debtors

- Infringements outstanding total \$392,000 with 2,854 infringements (end of quarter 3 (March 2021) was \$427,000 with 3,079 infringements and end of June 2020 was \$383,000 with 2,784 infringements). Parking infringements represent the majority of the infringements outstanding at around 52%. The remaining relate to local laws, environmental health and development compliance.
- Sundry Debtors outstanding for more than 90 days total \$262,000 across 31 accounts (end of quarter 3 (March 2021) was \$205,000 across 35 accounts and end of June 2020 was \$222,000 across 106 accounts).
- The majority of debtors are recovered via internal resources. Where appropriate, remaining outstanding debts are referred to Councils external agency for collection, specifically Infringements continue to be recovered via the State Penalties, Enforcement Registry (SPER) – which manages 88% quantity or 94% value of the outstanding debtors (compared to last year was 92% quantity or 95% value).

Borrowings

- Loans balance of \$73.2 million at the reporting date are shown in Table 1.
- The quarterly debt service payment was made during June 2021.
- Council received approved loans of \$3 million in June 2021.

Table 1: Loan Portfolio (\$000) 30 Jun 2021

Loan	Balance
Airport & Precinct	6,653
Hinkler Hall of Aviation	892
Holiday Parks	155
Fleet	772
Kolan Gardens Aged Care	118
Burnett Heads CBD Upgrade	2,406
General Facilities and Infrastructure	15,629
Waste	6,389
Sewerage	37,673
Water	2,467
Total	73,153

**Item****27 July 2021****Item Number:**

G1

File Number:**Part:**

GOVERNANCE

Portfolio:

Organisational Services

Subject:

Show Holiday Nomination for 2022

Report Author:

Jon Rutledge, Manager People, Safety & Culture

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

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

Background:

Each year Council must make an 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 2 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 2 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 26 May 2022; and
- 4671 – Monday prior to People's Day for the Brisbane Exhibition – Monday 8 August 2022.

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 26 May 2022.

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 26 May 2022; and**
- **4671 – Monday 8 August 2022 (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 26 May 2022; and all Council employees in those locations have this day as their allocated Show Day Holiday.

**Item****27 July 2021****Item Number:**

G2

File Number:**Part:**

GOVERNANCE

Portfolio:

Organisational Services

Subject:

Christmas Closedown 2021

Report Author:

Jon Rutledge, Manager People, Safety & Culture

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our organisational services - 3.2 Responsible governance with a customer-driven focus - 3.2.2 Provide friendly and responsive customer service, in keeping with Council values and community expectations.

Background:

In past years, Council has agreed to the closure of Council administration offices, service centres and depots for business days over the Christmas/New Year period. It is proposed that Council offices will close from Monday 27 December 2021 and reopen on Tuesday 4 January 2022. During this period, employees will take the following leave:

- Monday 27 December 2021 – Public Holiday
- Tuesday 28 December 2021 – Public Holiday
- Wednesday 29 to Friday 31 December 2021 – Employees will be offered the alternative of taking leave, accrued Rostered Days Off (RDO's) or Time Off In Lieu (TOIL) or any combination of these.
- Monday 3 January 2022 – Public Holiday

Council will maintain an employee listing who will attend to critical business during this period.

Associated Person/Organization:

Not applicable

Consultation:

Executive Leadership Team

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:-

- 1. Council's main administration office, service centres, libraries, arts centres and depots (and other administrative and depot areas as applicable) be closed for general business on the 3 working days over the Christmas/ New Year period, namely Wednesday 29, Thursday 30 and Friday 31 December 2021, with offices and depots reopening on Tuesday 4 January 2022;**
- 2. Employees be offered the alternative of taking the subject 3 days from Leave, or a combination of Leave and accrued Rostered Days Off;**
- 3. The Chief Executive Officer advertise the closure and telephone numbers of Council officers who will attend to critical business over this period.**

**Item****27 July 2021****Item Number:**

G3

File Number:**Part:**

GOVERNANCE

Portfolio:

Organisational Services

Subject:

2020/2021 Operational Plan - Quarter 4

Report Author:

Amy Crouch, Senior Governance Officer

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our organisational services - 3.2 Responsible governance with a customer-driven focus - 3.2.2 Provide friendly and responsive customer service, in keeping with Council values and community expectations.

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 3 months with most areas achieving the targets set. Each manager has provided a comment in the report on their department or section's progress.

Associated Person/Organization:

Not applicable

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:

All financial implications and resource utilisations have been identified in the report.

Risk Management Implications:

Results, comments and status symbols provide up-to-date information that informs ongoing risk management and mitigation.

Human Rights:

There appears to be no human rights implications.

Attachments:

[!\[\]\(3cb60d42b10e53f9522bb0b392c1c4cd_img.jpg\)1](#) Quarterly Operational Report - Quarter 4






Recommendation:

That the 2020/21 Operational Plan – Quarter 4 be received and noted.



Quarterly Operational Report

Quarter 4, 2020/2021

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.

1: Our community

1.1: Economic growth and prosperity

1.1.1: 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 Services - Water Services	≥ 95.00%	91.00%		Connections in the final quarter were delayed due to conflicting priorities around completion of projects by end of financial year.
Percentage of applications to endorse Subdivision Plans decided within 15 days.	Organisation - Development - Development Assessment	≥ 95.00%	100.00%		24 plans of subdivision were endorsed in this quarter.
Percentage of low complexity development applications decided within 10 days.	Organisation - Development - Development Assessment	≥ 90.00%	50.00%		8 low risk applications were decided within 10 days or less out of a total of 17 decided for the quarter.
Percentage of pre-lodgement meeting outcomes issued within 5 days or less.	Organisation - Development - Development Assessment	≥ 80.00%	72.00%		Meeting outcomes for 18 meetings were issued within 5 days or less out of a total of 25 meetings held for the quarter.
Percentage of total code assessable development applications decided within 25 days or less.	Organisation - Development - Development Assessment	≥ 80.00%	78.00%		29 code assessable development applications were decided within 25 days or less out of a total of 41 decided for the quarter.
Percentage of total concurrence agency referrals decided within 10 days.	Organisation - Development - Development Assessment	≥ 95.00%	93.00%		113 referrals were decided within 10 days or less out of a total of 122 decided for the quarter.
Percentage of total impact assessable development applications decided within 35 days or less.	Organisation - Development - Development Assessment	≥ 60.00%	89.00%		8 impact assessable development applications were decided within 35 days or less out of a total of 9 decided for the quarter.
Percentage planning and building searches are issued within statutory and corporate timelines.	Organisation - Development - Development Assessment	≥ 95.00%	99.80%		19 planning certificates and 369 building compliance searches were issued for the quarter.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Plumbing Services: Percentage of approvals decided within 10 days.	Organisation - Infrastructure Services - Water Services	≥ 95.00%	96.00%	✓	Total applications were 245 with an amount of 234 being determined with 10 days.

1.1.2: 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		✓	Completed first phase of Reducing Urban Glow Project, which included deployment of smart technology (i.e. urban glow monitoring and lighting control); commissioned smart lighting installation at Elliott Heads Foreshore; pursuing lease opportunities with telecom providers to improve regional broadband and network capacity; investigating funding available through NBN to assist with optic fibre expansion throughout the region.

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

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage growth in our region's Gross Regional Product.	Organisation - Strategic Projects & Economic Development	≥ 2.00%	4.20%	✓	Positive growth above state and national averages.
Percentage increase or decrease in business entities registered.	Organisation - Strategic Projects & Economic Development	Trend		✓	There were an estimated 6,443 total GST registered businesses in Bundaberg Regional Council as at 30 December 2020. These are the latest figures available on the Australian

Performance Measure	Organisation Link	Target	Actual	Status	Comments
					Business Register. There were 82 new businesses and 71 business GST cancellations in the same quarter.
Preparation of Bundaberg Regional Advocacy Program.	Organisation - Strategic Projects & Economic Development	Progress		✓	Major revision planned for circa November 2021.
Unemployment rate for the Bundaberg region.	Organisation - Strategic Projects & Economic Development	< 6.50%	5.00%	✓	Unemployment dropped across the region.

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

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Bundaberg Tourism Partnership Agreement: Total number of visitors to the Bundaberg Region in the year (inclusive of domestic and international).	Organisation - Community & Environment - Arts, Culture, Tourism Facilities and Events - Tourism Facilities & Events	Trend		✗	Bundaberg Tourism have not provided statistics for this period as per July 2021 review of Bundaberg Tourism's performance against its FY2020/2021 Business Plan.
Holiday Parks: Percentage Holiday Park accommodation is occupied.	Organisation - Community & Environment - Community Services - Venues & Facilities	Trend	53.03%	—	Elliott Heads Holiday Park - 59.28%, Burnett Heads Holiday Park - 72.19%, Miara Holiday Park - 33.64%, Moore Park Beach Holiday Park - 65.66%.
Number of passengers processed through Bundaberg Regional Airport terminal.	Organisation - Community & Environment - Bundaberg Airport	≥ 30,000.00	24,591.00	●	Solid recovery of passenger numbers processed through the terminal continued, with 50% growth over quarter 3. There is still some way to go before a return to targeted levels but, assuming the present trend continues, this could be as early as FY2021/2022 quarter 1.
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%	48.76%	✓	Council's buy local average for the Year 48.76%. Payments for large projects and plant (Commercial Vehicles) continued to

Performance Measure	Organisation Link	Target	Actual	Status	Comments
					impact the progress of this goal in quarter 4.

1.1.5: 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 pipe line 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.		✓	Managing new aquatic facility, art gallery, recreational precinct, Moore Park Beach and kendalls flat.

1.2: Safe, active, vibrant and inclusive community

1.2.1: 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	420.00	✓	Be Active Be Alive (winter program)
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	✓	Including Be Active Be Alive, 10,000 Steps and sporting events.
Percentage of agreed service levels have been met.	Organisation - Community & Environment - Parks, Sport & Natural Environment - Parks Operations & Maintenance	≥ 85.00%	97.00%	✓	Service Levels have remained high and have been met for this quarter.

1.2.2: 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 - Strategic Planning	Yes/No	Yes	✓	5 approvals were audited during the quarter.

1.2.3: 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 Services	≥ 50.00	590.00	✓	Continued increase in service delivery.
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 Services	Trend	590.00	—	Service provision remains consistent.
Events/Workshop: Number of attendees to workshop for events.		Trend		✓	Events are going at capacity.
Funded Programs (State & Federal): Percentage programs and services are demonstrating compliance with standards and meeting funding targets.	Organisation - Community & Environment - Community Services - Community Services	≥ 98.00%	98.00%	✓	Meeting funding obligations and outputs.
Local Law, Animal Management - number of community education programs delivered/attended.	Organisation - Community & Environment - Health & Regulatory Services	≥ 10.00	0.00	●	PetPep school based community education program impacted by COVID-19 and will be reconsidered in the coming financial year.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of community development partnerships, projects and initiatives promoted and supported by Council.	Organisation - Community & Environment - Community Services - Community Development	Trend	20.00	✓	Partnerships - 8, Projects - 3, Events - 9
Number of community grants provided.	Organisation - Community & Environment - Community Services - Community Development	Trend	18.00	✓	February 2021 Community Grants round and Micro grant only.
Number of financial assistance requests/applications supported (individuals/sporting organisations/events).	Organisation - Community & Environment - Parks, Sport & Natural Environment - Sport & Recreation	Trend	6.00	—	Bundaberg Cycling Club amendment to sponsorship agreement and 5 applications for Young People in Sport
Number of occasions that information, advice and referral services were provided.	Organisation - Community & Environment - Community Services - Childers Neighbourhood Centre	Trend	3,452.00	—	Increased utilisation of services.
Number of service users who received a service.	Organisation - Community & Environment - Community Services - Childers Neighbourhood Centre	Trend	3,598.00	—	Continue to have high engagement across programs.
Number of service users with improved quality of life.	Organisation - Community & Environment - Community Services - Childers Neighbourhood Centre	Trend	3,709.00	—	Improved connection to community resulting in improved wellbeing.
Number of services users with improved ability to access appropriate services.	Organisation - Community & Environment - Community Services - Childers Neighbourhood Centre	Trend	4,188.00	—	Increase in participation has led to an increase in knowledge of service availability.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
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 Services	≥ 300.00	590.00	✓	Significant work has continued to ensure older members of our community stay connected.
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 Services	≥ 150.00	517.00	✓	Significant work has continued to ensure older members of our community stay connected.

1.3: An empowered and creative place

1.3.1: 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
Capacity: Days booked as a percentage of total days available.	Organisation - Community & Environment - Arts, Culture, Tourism Facilities and Events - Moncrieff Entertainment Centre	Trend	70%	—	Of the 70 days available from 1 April 2021 to 30 June 2021, 46 days were booked. Capacity was as follows on a month-by-month basis: April - 55%, May - 66%, June - 88%. This is a good result.
Number of community groups using the Moncrieff Entertainment Centre.	Organisation - Community & Environment - Arts, Culture, Tourism Facilities and Events - Moncrieff Entertainment Centre	Trend	6.00	—	Examples: 2 Sponsorship Program events - Music of the Night (Suellen Cusack) & Fundaberg (Ashley Walmsley) these had extremely good patron numbers and the shows were well received from by the community.
Number of participants in our community programs.	Organisation - Community & Environment - Library Services	≥ 1,800.00	1,794.00	—	Library program capacity has been reduced to meet social distancing requirements. Programs delivered have been well attended.
Number of patrons using our libraries.	Organisation - Community & Environment - Library Services	≥ 65,000.00	41,123.00	—	COVID-19 has impacted visitor numbers to Bundaberg Regional Libraries.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of patrons visiting the Moncrieff Entertainment Centre.	Organisation - Community & Environment - Arts, Culture, Tourism Facilities and Events - Moncrieff Entertainment Centre	≥ 8,000.00	10,902.00	■	Even though we had 4 cancelled shows we had a great line up of live performances this quarter that kept our patron numbers up. Example: John Williamson, James Morrison, Human Nature, John Butler, The Tap Pack and A Taste of Ireland. In total there were 25 live events and 14 Cinema screenings this quarter.
Number of visitors to BRAG and ChArts.	Organisation - Community & Environment - Arts, Culture, Tourism Facilities and Events - Galleries - BRAG & ChArts	Trend	6,792.00	■	Bundaberg Regional Art Gallery (BRAG) Total 2674; Childers Arts Space (ChArts) Total 4088
Occupancy: Seats booked as a percentage of total seats available.	Organisation - Community & Environment - Arts, Culture, Tourism Facilities and Events - Moncrieff Entertainment Centre	Trend	35%	■	The total 35% occupancy figure is broken down by month here: April - 17%, May - 51%, June - 37%. This is low due to show postponements or cancellations from COVID restrictions for 2 shows and 2 shows with low ticket sales. Occupancy for film events in the quarter was 14% and 45% for live events.

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

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of participants in our Digital Literacy programs.	Organisation - Community & Environment - Library Services	≥ 100.00	216.00	■	Digital Literacy programs are well attended. Smartphone sessions have been increased due to high demand. The Coffee & Computers program is continually proving to be popular.
Number of performing arts initiatives designed to engage with our community.	Organisation - Community & Environment - Arts, Culture, Tourism Facilities and Events - Moncrieff Entertainment Centre	≥ 3.00	2.00	●	Highlights: Music of the Night and Fundaberg - Sponsorship of local artists. Due to the change in management and the new staffing structure there wasn't the level of

Performance Measure	Organisation Link	Target	Actual	Status	Comments
					resources necessary to present any further activity.
Number of visual arts initiatives designed to engage with our community.	Organisation - Community & Environment - Arts, Culture, Tourism Facilities and Events - Galleries - BRAG & ChArts	Trend	40.00	—	Initiatives include: collaboration with Central Queensland Regional Arts Services Network for Shine Bright Festival; collaboration with Makers Shopfront for Makers Residency and Weekend Workshop; collaboration with The Creche and Kindergarten Association (C&K) Kindergartens; Savour Artist Table Event; Savour Artist Talks; Robert Brownhall Artist Talk; and ongoing Gallery programming.

2: Our environment

2.1: Infrastructure that meets our current and future needs

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

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage of complaints formally acknowledged within 5 days.	Organisation - Development - Development Compliance	= 100.00%	93.00%	✓	62 out of 67 complaints were acknowledged within 5 days for the quarter.

2.1.2: 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 Services - Water Services	= 95.00%	100.00%	✓	Overall 100% program completed over the 4 quarters of FY2020/2021.



Performance Measure	Organisation Link	Target	Actual	Status	Comments
Delivery of Water Capital Projects Program: Percentage of adopted budget completed.	Organisation - Infrastructure Services - Water Services	= 95.00%	95.00%	✓	Overall 95% completed for the FY2020/2021. The water program is composed of 2 significant projects such as Kalkie and Gregory Water Treatment Plants. Some delay occurred due to technical design issues.

2.1.3: 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		✓	Proposing to update sustainable Bundaberg strategy FY2021/2022.





2.1.4: 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 Sport and Convention Centre.	Organisation - Community & Environment - Arts, Culture, Tourism Facilities and Events - Tourism Facilities & Events	Trend	4,652.00	—	Figures are taken from hirers at the time of booking.
Number of visitors to iconic facilities (Hinkler Hall of Aviation and Fairymead House).	Organisation - Community & Environment - Arts, Culture, Tourism Facilities and Events - Tourism Facilities & Events	> 4,000.00	6,559.00	✓	Hinkler Hall of Aviation 5103, Fairymead House 1456
Percentage usage of halls and community facilities including Coronation Hall, School of Arts and Gin Gin RSL.	Organisation - Community & Environment - Community Services - Venues & Facilities	Trend	38.30%	—	Coronation Hall - 33.67%, School of Arts - 50%, Gin Gin RSL Hall - 31.25%.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage usage of the Recreational Precinct.	Organisation - Community & Environment - Community Services - Venues & Facilities	Trend	56.05%		Usage is consistent with seasonal usage of the facility - increased on previous period due to a number of large events held during this reporting period.
Swimming Pools: Community satisfaction or suitability of facility to promote active and healthy community life.	Organisation - Community & Environment - Community Services	≥ 90.00%	93.81%		113 survey responses received. 106 answered yes, 7 answered no.

2.2: Sustainable and affordable essential services

2.2.1: 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 Road, Drainage and Footpath Customer Requests (CRM Tasks) completed within allocated time periods.	Organisation - Infrastructure Services - Engineering Services - Corridor Management	≥ 80.00%	64.00%		There were 1557 tasks closed during this quarter. Of these, 64% (996) met service level requirements, with an average processing time of 19 days.
Replacement of Footpath Assets in accordance with Long Term Asset Management Plan	Organisation - Infrastructure Services - Engineering Services - Assets	100% per annum	84%		Trending positively.
Replacement of Road Assets in accordance with the Long Term Asset Management Plan	Organisation - Infrastructure Services - Engineering Services - Assets	100% per annum	149%		Trending positively. Council has replaced more assets during the FY2020/2021 period than had been assigned for this period in the Long Term Asset Management Plan.
Replacement of Stormwater Assets in accordance with Long Term Asset Management Plan.	Organisation - Infrastructure Services - Engineering Services - Assets	90% per annum	102%		Trending positively. Council has replaced more assets during the FY2020/2021 period than had been assigned for this period in the Long Term Asset Management Plan.

2.2.2: 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 Services - Water Services	< 5.00	0.49	✓	13 odour complaints were received during this quarter from a total of 26,768 sewerage connections.
Wastewater reliability: Percentage of customers who do not experience interruption.	Organisation - Infrastructure Services - Water Services	≥ 95.00%	99.74%	✓	70 sewerage connections experienced a service interruption during this quarter from a total of 26,768 sewerage connections.
Wastewater reliability: Sewer main breaks and chokes per 100km of mains.	Organisation - Infrastructure Services - Water Services	≤ 40.00	7.10	✓	51 sewer main breaks and chokes occurred across the region during this quarter. The total length of the sewer main is 718.18 km.
Wastewater: Number of reportable incidents.	Organisation - Infrastructure Services - Water Services	≤ 5.00	11.00	✓	A total of 11 wastewater reportable incidents were recorded across the catchments.
Water supply quality: Water quality complaints per 1,000 connections.	Organisation - Infrastructure Services - Water Services	≤ 10.00	0.67	✓	22 water quality complaints were received for the quarter from a total of 32,794 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 Services - Water Services	≤ 5.00	0.06	✓	No new reportable drinking water incidents were recorded during this quarter. 2 on-going Trihalomethane exceedance incidents - Gregory River (4 sites) and Lake Monduran (one site).
Water supply reliability: Percentage of customers who do not experience a planned interruption.	Organisation - Infrastructure Services - Water Services	≥ 95.00%	98.07%	✓	632 water connections experienced a planned service interruption during this quarter from a total of 32,794 water connections.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Water supply usage: Raw water usage vs allocation. Water usage as a percentage of allocation for Bundaberg Region.	Organisation - Infrastructure Services - Water Services	≤ 80.00%	74.00%	✓	Raw water usage to date is 12,000.85ML from total combined yearly allocation of 16,138ML. The rainfall received during this quarter was slightly less than the rainfall received in the corresponding quarter last year.

2.2.3: 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	551 additional Waste Services were provided for the 12 month period.	—	The growth in Waste Services is the highest number for a number of years and reflects the building boom in the region. The trend is likely to accelerate.

2.2.4: 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 Services - Fleet & Trade Services	≥ 95.00%	99.79%	✓	A total of 478 jobs were completed with 477 completed when scheduled. 99.79%
Percentage of internal client survey results satisfactory or above.	Organisation - Infrastructure Services - Fleet & Trade Services	> 75.00%	98.41%	✓	A total of 63 internal client surveys were returned with 62 satisfactory or above (98.41%) - 34 very satisfied (53.97%) and 28 satisfied (44.44%) responses.
Percentage of overall plant, vehicle and equipment availability.	Organisation - Infrastructure Services - Fleet & Trade Services	≥ 95.00%	97.85%	✓	Overall major plant availability of 97.85%.

2.3: Sustainable built and natural environments

2.3.1: 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	230.00	✓	The reduction in the number of biosecurity inspections undertaken was due to significant staff leave taken during this period (14 weeks full time equivalent).

2.3.2: 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 Environment - Natural Resource Management	≥ 6.00	6.00	✓	Land Protection undertook fox baiting with Gidarjil Land & Sea Rangers, ran three wild dog baiting events and worked with South Burnett Regional Council on a declared weed response program. Natural Areas ran a dune care activity at Elliott heads, worked with Queensland Rural Fire Service on a planned burn at Buxton and participated in community consultation processes for the Washpool Creek Project and Bargara Shoreline Erosion Management Plan (SEMP).
Number of public awareness, education programs and activities delivered.	Organisation - Community & Environment - Parks, Sport & Natural Environment - Natural Resource Management	≥ 6.00	10.00	✓	Two Land Protection events, three Zoo educational talks and five Natural Areas educational activities were undertaken.

2.3.3: 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%	104.60%	✓	Revised revenue target met. (Revised down due to COVID-19 relief package effect on dog registration).

2.3.4: 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 - Health & Regulatory Services - Environmental Health Services	≥ 6.00	1.00	●	With ongoing changes for gatherings, Environmental Health Services has utilised online training as the primary method of delivering programs. Council has just renewed the "I'm Alert" food safety training subscription, allowing food handlers throughout the region to complete quality food safety training for free.
Number of illegal dumping and littering complaints investigated.	Organisation - Community & Environment - Health & Regulatory Services - Environmental Health Services	Trend	141.00	—	Illegal dumping continues to be a significant body of work. The projects run over the last 12 months to increase awareness are successfully represented by the ongoing high number of complaints and subsequent investigations. Council is seeking further State funding to maintain the current illegal dumping program to the same capacity.



3: Our people our business

3.1: A sustainable financial position

3.1.1: 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 amended to reflect updated operating assumptions, revised financial forecasts and projected capital investment program.

3.1.2: 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		Council is meeting its legislative and operational standards for cash flow, investments, financial audits and accounts payable.
Minimum return on investments is 1.3 times the bank bill swap rate.	Organisation - Organisational Services - Financial Services	≥ 1.30	42.00		Return on investments was 42 times the bank bill swap rate (BBSW) for this quarter, compared to 5.4 times for the same quarter last year. BBSW declined significantly to record lows of around 0.01%, whereas both short and long term interest rates have remained more stable throughout the period.
Number of payments outside of terms.	Organisation - Organisational Services - Financial Services - Accounting Services	≤ 90.00	60.00		On track.
Outstanding rates as a percentage of rates levied, prior to six monthly rates billing.	Organisation - Organisational Services - Financial Services	< 5.00%	2.40%		Council has been very successful in managing outstanding rates at levels well below the maximum threshold.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Sufficient working capital is available to meet forecast operational needs and maintained over the long-term financial forecast. Level of funds available greater than Council's minimum cash requirement.	Organisation - Organisational Services - Financial Services	≥ \$40,000,000.00	\$147,100,000.00	✓	Council holds sufficient cash to fund major projects scheduled for the upcoming financial year, with no liquidity issues foreseeable in the short term.

3.1.3: Review, monitor and evaluate asset management.




Performance Measure	Organisation Link	Target	Actual	Status	Comments
Annual review of Asset Management Plan and Capital Investment Plan.	Organisation - Organisational Services - Financial Services	Yes/No	Yes	✓	Capital Investment Plan (CIP) has been reviewed throughout the development of the budget FY2021/2022 along with linkage to Asset Management Plans and adjusted for affordability.

3.1.4: 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		✓	Works for Queensland funding allocated towards new aquatic facility, 2 x Building Better Regions Fund applications pending, multiple other letter of support and grant funding opportunities pending.
Meeting the reporting requirements and project milestones of the funding agreements.	Organisation - Organisational Services - Financial Services	≥ 90.00% of projects delivered in accord with the Funding agreements	99%	✓	Council submitted variations during March 2021 of which 2 were approved (Local Roads and Community Infrastructure Program (LRCIP) awaiting formal response). Milestones for all apart from one project have been met (subject to LRCIP approval). That milestone was a project not fully delivered by 30 June 2021 which Council is working with the Department on.

3.2: Responsible governance with a customer driven focus



3.2.1: 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 offer of employment).	Organisation - Organisational Services - People, Safety & Culture - People, Safety & Culture	Average 30 business days	33.94 business days		Some recruitment processes for hard to fill roles have increased the average timeframe.
Continue to maintain and develop a strong employment programs offering across Council.	Organisation - Organisational Services - People, Safety & Culture - People, Safety & Culture	≥ 80.00% of trainees/apprentices gain qualifications	Current average of 54% completion of qualification with 51% of traineeship or apprenticeship completed.		Progress for current financial year cohort remains strong. Learning and Development Advisor to continue to work with managers and trainees/apprentices to continue tracking progress of qualification completion to time left on employment contract. No immediate issues of concern for current cohort.
Internal Human Resources investigations are managed in a timely manner.	Organisation - Organisational Services - People, Safety & Culture - People, Safety & Culture	Average 30 business days	Less than 30 days		On track.
Percentage of staff and supervisors satisfied with training and development received.	Organisation - Organisational Services - People, Safety & Culture - People, Safety & Culture	> 95.00%	94.00%		A strong result and good response over the quarter with strong satisfaction from staff.
Percentage of staff successfully completed mandatory training requirements, including leadership development training.	Organisation - Organisational Services - People, Safety & Culture - People, Safety & Culture	≥ 90.00%	83.22%		Quarter 4 saw continued strong compliance with Workplace Health & Safety compliance training returning a 96.74% completion rate. A focus for the new financial year will be renewed focus toward eLearning completion and mandatory corporate training to return actual results meeting target expectations for next financial year.

3.2.2: 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%	89.00%		7450 rates reminders impacted service for the month of April. Outside this period, the Call Back option delivered results for both May & June with the average for those periods equal to 94%.
Percentage of customer requests (CRMs) overdue or outstanding in relation to assigned timeframes.	Organisation - Organisational Services - Financial Services - Customer Service	≤ 15.00%	21.00%		Dog Registration Inspection program conducted within this quarter has impacted results, with requests to remain open until the end of the program finish date.
Regulatory Services - Number of proactive officer generated CRMs across all three areas.	Organisation - Community & Environment - Health & Regulatory Services	Trend	325.00		Includes 174 'overgrown' category.

3.2.3: 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 May 2021.
Number of Right to Information and Information Privacy internal and external reviews initiated.	Organisation - Organisational Services - Governance & Legal Services	Trend	3.00		There were 3 external reviews submitted by applicants this financial year.
Percentage of Administrative Action Complaints received and processed within applicable timeframes.	Organisation - Organisational Services - Governance & Legal Services	≥ 90.00%	100.00%		11 administrative action complaints were received. 3 complaints are ongoing and all other complaints were processed within applicable timeframes.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage of appropriate and current contractual arrangements in place for council owned and/or managed property.	Organisation - Organisational Services - Governance & Legal Services	≥ 80.00%	97.96%	✓	Favourable to target.
Percentage of compliant Right to Information and Information Privacy applications processed within legislative timeframes.	Organisation - Organisational Services - Governance & Legal Services	= 100.00%	100.00%	✓	7 Right to Information applications were received this quarter, with 2 applications currently being processed.
Percentage of insurance claims processed submitted within timeframes.	Organisation - Organisational Services - Governance & Legal Services	≥ 95.00%	100.00%	✓	21 Insurance claims were processed within time frames (internal, motor vehicle and public liability claims).
Percentage of privacy complaints processed within legislative timeframes.	Organisation - Organisational Services - Governance & Legal Services	= 100.00%	0.00%	✓	Council did not receive any privacy complaints during this quarter.

3.2.4: 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 - Audit Services Branch	≥ 2.00	3.00	✓	KPMG have completed 3 audits within this quarter. All planned audits in this financial year have been completed.
Number of Internal Quality, Safety, Environmental (systems and processes) Audits completed.	Organisation - Organisational Services - Audit Services Branch	≥ 2.00	2.00	✓	Two audits have been completed within this quarter.

3.2.5: 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%	99.99%	✓	344 responses were received in the last quarter with an average satisfaction of 4.8/5 stars.
Information Services service desk tickets opened vs. closed.	Organisation - Organisational Services - Information Services	≤ 0.00	191.00	●	A busy quarter with the change over to Microsoft Teams for landline and mobile calls saw ticket numbers increase.
Operational risks reviewed quarterly by operational areas.	Organisation - Organisational Services - Governance & Legal Services	≥ 75.00%	60.00%	✓	Operational and fraud and corruption risk reviews have commenced and are continuing, with 9 branches to be finalised by early July 2021.
Percentage of information mapping services availability.	Organisation - Organisational Services - Information Services	≥ 98.00%	99.96%	✓	On track.

3.3: Open communication


3.3.1: 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 articles published on bundabergnow.com.	Organisation - Communications & Marketing	= 70.00	113.00	—	113 Council and Council facility related stories were published in this quarter.


3.3.2: Proactively support and encourage community engagement and collaboration.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Total number of followers on Facebook.	Organisation - Communications & Marketing	5% increase on last quarter.	Facebook followers increased by 1089, an increase of 3.65%.	●	While slightly under target, the followers base experienced positive growth in this quarter.

3.3.3: 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
Council e-newsletter open rate. Measured against industry standard.	Organisation - Communications & Marketing	≥ 28.00%	30.97%		Engagement remains above industry standard.

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

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Council e-newsletter subscriber growth.	Organisation - Communications & Marketing	5% increase on last quarter.	Subscribers are down 2.31% to 19,588.		Due to changes in the electronic direct mail sign up system, subscriber numbers have been impacted. While working with the supplier to automate this process there will be periods of disruption to subscriber growth.

**Item****27 July 2021****Item Number:**

G4

File Number:

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Part:

GOVERNANCE

Portfolio:

Organisational Services

Subject:

Delegations Register Review

Report Author:

Amy Crouch, Senior Governance Officer

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our organisational services - 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 the 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.

Delegations to the Chief Executive Officer

LGAQ provided an update in April 2021 which has been reviewed by Governance and Legal Services and includes the following changes:

New registers added

- *Land Regulation 2020*

- *Nature Conservation (Animals) Regulation 2020*
- *Nature Conservation (Plants) Regulation 2020*

Repealed legislation

- *Nature Conservation (Administration) Regulation 2017*
- *Nature Conservation (Wildlife Management) Regulation 2006*

Changes of substance to existing registers:

- *Building Act 1975*
- *Land Act 1994*
- *Mineral and Energy Resources (Common Provisions) Act 2014*
- *Residential Tenancies and Rooming Accommodation (COVID-19 Emergency Response) Regulation 2020*
- *Transport Infrastructure Act 1994*
- *Workers Compensation and Rehabilitation Act 2003*

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

Delegations/authorisation to the Mayor

Council previously adopted the Council to Mayor Register on 20 August 2019 and is due for review.

Minor changes have been made to existing wording for items 1, 2 and 6, and a previous delegation has been removed as the legislative section 276(2) of the *Local Government Regulation 2012* it referenced was repealed.

The proposed version 2 of this register is attached for consideration.

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 Register of Delegations - Council to Mayor, version 2
- ↓2 Register of Delegations - Council to Chief Executive Officer Amendments

Recommendation:

Pursuant to section 257(1)(a) of the *Local Government Act 2009*, the Register of Delegations – Mayor, version 2, be adopted by Council.

Recommendation:

Pursuant to section 257(1)(b) 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 THE MAYOR

Under section 257 of the *Local Government Act 2009*, **Bundaberg Regional Council** resolves to delegate the exercise of the powers contained within this Register to the Mayor.

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION/POLICY	ADOPTED BY COUNCIL	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
1.	Mayor	Power to decide the way in which the annual performance appraisal of the Chief Executive Officer is to be conducted.	Section 12(4)(d) <i>Local Government Act 2009</i>		
2.	Mayor	Power to agree, in writing, to vary the conditions of employment (including remuneration) of the Chief Executive Officer.	Section 194(3) and (4)(b) <i>Local Government Act 2009</i> and clause 8.2 of the Chief Executive Officer Contract of Employment		
3.	Mayor	Power to appoint a qualified person to act as the Chief Executive Officer during any vacancy in the position or any period when the Chief Executive Officer is absent from duty.	Section 195 <i>Local Government Act 2009</i>		
4.	Mayor	Power to appoint a chairperson of a committee.	Section 267(1) <i>Local Government Regulation 2012</i>		
5.	Mayor	Power to establish a Local Disaster Management Group for the local government area.	Section 29 <i>Disaster Management Act 2003</i>		
6.	Mayor	Financial delegation/authorisations: <ul style="list-style-type: none"> - Purchasing authority of up to \$16,500 subject to expenditure being within the approved budget. - Provision of a corporate purchase card with a transaction limit and monthly limit to be determined by the Chief Executive Officer, for business related expenses. - Authorisation of business related expenses for Councillors reimbursement and Chief Executive Officer corporate purchase card subject to expenditure being within approved budget. 	Procurement Policy		In accordance with: <ul style="list-style-type: none"> - Financial/Procurement Delegation Register; - Procurement and Contract Manual; and - Corporate Purchase Card Procedural Manual.



REGISTER OF DELEGATIONS – COUNCIL TO CHIEF EXECUTIVE OFFICER

Building Act 1975					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	COMMENTS
1.	Chief Executive Officer	Power, as assessment manager, to prepare a written statement of reasons.	Section 68A(2)	27-Jul-2021	New
2.	Chief Executive Officer	Power, as local government, on an application by the owner of an RCB for a later day to obtain a fire safety compliance certificate or certificate of occupancy to: (a) consult on the application; (b) decide the application; (c) impose conditions on the grant of an application; (d) give an information notice about the decision.	Section 231AL	27-Jul-2021	New

Land Act 1994					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	COMMENTS
1.	Chief Executive Officer	Power, as trustee or lessee, to apply for the simultaneous opening or closing of roads subject to section 109B(1)(a), (b) and (c).	Section 109B(1)	27-Jul-2021	Amendment
2.	Chief Executive Officer	Power to provide a statement of Council's views on the proposed subdivision.	Section 176(2)(b)	27-Jul-2021	New

Land Regulation 2020					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF DELEGATION	COMMENTS
1.	Chief Executive Officer	Power, as trustee, to: (a) give a public notice of the decision to adopt the model by-law; and (b) notify the chief executive.	Section 4(3)	27-Jul-2021	NB. for the avoidance of doubt, this section does not include the power to adopt the model by-law. New
2.	Chief Executive Officer	Power, as lessee, to appeal against the purchase price decision.	Section 19(2)	27-Jul-2021	New
3.	Chief Executive Officer	Power, as prospective lessee or licensee, to appeal against the rental category decision.	Section 31(3)	27-Jul-2021	New
4.	Chief Executive Officer	Power, as prospective permittee, to appeal against the rental category decision.	Section 32(3)	27-Jul-2021	New
5.	Chief Executive Officer	Power, as a tenure holder in the circumstances set out in subsection 60(1), to apply to the Minister for a deferral of all or part of the rent or instalments payable for the tenure.	Section 60(2)	27-Jul-2021	New

Mineral and Energy Resources (Common Provisions) Act 2014					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	COMMENTS
1.	Chief Executive Officer	Power, in the circumstances set out in subsection 91A(1), to give an arbitration election notice requesting the other party participate in an arbitration to decide the dispute.	Section 91A(2)	27-Jul-2021	Amendment
2.	Chief Executive Officer	Power, as an owner or occupier of land that may be affected by a resource authority, to give notice to an authorised officer of concerns relating to the resource authority.	Section 101D(1)	27-Jul-2021	New



Mineral and Energy Resources (Common Provisions) Act 2014					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	COMMENTS
3.	Chief Executive Officer	Power, as a party who attends a conference, to apply to the Land Court for an order requiring a party who did not attend the conference to pay the attending party's reasonable costs of attending.	Section 101F(4)(b)	27-Jul-2021	New

Nature Conservation (Animals) Regulation 2020					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	COMMENTS
1.	Chief Executive Officer	Power, as the owner of an airport, in the circumstances listed in subsection 42(1), to: (a) take the animal at the airport; (b) remove or otherwise deal with an animal breeding place used by the animal; (c) keep an animal taken for the purpose of releasing it; and (d) release the animal into a prescribed natural habitat for the animal.	Sections 42(2) and (3)	27-Jul-2021	New
2.	Chief Executive Officer	Power, in the circumstances listed in subsection 61(1) to: (a) destroy the flying-fox roost; (b) drive away, or attempt to drive away, a flying-fox from the roost; and (c) disturb a flying fox in the roost.	Section 61(2)	27-Jul-2021	New
3.	Chief Executive Officer	Power to carry out the activities listed in subsection 62(1) in relation to a tree that is a flying-fox roost.	Section 62(1)	27-Jul-2021	New
4.	Chief Executive Officer	Power to apply to the chief executive for the grant of an animal authority.	Section 235	27-Jul-2021	New
5.	Chief Executive Officer	Power to amend an application for the grant of an animal authority.	Section 243	27-Jul-2021	New
6.	Chief Executive Officer	Power, as the holder of a renewable licence, to apply to renew the licence.	Section 258	27-Jul-2021	New
7.	Chief Executive Officer	Power, as the holder of an animal authority, to apply for an amendment of the authority.	Section 265	27-Jul-2021	New
8.	Chief Executive Officer	Power to amend an application for the amendment of an animal authority.	Section 267	27-Jul-2021	New
9.	Chief Executive Officer	Power to comply with a notice from the chief executive the holder the opportunity to make written representations to the chief executive about why the proposed amendment should not be made.	Section 271(1)	27-Jul-2021	New
10.	Chief Executive Officer	Power to make written representations to the chief executive about why the chief executive should not suspend or cancel an animal authority.	Section 275(1)	27-Jul-2021	New
11.	Chief Executive Officer	Power to apply to have an animal authority that has been damaged, destroyed, lost or stolen, replaced.	Section 279	27-Jul-2021	New
12.	Chief Executive Officer	Power to surrender an animal authority (with an accompanying notice of surrender) to the chief executive.	Section 280	27-Jul-2021	New
13.	Chief Executive Officer	Power to apply to the chief executive to amend the urban flying-fox management area map.	Section 371	27-Jul-2021	New
14.	Chief Executive Officer	Power, as an affected person, to apply to the chief executive for a review of the decision.	Section 379(1)	27-Jul-2021	New
15.	Chief Executive Officer	Power, as an affected person, to ask the chief for an information notice for the decision.	Section 379(2)	27-Jul-2021	New
16.	Chief Executive Officer	Power to agree to a longer period for the chief executive to comply with section 381(1).	Section 381(2)	27-Jul-2021	New
17.	Chief Executive Officer	Power, as an affected person, to apply to QCAT for a stay of the operation of a decision.	Section 382	27-Jul-2021	New
18.	Chief Executive Officer	Power to apply to QCAT for a review of an internal review decision.	Section 383	27-Jul-2021	New



Nature Conservation (Plants) Regulation 2006					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	COMMENTS
1.	Chief Executive Officer	Power, as the holder of a plant authority, to ensure a relevant person carrying out an activity under the authority has a copy of the authority endorsed by the holder with the relevant person's name and residential address available for inspection.	Section 63(2)	27-Jul-2021	New
2.	Chief Executive Officer	Power, as the holder of a plant authority, to: (a) give the chief executive a notice stating the nature of the change and (b) apply to the chief executive for an amendment of the authority to reflect the change.	Section 64(1)	27-Jul-2021	New
3.	Chief Executive Officer	Power, as the holder of a protected plant growing licence, to carry out the activities listed in section 71.	Section 71	27-Jul-2021	New
4.	Chief Executive Officer	Power, as the holder of a protected plant harvesting licence, to take an authorised plant in accordance with section 79.	Section 79	27-Jul-2021	New
5.	Chief Executive Officer	Power, as the holder of a protected plant clearing permit, to carry out the activities listed in section 89.	Section 89	27-Jul-2021	New
6.	Chief Executive Officer	Power to apply to the chief executive for the grant of a plant authority.	Section 97	27-Jul-2021	New
7.	Chief Executive Officer	Power to amend an application for the grant of a plant authority.	Section 107	27-Jul-2021	New
8.	Chief Executive Officer	Power, as the holder of a plant authority, to apply to amend the authority.	Section 117	27-Jul-2021	New
9.	Chief Executive Officer	Power, as the holder of a plant authority, to make written representations to the chief executive about why a proposed amendment to the plant authority should not be made.	Section 121	27-Jul-2021	New
10.	Chief Executive Officer	Power, as the holder of a plant authority, to make written representations to the chief executive about why the chief executive should not suspend or cancel the plant authority.	Section 124	27-Jul-2021	New
11.	Chief Executive Officer	Power to apply to have a plant authority that has been damaged, destroyed, lost or stolen, replaced.	Section 128	27-Jul-2021	New
12.	Chief Executive Officer	Power to surrender a plant authority (with an accompanying notice of surrender) to the chief executive.	Section 129	27-Jul-2021	New
13.	Chief Executive Officer	Power to ask the chief executive to agree to reduce the area of the usual buffer zone for an area to be cleared.	Section 134	27-Jul-2021	New
14.	Chief Executive Officer	Power, as the holder of a protected plant licence in the circumstances set out in subsection 152(1), to keep a protected plant harvest record.	Section 152	27-Jul-2021	New
15.	Chief Executive Officer	Power, as the holder of a plant authority in the circumstances set out in subsection 163(1), to give the chief executive a notice stating the record or copy has been stolen, lost, destroyed or damaged.	Section 163	27-Jul-2021	New
16.	Chief Executive Officer	Power, in the circumstances set out in subsection 177(2), to remove a harvest label.	Section 177	27-Jul-2021	New
17.	Chief Executive Officer	Power, as an affected person, to apply for a review of a decision.	Section 190(1)	27-Jul-2021	New
18.	Chief Executive Officer	Power, as an affected person, to ask the chief executive for an information notice for the decision.	Section 190(2)	27-Jul-2021	New



Nature Conservation (Plants) Regulation 2006					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	COMMENTS
19.	Chief Executive Officer	Power to agree to a longer period for the chief executive to comply with section 192.	Section 192	27-Jul-2021	New
20.	Chief Executive Officer	Power, as an affected person, to apply to QCAT for a stay of the operation of a decision.	Section 193	27-Jul-2021	New
21.	Chief Executive Officer	Power, in the circumstances set out in subsection 194(1), to apply to QCAT for a review of an internal review decision.	Section 194	27-Jul-2021	New

Residential Tenancies and Rooming Accommodation (COVID-19 Emergency Response) Regulation 2019					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	COMMENTS
1.	Chief Executive Officer	Power, as a lessor, in the circumstances set out in subsection 11(4), to give a tenant a show cause notice for the unpaid rent.	Section 11(2)	Item G2 28-Jul-2020	Removed
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)	Item G2 28-Jul-2020	Removed
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)	Item G2 28-Jul-2020	Removed
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)	Item G2 28-Jul-2020	Removed
5.	Chief Executive Officer	Power, as a lessor, enter a tenancy variation agreement with the tenant.	Section 13(4)	Item G2 28-Jul-2020	Removed
6.	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	Item G2 28-Jul-2020	Removed
7.	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	Item G2 28-Jul-2020	Removed
8.	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	Item G2 28-Jul-2020	Removed
9.	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)	Item G2 28-Jul-2020	Removed
10.	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)	Item G2 28-Jul-2020	Removed
11.	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)	Item G2 28-Jul-2020	Removed
12.	Chief Executive Officer	Power, as a provider, enter a residency variation agreement with the resident.	Section 51(4)	Item G2 28-Jul-2020	Removed
13.	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(4)	Item G2 28-Jul-2020	Removed



Residential Tenancies and Rooming Accommodation (COVID-19 Emergency Response) Regulation 2019					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	COMMENTS
14.	Chief Executive Officer	Power, in the circumstances prescribed by subsection 92(3), to: (a) make a dispute resolution request under repealed section 12(2); and (b) make an application to the tribunal under repealed section 12(3).	Section 92(3)	27-Jul-2021	New

Transport Infrastructure Act 1994					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	COMMENTS
1.	Chief Executive Officer	Power, as an owner or occupier of land, to provide written approval agreeing to the proposed temporary occupier occupying or using the land under section 35.	Section 36(1)	27-Jul-2021	Amendment
2.	Chief Executive Officer	Power to enter into a lease or sublease of local government tollway corridor land to another person, for use as a tollway.	Section 105J(9) and (10)	27-Jul-2021	Amendment
3.	Chief Executive Officer	Power, as a person given a written notice under section 303(2D), to claim compensation under the <i>Acquisition of Land Act 1967</i> , section 12(5A) and (5B) and part 4.	Section 303AAA	27-Jul-2021	New

Workers' Compensation and Rehabilitation Act 2003					
NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	ADOPTED BY COUNCIL	COMMENTS
1.	Chief Executive Officer	Power, as an employer, to pay a worker an amount, either in compensation or instead of compensation, in the circumstances provided for in subsection 109(5).	Section 109(5)	27-Jul-2021	New
2.	Chief Executive Officer	Power, as an employer, whose worker sustains an injury for which compensation may be payable, to complete a report in the approved form and give the report to the insurer.	Section 133	27-Jul-2021	Amendment
3.	Chief Executive Officer	Power, as an employer, to give the insurer written notice in the approved form if: (a) a worker asks the employer for compensation for an injury sustained by the worker; or (b) the employer pays the worker an amount, either in compensation or instead of compensation, that is payable by the employer as a self-insurer or WorkCover under the Act for an injury sustained by the worker.	Section 133A	27-Jul-2021	Amendment
4.	Chief Executive Officer	Power, as an employer, to give the insurer the prescribed details of a person appointed as a Rehabilitation and Return to Work Coordinator and details of any change to the prescribed details.	Sections 226(4) and 226(5)	27-Jul-2021	New

**Item****27 July 2021****Item Number:**

G5

File Number:

.

Part:

GOVERNANCE

Portfolio:

Organisational Services

Subject:

Specialised Supplier Arrangement with Assetic Pty Ltd for continuation of the Assetic Annual Service Agreement

Report Author:

Mitch Miller, Chief Information Officer

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our organisational services - 3.1 A sustainable financial position - 3.1.1 Develop and maintain a long-term financial plan and fiscal principles for sustainable financial management.

Background:

Council currently has an Annual Service Agreement with Assetic Pty Ltd for the provision, update and annual service of Assetic MyData, Asset myValuer, Assetic SMP, Predictor 5 and Assetic Fleet.

Entering into an agreement with Assetic for a one year only period provides Council flexibility to determine what best meets the business requirements when the alternative Works Management and Fleet software installations (FormBird) have been finalised by Water Services and Fleet & Trade Service.

Other potential suppliers for these functionalities were evaluated in 2018 and Assetic was the chosen supplier following this formal evaluation process. Changing suppliers at this time introduces risks and increased training requirements.

For the abovementioned reasons it is proposed by officers that Council resolve because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders at this stage. This resolution if made will provide sufficient time for a review to be undertaken of the future requirements without the risk of interrupting core business activities of Council.

Associated Person/Organization:

Assetic Pty Ltd

Consultation:

Strategic Procurement & Supply Section

Procurement Board

Chief Legal Officer's Comments:

Section 235(b) of the *Local Government Regulation 2012* allows the local government to resolve that it is satisfied that it would be impractical or disadvantageous for the Council to invite quotes or tenders as this is a specialised supplier.

Policy Implications:

There appears to be no policy implications.

Financial and Resource Implications:

Budget has been approved in the 2021-22 IS Operational budget.

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:

- a) Council enter into an arrangement with Assetic Pty Ltd for the provision of Assetic MyData, Asset myValuer, Assetic SMP, Assetic Fleet and Predictor 5 without first inviting written quotes pursuant to Section 235(b) of the *Local Government Regulations 2012*; and**
- b) this arrangement be made for a period of one-year commencing 1 July 2021 to 30 June 2022.**

**Item****27 July 2021****Item Number:**

G6

File Number:**Part:**

GOVERNANCE

Portfolio:

Organisational Services

Subject:

Sale of Lot 33 on SP210113 - Heritage Oaks Estate, Childers

Report Author:

Nicole Sabo, Property & Leases Officer

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our organisational services - 3.2 Responsible governance with a customer-driven focus - 3.2.2 Provide friendly and responsive customer service, in keeping with Council values and community expectations.

Background:

Council is the freehold owner of Lot 33 on SP210113 at 2 Heritage Drive, Heritage Oaks Estate, Childers ('Lot'). Council has previously resolved to sell the Lot as it is surplus to Council's needs.

The Lot was previously offered for sale by auction at which the auction was not successful and the Lot was passed in. Council has received an offer to purchase the Lot. The offer to purchase the Lot presented to Council is for market value.

Associated Person/Organization:

N/A

Consultation:

N/A

Chief Legal Officer's Comments:

Pursuant to section 236(1)(a)(i) of the *Local Government Regulation 2012* (Qld), Council may apply an exception to the tender/auction requirement on the disposal of a non-current asset if the property has previously been offered by tender/auction.

The disposal must not be for less than market value.

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:

- 1. Council apply the exception contained in section 236(1)(a)(i) of the *Local Government Regulation 2012 (Qld)* to the disposal of Lot 33 on SP210113; and**
- 2. the Chief Executive Officer be authorised to enter into a Contract of Sale with the Buyer and attend to all items required to finalise the sale of the Lot.**

**Item****27 July 2021****Item Number:**

G7

File Number:**Part:**

GOVERNANCE

Portfolio:

Organisational Services

Subject:

Sale of Lot 2 on SP298190 - Buxton Road, Isis River

Report Author:

Nicole Sabo, Property & Leases Officer

Authorised by:

Amanda Pafumi, General Manager Organisational Services

Link to Corporate Plan:

Our organisational services - 3.2 Responsible governance with a customer-driven focus - 3.2.2 Provide friendly and responsive customer service, in keeping with Council values and community expectations.

Background:

Council is the freehold owner of Lot 2 on SP298190 at Lot 2 Buxton Road, Isis River (the 'Property'). Council has previously resolved to sell the Property as it is surplus to Council's needs.

The Property was previously offered for sale by tender at which the tender was not successful and the Property was passed in. Council has received an offer to purchase the Property. The offer to purchase the Property presented to Council is for market value.

Associated Person/Organization:

N/A

Consultation:

N/A

Chief Legal Officer's Comments:

Pursuant to section 236(1)(a)(i) of the *Local Government Regulation 2012* (Qld), Council may apply an exception to the tender/auction requirement on the disposal of a non-current asset if the property has previously been offered by tender/auction.

The disposal must not be for less than market value.

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:

- 1. Council apply the exception contained in section 236(1)(a)(i) of the *Local Government Regulation 2012 (Qld)* to the disposal of Lot 2 on SP298190; and**
- 2. the Chief Executive Officer be authorised to enter into a Contract of Sale with the Buyer and attend to all items required to finalise the sale of the Property.**

**Item****27 July 2021****Item Number:**

K1

File Number:

321.2013.37116.1

Part:

PLANNING

Portfolio:

Planning & Development Services

Subject:

Proposed Acquisition of part of Mountney Street Park by Spring Lakes Resorts Pty Ltd

Report Author:

Michael Ellery, Group Manager Development

Authorised by:

Stephen Johnston, Chief Executive Officer

Link to Corporate Plan:

Our infrastructure and development - 2.3 Sustainable development - 2.3.3 Review and consistently enforce the planning scheme to ensure sustainable environmental practices.

Background:

In August 2020 Council received a request from the developer of the River Springs lifestyle village, through their agents InsiteSJC, seeking Council's views about a potential buy-back of part of the Mountney Street Park. The developer intends to incorporate the land into the approved RV village development adjacent to the park to improve layout and increase yield.

The park was originally contributed as part of the adjoining Rivers Springs residential estate constructed by the same developer and is subject to an infrastructure agreement. Under that agreement offsets to infrastructure charges were provided for the provision of the park, the value of which was determined on the area of land dedicated. The land is now a reserve for park purposes, meaning that any final agreement to sell part of the land rests with the State. However, Council's views are likely to be a significant consideration in any determination.

Officers of the Development Group and Parks have undertaken an assessment of the proposal and held talks with InsiteSJC about the proposal. It is the officer's view that the proposal may potentially be acceptable subject to the following requirements:

1. The Developer be responsible for all necessary approvals and permits related to the proposal.
2. Council be compensated for the loss of infrastructure contributions credited to the amount of \$76,000. Such amount to be paid to Council for trunk infrastructure or spent on embellishments to the park in accordance with a plan approved by Council.

3. The interface between the development and the remaining park area be designed generally in accordance with the submitted concept sketches. The changes to the development would require a change application to be made to the RV village approval.
4. The Developer undertake community consultation satisfactory to Council about the proposal before any formal agreement is made.

It was also suggested during consultation that should Council provide support for the proposal, that an infrastructure agreement be entered into with the proponent to secure the embellishment of the park or reimbursement of charges if the transfer ultimately occurs.

Following initial consultation with Council in November 2020, the Developer has indicated that the above requirements would be acceptable and requested that Council confirm in writing a response to their request. As such, it is recommended that Council provide conditional support to the proposal subject to the developer entering into an infrastructure agreement to secure the obligations as outlined above.

Associated Person/Organization:

Spring Lakes Resorts Pty Ltd

Department of Resources

Consultation:

All Councillors

Chief Legal Officer's Comments:

If the proponent agrees to Council's conditions of support, it will be necessary to prepare and enter into a binding infrastructure agreement.

Policy Implications:

There appears to be no policy implications.

Financial and Resource Implications:

The costs associated with this proposal would be required to be met by the developer.

Risk Management Implications:

There appears to be no risk management implications.

Human Rights:

There appears to be no human rights implications.

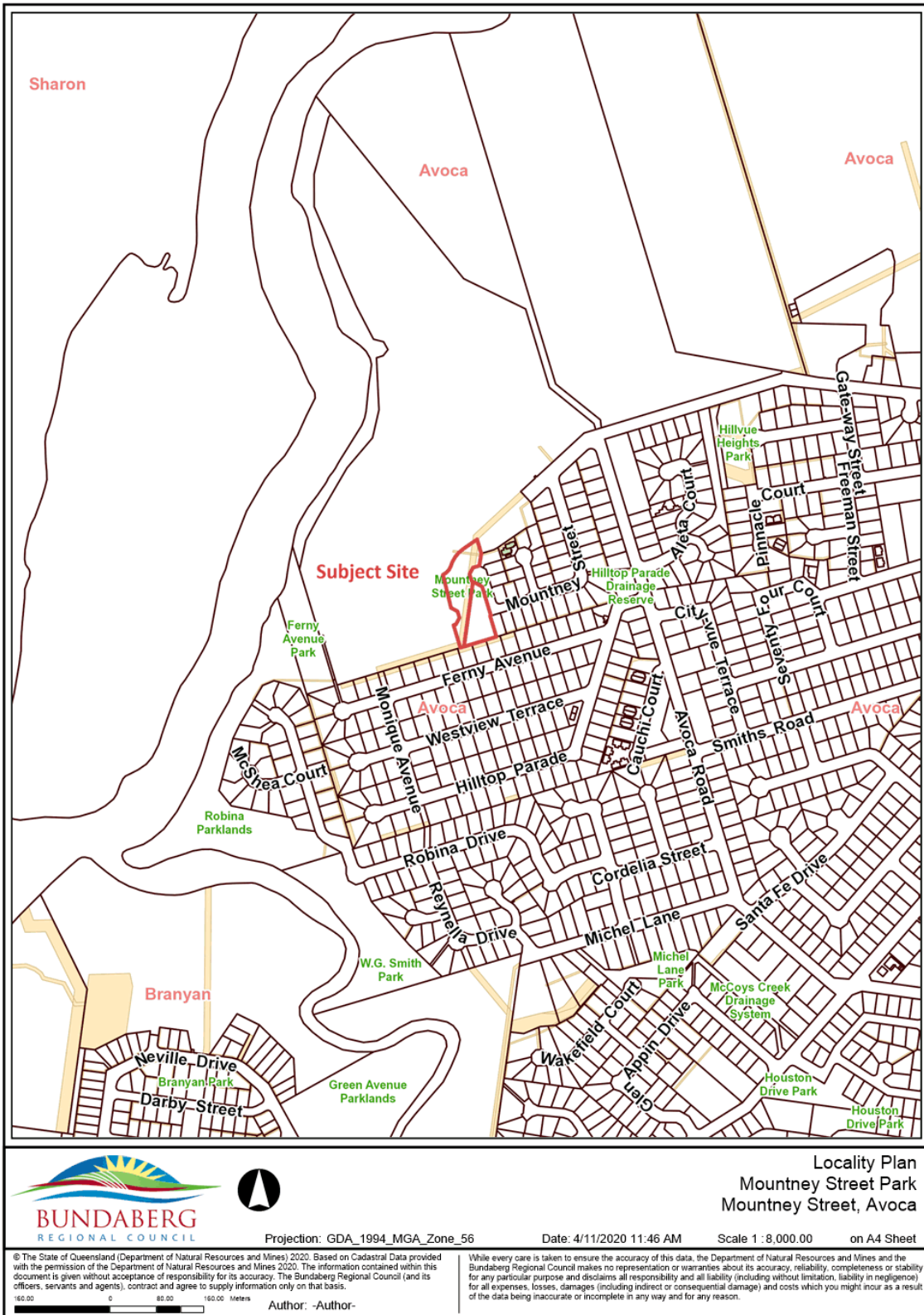
Attachments:

- ↓1 Mountney Street Park - Locality Plan
- ↓2 Mountney Street Park - Site Plan
- ↓3 Mountney Street Proposal - Insite SJC Letter

Recommendation:

That Spring Lakes Resort Pty Ltd be advised that Council is supportive of the proposal to acquire part of the Mountney Street Park as shown on plan GC19-401-PARK 1, subject to the following conditions:

- 1. The Developer is responsible for all necessary approvals and permits related to the proposal as well as any costs associated with these.**
- 2. Council be compensated for the loss of infrastructure contributions credited to the amount of \$76,000. Such amount to be paid to Council for trunk infrastructure or spent on embellishments to the park in accordance with a plan approved by Council. Such commitment must be secured by way of an infrastructure agreement to be prepared by the proponent; and**
- 3. The Developer undertakes community consultation satisfactory to Council about the proposal before any formal agreement is made.**





Site Plan
Mounthey Street Park
Mounthey Street, Avoca

Projection: GDA_1994_MGA_Zone_56 Date: 4/11/2020 11:47 AM Scale 1 : 1,500.00 on A4 Sheet

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Author: -Author-



Our ref: GC19-401-P01

BRIEFING NOTE

To: Steve Johnston - CEO Bundaberg Regional Council

From : Geoff Campbell, InsiteSJC

RE: PROPOSED ACQUISITION OF PART OF MOUNTNEY STREET PARK BY SPRING LAKES RESORTS PTY LTD

Background

Mountney Street Park was created in 2014 in association with Stage 2 of the River Springs development. The River Springs development was approved for an additional five stages of residential development.

The Mountney Street park was designed as an element of the River Springs estate to integrate with the subdivision layout (Refer plan included as Attachment 1) and was transferred to the State as reserve (Public Use Land – Park). The current park area totals 8882m².

Subsequent to the development of Stage 2 of the residential estate, a decision was made to not proceed with the balance of the development.

The balance of the site has been acquired by Spring Lake Resorts Pty Ltd and a contemporary development approval has been given by Bundaberg Regional Council for a Lifestyle village and Aged care facility. This development, which has commenced construction, will provide its residents with significant park and recreation facilities within the village.

As a consequence, it is likely that the current park area may be in excess of that needed to service the local catchment, may contain land unsuitable for a local park, and may require greater maintenance by Council than would be anticipated of a local park.

It is noted that Council maintenance of the park since its creation has generally been limited to the area proposed to be retained as park.

Creative Thinking Responsible Solutions

P (07) 4151 6677 A 67 Barolin Street, Bundaberg P PO Box 1688, Bundaberg, 4670 E admin@insitesjc.com.au ABN 62 329 746 562

Bundaberg • Hervey Bay • Gympie • Sunshine Coast

insitesjc.com.au

Proposal

Spring Lakes Resort Properties Pty Ltd has expressed an interest in acquiring an area of the Mountney Street park which may not be required for the benefit of the local community into the future.

InsitesJC plan GC19-401-PARK1 (included as Attachment 2) shows the area of interest for acquisition (3817m²) and the resultant park area being 5065m².

It is proposed that the area acquired would be incorporated in the Spring Lakes development.

Bundaberg Regional Council Parks and Open Space Strategy 2019 - 2026

The Bundaberg Regional Council's Parks and Open Space Strategy 2019 – 2026 is a key policy document for the planning, development and management of Council controlled parks and open space.

The Strategy defines the Mountney Street park as a "Local Park" with Table 7 providing the following preferred characteristics for a local Park:

- preferred shape square/rectangular less than 2:1 frontage to depth
- preferred area 0.5 hectares (5000m²)
- maximum grade 1:10 for 80%
- 50% local road frontage

Table 6 provides that Local parks should be created at a rate of 0.5 hectares/1000 people within a 500 metre walking path. Approximately 90 current/future lots locate in this nominal catchment indicating a population of approximately 300 people, well below the suggested rate.

Page 15 of the Strategy discusses Rationalisations of open space parcels, including re-purposing to reduce maintenance, sale of the land or returning land to the State. It is considered that this provides scope for Council to consider the proposal.

Process

The process to acquire State land would involve an application to the Department of Natural Resources and Mines under the Land Act 1994.

Such application would require the support of the Bundaberg Regional Council.

It is anticipated that consideration by Council would also include community consultation.

Request

We would appreciate if Council could conduct some preliminary investigation as a precursor to discussion on the proposal.

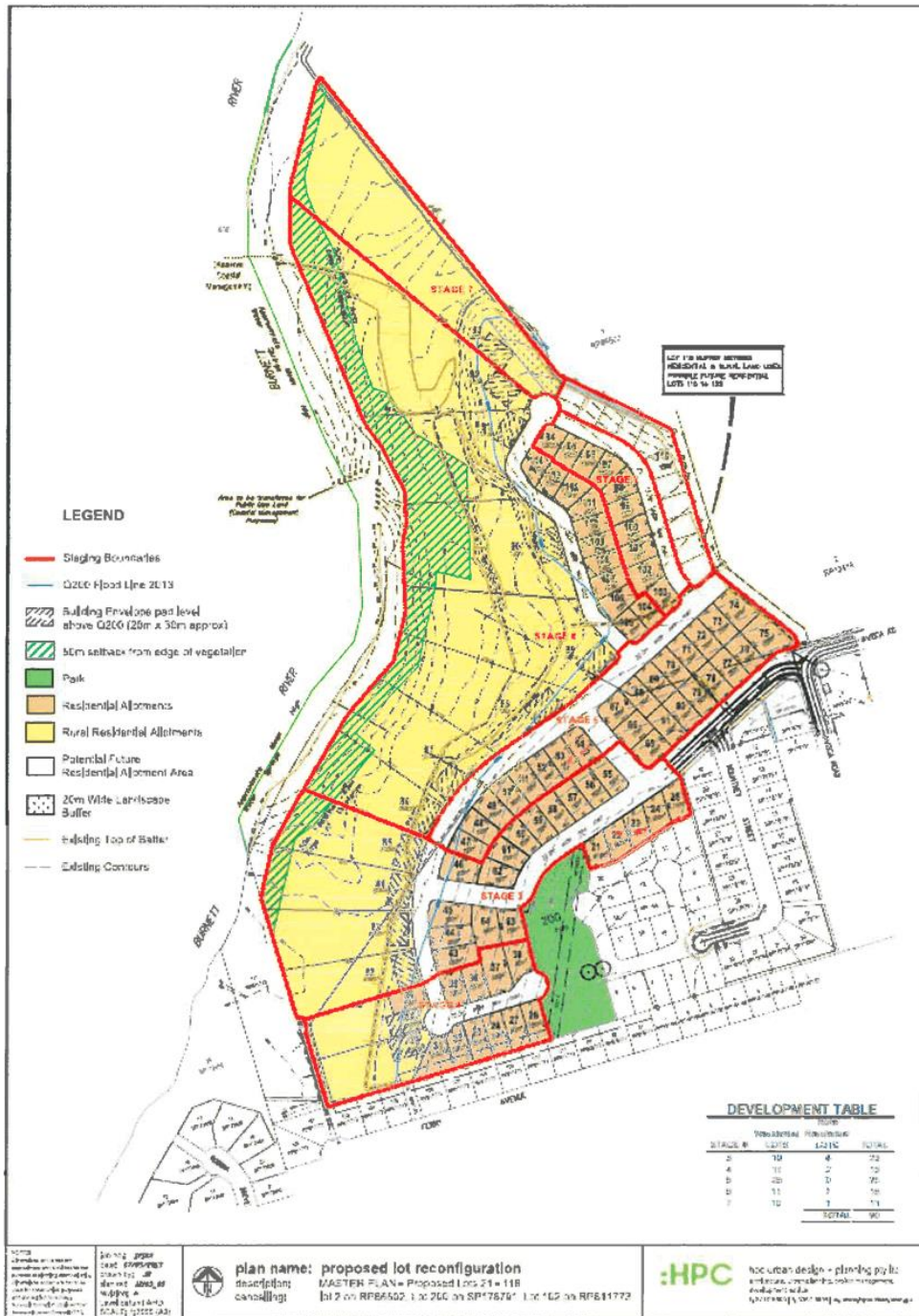
If it is considered that the proposal is worthy of further consideration, we would seek advice from Council on the appropriate process to progress the matter



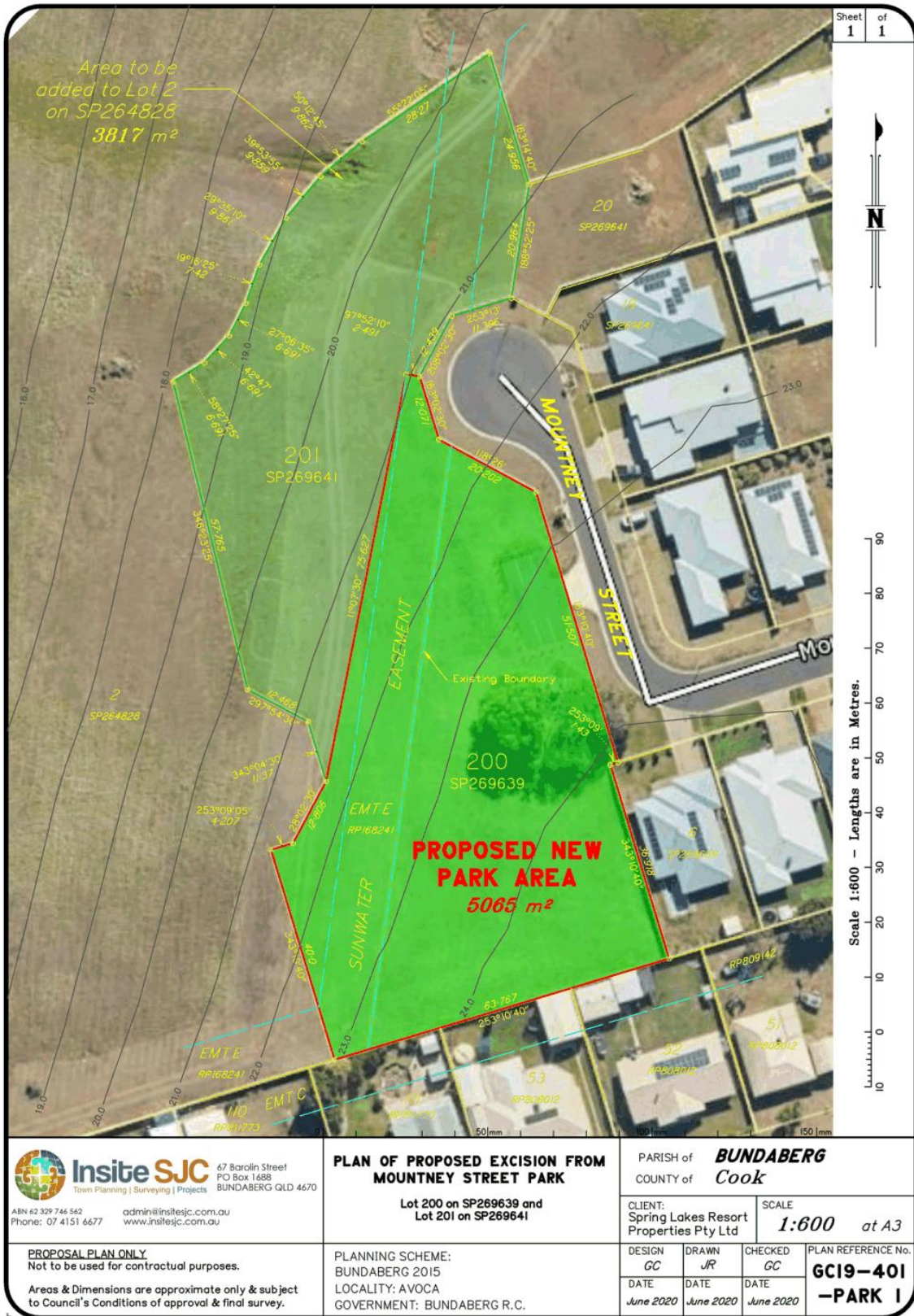
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Geoff Campbell
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Campbell email =
geoff@insitesjc.com.au
C = AU O = InsiteSJC
Date: 2020.08.07 15:
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Geoff Campbell

7 August 2020



Attachment 1



Insite SJC
 Town Planning | Surveying | Projects
 67 Barolin Street
 PO Box 1688
 BUNDABERG QLD 4670
 ABN 62 329 746 562
 Phone: 07 4151 6677
 admin@insitesjc.com.au
 www.insitesjc.com.au

PLAN OF PROPOSED EXCISION FROM MOUNTNEY STREET PARK
 Lot 200 on SP269639 and Lot 201 on SP269641

PARISH of **BUNDABERG**
 COUNTY of **Cook**
 CLIENT: Spring Lakes Resort Properties Pty Ltd
 SCALE: **1:600 at A3**

PROPOSAL PLAN ONLY
 Not to be used for contractual purposes.
 Areas & Dimensions are approximate only & subject to Council's Conditions of approval & final survey.

PLANNING SCHEME: BUNDABERG 2015
 LOCALITY: AVOCA
 GOVERNMENT: BUNDABERG R.C.

DESIGN GC	DRAWN JR	CHECKED GC	PLAN REFERENCE No. GC19-401 -PARK I
DATE June 2020	DATE June 2020	DATE June 2020	

**Item****27 July 2021****Item Number:**

O1

File Number:**Part:**COMMUNITY & CULTURAL
SERVICES**Portfolio:**

Community & Environment

Subject:

Lease BF - Part of Lot 35 on SP254546 - Lake Ibis Pty Limited

Report Author:

Nicole Sabo, Property & Leases Officer

Authorised by:

Gavin Steele, General Manager Community & Environment

Link to Corporate Plan:

Our organisational services - 3.2 Responsible governance with a customer-driven focus - 3.2.2 Provide friendly and responsive customer service, in keeping with Council values and community expectations.

Background:

Council is the freehold owner of Lot 35 on SP254546 at 3 Avro Ave, Kensington known as the Bundaberg Regional Airport ('Property').

Lake Ibis Pty Limited ACN 010 651 760 entered into a Lease with Council for the aviation hangar site BF, commencing on 1 October 2007 and expiring on 30 September 2012 with an additional 5 year option ('Lease'). The option was exercised and expired on 30 September 2017. The lease was then extended by letter until 30 September 2019 and again until 30 September 2021.

The Lessee wishes to enter into a new lease commencing on 1 October 2021 for an initial term of five (5) years with a further five (5) year option. Rent is for market value and is subject to an annual rental increase of 3%. The Lessee is also responsible for 100% of outgoings. It is proposed that the remaining terms of the lease will be on Council's standard lease.

Council proposes to apply the exception to the tender/auction requirements contained in section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld) given that the disposal is for the purposes of renewing the lease of land to an existing tenant of the land.

Associated Person/Organization:

Greg Barrington, Airport Manager

Consultation:

N/A

Chief Legal Officer's Comments:

Section 236(1)(c)(iii) of *Local Government Regulation 2012* (Qld) allows Council to dispose of an interest in a valuable non-current asset other than by tender or auction on the basis the disposal is for the purposes of renewing the lease of land to the existing tenant of the land and rent is for market value.

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:

- 1. Council apply the exception contained in section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld); and**
- 2. the Chief Executive Officer be authorised to enter into a five (5) year Lease with a five (5) year option to Lake Ibis Pty Limited ACN 010 651 760 for aviation hangar site BF located on Lot 35 on SP254546 at Bundaberg Regional Airport.**

**Item****27 July 2021****Item Number:**

O2

File Number:**Part:**COMMUNITY & CULTURAL
SERVICES**Portfolio:**

Community & Environment

Subject:

Lease AH - Part of Lot 35 on SP254546 - Robinson, Robinson, Peterson and Peterson

Report Author:

Nicole Sabo, Property & Leases Officer

Authorised by:

Gavin Steele, General Manager Community & Environment

Link to Corporate Plan:

Our organisational services - 3.2 Responsible governance with a customer-driven focus - 3.2.2 Provide friendly and responsive customer service, in keeping with Council values and community expectations.

Background:

Council is the freehold owner of Lot 35 on SP254546 at 3 Avro Ave, Kensington known as the Bundaberg Regional Airport ('Property').

Barry John Lange, Dianne Joan Lange, Adrian Lionel and Lynette Anne Robinson entered into a Lease with Council for the aviation hangar site AH, commencing on 1 January 2012 and expiring on 31 December 2016 with an additional 5 year option ('Lease'). The option was exercised and expires on 31 December 2021. Barry John Lange and Dianne Joan assigned their interest of the lease to Kenneth Ian Peterson and Sharlene Naree Peterson on 5 December 2014.

The Lessee wishes to enter into a new lease commencing on 1 January 2022 for an initial term of five (5) years with a further five (5) year option. Rent is for market value and is subject to an annual rental increase of 3%. The Lessee is also responsible for 100% of outgoings. It is proposed that the remaining terms of the lease will be on Council's standard lease.

Council proposes to apply the exception to the tender/auction requirements contained in section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld) given that the disposal is for the purposes of renewing the lease of land to an existing tenant of the land.

Associated Person/Organization:

Greg Barrington, Airport Manager

Consultation:

N/A

Chief Legal Officer's Comments:

Section 236(1)(c)(iii) of *Local Government Regulation 2012* (Qld) allows Council to dispose of an interest in a valuable non-current asset other than by tender or auction on the basis the disposal is for the purposes of renewing the lease of land to the existing tenant of the land and rent is for market value.

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:

- 1. Council apply the exception contained in section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld); and**
- 2. the Chief Executive Officer be authorised to enter into a five (5) year Lease with a five (5) year option to Adrian Lionel Robinson, Lynette Anne Robinson, Kenneth Ian Peterson and Sharlene Naree Peterson for aviation hangar site AH located on Lot 35 on SP254546 at Bundaberg Regional Airport.**

**Item****27 July 2021****Item Number:**

Q1

File Number:

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

Community & Environment

Subject:

2021-2023 Bundaberg Regional Council Surveillance Program for Prohibited Matter 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 community and environment - 1.3 A creative and environmentally friendly place - 1.3.4 Manage environmental health services and rehabilitate our natural resources and regional ecosystems whilst educating and engaging with the community.

Background:

Council is required to develop a surveillance program in accordance with section 235 of the *Biosecurity Act 2014*. This is a requirement of Biosecurity QLD for Council's undertaking enforcement and monitoring programs for biosecurity matter. This establishes authority for Council in undertaking the weeds and pest animal enforcement program, with particular regard to accessing properties.

Council adopted a Biosecurity Plan 2018-2023 that provides the strategic approach to managing biosecurity matter in the region and there is an existing policy and procedural framework in place.

The attached 2021-2023 Bundaberg Regional Council Surveillance Program for Prohibited Matter 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.

The *Biosecurity Act 2014* has specific requirements with regards to the notification of landowners when accessing their land to implement the surveillance program and a Public Notice is also required.

As required by the *Biosecurity Act 2014*, 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 Bundaberg Regional Council's 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.

Attachments:

- ↓1 Bundaberg Regional Council Surveillance Program 2021_2023
- ↓2 Biosecurity Surveillance Program Public Notice 2021-2023

Recommendation:

That Council approves the 2021-2023 Bundaberg Regional Council Surveillance Program for Prohibited Matter and Restricted Matter in accordance with section 235 of the *Biosecurity Act 2014*.



PO Box 3130, Bundaberg QLD 4670
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E ceo@bundaberg.qld.gov.au
W www.bundaberg.qld.gov.au
ABN 72 427 835 198

**2021-2023 Bundaberg Regional Council Surveillance
Program for Prohibited Matter and Restricted Matter
under the *Biosecurity Act 2014***

XX-0-000 Rev.DRAFT 00/00/00 P1 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 "2021-2023 Bundaberg Regional Council Biosecurity Surveillance Program for Prohibited Matter 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.

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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 matter 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 matter 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 matter 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.

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.



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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 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 required 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 Council's 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 through operational matters, occurs within the Biosecurity Working Group and through Council's representation on the DAF Invasive Plants and Animals State-wide Oversight Group.

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 2021-2023 Bundaberg Regional Council Biosecurity Surveillance Program for Prohibited Matter and Restricted Matter under the *Biosecurity Act 2014*, by resolution of Bundaberg Regional Council at an ordinary meeting held on 27th July 2021, 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 matter 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.



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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 prohibited matter and restricted matter as defined in section 48(1) of the *Biosecurity Act 2014*.

3.6 Commencement and duration of the Program

The Program will begin on 12/08/2021 and will continue until 31/12/2023. The duration of the program is considered to be reasonably necessary to achieve the Program's purpose and aligns with the duration of the Bundaberg Regional Council Biosecurity Plan 2018-2023.

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 is also available to view and print at no cost on Bundaberg Regional Councils Web page bundaberg.qld.gov.au. 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 matter and restricted matter as defined in section 48(1) of the *Biosecurity Act 2014*.

Authorised in accordance with Sections 235 and 236 of the *Biosecurity Act 2014* (Qld)

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 matter or restricted matter.
- Confirm the absence in the Bundaberg Regional Council area of prohibited matter or restricted matter.
- Monitor the effects of measures taken in response to a biosecurity risk posed by prohibited matter or restricted matter.
- Conduct inspections on public and private land to determine the presence, extent and risk posed by prohibited matter 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

12/08/2021 – 31/12/2023

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 Bargara, 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 bundaberg.qld.gov.au. A copy of the Program Authorisation will be provided on request by contacting Bundaberg Regional Council on 1300 883 699.



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PUBLIC NOTICE

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

Authorised in accordance with sections 235 and 236 of the *Biosecurity Act 2014* (Qld)

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 matter or restricted matter.
- Confirm the absence in the Bundaberg Regional Council area of prohibited matter or restricted matter.
- Monitor the effects of measures taken in response to a biosecurity risk posed by prohibited matter or restricted matter.
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