Banana Shire Council
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MINUTES

BANANA SHIRE COUNCIL ORDINARY MEETING

Meeting Date: Wednesday, 24 September 2025
Venue: Council Chambers, 62 Valentine Plains Road, Biloela
Time: 9.00 am

1.0 Opening of Meeting

"Council recognises that this meeting is held on the Land of the Gaangalu Nation and that the Banana Shire also includes land of the Iman People, Wulli Wulli People, Wadja People, Wakka Wakka People and Darumbal People."

2.0 Attendance including Apologies & Leave of Absence

3.0 National Anthem & Prayer

4.0 Confirmation of Minutes

4.0.1 Ordinary Meeting held 28 August 2025

5.0 Mayor's Report / Minute

6.0 Business Outstanding

6.0.1 Business Arising from Previous Meetings & Matters Lying on the Table

7.0 Declaration of Interest on Matters on the Agenda

8.0 Notice of Motion

9.0 Financial Management

9.1.1 Budget Management Report – Period Ending 31 August 2025
9.1.2 Financial Report Period Ending 31 August 2025
9.1.3 Major Capital Projects – Corporate & Community Services - Monthly Actual Expenditure as at 31 August 2025
9.1.4 Major Capital Projects – Infrastructure Services - Monthly Actual Expenditure as at 31 August 2025
9.1.5 Major Capital Projects – Council Services - Monthly Actual Expenditure as at 31 August 2025
9.1.6 Funding Projects – Monthly Actual Expenditure as at 31 August 2025

10.0 Corporate & Community Services

10.1 Corporate Services
10.1.1 Resolutions Actions Report

10.2 Community
10.2.1 Aged Care Services Advisory Committee
10.2.2 Update on Aged Care Improvements Project
10.2.3 Community Resource Centre Advisory Committee – Unconfirmed Minutes of Meeting held 18 August 2025
10.2.4 Community Grants and Sponsorship Applications – July 2025 Round

11.0 Infrastructure Services

11.1 Infrastructure Services
11.1.1 Resolutions Actions Report
11.1.2 Infrastructure Monthly Report
11.1.3 Proposed Reseal Locations – 2025/2026 Capital Budget

12.0 Council Services

12.1 Council Services
12.1.1 Resolutions Actions Report
12.1.2 Transfer of Capital Budget – Theodore Cemetery
12.1.3 Transformer Upgrade – Rainbow Street Sports Precinct
12.1.4 Animal Keeping Requirements – Subordinate Local Law No.2

12.2 Planning & Development
12.2.1 Exemption for Renewal of Lease over Lot 23 on T77611
12.2.2 Transfer of Tenure for Bicentennial Park, Baralaba

13.0 Executive Services

13.1 Executive Services
13.1.1 Resolutions Actions Report
13.1.2 Unconfirmed Minutes of Audit Committee Meeting held 19 August 2025

14.0 Close of Meeting

1.0 Opening of Meeting

The meeting opened at 9:00am.

2.0 Attendance including Apologies & Leave of Absence

Councillors – Mayor Ferrier and Councillors Boyce, Burling, Jensen, Casey, Leo and Bailey.

Officers – Chief Executive Officer, Director Corporate & Community Services, Director Council Services, and Director Infrastructure Services.

3.0 National Anthem & Prayer

Following the National Anthem, Fr. Simeon Uchendu from the Catholic Church led Council in prayer.

4.0 Confirmation of Minutes

Minute No: OM006515

Resolution:

That the minutes of the Ordinary Meeting held on 28 August 2025 be taken as read and confirmed.

Moved: Cr Boyce ***Seconded: Cr Bailey*** ***Carried***

5.0 Mayor's Report / Minute

The Mayor advised on the following:

The Shire lost a great lady in Auda Maclean on 15 September 2025. Auda was a great artist and several of her works are proudly displayed in Council's Art Gallery. Auda had a great ability to teach others, especially in Baralaba where there is a great artist group that meet every week. Auda had a significant influence on the township of Baralaba, and she will be deeply missed by its residents and at the upcoming Brigalow Arts Festival.

Attended Inspector Darren Somerville's Retirement in Gladstone on 5 September 2025. Darren was a very calm and collected person and always ready to assist Council with Disaster Management. He was in the Police Force for 42 years with 29 years of that located in Central Queensland.

Attended the St Vinnies Sod Turning Event in Biloela on 9 September 2025 after they received $5.89m from the Queensland Government, Recourses Community Infrastructure Fund (RCIF) to redevelop the Vinnies Community Hub and Store.

Attended the Biloela Hospital Community Day on 11 September 2025. The birthing unit is expected to be ready by mid next year, however finding housing to accommodate midwives is proving difficult.

Attended the Miners Memorial Service in Moura on 19 September 2025. It was an incredible, very well-done event, attended by a few hundred people. The museum attracted a lot of interest, with over 3000 people through the doors since it opened.

6.0 Business Outstanding

It was noted there was no business arising from previous meetings on Matters on the Agenda.

7.0 Declaration of Interest on Matters on the Agenda

The Director Corporate and Community Services declared a Prescribed Conflict of Interest in the following agenda item as he is a Board Member of CQ Shines:

- 10.1.1 Action Report on Previous Council Resolutions – Corporate & Community Services

Cr Jensen declared a Prescribed Conflict of Interest in the following agenda item as he is Board Member of the Rotary Club of Biloela:

- 10.2.4 Community Grants and Sponsorship Applications – July 2025 Round

The Chief Executive Officer declared a Prescribed Conflict of Interest in the following agenda item as he is the Chair of the Parish Finance Committee for St Joseph’s.

- 10.2.4 Community Grants and Sponsorship Applications – July 2025 Round

8.0 Notice of Motion

It was noted there were no Notice of Motions raised.

9.0 Financial Management

9.1.1 BUDGET MANAGEMENT REPORT – AS AT 31 AUGUST 2025

Date: 4 September 2025
Author: Senior Financial Accountant – Harshala Ramaiya
File ID:
Letter ID:
Attachment: August 2025 Revenue and Expenditure Variance Report
Water Expenditure Breakdown
Sewerage Expenditure Breakdown
Minute No: OM006516

Resolution:

That Council receives the Budget Management Report for August 2025.

Moved: Cr Leo ***Seconded: Cr Casey*** ***Carried***

Report

Detailed income and expenditure report for financials is provided for Council consideration. A report explaining the variances is also provided.

This report ensures the Council have visibility of detailed income and expenditure on a monthly basis.

The expenditure and income were profiled equally between 12 months and officers explain variances on a monthly basis.

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01000 - Elected Members							
Expenditure							
Employee Costs	$66,741	0	200	$200	$66,741	0.00%	
Internal	$69,120	0	0	$0	$69,120	0.00%	
Materials	$26,500	789	3,516	$4,305	$26,500	2.98%	
Other Expenses	$528,496	78,253	0	$78,253	$528,496	14.81%	
Expenditure Total	**$690,857**	**79,042**	**3,716**	**$82,758**	**$690,857**	**11.44%**	
Elected Members Total	**$690,857**	**79,042**	**3,716**	**$82,758**	**$690,857**	**11.44%**	
01000 - Elected Members Total	**$690,857**	**79,042**	**3,716**	**$82,758**	**$690,857**	**11.44%**	
01010 - Office of the CEO							
BILOELA Admin Centre							
Expenditure							
Contracts	$2,000	403	0	$403	$2,000	20.13%	
Employee Costs	$125,898	20,527	0	$20,527	$125,898	16.30%	
Internal	$0	893	0	$893	$0	0.00%	
Materials	$30,400	10,368	0	$10,368	$30,400	34.11%	
Other Expenses	$185,500	54,862	0	$54,862	$185,500	29.58%	
Expenditure Total	**$343,798**	**87,052**	**0**	**$87,052**	**$343,798**	**25.32%**	
BILOELA Admin Centre Total	**$343,798**	**87,052**	**0**	**$87,052**	**$343,798**	**25.32%**	Prepayments for subscription - timing
CQROC							
Expenditure							
Materials	$42,000	0	0	$0	$42,000	0.00%	
Expenditure Total	**$42,000**	**0**	**0**	**$0**	**$42,000**	**0.00%**	
CQROC Total	**$42,000**	**0**	**0**	**$0**	**$42,000**	**0.00%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Focus Magazine							
Expenditure							
Contracts	$0	2,500	0	$2,500	$0	0.00%	
Materials	$131,000	5,824	0	$5,824	$131,000	4.45%	
Other Expenses	$15,000	3,686	0	$3,686	$15,000	24.57%	
Expenditure Total	**$146,000**	**12,010**	**0**	**$12,010**	**$146,000**	**8.23%**	
Focus Magazine Total	**$146,000**	**12,010**	**0**	**$12,010**	**$146,000**	**8.23%**	
Moura Admin Centre							
Expenditure							
Other Expenses	$25,000	2,298	0	$2,298	$25,000	9.19%	
Expenditure Total	**$25,000**	**2,298**	**0**	**$2,298**	**$25,000**	**9.19%**	
Moura Admin Centre Total	**$25,000**	**2,298**	**0**	**$2,298**	**$25,000**	**9.19%**	
Office of the CEO							
Expenditure							
Contracts	$20,000	48,582	18,683	$67,265	$20,000	242.91%	
Employee Costs	$645,974	118,988	8,435	$127,423	$645,974	18.42%	
Internal	$27,913	0	0	$0	$27,913	0.00%	
Materials	$121,870	115,638	60,113	$175,752	$121,870	94.89%	
Other Expenses	$280,000	276,683	0	$276,683	$280,000	98.82%	
Expenditure Total	**$1,095,757**	**559,892**	**87,231**	**$647,123**	**$1,095,757**	**51.10%**	
Office of the CEO Total	**$1,095,757**	**559,892**	**87,231**	**$647,123**	**$1,095,757**	**51.10%**	Contractor expenses for Procurement review and other matters over the budgeted amount. Will be adjusted in Q1 review

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	**Annual Original Budget**	**YTD Actuals**	**Commitments**	**YTD Actuals Incl Commitments**	**Annual Forecast Budget**	**% Budget Spent**	**Comment**
Taroom Admin Centre							
Expenditure							
Employee Costs	$24,155	3,423	0	$3,423	$24,155	14.17%	
Materials	$500	1,834	0	$1,834	$500	366.70%	
Other Expenses	$40,500	7,199	0	$7,199	$40,500	17.78%	
Expenditure Total	**$65,155**	**12,456**	**0**	**$12,456**	**$65,155**	**19.12%**	
Taroom Admin Centre Total	**$65,155**	**12,456**	**0**	**$12,456**	**$65,155**	**19.12%**	
01010 - Office of the CEO Total	**$1,717,710**	**673,708**	**87,231**	**$760,939**	**$1,717,710**	**39.22%**	Timing items and contract related expenses for review
01020 - Governance & Risk							
Governance and Risk							
Expenditure							
Contracts	$100,000	26,093	42,047	$68,139	$100,000	26.09%	
Employee Costs	$544,764	73,795	0	$73,795	$544,764	13.55%	
Materials	$4,400	0	0	$0	$4,400	0.00%	
Other Expenses	$26,200	14,625	14,625	$29,250	$26,200	55.82%	
Expenditure Total	**$675,364**	**114,513**	**56,672**	**$171,184**	**$675,364**	**16.96%**	
Governance and Risk Total	**$675,364**	**114,513**	**56,672**	**$171,184**	**$675,364**	**16.96%**	
01020 - Governance & Risk Total	**$675,364**	**114,513**	**56,672**	**$171,184**	**$675,364**	**16.96%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01030 - Public Relations & Media							
Public Relations and Media							
Expenditure							
Contracts	$150,000	0	0	$0	$150,000	0.00%	
Employee Costs	$67,589	8,880	0	$8,880	$67,589	13.14%	
Materials	$1,500	1,473	3,950	$5,423	$1,500	98.23%	
Expenditure Total	**$219,089**	**10,353**	**3,950**	**$14,303**	**$219,089**	**4.73%**	
Public Relations and Media Total	**$219,089**	**10,353**	**3,950**	**$14,303**	**$219,089**	**4.73%**	
01030 - Public Relations & Media Tota	**$219,089**	**10,353**	**3,950**	**$14,303**	**$219,089**	**4.73%**	
01035 - Employee Overheads							
Employee Overheads							
Income							
Other Revenues	-$100,000	0	0	$0	-$100,000	0.00%	
Income Total	**-$100,000**	**0**	**0**	**$0**	**-$100,000**	**0.00%**	
Expenditure							
Employee Costs	$8,649,500	1,345,623	0	$1,345,623	$8,649,500	15.56%	
Materials	$267,000	13,305	33,621	$46,926	$267,000	4.98%	
Expenditure Total	**$8,916,500**	**1,358,928**	**33,621**	**$1,392,548**	**$8,916,500**	**15.24%**	
Employee Overheads Total	**$8,816,500**	**1,358,928**	**33,621**	**$1,392,548**	**$8,816,500**	**15.41%**	
Internal expenses							
Income							
Internal	-$9,747,320	-1,428,555	0	-$1,428,555	-$9,747,320	14.66%	
Income Total	**-$9,747,320**	**-1,428,555**	**0**	**-$1,428,555**	**-$9,747,320**	**14.66%**	
No WO Classification 1 Total	**-$9,747,320**	**-1,428,555**	**0**	**-$1,428,555**	**-$9,747,320**	**14.66%**	
01035 - Employee Overheads Total	**-$930,820**	**-69,628**	**33,621**	**-$36,007**	**-$930,820**	**7.48%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01040 - Human Resources							
Human Resources							
Expenditure							
Contracts	$195,200	30,396	81,763	$112,159	$195,200	15.57%	
Employee Costs	$645,994	108,569	2,679	$111,248	$645,994	16.81%	
Internal	$34,560	100	0	$100	$34,560	0.29%	
Materials	$75,500	77,168	121,643	$198,811	$75,500	102.21%	
Other Expenses	$2,200	382	0	$382	$2,200	17.35%	
Expenditure Total	**$953,454**	**216,615**	**206,085**	**$422,700**	**$953,454**	**22.72%**	
Human Resources Total	**$953,454**	**216,615**	**206,085**	**$422,700**	**$953,454**	**22.72%**	
01040 - Human Resources Total	**$953,454**	**216,615**	**206,085**	**$422,700**	**$953,454**	**22.72%**	Payment of yearly subscriptions-Timing
01050 - Payroll Services							
Payroll Services							
Expenditure							
Contracts	$1,000	1,082	0	$1,082	$1,000	108.18%	
Employee Costs	$245,222	40,818	0	$40,818	$245,222	16.65%	
Internal	$500	0	0	$0	$500	0.00%	
Materials	$1,500	240	4,760	$5,000	$1,500	16.00%	
Expenditure Total	**$248,222**	**42,140**	**4,760**	**$46,900**	**$248,222**	**16.98%**	
Payroll Services Total	**$248,222**	**42,140**	**4,760**	**$46,900**	**$248,222**	**16.98%**	
01050 - Payroll Services Total	**$248,222**	**42,140**	**4,760**	**$46,900**	**$248,222**	**16.98%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01060 - Workplace Health & Safety							
Workplace Health and Safety							
Income							
Other Revenues	$0	-52,382	0	-$52,382	$0	0.00%	
Income Total	**$0**	**-52,382**	**0**	**-$52,382**	**$0**	**0.00%**	
Expenditure							
Contracts	$71,000	15,152	33,290	$48,442	$71,000	21.34%	
Employee Costs	$544,449	80,417	11,383	$91,800	$544,449	14.77%	
Internal	$24,000	890	0	$890	$24,000	3.71%	
Materials	$42,700	42,044	78,605	$120,650	$42,700	98.46%	
Other Expenses	$2,200	561	0	$561	$2,200	25.51%	
Expenditure Total	**$684,349**	**139,065**	**123,278**	**$262,343**	**$684,349**	**20.32%**	
Workplace Health and Safety Total	**$684,349**	**86,683**	**123,278**	**$209,961**	**$684,349**	**12.67%**	
01060 - Workplace Health & Safety To	**$684,349**	**86,683**	**123,278**	**$209,961**	**$684,349**	**12.67%**	
01070 - Learning & Development							
Learning and Development							
Income							
Grants - State Recurrant	-$110,000	0	0	$0	-$110,000	0.00%	
Other Revenues	-$25,000	-1,422	0	-$1,422	-$25,000	5.69%	
Income Total	**-$135,000**	**-1,422**	**0**	**-$1,422**	**-$135,000**	**1.05%**	
Expenditure							
Contracts	$5,000	0	0	$0	$5,000	0.00%	
Employee Costs	$251,853	46,874	3,750	$50,624	$251,853	18.61%	
Internal	$2,000	0	0	$0	$2,000	0.00%	
Materials	$476,500	108,844	99,815	$208,659	$476,500	22.84%	
Other Expenses	$4,100	0	0	$0	$4,100	0.00%	
Expenditure Total	**$739,453**	**155,717**	**103,565**	**$259,282**	**$739,453**	**21.06%**	
Learning and Development Total	**$604,453**	**154,296**	**103,565**	**$257,860**	**$604,453**	**25.53%**	Timing in traning delivery

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Internal expenses							
Expenditure							
Internal	$500	0	0	$0	$500	0.00%	
Expenditure Total	**$500**	**0**	**0**	**$0**	**$500**	**0.00%**	
No WO Classification 1 Total	**$500**	**0**	**0**	**$0**	**$500**	**0.00%**	
01070 - Learning & Development Tota	**$604,953**	**154,296**	**103,565**	**$257,860**	**$604,953**	**25.51%**	Timing in traning delivery
01080 - Process & Performance							
Process & Performance							
Expenditure							
Contracts	$162,000	14,850	0	$14,850	$162,000	9.17%	
Employee Costs	$251,837	44,602	0	$44,602	$251,837	17.71%	
Internal	$34,560	0	0	$0	$34,560	0.00%	
Materials	$6,600	2,184	0	$2,184	$6,600	33.09%	
Other Expenses	$1,680	0	0	$0	$1,680	0.00%	
Expenditure Total	**$456,677**	**61,637**	**0**	**$61,637**	**$456,677**	**13.50%**	
Process & Performance Total	**$456,677**	**61,637**	**0**	**$61,637**	**$456,677**	**13.50%**	
01080 - Process & Performance Total	**$456,677**	**61,637**	**0**	**$61,637**	**$456,677**	**13.50%**	
01200 - CCS Directorate - General							
CCS Directorate - General							
Income							
User Charges	-$2,000	-158	0	-$158	-$2,000	7.91%	
Income Total	**-$2,000**	**-158**	**0**	**-$158**	**-$2,000**	**7.91%**	
Expenditure							
Employee Costs	$473,540	64,044	13,536	$77,581	$473,540	13.52%	
Internal	$268,790	2,882	0	$2,882	$268,790	1.07%	
Materials	$36,750	1,268	0	$1,713	$36,750	4.66%	
Other Expenses	$18,500	1,345	0	$1,345	$18,500	7.27%	
Expenditure Total	**$797,580**	**69,539**	**13,536**	**$83,520**	**$797,580**	**8.77%**	
CCS Directorate - General Total	**$795,580**	**69,381**	**13,536**	**$83,362**	**$795,580**	**8.78%**	
01200 - CCS Directorate - General Tot	**$795,580**	**69,381**	**13,536**	**$83,362**	**$795,580**	**8.78%**	

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01205 - Customer Service							
Customer Service							
Expenditure							
Employee Costs	$430,447	74,356	0	$74,356	$430,447	17.27%	
Internal	$300	0	0	$0	$300	0.00%	
Materials	$7,750	1,423	0	$1,423	$7,750	18.36%	
Other Expenses	$4,000	1,621	0	$1,621	$4,000	40.54%	
Expenditure Total	**$442,497**	**77,401**	**0**	**$77,401**	**$442,497**	**17.49%**	
Customer Service Total	**$442,497**	**77,401**	**0**	**$77,401**	**$442,497**	**17.49%**	
01205 - Customer Service Total	**$442,497**	**77,401**	**0**	**$77,401**	**$442,497**	**17.49%**	
01207 - Records Management							
Records Management							
Expenditure							
Contracts	$25,000	26,510	22,596	$49,106	$25,000	106.04%	
Employee Costs	$296,506	47,617	0	$47,617	$296,506	16.06%	
Materials	$500	230	0	$230	$500	46.04%	
Expenditure Total	**$322,006**	**74,357**	**22,596**	**$96,954**	**$322,006**	**23.09%**	
Records Management Total	**$322,006**	**74,357**	**22,596**	**$96,954**	**$322,006**	**23.09%**	
01207 - Records Management Total	**$322,006**	**74,357**	**22,596**	**$96,954**	**$322,006**	**23.09%**	Increase due to the system implementation. Will be reviewed in Q1
01210 - Finance & Accounting							
Finance and Accounting							
Income							
Grants - Federal Recurrant	-$8,999,500	-1,137,272	0	-$1,137,272	-$8,999,500	12.64%	
Investment Income	-$1,850,000	-253,058	0	-$128,058	-$1,850,000	6.92%	
Income Total	**-$10,849,500**	**-1,390,329**	**0**	**-$1,265,329**	**-$10,849,500**	**11.66%**	Grants pre-paid in 2024-25. Require adjustment in Q1

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$122,500	6,141	82,943	$89,085	$122,500	5.01%	
Employee Costs	$1,169,287	190,830	0	$190,830	$1,169,287	16.32%	
Internal	$34,560	138	0	$138	$34,560	0.40%	
Materials	$31,200	24,137	29	$24,166	$31,200	77.36%	
Other Expenses	$99,650	9,482	0	$9,482	$99,650	9.51%	
Expenditure Total	**$1,457,197**	**230,728**	**82,972**	**$313,700**	**$1,457,197**	**15.83%**	
Finance and Accounting Total	**-$9,392,303**	**-1,159,602**	**82,972**	**-$951,629**	**-$9,392,303**	**11.02%**	
01210 - Finance & Accounting Total	**-$9,392,303**	**-1,159,602**	**82,972**	**-$951,629**	**-$9,392,303**	**11.02%**	
01215 - Rates Services							
Rates Services							
Income							
Fees	-$101,000	-18,506	0	-$18,506	-$101,000	18.32%	
Other Revenues	-$152,000	0	0	$0	-$152,000	0.00%	
Income Total	**-$253,000**	**-18,506**	**0**	**-$18,506**	**-$253,000**	**7.31%**	
Expenditure							
Contracts	$125,000	3,593	7,273	$10,866	$125,000	2.87%	
Employee Costs	$315,850	37,362	0	$37,362	$315,850	11.83%	
Internal	$700	0	0	$0	$700	0.00%	
Materials	$85,000	1,864	3,325	$5,189	$85,000	2.19%	
Other Expenses	$15,000	0	0	$0	$15,000	0.00%	
Expenditure Total	**$541,550**	**42,819**	**10,598**	**$53,417**	**$541,550**	**7.91%**	
Rates Services Total	**$288,550**	**24,313**	**10,598**	**$34,911**	**$288,550**	**8.43%**	
01215 - Rates Services Total	**$288,550**	**24,313**	**10,598**	**$34,911**	**$288,550**	**8.43%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01220 - General Purpose Funds							
Rates & Investment Income							
Income							
Investment Income	-$86,000	-6,064	0	-$6,064	-$86,000	7.05%	
Other Expenses	$52,000	0	0	$0	$52,000	0.00%	
Rates	-$35,058,600	-19,076,142	0	-$19,075,396	-$35,058,600	54.41%	
Special Rates	-$1,016,400	-535,191	0	-$535,191	-$1,016,400	52.66%	
Income Total	**-$36,109,000**	**-19,617,398**	**0**	**-$19,616,652**	**-$36,109,000**	**54.33%**	
No WO Classification 1 Total	**-$36,109,000**	**-19,617,398**	**0**	**-$19,616,652**	**-$36,109,000**	**54.33%**	
01220 - General Purpose Funds Total	**-$36,109,000**	**-19,617,398**	**0**	**-$19,616,652**	**-$36,109,000**	**54.33%**	
01230 - Inventory Management (Stores)							
Inventory Management (Stores)							
Expenditure							
Employee Costs	$0	241	0	$241	$0	0.00%	
Internal	$92,400	450	0	$450	$92,400	0.49%	
Materials	$141,500	39,129	11,609	$50,738	$141,500	27.65%	
Other Expenses	$16,000	2,841	0	$2,841	$16,000	17.75%	
Expenditure Total	**$249,900**	**42,660**	**11,609**	**$54,270**	**$249,900**	**17.07%**	
Inventory Management (Stores) Tota	**$249,900**	**42,660**	**11,609**	**$54,270**	**$249,900**	**17.07%**	
No WO Classification 1							
Income							
Internal	-$410,000	0	0	$0	-$410,000	0.00%	
Income Total	**-$410,000**	**0**	**0**	**$0**	**-$410,000**	**0.00%**	
No WO Classification 1 Total	**-$410,000**	**0**	**0**	**$0**	**-$410,000**	**0.00%**	
01230 - Inventory Management (Store	**-$160,100**	**42,660**	**11,609**	**$54,270**	**-$160,100**	**-26.65%**	Require allocation of overheads

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Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01235 - Procurement							
Procurement							
Expenditure							
Employee Costs	$420,500	70,434	0	$70,434	$420,500	16.75%	
Materials	$1,700	0	0	$0	$1,700	0.00%	
Other Expenses	$250	0	0	$0	$250	0.00%	
Expenditure Total	**$422,450**	**70,434**	**0**	**$70,434**	**$422,450**	**16.67%**	
Procurement Total	**$422,450**	**70,434**	**0**	**$70,434**	**$422,450**	**16.67%**	
01235 - Procurement Total	**$422,450**	**70,434**	**0**	**$70,434**	**$422,450**	**16.67%**	
01250 - Information & Communication Technology							
Information and Communication Technology							
Expenditure							
Contracts	$100,000	0	0	$0	$100,000	0.00%	
Employee Costs	$541,051	93,639	0	$93,639	$541,051	17.31%	
Materials	$650,000	410,664	90,471	$501,135	$650,000	63.18%	
Other Expenses	$506,500	97,739	0	$97,739	$506,500	19.30%	
Expenditure Total	**$1,797,551**	**602,043**	**90,471**	**$692,514**	**$1,797,551**	**33.49%**	
Information and Communication Te	**$1,797,551**	**602,043**	**90,471**	**$692,514**	**$1,797,551**	**33.49%**	Timing with the IT project expenses
Depreciation Amortisation & Impairment							
Expenditure							
Depreciation Amortisation & Impa	$190,058	31,676	0	$0	$190,058	0.00%	
Expenditure Total	**$190,058**	**31,676**	**0**	**$0**	**$190,058**	**0.00%**	
No WO Classification 1 Total	**$190,058**	**31,676**	**0**	**$0**	**$190,058**	**0.00%**	
01250 - Information & Communicatio	**$1,987,609**	**633,719**	**90,471**	**$692,514**	**$1,987,609**	**30.29%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01255 - ICT - Enterprise Resource Planning (ERP)							
ICT - Enterprise Resource Planning (ERP)							
Expenditure							
Contracts	$350,000	3,100	3,792	$6,892	$350,000	0.89%	
Employee Costs	$207,021	35,466	0	$35,466	$207,021	17.13%	
Materials	$54,000	2,649	0	$2,649	$54,000	4.91%	
Other Expenses	$215,000	38,979	153,382	$192,361	$215,000	18.13%	
Expenditure Total	**$826,021**	**80,194**	**157,174**	**$237,368**	**$826,021**	**9.71%**	
ICT - Enterprise Resource Planning (	**$826,021**	**80,194**	**157,174**	**$237,368**	**$826,021**	**9.71%**	
01255 - ICT - Enterprise Resource Pla	**$826,021**	**80,194**	**157,174**	**$237,368**	**$826,021**	**9.71%**	
01270 - Geographic Information Systems (GIS)							
Geographic Information Systems (GIS)							
Expenditure							
Contracts	$5,000	0	0	$0	$5,000	0.00%	
Employee Costs	$218,276	26,807	0	$26,807	$218,276	12.28%	
Materials	$5,000	0	715	$715	$5,000	0.00%	
Expenditure Total	**$228,276**	**26,807**	**715**	**$27,522**	**$228,276**	**11.74%**	
Geographic Information Systems (G	**$228,276**	**26,807**	**715**	**$27,522**	**$228,276**	**11.74%**	
01270 - Geographic Information Syste	**$228,276**	**26,807**	**715**	**$27,522**	**$228,276**	**11.74%**	
01280 - Asset Management							
Asset Management							
Expenditure							
Employee Costs	$215,313	37,939	0	$37,939	$215,313	17.62%	
Materials	$12,500	2,395	0	$2,395	$12,500	19.16%	
Expenditure Total	**$227,813**	**40,334**	**0**	**$40,334**	**$227,813**	**17.70%**	
Asset Management Total	**$227,813**	**40,334**	**0**	**$40,334**	**$227,813**	**17.70%**	
01280 - Asset Management Total	**$227,813**	**40,334**	**0**	**$40,334**	**$227,813**	**17.70%**	

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01290 - Plant & Fleet Management							
Internal Income							
Income							
Internal	-$10,400,000	-986,803	0	-$986,803	-$10,400,000	9.49%	
Income Total	**-$10,400,000**	**-986,803**	**0**	**-$986,803**	**-$10,400,000**	**9.49%**	
Expenditure							
Contracts	$700,000	146,685	92,356	$239,041	$700,000	20.96%	
Depreciation Amortisation & Impa	$1,845,317	307,552	0	$0	$1,845,317	0.00%	
Employee Costs	$30,000	75,950	0	$75,950	$30,000	253.17%	
Internal	$100,000	31,622	0	$31,622	$100,000	31.62%	
Materials	$2,123,000	386,543	36,197	$422,741	$2,123,000	18.21%	
Other Expenses	$618,500	314,574	8,692	$323,266	$618,500	50.86%	
Expenditure Total	**$5,416,817**	**1,262,926**	**137,245**	**$1,092,619**	**$5,416,817**	**17.64%**	
Internal Income Total	**-$4,983,183**	**276,123**	**137,245**	**$105,816**	**-$4,983,183**	**0.63%**	Timing with Plant internal costs allocation
Plant and Fleet Operations							
Income							
Fees	-$6,000	-1,902	0	-$1,902	-$6,000	31.70%	
Materials	-$160,000	-15,647	0	-$15,647	-$160,000	9.78%	
Other Revenues	-$10,000	-68	0	-$68	-$10,000	0.68%	
Income Total	**-$176,000**	**-17,616**	**0**	**-$17,616**	**-$176,000**	**10.01%**	
Expenditure							
Contracts	$15,000	5,676	6,181	$11,857	$15,000	37.84%	
Employee Costs	$739,402	49,923	0	$49,923	$739,402	6.75%	
Internal	$555,000	27,975	0	$27,975	$555,000	5.04%	
Materials	$65,200	210,230	9,378	$219,608	$65,200	322.44%	
Other Expenses	$131,200	42,705	2,568	$45,273	$131,200	32.55%	
Expenditure Total	**$1,505,802**	**336,508**	**18,128**	**$354,636**	**$1,505,802**	**22.35%**	
Plant and Fleet Operations Total	**$1,329,802**	**318,892**	**18,128**	**$337,020**	**$1,329,802**	**23.98%**	
01290 - Plant & Fleet Management To	**-$3,653,381**	**595,015**	**155,373**	**$442,835**	**-$3,653,381**	**-7.87%**	Timing with Plant internal costs allocation

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01295 - Aerodromes							
Aerodrome - Baralaba							
Income							
Fees	-$500	0	0	$0	-$500	0.00%	
User Charges	-$500	0	0	$0	-$500	0.00%	
Income Total	**-$1,000**	**0**	**0**	**$0**	**-$1,000**	**0.00%**	
Expenditure							
Contracts	$200	3,430	1,363	$4,793	$200	1,715.00%	
Employee Costs	$3,300	3,965	0	$3,965	$3,300	120.15%	
Internal	$15,200	3,073	0	$3,073	$15,200	20.22%	
Other Expenses	$2,000	1,972	0	$1,972	$2,000	98.62%	
Expenditure Total	**$20,700**	**12,440**	**1,363**	**$13,804**	**$20,700**	**60.10%**	
Aerodrome - Baralaba Total	**$19,700**	**12,440**	**1,363**	**$13,804**	**$19,700**	**63.15%**	Overall aerodrome balance- clasification of general expenses needs to be changed
Aerodrome - Taroom							
Income							
Fees	-$15,000	-1,215	0	-$1,215	-$15,000	8.10%	
User Charges	-$50,000	-5,493	0	-$5,493	-$50,000	10.99%	
Income Total	**-$65,000**	**-6,708**	**0**	**-$6,708**	**-$65,000**	**10.32%**	
Expenditure							
Contracts	$25,000	6,746	13,322	$20,068	$25,000	26.98%	
Employee Costs	$102,488	19,610	0	$19,610	$102,488	19.13%	
Internal	$104,000	1,050	0	$1,050	$104,000	1.01%	
Materials	$18,000	2,672	627	$3,299	$18,000	14.84%	
Other Expenses	$3,100	2,510	0	$2,510	$3,100	80.97%	
Expenditure Total	**$252,588**	**32,588**	**13,949**	**$46,537**	**$252,588**	**12.90%**	
Aerodrome - Taroom Total	**$187,588**	**25,880**	**13,949**	**$39,830**	**$187,588**	**13.80%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Aerodrome - Thangool							
Income							
Fees	-$30,000	-1,759	0	-$1,759	-$30,000	5.86%	
User Charges	-$40,000	-3,123	0	-$3,123	-$40,000	7.81%	
Income Total	**-$70,000**	**-4,882**	**0**	**-$4,882**	**-$70,000**	**6.97%**	
Expenditure							
Contracts	$9,000	7,843	16,243	$24,086	$9,000	87.15%	
Employee Costs	$101,691	24,958	0	$24,958	$101,691	24.54%	
Internal	$500	4,909	0	$4,909	$500	981.85%	
Materials	$5,000	1,558	0	$1,558	$5,000	31.16%	
Other Expenses	$28,688	9,495	0	$9,495	$28,688	33.10%	
Expenditure Total	**$144,879**	**48,763**	**16,243**	**$65,005**	**$144,879**	**33.66%**	
Aerodrome - Thangool Total	**$74,879**	**43,881**	**16,243**	**$60,124**	**$74,879**	**58.60%**	Overall aerodrome balance- clasification of general expenses needs to be changed
Aerodrome - Theodore							
Income							
Fees	-$20,000	-1,904	0	-$1,904	-$20,000	9.52%	
User Charges	-$130,000	-10,900	0	-$10,900	-$130,000	8.38%	
Income Total	**-$150,000**	**-12,804**	**0**	**-$12,804**	**-$150,000**	**8.54%**	
Expenditure							
Contracts	$37,000	7,877	13,867	$21,744	$37,000	21.29%	
Employee Costs	$12,500	3,738	0	$3,738	$12,500	29.90%	
Internal	$9,900	389	0	$389	$9,900	3.92%	
Materials	$1,500	0	341	$341	$1,500	0.00%	
Other Expenses	$3,200	1,807	0	$1,807	$3,200	56.48%	
Expenditure Total	**$64,100**	**13,810**	**14,208**	**$28,018**	**$64,100**	**21.54%**	
Aerodrome - Theodore Total	**-$85,900**	**1,006**	**14,208**	**$15,214**	**-$85,900**	**-1.17%**	

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Service Level Budget Vs Actual Report - 31 August 2025							
Aerodrome- General Admin							
Expenditure							
Contracts	$10,580	0	0	$0	$10,580	0.00%	
Employee Costs	$128,025	12,785	0	$12,785	$128,025	9.99%	
Internal	$22,500	1,050	0	$1,050	$22,500	4.67%	
Materials	$4,650	0	0	$0	$4,650	0.00%	
Other Expenses	$2,325	284	0	$284	$2,325	12.20%	
Expenditure Total	**$168,080**	**14,119**	**0**	**$14,119**	**$168,080**	**8.40%**	
Aerodrome- General Admin Total	**$168,080**	**14,119**	**0**	**$14,119**	**$168,080**	**8.40%**	
Aerodrome- Moura							
Income							
Fees	-$7,000	-857	0	-$857	-$7,000	12.24%	
User Charges	-$18,000	-1,227	0	-$1,227	-$18,000	6.82%	
Income Total	**-$25,000**	**-2,084**	**0**	**-$2,084**	**-$25,000**	**8.34%**	
Expenditure							
Contracts	$10,000	5,041	4,713	$9,754	$10,000	50.41%	
Employee Costs	$8,450	3,690	0	$3,690	$8,450	43.67%	
Internal	$13,400	918	0	$918	$13,400	6.85%	
Materials	$800	0	0	$0	$800	0.00%	
Other Expenses	$4,760	2,717	0	$2,717	$4,760	57.08%	
Expenditure Total	**$37,410**	**12,366**	**4,713**	**$17,079**	**$37,410**	**33.06%**	
Aerodrome- Moura Total	**$12,410**	**10,282**	**4,713**	**$14,995**	**$12,410**	**82.85%**	Overall aerodrome budget in control. Moura has additional expenses due to recent works
Depreciation Amortisation & Impairment							
Expenditure							
Depreciation Amortisation & Impa	$707,729	117,954	0	$0	$707,729	0.00%	
Expenditure Total	**$707,729**	**117,954**	**0**	**$0**	**$707,729**	**0.00%**	
Depreciation Total	**$707,729**	**117,954**	**0**	**$0**	**$707,729**	**0.00%**	
01295 - Aerodromes Total	**$1,084,486**	**225,563**	**50,476**	**$158,085**	**$1,084,486**	**9.92%**	

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Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01300 - Community Services Management							
Community Services Management							
Expenditure							
Employee Costs	$177,254	4,838	0	$4,838	$177,254	2.73%	
Internal	$35,000	0	0	$0	$35,000	0.00%	
Other Expenses	$0	659	0	$659	$0	0.00%	
Expenditure Total	**$212,254**	**5,497**	**0**	**$5,497**	**$212,254**	**2.59%**	
Community Services Management T	**$212,254**	**5,497**	**0**	**$5,497**	**$212,254**	**2.59%**	
01300 - Community Services Manage	**$212,254**	**5,497**	**0**	**$5,497**	**$212,254**	**2.59%**	
01305 - Community Grants Operations							
Community Grants Operations							
Expenditure							
Other Expenses	$100,000	18,159	0	$18,159	$100,000	18.16%	
Expenditure Total	**$100,000**	**18,159**	**0**	**$18,159**	**$100,000**	**18.16%**	
Community Grants Operations Tota	**$100,000**	**18,159**	**0**	**$18,159**	**$100,000**	**18.16%**	
Community Sponsorships							
Expenditure							
Materials	$450	0	0	$0	$450	0.00%	
Other Expenses	$70,000	0	0	$0	$70,000	0.00%	
Expenditure Total	**$70,450**	**0**	**0**	**$0**	**$70,450**	**0.00%**	
Community Sponsorships Total	**$70,450**	**0**	**0**	**$0**	**$70,450**	**0.00%**	
01305 - Community Grants Operatior	**$170,450**	**18,159**	**0**	**$18,159**	**$170,450**	**10.65%**	
01307 - Community Development							
Community Dev - Australia Day							
Expenditure							
Contracts	$1,000	0	5,864	$5,864	$1,000	0.00%	
Employee Costs	$7,000	0	0	$0	$7,000	0.00%	
Internal	$100	0	0	$0	$100	0.00%	
Materials	$6,200	0	100	$100	$6,200	0.00%	
Expenditure Total	**$14,300**	**0**	**5,964**	**$5,964**	**$14,300**	**0.00%**	
Community Dev - Australia Day Tota	**$14,300**	**0**	**5,964**	**$5,964**	**$14,300**	**0.00%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Community Dev - General							
Income							
Contributions	-$2,000	0	0	$0	-$2,000	0.00%	
Other Revenues	-$150	0	0	$0	-$150	0.00%	
Income Total	**-$2,150**	**0**	**0**	**$0**	**-$2,150**	**0.00%**	
Expenditure							
Contracts	$100,500	0	0	$0	$100,500	0.00%	
Employee Costs	$104,483	0	0	$0	$104,483	0.00%	
Materials	$50,500	533	0	$533	$50,500	1.06%	
Other Expenses	$16,100	65	0	$65	$16,100	0.41%	
Expenditure Total	**$271,583**	**598**	**0**	**$598**	**$271,583**	**0.22%**	
Community Dev - General Total	**$269,433**	**598**	**0**	**$598**	**$269,433**	**0.22%**	
Community Dev - Shows and Festivals							
Expenditure							
Materials	$0	500	0	$500	$0	0.00%	
Expenditure Total	**$0**	**500**	**0**	**$500**	**$0**	**0.00%**	
Community Dev - Shows and Festiv	**$0**	**500**	**0**	**$500**	**$0**	**0.00%**	
01307 - Community Development Tot	**$283,733**	**1,098**	**5,964**	**$7,062**	**$283,733**	**0.39%**	
01310 - Tourism & Promotion							
Tourism and Promotion							
Income							
Fees	-$1,000	-268	0	-$268	-$1,000	26.82%	
Other Revenues	-$2,000	-227	0	-$227	-$2,000	11.36%	
Income Total	**-$3,000**	**-495**	**0**	**-$495**	**-$3,000**	**16.51%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$21,000	0	6,600	$6,600	$21,000	0.00%	
Employee Costs	$102,469	19,848	0	$19,848	$102,469	19.37%	
Internal	$800	0	0	$0	$800	0.00%	
Materials	$65,300	50,141	1,085	$51,226	$65,300	76.79%	
Other Expenses	$40,300	990	0	$990	$40,300	2.46%	
Expenditure Total	**$229,869**	**70,979**	**7,685**	**$78,664**	**$229,869**	**30.88%**	
Tourism and Promotion Total	**$226,869**	**70,484**	**7,685**	**$78,169**	**$226,869**	**31.07%**	
01310 - Tourism & Promotion Total	**$226,869**	**70,484**	**7,685**	**$78,169**	**$226,869**	**31.07%**	Timing due to delivery of Sandstone Wonders
01320 - Arts & Culture							
Biloela Regional Art Gallery							
Income							
Fees	-$1,000	-472	0	-$472	-$1,000	47.18%	
Other Revenues	-$1,700	-9	0	-$9	-$1,700	0.53%	
Income Total	**-$2,700**	**-481**	**0**	**-$481**	**-$2,700**	**17.81%**	
Expenditure							
Contracts	$52,000	0	700	$700	$52,000	0.00%	
Employee Costs	$120,923	19,000	0	$19,000	$120,923	15.71%	
Materials	$34,762	1,223	275	$1,498	$34,762	3.52%	
Other Expenses	$4,500	2,485	0	$2,485	$4,500	55.23%	
Expenditure Total	**$212,185**	**22,709**	**975**	**$23,684**	**$212,185**	**10.70%**	
Biloela Regional Art Gallery Total	**$209,485**	**22,228**	**975**	**$23,203**	**$209,485**	**10.61%**	
Brigalow Arts Festival							
Income							
Contributions	-$5,000	0	0	$0	-$5,000	0.00%	
Other Revenues	-$16,000	-5,904	0	-$5,946	-$16,000	37.16%	
Income Total	**-$21,000**	**-5,904**	**0**	**-$5,946**	**-$21,000**	**28.31%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$3,000	0	4,382	$4,382	$3,000	0.00%	
Employee Costs	$2,000	0	391	$391	$2,000	0.00%	
Materials	$13,300	182	4,864	$5,046	$13,300	1.37%	
Expenditure Total	**$18,300**	**182**	**9,637**	**$9,818**	**$18,300**	**0.99%**	
Brigalow Arts Festival Total	**-$2,700**	**-5,722**	**9,637**	**$3,873**	**-$2,700**	**213.47%**	Timing with Income including grants
RADF Grants							
Income							
Contributions	$0	-31,500	0	-$31,500	$0	0.00%	
Grants - State Recurrant	-$31,500	0	0	$0	-$31,500	0.00%	
Income Total	**-$31,500**	**-31,500**	**0**	**-$31,500**	**-$31,500**	**100.00%**	
Expenditure							
Contracts	$0	0	2,485	$2,485	$0	0.00%	
Other Expenses	$0	1,000	0	$1,000	$0	0.00%	
Expenditure Total	**$0**	**1,000**	**2,485**	**$3,485**	**$0**	**0.00%**	
RADF Grants Total	**-$31,500**	**-30,500**	**2,485**	**-$28,015**	**-$31,500**	**96.83%**	
01320 - Arts & Culture Total	**$175,285**	**-13,995**	**13,097**	**-$939**	**$175,285**	**-8.01%**	
01330 - Library Services							
Library Services							
Income							
Fees	-$22,000	-3,580	0	-$3,580	-$22,000	16.27%	
Grants - State Recurrant	-$112,437	0	0	$0	-$112,437	0.00%	
Income Total	**-$134,437**	**-3,580**	**0**	**-$3,580**	**-$134,437**	**2.66%**	

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$16,000	0	1,174	$1,174	$16,000	0.00%	
Employee Costs	$1,023,090	174,606	0	$174,606	$1,023,090	17.07%	
Internal	$113,100	0	0	$0	$113,100	0.00%	
Materials	$168,667	14,806	41,569	$56,430	$168,667	8.81%	
Other Expenses	$214,000	42,282	14,297	$56,579	$214,000	19.76%	
Expenditure Total	**$1,534,857**	**231,693**	**57,040**	**$288,788**	**$1,534,857**	**15.10%**	
Library Services Total	**$1,400,420**	**228,113**	**57,040**	**$285,208**	**$1,400,420**	**16.29%**	
01330 - Library Services Total	**$1,400,420**	**228,113**	**57,040**	**$285,208**	**$1,400,420**	**16.29%**	
01340 - Community Resource Centre							
CRC - General							
Income							
Fees	-$41,000	-16,396	0	-$16,396	-$41,000	39.99%	
User Charges	$0	-3	0	-$3	$0	0.00%	
Income Total	**-$41,000**	**-16,399**	**0**	**-$16,399**	**-$41,000**	**40.00%**	
Expenditure							
Contracts	$11,000	1,050	13,650	$14,700	$11,000	9.55%	
Employee Costs	$268,054	35,378	0	$35,378	$268,054	13.20%	
Internal	$35,000	0	0	$0	$35,000	0.00%	
Materials	$26,500	2,469	3,157	$5,626	$26,500	9.32%	
Other Expenses	$29,000	9,851	0	$9,851	$29,000	33.97%	
Expenditure Total	**$369,554**	**48,748**	**16,807**	**$65,556**	**$369,554**	**13.19%**	
CRC - General Total	**$328,554**	**32,349**	**16,807**	**$49,157**	**$328,554**	**9.85%**	
CRC- NDIS							
Income							
Fees	-$19,500	-1,358	0	-$1,358	-$19,500	6.96%	
Income Total	**-$19,500**	**-1,358**	**0**	**-$1,358**	**-$19,500**	**6.96%**	

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Service Level Budget Vs Actual Report - 31 August 2025							
Expenditure							
Contracts	$18,000	1,564	25,971	$27,535	$18,000	8.69%	
Expenditure Total	**$18,000**	**1,564**	**25,971**	**$27,535**	**$18,000**	**8.69%**	
CRC- NDIS Total	**-$1,500**	**206**	**25,971**	**$26,177**	**-$1,500**	**-13.75%**	
CRC- SDSS							
Income							
Grants - State Recurrant	-$701,000	0	0	$0	-$701,000	0.00%	
Income Total	**-$701,000**	**0**	**0**	**$0**	**-$701,000**	**0.00%**	
Expenditure							
Contracts	$496,000	28,808	219,264	$248,072	$496,000	5.81%	
Employee Costs	$1,000	43,510	0	$43,510	$1,000	4,351.01%	
Internal	$4,000	340	0	$340	$4,000	8.50%	
Materials	$200,000	0	0	$0	$200,000	0.00%	
Expenditure Total	**$701,000**	**72,658**	**219,264**	**$291,922**	**$701,000**	**10.36%**	
CRC- SDSS Total	**$0**	**72,658**	**219,264**	**$291,922**	**$0**		Timing with SDSS grants
Depreciation Amortisation & Impairment							
Expenditure							
Depreciation Amortisation & Impa	$72,282	12,046	0	$0	$72,282	0.00%	
Expenditure Total	**$72,282**	**12,046**	**0**	**$0**	**$72,282**	**0.00%**	
Depreciation Total	**$72,282**	**12,046**	**0**	**$0**	**$72,282**	**0.00%**	
01340 - Community Resource Centre	**$399,336**	**117,259**	**262,042**	**$367,255**	**$399,336**	**26.35%**	Timing with SDSS grants
01350 - Home Care Services							
Home Care Services							
Income							
Contributions	-$835,000	-86,963	0	-$86,963	-$835,000	10.41%	
Grants - Federal Recurrant	-$36,000	0	0	$0	-$36,000	0.00%	
User Charges	-$1,200	-286	0	-$286	-$1,200	23.85%	
Income Total	**-$872,200**	**-87,249**	**0**	**-$87,249**	**-$872,200**	**10.00%**	

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$371,809	22,761	955	$23,716	$371,809	6.12%	
Employee Costs	$219,086	92,476	0	$92,476	$219,086	42.21%	
Internal	$67,000	0	0	$0	$67,000	0.00%	
Materials	$14,000	5,113	72	$5,184	$14,000	36.52%	
Other Expenses	$36,500	1,979	0	$1,979	$36,500	5.42%	
Expenditure Total	**$708,395**	**122,329**	**1,027**	**$123,356**	**$708,395**	**17.27%**	
Home Care Services Total	**-$163,805**	**35,080**	**1,027**	**$36,106**	**-$163,805**	**-21.42%**	
01350 - Home Care Services Total	**-$163,805**	**35,080**	**1,027**	**$36,106**	**-$163,805**	**-21.42%**	Timing with Income
01400 - Council Services Directorate - General							
Council Services Directorate - General							
Expenditure							
Contracts	$0	0	4,900	$4,900	$0	0.00%	
Employee Costs	$799,071	143,027	10,997	$154,024	$799,071	17.90%	
Internal	$24,000	242	0	$242	$24,000	1.01%	
Materials	$12,000	2,204	0	$2,204	$12,000	18.37%	
Other Expenses	$0	29	0	$29	$0	0.00%	
Expenditure Total	**$835,071**	**145,502**	**15,897**	**$161,399**	**$835,071**	**17.42%**	
Council Services Directorate - Gene	**$835,071**	**145,502**	**15,897**	**$161,399**	**$835,071**	**17.42%**	
01400 - Council Services Directorate	**$835,071**	**145,502**	**15,897**	**$161,399**	**$835,071**	**17.42%**	
01405 - Plumbing & Building Services							
Service Fee							
Income							
Fees	$0	-11,011	0	-$11,011	$0	0.00%	
Income Total	**$0**	**-11,011**	**0**	**-$11,011**	**$0**	**0.00%**	
No WO Classification 1 Total	**$0**	**-11,011**	**0**	**-$11,011**	**$0**	**0.00%**	
Plumbing and Building Services							
Income							
Fees	-$249,500	-28,980	0	-$28,980	-$249,500	11.62%	
Income Total	**-$249,500**	**-28,980**	**0**	**-$28,980**	**-$249,500**	**11.62%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$11,000	0	7,786	$7,786	$11,000	0.00%	
Employee Costs	$258,579	42,599	0	$42,599	$258,579	16.47%	
Internal	$22,000	0	0	$0	$22,000	0.00%	
Materials	$6,400	0	91	$91	$6,400	0.00%	
Other Expenses	$5,565	1,586	0	$1,586	$5,565	28.51%	
Expenditure Total	**$303,544**	**44,186**	**7,877**	**$52,063**	**$303,544**	**14.56%**	
Plumbing and Building Services Tota	**$54,044**	**15,206**	**7,877**	**$23,083**	**$54,044**	**28.14%**	
01405 - Plumbing & Building Services	**$54,044**	**4,195**	**7,877**	**$12,072**	**$54,044**	**7.76%**	
01410 - Planning Services							
No WO Classification 1							
Income							
Fees	$0	-1,304	0	-$1,304	$0	0.00%	
Income Total	**$0**	**-1,304**	**0**	**-$1,304**	**$0**	**0.00%**	
No WO Classification 1 Total	**$0**	**-1,304**	**0**	**-$1,304**	**$0**	**0.00%**	
Planning Services							
Income							
Contributions		0	0	$0	-$42,000	0.00%	
Fees	-$175,000	-13,025	0	-$13,025	-$175,000	7.44%	
Income Total	**-$175,000**	**-13,025**	**0**	**-$13,025**	**-$217,000**	**6.00%**	
Expenditure							
Contracts	$120,000	13,695	34,449	$48,144	$120,000	11.41%	
Employee Costs	$292,147	33,501	0	$33,501	$292,147	11.47%	
Materials	$1,350	1,566	0	$1,566	$1,350	116.03%	
Other Expenses	$600	0	0	$0	$600	0.00%	
Expenditure Total	**$414,097**	**48,762**	**34,449**	**$83,212**	**$414,097**	**11.78%**	
Planning Services Total	**$239,097**	**35,737**	**34,449**	**$70,186**	**$197,097**	**18.13%**	
01410 - Planning Services Total	**$239,097**	**34,433**	**34,449**	**$68,882**	**$197,097**	**17.47%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01415 - Environmental Health							
Environmental Health							
Income							
Fees	-$90,000	-4,764	0	-$4,764	-$90,000	5.29%	
Grants - State Recurrant	-$40,200	0	0	$0	-$40,200	0.00%	
Other Revenues	-$11,000	-1,892	0	-$1,892	-$11,000	17.20%	
Income Total	**-$141,200**	**-6,656**	**0**	**-$6,656**	**-$141,200**	**4.71%**	
Expenditure							
Contracts	$19,000	0	74	$74	$19,000	0.00%	
Employee Costs	$288,347	52,341	0	$52,341	$288,347	18.15%	
Internal	$60,000	0	0	$0	$60,000	0.00%	
Materials	$9,669	2,867	1,032	$3,899	$9,669	29.66%	
Other Expenses	$3,630	783	896	$1,679	$3,630	21.58%	
Expenditure Total	**$380,646**	**55,991**	**2,002**	**$57,993**	**$380,646**	**14.71%**	
Environmental Health Total	**$239,446**	**49,335**	**2,002**	**$51,337**	**$239,446**	**20.60%**	
No WO Classification 1							
Income							
Fees	$0	-61,677	0	-$61,677	$0	0.00%	
Income Total	**$0**	**-61,677**	**0**	**-$61,677**	**$0**	**0.00%**	
No WO Classification 1 Total	**$0**	**-61,677**	**0**	**-$61,677**	**$0**	**0.00%**	
01415 - Environmental Health Total	**$239,446**	**-12,342**	**2,002**	**-$10,340**	**$239,446**	**-5.15%**	
01420 - Environmental Sustainability							
Environmental Sustainability							
Income							
Other Revenues	-$17,500	-3,969	0	-$3,969	-$17,500	22.68%	
Income Total	**-$17,500**	**-3,969**	**0**	**-$3,969**	**-$17,500**	**22.68%**	

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$0	0	400	$400	$0	0.00%	
Employee Costs	$355,877	65,793	0	$65,793	$355,877	18.49%	
Internal	$30,000	0	0	$0	$30,000	0.00%	
Materials	$7,050	1,899	0	$1,899	$7,050	26.94%	
Expenditure Total	**$392,927**	**67,692**	**400**	**$68,092**	**$392,927**	**17.23%**	
Environmental Sustainability Total	**$375,427**	**63,723**	**400**	**$64,123**	**$375,427**	**16.97%**	
01420 - Environmental Sustainability	**$375,427**	**63,723**	**400**	**$64,123**	**$375,427**	**16.97%**	
01425 - Land Protection							
Land Protection							
Income							
Fees	-$110,000	-4,858	0	-$4,858	-$110,000	4.42%	
Income Total	**-$110,000**	**-4,858**	**0**	**-$4,858**	**-$110,000**	**4.42%**	
Expenditure							
Contracts	$29,600	2,073	0	$2,073	$29,600	7.00%	
Employee Costs	$927,130	140,860	0	$140,860	$927,130	15.19%	
Internal	$101,441	9,461	0	$9,461	$101,441	9.33%	
Materials	$162,255	18,232	348	$18,580	$162,255	11.24%	
Other Expenses	$6,816	414	0	$414	$6,816	6.08%	
Expenditure Total	**$1,227,242**	**171,040**	**348**	**$171,388**	**$1,227,242**	**13.94%**	
Land Protection Total	**$1,117,242**	**166,183**	**348**	**$166,531**	**$1,117,242**	**14.87%**	
01425 - Land Protection Total	**$1,117,242**	**166,183**	**348**	**$166,531**	**$1,117,242**	**14.87%**	
01430 - Stock Routes							
Stock Routes							
Income							
Fees	-$160	0	0	$0	-$160	0.00%	
User Charges	-$279	0	0	$0	-$279	0.00%	
Income Total	**-$439**	**0**	**0**	**$0**	**-$439**	**0.00%**	

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$65,100	0	0	$0	$65,100	0.00%	
Internal	$600	0	0	$0	$600	0.00%	
Materials	$1,577	0	0	$0	$1,577	0.00%	
Other Expenses	$450	0	0	$0	$450	0.00%	
Expenditure Total	**$67,727**	**0**	**0**	**$0**	**$67,727**	**0.00%**	
Stock Routes Total	**$67,288**	**0**	**0**	**$0**	**$67,288**	**0.00%**	
01430 - Stock Routes Total	**$67,288**	**0**	**0**	**$0**	**$67,288**	**0.00%**	
01440 - Dip Yards							
Taroom Dip Yards							
Income							
Fees	-$30,000	-4,445	0	-$4,445	-$30,000	14.82%	
User Charges	-$80,000	-12,825	0	-$12,825	-$80,000	16.03%	
Income Total	**-$110,000**	**-17,270**	**0**	**-$17,270**	**-$110,000**	**15.70%**	
Expenditure							
Contracts	$6,200	0	0	$0	$6,200	0.00%	
Employee Costs	$1,686	2,105	0	$2,105	$1,686	124.85%	
Internal	$4,599	1,987	0	$1,987	$4,599	43.19%	
Materials	$19,000	1,991	4,133	$6,125	$19,000	10.48%	
Other Expenses	$40,649	2,355	0	$2,355	$40,649	5.79%	
Expenditure Total	**$72,134**	**8,438**	**4,133**	**$12,572**	**$72,134**	**11.70%**	
Taroom Dip Yards Total	**-$37,866**	**-8,832**	**4,133**	**-$4,698**	**-$37,866**	**23.32%**	
01440 - Dip Yards Total	**-$37,866**	**-8,832**	**4,133**	**-$4,698**	**-$37,866**	**23.32%**	Timing
01445 - Washdown Facilities							
Depreciation Amortisation & Impairment							
Expenditure							
Depreciation Amortisation & Impa	$73,324	12,220	0	$0	$73,324	0.00%	
Expenditure Total	**$73,324**	**12,220**	**0**	**$0**	**$73,324**	**0.00%**	
Depreciation Total	**$73,324**	**12,220**	**0**	**$0**	**$73,324**	**0.00%**	

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Washdown Facilities							
Income							
User Charges	-$68,100	-16,460	0	-$16,460	-$68,100	24.17%	
Income Total	**-$68,100**	**-16,460**	**0**	**-$16,460**	**-$68,100**	**24.17%**	
Expenditure							
Contracts	$48,179	4,136	15,922	$20,058	$48,179	8.59%	
Employee Costs	$0	1,460	0	$1,460	$0	0.00%	
Internal	$2,500	1,480	0	$1,480	$2,500	59.18%	
Materials	$25,957	5,176	786	$5,962	$25,957	19.94%	
Other Expenses	$32,331	10,024	0	$10,024	$32,331	31.00%	
Expenditure Total	**$108,967**	**22,276**	**16,708**	**$38,984**	**$108,967**	**20.44%**	
Washdown Facilities Total	**$40,867**	**5,816**	**16,708**	**$22,523**	**$40,867**	**14.23%**	
01445 - Washdown Facilities Total	**$114,191**	**18,036**	**16,708**	**$22,523**	**$114,191**	**5.09%**	
01450 - Animal Control							
Animal Control							
Income							
Fees	-$74,280	-31,782	0	-$32,380	-$74,280	43.59%	
Other Revenues	-$19,000	-2,660	0	-$2,660	-$19,000	14.00%	
Income Total	**-$93,280**	**-34,443**	**0**	**-$35,041**	**-$93,280**	**37.57%**	
Expenditure							
Contracts	$19,000	6,717	14,415	$21,132	$19,000	35.35%	
Employee Costs	$412,475	74,378	0	$74,378	$412,475	18.03%	
Internal	$43,000	0	0	$0	$43,000	0.00%	
Materials	$37,924	435	1,134	$1,570	$37,924	1.15%	
Other Expenses	$23,700	3,525	0	$3,525	$23,700	14.87%	
Expenditure Total	**$536,099**	**85,056**	**15,549**	**$100,604**	**$536,099**	**15.87%**	
Animal Control Total	**$442,819**	**50,613**	**15,549**	**$65,564**	**$442,819**	**11.29%**	
01450 - Animal Control Total	**$442,819**	**50,613**	**15,549**	**$65,564**	**$442,819**	**11.29%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01455 - Local Laws							
Local Laws							
Income							
Other Revenues	-$7,200	0	0	$0	-$7,200	0.00%	
Income Total	**-$7,200**	**0**	**0**	**$0**	**-$7,200**	**0.00%**	
Expenditure							
Contracts	$6,000	-166	795	$629	$6,000	-2.77%	
Employee Costs	$250	0	0	$0	$250	0.00%	
Materials	$1,500	1,173	50	$1,223	$1,500	78.20%	
Other Expenses	$0	240	1,336	$1,576	$0	0.00%	
Expenditure Total	**$7,750**	**1,247**	**2,181**	**$3,428**	**$7,750**	**16.09%**	
Local Laws Total	**$550**	**1,247**	**2,181**	**$3,428**	**$550**	**226.69%**	
01455 - Local Laws Total	**$550**	**1,247**	**2,181**	**$3,428**	**$550**	**226.69%**	Timing with Income
01465 - Cemeteries							
Cemeteries							
Income							
Fees	-$85,100	-22,291	0	-$22,291	-$85,100	26.19%	
Income Total	**-$85,100**	**-22,291**	**0**	**-$22,291**	**-$85,100**	**26.19%**	
Expenditure							
Contracts	$75,000	4,350	7,222	$11,573	$75,000	5.80%	
Employee Costs	$0	2,432	0	$2,432	$0	0.00%	
Internal	$6,000	1,326	0	$1,326	$6,000	22.09%	
Materials	$6,500	1,769	2,431	$4,201	$6,500	27.22%	
Other Expenses	$18,250	3,415	0	$3,415	$18,250	18.71%	
Expenditure Total	**$105,750**	**13,292**	**9,654**	**$22,946**	**$105,750**	**12.57%**	
Cemeteries Total	**$20,650**	**-8,999**	**9,654**	**$655**	**$20,650**	**-43.58%**	
01465 - Cemeteries Total	**$20,650**	**-8,999**	**9,654**	**$655**	**$20,650**	**-43.58%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01470 - Swimming Pools							
Depreciation Amortisation & Impairment							
Expenditure							
Depreciation Amortisation & Impa	$468,189	78,032	0	$0	$468,189	0.00%	
Expenditure Total	**$468,189**	**78,032**	**0**	**$0**	**$468,189**	**0.00%**	
Depreciation Total	**$468,189**	**78,032**	**0**	**$0**	**$468,189**	**0.00%**	
Swimming Pool - Biloela							
Expenditure							
Contracts	$476,000	10,452	105,600	$116,051	$476,000	2.20%	
Employee Costs	$0	1,301	0	$1,301	$0	0.00%	
Internal	$4,500	939	0	$939	$4,500	20.86%	
Materials	$173,700	0	97,720	$97,720	$173,700	0.00%	
Other Expenses	$194,100	23,246	0	$23,246	$194,100	11.98%	
Expenditure Total	**$848,300**	**35,938**	**203,319**	**$239,257**	**$848,300**	**4.24%**	
Swimming Pool - Biloela Total	**$848,300**	**35,938**	**203,319**	**$239,257**	**$848,300**	**4.24%**	
Swimming Pool - Moura							
Expenditure							
Contracts	$245,000	52,883	117,588	$170,471	$245,000	21.58%	
Employee Costs	$0	1,478	0	$1,478	$0	0.00%	
Internal	$5,000	234	0	$234	$5,000	4.68%	
Materials	$147,000	229	50,254	$50,483	$147,000	0.16%	
Other Expenses	$60,200	20,974	0	$20,974	$60,200	34.84%	
Expenditure Total	**$457,200**	**75,798**	**167,842**	**$243,640**	**$457,200**	**16.58%**	
Swimming Pool - Moura Total	**$457,200**	**75,798**	**167,842**	**$243,640**	**$457,200**	**16.58%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Swimming Pool - Taroom							
Expenditure							
Contracts	$131,000	5,103	59,100	$64,203	$131,000	3.90%	
Materials	$35,000	26,818	9,432	$36,250	$35,000	76.62%	
Other Expenses	$34,700	12,677	0	$12,677	$34,700	36.53%	
Expenditure Total	**$200,700**	**44,598**	**68,531**	**$113,129**	**$200,700**	**22.22%**	
Swimming Pool - Taroom Total	**$200,700**	**44,598**	**68,531**	**$113,129**	**$200,700**	**22.22%**	
01470 - Swimming Pools Total	**$1,974,389**	**234,366**	**439,693**	**$596,027**	**$1,974,389**	**7.92%**	
01475 - Properties - Land and Leased							
Biloela Civic Centre							
Income							
Fees	-$20,000	-1,772	0	-$1,772	-$20,000	8.86%	
User Charges	-$2,890	0	0	$0	-$2,890	0.00%	
Income Total	**-$22,890**	**-1,772**	**0**	**-$1,772**	**-$22,890**	**7.74%**	
Expenditure							
Contracts	$180,000	35,189	171,455	$206,645	$180,000	19.55%	
Employee Costs	$0	7,254	0	$7,254	$0	0.00%	
Internal	$0	2,945	0	$2,945	$0	0.00%	
Materials	$165,200	6,651	851	$7,502	$165,200	4.03%	
Other Expenses	$97,600	26,747	3,937	$30,684	$97,600	27.41%	
Expenditure Total	**$442,800**	**78,786**	**176,243**	**$255,030**	**$442,800**	**17.79%**	
Biloela Civic Centre Total	**$419,910**	**77,014**	**176,243**	**$253,257**	**$419,910**	**18.34%**	
Kianga Memorial Hall							
Expenditure							
Contracts	$20,000	1,118	246	$1,364	$20,000	5.59%	
Materials	$3,600	0	0	$0	$3,600	0.00%	
Other Expenses	$27,600	10,000	0	$10,000	$27,600	36.23%	
Expenditure Total	**$51,200**	**11,118**	**246**	**$11,364**	**$51,200**	**21.71%**	
Kianga Memorial Hall Total	**$51,200**	**11,118**	**246**	**$11,364**	**$51,200**	**21.71%**	Timing with expenses

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Lake Callide Retreat							
Income							
Fees	-$30,000	-5,861	0	-$5,861	-$30,000	19.54%	
Income Total	**-$30,000**	**-5,861**	**0**	**-$5,861**	**-$30,000**	**19.54%**	
Expenditure							
Contracts	$20,000	311	16,478	$16,789	$20,000	1.56%	
Materials	$50,000	1,978	0	$1,978	$50,000	3.96%	
Other Expenses	$42,000	6,804	4,545	$11,349	$42,000	16.20%	
Expenditure Total	**$112,000**	**9,093**	**21,023**	**$30,116**	**$112,000**	**8.12%**	
Lake Callide Retreat Total	**$82,000**	**3,232**	**21,023**	**$24,255**	**$82,000**	**3.94%**	
Land and Lease - Administration							
Income							
Fees	-$52,500	-182	0	-$182	-$52,500	0.35%	
Income Total	**-$52,500**	**-182**	**0**	**-$182**	**-$52,500**	**0.35%**	
Expenditure							
Contracts	$169,000	2,365	12,790	$15,154	$169,000	1.40%	
Employee Costs	$222,028	22,677	0	$22,677	$222,028	10.21%	
Internal	$11,400	0	0	$0	$11,400	0.00%	
Materials	$2,000	291	359	$650	$2,000	14.55%	
Other Expenses	$37,550	6,148	20,939	$27,087	$37,550	16.37%	
Expenditure Total	**$441,978**	**31,480**	**34,088**	**$65,569**	**$441,978**	**7.12%**	
Land and Lease - Administration Tot	**$389,478**	**31,299**	**34,088**	**$65,387**	**$389,478**	**8.04%**	
Land and Lease- Other community							
Income							
Fees	-$86,440	-35,838	0	-$35,838	-$86,440	41.46%	
Income Total	**-$86,440**	**-35,838**	**0**	**-$35,838**	**-$86,440**	**41.46%**	

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$53,000	13,756	83,798	$97,554	$53,000	25.96%	
Internal	$300	0	0	$0	$300	0.00%	
Materials	$500	0	0	$0	$500	0.00%	
Other Expenses	$71,400	9,138	7,800	$16,938	$71,400	12.80%	
Expenditure Total	**$125,200**	**22,894**	**91,598**	**$114,492**	**$125,200**	**18.29%**	
Land and Lease- Other community T	**$38,760**	**-12,944**	**91,598**	**$78,654**	**$38,760**	**-33.40%**	
Land and Lease- Sports and Rec							
Income							
Fees	-$18,360	-3,135	0	-$3,135	-$18,360	17.08%	
Other Revenues	-$16,000	-4,303	0	-$4,303	-$16,000	26.90%	
User Charges	-$5,000	0	0	$0	-$5,000	0.00%	
Income Total	**-$39,360**	**-7,439**	**0**	**-$7,439**	**-$39,360**	**18.90%**	
Expenditure							
Contracts	$38,000	48,373	10,100	$60,788	$38,000	133.39%	
Employee Costs	$0	2,850	0	$2,850	$0	0.00%	
Internal	$25,800	421	0	$421	$25,800	1.63%	
Materials	$68,800	0	1,198	$1,198	$68,800	0.00%	
Other Expenses	$357,900	121,346	3,900	$125,246	$357,900	33.90%	
Expenditure Total	**$490,500**	**172,989**	**15,199**	**$190,503**	**$490,500**	**35.74%**	
Land and Lease- Sports and Rec Tot	**$451,140**	**165,551**	**15,199**	**$183,064**	**$451,140**	**37.21%**	Timing associated with annual payments
Other Public Halls							
Expenditure							
Contracts	$33,500	2,500	17,500	$20,000	$33,500	7.46%	
Materials	$32,500	0	0	$0	$32,500	0.00%	
Other Expenses	$46,500	12,888	0	$12,888	$46,500	27.72%	
Expenditure Total	**$112,500**	**15,388**	**17,500**	**$32,888**	**$112,500**	**13.68%**	
Other Public Halls Total	**$112,500**	**15,388**	**17,500**	**$32,888**	**$112,500**	**13.68%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Staff Accommodation and Transit							
Income							
Fees	-$383,200	-57,455	0	-$57,455	-$383,200	14.99%	
Income Total	**-$383,200**	**-57,455**	**0**	**-$57,455**	**-$383,200**	**14.99%**	
Expenditure							
Contracts	$71,200	955	15,675	$16,631	$71,200	1.34%	
Employee Costs	$5,632	3,853	0	$3,853	$5,632	68.42%	
Internal	$2,500	0	0	$0	$2,500	0.00%	
Materials	$16,100	755	0	$755	$16,100	4.69%	
Other Expenses	$97,100	29,032	1,818	$30,850	$97,100	29.90%	
Expenditure Total	**$192,532**	**34,595**	**17,493**	**$52,089**	**$192,532**	**17.97%**	
Staff Accommodation and Transit T	**-$190,668**	**-22,860**	**17,493**	**-$5,367**	**-$190,668**	**11.99%**	
Taroom Town Hall							
Income							
Fees	-$10,000	-35	0	-$35	-$10,000	0.35%	
Income Total	**-$10,000**	**-35**	**0**	**-$35**	**-$10,000**	**0.35%**	
Expenditure							
Contracts	$12,000	0	0	$0	$12,000	0.00%	
Employee Costs	$0	511	0	$511	$0	0.00%	
Materials	$100,000	0	0	$0	$100,000	0.00%	
Other Expenses	$43,800	19,512	0	$19,512	$43,800	44.55%	
Expenditure Total	**$155,800**	**20,023**	**0**	**$20,023**	**$155,800**	**12.85%**	
Taroom Town Hall Total	**$145,800**	**19,988**	**0**	**$19,988**	**$145,800**	**13.71%**	
01475 - Properties - Land and Leased	**$1,500,120**	**287,784**	**373,391**	**$663,490**	**$1,500,120**	**19.34%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01480 - Properties - Construction & Maintenance							
Depreciation Amortisation & Impairment							
Expenditure							
Depreciation Amortisation & Impa	$3,766,910	627,816	0	$0	$3,766,910	0.00%	
Expenditure Total	**$3,766,910**	**627,816**	**0**	**$0**	**$3,766,910**	**0.00%**	
Depreciation Total	**$3,766,910**	**627,816**	**0**	**$0**	**$3,766,910**	**0.00%**	
Property - Maintenance							
Expenditure							
Contracts	$853,700	192,656	242,101	$434,758	$853,700	22.57%	
Employee Costs	$404,863	75,041	0	$75,041	$404,863	18.53%	
Internal	$59,400	2,876	0	$2,876	$59,400	4.84%	
Materials	$121,900	17,586	16,750	$34,336	$121,900	14.43%	
Other Expenses	$0	273	0	$273	$0	0.00%	
Expenditure Total	**$1,439,863**	**288,432**	**258,852**	**$547,284**	**$1,439,863**	**20.03%**	
Property - Maintenance Total	**$1,439,863**	**288,432**	**258,852**	**$547,284**	**$1,439,863**	**20.03%**	
01480 - Properties - Construction & M	**$5,206,773**	**916,248**	**258,852**	**$547,284**	**$5,206,773**	**5.54%**	
01485 - Native Title & Cultural Heritage							
Native Title and Cultural Heritage							
Expenditure							
Contracts	$140,000	12,986	99,438	$112,424	$140,000	9.28%	
Expenditure Total	**$140,000**	**12,986**	**99,438**	**$112,424**	**$140,000**	**9.28%**	
Native Title and Cultural Heritage To	**$140,000**	**12,986**	**99,438**	**$112,424**	**$140,000**	**9.28%**	
01485 - Native Title & Cultural Herita	**$140,000**	**12,986**	**99,438**	**$112,424**	**$140,000**	**9.28%**	
01490 - Economic Development							
Economic Development							
Income							
Contributions	-$12,000	0	0	$0	-$12,000	0.00%	
Income Total	**-$12,000**	**0**	**0**	**$0**	**-$12,000**	**0.00%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$84,000	20,996	31,967	$52,964	$84,000	25.00%	
Employee Costs	$167,503	29,233	0	$29,233	$167,503	17.45%	
Materials	$125,000	2,370	1,570	$3,940	$125,000	1.90%	
Expenditure Total	**$376,503**	**52,599**	**33,538**	**$86,137**	**$376,503**	**13.97%**	
Economic Development Total	**$364,503**	**52,599**	**33,538**	**$86,137**	**$364,503**	**14.43%**	
01490 - Economic Development Total	**$364,503**	**52,599**	**33,538**	**$86,137**	**$364,503**	**14.43%**	
01500 - Kerbside Waste Services							
Kerbside Waste Services							
Income							
User Charges	$0	-1,240	0	-$1,240	$0	0.00%	
Income Total	**$0**	**-1,240**	**0**	**-$1,240**	**$0**	**0.00%**	
Expenditure							
Contracts	$852,800	69,462	83,561	$153,022	$852,800	8.15%	
Employee Costs	$0	1,766	0	$1,766	$0	0.00%	
Internal	$279	7	0	$7	$279	2.60%	
Materials	$4,557	2,085	3,953	$6,038	$4,557	45.76%	
Other Expenses	$1,488	207	0	$207	$1,488	13.93%	
Expenditure Total	**$859,124**	**73,527**	**87,514**	**$161,041**	**$859,124**	**8.56%**	
Kerbside Waste Services Total	**$859,124**	**72,287**	**87,514**	**$159,801**	**$859,124**	**8.41%**	
Rates and Annual Charges							
Income							
Annual Charges	-$2,350,000	-1,169,146	0	-$1,169,146	-$2,350,000	49.75%	
Investment Income	-$8,000	-1,055	0	-$1,055	-$8,000	13.19%	
User Charges	-$784,150	-487,833	0	-$487,833	-$784,150	62.21%	
Income Total	**-$3,142,150**	**-1,658,034**	**0**	**-$1,658,034**	**-$3,142,150**	**52.77%**	
Rates and Annual Charges	**-$3,142,150**	**-1,658,034**	**0**	**-$1,658,034**	**-$3,142,150**	**52.77%**	
01500 - Kerbside Waste Services Tota	**-$2,283,026**	**-1,585,747**	**87,514**	**-$1,498,233**	**-$2,283,026**	**69.46%**	Issue of rates

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01510 - Waste Facilities							
Depreciation Amortisation & Impairment							
Expenditure							
Depreciation Amortisation & Impa	$178,770	29,794	0	$0	$178,770	0.00%	
Expenditure Total	**$178,770**	**29,794**	**0**	**$0**	**$178,770**	**0.00%**	
Depreciation Total	**$178,770**	**29,794**	**0**	**$0**	**$178,770**	**0.00%**	
Waste Facilities - Biloela							
Income							
Fees	-$1,528,500	-138,482	0	-$138,482	-$1,528,500	9.06%	
Other Revenues	-$1,000	0	0	$0	-$1,000	0.00%	
User Charges	-$3,500	-873	0	-$873	-$3,500	24.96%	
Income Total	**-$1,533,000**	**-139,356**	**0**	**-$139,356**	**-$1,533,000**	**9.09%**	
Expenditure							
Contracts	$793,142	57,678	385,551	$443,229	$793,142	7.27%	
Employee Costs	$439,720	36,930	0	$36,930	$439,720	8.40%	
Internal	$966,700	9,904	0	$9,904	$966,700	1.02%	
Materials	$142,879	8,529	4,458	$12,987	$142,879	5.97%	
Other Expenses	$29,432	10,601	0	$10,601	$29,432	36.02%	
Expenditure Total	**$2,371,873**	**123,642**	**390,009**	**$513,651**	**$2,371,873**	**5.21%**	
Waste Facilities - Biloela Total	**$838,873**	**-15,714**	**390,009**	**$374,296**	**$838,873**	**-1.87%**	

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Service Level Budget Vs Actual Report - 31 August 2025							
Waste Facilities - General							
Income							
User Charges	-$100,000	-25,520	0	-$25,520	-$100,000	25.52%	
Income Total	**-$100,000**	**-25,520**	**0**	**-$25,520**	**-$100,000**	**25.52%**	
Expenditure							
Contracts	$103,300	988	82,177	$83,165	$103,300	0.96%	
Employee Costs	$412,378	78,340	0	$78,340	$412,378	19.00%	
Internal	$40,000	1,312	0	$1,312	$40,000	3.28%	
Materials	$31,700	4,250	945	$5,195	$31,700	13.41%	
Other Expenses	$900	14,237	0	$14,237	$900	1,581.91%	
Expenditure Total	**$588,278**	**99,127**	**83,121**	**$182,249**	**$588,278**	**16.85%**	
Waste Facilities - General Total	**$488,278**	**73,608**	**83,121**	**$156,729**	**$488,278**	**15.07%**	
Waste Facilities - Moura							
Income							
Other Revenues	-$100	0	0	$0	-$100	0.00%	
Income Total	**-$100**	**0**	**0**	**$0**	**-$100**	**0.00%**	
Expenditure							
Contracts	$406,500	52,188	26,873	$79,062	$406,500	12.84%	
Employee Costs	$16,243	2,608	0	$2,608	$16,243	16.06%	
Internal	$29,300	5,229	0	$5,229	$29,300	17.85%	
Materials	$18,200	330	0	$330	$18,200	1.81%	
Other Expenses	$6,662	1,271	0	$1,271	$6,662	19.07%	
Expenditure Total	**$476,905**	**61,625**	**26,873**	**$88,499**	**$476,905**	**12.92%**	
Waste Facilities - Moura Total	**$476,805**	**61,625**	**26,873**	**$88,499**	**$476,805**	**12.92%**	
Waste Facilities - Other							
Income							
Grants - Federal Recurrant	-$525,000	0	0	$0	-$525,000	0.00%	
Income Total	**-$525,000**	**0**	**0**	**$0**	**-$525,000**	**0.00%**	Timing with the Grant

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$298,570	22,854	18,377	$41,231	$298,570	7.65%	
Employee Costs	$49,858	17,793	0	$17,793	$49,858	35.69%	
Internal	$158,100	22,855	0	$22,855	$158,100	14.46%	
Materials	$54,830	50,832	6,700	$57,532	$54,830	92.71%	
Other Expenses	$1,419,689	5,253	195,640	$200,893	$1,419,689	0.37%	
Expenditure Total	**$1,981,047**	**119,587**	**220,717**	**$340,303**	**$1,981,047**	**6.04%**	
Waste Facilities - Other Total	**$1,456,047**	**119,587**	**220,717**	**$340,303**	**$1,456,047**	**8.21%**	
Waste Facilities - Taroom							
Income							
User Charges	-$2,000	0	0	$0	-$2,000	0.00%	
Income Total	**-$2,000**	**0**	**0**	**$0**	**-$2,000**	**0.00%**	
Expenditure							
Contracts	$27,000	5,340	1,000	$6,340	$27,000	19.78%	
Employee Costs	$184,389	30,399	0	$30,399	$184,389	16.49%	
Internal	$66,700	8,555	0	$8,555	$66,700	12.83%	
Materials	$5,950	6,380	436	$6,816	$5,950	107.22%	
Other Expenses	$13,473	3,180	0	$3,180	$13,473	23.60%	
Expenditure Total	**$297,512**	**53,853**	**1,436**	**$55,290**	**$297,512**	**18.10%**	
Waste Facilities - Taroom Total	**$295,512**	**53,853**	**1,436**	**$55,290**	**$295,512**	**18.22%**	
Waste Facilities - Theodore							
Expenditure							
Contracts	$139,000	2,777	2,439	$5,215	$139,000	2.00%	
Employee Costs	$16,243	4,087	0	$4,087	$16,243	25.16%	
Internal	$73,300	5,650	0	$5,650	$73,300	7.71%	
Materials	$8,500	5,664	0	$5,664	$8,500	66.64%	
Other Expenses	$2,832	1,449	0	$1,449	$2,832	51.17%	
Expenditure Total	**$239,875**	**19,628**	**2,439**	**$22,066**	**$239,875**	**8.18%**	
Waste Facilities - Theodore Total	**$239,875**	**19,628**	**2,439**	**$22,066**	**$239,875**	**8.18%**	
01510 - Waste Facilities Total	**$3,974,160**	**342,381**	**724,595**	**$1,037,183**	**$3,974,160**	**7.87%**	

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01600 - Water							
Charges and Depreciation							
Income							
Annual Charges	-$5,142,900	-2,653,572	0	-$2,653,572	-$5,142,900	51.60%	
Investment Income	-$27,500	-4,158	0	-$4,158	-$27,500	15.12%	
User Charges	-$2,916,600	-1,944,623	0	-$1,945,074	-$2,916,600	66.69%	
Income Total	**-$8,087,000**	**-4,602,352**	**0**	**-$4,602,803**	**-$8,087,000**	**56.92%**	
Expenditure							
Depreciation Amortisation & Impa	$4,460,858	743,474	0	$0	$4,460,858	0.00%	
Expenditure Total	**$4,460,858**	**743,474**	**0**	**$0**	**$4,460,858**	**0.00%**	
Charges and Depreciation Total	**-$3,626,142**	**-3,858,878**	**0**	**-$4,602,803**	**-$3,626,142**	**126.93%**	Rates in in August
Water							
Income							
Fees	$0	-20,034	23,191	$3,158	$0	0.00%	
Grants - State Non Recurrant	-$180,000	0	0	$0	-$180,000	0.00%	
User Charges	-$439,000	-8,776	0	-$8,776	-$439,000	2.00%	
Income Total	**-$619,000**	**-28,810**	**23,191**	**-$5,618**	**-$619,000**	**4.65%**	
Expenditure							
Contracts	$932,370	82,434	282,398	$368,427	$932,370	9.23%	
Employee Costs	$3,051,435	418,742	255	$418,997	$3,051,435	13.72%	
Internal	$469,027	47,404	0	$47,404	$469,027	10.11%	
Materials	$2,195,603	184,443	123,818	$308,261	$2,195,603	8.40%	
Other Expenses	$2,117,005	683,884	939	$684,823	$2,117,005	32.30%	
Expenditure Total	**$8,765,440**	**1,416,907**	**407,408**	**$1,827,911**	**$8,765,440**	**16.21%**	
Water Total	**$8,146,440**	**1,388,097**	**430,600**	**$1,822,293**	**$8,146,440**	**17.08%**	
01600 - Water Total	**$4,520,298**	**-2,470,781**	**430,600**	**-$2,780,511**	**$4,520,298**	**-71.04%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01700 - Sewerage							
Rates and Depreciation							
Income							
Annual Charges	-$5,493,100	-2,740,485	0	-$2,740,485	-$5,493,100	49.89%	
Investment Income	-$19,100	-1,979	0	-$1,979	-$19,100	10.36%	
User Charges	$462,300	70,750	0	$70,750	$462,300	15.30%	
Income Total	**-$5,049,900**	**-2,671,715**	**0**	**-$2,671,715**	**-$5,049,900**	**52.91%**	
Expenditure							
Depreciation Amortisation & Impa	$2,031,621	338,602	0	$0	$2,031,621	0.00%	
Expenditure Total	**$2,031,621**	**338,602**	**0**	**$0**	**$2,031,621**	**0.00%**	
Rates and Depreciation Total	**-$3,018,279**	**-2,333,113**	**0**	**-$2,671,715**	**-$3,018,279**	**88.52%**	Rates run in August
Sewerage							
Income							
Fees	-$140,000	-22,664	0	-$22,664	-$140,000	16.19%	
Other Revenues	-$10,000	-771	0	-$771	-$10,000	7.71%	
User Charges	$0	-240	0	-$240	$0	0.00%	
Income Total	**-$150,000**	**-23,675**	**0**	**-$23,675**	**-$150,000**	**15.78%**	
Expenditure							
Contracts	$516,536	67,245	564,437	$638,963	$516,536	14.43%	
Employee Costs	$1,247,380	277,388	0	$277,388	$1,247,380	22.24%	
Internal	$141,258	21,228	0	$21,228	$141,258	15.03%	
Materials	$1,240,449	62,414	64,307	$126,721	$1,240,449	5.03%	
Other Expenses	$407,040	195,785	0	$195,785	$407,040	48.10%	
Expenditure Total	**$3,552,663**	**624,059**	**628,745**	**$1,260,085**	**$3,552,663**	**17.77%**	
Sewerage Total	**$3,402,663**	**600,384**	**628,745**	**$1,236,410**	**$3,402,663**	**17.86%**	
01700 - Sewerage Total	**$384,384**	**-1,732,728**	**628,745**	**-$1,435,304**	**$384,384**	**-536.98%**	

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Service Level Budget Vs Actual Report - 31 August 2025							
01800 - Infrastructure Services - General							
Infrastructure Services - General							
Income							
Grants - Federal Recurrant	-$6,386,140	-794,295	0	-$794,295	-$6,386,140	12.44%	
Income Total	**-$6,386,140**	**-794,295**	**0**	**-$794,295**	**-$6,386,140**	**12.44%**	
Expenditure							
Contracts	$18,000	50,811	19,870	$70,681	$18,000	282.28%	
Employee Costs	$1,269,607	188,650	17,688	$206,338	$1,269,607	14.86%	
Internal	$150,000	250,186	0	$250,186	$150,000	166.79%	
Materials	$50,000	39,592	70,456	$110,048	$50,000	79.18%	
Other Expenses	$156,717	27,598	0	$27,598	$156,717	17.61%	
Expenditure Total	**$1,644,324**	**556,838**	**108,014**	**$664,852**	**$1,644,324**	**33.86%**	
Infrastructure Services - General To	**-$4,741,816**	**-237,456**	**108,014**	**-$129,442**	**-$4,741,816**	**5.01%**	
01800 - Infrastructure Services - Gen	**-$4,741,816**	**-237,456**	**108,014**	**-$129,442**	**-$4,741,816**	**5.01%**	
01805 - Depot Operations							
Depot Operations							
Expenditure							
Contracts	$654,582	112,241	430,158	$542,400	$654,582	17.15%	
Employee Costs	$1,574,826	218,590	0	$218,590	$1,574,826	13.88%	
Internal	$290,280	33,766	0	$33,766	$290,280	11.63%	
Materials	$168,600	53,098	32,177	$85,275	$168,600	31.49%	
Other Expenses	$156,560	32,975	0	$32,975	$156,560	21.06%	
Expenditure Total	**$2,844,848**	**450,670**	**462,336**	**$913,006**	**$2,844,848**	**15.84%**	
Depot Operations Total	**$2,844,848**	**450,670**	**462,336**	**$913,006**	**$2,844,848**	**15.84%**	
Internal Charges							
Income							
Internal	-$670,000	-14,645	0	-$14,645	-$670,000	2.19%	
Income Total	**-$670,000**	**-14,645**	**0**	**-$14,645**	**-$670,000**	**2.19%**	
Internal Charges Total	**-$670,000**	**-14,645**	**0**	**-$14,645**	**-$670,000**	**2.19%**	
01805 - Depot Operations Total	**$2,174,848**	**436,025**	**462,336**	**$898,360**	**$2,174,848**	**20.05%**	Timing with the income

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01810 - Roads Maintenance Performance Contract							
Roads Maintenance Performance Contract							
Income							
Fees	-$5,100,000	-511,003	0	-$511,003	-$5,100,000	10.02%	
Income Total	**-$5,100,000**	**-511,003**	**0**	**-$511,003**	**-$5,100,000**	**10.02%**	
Expenditure							
Contracts	$689,721	15,688	194,432	$210,120	$689,721	2.27%	
Employee Costs	$1,756,279	177,112	0	$177,112	$1,756,279	10.08%	
Internal	$750,000	62,076	0	$62,076	$750,000	8.28%	
Materials	$1,362,000	59,298	928,384	$987,683	$1,362,000	4.35%	
Other Expenses	$0	109	0	$109	$0	0.00%	
Expenditure Total	**$4,558,000**	**314,282**	**1,122,816**	**$1,437,098**	**$4,558,000**	**6.90%**	
Roads Maintenance Performance C	**-$542,000**	**-196,721**	**1,122,816**	**$926,095**	**-$542,000**	**36.30%**	
01810 - Roads Maintenance Performa	**-$542,000**	**-196,721**	**1,122,816**	**$926,095**	**-$542,000**	**36.30%**	Timing with the income
01815 - Other Main Roads Contract							
Other Main Roads Contract							
Income							
Fees	-$2,200,000	0	0	$0	-$2,200,000	0.00%	
Income Total	**-$2,200,000**	**0**	**0**	**$0**	**-$2,200,000**	**0.00%**	
Expenditure							
Contracts	$500,000	1,835	275	$2,110	$500,000	0.37%	
Employee Costs	$0	3,244	0	$3,244	$0	0.00%	
Internal	$500,000	1,748	0	$1,748	$500,000	0.35%	
Materials	$1,000,000	4,257	0	$4,257	$1,000,000	0.43%	
Expenditure Total	**$2,000,000**	**11,084**	**275**	**$11,359**	**$2,000,000**	**0.55%**	
Other Main Roads Contract Total	**-$200,000**	**11,084**	**275**	**$11,359**	**-$200,000**	**-5.54%**	
01815 - Other Main Roads Contract To	**-$200,000**	**11,084**	**275**	**$11,359**	**-$200,000**	**-5.54%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01820 - Private Works							
Private Works							
Income							
Fees	-$70,000	0	0	$0	-$70,000	0.00%	
Income Total	**-$70,000**	**0**	**0**	**$0**	**-$70,000**	**0.00%**	
Expenditure							
Contracts	$20,000	0	0	$0	$20,000	0.00%	
Internal	$20,000	0	0	$0	$20,000	0.00%	
Materials	$20,000	0	0	$0	$20,000	0.00%	
Expenditure Total	**$60,000**	**0**	**0**	**$0**	**$60,000**	**0.00%**	
Private Works Total	**-$10,000**	**0**	**0**	**$0**	**-$10,000**	**0.00%**	
01820 - Private Works Total	**-$10,000**	**0**	**0**	**$0**	**-$10,000**	**0.00%**	
01825 - Roads Bridges and Drainage							
Drainage							
Expenditure							
Contracts	$0	71,931	9,229	$81,160	$0		
Employee Costs	$248,406	37,895	0	$37,895	$248,406	15.26%	
Internal	$0	15,833	0	$15,833	$0	0.00%	
Materials	$0	6,115	800	$6,915	$0	0.00%	
Expenditure Total	**$248,406**	**131,774**	**10,029**	**$141,803**	**$248,406**	**53.05%**	
Drainage Total	**$248,406**	**131,774**	**10,029**	**$141,803**	**$248,406**	**53.05%**	Timing with the income
Flood works - Maintenance							
Income							
Grants - State Non Recurrant	-$28,000,000	0	0	$0	-$28,000,000	0.00%	
Income Total	**-$28,000,000**	**0**	**0**	**$0**	**-$28,000,000**	**0.00%**	Timing with Flood revenue recovery

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Expenditure							
Contracts	$19,774,759	1,265,474	975,885	$2,271,125	$19,774,759	6.55%	
Employee Costs	$1,235,950	270,111	0	$270,111	$1,235,950	21.85%	
Internal	$2,035,835	190,389	0	$190,389	$2,035,835	9.35%	
Materials	$5,005,000	243,162	80,779	$323,942	$5,005,000	4.86%	
Expenditure Total	**$28,051,544**	**1,969,136**	**1,056,664**	**$3,055,566**	**$28,051,544**	**7.13%**	
Flood works - Maintenance Total	**$51,544**	**1,969,136**	**1,056,664**	**$3,055,566**	**$51,544**	**3,878.05%**	Timing with Flood revenue recovery
Depreciation Amortisation & Impairment							
Expenditure							
Depreciation Amortisation & Impa	$12,101,834	1,997,414	0	$0	$12,101,834	0.00%	
Expenditure Total	**$12,101,834**	**1,997,414**	**0**	**$0**	**$12,101,834**	**0.00%**	
Depreciation Total	**$12,101,834**	**1,997,414**	**0**	**$0**	**$12,101,834**	**0.00%**	
Roads - Operations (Other)							
Income							
Grants - Federal Recurrant	-$2,463,934	-1,000,000	0	-$1,000,000	-$2,463,934	40.59%	
Grants - State Recurrant	-$1,463,934	0	0	$0	-$1,463,934	0.00%	
Income Total	**-$3,927,868**	**-1,000,000**	**0**	**-$1,000,000**	**-$3,927,868**	**25.46%**	
Expenditure							
Contracts	$752,996	0	0	$0	$752,996	0.00%	
Internal	$939,165	0	0	$0	$939,165	0.00%	
Materials	$500,000	0	4,600	$4,600	$500,000	0.00%	
Expenditure Total	**$2,192,161**	**0**	**4,600**	**$4,600**	**$2,192,161**	**0.00%**	
Roads - Operations (Other) Total	**-$1,735,707**	**-1,000,000**	**4,600**	**-$995,400**	**-$1,735,707**	**57.61%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Seal Roads - Maintenance							
Expenditure							
Contracts	$0	35,451	1,462	$36,914	$0	0.00%	
Employee Costs	$953,147	138,666	0	$138,666	$953,147	14.55%	
Internal	$0	52,640	0	$52,640	$0	0.00%	
Materials	$0	202,820	4,500	$207,320	$0	0.00%	
Other Expenses	$0	341	0	$341	$0	0.00%	
Expenditure Total	**$953,147**	**429,918**	**5,963**	**$435,880**	**$953,147**	**45.11%**	
Seal Roads - Maintenance Total	**$953,147**	**429,918**	**5,963**	**$435,880**	**$953,147**	**45.11%**	
Street Cleaning							
Expenditure							
Contracts	$0	0	49,500	$49,500	$0	0.00%	
Employee Costs	$0	10,314	0	$10,314	$0	0.00%	
Internal	$0	2,393	0	$2,393	$0	0.00%	
Materials	$0	66	600	$665	$0	0.00%	
Other Expenses	$0	69	0	$69	$0	0.00%	
Expenditure Total	**$0**	**12,842**	**50,100**	**$62,942**	**$0**	**0.00%**	
Street Cleaning Total	**$0**	**12,842**	**50,100**	**$62,942**	**$0**	**0.00%**	Require budget allocation based on new reporting
Street Lighting							
Expenditure							
Other Expenses	$170,000	15,968	0	$15,968	$170,000	9.39%	
Expenditure Total	**$170,000**	**15,968**	**0**	**$15,968**	**$170,000**	**9.39%**	
Street Lighting Total	**$170,000**	**15,968**	**0**	**$15,968**	**$170,000**	**9.39%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Unsealed Road-Maintenance							
Expenditure							
Contracts	$0	23,003	9,343	$32,346	$0	0.00%	
Employee Costs	$962,186	103,055	0	$103,055	$962,186	10.71%	
Internal	$0	78,054	0	$78,054	$0	0.00%	
Materials	$0	112,238	94,092	$206,330	$0	0.00%	
Expenditure Total	**$962,186**	**316,351**	**103,435**	**$419,785**	**$962,186**	**32.88%**	
Unsealed Road-Maintenance Total	**$962,186**	**316,351**	**103,435**	**$419,785**	**$962,186**	**32.88%**	
01825 - Roads Bridges and Drainage T	**$12,751,410**	**3,873,403**	**1,230,790**	**$3,136,545**	**$12,751,410**	**14.95%**	
01827 - Bikeways & Footpaths							
Bikeways and Footpaths							
Expenditure							
Contracts	$0	0	2,347	$2,347	$0	0.00%	
Employee Costs	$0	404	0	$404	$0	0.00%	
Internal	$50,000	69	0	$69	$50,000	0.14%	
Expenditure Total	**$50,000**	**473**	**2,347**	**$2,819**	**$50,000**	**0.95%**	
Bikeways and Footpaths Total	**$50,000**	**473**	**2,347**	**$2,819**	**$50,000**	**0.95%**	
01827 - Bikeways & Footpaths Total	**$50,000**	**473**	**2,347**	**$2,819**	**$50,000**	**0.95%**	
01830 - Parks & Open Spaces							
Parks and Open Spaces							
Income							
Fees	-$20,000	-6,410	0	-$6,410	-$20,000	32.05%	
Income Total	**-$20,000**	**-6,410**	**0**	**-$6,410**	**-$20,000**	**32.05%**	

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	**Annual Original Budget**	**YTD Actuals**	**Commitments**	**YTD Actuals Incl Commitments**	**Annual Forecast Budget**	**% Budget Spent**	**Comment**
Expenditure							
Contracts	$673,869	125,198	141,963	$267,161	$673,869	18.58%	
Employee Costs	$1,932,719	278,740	0	$278,740	$1,932,719	14.42%	
Internal	$600,000	42,993	0	$42,993	$600,000	7.17%	
Materials	$319,750	12,974	24,725	$37,700	$319,750	4.06%	
Other Expenses	$291,500	50,813	0	$50,813	$291,500	17.43%	
Expenditure Total	**$3,817,838**	**510,718**	**166,689**	**$677,407**	**$3,817,838**	**13.38%**	
Parks and Open Spaces Total	**$3,797,838**	**504,309**	**166,689**	**$670,998**	**$3,797,838**	**13.28%**	
01830 - Parks & Open Spaces Total	**$3,797,838**	**504,309**	**166,689**	**$670,998**	**$3,797,838**	**13.28%**	
01835 - Public Toilets							
Public Toilets							
Expenditure							
Contracts	$20,000	4,701	3,125	$7,826	$20,000	23.51%	
Employee Costs	$321,251	20,986	0	$20,986	$321,251	6.53%	
Internal	$20,000	2,140	0	$2,140	$20,000	10.70%	
Materials	-$103,664	3,561	0	$3,561	-$103,664	-3.44%	
Other Expenses	$50,000	3,931	0	$3,931	$50,000	7.86%	
Expenditure Total	**$307,587**	**35,319**	**3,125**	**$38,444**	**$307,587**	**11.48%**	
Public Toilets Total	**$307,587**	**35,319**	**3,125**	**$38,444**	**$307,587**	**11.48%**	
01835 - Public Toilets Total	**$307,587**	**35,319**	**3,125**	**$38,444**	**$307,587**	**11.48%**	
01850 - Technical Services Management							
Technical Services Management							
Income							
Fees	-$50,000	0	0	$0	-$50,000	0.00%	
Income Total	**-$50,000**	**0**	**0**	**$0**	**-$50,000**	**0.00%**	
Expenditure							
Contracts	$342,309	101,579	303,873	$405,452	$342,309	29.67%	
Employee Costs	$450,417	97,268	0	$97,268	$450,417	21.60%	
Internal	$35,134	1,073	0	$1,073	$35,134	3.05%	
Materials	$137,640	6,971	1,040	$8,011	$137,640	5.06%	
Other Expenses	$0	491	0	$491	$0	0.00%	
Expenditure Total	**$965,500**	**207,382**	**304,913**	**$512,295**	**$965,500**	**21.48%**	

Service Level Budget Vs Actual Report - 31 August 2025							
Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
Technical Services Management To	**$915,500**	**207,382**	**304,913**	**$512,295**	**$915,500**	**22.65%**	
01850 - Technical Services Managem	**$915,500**	**207,382**	**304,913**	**$512,295**	**$915,500**	**22.65%**	Timing with the annual subscription

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01855 - Design & Survey							
Design and Survey							
Income							
Grants - State Non Recurrant	-$411,000	0	0	$0	-$411,000	0.00%	
Income Total	**-$411,000**	**0**	**0**	**$0**	**-$411,000**	**0.00%**	
Expenditure							
Contracts	$833,167	29,460	92,567	$122,027	$833,167	3.54%	
Employee Costs	$206,333	22,556	195	$22,751	$206,333	10.93%	
Expenditure Total	**$1,039,500**	**52,015**	**92,762**	**$144,777**	**$1,039,500**	**5.00%**	
Design and Survey Total	**$628,500**	**52,015**	**92,762**	**$144,777**	**$628,500**	**8.28%**	
01855 - Design & Survey Total	**$628,500**	**52,015**	**92,762**	**$144,777**	**$628,500**	**8.28%**	
01860 - Development Engineering							
Development Engineering							
Income							
Fees	-$100,000	-796	0	-$796	-$100,000	0.80%	
Income Total	**-$100,000**	**-796**	**0**	**-$796**	**-$100,000**	**0.80%**	
Expenditure							
Employee Costs	$5,000	6,201	0	$6,201	$5,000	124.02%	
Materials	$10,000	267	0	$267	$10,000	2.67%	
Expenditure Total	**$15,000**	**6,468**	**0**	**$6,468**	**$15,000**	**43.12%**	
Development Engineering Total	**-$85,000**	**5,672**	**0**	**$5,672**	**-$85,000**	**-6.67%**	
Fees							
Income							
Fees	$0	-1,365	0	-$1,365	$0	0.00%	
Income Total	**$0**	**-1,365**	**0**	**-$1,365**	**$0**	**0.00%**	
Fee Total	**$0**	**-1,365**	**0**	**-$1,365**	**$0**	**0.00%**	
01860 - Development Engineering Tot	**-$85,000**	**4,307**	**0**	**$4,307**	**-$85,000**	**-5.07%**	

Service Level Budget Vs Actual Report - 31 August 2025

Resource Group	Annual Original Budget	YTD Actuals	Commitments	YTD Actuals Incl Commitments	Annual Forecast Budget	% Budget Spent	Comment
01865 - Disaster Management							
Disaster Management							
Expenditure							
Contracts	$61,000	0	0	$0	$61,000	0.00%	
Employee Costs	$139,489	20,997	0	$20,997	$139,489	15.05%	
Internal	$24,000	0	0	$0	$24,000	0.00%	
Materials	$59,650	16,802	10,798	$27,601	$59,650	28.17%	
Other Expenses	$7,400	3,736	0	$3,736	$7,400	50.48%	
Expenditure Total	**$291,539**	**41,535**	**10,798**	**$52,333**	**$291,539**	**14.25%**	
Disaster Management Total	**$291,539**	**41,535**	**10,798**	**$52,333**	**$291,539**	**14.25%**	
Depreciation Amortisation & Impairment							
Expenditure							
Depreciation Amortisation & Impa	$20,515	3,420	0	$0	$20,515	0.00%	
Expenditure Total	**$20,515**	**3,420**	**0**	**$0**	**$20,515**	**0.00%**	
Depreciation Total	**$20,515**	**3,420**	**0**	**$0**	**$20,515**	**0.00%**	
01865 - Disaster Management Total	**$312,054**	**44,955**	**10,798**	**$52,333**	**$312,054**	**13.31%**	
01870 - State Emergency Services (SES)							
State Emergency Services (SES)							
Income							
Grants - State Recurrant	-$31,275	0	0	$0	-$31,275	0.00%	
Income Total	**-$31,275**	**0**	**0**	**$0**	**-$31,275**	**0.00%**	
Expenditure							
Contracts	$100	0	0	$0	$100	0.00%	
Materials	$1,200	2,305	0	$2,305	$1,200	192.08%	
Other Expenses	$44,826	15,274	0	$15,274	$44,826	34.07%	
Expenditure Total	**$46,126**	**17,579**	**0**	**$17,579**	**$46,126**	**38.11%**	
State Emergency Services (SES) Tot	**$14,851**	**17,579**	**0**	**$17,579**	**$14,851**	**118.37%**	
01870 - State Emergency Services (SE	**$14,851**	**17,579**	**0**	**$17,579**	**$14,851**	**118.37%**	Timing with income
Total	**-$41,767**	**-15,722,231**	**8,255,683**	**-$7,466,548**	**-$41,767**		

Water Services by scheme			
Resource Group	**Annual Current Budget**	**YTD Actuals**	**Commitments**
01600 - Water			
Water General			
Annual Charges	-5,142,900	-2,653,572	0
Contracts	0	7,445	146,398
Depreciation Amortisation & Impairment	4,460,858	743,474	0
Employee Costs	1,047,405	146,739	255
Fees	0	-90	23,191
Grants - State Non Recurrant	-180,000	0	0
Internal	0	11,615	0
Investment Income	-27,500	-4,157	0
Materials	0	26,865	34,571
Other Expenses	0	66,349	0
User Charges	-2,916,600	-1,945,074	0
Water General Total	**-2,758,737**	**-3,600,406**	**204,414**
Thangool			
Contracts	11,250	796	6,546
Employee Costs	1,911	1,547	0
Internal	2,535	52	0
Materials	16,609	1,259	3,450
Other Expenses	25,275	3,720	0
User Charges	-1,000	0	0
Thangool Total	**56,580**	**7,373**	**9,996**
Goovigen			
Contracts	12,750	6,312	6,107
Employee Costs	1,775	6,135	0
Internal	2,834	0	0
Materials	25,867	1,249	0
Other Expenses	8,697	3,147	313
Goovigen Total	**51,923**	**16,843**	**6,420**
Taroom			
Contracts	59,225	8,732	14,664
Employee Costs	189,929	20,189	0
Internal	21,060	5,312	0
Materials	87,557	16,826	5,367
Other Expenses	23,382	13,370	313
User Charges	-22,000	0	0
Taroom Total	**359,153**	**64,430**	**20,344**
Wowan			
Contracts	7,500	-2,293	285
Employee Costs	734	5,192	0
Internal	1,885	1,160	0
Materials	31,997	779	184
Other Expenses	4,001	4,618	313
User Charges	0	-1,316	0
Wowan Total	**46,117**	**8,141**	**781**

Water Services by scheme			
Resource Group	**Annual Current Budget**	**YTD Actuals**	**Commitments**
Banana			
Contracts	25,850	5,776	2,743
Employee Costs	3,224	3,656	0
Internal	5,590	106	0
Materials	39,169	381	3,729
Other Expenses	27,501	9,076	0
User Charges	-5,000	0	0
Banana Total	**96,334**	**18,995**	**6,472**
Baralaba			
Contracts	60,104	2,234	19,921
Employee Costs	6,266	15,173	0
Fees	0	-4,382	0
Internal	42,952	1,043	0
Materials	131,105	3,120	2,748
Other Expenses	184,993	65,137	0
User Charges	-30,000	0	0
Baralaba Total	**395,420**	**82,325**	**22,669**
Earlsfield			
Other Expenses	0	7,996	0
Earlsfield Total	**0**	**7,996**	**0**
Callide Dam			
Employee Costs	1,200	0	0
Internal	1,248	0	0
Materials	3,694	0	0
Other Expenses	4,163	0	0
Callide Dam Total	**10,305**	**0**	**0**
Theodore			
Contracts	62,599	7,829	10,434
Employee Costs	109,799	25,472	0
Internal	19,474	3,814	0
Materials	140,510	5,919	223
Other Expenses	152,284	63,295	0
User Charges	-5,000	-32	0
Theodore Total	**479,666**	**106,297**	**10,657**
Cracow			
Contracts	500	0	0
Employee Costs	16	0	0
Internal	1,131	0	0
Materials	400	0	0
Other Expenses	17,163	257	0
Cracow Total	**19,210**	**257**	**0**

Water Services by scheme			
Resource Group	**Annual Current Budget**	**YTD Actuals**	**Commitments**
Moura			
Contracts	92,748	13,228	23,909
Employee Costs	487,531	62,012	0
Fees	0	-14,344	0
Internal	70,174	5,886	0
Materials	317,419	18,430	23,747
Other Expenses	586,047	214,923	0
User Charges	-150,000	-3,613	0
Moura Total	**1,403,919**	**296,522**	**47,656**
General			
Contracts	479,904	0	0
Internal	191,360	0	0
Materials	360,457	0	0
General Total	**1,031,721**	**0**	**0**
Biloela			
Contracts	119,940	28,194	53,687
Employee Costs	1,201,645	126,944	0
Fees	0	-1,218	0
Internal	108,784	17,536	0
Materials	1,040,819	106,286	49,798
Other Expenses	1,083,499	160,036	0
User Charges	-226,000	-3,366	0
Biloela Total	**3,328,687**	**434,412**	**103,486**
Callide			
Contracts	0	4,180	0
Employee Costs	0	5,685	0
Internal	0	880	0
Materials	0	3,328	0
Other Expenses	0	71,962	0
Callide Total	**0**	**86,034**	**0**
01600 - Water Total	**4,520,298**	**-2,470,781**	**432,895**
Total	**4,520,298**	**-2,470,781**	**432,895**

Sewerage Servcices by Scheme			
Resource Group	**Annual Current Budget**	**YTD Actuals**	**Commitments**
01700 - Sewerage			
Sewer Genaral			
Annual Charges	-5,493,100	-2,740,485	0
Contracts	0	3,755	159,189
Depreciation Amortisation & Impairment	2,031,621	338,602	0
Employee Costs	537,684	125,555	0
Internal	0	100	0
Investment Income	-19,100	-1,979	0
Materials	0	807	0
Other Expenses	0	2,945	0
User Charges	462,300	70,750	0
Sewer Genaral Total	**-2,480,595**	**-2,199,950**	**159,189**
Taroom			
Contracts	29,500	3,631	32,281
Employee Costs	175,703	30,407	0
Internal	36,660	8,729	0
Materials	169,906	10,253	20,485
Other Expenses	49,315	21,392	0
Taroom Total	**461,084**	**74,413**	**52,766**
Theodore			
Contracts	83,000	10,738	43,411
Employee Costs	123,327	21,582	0
Internal	22,880	4,794	0
Materials	126,697	3,910	1,728
Other Expenses	90,291	27,596	0
Other Revenues	-10,000	0	0
Theodore Total	**436,195**	**68,620**	**45,139**
Moura			
Contracts	145,820	19,962	54,088
Employee Costs	49,130	34,993	0
Fees	-40,000	-5,492	0
Internal	25,974	3,556	0
Materials	221,747	18,801	19,038
Other Expenses	113,190	56,671	0
Other Revenues	0	-451	0
Moura Total	**515,861**	**128,040**	**73,126**
General			
Contracts	157,380	0	0
Materials	361,400	0	0
General Total	**518,780**	**0**	**0**

Sewerage Servcices by Scheme			
Resource Group	**Annual Current Budget**	**YTD Actuals**	**Commitments**
Biloela			
Contracts	100,836	29,159	282,854
Employee Costs	361,536	64,851	0
Fees	-100,000	-17,172	0
Internal	55,744	4,049	0
Materials	360,699	28,642	23,057
Other Expenses	154,244	87,181	0
Other Revenues	0	-320	0
User Charges	0	-240	0
Biloela Total	**933,059**	**196,149**	**305,911**
01700 - Sewerage Total	**384,384**	**-1,732,728**	**636,131**
Total	**384,384**	**-1,732,728**	**636,131**

9.1.2 FINANCIAL REPORT – PERIOD ENDING 31 AUGUST 2025

Date: 3 September 2025
Author: Senior Financial and Systems Accountant – Harshala Ramaiya
File ID: 2306
Letter ID:
Attachment: Statement of Comprehensive Income – Actual v Budget to 31 August 2025
Statement of Financial Position – Actual v Budget to 31 August 2025
Statement of Cash Flows – Actual v Budget to 31 August 2025
Statement of Changes in Equity – Actual v Budget to 31 August 2025
Restricted Cash Report as at 31 August 2025
Cash report as at 31 August 2025
Minute No: OM006517

Resolution:

The Council receives the attached Financial Report as tabled for the period ending 31 August 2025.

Moved: Cr Jensen ***Seconded: Cr Burling*** ***Carried***

This report is a legislative requirement.

Report

1. Introduction

The purpose of the Financial Report is to give the Council an overview of the organisation's financial performance for the period ending 31 August 2025.

The report format compares the year to date to the 2025/2026 budget. The year-to-date budget is 16.67% of the budget. The financial analysis contained in this report compares, either year to date expenditure with an equivalent budget to date expenditure or, in the case of rates, year to date expenditure with an appropriate cash flow position.

2. Report

Comprehensive Income Statement:

Council recorded an operating surplus of $15.72M at the end of August 2025. At the same time last year, they had an operating surplus of $20.85M. This change relates to the receipt of $12.5M of the prior year Financial Assistance Grants in July 2024, whereas the 2025-26 50% prepayment was received in June 2025 – last financial year.

On 31 August 2025, the Cash balance was $33.70M. At the same time last year, the cash balance was at $36.61M. The variance is largely related to timing associated with the Flood recovery revenue.

Out of the $33.70M cash balance, $24.81M is internally or externally restricted. The restricted cash report is an attachment to the financial report.

BANANA SHIRE COUNCIL

Statement of Comprehensive Income

For the period ended 31 August 2025

	Original Budget	YTD Actuals
	$	$
Revenue		
Rates and utility charges	58,152,000	29,322,646
Less Discounts & Pensioner remissions	(5,663,900)	(779,559)
Net rates and utility charges	52,488,100	28,543,087
Fees and charges	2,513,669	464,216
Rental and levies	798,540	91,488
Operating grants, subsidies and contributions	22,309,920	3,050,030
Interest revenue	1,994,950	266,553
Sales - contract and recoverable works	7,450,000	511,003
Proceeds from sales of land developmed for resale	-	-
Other income	1,062,450	83,215
TOTAL OPERATING REVENUES	**88,617,629**	**33,009,592**
Expenses		
Employee benefits	31,624,326	5,061,699
Materials and services	30,883,428	7,915,977
Depreciation and Amortisation	25,917,407	4,300,000
Finance Costs	150,700	9,686
Current cost of developed land sold	-	-
TOTAL OPERATING EXPENDITURE	**88,575,861**	**17,287,362**
Operating surplus (deficit)	**41,768**	**15,722,230**
Cash capital grants, subsidies and contributions	37,307,407	4,825,041
Developer contributions		
Other capital income	628,000	155,227
Net Gain/(Loss) from capital write offs	(18,470,632)	-
Net Gain/(Loss) on sale of Plant assets	-	-
Increase in rehabilitation provision	-	-
Net result	**19,506,543**	**20,702,498**

BANANA SHIRE COUNCIL

Statement of Financial Position

For the period ended 31 August 2025

	Original Budget	YTD Actuals
	$	$
Current Assets		
Cash and deposits	31,520,578	33,702,370
Investments		
Receivables	2,940,628	32,643,316
Inventories	3,024,856	3,104,859
Contract assets	16,000,000	13,918,700
Other Assets		25,467
Total Current Assets	53,486,062	83,394,712
Non-Current Assets		
Receivables		
Property, plant and equipment	1,015,543,706	1,024,173,575
Intangible assets	159,253	159,453
Capital Work in Progress	74,418,383	79,486,932
Total Non-Current Assets	1,090,121,342	1,103,819,960
TOTAL ASSETS	**1,143,607,404**	**1,187,214,672**
Current Liabilities		
Trade and other payables	1,780,000	2,828,784
Provisions	5,400,000	5,904,326
Interest bearing liabilities		
Contract liabilities	20,000,000	15,481,579
Other	-	524,208
Total Current Liabilities	27,180,000	24,738,897
Non-Current Liabilities		
Provisions	14,062,813	14,057,682
Interest bearing liabilities		
Other	1,000,000	546,112
Total Non-Current Liabilities	15,062,813	14,603,794
TOTAL LIABILITIES	**42,242,813**	**39,342,691**
NET COMMUNITY ASSETS	**1,101,364,591**	**1,147,871,981**
Community Equity		
Investment in Capital Assets	257,671,114	241,018,161
Asset revaluation reserve	830,381,160	857,741,622
Reserves	35,615,224	7,544,594
Retained Surplus	(22,302,906)	41,567,604
TOTAL COMMUNITY EQUITY	**1,101,364,591**	**1,147,871,981**

BANANA SHIRE COUNCIL

Statement of Cash Flows

For the period ended 31 August 2025

	Original Budget	YTD Actuals
	$	$
Cash Flows from Operating Activities		
Receipts from customers	55,515,133	7,735,138
Receipts from Contracts and Recoverable Works	7,450,000	511,003
Payment to suppliers and employees	(64,712,842)	(18,590,480)
Government subsidies and grants	22,297,920	3,050,030
Interest revenue	1,994,950	412,763
Finance costs	(96,200)	-
Proceeds from sale of developed land	-	-
Land and Development Costs	-	-
Other Income	2,179,842	(6,681,282)
Other Expenses	-	-
GST received/(paid) for the year	-	792,393
Cash provided by/(used in) operational activities	**24,628,803**	**-12,770,435**
Cash Flow from Investing Activities :		
Proceeds from sale of capital assets	400,000	155,227
Proceeds from developers, corporate entities and governi	-	-
for capital projects:	-	-
Contributions	-	-
Government grants and subsidies	32,711,107	4,969,873
Movements in work in progress	(150,000)	-
Payments for property, plant and equipment	(68,901,768)	(2,594,774)
Net transfer (to) from cash investment	-	-
Payment for Rehabilitation Works	-	-
Net cash provided by investing activities	**(35,640,661)**	**2,530,326**
Cash Flow from Financing Activities :		
Proceeds from borrowings	-	-
Repayment of borrowings	-	-
Net cash provided by financing activities		**-**
Net Increase (Decrease) in Cash Held	(11,011,858)	(10,240,109)
Cash at beginning of reporting period	42,532,436	43,942,479
Cash at end of Reporting Period	**31,520,578**	**33,702,370**

BANANA SHIRE COUNCIL

Statement of Changes in Equity

For the period ended 31 August 2025

	Original Budget	YTD Actuals
	$	$
TOTAL EQUITY		
Balance at Beginning of Period	1,081,858,048	1,127,169,483
Asset revaluation direct to reserve		
Increase (Decrease) in Net Result	19,506,543	20,702,498
Balance at End of Period	1,101,364,591	1,147,871,981
Accumulated Surplus		
Balance at Beginning of Period	1,843,779	15,309,186
Net Result	19,506,543	20,702,498
Other Capital Expenses	-	-
Capital payments funded from General Revenue	-	-
Transfer from Capital for unfunded depreciation	-	-
Transfer from Reserves	(62,123,860)	10,380,961
Transfers (to) from Capital and Reserves	18,470,632	(4,825,041)
Balance at End of Period	(22,302,906)	41,567,604
Capital		
Balance at Beginning of Period	233,079,385	242,723,387
Correction to opening balance	-	-
Transfers to Capital & Reserves	24,787,699	(10,380,961)
Transfers from Capital and Reserves	(18,470,632)	-
Transfers between Capital & Reserves	18,274,662	8,675,735
Balance at End of Period	257,671,114	241,018,161
Asset Revaluation Reserve		
Balance at Beginning of Period	830,381,160	857,741,622
Movement during period	-	-
Balance at End of Period	830,381,160	857,741,622
Other reserves		
Balance at Beginning of Period	16,553,725	11,395,288
Transfers to Capital and Reserves	37,336,161	
Transfers from Capital and Reserves	-	(3,850,694)
Transfers between Capital and Reserves	(18,274,662)	-
Balance at End of Period	35,615,224	7,544,594

9.1.3 MAJOR CAPITAL PROJECTS – MONTHLY ACTUAL EXPENDITURE – CORPORATE & COMMUNITY SERVICES

Date: 16 September 2025
Author: Director Corporate & Community Services - Venkata Peteti
File No:
Letter No:
Attachment: Capital Expenditure Report
Minute No: OM006518

Resolution:

That Council note and receive the attached Major Capital Expenditure Report as at 31 August 2025.

Moved: Cr Leo ***Seconded: Cr Boyce*** ***Carried***

Report

Providing a report on Council's Major Capital Expenditure as at 31 August 2025 for Corporate & Community Services.

Refer attachment.

BANANA SHIRE COUNCIL

Corporate & Community Services

Capital Expenditure Report For Year 2025/2026 as at 29/8/25

Project Number	Project Area	Project Title/Job Cost Name	Authority WO#	External Funding Source	2025/26 Budget	YTD Expenditure	Committed	Total Expenditure	Estimated Final Budget	(Over)/Under Budget ($)	Over/ Under	% spent	% Spent	Information/ Explanation
	CORPORATE & COMMUNITY SERVICES									=24/25 Budget-Total Expenditure				
	Information & Communication Technology													
	Laptop & Desk Top replacement	ICT - Capital PC & Laptop Replacements	7340		100,000.00	-	51,942.00	51,942.00	100,000.00	48,058	UNDER		51.94%	In progress
	Mobile and Tablet replacement	ICT - Capital Mobile Phone & Tablet Replacements	7338		50,000.00	-	-	-	50,000.00	50,000	UNDER		0.00%	In progress
	Cyber Security and Other network enhancements	ICT - Cyber Security	7337		100,000.00	1,543.00	1,428.30	2,971.30	100,000.00	97,029	UNDER		2.97%	In progress
	Total ICT				**$ 250,000.00**	**$ 1,543.00**	**$ 53,370.30**	**$ 54,913.30**	**$ 250,000.00**	**195,087**	**UNDER**	**21.97%**		
	Fleet & Workshop													
	Workshop tooling	Workshop Equipment	7585		25,000.00	-	-	-	25,000.00	25,000	UNDER		0.00%	In progress
	Light Vehicle replacement (approx 10)	Light Vehicles (Trucks)	7589	Trade-in	640,000.00	176,555.87	-	176,555.87	640,000.00	463,444	UNDER		27.59%	In progress
	4 x 4 Vehicles		7588			-	1,720.94	1,720.94		-1,721	OVER		100.00%	
	Loader replacement, 5006-Waste Management			Trade-in	550,000.00			-	550,000.00	550,000	UNDER		0.00%	In progress
	Hook Truck, 3701-Waste Management			Trade-in	440,000.00			-	440,000.00	440,000	UNDER		0.00%	In progress
	Cardboard Compactor, Waste Management			Trade-in	350,000.00			-	350,000.00	350,000	UNDER		0.00%	In progress
	Truck replacement, 3200-Taroom			Trade-in	160,000.00			-	160,000.00	160,000	UNDER		0.00%	In progress
	Truck replacement, 3207-Taroom			Trade-in	160,000.00			-	160,000.00	160,000	UNDER		0.00%	In progress
	Light truck replacement with Hilux, 3001-Retic Bilo			Trade-in	50,000.00			-	50,000.00	50,000	UNDER		0.00%	In progress
	Light truck replacement with Hilux, 3003-Retic Bilo			Trade-in	50,000.00			-	50,000.00	50,000	UNDER		0.00%	In progress
	Tractor replacement, 9307-Biloela P&G			Trade-in	120,000.00			-	120,000.00	120,000	UNDER		0.00%	In progress
	Mower replacment, 1014-Biloela P&G			Trade-in	60,000.00			-	60,000.00	60,000	UNDER		0.00%	In progress
	Mower replacment, 1015-Biloela P&G			Trade-in	60,000.00			-	60,000.00	60,000	UNDER		0.00%	In progress
	Mower replacment, 1018-Biloela P&G			Trade-in	60,000.00			-	60,000.00	60,000	UNDER		0.00%	In progress
	Grader replacement, TBA			Trade-in	560,000.00			-	560,000.00	560,000	UNDER		0.00%	In progress
	Washdown pad				200,000.00			-	200,000.00	200,000	UNDER		0.00%	In progress
	TOTAL FLEET & WORKSHOP				**$ 3,485,000.00**	**$ 176,555.87**	**$ 1,720.94**	**$ 178,276.81**	**$ 3,485,000.00**	**3,306,723.19**	**UNDER**	**5.12%**		
	Aerodromes													
24-AP-1	Programed lights replacement	Programmed replacement of lights based on servisiability inspections			40,000.00			-	40,000.00	40,000	UNDER		0.00%	Based on inspection
24-AP-2	Moura Aerodrome Runway	Apply special seal to extend runway life	8742		450,000.00	3,055.07	-	3,055.07	450,000.00	446,945	UNDER		0.68%	Resurfacing completed . Line Making planned in Oct
	TOTAL AERODROMES				**$ 490,000.00**	**$ 3,055.07**	**$ -**	**$ 3,055.07**	**$ 490,000.00**	**486,944.93**	**UNDER**	**0.62%**		
	CORPORATE & COMMUNITY SERVICES TOTAL				**$ 4,225,000.00**	**$ 126,378.49**	**$ 67,173.52**	**$ 193,552.01**	**$ 4,225,000.00**	**$ 4,031,447.99**	**UNDER**	**4.58%**		

9.1.4 MAJOR CAPITAL PROJECTS – MONTHLY ACTUAL EXPENDITURE – INFRASTRUCTURE SERVICES

Date: 16 September 2025
Author: Director Infrastructure Services – Patrick Moore
File No:
Letter No:
Attachment: Capital Expenditure Report
Minute No: OM006519

Resolution:

That Council note and receive the attached Major Capital Expenditure Report for Infrastructure Services as at 31 August 2025.

Moved: Cr Boyce ***Seconded: Cr Bailey*** ***Carried***

Report

Providing a report on Council's Major Capital Expenditure as at 31 August 2025 for Infrastructure Services.

Refer attachment.

Cr Bailey asked if funding could be sourced to upgrade the Sandy Creek Crossing on Coolum Road to provide all-weather access. The Director Infrastructure Services advised he will investigate if the crossing has been nominated for funding.

Cr Bailey referred to the traffic counter currently located adjacent to the Baralaba Community Hall and asked if it would be better situated outside the IGA as she believes the current location won't provide a true count of vehicles. The Director Infrastructure Services traffic counters are usually placed for specific traffic movements, not necessarily the largest/peak count.

BANANA SHIRE COUNCIL
INFRASTRUCTURE SERVICES
Capital Expenditure Report For Year 2025/26 as at 29/8/25

Project Area	Project Title/Job Cost Name	Authority WO#	External Funding Source	2025/26 Budget	2024/25 Expenditure	YTD Expenditure	Committed	Total Expenditure	Estimated Final Budget	(Over)/Under Budget ($)	Over/ Under	% Spent	% Spent	Job Progress %	Information/ Explanation
INFRASTRUCTURE SERVICES															
CARRYOVER 24/25 - NO BUDGET - Jobs over $5,000															
Works Crews Site Offices 23/24		7804				764.61	15,886.38	16,650.99	16,650	- 16,651	OVER		100.00%	100%	Cost for fitting of awning on final van
Biloela Depot Reroof		9023				0.00	0.00	-		-	UNDER		100.00%		
Moura Boat Ramp Repairs 22/23		7062				0.00	45,997.20	45,997.20	-	- 45,997	OVER		100.00%	100%	Committed costs to be removed - Project completed in 24/25
Baileys Lane - RC		6987				9,938.82	0.00	9,938.82	100,000	- 9,939	OVER		100.00%	100%	Late submitted invoice for works completed in 24/25
Cracow Road Upgrade 23/24		7939				0.00	3,477,506.81	3,477,506.81	-	- 3,477,507	OVER		100.00%	100%	Committed costs to be removed - Project completed in 24/25
Racecourse Lane Upgrade 23/24		7627				150,812.04	7,172.36	157,984.40	150,812	- 157,984	OVER		100.00%	100%	Cost of late submitted invoice - Works completed in 24/25
Baileys Lane CH1350 RCS 22/23		6988				254.16	0.00	254.16	254	- 254	OVER		100.00%	100%	Costs for tidyup works for the project completed in 24/25
Shepherdsons Rd Rehab Stg 1		7941				8,820.00	0.00	8,820.00	8,820	- 8,820	OVER		100.00%		Costs to be moved to Shepherdsons Rd Stage 2 INF3953
Baileys Ln CH4700 RCS 22/23		6989				759.62	0.00	759.62	760	- 760	OVER		100.00%	100%	Late submitted invoice for works completed in 24/25
Barry Lane UC 23/24		7567				0.00	13,159.84	13,159.84	-	- 13,160	OVER		100.00%	100%	Committed costs to be removed - Project completed in 24/25
Cullen Lane UC 23/24		7789				0.00	63,178.53	63,178.53	-	- 63,179	OVER		100.00%	100%	Committed costs to be removed - Project completed in 24/25
Stopford St Baralaba - SS 21/22		7956				4,625.30	0.00	4,625.30	4,625	- 4,625	OVER		100.00%	100%	Late submitted invoice for works completed in 24/25
McLaughlins Road Floodway Reseal Rural Council Roads		9850				0.00	1,095.28	1,095.28	-	- 1,095	OVER		100.00%	0%	Committed costs to be removed - design costs
Gravel Resheeting Woolthorpe Road		9716				0.00	11,854.23	11,854.23	-	- 11,854	OVER		100.00%	100%	Committed costs to be removed - Project completed in 24/25
Gravel Resheeting of Hornet Bank Road		9674				0.00	17,700.00	17,700.00	-	- 17,700	OVER		100.00%	100%	Committed costs to be removed - Project completed in 24/25
Biloela Incubator Units		9013				175,753.63	68,749.55	244,503.18	-	- 244,503	OVER		100.00%		**Is included in DCS Budget**
Pheasant Creek Road Drainage Rehab W4Q 24-27		8901	W4Q		5,978.99	0.00	0.00	5,978.99		- 5,979	OVER		100.00%		Design costs for project to be completed in 26/27
Meissners Road Widening (Thangool Racecourse Rehab Works) W4Q 24-27		8900	W4Q		11,369.35	0.00	0.00	11,369.35		- 11,369	OVER		100.00%		Design costs for project to be completed in 26/27
Defence Road Upgrade		8648				118,012.12	253,420.69	371,432.81	-	- 371,433	OVER		100.00%	40%	Cost to be moved to Defence Road Betterment Project
Cracow Road Reseal Rural Council Roads		9863				762.50	0.00	762.50	763	- 763	OVER		100.00%	100%	Cost for inspection of completed works
TOTAL CARRYOVER 24/25				**-**	**17,348**	**470,503**	**3,975,721**	**4,463,572**	**282,684**	**- 4,463,572**		**#DIV/0!**			
Rural Construction - Seals															
Injune Road Upgrade - Stage 2		8649	ROSI	4,855,000		799,694.50	283,813.43	1,083,507.93	4,702,667	3,771,492	UNDER		22.32%	30%	**Construction Commenced**
Orange Creek Road Rehab - Stage 2	Orange Creek Road - Stage 2	10033	R2R/TIDS	1,927,868		32,187.25	55,636.25	87,823.50	1,927,868	1,840,045	UNDER		4.56%	0%	
Rehab of Paines Road, Biloela - Stage 1	Paines Road Rehab - Stage 1	10032	TIDS	1,000,000		2,126.09	17,807.20	19,933.29	1,000,000	980,067	UNDER		1.99%	0%	
Shepherdsons Road Rehab Stage 2	Shepherdsons Road - REHAB CH1930-3770	10109	R2R	1,800,000		4,326.28	7,600.89	11,927.17	1,800,000	1,788,073	UNDER		0.66%	20%	**Construction Commenced**
Teys Road Realignment		7940		300,000		9,431.58	2,600.00	12,031.58	300,000	287,968	UNDER		4.01%	50%	**Construction Commenced**
Jambin Dakenba Road Rehab	Jambin Dakenba Road - Rehab CH16920-24770	10105	TIDS	1,400,000		19,548.71	85,243.91	104,792.62	1,400,000	1,295,207	UNDER		7.49%	20%	**Construction Commenced**
Kianga River Road Rehab		10030		150,000		761.53	0.00	761.53	150,000	149,238	UNDER		0.51%	0%	
Roads Capital New Sealed		6986				2,309.88	0.00	2,309.88	-	- 2,310	OVER		100.00%		Costs attributed to incorrect Job Number - Costs are for flood damage works and therefore shall be moved to the correct job number
RURAL CONSTRUCTION - SEALS TOTAL				**11,432,868**		**870,385.82**	**452,701.68**	**1,323,087.50**	**11,280,535**	**10,109,781**		**11.57%**			
Rural Construction - Gravel Pavement															
Gravel Resheeting - Council Roads	*Gravel Resheeting - 100mm - of Council Roads throughout the shire - Roads to be designated based on customer complaints received throughout the year*			500,000				-	500,000	500,000	UNDER		0.00%	0%	
Glenmoral Roundstone Road Rehab 25/26		10205			4,423			-	1,000,000	-	OVER		100.00%	0%	Job number to be moved off gravel resheeting project to own separate project funded by CEO discretionary fund
Additional Gravel - Flood Damage				1,760,000				-	1,760,000	1,760,000	UNDER		0.00%	0%	
RURAL CONSTRUCTION - GRAVEL PAVEMENT TOTAL				**2,260,000**	**4,423**	**-**	**-**	**-**	**3,260,000**	**2,260,000**		**0.00%**			
Urban Construction															
Theodore Heavy Vehicle Bypass - Stage 2	Theodore Heavy Vehicle Bypass - Stage 2	8650	HVSPP	870,000		0.00	30,425.00	30,425.00	870,000	839,575	UNDER		3.50%	0%	In discussions with Theodore Water on the effects of their water pipe project
Dawson Court Road and Drainage Rehab - Biloela	Dawson Court - ROAD REALIGN, DRAINAGE IMPROVEMENT INC RESEAL	10108		350,000		997.37	0.00	997.37	350,000	349,003	UNDER		0.28%	0%	
Theodore Moura Road	Widening of Bends	10031				138.10	0.00	138.10	500,000	- 138	OVER		100.00%	0%	Budget to be sourced from CEO's discretionary funds
Clarke Street Taroom Upgrade	Clarke Street Taroom - Reconstruct & Drainage Upgrade	10104		500,000		0.00	0.00	-	500,000	500,000	UNDER		0.00%	0%	
URBAN CONSTRUCTION TOTAL				**1,720,000**		**1,135.47**	**30,425.00**	**31,560.47**	**2,220,000**	**1,688,440**		**1.83%**			
Bridges															
Defence Road Bridge Rehab	Defence Road - Six Mile Bridge Repair	10103		100,000		0.00	0.00	-	100,000	100,000	UNDER		0.00%	0%	Awaiting Windfarm development submission as may include the upgrading of this bridge
BRIDGES TOTAL				**100,000**	**-**	**-**	**-**	**-**	**100,000**	**100,000**		**0.00%**			
Rural Drainage															
Drumburle Road Culvert Replacement	Drumburle Road Floodway 24/25	7568	SLRIP	1,300,000		0.00	0.00	-	-	1,300,000	UNDER		0.00%		Awaiting outcome of funding application - If successful works are to commence in the 26/27 budget - Council funds to be reallocated in 1st Qrt Budget Review
Jambin Goovigen Floodway Repair	Jambin Goovigen Road Floodway Upgrade W4Q 24-27	8899	W4Q	271,032	28,968.20	645.35	2,272.73	31,886.28	400,000	239,146	UNDER		11.76%	0%	Design was completed in 24/25 - Tender for construction is currently open with works to commence February 2026 to avoid the wet season
RURAL DRAINAGE TOTAL				**1,571,032**	**28,968**	**645**	**2,273**	**31,886**	**400,000**	**1,539,146**		**2.03%**			
Urban Drainage															

Project Area	Project Title/Job Cost Name	Authority WO#	External Funding Source	2025/26 Budget	2024/25 Expenditure	YTD Expenditure	Committed	Total Expenditure	Estimated Final Budget	(Over)/Under Budget ($)	Over/ Under	% Spent	% Spent	Job Progress %	Information/ Explanation
INFRASTRUCTURE SERVICES															
Shire Stormwater Drainage repairs				50,000				-	50,000	50,000	UNDER		0.00%	0%	
Nobbs St Kerb and Channel Installation		7001		450,000		0.00	9,090.91	9,090.91	450,000	440,909	UNDER		2.02%	0%	Works to commence on this project on completion of the Glenmoral Roundstone Road Rehab project
Brigalow Way Drainage Upgrade	Brigalow Way - Drainage Upgrade	10107		70,000		0.00	0.00	-	70,000	70,000	UNDER		0.00%	0%	
URBAN DRAINAGE TOTAL				**570,000**		**-**	**9,090.91**	**9,090.91**	**570,000**	**560,909**		**1.59%**			
Rural Reseals															
Reseal of Council Rural Roads				1,500,000				-	1,500,000	1,500,000	UNDER		0.00%	0%	Scope of project currently being finalised
RURAL RESEALS TOTAL				**1,500,000**	**-**	**-**	**-**	**-**	**1,500,000**	**1,500,000**		**0.00%**			
Urban Reseals															
Reseal of Council Urban Roads				250,000				-	250,000	250,000	UNDER		0.00%	0%	Scope of project currently being finalised
URBAN RESEALS TOTAL				**250,000**		**-**	**-**	**-**	**250,000**	**250,000**		**0.00%**			
Rural Road Safety & School Safety															
Shire Road Safety				50,000				-	50,000	50,000	UNDER		0.00%	0%	
Prospect Creek School Safety		8939	STIP	250,000		2,632.77	1,137.09	3,769.86	250,000	246,230	UNDER		1.51%	0%	
RURAL ROAD SAFETY & SCHOOL SAFETY TOTAL				**300,000**	**-**	**2,632.77**	**1,137.09**	**3,769.86**	**300,000**	**296,230**		**1.26%**			
Council Infrastructure															
Carparking - Main Administration Building	COUNCIL MAIN ADMIN CAR PARK - Seal Gravel Car Park	10106		250,000		187.38	0.00	187.38	250,000	249,813	UNDER		0.07%	0%	
Biloela Depot Stockpile	Biloela Depot Stockpile Pad	8407		100,000		3,420.40	31,024.37	34,444.77	100,000	65,555	UNDER		34.44%	30%	
COUNCIL INFRASTRUCTURE TOTAL				**350,000**		**3,607.78**	**31,024.37**	**34,632.15**	**350,000**	**315,368**		**9.89%**			
Parks & Open Spaces															
Biloela Splash Park	Biloela Splashpark 23/24	7805	RCIF	2,861,085		1,956.67	0.00	1,956.67	4,000,000	2,859,128	UNDER		0.07%	0%	Tender Awarded - Extra funds to be sourced from CEO discretionary funds
Shire - Renewal and Replacement of playground equipment in parks				250,000				-	250,000	250,000	UNDER		0.00%	0%	
Megavalis Netball Courts	Megavalis Netball Courts	9812	PlayYour Way	2,181,800		211.18	0.00	211.18	2,181,800	2,181,589	UNDER		0.01%	0%	Tender currently open
PARKS & OPEN SPACES TOTAL				**5,292,885**		**2,167.85**	**-**	**2,167.85**	**6,431,800**	**5,290,717**		**0.04%**			
Community Infrastructure & Special Projects															
Community Streetscaping				50,000				-	50,000	50,000	UNDER		0.00%	0%	
Shire Wide Electrical Repairs				50,000				-	50,000	50,000	UNDER		0.00%	0%	
Raedon Street Industrial Subdivision	Stages 4-6	8505				26,245.75	187,662.34	213,908.09	-	- 213,908	OVER		100.00%		**Is included in DCS Budget**
COMMUNITY INFRASTRUCTURE & SPECIAL PROJECTS TOTAL				**100,000**	**-**	**26,246**	**187,662**	**213,908**	**100,000**	**- 113,908**	**UNDER**	**213.91%**			
TOTAL INFRASTRUCTURE SERVICES				**25,446,785**	**50,739.54**	**1,377,323.59**	**4,690,034.99**	**6,113,675.12**	**27,045,019**	**19,333,110**	**OVER**	**24.03%**			

9.1.5 MAJOR CAPITAL PROJECTS – MONTHLY ACTUAL EXPENDITURE – COUNCIL SERVICES

Date: 16 September 2025
Author: Director Council Services - Chris Welch
File No:
Letter No:
Attachment: Capital Expenditure Report
Minute No: OM006520

Resolution:

That Council note and receive the attached Major Capital Expenditure Report for Council Services as at 31 August 2025.

Moved: Cr Leo ***Seconded: Cr Jensen*** ***Carried***

Report

Providing a report on Council's Major Capital Expenditure as at 31 August 2025 for Council Services.

Refer attachment.

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	W
1	BANANA SHIRE COUNCIL															
2	**COUNCIL SERVICES**															
3	**Capital Expenditure Report For Year 2025/26 as at 29/8/25**															
4																
5	Project Area	Project Title/Job Cost Name	Authority WO#	External Funding	2025/26	2024/25	YTD		Total	Estimated	(Over)/Under	Over/	%	%	Job	Information/
6				Source	Budget	Expenditure	Expenditure	Committed	Expenditure	Final Budget	Budget ($)	Under	Spent	Spent	Progress %	Explanation
7	COUNCIL SERVICES															
8																
9	**24/25 Carry Forward NO Budget, Jobs over $5,000**															
20	Biloela Swimming Pool - 50m Pool Shell		9786				7,150.00	19,510.00	26,660.00		- 26,660.00	OVER		100.00%		
22	Taroom Aero Emergency Shelter Roof		7663				520.00	12,640.00	13,160.00		- 13,160.00	OVER		100.00%	60.00%	Succsessful contractor has notified Council in writing that he has been away for medical reasons and is now proceeding with the remaining construciton of the building.
26	Taroom Swimming Pool - Repaint 33M & Wading Pools		8704				-	40,874.12	40,874.12		- 40,874.12	OVER		100.00%	100.00%	Physical works done. Pool has been refilled.
38	Biloela STP Membrane Repl		8032				-	14,155.00	14,155.00		- 14,155.00	OVER		100.00%	100.00%	Completed last year at same time as Theodore Membrane Repl
45	Taroom STP Upgrade		7331				1,360.00	56,736.39	58,096.39		- 58,096.39	OVER		100.00%	100.00%	The project is ongoing & additional budget allocated in 25/26. Work under this budget is complete.
57	Biloela Sewerage SPS12 Access		8802				-	537.80	537.80		- 537.80	OVER		100.00%	100.00%	Completed last financial year
58	2425 SPS Lid Renewals		8736				-	2,672.98	2,672.98		- 2,672.98	OVER		100.00%	100.00%	Completed last financial year
76	Baralaba WTP Supernatant Return		9639				13,785.30	-	13,785.30		- 13,785.30	OVER		100.00%	75.00%	Nearing completion
77	Biloela TPS Electrical Renewal		7209				-	42,952.32	42,952.32		- 42,952.32	OVER		100.00%	100.00%	Completed last financial year.
79	Dawson Hwy Main Upgrade		7285				-	26,580.46	26,580.46		- 26,580.46	OVER		100.00%		completed cancelled commited PO cost
81	State Farm Road Water Main		7973				-	850.00	850.00		- 850.00	OVER		100.00%		completed 24/25
82	Callide St Melton-Murchison		7975				-	5,625.46	5,625.46		- 5,625.46	OVER		100.00%		no budget - design cost
87	Bilo Water Quality Monitoring		7908				5,950.00	736,617.78	742,567.78		- 742,567.78	OVER		100.00%	20.00%	Progress delayed due to supplier issues sourcing equipment from Europe. An additional amount has been budgeted in current year, however less was com
89	Goovigen Connection Road Preli		7976				-	850.00	850.00		- 850.00	OVER		100.00%		
92	Jules Street Water Main Prelim		7977				1,173.00	850.00	2,023.00		- 2,023.00	OVER		100.00%		completed 1173.00 journall to service repairs bituman work
98	Leichhardt Highway Water Main		7979				-	5,639.91	5,639.91		- 5,639.91	OVER		100.00%		no budget
103	Thangool Airport Road WM Preli		7981				-	850.00	850.00		- 850.00	OVER		100.00%		completed 24/25
111	Water Capital Renew Elect Supernatant Pumps		9336				17,457.00	4,545.45	22,002.45		- 22,002.45	OVER		100.00%	10.00%	This is actually for replacement roller doors on the operations building with ventilation to improve airflow.
117	Taroom RWPS Work Platform		8820				-	21,722.51	21,722.51		- 21,722.51	OVER		100.00%	90.00%	Pending variation to relocate electrical equipment means that this project is extended into 25/26 FY
123	Dunn Street Water Main - Design		8804				-	1,080.00	1,080.00		- 1,080.00	OVER		100.00%		Capitalisation form submitted 24/25
124	Moura Reservoir Interlinkage Design		8767				500.00	22,410.00	22,910.00		- 22,910.00	OVER		100.00%		This work is continuing and this is for design works
126	Aerator Replacement-Res 1		8023				-	12,325.00	12,325.00		- 12,325.00	OVER		100.00%	70.00%	Design Report approx 70% complete.
128	Misfield St Water Main Prelims		7978				1,173.00	3,989.95	5,162.95		- 5,162.95	OVER		100.00%		completed 24/25
129	Moura WTP Filtered Water Flow Meter		7680				16,275.07	9,557.75	25,832.82		- 25,832.82	OVER		100.00%	50.00%	Meter arrived. To be installed & commissioned.
134	**24/25 NO Budget Jobs TOTAL**				**0.00**	**0.00**	**68,580.37**	**1,037,183.11**	**1,105,763.48**	**0.00**	**- 1,105,763.48**	**OVER**				
135																
136	**BUILT ENVIRONMENT/LAND & LEASE**															
137	Replacement of Condemned Private owned	Property Pole Replacements	8018		200,000.00		-	-	-	200,000.00	200,000.00	UNDER		100.00%	20.00%	Awaiting VP completion
138	Biloela Civic Centre New Air Cooling System continuation of previous year project	Biloela Civic Centre Airconditioning - W4Q 24-27	8912	W4Q	450,000.00	88.98		5,000.00	5,088.98	450,000.00	444,911.02	UNDER		5.00%	5.00%	Problems with power supply and Insurance claim on roof
139	Rainbow Street continuation of previous year project	Transformer power upgrades			500,000.00				-	500,000.00				100.00%	10.00%	Waiting on DOR and Ergon to resolve land tenure issues prior to installation of transformer. - Council report Sept 2025
140	Biloela Civic Centre	Replace Foyer & Ceiling	10199		60,000.00		250.00	-	250.00	60,000.00	59,750.00	UNDER		0.42%	5.00%	Vendor Panel went live on 18 August, due to close on 15 September
141	Baralaba Sports Grease trap replacement				10,000.00				-	10,000.00	10,000.00	UNDER		5.00%	5.00%	Design received from Building and Plumbing Inspector. Plumbing Application was lodged 01 September and quotation requested from the Retic team.
142	Employee house - Taroom Showground Cottage				15,000.00				-	15,000.00	15,000.00	UNDER		0.00%	0.00%	No design required as planning to tile the floor instead.
143	Biloela Transit Facility Block C				40,000.00				-	40,000.00	40,000.00	UNDER		0.00%	5.00%	Works to be scheduled over the Christmas break due to all rooms being fully booked for the remainder of the year. VP469755 closed on 25 August with no responses received. Building Services Coordinator to source quotes from contractors directly.
144	Magavalis Recreation Reserve - Biloela - Erosion on Fields				15,000.00				-	15,000.00	15,000.00	UNDER		0.00%	0.00%	Works will progress throughout the year as materials become available from asphalt left over from other jobs
145	Kianga Memorial Hall	Foyer Window Tint	10196		5,000.00		-	7,666.89	7,666.89	5,000.00	- 2,666.89	OVER		153.34%	5.00%	PO raised with Home Hardware on 22 August for the replacement and tinting of glass in the foyer. Glass in on order and works to be scheduled.
146	Taroom Town Hall, repaint foyer, toilet & storage area				25,000.00				-	25,000.00	25,000.00	UNDER		0.00%	0.00%	Procurement to commence in March 2026.
147	Theodore RSL Hall	Renovation of Male Toilets PWD & Repaint Floors in Changeroom & Bathroom	10197		45,000.00		-	3,720.00	3,720.00	45,000.00	41,280.00	UNDER		8.27%	2.00%	Design received from design contractor 03 September, will need Building Certifier to access and advise prior to Vendor panel.
148	Tollemaches Rd House - Thangool				45,000.00				-	45,000.00	45,000.00	UNDER		0.00%	0.00%	Project design scheduled to commence in November 2025
149	Duplex Transit - Biloela	flooring			25,000.00				-	25,000.00	25,000.00	UNDER		0.00%	0.00%	Procurement to occur in January 2026
150	Tognolini-Baldwin House	carpets			25,000.00				-	25,000.00	25,000.00	UNDER		0.00%	0.00%	Project design scheduled to commence in December 2025.
151	Transit House 4 Bridge St	flooring			35,000.00				-	35,000.00	35,000.00	UNDER		0.00%	0.00%	Procurement to start in March 2026
152	Rainbow St	Transformer & Elect	8012		160,000.00		4,465.00	86,534.75	90,999.75	160,000.00	69,000.25	UNDER		56.87%	20.00%	Waiting for designs to come back from consultant.
153	Moura Kianga Hall	Asbestos Removal	9570				-	43,231.56	43,231.56		- 43,231.56	OVER		100.00%		
154	Moura Recreation Grounds Security Upgrades - W4Q 24-27		8914	W4Q		88.20	-	25,960.79	26,048.99		- 26,048.99	OVER		100.00%	90.00%	Lights installed. Being checked to see that they are working properly.
155	Theodore Recreation Grounds Lighting Upgrade - W4Q 24-27		8913	W4Q		34,033.28	-	3,413.75	37,447.03		- 37,447.03	OVER		100.00%	20.00%	Design and scope done by SLLMC was incorrect and did not meet communities expectations. Currently with electrical engineers to redesign so that it will function correctly and meet community expectations.
156	Taroom Public PWD Toilet, Yaldwyn St - W4Q 24-27		7083	W4Q		27,512.23	4,231.82	61,359.00	93,103.05		- 93,103.05	OVER		100.00%	60.00%	Succsessful contractor has notified Council in writing that he has been away for medical reasons and is now proceeding with the remaining construciton of the building. Retic plumbers are yet to commence works.
157	Taroom Showgrounds - Phipps St Side Toilet Block		7082				6,231.27	6,314.51	12,545.78		- 12,545.78	OVER		100.00%	75.00%	Donga has been placed on stumps. Sourcing quote from electrician and local contractors for concrete footpath. Have requested for Retic to start on plumbing works.
158	Wowan SES	New Facility	8655				9,741.43	5,293.88	15,035.31	160,000.00	- 15,035.31	OVER		100.00%	95.00%	Kitchenette has been installed. As of 03 September, waiting on plumbers to finish installing grease trap and concreter to complete works.
159	**BUILT ENVIRONMENT/LAND LEASE TOTAL**				**$ 1,655,000.00**	**$ 61,722.69**	**$ 24,919.52**	**$ 248,495.13**	**$ 335,137.34**	**$ 1,815,000.00**	**- 160,000.00**	**UNDER**	**20.25%**			
160																
161	**Waste Services**															
162	Boundary Hill East new waste facility	Boundary Hill Waste Facility	7086		3,923,600		13,069.00	281,162.56	294,231.56	3,923,600	3,629,368.44	UNDER		7.50%	10.00%	Detailed design 80% complete. Sale contract being negotiated with landholder. Community consultation commencing 14/08/25
163	Trap Gully extension				-				-	-	-	OVER		0.00%		
164	**WASTE SERVICES TOTAL**				**$ 3,923,600.00**		**$ 13,069.00**	**$ 281,162.56**	**$ 294,231.56**	**$ 3,923,600.00**	**-**	**UNDER**	**7.50%**			
165																
166	**Rural Services**															
167	Theodore washbay payment system	Washdown Facility Payment Systems	7061		20,000.00		-	-	-	20,000.00	20,000.00	UNDER		0.00%		
168	Taroom yards loading ramp				150,000.00				-	150,000.00	150,000.00	UNDER		0.00%		
169	**RURAL SERVICES TOTAL**				**$ 170,000.00**		**$ -**	**$ -**	**$ -**	**$ 170,000.00**	**-**	**UNDER**	**0.00%**			
170																
171	**SWIMMING POOLS**															
172	Biloela Pool Plantroom NewSwitchboard	Biloela Swimming Pool Plantroom New Switchboard	8701		60,000.00		-	-	-	60,000.00	60,000.00	UNDER		0.00%		Design stage to commence in January 2026
173	Biloela Swimming Pool - seamless flooring in squad room				15,000.00				-	15,000.00	15,000.00	UNDER		0.00%		Project not proceeding. Budget to be transferred to Theodore Cemetery shelter and seat - Council report Sept 2025.
174	Moura Swimming Pool - switchboard replacement				100,000.00				-	100,000.00	100,000.00	UNDER		0.00%		Design stage to start in November 2025
175	Taroom Swimming Pool - switchboard				40,000.00				-	40,000.00	40,000.00	UNDER		0.00%		Design stage to start in November 2025
176	Biloela Pool - Develop a 50 year redevelopment plan				60,000.00				-	60,000.00	60,000.00	UNDER		0.00%		Works on this will commence in October 2025, depending on what happens with the 50m pool following investigation of the pool shell

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4																
5	Project Area	Project Title/Job Cost Name	Authority WO#	External Funding	2025/26	2024/25	YTD		Total	Estimated	(Over)/Under	Over/	%	%	Job	Information/
6				Source	Budget	Expenditure	Expenditure	Committed	Expenditure	Final	Budget ($)	Under	Spent	Spent	Progress	Explanation
7	COUNCIL SERVICES									Budget					%	
177	**SWIMMING POOLS TOTAL**				**$ 275,000.00**		**$ -**	**$ -**	**$ -**	**$ 275,000.00**	**275,000.00**	**UNDER**	**0.00%**			
178																
179	**CEMETERIES**															
180	Theodore Cemetery	Shade shelter and seat			10,000.00				-	10,000.00	10,000.00	UNDER		0.00%		Procurement to commence in February 2026
181	Biloela Lawn Cemetery	New concrete beams			25,000.00				-	25,000.00	25,000.00	UNDER		0.00%		Procurement to commence in September 2025
182	Moura cemetery	New concrete beams & Landscaping			30,000.00				-	30,000.00	30,000.00	UNDER		0.00%		Procurement to commence in January 2026
183	Theodore Cemetery	Seat & Shade Structure	10188				-	11,040.00	11,040.00	30,000.00	- 11,040.00	OVER		100.00%		Procurement to commence in January 2026
184	**CEMETERIES TOTAL**				**$ 65,000.00**		**$ -**	**$ 11,040.00**	**$ 11,040.00**	**$ 95,000.00**	**$ 53,960.00**	**UNDER**	**16.98%**			
185																
186	**Water Supply**															
187																
188	**General**															
189	Water Capital Replacement	Scada/Telemetry Template	7109				13,644.26	-	13,644.26							
190	Treatment Banana	Banana Water Unplanned Work			-				-	-	-	OVER		0.00%		
191	Treatment Banana	Mains Repl Archer St to Prospect St Design & Spec	8811				-	4,460.00	4,460.00		- 4,460.00	OVER		0.00%		
192	Treatment Baralaba	Baralaba Water Unplanned Work			-		-	-	-	-	-	OVER		0.00%		
193										-						
194	Treatment - Baralaba	WTP Chemical Storage Shed			55,000.00				-	55,000.00	55,000.00	UNDER		0.00%	5.00%	Purchase order placed end August. Request to retic to plan for safety shower purchase & installation.
195	Treatment - Baralaba	Baralaba Pontoon Pump	10176				-	23,087.17	23,087.17		- 23,087.17	OVER		0.00%	5.00%	Pontoon Pump ordered to combat manganese & new guideline levels. Developing scope for pontoon installation & cut-in works.
196	Treatment - Baralaba	Baralaba WTP Chemical Storage Shed	10163				-	51,300.00	51,300.00		- 51,300.00	OVER		0.00%		****This expenditure needs to align with project 2 lines above - it is not a separate job****
197	Treatment Biloela	Biloela Water Unplanned Work			-		-	-	-	-	-	OVER		0.00%		
198										-						
199	Treatment - Biloela	Biloela WTP Water Quality Monitoring Instrumentation Install			150,000.00				-	150,000.00	150,000.00	UNDER		0.00%	20.00%	****This is same project as 7908 (in carryovers at top) - this item is additional budget for work that was envisaged to extend into the new financial year. In actual fact progress was delayed due to equipment coming from Europe & there will be significantly more budget required this year - may have to use budget allocated for Moura (Project 7909 in current year).
200	Treatment - Biloela	Pains Road Drilling Repairs	10122				6,807.02	-	6,807.02		- 6,807.02	OVER		0.00%	20.00%	Repairs resulting from underboring approx 18 months ago. Rob huggers is arranging repairs final figure unsure off
201	Treatment - Biloela	Bilo WTP lab Potable Mulitmeter	10118				3,889.15	-	3,889.15		- 3,889.15	OVER		0.00%	100.00%	******Should appear as a sub-item under "Biloela WTP Unplanned Work" *******Unplanned - replacement
202	Treatment - Biloela	Biloela WTP Compressor Pump Replacement	9939				3,269.60	-	3,269.60		- 3,269.60	OVER		0.00%	100.00%	******Should appear as a sub-item under "Biloela WTP Unplanned Work" *******Unplanned - Replacement
203	Treatment - Biloela	Biloela WTP Lab Refurbishment	7269				939.69	-	939.69		- 939.69	OVER		0.00%	95.00%	Ongoing laboratory refurbishment completion
204	Treatment - Callide Dam	Callide Dam Water Unplanned Work			-				-	-	-	OVER		0.00%		
205	Mains - Callide	Pigging Stations Construction Callide Raw WM	7679		150,000.00		67,511.63	93,877.07	161,388.70	150,000.00	- 11,388.70	OVER		107.59%	95.00%	Commisioning completed in July. Minor Works & as-builts to be finalised.
206	Treatment Cracow	Cracow Water Unplanned Work			-				-		-	OVER		0.00%		
207	Treatment Goovigen	Goovigen Water Unplanned Work			-				-		-	OVER		0.00%		
208	Treatment Goovigen	Goovigen Bore 5 Pump	10217				-	13,270.40	13,270.40		- 13,270.40	OVER		0.00%	5.00%	Unplanned - purchased to replace existing pump with operational issues
209	Treatment Moura	Moura Water Unplanned Work			-		-	-	-	-	-	OVER		0.00%		
210										-						
211	Treatment - Moura	Moura WTP Clarifier final commissioning	7287		20,000.00		-	129,361.94	129,361.94	20,000.00	- 109,361.94	OVER		646.81%	20.00%	Project completion was delayed beyond EOFY - the $20K budget this year was only for commissioning, not other work. Latest program update is for completion end of Sept.
212	Treatment - Moura	Mour Water Quality Monitoring	7909		700,000.00		-	16,056.81	16,056.81	700,000.00	683,943.19	UNDER		2.29%		On hold - budget may be required to cover project 7908 (Biloela Instrumentation - see comments above & in carryover).
213	Treatment - Moura	Instrumentation Upgrade	10168				-	-	-		-	OVER		0.00%		
214	Treatment - Moura	Moura Filter 3 & 4 Backwash Automation	10169		25,000.00		-	-	-	25,000.00	25,000.00	UNDER		0.00%		
215	Treatment - Moura	Security Fence to exclude lagoon access WHS	10172		80,000.00		-	-	-	80,000.00	80,000.00	UNDER		0.00%		
216	Treatment - Moura	Spare Pontoon Pump	10173		50,000.00		-	-	-	50,000.00	50,000.00	UNDER		0.00%	5.00%	Work on RFQ commenced.
217	Treatment - Moura	Moura WTP - Replace Lab Box Aircon	10081				2,761.00	-	2,761.00		- 2,761.00	OVER		0.00%		****Unplanned work - should be a sub-job of "Moura Water Unplanned Works"
218	Treatment - Moura	Moura WTP Inline Filter Pipework Compressor 1	9940				1,669.20	-	1,669.20		- 1,669.20	OVER		0.00%		****Unplanned work - should be a sub-job of "Moura Water Unplanned Work"
219	Treatment Taroom	Taroom Water Unplanned Work			-		-	-	-	-	-	OVER		0.00%		
220										-		OVER				
221	Treatment - Taroom	Replace Bore Headworks	7266		75,000.00		-	-	-	75,000.00	75,000.00	UNDER		0.00%	10.00%	Contractor selected and PO to be issued
222	Treatment - Taroom	Replace Bore 1 Headworks	10171				-	-	-		-	OVER		0.00%		**This is same project as 7266 **** - fix
223	Treatment - Taroom	Taroom WTP Grundfos Pressure Tank	9790				-	2,550.00	2,550.00		- 2,550.00	OVER		0.00%		****Unplanned work - should be a sub-job of "Taroom Water Unplanned Work"
224	Treatment Thangool	Thangool Water Unplanned Work			-				-	-	-	OVER		0.00%		
225	Treatment Theodore	Theodore Water Unplanned Work			-				-	-	-	OVER		0.00%		
226	Treatment - Theodore	Theodore WTP Critical Infrastructure	8819		150,000.00		-	19,775.45	19,775.45	150,000.00	130,224.55	UNDER		13.18%		Prefered Tenderer for New Switchboard & Assoc works has gone into Administration / Liquidation - will now include as part of main WTP upgrade tender.
227	Treatment - Theodore	Theodore WTP Upgrade - Yr. 1 - Stage 1			1,875,000.00				-	1,875,000.00	1,875,000.00	UNDER		0.00%		Finalising tender specs - hope to advertise by 19/9/25
228	Treatment Wowan	Wowan Water Unplanned Work			-				-	-	-	OVER		0.00%		
229	Treatment - Water Various	Chlorine Rectification Works	10170		50,000.00		-	-	-	50,000.00	50,000.00	UNDER		0.00%		
230	**Meters/Valve/Hydrant Replacements**	Faulty Valve/hydrant/meters, new connections, upgrades/replacement			480,000.00		*11,714.49*	*521.83*	*12,236.32*	480,000.00	467,763.68	UNDER		2.55%		

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5	Project Area	Project Title/Job Cost Name	Authority WO#	External Funding	2025/26	2024/25	YTD		Total	Estimated	(Over)/Under	Over/	%	%	Job	Information/
6				Source	Budget	Expenditure	Expenditure	Committed	Expenditure	Final	Budget ($)	Under	Spent	Spent	Progress	Explanation
7	COUNCIL SERVICES									Budget					%	
231	**Banana**										-					
232	Valves 2025/26		7220				-	-		-	-				10.00%	investigation work underway and prep work to start 1/9/25 capital crew and contractors
233	Hydrants 2025/26		7221				-	-		-	-					
234	Meters 2025/26		7222				875.64	-		-	-				5.00%	zero reads from meter reading taking place 1/11/25 due to Vac truck tenders
235											-					
236	**Baralaba**										-					
237	Valves 2025/26		7224				-	-		-	-					
238	Hydrants 2025/26		7654				-	-		-	-					
239	Meters 2025/26		7225				-	-		-	-				5.00%	zero reads from meter reading taking place 1/11/25 due to Vac truck tenders
240											-					
241	**Biloela**										-					
242	Valves 2025/26		7229				989.44	-		-	-				15.00%	investigation work underway and prep work to start 1/9/25 capital crew and contractors
243	Hydrants 2025/26		7230				3,467.34	-		-	-					
244	Meters 2025/26		7231				4,251.50	-		-	-				5.00%	zero reads from meter reading taking place 1/11/25 due to Vac truck tenders
245											-					
246	**Callide Dam**										-					
247	Valves 2025/26		7660				-	-		-	-					
248	Hydrants 2025/26		7655				-	-		-	-					
249	Meters 2025/26		7240				-	-		-	-				5.00%	zero reads from meter reading taking place 1/11/25 due to Vac truck tenders
250											-					
251	**Cracow**										-					
252	Valves 2025/26		7241				-	-		-	-					
253	Hydrants 2025/26		7656				-	-		-	-					
254	Meters 2025/26		7242				-	-		-	-					
255											-					
256	**Goovigen**										-					
257	Valves 2025/26		7661				-	-		-	-					
258	Hydrants 2025/26		7657				-	-		-	-					
259	Meters 2025/26		7243				-	-		-	-				5.00%	zero reads from meter reading taking place 1/11/25 due to Vac truck tenders
260											-					
261	**Moura**										-					
262	Valves 2025/26		7245				928.83	-		-	-				20.00%	investigation work underway and prep work to start 1/9/25 capital crew and contractors
263	Hydrants 2025/26		7246				-	-		-	-					
264	Meters 2025/26		7247				1,107.54	-		-	-				5.00%	zero reads from meter reading taking place 1/11/25 due to Vac truck tenders
265											-					
266	**Taroom**										-					
267	Valves 2025/26		7248				-	-		-	-				10.00%	investigation work underway and prep work to start 1/9/25 capital crew and contractors
268	Hydrants 2025/26		7249				-	-		-	-					
269	Meters 2025/26		7250				-	521.83		-	-				5.00%	zero reads from meter reading taking place 1/11/25 due to Vac truck tenders
270											-					
271	**Thangool**										-					
272	Valves 2025/26		7254				-	-		-	-					
273	Hydrants 2025/26		7658				-	-		-	-					
274	Meters 2025/26		7255				-	-		-	-				5.00%	zero reads from meter reading taking place 1/11/25 due to Vac truck tenders
275											-					
276	**Theodore**										-					
277	Valves 2025/26		7257				-	-		-	-				10.00%	investigation work underway and prep work to start 1/9/25 capital crew and contractors
278	Hydrants 2025/26		7258				-	-		-	-					
279	Meters 2025/26		7259				-	-		-	-				5.00%	zero reads from meter reading taking place 1/11/25 due to Vac truck tenders
280											-					
281	**Wowan**										-					
282	Valves 2025/26		7260				-	-		-	-					
283	Hydrants 2025/26		7659				-	-		-	-					
284	Meters 2025/26		7261				94.20	-		-	-				5.00%	zero reads from meter reading taking place 1/11/25 due to Vac truck tenders
285											-					
286	**TOTAL WATER SUPPLY**										-					
287					**$ 3,860,000.00**		**$ 112,206.04**	**$ 354,260.67**	**$ 466,466.71**	**$ 3,860,000.00**	**3,393,533.29**	**UNDER**	**12.08%**			

	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	W
1	BANANA SHIRE COUNCIL															
2	**COUNCIL SERVICES**															
3	**Capital Expenditure Report For Year 2025/26 as at 29/8/25**															
4																
5	Project Area	Project Title/Job Cost Name	Authority WO#	External Funding	2025/26	2024/25	YTD		Total	Estimated	(Over)/Under	Over/	%	%	Job	Information/
6				Source	Budget	Expenditure	Expenditure	Committed	Expenditure	Final	Budget ($)	Under	Spent	Spent	Progress	Explanation
7	COUNCIL SERVICES									Budget					%	
288	**Sewerage**															
289																
290	Manholes & Jumpup - General All Schemes	Manholes & Jumpup - General All Schemes			-		*2,112.93*	*79,761.72*	*81,874.65*	-	-	OVER		0.00%		all commited costs value $ 79761.72 have been cancelled old PO from last year. Expenditure this year end total will need to have WO created or find money else where as no budgets as mentioned below
291		Biloela Manholes 2025/26	7311				-	45,454.55								no budget this year - will be unplanned work to take place over the twelve month period in all schemes
292		Biloela House Connections 2025/26	7312				-	1,997.94								no budget this year - will be unplanned work to take place over the twelve month period in all schemes
293		Moura Manholes 2025/26	7317				64.64	-								no budget this year - will be unplanned work to take place over the twelve month period in all schemes
294		Moura House Connections 2025/26	7318				2,048.29	2,110.00								no budget this year - will be unplanned work to take place over the twelve month period in all schemes
295		Taroom Manholes 2025/26	7321				-	26,728.08								no budget this year - will be unplanned work to take place over the twelve month period in all schemes
296		Taroom House Connections 2025/26	7322				-	3,471.15								no budget this year - will be unplanned work to take place over the twelve month period in all schemes
297		Theodore Manholes 2025/26	7325				-	-								no budget this year - will be unplanned work to take place over the twelve month period in all schemes
298		Theodore House Connections 2025/26	7326				-	-								no budget this year - will be unplanned work to take place over the twelve month period in all schemes
299	Sewer Main - General All Schemes	*Gravity Main Relining*			-		-	*184,683.68*	*184,683.68*	-	-	OVER		0.00%		*$184,683.68 needs to be moved down to WO 10164*
300		Biloela	7313				-	184,683.68								no budget this year
301		Moura	7319				-	-								no budget this year
302		Taroom	7323				-	-								no budget this year
303	SCADA/Telemetry-General All Schemes	Critical Spares	7294		-		10,203.02	-	10,203.02	-	-	OVER		0.00%		
304	General All Schemes	Smoke Testing Rectification Works			100,000.00				-	100,000.00	-	UNDER		0.00%	**35%**	will be starting in moura - we will also be looking at the school area in Biloela and apollo motel school holiday time. Contrators have started 3/9/25 company is IRS waterproofing
305	General All Schemes	CCTV	10164		300,000.00				-	300,000.00	-	UNDER		0.00%	10%	Waiting for contractor to retun to site after resolving WHS procedures. Will finalise Dee St SPS catchment & work in Barrett St area. Contractor delayed as unable to find accomodation.
306	Pump Stations	SPS Renewals			50,000.00				-	50,000.00	-	UNDER		0.00%		
307	Pump Stations	SPS Pedestal Replacements			175,000.00				-	175,000.00	-	UNDER		0.00%		
308	Treatment Biloela	*Biloela Sewer - Unplanned works*			-		-	-	-		-	OVER		0.00%		
309																
310	Treatment - Biloela	STP Concrete Repairs (potential carryover 24/25)	7328		350,000.00		252,618.94	897,266.61	1,149,885.55	350,000.00	-	OVER		328.54%	60%	Continuing contract works from 24/25 - contractor on-track. Concrete refurbishment of Trickling Filter 2 complete. Work on Trickling Filter 1 and inlet works have commenced. Works were not as advanced at EOFY as envisaged. The budget amount for this item is for the originally envisaged works in 25/26. Additional budget will be required.
311	Treatment - Biloela	STP Concrete Repairs (Potential Variation Trickling Filter 2 wall replacement)			500,000.00				-	500,000.00	-	UNDER		0.00%	60%	Work has commenced on BTF1. BTF2 is complete & back online.
312	Treatment - Biloela	Biloela STP - Radar Level Sensors Inlet Works	10218				-	3,350.91	3,350.91		-	OVER		0.00%		****Unplanned replacement - should be a sub-project to "Biloela Sewer Unplanned Works"
313	Treatment - Biloela	Biloela STP - Replacement Water Return Pump	10216				-	9,631.43	9,631.43		-	OVER		0.00%		****Unplanned replacement - should be a sub-project to "Biloela Sewer Unplanned Works"
314	Treatment - Biloela	Replacement DR3900	10174				7,949.55	-	7,949.55		-	OVER		0.00%		****Unplanned replacement - should be a sub-project to "Biloela Sewer Unplanned Works"
315	SPS1 - Biloela - Pump Upgrade	Upgrade pumps to reduce overflows	10166		30,000.00				-	30,000.00	-	UNDER		0.00%	20%	Contractor selected and PO issued
316	SPS5 - Biloela - Pump Capacity Change	Reduce pump capacity	10167		7,500.00				-	7,500.00	-	UNDER		0.00%	15%	System analysis done and decided to reduce impeller sizes. Talking to SPS1 pump replacement contractor to get a variation
317	Treatment Moura	*Moura Sewer - Unplanned works*			-		-	*4,090.91*	*4,090.91*	-	-	OVER		0.00%		
318		Moura STP Gearbox Replacement Unplanned	9126				-	4,090.91		-						****Sub-job of "Moura Sewer Unplanned Works"
319	Treatment - Moura	Completion Building Structural Repairs (potential carryover 24/25)	8822		60,000.00		-	17,050.00	17,050.00	60,000.00	-	UNDER		28.42%		Draft detailed design received & comments sent back to consultant.
320	Moura STP Building Structural inspection/design/report		9726				-	-	-		-	OVER		0.00%		***This work is all tied in with 8822 & may be rolled into that.
321	Treatment - Moura	Moura STP Instrumentation (DO/pH/Turbidity)			40,000.00				-	40,000.00	-	UNDER		0.00%		
322	Treatment - Moura	Moura STP - Inlet Screen Gear Box	10134				-	4,772.73	4,772.73		-	OVER		0.00%		****Unplanned - should be a sub-job of "Moura Sewer - Unplanned Works"
323	Treatment - Moura	Moura STP Belt Press Motor/Gearbox	10123				-	4,545.45	4,545.45		-	OVER		0.00%		****Unplanned - should be a sub-job of "Moura Sewer - Unplanned Works"
324	Treatment - Moura	Moura STP Instrumentation	10080				-	1,805.50	1,805.50		-	OVER		0.00%		****Unplanned - should be a sub-job of "Moura Sewer - Unplanned Works"
325	Treatment - Moura	Mobbs Way Genset Controller Replacement	9941				1,664.68	1,517.14	3,181.82		-	OVER		0.00%		****Unplanned - should be a sub-job of "Biloela Sewer - Unplanned Works"
326	Treatment Taroom	*Taroom Sewer- Unplanned works*			-		-	-	-	-	-	OVER		0.00%		
327																
328	Treatment - Taroom	Completion Concrete Works (potential carryover 24/25)			375,000.00				-	375,000.00		UNDER		0.00%		Preparing tender docs for re-tendering remaining works.
329	Treatment Theodore	*Theodore Sewer - Unplanned works*			-		-	-	-	-	-	OVER		0.00%		
330																
331	**TOTAL SEWERAGE**				**$ 1,987,500.00**		**$ 274,549.12**	**$ 1,208,476.08**	**$ 1,483,025.20**	**$ 1,987,500.00**	**504,474.80**	**UNDER**	**74.62%**			
332																
333																
334	**TOTAL COUNCIL SERVICES**				**$ 11,936,100.00**		**$ 493,324.05**	**$ 3,140,617.55**	**$ 3,695,664.29**	**$ 12,126,100.00**	**8,240,435.71**	**UNDER**	**30.96%**			
335																

9.1.6 FUNDING PROJECTS – MONTHLY ACTUAL EXPENDITURE

Date: 16 September 2025
Author: Chief Executive Officer – Thomas Upton
File No:
Letter No:
Attachment: Capital Expenditure Report Funding Projects
Minute No: OM006521

Resolution:

That Council note and receive the attached Major Capital Expenditure Report for funding projects as at 31 August 2025.

Moved: Cr Boyce ***Seconded: Cr Burling*** ***Carried***

Report

Providing a report on Major Capital Expenditure for funding projects as at 31 August 2025.

Refer attachment.

Cr Bailey referred to food premise inspections undertaken in Baralaba and the unrealistic rectification timeframe of two weeks. Cr Bailey asked if consideration could be given to extend timeframes due to the unavailability of tradespeople.

The Director Council Services advised he will look at options, however it is to be noted some of the timeframes are statutory and required by the Public Health Act. The Director Council Services also advised business owners can contact Council to seek an extension.

BANANA SHIRE COUNCIL

Executive Services

Capital Expenditure Report For Year 2025-2026 as at 29/8/2025

Work Area / Project	Altitude WO #	Total Funding	2025/26 Budget	2024/25 Expenditure	YTD Expenditure	Committed	Total Expenditure	Estimated Final Budget	(Over)/Under Budget ($) =25/26 Budget-Total Expenditure	Over/ Under	% spent	% Spent	Job Progress %	Information/ Explanation
Contingency	8790		4,500,000		0.00	0.00	-							
Biloela Depot Reroof	9023				0.00	0.00	-							
Kindy Development Contributions							-							
Taroom Daycare Build - Exec Capital Contingency	9368				0.00	0.00	-							
Taroom SES - New Facility	7662				0.00	0.00	-							
Wowan SES - New Facility	8655				9,741.43	5,293.88	15,035.31						80%	Building in place with disabled ramp. PO for concrete path issued. Waiting on delivery of kitchen. Install of A/c delayed as selected contractor business has closed.
W4Q 2024-27														
Biloela Civic Centre Airconditioning	8912	450,000	450,000	89	0.00	5,000.00	5,088.98	450,000	444,911	UNDER		1.13%	20%	Waiting on insurance decision on roof prior to finalising mounting and electricsal connections
Biloela Pool Unisex Disabled Change Room	8911	100,000	-	46,877	2,471.06	831.09	50,179.36		- 50,179				85%	Building on footings, waiting electrical and plumbing. Council plumbers instructed to do the plumbing work and RFQ for electricals being issued.
Theodore Recreation Grounds Lighting Upgrade	8913	500,000	-	34,033	0.00	3,413.75	37,447.03		- 37,447				20%	Site visit was undertaken and met with some of the users to determine their requirements. PO has been raised for electrical engineer. Currently waiting for design from the electrical engineer, to complete these designs he is hoping to attend site in the next fortnight to confirm details.
Moura Recreation Grounds Security Upgrades	8914	300,000	-	88	0.00	25,960.79	26,048.99		- 26,049				75%	The final lighting plan has been approved by all parties involved and PO has been raised, works to be completed in the next 6 weeks. Community consultation commenced to use additional funds. Consulting with IT regarding the installation of cameras, awaiting quote, hopefully received in the next 2 weeks. In the process of producing VP for canteen upgrades
Baralaba Showgrounds Septic System Upgrade	8678	100,000	-	99,671	0.00	0.00	99,670.73	99,671	- 99,671				100%	Project Completed
Taroom Main Street Public Amenities	7083	150,000	-	27,512	4,231.82	61,359.00	93,103.05		- 93,103				75%	Construction initially delayed with contractor health issues but underway now with main footings and flooring being done week starting 11 August. Council plumbers have been re-engaged to assist with connection.

Jambin Goovigen Road Floodway Upgrade	8899	300,000	271,032	28,968	645.35	2,272.73	31,886.28	271,032	239,146	UNDER		11.76%	0%	Design was completed in 24/25 - Tender for construction is currently open with works to commence February 2026 to avoid the wet season
Meissners Road Widening (Thangool Racecourse Rehab Works)	8900	300,000	-	11,369	0.00	0.00	11,369.35		- 11,369				0%	Project funding signage has been installed. The design of the road widening has commenced, with construction scheduled for 2026/27 budget. The current funding allocation appears to be appropriate for the current project proposal. A project variation may need to be submitted to clarify that the original 8m width refered to the width at the two right-turn lanes and not the entirety of the project.
Drainage Rehab on Pheasant Creek Road	8901	130,000	-	5,979	0.00	0.00	5,978.99		- 5,979				0%	Project funding signage has been installed. The design has commenced, with construction scheduled for 2026/27 budget. The current funding allocation appears to be appropriate for the current project proposal.
							-		-			100.00%		
							-		-			100.00%		
EXECUTIVE SERVICES TOTAL		**$ 2,330,000**	**$ 5,221,032**	**$ 254,587**	**$ 17,089.66**	**$ 104,131.24**	**$ 375,808.07**	**$ 820,703**	**$ 4,845,224**	UNDER	**7.20%**			
NOTE - these jobs are also listed on each departments Capital Report														

10.0 Corporate & Community Services

10.1.1 ACTION REPORT ON PREVIOUS COUNCIL RESOLUTIONS – CORPORATE & COMMUNITY SERVICES

Date: 16 September 2025
Author: Director Corporate & Community Services – Venkat Peteti
File No:
Letter No:
Attachment: Resolutions Action Report
Minute No: OM006522

The Director Corporate and Community Services declared a Prescribed Conflict of Interest in this agenda item as he is a Board Member of CQ Shines. The Director Corporate & Community Services did not leave the meeting.

Resolution:

That Council note and receive the attached Resolutions Action Report for Corporate & Community Services.

Moved: Cr Bailey ***Seconded: Cr Jensen*** ***Carried***

Report

This report is to advise Council of the outstanding matters currently being dealt with by the organisation.

Considerations

1. **Corporate Plan**
   N/A

2. **Policy and Legal Implications**
   Policy and legal implications will be addressed through each matter.

3. **Financial and Resource Implications**
   Budget impacts will be addressed in resolving each matter.

4. **Risk Assessment**
   N/A

Cr Leo requested the Council signage on the Youth Centre and old Council Building in Moura be removed in addition to a directional sign on the Gillespie Street Roundabout. The Director Corporate & Community Services to arrange for the signage to be removed.

Council Resolutions Action Report
Corporate & Community Services

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Open / Closed
20/11/24	Page 22	**Cr Leo** advised the watering, mowing and maintenance of the old Library and Council Office in Moura is not being undertaken. The Chief Executive Officer requested the Director Corporate & Community Services investigate and provide a report on the potential use of the buildings to the 22 January 2025 Ordinary Meeting.	DCCS engaged with the Youth Committee and will provide further updates to Council. 17/3/25 – Currently a survey is underway with schools. Community meeting planned post the survey. 13/6/25 – Met with the Moura Youth Committee, organised to have a community meeting after the school holidays.	OPEN
22/01/25	OM006267	The Council resolves to: 1. Provide an exemption from going to tender or auction to lease the space for fuel tanks and fuel tank-related equipment at Thangool and Theodore Aerodromes under section 236 (1) (vii) of the Local Government Regulation 2012; and 2. Authorise the Chief Executive Officer to enter into a lease agreement with the Aviation fuel provider IOR to operate from Thangool and Theodore Aerodromes subject to compliance with the requirements of 236 (1) (vii) (A),236 (1) (vii) (A) & 236 (3), of the Local Government Regulation 2012.	In progress. 19/05/25 – Meeting was held with IOR on 12 May. Preliminary discussion to establish a lease arrangement. Awaiting proposal from IOR. 30/07/25 – IOR conducted a site visit mid-July to formulate a plan and to determine what equipment is required. Awaiting proposal.	OPEN
25/06/25	Page 63	**Cr Leo** requested that a community consultation be arranged regarding the use of the Moura Library space to provide youth programs for the community. Director Corporate and Community Services advised that Council would investigate options to tender for an expression of interest.	11/7/25 – The old library building has damages that are going through the insurance process, as soon as the repairs are completed, the building will be advertised.	OPEN

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Open / Closed
28/08/25	OM006498	That pursuant to the Local Government Regulation 2012 s120 (1) (b) (i), s121 (a) and s122 (1) (a) & (b) Council grant concessions of 75% of water consumption charges up to a maximum of $11,000.00 per annum for consumption charges to be levied in the 2025/2026 financial year, to the following sports clubs and associations: a) Biloela Panthers Rugby League Club (Assessment 13218425) b) Callide Valley Touch Football Association (Assessment 13066097) c) Callide Valley Tennis Association (Assessment 13066022) d) Biloela Valleys Football Club (Assessment 13218433) e) Biloela Junior Rugby League (Assessment 13066071) f) Magavalis Sports Club (Assessment 13216692) g) Callide Valley Agricultural & Pastoral Society (Assessment 13035159)	Concession has been applied as per Council Resolution to Water charged in 2025/2026 financial year.	CLOSED
28/08/25	OM006499	That Council review the assessment summary for Regional Arts Development Fund applications and endorse the funding recommendation: 1. Applicant – Rodney Hammond Project – Silversmithing Workshop Outcome – Recommended totalling $3,000.00	Notified applicant of successful outcome, Doc ID: 1984326. Applicant requested change of project (new date) which has been assessed by RADF panel.	CLOSED

10.2.1 AGED CARE SERVICES ADVISORY COMMITTEE

Date: 4 September 2025
Author: Director Corporate and Community Services – Venkata Peteti
File ID:
Letter ID:
Attachment: Draft Terms of Reference for Aged Care Services Advisory Committee
Minute No: OM006523

Resolution:

That Council:

1. ***Endorses the Terms of Reference for the Aged Care Services Advisory Committee; and***

2. ***Appoints Cr Boyce as the Chairperson for the Aged Care Advisory Committee and seeks expressions of interest from the community and suitably qualified professions for the committee positions.***

Moved: Cr Burling ***Seconded: Cr Leo*** ***Carried***

Report

As an Aged Care Services Provider, Banana Shire Council should have a governance structure that supports the service delivery, clinical governance and risk management. Since, Aged Care is a speciality service, it is prudent for Council to have an advisory committee to strengthen its governance arrangements.

The terms of reference for an aged care advisory committee is attached to the report. The terms of reference suggest Council to have subject matter experts and representatives of the community and clients. The advisory committee membership is for two-year period.

The purpose of the committee is to:

- Advise Banana Shire Council on matters relating to effective and efficient functioning of aged care services (i.e., support home services).
- Advise Banana Shire Council on the clinical governance, which ensures the delivery of safe, high-quality, and person-centered healthcare services.
- Advise Council on the development of policy, procedure, systems, and processes relating to the aged care services to meet all the compliance and regulatory requirements.
- Advise Council on the types of services provided within the aged care services and the service gaps.
- Advise Council on the effectiveness of complaints management processes and systems.
- Support the collaboration of health, allied health services to be able to provide best services possible in the aged care services.
- Review the budget provided for the service and advise Council on budgetary matters.
- Support Council's endeavours in attracting and retaining staff by advising Council on a policy position.
- Support Council in its efforts to build the capacity and capability of staff in delivering the aged care services.
- Seek and receive feedback on the quality of the service delivery and advise Council on implementing activities to meet the client's requirements.
- Advise Council on the risk management of the service delivery in aged care services.

- Support Council in engaging and collaborating with the key stakeholders of aged care services including clients, families, clinicians, and other professionals.

Council operates a similar model of advisory committee for Community Resource Centre (CRC) services, and the model is effective for Council.

Banana Shire Council
Adopted: dd/mm/yyyy

AGED CARE SERVICES ADVISORY COMMITTEE TERMS OF REFERENCE

1. INTRODUCTION

Banana Shire Council's Vision Statement:

> To promote our Shire as the *'Shire of Opportunity'* and to 'improve the quality of life' for our communities through the delivery of efficient, effective, and sustainable services and facilities.

Banana Shire Council delivers seven core programs under the Commonwealth Home Support Program (CHSP). They are domestic assistance, home maintenance and repairs, respite (home or community), social support (individual), nursing care, personal care and transport. In delivering the services, Banana Shire Council must comply with the Aged Care Quality Standards set by the Australian Aged Care Quality and Safety Commission.

2. DEFINITIONS

BSC	Banana Shire Council
ACSAC	Aged Care Services Advisory Committee
CEO	The Chief Executive Officer of Banana Shire Council
DCCS	Director – Corporate and Community Services of Banana Shire Council

3. OBJECTIVE

The purpose of the committee is to:

- Advise Banana Shire Council on matters relating to effective and efficient functioning of aged care services (i.e., support home services).
- Advise Banana Shire Council on the clinical governance, which ensures the delivery of safe, high-quality, and person-centered healthcare services.
- Advise Council on the development of policy, procedure, systems, and processes relating to the aged care services to meet all the compliance and regulatory requirements.
- Advise Council on the types of services provided within the aged care services and the service gaps.
- Advise Council on the effectiveness of complaints management processes and systems.
- Support the collaboration of health, allied health services to be able to provide best services possible in the aged care services.
- Review the budget provided for the service and advise Council on budgetary matters.
- Support Council's endeavours in attracting and retaining staff by advising Council on a policy position.
- Support Council in its efforts to build the capacity and capability of staff in delivering the aged care services.
- Seek and receive feedback on the quality of the service delivery and advise Council on implementing activities to meet the client's requirements.

- Advise Council on the risk management of the service delivery in aged care services.
- Support Council in engaging and collaborating with the key stakeholders of aged care services including clients, families, clinicians, and other professionals.

4. COMMITTEE CONSTITUTION AND MEMBERSHIP

The Aged Care Services Advisory Committee is an Advisory Committee of the Banana Shire Council created under Division 2 Section 265 1(b) and 265 (2) of the Local Government Regulation 2012.

MEMBERSHIP

The Aged Care Services Advisory Committee (ACSAC) will comprise the following:

1. Councillor (TBD) - Chairperson
2. Independent expert (minimum 1- maximum 3) – with background in Clinical Governance, and or health and or allied health
3. Community representatives x 2 (representing clients and families)

In addition to the core members, the following people attended the ACSAC meetings. These members do not have voting rights.

- Mayor (ex-officio)
- Chief Executive Officer (ex-officio)
- Director Corporate and Community Services (ex-officio)
- Manager Community Services (ex-officio)
- Councillors of Banana Shire Council
- Council Staff – minute taker
- Experts in clinical governance, health, and community services (with invitation)
- Volunteers (with invitation)

The members are selected using an expression of interest process and are appointed by Council for a term of two years.

Council could fill vacancies on the committee any time as required.

5. COMMITTEE MEETINGS

FREQUENCY & MODE OF MEETINGS

ACSAC meetings are held at least once in three months. The meetings may be held in-person, online, telephone conferences or in a hybrid mode to maximise the participation.

The Chairperson may appoint any other member of the AGSAC, or a Councilor or a Council officer, to be the acting Chairperson (proxy), when they are unable to attend the meeting.

The agenda for the meeting is provided to all committee members in advance.

QUORUM

The quorum comprises majority of the committee members present.

MINUTES OF THE MEETING

The unconfirmed minutes of the ACSAC will be presented to the Ordinary Council Meeting for receiving and noting.

6. ADMINISTRATION & ACTIVITIES

ACSAC members will have access to relevant policies and procedures, budgets and financials relating to the aged care services.

ACSAC will not have any executory powers. Also, ACSAC is not empowered to raise funds and undertake any action to run the day-to-day operations of the Council. The ACSAC must strictly follow the provisions of the Local Government Act and Local Government Regulation and must not be involved in the operational matters of Council.

7.COMMITTEE WIND-UP

The ACSAC could wind up with a resolution by the Council or by the resolution by the Council in the Ordinary Council Meeting.

CERTIFICATION

……………………………………..
CHIEF EXECUTIVE OFFICER
BANANA SHIRE COUNCIL

……………………….
DATE

10.2.2 UPDATE ON AGED CARE IMPROVEMENTS PROJECT

Date: 4 September 2025
Author: Director Corporate and Community Services – Venkata Peteti
File ID:
Letter ID: 1987490
Attachment:
Minute No: OM006524

Resolution:

That Council receives and notes the updates on the aged care improvements project.

Moved: Cr Boyce ***Seconded: Cr Jensen*** ***Carried***

Report

Banana Shire Council (through Taroom Health Care Services) delivers seven core programs under the Commonwealth Home Support Program (CHSP):

1. Domestic Assistance
2. Home Maintenance and Repairs
3. Respite (Home or Community)
4. Social Support (Individual)
5. Nursing Care
6. Personal Care
7. Transport

The Taroom Home Care Team (the team) is currently supporting thirty-seven clients: six in Wandoan and thirty-one in Taroom.

Home Care Packages

The team is currently delivering services to 12 Home Care Packages clients as follows:

In addition to the above, Banana Shire Council is also funded to deliver the Community Transport Program.

The Aged Care Quality Standards Performance Audit

The Aged Care Quality Standards are a set of eight nationally consistent standards developed by the Aged Care Quality and Safety Commission in Australia. They set the benchmark for the level of care and services older Australians should receive across all types of government-funded aged care.

These standards focus on ensuring that care is person-centred, safe, effective, and respectful of people’s dignity and independence.

As a service provider Council must meet the standards.

The Eight Standards are:

1. **Consumer dignity and choice** – Respecting identity, culture, and choices.

2. **Ongoing assessment and planning** – Assessing needs and planning care with consumer input.

3. **Personal and clinical care** – Safe, effective, and best-practice care.

4. **Services and supports for daily living** – Supporting independence, well-being, and social participation.

5. **Organisation's service environment** – Safe, clean, and comfortable spaces.

6. **Feedback and complaints** – Open and accessible complaint systems.

7. **Human resources** – A skilled, caring, and consistent workforce.

8. **Organisational governance** – Strong leadership, accountability, and continuous improvement.

In the audit conducted in June 2024, Council was only compliant on organisational service environment and failed in all other areas of aged care standards.

Council needed to ensure that we undertake a comprehensive action to address the gaps identified in the audit. Council was able to attract funding to employ Bruce Callaghan and associated to help Council to be compliant with the Aged Care Standards.

The improvement plan to address the issues is attached to this report. There were 40 actions identified and out of which 28 actions are marked resolved by the consultant and 12 actions are resolved at a policy level where implementation is required. The improvement project is coming to an end by December 2025, where all items identified will be resolved.

One of the key requirements to ensure compliance with efficiency is the introduction of the new software system that helps the team register care plans and provide updates on the care using mobile devises. The team is currently working to finalise the selection of the software. As part of the grant to implement the quality standards, the funding covers for the implementation of the software.

Council has approved an aged care services review in 2025/2026 year, which enables Council to undertake a comprehensive review of its current services, any future demands and a resource plan to fill the gaps.

It is an extraordinary effort from the team and from the consultant to address the gaps identified in the Aged Care Standards review. Council should commend the tireless efforts of the team in making the service comply with the standards.

10.2.3 COMMUNITY RESOURCE CENTRE ADVISORY COMMITTEE – UNCONFIRMED MINUTES OF MEETING HELD 18 AUGUST 2025

Date: 18 August 2025
Author: Director Corporate & Community Services – Venkata Peteti
File ID: 5318
Letter ID: 1983112
Attachment:
Minute No: OM006525

Resolution:

That Council:

1. ***Endorses the following nominations for representatives on the CRC Advisory Committee:***

   - ***Danielle Jackson as Parent Representative – for the next 2-year tenure.***
   - ***Michaela Lawson as Community Representative – for the next 2-year tenure; and***

2. ***Receives and notes the Unconfirmed Minutes of the Community Resource Centre Advisory Committee held on the 18 August 2025.***

Moved: Cr Burling ***Seconded: Cr Bailey*** ***Carried***

Report

The Unconfirmed Minutes of Community Resource Centre Advisory Committee meetings are to be presented to Council.

Refer to Document No: 1983113 for the Unconfirmed Minutes of the Banana Shire Community Resource Centre Advisory Committee meeting held on 18 August 2025.

Banana Shire Council
PO Box 412 Biloela QLD 4715 • 62 Valentine Plains Road, Biloela
Ph: 07 4992 9500 • Fax: 07 4992 3493
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MINUTES

COMMUNITY RESOURCE CENTRE ADVISORY COMMITTEE MEETING

Meeting Date: Monday 18th August 2025
Venue: CRC Large meeting room
Time: 3.30pm

1.0 Acknowledgement of Country

Council recognises that meetings held in Banana Shire include land of the Gaangalu Nation, Iman People, Wuli Wuli People, Wadja People, Wakka Wakka People and Darumbal People.

2.0 Attendance	
• CEO Tom Upton • Mayor Nev Ferrier • Clinton Dodd (Principal Care Coordinator) • Fiona Byrne (State School Representative) • Tina Knight (Catholic School Representative) • Danielle Jackson	• Melissa Kerr (CDSNSG Representative) – Chairperson • Venkat Peteti (Director, Corporate & Community, BSC) • Rebecca Wall (Independent School Representative) • Christine Brough (JCU Health Representative) • Pam Semple • Kym Jenkinson (Admin Officer – CRC)

Welcoming Clinton Dodd as Principal Care Coordinator to CRC Advisory Committee and introduction from all members.

Appreciation Note:

- Venkat Peteti expressed his appreciation to Fiona Byrne for providing her time to complete several interviews over the school holidays to fulfill the Principal Care Coordinator position.
- Tom Upton expressed his appreciation to Pam Semple for stepping in with the hand over process regarding the CRC.

3.0 Apologies	
• Cr Adam Burling (Portfolio Councillor, BSC)	• Judy Mazzer (Business Representative)

4.0 Safety Moment

Safety Moment – Fatigue – Is a state of mental and/or physical exhaustion which reduces a person's ability to perform work safely and effectively. Poor decision-making from fatigue can lead to accidents.

5.0 Confirmation of Previous Minutes – (19-06-25)

Motion: That the minutes of the June 19th meeting be confirmed as accurate.

Moved: Melissa Kerr **Seconded:** Tina Knight **Carried**

6.0 Business arising from previous minutes

6.1 Community Representatives

- Thank you and Welcome back to Fiona Byrne, Tina Knight & Rebecca Wall as Education Reps.

- The 2-year tenure – Parent & Community nominations received from:
  Danielle Jackson for Parent Rep. &
  Michaela Lawson for Either Parent or Community Rep.

Motion: That the Advisory Committee recommends Danielle Jackson as Parent Rep.
Moved: Melissa Kerr **Seconded:** Venkat Peteti **Carried**

Motion: That the Advisory Committee recommends Michaela Lawson as Community Rep.
Moved: Melissa Kerr **Seconded:** Tina Knight **Carried**

7.0 Correspondence

Inward:

Resolution

That Council:

1. *Endorses the following nominations for Representatives on the CRC Advisory Committee:*
   - *Tina Knight as Education Representative – Catholic Sector for the next 2-year tenure.*
   - *Rebecca Wall as Education Representative – Independent Sector for the next 2-year tenure.*
   - *Fiona Bryne as Education Representative – State Sector for the next 2-year tenure; and*
2. *Receives and notes the Unconfirmed Minutes of the Community Resource Centre Advisory Committee held on the 19 June 2025.*

Moved:** Cr Casey* ***Seconded:** Cr Jensen* ***Carried

- Email from Danielle Jackson re-nominating for CRC Advisory Committee – Parent Rep.
- Email from Justine Stephen declines to re-nominate for the Advisory Committee.
- Email from Michaela Lawson nominating for either Parent or Community Representative on the Advisory Committee.

Outward:

- Email sent to Danielle Jackson advising of the changed Meeting Day/Times for the Advisory Committee and inviting her to consider re-nominating.
- Email sent to Justine Stephen advising of the changed Meeting Day/Times for the Advisory Committee and inviting her to consider re-nominating.
- Email sent to Michaela Lawson inviting her to nominate for a position on the CRC Advisory Committee.
- Email sent to Fiona Byrne advising of Council's endorsement of her appointment to the Advisory Committee for a further two-year term.
- Email sent to Rebecca Wall advising of Council's endorsement of her appointment to the Advisory Committee for a further two-year term.
- Email sent to Tina Knight advising of Council's endorsement of her appointment to the Advisory Committee for a further two-year term.

Motion: That the inward correspondence be accepted and the outward correspondence be endorsed.
Moved: Tom Upton **Seconded:** Nev Ferrier **Carried**

8.0 Agenda Items

8.1 **Senior Program Advisor's Report** – See report attached

SDSS Program Funding

Awaiting information regarding 2026 Funding Application process.

2025 Staffing Announcement

CRC Senior Program Advisor Position has been renamed to Principal Care Coordinator and will be filled by Clinton Dodd on 18 August 2025. Please continue to contact the therapy team or CRC staff by phone or email as usual.

School Support Services

90 requests for support for eligible students have been received from 12 schools.

NDIS (National Disability Insurance Scheme)
Speech and Occupational Therapy services have increased the number of clients to 10.

9.0 General Business

9.1 Callide Dawson Special Needs Support Group – (CDSNSG)

Purchased an Adult size Wheelchair to donate to the CRC for clients to borrow. The wheelchair will be delivered in the near future.

9.2 OT Student Placement - Christine Brough

Briefing:

- School Term 2 – Christine Brough with her JCU employment role took on 2 x CQU Final Year OT students to complete their final 10 weeks placement before graduating.
- Feedback from OT students was very positive with them recommending to other OT Students if given the option to attend Biloela for placement - take the opportunity.
- Christine has accepted another OT Student (3rd Year) for Term 4 on a 7-week placement, this student will shadow Christine.
- JCU have purchased a property in Biloela, for students under any public University requiring accommodation in Biloela while on placement in Medical or Allied Health fields.

9.3 Advisory Committee and role of Clinton Dodd also managing Aged Care

Discussions:

- Melissa Kerr – Asked with the larger scope of Clinton's work now encompassing the Aged Care Sector will this have any effect on the role of the CRC Advisory Committee and its sole focus on the CRC.
- Venkat advised that there will be no requirement for change to the CRC Advisory Committee or its focus on the CRC. However, there will be a need for a new Advisory Committee to be formed inline with Aged Care, and this new Committee will most likely use the CRC Advisory Committee template. There will also be no restrictions on representatives from either Advisory Committees being members of both committees.
- CEO confirmed he has now step back from his previous role of overseeing the CRC, staff were advised about 3 weeks ago of this transition back under Corporate & Community Services. CEO will continue to commit to 3 monthly meetings on how workloads are progressing under the changes.

9.4 Recommendations to Council

- That Council endorses the following nominations for Representatives on the CRC Advisory Committee:
  Danielle Jackson as Parent Representative – for the next 2-year tenure.
  Michaela Lawson as Community Representative – for the next 2-year tenure.

- That Council receives and notes the minutes of the Community Resource Centre Advisory Committee held on the 18th of August 2025.

10.0 Next Meeting

3.30pm – Monday, 27th October in Large Meeting Room at the CRC.

11.0 Meeting Close – 4.04pm

Banana Shire
Community Resource Centre

Advisory Committee
Senior Program Advisor's Report

August 2025

Table of Contents

SDSS (Specialist Disability Support in Schools Program)

School Support Services and Specialised Equipment programs support eligible students at State, Catholic and Independent Schools in Banana Shire.

SDSS Program Reporting

2024 SDSS Audit report sent to reporting body by due date.

Program Mid-Year Report for Specialised Equipment and School Support Services has been submitted.

All reports are available for your perusal on request

SDSS Program Funding

Awaiting information regarding 2026 Funding Application process.

2025 SDSS Staffing

Discipline	Hrs/Wk	Employed/Contract
Speech Pathologist	Up to 20 hrs per week	Contract
Speech Pathologist	Up to 16 hrs per week	Employed – short term casual contract
Occupational Therapist	Up to 30 hours per week	Contract
Physiotherapist	Up to 4 hours per week	Employed - casual
Physiotherapist	Vacant	Contract
Educator	Up to 16 hours per week	Employed - casual
Therapy Assistant	Up to 28 hours per week	Employed - casual
Administration Officers (3)	Up to 30 hours per week	Employed - casuals

Staff Announcement

CRC Senior Program Advisor Position has been renamed to Principal Care Coordinator and will be filled by Clinton Dodd on 18 August 2025. Please continue to contact the therapy team or CRC staff by phone or email as usual.

School Support Services

87 requests for support for eligible students have been received from 12 schools.

School	Number of Service Requests	Type of Service
Thangool State School	20	Therapy
Redeemer	21	Therapy
Prospect Creek State School	4	Therapy
Biloela State High	4	Therapy
Biloela State School	11	Therapy
Jambin State School	1	Therapy
St Joseph's	9	Therapy
Hall State School	1	Equipment only
Moura State School	11	Therapy
Taroom State School	4	Therapy
Monto State School	1	Equipment only

Resource Library

Items borrowed — 1973 items have been borrowed during 2025.

Volunteer Hours — Volunteers are a very integral part of the CRC Resource Library, with cleaning, counting and reshelving.

Month	Total Hours
May	69.25
June	82
July	78

Specialised Equipment

- Mobi Mats (portable, all terrain wheelchair access mats) – Have arrived – Trial required this year by Physio / OT.

NDIS (National Disability Insurance Scheme)

Speech and Occupational Therapy services have increased the number of clients to 10.

Other Projects

Software Upgrades

The planned upgrade to the library management software is currently rolling out with Banana Shire Libraries and the Art Gallery now in operation. CRC will commence operating later due to the different complexity of CRC resources.

Room Hire

Allied health services for residents of Banana Shire are provided at the CRC by several organisations, including:

• Speech Pathology	Dr Amanda Heit Speech Pathologist, Fly2Health, LTTS
• Physiotherapy	Pelvic Fix Physiotherapy
• Occupational Therapy	Fly2Health, LTTS
• Psychology	Jaime Parnell Psychologist, LTTS, Fly2Health
• Social Work	Yaleela Torrens Social Work Services, Practical Pillars Therapy

Other organisations who use the CRC facilities to support Banana Shire residents include:

• Employment services	APM, National Joblink
• Community groups	CDSNSG
• Legal Services	CQ Legal Centre
• Parent Program	Parent Pathways Program (National Joblink)

Banana Shire Community Resource Centre
102 Rainbow Street
Biloela QLD 4715

Phone: 07 4992 7360
Fax: 07 4992 9502
Email: crc@banana.qld.gov.au

BANANA SHIRE COUNCIL
CORPORATE PLAN

Adopted: 28 May 2014
Minor changes made following the local government election on 19/03/16
Minor changes made following the Bi-election on 25/02/17
Reviewed: 23/11/16
Effective: 01/07/17
Reviewed: 26/04/18

10.2.4 COMMUNITY GRANTS AND SPONSORSHIP APPLICATIONS – JULY 2025 ROUND

Date: 2 September 2025
Author: Acting Tourism and Community Development Officer – Deborah Stephenson
File No:
Letter No:
Attachment:
Minute No: OM006526

Cr Jensen declared a Prescribed Conflict of Interest in this agenda item as he is a Board Member of the Rotary Club of Biloela and left the meeting at 9:42am.

The Chief Executive Officer declared a Prescribed Conflict of Interest in this agenda item as he is the Chair of the Parish Finance Committee for St Joseph's. The Chief Executive Officer did not leave the meeting due to the decision having already been made under delegation and this report being an information report.

Resolution:

The Council receives and notes the Community Grants Program report for the round conducted in July 2025.

Moved: Cr Leo ***Seconded: Cr Burling*** ***Carried***

Cr Jensen returned to the meeting at 9:43am.

Report

Taroom Arts Committee (Sponsored by TDDA)
Request for $632.00 towards hire of the Taroom Hall for the Taroom Arts Show 2025 on 26-28 September 2025.
APPROVED – $632.00 (recurring event)

Endeavour Foundation Ltd
Request for $1,015.00 towards hire of the Biloela Civic Centre for Bilo's Big Cent Sale on 30 November 2025.
APPROVED – $1,015.00 (recurring event)

Rotary Club of Biloela
Request for $1,500.00 towards hire of the Biloela Civic Centre for the Annual Market Day 2025 on 25 October 2025.
APPROVED – $1,500.00 (recurring event)

Theodore Community Link Inc
Request for $1,914.00 towards purchase of 2 x sets of wireless Security Cameras to enhance safety, monitoring and incident prevention for the Theodore Community Gym and Youth Centre.
APPROVED – $1,914.00 (project)

Callide Valley Touch Association Inc
Request for $1,492.30 towards supply and installation of an additional toilet in the existing ladies' toilets in replace of existing storage room at the CV Touch fields.
APPROVED – $1,492.30 (project)

Wulli Wulli Nation Aboriginal Corporation
Request for $4,000.00 towards music entertainment for the initial 2025 Wulli Wulli On-Country NAIDOC Family Day on 27 September 2025 in Theodore.
APPROVED – $4,000.00 (First event).

Goovigen & District Progress Association Inc
Request for $2,106.00 towards the purchase of several storage cupboards, desk, tool storage box and signage to safely store and label equipment and hall assets to be easily accessed by the community for the Goovigen Community Hall.
APPROVED – $2,106.00 (project)

Callide Valley Agricultural & Pastoral Society Inc
Request for $3,454.00 towards repairs to the existing boundary fence along Callide and Auburn Steets at the Biloela Showgrounds. Applicant advised that the CEO only has delegation to approve up to $2,500.00 for projects. Applicant satisfied with this and does not wish to take to Council for approval.
APPROVED – $2,500.00 (project)

St Joseph's Parish
Request for $1,500.00 towards hire of tables, chairs, cold rooms, bain-maries and fairy lights for the St Joseph's Parish Fair on 12 September 2025. Approved by the DCCS due to CEO conflict of interest registered.
APPROVED – $1,500.00 (recurring event)

Wowan State School P&C (Sponsored by Wowan State School)
Request for $1,500.00 towards music entertainment and face painting for the Wowan Community Christmas Tree on 6 December 2025.
APPROVED – $1,500.00 (recurring event)

Financial Implications

Community Grants Program

Community Grants	
2025/2026 Budget	$100,000.00
2025/2026 Approved & Paid Grants (Round 1)	$ 18,159.30
Remaining Balance for 2025/2026	**$ 81,840.70**

Grant Category	New Events	Recurring Events	Projects	Unsuccessful
Total number	1	5	4	0
Total Amount	$4,000.00	$6,147.00	$8,012.30	N/A

General Business – Corporate & Community Services

Following **Cr Boyce's** query relating to issues with Council's website, the Director Corporate & Community Services advised the upgrade to Council's website from Jadu to Granicus is expected to be completed by the end of the year. A resource will be engaged to work with each Council department to ensure their respective content is updated.

Cr Casey asked if the Community Resource Centre's Principal Care Coordinator had commenced. The Director Corporate & Community Services confirmed Mr Clinton Dodd has commenced in the role.

11.0 Infrastructure Services

11.1.1 ACTION REPORT ON PREVIOUS COUNCIL RESOLUTIONS – INFRASTRUCTURE SERVICES

Date: 16 September 2025
Author: Director Infrastructure Services – Patrick Moore
File No:
Letter No:
Attachment: Resolutions Action Report
Minute No: OM006527

Resolution:

That Council note and receive the attached Resolutions Action Report for Infrastructure Services.

Moved: Cr Casey ***Seconded: Cr Boyce*** ***Carried***

Report

This report is to advise Council of the outstanding matters currently being dealt with by the organisation.

Considerations

1. **Corporate Plan**
   N/A

2. **Policy and Legal Implications**
   Policy and legal implications will be addressed through each matter.

3. **Financial and Resource Implications**
   Budget impacts will be addressed in resolving each matter.

4. **Risk Assessment**
   N/A

Cr Bailey expressed disappointment that the removal of ballast from the old railway corridor in Jambin will not be completed prior to the arrival of the storm season. The Director Infrastructure Services advised he will undertake an inspection with Council's Manager Technical Services to develop a plan and advise Queensland Rail of the works to be undertaken by Council.

Cr Burling asked that consideration be given for a pedestrian crossing at the Biloela Tennis Courts as part of the drainage investigation and footpath network planning for the area. The Chief Executive Officer advised he will discuss further with the Director Infrastructure Services.

Council Resolutions Action Report
Infrastructure Services

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Open / Closed
22/03/23 23/08/23	Page 30 Page 29	**Cr Casey** asked for an update on his request for the erection of school warnings signs on the Burnett Highway, Thangool. Following discussion **Cr Casey** advised he will reforward his request via email to the Acting Director Infrastructure Services for it to be raised at the upcoming Banana Road Safety Management Group meeting. **Cr Casey** requested that second item on the Resolutions Action Report regarding request for school warning signage on the Burnett Highway, Thangool be reopened. The Director Infrastructure Services to reinvestigate and arrange for another survey to be conducted.	16/09/2024 Designs complete and will be submitted to TMR. 06/11/2024 Road Safety meeting to be held next week, report will be presented in December 02/12/2024 TMR were supportive in principal and have now provided detailed feedback. Technical services will incorporate feedback and submit to Main Roads by February 2025. 06/01/2025 TMR were supportive in principal and have now provided detailed feedback. Technical services will incorporate feedback and submit to Main Roads by February 2025. 17/03/2025 Awaiting feedback from Cr Casey from community consultation. 14/04/45 Confirmation received by Cr Casey. Design to be finalised and submitted to TMR for approval and funding guidance. 18/06/2025 Council is awaiting the RPEQ certified lighting design from our Consultant and will lodge upon receipt. 08/08/2025 Council is awaiting the RPEQ certified lighting design from our consultant and will lodge upon receipt. 16/09/2025 An S33 Road Works application has been submitted to TMR. When approved the works will be programmed in a future budget depending on available funding.	CLOSED
20/11/24	Page 31	**Cr Bailey** requested Council write to the Department of Transport and Main Roads or Queensland Rail	Correspondence sent to DTMR. Awaiting response.	OPEN

23/04/25 28/08/25	Page 31 Page 15	asking them to remove some of the ballast along the old railway line in Jambin or provide the approval for Council to undertake the work. The Director Council Services advised he will prepare the correspondence. **Cr Bailey** asked if community consultation will be conducted regarding the works along the old railway line in Jambin. Director Council Services advised that consultation with the community will be conducted once location plans have been designed and a response is received by the Department Transport and Main Roads. Cr Bailey asked if the community consultation process has commenced with property owners for the removal of the ballast along the old railway line in Jambin. Director Infrastructure Services advised that the consultation process has not yet commenced, however this process will be conducted prior to the commencement of the project.	Preparing location plans to provide TMR with area of concern and possible options. Correspondence following up the letter sent to DTMR in January 2025 has been sent. Item moved from Council Services Resolution Action Report. 8/08/2025 Infrastructure Services contacted QR who advised that they did not have the budget for its removal. They have advised that Council may remove a section to resolve the issue in the interim. Infrastructure Services to inspect the corridor and determine suitable location for removal to improve drainage. Community consultation to be undertaken after the report has been received.	
20/11/24	Page 29	**Cr Leo** advised she received a complaint regarding vehicles parking on or very close to the pedestrian crossing opposite the tennis club in Nott Street, Moura as the pedestrian crossing signage is faded and not easily visible. The Acting Director Infrastructure Services to investigate and replace as required.	02/12/2024 Investigation of signs to be undertaken. 29/01/2025 Technical Services are currently preparing a signage and line marking plan for this crossing as well as the crossing on Bell Street, Moura (next to aged care). It is proposed that both	CLOSED

26/02/25	Page 25	**Cr Leo** requested that the Resolution Action Report item from 20 November 2024 regarding the signage replacement and line marking at the pedestrian crossing opposite the tennis club in Nott Street Moura be re-opened until the works are completed.	projects will be delivered together using the operational budget to reduce mobilisation costs as Council does not have internal line markers. I expect that these will be ready within the next fortnight. 17/03/2025 Design finalised and will be added to line marking quotes. 14/04/2025 Line marking has been scheduled for May 18/06/2025 Line Marking will now be scheduled for July due to availability of contractors. 16/07/2025 Line marking at the pedestrian crossing has been scheduled for August/September 2025. 16/09/2025 Pedestrian crossings have been completed.	
25/06/25	Page 93	Cr Leo requested an update on the progress of the Moura Flood Study. Director Council Services to liaise with Manager Technical Services and provide an update to Council.	16/07/2025 Tender has been drafted and is with the QRA for peer review. 16/09/2025 QRA feedback has been received a tender will be finalised and advertised.	CLOSED
28/08/25	Page 15	Cr Burling requested that the footpath be extended from the Catholic Church to the Pedestrian Crossing at the St Joesph's Primary School along Rainbow Street, Biloela. Director Infrastructure Services to investigate.	Will investigate and put forward for future budgets.	OPEN
28/08/25	Page 15	Cr Casey requested an update on the redirection of the School Bus Service at Thangool State School. Director Infrastructure Services advised that Council is investigating alternative access options and provide an update to Council.	166/09/2025 Met with community and design currently underway to move the bus service.	OPEN
28/08/25	OM006502	That Council: 1. Approve the proposed reallocation of funding in the 2025/26 financial year as detailed in this report.	16/09/2025 Endorsements have been forwarded to the Bowen Bason Regional Roads Transport Group.	CLOSED

		2. Approve the proposed nomination of Glenmoral Roundstone Road as a Local Road of Regional Significance. 3. Approve the reallocation of TIDS funding to Glenmoral Roundstone Road in the 2026/27, 2027/28, 2028/29 and 2029/30 financial years as detailed in this report.		
28/08/25	OM006503	That Council approves the awarding of the Tender for the design and installation of the Biloela Splash Park to Water Features By Design Pty Ltd.	16/09/2025 Tender has been awarded and design commenced.	CLOSED
28/08/25	Page 53	Cr Casey requested clarification on the fencing requirements for the War Memorial Artillery display at Thangool Memorial Park. Director Infrastructure Services to investigate requirements, consult with the Thangool community and advise outcome.	16/09/2025 The shelter has been deemed condemned and unsafe due to deterioration of footings and stirrups. Concrete has deteriorated substantially and is breaking away. The fence is unable to be reinstated due to the concrete. Council will undertake risk assessment to determine if boundary fencing is required. The quotes are being sough for replacement of shelter and concrete slab.	OPEN

11.1.2 MONTHLY COUNCIL REPORT – INFRASTRUCTURE SERVICES

Date: 16 September 2025
Author: Leesa Millar – Acting Manager Works
File ID:
Letter ID:
Attachment:
Minute No: OM006528

Resolution:

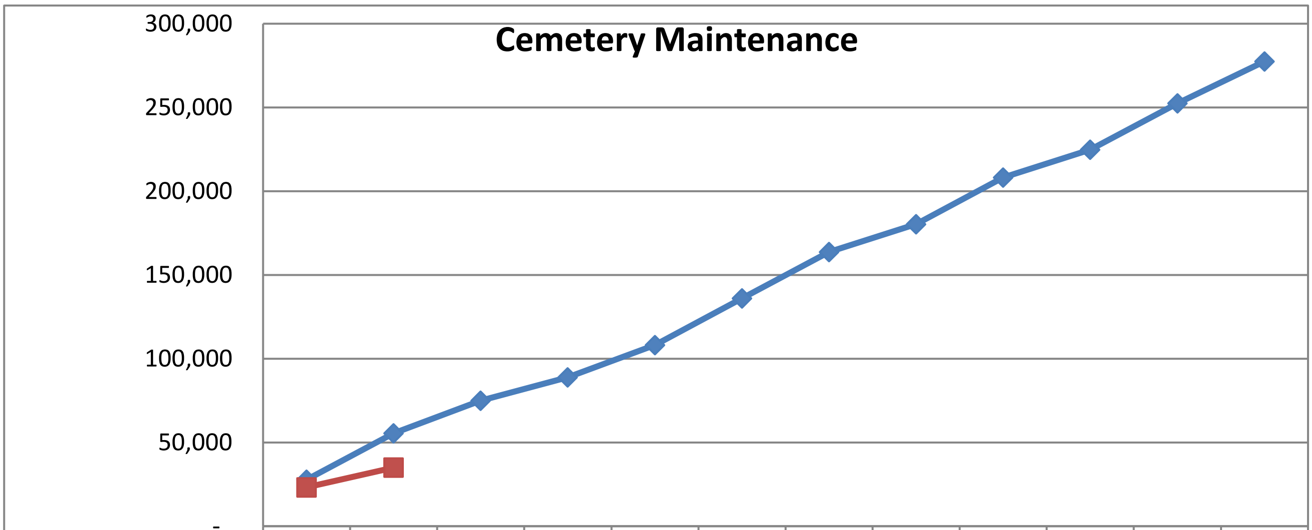
That Council receive the August 2025 Infrastructure Services Monthly Council Report as presented.

Moved: Cr Bailey ***Seconded: Cr Jensen*** ***Carried***

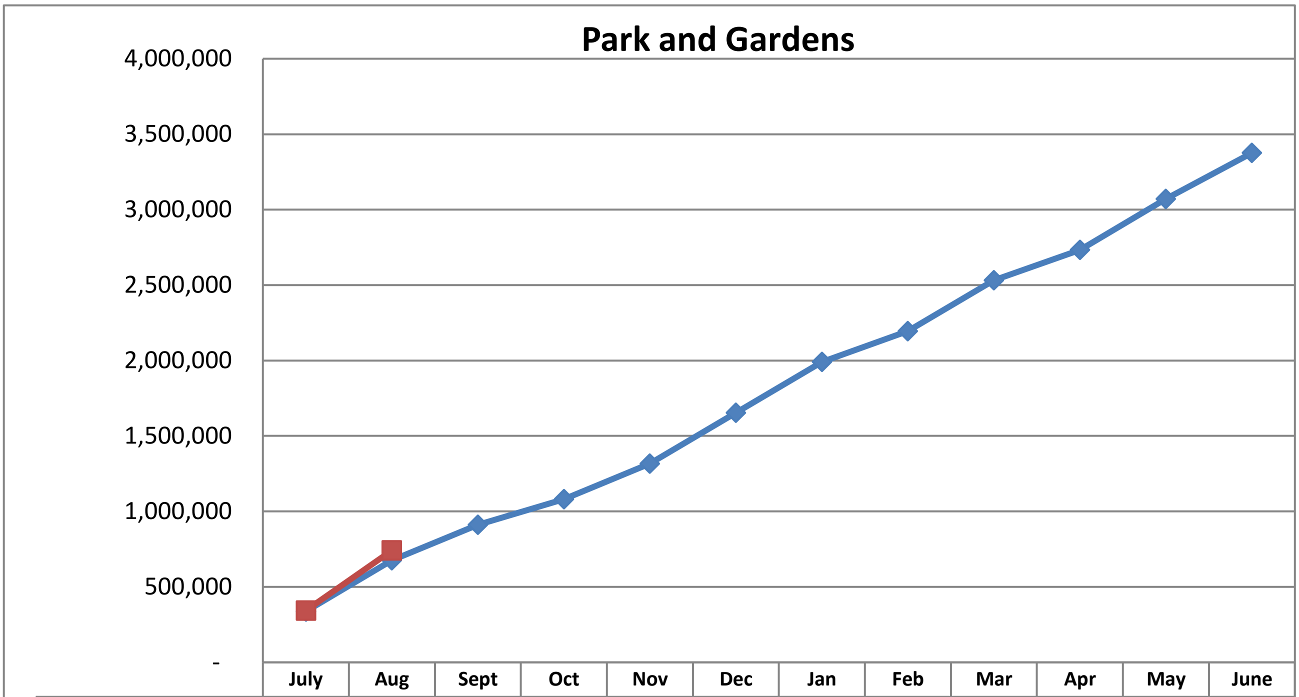
Report

This month's Council report by Infrastructure Services details the following actual expenditure:

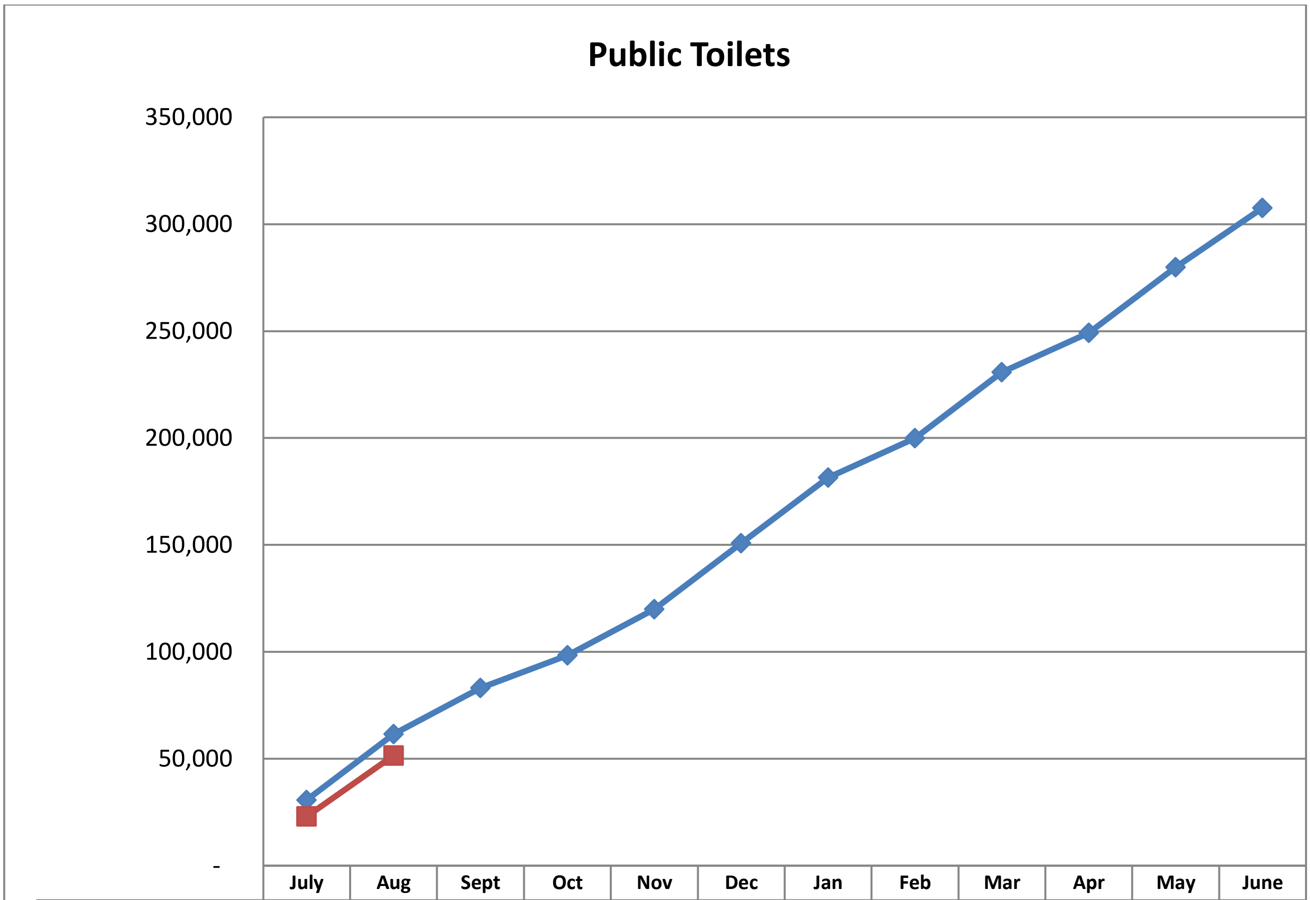
- Cemetery Maintenance
- Parks & Open Spaces
- Public Toilets
- Street Cleaning
- Street Lighting
- Bikeways and Footpaths Maintenance
- Roads Bridges and Drainage Maintenance
- RMPC
- Vandalism



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YTD Budget	27,750	55,500	74,925	88,800	108,225	135,975	163,725	180,375	208,125	224,775	252,525	277,500
YTD Spent	23,222.9	34,971.2										
% Spent To Date	8%	13%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

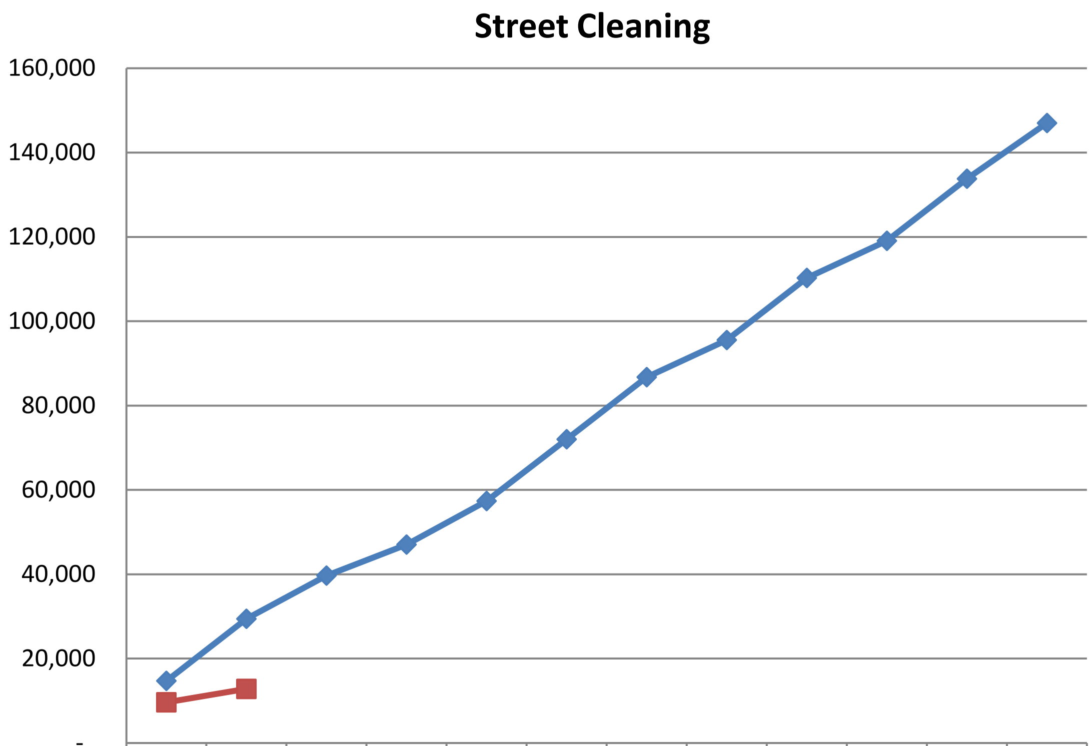


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YTD Budget	337,534	675,067	911,341	1,080,1	1,316,3	1,653,9	1,991,4	2,193,9	2,531,5	2,734,0	3,071,5	3,375,3
YTD Spent	343,126	741,129										
% Spent To Date	10%	22%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%



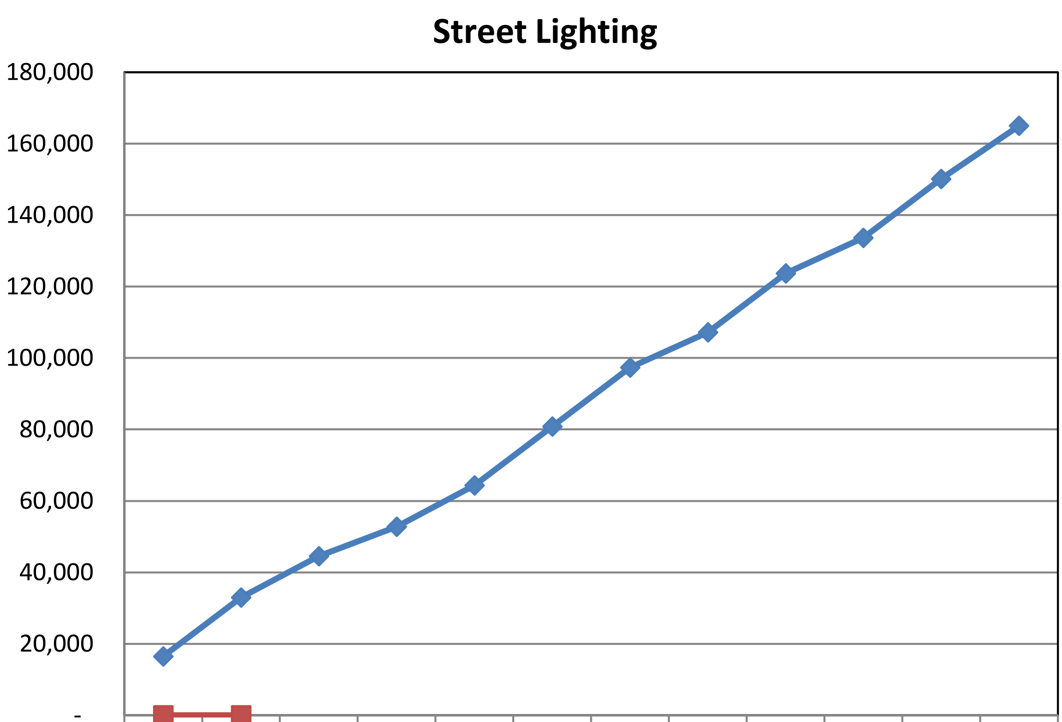
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YTD Budget	30,759	61,517	83,048	98,428	119,959	150,717	181,476	199,931	230,690	249,145	279,904	307,587
YTD Spent	23,015	51,536										
% Spent To Date	7%	17%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

Street Cleaning

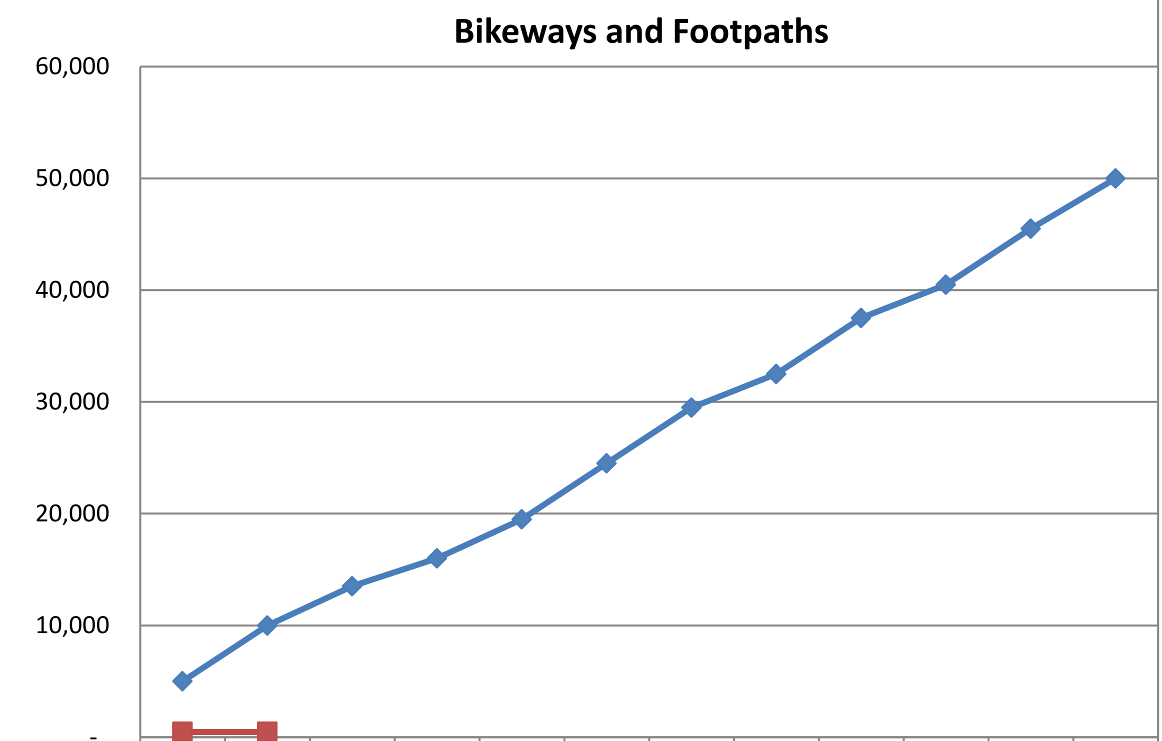


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YTD Budget	14,700	29,400	39,690	47,040	57,330	72,030	86,730	95,550	110,250	119,070	133,770	147,000
YTD Spent	9,648	12,838										
% Spent To Date	7%	9%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

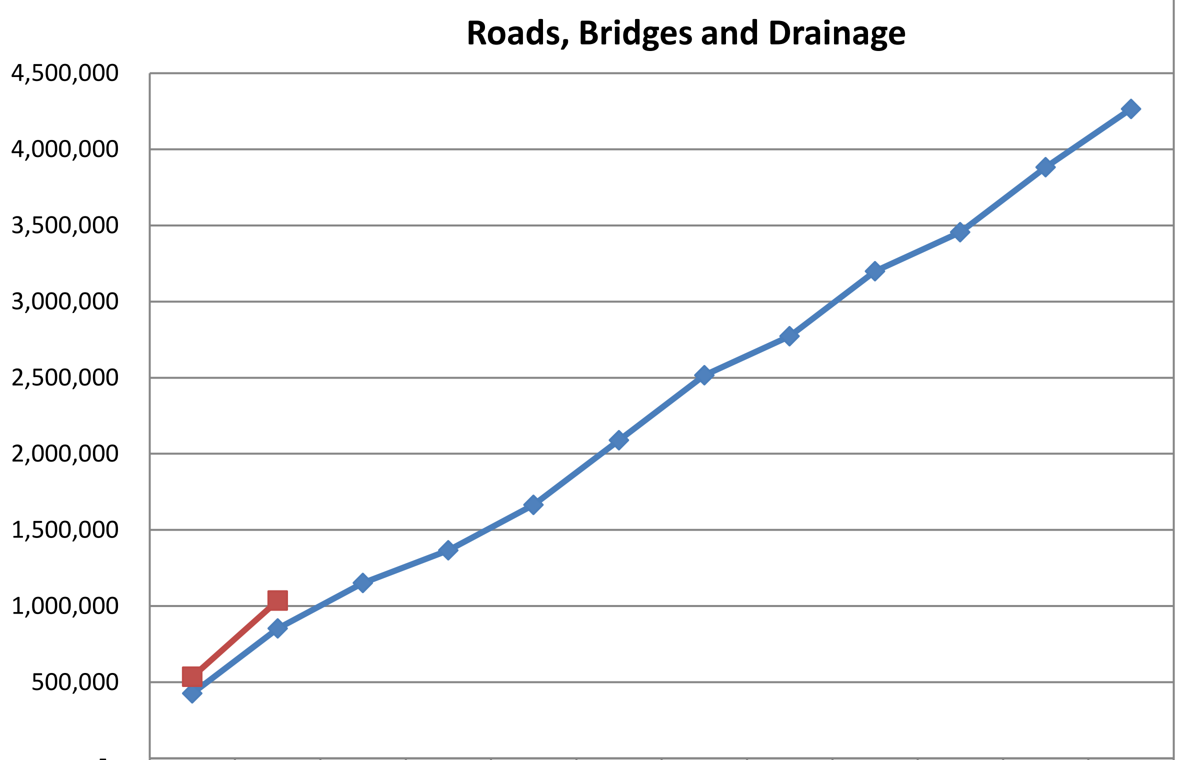
Street Lighting



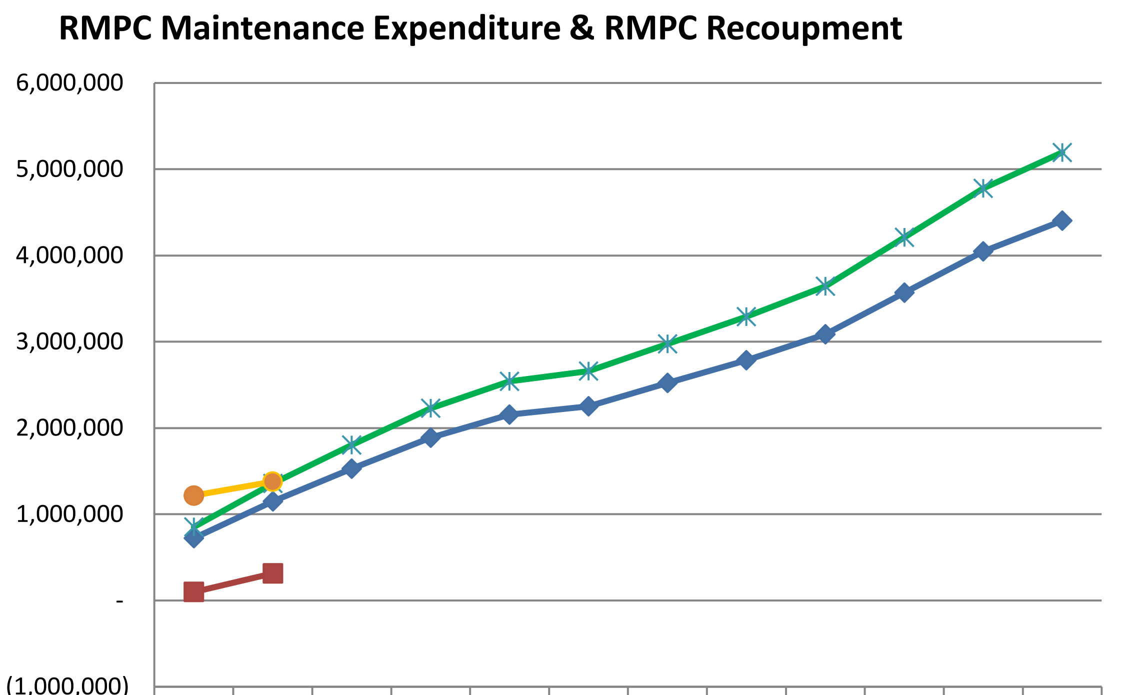
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YTD Budget	16,500	33,000	44,550	52,800	64,350	80,850	97,350	107,250	123,750	133,650	150,150	165,000
YTD Spent	0	0										
% Spent To Date	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%



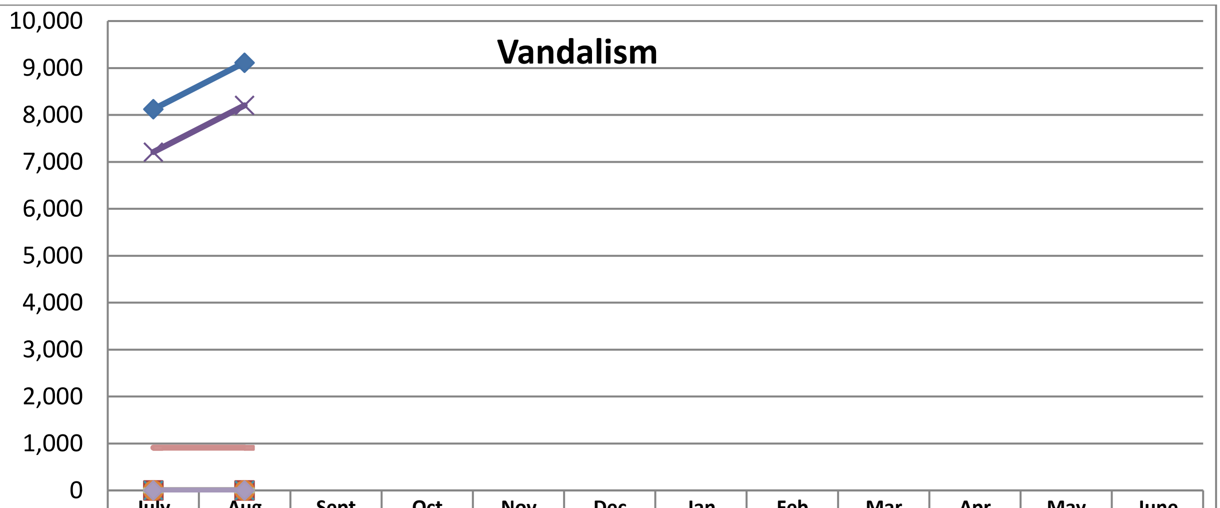
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YTD Budget	5,000	10,000	13,500	16,000	19,500	24,500	29,500	32,500	37,500	40,500	45,500	50,000
YTD Spent	473	473										
% Spent To Date	1%	1%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YTD Budget	426,544	853,089	1,151,6	1,364,9	1,663,5	2,090,0	2,516,6	2,772,5	3,199,0	3,455,0	3,881,5	4,265,4
YTD Spent	534,919	1,035,26										
% Spent To Date	13%	24%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Expediture Budget	722,747	1,148,7	1,528,2	1,888,1	2,153,2	2,253,0	2,522,2	2,787,3	3,086,2	3,567,3	4,048,5	4,402,5
Expenditure to Date	98,040	314,282										
Budgeted %	16.42%	26.09%	34.71%	42.89%	48.91%	51.18%	57.29%	63.31%	70.10%	81.03%	91.96%	100.00%
Actuals %	2.23%	7.14%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Recoupment Budget	852,841	1,355,5	1,803,3	2,228,0	2,540,8	2,658,5	2,976,2	3,289,0	3,641,7	4,209,5	4,777,2	5,195,0
Recoupments to Date	1,217,2	1,378,3										



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
YTD Spent	8,122	9,117										
Banana	0	0										
Baralaba	-	-										
Biloela	7,210	8,205										
Cracow	0	0										
Goovigen	0	0										
Moura	0	0										
Taroom	912	912										
Thangool	0	0										
Theodore	0	0										

Considerations

1. Corporate Plan

Maintaining Council's infrastructure relates to Council's 'Corporate Objective 5 – Plan and deliver effective and efficient infrastructure services.

2. Policy and Legal Implications

The delivery of this program will be managed in such a way as all appropriate/applicable polices/legislation is complied with.

3. Financial and Resource Implications

The delivery of the various works programs are a significant undertaking by the Works Section which require an extensive commitment by the entire Works group.

All of these various programs will be delivered simultaneously utilising various combinations of Council, Sub-Contractor and Principal Contractor resources.

Critical to the delivery of these inter-connected programs is the diversity and multi-skilled competency of the expanded workforce, with a degree of internal redundancy contained within the Section.

Actual expenditure to date compared to target expenditure for 2024/25 is shown on the included graphs.

4. Risk Assessment

The primary risk factors and control measures that would impede the full delivery of the maintenance program are:

- Wet weather
- Loss of key staff
- Inability to appropriately up-skill, attract and/or retain key staff
- Breakdown of critical plant items
- Availability of key sub-contract plant and services
- Availability of key materials

These risks are constantly being monitored, reviewed, and addressed.

Mayor Ferrier requested the street sweeper be scheduled to undertake work in Thangool prior to the towns 100-year celebrations. The Director Infrastructure Services to arrange.

Cr Leo advised it would be advantageous now for the street sweeper to undertake work Shire wide given the increase of leaf matter in the streets.

Cr Boyce requested a road counter be installed on Injune Road. The Director Infrastructure Services to arrange.

11.1.3 PROPOSED RESEAL LOCATIONS 25/26 CAPITAL BUDGET

Date: 4 September 2025
Author: Acting Manager Works – Leesa Millar
File ID:
Letter ID:
Attachments: 1985590 - 2025-2026 Capital Budget - Reseal Project Plans
Minute No: OM006529

Resolution:

That Council approves the prioritised list of Urban and Rural Reseal Locations.

Moved: Cr Leo ***Seconded: Cr Boyce*** ***Carried***

Report

Infrastructure staff have undertaken an inspection of all Council sealed roads and generated a priorities list of those roads in need of resealing. Below is the prioritised list of proposed locations of the 25/26 Capital budget (both Rural and Urban).

Reseal Locations

Priority	Road Name	Start Chainage	End Chainage
1	Yaldwyn Street Parking	Dawson St	Miller St
2	Calvale Road	0	1800
3	Playfields Road	0	2840
4	Dee River Road	0	2000
5	Harris St - Biloela	0	110
6	Deearne Road	5000	5400
7	Fifth Ave Cracow	0	200
8	Prospect Creek - Goovigen Road	0	11000
9	Prospect Creek - Goovigen Road	13680	19000
10	Glebe Weir Road	1190	1340
11	Glebe Weir Road	1500	2120
12	Glebe Weir Road	6150	8300
13	Glebe Weir Road	9550	11150
14	Glebe Weir Road	17350	18800
15	Glebe Weir Road	19790	19800
16	Rainbow Street - Biloela	240	620
17	Sawmill Road	560	1080
18	Wowan Westwood Road	8710	10360
19	Tomlins Road	17890	19100
20	Wolsey Street Parking Area - Taroom	510	790
21	Cracow Road	10320	10910
22	Farmer St / Davey St Intersection - Moura	0	200
23	Bell St - Moura	0	350
24	Dixalea Deeford Road	4400	6600

The total estimated cost for the above list is $2,314,000 (subject to suitably qualified contractor quotations being received and assessed) while the approved Rural / Urban Reseal budgets for 25/26 is $1,750,000.

It is proposed that reseal prep works be undertaken and a vendor panel quote be issued for bitumen and asphalt sealing, using the Pre-Qualified Tenders, for all rural and urban locations within the above list. Once the quotes have been received the scope (list of projects) will be reduced to fit within the approved budget in accordance with the quoted rates for bitumen sealing and asphalt pavement. The roads unable to be included in this year's program due to budget limitations shall then be prioritised in the 26/27 reseal program.

The above list is compiled in order of priority, hence those at the top of the list are prioritised higher to those at the bottom of the list.

Cr Boyce asked if Fifth Avenue, Cracow between the highway and the caravan park is scheduled to receive a reseal. The Director Infrastructure Services to confirm.

Cr Leo referred to the difficulty in navigating the roundabout at the intersection of Farmer Street and Davey Street. The Director Infrastructure Services advised there is a minimum deflection requirement for roundabouts per Austroads guidelines with clear intent to slow drivers down as well as improve intersection efficiency. The Director Infrastructure Services further advised he would check the deflection via aerial imagery and report back to Cr Leo.

Urban Reseal Project Sheet

Road Name	Yaldwyn St Taroom
Sections	Dawson St to Kelman St
Chainage 0	N/A
Length (m)	424
Width (m)	7
Reseal Area (m2)	3,000
Proposed Reseal	50mm Asphalt
Proposed Reseal Prep/Aftercare	Reinstatement of linemarking for parking

Yaldwyn Street parking lane north
Yaldwyn Street parking lane south
Kelman Street
Hutton Street
Adam Lane
wyn Street car park

Rural Reseal Project Sheet

Road Name	Calvale Road
Start Chainage	0
End Chainage	1800
Chainage 0	Intersection with Dawson Highway
Length (m)	1800
Width (m)	6
Reseal Area (m2)	10800
Proposed Reseal	16mm C170 Bitumen Seal
Proposed Reseal Prep	Edge Repair, Pothole Patching, Degrassing of Shoulders

Photos

Chainage 272

Rural Reseal Project Sheet

Road Name	Playfields Road
Sections	0 - 2840
Chainage 0	Intersection with Dixalea Doreen Rd
Length (m)	2840
Width (m)	6
Reseal Area (m2)	17,040
Proposed Reseal	16mm C170 Bitumen Seal
Proposed Reseal Prep	Pothole Patching, Degrassing of Shoulders


Don River anabranch
Dixalea-Doreen Road
McDonalds Road
Playfields Road
Lindleys Road

Rural Reseal Project Sheet

Road Name	Dee River Road
Start Chainage	0
End Chainage	2000
Chainage 0	Intersection with Leichhardt Highway (Wowan)
Length (m)	2000
Width (m)	6
Reseal Area (m2)	12000
Proposed Reseal	10mm C170 Bitumen Seal
Proposed Reseal Prep	Edge Repair, Pothole Patching, Degrassing of Shoulders

Photos

Chainage 480

Urban Reseal Project Sheet

Road Name	Harris Street - Biloela
Start Chainage	0
End Chainage	110
Chainage 0	Intersection with Dawson Highway
Length (m)	110
Width (m)	12
Reseal Area (m2)	1320
Proposed Reseal	Asphalt
Proposed Reseal Prep	Edge Repair, Pothole Patching, Degrassing of Shoulders


Dunn Street
Dawson Highway
arking lane north
way parking lane south
Harris Street

Rural Reseal Project Sheet

Road Name	Deearne Road
Start Chainage	5000
End Chainage	5400
Chainage 0	Intersection with Nathan Road
Length (m)	400
Width (m)	6.5
Reseal Area (m2)	2600
Proposed Reseal	10mm C170 Bitumen Seal
Proposed Reseal Prep	Edge Repair, Pothole Patching, Degrassing of Shoulders & Stablisation

Photos

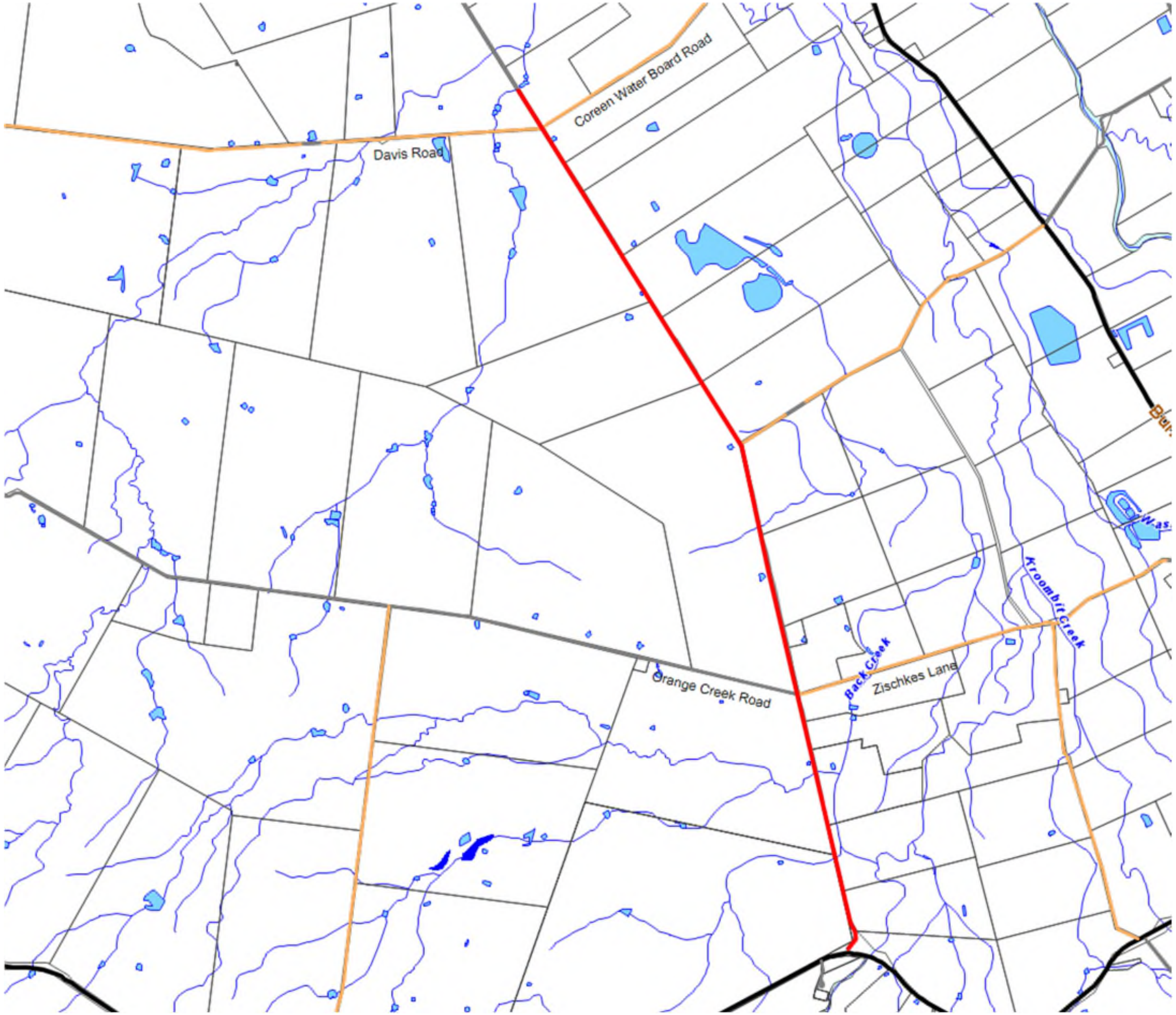
Rural Reseal Project Sheet

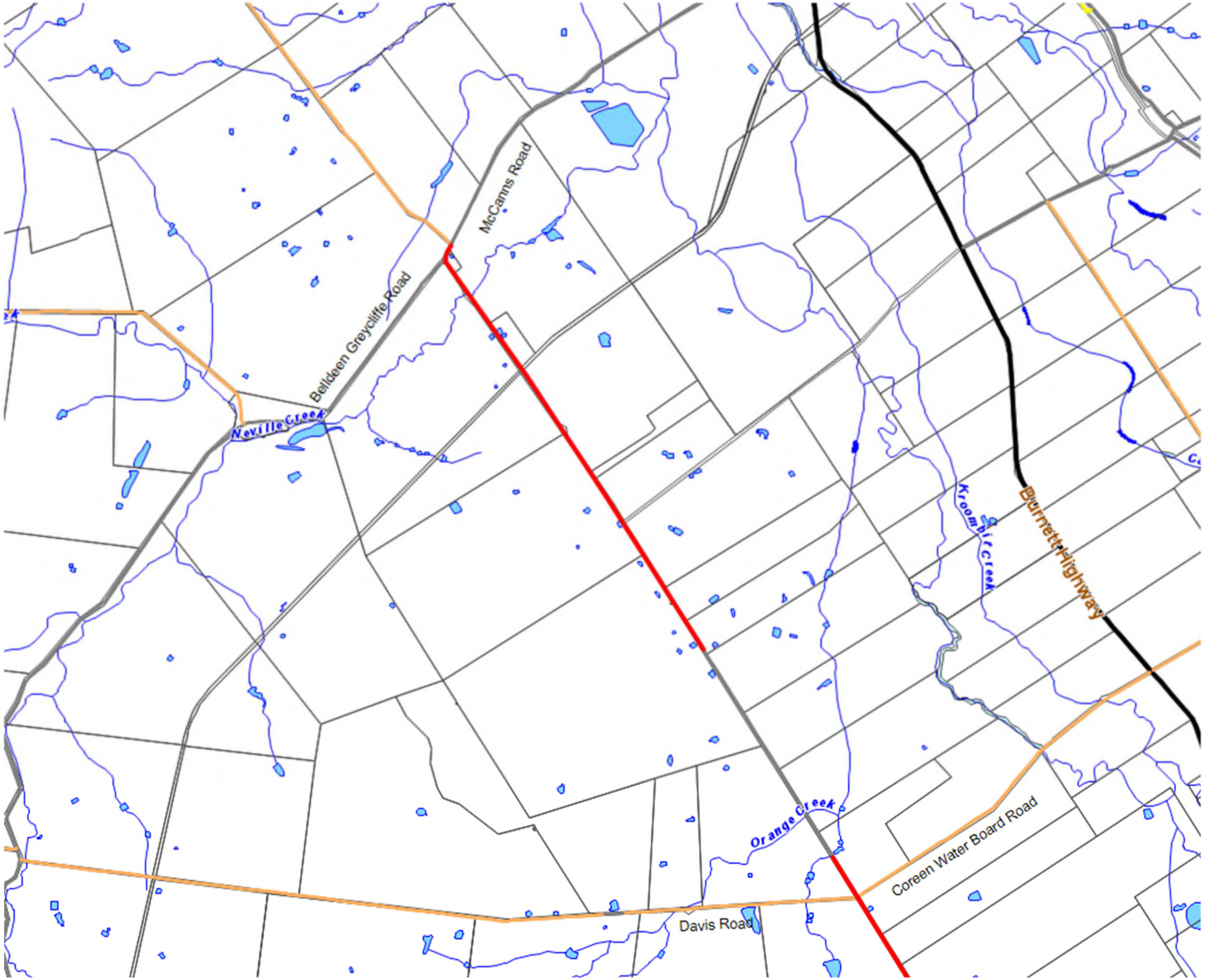
Road Name	Fifth Ave - Cracow
Sections	0 - 200
Chainage 0	Intersection with Sixth Ave
Length (m)	200
Width (m)	4
Reseal Area (m2)	1000
Proposed Reseal	2 Coat C170 Bitumen Seal 16/10
Proposed Reseal Prep	Edge Repair, Pothole Patching, Degrassing of Shoulders


Sixth Avenue
Fifth Avenue
Third Avenue
Ninth Avenue

Rural Reseal Project Sheet

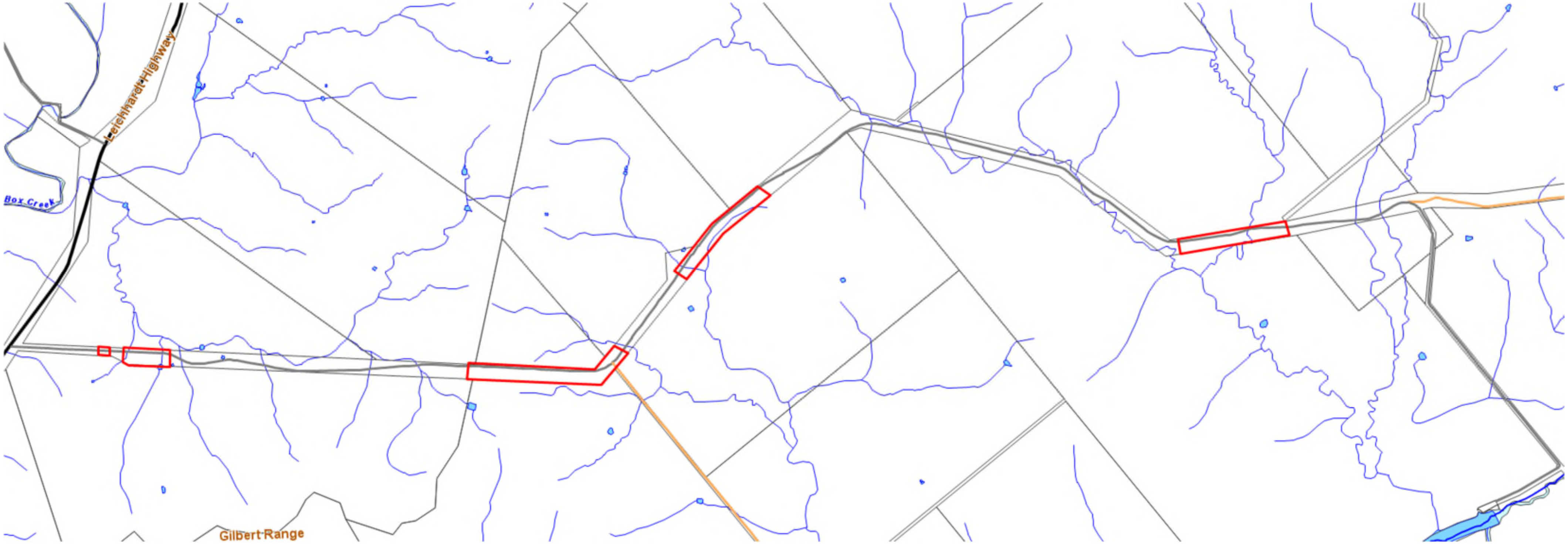
Road Name	Prospect Creek Goovigen Road
Sections	1260 – 4890, 6350 – 7980, 8290 – 13450, 16010 – 18850 & 26110 - 26880
Chainage 0	Intersection with Dawson Highway
Length (m)	14030
Width (m)	6
Reseal Area (m2)	84180
Proposed Reseal	16mm C170 Bitumen Seal
Proposed Reseal Prep	Edge Repair, Pothole Patching & Degrassing of Shoulders


Coreen Water Board Road
Davis Road
Orange Creek Road
Back Creek
Zischkes Lane
Kroombit Creek


McCanns Road
Belldeen Greycliffe Road
Neville Creek
Kroombit Creek
Burnett Highway
Orange Creek
Coreen Water Board Road
Davis Road

Rural Reseal Project Sheet

Road Name	Glebe Weir Road
Start Chainage	1190 – 1340, 1500 – 2120, 6150 – 8300, 9550 – 11150, 17350 – 18800 & 19790 - 19800
End Chainage	
Chainage 0	Intersection with Leichhardt Highway
Length (m)	5980
Width (m)	4
Reseal Area (m2)	23920
Proposed Reseal	16mm C170 Bitumen Seal
Proposed Reseal Prep	Edge Repair, Pothole Patching, Degrassing of Shoulders


Leichhardt Highway
Box Creek
Gilbert Range

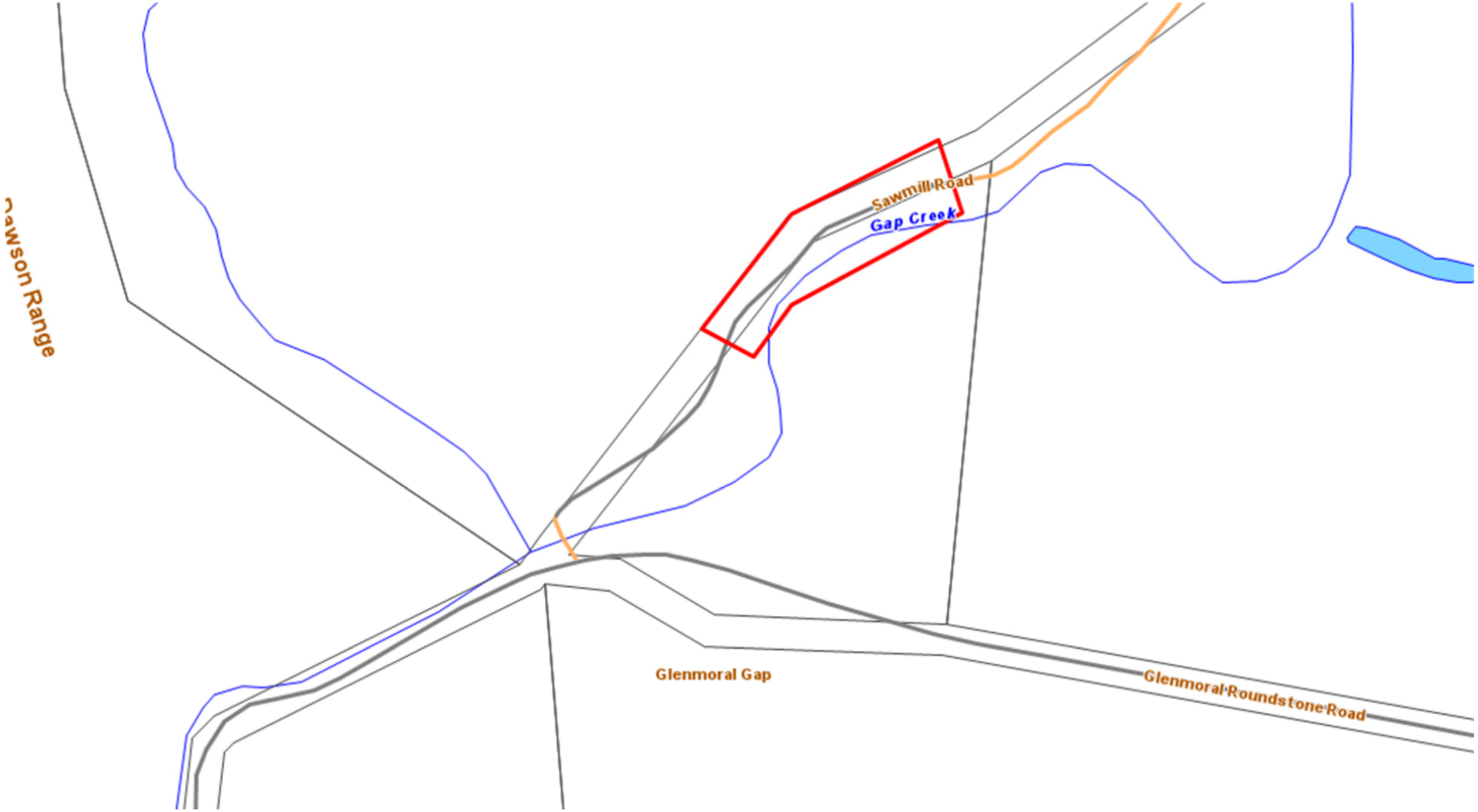
Urban Reseal Project Sheet

Road Name	Rainbow Street - Biloela
Start Chainage	240 – Dawson Highway
End Chainage	620 – Prairie Street
Chainage 0	Intersection with Barrett Street
Length (m)	380
Width (m)	11
Reseal Area (m2)	4180
Proposed Reseal	Asphalt
Proposed Reseal Prep	


Rainbow Street
Prairie Street
Bell Street
Melton Street
Kroombit Street
Grevillea Lane
Hospital Road

Rural Reseal Project Sheet

Road Name	Sawmill Road
Start Chainage	560
End Chainage	1080
Chainage 0	Intersection with Glenmoral Roundstone Rd
Length (m)	520
Width (m)	6
Reseal Area (m2)	3120
Proposed Reseal	16mm C170 Bitumen Seal
Proposed Reseal Prep	Edge Repair, Pothole Patching, Degrassing of Shoulders



Dawson Range
Sawmill Road
Gap Creek
Glenmoral Gap
Glenmoral Roundstone Road

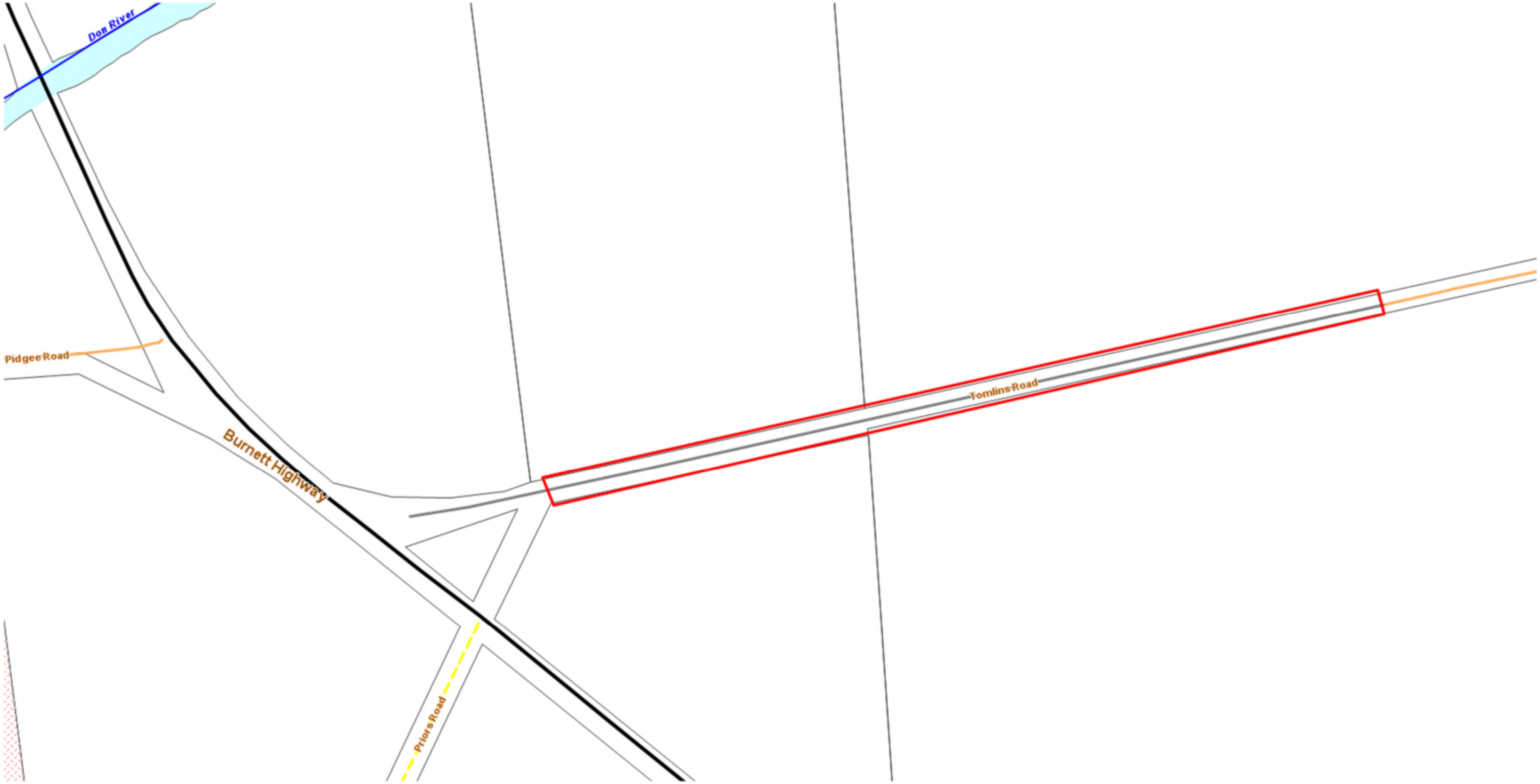
Rural Reseal Project Sheet

Road Name	Wowan Westwood Road
Start Chainage	8710
End Chainage	10360
Chainage 0	Intersection with Floods Road
Length (m)	1650
Width (m)	7.5
Reseal Area (m2)	26250
Proposed Reseal	10mm C170 Bitumen Seal
Proposed Reseal Prep	Edge Repair, Pothole Patching, Degrassing of Shoulders


Wowan-Westwood Road
Saunders Road
Red Hill Bypass Road

Rural Reseal Project Sheet

Road Name	Tomlins Road
Start Chainage	17890
End Chainage	19100
Chainage 0	Southern Intersection with Burnett Highway
Length (m)	1210
Width (m)	6
Reseal Area (m2)	7260
Proposed Reseal	16mm C170 Bitumen Seal
Proposed Reseal Prep	Edge Repair, Pothole Patching, Degrassing of Shoulders


Don River
Pidgee Road
Burnett Highway
Tomlins Road
Priors Road

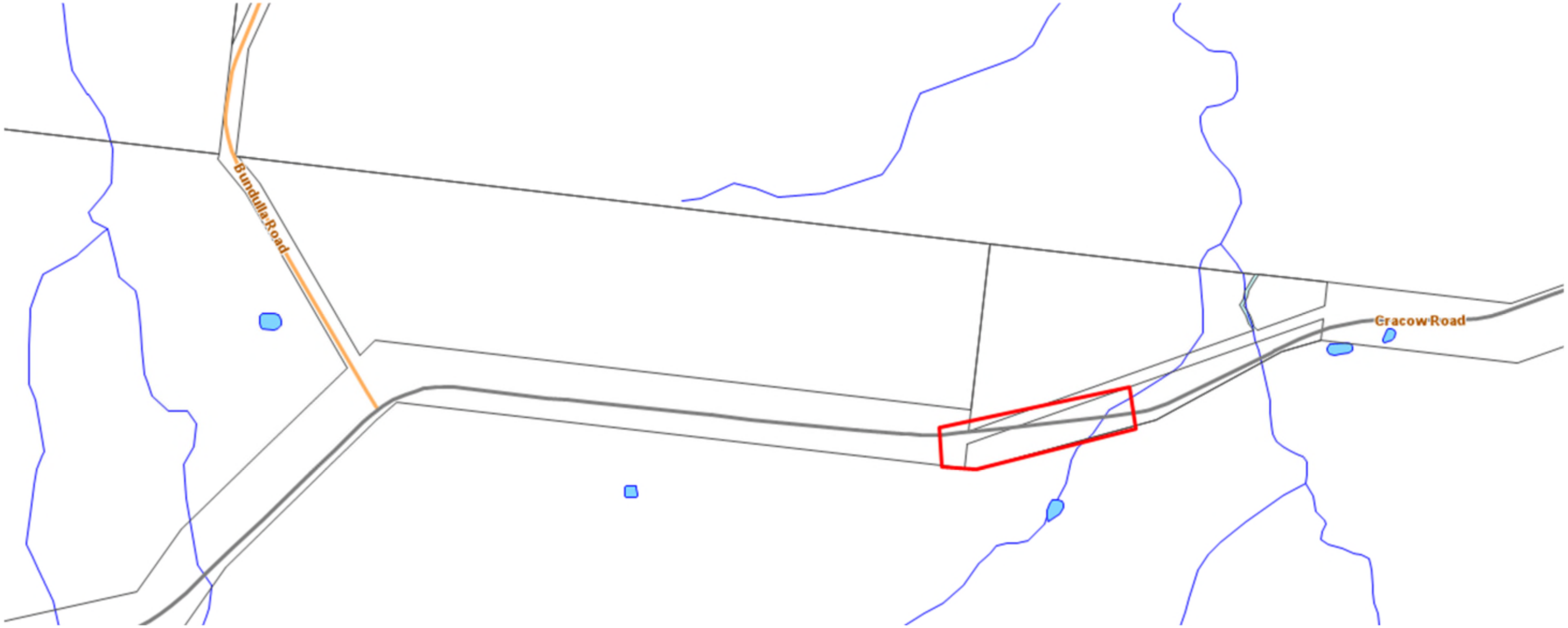
Urban Reseal Project Sheet

Road Name	Wolsey Street Parking Area - Taroom
Start Chainage	510 – Ford Street
End Chainage	790 – Yaldwyn Street
Chainage 0	Intersection with Rose Road
Length (m)	280
Width (m)	18
Reseal Area (m2)	5040
Proposed Reseal	10mm C170 Bitumen Seal
Proposed Reseal Prep	Pothole Patching, Degrassing of Shoulders


Scott Lane
Ford Street
Wolsey Street
Taroom Street parking lane
Williams Lane

Rural Reseal Project Sheet

Road Name	Cracow Road
Start Chainage	10320
End Chainage	10910
Chainage 0	Intersection with Leichhardt Highway - Taroom
Length (m)	590
Width (m)	6.5
Reseal Area (m2)	2600
Proposed Reseal	10mm C170 Bitumen Seal
Proposed Reseal Prep	Edge Repair, Pothole Patching, Degrassing of Shoulders & Stablisation


Bundulla Road
Cracow Road

Urban Reseal Project Sheet

Road Name	Farmer St / Davey St Intersection - Moura
Start Chainage	
End Chainage	
Chainage 0	
Length (m)	
Width (m)	
Reseal Area (m2)	1000
Proposed Reseal	Asphalt
Proposed Reseal Prep	


Davey Street
Farmer Street
Davey Street roundabout
Widt Street

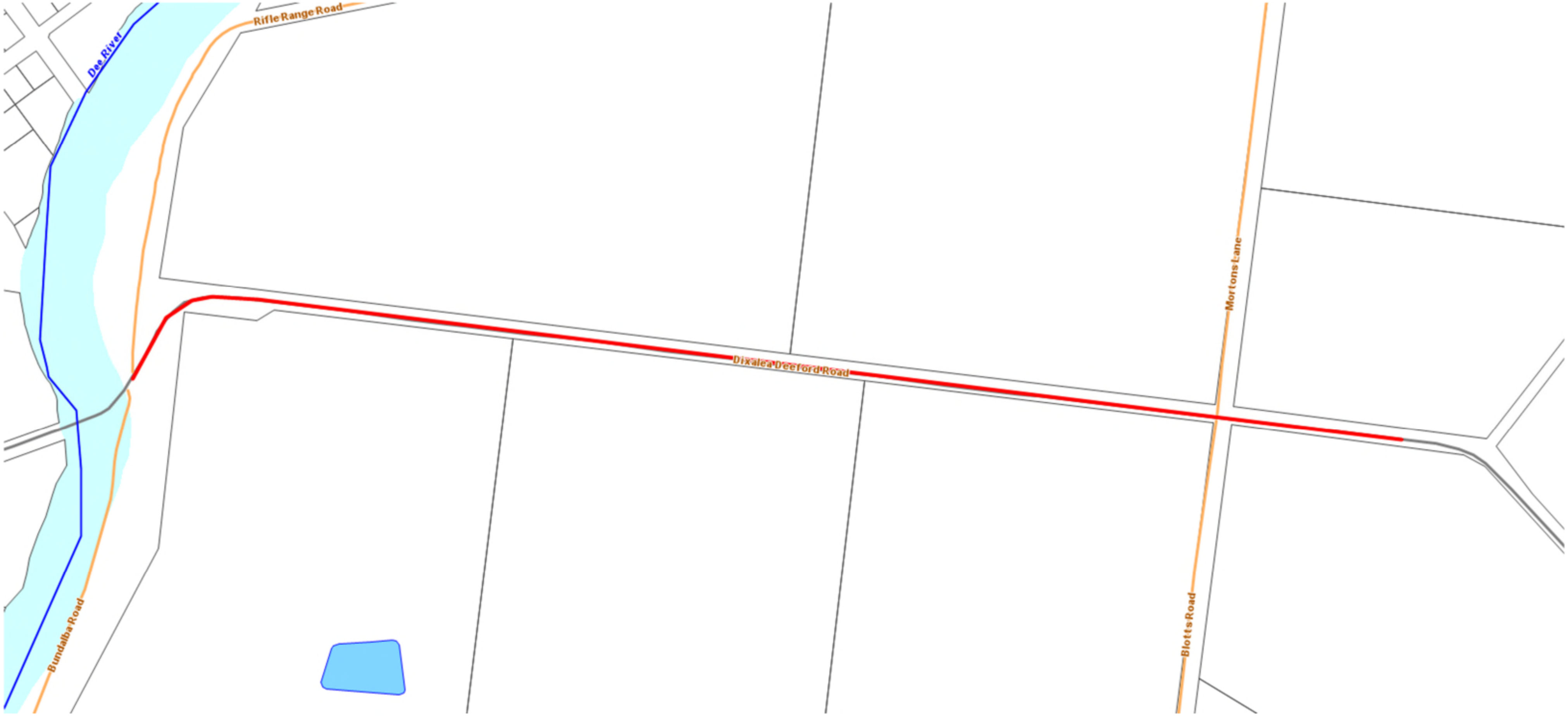
Urban Reseal Project Sheet

Road Name	Bell Street - Moura
Start Chainage	0
End Chainage	350
Chainage 0	Intersection with Dawson Highway
Length (m)	350
Width (m)	11.5
Reseal Area (m2)	4025
Proposed Reseal	Asphalt
Proposed Reseal Prep	


Dawson Highway
Dawson Parade East
Bell Street
Bell Street car park
Kraggs Street
Scenic Street
Marshall Street

Rural Reseal Project Sheet

Road Name	Dixalea Deeford Road
Start Chainage	4400
End Chainage	6600
Chainage 0	Intersection with Burnett Highway
Length (m)	2200
Width (m)	6.5
Reseal Area (m2)	14300
Proposed Reseal	10mm C170 Bitumen Seal
Proposed Reseal Prep	Edge Repair, Pothole Patching, Degrassing of Shoulders


Rifle Range Road
Dee River
Dixalea Deeford Road
Mortons Lane
Blotts Road
Bundalba Road

Photos

12.0 Council Services

12.1.1 ACTION REPORT ON PREVIOUS COUNCIL RESOLUTIONS – COUNCIL SERVICES

Date: 16 September 2025
Author: Director Council Services – Chris Welch
File No:
Letter No:
Attachment: Resolutions Action Report
Minute No: OM006530

Resolution:

That Council note and receive the attached Resolutions Action Report for Council Services.

Moved: Cr Casey ***Seconded: Cr Leo*** ***Carried***

Report

This report is to advise Council of the outstanding matters currently being dealt with by the organisation.

Considerations

1. **Corporate Plan**
   N/A

2. **Policy and Legal Implications**
   Policy and legal implications will be addressed through each matter.

3. **Financial and Resource Implications**
   Budget impacts will be addressed in resolving each matter.

4. **Risk Assessment**
   N/A

The Chief Executive Officer confirmed Council has ceased fluoridation at the Biloela and Moura Water Treatment Plants and the infrastructure to undertake fluoridation will be removed. The Director Council Services confirmed this advice will be communicated to the public via Council's website, social media platforms and Focus magazine.

Cr Leo requested information on Council's SMS Notification Service be included with February 2026 rate notices in addition to advertising the service in Council's Focus magazine.

Resolutions Action Report
Council Services

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Open / Closed
25/06/20	Page 35	**Cr Leo** referred to a previous request to review the flood study in particular the development area west of the river at Moura. Discussion held and determined that a review should be undertaken in the near future and should also include Theodore and Banana.	KBR contacted 01.07.2020 to review flood height modelling for Theodore. Scope of works to be prepared for review of earthworks impact at Moura and for new studies for Banana, Castle Creek and Pocket Creek.	OPEN
25/06/25	Page 93	**Cr Leo** requested an update on the progress of the Moura Flood Study. Director Council Services to liaise with Manager Technical Services and provide an update to Council.	PO issued with study to commence in August. Findings that works are likely to have some impact. Timing of works being substantiated so that extent of action against landholder can be confirmed. Compiling brief of evidence to submit to legal support for drafting of notices. Evidence dispatched to King & Co on 8 August. Advice provided by King & Co on 22 November being reviewed. Requesting meeting with State Department to discuss any approval required under State legislation. Waiting response from State on dam safety inspection. No dam safety risk identified by State. DCS and MDRS reviewing information provided by State's water licensing section.	

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Open / Closed
			Review of State water licensing information conducted. Discussion with CEO and Mayor on progression plan. New hydraulic study to be conducted. Preparing scope of works. Infrastructure providing scope as part of general flood study updates.	
22/11/23	Page 39	Director Council Services was requested to issue Councillors with after-hours contact arrangements for residents who are unable to recall their Personal Identification Number.	Information to be provided as part of automatic gate system rollout. Process deferred during ongoing trial of current arrangements. Planned visit to assess automatic gate system by Cr Jensen & Manager Environment & Waste in September 2025.	OPEN
24/04/24	OM005972	That Council resolve to commit to: 1. The development of Stages 4-6 of the Biloela Industrial Estate. 2. Providing capital budget allocation of $3,604,500 to augment funding provided through external grants.	Grant successful. Milestone 1 lodged 12/07/2024. Planning & engineering underway. Waiting for amended road and lot designs from Infrastructure.	OPEN
24/04/24	OM005973	That Council resolve that: 1. It commits to the development of a temporary Workers Camp at 93 Quarrie Road, Biloela. 2. That the project be staged as such that the number of rooms developed does not substantially exceed the shortfall in the capacity of private sector accommodation providers to meet demand. 3. That the facility be designed to cease operations at the end of the anticipated peak demand for short-term accommodation for the construction phase of renewable energy projects around Biloela.	Development application lodged. Currently in decision stage. Decision to be made at this Council Meeting. Development application approved at November meeting. Preparing Expression of Interest for operations – to be advertised March. EOI closed on 30/04/2025. Assessment results being compiled. A report was submitted to Council for the July Workshop.	OPEN

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Open / Closed
23/07/25	OM006478	That Council resolve to: 1. Shortlist the two providers Ausco and Anaman for further negotiation; and 2. Authorise the Chief Executive Officer to enter into negotiations with the two parties to develop a recommendation in respect to the preferred respondent.	Letters have been sent to both companies to initiate negotiation. Meetings have been held with both organisations – waiting on amended proposals to be submitted.	
26/06/24 28/08/25	OM006043 OM006508	That Council: 1. Note and receive the statutory review of the Local Government Infrastructure Plan in accordance with the Planning Act 2016, section 25(3). 2. Resolve to amend the Local Government Infrastructure Plan as a result of the 5-year review and commence an amendment process in accordance with the Minister's Guidelines and Rules 2023. 3. Resolve to delegate authority to the Chief Executive Officer to complete the statutory process for the 5-year review and commence the amendment process including the appointment of an appointed reviewer. That Council: 1. Receive the 'Draft Local Government Infrastructure Plan Amendment' report; and 2. Delegate authority to the Chief Executive Officer to commence the statutory process for the draft Local Government Infrastructure Plan Amendment in accordance with the Minister's Guidelines and Rules, Chapter 5, Part 3.	The consultant has been engaged to undertake the review. Meeting with consultant to occur 19 August 2024. Inception meeting with internal stakeholders held and timeframes for various stages have been set to work towards. Council officers have provided information to consultants to help determine existing networks. Stormwater, roads and parks trunk infrastructure defined and being mapped. Water and sewerage still being prepared. Finalisation of all mapping networks nearing completion. Report expected to be submitted to August meeting. Draft finalised and submitted to State.	OPEN
11/12/24	Page 50	The Chief Executive Officer requested that the water piping at the Baralaba Sports Club currently sitting aboveground be placed underground. Director Council Services to arrange works.	This is the result of investigation into kitchen discharge at clubhouse. Waiting for further advice from the Plumbing Inspector to resolve the issue. The area was made safe by Retic.	OPEN

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Open / Closed
			Site needs a proper grease trap to avoid future clogging of rubble drain. Retic to prepare plans and undertake work. Design plans completed and approved. Work request sent to Retic.	
22/01/25	Page 42	**Cr Casey** asked if consideration can be given to installing QR Codes linking Council's online cemetery records at all cemeteries within the Shire to assist with the identification of gravesite locations. The Director Council Services advised he will investigate and provide a report to Council.	Preliminary investigations into QR codes and weather-proof stickers underway. Final works to wait until new website rollout as link to cemeteries directory will change. New website is now live – stickers/signs to be ordered.	OPEN
25/06/25	Page 93	**Cr Boyce** asked a question regarding registration of working dogs on rural/residential properties. Director Council Services provided clarification on the matter. The Chief Executive Officer advised that a report will be provided to Council to clarify the requirements and processes conducted by Council on this matter.	No proposed changes to current arrangements. MDRS to provide explanation report on current requirements and processes. Report sent to September meeting.	CLOSED
23/07/25	OM006477	That Council delegate to the Chief Executive Officer the authority to resolve any issues with the pool arrangements as he deems appropriate in the best interests of Council.	Aqua Culture engaged to manage the Moura Pool for 2025/26 season while tender documents are prepared.	CLOSED
23/07/25	OM006481	That Council resolve to adopt the Banana Shire Council Callide REZ Procurement Strategy for implementation.	Project Plan nearing completion for submission to State prior to entering funding agreement.	OPEN
28/08/25	OM006505	That Council endorse the activities supported by Banana Shire Council under the Regional Waste Education and Behaviour Change Implementation Plan.	Three main projects underway: 1. Let's Get it Sorted – aiming to reduce contamination on blue lidded bins via bin stickers; 2. Developing and starting an education program from Kindy to Primary School;	CLOSED

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Open / Closed
			3. Hosting a Champion Recycling Program – winners to be announced soon. Under CQROC data collection has commenced under bin harmonization program.	
28/08/25	OM006506	That, in considering the best interests of the community, Council resolves to: 1. Cease fluoridation at the Biloela and Moura Water Treatment Plants. 2. Notify Queensland Health, and the Biloela/Thangool and Moura/Banana communities, of Council's decision. 3. Undertake decommissioning of the fluoride dosing facilities in accordance with due process.		OPEN
28/08/25	OM006507	That Council: 1. Note and receive the report outlining the options for an updated Charges Resolution. 2. Adopt a new Charges Resolution (No. 2) 2025 to be effective from 1 September 2025.	Updated Charges Resolution published on website.	CLOSED
28/08/25	OM006514	That Council acknowledge the amendment of OM006480 to reflect the decrease in the size of the maximum nominal diameter of the approved meter from 800mm to 80mm as outlined in Condition A, Section 4 and A. Grant approval for connection of water 'By Agreement' to Lot 45 on FN209 subject to the following conditions:- 1. The applicant is to enter into an infrastructure charges agreement with Council for payment of Water Supply Infrastructure charges for 240 Equivalent Persons (95 Equivalent Tenements) as approved for the land under MCU020-12/13 (total 240 accommodation units). The applicant shall meet all costs associated with preparation and establishment of the infrastructure	Negotiable response provided to applicant along with offer of recalculated charges for their consideration	CLOSED

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Open / Closed
		agreement including any costs incurred by Council (such as Solicitors fees) with charges calculated as follows:- a. Payment of $332,167.09 based on 240 accommodation units (as indexed from 2015 infrastructure charges resolution of $1,250 per accommodation unit – non-resident workforce accommodation - Area 3, Banana). b. The actual amount of the infrastructure charges contribution is reviewed/indexed periodically by Council and the payment amount shall be the amount current at the time the contribution is actually paid. c. Payment is required prior to provision of a metered water connection point by Council. 2. The applicant is to arrange for the transfer of 35ML of High Priority Water to the Banana Shire Council (Dawson River Zone N). Alternatively, Council will accept a transfer of 105ML of Medium Priority Water Allocation (Dawson River Zone N), or alternatively a financial contribution of $315,000 to be indexed annually in line with CPI. Transfer of the water allocation or payment of the financial contribution is required prior to Council installing the metered water connection. 3. The applicant accepts that water obtained from Council's town supply under this water by agreement arrangement is to be used for domestic (ie typical household type) use only. Water is not to be used for non-domestic use for example:- construction purposes, off-site use, watering stock, sale to third parties, etc.		

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Open / Closed
		4. The applicant is to make application for a metered water service connection and is to meet the cost of service installation at Barfield Road. Council is prepared to approve a meter of maximum nominal diameter 80mm. 5. Water supply at the metered connection point is to be restricted to a maximum rate of 1.65 litres/per second, but may be less than this at any time. A restriction device is to be incorporated into the connection point and the cost is to be met by the applicant. 6. Council will nominate the location of the metered water connection to the existing main in Barfield Road. 7. The applicant accepts that that the water line after the meter is a private pipeline, and the applicant is responsible for pipeline design, installation, operation and maintenance costs. The applicant is required to obtain any approvals for undertaking works within the road reserve prior to commencing installation works. 8. The method of operating and charging/billing (access charges and consumption charges) will be in accordance with Council's standard practices. 9. The applicant is required to comply with any regulations and water restrictions applicable to the Banana Water Supply Area. 10. This approval shall remain current for a period of two (2) years from the date the approval was granted, after such time the applicant will need to reapply.		

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Open / Closed
		11. Council reserves the right to withdraw this approval for water by agreement if the conditions of approval are not complied with. 12. The applicant and subsequent property owners are required to comply with the conditions of this approval; and B. Authorise the Chief Executive Officer to negotiate with the applicant an agreed amount for the infrastructure charges agreement referenced in Condition 1 and the alternative financial contribution in lieu of the water allocation transfer referenced in Condition 2.		

12.1.2 TRANSFER OF CAPITAL BUDGET – THEODORE CEMETERY

Date: 3 September 2025
Author: Manager Development and Regulatory Services – Tarnya Fitzgibbon
File ID:
Letter ID:
Attachment:
Minute No: OM006531

Cr Bailey left the meeting 10:15am.

Resolution:

That Council approve the transfer of $15,000 from the seamless flooring project at Biloela Pool to the construction of the shelter and seat project at Theodore Cemetery.

Moved: Cr Boyce ***Seconded: Cr Leo*** ***Carried***

Cr Bailey returned to the meeting at 10:17am.

Report

Council approved $15,000 for installing seamless flooring in the squad room at Biloela Pool in its 2025/2026 capital budget.

Council also approved $10,000 for the construction of a shade shelter and seat at Theodore Cemetery in its 2025/2026 capital budget.

The estimated construction costs of the shade shelter and seat have exceeded the $10,000 budgeted for this project. A higher budget will result in a better outcome for the community.

At present there is no shade shelter or seating at Theodore Cemetery and there is a need for both at the cemetery.

Seamless flooring in the squad room at Biloela Pool was for aesthetic reasons, not because of safety concerns and it is not critical for this project to happen this financial year.

Given the greater need for the shade shelter and seat at Theodore Cemetery, it is recommended that the $15,000 budgeted for the seamless flooring project at Biloela Pool is transferred to the Theodore Cemetery shade shelter and seat project.

Morning Tea

Moved by Cr Boyce, seconded by Cr Leo and carried: That the meeting adjourn at 10:17am for morning tea.

Moved by Cr Leo, seconded by Cr Jensen and carried: That the meeting recommence at 11:10am with Cr Casey absent.

12.1.3 TRANSFORMER UPGRADE – RAINBOW STREET SPORTS PRECINCT

Date: 4 September 2025
Author: Manager Development and Regulatory Services – Tarnya Fitzgibbon
File ID:
Letter ID:
Attachment:
Minute No: OM006532

Resolution:

That Council provide Ergon with approval to enter the transformer site and commence construction once Council has lodged the road opening application over the transformer site.

Moved: Cr Burling ***Seconded: Cr Leo*** ***Carried***

Report

Due to the increased amount of electricity usage requirements for the Rainbow Street Sports Precinct and nearby community facilities, there is a need to install a new pad mounted transformer to ensure an adequate level of power supply to that precinct. The transformer will also service the Biloela Civic Centre and Community Resource Centre.

Council has been working with Ergon since December 2023 in relation to having a new pad mounted transformer installed at the precinct.

Council and Ergon agreed that the tenure for the pad mounted transformer could be by way of easement instead of a road opening due to the location of the transformer site.

Council lodged the easement application with the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development (Department of Resources) in November 2024.

On 7 August 2025, the Department of Resources decided it would not register the easement and that a road opening needed to happen to provide an appropriate tenure for the pad mounted transformer.

A new survey plan needs to be prepared, so it will take approximately a month to six weeks to get the information together to lodge a road opening application with the Department of Resources.

Due to the significant delays already caused by Ergon (delays in excess of 12 months), Ergon has suggested that Council gives approval to Ergon for them to enter the transformer location and commence construction of the transformer.

Once Council gives its approval to Ergon to enter and construct, Ergon needs to seek internal approvals prior to commencing construction. It will only commence construction early if it is given the internal approvals.

Granting permission for Ergon to enter and construct will mitigate further delays. One potential risk is that the Department of Resources may require another Native Title consultation process to occur for the road opening, despite that process having been undertaken as part of the easement registration process. If required, this process will take another 6 weeks.

Given that the early entry and construction has been agreed between Ergon and the Department of Resources (if Council agrees to grant early access), there is minimal risk of the Department of Resources changing its mind to require a different form of tenure.

It is recommended that Council give Ergon permission to enter and commence construction once Council has lodged its road opening application with the Department of Resources.

12.1.4 ANIMAL KEEPING REQUIREMENTS – SUBORDINATE LOCAL LAW NO. 2

Date: 8 September 2025
Author: Manager Development and Regulatory Services – Tarnya Fitzgibbon
File ID:
Letter ID:
Attachment: Comparison with nearby Councils (1985468)
Minute No: OM006533

Resolution:

That Council:

1. ***Amend the keeping of animals in the "Animals Requiring Permits" schedule to Subordinate Local Law No. 2 with the following stocking rates:***

(a) Dogs – Up to 4
(b) Cats – Up to 4
(c) Horses – 1 per 4,000m^2
(d) Cattle – 1 per 4,000m^2
(e) Sheep or goats – 1 per 2,000m$^{2;}$ and

2. ***Allows one rooster per 19,000m^2 for all zones other than the Rural Zone.***

Moved: Cr Bailey ***Seconded: Cr Leo*** ***Carried***

Report

The Manager Development & Regulatory Services is in the process of amending *Local Law No. 2 (Animal Management).*

As part of this amendment, there is an opportunity to also amend *Subordinate Local Law No. 2 (Animal Management)* with respect to which animals can be kept and the number of animals per lot based on a stocking rate.

This review and amendment process provides an opportunity for animal keeping requirements to be brought up to date and aligned with community expectations.

Prohibited animals

It is recommended that the following animals remain prohibited throughout the Shire:

- Stallions
- Bulls
- Peacocks, Peahens, Pheasant or Guinea fowl
- Pigs

Animals that can be kept without a permit

It is recommended that these requirements stay the same:

- Two dogs
- Two cats

Animals that can be kept only with a permit

All other animals require permits, with the suggested stocking rate being per 4,000m^2, so that it is easy for residents and Compliance officers to determine the number of animals per acre to effectively regulate animal keeping.

At the moment, when calculating the number of animals per lot, the result usually comes up with a number involving decimals. For example, the stocking rate for horses on a 20,000m^2 (5 acre) lot is 6.6 animals. The property owner may interpret that as 7 animals, while Council may interpret that as 6 animals. It causes confusion and makes enforcement difficult.

The proposed stocking rates are:

Animal	Current stocking rate	Proposed stocking rate
Dogs	Up to 4	Up to 4
Cats	Up to 4	Up to 4
Horses	1 horse per 3,000m^2	1 horse per 4,000m^2
Cattle	1 beast per 3,000m^2	1 beast per 4,000m^2
Sheep and goats	1 sheep or goats per 2,500m^2	1 sheep or goat per 2,000m^2

The attached document provides some details of animal keeping requirements in some nearby Councils.

Roosters

There has also been mixed sentiment about keeping roosters in rural residential areas and townships. Some support keeping roosters on Rural Residential zoned lots, and some support keeping roosters in the Township Zone.

Some Rural Residential lots are only 5 acres, so there would be some impact on neighbouring residents, however, there might be an expectation that roosters are allowed given the rural character of the surrounding area.

The impacts would be more widespread for properties in the Township Zone, because these are usually normal sized residential lots (or slightly bigger) and closely grouped together. The character of the Township Zone is generally that of a residential area, so there might be an expectation that roosters are not permitted.

Council needs to determine clear guidelines about whether it:

(a) continues to prohibit roosters on all lots other in the Rural Zone;
(b) permits roosters in all zones other than the General Residential Zone;
(c) permits roosters to be kept on land zoned as Rural Residential; or
(d) permits roosters to be kept on land zoned as Township.

Cr Leo requested Council's decision to allow one rooster per 19,000m^2 for all zones other than the Rural Zone be communicated to the public via Council's social media platforms and Focus magazine.

Comparison with Nearby Councils

Council	Prohibited	Permitted	Approval required
Banana	Stallions Bulls Roosters, Peacocks, Peahens, Pheasant or Guinea fowl Pigs	2 dogs	3 or more dogs 1 horse per 3,000m^2 1 cattle per 3,000m^2 1 sheep or goats per 2,500m^2
Western Downs	Horse, donkey or deer area less than 2,000m^2 Rooster or Guinea fowl area less than 4,000m^2 Pig, ostrich or emu in a designated town area	2 dogs	3 or more dogs 1 horse per 2,000m^2 1 cattle per 2,000m^2 1 sheep per 1,000m^2
Southern Downs	Stallions Bulls Rams and billy goats Pigs Roosters and guinea fowl	3 dogs for a lot between 2,000m^2 and 20,000m^2	4 or more dogs for a lot between 2,000m^2 and 20,000m^2 2 or more horses on lots between 4,000m^2 and 10,000m^2 2 or more cattle on lots between 4,000m^2 and 10,000m^2 3 or more sheep on lots between 2,000m^2 and 6,000m^2
Central Highlands	Keeping more than 4 animals in total	2 dogs	3 or more dogs 1 horse per 5,000m^2 1 cattle per 5,000m^2 1 sheep per 5,000m^2 Up to a maximum total of 4 animals (horses, cattle and sheep)
Toowoomba	Only allowed one animal per 4,000m^2	Nil because any animals over the 1 per 4,000m^2 is prohibited	Nil

12.2.1 EXEMPTION FOR RENEWAL OF LEASE OVER LOT 23 ON T77611

Date: 14 August 2025
Author: Manager Development and Regulatory Services – Tarnya Fitzgibbon
File ID:
Letter ID:
Attachment:
Minute No: OM006534

Resolution:

That Council approves an exemption for valuable non-current assets expression of interest and tendering process in accordance with section 236(1)(c)(iii) of the* Local Government Regulation *2012 for the renewal of its lease with the Lions Club of Theodore Inc over Lot 23 on T77611.

Moved: Cr Boyce ***Seconded: Cr Leo*** ***Carried***

Report

The Lions Club of Theodore Inc (Lions Club) had a lease over land at the corner of Nathan Street and Railway Parade, Theodore (being Lot 23 on T77611) that it uses to collect and store recyclable cans and bottles for the Containers for Change recycling program.

It had a lease that commenced on 15 February 2020 and expired on 14 February 2025.

A new lease will be prepared on similar terms as the expired lease.

The new lease will be for a term of five (5) years.

The property that has previously been leased to the Lions Club is still being used by it for a community purpose. It is recommended that a new lease be entered into with the Lions Club to formalise the current leasing arrangements.

12.2.2 TRANSFER OF TENURE FOR BICENTENNIAL PARK, BARALABA

Date: 18 August 2025
Author: Manager Development and Regulatory Services – Tarnya Fitzgibbon
File ID:
Letter ID:
Attachment:
Minute No: OM006535

Resolution:

That Council agrees to receive Bicentennial Park, located at 4 Dunstan Street, Baralaba (being Lot 12 on B71211) from the State as freehold.

Moved: Cr Bailey ***Seconded: Cr Jensen*** ***Carried***

Report

In June 2023, the Department of Energy and Public Works (DEPW) wrote to Council advising that Bicentennial Park, located at 4 Dunstan Street, Baralaba (being Lot 12 on B71211)(Park) was transferred to the State in 2018 in error by another State government department. Given the zoning of the land as Recreation and Open Space, the DEPW thought that it was appropriate to give tenure over the Park to Council.

DEPW wanted to use a process to change Bicentennial Park from being unallocated State land into a Reserve for Park and Recreation under the *Land Act 1994*, so that it could be given to Council as trustee.

This resulted in an agreement being signed with the DEPW on 24 April 2025 to have the land granted to Council as trustee of a Reserve for Park and Recreation, once internal State processes had occurred.

On 20 June 2025, DEPW advised that it had received advice from the Department of Resources and the State would now prefer that Council take the land as freehold, rather than being trustee of a Reserve.

This Park will be transferred to Council by way of a non-reciprocal equity transfer at no cost to Council.

The equity is set at $13,145. This will be the value shown on Council's asset register.

Council has already been maintaining the Park, so there is no change operationally.

As Council is already maintaining the Park and there is no cost to Council for having the land transferred to it as freehold, it is recommended that Council agree to the transfer of the land as freehold.

13.0 Executive Services

13.1.1 ACTION REPORT ON PREVIOUS COUNCIL RESOLUTIONS – EXECUTIVE SERVICES

Date: 16 September 2025
Author: Chief Executive Officer - Thomas Upton
File No:
Letter No:
Attachment: Resolutions Action Report
Minute No: OM006536

Resolution:

That Council note and receive the attached Resolutions Action Report for Executive Services.

Moved: Cr Burling ***Seconded: Cr Boyce*** ***Carried***

Report

This report is to advise Council of the outstanding matters currently being dealt with by the organisation.

Considerations

1. **Corporate Plan**
N/A

2. **Policy and Legal Implications**
Policy and legal implications will be addressed through each matter.

3. **Financial and Resource Implications**
Budget impacts will be addressed in resolving each matter.

4. **Risk Assessment**
N/A

Council Resolutions Action Report
Executive Services

Meeting Date	Minute No.	Resolution/ Action Required	Comments	Closed/ Open
26/03/25	OM006341	That Council approves an annual contribution of $21,725.00 for the operation of the Queensland Beef Roads Committee for the year ended 30 June 2026 subject to the balance of members not indicating support for the higher contribution of $31,417.00 in which case the higher contribution is approved.	Council is awaiting invoice from the Queensland Beef Roads Committee.	OPEN
23/04/25	OM006371	That Council resolves to make a $5,000.00 donation to CQShines Hospital Foundation in the 2024/2025 financial year.	Council contribution to be arranged by Manger Community Services.	OPEN
23/04/25	OM006372	That Council approve assistance of $30,000 to the Willawa Rural Fire Brigade to facilitate the construction of a new shed at the Moura Airport.	Council contribution to be paid after 30 June 2025.Correspondence sent to Willawa Rural Fire Brigade on 30 April 2024 (ID1958488).	OPEN
25/06/25	OM006454	That Council resolve: 1. That the Banana Shire Council Audit Committee be increased from a membership of three to five comprising of two Councillors and three independent members. 2. That the amended Banana Shire Council Audit Committee Charter Policy be adopted. 3. Council call for expressions of interest from members of the community with appropriate business, financial management and risk management skills to become members of the Banana Shire Council Audit Committee. 4. Council approves meeting fees for independent members of the Committee of: • Chairperson - $600 per meeting; • Independent Members - $400 per meeting.	Governance to QA policy and complete expression of interest process.	OPEN
28/08/25	OM006511	That Council: 1. Receives the Central Queensland Regional Organisation of Councils Ltd Budget Report for the year ended 30 June 2026, and 2. Approves the contribution to Central Queensland Regional Organisation of Councils Ltd for the financial	Council is awaiting invoice from CQROC.	OPEN

		year ended 30 June 2026 of $55,714.00 exclusive of GST.		
28/08/25	OM006513	That the following Council service facilities close over the 2025 Christmas period as follows: Service Facility: Administration Offices – Biloela and Taroom Close: 3:00 pm Wednesday 24 December 2025 Re-open: 8:00 am Monday 5 January 2026 Service Facility: Libraries, Moura Customer Service and Museum Close: 3:00 pm Wednesday 24 December 2025 Re-open: Monday 5 January 2026 (as per normal operating hours) Service Facility: Community Resource Centre Close: 5.00 pm Friday 12 December 2025 Re-open: 9.00 am Monday 5 January 2026 Service: Infrastructure Services – Outside Workforce Close: 3.00 pm Wednesday 24 December 2025 Return: 6.00 am Monday 5 January 2026	Correspondence circulated to Departments advising of closure periods. Media team to schedule media release in December 2025.	CLOSED

13.1.2 UNCONFIRMED MINUTES OF AUDIT COMMITTEE MEETING HELD 19 AUGUST 2025

Date: 4 September 2025
Author: Chief Executive Officer – Thomas Upton
File No:
Letter No:
Attachment: 1. Unconfirmed Minutes of Audit Committee Meeting held 19 August 2025
2. Quarterly Risk Report – Period Ending 30 June 2025
3. Internal Audit Status Report – August 2025
Minute No: OM006537

Resolution:

That Council receive and note the following:

1. ***Unconfirmed Minutes of the Audit Committee Meeting held on 19 August 2025; and***
2. ***Quarterly Risk Report – Period Ending 30 June 2025.***

Moved: Cr Bailey ***Seconded: Cr Jensen*** ***Carried***

Report

The Unconfirmed Minutes of the Audit Committee Meeting held on 19 August 2025 are to be presented to Council. Refer to Document Number 1985020 for the Unconfirmed Minutes of the Audit Committee Meeting.

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MINUTES

AUDIT COMMITTEE MEETING

Meeting Date: 19 August 2025
Venue: Callide Room, Council Administration Building / Teams Meeting
Time: 3:00 pm

1.0 Acknowledgement of Country

2.0 Attendees

Committee Members
Cr Brooke Leo (Chair - Council representative)
Cr Nev Ferrier (Mayor - Council representative)
Cr Kerrith Bailey (Council representative)

Internal & External Auditors – via Teams
Matthew Monaghan – William Buck
Sam McCaughey – William Buck
Jacques Coetzee – QAO
John Zabala - Crowe (joined the meeting at 3:23 pm)

Officers
Tom Upton (Chief Executive Officer)
Venkata Peteti (Director Corporate and Community Services)
Peter Rudder (Manager Finance)
Heidi Hill (Manager Governance)

3.0 Apologies

Committee Members
Geoff Arnold (Community representative) (Moore Australia)

Internal & External Auditors
Sabrina Frank – QAO

Moved Cr Bailey, seconded Cr Ferrier and carried: That the committee accept the abovenamed apologies for this meeting.

4.0 Confirmation of Previous Minutes

4.1 Unconfirmed Minutes - Audit Committee Meeting held 25 February 2025 - Minute No: OM006337

Moved, Cr Ferrier, seconded Cr Bailey and carried: That the minutes of the Audit Committee Meeting held 19 August 2025 be taken as read and confirmed.

5.0 Business arising from previous minutes

5.1 Audit Committee Meeting Action List – 25 February 2025

CEO - Tom Upton provided an overview of the work Fr&nk was engaged to undertake in respect to psychosocial risks. He advised that Council has engaged People at Work to undertake a staff survey on psychosocial risks, and the survey will be completed before the end of this year.

Moved Cr Ferrier, seconded by Cr Bailey and carried: That the report be noted and received.

6.0 Internal Audit

6.1 Internal Audit Status Report – August 2025 (Document 1978491)

CEO – Tom Upton provided an overview of the report, confirming the 2024/25 internal audits, and the upcoming 2025/26 audit plan.

Moved by Cr Ferrier, seconded by Cr Bailey and carried: That the report be noted and received.

6.2 Prior Audits Follow up – FY2025 Q2 (Document 1978491)

Manager Governance – Heidi Hill advised that this report is Crowe's mechanism for tracking the status of Council's internal audit action items and the information contained in this report would also be covered in agenda item 6.3.

Moved by Cr Bailey, seconded by Cr Ferrier and carried: That the report be noted and received.

6.3 Register of Internal Audit Actions – as at 15 July 2025

Manager Governance - Heidi Hill provided a brief update the outstanding items on the Register of Internal Audit Actions, noting the following open actions and recommendations to be adopted by Council as outlined in the register:

- Recruitment Management - 3.1 Adequacy of Recruitment Process Formalisation and Recordkeeping of Recruitment Documents – Internal processes have been refined, implementation of the HRIS will be delivered in the 2025/26 financial year.

- Conflict of Interest:

  - 3.4 Composition of Interview Panel and Declaration of CoIs by the Panel Members - Peer review is currently being completed; however the Recruitment and Selection Procedure needs to be updated to include the new steps as recommended.

- 3.5 Adequacy of Pre-Employment Checks – Steps have been implemented, however the Recruitment and Selection Procedure needs to be updated to include the new steps as recommended.

- 3.6 Induction process – CEO, Tom Upton advised that a full review of the induction process is underway, and several changes have been implement.

- Financial Reporting – Month End Processes – Manager Finance – Peter Rudder advised that implementation of these action items is ongoing.

- Cybersecurity Audit – Implementation for most items is underway, some are on hold due to budget restraints.

- Project Management – Most recent audit to be finalised. Project Management Training has been scheduled for this year, with the balance of actions still to be completed.

Moved by Cr Bailey, seconded by Cr Ferrier and carried: That the resolution of outstanding items be noted.

6.4 Internal Audit Report - Cybersecurity Management (Document 1944614)

Director Corporate and Community Services, Venkat Peteti provided an overview of the audit outcomes. Implementation of these action items will be in conjunction with ICT, Water Services and Council's internal Cyber Security committee.

Moved by Cr Ferrier, seconded by Cr Bailey and carried: That the report be noted and received.

6.5 Internal Audit Report – Project Management (Document 1973974)

CEO - Tom Upton provided an overview of the audit outcomes and the key risks to Council.

Moved by Cr Bailey, seconded by Cr Ferrier and carried: That the report be noted and received.

7.0 External Audit

7.1 2025 Banana Shire Council Interim Report - as at 6 August 2025 (Document 1979972)

Matthew Monaghan – William Buck presented the 2025 Interim Report for the Committee's information and noted that:

- One deficiency was raised regarding no supplier masterfile change exception reporting in Altitude.
- One matter noted for consideration regarding the review of control features in Authority.
- The financial reporting issues that were identified during the audit have been noted. A resolution has been reached for this year, and the matter should resolve itself as part of the year end audit process.
- Many of the matters that were previously reported have been marked as resolved, with the implementation of the new ERP system.

Moved by Cr Ferrier, seconded by Cr Bailey and carried: That the report be noted and received.

7.2 Audit Committee Briefing Paper – as at 6 August 2025 (Document 1979968)

Jacques Coetzee –Queensland Audit Office presented the Banana Shire Council 2025 Audit Committee Briefing Paper for the Committee's information and noted that:

- QAO's Forward work plan 2025-28 is now available, and it outlines QAO's key focus areas for this year.
- The Local government 2024 report identified a deterioration to many local government's control environment for the 2024 financial year. Councils are encouraged to adopt processes that mitigate cyber risks.
- Only half of local governments have recognised climate related risks in their strategic risk registers.
- The timing of last year's Financial Assistance Grants impacted on the financial performance of several councils.
- The age of water infrastructure was an issue for several councils.

CEO – Tom Upton confirmed that Council has included climate risks in its strategic risk register, has integrated climate risks into the planning scheme, and actively pursues betterment projects through funding opportunities.

Jacques Coetzee –Queensland Audit Office acknowledged the importance of audit committees in supporting councils which was highlighted in QAO's report, Insights on audit committees in local government. The report made two recommendations, the second being that for councils with audit committees, they should conduct a self-assessment of their performance against the actions listed.

Moved by Cr Bailey, seconded by Cr Ferrier and carried: That the report be noted and received.

7.3 Register of External Audit Actions

Director Corporate and Community Services – Venkat Peteti provided an update on the open action items and noted:

- Masterfile changes – Council is working with Civica to rectify.
- Online timesheets – will be progressively rolled out to the organisation using a risk-based approach.
- Classification of grants – resolved pending audit clearance.

Moved by Cr Ferrier, seconded by Cr Bailey and carried: That the report be noted and received.

7.4 SAI Global Surveillance Audit Final Report – May 2025 (Document 1964175)

Manger Governance – Heidi Hill presented the SAI Global Surveillance Audit Report, noting that there was no non-conformance matters raised, and accreditation has been maintained. The next audit will be conducted in May 2026.

Moved by Cr Bailey, seconded by Cr Ferrier and carried: That the report be noted and received.

8.0 Other Business

8.1 Quarterly Risk Report – Period Ending 30 June 2025 (Document 1980006)

CEO – Tom Upton presented the Quarterly Risk Report for period ending 30 June 2025 to the Committee for their information, noting the core elements of Council's operational and strategic risks and the emerging risks highlighted in the strategic risk register.

Moved by Cr Bailey, seconded by Cr Ferrier and carried: That the report be noted and received.

8.2 Structure of Audit Committee

CEO – Tom Upton presented the report to Committee, providing an overview of the proposed changes to the structure of the Committee.

Moved by Cr Ferrier, seconded by Cr Bailey and carried: That the Audit Committee endorse the new arrangement for the Banana Shire Council Audit Committee.

8.3 Next meeting

It was agreed that the next Audit Committee meeting be held at 3:00 pm on Tuesday, 14 October 2025.

John Zabala – Crowe apologised for his late attendance and requested feedback from the Committee on item 6.1 - Internal Audit Status Report – August 2025. CEO – Tom Upton confirmed that the Committee was happy with the planned audits for 2025/26 financial year.

Close of Meeting

The meeting closed at 3:52 pm.

ACTION LIST

AUDIT COMMITTEE MEETING AUGUST 2025

Date	Item	Responsible Officer / Action	Action Date	Status
28/10/24	Psychosocial Risk Standard – Council to develop a strategy to manage these risks.	Human Resources	31/01/2025	Council engaged external consultants FR&NK Capability Leaders to develop a strategy to manage the Psychosocial Risk Management Plan. Training has been delivered to Directors, Managers, Coordinators, Supervisors and Team Leaders to date and training will be delivered to the remainder of Council staff this year. Training scheduled to be delivered throughout August 2025. People at Work Survey has been arranged to ensure workforce has been fully consulted. This action item will be closed once the delivery of training is completed. Council has engaged People at Work to undertake a staff survey on psychosocial risks, and the survey will be completed before the end of this year.

QUARTERLY RISK REPORT

QUARTER ENDING 30 JUNE 2025

RISK MANAGEMENT

Council undertakes its Risk Management program through quarterly reviews of the Corporate Risk Profile. Quarterly reviews of Councils risk profile are used as an opportunity to identify and assess risks objectively and establish strategies to mitigate those risks.

This report provides Management with an oversight of the Organisations risk exposures, as identified in each group risk register. It assists with raising awareness of the high risks that could affect Councils operations and strategic objectives.

Risks are categorised against the following in accordance with the Enterprise Risk Management Framework and the Corporate Consequences & Likelihood table ('the matrix')

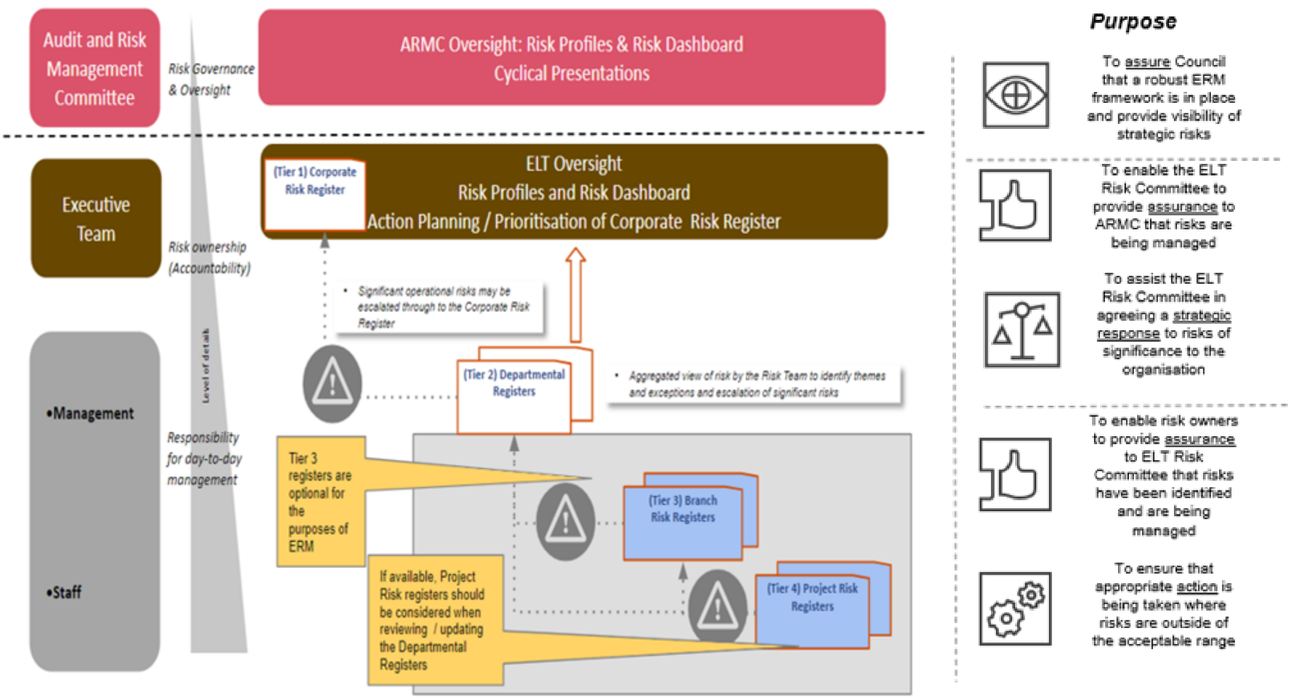
1. Strategic/Corporate Governance, Reputational & Political
2. Financial & Economic
3. Operational – Business Continuity
4. Infrastructure, Assets & Property
5. Human Resources
6. Information Technology
7. Environmental
8. Legal & Compliance
9. Workplace Health & Safety

Each risk is initially quantified in line with the matrix to assess the consequences it may generate with the existing controls in place, even if there are no controls identified. Controls and additional controls resulting in risk-treatment actions are assessed for their reasonable and practical implementation to reduce the risk. The residual (or remaining) risk is then quantified again in line with the matrix to determine whether it would reduce. Opportunities are also identified with effective controls and treatment actions applied in the same manner.

This exercise is extensive, taking into account both internal and external influences. The controls are treatment actions required to mitigate the risk also provide management with the understanding of what each Group has agreed to undertake in order to:

a) Reduce the likelihood of a threat occurring; and
b) Implement a strategy to ensure opportunities can be attained.

Each department has a responsibility to ensure the controls and treatment actions assigned to each risk are implemented and mitigated appropriately. (Refer to process below).



RISK APPETITE

Risk appetite is the amount and type of risk that Council is willing to pursue or retain. This varies depending on the context and circumstances of the risks, including the nature of the risk itself.

As a local government, Council has a natural and, in some cases, statutory predisposition to a conservative appetite for risk. However, as Council provides a large and diverse range of services, Council must also accept some amount of risk in order to provide these services and as such has some appetite for risk in relation to those functions.

Council's risk tolerance is the amount of risk it is generally willing to bear after risk treatment to achieve its objectives and assists with the practical application of its risk appetite.

Council has no appetite for risks that:

- ✓ Compromise the safety and welfare of staff, contractors or members of the community.
- ✓ Results in significant or irreparable damage to the environment.
- ✓ Unreasonably disrupts service delivery.
- ✓ Has a significant negative impact on Council's long term financial sustainability.
- ✓ Constitutes a serious non-compliance with Council's legal obligations; or
- ✓ Results in widespread and sustained damage to Council's reputation.

No appetite for risk means undertaking activities in a way that avoids:

- ✓ Death or serious injury in any circumstances.
- ✓ Damage to the environment that cannot be controlled or reasonably rehabilitated.
- ✓ Damage to cultural assets or artefacts
- ✓ The loss of essential services and activities (e.g. water, payroll, payment of creditors).
- ✓ Unsustainable lifetime costs of assets or services.
- ✓ A breach of legislation; or
- ✓ A failure to benefit the Council or the community.

Provided that safety, environmental, cultural, financial sustainability and legislated requirements are met, Council has a strong appetite for risks that are managed to support:

- ✓ Economic growth of the Shire, Local Business Operators and Residents, including the pursuit of entrepreneurial projects.
- ✓ Achievement of Council's Corporate Plan mission and objectives.
- ✓ Reduced costs, improved efficiency or generation of new income sources; and
- ✓ Improved levels of service

RISK TOLERANCE

Council generally considers "high" and "extreme" risks as not being acceptable and requires action to reduce either the likelihood of the risk occurring and/or the consequences should the risk occur.

Specifically:
The Council will not accept any residual risk that is assessed as "Extreme" unless the Council has approved a documented plan.

Residual Risks of:

- "High" will be accepted only after a documented plan is approved by the Chief Executive Officer.
- "Moderate" will be managed by Directors by the application of appropriate controls and procedures to reduce the likelihood and consequences of the risks; and
- "Low" will be managed locally by Managers and Supervisors by the application of appropriate controls and procedures to reduce the likelihood and consequences of the risks

Council has <u>no appetite</u> for:

- Fraud and Corruption activities within Council
- Council has taken a "Zero" tolerance to Fraud

EMERGING RISKS

The following emerging risks have been identified, but the impact has not been able to be assessed at this stage:

- Skills gaps in existing staff.
- Lack of skilled staff due to employment shortages and competition from mines.
- Housing and accommodation shortages
- Significant legislative changes
- Identified contamination of soil at proposed Biloela Splash Park site – significant financial impact and environmental risk to rehabilitate site.
- Staff unrest/stress levels, potentially caused by factors such as increased workloads due to several change initiatives and staff vacancies.
- Disruptions to services and project delivery due to weather events (storms/heatwaves).
- Potable water supply

NOTES

Risk assessments have been undertaken:

- In accordance with Council Policy & Procedures.
- By the relevant sectional Manager and moderated by the appropriate Director.

SUMMARY (RISK PROFILE)

A total of 11 strategic risks and 6 operational risks have been identified across the organisation. The categorisation of these risks varies, depending on the business operation.

The distribution of risk level and the number of risks (shown in brackets) across the organisation are shown in the table below:

LIKELIHOOD	**CONSEQUENCE**				
	INSIGNIFICANT 1	MINOR 2	MODERATE 3	MAJOR 4	CATASTROPHIC 5
ALMOST CERTAIN - 5	M5	H10	H15	E20	E25 (1)
LIKELY - 4	M4	**M8 (1)**	**H12 (2)**	**H16 (2)**	E20
POSSIBLE - 3	L3	**M6 (1)**	**H9 (1)**	**H12 (4)**	H15
UNLIKELY - 2	L2	**L4 (2)**	**M6 (3)**	**M8**	H10
RARE - 1	L1	**L2**	M3	M4	H5

CHANGES TO COUNCILS RISK PROFILE

FINANCIAL & ECONOMIC RISK

Group Risk Context: Council's long-term financial sustainability or assets are not significantly negatively impacted.

A total of 2 financial risks were identified, categorised as high.

Risk			Risk Category (high/significant)	Documented Plan	Approval (Y/N)	Authority (CEO/Dir)
Number	**Description**	**Custodian**				
1	Underlying deficit threat to financial sustainability	CEO	H4	- Cost reduction strategy to be developed including reductions to staffing and programs.	Y	CEO
2	Capital programs too ambitious adversely affecting cashflow	CEO	H4	- Reduction in capital program	Y	CEO

HUMAN RESOURCES (PEOPLE) & WHS RISK

Group Risk Context: The safety and welfare of staff, contractors or members of the community is compromised.

A total of 1 Human Resource & WHS Risks were identified, categorised as high.

Risk			Risk Category (high/significant)	Documented Plan	Approval (Y/N)	Authority (CEO/Dir)
Number	Description	Custodian				
1	Skills gaps	MPC	H3	- Fast track training programs - Engagement of Mentors	Y	CEO

CORPORATE GOVERNANCE | REPUTATION | COMPLIANCE RISK

Group Risk Context: Widespread & sustained damage to Council's reputation.

A total of 0 Reputational risks were identified.

Risk			Risk Category (high/significant)	Documented Plan	Approval (Y/N)	Authority (CEO/Dir)
Number	**Description**	**Custodian**				

ENVIRONMENTAL RISK

Group Risk Context: Significant or irreparable damage to the environment from Council's activities.

A total of 2 Environmental risks were identified, categorised as high.

Risk			Risk Category (high/significant)	Documented Plan	Approval (Y/N)	Authority (CEO/Dir)
Number	**Description**	**Custodian**				
1	Trap Gully risk of leachate overflow	DCS	H4	- Trialling storage - Investigating transport options - Surplus leachate transported to appropriate storage centre.	Y	DCS
2	Run out of space of Trap Gully prior to new landfill	DCS	H16	- Project Manager to be employed for new landfill - Review of operations to extend landfill life	Y	DCS

STRATEGIC | CORPORATE RISK

Group Risk Context: Council does not achieve its strategic actions.

A total of 0 Corporate Risks were identified.

Risk			Risk Category (high/significant)	Documented Plan	Approval (Y/N)	Authority (CEO/Dir)
Number	**Description**	**Custodian**				
N/A						

OPERATIONAL | SERVICE DELIVERY | BCP RISK

Group Risk Context: Essential service delivery.

A total of 1 Operational Service Delivery & Business Continuity risks were identified, categorised as high across the organisation.

Risk			Risk Category (high/significant)	Documented Plan	Approval (Y/N)	Authority (CEO/Dir)
Number	**Description**	**Custodian**				
1	Potable water security.	DCS	H12	- SAMP - Drinking Water Quality Management Plan - Back-up plan with transport to Gladstone	Y	CEO

INFORMATION TECHNOLOGY (IT) RISK

Group Risk Context: Council fails to maintain an effective IT system to support the Organisation needs and requirements.

A total of 2 Information Technology risks were identified across the organisation, 1 categorised as extreme across the organisation.

Risk			Risk Category (high/significant)	Documented Plan	Approval (Y/N)	Authority (CEO/Dir)
Number	Description	Custodian				
1	Council's system / data is compromised due to a cyber attack	DCCS	E4	- Implement essential 8 maturity		DCCS
2	New accounting system not meeting organisation needs.	DCCS	M4	- Review coaching and reporting protocols	Y	DCCS

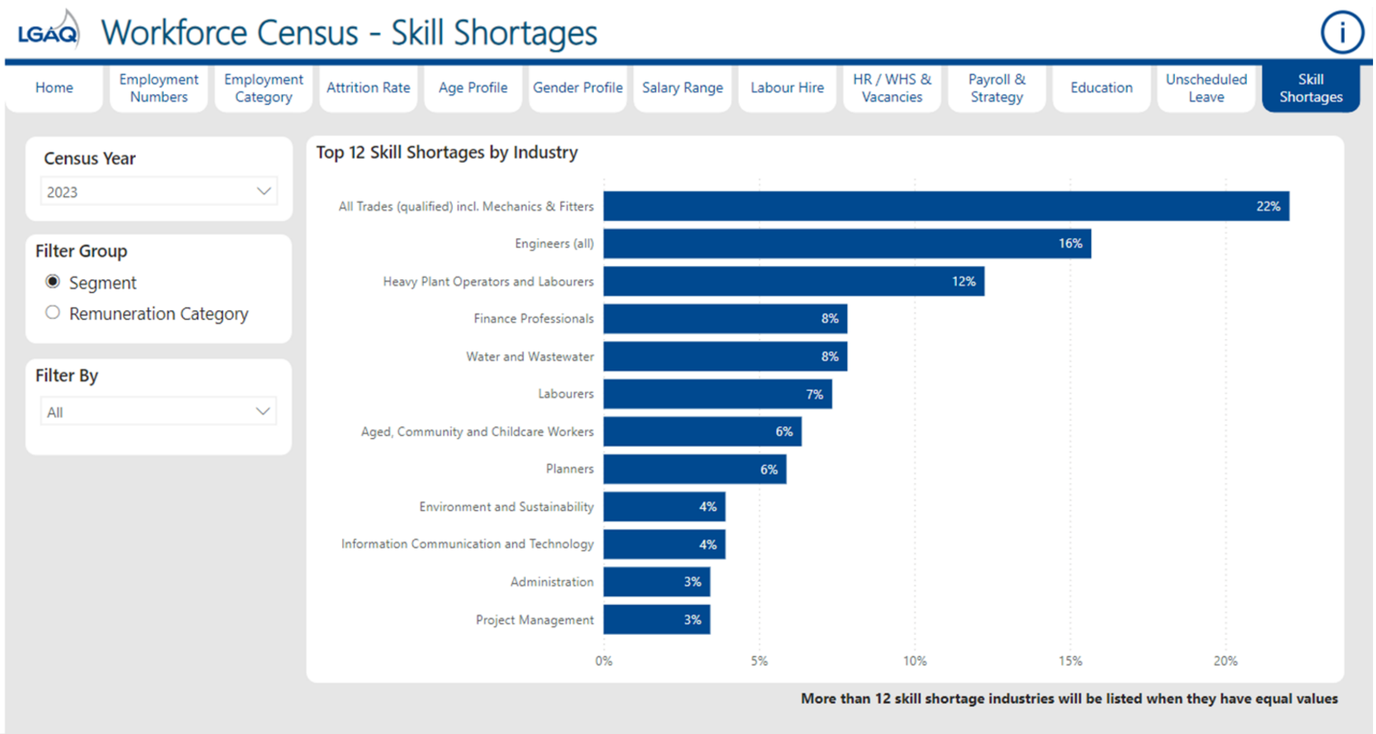
INFRASTRUCTURE ASSETS & PROPERTY RISKS

Group Risk Context: Maintaining the renewal & replacement of assets.

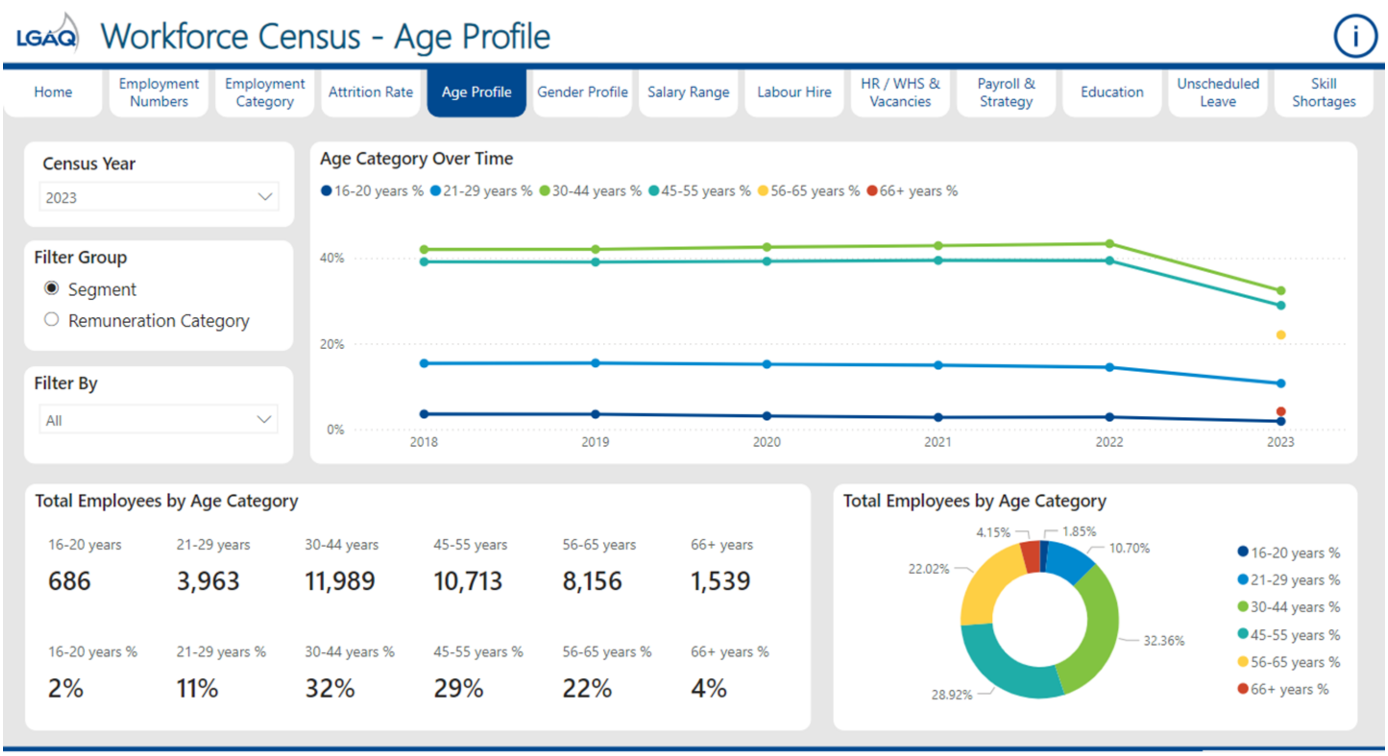
A total of 1 Infrastructure Assets and Property risk was identified, categorised as high across the organisation.

Risk			Risk Category (high/significant)	Documented Plan	Approval (Y/N)	Authority (CEO/Dir)
Number	Description	Custodian				
1	Fleet past end of useful life resulting in poor performance	DCCS	H4	- Accelerated replacement program underway - Review of fleet operations underway	Y	CEO

Top 12 skill shortages by industry is detailed in the below table:



The Local Government age profile is detailed in the below table:



QUEENSLAND COUNCIL COST INDEX

Projected Change in CCI over 2025–26

The projected change in the CCI for the 2025–26 financial year is **3.5%.** This projection reflects ongoing cost pressures in areas such as wages, materials, services, and road and bridge construction.

Council Costs Have Been Increasing Substantially

The 2025–26 projection continues a trend of significant cost increases for councils:

- 3.8% for 2024–25 (projected)
- 4.7% for 2023–24
- 6.9% for 2022–23

These sustained increases underscore the rising financial burden on councils in maintaining services and infrastructure.

Next Update

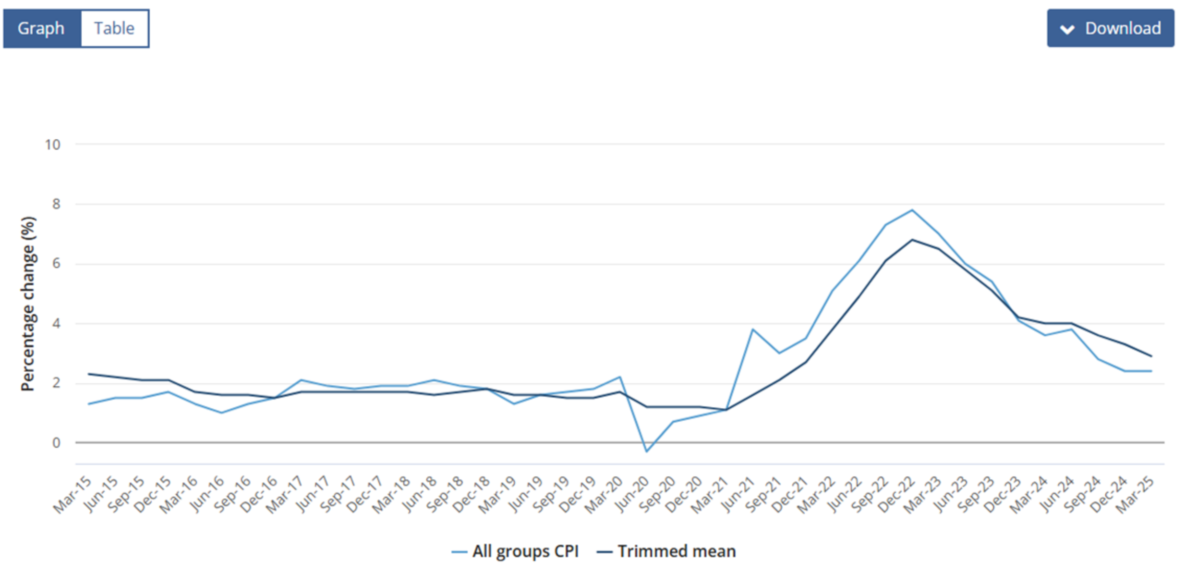
The next CCI update is scheduled for October 2025, which will provide a projection for calendar year 2026.

NATIONAL ECONOMIC INDICATORS

2024/2025 CPI Shows:

QUARTER	CHANGE FROM PREVIOUS QUARTER
September Quarter	0.2%
December Quarter	0.2%
March Quarter:	0.9%
June Quarter:	Released – 30/07/2025

All groups CPI and Trimmed mean, Australia, annual movement (%)



Monthly CPI indicator

Today the ABS also released the March 2025 monthly CPI indicator, which rose 2.4 per cent in the 12 months to March, unchanged from the 12 months to February.

The most significant contributors to the rise were Food and non-alcoholic beverages (+3.4 per cent), Alcohol and tobacco (+6.7 per cent) and Housing (+1.8 per cent).

Building construction prices rose 0.2% this quarter and 2.9% over the past twelve months

Price growth in Building construction output prices continued to be driven by increased labour costs, although to a lesser extent than recent quarters as labour shortages gradually ease and the impact of enterprise bargaining outcomes moderate. High demand for concrete trades and electrical services impacted output prices this quarter. Ongoing activity in the non-residential market, coupled with pressure from the infrastructure sector continued to drive competition for limited resources such as labour and concrete, maintaining prices at elevated levels. Quarterly rises in Building construction prices have continued to decline since December 2023.

This quarter's rise in Building construction has continued to be offset by a fall in House construction prices due to new and raised bonus offers to attract customers and increase demand in an environment of elevated prices and cost of living pressures.

The quarterly price movements by class were:

- House construction (-0.7%).
- Other residential building construction (+0.6%).
- Non-residential building construction (+0.8%).

House construction prices fell 0.7%

House construction prices fell for the second consecutive quarter, driven by decreases in Victoria, New South Wales and the Australian Capital Territory. Affordability concerns caused by high interest rates, and elevated construction costs have negatively affected demand for house construction. To attract customers, builders have increased bonus offers, reducing prices.
Over the past twelve months, House construction prices have risen 1.1%.

Heavy and civil engineering construction prices rose 0.3%

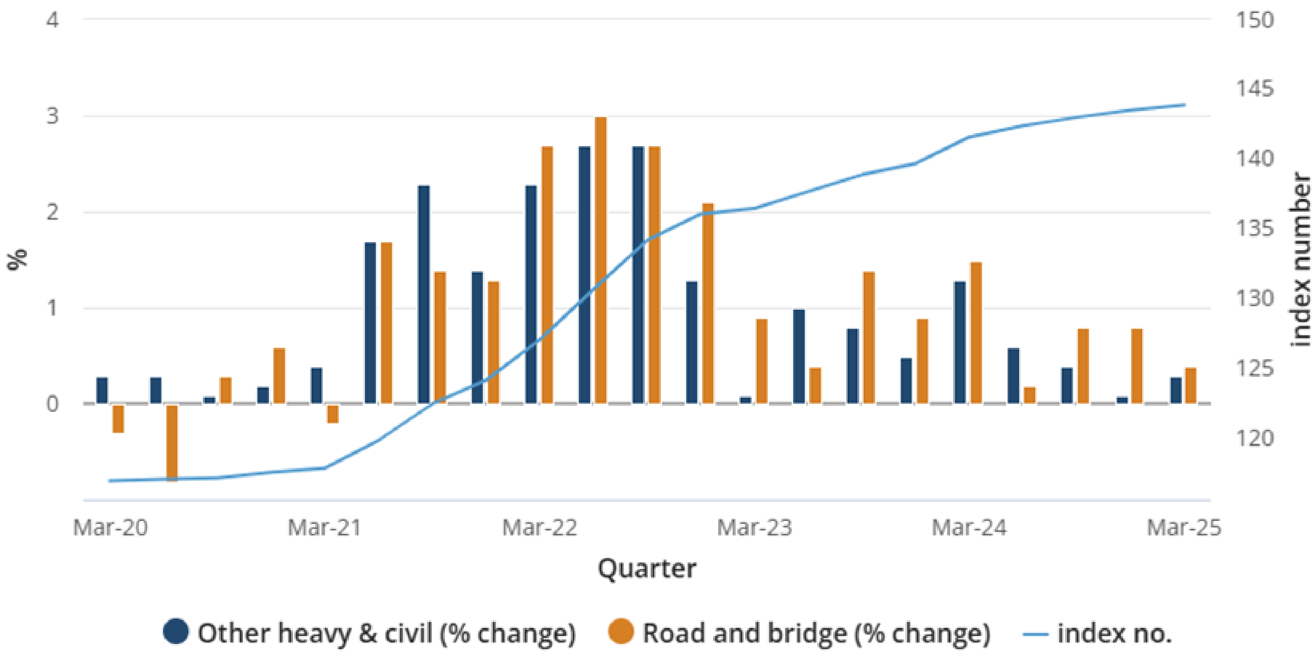
- Other heavy and civil engineering construction (+0.3%), prices rose due to increased input costs impacted by rising fuel prices, depreciation of the Australian Dollar and wage increases.
- Road and bridge construction (+0.4%), prices rose due to increases in input costs including diesel and concrete.

Over the past twelve months, Heavy and civil engineering construction prices rose 1.6% .

Output of heavy and civil engineering construction prices, quarterly percentage change and index

Graph Table

Download



CYBER SECURITY INCIDENTS 2023-2024

Australian Signals Directorate Cyber Threat Report 2023-2024 provides a national cyber threat picture based on reporting of cyber security incidents by members of the public and Australian Businesses. The ASD categorises each incident it responds to on a scale of Category 1 (C1), the most severe, to Category 6 (C6), the least severe. Incidents are categorised on severity of effect, extent of compromise, and significance of the organisation.

The full report can be viewed online [Annual Cyber Threat Report 2023-2024 | Cyber.gov.au]

Figure 1 – Cyber Security Incidents by severity category for 2023-2024

	Member(s) of the public	Small organisation(s) Sole traders	Medium-sized organisation(s) Schools Local government	State government Academia/R&D Large organisation(s) Supply chain	Federal government Government shared services Regulated critical infrastructure	National security Systems of National Significance
Sustained disruption of essential systems and associated services	C6	C5	C4	C3	C1	C1
Extensive compromise	C6	C5 6	C4 20	C3 15	C2 1	C1
Isolated compromise	C6 1	C5 57	C5 93	C3 75	C3 46	C2
Coordinated low-level malicious attack	C6	C6 1	C5 6	C4 6	C3 7	C3 3
Low-level malicious attack	C6 1	C6 81	C5 53	C4 60	C4 95	C3 11
Unsuccessful low-level malicious attack	C6	C6 13	C6 20	C6 70	C6 360	C6 28

Figure 1: Cyber security incidents by severity category for FY 2023-24

Figure 2 – Top 3 reported cyber security incident types for government (Federal, State and Local)

Cyber security incident types	Mitigations
Compromised account or credentials **30%**	• Use phishing-resistant MFA where possible • Use a password management solution to store passwords securely • Ensure event logs from authentication services and workstations are analysed within a timely manner to detect cyber security events
Malware infection (other than ransomware) **20%**	• Mitigate known vulnerabilities (e.g. applying patches in a timely manner) • Implement access control and application control • Use antivirus software and endpoint detection and response software • Maintain backups of critical data applications and settings. Regularly test that you can restore from backups in a timely manner
Compromised asset, network or infrastructure **20%**	• Use system and application hardening • Adopt a Secure-by-Design approach • Apply network access controls • Ensure logging is enabled and monitor for key indicators

In focus: Australian water and wastewater systems

Globally, water and wastewater organisations provide vital services, including water supply, sewerage and drainage services. To deliver these, the sector relies on a number of increasingly interconnected and internet-connected systems, including information and communications technology (ICT) to bill customers and operational technology (OT) for treatment and distribution.

Malicious cyber actors may target the water sector by exploiting previously unknown vulnerabilities or publicly known common vulnerabilities and exposures, using phishing campaigns to deploy malware targeting ICT and OT systems, compromising passwords, and through supply chain compromises.

Recently reported cyber attacks against the water sector have included ransomware for extortion, access to ICT and OT systems, manipulation of water treatment facilities, and data theft. The effects of these compromises have included an inability to access corporate systems, stolen data, significant remediation costs, and water service disruptions.

In December 2023, the US released an advisory detailing an Iranian Revolutionary Guard Corps affiliated cyber actor's activity targeting Israeli-developed industrial control systems for water pumps in the US. The US reported that the actor likely gained access by exploiting cyber weaknesses, such as poor password security and unnecessary exposure to the internet.

These cyber security incidents are a timely reminder that practicing good cyber hygiene, including updating default passwords, can help critical infrastructure organisations to guard against malicious cyber activity.

CHANGES IN LEGISLATION

A copy of the most recent Bills Register from Queensland Parliament is attached to this report at Appendix 2. To access the bill explanatory notes please refer to the Queensland Parliament Website.

CONCLUSION

Council is operating in an increasingly challenging business environment with inflation placing pressure on the budget with cost growth without corresponding income growth. At the same time staff and housing shortages are placing pressure on wages while contractors engaged are placing pressure on the budget.

The Directors confirm that they have reviewed the above information and are satisfied that the risks and documented plans to manage these risks, as identified in this document are to remain on EMT's watch list for the upcoming quarter, P/E 31 December 2025.

These risks will be re-evaluated at 31 December 2025.

APPENDICES

Appendix 1 – Copy of Banana Shire Council – Strategic Risk Register 30 June 2025

Appendix 2 – Queensland Parliament Bills Register – 30 June 2025

Strategic Risks

#	Department	Risk Category	Risk Title	Risk Description	Cause	Impacts	Existing Controls	Consequence	Likelihood	Assessed Risk	Actions &Treatments	Owner	Due Date
S1.	Executive Services	Human Resources	Attraction and Retention of workforce	Failure to attract, engage and retain the requisite volume of capable people	Skills shortage in key areas - water, waste water, engineering and key professions Staff turnover (especially in key roles) Council not being a competitive financial option when compared industry in the shire Workforce not willing to work in rural/remote areas Inflexible working practices Ageing workforce	Loss of corporate knowledge Unable to provide requisite level of service/outcomes to the community Increased costs through paying higher rates or for contractors / consultants Increased costs Overreliance on key people Staffing gaps may cause negative impact on culture	Workforce Plan	Major (Economic)	Possible	High (12)	1. Workforce Planning 2. Identification of skills gap	Manager People & Culture	31 December 2025
S2.	Corporate and Community	Finance	Financial Sustainability	Council is unable to fund its current operational obligations and/or its long-term asset management and operational requirements in a sustainable manner	Ongoing operating deficits Infrastructure capacity not keeping pace with regional growth Revenue not keeping up with growing needs of community increasing reliance on grants / one off funding Reduction in funding Inability to source adequate grant funding	Reduced services Increased complaints Extended periods of deficits Key assets not able to be maintained Increase debt to fund significant capital projects	Budget Forecasting Management Reporting	Major (Economic)	Possible	High (12)	1. Considerations for rating model and other increased revenue opportunities as part of the annual budget process 2. Review of financial performance by EMT and Council regularly. 3. Review service levels (perform operational review) 4. Grants: • Review end-to-end grants management process • Ongoing information and support to community on grants application. • Accountability for grant acquittals to be transferred to finance (finance to work with deliverer of grant).	Director of Corporate and Community Services	Actions 1 to 3 on going Review end-to-end grant process before 31 December 2025.
S3.	Executive Services	Safety	Workforce safety	Fatality or serious injury to a Councillor, employee or contractor.	WHS system, policies and plans are not effective and result in ineffective safety culture. Lack of understanding of WHS requirements Poor training Unauthorised activities Uncontrolled events Safety Team turnover	Serious injury or fatality to member of the workforce Near miss	Safety Framework Induction program Safety audit Safety team	Major (Legal – WHS)	Possible	High (12)	1. Review WHS plans and priorities 2. Review safety systems	Manager People & Culture	30 September 2025
S4.	Executive Services	Legislative changes	Capacity to manage legislative changes	Significant legislative and compliance changes occur which create significant impacts for Council	Changes to state and legislation e.g. FAG's Failure to comply with relevant legation Lack of understanding of requirements	Increased costs Excessive management time and effort Changes to Council Operations Negative reputation impacts Significant breach of Government Legislation, Regulations, Policy & Certification Requirements Legal disputes Fines & penalties	Proactive stakeholder management with relevant Government Department(s) Participation in training programs and information sessions to learn any new changes	Minor (Political)	Likely	Medium (8)	1. On-going Advocacy 2. Identify the key legislative changes expected over the medium term (2-3 years) and identify specific actions	All Directors, based on relevant legislative change (Specific legislative changes to be managed as Executive Level Risks e.g. *"E-1 Changes to waste management legislation")*	On-going to be discussed at each review of Strategic Risk Register
S5.	Council Services	Waste water	Waste water failure	Significant waste water failure event resulting large scale contamination	Natural event Human error Failure of asset	CAPEX and OPEX cost increases Environmental incident Management time and effort Public Health Outbreak	Qld Health reports DEWS DES	Moderate (Environmental)	Unlikely	Medium (6)	1. Action plan in place from audit completed	Director Council Services	On-going

#	Department	Risk Category	Risk Title	Risk Description	Cause	Impacts	Existing Controls	Consequence	Likelihood	Assessed Risk	Actions &Treatments	Owner	Due Date
S6.	Executive Services	Fraud and Corruption	Fraud and Corruption	Internal controls are not able to prevent material fraud or corrupt activity occurs	Councillor activities Ineffective controls over: - Development approvals; - Procurement, Accounts Payable or Payroll - Receipt of revenue - Unauthorised / inappropriate release of confidential Council information Different interpretation of Council's policies	Significant financial loss Management time and effort in performance of investigation Negative reputation	Code of Conduct Training Procurement Training Inductions Ongoing monitoring of internal controls Internal audit program	Moderate (Legal Governance)	Unlikely	Medium (6)	1. Fraud Control Refresher Training 2. Management of conflict of interests 3. Belcarra training for Councillors / CEO / Directors 4. Approaches for training for staff involvement in community activities (code of conduct) 5. Review internal controls 6. Internal audit to tes readiness	Corporate and Community Services	On-going (Training and reminders to be provided annually)
S7.	Council Services	Planning	Town planning	Unanticipated population growth leading to unsustainable natural environment / infrastructure demand	Population growth Errors in approval processes Lack of effective planning	Poor / Inconsistent decisions Loss of income Negative impact on community culture Increased complaints Unable to accommodate additional people/population	Existing planning scheme	Moderate (Economical)	Unlikely	Medium (6)	1. Application of new Planning Scheme 2. Review Council's Local Government Infrastructure Plan	Director Council Services	CLOSED
S8.	Executive Services	Disaster Management	Emergency Management	Council is unable to manage an emergency event.	Pollutant Natural disaster Wild fire Manmade damage caused by Council or member of the public Key person dependency	Increased cost Loss of service outcomes. Loss of community confidence	1. Emergency Response Plans 2. Disaster Management Plan	Moderate (Social)	Unlikely	Medium (6)	1. Manage through LDMG framework 2. Implement operational plan (Council operations) 3. Testing of DM arrangements and processes through exercises.	Chief Executive Officer	On-going
S9.	Executive Services	Disaster Management	Business Resilience	Council is unable recover its own operations from an emergency event	Natural disaster (fire/flood) limits access to Council's operations Failure of BCP IT systems unable to be restored	Increased cost Loss of service outcomes Reputational issues	Recovery Plans Business Continuity Plan	Moderate (Social)	Unlikely	Medium (6)	Review Business Continuity Plan	All Directors	Operational Risk
S10.	Corporate and Community	Information Systems	IT Security/Cybercrime	- Key IT system not able to satisfy medium and long term needs - Vulnerability of network systems to external access leading to loss or unauthorised access to Council data / systems	Key IT systems such as the finance systems may not be suitable in their current capacity over the medium to long term Assets not appropriately safeguarded Failure of in-house resources Failure of outsourced provider Hacking Human error Loss of knowledge/intellectual property Internet connectivity across the Shire	Additional workarounds to complete key tasks Unauthorised access	Security Framework and Platform, firewalls, etc.	Moderate (Technological)	Possible	High (9)	1. New ERP system implementation 2. Implementation of Essential 8 cyber security framework. 3. Penetration testing of systems. 4. Build awareness and education on cyber security risks.	Director Corporate and Community Services	1 & 2 31 December 2025 3&4 ongoing
S11.	Office of CEO	CEO	Managing Political Change	Assisting the organisational/service delivery elements of Council	Change in the Councillors which form Council	Workforce and community misalignment of expectations Change Additional costs	Stakeholder management	Minor (Political)	Unlikely	Low (4)	Ongoing advocacy and transparency	CEO	On-going
S12.	Corporate and Community	Information Systems	Breach of information privacy act requirements- Data sovereignty	Council does not comply with the requirements of information privacy act due to data and or backups stored in cloud hosted outside Australian servers	Cloud storage of data	Breach of legislative requirements	1.Centralised approval of new IT systems / apps deployment. 2. Contractual arrangements on data Sovereignty 3. Education to key staff	Major (Reportable breach)	Likely	High (16)	Continue the centralised approval by IT on all systems/ apps deployment Data sovereignty to be part pf future IT procurement	Director Corporate and Community Services	Operational Risk

#	Department	Risk Category	Risk Title	Risk Description	Cause	Impacts	Existing Controls	Consequence	Likelihood	Assessed Risk	Actions &Treatments	Owner	Due Date
S13.	Governance	Data breach & privacy breach	Breach of information privacy act requirements	Sensitive data could become available for staff that does not require to access	Lack of physical controls on documents and facilities Practice of leaving computers unlocked Human error Hacking into Council's network Lack of warnings or notices (e.g. CCTV monitoring in progress)	Breach of legislative requirements	1. Cyber security controls 2. User configuration 3. Physical locking of secured information. 4. Secured disposal of documents	Major (Reportable breach)	Likely	High (16)	Training to staff on data breach / privacy breach Adopt a framework to prevent and manage data breaches	Manager Governance	Operational Risk
S14.	Community Services	Foreign nationals Interference risk	Interference from foreign nationals and organisations in community activities	Organisations outside of Australia interfering with the community and social activities	Foreign funding in local projects. International political issues	Impact to the social fabric of the Shire and its communities	Awareness at Council and executive management level	Minor (Social)	rare	Low (2)	Undertake due diligence when accepting sponsorships to public events. Seek assistance from Department of Foreign affairs if assistance is required with due diligence.	Director Corporate and Community Services	Operational Risk
S15.	Infrastructure Services	Certification and Supervision of Infrastructure Projects	Quality and Certification	Project designs not adequately reviewed and RPEQ Certified	Urgency to get project s approved and constructed.	Breach of Legislative obligations and poorly constructed assets and Infrastructure	All designs are duly certified by DIS as RPEQ. All construction projects are overseen by Works Supervisors who in turn report and are managed by DIS.	Major	Unlikely	Medium (8)	Continue to supervise designs and projects through DIS whilst ensuring effective training and experience is gained by subordinate engineers across the council.	Director Infrastructure Services	CLOSED
S16.	Executive Services	Climate change	Assessment of predicted impacts of climate change on Council operations.	More frequent/extreme weather events disrupting Council operations and damaging infrastructure impacting Councils ability to predict and prepare for weather events.	Increased greenhouse gas emissions leading to more frequent/extreme climate-related events such as storms, droughts, bushfires and floods.	Frequency and severity of events make it hard to anticipate and prepare for the impacts to ecological systems, supply chain disruptions, social health and wellbeing, economy and infrastructure damage. Inability to recover quickly following multiple events. Increased costs to repair Council infrastructure. Increased insurance premiums.	1. Banana Shire Flood Study 2. Online flood mapping tool 3. Planning scheme 4. Disaster Management Plans 5. Disaster Recovery Plans	Major	Likely	High (16)	Consider climate modelling projections when evaluating and planning new/ upgraded assets and infrastructure. Consider asset-specific vulnerabilities to relevant climate-related hazards, particularly for high value and highly exposed locations. Prioritise infrastructure resilience to protect assets & ensure long-term sustainability e.g. improved drainage, elevated roads etc. Integrate climate resilience into broader scope of sustainable development and climate action.	Chief Executive Officer	On-going
S17.	Executive Services	Climate change	Disaster recovery funding	Current funding will not adequately build back better, nor will it fund building more resilient, climate-proof infrastructure and assets. Council unable to restore services, efficiently.	Insufficient disaster recovery funding.	Insufficient disaster recovery funding to build back better and more resilient infrastructure capable of withstanding future climate scenarios.	1. Disaster Management Plans 2. Disaster Recovery Plans	Major	Likely	High (16)	Identify and address local vulnerabilities to lead local response capacity and capability. Pursue funding for disaster risk reduction and climate adaption funding programs. Lobby State & Federal government for increased climate resilient funding programs.	Chief Executive Officer	On-going

Executive Level Operational Risks

#	Department	Risk Category	Risk Title	Risk Description	Cause	Impacts	Existing Controls	Consequence	Likelihood	Inherent Risk	Actions &Treatments	Owner	Due Date
E1.	Council Services	Waste Management	Changes to waste management legislation	Changes to federal and state government legislation may cause significant changes to Council's waste operations requiring significantly greater CAPEX and OPEX costs to operate.	Changes to Federal and State legislation Changes required to the manner in which waste is handled	Approx. $5m to $10m CAPEX Approx. $2m-$3m OPEX Requirement to provide curb side recycling for most residents Current Landfill activities may not be compliant, resulting in upgrades, replacements, closures and potentially the requirement to transport waste outside of the shire. Significant negative feedback from key stakeholders (community, interest groups, state & federal government)	Working group Active participation in workshops	Moderate (Environmental)	Likely	High (12)	1. Develop specific action plan to address key changes 2. Include specific requirements in workforce planning 3. Developed targeted approach to manage key stakeholders (Politicians, State & Federal Government agencies, interest groups, workforce (staff and contract), contractors and service providers) 4. New Landfill	Director Council Services	30 June 2026
E2.	Council Services	Water	Water quality & security	Unable to supply drinking water of the requisite quality over the long-term	Non-compliance with policy and procedures/regulations Plant and equipment failure Testing failure Poor maintenance Inadequate long-term water supply plan Drought Inadequate capital planning Containment failures Unable to effectively predict weather trends	Unnecessary sickness Increased costs Negative reputation Increased compliant Increased regulation and scrutiny	SAMP Drinking water Quality Management Plan Dam Bores Back-up plan with transport to Gladstone	Major (Environmental)	Possible	High (12)	1. Implementation of Drinking water Quality Management Plan 2. Maintenance of staff skills 3. Ensure water treatment supervisors included in workforce planning as a high priority	Director Council Services	1 and 2 On-going 3. Complete
E3.	Council Services	Waste Management	Effective waste management	Failure of Waste Collection & Disposal services leading to health issues within the community	Not continuing to provide the requisite level of waste management services to the community - bin collection, landfill, transfer stations, etc.	Additional costs Complaints from the community Environmental incident	Contracts in place to manage waste Mature successful procedures in place	Minor (Environmental)	Unlikely	Low (4)	1. On-going performance management of Cleanaway Contract 2. Update Business Continuity Plan	Director Council Services	On-going
E4.	Infrastructure Services	Assets – Roads & Drainage	Road network not meeting its current or future needs of the community.	Inadequate maintenance leads to road failure	Current road network is nearing a point that it will require significant expenditure to maintain. Large road network >4,000km Weather/elements	Increased costs to maintain Increased potential for road safety incidents Increased complaints	10 year capital program/budgeting process Execution of on-going road maintenance	Moderate (Economical)	Likely	High (12)	1. Complete RACAs surveys Develop a project plan to maintain the roads. 2. Review of Road Hierarchy (Service standards and intervention levels) 3. Review road construction technologies (Innovation)	Director Infrastructure Services	On-going
E5.	Corporate and Community	Assets – Plant	Assets in Council	Council's ageing assets plant and equipment do not meet service requirements	Plant and fleet nearing end of useful life Plant and Fleet not maintained Plant & Fleet inappropriately utilised	Increased costs (OPEX and CAPEX) Breakdown of key equipment Reduced service levels in key areas such as water, waste and road maintenance.	Maintenance planning and activities	Minor (Economical)	Possible	Medium (6)	Complete / Review Asset Management Plans	All Directors	30 September 2025
E6.	Council Services	Environmental Health	Mulch asbestos contamination	Council has made mulch available to the public that may be contaminated	Asbestos present in green waste when it was mulched. The mulching process did not effectively manage removal of contamination prior to mulching	Public health risk if asbestos-contaminated mulch has been placed in public areas or on private properties	Physical barriers to contaminated piles Suspension of public access to mulch	Catastrophic (Financial, Environmental, Reputational)	Almost certain	Extreme (25)	Investigation report completed. Recommendations acted on and management of risk will be ongoing	Director Council Services	30 September 2025

RISK CALCULATOR					
LIKELIHOOD	CONSEQUENCE				
	INSIGNIFICANT 1	MINOR 2	MODERATE 3	MAJOR 4	CATASTROPHIC 5
ALMOST CERTAIN - 5	5	10	15	20	25
LIKELY - 4	4	8	12	16	20
POSSIBLE - 3	3	6	9	12	15
UNLIKELY - 2	2	4	6	8	10
RARE - 1	1	2	3	4	5

RISK SCORE	ACTIONS
E	Act on these risks immediately
H	Act on these risks as soon as possible
M	Act on these risks' within routine business schedules
L	These risks may not require immediate attention

Bills Register - 58th Parliament

Short Title	Bill	Exp Note	Introduced by (date)	Stage reached (date)	Amendaments	Assent Date	Act No.	Commences
2025								
Appropriation (Parliament) Bill 2025	☑	🗎	Hon D Janetzki MP (24/6/2025)	Referred to Committee (27/6/2025)	Bill Exp Note Statement of Compatibility			
Appropriation Bill 2025	☑	🗎	Hon D Janetzki MP (24/6/2025)	Referred to Committee (27/6/2025)	Bill Exp Note Statement of Compatibility			
Coroners (Mining and Resources Coroner) Amendment Bill 2025	☑	🗎	Hon D Frecklington MP (12/6/2025)	Referred to Committee (12/6/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee			
Corrective Services (Parole Board) Amendment Bill 2025	☑	🗎	Hon L Gerber MP (3/4/2025)	PASSED with amendment (11/6/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee AinC govt agreed AinC exp note AinC statement of compatibility Act	16/6/2025	12 of 2025	Date of Assent
Crime and Corruption (Restoring Reporting Powers) Amendment Bill 2025	☑	🗎	Hon D Frecklington MP (20/2/2025)	PASSED with amendment (30/4/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee AinC govt agreed AinC exp note AinC statement of compatibility Act	19/5/2025	7 of 2025	Date of Assent
Crocodile Control and Conservation Bill 2025 *	☑	🗎	Mr S Knuth MP (19/2/2025)	Referred to Committee (19/2/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee			

Domestic and Family Violence Protection and Other Legislation Amendment Bill 2025	☑	🗎	Hon A Camm MP (30/4/2025)	2nd reading to be moved (20/6/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee			
Education (General Provisions) Amendment Bill 2025	☑	🗎	Hon J Langbroek MP (14/3/2025)	2nd reading to be moved (2/5/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee			
Health Legislation Amendment Bill (No. 2) 2025	☑	🗎	Hon T Nicholls MP (22/5/2025)	Referred to Committee (22/5/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee			
Health Legislation Amendment Bill 2025	☑	🗎	Hon T Nicholls MP (14/3/2025)	PASSED with amendment (12/6/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee AinC govt agreed AinC exp note AinC statement of compatibility Act	16/6/2025	13 of 2025	see Act for details
Locking in Cost of Living Support (50 Cent Fares Forever) Amendment Bill 2025 *	☑	🗎	Mr S Miles MP (19/2/2025)	Discharged (14/3/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee			
Making Queensland Safer (Adult Crime, Adult Time) Amendment Bill 2025	☑	🗎	Hon D Crisafulli MP (1/4/2025)	PASSED (21/5/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee Act	23/5/2025	10 of 2025	see Act for details
Nature Conservation and Other Legislation Amendment Bill 2025	☑	🗎	Hon A Powell MP (12/3/2025)	2nd reading to be moved (2/5/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee			

Penalties and Sentences (Sexual Offences) and Other Legislation Amendment Bill 2025			Hon D Frecklington MP (20/5/2025)	Referred to Committee (20/5/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee			
Planning (Social Impact and Community Benefit) and Other Legislation Amendment Bill 2025			Hon J Bleijie MP (1/5/2025)	PASSED with amendment (25/6/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee AinC govt agreed AinC exp note AinC statement of compatibility Act	30/6/2025	14 of 2025	see Act for details
Police Powers and Responsibilities (Making Jack's Law Permanent) and Other Legislation Amendment Bill 2025			Hon D Purdie MP (2/4/2025)	PASSED with amendment (11/6/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee AinC govt agreed AinC exp note AinC statement of compatibility Act	16/6/2025	11 of 2025	see Act for details
Queensland Academy of Sport Bill 2025			Hon T Mander MP (18/2/2025)	PASSED with amendment (1/5/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee AinC govt agreed AinC exp note AinC statement of compatibility Act	19/5/2025	9 of 2025	see Act for details
Queensland Building and Construction Commission and Other Legislation Amendment Bill 2025			Hon S O'Connor MP (27/6/2025)	Referred to Committee (27/6/2025)	Bill Exp Note Statement of Compatibility Committee			

Queensland Institute of Medical Research Bill 2025			Hon T Nicholls MP (22/5/2025)	Referred to Committee (22/5/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee			
Revenue and Other Legislation Amendment Bill 2025			Hon D Janetzki MP (24/6/2025)	PASSED (27/6/2025)	Bill Exp Note Statement of Compatibility Act	30/6/2025	15 of 2025	see Act for details
Trusts Bill 2025			Hon D Frecklington MP (18/2/2025)	PASSED with amendment (1/5/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee AinC govt agreed AinC exp note AinC statement of compatibility Act	19/5/2025	8 of 2025	by Proclamation
Youth Justice (Monitoring Devices) Amendment Bill 2025			Hon L Gerber MP (20/2/2025)	PASSED (2/4/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee Act	9/4/2025	5 of 2025	Date of Assent
2024								
Appropriation (Parliament) (Supplementary 2023–2024) Bill 2024			Hon D Janetzki MP (10/12/2024)	PASSED (14/3/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee Act	26/3/2025	3 of 2025	Date of Assent
Appropriation (Supplementary 2023–2024) Bill 2024			Hon D Janetzki MP (10/12/2024)	PASSED (14/3/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee Act	26/3/2025	4 of 2025	Date of Assent

Brisbane Olympic and Paralympic Games Arrangements and Other Legislation Amendment Bill 2024	☑	🗎	Hon J Bleijie MP (28/11/2024)	PASSED (28/11/2024)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee Act	29/11/2024	53 of 2024	Date of Assent
Health Practitioner Regulation National Law and Other Legislation Amendment Bill 2024	☑	🗎	Hon T Nicholls MP (12/12/2024)	PASSED (3/4/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee Act	9/4/2025	6 of 2025	by Proclamation
Making Queensland Safer Bill 2024	☑	🗎	Hon D Crisafulli MP (28/11/2024)	PASSED with amendment (12/12/2024)	Bill Exp Note Statement of Compatibility Explanatory Speech AinC govt agreed AinC exp note AinC statement of compatibility Act	13/12/2024	54 of 2024	see Act for details
Queensland Productivity Commission Bill 2024	☑	🗎	Hon D Janetzki MP (28/11/2024)	PASSED (12/3/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee Act	17/3/2025	2 of 2025	by Proclamation
Revenue Legislation Amendment Bill 2024	☑	🗎	Hon D Janetzki MP (12/12/2024)	PASSED with amendment (20/2/2025)	Bill Exp Note Statement of Compatibility Explanatory Speech Committee AinC govt agreed AinC exp note AinC statement of compatibility Act	28/2/2025	1 of 2025	see Act for details

Notes:

- An * at the end of the Bills Short Title indicates the Bill is a Private Members Bill
- An 🗎 indicates explanatory notes are available
- An 🗋 indicates erratum to explanatory notes is available
- An ☑ indicates a bill is available

Smart decisions. Lasting value.

Banana Shire Council

Audit and Risk Committee
Internal Audit Status Report

August 2025

Audit / Tax / Advisory

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The services provided in connection with the engagement comprise an advisory engagement which is not subject to assurance or other standards issued by the Australian Auditing and Assurance Standards Board and, consequently no opinions or conclusions intended to convey assurance will be expressed. This review report has been prepared at the request of Banana Shire Council in connection with our advisory engagement to perform review services as detailed in our scoping letter.

Due to the inherent limitations of any internal control structure, it is possible that fraud, error or non-compliance with laws and regulations may occur and not be detected. Further, the internal control structure, within which the control procedures that are subject to procedures we perform operate, is not reviewed in its entirety and, therefore, no opinion or view is expressed as to its effectiveness of the greater internal control structure.

This report has been prepared based on information made available to us by the Client and publicly available information, including assumptions and opinions based on economic, financial market and other conditions prevailing at the time of the preparation of this report. We have not taken steps to verify the accuracy, completeness or fairness of that information, and our procedures and enquiries have not included verification work. If circumstances change significantly subsequent to the issue of this report, our conclusions and opinions may be impacted. Notwithstanding this, there will be no requirement for us to update this report for information that may become available after the date of issue. We make no representation or warranty, express or implied, as to the accuracy, completeness, timeliness or reliability of the contents of this report.

The procedures performed are not designed to detect all weaknesses in control procedures as they are not performed continuously throughout the period and the tests performed on the control procedures are on a sample basis. Any projection of the evaluation of control procedures to future periods is subject to the risk that the procedures may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate. Findex (Aust) Pty Ltd, trading as Crowe Australasia provides no warranty regarding the accuracy or completeness of the information. All opinions, conclusions, forecasts or recommendations are reasonably held at the time of compilation but are subject to change without notice by Findex (Aust) Pty Ltd, trading as Crowe Australasia. Findex (Aust) Pty Ltd, trading as Crowe Australasia assumes no obligation to update this document after it has been issued. Except for any liability which by law cannot be excluded, Findex (Aust) Pty Ltd, trading as Crowe Australasia, its Directors, employees and agents disclaim all liability (whether in negligence or otherwise) for any error, inaccuracy, or omission from the information contained in this document or any loss or damage suffered by the recipient or any other person directly or indirectly through relying upon the information.

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Executive Summary

Introduction

This Internal Audit Status Report (Status Report) provides the Finance and Audit Committee (Committee) of the Banana Shire Council (BSC) with a summary of the Internal Audit activities completed since the last Committee meeting.

We look forward to answering any questions you may have relating to the Internal Audit activities undertaken to date, at the Committee meeting on 19 August 2025.

Basis and Use of this Report

This report has been prepared subject to the limitations set out in ***Appendix 2*** (Basis and Use of the Report) and is written on an exceptions basis and therefore only areas requiring Management consideration and action are included.

Internal Audit Activities Undertaken

The table below provides a summary of the Internal Audit activities which occurred in FY 2025:

Summary of Activity

The following project milestones have been established to track and report progress to the Audit Committee:

1. Planning commenced
2. Project scope approved
3. Fieldwork commenced
4. Draft report issued for management responses
5. Final report issued.

Project	Commenced/Scheduled	Milestone				
		1	2	3	4	5
Cybersecurity Management	July 2024	✔	✔	✔	✔	✔
Project Management	December 2024	✔	✔	✔	✔	✔
Disaster Recovery Planning	March 2025	✔	✔	✔	✔	

Internal Audit Annual Plan (FY 2026)

The Internal Audit Plan for FY 2026, derived from the Strategic Internal Audit Plan for FY 2025–2027, identifies the following key audit areas for review:

1. Waste Management
2. Payroll Process
3. Asset Management

The detailed Internal Audit Plan for FY 2026 is outlined below:

No.	Activity	Indicative Timing FY 2026 Q1	Q2	Q3	Q4	Scoping Areas	Days
Internal Audit Projects							
1.	Waste Management	✔				We will obtain an understanding of the internal policies, procedures and requirements pertaining to the Waste Management Strategy and Delivery processes, including performance of walkthroughs and sample-based testing over the key controls identified within the process. Specifically, we will: • Review the Waste Management strategy, plan and framework in conjunction with the Government Act and Legislative requirements of Waste Management to confirm compliance with those requirements on a sample-based testing approach. • Evaluate the quality and validity of waste data for appropriate decision making within Waste Management function via sample-based testing. • Review of the key activities for engagement with Gate Keeping contractor and their performance review based on the agreed KPIs in the contract. • Review Waste Management reporting process. *Exclusions* The internal audit will not cover the following: • Review of Waste Management services fees and charges (e.g., review of cost-efficiency of waste management) and the functions' revenue. • Review of trade waste agreements and negotiations. • Review of management of recycling materials. • Review of Council's waste contracts with external suppliers and supplier engagements other than Gate Keeping Contract. • Review of any processes delivered by external resources other than Gate Keeping Contractors.	20
2.	Payroll Process			✔		We will obtain an understanding of the internal policies, procedures and requirements pertaining to the payroll processes, including the performance of walkthroughs and sample-based testing over the key controls identified in the process. Specifically, we will: • Determine whether the organisation has established an effective internal control framework for the management of the payroll function.	20

No.	Activity	Indicative Timing FY 2026				Scoping Areas	Days
		Q1	Q2	Q3	Q4		

						• Review the structure and effectiveness of current processes to identify any gaps, areas of significant risks and opportunities for improvement. This includes reviewing internal policies and procedures for payroll operations.
						• Review actions taken when issues are identified through exception and validation reporting.
						• Through sample-based testing:
						    o Review hours worked and paid incl. overtime authorisation and management (consider OT balances and budget provisions), leave expense, flex leave, TOIL and council liability relevant to these times.
						    o Review employee data to ensure that payroll data matches the information contained in the Letter of Offer issued to the employee and that the Letter of Offer issued is consistent with Council's CA and the employee's contract.
						    o Review a sample of payroll calculations including termination payments to ensure accuracy and identify any over and under payments.
						• Review the process of changing and approval of employee data in Payroll Masterfile.
						
						Exclusions
						
						The internal audit will not cover the following:
						• Processes performed by third party providers.
						• Verifying the accuracy and validity of employee information supplied by the employee to Council.
						• Contractor / labour-hire agreements and associated payments.
						• Human Resources processes (e.g., on-boarding and induction) except where there is an impact on payroll.
						• Employee expense reimbursements, benefits and allowances.
						• Employee recognition schemes paid outside the payroll system.
						• Detailed testing of the payroll system such as user access testing.
						• Act and legislations.
						
						Any other areas that were not included under the Scope Section.	

No.	Activity	Indicative Timing FY 2026				Scoping Areas	Days
		Q1	Q2	Q3	Q4		
3.	Asset Management				✔	Internal Audit will obtain an understanding of the internal procedures, systems and processes pertaining to the management of Council's Program of Projects. Internal Audit will: • Review asset management policy, procedure and plans. • Review asset management framework and its alignment to long-term financial budgets for capital works programs and asset renewals. • Through sample-based testing, confirm the accuracy of asset classes and ownerships. • Analyse asset management governance (e.g., activities of an Asset Management Steering Group). • Evaluate the use of technology tools in managing assets. • Evaluate asset performance monitoring and reporting processes. *Exclusions* This review will not cover: • Testing of asset related financial reporting included in Council's annual financial statements. • Procurement and contract management practices related to acquisition/renewal of assets. • Project management processes related to asset acquisition/renewal. • Review of Asset Disposal Management processes.	20
Administration and Planning							
4.	Internal Audit Planning				✔	We will liaise with the Finance and Audit Committee, Management and the External Auditor to seek input into the development of the Strategic and Annual Internal Audit Plans.	2
5.	Administration and Prior Period Findings Follow-up	✔	✔	✔	✔	General administration including: • Ongoing meetings with Management regarding the administration of the Internal Audit Plan. • Follow up and testing over prior period findings, including reporting to Management. • Meetings with the appointed External Auditor. • Completion of planning and debrief meetings with the team, as required.	2
6.	Finance and Audit Committee Meetings	✔	✔	✔	✔	We will attend the Finance and Audit Committee to provide an update on: • Significant audit issues. • Progress against the Internal Audit Plan. • Progress of implementation of agreed recommendations. • Other emerging matters.	Complimentary
Total Indicative days							**64**

Prior Period Action Status

The table below summaries the number of prior findings followed up during this round of testing.

Implementation Status	Actions
Opening Balance	**15**
New Findings	11
Completed	10
Not Overdue/Outstanding	7
Revised and Approved/ Not Overdue	0
Overdue / Outstanding	**9**

Summary of the status of prior Internal Audit findings is illustrated below.

Internal Audit	Open Findings 2024	Added from 2025 Audits	Completed	Ongoing	Outstanding
Payroll Processes	1	-	1	-	-
Conflict of Interest Management	3	-	3	-	-
Grant Management	2	-	2	-	-
Recruitment Management	6	-	2	-	4
Delegation of Authority	3	-	2	-	1
Financial Reporting – Month End Processes	-	4	-	-	4
Cyber Security	-	7	-	7	-
Total	**15**	**11**	**10**	**7**	**9**

Details of prior period follow up audit FY 2025 is tabled with this agenda.

Appendix 1 – Risk Matrix

Our internal audit report findings will be rated and tabled in adherence to the below risk ratings:

Rating	Definition	Action Required
High	Issue represents a control weakness, which could cause or is causing major adverse effect on the daily ability to achieve process objectives.	• Requires senior management intervention and may require significant mobilisation of resources, including external assistance. • Ongoing resource diversionary potential. • Requires high priority to immediate action (actions to commence no later than 6 months from submission of the final audit report).
Moderate	Issue represents a control weakness, which could cause or is causing significant adverse effect on the daily ability to achieve process objectives.	• Requires management intervention and may require possible external assistance. • Requires prompt action (actions to commence no later than 12 months from submission of the final audit report).
Low	Issue represents a control weakness, with minimal but reportable impact on the ability to achieve process objectives.	• Requires management attention and possible use of external resources. • Requires action commensurate with the process objective (actions to commence no later than 18 months from submission of the final audit report).
Process Improvement Opportunity (PIO)	A PIO does not represent a control weakness and should have no impact on the ability of CBIC to achieve its process objectives. PIO's are included to allow Management to consider if further development of the identified areas would add value to the organisation.	• Management to determine the actions required. • PIOs are not normally tracked until completion by the Audit and Risk Committee.
Emerging Matter	An Emerging Matter is an observation identified during the internal audit not included within the scope of works performed.	• These have been included for the Audit and Risk Committee and Management's information, and they should be considered when making decisions regarding areas and processes within the business that may require further attention. • Emerging Matters are not normally tracked until completion by the Audit and Risk Committee.

Appendix 2 – Basis and Use of this Report

This report is prepared based on the limitations set out below.

We were engaged by BSC to provide internal audit services, and the scope of our activities is determined by Management and reviewed by the Audit and Risk Committee.

This report has been prepared in accordance with the objectives and approach agreed in the engagement contract and subject to the following limitations:

- Our procedures were designed to assist in the understanding and testing of your control environment, in operating on your behalf in an advisory capacity. This report provides limited assurance which recognises that absolute assurance is rarely attainable, due to such factors as the use of judgment in gathering and evaluating evidence and forming conclusions, and the use of selective testing, and because much of the evidence available for review is persuasive rather than conclusive in nature.
- Because of the inherent limitations of any internal control structure, it is possible that errors or irregularities may occur and not be detected. Our procedures were not designed to detect all weaknesses in control procedures as they were not performed continuously throughout a specified period and any tests performed were on a sample basis.
- Any projection of the evaluation of the control procedures to future periods is subject to the risk that the systems may become inadequate because of changes in conditions, or that the degree of compliance with them may deteriorate.
- The matters raised in this report are only those which came to our attention during performing our procedures and are not necessarily a comprehensive statement of all the weaknesses that exist or improvements that might need to be made. We cannot, in practice, examine every activity and procedure, nor can we be a substitute for management's responsibility to maintain adequate controls over all levels of operations and their responsibility to prevent and detect irregularities, including fraud. Accordingly, Management should not rely on our report to identify all weaknesses that may exist in the systems and procedures under examination, or potential instances of non-compliance that may exist.
- We believe that the statements made in this report are accurate, but no warranty of completeness, accuracy or reliability is given in relation to statements and representations made by, and the information and documentation provided by, Council Management and personnel. We have indicated within this report the sources of the information provided. We have not sought to independently verify those sources unless otherwise noted within the report. We are under no obligation in any circumstance to update this report, in either oral or written form, for events occurring after the report has been issued in final form unless specifically agreed with Council. The internal audit findings expressed in this report have been formed on the above basis.
- Recommendations for improvement should be checked by Management for their full commercial impact before they are implemented.
- This report is not to be used by any other party for any purpose nor should any other party seek to rely on the opinions, advice or any information contained within this report. In this regard, we recommend that parties seek their own independent advice. Crowe disclaims all liability to any party other than Council for which it was prepared in respect of or in consequence of anything done, or omitted to be done, by any party in reliance, whether whole or partial, upon any information contained in this report. Any party, other than Council for which it was prepared, who chooses to rely in any way on the contents of this report, does it so at their own risk.
- The information in this Report and in any related oral presentation made by Crowe is confidential between Crowe and Council for which it was prepared and should not be disclosed, used or duplicated in whole or in part for any purpose except with the prior written consent of Crowe. An electronic copy or print of this document is an UNCONTROLLED COPY.

General Business – Executive Services

Cr Bailey referred to Council's upcoming meeting with submitters of COM002-18/19 to discuss Edify Energy's request for an extension of their approval period for the Smokey Creek Solar Project. **Cr Bailey** asked why several property owners who objected to the original application were not invited to attend. The Director Council Services advised only the eleven submitters who lodged a properly made submission were invited to attend.

Cr Casey returned to the meeting at 11:32am.

Cr Bailey requested she be provided with a timeline of events relating to the Smokey Creek Solar Project. The Director Council Services advised he will prepare a timeline and forward to Councillors for their information prior to the meeting. The Chief Executive Officer confirmed all Councillors are welcome to attend the meeting.

Cr Boyce referred to the extra coal royalties the current State Government have promised to keep intact and asked if Council could write to the State Government (given the amount of mining in the Shire) disagreeing with it and ask them to support companies to remove the top tier of royalites. The Chief Executive Officer advised he will draft correspondence to the State Government and circulate to Councillors for feedback prior to forwarding to the State Government.

Cr Boyce referred to the upcoming Place-Based Planning workshops throughout the Shire and requested a letter drop of Taroom, Theodore, Cracow be undertaken as soon as possible to inform the community in addition to posts on the relevant community Facebook pages. **Cr Bailey** also requested a letter drop for Baralaba.

Cr Boyce requested Council write to the Local Government of Queensland and Department of Local Government, Infrastructure, Local Government and Planning to request an increase to gravel pit extractions without an environmental approval on private properties for up to 10,000 tonnes.

Cr Boyce further requested Councillors advise the Director Infrastructure Services of the location of any unused quarries within their respective divisions.

Cr Leo requested Council write to the Deputy Director General regarding industrial land at Hertzog Street, Moura. **Mayor Ferrier** requested the Director Council Services draft the correspondence for his approval.

The Chief Executive Officer spoke to his correspondence sent to Councillors in response to **Cr Leo's** request for reconsideration of Council's approach to local preference.

Cr Casey referred to culverts currently stored on land Council leases from Queensland Rail and asked if they would be suitable for use on Drumburle Road. The Director Infrastructure Services advised the culverts would not be suitable for use on Drumburle Road.

Cr Casey referred to his previous request to consider the installation of 'Reduce Noise – Please Limit Compression Braking' signage at either side of Thangool and advised he is still receiving complaints from residents, especially at the southern end of town. The Director Infrastructure Services to investigate.

Cr Casey advised there is a section of gutter and road that is depressed on the left-hand side of Leslie Street, Thangool between Sheans and Winston Streets, affecting the resident entering and exiting the property. The Director Infrastructure Services to investigate.

Cr Casey advised there is a tree on the corner of Leslie and Winston Streets, Thangool that requires trimming. The Director Infrastructure Services to arrange for the tree to be trimmed.

Cr Casey asked if Council does not get funding for several years to upgrade the Grevillea Creek Crossing on Drumburle Road, can the current Works for Queensland funding allocated for Meissner's Road be reallocated. The Chief Executive Officer advised it is possible however he believes there would not be enough money to fund the proposed upgrade of the Grevillea Creek Crossing. The Chief Executive Officer suggested a more efficient use of Council funds would be to consider constructing a higher quality bridge similar to the bridge on Aerodrome Road, Thangool.

Cr Bailey asked if the washout on Hinemoa Road has been repaired. The Director Infrastructure Services to investigate and advise **Cr Bailey** accordingly.

Cr Jensen advised access from the footpath into the arcade in Kariboe Street, Biloela near HelloWorld Travel is not wheelchair friendly. The Director Infrastructure Services to investigate.

Cr Jensen and **Cr Bailey** advised of the overgrown amenities block and overflowing septic system at the Goovigen Recreation Grounds. The Director Infrastructure Services advised an inspection had been undertaken and he believes the issues with the overflowing septic system is to be from overuse, with the precinct not designed to accommodate several campers and/or caravans. The Director Council Services advised he will arrange an inspection of the septic system.

Cr Burling requested an inspection of a footpath outside a residence in Malakoff Street, Biloela as the resident is experiencing drainage issues. The Director Infrastructure Services to arrange an inspection with Council's Manager Technical Services.

Cr Bailey advised the Goovigen community have requested to take over the maintenance of Neilsen Park. The Director Infrastructure Services to investigate and advise **Cr Bailey** accordingly.

Cr Casey asked for an update on the Chief Executive Officer's review on mowing services supplied by communities. The Chief Executive Officer advised he will present a report along with a policy and procedure for discussion at the October Councillor Workshop.

14.0 Close of Meeting

The meeting was closed at 12:14pm.

To be confirmed at the 29 October 2025 Ordinary Meeting.

MAYOR	**CHIEF EXECUTIVE OFFICER**