



Agenda

Ordinary Meeting

Tuesday, 4 April 2023

Time: 9.15 am
Location: Council Chambers
82 Brisbane Street
BEAUDESERT QLD 4285

Scenic Rim Regional Council
Ordinary Meeting
Tuesday, 4 April 2023
Agenda

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- 2 Attendance and requests for leave of absence**
- 3 Apologies**
- 4 Prayers**
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- 6 Announcements / Mayoral Minutes**
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- 8 Confirmation of Minutes**
Ordinary Meeting - 21 March 2023
- 9 Business Arising from Previous Minutes**

10 Consideration of Business of Meeting

Executive

10.1 Proposed Ordinary Meeting dates June-September 2023

Executive Officer: Chief Executive Officer

Item Author: Business Support Officer - Office of the Mayor and Chief Executive Officer

Attachments: Nil

Executive Summary

This report proposes dates for Ordinary Meetings to be held in June-September 2023.

Recommendation

That:

1. Council adopt the following June-September 2023 dates for Ordinary Meetings, with the meetings commencing at 9.15am:
 - 6 and 20 June 2023;
 - 4 and 18 July 2023;
 - 8 and 22 August 2023;
 - 5 and 19 September 2023; and
2. Council endorse that Ordinary Meetings scheduled in June-September 2023, will be held in the Council Chambers, 82 Brisbane Street, Beaudesert, with the exception of the Ordinary Meeting scheduled on 22 August 2023, which will be held at the Cultural Centre, 3 High Street, Boonah.

Previous Council Considerations / Resolutions

At the Ordinary Meeting held on 24 January 2023 (Item 10.20), Council resolved that the transition to revised a meeting and committee schedule, be placed on hold until such time as the Chief Executive Officer (in consultation with the Governance Advisor) provides an updated report to Council on potential meeting and committee options, being cognisant of the Council's intent in proposing this change previously.

At the Ordinary Meeting held on 22 November 2022 (Item 10.1), Council resolved to adopt the following dates for Ordinary Meetings:

- 17 January 2023;
- 7 and 21 February 2023;
- 7 and 21 March 2023;
- 4 and 18 April 2023; and
- 9 and 23 May 2023.

- At the Ordinary Meeting held on 8 November 2022 (Item 9.1), Council resolved that the resolution of Item 9.1 from the Ordinary Meeting Minutes 20 September 2022, be amended to read:
 - "1. *That Council, in the interest of enhanced public transparency, commit to the transition of its present two weekly meeting system, comprising one Ordinary Meeting per fortnight and one Confidential Briefing over two days, per fortnight, to a committee system to include a Planning and Development Committee and other committees as decided.*
 2. *Confidential Workshops be retained but limited to the formulation of Strategy and Policy and other matters defined as confidential under the Local Government Regulations.*
 3. *That a new meeting system implementation workshop group, comprising all Councillors, be established, to be chaired by the Deputy Mayor, the purpose of which is to determine the identity and scope of proposed Committees.*
 4. *That, following the provision of adequate information by the workshop group Chair to the Chief Executive Officer, the Chief Executive Officer be requested to commence consultation with the Executive and the implementation workshop group to develop Terms of Reference for each of the proposed new Committees, for presentation to Council for consideration of a formal resolution on or before 22 November 2022.*
 5. *That the Chief Executive Officer, following the Council's adoption of the Committee Terms of Reference documents, consult with the Executive to develop a workable and agreed transition plan for presentation to Council that includes a timeline for delivery of:*
 - *updated Policy or Policies, as relevant, and related Procedures;*
 - *meeting cycle;*
 - *resourcing requirements to support the new structure of meetings; and*
 - *any other considerations deemed necessary by the Chief Executive Officer;**for consideration of a formal resolution on or before the first meeting of Council in February 2023.*
 6. *That the transition plan identifies a targeted implementation date for the new committee system of meetings that is as soon as practical following 1 June 2023."*
- At the Ordinary Meeting held on 20 September 2022 (Item 9.1), Council resolved that the following amendments be made to the resolution in Item 10.1 of the Ordinary Meeting Minutes, 7 June 2022:
 1. That Council, in the interest of enhanced public transparency, commit to the transition of its present two weekly meeting system, comprising one Ordinary Meeting per fortnight and one Confidential Briefing over two days, per fortnight, to a meeting committee system to include a Planning and Development Committee and other committees as decided.
 2. Confidential Workshops be retained but limited to the formulation of Strategy and Policy and other matters defined as confidential under the Local Government Regulations.
 - ~~3. That a new meeting system implementation workshop group be established to be chaired by the Deputy Mayor.~~
 - ~~4. That the Chief Executive Officer be requested to immediately commence consultation with the Executive and Councillors participating in the implementation workshop group, to deliver a workable and agreed transition plan including all policy, procedures, changes to delegations and meeting schedules for presentation to Council for consideration of a formal resolution before 4 October 2022.~~
 - ~~5. That the new meeting system as resolved commence at the first meeting cycle in January 2023.~~
 3. That a new meeting system implementation workshop group, comprising all Councillors, be established, to be chaired by the Deputy Mayor, the purpose of which is to determine the identity and scope of proposed Committees.

4. That, following the provision of adequate information by the workshop group Chair to the Chief Executive Officer, the Chief Executive Officer be requested to commence consultation with the Executive and the implementation workshop group to develop Terms of Reference for each of the proposed new Committees, for presentation to Council for consideration of a formal resolution on or before 8 November 2022.
 5. That the Chief Executive Officer, following the Council's adoption of the Committee Terms of Reference documents, consult with the Executive to develop a workable and agreed transition plan for presentation to Council that includes a timeline for delivery of:
 - updated Policy or Policies, as relevant, and related Procedures;
 - meeting cycle;
 - resourcing requirements to support the new structure of meetings; and
 - any other considerations deemed necessary by the Chief Executive Officer;for consideration of a formal resolution on or before 6 December 2022.
 6. That the transition plan identifies a targeted implementation date for the new committee system of meetings that is as soon as practical following 1 January 2023.
- At the Ordinary Meeting held on 7 June 2022 (Item 10.1), Council resolved:
 1. That Council, in the interest of enhanced public transparency, commit to the transition of its present two weekly meeting system, comprising one Ordinary Meeting per fortnight and one Confidential Briefing over two days, per fortnight, to a meeting system to include a Planning and Development Committee and other committees as decided.
 2. Confidential Workshops be retained but limited to the formulation of Strategy and Policy and other matters defined as confidential under the Local Government Regulations.
 3. That a new meeting system implementation workshop group be established to be chaired by the Deputy Mayor.
 4. That the Chief Executive Officer be requested to immediately commence consultation with the Executive and Councillors participating in the implementation workshop group, to deliver a workable and agreed transition plan including all policy, procedures, changes to delegations and meeting schedules for presentation to Council for consideration of a formal resolution before 4 October 2022.
 5. That the new meeting system as resolved commence at the first meeting cycle in January 2023.
 - At the Ordinary Meeting held on 19 October 2021 (Item 10.1), Council resolved to adopt the Ordinary Meeting dates for January - December 2022, with meetings commencing at 9.15am.
 - At the Ordinary Meeting held on 9 February 2021 (Item 10.1), Council resolved to endorse the proposal that future scheduled Ordinary Meetings commence at 9.15am, effective from 23 February 2021. The change in commencement time from 9.00am to 9.15am, was made to accommodate Public Question Time being held prior to Ordinary Meetings.
 - At the Ordinary Meeting held on 9 November 2020 (Item 11.2), Council adopted the Ordinary Meeting dates for January - December 2021 (generally being two meetings per month), with meetings commencing at 9.00am.
 - At the Post Election Meeting held on 23 April 2020 (Item 9.1), Council resolved to adopt the Ordinary Meeting dates for May - December 2020 (generally being two meetings per month), with meetings commencing at 9.00am.
 - At the Ordinary Meeting held on 12 November 2019 (Item 11.1), Council resolved to adopt the Ordinary Meeting dates for January - March 2020, leading up to the local government election.

- At the Corporate and Community Services Committee Meeting held on 21 May 2019 (Item 1.2), the Committee recommended that:
 1. Council confirm the disbanding of Council's Standing Committees and thereby conclude all appointment arrangements of Committee Chairs, effective from 1 July 2019;
 2. Council adopt the revised Standing Orders Policy CM03.01CP, effective from 1 July 2019;
 3. Council note the Standing Orders Procedure CM03.01PR;
 4. Council adopt the revised Meetings and Other Forums Policy CM03.07CP, effective from 1 July 2019;
 5. Council note the revised Meetings and Other Forums Procedure CM03.07PR; and
 6. Council note the revised Meetings and Other Forums Guideline CM03.07GL.01.The recommendations were adopted at the Ordinary Meeting held on 27 May 2019.

At the Ordinary Meeting held on 25 March 2019, Council resolved to adopt the Ordinary Meeting dates for July - December 2019 (generally being two meetings per month).

Report / Background

A comprehensive review of Council's meeting framework was undertaken in 2019, following which Council resolved to hold two Ordinary Meetings (rather than one Ordinary meeting and three Committee meetings) per month, effective from 1 July 2019. The June-September 2023 meeting dates proposed in this report follow that scheduling.

Since June 2022, review of Council's meeting schedule has been ongoing and the new meeting system is yet to be finalised.

To ensure compliance with relevant legislation and the continuity of Council's decision-making responsibilities, it is necessary to schedule Ordinary Meetings for June-September 2023 (inclusive), while the details of the new meeting system are being determined. The dates proposed for Ordinary Meetings in June-September 2023 are:

- 6 and 20 June 2023;
- 4 and 18 July 2023;
- 8 and 22 August 2023; and
- 5 and 19 September 2023.

The dates have been proposed in consideration of the dates of known events, and Council's adoption of the proposed dates for Ordinary Meetings in June-September 2023, will enable effective corporate planning.

To enable the wider community to attend an Ordinary Meeting, it is proposed that the Ordinary Meeting scheduled for 22 August 2023, will be held in the Cultural Centre, Boonah. Consideration will be given to holding future Ordinary Meetings in other community centres within the region, subject to venue availability and budget implications.

Following adoption of the Ordinary Meeting dates for June-September 2023, the dates will be advertised on Council's website and in various local newspapers, ensuring compliance with the relevant subsections of s.254B of the *Local Government Regulation 2012* ("the Regulation"), set out below.

Budget / Financial Implications

Not applicable.

Strategic Implications

Operational Plan

Theme: 3. Open and Responsive Government

Key Area of Focus: To be a high-quality customer-focused organisation that provides high-quality customer-focused services

Legal / Statutory Implications

Section 254B of the Regulation provides:

- "(1) A local government must, at least once in each year, publish a notice of the days and times when -
- (a) its ordinary meetings will be held; and
 - (b) the ordinary meetings of its standing committees will be held."
- (2) The notice mentioned in subsection (1) must be published on the local government's website, and in other ways the local government considers appropriate."

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR46 Inadequate or lack of Governance (including procurement) Framework (systems, policies, procedures, delegations and controls) in place to ensure compliance by Council's Councillors and Officers with all relevant State and Federal legislation and regulations.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Governance, Risk & Compliance Non-compliance with statutory requirement of publication of Council meeting dates.	3 Moderate	Unlikely	Medium	Adoption and publication of future Ordinary Meeting dates.	Low

Consultation

Chief Executive Officer
General Manager Council Sustainability
Principal Specialist Governance and Assurance

Conclusion

A review of the 2023 calendar has been undertaken and dates proposed for Ordinary Meetings to be held in June-September 2023 (inclusive).





Customer & Regional Prosperity

10.2 Review - Council Policy - Naming of Roads and Places RF4.03CP

Executive Officer: General Manager Customer and Regional Prosperity

Item Author: Principal Specialist Development Assessment and Engineering

Attachments:

1. Draft Council Policy - Naming of Roads and Places v1 (with tracked changes) [↓](#) 
2. Draft Council Policy - Naming of Roads and Places v2 (clean copy) [↓](#) 
3. Draft Procedure - Naming of Roads and Places v1 (with tracked changes) [↓](#) 
4. Draft Procedure - Naming of Roads and Places v2 (clean copy) [↓](#) 

Executive Summary

The naming of roads and places is a function of local government as per section 60 of the *Local Government Act 2009* (LGA). This function is implemented through Council Policy - Naming of Roads and Places RF04 03CP (Policy) as adopted 7 September 2020, which is due for review.

Only minor changes have been made to the revised Naming of Roads and Places Procedure RF4.03PR.01 (v2) (Procedure), which provide a clear guide to naming roads and places.

Recommendation

That:

1. Council rescind the existing Council Policy - Naming of Roads and Places RF4.03CP (Version 1) as adopted 7 September 2020;
2. Council adopt the updated Council Policy - Naming of Roads and Places Policy RF4.03CP (Version 2) March 2023; and
3. Council note the updated Naming of Roads and Places Procedure RF4.03PR.01 (Version 2) March 2023, which will be presented to the Chief Executive Officer for approval.

Previous Council Considerations / Resolutions

At the Ordinary Meeting held on 7 September 2020 (Item 11.5), it was resolved that:

1. Council rescind the existing Roads and Places Naming Policy W105.06CP dated 23 February 2010.
2. Council adopt the Naming of Roads and Places Policy RF4.03CP; and
3. Council note the draft Naming of Roads and Places Procedure RF4.03PR.01, which will be presented to the Chief Executive Officer for approval.

On 23 February 2010, Council adopted the Roads and Places Naming Policy W105.06CP.

Report / Background

The revised Policy and Procedure (refer attached) provide a clear guide to road naming and recognise current administrative procedures.

The Procedure provides for two associated portfolios to have clearly defined roles, be it for naming or renaming of roads and places. As it is an operational procedure, it will be presented to the Chief Executive Officer for approval, however, it is provided to Council for completeness.

The revised Policy and Procedure are unchanged from a policy perspective, with only a few minor revisions made. The updated Policy provides a comprehensive guide on the appropriateness of names, technical matters and the processes to be followed.

Technical Considerations

Technical specifications for names seek to ensure legibility and consistency in names. Matters include limited length, no hyphens and Australian Standard road designation. Duplicate names, and names that sound similar are also discouraged particularly where in close proximity. This will avoid confusion to travellers, visitors and most importantly, emergency services.

Provisions also exist to avoid inappropriate names, which could cause offence.

Name Preference

It details Council's preference for names being historical in nature, recognising past contributors to the local communities. It also allows larger estates to have flexibility with naming of lower order roads and potentially follow a theme.

Community Consultation

Where there is a proposal to rename a road or place, a process for community consultation is provided for. There can be a number of reasons why this is needed:

1. Potentially discontinuing an existing name that may have local significance;
2. Property postal addresses will change; and
3. Residents are given the opportunity to provide feedback to Council on proposed names.

Administrative Actions

The Procedure recognises that two portfolios actually have a key role in the naming of roads and places.

The Customer and Regional Prosperity portfolio (Regional Development, Health and Biodiversity business unit) will process applications for new roads and places as part of their development assessment role. This provides a one-stop-shop for developers who can undertake the naming at any point throughout the development process, which will assist in expediting the process and mitigate holding up the progress of a development.

The Assets and Environmental Sustainability portfolio (Maintenance and Operations business unit) will continue to process renaming requests of their assets. As these roads and places usually involve residents and adjoining properties, a community consultation process is likely to be required and has been included.

Budget / Financial Implications

Any costs associated with implementation of the new Policy and Procedure are accounted for within the relevant business unit's adopted operational budgets and largely relate to Officer time.

Strategic Implications

Operational Plan

Theme: 4. Relaxed Living and Rural Lifestyle

Key Area of Focus: 4.1.1 Maintain a clear and comprehensive planning vision for the region

Legal / Statutory Implications

The naming of roads and places is a function of local government as per Section 60 of the LGA.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR43 Inadequate or ineffective planning, delivery and maintenance of infrastructure resulting in risk to public and staff safety and potential financial implications.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Infrastructure & Assets Naming of roads and places causing confusion to travellers, visitors and emergency services	Moderate	Possible	Low	Ensuring naming of roads and places is appropriate, clear and unambiguous	Low
Development Assessment. Delay with processing applications for new roads and places with developments causing delays.	Moderate	Possible	Low	Providing a one-stop-shop for developers who can undertake the naming at any point throughout the development process, will overcome delays and mitigate any additional costs.	Low

Consultation

The preparation and review of the Policy and Procedure was a joint effort between Customer and Regional Prosperity and the Assets and Environmental Sustainability portfolios, in conjunction with Governance.

Conclusion

The revised Policy and Procedure, as reviewed, provide for a clear direction to developers and the community on appropriate names and the process to be followed for the naming of roads and places within the Scenic Rim.

The Policy is recommended for endorsement, noting the Procedure will be presented to the Chief Executive Officer for approval.

POLICY

Council Policy

Naming of Roads and Places

Policy Reference Number	RF4.03CP	Adoption Date	Xx/xx/2022
Portfolio	Customer and Regional Prosperity / Assets and Environmental Sustainability	Next Review Date	Xx/xx/2025
Business Unit	Development Assessment & Engineering / Maintenance and Operations	Document ID	Governance TC

Purpose / Objective

The Purpose of this Policy is to provide clarity in the process and selection of names for roads and places throughout the region. Names selected will assist recognition of the local history and be sufficiently unique to avoid confusion to visitors or emergency services.

The objectives of this Policy are:

1. Guidelines for the naming of new roads and places associated with new development;
2. Guidelines for the naming or renaming of existing roads and places; and
3. Clarity and direction of acceptable and preferred names.

Scope

This Policy applies to all Council officers involved in consideration and/or approval of names for roads and places under Council control.

Policy Statement

The naming of roads and places provides an opportunity to recognise local history and significant contributors to the community. For larger new developments with multiple roads, it is recognised that historic recognition is to be balanced with estate naming conventions.

Names must be in accordance with Australian Standards to ensure consistency in road designations. Parameters for good naming practice exist to avoid confusion in spelling, duplication or inappropriate outcomes. Clear road names are essential for postal services, visitors, travellers and emergency services.

Council is committed to:

1. A naming convention for roads and places which is free of ambiguity and meets naming standards, including AS/NZS 4819:2011 - Rural and Urban Addressing Standard;
2. A preference for the use of names which reflect local history, historic land owners and persons who have made significant contributions to the local area;
3. New residential developments having a combination of historic names and a broader estate naming rational; and
4. Ensuring public consultation in the naming or re-naming of existing roads and places.

Consideration of Human Rights under *Human Rights Act 2019*

In acknowledgement of the fundamental human rights recognised in International covenants, this Council Policy has been developed and acknowledges a commitment to recognise the importance and protection of human rights in creating policies that serve to develop overarching frameworks, standards, behaviours or actions that affect the way in which Council serves the community of the Scenic Rim region.

An assessment of this Policy against the human rights determined that no human rights are limited or affected by this Policy, because outline how the topic of this Policy does or does not affect the human rights.

Compliance, Monitoring and Review

This Policy is administered by both Customer and Regional Prosperity, and [the](#) Asset and Environmental Sustainability portfolios.

It is a matter of customer convenience and process, that the naming of new roads and places occur as part of a development application. The developer can elect for this to occur at any stage of development up to Plan Sealing. The Development [Assessment](#) and Engineering business unit is responsible for this process.

Once roads and places are created, the assets are gifted to Council and administered by the Maintenance and Operations business unit. Any future changes to names, need to include community consultation as this will ~~effect~~[affect](#) residents of the area.

Definitions

Existing Roads and Places means roads and places which have been previously created.

New Roads and Places means future roads and places (includes parks) intended to be created as a result of a Material Change of Use, Reconfiguration of Lot, Operational Works or Plan Sealing stages. It does not, for the purposes of this Policy, include existing places, roads or State Controlled roads.

Related Legislation and Documents

1. AS/NZS 4819:2011 - Rural and Urban Addressing Standard;
2. *Local Government Act 2009* s60 Control of Roads;
3. Naming of Roads and Places Procedure RF04.03PR.01; and
4. Scenic Rim Planning Scheme and associated Planning Scheme Policies.

This Policy supports the Scenic Rim Regional Council Corporate Plan 2026, in particular theme - Open and Responsive Government

Approval and Review Details

Approval and Review	Details
Original Approval Authority and Date	Council 07/09/2020
Amendment Authority and Date	Council xx/xx/2022
Notes	Reviewed and updated to new Policy framework. Updated to new Policy Framework; Nil changes

Approved By:

SCENIC RIM REGIONAL COUNCIL

Adopted xx/xx/2022

Version Information

Version No	Date	Key Changes
1	07/09/2020	Ordinary Meeting Item No. Item 11.5; New Policy.
2	Xx/xx/2022	Ordinary Meeting Item No. xx; Reviewed and updated to new Policy framework.

POLICY

Council Policy

Naming of Roads and Places

Policy Reference Number	RF4.03CP	Adoption Date	Xx/xx/2022
Portfolio	Customer and Regional Prosperity / Assets and Environmental Sustainability	Next Review Date	Xx/xx/2025
Business Unit	Development Assessment & Engineering / Maintenance and Operations	Document ID	Governance TC

Purpose / Objective

The Purpose of this Policy is to provide clarity in the process and selection of names for roads and places throughout the region. Names selected will assist recognition of the local history and be sufficiently unique to avoid confusion to visitors or emergency services.

The objectives of this Policy are:

1. Guidelines for the naming of new roads and places associated with new development;
2. Guidelines for the naming or renaming of existing roads and places; and
3. Clarity and direction of acceptable and preferred names.

Scope

This Policy applies to all Council officers involved in consideration and/or approval of names for roads and places under Council control.

Policy Statement

The naming of roads and places provides an opportunity to recognise local history and significant contributors to the community. For larger new developments with multiple roads, it is recognised that historic recognition is to be balanced with estate naming conventions.

Names must be in accordance with Australian Standards to ensure consistency in road designations. Parameters for good naming practice exist to avoid confusion in spelling, duplication or inappropriate outcomes. Clear road names are essential for postal services, visitors, travellers and emergency services.

Council is committed to:

1. A naming convention for roads and places which is free of ambiguity and meets naming standards, including AS/NZS 4819:2011 - Rural and Urban Addressing Standard;
2. A preference for the use of names which reflect local history, historic land owners and persons who have made significant contributions to the local area;
3. New residential developments having a combination of historic names and a broader estate naming rational; and
4. Ensuring public consultation in the naming or re-naming of existing roads and places.

Consideration of Human Rights under *Human Rights Act 2019*

In acknowledgement of the fundamental human rights recognised in International covenants, this Council Policy has been developed and acknowledges a commitment to recognise the importance and protection of human rights in creating policies that serve to develop overarching frameworks, standards, behaviours or actions that affect the way in which Council serves the community of the Scenic Rim region.

An assessment of this Policy against the human rights determined that no human rights are limited or affected by this Policy, because outline how the topic of this Policy does or does not affect the human rights.

Compliance, Monitoring and Review

This Policy is administered by both Customer and Regional Prosperity, and the Asset and Environmental Sustainability portfolios.

It is a matter of customer convenience and process, that the naming of new roads and places occur as part of a development application. The developer can elect for this to occur at any stage of development up to Plan Sealing. The Development Assessment and Engineering business unit is responsible for this process.

Once roads and places are created, the assets are gifted to Council and administered by the Maintenance and Operations business unit. Any future changes to names, need to include community consultation as this will affect residents of the area.

Definitions

Existing Roads and Places means roads and places which have been previously created.

New Roads and Places means future roads and places (includes parks) intended to be created as a result of a Material Change of Use, Reconfiguration of Lot, Operational Works or Plan Sealing stages. It does not, for the purposes of this Policy, include existing places, roads or State Controlled roads.

Related Legislation and Documents

1. AS/NZS 4819:2011 - Rural and Urban Addressing Standard;
2. *Local Government Act 2009* s60 Control of Roads;
3. Naming of Roads and Places Procedure RF04.03PR.01; and
4. Scenic Rim Planning Scheme and associated Planning Scheme Policies.

This Policy supports the Scenic Rim Regional Council Corporate Plan 2026, in particular theme - Open and Responsive Government

Approval and Review Details

Approval and Review	Details
Original Approval Authority and Date	Council 07/09/2020
Amendment Authority and Date	Council xx/xx/2022
Notes	Updated to new Policy Framework; Nil changes

Approved By:

SCENIC RIM REGIONAL COUNCIL

Adopted xx/xx/2022

Version Information

Version No	Date	Key Changes
1	07/09/2020	Ordinary Meeting Item No. Item 11.5; New Policy.
2	Xx/xx/2022	Ordinary Meeting Item No. xx; Reviewed and updated to new Policy framework.

PROCEDURE



Naming of Roads and Places

Reference Number	RF04.03PR.01	Approval Date	XX/XX/2022
Portfolio	Customer and Regional Prosperity/Asset and Environmental Sustainability	Review Date	Xx/xx/2025
Business Unit	Planning and Development/Maintenance and Operations	Document ID	Governance TC

Objectives

The objectives of this Procedure are:

- 1 To support and implement Council's Policy for the naming of roads and places associated with new development;
- 2 To support and implement Council's Policy for the naming or renaming of existing roads and places;
- 3 To provide clarity and direction of acceptable and preferred names for Council consideration; and
- 4 Ensuring public consultation in the naming or re-naming of existing roads and places.

Scope

This procedure applies to all Council officers involved in the consideration and/or approval of names for roads and places under Council control.

~~It~~This Procedure applies to all roads and places which are to be named or re-named.

New roads and places will generally be named as part of a Material Change of Use, Reconfiguration of Lot or Operational Works application process.

Existing roads and places will be named or renamed through a process involving public consultation.

This Procedure applies to all Council officers involved in:

- The development, review and approval of development applications which include a new road naming request, and
- The management of Council roads and property.

Procedure Actions

1. Road Naming Considerations

- 1.1 In considering road names, regard will be given to the following:

- a. Names which reflect local history, historic land owners and persons who have made significant contributions to the local area are preferred;
- b. Names that have Indigenous significance should demonstrate support from local Indigenous communities;
- c. Names of individuals/families used in memoriam or for local heritage significance may be considered. Applicants should demonstrate support from surviving relatives where possible. Evidence of the significant contributions to the community should be provided;
- d. No names of currently serving Councillors or Executive officers of Council, or their spouses;
- e. The designation of a street name is to be appropriate to the geometry of the subdivision;
- f. Names should be easy to pronounce, spell and be socially acceptable;
- g. No duplication of names in the Region;
- h. No names close in spelling or pronunciation which would cause confusion (particularly if in the same suburb or neighbouring suburbs);
- i. Named which do not hinder Emergency Services' ability to readily locate properties;
- j. Names which could be aligned with the following will be avoided:
 - i. Offensive or likely to give offense;
 - ii. Inappropriate sounding when pronounced; or
 - iii. Deemed incongruous - out of place;
- k. Names should not be overly long, with a maximum of 12 letters not including designation - "Street", "Court" etc;
- l. Plural or possessive names are avoided;
- m. Hyphenated names are not generally acceptable; and
- n. AS/NZS 4819:2011 – Rural and Urban Addressing Standard.

1.2 Generally, Council will consider types of names in the following order of preference:

- a. Geographical significance;
- b. Historical or Cultural significance;
- c. Individual/family name in memoriam; and
- d. Other naming or naming rationale.

1.3 Roads Created in Residential Developments.

New residential developments may have a combination of historic names and a broader estate naming rationale.

In developing a naming scheme for a residential subdivision, local history should be recognised in the naming of key roads or places. The remaining roads and places can be named in an approved rationale or theme, eg. bird names.

2. Place Naming Considerations

2.1 In considering place names, regard will be given to the following:

- a. Names which reflect local history, historic land owners and persons who have made significant contributions to the local area are preferred;
- b. Names that have Indigenous significance should demonstrate support from local Indigenous communities;
- c. Names of individuals/families used in memoriam or for local heritage significance may be considered. Applicants should demonstrate support from surviving relatives where possible. Evidence of the significant contributions to the community should be provided;
- d. No names of currently serving Councillors or Executive officers of Council, or their spouses;
- e. Names should be easy to pronounce, spell and be socially acceptable;

- f. No duplication of names in the Region;
 - g. No names close in spelling or pronunciation which would cause confusion (particularly if in the same suburb or neighbouring suburbs);
 - h. Names which could be aligned with the following will be avoided:
 - i. Offensive or likely to give offense;
 - ii. Inappropriate sounding when pronounced; or
 - iii. Deemed incongruous - out of place;
- 2.2 Generally, Council will consider types of names in the following order of preference;
- a. Geographical significance;
 - b. Historical or Cultural significance;
 - c. Individual/family name in memoriam; and
 - d. Other naming rationale.

3. **New Roads and Places** (*administered by ~~Planning and Development~~ Assessment and Engineering*)

Requests for naming can occur as part of, or simultaneously with, a Material Change of Use, Reconfiguration of Lot, Operational Works or Plan Sealing application.

Applicants must submit at least two suggested names for each road or place (in order of preference), and provide reasons for the choice, giving attention to:

- a. *Road Naming Considerations*; or
- b. *Place Naming Considerations*, as applicable.

Developers of private, gated/security or restricted entry developments that contain internal roads must also apply to Council for approval for internal street names. This ensures uniqueness of name and that other provisions of this Policy are complied with. This is for the benefit of emergency services and the community as a whole.

4. **Existing Roads and Places** (*administered by Maintenance and Operations*)

In considering names for each existing road or place, attention must be given to:

- a. *Road Naming Considerations*; or
- b. *Place Naming Considerations*, as applicable.

Council may receive a proposal to name or rename an existing road or place from a member of the public or other organisation, or Council may initiate same. Proposals are administered according to the following general steps:

- Where the proposed name is in line with the aforementioned naming considerations, it is advertised for public consultation for a period of not less than four (4) weeks. Public consultation will include advertisement in local newspaper/s, Council's website and notification to adjoining property owners. The community is invited to provide comment on the proposed name/s or suggest an alternative name with rationale. All comments are considered in the naming process;
- Comments and alternative submissions are provided to Council for consideration and adoption of name; and
- The applicant, adjoining landowners and all parties who provided comment will be advised of Council's decision in writing. Relevant State Government departments will be notified of the new name/s. A notice will be placed in the local newspaper announcing the approved name.

Definitions

Existing Roads and Places means roads and places which have been previously created, whether named or not.

New Roads and Place means future roads and places (includes parks) intended to be created as a result of a Material Change of Use, Reconfiguration of Lot, Operational Works or Plan Sealing stages. It does not, for the purposes of this Policy, include existing places, roads or State Controlled roads.

Place includes parks, reserves, monuments, lookouts, locations of particular significance or historical value and the like, located on Council controlled land including within road reserve.

Road is defined as per Section 59 of the *Local Government Act 2009* to be:

- (a) an area of land that is dedicated to public use as a road; or
- (b) an area of land that -
 - (i) is developed for, or has as 1 of its main uses, the driving or riding of motor vehicles; and
 - (ii) is open to, or used by, the public; or
- (c) a footpath or bicycle path; or
- (d) a bridge, culvert, ford, tunnel or viaduct.

However, a road does not include -

- (a) a State-controlled road; or
- (b) a public thoroughfare easement.

Related Documents

1. AS/NZS 4819:2011 – Rural and Urban Addressing Standard;
2. *Local Government Act 2009* s60 Control of Roads;
3. Naming of Roads and Places Policy RF04.03CP;
4. Scenic Rim Planning Scheme and associated Planning Scheme Policies.

This Procedure supports the Scenic Rim Regional Council Corporate Plan 2018-2023, in particular Theme - Open and Responsive Government.

Approval and Review Details

Approval and Amendment History	Details
Original Approval Authority and Date	Chief Executive Officer, 14/09/2020
Amendment Authority and Date	Chief Executive Officer, xx/xx/2022
Notes	Xxxx

Approved By:

David Keenan

CHIEF EXECUTIVE OFFICER

Date: xx/xx/2023

VERSION INFORMATION

Version No	Date	Key Changes
1	14/09/2020	New Procedure

2	Xx/xx/2023	ET Meeting, Item No. xx; xxxxxx
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PROCEDURE



Naming of Roads and Places

Reference Number	RF04.03PR.01	Approval Date	XX/XX/2022
Portfolio	Customer and Regional Prosperity/Asset and Environmental Sustainability	Review Date	Xx/xx/2025
Business Unit	Planning and Development/Maintenance and Operations	Document ID	Governance TC

Objectives

The objectives of this Procedure are:

- 1 To support and implement Council's Policy for the naming of roads and places associated with new development;
- 2 To support and implement Council's Policy for the naming or renaming of existing roads and places;
- 3 To provide clarity and direction of acceptable and preferred names for Council consideration; and
- 4 Ensuring public consultation in the naming or re-naming of existing roads and places.

Scope

This procedure applies to all Council officers involved in the consideration and/or approval of names for roads and places under Council control.

It applies to all roads and places which are to be named or re-named.

New roads and places will generally be named as part of a Material Change of Use, Reconfiguration of Lot or Operational Works application process.

Existing roads and places will be named or renamed through a process involving public consultation.

This Procedure applies to all Council officers involved in:

- The development, review and approval of development applications which include a new road naming request, and
- The management of Council roads and property.

Procedure Actions

1. Road Naming Considerations

- 1.1 In considering road names, regard will be given to the following:

- a. Names which reflect local history, historic land owners and persons who have made significant contributions to the local area are preferred;
- b. Names that have Indigenous significance should demonstrate support from local Indigenous communities;
- c. Names of individuals/families used in memoriam or for local heritage significance may be considered. Applicants should demonstrate support from surviving relatives where possible. Evidence of the significant contributions to the community should be provided;
- d. No names of currently serving Councillors or Executive officers of Council, or their spouses;
- e. The designation of a street name is to be appropriate to the geometry of the subdivision;
- f. Names should be easy to pronounce, spell and be socially acceptable;
- g. No duplication of names in the Region;
- h. No names close in spelling or pronunciation which would cause confusion (particularly if in the same suburb or neighbouring suburbs);
- i. Named which do not hinder Emergency Services' ability to readily locate properties;
- j. Names which could be aligned with the following will be avoided:
 - i. Offensive or likely to give offense;
 - ii. Inappropriate sounding when pronounced; or
 - iii. Deemed incongruous - out of place;
- k. Names should not be overly long, with a maximum of 12 letters not including designation - "Street", "Court" etc;
- l. Plural or possessive names are avoided;
- m. Hyphenated names are not generally acceptable; and
- n. AS/NZS 4819:2011 – Rural and Urban Addressing Standard.

1.2 Generally, Council will consider types of names in the following order of preference:

- a. Geographical significance;
- b. Historical or Cultural significance;
- c. Individual/family name in memoriam; and
- d. Other naming or naming rationale.

1.3 Roads Created in Residential Developments.

New residential developments may have a combination of historic names and a broader estate naming rationale.

In developing a naming scheme for a residential subdivision, local history should be recognised in the naming of key roads or places. The remaining roads and places can be named in an approved rationale or theme, eg. bird names.

2. Place Naming Considerations

2.1 In considering place names, regard will be given to the following:

- a. Names which reflect local history, historic land owners and persons who have made significant contributions to the local area are preferred;
- b. Names that have Indigenous significance should demonstrate support from local Indigenous communities;
- c. Names of individuals/families used in memoriam or for local heritage significance may be considered. Applicants should demonstrate support from surviving relatives where possible. Evidence of the significant contributions to the community should be provided;
- d. No names of currently serving Councillors or Executive officers of Council, or their spouses;
- e. Names should be easy to pronounce, spell and be socially acceptable;

- f. No duplication of names in the Region;
 - g. No names close in spelling or pronunciation which would cause confusion (particularly if in the same suburb or neighbouring suburbs);
 - h. Names which could be aligned with the following will be avoided:
 - i. Offensive or likely to give offense;
 - ii. Inappropriate sounding when pronounced; or
 - iii. Deemed incongruous - out of place;
- 2.2 Generally, Council will consider types of names in the following order of preference;
- a. Geographical significance;
 - b. Historical or Cultural significance;
 - c. Individual/family name in memoriam; and
 - d. Other naming rationale.

3. **New Roads and Places** (*administered by Development Assessment and Engineering*)

Requests for naming can occur as part of, or simultaneously with, a Material Change of Use, Reconfiguration of Lot, Operational Works or Plan Sealing application.

Applicants must submit at least two suggested names for each road or place (in order of preference), and provide reasons for the choice, giving attention to:

- a. *Road Naming Considerations*; or
- b. *Place Naming Considerations*, as applicable.

Developers of private, gated/security or restricted entry developments that contain internal roads must also apply to Council for approval for internal street names. This ensures uniqueness of name and that other provisions of this Policy are complied with. This is for the benefit of emergency services and the community as a whole.

4. **Existing Roads and Places** (*administered by Maintenance and Operations*)

In considering names for each existing road or place, attention must be given to:

- a. *Road Naming Considerations*; or
- b. *Place Naming Considerations*, as applicable.

Council may receive a proposal to name or rename an existing road or place from a member of the public or other organisation, or Council may initiate same. Proposals are administered according to the following general steps:

- Where the proposed name is in line with the aforementioned naming considerations, it is advertised for public consultation for a period of not less than four (4) weeks. Public consultation will include advertisement in local newspaper/s, Council's website and notification to adjoining property owners. The community is invited to provide comment on the proposed name/s or suggest an alternative name with rationale. All comments are considered in the naming process;
- Comments and alternative submissions are provided to Council for consideration and adoption of name; and
- The applicant, adjoining landowners and all parties who provided comment will be advised of Council's decision in writing. Relevant State Government departments will be notified of the new name/s. A notice will be placed in the local newspaper announcing the approved name.

Definitions

Existing Roads and Places means roads and places which have been previously created, whether named or not.

New Roads and Place means future roads and places (includes parks) intended to be created as a

result of a Material Change of Use, Reconfiguration of Lot, Operational Works or Plan Sealing stages. It does not, for the purposes of this Policy, include existing places, roads or State Controlled roads.

Place includes parks, reserves, monuments, lookouts, locations of particular significance or historical value and the like, located on Council controlled land including within road reserve.

Road is defined as per Section 59 of the *Local Government Act 2009* to be:

- (a) an area of land that is dedicated to public use as a road; or
- (b) an area of land that -
 - (i) is developed for, or has as 1 of its main uses, the driving or riding of motor vehicles; and
 - (ii) is open to, or used by, the public; or
- (c) a footpath or bicycle path; or
- (d) a bridge, culvert, ford, tunnel or viaduct.

However, a road does not include -

- (a) a State-controlled road; or
- (b) a public thoroughfare easement.

Related Documents

1. AS/NZS 4819:2011 – Rural and Urban Addressing Standard;
2. *Local Government Act 2009* s60 Control of Roads;
3. Naming of Roads and Places Policy RF04.03CP;
4. Scenic Rim Planning Scheme and associated Planning Scheme Policies.

This Procedure supports the Scenic Rim Regional Council Corporate Plan 2018-2023, in particular Theme - Open and Responsive Government.

Approval and Review Details

Approval and Amendment History	Details
Original Approval Authority and Date	Chief Executive Officer, 14/09/2020
Amendment Authority and Date	Chief Executive Officer, xx/xx/2022
Notes	Xxxx

Approved By:

David Keenan

CHIEF EXECUTIVE OFFICER

Date: xx/xx/2023

VERSION INFORMATION

Version No	Date	Key Changes
1	14/09/2020	New Procedure





2	Xx/xx/2023	ET Meeting, Item No. xx; xxxxxx
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10.3 Policy Review - Providing Draft Conditions for Development Assessments RF04.02CP

Executive Officer: General Manager Customer and Regional Prosperity

Item Author: Principal Specialist Development Assessment and Engineering

Attachments:

1. Draft Council Policy - Providing Draft Conditions for Development Assessments (with tracked changes) [↓](#) 
2. Draft Council Policy - Providing Draft Conditions for Development Assessments (clean copy) [↓](#) 
3. Draft Procedure - Providing Draft Conditions for Development Assessments (with tracked changes) [↓](#) 
4. Draft Procedure - Providing Draft Conditions for Development Assessments (clean copy) [↓](#) 

Executive Summary

The creation of a Council Policy - Providing Draft Conditions for Development Assessments and Procedure - Providing Draft Conditions for Development Assessments to manage the provision of draft development condition to applicants seeks to:

- Minimise subsequent formal negotiations over conditions which could be easily resolved during the assessment process;
- Ensure there are no unreasonable delays to development once approved; and
- Provide clarity as to when and if draft conditions are issued.

The provision of draft conditions is an opportunity to rectify potential oversights, omissions or clarifications rather than an opportunity to negotiate condition standards. Further, it does not limit Council from making further changes, or indeed, refusing an application, if appropriate.

This report makes recommendation to adopt the updated Council Policy - Providing Draft Conditions for Development Assessments Policy RF04.02CP (Policy) and note the supporting Procedure - Providing Draft Conditions for Development Assessments RF04.02GL.01 (Procedure).

Recommendation

That:

1. Council rescind the existing Council Policy - Providing Draft Conditions for Development Assessments RF04.02CP (Version 1) - October 2019;
2. Council adopt the updated Council Policy - Providing Draft Conditions for Development Assessments RF04.02CP (Version 2) - March 2023; and
3. Council note the draft Procedure - Providing Draft Conditions for Development Assessments RF04.02GL.01 - March 2023, which will be presented to the Chief Executive Officer for approval.

Previous Council Considerations / Resolutions

At the Ordinary Meeting held on 21 October 2019 (Item 11.2), Council adopted the Council Policy (RF04.02CP) - Providing Draft Conditions for Development Assessments and noted the supporting Guideline - Providing Draft Conditions for Development Assessments (RF04.02GL.01) would subsequently be provided to the Chief Executive Officer for approval.

Report / Background

The original Policy was introduced as an opportunity to reduce the need for the Negotiated Decision Notice (NDN) process of development assessment. In most cases, applicants are seeking minor changes to conditions which do not change the overall effect of the approval.

The changes may relate to potential oversights, omissions or clarifications by either the applicant or Council.

Such matters can be easily resolved, however the formal NDN process involves fees, consultant costs, Council resources and delays to the project. It is considered judicious to resolve minor matters prior to issuing development conditions.

The provision of draft conditions will not always be required, particularly for simple development applications which attract standard conditions. Hence, draft conditions would generally be issued at the case officer's discretion or where requested by the applicant.

Infrastructure Charge Notices are included in the Policy as this too can be the subject of later NDN processes. The most common concerns relate to staging or calculation of Gross Floor Area.

As the assessment of development applications is ongoing until the report is finalised, there is the likelihood that conditions may be amended between issuing draft and final conditions. Where there is a significant change, this can be relayed to the applicant, where time permits.

There is also the possibility that the application may in fact, be refused. This can occur where new information is considered. This possibility is relayed to the applicant within the disclaimer.

The benefits in applying this Policy to all developments, far outweighs any potential criticism that may arise in some individual circumstances.

The Policy is designed to empower case officers to be open and transparent with applicants in regard to likely conditions, and to ensure Council's conditions are appropriate, accurate and applicable.

The Policy does not include refusal of development applications, meaning draft reasons for refusal are not provided in these situations. As a matter of process, case officers will have liaised regularly with the applicant regarding matters being the reason for refusal.

Refusal decisions are not taken lightly, and are subject to legal appeal. As such, prior discussion with applicants concerning Council's formal reasons for refusal is not considered prudent.

Matters Amended in the Policy Review (refer Attachments 1 and 2)

1. Draft conditions are not provided where the application is intended to be considered by Council by resolution,
2. Includes Infrastructure Charge Notices which was included in the original Council report but not specifically included in the Policy, and
3. Includes Minor and Other Change which were not specifically listed previously, and
4. Other minor amendments to ensure the Policy remains current.

The supporting updated Procedure (refer Attachments 3 and 4) outlines the procedural actions to implement the Policy. It provides structure around when draft conditions may or may not be issued. It is considered that simpler applications, and those attracting standard conditions, would not benefit from the provision of draft conditions. As it is an operational procedure it will be presented to the Chief Executive Officer for approval, however, it is presented to Council for completeness.

It also limits the time to three days for an applicant to respond. As the consideration of the application is essentially complete, any unnecessary delays to issuing an approval or presenting the development application to Council for consideration should be avoided.

Further to the amendments to the Policy, a disclaimer has been included that all correspondences and any response to the draft conditions will be made publicly available on DAPonline.

The review has also identified opportunity to review Council's Standard Conditions suite with the intention of making it available online to the public. This has been identified as a value-add embraced by a number of other councils in their service delivery which has received positive response from the development community.

Budget / Financial Implications

No costs to Council are applicable in the implementation of the new Policy and Procedure. There are likely to be cost savings to both Council and applicants in reducing post-approval negotiations over development approval conditions and the potential of appeals.

Strategic Implications

Operational Plan

Theme: 4. Relaxed Living and Rural Lifestyle

Key Area of Focus: To be a high-quality customer-focused organisation that provides high-quality customer-focused services

Legal / Statutory Implications

There are no legal risks associated with this Policy, which is aimed at provision of high quality customer support for applicants.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR51 Ineffective, inaccurate and/or inappropriate communication and relationship/stakeholder management impacting Council's ability to fulfil its strategic objectives.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment risks of	Residual Risk Rating
Financial/Economic The proposal ensures a reduced risk of expenditure negotiating conditions in the formal framework of an NDN	2 Minor	Possible	Low	The Council Policy will reduce risk to Council	Low

Consultation

In developing the revised Policy and Procedure, consultation with Development Assessment Officers and Councillors was been undertaken and, together with feedback from applicants over a period of time, have informed the development of both documents. Contact has been made with other Councils to understand their policies on this matter.

Other Councils

Other Queensland local governments have either been consulted with directly or their websites reviewed in relation to the provision of draft conditions to the applicant during the assessment process.

The findings are summarised below:

Local Government Area	Known to issue draft conditions	Policy Procedure /	Notes
Sunshine Coast City Council	Yes	Unknown	Has been a standard practice since 2013.
Toowoomba Regional Council	Yes	Yes - Practice Note	Practice notice was used to develop Council's policy and procedure.
Central Highlands Regional Council	Yes	No - standard conditions available online	
Isaac Regional Council	Yes	No	
Logan City Council	Yes	Unknown - standard conditions available online.	

Local Government Area	Known to issue draft conditions	Policy Procedure /	Notes
Ipswich City Council	Yes	Yes - <i>Framework for Development Applications and Related Activities Policy</i>	Draft conditions may be issued (at the discretion of the delegate) for an application which is not at immediate risk of deemed approval (ie. within the next five business days), is not to be reviewed by Committee and decided by Full Council, and providing the 'stop the clock' provisions are legislatively available for the application and agreed to be utilised by the applicant until such time as Council has had the opportunity to consider any representations made in relation to the draft conditions.
Redland City Council	Yes	Unknown	Website states - <i>"If your application is being recommended for approval, draft conditions may be sent to you during the decision stage. This will give you the opportunity to review approval conditions that are likely to be imposed on your development and raise any queries you may have before the decision is made. Given the statutory timeframes that must be met, the assessment manager may outline a time/date that you need to respond by."</i>
Lockyer Valley Regional Council	Yes	Unknown	Documented in their monthly reporting, the Council has adopted a consultative approach particularly for complex applications, whereby draft conditions are discussed with applicants, resulting in reduced negotiated decision requests.
Mackay Regional Council	Yes	Unknown	
Bundaberg Regional Council	Yes	Unknown	Website states that draft conditions are provided on all development applications recommended for approval.
Gold Coast City Council	Yes	Unknown	Maximum 'three day turnaround' by applicants to comment on draft Decision Notice and conditions.

Local Government Area	Known to issue draft conditions	Policy Procedure /	Notes
Fraser Council Regional Council	Yes - upon request	Unknown	<p>Fraser Coast undertook a review of their business processes in 2017. The report included an examination of other Councils as leading examples.</p> <p>The action recommendations identified draft conditions and publishing standard conditions as a premium value-add.</p>

Conclusion

The Policy is designed to empower case officers to be open and transparent (in line with Council's Customer Charter) with applicants in regard to likely conditions, and to ensure Council's conditions are appropriate, accurate and applicable.

The Policy does not include refusal of development applications. Refusal decisions are not taken lightly, and are subject to legal appeal. As such, prior discussion with applicants concerning Council's formal reasons for refusal is not considered prudent.

The provision of draft conditions to applicants will reduce requests for negotiated decisions and reduce unnecessary delays in development approvals.

The revised Policy is recommended for endorsement, noting the supporting Procedure will be presented to the Chief Executive Officer for approval.

POLICY

SCENIC RIM

REGIONAL COUNCIL

Council Policy

Providing Draft Conditions for Development Assessments

Policy Reference Number	RF04.02CP	Adoption Date	XX/XX/2022
Portfolio	Customer and Regional Prosperity	Next Review Date	Xx/xx/2025
Business Unit	Planning and Development Development Assessment & Engineering	Document ID	Governance TC

Purpose / Objective

The objectives of this Policy are:

1. To permit the provision of draft development conditions to applicants other than applications intended to be considered by Council by resolution;
2. To provide an opportunity for discussion of conditions prior to finalisation of a development approval; and
3. To set a consistent framework for when and how draft conditions for delegated assessments are provided to applicants.

Scope

This Policy applies to ~~applies to~~ development applications, other than applications intended to be considered by Council by resolution, requiring:

1. Code Assessment, including Operational Works,
2. Minor and Other Change Applications,
3. Infrastructure Charge Notices, and
4. Impact Assessment.

This Guideline applies to all officers involved in the provision of draft development conditions to applicants.

Policy Statement

Council is committed to:

1. Ensuring development is appropriately assessed and conditioned in accordance with the relevant planning scheme;
2. Providing transparency on the imposition of conditions on development approvals;

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3. Ensuring new development is assessed in a timely manner to minimise costs and delays to both Council and applicants ~~through unnecessary avoidable requests for negotiated decision~~;
4. Maintaining ~~a structured and~~ open lines of communication with applicants during the development approval process; and
5. Ensuring all officers responsible for the provision of draft development conditions to applicants support and deliver the objectives of this Policy and provide draft development conditions to applicants in accordance with the Providing Draft Conditions for Development Assessments Procedure (RF04.02PR.01).

Consideration of Human Rights under Human Rights Act 2019

In acknowledgement of the fundamental human rights recognised in International covenants this Council Policy has been developed and acknowledges a commitment to recognise the importance and protection of human rights in creating policies that serve to develop overarching frameworks, standards, behaviours or actions that affect the way in which Council serves the community of the Scenic Rim region.

An assessment of this Policy against the human rights determined that no human rights are limited or affected by this Policy.

Compliance, Monitoring and Review

The ~~Manager Regional Development, Health and Biodiversity~~ is responsible for ensuring the Policy:

- Aligns with all relevant legislation and government Policy;
- Aligns with requirements/strategies/values;
- Is implemented and monitored; and
- Is reviewed to evaluate its continuing effectiveness.

Definitions

Case Officer ~~means – The~~ the officer charged with the task of the primary assessment of the development application.

Related Legislation and Documents

1. ~~Planning Scheme~~ Scenic Rim Regional Planning Scheme 2020 (as amended);
2. ~~Planning Act~~ 2016;
3. ~~Planning Regulation~~ 2017; and
4. Providing Draft Conditions for Development Assessments ~~Guideline~~ Procedure.

This Policy supports the Scenic Rim Regional Council Corporate Plan 2026, in particular theme - Relaxed Living and Rural Lifestyle

Approval and Review Details

Approval and Review	Details
Original Approval Authority and Date	Council 21/10/2019
Amendment Authority and Date	Council xx/xx/2022
Notes	xxxUpdated to new Policy Framework; nil changes

Approved By:

SCENIC RIM REGIONAL COUNCIL

Adopted XX/YY/2022 *(Please insert Committee details below in Version details)*

DRAFT

Version Information

Version No	Date	Key Changes
1	21/10/2019	Ordinary Meeting Item No. 11.2; New Procedure
2	Xx/xx/2022	Ordinary Meeting Item No. xx; xxxx <u>Reviewed and updated to new Policy framework.</u>

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DRAFT

POLICY

Council Policy

Providing Draft Conditions for Development Assessments

Policy Reference Number	RF04.02CP	Adoption Date	XX/XX/2022
Portfolio	Customer and Regional Prosperity	Next Review Date	Xx/xx/2025
Business Unit	Development Assessment & Engineering	Document ID	Governance TC

Purpose / Objective

The objectives of this Policy are:

1. To permit the provision of draft development conditions to applicants other than applications intended to be considered by Council by resolution;
2. To provide an opportunity for discussion of conditions prior to finalisation of a development approval; and
3. To set a consistent framework for when and how draft conditions for delegated assessments are provided to applicants.

Scope

This Policy applies to development applications, other than applications intended to be considered by Council by resolution, requiring:

1. Code Assessment, including Operational Works,
2. 'Minor' and 'Other' Change Applications,
3. Infrastructure Charge Notices, and
4. Impact Assessment.

This Guideline applies to all officers involved in the provision of draft development conditions to applicants.

Policy Statement

Council is committed to:

1. Ensuring development is appropriately assessed and conditioned in accordance with the relevant planning scheme;
2. Providing transparency on the imposition of conditions on development approvals;
3. Ensuring new development is assessed in a timely manner to minimise costs and delays to both Council and applicants through avoidable requests for negotiated decision;

4. Maintaining a structured and open line of communication with applicants during the development approval process; and
5. Ensuring all officers responsible for the provision of draft development conditions to applicants support and deliver the objectives of this Policy and provide draft development conditions to applicants in accordance with the Providing Draft Conditions for Development Assessments Procedure (RF04.02PR.01).

Consideration of Human Rights under Human Rights Act 2019

In acknowledgement of the fundamental human rights recognised in International covenants this Council Policy has been developed and acknowledges a commitment to recognise the importance and protection of human rights in creating policies that serve to develop overarching frameworks, standards, behaviours or actions that affect the way in which Council serves the community of the Scenic Rim region.

An assessment of this Policy against the human rights determined that no human rights are limited or affected by this Policy.

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The Manager Regional Development, Health and Biodiversity is responsible for ensuring the Policy:

- Aligns with all relevant legislation and government Policy;
- Aligns with requirements/strategies/values;
- Is implemented and monitored; and
- Is reviewed to evaluate its continuing effectiveness.

Definitions

Case Officer means the officer charged with the task of the primary assessment of the development application.

Related Legislation and Documents

1. Scenic Rim Regional Planning Scheme 2020 (as amended);
2. *Planning Act 2016*;
3. *Planning Regulation 2017*; and
4. Providing Draft Conditions for Development Assessments Procedure.

This Policy supports the Scenic Rim Regional Council Corporate Plan 2026, in particular theme - Relaxed Living and Rural Lifestyle

Approval and Review Details

Approval and Review	Details
Original Approval Authority and Date	Council 21/10/2019
Amendment Authority and Date	Council xx/xx/2022
Notes	Updated to new Policy Framework; nil changes

Approved By:

SCENIC RIM REGIONAL COUNCIL

Adopted XX/YY/2022 *(Please insert Committee details below in Version details)*

Version Information

Version No	Date	Key Changes
1	21/10/2019	Ordinary Meeting Item No. 11.2; New Procedure
2	Xx/xx/2022	Ordinary Meeting Item No. xx; Reviewed and updated to new Policy framework.

DRAFT



PROVIDING DRAFT CONDITIONS FOR DEVELOPMENT ASSESEMENTS

OBJECTIVES

The objectives of this Procedure are:

1. To implement Council's Policy by enabling the provision of draft development conditions to applicants; and
2. To set a consistent framework for when and how draft conditions for ~~delegated development assessments~~ applications, ~~to be issued under delegated authority~~, are provided to applicants.

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SCOPE

This Procedure applies to all officers involved in the provision of draft development conditions to applicants of development applications requiring: ~~This Procedure applies to development applications requiring:~~

1. Code Assessment including Operational Works;
2. 'Minor' and 'Other' Change Applications;
3. Infrastructure Charge Notices; and
4. Impact Assessment.

~~This Guideline applies to all officers involved in the provision of draft development conditions to applicants.~~

PROCEDURE ACTIONS

1. The provision of draft conditions to an applicant can be initiated by either:
 - a. The case officer responsible for assessing the application; or
 - b. The applicant on written request.
2. The provision of draft conditions is an opportunity to:
 - a. ~~Rectify~~ Rectify potential oversights, omissions or clarifications in draft development conditions; and/or
 - b. Negotiate non-standard draft conditions contained in draft development conditions, rather than an opportunity to negotiate condition standards.
3. In deciding whether to issue draft conditions, the case officer:
 - a. Shall consider each application on a case by case basis;
 - b. Shall consider the complexity of the application and any proposed conditions;
 - c. Would not generally consider simpler applications which would attract standard conditions; and

Reference Number: RF04.02PR.01
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Business Unit: Planning and Development

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- d. Ensure sufficient time exists within assessment ~~deadlines~~timeframes to allow for the process.

4. Draft development conditions will not be issued in relation to applications that are in response to a Show Cause Notice or required by an Enforcement Notice.

3-5. Where requested by the applicant, draft conditions may be issued where:

- The application is complex; or
- Non-standard conditions are to be applied; and
- Sufficient time exists within assessment deadlines.

6. Draft conditions may be issued allowing a minimum three (3) days for applicant review.

4-7. Correspondence involving the issuing of, and response to, the draft conditions will be displayed on Councils DAPonline system as a public document.

5-8. The following disclaimer will apply:

DISCLAIMER: This correspondence has been provided as a courtesy to the applicant to peruse draft conditions. The conditions detailed are provided as a DRAFT copy for information purposes only and are subject to change. This correspondence and any response to the draft conditions will be publicly available on DAPonline. The applicant has three (3) days to submit representations. Should you wish the applicant seek additional time to lodge representations for clarification, amendment, or negotiation on any aspect of the draft development conditions, the applicant must give notice to stop the current period or otherwise seek and obtain agreement from Council to an extension of time under the Development Assessment Rules and prior to expiry of the decision making period. Council is not obliged to grant any extension of time, if requested by the applicant, it is recommended that the Decision making period be extended in accordance with the Planning Act 2016.

The provision of draft conditions does not commit Council to approve an application as indicated.

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DEFINITIONS

Case Officer means the officer charged with the task of the primary assessment of the development application.

Days A business day and does not include a day between 26 December of a year and 1 January of the next year.

Standard condition A condition which is common on development approvals, forms part of Council's standard conditions suite, or is linked to an acceptable outcome or planning scheme policy under the Scenic Rim Planning Scheme 2020.

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RELATED DOCUMENTS

1. Scenic Rim Planning Scheme 2020 (as amended)

2. Planning Act 2016 and Planning Regulation 2017

2-3. Development Assessment Rules

3-4. Providing Draft Conditions for Development Assessments Policy

4. Providing Draft Conditions for Development Guideline (RF04.02GL.01)

This Procedure supports the Scenic Rim Regional Council Corporate Plan 2026, in particular Theme: Relaxed Living and Rural Lifestyle.

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Reference Number: RF04.02PR.01
Portfolio: Customer and Regional Prosperity
Business Unit: Planning and Development

Adoption/Approval Date: xx/xx/2022
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APPROVAL AND REVIEW DETAILS

Approval and Review	Details
Approval Authority	Chief Executive Officer
Administrator	Manager Regional Development, Health and Biodiversity Planning and Development
Next Review Date	xx/xx/2024

Approval and Amendment History	Details
Original Approval Authority and Date	Chief Executive Officer xx/xx/2022
Amendment Authority and Date	
Notes	New Procedure in framework to replace Guidelines.

Approved By:

Jon Gibbons
CHIEF EXECUTIVE OFFICER

Date

Version Information

Version No.	Date	Key Changes
1	21/10/2022	Executive Team Meeting Item No. xx New Procedure to replace Guidelines.

Reference Number: RF04.02PR.01
Portfolio: Customer and Regional Prosperity
Business Unit: Planning and Development

Adoption/Approval Date: xx/xx/2022
Review Date: xx/xx/2024
File References: Governance to complete Doc Set #
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PROCEDURE



Providing Draft Conditions for Development Assessments

Reference Number	RF04.02PR.01	Approval Date	Xx/xx/2023
Portfolio	Customer and Regional Prosperity	Review Date	Xx/xx/2025
Business Unit	Regional Development, Health and Biodiversity	Document ID	TBA

Objectives

The objectives of this Procedure are:

1. To implement Council's Policy by enabling the provision of draft development conditions to applicants; and
2. To set a consistent framework for when and how draft conditions for development applications, to be issued under delegated authority, are provided to applicants.

Scope

This Procedure applies to all officers involved in the provision of draft development conditions to applicants of development applications requiring:

1. Code Assessment including Operational Works;
2. 'Minor' and 'Other' Change Applications;
3. Infrastructure Charge Notices, and
4. Impact Assessment.

Procedure Actions

1. The provision of draft conditions to an applicant can be initiated by either:
 - a. The case officer responsible for assessing the application; or
 - b. The applicant on written request.
2. The provision of draft conditions is an opportunity to:
 - a. Rectify potential oversights, omissions or clarifications in draft development conditions; and/or
 - b. Negotiate non-standard draft conditions contained in draft development conditions.
3. In deciding whether to issue draft conditions, the case officer:
 - a. Shall consider each application on a case by case basis;
 - b. Shall consider the complexity of the application and any proposed conditions;

- c. Would not generally consider simpler applications which would attract standard conditions; and
 - d. Ensure sufficient time exists within assessment timeframes to allow for the process.
4. Draft development conditions will not be issued in relation to applications that are in response to a Show Cause Notice or required by an Enforcement Notice.
5. Where requested by the applicant, draft conditions may be issued where:
 - a. The application is complex; or
 - b. Non-standard conditions are to be applied; and
 - c. Sufficient time exists within assessment deadlines.
6. Draft conditions may be issued allowing a minimum three (3) days for applicant review.
7. Correspondence involving the issuing of, and response to, the draft conditions will be displayed on Council's DAPonline system as a public document.
8. The following disclaimer will apply:

DISCLAIMER: This correspondence has been provided as a courtesy to the applicant to peruse draft conditions. The conditions detailed are provided as a DRAFT copy for information purposes only and are subject to change. This correspondence and any response to the draft conditions will be publicly available on DAPonline.

The provision of draft conditions does not commit Council to approve an application as indicated.

Definitions

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Days A business day and does not include a day between 26 December of a year and 1 January of the next year.

Standard condition A condition which is common on development approvals, forms part of Council's standard conditions suite, or is linked to an acceptable outcome or planning scheme policy under the Scenic Rim Planning Scheme 2020.

Related Documents

1. Scenic Rim Planning Scheme 2020 (as amended)
2. *Planning Act 2016* and *Planning Regulation 2017*
3. Development Assessment Rules
4. Providing Draft Conditions for Development Assessments Policy

This Procedure supports the Scenic Rim Regional Council Corporate Plan 2018-2023, in particular Theme - Open and Responsive Government.

Approved by:

David Keenan

Chief Executive Officer

Date:

Approval and Review Details

Approval and Amendment History	Details
Original Approval Authority and Date	Chief Executive Officer
Amendment Authority and Date	
Notes	New Procedure in Framework to replace Guidelines

VERSION INFORMATION

Version No	Date	Key Changes
1	21/10/2022	Executive Team Meeting Item No. New Procedure to replace Guidelines

DRAFT

10.4 MCU22/066 - Development Permit for Material Change of Use for Medium Impact Industry (Motor Smash Repairs and Spray Booth) at 4 Church Street, Boonah

Executive Officer: General Manager Customer and Regional Prosperity

Item Author: Team Leader Development Assessment

Attachments:

1. Proposal Plans [!\[\]\(b1b781be830eb908d845c527ab08d5f8_img.jpg\)](#) 
2. Appendix A - Conditions of Approval [!\[\]\(a3b1c8d49688274496e55f2751cb8993_img.jpg\)](#) 

Executive Summary

Council is in receipt of application for a Development Permit for Material Change of Use for Medium Impact Industry (Motor Smash Repairs and Spray Booth) at 4 Church Street, Boonah described as Lot 2 on RP77407, Lot 1 on RP59057 and Lot 2 on RP59057.

Pursuant to the Scenic Rim Planning Scheme 2020 (Planning Scheme), an Impact Assessable application is required as the proposed land use is unlisted in the District Centre Zone. The applicant has submitted a planning report, architectural plans, Traffic Impact Assessment, Noise Impact Assessment, Air Quality Assessment, and Stormwater Management Plan, in support of the application.

The proposed development has generally demonstrated compliance with the relevant technical Codes of the Planning Scheme through the submitted material within the application. The land use itself is not listed as a 'consistent' use for the zone, and as such represents a conflict with the Planning Scheme. This results in non-compliances with the planning scheme's zoning intent for the defined use, however there are considered appropriate relevant matters which favour approval.

The proposed development application for Material Change of Use (Medium Impact Industry – Motor Smash Repairs and Spray Booth) is supportable, subject to reasonable and relevant conditions. (refer to Attachment 2 - Appendix A - Conditions of Approval).

Recommendation

That:

1. Council receive and note the report titled "MCU22/066 - Development Permit for Material Change of Use for Medium Impact Industry (Motor Smash Repairs and Spray Booth) at 4 Church Street, Boonah";
2. Council approve development application MCU22/066 despite the non-compliances with the Scenic Rim Planning Scheme 2020, subject to imposition of reasonable and relevant conditions in Appendix A and in consideration of the following relevant matters favouring approval:
 - (a) The proposed development is unlikely to undermine the strategic intent of the planning scheme for the District Centre Zone, which anticipates industry uses where of a lower impact, as represented by this development;
 - (b) The premises has operated historically and on a continual basis with similar uses of an industrial nature and therefore the proposed development is unlikely to negatively impact on the existing character of the surrounding area;

- (c) The proposed conditions will appropriately manage any potential for offsite impacts that are anticipated for the proposed development; and
3. Council note that any subsequent requests for a negotiated decision notice and/or change applications to the approval (MCU22/066) will be processed via delegated authority where the changes would not significantly alter the original decision.

Previous Council Considerations / Resolutions

A development application made under a former planning scheme for the same (or similar) development was considered at the Ordinary Meeting held on 24 March 2009, and was refused.

Report / Background

Applicable Planning Scheme	Scenic Rim Planning Scheme 2020 (as amended 17 June 2022)
Applicant	Mr C L Ruthenberg, Ms J M Ruthenberg
Owner(s)	Mr C L Ruthenberg, Ms J M Ruthenberg
Site Address	Church Street BOONAH
Real Property Description	Lot 2 RP77407 Lot 1 RP59057 Lot 2 RP59057
Site Area	1,584m ²
Relevant Zone and Precinct	District Centre Zone
Proposal	Material change of use for Medium impact industry (Motor Vehicle Smash Repair Business)
Assessment Level	Impact (not 'consistent' or 'potentially consistent')
Approval Type	Development Permit for Material Change of Use
Public Notification	15 days
Submissions Received	Two properly made submissions
Date Application Deemed Accepted	15 July 2022

Development History

The site which is in the commercial area of the township of Boonah had previously been utilised as a tyre sales business and associated mechanical workshop prior to 2006. It is understood the previous tyre sales business had stopped operating for a period of time. Any historic use rights may have been considered abandoned at the time, however no records show this determination.

In November 2006, the current owner/applicant, asked Council if parts of their business considered Commercial activities (at that time operating lawfully from 12 Church Street) could operate from the premises at 4 Church Street, namely the customer liaison, office work and storage of spare parts.

Council advised that this was acceptable as the Planning Scheme at the time provided that a Commercial Use in the Town Centre Precinct was self-assessable development if in an existing building. The parts of the business to operate from the site were considered commercial uses only and the owner was advised that this did not include industry type activities such as welding, grinding, spray painting etc.

The applicant at a time proceeded to use the site for these Commercial purposes. At some stage after that, the applicant moved their entire panel beating and spray painting business onto the site and commenced operating an industrial use without Development Approval.

Council issued a Show Cause Notice on 26 August 2008, and subsequently an Enforcement Notice on 13 October 2008. An earlier application was lodged to comply with Council's Enforcement Notice which required that a Development Application be lodged for the use.

On 24 March 2009, the development application was considered at Council's Ordinary Meeting and was refused. It is understood that the use continued to operate unlawfully and in the absence of development approval.

On 24 February 2014, Council issued a Show Cause Notice after which the business closed (temporarily).

On or around 21 April 2021, the Council issued the applicant with a further enforcement notice. The Enforcement Notices alleges the applicant were undertaking a medium impact industry use (panel beating and spraying painting) on the Land in contravention of section 165 of the *Planning Act 2016* (Qld) (Unlawful Use).

Following mediation in the Planning and Environment Court, the current application was made in response to the enforcement action, seeking to legitimise the development.

Proposal

The development comprises an office, storeroom, paint store, workshop, storage shed, and spray booth. The spray booth is located towards the rear of the ground level of the building and includes filtration and exhaust fans. It involves primarily panel beating and spray painting (and the associated dismantling/reassembling of cars) undertaken indoors.

The facility includes a Monarch Spray Booth. This booth is a semi down draft style booth which employs both inlet and outlet air filters and discharges exhaust air above the roof level of the front (northern) building. Recent inspections identify that the booth generally complies with Australian Standard requirements. Recent works have increased the height of the discharge stack to achieve the minimum height separation of >2m above the inlet stack. All spray painting is conducted within the spray booth – both for control of the quality of the painting and for environmental control of paint emissions (i.e. particulates, fumes etc.).

The applicant has more recently transitioned their operation to using water-based paints which are low emission rather than previous all solvent-based paints. All colour paints used on site are water-based. When a final clear coat is applied, this is a low emission point but with a solvent component. The industry has yet to develop a water-based clear coat that achieves adequate clarity and hardness. In changing to water-based paints, the facility is employing environmental best practice by using low emission paints.

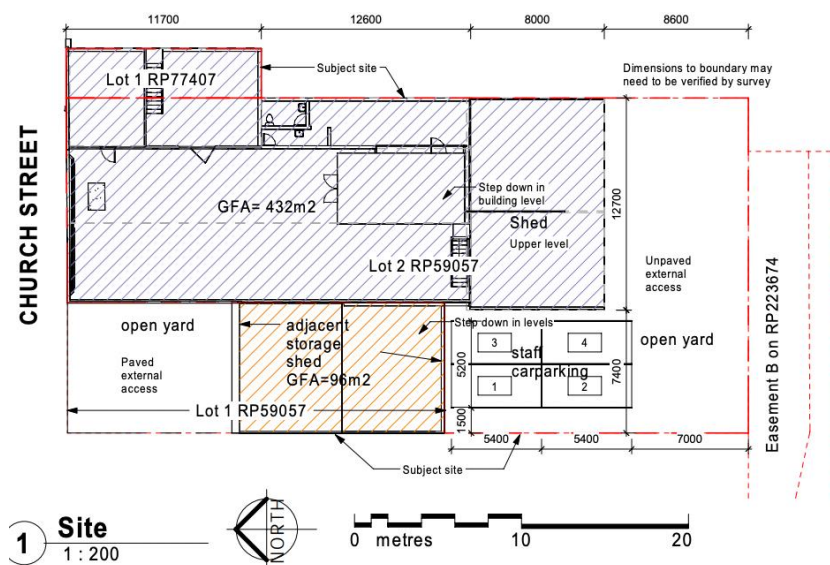
Inspection identifies that the front (northern building) on Church Street is used for:

Initial customer vehicle inspection and quoting

- Disassembly of customer vehicles to permit repair of panels/components where hand tools can be used for the works.
- Surface repair of panels with minor panel beating and application of fillers.
- All dry sanding in the front building, conducted using the CAM Dust Extraction Machine.
- The front building includes a vehicle hoist and the spray booth.
- All sanding is conducted either by hand or by hand tools typically air operated sanders.
- Wet sanding of painted components is primarily undertaken.
- Washing of cars and components and wet sanding is conducted in the front building.

- Washdown/ sanding waters flow to a grated drain at the front of the building and then to a Triple Interceptor trap (below ground) prior to discharge to sewer. The triple interceptor is regularly cleaned out by external licenced contractor and was approved by Council at the time of installation.
- Once repaired/painted, components are reassembled and fitted back to cars in the front building.
- Cars are polished/detailed in the front building.
- Storage of paints is conducted within a room adjacent the spray booth.
- A modern package air compressor is in the front building providing compressed air to the spray booth and air powered tools.

The rear undercover area comprises a concrete floor with roof and partial walls. This area is used for major repair works where significant panel repairs (ie. cutting, grinding, hammering, welding etc is conducted) (refer to figures 1-3).



Aerial - from 'Qld Globe'

Scenic Rim Regional Council

Land Description

- Lot 1 on RP77407
- Lot 2 on RP59057
- Lot 1 on RP59057

Figure 1: Site Plan

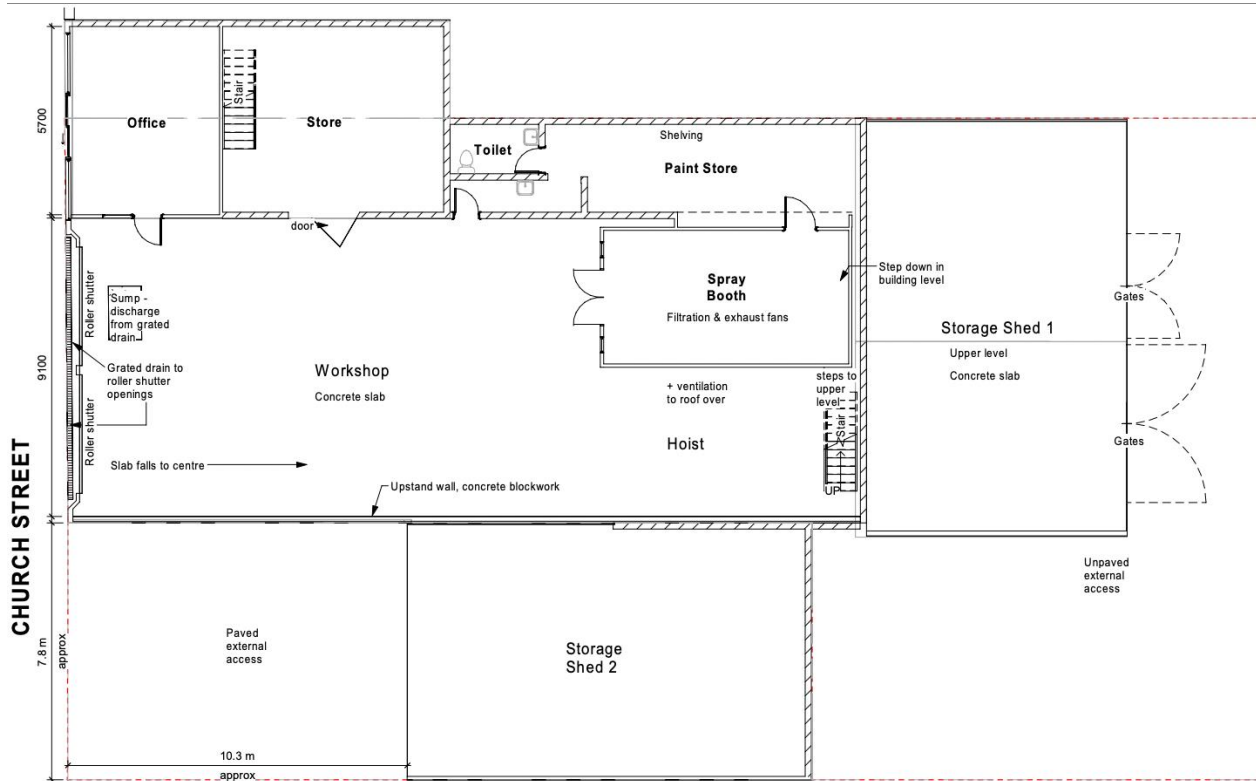


Figure 2: Proposed Floor Plan

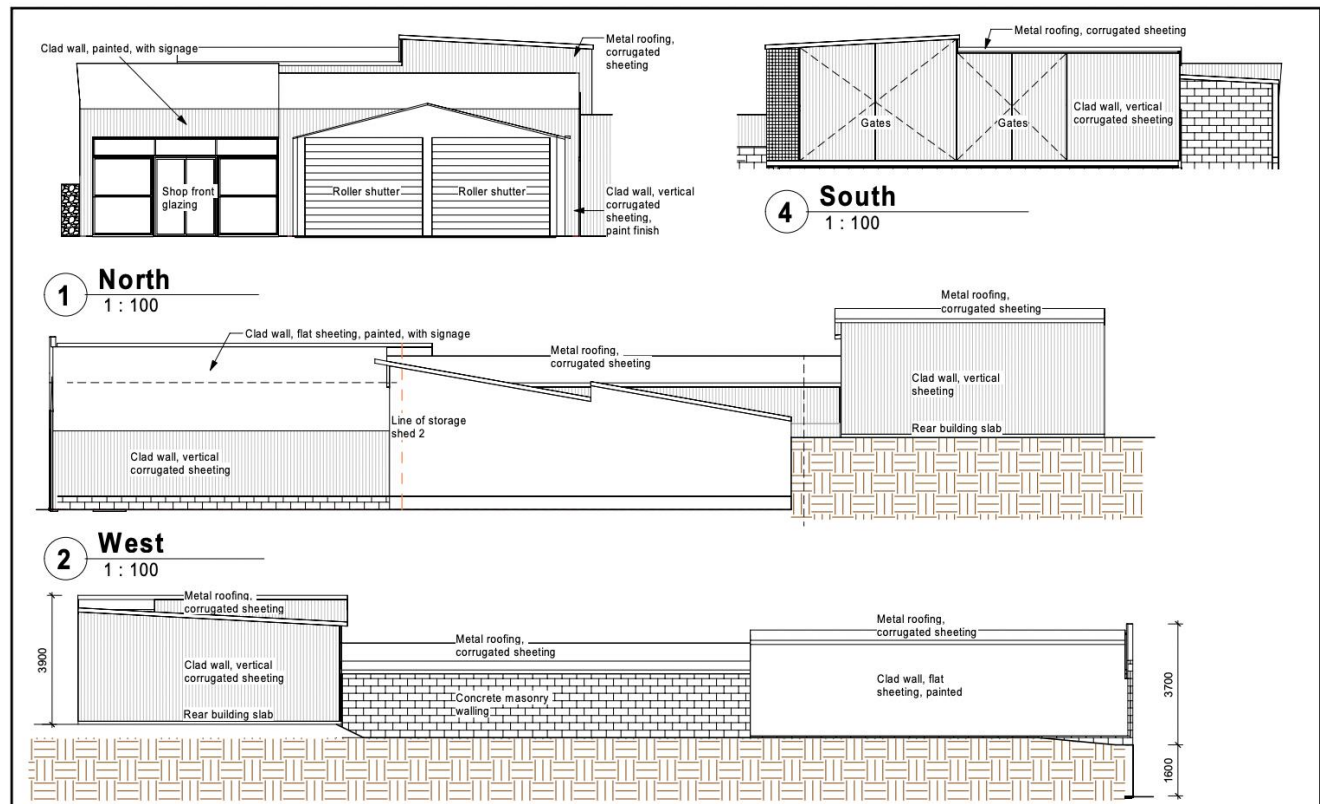


Figure 3: Proposed elevations

Site Visit Evaluation

On 11 November 2022, Council assessment officer K Lane undertook a site assessment of 4 Church Street, Boonah as it relates to the proposed motor smash repair business. It is evident that the proposed use is taking place in a centralised locality to the town of Boonah alongside other light industrial and commercial activities. It was understood that parking was catered for in the front section of the site, and in the rear via an access easement (refer to figures 4-5).



Figure 4: Site visit of 4 Church Street, Boonah



Figure 5: Site locality (Aerial View) Source: Nearmaps

Framework for Assessment

Categorising Instruments for Statutory Assessment

For the *Planning Act 2016*, the following Categorising Instruments may contain Assessment Benchmarks applicable to development applications:

- the *Planning Regulation 2017*
- the Planning Scheme for the local government area
- any Temporary Local Planning Instrument
- any Variation Approval

Of these, the planning instruments relevant to this application are discussed in this report.

Assessment Benchmarks Pertaining to the *Planning Regulation 2017*

The following Assessment Benchmarks from the *Planning Regulation 2017* are applicable to this application:

PLANNING REGULATION 2017 DETAILS	
Assessment Benchmarks:	Nil.
ShapingSEQ South East Queensland Regional Plan 2017 Designation:	Urban Footprint

Assessment Benchmarks Pertaining to the Planning Scheme

The applicable planning scheme for the application is Scenic Rim Planning Scheme 2020. The following sections relate to the provisions of the Planning Scheme.

Planning Scheme:	Scenic Rim Planning Scheme 2020 (as amended 17 June 2022)
Zone:	District Centre Zone
Consistent/Potentially Consistent Use:	No - unlisted use for Table of Assessment
Assessment Benchmarks:	Strategic Framework District Centre Zone Code Earthworks, Construction and Water Quality Code General Development Provisions Code Infrastructure Design Code Landscaping Code Parking and Access Code

Strategic Framework

The Strategic Framework considers the following matters:

- Settlement Pattern
- Economic Development
- Transport
- Infrastructure and Services
- Natural Environment
- Community Identity, Character and Social Inclusion
- Natural Resources
- Natural Hazards

The application has been assessed against each of the matters above and found to be generally consistent with each matter.

Section 3.3 of the Strategic Framework includes the strategic vision for the Scenic Rim, including an overview of the Boonah, including the following passage:

Boonah has evolved as a thriving rural town and a hub for recreation, tourism and sustainability. The town generates a high level of activity at the regional level and is constantly enlivened through events, activities and community celebrations. It has retained its high level of amenity reflective of the value and significance of rural activities to the local economy, character and lifestyle of the area.

Boonah:

- 1) has a vibrant district centre with a traditional 'High Street' character providing an important sense of place for residents and visitors;*
- 2) provides affordable, attractive and diverse housing with convenient access to the district centre, recreation and other services;*
- 3) is serviced by an efficient and integrated infrastructure and services network; and*
- 4) has retained its picturesque rural setting whilst providing an important functional centre for the surrounding rural economic base.*

Applicant's Response: *The proposed development is consistent with the strategic vision for Boonah insofar as:*

- the land is not located on High Street and therefore does not impact on the high street character.*
- The use is in the centre zone which anticipates a wide range of non-residential uses. It therefore does not impact or prejudice existing or future housing.*
- The site is connected to the appropriate range of services.*
- The existing building (and series of uses that have occurred within it) have, for the past 25 years or so, formed part of the existing character of Boonah. The use is well utilized by existing residents and the surrounding rural economic base.*

Officer's comments: Council officers acknowledge that the subject site is situated at the top of High Street along the spine of Church Street which does not contribute the same level of streetscape amenity or 'High Street character'. Church Street is characterised with a balance of commercial and residential structures, providing a different streetscape character to that of High Street.

Given that the business has operated for 15 years, it is fair to accept the applicants view that it forms part of the Church Street character. The development is seen to align to the Strategic Outcome 4, as to provide an important functional centre for the surrounding rural economic base.

Communities and Character Theme

3.4.1 Strategic Intent

The subject site is identified within an Urban Area on Strategic Framework Map 1: Communities and Character. Urban Areas are the larger towns of the region and include Beaudesert, Boonah, Canungra, Kalbar and part of Kooralbyn. They contain many of the key commercial, cultural, civic, recreation and community services and facilities of the region. Urban Areas have a well-designed, attractive, functional, safe and accessible built environment to enhance the physical and social wellbeing of people. Urban Areas provide for a range of residential lot sizes and dwelling types to meet the housing needs of the community. Rural residential lots are only created within Urban Areas where the land is subject to physical constraints that limit its development for more intensive residential purposes or where consistent with the intended character of the land contemplated by the zone. ...

The centres zones in Urban Areas facilitate a range of commercial, administrative, business, community, entertainment, professional and retail uses of varying scales and intensities relative to the intended role and function of the centre in the centres hierarchy shown on Strategic Framework Map SFM-02: Growing Economy. Development that has the potential to impact on the high level of amenity expected in Urban Areas manages these impacts within their sites so as not to compromise the existing or potential development of nearby land. Buffers and other separation areas are provided within Urban Areas between incompatible land uses to minimise impacts on nearby Rural Areas. ...

3.4.2 Strategic Outcomes – Urban Areas (1) Urban Areas only accommodate those land uses identified in the 'Table of Consistent Uses and Potentially Consistent Uses' for each zone unless it is demonstrated that the development complies with the Strategic Framework. ...

Applicant's Response: *As described elsewhere, while the use is not listed as consistent or potentially consistent, there is compliance with the strategic framework in our opinion.*

Officer's comments: Whilst the proposed medium impact industry is not a consistent land use for the zoning intent, associated impacts such as discharge, odour, overspray, and traffic can be appropriately dealt with through the imposition of reasonable and relevant conditions. The proposed Medium Impact Industry is not seen to materially affect the physical or social wellbeing of people and does not compromise the existing or potential development of nearby land.

Growing Economy Theme

3.5.1 Strategic Intent – Centre Hierarchy

As the site is characterised by District Centre zoning, the site is identified on Strategic Framework Map 2: Growing Economy as a 'District Centre'. An assessment against the following provisions included in the Centre Hierarchy element is therefore relevant for the proposed development. The Centre Hierarchy is depicted on Strategic Framework Map SFM-02: Growing Economy and includes the following centres:

(2) District Centre: Boonah and Tamborine Mountain (North Tamborine);

The role, function and scale of centres in the region is clarified through the Centre Hierarchy so that growth and development of the region occurs in a way that uses land efficiently, minimises transport demand, encourages the cost-effective provision of community infrastructure and services and ensures commercial development addresses end user needs and is consistent with the community's economic, social, cultural and environmental values and expectations.

The Centre Hierarchy seeks to encourage development in centres that:

- 1) maintains a healthy level of retail competition and customer choice;*
- 2) maintains a strong small business community and a vibrant retail employment market;*
- 3) reduces vehicle travel requirements to secure household goods and services;*
- 4) provides places of community interaction and engagement;*
- 5) avoids or mitigates unreasonable traffic, noise, light and building mass nuisance to surrounding activities;*
- 6) preserves and enhances the character, heritage and cultural values of the locality; and*
- 7) discourages development that undermines the role and function of these centres through appropriate land use allocation.*

Sufficient land has been made available within the Centre Hierarchy to directly cater for the retailing, commercial and service industry needs of residents of the region. Integrated retail and commercial developments, including Shopping centres where involving a department store, discount department store, full-line supermarket or supermarkets, or convenience retail activities are not supported outside of the identified Centre Hierarchy.

Applicant's Response: *The use falls within the definition of Medium Impact Industry, however has characteristics of a Service Industry Use. Specifically, it is one which requires a level of consumer interaction (with customers dropping off/picking up cars) much like other motor vehicle maintenance uses such as a vehicle mechanic or tyre shop. In that sense, the use is one anticipated to occur in a centre. In addition:*

- There are two other motor vehicle smash repair business within 100m of the site. The proposed development therefore maintains competition and consumer choice which would decline if the business closed.*
- For 15 years the business has contributed to the small business community and employment market in Boonah*
- The use reduces travel times for customers by being centrally located in Boonah. There are no known unacceptable impacts as demonstrated by the supporting technical reports.*
- The use and in particular the built form has been part of the character of the locality for over 2 decades.*
- The use does not compete with the retail 'core' in Boonah (which is focussed on High Street' and does not undermine the role and function of the centre generally.*

The proposed use has been considered against the outcomes sought for the Centres Hierarchy, however as the proposed development is for a defined industrial use, assessment against the Strategic Intent and associated Strategic Outcomes for the Industry and Employment element has also be considered.

Officer's comments: Officers acknowledge that the proposed use operates in a format which requires vehicle travel to obtain a service but contemplate that it would be no more intensive than other service based industries. The proposed land use can operate where vehicles are contained within the curtilage of the site.

Through the imposition of good design, specialist reports and reasonable and relevant conditions, the proposed use can mitigate traffic, noise, land light to surrounding activities.

3.5.1 Strategic Intent – Industry and Employment

The region has a range of industry and enterprise areas predominantly focused on rural service industries and manufacturing services. An adequate supply of industrial zoned land, which maintains an appropriate mix of lot sizes, is identified to meet a range of industrial operational needs and facilitate a diverse range of industrial activities.

New industrial development locates on land already set aside and serviced for that use. Low and Medium impact industry, Service industry and Research and technology industry are located on land zoned for that purpose. Development of this type occurs where impacts to sensitive receivers are avoided and minimised through development design and siting. The clustering, co-location and consolidation of industrial development is encouraged to avoid land use conflicts and maximise utilisation of development infrastructure. Industrial land will be serviced with adequate infrastructure, vehicular access, local services and amenities.

The region's industry zoned land is protected from uses not contemplated in the zone to avoid land use conflict and fragmentation, and to ensure an adequate supply of industrial land is maintained for its intended purpose. Rural industries and other industrial activities that diversify, value-add and increase the agricultural production capacity of a farm or its surrounding area are encouraged in Rural Areas.

Rural industries and industrial activities will have a direct nexus with local agricultural land uses and activities that contribute to the local rural economy and will not lead to the establishment of urban activities in Rural Areas.

A rural enterprise area may be supported where it is demonstrated that it will significantly increase the agricultural production capacity and provide for the long-term sustainability of Rural Areas in the region.

Applicant's Response: *The proposed use responds to the above as follows:*

- *The use is defined as Medium Impact Industry on the basis that the examples of that use listed in the planning scheme include spray painting. The use definition is however wide and varied and includes (for example) uses such as the storage of dangerous goods, scrap metal yard, recycling tyres, and concrete batching. Those example uses would all have impacts (including visual, traffic and air quality) which far exceed those of the subject development and would be inappropriate in the current setting. Conversely, the use (considered together with the findings of the attached technical reports), largely occurs indoors and has no unacceptable adverse impacts on surrounding development.*
- *There are other industrial uses which have occurred on this site, but also that currently exist within 100m of the site. In that sense it is clustered on the edge of the centre.*

Officer's comments: Council officers acknowledge that the proposed use is not located in the appropriate zone and could be co-located alongside similar businesses within an industrial zone. However, this will be further explored later in the report as it is subject to consideration of relevant matters.

To summarise, purely against this aspect of the strategic framework, the proposed land use does not align with the intent for Industry and Employment, however on relevant matters it achieves the broader intent of the Strategic Framework on a balance.

3.5.2 Strategic Outcomes – Centre Hierarchy

(1) Development is consistent with the Centre Hierarchy identified on Strategic Framework Map SFM-02: Growing Economy. • ...

(4) Development in centres accommodates a range of retail, business, education, entertainment, sport and recreation, health and education, community and civic facilities that reflects their location, scale and service catchment.

(5) Centres provide for community events, meeting places and public use areas. • ...

(7) High quality infrastructure and transport networks encourage and support business growth and development within and between the centres in the identified Centre Hierarchy. • ...

(9) The District Centres (incorporating Boonah and North Tamborine):

- a) provide a range of uses and activities that service the needs of Boonah and its subregional rural catchment and the Tamborine Mountain plateau;*
- b) are highly accessible and well-connected to the catchment that they serve;*
- c) may accommodate a concentration of land uses including retail, commercial, residential, industrial (of a low impact and service nature), public and private open space, community facilities, recreational uses and infrastructure;*
- d) are well-designed, safe and accessible;*
- e) are predominantly a low rise building format, where significant off-site impacts are avoided and the existing character of the centre is retained;*
- f) where located on High Street in the Boonah District Centre, maintain the existing 'high street' character.*

(10) Food and drink outlets involving drive-through facilities are not supported in the Mountain Community.

(11) Low impact industries are supported in the District Centres where:

- a) the potential for land use conflict with other uses expected in the centre is effectively mitigated; and*
- b) not fronting High Street in the Boonah District Centre.*

Applicant's Response: *The proposed use responds to the strategic outcome (and particularly (9) and (11) as follows:*

- The proposed development seeks to continue a use which currently address to the range of services and activities which service the needs of Boonah and it surrounding rural catchment.*
- The use is centrally located and highly accessible to the catchment it services.*
- The centres hierarchy (consistent with the zoning) anticipates that in some circumstances it will be appropriate to accommodate uses that are industrial. The criteria includes the following which is met by the subject proposal:*
 - they are low impact*
 - they are of a service nature*
 - potential for land use conflict is effectively mitigated; and*
 - they do not front High Street in Boonah.*

Officer's comments: *Officers agree with the applicant's response to the nexus of low impact vs medium impact industries, as the motor smash repair business only exceeded the low impact industry threshold due to the availability of spray booth within the business which has subsequently been found to comply with Australian standard AS/NZS 4114.1:2003 (relevant standards). Furthermore, the proposed motor smash repair has demonstrated non-worsening of traffic and car parking demand, odour, noise or light on surrounding activities within the District Centre Zone.*

3.5.2 Strategic Outcomes – Industry and Employment

(1) Low and Medium impact industry, Service industry and Research and technology industry are facilitated in the Industry Zone. High impact industry and Special industry are not located in the Industry Zone due to the proximity of sensitive receivers.

(2) Lot sizes meet the operational needs of the range of industrial activities expected in the Industry Zone.

(3) Industrial land will be serviced with necessary infrastructure, vehicular access, local services and amenities. • ...

(7) Industrial activities have appropriate access to the State controlled road network and are appropriately located to avoid or minimise heavy vehicle movements through residential areas.
• ...

(9) Industrial activities appropriately minimise any potential adverse off-site environmental impacts.

(10) Rural enterprise areas that significantly increase the agricultural production capacity of the region, facilitate the long-term sustainability of Rural Areas and have a direct nexus with the agricultural land uses that contribute to the local rural economy are supported. ...

Applicant's Response: *On face value, the proposed development does not meet the above outcome that seeks that low and medium impact industry, service industry and research and technology industries are facilitated in the Industry Zone. That said, the outcome does not require that those land uses are only facilitated in the Industry Zone, noting that such as interpretation would conflict with the anticipation elsewhere in the scheme that such uses will occur in the centre zone (for example).*

Officer's comments: Officers acknowledge that the planning scheme contemplates Medium Impact industries within the Industrial Zone; however, also recognise that the proposed use does not attract the use of heavy machinery or heavy vehicles, and appropriately minimises potential adverse off-site environmental impacts, whilst the lot size meets the operational needs of the proposed use.

Whilst it could be argued that the proposed use does not align to this Strategic intent based on zoning alone, it would be amiss to not highlight that the Strategic Intent on the balance allows for low impact, industries to be located outside of the Industrial Zone.

7.4.4 Environment and Natural Hazards

Theme 3.6.1 Strategic Intent – Emissions and Hazardous Activities

Development protects the health, safety, wellbeing and amenity of communities and the environment in regard to emissions and hazardous activities. Activities that have the potential to cause nuisance to communities and other sensitive receivers through environmental emissions such as air, odour and noise pollution are planned and effectively managed to avoid any potential adverse impacts.

3.6.2 Strategic Outcomes – Emissions and Hazardous Activities

(1) Development protects the health and safety of the community and sensitive receivers and is designed and located to mitigate adverse impacts of air, noise, light and odour emissions.

Applicant's Response: *Potential environmental emissions from the proposed use include air quality, noise and stormwater. These matters have been addressed in the supporting technical reports which demonstrate there are no unacceptable adverse impacts on the health, safety, wellbeing and amenity of the surrounding community or the environment generally.*

Officer's comments: Officers agree that the proposed Medium Impact Industry mitigates adverse impacts of air, noise, light and odour emissions through the imposition of specialist reports and certification against relevant Australian Standards.

Notwithstanding the above, consideration has been given to the proposed development on the balance with the Strategic Framework objectives as a whole and whether the proposed development is in the community's interest. Further consideration is provided later in the report.

Planning Scheme Codes

The application has been assessed against each of the applicable codes and found to be compliant with, or can be conditioned to comply with, each. The pertinent issues arising out of assessment against the codes are discussed below:

Compliance with the District Centre Zone Code

The proposal complies with all the District Centre Zone Code's Acceptable Outcomes and Performance Criteria, except as follows:

District Centre Zone Code			
Performance Outcomes	Acceptable Outcomes	Compliance with Acceptable Outcomes	Compliance With Performance Outcomes
PO4 (1) creates a comfortable pedestrian experience by providing continuous shading along building frontages; and (2) ensures that pedestrians can easily and efficiently access the street and public spaces.	AO4 Buildings provide continuous shade to footpaths through the use of: (1) awnings, verandahs or the like; or e by providing continuous shading along building frontages; and (2) ensures that pedestrians can easily and efficiently access the street and public spaces. (2) an overhanging first floor balcony.	No	Yes
PO5 Development: (1) avoids large areas of hard stand addressing streets and public spaces; and (2) locates parking areas behind and/or to the side of buildings.	AO5 No Acceptable Outcome is prescribed.	No	Yes

Applicant's Response:

PO4: The proposal does not propose any changes to the existing built form included on site. Currently, no awnings or shading is included along the site's frontage to Church Street and no continuation of awnings to the east. In light of the zoning (community facilities) it is unlikely that continuous pedestrian cover will be provided to the east in the future.

PO5: The proposed development includes parking at the rear of the site which is used occasionally for customer vehicles and more permanently for staff parking. The use retrofitted an existing building so the interface with the street has not changed.

Officer's comments: Council officers acknowledge that the proposed land use is seeking to legalise their business operations in the area. The motor smash repair business utilises an existing structure which does not offer an awning/ continuous shading along the street frontage. However, Officers concerns are primarily focused on the use of parking at the front of the structure and potential conflicts with pedestrians. Rather than impose a condition for the construction of an awning, officers see compliance best achieved through signage and blind spot mirrors for both visitors and pedestrians; this is seen to provide a level of safety and comfort whilst navigating the pedestrian network.

Refer to Condition 7.

TRAFFIC & CAR PARKING		
	PEDESTRIAN PATHWAY SIGNAGE AND MIRROR The landowner must establish and maintain blind spot mirrors and signage indicating 'reversing vehicles' either side of parking areas and workshop areas which intersect pedestrian pathways for the lifetime of the use.	At all times.

Through the imposition of this condition, Council officers are of the view that the proposed motor smash repair can operate in a manner which does not interfere with the pedestrian experience along Church Street and is able to generally comply with PO4 and PO5 of the District Centre Zone Code.

Compliance with the Parking & Access Code

The proposal complies with all the Parking & Access Code's Acceptable Outcomes and Performance Criteria, except as follows:

Parking and Access Code			
Performance Outcomes	Acceptable Outcomes	Compliance with Acceptable Outcomes	Compliance With Performance Outcomes
PO2 Vehicle parking areas are designed to: (1) provide for safe and efficient vehicle movements throughout the site; (2) minimise conflict between vehicles and pedestrians; and (3) provide for safe and efficient ingress and egress points.	AO2 All vehicles are able to enter and exit the site in a forward direction.	No	
PO1 Vehicle parking areas are located and designed to: (1) provide for safe and efficient movement of vehicles and pedestrians throughout the site; (2) minimise conflict between vehicles and pedestrians; (3) clearly delineate safe pedestrian movement; (4) provide for safe and efficient ingress and egress points;	AO1.1 Each car space provided has a minimum width of 2.4 metres and a minimum length of 5.4 metres. AO1.4 All vehicles are able to enter and exit the site in a forward direction.	No	

Parking and Access Code			
Performance Outcomes	Acceptable Outcomes	Compliance with Acceptable Outcomes	Compliance With Performance Outcomes
(5) provide for safety and security of users and pedestrians; (6) incorporate on-site landscaping; and (7) minimise the impact of vehicle parking on adjacent uses.			
PO21 Development provides for landscaping in parking areas to: (1) enhance the amenity of the site; (2) reduce the heat reflection, glare and the harsh visual effect of large expanses of concrete or asphalt; (3) provide shade for vehicles and pedestrian walkways; (4) separate and define different use areas in the parking area; (5) reduce light spill-over; and (6) separate incompatible uses.	AO21.1 Development provides for landscaping throughout parking areas, which: (1) incorporates shade trees at the rate of one shade tree for every fourth car space; (2) provides a minimum 1.2 metres square planting area for each shade tree; (3) incorporates ground covers around the base of each shade tree; and (4) uses shade tree species that are robust, provide an appropriate canopy	No	

Applicant's Response

PO2: *Complies with the PO Parking in the workshop is not high turnover and therefore some reverse movements onto or off the site will occur. There is nevertheless good sightlines and limited risk to pedestrian safety. At the rear of the site reverse movements will occur however this is an easement and not a public thoroughfare.*

PO1: *Vehicle spacing within the workshop is wider than a typical scenario due to the need to work on the vehicles. At the rear of the site the spaces will meet the nominated requirements.*

As described earlier, some reverse movements will be required however this does not result in a safety impact for pedestrians.

PO21: *Not Applicable. Parking is largely undercover and landscaping would be inappropriate.*

To manage the potential pedestrian safety conflicts from reversing vehicle blind spots, Council officers have imposed signage and mirror requirements. Furthermore, a condition has been imposed that directs customers to park in the front yard area with the establishment of customer parking signage. This signage will facilitate parking to those unfamiliar with the site, and likewise be able to utilise the blind spot mirrors installed to manage pedestrian safety.

It is important to note that the development involves the re-use of an existing building so there is limited opportunity to achieve strict compliance with the planning scheme's acceptable outcomes.

Compliance with the Landscaping Code

The relevant overall outcomes of the Landscaping code are repeated below:

- (2) *The purpose of the code will be through the following overall outcomes:*
- a) *Landscaping:*
- i. is designed in accordance with Council's standards and other relevant landscaping standards including Australian Standards;*
 - ii. protects and enhances existing significant on-site vegetation, where practicable;*
 - iii. is utilised to integrate and soften the built form with the desired character of the area;*
 - iv. is designed and constructed to buffer or screen incompatible uses;*
 - v. is provided in a manner that predominantly uses endemic and local species to minimise the consumption of energy and water and minimise the amount of maintenance required;*
 - vi. does not impact negatively on personal safety and security, is functional and durable, and is practical and economic to maintain;*
 - vii. does not use or encourage weed or pest species;*
 - viii. ensures timely and proper performance and maintenance of landscape works;*
 - ix. reduces the risk to the natural environment and minimises maintenance problems and damage to infrastructure and built structures; and*
 - x. assists climate control and energy efficiency for the development.*

Applicant's Response:

The existing use has operated on the site for the past 15 years and retrofitted an existing building when it commenced. No new landscaping is proposed or warranted and in any case, there are limited opportunities to provide landscaping given the built to boundary front setback. On this basis a full assessment against the landscape code has not been provided as part of this application.

Officer's Comments: Officers acknowledge that the proposed use has elected not to provide landscaping due to the period that has elapsed, and that landscaping has never been established on the site. Whilst Council officers reinforce the provisions and sentiment of the Landscaping Code, it is recognised that the site offers a challenging platform to condition Landscaping. This industrial use is built to boundary with hardstand area along the frontage of Church Street. Whilst landscaping is preferred, pedestrian safety from reversing vehicles and the limitation of blind spots is paramount. The imposition of landscaping along Church Street would introduce sightlines and pedestrian safety. The rear of the property is burdened by an Easement with narrow shoulder width for vehicles. However, screening is provided alongside the rear boundary in the form of an Acoustic Barrier.

Drawing upon Overall outcome *iv. The development (acoustic barrier) is designed and constructed to buffer or screen incompatible uses.* The imposition of a condition for acoustic barrier is seen to buffer the land use from the religious activities to the South (rear boundary).

Based on the significant site constraints, the proposed development is seen to comply with the Landscaping Code.

Compliance with Planning Scheme

Compliance with the District Centre Zone Code, Earthworks, Construction and Water Quality Code, General Development Provisions Code, Infrastructure Design Code, Landscaping Code and Parking and Access Code.

Officer's comment: The applicant has submitted the following supporting documentation which satisfies the assessment criteria under the Scenic Rim Planning Scheme 2020 (V4).

- Architectural Plans prepared by InScape Design dated June 2022.
- Traffic Impact Assessment prepared by PTT Traffic Engineers dated October 2022.
- Stormwater Management Plan prepared by Water Technology dated June 2022.
- Air Quality Assessment prepared MWA Environmental dated November 2022.
- Noise Impact Assessment prepared MWA Environmental dated November 2022.
- Spray Booth Compliance Letter prepared MWA Environmental dated May 2022.

Public Notification

The application was publicly notified for 15 days in accordance with the requirements of the *Planning Act 2016*. The applicant undertook public notification between the dates of 24 November to 15 December 2022 in compliance with the requirements of section 17 and Schedule 3 of the Development Assessment Rules.

The following public notification actions were undertaken:

- Published a notice in the Fassifern Guardian on 23 November 2022
- Placed one notice on the premises in the way prescribed under the Development Assessment Rules on 24 November 2022. The signs were removed on 16 December 2022; and
- Notified the owners of all lots adjoining the premises the subject of the application on 14 November 2022.

The following table provides a breakdown of the properly made submissions, not properly made submissions and whether the submitters were objecting to the development, in support of the development or expressed a neutral view.

Table 1: Public Submissions

	Properly made	Not properly made
In support	2	-
In objection	-	-
Neutral	-	-
Likely to be directly affected (adjoining or in proximity to premises)	Nil	Nil
In total	2	0

No submitters are known to be directly adjoining or in proximity to the premises that may be likely impacted upon by the development.

The following table provides a description of the matters raised in submissions received about the application, together with a statement of how those matters were dealt with in reaching a decision:

Table 2: Reasons for support

Reasons for support
Smash repair and spray booth provide services for local community that would otherwise be in Beaudesert or Ipswich (seen to be inaccessible/ impractical by distance).
No adverse impacts.

'Relevant matters' for consideration

The decision-maker under s60(3) of the Act is required to carry out an assessment against the assessment benchmarks in the relevant planning scheme and can take into account any other relevant matter under s45(5)(b). Compliance with the planning scheme is accorded the weight that is appropriate in the particular circumstances by virtue of it being the reflection of the public interest (and the extent of any non-compliance is also weighted according to the circumstances), in order to be considered and balanced by the decision-maker with any other relevant factors.

The decision-maker may balance a number of factors to which consideration is permitted under s45(5) of the Act in making the decision under s60(3) of the Act where the factors in favour of approval have to be balanced with the factors in favour of refusal of the application. The weight given to each of the factors is a matter for the decision-maker in the circumstances.

The planning scheme needs to be read as a whole, in a way which is practical and as intending to achieve a balance between outcomes.

The extent of non-compliance with the planning scheme is summarised as follows:

1. The proposed development is not identified within the *'Table of Consistent Uses and Potentially Consistent Uses'* in the District Centre Zone.
2. The proposed development is not co-located with industrial uses within the Industry Zone; and
3. The proposed development does not facilitate opportunities for Landscaping.

As described earlier, the proposed development includes elements (spray booth) that elevate the Use so that it is not anticipated within the zone. The consequences of the impact in this case are considered limited to noise, landscaping, air quality and traffic consequences because the nature of the use (including being predominantly indoors) means there is unlikely to be any adverse amenity impacts on surrounding lots.

Traffic generation was addressed in the traffic report submitted by the applicant which reported that at peak times there would be 9 vehicles entering and leaving the site. This will be a limited generator of traffic on Church Street. In summary, the extent of traffic associated with the proposed use is considered acceptable given the context of the site.

In relation to noise impacts, it is noted that the applicants propose to establish an Acoustic Barrier that is 1.8m in height straddling the western boundary to prevent adverse impacts. In summary, the proposed development is not expected to result in unacceptable acoustic impacts on the amenity of the area.

In relation to air quality impacts, it is noted that the applicant has gained certification which demonstrates that the booth generally complies with the requirements of AS4114.1:2003 and provides for appropriate capture/containment of spray-painting activities with filter media and exhaust ventilation in accordance with the Standard and good practice for spray painting booth operations. In summary, the proposed development is not expected to result in unacceptable air quality impacts on the amenity of the area.

In relation to landscaping, officers acknowledge that the provision allocated within the District Centre Zone is limited to sites that offer building setbacks. Officers acknowledge that the subject building is built to boundary with hardstand throughout.

The planning scheme anticipates Industrial Activities within the District Centre Zone where they are low impact, and do not adversely impact on the character of the area.

It is also relevant in the context of the above discussion and non-compliances with the planning scheme that there is another motor repair shop (panel beaters) within 100m of the proposed development. Whilst the proposed development has not been located within an Industry Zone, it can be argued that it has been co-located with other like uses. Both uses mitigate noise, air quality and traffic impacts as evident through 15 years of operation without complaint. The key difference between the two operations is that the proposal includes a spray booth, which elevates the use to Medium Impact Industry, rather than Low Impact Industry.

The Scheme, however, envisages Low Impact Industries within the District Centre Zone '*Table of Consistent Uses and Potentially Consistent Uses*'. Comparison of the two operations shows a similar level of impact, albeit under an 'elevated land use'.

Whilst it could be argued that the proposed use does not align to the Strategic framework based on zoning alone, it would be amiss to not highlight that the Strategic Intent on the balance allows for low impact industries to be located outside of the Industrial Zone. Balance of the scheme and that it cannot contemplate every scenario, and that applications are taken on their individual merit to achieve compliance.

Matters favouring approval can be summarised as follows:

- (a) The proposed development is unlikely to undermine the strategic intent of the planning scheme for the District Centre Zone, which anticipates industry uses where of a lower impact, as represented by this development;
- (b) The premises has operated historically and on a continual basis with similar uses with similar uses of an industrial nature and therefore the proposed development is unlikely to negatively impact on the existing character of the surrounding area; and
- (c) The proposed conditions will appropriately manage any potential for offsite impacts that are anticipated for the proposed development.

Officers concede that the proposed development may not represent the highest and best use as envisaged for the zone. However, as a weighted balance of the planning scheme officers are of the view that that the proposed Material Change of Use for Medium Impact Industry - Motor Smash Repairs and Spray Booth, warrants approval despite the any conflicts with the planning scheme due to the defined use.

Budget / Financial Implications

Should the applicant appeal Council's decision, any legal costs incurred would not be captured under the application fee.

In the event of an approval, infrastructure charges are payable in accordance with Council's Infrastructure Charges Resolution.

Strategic Implications

Operational Plan

Theme: 4. Relaxed Living and Rural Lifestyle

Key Area of Focus: Advocacy for outcomes that are compatible with the clear and comprehensive vision for the region

Legal / Statutory Implications

The applicant may exercise their right to appeal Council's decision with the Planning and Environment Court.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR50 Failure to manage Environmental Sustainability (including climate change) through inappropriate and/or inadequate planning and operational considerations of impacts to the natural environment.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Environmental Impacts on environment as a result of development activity	3 Moderate	Unlikely	Medium	Environmental impacts considered and documented during assessment	Low
Governance, Risk & Compliance Failure to ensure application is assessed in accordance with DA process	2 Minor	Possible	Medium	Documented assessment process	Low
Governance, Risk & Compliance Opportunity for applicant or third party appeal against Council decision	2 Minor	Possible	Medium	Ensure reasonable and relevant test applicable to assessment processes Model Litigant processes followed in court cases Minimise opportunities for appeals	Low

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Reputation, Community & Civic Leadership Negative perception from community or development proponents	2 Minor	Unlikely	Low	Transparent reporting of assessment Communications	Low

Consultation

Internal Consultation

The application was referred to and/or discussed with relevant internal Council specialists and their assessment forms part of this report.

Community Engagement

The application was publicly notified in accordance with the *Planning Act 2016*. The application received two properly made submissions in support. A summary of the properly made submissions are included in the report.

Conclusion

The proposed development has generally demonstrated compliance with the relevant technical Codes of the Planning Scheme through the submitted material within the application. The land use itself is not listed as a 'consistent' use for the zone, and as such represents a conflict with the Planning Scheme. This results in non-compliances with the planning scheme's zoning intent for the defined use, however there are considered appropriate relevant matters which favour approval.

Approval of the proposed development application for Material Change of Use (Medium Impact Industry – Motor Smash Repairs and Spray Booth) is recommended, subject to reasonable and relevant conditions.



Aerial - from 'Qld Globe'

Scenic Rim Regional Council

Land Description

- Lot 1 on RP77407
- Lot 2 on RP59057
- Lot 1 on RP59057

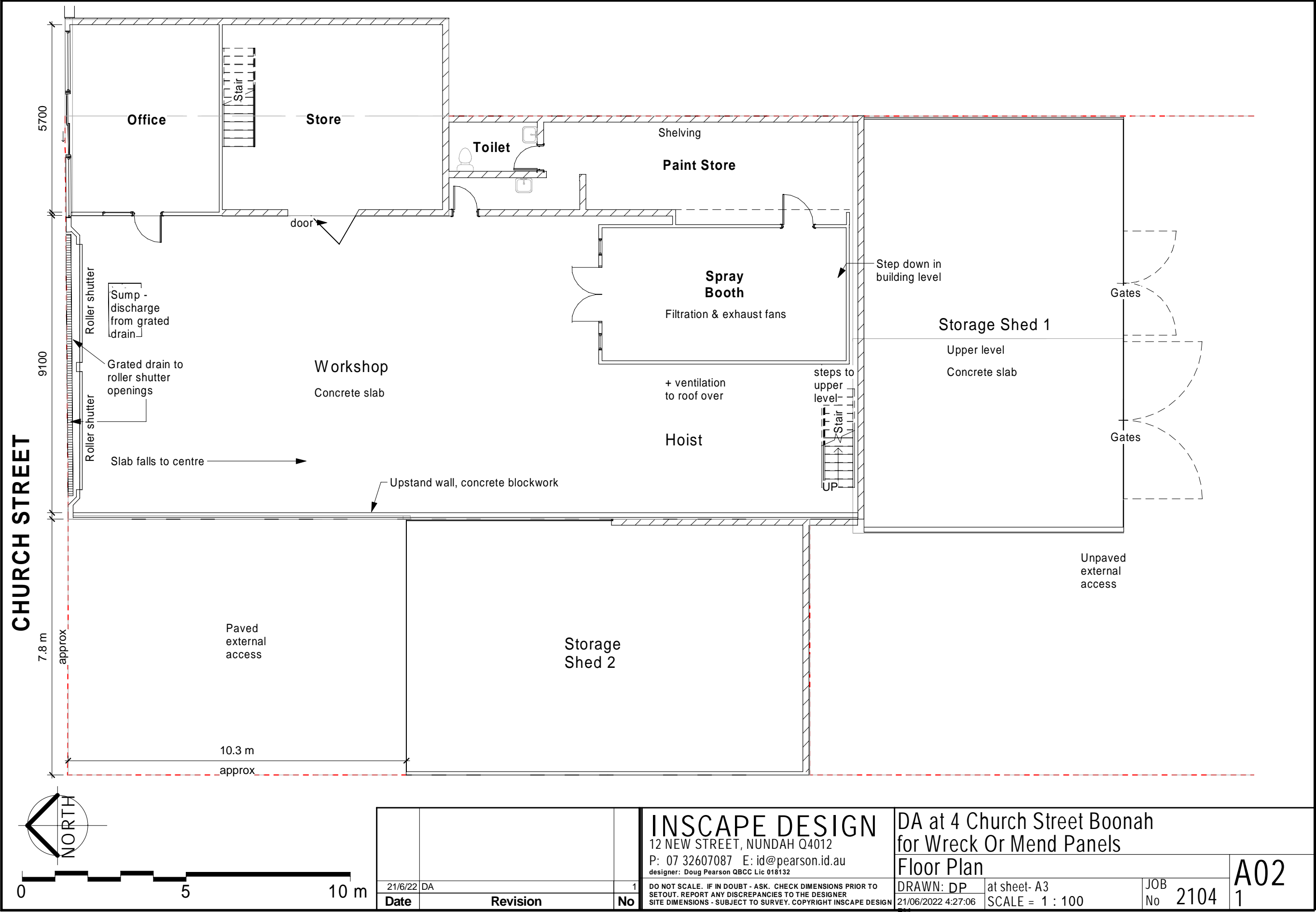
Total area: 843m²

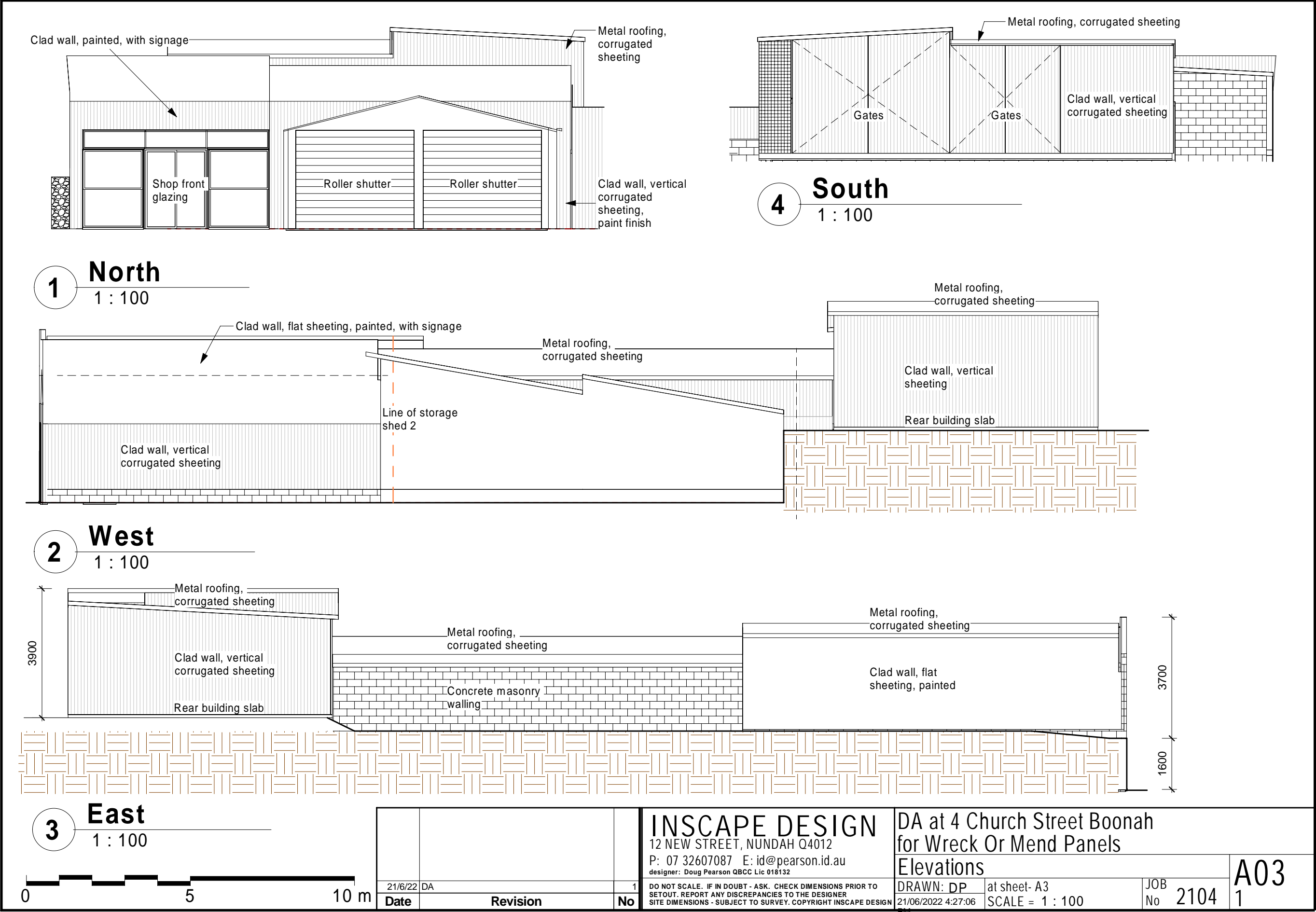
Adjoining two easements:- Easement b
on RP223674 and EMT on RP87820

GFA 432+96 Total = 528 m2

Site cover = 436m²

			<div>INSCAPE DESIGN</div> <div>12 NEW STREET, NUNDAH Q4012</div> <div>P: 07 32607087 E: id@pearson.id.au</div> <div>designer: Doug Pearson QBCC Lic 018132</div>	<div>DA at 4 Church Street Boonah</div> <div>for Wreck Or Mend Panels</div> <div>Site Plan, Notes</div>			A01
21/06/22	DA	1	DO NOT SCALE. IF IN DOUBT - ASK. CHECK DIMENSIONS PRIOR TO SETOUT. REPORT ANY DISCREPANCIES TO THE DESIGNER	DRAWN: DP	at sheet- A3	JOB	
Date	Revision	No	SITE DIMENSIONS - SUBJECT TO SURVEY. COPYRIGHT INSCAPE DESIGN	21/06/2022 4:27:06	SCALE = As indicated	No 2104	





APPENDIX A - CONDITIONS OF APPROVAL

Real Property Description:	Lot 2 RP 77407 Lot 1 RP 59057 Lot 2 RP 59057
Address of property:	4 Church Street BOONAH
Site area:	1,584m ²
Proposal:	Medium impact industry - Motor Vehicle Smash Repair Business

1. Currency Period of Approval

The currency period for this development approval is six (6) years starting the day that this development approval takes effect. (Refer to Section 85 "Lapsing of approval at end of currency period" of the *Planning Act 2016*.)

2. Conditions of Approval:

- a) A Development Permit is given for Material Change of Use - Medium Impact Industry (Motor Smash Repairs and Spray Booth), subject to the following conditions:

No.	Condition	Timing																
1.	<p>PLANS & DOCUMENTS</p> <p>Undertake development generally in accordance with the following plan(s) and/or document(s); except as altered by other conditions of this development approval including any amendments wherever made in red on the approved plan(s):</p> <table><tr><th>Plan Name</th><th>Drawing No.</th><th>Prepared By</th><th>Plan/ Revision Date</th></tr><tr><td>Site Plan</td><td>A01</td><td>InScape Design</td><td>June 2022</td></tr><tr><td>Floor Plan</td><td>A02</td><td>InScape Design</td><td>June 2022</td></tr><tr><td>Elevations</td><td>A03</td><td>InScape Design</td><td>May 2022</td></tr></table> <p>Associated Reports</p> <p>Traffic Impact Assessment prepared by PTT Traffic Engineers dated October 2022.</p> <p>Stormwater Management Plan prepared by Water Technology dated June 2022.</p> <p>Air Quality Assessment prepared MWA Environmental dated November 2022.</p> <p>Noise Impact Assessment prepared MWA Environmental dated November 2022.</p> <p>Spray Booth Compliance Letter prepared MWA Environmental dated May 2022.</p>	Plan Name	Drawing No.	Prepared By	Plan/ Revision Date	Site Plan	A01	InScape Design	June 2022	Floor Plan	A02	InScape Design	June 2022	Elevations	A03	InScape Design	May 2022	At all times.
Plan Name	Drawing No.	Prepared By	Plan/ Revision Date															
Site Plan	A01	InScape Design	June 2022															
Floor Plan	A02	InScape Design	June 2022															
Elevations	A03	InScape Design	May 2022															

LAND USE		
2.	DEFINITION COMPLIANCE AND EXCLUSION The approved use and associated ancillary activities shall at all times comply with the definition of <i>Medium Impact Industry</i> as identified under Schedule 1 – Dictionary, Part 1: Defined Uses of the Scenic Rim Planning Scheme 2020 Documents (as amended 17 June 2022)	At all times.
3.	SELF-ASSESSMENT OF CONDITIONS The Applicant must submit in writing to Council, a minimum of 2 weeks before the use is to commence, a complete self-assessment of the status of all the conditions of approval for review.	Two (2) weeks prior to the commencement of use.
GENERAL AMENITY		
4.	AMENITY - GENERAL Install and maintain suitable screening to all air conditioning and plant and service facilities located on the top or external face of the building. The screening structures must be constructed from materials that are consistent with materials used elsewhere on the façade of the building.	Prior to commencement of use, and at all times thereafter.
5.	SITE MANAGEMENT The site shall be maintained in a clean and orderly state.	At all times.
OPERATIONAL		
6.	SPRAY BOOTH CERTIFICATION The intake and exhaust stacks for the spray booth, and the spray booth must generally comply with the requirements of section 4.2.2.1(b)(i)(A) and (B) of Australian Standard AS/NZS 4114.1: 2003.	At all times.
7.	HOURS OF OPERATION The Medium Impact Industry must operate between the hours of 8:00am - 4:00pm (Monday – Friday), and 8:00am – 12:00pm Saturday. The use must not operate on Sundays or public holidays.	At all times.
8.	NUMBER OF VEHICLES PERMITTED The use must not have more than six (6) vehicles onsite under repair or awaiting repair at any given time.	At all times.

TRAFFIC & CAR PARKING		
9.	<p>PEDESTRIAN PATHWAY SIGNAGE AND MIRROR</p> <p>The landowner must establish and maintain blind spot mirrors and signage indicating 'reversing vehicles' either side of parking areas and workshop areas which intersect pedestrian pathways for the lifetime of the use.</p>	At all times.
10.	<p>CUSTOMER PARKING SIGNAGE</p> <p>The landowner must erect signage in the front yard which clearly displays / indicates the location of 'Customer Parking'.</p> <p>The two (2) customer parking spaces must be kept vacant for receiving customers (i.e. pick-up / drop-off of vehicles), and not used for storing of vehicles. Vehicles must not remain in the customer parking area greater than one (1) hour.</p>	At all times.
11.	<p>CAR PARKING NUMBERS</p> <p>The development must provide the following number of car spaces:</p> <ul style="list-style-type: none"> • Two (2) customer spaces access fronting Church Street; • Four (4) staff spaces accessed via rear access easement; • One (1) small rigid vehicle space accessed via rear access easement; and • Six (6) storage / servicing spaces within the Workshop and Storage Shed 2. <p>The car parking spaces must be available prior to the commencement of the use. The requirements of this condition are to be adhered to for the lifetime of the approved use.</p> <p>Note: A development approval for operational works for a car park is not required.</p>	At all times.

12.	CAR PARKING AND ACCESS DRIVEWAY - FLEXIBLE PAVEMENT WITH AC SEAL The site accesses, car parking, internal roadways and manoeuvring areas are to be generally in accordance with AS 2890.1 - 1993 and AS 2890.2 – 1989. Any new works completed must be certified by a Registered Professional Engineer of Queensland (RPEQ) as having been constructed in accordance with good engineering practice to a standard reasonable for commercial purposes. Access to the site, all parking and driveways areas will be maintained in good condition and be trafficable in all weather conditions for the lifetime of the proposed use.	As per the condition.
13.	PAVEMENT DESIGN All pavements will be designed and constructed as either a rigid pavement (reinforced concrete pavement) or alternatively as a flexible pavement with provision for a 40mm asphaltic concrete (AC) seal.	Prior to the commencement of use.
14.	CAR PARKING ON-SITE All vehicles under the control of the party(ies) charged with the overall responsibility for the operation of the use and any ancillary staff will be parked wholly within the curtilage of the site. The requirements of this condition are to be adhered to for the lifetime of the approved use.	At all times.
15.	VEHICLE LOADING / UNLOADING All loading and unloading of vehicles associated with the approved uses, including the pick-up and/or delivery of goods and materials, will be always conducted from within the curtilage of the site. The requirements of this condition are to be adhered to for the lifetime of the approved use.	At all times.
SERVICES		
16.	ELECTRICITY The development must be connected to electricity supply from the State electricity grid through the State authorised supplier (Energex) to the buildings / structures associated with the approved use or production of evidence of satisfactory arrangements for such supply having been made, such supply to be on normal supply tariffs.	The works required by this condition are to be completed prior to the commencement of the use.

17.	ADEQUATE WATER SUPPLY The development is to make provision for the establishment of an adequate water supply system capable of servicing the development. Details on the proposed method of providing an adequate water supply are to be submitted as part of a Development Application for Plumbing and Drainage Works	Prior to the commencement of use.									
OFFSITE IMPACTS											
18.	NOISE DISTURBANCE The activity must be carried out by such practicable means necessary to prevent or minimise the emission of noise likely to cause environmental nuisance at any noise sensitive or commercial place.	At all times.									
19.	NOISE EMISSIONS LIMITS The activity must not exceed the levels prescribed by Table 1 (below). Table 1 <table border="1"> <thead> <tr> <th>Time Period</th><th>At dwelling or other sensitive land use</th><th>At commercial premises</th></tr> </thead> <tbody> <tr> <td>Daytime (7:00am-10:00pm)</td><td>Background +5dB(A)</td><td>Background +10dB(A)</td></tr> <tr> <td>Night time (10:00pm-7:00am)</td><td>Background +3dB(A) Background=LA90</td><td>Background +8dB(A) Background=LA90</td></tr> </tbody> </table> <p><i>Note - The compliance levels are measured as the average of the maximum A-weighted sound levels adjusted for noise character measured over a 15-minute time interval. These provisions apply except where specific emission limits are otherwise provided in the Environmental Protection Act 1994 or an Environmental Authority.</i></p> <p><i>Note - A Sensitive Land Use has the meaning given in the State Planning Policy.</i></p>	Time Period	At dwelling or other sensitive land use	At commercial premises	Daytime (7:00am-10:00pm)	Background +5dB(A)	Background +10dB(A)	Night time (10:00pm-7:00am)	Background +3dB(A) Background=LA90	Background +8dB(A) Background=LA90	Prior to the commencement of the use and thereafter at all times.
Time Period	At dwelling or other sensitive land use	At commercial premises									
Daytime (7:00am-10:00pm)	Background +5dB(A)	Background +10dB(A)									
Night time (10:00pm-7:00am)	Background +3dB(A) Background=LA90	Background +8dB(A) Background=LA90									
20.	RECOMMENDATIONS OF ACOUSTIC REPORT The landowner must construct and maintain a 1.8m high acoustic barrier in accordance with Noise Impact Assessment prepared by MWA Environmental dated June 2022.	Constructed within 3 months of this approval and maintained at all times thereafter.									
21.	LIGHT EMISSIONS Light sources at the premises must be positioned and shielded to prevent direct light spillage outside the boundaries of the premises.	At all times.									

22.	AIR CONTAMINANTS A noxious or offensive odour must not be emitted beyond the boundaries of the premises. No particulate matter or visible contaminant, including dust, smoke, fumes and aerosols likely to cause environmental harm is to emanate beyond the boundaries of the premises.	Prior to the commencement of the use and thereafter at all times.
WASTE DISPOSAL		
23.	WASTE CONTAINER AREA Store all waste within a waste storage area (e.g. general waste, recyclable waste, pallets, empty drums etc.). The waste storage area must be: <ul style="list-style-type: none"> a) Designed to not cause nuisance to neighbouring properties; b) Screened from any road frontage or adjoining property; c) Of a sufficient size to accommodate commercial type bins that will be serviced by a commercial contractor plus clearance around the bins for manoeuvring and cleaning; d) Provided with a suitable hosecock and hoses at the waste storage area, and washdown must be drained to the sewer and fitted with an approved stormwater diversion valve arrangement in accordance with the provisions of a Trade Waste Permit and the <i>Plumbing and Drainage Act 2018</i>. 	At all times.
24.	LIQUID WASTE STORAGE Store all liquid waste (e.g. oil, waste oil, paint tins, acid drums, batteries etc.) that cannot be disposed of in the sewerage system or an on-site industrial waste treatment system in a covered area on an impervious surface and ensure it is contained in a manner capable of containing the liquids in case of spillage.	At all times.
25.	WASTES, SPILLS & CONTAMINANTS Clean up any spillage of wastes, contaminants or other materials as soon as practicable to prevent contamination. Provision is to be made for spills to be bunded and retained on-site for removal and disposal by approved means.	At all times.
26.	WASTE REMOVAL All wastes must be removed to an approved disposal facility by a transporter holding all necessary government approvals. Waste must be removed at a frequency and in a manner that prevents nuisance from the waste at neighbouring premises.	As indicated in the wording of the condition.

INDUSTRY USE SPECIFIC		
27.	ONSITE CLEAN UP Provide appropriate materials and equipment on site at all times to contain and clean up spills of potentially polluting materials.	At all times
STORMWATER		
28.	RELEASES TO WATER Releases to water must not cause any visible oil slick or other visible evidence of oil or grease, nor contain visible, grease, scum, litter, or floating oil.	At all times.
29.	ADVERSE DRAINAGE IMPACT - GENERAL Drainage from the development works / building works shall not adversely impact upon adjacent properties. No ponding, concentration or redirection of stormwater shall occur onto adjoining land.	At all times.
30.	STORMWATER DISCHARGE AND DISPOSAL The applicant is to make provision for the discharge of stormwater drainage flows to a legal point of discharge. The applicant must provide all necessary stormwater drainage.	At all times.

3. Advisory Notes

- a) **ADVERTISING SIGNS** – Advertising signs may require an approval in accordance with Council's Local Laws. Further information and the relevant application forms can be obtained by contacting Council's Health & Environment area on 07 5540 5444.
- b) **VEGETATION MANAGEMENT ACT 1999 AND THE CULTURAL HERITAGE ACT** - This approval in no way restricts or inhibits the provisions of neither the *Vegetation Management Act 1999* nor the *Aboriginal Cultural Heritage Act 2003*. The Applicant(s) will need to satisfy himself/herself/themselves that in undertaking the proposed development works that his/her/their actions will not contravene the provisions of the aforementioned Acts.
- c) **DEVELOPMENT APPROVAL CONDITIONS ATTACH TO LAND** - Development Approvals which include conditions and any modifications attach to the land and are binding on the owner, the owner's successors in title and any occupier of the land pursuant to Section 73 of the *Planning Act 2016*.
- d) **WHEN DEVELOPMENT APPROVAL TAKES EFFECT** - Pursuant to the *Planning Act 2016*, this Development Approval takes effect:
 - (i) From the date the Decision Notice/Negotiated Decision Notice (as the case may be) is given to the Applicant, if there are no Submitters and the Applicant does not appeal the decision to the Court; or
 - (ii) From the end of the Submitter's appeal period if there is a Submitter and the Applicant does not appeal the decision to the Court; or

- (iii) Subject to the decision of the Court when the appeal is finally decided if an appeal is made to the Court by any party; as the case may be. Development may start when a Development Permit takes effect (subject to any conditions specifying commencement).

e) APPROVAL LAPSES AT COMPLETION OF CURRENCY PERIOD - This Development Approval will lapse if the Material Change of Use does not happen before the end of the currency period. The currency period is six (6) years from the date the approval takes effect. The currency period may be extended at the discretion of Council under Section 85 of the *Planning Act 2016*. Before the Development Approval lapses, a written request to extend the currency period may be made to Council under Section 86 of the *Planning Act 2016*. Please note that Council will not automatically remind Applicants/Occupiers when the currency period is about to lapse.

f) BIOSECURITY QUEENSLAND should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to Biosecurity Queensland on 13 25 23.

The Fire Ant Restricted Area as well as general information can be viewed on the DAF website www.daf.qld.gov.au/fireants.

g) COMPLIANCE WITH CONDITIONS - The land owner/developer, is required to ensure the development and any associated conditions within the development approval are complied with prior to the commencement of the approved land use or prior to endorsement of survey plans for subdivision approvals. Failure to comply with the conditions of approval are deemed to be a breach of Section 164 the *Planning Act 2016* and as such Council may undertake formal enforcement action/s such as statute notices or prescribed infringement notices.

4. Further approvals are required for:

- a) A Building Works approval is required for all building works associated with the proposed development, prior to undertaking any building work on the subject property.
- b) A Plumbing and Drainage approval is required for all / any plumbing and drainage works associated with the proposed development, prior to undertaking any plumbing and drainage works on the subject property.

10.5 Scenic Rim Regional Prosperity Strategy 2020-2025 - Annual Report Card - July 2021 to June 2022

Executive Officer: General Manager Customer and Regional Prosperity

Item Author: Economic Development Officer - Agribusiness and Workforce Development

Attachments:

1. Regional Prosperity Report Card 2021-2022 [↓](#) 

Executive Summary

The Scenic Rim Regional Prosperity Strategy 2020-2025 (the Strategy) was adopted by Scenic Rim Regional Council on 3 February 2020, following extensive consultation in 2019, and can be accessed on Council's website.

Council will be presented with the Annual Report Card, highlighting activity delivered in the financial year period from 1 July 2021 to 30 June 2022.

The Annual Report Card document will be provided to Councillors prior to the Ordinary Meeting and presented at the meeting.

Recommendation

That:

1. Council acknowledge the progress of the implementation of the *Scenic Rim Regional Prosperity Strategy 2020-2025* and Annual Report Card, covering the period since its adoption from 1 July 2021 to 30 June 2022; and
2. Council delegate authority to the Chief Executive Officer to make minor grammatical and formatting changes to the Scenic Rim Regional Prosperity Strategy 2020-2025 - Annual Report Card, if required, after its adoption, and prior to publishing on Council's website for public access, noting any such changes will be advised to Councillors prior to publishing.

Previous Council Considerations / Resolutions

At the Ordinary Meeting held on 7 December 2021 (Item 10.6), Council acknowledged the progress of the implementation of the Scenic Rim Regional Prosperity Strategy 2020-2025 and Annual Report Card, covering the period since its adoption in February 2020 to 30 June 2021.

At the Ordinary Meeting held on 3 February 2020 (Item 11.1), Council adopted the Scenic Rim Regional Prosperity Strategy 2020-2025 and approved a small print run as well as publishing it on Council's website and the Invest Scenic Rim website.

Report / Background

The Strategy is aligned with Council's Community Plan, Corporate Plan 'Scenic 2026' and Operational Plan. The Strategy supports five key development pillars identifying a range of opportunities for the region, which are being achieved through an action/implementation plan and are being measured by key performance and economic indicators.

The Strategy's strategic framework is designed to support the creation of valuable local jobs for local residents. It was constructed based on research, analysis and engagement with stakeholders and has been built upon the levers of influence and role of local government and other government agencies in facilitating economic development.

This Strategy is being monitored to ensure it achieves its goal of supporting and contributing to growing valuable local jobs for residents. It is important to recognise that Council cannot control the economy, investment decisions or the creation of jobs, however it can be an enabler. As such, Council is measuring and tracking progress in two ways:

- Progress against the implementation of the Strategy's action plan and the identified target outcomes
- Economic outcomes, progress towards achieving the identified goal of creating valuable local jobs for residents.

Economic indicators – including Gross Regional Product, employment by industry, unemployment rate, building approvals, median house prices, population growth and tourism visitation and expenditure – are also being tracked annually as part of an economic 'scorecard'.

While no organisation can fully control what takes place in the local economy, being strategic, planning and taking proactive actions in accordance with identified needs and opportunities will both mitigate risk and maximise returns.

Budget / Financial Implications

\$87,500 was included in the adopted 2021-2022 operational budget and \$105,000 in the adopted 2022-2023 operational budget specifically for the delivery of the Strategy. There were also other activities provided for in other cost centres within the Regional Prosperity budget which are related to the five pillars of the Strategy framework, such as marketing and promotion (tourism development) and investment facilitation (investment attraction project), for example.

The Regional Prosperity and Communications business unit has been extremely successful in attracting grant funding over this reporting period, which has supplemented the implementation of the Strategy and has brought forward or fast-tracked a range of actions, initiatives or projects. Updates on these grant-funded projects are provided separately on a regular basis.

Strategic Implications*Operational Plan*

Theme: 2. Sustainable and Prosperous Economy

Key Area of Focus: 2.1.1 Guide and optimise the future economic prosperity of the region

Legal / Statutory Implications

Not applicable.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR52 Ineffective and/or unrealistic strategic plans which are not appropriately scoped or resourced, resulting in missed opportunities, re-work, failure to deliver objectives and loss of confidence by community.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Financial and Economic Not setting or reaching achievable growth targets for our economy and regional prosperity	Moderate	Possible	Medium	Ensuring all initiatives highlighted in the strategy are delivered and optimised.	Low

Consultation

Consultation in preparing the Annual Report Card took place with the teams within the Regional Prosperity and Communications business unit that have responsibility for delivery of the Strategy. This includes Regional Prosperity (including Tourism), Regional Events, and Communications and Marketing. Additionally, consultation with the General Manager Customer and Regional Prosperity also took place.

Conclusion

The Strategy sets a clear direction and roadmap for the Scenic Rim's future economic growth and sustainability.

The Regional Prosperity Strategic Framework is designed to support the creation of valuable local employment for local residents. It has been constructed based on research, analysis and engagement with stakeholders and is built upon the levers of influence and role of local government in economic development.

The measurable outcomes for each of the actions outlined in the Strategy are representative of the efforts of Council from 1 July 2021 through to 30 June 2022.

The actions in the Strategy will continue to be measured and reported to Council.

Economic indicators – including Gross Regional Product, employment by industry, unemployment rate, building approvals, median house prices, population growth and tourism visitation and expenditure – are also being tracked annually as an economic scorecard and provided separately to Council.



Scenic Rim Regional Council

Regional Prosperity

Annual Report Card 2021-2022

In February 2020, Scenic Rim Regional Council adopted the region's first ever strategy focused on economic growth. The Scenic Rim Regional Prosperity Strategy 2020-2025 sets a clear direction and roadmap for our future economic growth and sustainability. It supports the vision shared by Council and our community for a region that enjoys a sustainable and prosperous economy, as outlined in the Scenic Rim Community Plan 2011-2026.

The Strategy is designed to enhance our focus on the priorities that support our existing regional business community, while also ensuring we are properly prepared to welcome new contributors as part of our long-term pursuit of sustainability. In addition to the traditional agricultural industries that underpin our local economy, the Scenic Rim has a vibrant and growing tourism sector.

Major infrastructure projects such as Beaudesert Enterprise Precinct and Inland Rail present a wealth of opportunities for the further growth and development of The Scenic Rim region.

The Scenic Rim economy has continued to show remarkable resilience and this Report Card is delivered in the context of significant disruptions to the region due to the pandemic and the disaster events that have impacted the Scenic Rim since late 2019. Despite all these challenges, 2021-2022 was a year of significant achievements.

This Report Card highlights the achievements and outcomes delivered across the five pillars over the period from July 2021 to June 2022.

**GOAL: TO CREATE
VALUE JOBS FOR
LOCAL RESIDENTS**

Acknowledgement of Country : Scenic Rim Regional Council acknowledges the traditional country of the Mununjali, Wanggerriburra and Ugarapul Peoples of the Scenic Rim. We recognise that the Scenic Rim continues to have connections to cultural, spiritual, environmental, and economic importance and respect connection to Country. We pay our respects to Elders past, present and emerging, acknowledging the important role Aboriginal and Torres Strait Islander peoples play in shaping the future of our Region.

SCENIC RIM
REGIONAL COUNCIL



scenicrim.qld.gov.au

Business and Industry Development

Council adopted the Scenic Rim Smart Region Strategy 2022-2032 on 21 June 2022, a landmark strategy for investment in smart technologies and commitment to smart collaboration, planning, design and local services.

The first of its kind, the *Scenic Rim Smart Region Strategy 2022-2032* will leverage innovative technologies, innovation and data to enhance the liveability, workability and sustainability of the region. The vision of the strategy is to be an accessible and serviced region with a vibrant, sustainable and prosperous economy and community. This will be achieved through investment in smart technologies and innovation focused in the areas of:



Economy: Leading an innovative and progressive economy attracting.



Place: Enabling resilient and sustainable management to future-proof communities and the environment.



Community: Creating inclusive, liveable, and supported communities that attract and retain residents. growth and investment.

A partnership between Council and industry, announced in August 2021, aimed to deliver a 10-year roadmap and a three-year action plan for the Scenic Rim's agribusiness and agritourism operators.

In November 2020, Price Waterhouse Coopers were engaged to commence consultation with Scenic Rim agribusiness and agritourism operators to finalise the 10-year roadmap and three-year action plan, which included the needs and requirements of the region's food and beverage producers, processors and distributors, the identification of gaps in the system and opportunities for efficiencies.

Note: *Scenic Rim Agribusiness and Agritourism 10-Year Roadmap and 3-Year Action Plan was adopted by Council in September 2022.*

1710 Businesses Engagements –

Business engagement has been well above target due to the ongoing delivery of business development programs, proactive stakeholder engagement for strategy development and Queensland Small Business Month activities.



2 Business networking breakfasts were held in May and November 2022, attracting over **180** attendees.

7 tourism operators

participated in the **11** week Best of Brisbane Region Experience Program. This program is a mentoring and capability development program, delivered in partnership with Brisbane Economic Development Agency.



The Scenic Rim Entrepreneurial Hub Online Program was delivered to **30** participating businesses.

The Scenic Rim Supply Chain Capability Program concluded on 14 June 2022, with:

19 Scenic Rim suppliers engaged in the program.

Over **70** hours total of individual mentoring provided.



Queensland Small Business Month (QSBM) included:



19 events

230 participants

- Launch of the Shop Scenic Rim gift card program.
- Business Breakfast held on 20 May 2022.
- Financial support provided to the Tamborine Mountain Chamber of Commerce and Industry and the Boonah District Chamber of Commerce to deliver events as part of QSBM.



*Ian and Margie Douglas
from The Lime Caviar Company*

The Lime Caviar Company won Business of the Year, Regional Prosperity Award. As well as providing an opportunity to showcase the region's industry-leading businesses, the awards also sent a strong message to potential investors and jobseekers about the Scenic Rim's opportunities.

organised by Council and delivered by EarthCheck in September and October 2021, including bushfire-impacted businesses Binna Burra Lodge and O'Reilly's Rainforest Retreat, to develop skills and business continuity plans needed to manage their businesses through future disruptions.

Tourism Industry Capacity and Capability Development Program



Promoted to industry as the 'Tourism Digital Marketing Assistance Program' By 31 March 2022, **53** tourism businesses and operators received support to increase consumer access to, and awareness of, their products and services.

2021 Scenic Rim Business Excellence Awards



celebrated the achievements of local businesses. The awards attracted **65** nominations from 49 businesses across **11** nomination categories. **210** guests attended the event at Boonah Cultural Centre.

Tourism Business Resilience Building Program

24 tourism operators from **22** businesses registered for a series of CrisisReady workshops

Council expenditure by Location - 24%, This is under the targeted **35%** for the quarter as the result of an absence of specialist suppliers within region for capital works materials and services, and a decision to opt for value for money outside of the region.



Location	2020/2021	% of Total Expenditure	2021/2022	% of Total Expenditure	change in % of total expenditure
Scenic Rim	\$17,961,581	32%	\$17,956,088	24%	-8%
Gold Coast	\$4,205,400	8%	\$6,062,706	8%	0%
Brisbane and Moreton	\$28,157,665	51%	\$45,078,593	60%	9%
Rest of Queensland	\$204,844	0%	\$564,792	1%	1%
Outside of Queensland	\$5,209,502	9%	\$6,038,367	8%	-1%
TOTAL	\$55,738,992		\$75,700,546		\$19,961,554

Investment Facilitation



53 pre
lodgement
meetings



51 concept meetings

313
development
applications
received



318 determined

**Building
Approvals** total
value **\$182**
million (\$123m
residential/\$59m non-
residential), the highest
value since a peak for the
region in 2016–2017 of
\$195 million (\$140m in
2020–2021)



15 potential development
applicants supported
through case management.



Scenic Rim Investment Attraction Project – Lucid Economics
has been engaged to develop a suite of investment attraction
marketing materials and activities to support growth, investment
and employment creation in the region.

Strategic Planning Draft Major Amendment to the Scenic Rim Planning Scheme 2020 prepared, which includes:

- Changes to the Planning Scheme that make it easier to develop small scale craft breweries
- Support for tourism development in the region's Township zoned land
- Changes to support industrial activities at a scale that is intended in the region's Industry zoned land

Education and Workforce Development

Training opportunities through the Scenic Rim Agriculture Skills Development Program were offered to the community already working in the agricultural industry or considering entering the sector.



104 qualifications awarded in areas across forklift operation, grader or dozer driving, working with agricultural chemicals and in the fields of horticulture, building and construction.



Marketing and Promotion

The Scenic Rim received international recognition as a leading tourism destination in October 2021 when it was ranked number eight of the **TOP 10 'MUST VISIT'** regions in 2022 by global travel authority Lonely Planet. This was a major coup for the Scenic Rim as it was the only Australian region to achieve a ranking in the top 10 .

With our region poised to capitalise on the anticipated resurgence of domestic and international tourism, it was pleasing to see the Council's 'Welcome to the Scenic Rim....Richest Place on Earth, in Australia' campaign receive a gold award in the The Richard Power Award for Tourism Marketing and Campaigns category at the Queensland Tourism Awards in November 2021.



Local farmers, producers, tourism operators and entertainers impacted by the July 2021 COVID-19 lockdown in the greater Brisbane area received a boost from Council following the cancellation of several Scenic Rim Eat Local Week events.



Council funded \$95,000 to Destination Scenic Rim as per a funding agreement. In addition to this, Council redirected **\$40,000** to Destination Scenic Rim Farm Gate Trails on 28 August and 23 October 2021, and the remaining **\$59,256.68** was repurposed to support the development of other regional events. The additional funding enabled Destination Scenic Rim to promote the Farm Gate Trail to a wider audience and engage professional photographers and a videographer.

Based on post event survey from the August event each event generated an estimated **\$7** million of revenue for local farmers and producers, **5,000** unique visitors spending on average **\$200** per visitor, and 1,500 visitor nights to the region with over **70** percent of visitors likely to recommend the event.

Regional Events



Council supported the **2022 Clydesdale Spectacular**, which attracted **6,728** primary purpose visitors from outside of the region over two days, resulting in **10,109** visitor nights in the region and contributed approximately **\$2** million to the region's economy.

The Long Sunset - In April 2022, **5000+** people descended on the region for The Long Sunset, a boutique regional music festival delivered in collaboration with Queensland Music Festival (QMF). Headlined by brother-sister indie-folk duo Angus and Julia Stone, the inaugural event brought **\$4.82** million in economic return to the Scenic Rim and Brisbane Region.

Council coordinated **Escape** in May 2022 with participation from **41** local tourism operators and providing outdoor recreation activities across the region.

The eleventh Scenic Rim Eat Local Week, featuring over **125** events across the region, attracted **34,499** attendees with **\$1.9** million economic contribution to the region.

10 destination-driven events (estimated economic impact of \$5.3m) were supported by the Regional Events Grants Program with a return on investment of **241:1**

Tourism Campaigns

The refreshed Visit Scenic Rim (VSR) destination website, which is a source of travel inspiration, information and bookings for visitors to the region, went live in early June 2022.

Highlights included:

56,696 leads to VSR website from campaign activity



133,607 leads to tourism operators from website or digital campaigns

\$46M of campaign value generated above paid media spend



Advocacy for Infrastructure

Council lobbied for critical infrastructure through SEQ City Deal – More than **\$7.76** million in funding will kick start planning for priority transport, economic and liveability projects across Scenic Rim, through the SEQ City Deal announced 21 March 2022. The deal incorporates **\$5** million investment aimed at unlocking the Bromelton State Development Area.

- Continued support for Water for Warrill irrigation proposal, which will potentially provide **\$305M** in direct economic benefit and **1,340** jobs at completion.
- Three Strategic Coordination Group meetings held** – proactively encourage government agencies including Office of the Coordinator General, Department of Transport and Main Roads, Department of State Development, Infrastructure, Local Government and Planning to develop strategic enabling infrastructure.
- Council advocacy resulted in two tenements to explore the operation of coal seam gas in the Scenic Rim to be withdrawn, following an announcement from Minister for Resources Scott Stewart. Minister for Resources Scott Stewart advised company Arrow Energy has withdrawn its application to renew the permits to explore coal seam gas just outside of Beaudesert. The announcement comes after Arrow Energy's ten year campaign encountered opposition from locals across the Scenic Rim in a bid to halt the exploration.



To enable a range of activity and projects, Council actively seeks funding through a variety of channels.



Total funded amount
\$14,924,160
Total Council Contribution
\$7,260,854



Australian Government
Total funded amount
\$27,308,943
Total Council Contribution
\$9,699,964



Australian Government
Total funded amount
\$17,612,345
Total Council Contribution
\$1,200,226

www.scenicrim.qld.gov.au/grants-received-council

Looking Ahead

Council will continue to implement and build on the success of the Scenic Rim Regional Prosperity Strategy 2020-2025 by:

- Driving awareness, visitation and tourism investment through Scenic Rim destination marketing brands, such as 'The Richest Place on Earth, in Australia';
- Delivering a tactical destination marketing campaign

in conjunction with industry;

- Working with agri-sector to facilitate growth and capitalise on opportunities in agri-business and agritourism;
- Championing the Bromelton State Development Area (SDA) partnership;
- Continuing to engage local businesses in exploring opportunities for increasing local spending, and

- Developing Council's Inventory Procurement Plan, highlighting opportunities available for local suppliers.

For further information or if you would like to connect with Council's Regional Prosperity team, please contact on **07 5541 5111** or **prosperity@scenicrim.qld.gov.au**



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Council Sustainability

10.6 Disclosure Logs under Right to Information Act 2009

Executive Officer: General Manager Council Sustainability

Item Author: Principal Specialist Governance and Assurance

Attachments:

1. Proactive Disclosure and Publication Schemes Guideline [↓](#) 
2. Disclosure Log Guideline [↓](#) 

Executive Summary

Council is required to process applications under the *Right to Information Act 2009* (the Act) and release documents in accordance with the Act. Council can decide to have a Disclosure Log whereby information released under Right to Information (RTI) application can be published on Council's website subject to some restrictions. The implementation of a Disclosure Log improves transparency and increases the flow of information to the community.

Recommendation

That Council delegate to the Chief Executive Officer to:

1. Implement a Disclosure Log on Council's website in accordance with the *Right to Information Act 2009*; and
2. Publish in the Disclosure Log all documents deemed suitable for publication that are released under the *Right to Information Act 2009* after the date of this meeting.

Previous Council Considerations / Resolutions

At the Ordinary Meeting held on 24 January 2023 (Item 10.3), it was resolved:

"That officers bring back a report in a timely manner, before the end of March 2023, to consider the implementation of an online Disclosure Log under all applicable sections of the Right to Information Act 2009, that will include all previous accessed and released confidential information in the public interest in the current term of this Council."

Report / Background

Under the Act, Councils may elect to publish a log of documents released under a Right to Information decision and can make those documents available for download. The inclusion of documents in a Disclosure Log is subject to some exceptions. The purpose behind having documents available after they have been released to an RTI applicant is to prevent the need for multiple applications from other interested individuals and to increase the transparency of local government by increasing the flow of information to the community. A Disclosure Log can also save time and effort in the unnecessary processing of duplicate RTI applications.

Under section 78A of the Act, if the RTI decisionmaker decides to provide access to a document (that does not contain personal information of the applicant) once the applicant has accessed the information, the RTI decisionmaker can include the document in a Disclosure Log. This can be done by publishing a copy of the document as part of the Disclosure Log or including details about the document and the way it can be accessed.

Rules governing the publishing documents in a disclosure log

Section 78B of the Act provides restrictions about content that can be published in a Disclosure Log. It is incumbent upon Council not to publish documents that contain any of the following information:

- Information that is prevented by law;
- Information that may be defamatory;
- Information that would unreasonably invade an individual's privacy;
- Information
 - of a confidential nature that was communicated in confidence by a person (other than Council) or
 - that is protected from disclosure under a contract
- that would cause substantial harm to an entity.

The Office of the Information Commissioner advises that records should be kept of decisions made to not publish any of the content described above.

Time period for retaining Disclosure Log documents

Documents should remain on the Disclosure Log for a minimum of six months, however, they should remain available for release for as long as they are required to be kept under Council's record retention scheme.

Disclosure Log Proposal for Scenic Rim Regional Council

Council currently has several pages on Council's website regarding privacy and accessing information, including Council's Publication Scheme. It is proposed that a Disclosure Log page is included on the website and linked to Council's webpage titled "Publication Scheme" (www.scenicrim.qld.gov.au/publication-scheme/publication-scheme-1). Governance is the responsible business unit for managing the Disclosure Log. The administrative processes relating to Disclosure Logs can be entered into the Governance Manual.

There are several issues to consider with the implementation of disclosure logs.

1. Retrospective release of RTI documents

There is no legislative requirement to publish previously released RTI documents once a disclosure log is commenced. In order to do so, officers would need to reassess every page of the previously released documents to determine if they are suitable for publication. Each page needs to be carefully scrutinised to determine if it contains personal information or other disqualifying material that would make it unsuitable for release. The below table provides a record of the volume of documents that would need to be reassessed if a decision was made to publish those retrospectively.

2020

Number of RTI Applications	9
Number of RTI Applications by staff	0
Number of RTI Applications by Councillors	1
Total Number of Applications	10
Total Number of pages/documents released	515

2021

Number of RTI Applications	23
Number of RTI Applications by staff	2
Number of RTI Applications by Councillors	2
Total Number of Applications	27
Total Number of pages/documents released	531

2022

Number of RTI Applications	13
Number of RTI Applications by staff	1
Number of RTI Applications by Councillors	0
Total Number of Applications	14
Total Number of pages/documents released	304

In the previous three years there have been 51 RTI applications made to Council. (This includes Information Privacy (IP) Applications or a combination of both RTI and IP applications.) The total number of pages of documents released from those applications was 1,350 over the three year period. (Note that the amount of applications lodged by elected members is also captured and analysed to ensure that the current policy on releasing information to Councillors is an adequate mechanism to provide Councillors with the information they require to perform the role of Councillor.)

Should a decision be made to retrospectively publish those documents, officers will need to review the entire 1,350 pages prior to deciding on release.

2. Retention of disclosure log documents

The documents available for release under the disclosure log would be published on Council's website. A link would be included, which provides direct access to download the documents as a single PDF document. In accordance with the Ministerial Guideline for Disclosure Logs, immediate access to released documents can be removed from the Disclosure Log after 6 months. However, the details of the application are to remain on the website in order for customers to request to be provided a copy of the documents.

3. Authority to decide on what documents are released

Governance officers currently have delegations under the Act to assess applications and decide what information can be released. The delegations will allow Governance Officers to determine what is suitable for release under the Disclosure Log. Ultimately, the management of the Disclosure Log will be a function of the Governance team under the delegation of the Chief Executive Officer (CEO).

Budget / Financial Implications

Nil. The implementation of a Disclosure Log will form part of normal Governance business. Retrospective release of RTI documents spanning the previous three years will require significant in-house resources to complete and will likely reduce the ability of Governance to focus on higher-priority tasks.

Strategic Implications

Operational Plan

Theme: 3. Open and Responsive Government

Key Area of Focus: Ongoing integrity of Council's practice and processes

Legal / Statutory Implications

Disclosure Logs are not mandatory under the Act. Disclosure Logs form part of the RTI decision-making process pursuant to sections 78A and 78B of the Act. The RTI process is an executive process rather than a policy decision for elected members. The policy decision about the release of information has already been made by the Queensland Government when the Act was enacted. The CEO has been given authority under the act to decide RTI applications and determine whether released information is published under a disclosure log. The CEO has delegated those powers to officers within the organisation, including officers from within Governance.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR59 Non-compliance with legislation and/or procurement policies and procedures resulting in successful claim against Council beyond limit insured for.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Governance, Risk & Compliance Failure to comply with Right to Information Act	4 Major	Possible	High	Operate a Disclosure log in accordance with the Act	Low

Consultation

Office of the Information Commissioner Guidelines
Local Government Association of Queensland

Conclusion

It is recommended that the CEO or delegated officers implement a Disclosure Log in accordance with the Act. There is no legislative obligation to provide retrospective publication of released information. The decision on what documents are to be released remains with the CEO or delegated officers.



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Interpreting the legislation – *Right to Information Act 2009*

Proactive Disclosure and Publication Schemes

Section 21 of the *Right to Information Act 2009*

- 1.0 [Overview](#)
- 2.0 [What does proactive disclosure mean?](#)
- 3.0 [Publication schemes](#)
- 4.0 [Format, accessibility and availability of information](#)
- 5.0 [Providing the information](#)
- 6.0 [Reviewing and maintaining publication schemes](#)
- 7.0 [Complaints to agencies](#)
- 8.0 [Sample RTI web page navigation structure](#)

1.0 Overview

This Guideline explains the concept of 'proactive disclosure' and sets out how agencies can meet publication scheme requirements under the *Right to Information Act 2009 (Qld)* (**RTI Act**)¹ and the Ministerial Guidelines².

2.0 What does proactive disclosure mean?

Proactive disclosure occurs where an agency releases information without being asked for it, for example by publishing datasets on its website. It increases the flow of information from government to the community and limits the need for formal applications under the RTI Act.

Publication schemes, disclosure logs³, and administrative access schemes are types of proactive disclosure, supported and/or required by the RTI Act.

¹ See section 21 of the RTI Act.

² Available at www.rti.qld.gov.au.

³ A disclosure log makes information disclosed to an applicant under the RTI Act available to a wider public audience. For further information about disclosure log obligations for departments and Ministers and disclosure log obligations for other agencies, see the [Disclosure Logs Guidelines](#).



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The RTI Act sets out that, where it is suitable to do so, information should be released informally as a matter of course, with access applications being used as a last resort.⁴

Some principles, strategies and standards to enhance proactive disclosure include:

- putting systems in place to identify information suitable for proactive release
- giving authority to officers to release information without the need for an access application under the RTI Act
- publishing datasets in accessible formats that promote their reuse
- making sure website pathways to access information are clear
- adding metadata to documents to make them discoverable through search engines; and
- only refusing to release information informally when there is good reason.

2.1 What are the advantages of proactive information release?

Proactive information release:

- puts information into the community faster and at lower cost
- reduces agency time and resources spent processing individual information requests; and
- demonstrates a commitment to openness, accountability and transparency, which in turn may increase confidence in government.

2.2 What options should an agency give to access information?

Agencies could consider including links to the following options for accessing information on their website:

- the agency's publication scheme
- the agency's disclosure log
- the agency's administrative access schemes
- published datasets, including those available through the Queensland Government Open Data portal
- agency contact details to obtain further information; and
- how to make a formal application under the RTI Act.

3.0 Publication schemes

3.1 What is a publication scheme?

A publication scheme is a structured list of agency information that is available to the public. The RTI Act and the Ministerial Guidelines

⁴ As outlined in the preamble to the RTI Act.



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require agency publication schemes to meet certain minimum standards.

3.2 Does an agency require a publication scheme?

Section 21 of the RTI Act requires all agencies covered by the RTI Act, other than 'excluded entities'⁵, to have a publication scheme.

3.3 What are the requirements of a publication scheme?

Publication schemes must comply with the Ministerial Guidelines. The Ministerial Guidelines set out classes of information into which the publication scheme must be organised and broadly state the kinds of information that must be available under each class.

Agencies need to provide details of:

- the information they will proactively make available
- how the information can be accessed
- any terms on which the information will be made available, including any charges
- the alternative formats in which information is available; and
- how to make a complaint when information included in the publication scheme is not available.

3.4 Key principles

- Access to information should be provided, unless its disclosure would, on balance, be contrary to the public interest.
- There should be proactive and maximum disclosure of all (non-personal) information held by an agency that falls within the specified classes of information.
- Information should, where possible, be available online (through the agency website) and at no cost, except where providing access would impose significant costs to the agency.
- Where access is not available online, agencies should endeavour to meet all reasonable requests to provide information in an alternative format. An agency may charge for the reasonable actual costs of providing the information in an alternative format, but there should be no charge for alternative access in cases where a person's inability to access a document online is due to a disability.

⁵ The term 'excluded entity' means a 'prescribed entity' which is an entity that is a public authority only because it is a given public functions under an Act and is declared by regulation to be a public authority for the RTI Act (see section 16(4) of the RTI Act and discussion in the Guideline: *What is the right of access in the RTI Act?*).



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- Information made available under publication schemes should be reviewed and updated on a regular basis.

3.5 What are the classes of information?

The Ministerial Guidelines set out seven classes of information to be included in a publication scheme:

- About us (Who we are and what we do)
- Our services (The services we offer)
- Our finances (What we spend and how we spend it)
- Our priorities (What our priorities are and how we are doing)
- Our decisions (How we make decisions)
- Our policies (Our policies and procedures)
- Our lists (Lists and registers)

3.6 What quality of information must be included?

The Ministerial Guidelines state that the information included must be:

- **Significant** (for example, key initiatives and policy documents)
- **Appropriate** (having regard to existing legislation, privacy principles and security concerns)
- **Accurate** (all efforts should be made to ensure that information is accurate, taking into account material already published, and that it is assessed against material on the same topic that may be published in the future).

3.6.1 What information is 'significant'?

Factors which can assist agencies to identify significant information include:

- experiencing a high demand for certain categories of information
- whether the information is required to be published by law, such as corporate plans, financial planning documents or public registers
- information relating to problems currently faced by government which the community could help resolve
- the information relating to future challenges, such as events associated with climate change
- whether the information will facilitate industry development, efficient markets and growth in trade and commerce
- documents tabled in Parliament
- whether the information assists members of the public to identify what information is held by the agency, such as an information asset register



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- whether publication would promote agency accountability, such as reasons for certain decisions, governance arrangements and achievement of key performance targets
- information that could inform policy and program work of other agencies or non-government organisations, such as statistical information
- whether the information relates to a program or initiative that was the subject of a media release or highlighted in a corporate plan or strategy
- plans that underpin achievement of the agency's strategic and operational goals; and
- whether the information promotes community well being.

What is considered significant will likely change over time as circumstances faced by the community and government priorities change.

It is particularly important for the publication scheme to include the agency's key documents such as the annual report, strategic plan and budget highlights and any registers that the agency is required under legislation to maintain. Section 20 of the RTI Act requires an agency to make copies of each of its policy documents available for inspection and purchase by the public. In line with proactive disclosure these documents should be listed on the agency publication scheme.

Note

Although information may seem uninteresting or insignificant from the agency's perspective, it is important to consider that value can be created by combining data from a range of sources or using it in innovative ways.

For example, the UK Government has published over 9000 public sector datasets (www.data.gov.uk). Members of the public are able to access this information and use it in whatever ways they like. This has resulted in the development of a range of applications (or 'apps') that provide improved access to public data and deliver social and economic benefits.

3.7 What type of information would not be appropriate to include?

The Ministerial Guidelines state that an agency should consider existing legislation, the privacy principles, and security issues when deciding if information should be included in a publication scheme.

The object of the RTI Act is to provide access to as much information as possible unless it is not in the public interest to do so. When deciding whether information is appropriate for a publication scheme, the grounds of access refusal under the RTI Act are a useful starting point.



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3.7.1 Personal information

Agencies are required to comply with the privacy principles in the *Information Privacy Act 2009* and should ensure that any disclosure or publication of personal information is done in accordance with their obligations under that Act.

3.7.2 Disclosure prohibited by Act

Many agencies operate under legislative confidentiality or secrecy obligations that apply to the officers of that agency or to the information with which they work. It will not be appropriate to include information covered by these provisions in a publication scheme or otherwise proactively disclose it.

4.0 Format, accessibility and availability of information

4.1 Contact details

Agencies should ensure that the publication scheme includes appropriate contact details. If these are the general customer service contacts, call centre staff should be trained on the agency's publication scheme, any administrative access arrangements and be able to assist the public in how to request access to information held by the agency.

4.2 Web format preferred

The Ministerial Guidelines state that, where possible, information listed in a publication scheme should be accessible through a direct link to the document on the agency's website. If the information is only available in hard copy, a summary describing the documents should be included in the publication scheme, together with details on how to obtain the document.

If someone is unable to access information via the online publication scheme, agencies should endeavour to meet all reasonable requests to provide the information in an alternative format (such as a printed copy or via CD).

4.3 Is the publication scheme easy to locate?

An agency should ensure that their publication scheme is easy to find, for example via a 'Right to Information' link in the footer of the website home page.

This is a requirement of the Queensland Government's Consistent User Experience Standard. One aspect that is considered by OIC when auditing publication schemes is how many steps (or mouse clicks) are required to find the publication scheme.

If it is not possible to include a Right to Information link on the homepage, agencies should ensure that a member of the public can navigate to the publication scheme in a logical manner. For example,



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by locating the RTI link on the 'About us' menu of the website. Agencies should also ensure that the publication scheme can be located by using the website's search function.

4.4 Are the documents accessible?

Agencies should ensure that their websites (including linked documents) are accessible and usable for all groups of the community, particularly those who are vision, speech or hearing impaired and for those whose first language is not English.

Information Standard 26⁶ requires Queensland Government agencies (excluding local councils and some others) to meet certain minimum requirements for the creation and maintenance of agency internet sites, which includes the following strategies for ensuring that web pages are accessible to as many people as possible:

- Consistent User Experience (CUE) Standard; and
- World Wide Web Consortium (W3C) Web Content Accessibility Guidelines.

These standards may be a useful guide even for agencies not required to comply with them.

Example

One way to make information more accessible is to avoid creating documents as a scanned image when preparing them for publication on the disclosure log or publication scheme. Generating documents in this way creates a file which cannot be read by screen readers.

Agencies should provide documents in accessible formats such as Word (.doc), Portable Document Format (.pdf) or Rich Text Format (.rtf). When releasing datasets agencies should:

- make data available in open formats such as Comma-Separated Values (.csv) and Extensible Markup Language (.xml)
- follow metadata standards
- have clear usage licences; and
- advise of data quality and length of time data will continue to be produced.

5.0 Providing the information

Information in the publication scheme must be accessible on the agency's website or by contacting the agency directly.

⁶ Internet – IS26 is available on the Queensland Government Chief Information Office (QGCI) website: <http://www.qgcio.qld.gov.au/>



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5.1 Fees and charges

Generally, unless the information is part of an existing administrative or statutory scheme for which charges are payable, information in the publication scheme should be made available at no cost.

However, in some cases access charges may be reasonable to cover the costs of photocopying, postage or supervised access to inspect documents. Any charges should be justified, limited to the actual cost of provision, and clearly set out in the publication scheme.

5.2 Open Licensing

Open licensing promotes proactive release of information by making it easier to access and re-use government-held information.

Information Standard 33⁷ (IS33) requires Queensland Government departments to use a consistent framework to license information made available to the public for use and re-use where copyright is owned by the State of Queensland.

The Queensland Government's framework for licensing government information is the Australian Governments Open Access and Licensing framework (AusGOAL). The AusGOAL⁸ framework is primarily a copyright management framework which:

- encourages open access to public sector information
- makes it easy for people who use government information to understand the rights of use associated with it; and
- reduces the administrative burden in managing licensing of information by providing clear methodical processes and a simple licensing system.

6.0 Reviewing and maintaining publication schemes

6.1 Publishing new information

Publication schemes should be updated to include new information, for example, when:

- new or revised legislation is passed
- new or revised policies are introduced
- new publications are released
- new initiatives or projects commence; or
- the agency is restructured.

Agencies are encouraged to review their systems for publication of information to the agency's public website to ensure that information being published is reviewed and maintained according to the requirements.

⁷ Information access and use – IS33 is available on the QGCIO website: <http://www.qgcio.qld.gov.au/>

⁸ For more information on the AusGOAL framework, please refer to www.ausgoal.gov.au



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Example

Agencies that require business units to complete a work request to request changes to their internet site could include a question on this form that requires an assessment of whether the information is suitable to link from the publication scheme.

Agencies with an electronic document and records management system (EDRMS) could consider introducing a system of classifying documents as suitable for release at the time they are created. In this way, inclusion of that information in the publication scheme can be automatically generated.⁹

6.2 *How long should information stay on the website?*

Agencies need to ensure information in the publication scheme is relevant, up to date and accurate, and that outdated material is archived or removed.

7.0 *Complaints to agencies*

The Ministerial Guidelines require agencies to have a procedure in place which allows people to make a complaint if information listed in the publication scheme is not available. The procedure and relevant contact details for making a complaint about the publication scheme should be clearly set out.

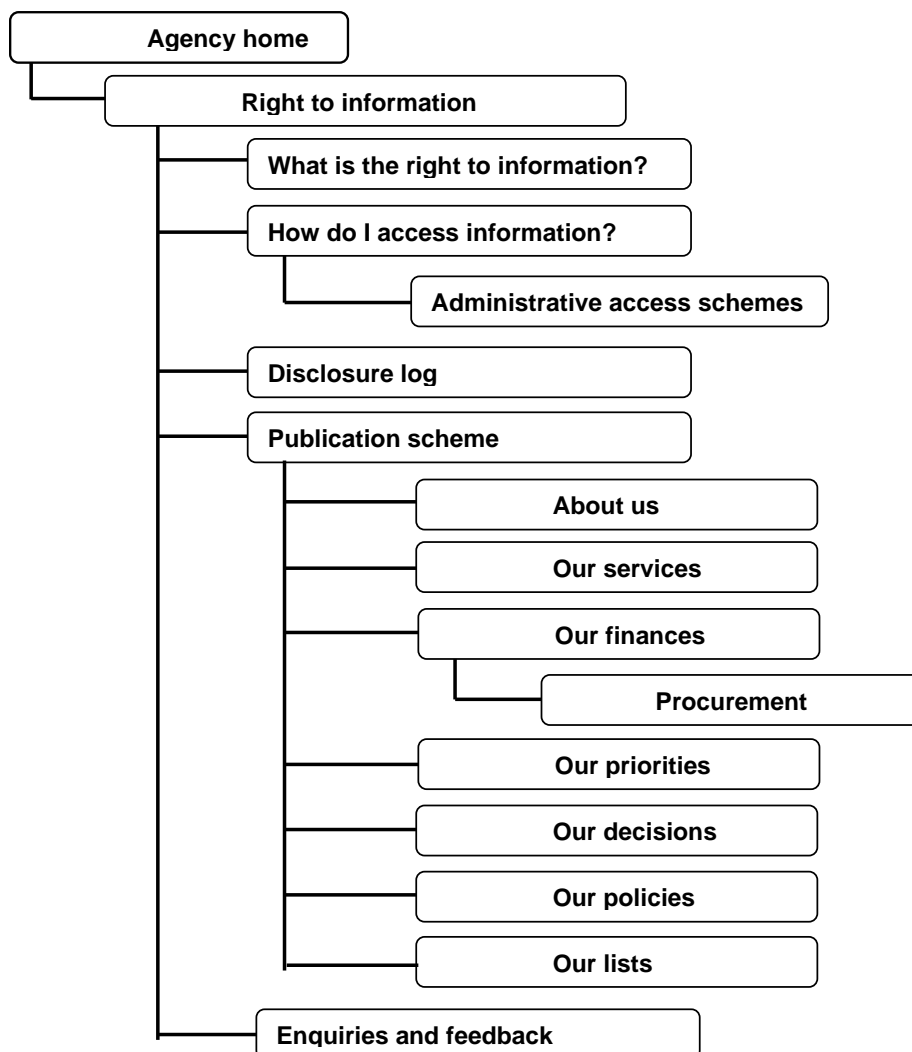
⁹ For further information see the Queensland Government Enterprise Architecture Guideline: *Determining the ex ante release status of information* 2009 available on the QGCIO website: <http://www.qgcio.qld.gov.au/>.



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8.0 Sample RTI web page navigation structure

The following model illustrates how an agency might arrange the Right to Information content on their website.



For additional information and assistance please refer to the OIC's guidelines, or contact the Enquiries Service on 07 3234 7373 or email enquiries@oic.qld.gov.au.



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This guide is introductory only, and deals with issues in a general way. It is not legal advice. Additional factors may be relevant in specific circumstances. For detailed guidance, legal advice should be sought.

If you have any comments or suggestions on the content of this document, please submit them to feedback@oic.qld.gov.au.

Published 30 June 2009 and Last Updated 1 February 2019

Changes to legislation after the update date are not included in this document



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Applying the legislation

GUIDELINE *Right to Information Act 2009*

Agencies other than departments or Ministers - disclosure logs

This guideline only applies to local governments, universities, statutory authorities and other agencies which are **not** departments or Ministers. Departments and Ministers must refer to the guideline [Departments and Ministers - disclosure logs](#).¹

What is a disclosure log?

Disclosure logs are part of an agency's website that contains documents—or information about how to get copies of them—that have been released under a *Right to Information Act 2009* (Qld) (**RTI Act**) application. Once the application is finalised and the applicant has accessed the documents, the documents may be uploaded to the disclosure log, subject to some exceptions.

This is intended to prevent the need for multiple applications on the same subject, by giving the community access to documents released under RTI, and increase the flow of information to the community.

When disclosure logs are well designed, individuals can access published information easily, quickly and freely, and only need to apply under the RTI Act as a last resort. This can save money and effort for agencies and the community. Disclosure logs also need to be current, complete and accurate to be effective.

The RTI Act and the Ministerial Guidelines

Section 78A and section 78B of the RTI Act set the rules for agency disclosure logs. These sections of the RTI Act operate in conjunction with the *Ministerial Guidelines: Operation of Publication Schemes and Disclosure Logs*,² which provide practical guidance on disclosure logs.

OIC's audit of departmental disclosure logs

The Office of the Information Commissioner audited departmental disclosure logs and in 2020 made several recommendations.³ Many of these recommendations apply to other agency disclosure logs, including that disclosure logs should be easy to find, easy to use, up-to-date, and useful. They should be readily locatable on websites, and integrate browse, search and/or filter functions. Information should be published promptly and be kept complete and accurate.

¹ <https://www.oic.qld.gov.au/guidelines/for-government/access-and-amendment/disclosure-logs/disclosure-logs>

² Published by the Minister under section 78B(1) of the RTI Act and available at www.rti.qld.gov.au

³ Read the entire report here: https://www.oic.qld.gov.au/__data/assets/pdf_file/0003/43653/Disclosure-Log-Audit-report-FINAL.pdf.



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Section 78B – information that must not be included in a disclosure log

Section 78B(2) of the RTI Act requires an agency to remove any information (including an individual's name) from material intended for publication on the disclosure log that:

- is prevented by law from publication
- may be defamatory
- would unreasonably invade an individual's privacy if it was included in the disclosure log
- is, or allows to be ascertained, information—
 - of a confidential nature that was communicated in confidence by a person other than the agency;⁴ or
 - that is protected from disclosure under a contract⁵; or
- would cause substantial harm to an entity if it was included in the disclosure log⁶.

Access by inspection

If access is given by inspection, the documents, depending on why access was given that way, may not be publishable to the disclosure log.

- If access by inspection was given due to a third party's copyright,⁷ it will not be appropriate to place the documents on the disclosure log and section 78B(2)(e) will apply.
- If the applicant agreed to inspect only access because, for example, it reduced the impact on third party privacy or removed a third party's objection, it may not be appropriate to place the documents on the disclosure log. Departments should consider the provisions of section 78B(2).
- If access was by way of inspection due to fragility of the documents or because other inspection would impact the resources of the agency,⁸ it may be appropriate to consider section 78B(2)(e).

Where documents intended for the disclosure log contain this kind of information, 78B(2) requires agencies to remove it before publishing or to not publish it. However, good recordkeeping is an important part of complying with section 78B(2). Agencies need to ensure that they record their reasons for not publishing documents on the disclosure log or for redacting information.

Where applications regularly result in the same kinds of redactions/non-publication under section 78B(2), it may be more efficient to develop a pre-

⁴ Guidance regarding whether information was communicated in confidence is provided in the context of the breach of confidence exemption within the RTI Act see the Guideline *Breach of confidence*.

⁵ This provision goes further than the exempt information provision under section 8 of schedule 3 of the RTI Act, which is limited to equitable confidentiality and does not include contractual confidentiality. For further information about the exempt information provision, see the Guideline *Breach of confidence*.

⁶ See section 78B(2) of the RTI Act.

⁷ Section 68(4)(c) of the RTI Act.

⁸ Section 68(4)(a) and (b).



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publication checklist, identifying the common kinds of information that need to be removed.

Include reasons

Although not a legislative requirement, agencies are more open and transparent when they note on their disclosure logs the reasons for not publishing documents they have released to applicants.

What is personal information?

Personal information is any information or an opinion, whether true or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion.⁹

What is a document that contains the applicant's personal information?

A *document* is a single item which may be made up of multiple pages, eg a multiple page letter or report is a single document. If the applicant's personal information appears on one of those pages then that document is a document that contains the applicant's personal information. For example, a 40 page report which has the applicant's name on page 39 is a document that contains the applicant's personal information. The *entire document* must not be included in the disclosure log.

What documents may be included in the disclosure log?

Documents accessed by the applicant within the access period

Documents which:

- an agency has decided to give access to in response to a formal application under the RTI Act
- do not include personal information of the applicant; and
- were accessed by the applicant within the access period,¹⁰ including payment of any applicable processing and access charges¹¹

may be included in an agency's disclosure log, if reasonably practicable.

If it is not reasonably practicable to include the document itself (because, for example, the electronic version of the document is too large to be published on the agency's website) then the agency may include details identifying the document and information about how that document can be accessed.

⁹ Section 12 of the IP Act

¹⁰ See section 69 of the RTI Act for a definition of *access period*.

¹¹ See section 78A of the RTI Act.



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When has the applicant had access?

The RTI Act allows an agency to give access by providing the applicant with a copy of the documents. If the documents are:

- Sent by email¹²—the documents are generally accessed when the email is received by the applicant's information system.¹³ If you use a delivery receipt or the email does not bounce back as undeliverable that should confirm the email was received.
- Collected by the applicant or their agent from your office—the applicant will have accessed them on the day they are collected.
- Sent by post—the applicant is deemed to have accessed the document at the time in which the letter would be delivered in the ordinary course of post.¹⁴ Australia Post provides information about standard delivery times on its website.
- Inspected—the applicant has generally accessed them when they have completed their inspection.

Deferred access

Remember that where access to documents is deferred due to third party review rights, those documents cannot be placed on the disclosure log until access is no longer deferred.

Access given on review

If an agency decides to give access to a document on internal review and the applicant accesses the document within the access period section 78A(1) allows the document to be placed on the disclosure log.¹⁵

If an applicant is given access to a document as a result of external review to the Information Commissioner, agencies do not need to consider putting it on the disclosure log. This applies for both access given by way of early resolution and formal decision. Agencies may choose to do so, as long as the document does not contain the applicant's personal information or information of a kind listed in section 78B(2).

If documents are not accessed by the applicant within the access period

If an agency decides to give access to a document that does not include the personal information of the applicant, but the applicant does not access the document within the access period, the agency may include the following in the disclosure log:

¹² This also applies to documents sent by facsimile.

¹³ Section 24, *Electronic Transactions (Queensland) Act 2001*.

¹⁴ Section 39A *Acts Interpretation Act 1951*

¹⁵ As long as it does not contain the personal information of the applicant and subject to the limitations in section 78B of the RTI Act.



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- details identifying the document
- information about how the document may be accessed; and
- any applicable charges.¹⁶

Any person who pays the appropriate charges can access that document. The document can then be included in the disclosure log, subject to the requirements of section 78B.¹⁷ No further fees for that document can be charged if a person seeks access via the disclosure log.

Removing information from the Disclosure Log

Documents released to the applicant and made available on the disclosure log can be removed from the disclosure log after six months.¹⁸ This does not apply to the application *details*, which must remain on the disclosure log even after the documents are removed. An electronic copy of the documents should continue to be available for as long as the original file for the application is required to be kept.

Under the General Retention and Disposal Schedule issued by Queensland State Archives,¹⁹ RTI application documents have a set retention period. Once RTI application documents are legitimately disposed of under a Retention and Disposal Schedule, the application details can be removed from the disclosure log.

For additional information and assistance please refer to the OIC's guidelines, or contact the Enquiries Service on 07 3234 7373 or email enquiries@oic.qld.gov.au.

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If you have any comments or suggestions on the content of this document, please submit them to feedback@oic.qld.gov.au.

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Changes to legislation after the update date are not included in this document

¹⁶ Section 78(4) of the RTI Act.

¹⁷ Section 78A(4) of the RTI Act.

¹⁸ As set out in the Ministerial Guidelines. Documents on disclosure logs are copies of documents held elsewhere by agencies, and disclosure log publication impacts on available web capacity.

¹⁹ <https://www.forgov.qld.gov.au/schedules/general-retention-and-disposal-schedule-grds>

10.7 2022-2023 December Budget Review

Executive Officer: General Manager Council Sustainability

Item Author: Coordinator Financial Management

Attachments:

1. 2022-2023 December Budget Review [↓](#) 

Executive Summary

This report provides Councillors with an overview of the December Budget Review requests and their effect on the 2022-2023 budget and long-term financial forecast.

Recommendation

That, in accordance with sections 169 and 170(3) of the *Local Government Regulation 2012*, Council adopt the 2022-2023 December Budget Review, as outlined in the:

1. Revised Statement of Comprehensive Income for 2022-2023 through 2024-2025, inclusive;
2. Revised Statement of Financial Position for 2022-2023 through 2024-2025, inclusive;
3. Revised Statement of Cash Flows for 2022-2023 through 2024-2025, inclusive;
4. Revised Statement of Changes in Equity for 2022-2023 through 2024-2025, inclusive; and
5. Revised Relevant Measures of Financial Sustainability.

Previous Council Considerations / Resolutions

At the Special Meeting held on 11 July 2022, it was resolved:

"That:

1. Pursuant to section 205 of the *Local Government Regulation 2012*, Council note the statement of the financial operations and financial position of the Council in respect of the previous financial year ("the Statement of Estimated Financial Position") be received and its contents noted for the period ended 30 June 2022; and
2. Pursuant to section 107A of the *Local Government Act 2009* and sections 169 and 170 of the *Local Government Regulation 2012*, Council adopt the following financial statements for the financial years 2022-2023, 2023-2024 and 2024-2025:
 - a) Statement of Comprehensive Income;
 - b) Statement of Financial Position;
 - c) Statement of Cash Flows;
 - d) Statement of Changes in Equity; and
 - e) Measures of Financial Sustainability.
3. Pursuant to sections 169 and 171 of the *Local Government Regulation 2012*, Council adopt the Long Term Financial Forecast 2022-2023 to 2031-2032 as tabled;
4. Pursuant to sections 169(2) and 172 of the *Local Government Regulation 2012*, Council adopt the Revenue Statement 2022-2023 as tabled; and

5. Pursuant to section 47 of the Local Government Act 2009 and chapter 3, part 2, division 5 of the Local Government Regulation 2012, Council endorse to apply the Code of Competitive Conduct for the 2022-2023 financial year to the following business activities:
 - Roads;
 - Building Certifying;
 - Waste Collection.

Business Activity Definitions

Roads

This business activity operates as an external competitive contractor for road maintenance and construction. This business activity excludes nominal ownership of the road assets.

Building Certifying

This business activity involves Building Certification services provided to external customers. It excludes regulatory aspects of the function.

Waste Collection

This business activity comprises all aspects of the provision and charging for refuse collection and its disposal, including management of the refuse collection contract.

Estimated Activity Statements

2022-2023 full-cost pricing budgets for each business activity are included in the Estimated Activity Statements included with the Budgeted Financial Statements."

At the Ordinary Meeting held on 20 September 2022, it was resolved:

"That, in accordance with sections 169 and 170(3) of the Local Government Regulation 2012, Council adopt the 2022-2023 Carry Forward Budget Review, as outlined in the:

1. *Revised Statement of Comprehensive Income for 2022-2023 through 2024-2025, inclusive;*
2. *Revised Statement of Financial Position for 2022-2023 through 2024-2025, inclusive;*
3. *Revised Statement of Cash Flows for 2022-2023 through 2024-2025, inclusive;*
4. *Revised Statement of Changes in Equity for 2022-2023 through 2024-2025, inclusive; and*
5. *Revised Relevant Measures of Financial Sustainability."*

At the Ordinary Meeting held on 6 December 2023, it was resolved:

"That, in accordance with sections 169 and 170(3) of the Local Government Regulation 2012, Council adopt the 2022-2023 September Budget Review, as outlined in the:

1. *Revised Statement of Comprehensive Income for 2022-2023 through 2024-2025, inclusive;*
2. *Revised Statement of Financial Position for 2022-2023 through 2024-2025, inclusive;*
3. *Revised Statement of Cash Flows for 2022-2023 through 2024-2025, inclusive;*
4. *Revised Statement of Changes in Equity for 2022-2023 through 2024-2025, inclusive; and*
5. *Revised Relevant Measures of Financial Sustainability."*

Report / Background

On a quarterly basis, Council reviews its adopted budget to make appropriate adjustments for changes, to promote transparent financial management. It is a legislated requirement for an amended budget to include all items identified in section 169 of the *Local Government Regulation 2012*.

Council has reviewed its financial performance up to 31 December 2022, both operational and capital, and identified several revisions, both positive and negative, which have been incorporated into the 2022-2023 December Budget Review revised budgeted financial statements.

Detailed impacts of the financial effects on the 2022-2023 Annual Budget are as contained within the attached 2022-2023 December Budget review.

Budget / Financial Implications

Consideration will need to take into account impact/s on current-year budget, including operating result, cash levels and other key financial indicators.

Strategic Implications

Operational Plan

Theme: 3. Open and Responsive Government

Key Area of Focus: Ongoing integrity of Council's practice and processes

Legal / Statutory Implications

Not applicable.

Risks

Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR47 Inadequate or lack of an appropriate Financial Management Framework (including systems, policies, procedures and controls) in place to adequately minimise risk of fraudulent action and to maximise financial sustainability.

Risk Assessment

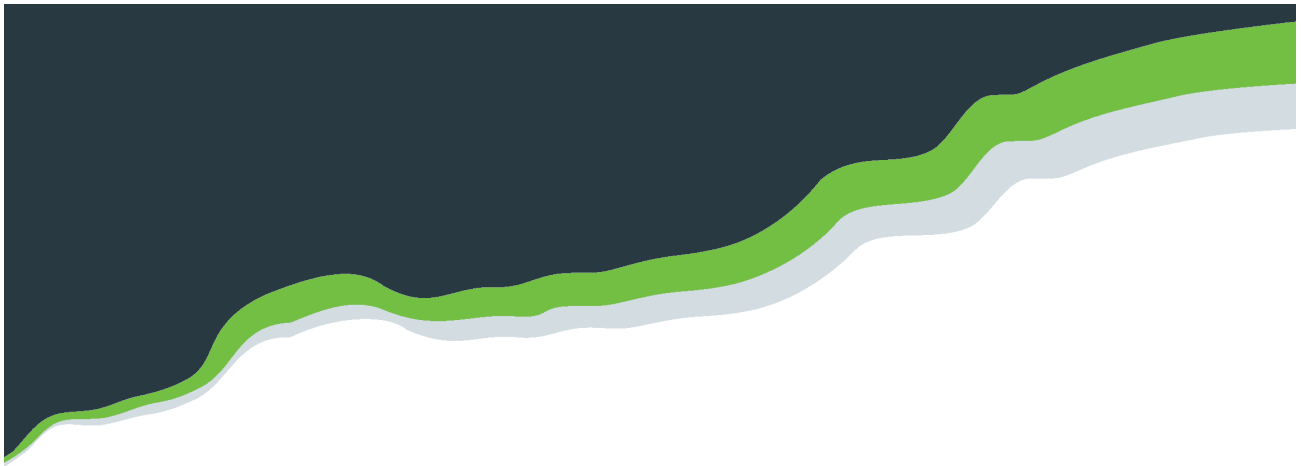
Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Financial and Economic Failure to ensure systems are in place to identify and report on material budget variations	Major	Possible	High	Budget packs are produced monthly with Managers required to explain individual budget variances greater than \$50k and 10%- Budget packs are required to be approved by General Managers - Quarterly budget reviews undertaken - Budget Review Policy sets guidelines for amendments to the original budget.	Medium

Consultation

Consultation has been undertaken with all Managers responsible for budgets.

Conclusion

Consideration from Council is sought to review and approve the budget adjustments from the 2022-2023 December Budget Review for incorporation into the 2022-2023 Revised Budget.



FINANCIAL PERFORMANCE AND POSITION

DECEMBER REVIEW

BUDGET 2022-2023

Executive Summary

Council begins each financial year with a budget with timings for projects built in. In balancing the needs of Council's delivery against weather impacts and further grant funded projects, both capital and operating programs may need to be altered. For instance, each successful grant funded project may alter the delivery of other projects and may be funded this year but delivered over a number of years, or in a future year. Flexibility is required.

The current economic environment is providing a number of obstacles and challenges in the performance of works and projects. There have been increases in prices, break downs of supply chains, difficulty in sourcing materials and/or labour, challenges in public consultation, cancellation of events, upsurge in building activity within South-East Queensland, etc.; all of which contribute to a very challenging environment within which to perform this budget review.

Council's budgeted operating surplus has increased by \$863 thousand from \$16 thousand to \$878 thousand as a result of the proposed adjustments within the 2022-2023 December Budget Review. This is due to an increase in operating revenue of \$403 thousand (0.4%) along with a decrease in operating expenses of \$460 thousand (0.5%).

The increase in operating revenue is largely due to an increase in fees and charges of \$267 thousand. This consists of an increase in planning application fees of \$200 thousand and additional revenue from scrap metal sales of \$67 thousand. Operating grants and subsidies have increase by \$100 thousand due largely to a new grant program Eco Certified Tourism Destination Program. Other revenue has increased by \$36 thousand due to an increase in estimated Logan City Council waste disposal revenue of \$150 thousand which is offset by a reduction in revenue from the fuel rebate scheme of \$96 thousand.

The decrease in operating expenditure is largely due to reductions in employee expenses due to staff vacancies \$599 thousand and a transfer of \$516 thousand to the capital works program. These are offset by requested increases including a budget for the costs associated with the appointment of a Governance Advisor \$150 thousand, additional budget for the Sports and Recreational Plan \$76 thousand, Central Landfill plant hire \$145 thousand and Scenic Rim Eat Local Week \$105 thousand. The balance of the proposed movement include savings associated with staff vacancies and various adjustments across Council programs.

Capital grants and subsidies have increased by \$2.210 million. This consists of \$1.323 million in additional Blackspot funding, an increase in REPA Bushfire Subsidy \$827 thousand and an increase in REPA SEQ Coastal Trough December 2020 subsidy \$60 thousand.

Capital expenditure has increased by \$4.126 million. This increase includes additional capital grants of \$2.210 million and budget transfers from the operating budget of \$516 thousand. After adjusting for these the increase in capital expenditure is \$1.4 million and is largely due to increases in Vibrant and Active Towns and Villages projects including increases of \$1.5 million for the Business Enterprise Precinct Development and \$430 thousand for the Beaudesert Town Centre Transport Improvements. This is offset by a reduction due to the removal of the Enterprise Asset Management System implementation (\$559 thousand).

Refer to the Detailed Capital Budget Review Amendments report for details on the proposed amendments to the capital budget (pages 11 to 17).

Property sales revenue from the Beaudesert Enterprise Precinct Development has been amended in the long term financial forecast to align with the latest estimated property values. The additional revenue has been evenly allocated over years 2 to 10 of the forecast.

Executive Summary (continued)

The 2022-2023 December Budget Review has resulted in a decrease in cash of \$1.054 million (4.8%). This consists of:

- An increase in cash from operations of \$863 thousand,
- An increase in capital grant revenue of \$2.210 million, and
- An increase in capital expenditure of \$4.126 million.

All financial sustainability indicators remain within target for the 2022-2023 financial year following the proposed amendments included in the December budget review. The Operating Surplus Ratio has improved from 0% to 0.9% as a result of the proposed amendments to the operating budget. The Asset Sustainability Ratio has increased from 389.1% to 391.3% as a result of the additional capital renewal expenditure contained within the capital budget. The Net Financial Liabilities, Cash Holdings and Current ratios have all declined marginally due to the reduction in cash as a result of the additional capital expenditure included in the budget review. The Debt Service Cover Ratio has increased marginally due to the increase in the budgeted operating surplus.

FINANCIAL STATEMENTS

**Scenic Rim Regional Council
Budgeted Financial Statements**

STATEMENT OF COMPREHENSIVE INCOME	Original Budget 2022-2023 \$'000	Orig Budget + CF 2022-2023 \$'000	Budget Review 1 2022-2023 \$'000	Budget Review 2 2022-2023 \$'000	Forecast 2023-2024 \$'000	Forecast 2024-2025 \$'000	Movement BR1→BR2 \$'000
Income							
Revenue							
Recurrent Revenue							
Gross Rates and Utility Charges	63,566	63,566	63,566	63,566	67,359	72,370	0
Discounts and Pensioner Remissions	-1,863	-1,863	-1,863	-1,863	-1,976	-2,116	0
Fees & Charges	6,269	6,269	6,611	6,878	6,649	7,052	267
Interest Received	1,593	1,593	2,049	2,049	1,607	1,622	0
Sales of Contract and Recoverable Works	5,942	6,020	6,020	6,020	6,136	6,337	0
Share of Profit from Associate	2,490	2,490	2,490	2,490	2,607	2,770	0
Other Revenue	4,646	4,666	4,688	4,724	4,840	5,060	36
Operating Grants, Subsidies, Contributions and Donations	4,895	7,316	9,471	9,571	5,216	5,548	100
Total Recurrent Revenue	87,537	90,057	93,032	93,435	92,438	98,643	403
Capital Revenue							
Capital Grants, Subsidies, Contributions and Donations	9,316	28,117	73,090	75,300	6,300	8,302	2,210
Contributions from Developers	2,305	2,305	2,305	2,305	2,351	2,398	0
Total Capital Revenue	11,621	30,422	75,395	77,605	8,651	10,700	2,210
Total Revenue	99,158	120,479	168,427	171,040	101,089	109,343	2,613
Total Income	99,158	120,479	168,427	171,040	101,089	109,343	2,613
Expenses							
Recurrent Expenses							
Employee Expenses	35,361	35,405	36,113	35,003	37,122	38,998	-1,110
Materials & Services	32,673	35,252	37,686	38,333	33,700	36,601	647
Finance Costs	1,171	1,171	1,171	1,174	1,288	1,328	3
Depreciation & Amortisation	18,046	18,046	18,046	18,046	18,768	19,518	0
Total Recurrent Expenses	87,251	89,874	93,016	92,557	90,878	96,446	-460
Total Expenses	87,251	89,874	93,016	92,557	90,878	96,446	-460
Net Result	11,907	30,605	75,411	78,483	10,211	12,896	3,073
Operating Revenue (Recurrent Revenue)	87,537	90,057	93,032	93,435	92,438	98,643	403
Operating Expenses (Recurrent Expenses)	87,251	89,874	93,016	92,557	90,878	96,446	-460
Operating Result (Recurrent Result)	286	183	16	878	1,560	2,196	863

**Scenic Rim Regional Council
Budgeted Financial Statements**

STATEMENT OF FINANCIAL POSITION	Original Budget 2022-2023 \$'000	Orig Budget + CF 2022-2023 \$'000	Budget Review 1 2022-2023 \$'000	Budget Review 2 2022-2023 \$'000	Forecast 2023-2024 \$'000	Forecast 2024-2025 \$'000	Movement BR1→BR2 \$'000
ASSETS							
Current Assets							
Cash & Cash Equivalents	19,969	25,016	22,170	21,116	21,454	21,806	-1,054
Trade & Other Receivables	8,100	8,100	8,100	8,100	8,100	8,100	0
Inventories	900	900	900	900	900	900	0
Other Assets	0	670	670	670	670	670	0
Total Current Assets	28,969	34,686	31,840	30,786	31,124	31,476	-1,054
Non-Current Assets							
Trade & Other Receivables	14,676	14,676	14,676	14,676	14,676	14,676	0
Property, Plant & Equipment	1,028,413	989,408	1,037,060	1,041,187	1,067,648	1,097,090	4,127
Investment in Associate	39,441	39,292	39,292	39,292	40,649	42,377	0
Total Non-Current Assets	1,082,530	1,043,376	1,091,028	1,095,155	1,122,973	1,154,143	4,127
TOTAL ASSETS	1,111,499	1,078,062	1,122,868	1,125,941	1,154,097	1,185,619	3,073
LIABILITIES							
Current Liabilities							
Trade & Other Payables	7,000	7,000	7,000	7,000	7,000	7,000	0
Borrowings	4,171	4,171	4,171	4,171	4,084	2,694	0
Provisions	10,400	10,400	10,400	10,400	10,400	10,400	0
Other liabilities	0	1,718	1,718	1,718	1,683	1,507	0
Total Current Liabilities	21,571	23,289	23,289	23,289	23,166	21,600	0
Non-Current Liabilities							
Borrowings	43,262	43,264	43,264	43,264	42,447	43,020	0
Provisions	4,219	4,219	4,219	4,219	4,219	4,219	0
Other liabilities	0	3,190	3,190	3,190	1,507	0	0
Total Non-Current Liabilities	47,481	50,673	50,673	50,673	48,173	47,239	0
TOTAL LIABILITIES	69,052	73,962	73,962	73,962	71,339	68,839	0
Net Assets	1,042,447	1,004,100	1,048,906	1,051,979	1,082,758	1,116,781	3,073
EQUITY							
Asset Revaluation Surplus	325,901	289,536	289,536	289,536	310,104	331,232	0
Accumulated Surplus	716,546	714,564	759,370	762,443	772,654	785,550	3,073
Total Equity	1,042,447	1,004,100	1,048,906	1,051,979	1,082,758	1,116,782	3,073

**Scenic Rim Regional Council
Budgeted Financial Statements**

STATEMENT OF CASH FLOWS

	Original Budget 2022-2023 \$'000	Orig Budget + CF 2022-2023 \$'000	Budget Review 1 2022-2023 \$'000	Budget Review 2 2022-2023 \$'000	Forecast 2023-2024 \$'000	Forecast 2024-2025 \$'000	Movement BR1→BR2 \$'000
Cash Flows from Operating Activities							
Receipts from Customers	78,558	75,749	76,113	76,416	81,290	87,020	303
Payments to Suppliers and Employees	-68,251	-75,533	-78,675	-78,215	-71,044	-75,825	460
	10,307	216	-2,562	-1,800	10,246	11,194	763
Receipts:							
Interest Received	1,593	1,593	2,049	2,049	1,607	1,622	0
Operating Grants, Subsidies, Contributions and Donations	4,895	7,316	9,471	9,571	5,216	5,548	100
Payments:							
Interest Expense	-954	-954	-954	-954	-1,066	-1,102	0
Net Cash Inflow / (Outflow) from Operating Activities	15,841	8,171	8,004	8,866	16,003	17,262	863
Cash Flows from Investing Activities							
Receipts:							
Proceeds from Sale of Property, Plant & Equipment	1,718	4,705	4,705	4,705	5,258	6,754	0
Dividend Received from Associate	1,355	1,355	1,355	1,355	1,250	1,042	0
Capital Grants, Subsidies, Contributions and Donations	11,621	30,422	75,395	77,605	8,651	10,700	2,210
Payments:							
Payments for Property, Plant & Equipment	-33,988	-78,544	-126,196	-130,322	-29,918	-34,587	-4,126
Net Cash Inflow / (Outflow) from Investing Activities	-19,294	-42,062	-44,741	-46,657	-14,759	-16,091	-1,916
Cash Flows from Financing Activities							
Receipts:							
Proceeds from Borrowings	5,075	5,075	5,075	5,075	3,265	3,265	0
Payments:							
Repayment of Borrowings	-2,533	-2,533	-2,533	-2,533	-4,171	-4,084	0
Net Cash Flow inflow / (Outflow) from Financing Activities	2,542	2,542	2,542	2,542	-906	-819	0
Net Increase/(Decrease) in Cash	-911	-31,349	-34,195	-35,249	338	352	-1,054
plus: Cash & Cash Equivalents - beginning of year	20,880	56,365	56,365	56,365	21,116	21,454	0
Cash & Cash Equivalents - end of the year	19,969	25,016	22,170	21,116	21,454	21,806	-1,054

**Scenic Rim Regional Council
Budgeted Financial Statements**

STATEMENT OF CHANGES IN EQUITY	Original Budget 2022-2023 \$'000	Orig Budget + CF 2022-2023 \$'000	Budget Review 1 2022-2023 \$'000	Budget Review 2 2022-2023 \$'000	Forecast 2023-2024 \$'000	Forecast 2024-2025 \$'000	Movement BR1→BR2 \$'000
Accumulated Surplus							
Opening Balance	704,638	683,959	683,959	683,959	762,443	772,654	0
Net Operating Result for the Year	11,908	30,605	75,411	78,484	10,211	12,896	3,073
Closing Balance	716,546	714,564	759,370	762,443	772,654	785,550	3,073
Asset Revaluation Surplus							
Opening Balance	306,015	269,650	269,650	269,650	289,536	310,104	0
Asset Revaluation Adjustments	19,886	19,886	19,886	19,886	20,568	21,128	0
Closing Balance	325,901	289,536	289,536	289,536	310,104	331,232	0
Total Equity							
Opening Balance	1,010,653	953,609	953,609	953,609	1,051,979	1,082,758	0
Net Operating Result for the Year	11,908	30,605	75,411	78,484	10,211	12,896	3,073
Asset Revaluation Adjustments	19,886	19,886	19,886	19,886	20,568	21,128	0
Closing Balance	1,042,447	1,004,100	1,048,906	1,051,979	1,082,758	1,116,782	3,073

BUDGET FUNDING SUMMARY

2022-2023 Budget Funding Summary - Original Budget -v- Carry Forwards -v- September Budget Review -v- December Budget Review

	2022 Original Budget	2023 Carry Forward Budget	2023 Sept Budget Review Budget	2023 Dec Budget Review Budget	Variance SBR to DBR		2022 Original Budget	2023 Carry Forward Budget	2023 Sept Budget Review Budget	2023 Dec Budget Review Budget	Variance SBR to DBR
	\$'000	\$'000	\$'000	\$'000	\$'000		\$'000	\$'000	\$'000	\$'000	\$'000
REVENUE						EXPENDITURE					
Rates & Utilities	\$63,566	\$63,566	\$63,566	\$63,566	\$0	Operating Employee Expenses	\$35,361	\$35,405	\$36,113	\$35,003	\$1,109
General Rates	\$45,547	\$45,547	\$45,547	\$45,547	\$0	Council Sustainability	\$4,069	\$4,069	\$4,056	\$3,813	\$243
Separate Charge Community Infrastructure	\$9,746	\$9,746	\$9,746	\$9,746	\$0	People and Strategy	\$3,426	\$3,426	\$3,751	\$3,503	\$248
Waste Disposal Charge	\$554	\$554	\$554	\$554	\$0	Customer and Regional prosperity	\$12,353	\$12,397	\$12,681	\$12,444	\$238
Waste Collection Charge	\$7,719	\$7,719	\$7,719	\$7,719	\$0	Asset and Environmental Sustainability	\$15,100	\$15,100	\$15,182	\$14,802	\$380
Other Rates and Utilities	\$0	\$0	\$0	\$0	\$0	Other	\$413	\$413	\$442	\$442	\$0
Discounts and pensioner remissions	-\$1,863	-\$1,863	-\$1,863	-\$1,863	\$0	Materials and Services excluding employee costs	\$32,673	\$35,252	\$37,685	\$38,332	-\$647
Fees and Charges	\$6,269	\$6,269	\$6,611	\$6,878	\$267	Council Sustainability	\$4,064	\$4,443	\$4,456	\$4,656	-\$200
Development Assessment	\$925	\$925	\$1,025	\$1,225	\$200	People and Strategy	\$276	\$311	\$334	\$478	-\$144
Plumbing Certification	\$1,011	\$1,011	\$1,011	\$1,011	\$0	Customer and Regional prosperity	\$6,872	\$8,602	\$9,541	\$9,673	-\$132
Building Certification	\$469	\$469	\$469	\$469	\$0	Asset and Environmental Sustainability	\$19,850	\$20,284	\$21,605	\$21,771	-\$166
Other Building and Property Related Revenue	\$789	\$789	\$889	\$889	\$0	Other	\$1,611	\$1,611	\$1,749	\$1,754	-\$5
Refuse Tipping Fees	\$1,439	\$1,439	\$1,509	\$1,576	\$67	Finance Costs	\$1,171	\$1,171	\$1,171	\$1,174	-\$3
Animal Management Licences	\$240	\$240	\$240	\$240	\$0	Depreciation	\$18,046	\$18,046	\$18,046	\$18,046	\$0
Food Licences	\$194	\$194	\$194	\$194	\$0	Total Operational Expenditure	\$87,251	\$89,874	\$93,015	\$92,556	\$459
Cemetery Fees	\$328	\$328	\$400	\$400	\$0	INCOME STATEMENT SUMMARY					
Moogerah Caravan Park Fees	\$734	\$734	\$734	\$734	\$0	Total Operating Revenue	\$87,536	\$90,056	\$93,031	\$93,434	\$403
Other Fees and Charges	\$140	\$140	\$140	\$140	\$0	Total Operational Expenditure	\$87,251	\$89,874	\$93,015	\$92,556	\$459
Interest Received	\$1,593	\$1,593	\$2,049	\$2,049	\$0	Net Operating Surplus / (Deficit)	\$285	\$182	\$16	\$878	\$862
Interest on Investments	\$592	\$592	\$1,112	\$1,112	\$0	CAPITAL FUNDING STATEMENT					
Interest on Overdue Rates	\$351	\$351	\$391	\$391	\$0	Net Operating Surplus / (Deficit)	\$285	\$182	\$16	\$878	\$862
Interest from Urban Utilities	\$650	\$650	\$546	\$546	\$0	Adjust for non-cash Depreciation	\$18,046	\$18,046	\$18,046	\$18,046	\$0
Recoverable Works	\$5,942	\$6,020	\$6,020	\$6,020	\$0	Adjust for non-cash Share of Profit from Urban Utilities	-\$2,490	-\$2,490	-\$2,490	-\$2,490	\$0
Operational Grants	\$4,895	\$7,316	\$9,471	\$9,571	\$100	Dividend received from Urban Utilities	\$1,355	\$1,355	\$1,355	\$1,355	\$0
Financial Assistance Grant	\$3,977	\$3,977	\$4,297	\$4,297	\$0	New Borrowings	\$5,075	\$5,075	\$5,075	\$5,075	\$0
Other Operational Grants	\$918	\$3,339	\$5,174	\$5,274	\$100	Repayment of Borrowings	-\$2,533	-\$2,533	-\$2,533	-\$2,533	\$0
Share of Profit from Urban Utilities	\$2,490	\$2,490	\$2,490	\$2,490	\$0	Proceeds from sale of assets	\$1,718	\$4,705	\$4,705	\$4,704	-\$1
Other Revenues	\$4,646	\$4,666	\$4,688	\$4,724	\$36	Capital Grants	\$11,621	\$30,422	\$75,395	\$77,605	\$2,210
Waste Charges for LCC Dumping at Central Landfill	\$2,403	\$2,403	\$2,403	\$2,553	\$150	Total Funding for CAPEX	\$33,077	\$54,762	\$99,569	\$102,640	\$3,072
Tax Equivalents - Urban Utilities	\$1,067	\$1,067	\$1,067	\$1,067	\$0	Capital Expenditure	\$33,988	\$78,544	\$126,196	\$130,322	-\$4,126
Other	\$1,175	\$1,195	\$1,218	\$1,103	-\$114	Capital Works	\$8,756	\$12,852	\$59,070	\$61,309	-\$2,239
Total Operating Revenue	\$87,536	\$90,056	\$93,031	\$93,434	\$403	Structures and Drainage	\$10,016	\$12,676	\$12,554	\$12,554	\$0
Capital Revenue	\$11,621	\$30,422	\$75,395	\$77,605	\$2,210	Vibrant and Active Towns and Villages	\$649	\$10,383	\$11,771	\$13,845	-\$2,074
Bridge Renewal Program	\$3,104	\$4,527	\$4,527	\$4,527	\$0	Road Maintenance	\$3,254	\$3,462	\$3,462	\$3,818	-\$356
Building Better Regions	\$0	\$3,839	\$3,839	\$3,839	\$0	Fleet Management	\$3,980	\$7,839	\$7,929	\$7,929	\$0
Building Our Regions	\$0	\$2,875	\$2,875	\$2,875	\$0	Waste Landfill - Central	\$575	\$1,421	\$1,356	\$1,356	\$0
2019 Qld Bushfires LER	\$0	\$1,499	\$1,499	\$1,499	\$0	2019 Qld Bushfires LER	\$0	\$2,370	\$3,037	\$3,053	-\$16
Heavy Vehicle Safety and Productivity Program	\$2,000	\$2,400	\$2,400	\$2,400	\$0	Other	\$6,759	\$27,542	\$27,019	\$26,460	\$559
Local Roads and Community Infrastructure	\$2,178	\$3,217	\$3,217	\$3,217	\$0	Net amount (required from)/remaining for cash reserves	-\$911	-\$23,782	-\$26,627	-\$27,682	\$1,055
R2R	\$1,089	\$1,089	\$1,089	\$1,089	\$0	Cash balances					
TIDS	\$744	\$744	\$744	\$744	\$0	Opening Cash Balance	\$20,879	\$56,365	\$56,365	\$56,365	\$0
Infrastructure Charges	\$2,305	\$2,305	\$2,305	\$2,305	\$0	Movements in Balance Sheet Receivables and Payables	-\$0	-\$7,567	-\$7,568	-\$7,568	\$0
NDRRA	\$0	\$819	\$40,601	\$40,601	\$0	Net amount (required from)/remaining for cash reserves	-\$911	-\$23,782	-\$26,627	-\$27,682	-\$1,055
Other	\$201	\$7,109	\$12,300	\$14,510	\$2,210	Closing Cash Balance	\$19,967	\$25,016	\$22,170	\$21,115	-\$1,055
						Balancing	\$0	\$0	\$0	\$0	\$0

CAPITAL

Detailed Capital Budget Review Amendments

Section	2022-2023 Budget Review 1	2022-2023 Budget Review 2	Movement	Comment
201 - Council Wide Transactions				
9001503 - Additional Capital Projects (\$15m loan funded)	\$12,092,500	\$12,092,500	\$0	
	\$12,092,500	\$12,092,500	\$0	
210 - Library Services				
9006810 - Books and Related Materials - Part Funded by	\$269,280	\$269,280	\$0	
	\$269,280	\$269,280	\$0	
211 - Cultural Services				
9000976 - Scenic Rim Story Maker Project	\$108,120	\$108,120	\$0	
9001513 - Town Entry Public Artwork - Story Marker Proj	\$144,036	\$144,036	\$0	
	\$252,156	\$252,156	\$0	
225 - Parks and Landscape Maintenance				
9000433 - Botanic Gardens Capital Support	\$31,620	\$31,620	\$0	
9001343 - Collins Park - Garden Landscape (Stage 1)	\$0	\$338	\$338	
9001347 - Beaudesert Township - Northern entry (Stage	\$31,953	\$12,263	(\$19,690)	\$19,095 transferred to Collins Park project 9001542
9001378 - Install Bore D J Smith Park	\$10,135	\$1,351	(\$8,784)	\$8,784 transferred to Collins Park project 9001542
9001423 - Annabelle Park and Scenic Rise Roundabouts	\$10,115	\$10,115	\$0	
9001542 - Collins Park - Garden landscape (Stage 2)	\$58,140	\$91,852	\$33,712	Project overrun recovered through other PLM projects
9001543 - Harrisville Lions Rotary Park - Fence and garde	\$17,500	\$17,500	\$0	
9001544 - J F Burnett Park - New and renewal of fencing	\$8,243	\$8,243	\$0	
9001545 - Henry Franklin Park - Fencing and gravelling	\$30,905	\$25,329	(\$5,576)	\$5,576 transferred to Collins Park project 9001542
9001546 - D.J. Smith Park - Turf Irrigation	\$26,000	\$26,000	\$0	
9001547 - Guanaba Park - Renewal fencing	\$17,180	\$17,180	\$0	
9001548 - Rosser Park - Renewal fencing	\$21,900	\$21,900	\$0	
9001549 - Canungra Lions Park - Renewal fencing	\$10,605	\$10,605	\$0	
9001551 - Main Western Road - Roundabout Landscaping	\$18,000	\$18,000	\$0	
9001552 - Beaudesert Cemetery - Master Plan	\$15,000	\$15,000	\$0	
9001553 - Boonah Cemetery - Existing roadway replacem	\$7,694	\$7,694	\$0	
9001554 - Justins Lookout - Removal of non-accessable,	\$10,000	\$10,000	\$0	
9001667 - Boonah Cemetery - New Shelter Shed/Gazebo	\$119,540	\$119,540	\$0	
9001668 - Il-bogan Park - Replace deteriorated section of	\$20,400	\$20,400	\$0	
9001670 - Lions Bicentennial Park - Pump to top up dam l	\$20,300	\$20,300	\$0	
9001671 - Middle Park - New carparking (Stage 1) - Desig	\$10,200	\$10,200	\$0	
9001672 - Monza Street Reserve - Drainage rectification -	\$5,000	\$5,000	\$0	
9001673 - Nursery Drainage Rectification	\$12,340	\$12,340	\$0	
9001674 - Replacement of Rosin Lookout deteriorated tim	\$13,760	\$13,760	\$0	
9001675 - Tamborine Heights Park (Justin's Lookout) - Up	\$15,200	\$15,200	\$0	
9001676 - Tamborine Mountain Botanic Gradens - Extens	\$25,000	\$25,000	\$0	
	\$566,730	\$566,730	\$0	
226 - Waste Services				
9001437 - Waste Collection Access (turning) areas	\$12,000	\$12,000	\$0	
9001690 - Parks and Streetscapes - waste collection	\$102,000	\$102,000	\$0	
	\$114,000	\$114,000	\$0	
230 - Waste Landfill - Central				
9001156 - New Landfill Cell - Central	\$272,308	\$275,531	\$3,223	Budget allocated from 9001562 to final costings
9001436 - Central - Litter Controls	\$58,800	\$58,800	\$0	
9001562 - Rehabilitation of Landfill Cells	\$874,791	\$871,568	(\$3,223)	Budget allocated to 9001562 to finalise Landfill cell costings
9001687 - Landfill Road Network extension	\$100,000	\$100,000	\$0	
9001702 - Landfill Leachate Recirculation System	\$50,000	\$50,000	\$0	
	\$1,355,899	\$1,355,899	\$0	
265 - Property Management				
9001165 - Sport & Recreation Capital Works Funding Pod	\$201,500	\$201,500	\$0	
9001264 - Sport & Recreation Specific Project Funding	\$200,000	\$200,000	\$0	
9001555 - Strategic Land Purchases	\$150,000	\$150,000	\$0	
9001677 - Development and sale of Munbilla Subdivision	\$380,000	\$380,000	\$0	
9001678 - Property Purchase - 122-128 Long Road Tamb	\$5,982,500	\$5,982,500	\$0	
9001679 - 2023 Sport & Recreation Capital Works Fundin	\$750,000	\$750,000	\$0	
	\$7,664,000	\$7,664,000	\$0	
281 - Asset Management				
9001509 - Enterprise Asset Management System Implem	\$559,160	\$0	(\$559,160)	Project scope being reconsidered

Detailed Capital Budget Review Amendments

Section	2022-2023 Budget Review 1	2022-2023 Budget Review 2	Movement	Comment
	\$559,160	\$0	-\$559,160	
291 - Workshop				
9001693 - Heavy Vehicle Hoist - Boonah Workshop	\$180,000	\$180,000	\$0	
9001694 - Vehicle Diagnostic Tools	\$25,000	\$25,000	\$0	
	\$205,000	\$205,000	\$0	
294 - Fleet Management				
9001663 - Dual Cab Truck-ECM Beaudesert	\$170,000	\$170,000	\$0	
9001664 - New Operational Pool Vehicles x 5	\$235,000	\$235,000	\$0	
9001665 - Space Cab Utility-ECM Senior Supervisor Boonah	\$45,000	\$45,000	\$0	
9001666 - Space Cab Utility-ECM Supervisor Beaudesert	\$45,000	\$45,000	\$0	
9001705 - 2 New Vehicles for People and Strategy	\$90,000	\$90,000	\$0	
9900005 - Fleet Capital Budget	\$7,343,546	\$7,343,546	\$0	
	\$7,928,546	\$7,928,546	\$0	
223 - Facilities Maintenance				
Grant Funded-COVID W4Q Works For Queensland Program				
9001416 - Lake Moogerah Electrical Safety Upgrade	\$48,305	\$48,305	\$0	
	\$48,305	\$48,305	\$0	
Grant Funded-Mass Action Rest Area Upgrade Program				
9001626 - Middle Park-Road drainage, carpark, linemarking	\$7,760	\$7,760	\$0	
9001627 - IL-Bogan Park-Upgrade park road, carpark, line	\$7,760	\$7,760	\$0	
9001628 - Fassifern Reserve-Upgrade park road, carpark	\$10,304	\$10,304	\$0	
9001629 - Andrew Drynan Park-Road drainage upgrade, car	\$9,760	\$9,760	\$0	
9001630 - JF Burnett Park-Upgrade park road, carpark, lin	\$9,760	\$9,760	\$0	
	\$45,344	\$45,344	\$0	
Grant Funded-SEQ Community Stimulus Program				
9000755 - Region Wide Picnic Shelter Replacement Prog	\$34,557	\$61,600	\$27,043	Project completed. Budget allocated from other projects
9001516 - Beaudesert Nursery - New perimeter fencing	\$98,325	\$98,325	\$0	
9001517 - Rathdowney Memorial Grounds - Playground U	\$99,601	\$99,795	\$194	Balance expenditure
9001519 - Moriarty Park - Skatepark - Replace various se	\$49,825	\$49,825	\$0	
9001520 - Beechmont Old School - Replace roof sheeting	\$50,175	\$44,640	(\$5,535)	Project completed. Budget allocated to other projects to balance expenditure
9001524 - Springleigh Park BBQ Rotunda - Replace ruste	\$35,777	\$35,777	\$0	
9001526 - Beechmont Old School - Replace roof sheeting	\$22,925	\$15,731	(\$7,194)	Project completed. Budget allocated to other projects to balance expenditure
9001534 - Tamborine Mountain Botanic Gardens - Replac	\$15,000	\$15,000	\$0	
9001590 - Selwyn Park-Carpark and access driveways up	\$550,961	\$550,961	\$0	
9001591 - Coronation Park-Carpark and access driveways	\$411,162	\$411,162	\$0	
9001592 - Community and Cultural Centres - air condition	\$804,706	\$1,009,706	\$205,000	Additional budget allocation transferred from the Fassifern Reserve public amenities project
	\$2,173,014	\$2,392,522	\$219,508	
Grant Funded-Unite and Recover Community Stimulus Package 1				
9001461 - Geissmann Oval, Tamborine Mountain Public A	\$4,669	\$11,915	\$7,246	Reallocation of funding from completed projects
9001463 - Staffsmitth Park, Tamborine Mountain Public Ar	\$10,755	\$17,786	\$7,031	Reallocation of funding from completed projects
	\$15,424	\$29,701	\$14,277	
Grant Funded-Unite and Recover Community Stimulus Package 2				
9001464 - Lake Moogerah Camp Site Amenities Upgrades	\$949,656	\$949,656	\$0	
	\$949,656	\$949,656	\$0	
Not Applicable				
9001041 - Canungra Depot Relocation	\$5,154	\$5,154	\$0	
9001407 - Beaudesert Depot -Workshop Office Refurbism	\$16,580	\$4,079	(\$12,501)	Completed. Costs partly covered by Insurance
9001414 - Regional libraries - Replace book shelving	\$76,635	\$76,635	\$0	
9001527 - Selwyn Park - Replace fencing on the Hopkins	\$20,000	\$20,000	\$0	
9001537 - Selwyn Park - Remove redundant light poles at	\$10,000	\$12,500	\$2,500	Remove old pole concrete footings and top dress
9001539 - Fire Extinguisher Replacements	\$4,213	\$4,213	\$0	
9001634 - Burgess Park - Upgrade Effluent Disposal Sys	\$16,663	\$16,663	\$0	
9001635 - Tamborine Mt Pool - Upgrade Switchboard	\$28,000	\$38,000	\$10,000	Expanded scope and price increases
9001639 - Shade Structure Renewal Program	\$40,000	\$36,364	(\$3,636)	Completed under budget
9001647 - Beaudesert Admin Building - Upgrade lighting	\$15,000	\$15,000	\$0	

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Section	2022-2023 Budget Review 1	2022-2023 Budget Review 2	Movement	Comment
9001648 - Beaudesert Nursery - Ice Machine	\$12,000	\$18,000	\$6,000	Price increases
9001649 - Beaudesert Pool - New water supply pipe to the	\$22,000	\$22,000	\$0	
9001650 - Beechmont Old School - Replace roof sheeting	\$40,000	\$40,000	\$0	
9001651 - Boonah Depot - Renovate toilet	\$46,000	\$49,023	\$3,023	Price Increase
9001652 - Coronation Park - New Bollards eastern bound	\$25,000	\$25,000	\$0	
9001653 - Darlington Park - Install additional effluent disp	\$30,000	\$15,868	(\$14,132)	Completed under budget
9001654 - Everdell Park - Replace effluent disposal area,	\$40,000	\$40,000	\$0	
9001655 - Fassifern Reserve-Construct new toilet	\$220,000	\$6,215	(\$213,785)	Removed from program to source DTMR funding for project. Budget reallocated to Boonah Cultural Centre Air Conditioning project and new boom gate project for Lake Moogerah
9001656 - Government Wireless Network	\$120,000	\$120,000	\$0	
9001657 - Junior Chambers Park - Playground upgrade	\$110,000	\$114,614	\$4,614	Match tender price
9001658 - Moogerah Managers House-Paint Roof	\$20,000	\$20,000	\$0	
9001659 - Picnic Shelter replacement program	\$65,000	\$10,000	(\$55,000)	Materials Ordered. Installation of 3 x picnic shelters to be deferred for 2022-2023. Transfer \$35,000 to 9001706 Boonah Depot Washbay and Trade Waste Upgrade
9001660 - Property & light pole replacement program	\$22,000	\$22,000	\$0	
9001661 - Vonda Youngman Community Centre-Replace	\$30,000	\$30,000	\$0	
9001662 - Vonda Youngman Community Centre-Replace	\$32,220	\$32,220	\$0	
9001706 - Boonah Depot - Washbay and Trade Waste Up	\$0	\$39,132	\$39,132	Transfer \$35,000 from 9001659 Picnic Shelter Replacement Program and \$4,132 from 9001653 Darlington Park Additional Effluent Area
	\$1,066,465	\$832,680	-\$233,785	
Section sub-total	\$4,298,208	\$4,298,208	\$0	
279 - Waste Transfer Stations				
Grant Funded-SEQ Community Stimulus Program				
9001589 - Bromelton Transfer Station recycling bay const	\$597,594	\$597,594	\$0	
	\$597,594	\$597,594	\$0	
Not Applicable				
9001565 - Internal road resurfacing at waste sites	\$50,226	\$50,226	\$0	
9001567 - 60m³ RORO bins (additional)	\$45,000	\$45,000	\$0	
9001689 - Waste Operations Office and Amenity	\$65,000	\$65,000	\$0	
9001691 - CCTV and Lighting installs	\$60,000	\$60,000	\$0	
9001692 - Internal road resurfacing at waste sites	\$95,880	\$95,880	\$0	
	\$316,106	\$316,106	\$0	
Section sub-total	\$913,700	\$913,700	\$0	
280 - Vibrant and Active Towns and Villages				
Grant Funded-Beaudesert Town Centre Redevelopment				
9001315 - Beaudesert Town Centre Drainage Improveme	\$360,573	\$360,573	\$0	
9001316 - Beaudesert Town Centre Transport Improveme	\$1,528,338	\$1,608,338	\$80,000	State Government guidelines changes for pedestrian crossing requirements, lighting and stormwater improvements. Poor subgrade and general construction cost increase
9001433 - Beaudesert Town Centre Transport Improveme	\$1,369,504	\$1,719,504	\$350,000	Poor subgrade and general construction cost increase
9001560 - Beaudesert Town Centre VATV	\$3,473,568	\$3,473,568	\$0	
	\$6,731,983	\$7,161,983	\$430,000	
Grant Funded-SEQ Community Stimulus Program				
9001588 - Beaudesert Enterprise Precinct pavement reha	\$641,063	\$784,853	\$143,790	Increase provided from operating budget - reseals
	\$641,063	\$784,853	\$143,790	
Not Applicable				
9001056 - Boonah Town Centre Precinct Development	\$13,724	\$13,724	\$0	
9001266 - Beaudesert Library Business Case and Design	\$40,043	\$40,043	\$0	
9001314 - Beaudesert Enterprise Precinct	\$3,143,179	\$4,643,179	\$1,500,000	Increase for additional costs as a result of continuing wet weather impacts and increase in resource costs
9001445 - SCENIC RIM Public Art - Entrance to Beaudes	\$15,048	\$15,048	\$0	
9001561 - Beaudesert Community Hub & Library	\$1,185,755	\$1,185,755	\$0	
	\$4,397,749	\$5,897,749	\$1,500,000	

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Section	2022-2023 Budget Review 1	2022-2023 Budget Review 2	Movement	Comment
Section sub-total	\$11,770,795	\$13,844,585	\$2,073,790	
289 - Road Maintenance				
Minor Works				
9000611 - Minor Works less than \$100,000	\$512,471	\$270,851	(\$241,620)	Reallocate to defined minor works projects
9001695 - Cryna Rd Chainage 2550-2740 Rehabilitation	\$49,529	\$53,949	\$4,420	Final cost of minor works project
9001696 - High St and Church St Roundabout Pavement	\$0	\$136,638	\$136,638	Reallocated from 9000611 Minor works
9001699 - Serena Drive Investigation - Minor Works	\$0	\$5,174	\$5,174	Reallocated from 9000611 Minor works
9001700 - Boundary Street Investigation	\$0	\$4,888	\$4,888	Reallocated from 9000611 Minor works
9001704 - Carsens Avenue, Harrisville Minor Works	\$0	\$90,500	\$90,500	Reallocated from 9000611 Minor works
	\$562,000	\$562,000	\$0	
Minor Works Footpaths and Car Parks				
9001619 - Geissmann Oval Carpark and Footpath	\$34,000	\$34,000	\$0	
	\$34,000	\$34,000	\$0	
Reseals				
RES - Reseals	\$2,865,580	\$3,221,790	\$356,210	Fund transferred from operational expenditure resheeting
	\$2,865,580	\$3,221,790	\$356,210	
Section sub-total	\$3,461,580	\$3,817,790	\$356,210	
292 - Capital Works				
Declared Event - November 2021				
1500001 - Project Management 2021B	\$799,000	\$799,000	\$0	
	\$799,000	\$799,000	\$0	
Declared Event - SEQ Coastal Trough 12-15 Dec 2020				
1400200 - Project Management DE2020B	\$0	\$15,200	\$15,200	Adjusted to match QRA approval
1400201 - Camp Creek Rd	\$50,000	\$50,000	\$0	
1400202 - Philp Mountain Rd	\$110,604	\$120,178	\$9,574	Costs reimbursable by QRA and align with QRA approval
1400204 - Illinbah Rd	\$51,396	\$6,611	(\$44,785)	Costs reimbursable by QRA and align with QRA approval
1400205 - Echo Hills Rd	\$0	\$51,975	\$51,975	Costs reimbursable by QRA and align with QRA approval
1400206 - Beaumont Rd	\$0	\$10,447	\$10,447	Costs reimbursable by QRA and align with QRA approval
1400207 - Chinghee Creek Rd	\$0	\$17,693	\$17,693	Costs reimbursable by QRA and align with QRA approval
	\$212,000	\$272,104	\$60,104	
Declared Event - Southern Qld Severe Weather 20-31 Mar 2021				
1200001 - Project Management	\$3,067,562	\$3,067,562	\$0	
	\$3,067,562	\$3,067,562	\$0	
Design				
3002221 - Taylor Bridge Replacement Investigation and Design	\$122,000	\$122,000	\$0	
9000420 - Design	\$618,373	\$618,373	\$0	
	\$740,373	\$740,373	\$0	
DRFA-Immediate Reconstruction Works-Q Bushfires Sep-Dec 2019				
9001376 - Head Road, Carneys Creek (DRFA Funded)	\$712,883	\$1,540,000	\$827,117	Updated to reflect tendered costs. Reimbursable by QRA
	\$712,883	\$1,540,000	\$827,117	
Footpaths				
9000987 - Minor Footpath Repairs	\$159,958	\$38,361	(\$121,597)	\$2,064 for 9001286 and \$119,533 for 9001394 Beaudesert Nerang Rd footpath project
9001208 - School Road, Tamborine Mountain	\$101,005	\$101,005	\$0	
9001286 - Footpaths-Connection, Boundary and Eaglesfield	\$80,630	\$82,694	\$2,064	\$2064 from 9000987
9001641 - Church St (Macquarie St to McDonald St) - New	\$357,000	\$357,000	\$0	Saving due to funding from trials of Alternative footpath project to be used to fund LRCIP phase 2 projects shortfalls.

Detailed Capital Budget Review Amendments

Section	2022-2023 Budget Review 1	2022-2023 Budget Review 2	Movement	Comment
9001644 - School Road Tamborine Mt Stage 2	\$180,000	\$180,000	\$0	
9001645 - Trial for Instigation of Alternative Footpath Materials	\$250,000	\$250,000	\$0	Proposal to use trials on project 9001641 Church St (Mcquire St to McDonald ST) New
	\$1,128,593	\$1,009,060	-\$119,533	
Grant Funded-Black Spot Program				
9001393 - Beechmont Road - Blackspot Funded	\$156,702	\$185,645	\$28,943	Materials cost increase and management of existing Telstra
9001582 - Beechmont Road, Witheren (Chainage 6,170-8	\$252,492	\$252,492	\$0	
9001583 - Munbilla Road/Ellis Road/Jackson Road Interse	\$1,190,525	\$1,190,525	\$0	
9001584 - Birnam / James Street, Beaudesert	\$464,534	\$464,534	\$0	
9001585 - Beechmont Road, Witheren (Chainage 9,600-1	\$127,764	\$127,764	\$0	
9001586 - Birnam / Alice Street Roundabout, Beaudesert	\$796,959	\$796,959	\$0	
9001708 - Eaglesfield & Tina Street Intersection - Rounda	\$0	\$1,323,260	\$1,323,260	New Blackspot funding
	\$2,988,976	\$4,341,179	\$1,352,203	
Grant Funded-Local Govt Grants and Subsidies Program				
9001697 - Safety Upgrades on Tarome Road (LGGSP Fu	\$2,004,710	\$2,004,710	\$0	
	\$2,004,710	\$2,004,710	\$0	
Grant Funded-Local Roads and Community Infrastructure Progra				
9001451 - LRCIP Phase 1 Cunningham Hwy, Aratula	\$15,000	\$15,000	\$0	
9001452 - LRCIP Phase 1 Holt Road, Tamborine Mountai	\$1,041	\$1,041	\$0	
9001499 - LRCIP Phase 2 Alpine Terrace Footpath (Ch0 t	\$523,534	\$553,893	\$30,359	\$30,359 from Beechmont project (9001482) so descopeing not required to cover overll budget for footpath projects funded under LRCIP Phase 2
9001500 - LRCIP Phase 2 Beechmont Road (Windabout f	\$630,000	\$764,149	\$134,149	\$134,149 from project 9001501
9001501 - LRCIP Phase 2 Beechmont Rd (McInness Cou	\$134,149	\$0	(\$134,149)	Project descopeed. \$134,149 proposed for Beechment Road (9001500)
9001502 - LRCIP Phase 2 Boonah-Rathdowney Rd (Old M	\$178,252	\$147,893	(\$30,359)	\$30,359 proposed for Alpine Tce footpath (9001499)
9001646 - Veresdale Scrub Road (Mt Lindsay Hwy to Fie	\$2,178,106	\$2,178,106	\$0	
	\$3,660,082	\$3,660,082	\$0	
Grant Funded-Principal Cycle Network Program				
9001394 - Beaudesert-Nerang Road	\$150,520	\$270,053	\$119,533	\$119,533 from project 9000987
	\$150,520	\$270,053	\$119,533	
REPA - 13 May 2022 Heavy Rainfall Event				
1400300 - Project Management	\$5,233,683	\$3,826,196	(\$1,407,487)	Head Road budget portion allocated to 1400301
1400301 - Head Rd	\$0	\$1,407,487	\$1,407,487	Contract awarded. QRA reimburseable costs
	\$5,233,683	\$5,233,683	\$0	
REPA - SEQ Rainfall and Flooding, 22-28 Feb 2022				
1600001 - Project Management - SEQ Rainfall and Floodi	\$34,180,367	\$34,180,367	\$0	
	\$34,180,367	\$34,180,367	\$0	
Roads				
9001482 - Kerry Road CH21800 to CH24800	\$2,247,188	\$1,897,188	(\$350,000)	Savings of \$350000 as subgrade stabilisation not required. Saving proposed for Kerry Rd 9001643.
9001510 - Kerry Road (Seal Change to Spring Creek Brid	\$149,000	\$149,000	\$0	
9001511 - Kerry Road (Ch18964 to Duck Creek Bridge (In	\$1,795,059	\$1,545,059	(\$250,000)	Savings of \$250000 as subgrade stabilisation not required. Saving of \$250,000 proposed for Kerry Rd 9001643
9001643 - Kerry Road (Spring Creek Bridge to Pavement	\$0	\$600,000	\$600,000	Savings of \$600,000 in total from Kerry Rd projects 9001482 and 9001511 for this project so that RTR funding can be realised as per original submission.
	\$4,191,247	\$4,191,247	\$0	
Section sub-total	\$59,069,996	\$61,309,420	\$2,239,424	
293 - Structures and Drainage				
Bridge Rehabilitation				
9001557 - Bridge Rehabilitaton (Subject to annual Bridge	\$605,141	\$545,141	(\$60,000)	Budget adjusted to fund other projects
9001612 - Rowe Bridge Bridge Rehabilitation	\$150,000	\$200,000	\$50,000	Budget adjusted to suit current scope

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9001614 - Major Birdge Rehab - Rasmussen Bridge 9001615 - Major Bridge Rehab - Smith Bridge	\$10,396 \$200,000	\$10,396 \$210,000	\$0 \$10,000	Budget adjusted to match expenditure of completed project
Bridges	\$965,537	\$965,537	\$0	
9000408 - Kooralbyn Bridge 9001213 - Bridge Rehabilitation-Shay Place (culvert) 9001290 - Benstead Bridge	\$15,000 \$10,045 \$169,415	\$15,000 \$10,045 \$169,415	\$0 \$0 \$0	
Drainage	\$194,460	\$194,460	\$0	
9001095 - Drainage-27 James St 9001296 - Paradise Dr - Elbert St 9001558 - Brisbane Street-Beaudesert Town Centre Drain 9001681 - Brisbane Street - Beaudesert Town Centre Drain 9001683 - Grace St Drainage Works 9001686 - Moffat Street / Wiss Street, Kalbar	\$20,000 \$150,000 \$221,428 \$293,572 \$51,000 \$316,200	\$20,000 \$150,000 \$221,428 \$293,572 \$51,000 \$316,200	\$0 \$0 \$0 \$0 \$0 \$0	
Grant Funded-Bridge Renewal Program	\$1,052,200	\$1,052,200	\$0	
9001477 - Hinchcliffe Bridge Replacement, Hinchcliffe Drive 9001479 - Kengoon Bridge Replacement, Kengoon Rd, Kengoon 9001556 - Flying Fox Bridge, Upper Coomera Road 9001682 - Freeman Bridge, Veresdale Scrub School Road	\$3,794,418 \$2,295,950 \$826,282 \$1,173,000	\$3,794,418 \$2,295,950 \$826,282 \$1,173,000	\$0 \$0 \$0 \$0	
Grant Funded-Local Roads and Community Infrastructure Program	\$8,089,650	\$8,089,650	\$0	
9001507 - LRCIP Phase 2 Eaglesfield Drainage Interconnection	\$619,515	\$619,515	\$0	
Major Culverts and Floodways	\$619,515	\$619,515	\$0	
9001210 - Bridge Rehabilitation-Major Culverts & Floodways 9001494 - Head Road Major Culvert CH10485 9001636 - Josephville Rd Ch1485 - Major Culverts and Floodways 9001638 - Old Warwick Road CH2785 - Major Culvert 9001701 - Vonda Youngman Dr CH1220 - Major Culverts	\$733,417 \$59,292 \$89,752 \$25,000 \$0	\$493,417 \$119,292 \$89,752 \$25,000 \$180,000	(\$240,000) \$60,000 \$0 \$0 \$180,000	Budget adjusted to fund major culvert and floodways project Updated to reflect Tendered price - Funded from 9001210
Minor Works Bridge Rehabilitation	\$907,461	\$907,461	\$0	
9000492 - Minor Bridge Rehabilitation 9001493 - Phil Giffard Pedestrian Bridge-Minor Bridge Rehabilitation 9001637 - Martin Sullivan Bridge - Minor Works Bridge Rehabilitation 9001698 - The Stand Martin Bridge (Minor Bridge Rehabilitation)	\$446,487 \$17,794 \$120,000 \$0	\$371,487 \$17,794 \$120,000 \$75,000	(\$75,000) \$0 \$0 \$75,000	
Minor Works Drainage	\$584,281	\$584,281	\$0	
9000495 - Drainage Projects	\$140,760	\$140,760	\$0	
Section sub-total	\$12,553,864	\$12,553,864	\$0	
901 - Grant-Bushfire Recovery Exceptional Assistance Package				
9001419 - Water Access - Bore and Tanks	\$20,314	\$20,314	\$0	
905 - Grant-Building Drought Resilience in the Scenic Rim	\$20,314	\$20,314	\$0	
9001475 - Install/Upgrade Water Tanks at Rural Communities	\$63,879	\$63,879	\$0	
906 - Grant-Qld Bushfires Local Economic Recovery (LER)	\$63,879	\$63,879	\$0	
9001485 - Vonda Youngman Community Centre Upgrades 9001489 - Refurbish Tamborine Mountain Library	\$833,165 \$2,203,378	\$849,165 \$2,203,378	\$16,000 \$0	Tfrr from operating budget Cultural Services 723010 Vonda Youngman Cultural Centre
Total	\$3,036,543	\$3,052,543	\$16,000	

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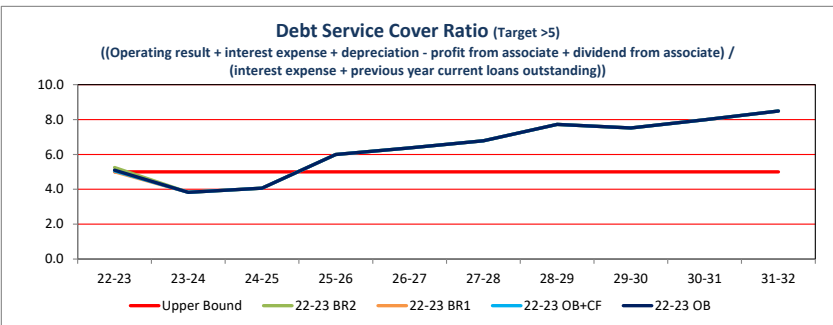
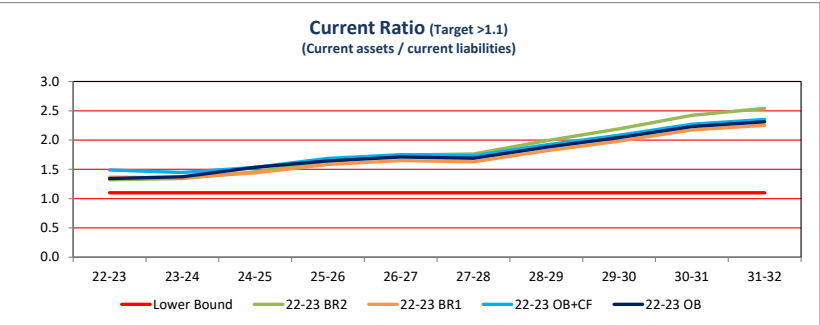
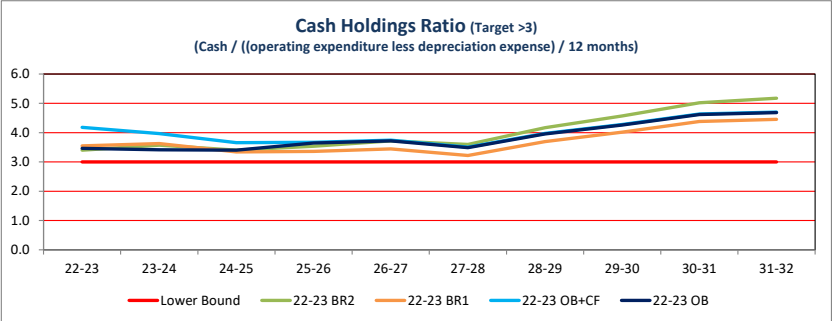
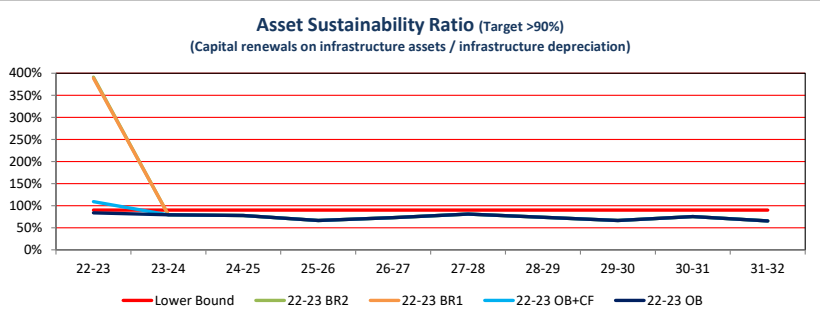
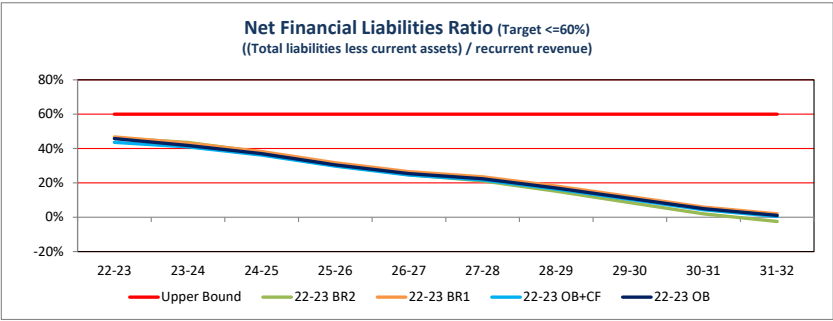
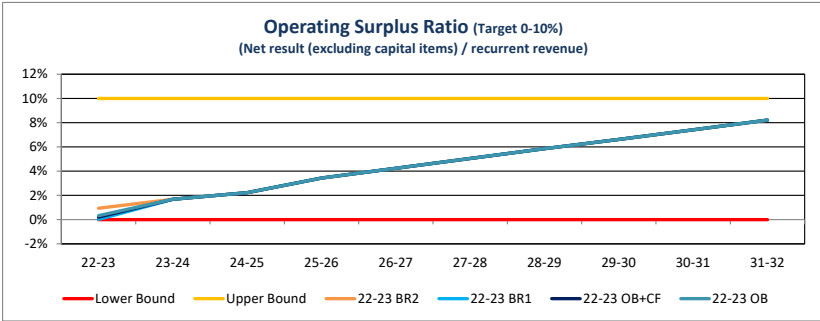
Section	2022-2023 Budget Review 1	2022-2023 Budget Review 2	Movement	Comment
Total Capital Expenditure	\$126,196,150	\$130,322,414	\$4,126,264	
Disposals - Fleet and Property				
9900006 - Fleet Trade-Ins	(\$1,400,137)	(\$1,400,137)	\$0	
9900007 - Property Disposals	(\$3,304,000)	(\$3,304,000)	\$0	
Total Receipts from Asset Sales	-\$4,704,137	-\$4,704,137	\$0	
Net	\$121,492,013	\$125,618,277	\$4,126,264	

INDICATORS

Scenic Rim Regional Council
Long Term Financial Forecast

RELEVANT MEASURES OF FINANCIAL SUSTAINABILITY

	Original Budget 2022-2023	Orig Budget + CF 2022-2023	Budget Review 1 2022-2023	Budget Review 2 2022-2023	Projected Years								
	2022-2023	2022-2023	2022-2023	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032
Measures per S169(5) of the Local Government Regulation 2012													
Operating Surplus Ratio (Target 0 - 10%) <i>(Net result (excluding capital item) / recurrent revenue)</i>	0.3%	0.2%	0.0%	0.9%	1.7%	2.2%	3.4%	4.2%	5.0%	5.9%	6.6%	7.4%	8.2%
Net Financial Liabilities Ratio (Target <= 60%) <i>((Total liabilities less current assets) / recurrent revenue)</i>	45.8%	43.6%	45.3%	46.2%	43.5%	37.9%	30.6%	24.8%	21.1%	15.1%	8.5%	1.9%	-2.5%
Asset Sustainability Ratio (Target > 90%) <i>(Capital renewals on infrastructure assets / infrastructure depreciation)</i>	83.8%	109.2%	389.1%	391.3%	79.2%	77.7%	66.5%	72.9%	80.9%	73.8%	66.4%	75.1%	65.5%
Additional measures per SRRC Financial Sustainability Strategy													
Cash Holdings Ratio (Target > 3) <i>(Cash / ((operating expenditure less depreciation expense) / 12 months))</i>	3.5	4.2	3.5	3.4	3.6	3.4	3.5	3.7	3.6	4.2	4.6	5.0	5.2
Current Ratio (Target > 1.1) <i>(Current assets / current liabilities)</i>	1.3	1.5	1.4	1.3	1.3	1.5	1.6	1.7	1.8	2.0	2.2	2.4	2.5
Debt Service Cover Ratio (Target > 5) <i>((Operating result + interest expense + depreciation - profit from associate + dividend from associate) / (interest expense + previous year current loans outstanding))</i>	5.1	5.1	5.0	5.2	3.8	4.1	6.0	6.4	6.8	7.7	7.5	8.0	8.5




OTHER INFORMATION

**Scenic Rim Regional Council
Budgeted Financial Statements**

ESTIMATED ACTIVITY STATEMENT	Original Budget 2022-2023 \$'000	Orig Budget + CF 2022-2023 \$'000	Budget Review 1 2022-2023 \$'000	Budget Review 2 2022-2023 \$'000	Forecast 2023-2024 \$'000	Forecast 2024-2025 \$'000
ROADS ACTIVITY						
Revenue payable to:						
Scenic Rim Regional Council	5,316	5,316	5,316	5,316	5,449	5,585
Other Parties	0	0	0	0	0	0
Expenditure						
Direct	4,811	4,811	4,811	4,811	4,980	5,154
Overhead Allocation	561	561	561	561	580	601
Net Result	-56	-56	-56	-56	-111	-170
Community Service Obligations	0	0	0	0	0	0
BUILDING CERTIFYING ACTIVITY						
Revenue payable to:						
Scenic Rim Regional Council	461	461	461	461	482	504
Other Parties	0	0	0	0	0	0
Expenditure						
Direct	222	222	222	222	230	238
Overhead Allocation	230	230	230	230	238	246
Net Result	9	9	9	9	14	19
Community Service Obligations	0	0	0	0	0	0
WASTE COLLECTION ACTIVITY						
Revenue payable to:						
Scenic Rim Regional Council	6,996	6,996	6,996	6,996	7,311	7,713
Other Parties	0	0	0	0	0	0
Expenditure						
Direct	4,444	4,444	4,527	4,527	4,600	4,761
Overhead Allocation	489	489	489	489	506	524
Net Result	2,063	2,063	1,980	1,980	2,205	2,428
Community Service Obligations	0	0	0	0	0	0

10.8 Council Monthly Financial Report for February 2023**Executive Officer:** General Manager Council Sustainability**Item Author:** Coordinator Financial Management**Attachments:**

1. Monthly Financial Report February 2023 [↓](#) 

Executive Summary

This report seeks Council's endorsement of the monthly financial report for February 2023.

Recommendation

That Council receive the unaudited financial statements for the period ended 28 February 2023 for the Financial Year 2022-2023.

Previous Council Considerations / Resolutions

Financial reports are presented to Council on a monthly basis.

Report / Background

The Council monthly financial report provides information on Council's actual to budget performance. The graphical representation of key performance indicators provides key summary financial information.

Council begins each financial year with a budget with timings for projects built in. In balancing the needs of Council's delivery against weather impacts and further grant funded projects, the program - both capital and operating, may need to be altered. For instance, each successful grant funded project may alter the delivery of other projects and may be funded this year but delivered over a number of years, or in a future year. Flexibility is required.

Budget / Financial Implications

The budget/financial implications are reflected within Attachment 1.

Strategic Implications*Operational Plan*

Theme: 3. Open and Responsive Government

Key Area of Focus: Ongoing integrity of Council's practice and processes

Legal / Statutory Implications

Section 204 of the *Local Government Regulation 2012* requires the Chief Executive Officer to present a financial report to Council on a monthly basis.

RisksStrategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR47 Inadequate or lack of an appropriate Financial Management Framework (including systems, policies, procedures and controls) in place to adequately minimise risk of fraudulent action and to maximise financial sustainability.

Risk Assessment

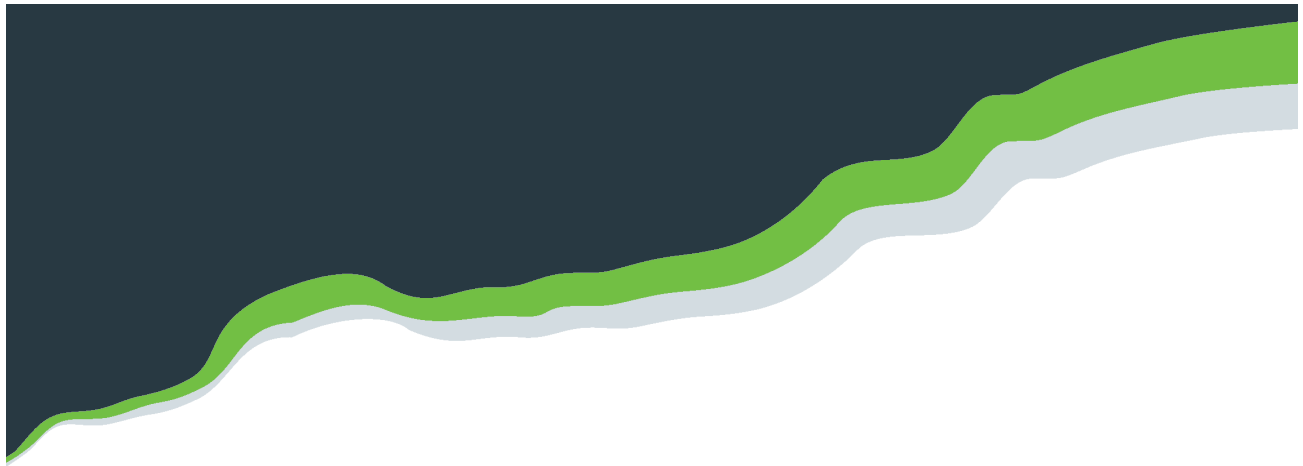
Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Financial and Economic Inaccurate or untimely management reporting	Major	Likely	High	Actual performance is reported against budget on a monthly basis to the Executive Team and Council	Low
Financial and Economic Failure to develop and implement procedures to manage cash and investments	Catastrophic	Almost certain	Extreme	Monthly investment report is provided to the Executive Team and Council that reports actual performance against investment limits	Low
Financial and Economic Failure to manage outstanding debtors	Moderate	Almost certain	High	Monthly debtors report is provided to the Executive Leadership Team and Council including chart showing total outstanding debtors and debtors greater than 90 days overdue	Low

Consultation

The Chief Executive Officer, General Managers and Managers have reviewed the actual to budget performance for their relevant portfolios.

Conclusion

The monthly financial report provides information on the actual to budget position at financial statement level.



FINANCIAL PERFORMANCE AND POSITION PROGRESS REPORT FEBRUARY 2023

SCENIC RIM
REGIONAL COUNCIL

Executive Summary

Net operating surplus: **\$3.739 million above budgeted expectations**

- Operating revenue \$3.090 million higher than budgeted levels
- Operating expenditure \$0.649 million lower than budgeted forecast

Operating revenue: **\$3.090 million 4.1% above budgeted expectations**

- Fees and Charges are \$0.846 million 19% higher than budgeted expectations. Development assessment, other building and property related revenue and refuse tipping fees are currently trending above forecast.
- Recoverable works are \$0.670 million 21% higher than forecast due largely to a variation to the RMPC contract. This is offset by higher expenditure.
- Interest received is \$0.242 million 18% higher than anticipated due to higher investment interest rates and cash levels.
- Operating grants and subsidies are \$1.453 million higher than budget due to timing with receipt of funding for the Black Summer Grant Program \$0.240 million, natural disaster event funding received \$0.751 million and higher than budgeted trainee subsidies \$0.249 million.

Operating expenditure: **\$0.649 million 1.1% lower than budgeted expectations**

- Employee expenses are \$1.746 million 6.4% less than budgeted levels due largely to:
 - \$0.204 million timing differences with respect to external costs (workers compensation insurance and training costs)
 - Net vacancies
- Employee expenses allocated to capital are \$0.701 million 18% less than the forecasted budget.
- Materials and services are in line with budgeted expectations overall. Variances where actuals are lower than budget include expenditure for grant funded programs, economic development and other materials and services. This is offset by higher than budgeted maintenance and operations expenses and recoverable works (offset by increased revenue). Refer Note 4 (Page 6 of 11) for more detail.

Capital expenditure: **\$11.258 million 25% lower than budgeted expectations**

Capital expenditure is lower than budgeted for:

- Capital Works \$1.319 million lower than the budgeted forecast (Kerry Road projects \$0.871 million and Church Street footpath \$0.2 million).
- Structures and Drainage \$0.680 million lower than budgeted forecast (Beaudesert Town Centre Drainage Improvements \$0.515 million).
- Grant Funded Programs are \$7.260 million lower than the budgeted forecast.
- Refer Note 5 (Page 7 of 11) for details.

Proceeds from sale of assets: **\$0.281 million 50% lower than budgeted expectations**

- Refer Note 6 (Page 7 of 11) for more detail.

Capital revenue: **\$7.155 million 68% higher than budgeted expectations**

- Refer Note 7 (Page 8 of 11) for details.

Statement of Financial Position

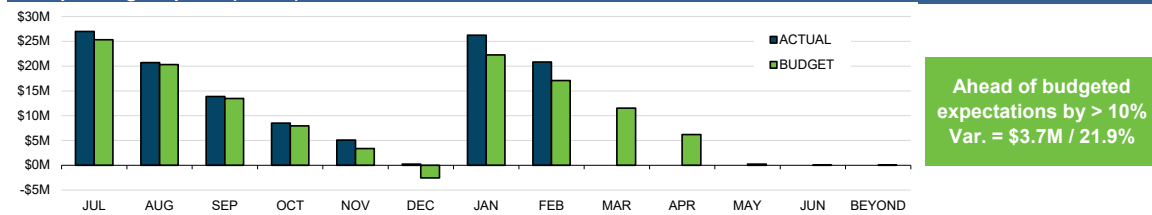
- Cash and investments: \$25.859 million higher than budgeted expectations largely due to favourable cash positions in operating surplus, capital expenditure, capital revenue and movement in receivables and payables.

Financial performance and position

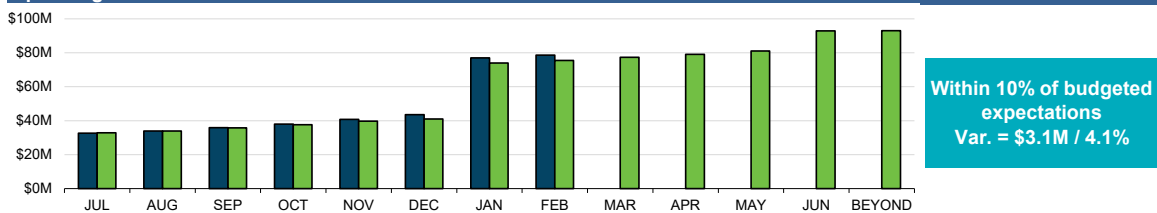
SCENIC RIM
REGIONAL COUNCIL

1. KEY PERFORMANCE INDICATORS

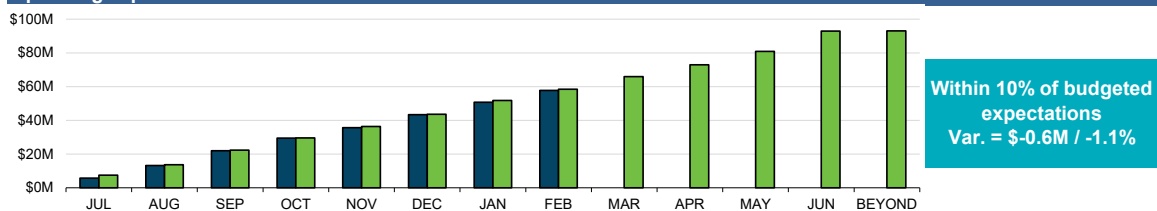
Net operating surplus / (deficit)



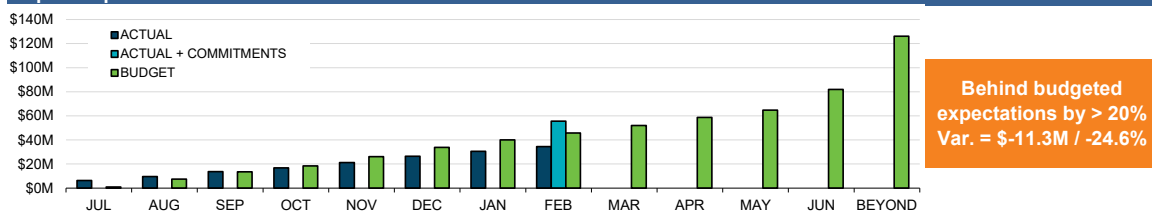
Operating revenue



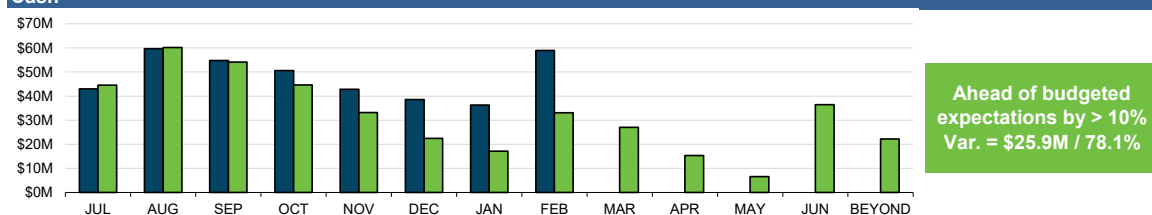
Operating expenditure



Capital expenditure



Cash



Legend:



Financial performance and position



2. STATEMENT OF COMPREHENSIVE INCOME

STATEMENT OF COMPREHENSIVE INCOME
For the Period Ending 28-Feb-2023

		Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Operating revenue						
Rates and utility charges	Note 1	\$63,566	\$63,566	\$63,466	\$63,323	(\$142)
Discounts and pensioner remissions		(\$1,863)	(\$1,863)	(\$1,863)	(\$1,906)	(\$43)
Fees and charges	Note 2	\$6,269	\$6,611	\$4,406	\$5,252	\$846
Interest received		\$1,593	\$2,049	\$1,356	\$1,598	\$242
Recoverable works		\$5,942	\$6,020	\$3,228	\$3,899	\$670
Grants, subsidies, contributions and donations		\$4,895	\$9,471	\$1,942	\$3,395	\$1,453
Share of profit from associates		\$2,490	\$2,490	\$0	\$0	\$0
Other revenues	Note 3	\$4,646	\$4,688	\$2,992	\$3,055	\$64
Total Operating revenue		\$87,536	\$93,031	\$75,526	\$78,616	\$3,090
Operating expenditure						
Employee expenses		\$41,650	\$42,466	\$27,156	\$25,409	\$1,746
Employee expenses allocated to capital		(\$6,289)	(\$6,353)	(\$3,982)	(\$3,281)	(\$701)
Net operating employee expenses		\$35,361	\$36,113	\$23,173	\$22,128	\$1,046
Materials and services	Note 4	\$32,673	\$37,686	\$22,603	\$22,600	\$2
Finance costs		\$1,171	\$1,171	\$626	\$640	(\$14)
Depreciation and amortisation		\$18,046	\$18,046	\$12,031	\$12,416	(\$386)
Total Operating expenditure		\$87,251	\$93,016	\$58,433	\$57,784	\$649
NET OPERATING SURPLUS / (DEFICIT)		\$285	\$15	\$17,093	\$20,832	\$3,739
Capital revenue						
Capital grants and subsidies		\$9,316	\$73,090	\$9,039	\$15,073	\$6,034
Infrastructure charges		\$2,305	\$2,305	\$1,520	\$2,641	\$1,121
Total capital revenue		\$11,621	\$75,395	\$10,559	\$17,714	\$7,155
NET SURPLUS / (DEFICIT)		\$11,906	\$75,410	\$27,652	\$38,546	\$10,894

Financial performance and position



3. STATEMENT OF FINANCIAL POSITION

STATEMENT OF FINANCIAL POSITION

As at 28-Feb-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Current assets					
Cash and Investments	\$19,967	\$22,169	\$33,097	\$58,956	\$25,859
Receivables	\$8,100	\$8,100	\$12,832	\$11,542	(\$1,290)
Inventories	\$900	\$900	\$900	\$1,195	\$295
Other Current Assets	\$0	\$670	\$0	\$13	\$13
Total current assets	\$28,967	\$31,839	\$46,829	\$71,705	\$24,876
Non-current assets					
Receivables	\$14,676	\$14,676	\$14,676	\$14,676	\$0
Other Financial Assets	\$39,441	\$39,292	\$37,480	\$37,480	\$0
Property, Plant and Equipment and Intangibles	\$1,028,414	\$1,037,061	\$946,957	\$934,966	(\$11,991)
Total non-current assets	\$1,082,531	\$1,091,029	\$999,113	\$987,122	(\$11,991)
TOTAL ASSETS	\$1,111,498	\$1,122,868	\$1,045,941	\$1,058,827	\$12,886
Current liability					
Trade and Other Payables	\$7,000	\$7,000	\$2,000	\$4,306	(\$2,306)
Borrowings	\$4,171	\$4,171	\$0	\$0	\$0
Provisions	\$10,400	\$10,400	\$10,521	\$10,468	\$53
Other Current Liabilities	\$0	\$1,718	\$3,218	\$3,576	(\$358)
Total current liability	\$21,571	\$23,289	\$15,739	\$18,350	\$2,611
Non-current liability					
Borrowings	\$43,263	\$43,265	\$43,628	\$43,639	(\$11)
Provisions	\$4,219	\$4,219	\$2,124	\$2,124	\$0
Other Non-Current Liabilities	\$0	\$3,190	\$3,190	\$3,190	\$0
Total non-current liability	\$47,482	\$50,674	\$48,942	\$48,953	\$11
TOTAL LIABILITIES	\$69,053	\$73,963	\$64,681	\$67,303	\$2,622
NET ASSETS	\$1,042,445	\$1,048,905	\$981,261	\$991,524	\$10,263

Financial performance and position



4. NOTES TO FINANCIAL STATEMENTS

NOTE 1 - RATES AND UTILITY CHARGES ANALYSIS

For the Period Ending 28-Feb-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Rates and utility charges					
General Rates	\$45,547	\$45,547	\$45,447	\$45,381	(\$66)
Separate Charge Community Infrastructure	\$9,746	\$9,746	\$9,746	\$9,651	(\$95)
Waste Disposal Charge	\$554	\$554	\$554	\$544	(\$9)
Waste Collection Charge	\$7,719	\$7,719	\$7,719	\$7,747	\$28
Total rates and utility charges	\$63,566	\$63,566	\$63,466	\$63,323	(\$142)

NOTE 2 - FEES AND CHARGES ANALYSIS

For the Period Ending 28-Feb-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Fees and charges					
Development Assessment	\$925	\$1,025	\$703	\$948	\$245
Plumbing Certification	\$1,011	\$1,011	\$674	\$706	\$32
Building Certification	\$469	\$469	\$254	\$271	\$17
Other Building and Property Related Revenue	\$789	\$889	\$573	\$705	\$133
Refuse Tipping Fees	\$1,439	\$1,509	\$1,001	\$1,256	\$255
Animal Management Licences	\$240	\$240	\$225	\$238	\$13
Food Licences	\$194	\$194	\$185	\$204	\$19
Cemetery Fees	\$328	\$400	\$317	\$350	\$33
Moogerah Caravan Park Fees	\$734	\$734	\$386	\$438	\$52
Other Fees and Charges	\$140	\$140	\$88	\$134	\$46
Total fees and charges	\$6,269	\$6,611	\$4,406	\$5,252	\$846

NOTE 3 - OTHER REVENUES ANALYSIS

For the Period Ending 28-Feb-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Other revenues					
Waste Charges for LCC Dumping at Central Landfill	\$2,403	\$2,403	\$1,602	\$1,849	\$247
Domestic Waste Levy - State Reimbursement	\$0	\$0	\$0	\$0	\$0
Tax Equivalents - Urban Utilities	\$1,067	\$1,067	\$623	\$548	(\$75)
Other	\$1,175	\$1,218	\$766	\$658	(\$108)
Total other revenues	\$4,646	\$4,688	\$2,992	\$3,055	\$64

Financial performance and position



4. NOTES TO FINANCIAL STATEMENTS CONTINUED

NOTE 4 - MATERIALS AND SERVICES ANALYSIS

For the Period Ending 28-Feb-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
Materials and services					
Subscriptions	\$325	\$360	\$300	\$286	(\$13)
IT Systems Maintenance	\$3,047	\$3,288	\$2,237	\$2,179	(\$59)
Office Expenditure	\$537	\$569	\$385	\$281	(\$104)
Recoverable Works	\$2,729	\$2,729	\$1,383	\$2,472	\$1,089
Disaster Event Emergent Works & CDO	\$0	\$762	\$762	\$779	\$17
Fleet IPH Recoveries	(\$10,464)	(\$10,464)	(\$6,958)	(\$6,708)	\$249
Grants	\$470	\$504	\$313	\$309	(\$4)
Legal Expenses	\$1,058	\$1,064	\$654	\$629	(\$25)
Waste Collection Contract	\$2,725	\$2,725	\$1,521	\$1,445	(\$76)
Insurance	\$566	\$609	\$599	\$604	\$6
Economic Development	\$1,411	\$1,776	\$1,085	\$612	(\$473)
Maintenance and Operations	\$20,172	\$20,167	\$12,417	\$13,362	\$945
721600 - Road Maintenance	\$4,298	\$4,298	\$3,131	\$3,792	\$660
721601 - Bridge Maintenance	\$444	\$444	\$282	\$231	(\$51)
721611 - Urban Approaches and Town Centres Maintenance	\$440	\$440	\$162	\$454	\$292
721612 - Road Furniture Projects	\$73	\$73	\$30	\$10	(\$20)
721613 - Resheeting	\$1,349	\$1,349	\$702	\$368	(\$333)
721614 - Shoulder Resheeting	\$413	\$413	\$289	\$425	\$136
729283 - Weed Treatment Council Roadsides	\$8	\$8	\$8	\$4	(\$4)
729316 - Road Corridor Management	\$81	\$81	\$80	\$82	\$2
EXP20112-M&O-Parks, Gardens, Cemeteries	\$1,958	\$1,997	\$1,305	\$1,352	\$47
EXP20113-M&O-Fleet	\$3,553	\$3,578	\$2,510	\$2,657	\$147
EXP20114-M&O-Waste Disposal	\$2,654	\$2,584	\$838	\$894	\$55
EXP20125-M&O-Facility Operations	\$3,590	\$3,590	\$2,225	\$2,214	(\$11)
EXP20126-M&O-Facility Maintenance	\$1,143	\$1,143	\$782	\$792	\$10
EXP20127-M&O-Facility Maintenance Scheduled	\$169	\$169	\$71	\$88	\$16
Transfer Station Operations	\$788	\$788	\$472	\$378	(\$95)
Grant Funded Expenditure	\$422	\$2,502	\$1,019	\$564	(\$455)
EXP20134-Grant Exp-Drought Communities Programms	\$0	\$231	\$0	\$27	\$27
EXP20136-Grant Exp-Bushfire Recovery Exceptional Assistance Package	\$0	\$77	\$0	\$3	\$3
EXP20137-Grant Exp-Qld Bushfires Local Economic Recovery	\$0	\$113	\$50	\$56	\$6
EXP20139-Grant Exp-Resilient Rivers	\$240	\$794	\$555	\$115	(\$440)
EXP20140-Grant Exp-Other Programs	\$182	\$1,287	\$413	\$362	(\$51)
Other Material and Services	\$8,887	\$10,308	\$6,415	\$5,409	(\$1,005)
Total materials and services	\$32,673	\$37,686	\$22,603	\$22,600	(\$2)

Financial performance and position



5. CAPITAL EXPENDITURE

For the Period Ending 28-Feb-2023

	Commitments \$000	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000	Beyond June 2023 Revised Budget \$000
Council Wide Transactions	\$0	\$0	\$12,093	\$0	\$0	\$0	\$12,093
Library Services	\$120	\$269	\$269	\$177	\$124	(\$53)	\$0
Cultural Services	\$27	\$108	\$252	\$72	\$75	\$3	\$0
Facilities Maintenance	\$257	\$947	\$1,066	\$529	\$132	(\$397)	\$0
Parks and Landscape Maintenance	\$34	\$273	\$567	\$232	\$204	(\$28)	\$0
Waste Services	\$0	\$102	\$114	\$0	\$1	\$1	\$0
Waste Landfill - Central	\$71	\$510	\$1,356	\$498	\$366	(\$131)	\$0
Property Management	\$118	\$4,205	\$7,664	\$6,359	\$5,984	(\$374)	\$0
Waste Transfer Stations	\$11	\$221	\$316	\$156	\$0	(\$156)	\$0
Vibrant and Active Towns and Villages	\$985	\$649	\$4,398	\$3,263	\$3,542	\$279	\$0
Asset Management	\$0	\$493	\$559	\$240	\$0	(\$240)	\$0
Road Maintenance	\$39	\$562	\$596	\$304	\$289	(\$15)	\$0
Workshop	\$14	\$205	\$205	\$136	\$4	(\$132)	\$0
Capital Works	\$555	\$6,578	\$6,060	\$4,795	\$3,476	(\$1,319)	\$0
Structures and Drainage	\$122	\$2,752	\$3,845	\$1,499	\$819	(\$680)	\$0
Fleet Management	\$3,339	\$3,980	\$7,929	\$820	\$489	(\$331)	\$0
Reseals	\$1,525	\$2,692	\$2,866	\$2,150	\$1,725	(\$425)	\$0
Grant Funded Programs							
Grant-Bushfire Recovery Exceptional Assistance Pa	\$34	\$0	\$20	\$0	\$42	\$42	\$0
Declared Event - SEQ Coastal Trough 12-15 Dec 20	\$0	\$0	\$212	\$212	\$272	\$60	\$0
Declared Event - Southern Qld Severe Weather 20-	\$3,074	\$0	\$3,068	\$1,853	\$1,653	(\$199)	\$0
Declared Event - November 2021	\$6	\$0	\$799	\$299	\$337	\$38	\$270
REPA - SEQ Rainfall and Flooding, 22-28 Feb 2022	\$1,549	\$0	\$34,180	\$4,854	\$3,940	(\$914)	\$25,820
REPA - 13 May 2022 Heavy Rainfall Event	\$2,103	\$0	\$5,234	\$139	\$336	\$197	\$5,031
DRFA-Immediate Reconstruction Works-Q Bushfire	\$1,760	\$0	\$713	\$0	\$23	\$23	\$0
Grant Funded-Beauresort Town Centre Redevlopment	\$1,234	\$0	\$6,732	\$4,779	\$3,332	(\$1,447)	\$967
Grant Funded-Bridge Renewal Program	\$329	\$7,263	\$8,090	\$2,417	\$934	(\$1,482)	\$0
Grant Funded-Black Spot Program	\$2,003	\$0	\$2,989	\$2,808	\$989	(\$1,820)	\$0
Grant Funded-Drought Communities Programme D	\$0	\$0	\$64	\$0	\$19	\$19	\$0
Grant Funded-Local Govt Grants and Subsidies Pro	\$83	\$0	\$2,005	\$120	\$46	(\$74)	\$0
Grant Funded-Local Roads and Community Infrastru	\$285	\$2,178	\$4,280	\$2,701	\$1,750	(\$952)	\$0
Grant Funded-Mass Action Rest Area Upgrade Prog	\$6	\$0	\$45	\$45	\$13	(\$32)	\$0
Grant Funded-Principal Cycle Network Program	\$0	\$0	\$151	\$151	\$264	\$113	\$0
Grant Funded-Qld Bushfires Local Economic Recov	\$1,143	\$0	\$3,037	\$2,250	\$1,093	(\$1,157)	\$0
Grant Funded-SEQ Community Stimulus Program	\$188	\$0	\$3,412	\$947	\$1,204	\$257	\$0
Grant Funded-Unite and Recover Community Stimu	\$4	\$0	\$15	\$15	\$31	\$15	\$0
Grant Funded-Unite and Recover Community Stimu	\$63	\$0	\$950	\$950	\$1,021	\$71	\$0
Grant Funded-COVID W4Q Works For Queensland	\$0	\$0	\$48	\$48	\$30	(\$18)	\$0
Total capital expenditure	\$21,081	\$33,988	\$126,196	\$45,819	\$34,561	(\$11,258)	\$44,181

* Beyond June 2023 : Budgeted transactions not expected to be incurred until post 30 June 2023. These may include potential carry forward projects due to either being multi-year staged projects, deferred projects or where funds were planned to be received this financial year for a project to be commenced next financial year.

6. PROCEEDS FROM ASSET SALES

For the Period Ending 28-Feb-2023

	Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000	Beyond June 2023 Revised Budget \$000
Fleet Trade-Ins	\$875	\$1,400	\$0	\$279	\$279	\$0
Property Disposals	\$843	\$3,304	\$560	\$0	(\$560)	\$0
Total proceeds from asset sales	\$1,718	\$4,704	\$560	\$279	(\$281)	\$0

Financial performance and position



7. CAPITAL REVENUE - CAPITAL GRANTS, SUBSIDIES, CONTRIBUTIONS AND DONATIONS

For the Period Ending 28-Feb-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
621003 - State Library Grant	\$201	\$201	\$101	\$101	(\$0)
621005 - Transport Infrastructure Development Scheme (TIDS)	\$744	\$744	\$500	\$255	(\$245)
621006 - Roads to Recovery	\$1,089	\$1,089	\$1,089	\$0	(\$1,089)
621032 - Grant-Blackspot Funding	\$0	\$2,650	\$1,516	\$1,516	\$0
621038 - Bridge Renewal Program	\$3,104	\$4,527	\$1,622	\$954	(\$668)
621041 - Building Better Regions Grant Funding	\$0	\$3,839	\$0	\$737	\$737
621044 - Building Our Regions	\$0	\$2,875	\$0	\$200	\$200
621045 - DRFA - REPA Bushfire Subsidy 2019	\$0	\$408	\$0	\$11	\$11
621047 - Flood Damage Subsidies 2020 REPA	\$0	\$74	\$74	\$74	\$0
621048 - Works for Queensland COVID Grant - Capital Portion	\$0	\$144	\$0	\$173	\$173
621049 - Local Roads and Community Infrastructure Program Fund	\$2,178	\$3,217	\$0	\$1,089	\$1,089
621050 - Unite and Recover Community Stimulus Package-Lake	\$0	\$203	\$0	\$203	\$203
621051 - Unite and Recover Community Stimulus Package-Footp	\$0	\$200	\$200	\$200	\$0
621052 - Grant-QRRRF-Mahoney Road Floodway Upgrade SRR	\$0	\$42	\$0	\$42	\$42
621054 - Grant-Drought Communities Programme DCP000598	\$0	\$385	\$0	\$0	\$0
621055 - Heavy Vehicle Safety and Productivity Program (HVSP)	\$2,000	\$2,400	\$0	\$800	\$800
621056 - Grant-Qld Bushfires LER - Vonda Youngman Communi	\$0	\$327	\$0	\$224	\$224
621057 - Grant-Qld Bushfires LER-Refurbish Tamborine Mountai	\$0	\$1,499	\$0	\$0	\$0
621058 - Grant-2021-2024 SEQ Community Stimulus Program	\$0	\$1,995	\$0	\$0	\$0
621059 - DRFA - REPA Southern Qld Severe Weather, 20-31 Ma	\$0	\$2,231	\$0	\$691	\$691
621060 - DRFA - REPA SEQ Coastal Trough 12-15 December 20	\$0	\$147	\$0	\$116	\$116
621061 - DRFA - REPA Subsidy November 2021	\$0	\$784	\$0	\$211	\$211
621062 - TMR-Mass Action Rest Area Upgrade Program	\$0	\$67	\$67	\$0	(\$67)
621063 - DRFA - REPA SEQ Rainfall and Flooding, 22-28 Febru	\$0	\$33,166	\$0	\$2,804	\$2,804
621064 - DRFA - REPA Southern Qld Flooding Event, 6-20 May 2	\$0	\$3,791	\$0	\$754	\$754
621065 - LGGSP-Safety Upgrades on Tarome Road	\$0	\$1,203	\$361	\$361	(\$0)
621098 - Capital Grants AASB1058 Accrual Adjustment	\$0	\$3,368	\$3,368	\$3,368	(\$0)
621099 - Other Capital Grants and Subsidies	\$0	\$1,516	\$141	\$189	\$48
621101 - Infrastructure Charges	\$2,305	\$2,305	\$1,520	\$2,641	\$1,121
621104 - Contributions Tied to Specific Projects	\$0	\$0	\$0	\$0	\$0
Total Capital Revenue - Capital Grants, Subsidies, Contributi	\$11,621	\$75,395	\$10,559	\$17,714	\$7,155

Financial performance and position



8. INVESTMENTS

INVESTMENTS

As at 28-Feb-2023

INVESTMENTS HELD BY COUNCIL

Financial Institution	Type	Principal \$'000	Interest Rate	Maturity Date	Days to Maturity	S&P Short Term Rating
Queensland Treasury Corporation	On Call	\$44,180	3.31%	28/02/2023	0	A1+
Bendigo & Adelaide Bank - Canungra	Term Depo	\$1,000	4.10%	5/06/2023	97	A2
Bendigo & Adelaide Bank - Kalbar	Term Depo	\$1,000	4.45%	14/08/2023	167	A2
Bendigo & Adelaide Bank - Beaudesert	Term Depo	\$1,000	4.10%	8/05/2023	69	A2
Suncorp Metway Limited-Corporate	Term Depo	\$3,000	4.21%	13/06/2023	105	A1
BOQ- Corporate	Term Depo	\$1,000	4.27%	24/07/2023	146	A2
Suncorp Metway Limited-Corporate	Term Depo	\$3,000	4.28%	3/05/2023	64	A1
National Australia Bank- Corporate	Term Depo	\$2,000	4.10%	8/05/2023	69	A1+
National Australia Bank- Corporate	Term Depo	\$1,000	4.45%	14/08/2023	167	A1+
National Australia Bank- Corporate	Term Depo	\$5,000	4.05%	27/03/2023	27	A1+

Total investments		\$62,180				
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Cash in bank accounts	On Call	\$706	0.10%	28/02/2023	0	A1+
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Total cash		\$706				
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TOTAL CASH AND INVESTMENTS		\$62,885	Varies from Statement of Financial Position due to cash in Trust and reconciling items.			
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INVESTMENT INTEREST RATE PERFORMANCE

Weighted Average Interest Rate	3.52%
Target Interest Rate (RBA cash rate)	3.35%
Investment Policy Adhered to?	Yes

ESTIMATE OF RESTRICTED CASH

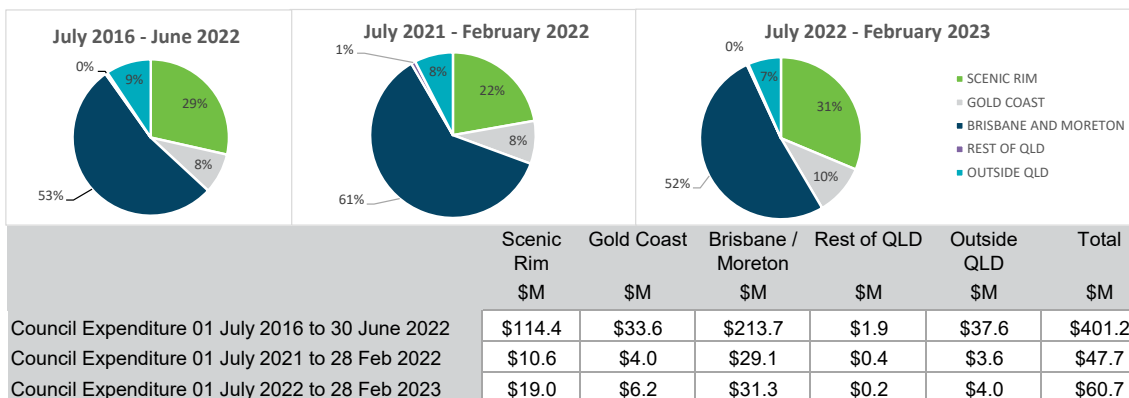
EXTERNAL RESTRICTIONS	\$'000
Loan draw down but not yet expended	\$12,093
Operating grant funding received but not yet expended	\$2,608
Capital grant funding received but not yet expended	\$4,346
Domestic waste levy refund received in advance	\$4,908
Cash held in trust account	\$3,929
Total estimated restricted cash	\$27,883

Financial performance and position



9. ADDITIONAL INFORMATION

COUNCIL EXPENDITURE BY LOCATION



HARDSHIP APPLICATIONS

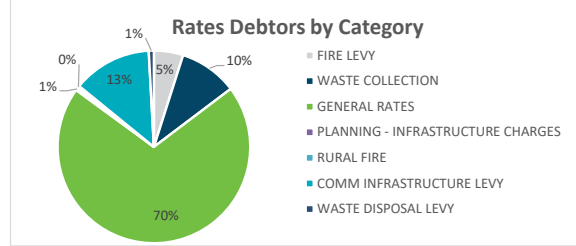
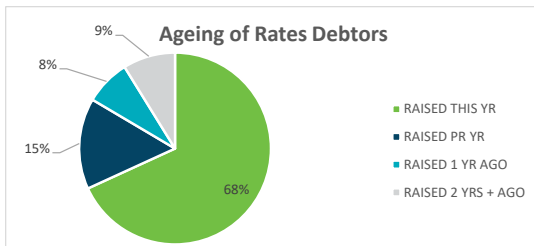
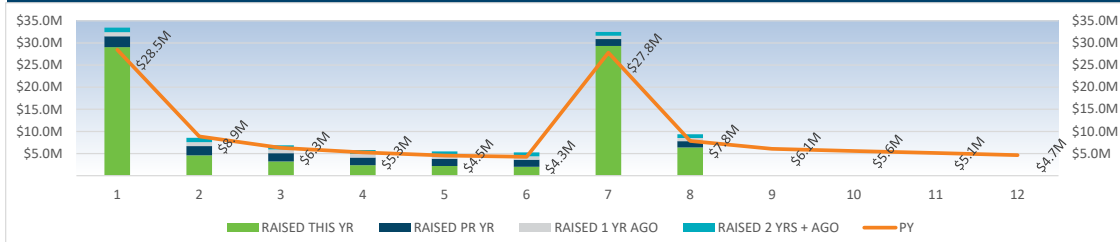
	Financial	COVID	Drought	Bushfires	Flood
2021-2022 Applications Approved	3	0	0	1	0
2022-2023 Current Month					
Applications Sent (excludes direct download from website)	1	0	0	0	0
Applications Received	0	0	0	0	0
Applications Approved	0	0	0	0	0
Applications Currently Under Review	4	0	0	0	1
Applications Ineligible / Withdrawn	0	0	0	0	0

Financial performance and position

SCENIC RIM
REGIONAL COUNCIL

10. DEBTORS

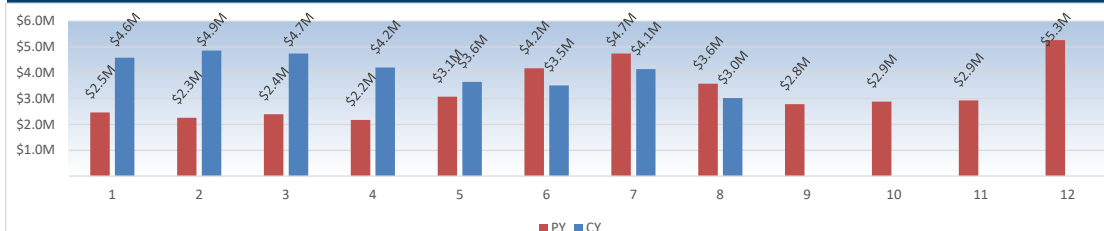
OUTSTANDING RATES DEBTORS



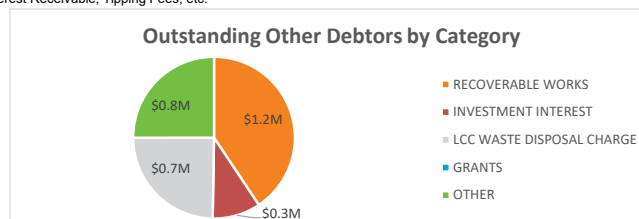
Outstanding Rates Debtors by Category

	As at 28-Feb-2023		As at 28-Feb-2022	
	Total Levy \$'000	Current Levy \$'000	Total Levy \$'000	Current Levy \$'000
Fire Levy	\$459	\$303	\$402	\$276
Waste Collection	\$915	\$618	\$734	\$514
General Rates	\$6,570	\$4,512	\$5,611	\$3,910
Planning - Infrastructure Charges	\$39	\$0	\$44	\$0
Rural Fire	\$38	\$26	\$29	\$19
Community Infrastructure Levy	\$1,239	\$852	\$959	\$691
Waste Disposal Levy	\$81	\$54	\$64	\$44
Total rates debtors outstanding	\$9,341	\$6,367	\$7,844	\$5,455

OUTSTANDING OTHER DEBTORS



Example: Recoverable Works, Interest Receivable, Tipping Fees, etc.



11 Confidential Matters**11.1 Community Consultation on the Draft 2023-2024 Budget Position
[Closed s.254J(3)(c)]**

Executive Officer: General Manager Council Sustainability

Item Author: Coordinator Financial Management

This report is **CONFIDENTIAL** in accordance with Section 254J(3)(c) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following:

- (c) the local government's budget.

**11.2 Tamborine Mountain Sports Association - Request for Funding Assistance
[Closed s.254J(3)(c)]**

Executive Officer: General Manager Asset and Environmental Sustainability

Item Author: Manager Maintenance and Operations

This report is **CONFIDENTIAL** in accordance with Section 254J(3)(c) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following:

- (c) the local government's budget.

**11.3 Beaudesert Town Centre Revitalisation Project Delivery Options
[Closed s.254J(3)(c)]**

Executive Officer: General Manager Asset and Environmental Sustainability

Item Author: Acting Manager Capital Works and Asset Management

This report is **CONFIDENTIAL** in accordance with Section 254J(3)(c) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following:

- (c) the local government's budget.