



General Meeting Agenda

**19 February 2013
Gayndah**

NOTICE OF GENERAL MEETING

To: Cr D Waugh (Mayor)
Cr FO Whelan (Deputy Mayor)
Cr KS Wendt OAM BEM
Cr PW Francis
Cr J Bowen
Cr J Dowling
Cr PW Lobegeier

Please be advised that the **General Meeting** of the North Burnett Regional Council will be held at the Gayndah Boardroom on **Tuesday 19 February 2013** commencing at 9.00am.

An agenda is attached for your information.



MJP Pitt
CHIEF EXECUTIVE OFFICER

Attendees	Agenda Item 1	Attendees	
Welcome	Agenda Item 2	Welcome / Housekeeping	
Apologies	Agenda Item 3	Apologies	
Declaration	Agenda Item 4	Declaration of Interest	
Deputations	Agenda Item 5	Deputations	
	5.1	9.00am – Dr Shaun Rudd and Michael Massingham, Wide Bay Medicare Local Health Survey Needs Assessment	
Confirmation of Minutes	Agenda Item 6	Confirmation of Minutes	
	6.1	15 January 2013 – General Meeting Minutes – Eidsvold – Pages 231-238	005-012
	6.2	07 February 2013 – Policy and Planning Minutes – Gayndah – Pages 240-241	013-014
Business Arising	Agenda Item 7	Business Arising	
Governance	Agenda Item 8	Governance Report	
	8.1	Hospitality and Entertainment Report	015-017
	8.2	RM Williams ABLC Board Resignation and Voluntary Deregistration	018-021
	8.3	Overdue Rates and Charges	022-037
	8.4	Overdue Rates and Charges – Intention to Sell	038-049
	8.5	Financial Report	050-054
	8.6	Revenue and Expenditure Report	055-059
	8.7	Current Asset Position Report	060-061
Infrastructure Report	Agenda Item 9	Infrastructure Report	
	9.1	Naming of New 1km Walk/Cycle Track in Mundubbera	062-068
	9.2	Technical Services Internal Section Report	069-084
	9.3	Gayndah Airport – Weather Forecasts	085-127
Economic	Agenda Item 10	Economic Report	
	10.1	Proposed Mt Perry Mining Structure and Visitor Information Centre	128-132

Social	Agenda Item 11	Social Report	
	11.1	Library Report	133-141
	11.2	Healthy North Burnett Initiative	142-146
	11.3	Wide Bay Medicare Local Health Needs Assessment Survey	147-153
Environmental	Agenda Item 12	Environmental Report	
	 O O M #	154-157
Councillor Reports	Agenda Item 13	Councillor Reports	
	13.1	Cr FO Whelan (Deputy Mayor)	158-159
	13.2	Cr PW Lobegeier	160
	13.3	Cr PW Francis	161
	13.4	Cr KS Wendt OAM BEM	162
	13.5	Cr WJ Bowen	163
	13.6	Cr JF Dowling	164-165
Closure of Meeting	Agenda Item 14	Closure of Meeting	

Attendees 001-01-2013 Councillors	Agenda Item 1	Attendees Cr DG Waugh, Mayor Cr FO Whelan, Deputy Mayor Cr PW Lobegeier Cr KS Wendt OAM BEM Cr JF Dowling Cr WJ Bowen
Directors/Officers		Chief Executive Officer, MJP Pitt Director of Corporate Service, LD Hotz Director of Technical Services, KG Palmer Director of Development and Environmental Services, RJ Savage Acting Director of Community Services, TA Hansen Administration Officer, SE Aberdein Executive Assistant, NJ Zillman
Welcome	Agenda Item 2	Welcome / Housekeeping The Mayor declared the meeting open at 8:59am and welcomed all attendees to the meeting, with Priest Justin Kronk from the Apostolic Church leading the meeting in prayer. George Smith Central North Burnett Times attending the meeting as part of the public gallery.
Apologies 002-01-2013	Agenda Item 3	Apologies Cr PW Lobegeier moved and Cr FO Whelan seconded: That a leave of absence be granted for Cr PW Francis and the Director of Community and Cultural Services, AM Jackson. CARRIED 6/0
Declaration	Agenda Item 4	Declaration of Interest Nil Declarations.
Deputations	Agenda Item 5	Deputations
AGL Helicopter 003-01-2013	5.1	AGL Action Rescue Helicopter Mr Dave Donaldson presented an informative deputation on the AGL Action Rescue Helicopter operations. Cr PW Lobegeier moved and Cr FO Whelan seconded: That Council delegate the Mayor the authority to negotiation with Queensland Health, Regional Health Board, AGL Action Rescue Helicopter and Queensland Ambulance Service with regards to health services in the region. CARRIED 6/0

Confirmation of Minutes General Meeting 004-01-2013	Agenda Item 6	Confirmation of Minutes 18 December 2012 – General Meeting Minutes – Biggenden – Pages 217-228 Cr JF Dowling moved and Cr KS Wendt OAM BEM seconded: That the minutes from the General Meeting held in Biggenden on the 18 December 2012 as presented be adopted. CARRIED 6/0
Business Arising Australia Day 005-01-2013	Agenda Item 7	Business Arising Cr KS Wendt OAM BEM moved and Cr WJ Bowen seconded: That the request to close Edward Street in Biggenden for the duration of the Australia Day Ceremony is no longer required and note that Biggenden Australia Day celebrations will be held in the Biggenden Memorial Hall. CARRIED 6/0
Governance LG Remuneration 2012 006-01-2013	Agenda Item 8	Governance Report 8.1 Local Government Remuneration and Discipline Tribunal Report 2012 Cr FO Whelan moved and Cr PW Lobegeier seconded: That in accordance with section 42(5) of the Local Government (Operations) Regulation 2010 (the Regulation) North Burnett Regional Council resolves to accept the Local Government Remuneration and Discipline Tribunal decision and adopt the tribunal Remuneration Schedule. Further, that Council resolves to amend the Councillor Remuneration to provide for Councillor Remuneration to apply as follows from 01 January 2013 to 31 December 2013. Mayor 65% of reference rate Deputy Mayor 37.5% of reference rate Councillor 32.5% of reference rate Where the reference rate is the rate described in the Local Government Tribunal Report 2012, namely \$140,578.00. CARRIED 6/0
Constitutional Recognition 007-01-2013	8.2	Constitutional Recognition/Local Government Image Special Levy Cr FO Whelan moved and Cr KS Wendt OAM BEM seconded: 1. That the North Burnett Regional Council note Council’s continued support the Local Government Association of Queensland Constitutional Recognition Campaign and the payment of the Constitutional Recognition Campaign Special Levy. 2. That North Burnett Regional Council endorses the Chief Executive Officer’s submission to the Joint Committee on the Constitutional Recognition of Local Government. 3. That North Burnett Regional Council supports an amendment to Section 96 of the Constitution so that it would read “Parliament may grant financial assistance to any state or local government body formed by or under law of a state or territory.” CARRIED 6/0
DODE		Director of Development and Environment Services entered the meeting at 9:45am.

- Operational Plan
008-01-2013 8.3 2012/2013 1st Quarter Operational Plan Report
- Cr PW Lobegeier moved and Cr KS Wendt OAM BEM seconded: That the 2012/2013 First Quarter Operational Plan Report be received. **CARRIED 6/0**
- Overdue Rates
And Charges
009-01-2013 8.4 Overdue Rates and Charges
- Cr FO Whelan moved and Cr KS Wendt OAM BEM seconded: That the Overdue Rates and Charges Report as presented be received as information. **CARRIED 6/0**
- Finance Manager Manager of Financial Services JD Kronk entered the meeting at 10:07am.
- Council Property
010-01-2013 Resolved: That the Manager of Financial Services provide a list of Council owned housing and land to Councillors for information including aged care facilities.
- Cr WJ Bowen Cr WJ Bowen withdrew from the meeting at 10:16am and re-entered at 10:17am.
- Morning Tea Meeting adjourned for Morning Tea at 10:17am and resumed at 10:43am. Mr Dave Donaldson withdrew from the meeting at 10:43am.
- Financial Report
011-01-2013 8.5 Financial Report
- Cr FO Whelan moved and Cr PW Lobegeier seconded: That the Financial Report as presented be received as information. **CARRIED 6/0**
- Revenue and
Expenditure
012-01-2013 8.6 Revenue and Expenditure Report
- Cr JF Dowling moved and Cr WJ Bowen seconded: That the Revenue Expenditure Report as presented be received as information. **CARRIED 6/0**
- Asset Report
013-01-2013 8.7 Current Asset Position Report
- Cr KS Wendt OAM BEM moved and Cr JF Dowling seconded: That the Current Asset Position Report as presented be received as information. **CARRIED 6/0**
- Cost Recovery
Amendments
014-01-2013 8.8 Cost Recovery and Non-Regulatory Fees Amendments
- Cr PW Lobegeier moved and Cr JF Dowling seconded: That the Cost Recovery and Non-Regulatory Fees Amendment Report as presented be received as information and the 2012-2013 fees and charges be amended to reflect the following:

Description	Adopted Fee	Proposed Fee	Reason
The Bartlett Family's Treasured Memories of Life in Cania Gorge (2 nd Edition)	New	\$15.00	New books purchased by Council.
Mining Records of "Cania Gold Diggings"	New	\$25.00	New books purchased by Council.
Cania Diggings "Goldfield Memories"	New	\$25.00	New books purchased by Council.
Brigalow to Bitumen Book 1	New	\$25.00	New books purchased by Council.

Paradise Dam – Gold Star Camping overnight (2 people)	New	\$100.00	New service offered at park.
Paradise Dam – Gold Star Camping overnight (extra adult)	New	\$9.00	New service offered at park.
Paradise Dam – Gold Star Camping overnight (extra child)	New	\$5.00	New service offered at park.
Refundable Bond for all licenced functions where alcohol is served (hall hire)	New	\$347.00	Previously only charged for licenced Public Functions.

CARRIED 6/0

Finance Manager Manager of Financial Services withdrew from the meeting at 11:03am.

LGAQ EMU 8.9 Local Government Association of Queensland – Elected Member Update

Standing Committee
015-01-2013 Cr PW Lobegeier moved and Cr FO Whelan seconded: That the Standing Committee Meetings programmed for Tuesday 05 February 2013 be rescheduled for Thursday 07 February 2013 and that a notice be published in the Central and North Burnett Times advising of the date change. **CARRIED 6/0**

016-01-2012 Cr FO Whelan moved and Cr KS Wendt OAM BEM seconded: That all Councillors and the Acting CEO be appointed to attend the Local Government Association of Queensland, EMU 2013 in Bundaberg on Tuesday 05 February 2013. **CARRIED 6/0**

Leave Request
017-01-2013 Cr PW Lobegeier moved and Cr WJ Bowen seconded: That a leave of absence be granted for the Chief Executive Officer from 24 January to 10 February 2013 and that the role of Acting CEO be executed by the Director of Corporate Services. **CARRIED 6/0**

Social **Agenda Item 9 Social Report**

RADF
018-01-2013 9.1 Arts and Cultural Development – RADF Round 2 Recommendations

Cr KS Wendt OAM BEM moved and Cr PW Lobegeier seconded: That the Arts and Cultural Development RADF report as presented be adopted. **CARRIED 6/0**

Christmas Lights
019-01-2013 9.2 2012 Christmas Lights Competition Acquittal

Cr PW Lobegeier moved and Cr WJ Bowen seconded: That the 2012 Christmas Lights Competition Acquittal Report providing information on competition and prize winners as presented be adopted. **CARRIED 6/0**

Cania Dam
020-01-2013 9.3 Cania Dam Recreation Advisory Committee Meeting

Cr PW Lobegeier moved and Cr WJ Bowen seconded: That the report of the Cania Dam Recreation Advisory Committee as presented be received. **CARRIED 6/0**

Archer Park
021-01-2013

9.4 Archer Park Sport and Recreation Advisory Committee Meeting

Cr FO Whelan moved and Cr PW Lobegeier seconded:

1. That Council permits the Mundubbera Swimming Club to render and paint 'Mundubbera Tiger Barbs' and logo on the walls of the ladies amenities' block.
2. The Council delete the one month membership fee of \$10.
3. That Council establishes an associate membership fee of \$50 for community members that are not already members of the Archer Park Sport and Recreation Gym, to participate in fitness programs run by David Holleran. **CARRIED 6/0**

Infrastructure

Agenda Item 10 Infrastructure Report

Reconfigure of Land
022-01-2013

10.1 Lot 1 on SP212181 Parish of Mt Perry

Cr WJ Bowen moved and Cr PW Lobegeier seconded: That the report in relation to proposed road closure of Naese Street, Mt Perry be received and:

1. That the portion of Naese Street between the northern boundary of Lot 1 on SP212181, Parish of Mt Perry and the southern boundary of Lot 165 on SP157438, Parish of Mt Perry be closed;
2. That Lot 1 on SP212181, Parish of Mt Perry be reconfigured to include the closed section of Nases Street road reserve adjacent to this Lot; and
3. Lot 165 on SP157483, Parish of Mt Perry be reconfigured to include the remaining area from the Nease Street road closure.

Further, that all costs associated with the above be the responsibility of the applicant.

CARRIED 6/0

Internal Report
023-01-2013

10.2 Technical Services Internal Section Report

Cr PW Lobegeier moved and Cr FO Whelan seconded: That the Technical Services Internal Section Report as presented be received. **CARRIED 6/0**

Sewerage Audit
024-01-2013

10.3 Sewerage Treatment Plant Audit and Compliance

Cr PW Lobegeier moved and Cr JF Dowling seconded: That the Sewerage Treatment Plant Audit and Compliance Report as presented be received. **CARRIED 6/0**

Fluoride
025-01-2013

10.4 Proposed Fluoride Legislation Amendments

Cr JF Dowling moved and Cr PW Lobegeier seconded: That Council remove fluoride from Gayndah, Monto and Mundubbera water in accordance with the Water Fluoridation Act 2008 Section 7.

In making this decision North Burnett Regional Council has considered strong community feedback objecting to fluoridisation, the petition received on the 07 June 2011 requesting the removal of fluoridisation, the high use of tank water in the community and cost implications. **CARRIED 6/0**

DODE

Director of Development and Environmental Services withdrew from the meeting at 11:42am and re-entered at 11:43am.

Plant Disposal
026-01-2013

10.5 Plant Disposal

Cr PW Lobegeier moved and Cr WJ Bowen seconded: That Council approve the commencement of the disposal program as part of the adopted Technical Service department structural change.

Further that the Director of Technical Services provide a report to the February Standing Committee on the percentage of use of Councils current fleet. **CARRIED 6/0**

Cr KS Wendt

Cr KS Wendt OAM BEM withdrew from and re-entered the meeting at 12:05pm.

Cania Dam Shed
027-01-2013

10.6 Cania Dam Recreation Shed Report

Cr WJ Bowen moved and Cr PW Lobegeier seconded:

1. That Council seek a variation from the Department of Local Government for a variation to the funding approval for the Cania Dam shed and continue further with the modifications to the floor plan with the intention of issuing the project for tender once plans have been finalised as required.
2. That Council Facilities Officer continue progress of the development of a concept floor plan.
3. That Council Facilities Officer price the concept floor plan to ensure that it meets the project budget
4. Proposed plan and budget to be signed off by Council before tenders are called.

CARRIED 6/0

Economic

Agenda Item 11 Economic Report

Signage
028-01-2013

11.1 Boundary Welcome Signage Amendments Report

Cr PW Lobegeier moved and Cr WJ Bowen seconded: That Council considers the quotation and proof of the new boundary signage stickers and approves commencement of installation. **CARRIED 6/0**

Environmental

Agenda Item 12 Environmental Report

Infrastructure
Charges
029-01-2013

12.1 Request to Rescind Adopted Infrastructure Charges Notice

Cr FO Whelan moved and Cr PW Lobegeier seconded: That Council resolve to withdraw the AIC Notice for \$7,500.00 and issue a new notice for \$1,500.00. (\$1,500.00 is the value of the transport/road component in the infrastructure charge for ROL.) **CARRIED 6/0**

Lunch

The meeting adjourned for lunch at 12:28pm and resumed at 1:25pm.

Impact Assessment
030-01-2013

12.2 Impact Assessment of Planning Application to Expand Biggenden Quarry

Cr KS Wendt OAM BEM moved and Cr PW Lobegeier seconded: That the report in relation to the Impact Assessment of Planning Application to Expand Biggenden Quarry be received and Council resolve to advise the applicant the no exemption to an impact assessment of their application is granted. **CARRIED 6/0**

- Flying Fox
031-01-2013
- 12.3 Land Protection Legislation – Flying Fox Control
- Cr JF Dowling moved and Cr WJ Bowen seconded: That Council notes the Agriculture, Resources and Environment Committee report on the Land Protection Legislation (Flying Fox Control) Amendment Bill 2012 and request to the committee to be involved in future research and reviews as recommended in the report. **CARRIED 6/0**
- Confidential
- Agenda Item 13 Confidential Reports**
- Close Meeting
032-01-2013
- Cr PW Lobegeier moved and Cr KS Wendt OAM BEM seconded: That in accordance with Section 72(h) of the Local Government (Operations) Regulation 2010, the meeting be closed to the public to allow discussion regarding other business for which a public discussion would be likely to prejudice the interests of the local government for someone else, or enable a person to gain a financial advantage. **CARRIED 6/0**
- The Public Gallery withdrew from the meeting.
- Open Meeting
033-01-2013
- Cr KS Wendt OAM BEM moved and Cr JF Dowling seconded: That in accordance with Section (h) of the Local Government (Operations) regulation 2010, the meeting be re-opened to the public. **CARRIED 6/0**
- The Public Gallery re-entered the meeting.
- Land Acquisition
034-01-2013
- 13.1 Gayndah Cemetery – Land Acquisition
- Cr FO Whelan moved and Cr WJ Bowen seconded: That the report in relation to the offer to purchase proposed Lot 8 on draft plan attached to the report, being reconfigured Lot 9 on RP67480, Parish of Gayndah and Lot 22 on RP835543, Parish of Gayndah be received. Further, that the Director of Corporate Services continue to negotiate the sale price of the land with the survey and all other associated costs to be considered by Council as part of the 2013/2014 budget. Further, Council delegate the Mayor and Chief Executive Officer to sign off on the final contract. **CARRIED 6/0**
- Paradise Dam
035-01-2013
- 13.2 Paradise Dam Recreation Area Contract
- Cr KS Wendt OAM BEM moved and Cr JF Dowling seconded: That Council approve the amendments to the paradise Dam Recreation Area contract to incorporate a performance based contract of a \$50,000 retainer and 40% of gross receipts (excluding kiosk sales).
- Further, that Council approve an extension of the Paradise Dam contract to include a new cessation date of 22 November, 2014. **CARRIED 6/0**
- Councillor Reports
- Agenda Item 13 Councillor Reports**
- 036-01-2013**
- Cr PW Lobegeier moved and Cr KS Wendt OAM BEM seconded: That the Councillor Reports be received. **CARRIED 6/0**
- General Business
Water Restrictions
037-01-2013
- Cr JF Dowling moved and Cr FO Whelan seconded: That the Gayndah and Mundubbera water restrictions be rescinded and water regulations returned to previous operations and levels prior to the 2010/11 floods. Further, that the Director of Technical Services advise the communities of this decision. **CARRIED 6/0**

**NORTH BURNETT REGIONAL COUNCIL
GENERAL MEETING
AGENDA – EIDSVOLD – 15 JANUARY 2013**



- Request for Support
038-01-2013 Cr FO Whelan moved and Cr WJ Bowen seconded: That Council write to South Burnett Regional Council requesting support to advocate for the upgrade of the Mundubbera-Durong Road, Boyne River Bridge. Further, that Council write a letter of support for the Rural Getaway supporting the upgrade. **CARRIED 6/0**
- Mingo Crossing
039-01-2013 Resolved: That the Director of Corporate Services investigate the Mingo Crossing recreational area burial site and report to Council on the options available to the Lessee with regards to maintenance and repositioning of the site.
- Monto Wash Down
040-01-2013 Resolved: That the Director of Technical Services assign a plumber to install an additional hose at the Monto Wash Down Bay.
- Biggenden Bridge
041-01-2013 Resolved: That Director of Technical Services follow-up on a request to advise the Department of Transport and Main Roads of work required on the Biggenden Rail overpass where the road appears to have dropped.
- Council Vehicle
042-01-2013 Resolved: That the Director of Technical Services review the light plant replacement of the Biggenden Council vehicle.
- Cr Wendt
Cr KS Wendt OAM BEM withdrew from and re-entered the meeting at 2:22pm.
- Kapaldo Road
043-01-2013 Resolved: That the Director of Technical Services organise a meeting with residents on Kapaldo Road to discuss water overflow concerns.
- Bus Routes
044-01-2013 Resolved: That the Director of Technical Services present a report to the February Standing Committee on school bus routes, including the Kapaldo school bus route extension.
- A/DCCS
Acting Director of Community and Cultural Services withdrew from the meeting at 2:39pm.
- Councillor Tour
Discussed: The first of the Councillor's regional tour will commence in Mundubbera 29 January at 8:00am. Councillors are to provide a list of capital works projects with a restriction of 2 hours per Councillor.
- Mt Debatable
045-01-2013 Resolved: That the Director of Technical Services investigate the current condition of the Mt Debatable look-out road and progress any maintenance or works required.
- Closure of Meeting **Agenda Item** **Closure of Meeting**
- There being no further business the meeting closed at 2:52pm.

Presented to Council at its General Meeting held on 19 February 2013 and confirmed.

Mayor

Attendees Councillors	Agenda Item 1	Attendees Cr DG Waugh (Mayor) Cr FO Whelan (Deputy Mayor) Cr KS Wendt OAM BEM Cr JF Dowling Cr WJ Bowen Cr PW Francis Cr PW Lobegeier
Directors		Chief Executive Officer, MJP Pitt Director of Community and Cultural Services, AM Jackson Director of Technical Services, KG Palmer Assistant Director of Technical Services, TJ Harvey Manager of Financial Services, JD Kronk
Officers		Administration Assistant, CM Dyke Executive Assistant, NJ Zillman
Welcome	Agenda Item 2	Welcome / Housekeeping The Mayor declared the meeting open at 8:05am and welcomed all attendees.
Apologies	Agenda Item 3	Apologies Resolved: That a leave of absence be granted for the Director of Community and Cultural Services, AM Jackson.
Deputations	Agenda Item 4	Deputations 4.1 Queensland Reconstruction Authority – Mr Graeme Newton Resolved: That Council receive the deputation presented by Mr Graeme Newton, Chief Executive Officer of the Queensland Reconstruction Authority.
Discussion	Agenda Item 5	Topic of Discussion 5.1 2013 Ex TC Oswald Flooding – North Burnett Region Cr PW Lobegeier moved and Cr JF Dowling seconded: That Council engage the services of both Local Government Infrastructure Services (LGIS) to progress the Natural Disaster Arrangements (NDRRA) funding and delegate the Chief Executive Officer to finalise contract negotiations. CARRIED 7/0 Discussed: The CEO presented a verbal report on the future positions of an Administration Assistant to the Mayor and Disaster Management Officer.



Cr KS Wendt OAM BEM moved and Cr PW Francis seconded: That due to the recent flooding as a result of Ex TC Oswald, the North Burnett Regional Council delay the issuing of rates for the region by 6 weeks as opposed to extending the discount period.

FOR THE MOTION

Cr DG Waugh

Cr WJ Bowen

Cr PW Francis

Cr PW Lobegeier

Cr KS Wendt OAM BEM

AGAINST THE MOTION

Cr FO Whelan

Cr JF Dowling

CARRIED 5/2

Closure of Meeting **Agenda Item 6** **Closure of Meeting**

There being no further business the meeting closed at 10:15am.

Presented to Council at its General Meeting held 19 February 2013 and confirmed.

Mayor

Responsible Officer: Mark Pitt – CEO

Report prepared by: Mark Pitt – CEO; Finance Staff

1 PURPOSE OF REPORT

The purpose of this report is to provide Council with a half yearly report on expenditure on hospitality and entertainment in accordance with Council's adopted policy.

2 INTRODUCTION/BACKGROUND

Council adopted Policy No. 105 Entertainment and Hospitality at the General meeting of 08 April 2008. The policy requires the CEO to undertake certain actions, of which are 6 months reports to Council. The review period has also come due.

At the General meeting of 11 May 2010 the following was adopted:

Hospitality and Entertainment Report

Cr PW Francis moved and Cr KS Wendt OAM BEM seconded: That North Burnett Regional Council adopted the Statutory Policy No. 105 – Entertainment and Hospitality as amended.

For the 2011/12 financial year a report was considered at the meeting of 21 February 2012 and 21 August 2012 with the following being adopted:

Hospitality and Entertainment Report – 098-02-2012

Cr PW Lobegeier moved and Cr P Baker seconded: That the Hospitality and Entertainment Report as presented be adopted. CARRIED 7/0

Hospitality and Entertainment Report – 533-08-2012

Cr KS Went OAM BEM moved and Cr PW Francis seconded: That the 2011 – 2012 Hospitality and Entertainment Report as amended be adopted. 7/0 CARRIED

3 CORPORATE PLAN

In accordance with Outcome 3 Organisational Capability; Sections 3.2 Organisational Systems and 3.4 Transparency in Performance.

4 POLICY IMPLICATIONS

In accordance with Policy No. 105 Entertainment and Hospitality. All figures quoted do not include costed staff time.

5 STATUTORY REQUIREMENTS

Local Government Act 2009; Local Government Regulation 2012

6 FINANCIAL IMPLICATIONS

The following are budgetary considerations relevant to the expenditure undertaken:

Total costs to 31 Dec 2010 -	\$33,706.20
Total costs to 31 Jan 2012 -	\$36,127.87
Total costs to 31 Dec 2012 -	\$28,472.05

Of the total year to date expenditure was a reportable amount of \$5,051.30.

An amount of \$6,277.11 was spent on the regional staff Christmas function held in Eidsvold. This compares to the amount of \$6,977.20 was expended on for the combined 2011 Christmas function in Monto and the \$6414.60 was expended on for the combined 2010 Christmas function which was less than the 2009 year's expenditure.

The remaining expenditure has been on community events, meetings and deputations.

The following are budgetary considerations relevant to the expenditure undertaken:

Total costs to 31 July 2012 -	\$52,899.67
Reportable benefits of -	\$ 8,187.18

This compares with the 2010 – 2011 financial year with:

Total costs to 31 July 2011 -	\$75,609.21
Reportable benefits of -	\$ 5,633.41

This compares with the 2009 – 2010 financial year with:

Total costs to 30 June 2010 -	\$107,280.22
Reportable benefits of -	\$ 7,654.08

7 RISK MANAGEMENT

It is sound management practice to ensure that Council meets statutory requirements and has good governance procedures in place in place. The review of entertainment and hospitality expenses assists with the minimisation of any potential risk associated with this form of expenditure.

8 CONSULTATION

Finance staff regarding information required to satisfy the requirements of the policy.

9 OPTIONS FOR COUNCIL TO CONSIDER

Consider this report and receive the information.

10 OFFICER'S COMMENTS/CONCLUSION

In accordance with the policy the following extract details the CEO responsibility in reporting to Council.

CEO Responsibility

The CEO is responsible for ensuring:

- 1. The inclusion of a proposed allocation of entertainment and hospitality funding in the annual budget, for consideration by Council;*
- 2. All expenditure on hospitality and entertainment is consistent with the approved budget;*
- 3. The CEO's ½ yearly reports to Council include:*
 - a. a summary of expenditure on hospitality and entertainment, relative to the approved budget; and*
 - b. details of entertainment or hospitality services received by Councillors or staff.*
 - c. the introduction and maintenance of appropriate control and accountability mechanisms; and*
 - d. that staff behaviour at Council sponsored entertainment and hospitality activities is courteous and consistent with the Staff Code of Conduct.*

The financial information sourced is based on Job Costing and has not been reconciled against the General Ledger as the costs are spread across Council's organisation. The attached information is believed to satisfy the requirements of reporting.

In regard to staff behaviour at Council sponsored events, it is believed that behaviour has been in accordance with Council's adopted policies with no incidents reported.

RECOMMENDATION

1. That the half year report to December 31, 2012 Hospitality and Entertainment expenditure be adopted as presented.

File: 8.5.15

Responsible Officer: MJP Pitt – Chief Executive Officer

Report prepared by: MJP Pitt – Chief Executive Officer

1 PURPOSE OF REPORT

The purpose of this report is to advise Councillors of the resignation of a Board member of the RM Williams Australian Bush Learning Centre Ltd.

2 INTRODUCTION/BACKGROUND

By letter received on 3 January 2013, Mr Steve Paul OAM has submitted his resignation to the Board. A vacancy has now occurred which is required to be filled. This resignation also left a vacancy for the position of Chair of the Board.

Mr Anthony Coates was appointed to the position of Board Chairman at the meeting of the Board on 10 January 2013.

By the following resolution adopted at the Board meeting of 10 January 2013 the board has agreed for deregistration as a company:

“The Board of the RM Williams Australian Bush Learning Centre Ltd recommends to Council that the company, RM Williams Australian Bush Learning Centre Ltd, be deregistered and request that an advisory committee be established in its place”.

3 CORPORATE/OPERATIONAL PLAN

Outcome 2 – Economic Development and Tourism
Outcome 7 – Culture, Heritage, Sport and Recreation

4 POLICY IMPLICATIONS

Policy implications – in accordance with the constitution

5 STATUTORY REQUIREMENTS

Local Government Act 2009

Local Government Regulation 2012

Constitution of the RM Williams Australian Bush Learning Centre Ltd.

6 RISK MANAGEMENT

Adherence to the rules of the company, the Corporations Act and good governance.

7 CONSULTATION

The resignation was presented to the company board meeting of 10 January 2013.

8 OFFICER'S COMMENTS/CONCLUSION

Mr Paul has been an exemplarily Board member and an asset to the company. The Board has recommended that that the casual vacancy not be filled at this time. This recommendation is supported. Under the company constitution Council appoints the Board members in writing.

The resolution of the Board to deregister the company is support as is the request to establish an advisory committee under the Local Government Act 2009.

9 ATTACHMENTS

- Correspondence dated 3 January 2013 Doc Id: 304401

RECOMMENDATION

1. That North Burnett Regional Council notes with regret the resignation of Mr Steve Paul and expresses Council's appreciate for the assistance and conduct of Mr Cowley for his time on the Board; and
2. North Burnett Regional Council form an advisory committee to advise on the operations of the RM Williams Australian Bush Learning Centre and that a further report be presented to Council on the establishment of this committee at the conclusion of any voluntary deregistration process of the RM Williams Australian Bush Learning Centre company.

Voluntary Deregistration:

RESOLUTION:

- (1) Council, in its capacity as sole member of RM Williams Australian Bush Learning Centre Ltd (ACN 136 613 011) resolves to voluntarily deregister the company, RM Williams Australian Bush Learning Centre Ltd (ACN 136 613 011) as:
 - the company is not carrying on business
 - the company has no assets/assets worth less than \$1,000.00 in total
 - the company has no outstanding liabilities
 - the company is not a party to any legal proceedings, and
 - the company has paid all fees and penalties under the Corporations Act 2001 (Cth).

- (2) Council authorises the chief executive office to sign on its behalf the application to deregister the company pursuant to the Corporations Act 2001, section 601AA.

Mr Mark Pitt

Chief Executive Officer

North Burnett Regional Council

PO Box 390

Gayndah QLD 4625

Dear Mark

Please accept this letter as formal notification of my resignation from the Chair of the Board of the RM Williams Australian Bush Learning Centre at Eidsvold effective from December 31, 2012.

In doing so, I would record my gratitude to fellow Board members for their collegiality, passion for and belief in the future of the Centre. I particularly mention Doris and Kylie for their hard work at the local level and their unwavering efforts on behalf of the Centre. I also acknowledge the sterling work done by John Goldman as Secretary in co-ordinating and organising the work of the Board and liaising effectively with Council staff in his typical understated and selfless way. I also thank you for the great assistance provided by Council staff at all times to the Board.

While the Centre has not perhaps been on a scale and as commercially viable as originally envisioned, I firmly believe that it is a community facility, tourist attraction and memorial to an iconic Australian of which the North Burnett community can already be proud, with that pride growing as it becomes more established in less challenging economic times.

Yours sincerely,



Steve Paul OAM

RECEIVED (Records)
File No: 8-3-22
03 JAN 2013
To: CEO
Doc ID:
Retention Ref: 2023A

OVERDUE RATES & CHARGES

File: 12 – Financial Management
Responsible Officer: Les Hotz – Director of Corporate Services
Report prepared by: John O’Brien – Senior Finance Officer

1 PURPOSE OF REPORT

The purpose of this report is to inform Council of efforts being made to recover overdue rates and charges.

2 INTRODUCTION/BACKGROUND

Council has substantial overdue rates and charges outstanding and in an endeavour to recover same, a Senior Finance Officer and support personnel have been appointed to achieve a recovery of these funds.

It is recognised that once an individual falls behind with payments, it becomes a task to budget to allocate the required finances to meet all commitments. It is not the intention to use threatening tactics to force a sale of any land or property, but rather to encourage ratepayers who have a history of inability to pay to provide a budget and payment system.

However, in the event of ratepayers who fail to cooperate with Council Officers or who do not respond to assistance provided a harder line of recovery will then be employed.

3 CORPORATE/OPERATIONAL PLAN

In accordance with Outcome 3 – Organisation Ability, Section 3.2 Organisational Systems and 3.4 Transparency and Performance

4 POLICY IMPLICATIONS

General Policy 230 – Rate Recovery

5 STATUTORY REQUIREMENTS

Local Government Act Queensland 2009.
Local Government (Finance, Plans and Reporting) 2010.

6 FINANCIAL IMPLICATIONS

The recovery of overdue rates and charges will improve Council’s cash position.

7 RISK MANAGEMENT

8 CONSULTATION

Letters dated 10 December 2012 were posted to (312) ratepayers who have overdue rates and services following the current levy with (160) letters to ratepayers with rate arrears. Follow up telephone calls and further correspondence will be provided on a consistent process until all debts are recovered. To the date of this report there are currently (255) ratepayers on payment arrangements with Council.

9 OPTIONS FOR COUNCIL TO CONSIDER

- Consider this report as information.

10 OFFICER'S COMMENTS/CONCLUSION

It is a proven fact that once an individual becomes overwhelmed with debt he or she either forgets the problem or is overcome with the problem. The intention is to provide encouragement for payment of same and to ensure a consistent and persistent approach is maintained within this recovery process.

In September 2012 there were forty two (42) assessments in three (3) years arrears, In October 2012 the number of these assessments had reduced to twenty three (23), In November and December 2012 the number of assessments in three (3) years was reduced to nineteen (19) assessments arrears. At the date of this report the number of assessments has further reduced to eighteen (18) following telephone calls and email correspondence to ratepayers. Decreasing the number of these assessments reduces the number of ratepayers progressing to sale of land proceedings; this in turn reduces Council's expenses on debt recovery legal requirements. (Refer to attached Graph for declining balances).

In Council's November 2012 report there were seventy-one (71) assessments in two (2) years arrears. In Council's December 2012 report this amount was reduced to sixty-one (61). In Council's January 2013 report this amount was further reduced to fifty-one (51). To date of this report forty-six (46) assessments remain in arrears for two (2) years. (Refer to attached Graph for declining balances).

Category 3 Regional Council Statistics

A number of Category 3 Council's have been contacted to ascertain their position on outstanding rates and charges.

The attached graph indicates other Council's position in relation to rate arrears as at 30 June and 31 December 2012.

A report, including graphs, detailing a list of arrears outstanding and ratepayers' balances, shown by each community, to demonstrate the decline in funds as payments are received, will be presented to Council's General meeting for the quarters ending September, December, March and June.

11 ATTACHMENTS

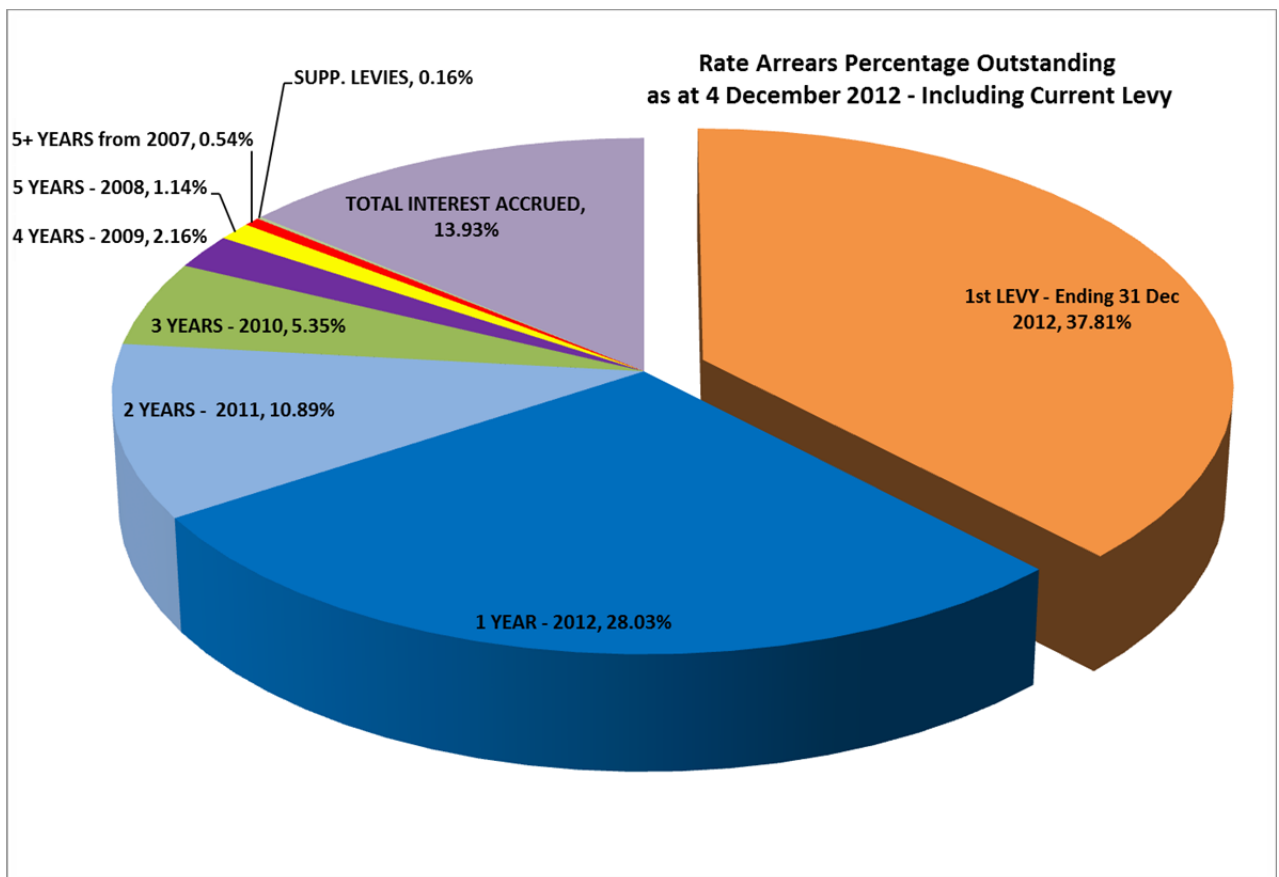
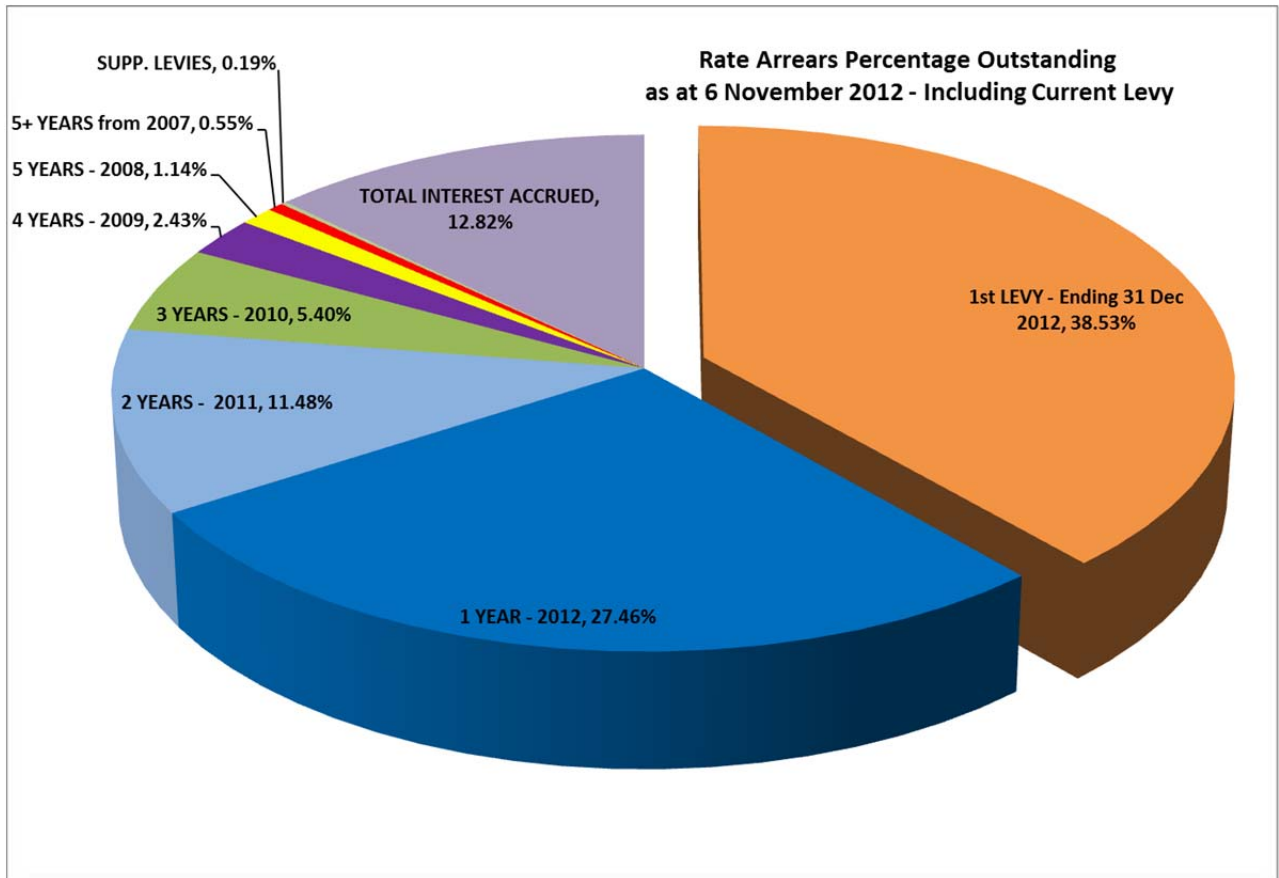
0	1st LEVY	2nd LEVY	SUPP. LEVIES	WATER LEVIES	1 YEAR	2 YEARS	3 YEARS	4 YEARS	5 YEARS	5+ YEARS	INTEREST OWING	TOTAL OUTSTANDING	LAST AMOUNT PAID	Page - 1 LAST DATE PAID	4/02/2013	3/01/2013	4/12/2012	6/11/2012	3/10/2012	22/08/2012
															TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING
10013-00000-000	1350.12				732.97						302.98	2386.07	1500	24/01/2013	2,386.07	3,849.94	3,814.14	4,028.32	2,640.75	2,614.22
10030-20000-000	315.18										25.63	340.81	80	30/01/2013	340.81	576.32	710.41	753.90	1.31	229.70
10057-00000-000	199.17										20.81	219.98	150	14/12/2012	219.98	217.95	365.30	960.95	6.31	525.52
10065-00000-000	1052.72				834.69						132.11	2019.52	155.86	16/01/2013	2,019.52	2,155.86	2,135.81	2,116.59	1,044.19	1,033.56
10073-00000-000	918.34				1937.04	383.22					389.77	3628.37	30	4/02/2013	3,628.37	3,654.10	3,679.64	3,646.53	2,694.29	2,667.35
10077-00000-000	868.28				1557.48						225.37	2651.13	726.86	13/04/2011	2,651.13	2,626.47	2,602.05	2,578.64	1,686.39	1,669.45
10078-00000-000	1087.16				794.37						196.94	2078.47	100	26/01/2013	2,078.47	2,257.90	2,435.53	2,313.61	1,603.16	1,686.71
10079-00000-000	362.36										13.9	376.26	100	2/10/2012	376.26	372.75	369.28	365.96	0.14	0.00
10096-00000-000	600										25.03	625.03	539.64	28/09/2012	625.03	619.22	613.47	607.95	2.31	227.00
10109-00000-000	984.57				1090.51						366.77	2441.85	200	18/12/2012	2,441.85	2,419.14	2,595.56	2,820.54	2,307.66	2,284.53
10110-00000-000	941.14				1717	433.34					725.05	3816.53	1000	29/11/2012	3,816.53	3,781.04	3,745.89	4,703.49	3,718.61	4,180.32
10111-00000-000	1003.84				1849.12	383.46					730.04	3966.46	1000	29/11/2012	3,966.46	3,929.58	3,893.05	4,849.33	3,800.40	4,261.28
10113-00000-000	618.22										39.34	657.56	140	28/01/2013	657.56	790.14	921.50	1,052.02	153.41	390.44
10125-00000-000	919.58				60.48						80.8	1060.86	100	24/01/2013	1,060.86	1,249.78	1,337.77	1,325.73	493.29	488.13
10126-00000-000	903.62				1531.86						342.37	2777.85	50	24/01/2013	2,777.85	2,951.18	3,122.68	3,293.39	2,359.15	2,335.56
10134-00000-000	1006.12										38.32	1044.44	862.21	15/03/2012	1,044.44	1,034.71	1,025.09	1,015.86	0.30	0.00
10135-10000-000	709.65										48.61	758.26	500	14/12/2012	758.26	751.21	1,242.12	1,528.96	484.68	479.59
10158-00000-000	1019.8				1842.63						392	3254.43	600	13/08/2012	3,254.43	3,224.17	3,194.19	3,165.45	2,116.23	2,094.98
10160-00000-000	974.2				1766.78	1491.41					639.67	4872.06	50	31/01/2013	4,872.06	4,876.28	4,830.95	4,787.48	3,768.78	3,731.18
10164-00000-000	837.5				420.54						109.84	1367.88	200	24/01/2013	1,367.88	1,553.31	1,628.30	1,613.62	810.66	802.39
10178-00000-000	1150.9				1684						394.25	3229.15	75	24/01/2013	3,229.15	3,273.41	3,282.80	3,377.44	2,294.40	2,311.35
10194-00000-000	423.06										25.98	449.04	400	18/12/2012	449.04	444.87	838.57	831.03	0.25	0.00
10225-50000-000	1178.54				1693.77						318.01	3190.32	500	24/01/2013	3,190.32	3,657.04	3,623.04	3,590.44	2,378.52	2,354.61
10229-00000-000	983.32				338.84						129.33	1451.49	100	24/01/2013	1,451.49	1,636.95	1,820.44	1,804.06	903.03	1,093.13
10264-00000-000	672.73										50.45	723.18	100	31/01/2013	723.18	914.91	1,204.69	1,263.22	613.45	816.11
10274-00000-000	919.58				1494.37						391.03	2804.98	50	24/01/2013	2,804.98	2,878.39	2,950.97	3,073.62	2,274.69	2,401.43
10286-00000-000	82.18										10.37	92.55	900	25/10/2012	92.55	91.70	90.85	90.05	0.29	0.00
10292-00000-000	912.64				287.26						430.14	1630.04	2375.75	3/12/2012	1,630.04	1,614.89	1,597.75	4,933.53	4,224.38	5,177.95
10294-00000-000	1026.64				754.58						259.52	2040.74	70	1/02/2013	2,040.74	2,299.88	2,626.36	2,791.21	2,036.76	2,265.00
10299-00000-000	986.74				239.43						168.46	1394.63	100	1/02/2013	1,394.63	1,580.05	1,863.58	1,945.85	1,238.95	1,624.87
10325-00000-000	975.34				1744.86	541.04					578.21	3839.45	700	29/01/2013	3,839.45	4,497.66	4,455.85	0.00	0.00	0.00
10328-00000-000	844.34				1444.82	209.75					421.13	2920.04	125	21/01/2013	2,920.04	3,141.83	3,361.46	3,455.24	2,578.79	2,553.02
10430-00000-000	438.5										16.69	455.19	0.3	28/03/2012	455.19	450.95	446.76	442.74	0.13	0.00
10459-00000-000	447.68				67						80.37	595.05	370.01	30/03/2011	595.05	589.52	584.04	578.78	919.49	910.25
10464-60000-000	53.5										11.84	65.34	55	1/02/2013	65.34	173.87	336.29	387.74	0.13	0.00
10486-10000-000	344.5										13.11	357.61	295.9	30/03/2012	357.61	354.28	350.99	347.83	0.10	0.00
10486-60000-000			249.71								3.48	253.19	4493	8/11/2012	253.19	250.84	249.71	0.00	0.00	0.00
10493-00000-000	344.5				328.5						43.85	716.85	295.9	15/09/2011	716.85	710.19	703.59	697.26	346.28	342.76
10549-10000-000	1350.99				2601.64	1226.7					1204.49	6383.82	180	19/07/2012	6,383.82	6,324.47	6,265.66	6,209.28	4,800.55	4,752.65
10576-40000-000											2.57	2.57	1216.56	24/01/2013	2.57	1,207.80	1,196.57	1,434.30	1,013.97	1,003.81
10619-10000-000											7.68	7.68	500	9/01/2013	7.68	506.25	501.55	497.03	0.14	0.00
10636-60000-000	46.33										9.9	56.23	50	23/01/2013	56.23	155.18	253.10	350.16	0.12	0.00
10640-00000-000	448				158.11						91.27	697.38	200	17/01/2013	697.38	889.88	1,081.36	1,270.66	909.92	900.78
10653-00000-000	344.5				657	605	560				465.27	2631.77	187.37	24/04/2009	2,631.77	2,607.30	2,583.06	0.00	0.00	0.00
10653-10000-000	613.11				1175.76	1105.48	982.6				830.52	4707.47	392.9	24/04/2009	4,707.47	4,663.70	4,620.34	4,578.76	3,923.08	3,884.08
10662-00000-000	82.17										104.98	187.15	4124.32	21/11/2012	187.15	185.41	183.68	4,280.33	3,416.35	3,382.31
10675-90200-000	534.93										20.35	555.28	527.7	16/07/2012	555.28	550.12	545.01	540.10	0.16	0.00
10675-90500-000	222.1										25.15	247.25	100	18/01/2013	247.25	444.14	539.57	733.11	342.94	339.41
10675-94000-000	277.23										29.98	307.21	162	24/01/2013	307.21	564.56	658.38	752.65	269.26	465.10
10683-00000-000											0.97	0.97	145.27	29/01/2013	0.97	144.88	5,509.50	5,459.92	3,657.79	3,621.08
10686-00000-000	448										17.04	465.04	527.87	15/05/2012	465.04	460.72	456.44	452.33	0.13	0.00
10756-50000-000					8297.8						8297.8	344.5	27/09/2012	8,297.80	8,297.80	8,297.80	8,297.80	7,987.66	8,332.04	
10785-00000-000	824.18				1583.64	1493.78	1443.26				1166.65	6511.51	576.88	24/04/2009	6,511.51	6,450.96	6,390.98	6,333.47	5,450.41	5,396.23
10807-00000-000			114.53								59.65	174.18	3450	30/01/2013	174.18	3,244.70	3,214.53	3,185.60	2,805.99	2,778.12
10839-60000-000	664.03										25.27	689.3	1341.21	26/06/2012	689.30	682.89	676.55	670.46	0.20	0.00
10846-00000-000	549.97										20.92	570.89	500	30/03/2012	570.89	565.58	560.33	555.29	0.16	0.00
10864-00000-000	502.94				962.88	994.4					1018.99	3479.21	650	17/09/2012	3,479.21	3,446.86	3,414.81	3,384.08	2,849.68	3,467.43
10864-01000-000	330.98										13.22	344.2	100	19/10/2012	344.20	341.00	337.83	334.79	0.13	0.00
10864-05200-000	457.63				875.32	602.68					337.87	2273.5	100	16/01/2013	2,273.50	2,351.88	2,429.86	2,407.99	1,927.78	1,908.77
10864-99999-000							2508.9	362.67			1314.79	4186.36	0		4,186.36	4,147.43	4,108.87	4,071.89	4,034.03	3,994.12
10866-50000-000	534.93				1024.7	440.38					418.71	2418.72	50	25/01/2013	2,418.72	2,545.52	2,571.67	2,548.53	1,989.91	1,970.06
10870-06000-000	700.23				672.06						89.55	1461.84	672.05							

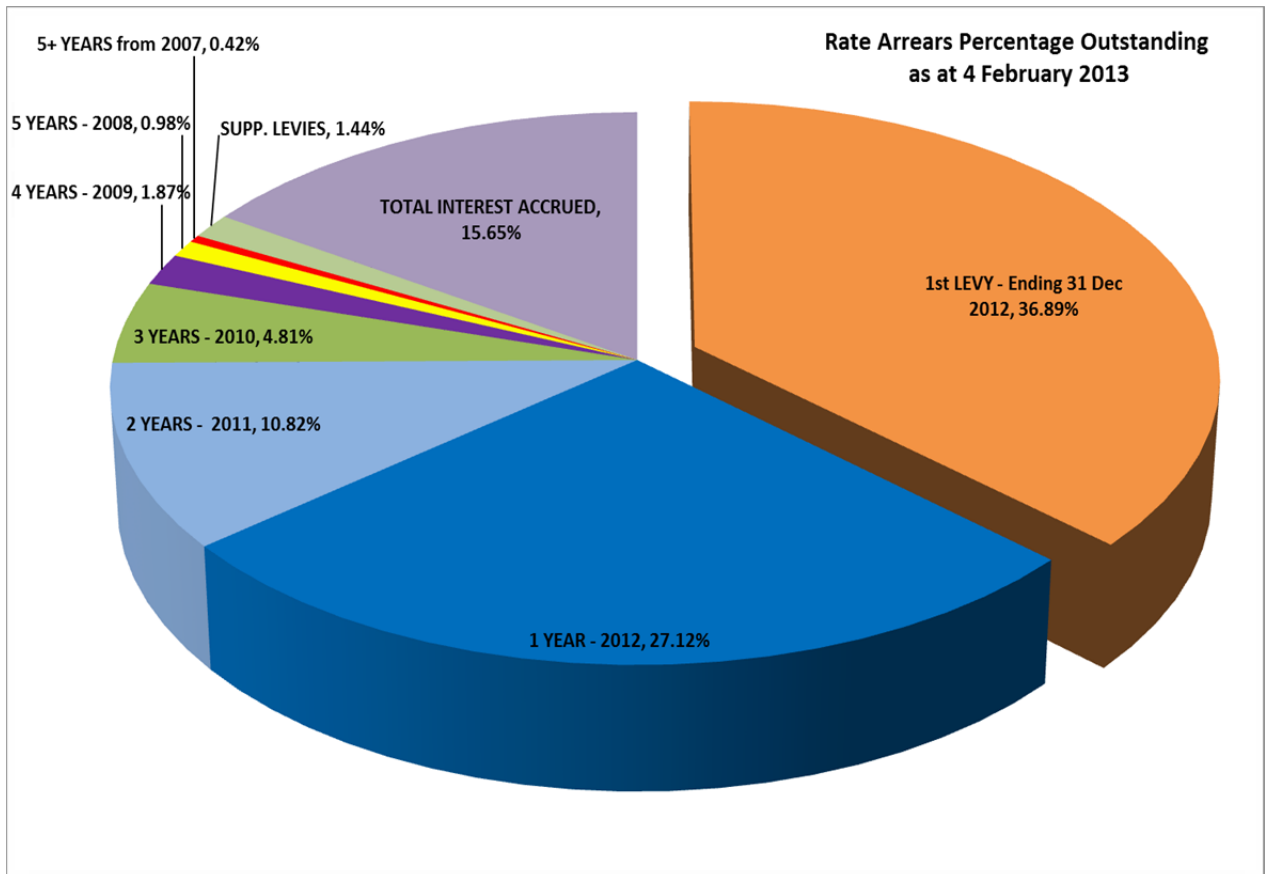
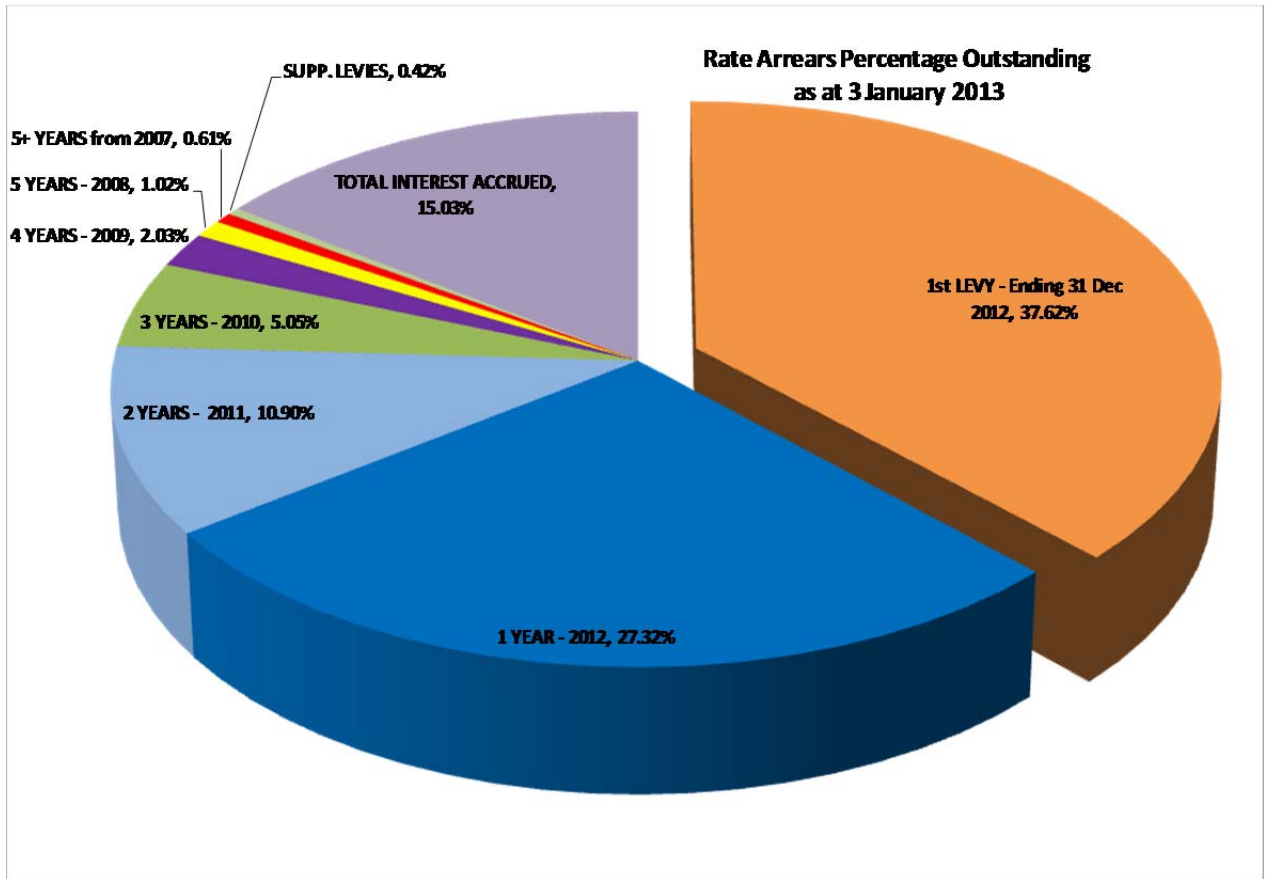
0	1st LEVY	2nd LEVY	SUPP. LEVIES	WATER LEVIES	1 YEAR	2 YEARS	3 YEARS	4 YEARS	5 YEARS	5+ YEARS	INTEREST OWING	TOTAL OUTSTANDING	LAST AMOUNT PAID	Page - 1 LAST DATE PAID	4/02/2013 TOTAL OWING	3/01/2013 TOTAL OWING	4/12/2012 TOTAL OWING	6/11/2012 TOTAL OWING	3/10/2012 TOTAL OWING	22/08/2012 TOTAL OWING
20274-00000-000	712.9				639.6						392.9	1745.4	2000	27/08/2012	1,745.40	1,729.17	1,713.09	1,697.66	968.96	2,959.15
20299-00000-000	937.5										35.7	973.2	788.5	27/03/2012	973.20	964.14	955.18	946.58	0.28	0.00
20301-40000-000	1103.04										42.01	1145.05	1364.23	18/05/2012	1,145.05	1,134.39	1,123.84	1,113.73	0.34	0.00
20338-10000-000	1769.49										196.58	1966.07	4000	12/12/2012	1,966.07	1,947.79	5,915.24	5,862.02	3,782.20	3,744.18
20347-00000-000			145.88									145.88	0		145.88	0.00	0.00	0.00	0.00	0.00
20391-00000-000	792.57										30.16	822.73	1479.96	27/03/2012	822.73	815.08	807.51	800.24	0.24	0.00
20422-00000-000											10.2	10.2	638.5	15/01/2013	10.20	645.74	639.74	633.99	0.00	0.00
20459-56000-000	350				333.5						44.55	728.05	1038.95	16/11/2011	728.05	721.28	714.58	708.15	351.56	347.98
20591-00000-000	20908.82										796.01	21704.83	1629.09	13/03/2012	21,704.83	21,503.03	21,303.11	21,111.40	6.30	0.00
20607-00000-000			405.03									405.03	835.11	13/09/2012	405.03	552.21	547.08	542.15	0.16	0.00
20615-00000-000	350				667	625	588	466	376	838.45	1952.11	5862.56	0		5,862.56	5,808.05	5,754.05	5,702.26	5,299.25	5,246.70
20618-00000-000	344.5				657	605	588	466	376	838.45	1945.63	5820.58	0		5,820.58	5,766.46	5,712.84	5,661.43	5,264.29	5,212.09
20619-00000-000	344.5				657	605	588	466	376	838.45	1945.63	5820.58	0		5,820.58	5,766.46	5,712.84	5,661.43	5,264.29	5,212.09
20629-00000-000	44383.9										1689.71	46073.61	1280.93	9/03/2012	46,073.61	45,645.24	45,220.86	44,813.92	13.37	0.00
20647-00000-000											21.95	21.95	1304	15/01/2013	21.95	1,319.87	1,307.60	1,295.83	0.00	0.00
30001-70000-000	712.9				1355.2	1263.6	704.78				1053.56	5090.04	1000	11/08/2011	5,090.04	5,042.72	4,995.83	4,950.88	4,191.95	4,150.27
30053-00000-000	1155.58				1706.21						623.29	3485.08	200	30/01/2013	3,485.08	3,849.85	4,063.60	4,374.92	3,427.29	3,393.02
30054-00000-000	942.49										49.44	991.93	40	22/01/2013	991.93	1,062.34	1,131.97	1,201.30	7.06	1,320.36
30121-00000-000	646.46										52.1	698.56	150	22/01/2013	698.56	990.88	1,130.72	1,369.25	665.64	907.28
30126-00000-000	402.74										26.01	428.75	300	12/01/2013	428.75	723.67	716.95	710.48	0.24	0.00
30131-50000-000	122.9										10.09	132.99	50	29/11/2012	132.99	131.75	130.53	377.86	0.17	0.00
30138-00000-000	844.46										39.46	883.92	100	26/01/2013	883.92	1,074.15	1,064.15	1,054.57	0.31	0.00
30143-00000-000	895.06										122.29	1017.35	400	30/11/2012	1,017.35	1,007.89	998.52	1,882.48	969.93	960.06
30146-10000-000	662.9										26.11	689.01	50	23/11/2012	689.01	682.60	676.25	719.81	0.21	0.00
30149-00000-000	900.7				1747.4	1639.8	501.62				1193.78	5983.3	100	22/01/2013	5,983.30	6,126.78	6,268.54	6,410.93	5,648.31	5,592.11
30190-00000-000	917.5				1757.66	819.9					430.7	3925.76	860.7	25/02/2011	3,925.76	3,889.26	3,853.11	3,818.44	2,865.44	2,836.82
30193-00000-000	953.34				1829.1	1722.04	1656.6	1116.38			2677.29	10304.75	1000	6/08/2010	10,304.75	9,862.19	9,770.51	9,682.58	8,639.22	8,553.47
30198-00000-000	967.42		350		638.09						181.6	1787.11	500	14/12/2012	1,787.11	1,770.50	2,251.92	2,231.65	1,740.62	1,723.10
30204-00000-000	1647.4										124.76	1772.16	1929.85	11/12/2012	1,772.16	1,755.68	3,662.81	3,629.85	1,684.04	2,339.89
30229-00000-000	1087.74				1917.24						636.91	3641.89	300	5/02/2013	3,641.89	3,904.59	4,465.03	4,424.40	3,892.28	4,003.07
30260-00000-000	1039.1				2107.62	542.56					595.72	4285	100	14/09/2012	4,285.00	4,245.15	4,205.67	4,167.83	3,089.98	3,258.50
30262-00000-000											20.34	20.34	880	10/01/2013	20.34	897.50	889.15	881.14	0.26	0.00
30314-00000-000	1084.77				2023.1	2494.7	875.9				1245.81	7724.28	312	12/02/2010	7,724.28	7,652.45	7,581.30	7,513.07	6,358.44	6,295.20
30333-26300-000	1018.62				1936	2585.74	207.56				1783.24	7531.16	200	2/11/2012	7,531.16	7,461.14	7,391.77	7,325.13	6,635.40	6,768.84
30333-28000-000	760.62										61.99	822.61	95	18/01/2013	822.61	1,303.96	1,481.05	1,656.80	800.16	1,075.48
30342-00000-000	1160.7				2066.24	311.37					575.92	4114.23	100	23/01/2013	4,114.23	4,275.02	4,235.26	4,395.86	3,353.21	3,319.69
30348-00000-000	1150.46				1720.18						555.91	3426.55	150	22/01/2013	3,426.55	3,743.28	3,708.48	3,675.11	2,490.48	4,456.49
30366-00000-000	896.34				607.79						156.15	1660.28	50	31/01/2013	1,660.28	1,744.12	1,827.24	2,157.93	1,341.42	1,377.66
30377-30000-000	687.65										26.21	713.86	100	19/09/2012	713.86	707.21	700.63	694.31	0.21	0.00
30400-00000-000	535.35										38.58	573.93	50	25/01/2013	573.93	767.61	959.37	1,149.56	118.56	415.69
30411-00000-000			487.79								487.79	487.79	909.21	25/09/2012	487.79	0.00	0.00	0.00	0.00	0.00
30428-90000-000											2.01	2.01	90.8	11/01/2013	2.01	92.50	91.63	90.80	0.26	0.00
30468-00000-000	557.84				470.34						126.45	1154.63	150	10/01/2013	1,154.63	1,293.45	1,430.98	1,567.57	1,144.71	1,132.83
30468-10000-000	712.9				1127.4						350.85	2191.15	200	15/01/2013	2,191.15	2,369.87	2,546.81	2,722.99	2,183.87	2,311.16
30486-00000-000	1059.58				977.2						441.21	2477.99	225	30/01/2013	2,477.99	3,126.64	3,545.94	3,962.13	3,313.41	3,952.27
30487-00000-000	1135.82				2143.96						488.65	3768.43	225	17/07/2012	3,768.43	3,733.39	3,698.68	3,665.40	2,495.51	2,470.48
30497-10000-000	698.4		350		1316.48	1197.4	1516.6	1378.74			1845.41	8303.03	33.33	13/07/2009	8,303.03	7,879.08	7,805.82	7,735.57	6,965.25	6,896.13
30502-46000-000	822.4				772.1						214.66	1809.16	100	17/12/2012	1,809.16	1,792.34	1,875.10	2,007.06	1,314.75	1,450.80
30502-47000-000	587.4		350		1108.2	1021.6	970.7	874.97			1281.82	6194.69	33.33	13/07/2009	6,194.69	5,790.34	5,736.50	5,684.87	5,044.61	4,994.53
30504-25000-000	123										9.7	132.7	40	30/01/2013	132.70	210.89	288.33	285.73	0.08	0.00
30505-00000-000	757.56										58.31	815.87	1900	25/10/2012	815.87	808.28	800.78	793.58	1,416.09	1,401.72
30506-00000-000	73.91										1.39	75.3	923.89	28/09/2012	75.30	74.60	73.91	0.00	0.00	0.00
30513-70000-000	769										311.79	1080.79	70	14/01/2013	1,080.79	1,140.45	1,269.34	13,613.26	12,400.92	12,278.65
30535-00000-000	785.3										135.88	921.18	3000	21/12/2012	921.18	912.62	3,885.22	3,850.25	2,919.39	2,890.24
30541-00000-000	1189.58				1224.32						159.89	2573.79	1260	25/10/2011	2,573.79	2,549.86	2,526.15	2,503.43	1,290.58	1,277.47
30544-10000-000			111.8									111.8	400	13/12/2012	111.80	0.00	0.00	0.00	0.00	0.00
30544-20000-000			111.8									111.8	0		111.80	0.00	0.00	0.00	0.00	0.00
30565-00000-000	1009.84										38.48	1048.32	1233.44	4/05/2012	1,048.32	1,038.55	1,028.89	1,019.62	0.30	0.00
30566-60000-000	641.16										24.42	665.58	503.54	8/03/2012	665.58	659.38	653.25	647.37	0.19	0.00
30568-00000-000	726.96				1358.4	1263.8	308.97				1362.34	5020.47	200	2/11/2012	5,020.47	4,973.78	4,927.53	4,883.07	4,507.71	4,662.30
30575-00000-000	790.14										61.34	851.48	200	31/01/2013	851.48	1,340.60	1,527.77	1,712.69	497.25	691.20
30577-60000-000	1022.46				128.66						94.01	1245.13	150	2/01/2013	1,245.13	1,233.45	1,420.38	1,506.78		

0	1st LEVY	2nd LEVY	SUPP. LEVIES	WATER LEVIES	1 YEAR	2 YEARS	3 YEARS	4 YEARS	5 YEARS	5+ YEARS	INTEREST OWING	TOTAL OUTSTANDING	LAST AMOUNT PAID	Page - 1 LAST DATE PAID	4/02/2013	3/01/2013	4/12/2012	6/11/2012	3/10/2012	22/08/2012
															TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING
30993-10000-000											19.6	19.6	532.9	23/01/2013	19.60	548.63	543.53	538.64	59.25	58.52
31035-70000-000	448				64.47						63.91	576.38	100	25/01/2013	576.38	670.10	663.87	857.15	600.45	594.38
31145-00000-000	857.85				1490.22	2.52					366.14	2716.73	650	22/10/2012	2,716.73	2,691.48	2,666.46	2,642.47	2,405.77	2,381.71
31145-30000-000	497.4				952.2						341.91	1791.51	100	22/01/2013	1,791.51	1,973.97	1,955.62	1,938.02	1,422.60	2,403.88
31177-00000-000	395.43										74.36	469.79	120	25/01/2013	469.79	943.34	1,411.93	1,876.34	1,779.07	2,359.29
31198-10000-000	375.3										30.74	406.04	400	9/01/2013	406.04	801.18	793.73	786.59	390.86	386.88
31203-00000-000	358.92				147.7						40.53	547.15	50	7/09/2012	547.15	542.06	537.02	532.18	168.31	266.34
31261-00000-000	72.83										1.37	74.2	1057.5	25/09/2012	74.20	73.51	72.83	0.00	0.00	0.00
31283-00000-000	350		1576.12		667	625	588	550	199.43		907.51	5463.06	0	5,463.06	3,850.95	3,815.31	3,781.12	3,396.12	3,362.58	
31319-10600-000	350				415.46						139.31	904.77	200	19/11/2012	904.77	896.36	888.03	1,078.90	967.53	957.86
31376-00000-000	344.5										13.11	357.61	295.9	29/03/2012	357.61	354.28	350.99	347.83	0.10	0.00
31448-00000-000											176.84	176.84	6041.52	10/01/2013	176.84	6,199.26	6,143.83	6,090.69	5,946.83	5,890.33
31606-11000-000			120.14								120.14	120.14	2733.36	14/09/2012	120.14	2,040.98	0.00	0.00	0.00	0.00
31754-40000-000											5.17	5.17	1069.13	30/01/2013	5.17	1,064.31	1,054.42	1,044.93	0.31	0.00
40008-20000-000	168.5										9.57	178.07	100	22/11/2012	178.07	176.42	174.79	372.07	0.11	0.00
40016-00000-000	368.5				712.2	371.4					264.58	1716.68	100	24/01/2013	1,716.68	1,700.70	1,784.61	1,967.22	1,580.44	1,564.70
40020-00000-000	256.54										21.75	278.29	60	25/01/2013	278.29	395.05	510.62	625.20	250.89	348.04
40042-10000-000	368.5										32.64	401.14	50	21/11/2012	401.14	397.40	393.70	439.84	256.62	253.96
40050-00000-000	344.5										12.99	357.49	310.3	28/09/2012	357.49	354.17	350.88	347.73	0.00	0.00
40051-10000-000	344.5										12.99	357.49	310.3	28/09/2012	357.49	354.17	350.88	347.73	0.00	0.00
40072-00000-000	1002.4				1779.28						276.89	3058.57	70	25/01/2013	3,058.57	3,169.29	3,139.82	3,111.58	2,080.25	2,059.36
40084-00000-000	2343.96				4686.78						1117.84	8148.58	400	31/01/2013	8,148.58	8,069.08	8,390.35	8,711.23	6,286.27	0.00
40101-50000-000			278.53								72.65	351.18	338.64	24/01/2013	351.18	337.22	14,668.43	14,536.42	12,912.18	12,783.96
40109-00000-000	1152.52				2179.31	1619.01					1172.39	6123.23	50	23/01/2013	6,123.23	6,115.82	6,207.93	6,251.44	5,090.33	5,239.26
40113-11180-000	652.02										74.52	726.54	100	25/01/2013	726.54	1,417.61	1,404.42	1,391.80	1,357.57	1,343.74
40129-00000-000	989.89		350		1901.48	2058.44	1889.88	22.61			1527.49	8739.79	750.51	21/04/2009	8,739.79	8,311.78	8,234.48	8,160.39	7,094.63	7,024.13
40138-00000-000	809.43										34.45	843.88	300	7/11/2012	843.88	836.03	828.26	1,120.17	0.33	0.00
40150-00000-000	96.16										27.55	123.71	125	25/01/2013	123.71	371.20	616.16	858.81	117.12	319.51
40168-10000-000	1224.8				2309.82	425.89					732.87	4693.38	50	1/02/2013	4,693.38	4,848.41	5,051.82	5,155.33	4,080.74	4,040.00
40170-00000-000	1276.23				313.24						280.74	1870.21	160	31/01/2013	1,870.21	2,170.38	2,627.46	2,762.39	1,937.27	2,395.41
40173-00000-000	27.21										13.61	40.82	150	17/01/2013	40.82	189.68	337.03	483.01	0.19	0.00
40185-00000-000	1151.35				2108	857.77					1074.19	5191.31	75	24/01/2013	5,191.31	5,292.28	5,392.16	5,492.64	4,514.04	5,192.24
40186-00000-000	994.06				1164.5						346.96	2505.52	50	1/02/2013	2,505.52	2,680.90	2,904.45	3,027.29	2,203.22	2,181.11
40198-00000-000	988.5				1772.73						617.41	3378.64	100	1/02/2013	3,378.64	3,744.56	4,206.73	4,466.48	4,032.73	4,489.97
40210-00000-000	455.34										33	488.34	550	13/12/2012	488.34	483.80	1,027.16	1,217.01	0.36	0.00
40290-00000-000	999.62				833.05						225.4	2058.07	200	3/01/2013	2,058.07	2,238.77	2,417.54	2,595.43	1,771.50	1,953.29
40301-00000-000	1372.05										52.23	1424.28	1220.57	20/03/2012	1,424.28	1,411.04	1,397.92	1,385.34	0.41	0.00
40323-00000-000	1073.29				677.88						302.09	2053.26	2493.91	7/11/2012	2,053.26	2,034.16	2,015.26	4,485.78	3,370.78	3,337.09
40327-60000-000	1234.53				781.78						773.41	2789.72	200	14/12/2012	2,789.72	2,763.77	4,133.84	5,467.72	9,536.13	9,441.40
40351-00000-000	1001.01				1927.44	1349.51					625.38	4903.34	90	4/03/2011	4,903.34	4,857.76	4,812.58	4,769.28	3,723.92	3,686.78
40352-00000-000	1092.75				2051.58	1883.48					763.76	5791.57	820	24/09/2012	5,791.57	5,737.71	5,684.35	5,633.21	3,668.08	4,444.83
40361-00000-000	1040.71										41.47	1082.18	100	28/11/2012	1,082.18	1,072.12	1,062.15	1,151.75	0.34	0.00
40377-00000-000	1142.79				1616.91						431.93	3191.63	100	31/01/2013	3,191.63	3,160.98	3,588.22	3,615.43	2,587.96	2,711.12
40408-00000-000	645.09										37.77	682.86	75	5/02/2013	682.86	825.14	1,040.96	1,105.98	30.75	30.14
40409-00000-000	1062.17				1152.09						580.12	2794.38	3000	6/09/2012	2,794.38	2,768.38	2,742.65	2,717.99	1,630.55	4,605.96
40429-00000-000	1005.18										38.27	1043.45	1847.97	5/03/2012	1,043.45	1,033.74	1,024.13	1,014.91	0.30	0.00
40435-00000-000	1013.52										38.58	1052.1	861.97	26/03/2012	1,052.10	1,042.31	1,032.62	1,023.32	0.30	0.00
40446-00000-000	466.5										36.94	503.44	200	31/01/2013	503.44	696.89	888.55	1,078.75	0.37	0.00
40463-00000-000	2410.2				4310.69	1757.1					2658.83	11136.82	500	18/01/2013	11,136.82	12,525.48	12,409.03	12,297.36	10,964.78	11,851.84
40471-00000-000	456.68										38.34	495.02	400	1/02/2013	495.02	1,072.34	1,062.37	1,052.80	0.31	0.00
40472-00000-000	881.69				867.43						435.62	2184.74	30	31/01/2013	2,184.74	2,333.52	2,460.94	2,577.91	2,050.04	2,457.63
40513-00000-000	1636.24				80.19						176.82	1893.25	500	25/11/2012	1,893.25	1,875.64	1,858.20	2,337.72	1,176.12	1,164.01
40525-00000-000	1016.3		350		1972.59	1874.84	1834.02	1708.49	1640.73	15	3721.26	14133.23	1458.39	15/12/2006	14,133.23	13,655.07	13,528.10	13,406.38	12,265.43	12,143.77
40555-60007-000	498.5				278.34						50.48	827.32	250	15/06/2012	827.32	819.63	812.02	804.71	298.73	295.64
40562-00000-000	1327.66				1631.69						472.43	3431.78	100	24/01/2013	3,431.78	3,598.86	3,764.42	3,929.20	2,813.56	3,009.60
40591-00000-000	612.77										38.61	651.38	70	28/01/2013	651.38	784.45	916.08	1,046.72	179.15	386.21
40600-00000-000	1178.93				2245.56	1242.61					912.84	5579.94	350	21/11/2012	5,579.94	5,528.04	5,476.63	5,775.15	4,542.53	5,194.20
40605-00000-000	1110.82				1125.43						297.45	2533.7	25	1/02/2013	2,533.70	2,609.47	2,709.45	2,759.48	1,772.07	1,878.57
40623-00000-000	1120.55				946.07						207.16	2273.78	500	13/01/2013	2,273.78	2,750.70	2,725.12	2,700.60	1,554.94	1,539.22
40661-70000-000											3.84	3.84	1050.58	2/01/2013	3.84	0.00	0.00	0.00	0.00	0.00
40665-51000-000	2250.19		350		4277.31	4022.86	4309.2	4029.21	3189.65		8109.34	30537.76	40	30/09/2011	30,537.76	29,907.08	29,629.01			

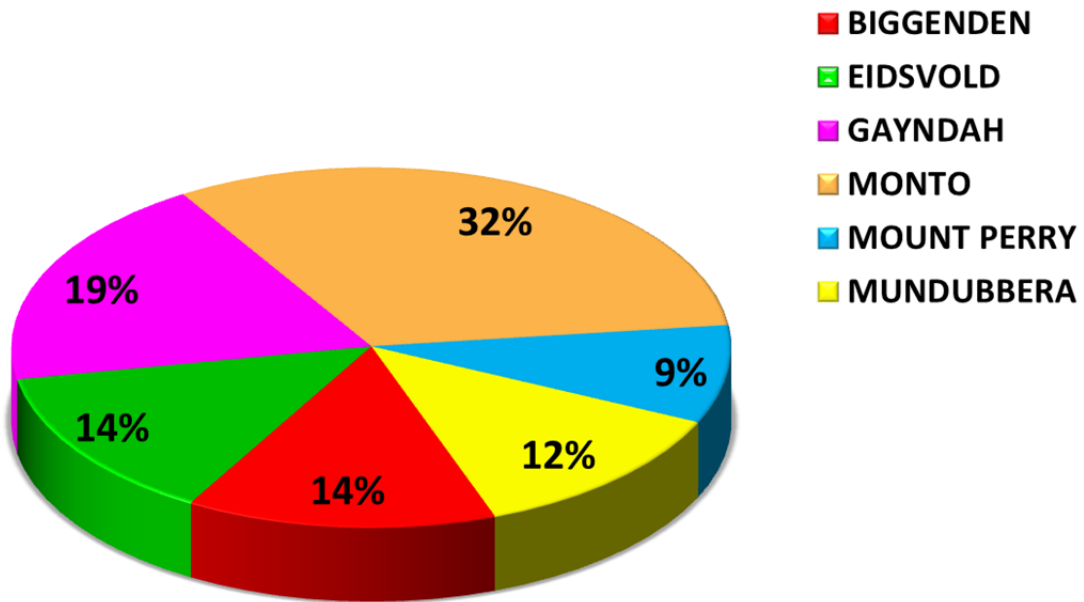
										INTEREST	TOTAL	LAST AMOUNT	Page - 1	4/02/2013	3/01/2013	4/12/2012	6/11/2012	3/10/2012	22/08/2012	
0	1st LEVY	2nd LEVY	SUPP. LEVIES	WATER LEVIES	1 YEAR	2 YEARS	3 YEARS	4 YEARS	5 YEARS	5+ YEARS	OWING	OUTSTANDING	PAID	LAST DATE PAID	TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING
41376-30000-000											3.41	3.41	798.41	4/12/2012	3.41	3.38	800.81	793.60	0.23	0.00
41386-00000-000	447.1										20.25	467.35	448	20/09/2012	467.35	463.01	458.71	454.58	3.25	447.10
41387-00000-000	478.59				457.92						61.07	997.58	412.38	30/09/2011	997.58	988.31	979.12	970.31	482.70	477.79
41420-00000-000	1350.99		350		2601.64	2453.4	2377	1734			2911.71	13778.74	500	30/06/2009	13,778.74	13,303.88	13,180.18	13,061.57	11,589.14	11,474.06
41442-00000-000	350										13.31	363.31	300.4	21/03/2012	363.31	359.93	356.59	353.38	0.10	0.00
41473-00000-000	1287.78				2479.48	1494.27					1469.69	6731.22	1000	16/08/2012	6,731.22	6,668.64	6,606.63	6,547.18	5,198.53	5,146.70
41575-11000-000	908.47				1746.52	1664.38					667.87	4987.24	613.29	14/06/2010	4,987.24	4,940.87	4,894.93	4,850.88	3,897.30	3,858.47
41575-11010-000	448										111.97	559.97	1979.3	3/08/2012	559.97	554.76	549.60	544.65	91.59	90.55
41633-12000-000	391.92										23.72	415.64	1764.96	15/10/2012	415.64	411.77	407.95	404.28	0.65	0.00
41705-00000-000			374.8								374.8	0			374.80	0.00	0.00	0.00	0.00	0.00
50017-00000-000	1135.57				290.05						179.54	1605.16	200	15/01/2013	1,605.16	1,789.34	1,971.68	2,153.04	1,196.57	1,383.19
50019-00000-000	803.64										30.6	834.24	714	2/04/2012	834.24	826.47	818.78	811.41	0.23	0.00
50036-00000-000	579.5		1576.12		1028	878	776.67	144.59			854.88	5837.76	100	12/09/2011	5,837.76	4,222.01	4,182.76	4,145.11	3,527.07	3,492.00
50043-00000-000	875.78				60.61						183.01	1119.4	1800	16/10/2012	1,119.40	1,108.99	1,098.69	1,088.80	1,994.25	1,974.26
50047-60000-000	344.5				657	605	560				465.26	2631.76	645.99	24/04/2009	2,631.76	2,607.29	2,583.05	2,559.81	2,191.51	2,169.72
50050-50000-000	579.5										22.06	601.56	0		601.56	595.96	590.42	585.11	0.17	0.00
50052-00000-000	570.43										21.72	592.15	200	13/07/2012	592.15	586.63	581.17	575.94	0.16	0.00
50054-00000-000	579.5		1576.12		1028	878	734	289			804.2	5888.82	246.02	9/10/2008	5,888.82	4,272.61	4,232.89	4,194.81	3,576.30	3,540.73
50081-00000-000	1002.91				1643.89						205.57	2852.37	50	5/02/2013	2,852.37	2,925.07	2,897.88	2,871.81	1,842.20	1,823.67
50097-50000-000	427				258.5						80.97	766.47	35	4/02/2013	766.47	828.73	925.36	986.64	619.99	718.10
50116-00000-000	767.5				1339	517.6					307.45	2931.55	500	23/09/2010	2,931.55	2,904.29	2,877.29	2,851.39	2,057.37	2,036.77
50118-00000-000	1992.97				1985.32						261.71	4240	1589.01	7/09/2011	4,240.00	4,200.58	4,161.52	4,124.08	2,092.77	2,071.46
50125-00000-000											10.11	10.11	801.59	11/12/2012	10.11	10.02	808.87	801.59	0.23	0.00
50184-50000-000	344.5				657	605	560	440	300	702.5	1795.03	5404.03	0		5,404.03	5,353.78	5,304.00	5,256.27	4,862.90	4,814.68
50194-70000-000	344.5				657	525					245.37	1771.87	20	23/01/2013	1,771.87	1,775.20	1,818.28	1,801.92	1,440.67	1,426.31
50205-00000-000											8.09	8.09	585.11	15/12/2012	8.09	8.01	590.42	585.11	0.17	0.00
50207-10000-000	515.81										43.14	558.95	150	24/01/2013	558.95	851.91	1,142.14	1,131.86	541.84	536.31
50209-00000-000	682.5				259.79						125.78	1068.07	100	31/01/2013	1,068.07	1,306.45	1,393.69	1,480.60	933.73	1,073.96
50212-11000-000			73.02								73.02	0			73.02	0.00	0.00	0.00	0.00	0.00
50218-20000-000	579.5				818.73						321.88	1720.11	40	30/01/2013	1,720.11	1,783.54	1,766.96	1,751.06	1,229.90	1,945.11
50218-85000-000	344.5										13.11	357.61	328.5	13/04/2012	357.61	0.00	0.00	0.00	0.00	0.00
50222-00000-000	283.04										28.51	311.55	307.11	18/01/2013	311.55	614.11	608.40	602.93	600.86	594.75
50269-40000-000	344.5				657	302.43					160.04	1463.97	309.41	6/01/2011	1,463.97	1,450.36	1,436.88	1,423.95	1,066.21	1,055.55
50274-00000-000	344.5				657						96.71	1098.21	210	6/08/2011	1,098.21	1,088.00	1,077.88	1,068.19	713.76	706.60
50281-00000-000	344.5				657						94.88	1096.38	242.5	29/03/2011	1,096.38	1,086.18	1,076.07	1,066.39	711.98	704.83
50291-00000-000	344.5										13.11	357.61	1145	30/05/2012	357.61	354.28	350.99	347.83	0.10	0.00
50291-50000-000	344.5										13.11	357.61	1051.86	9/12/2011	357.61	354.28	350.99	347.83	0.10	0.00
50292-00000-000	344.5				657						94.88	1096.38	588.1	19/04/2011	1,096.38	1,086.18	1,076.07	1,066.39	711.98	704.83
50302-00000-000	1519.57				2927.4	2794.6	654.84				3058.16	10954.57	1000	1/01/2013	10,954.57	10,852.40	11,741.29	13,623.02	11,976.49	13,841.63
50361-50000-000	550.24				671.84						113.32	1335.4	1000	14/10/2011	1,335.40	1,322.98	1,310.67	1,298.88	736.56	729.11
50363-90000-000	448.03				428.38						57.16	933.57	0		933.57	924.89	916.29	908.04	451.57	446.97
50368-50000-000	1983.17				993.26						642.65	3619.08	2500	21/12/2012	3,619.08	3,585.43	6,036.32	8,968.47	6,901.92	6,833.03
50387-00000-000	448				857	566.8					344.19	2215.99	10	30/01/2013	2,215.99	2,225.15	2,264.08	2,273.50	1,854.02	1,895.23
50391-00000-000	453.31				433.48						65.53	952.32	433.48	22/11/2011	952.32	943.46	934.69	926.27	464.34	459.61
50391-20000-000	448				857	790	280				419.98	2794.98	252.25	19/10/2009	2,794.98	0.00	0.00	0.00	0.00	0.00
50400-30000-000	382.71										31.68	414.39	300	11/01/2013	414.39	709.54	702.95	995.82	371.67	367.82
50400-50000-000	668.2				641.11						85.44	1394.75	577.25	27/09/2011	1,394.75	1,381.78	1,368.94	1,356.62	675.81	668.93
50403-00000-000	448										30.13	478.13	2446.73	14/09/2012	478.13	473.69	469.29	465.07	12.75	2,446.73
50422-20000-000			1494.75								1494.75	0			1,494.75	0.00	0.00	0.00	0.00	0.00
50481-60000-000	16.71										13.66	30.37	100	21/12/2012	30.37	30.09	228.97	425.93	251.15	547.03
50482-80000-000	461.88										17.58	479.46	440	27/06/2012	479.46	475.00	470.59	466.35	0.14	0.00
50485-99000-000	100.08										4.96	105.04	905.72	3/10/2012	105.04	104.06	103.09	102.15	0.30	0.00
50496-10000-000	486.95				400.46						56.02	943.43	2162.91	14/09/2010	943.43	934.66	925.97	917.64	422.16	417.84
50516-70000-000	462.34										17.59	479.93	448.65	14/04/2011	479.93	475.47	471.05	466.81	0.14	0.00
50526-40000-000	350				441.88						124.69	916.57	200	23/10/2012	916.57	908.05	899.60	891.50	731.82	724.48
50540-00000-000	448										17.04	465.04	435.79	4/06/2012	465.04	0.00	0.00	0.00	0.00	0.00
50545-00000-000	524.28										19.94	544.22	469.21	9/03/2012	544.22	539.16	534.15	529.34	0.15	0.00
50564-70000-000			163.81								163.81	0			163.81	0.00	0.00	0.00	0.00	0.00
50600-50000-000	350										13.31	363.31	152.04	5/05/2012	363.31	359.93	356.59	353.38	0.10	0.00
60018-00000-000	1044.44				1922.14	442.34					674.1	4083.02	30	25/01/2013	4,083.02	4,214.41	4,324.48	4,454.67	3,518.12	3,632.42
60028-00000-000	2308.01				2995.54						1174.7	6478.25	250	1/02/2013	6,478.25	6,914.03	7,595.30	7,774.53	6,139.06	6,823.79
60034-00000-000	1855.4				455.58						223.07	2534.05	200	21/01/2013	2,534.05	2,709.24	2,882.87	3,055.72	1,370.60	1,555.10
60048-00000-000	737.74										61.77	799.51	1500	7/12/2012	799.51	792.08				

0	1st LEVY	2nd LEVY	SUPP. LEVIES	WATER LEVIES	1 YEAR	2 YEARS	3 YEARS	4 YEARS	5 YEARS	5+ YEARS	INTEREST OWING	TOTAL OUTSTANDING	LAST AMOUNT PAID	Page - 1 LAST DATE PAID	4/02/2013	3/01/2013	4/12/2012	6/11/2012	3/10/2012	22/08/2012	
															TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING	TOTAL OWING	
60364-00000-000	1272.28										48.46	1320.74	834.68	2/03/2012	1,320.74	1,308.44	1,296.27	1,284.60	0.38	0.00	
60368-00000-000	1092.56										61.96	1154.52	475	24/01/2013	1,154.52	1,615.34	1,600.89	1,586.48	0.61	208.96	
60398-00000-000	712.9				539.42						132.89	1385.21	100	4/01/2013	1,385.21	1,472.21	1,458.53	1,445.40	818.69	1,405.81	
60433-00000-000	999.64				1463.88						293.42	2756.94	50	2/01/2013	2,756.94	2,731.27	2,805.20	2,879.13	1,852.72	2,033.67	
60436-00000-000	749.71										36.02	785.73	50	18/01/2013	785.73	1,022.77	1,013.26	1,004.14	0.29	0.00	
60438-00000-000	916.1				15.79						75.58	1007.47	50	31/01/2013	1,007.47	1,097.37	1,186.77	1,225.96	397.92	492.98	
60468-50000-000	910.22				957.38						124.22	1991.82	857.13	21/11/2011	1,991.82	1,973.31	1,954.97	1,937.38	1,009.14	998.92	
60469-75000-000	589.42				1130	333.63					315.67	2368.72	100	16/06/2012	2,368.72	2,346.69	2,324.87	2,303.95	1,693.11	1,676.17	
60490-00000-000											20.32	20.32	1883.69	5/12/2012	20.32	20.13	1,900.79	1,883.69	0.56	0.00	
60501-50000-000	2531.05				4881.96	2335.6					2345.46	12094.07	50	24/01/2013	12,094.07	12,180.73	12,266.43	12,354.90	13,008.77	12,879.29	
60504-90000-000	41.34										19.67	61.01	1121.74	30/10/2012	61.01	60.44	59.88	59.35	754.52	746.93	
60527-52000-000	34.75										4.05	38.8	362.28	19/10/2012	38.80	38.44	38.09	37.75	47.60	47.02	
60543-30000-000											39.08	39.08	500	10/01/2013	39.08	537.20	1,030.55	2,017.07	1,455.48	1,440.91	
60549-10000-000	621.89										23.65	645.54	536.97	29/03/2012	645.54	639.54	633.60	627.90	0.18	0.00	
60549-50000-000	551.7										20.99	572.69	529.83	17/04/2012	572.69	567.36	562.09	557.03	0.16	0.00	
60594-00000-000	444.31				424.79						56.66	925.76	1162.16	2/09/2011	925.76	917.15	908.63	900.45	447.77	443.23	
60652-00000-000	350										76.98	426.98	200	24/01/2013	426.98	621.57	1,013.39	1,203.38	1,439.01	1,823.16	
60654-50000-000	353.68				337.23						45.03	735.94	1076.78	2/09/2011	735.94	729.10	722.32	715.82	355.48	351.87	
60739-00000-000	581.01										22.11	603.12	501.43	2/04/2012	603.12	597.51	591.96	586.63	0.17	0.00	
60744-00000-000	61.25										13.7	74.95	50	1/02/2013	74.95	223.07	370.18	416.43	0.33	88.95	
60765-92000-000	56.97										4.57	61.54	515.27	14/10/2012	61.54	60.97	60.41	59.86	0.17	0.00	
60779-00000-000	8052.05										306.54	8358.59	6998.02	26/03/2012	8,358.59	8,280.87	8,203.88	8,130.05	2.42	0.00	
60794-50000-000	387.62										15.35	402.97	60	22/10/2012	402.97	399.22	395.51	391.95	0.15	0.00	
60796-00000-000	1372.07										52.21	1424.28	1329.57	5/07/2012	1,424.28	1,411.04	1,397.93	1,385.35	0.41	0.00	
60809-95000-000	3247.52										265.39	3512.91	4339.99	14/08/2012	3,512.91	3,480.24	3,447.88	3,416.85	137.56	135.23	
60810-00000-000											8.82	8.82	344.5	21/12/2012	8.82	8.74	350.99	347.83	0.10	0.00	
60820-00000-000	1933.56				999.76						568	3501.32	1000	31/01/2013	3,501.32	4,459.46	4,408.70	5,360.03	4,367.03	6,312.46	
60850-00000-000	115.66										28.8	144.46	1066.76	12/12/2012	144.46	143.12	1,204.70	1,193.86	0.35	0.00	
60933-20000-000	708.28										26.96	735.24	2177.38	12/06/2012	735.24	728.40	721.63	715.13	0.21	0.00	
60942-00000-000	1561.72										59.44	1621.16	1414.55	2/04/2012	1,621.16	1,606.09	1,591.16	1,576.84	0.47	0.00	
60948-10000-000	303.67										49.93	353.6	200	24/01/2013	353.60	548.87	941.37	1,132.01	1,368.30	1,753.15	
60949-45000-000	350										13.31	363.31	1307.09	14/08/2012	363.31	359.93	356.59	353.38	0.10	0.00	
60949-55000-000	350										13.31	363.31	274.25	19/03/2012	363.31	359.93	356.59	353.38	0.10	0.00	
60957-00000-000	760.96										28.97	789.93	735.38	5/07/2012	789.93	782.58	775.31	768.33	0.23	0.00	
60969-25000-000	821										31.23	852.23	793.51	3/07/2012	852.23	844.31	836.47	828.94	0.24	0.00	
60988-50000-000	614.21										45.23	659.44	400	10/01/2013	659.44	1,052.10	1,440.87	1,427.90	0.42	0.00	
	325198.4	0	12709.95	0	239050.43	95362.65	42359.71	16456.54	8635.88	3701.13	137990.31	0	881465		881,465.00			0.00		0.00	
																		0.00			0.00

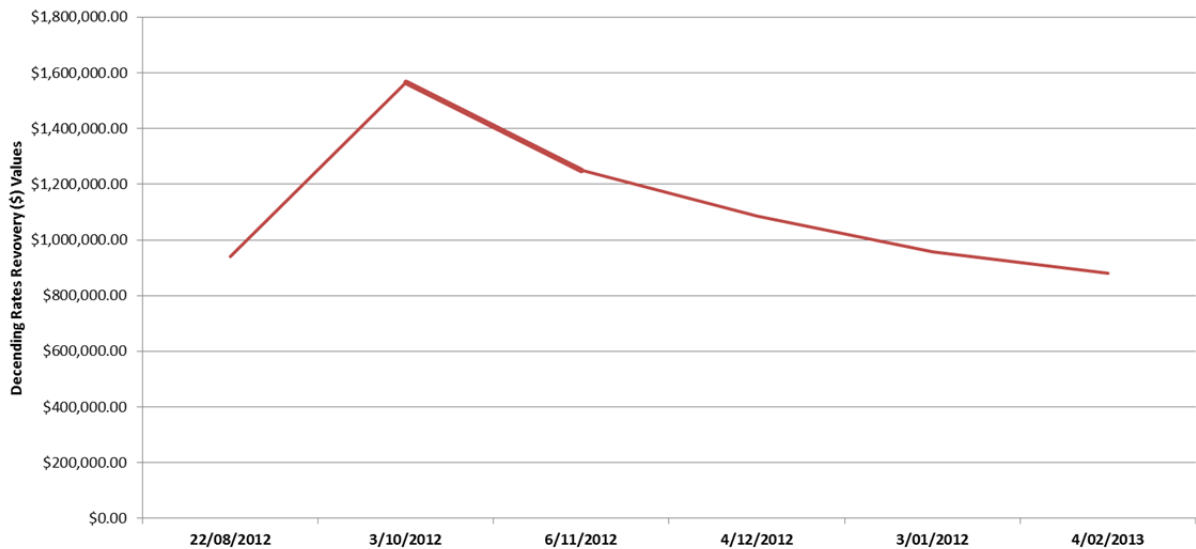




Rates Percentage Outstanding as at 4 February 2013

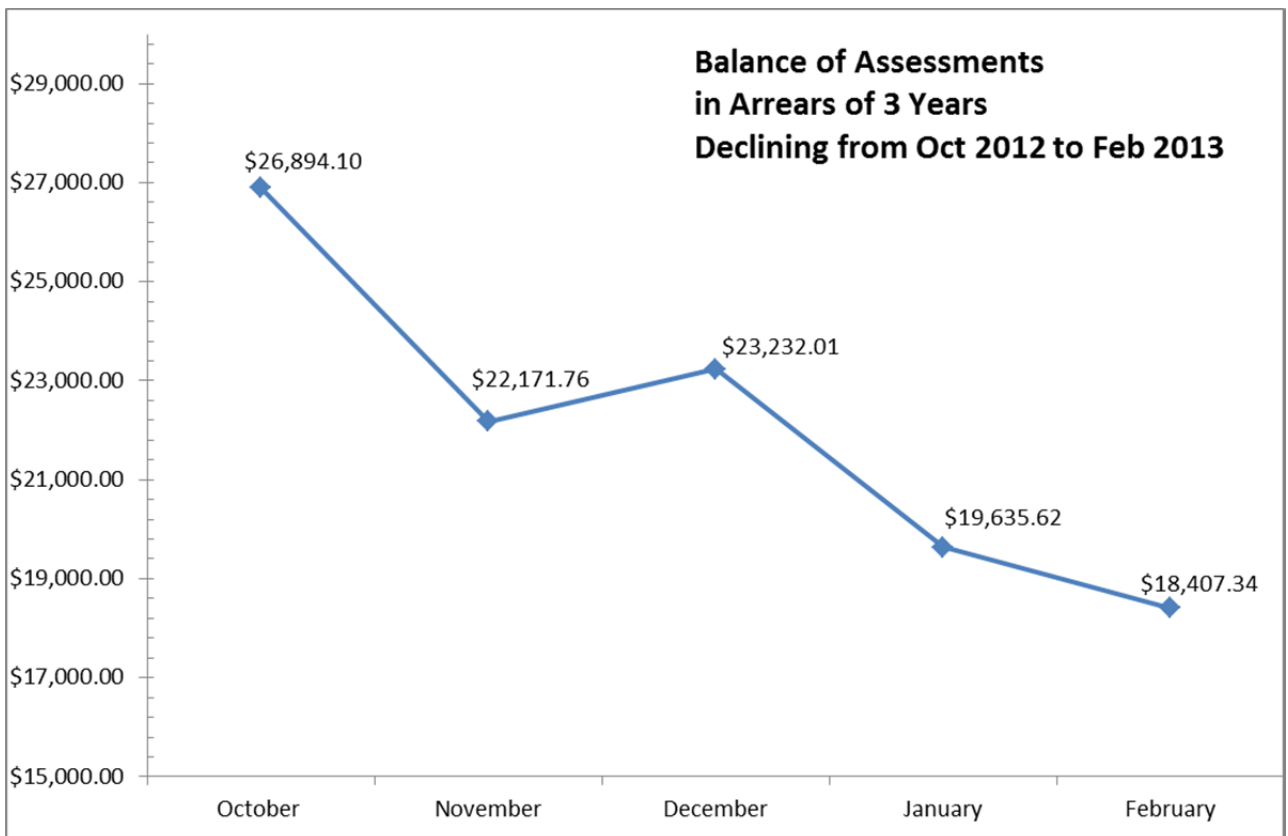
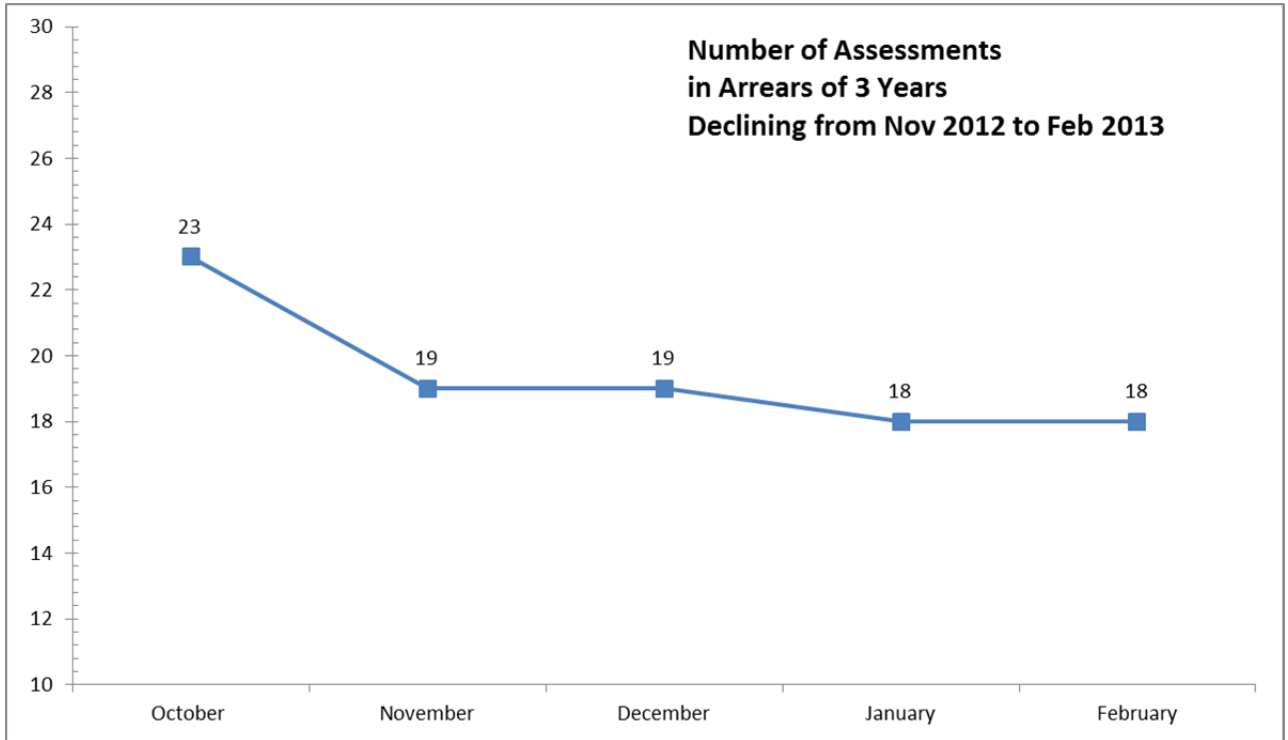


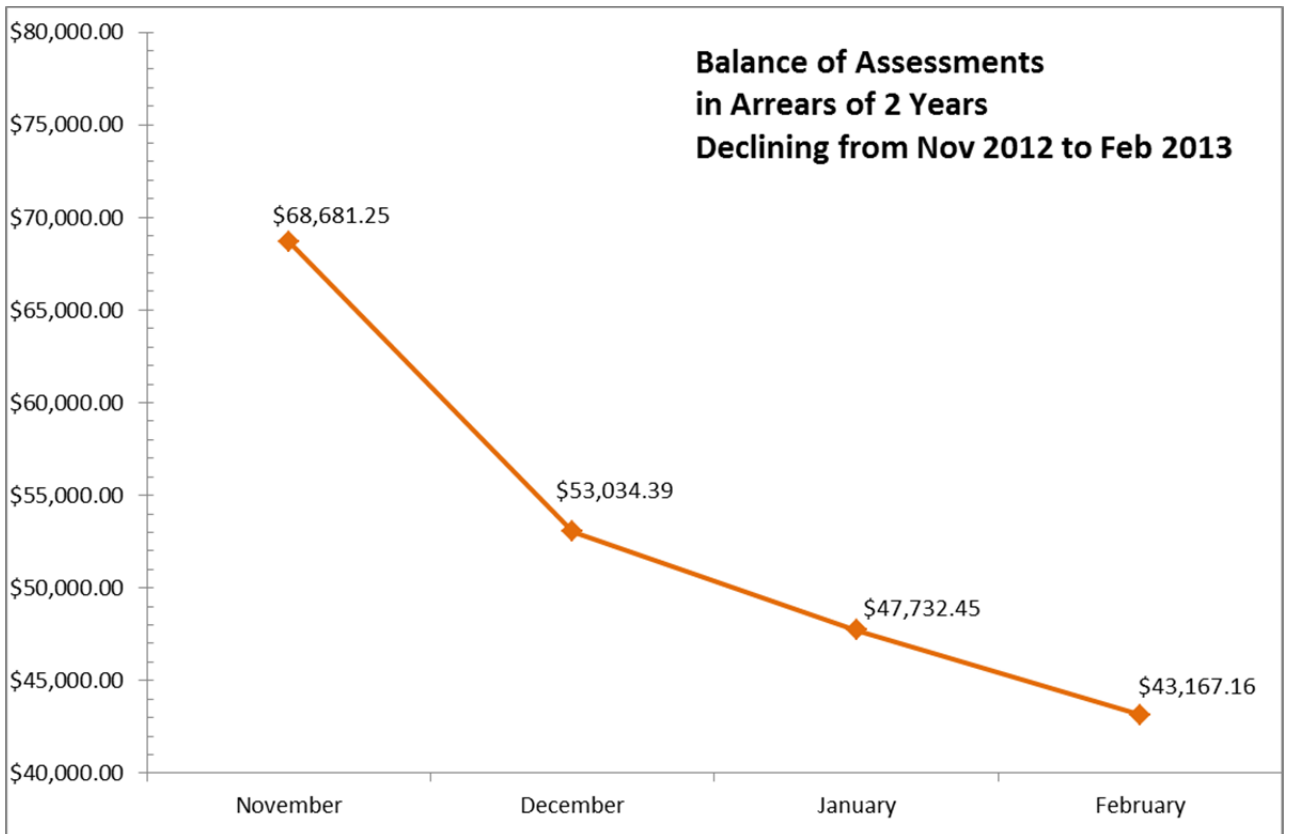
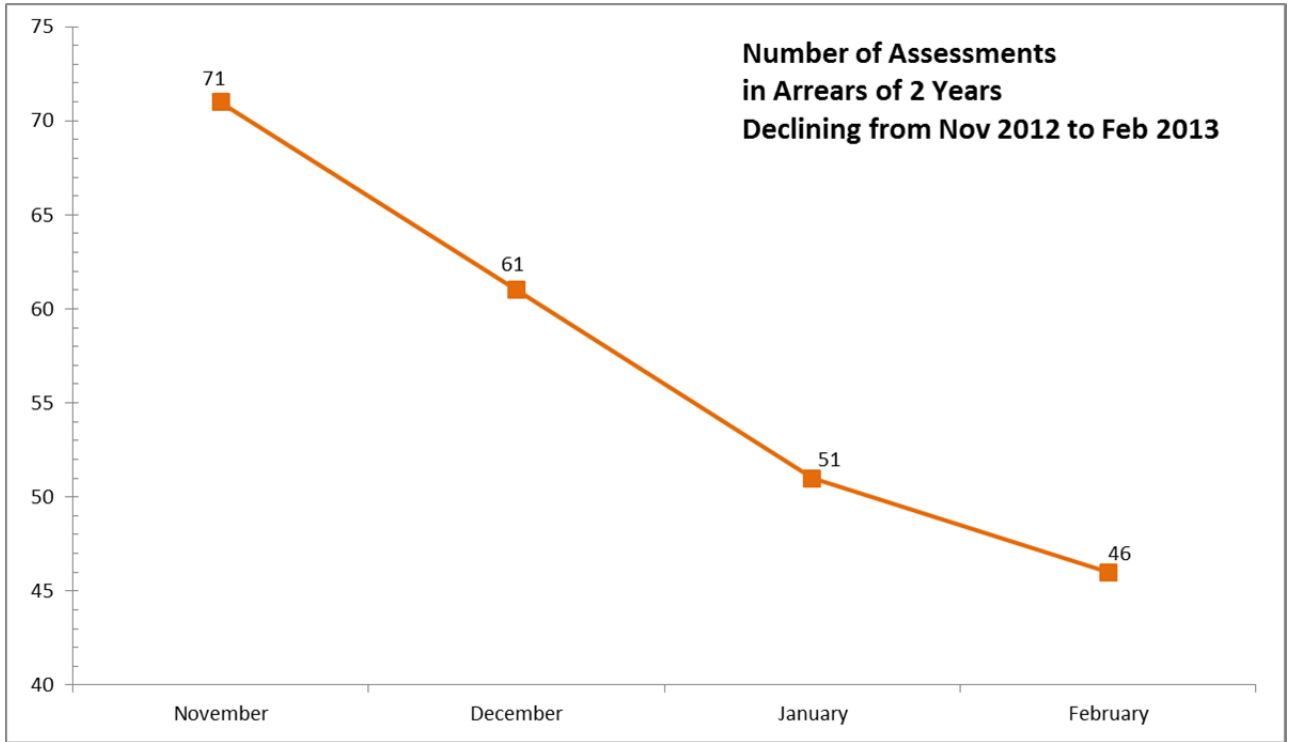
Outstanding Rates Recovery Graph as at 4 February 2013

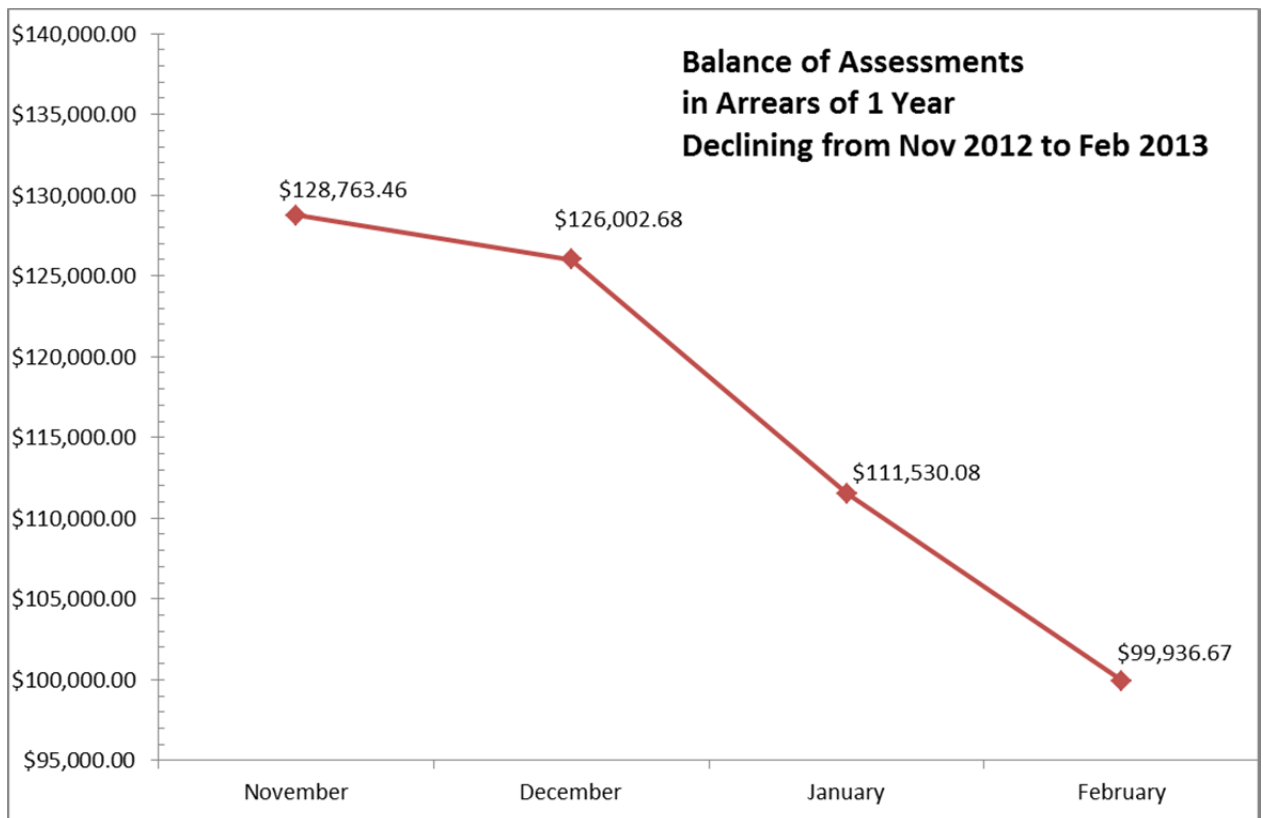
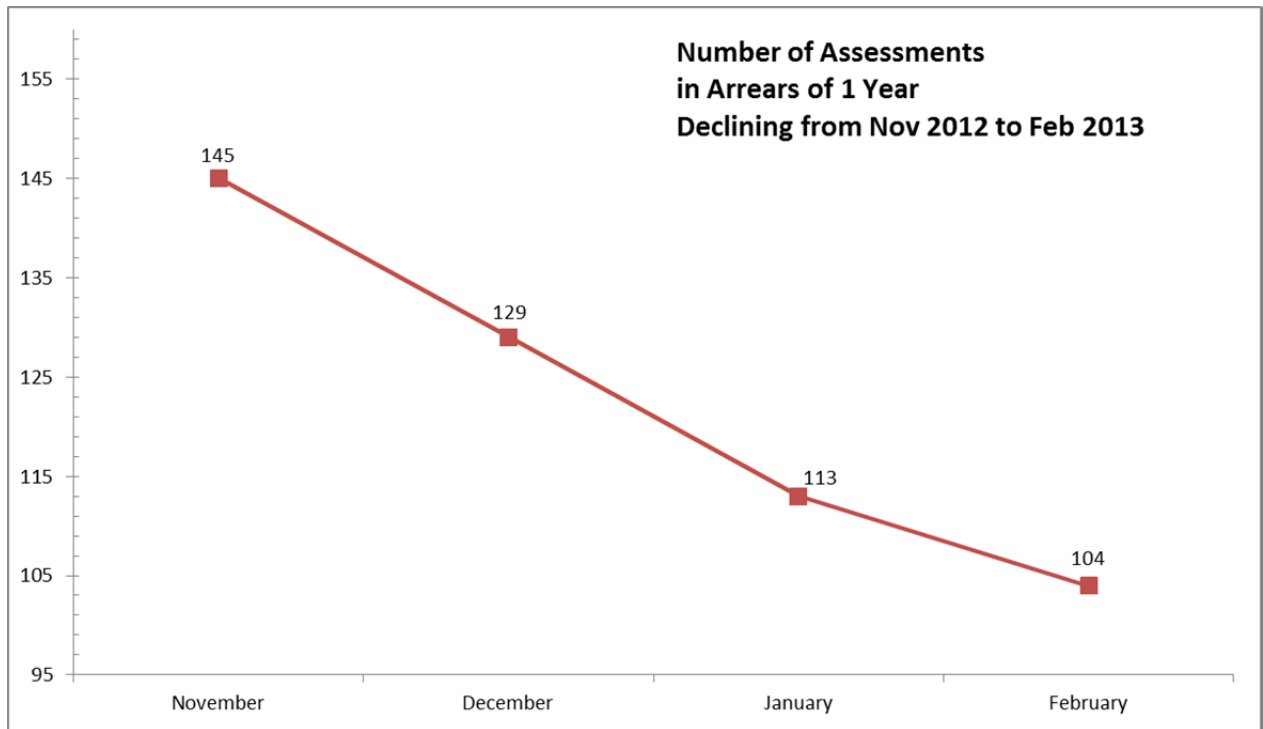


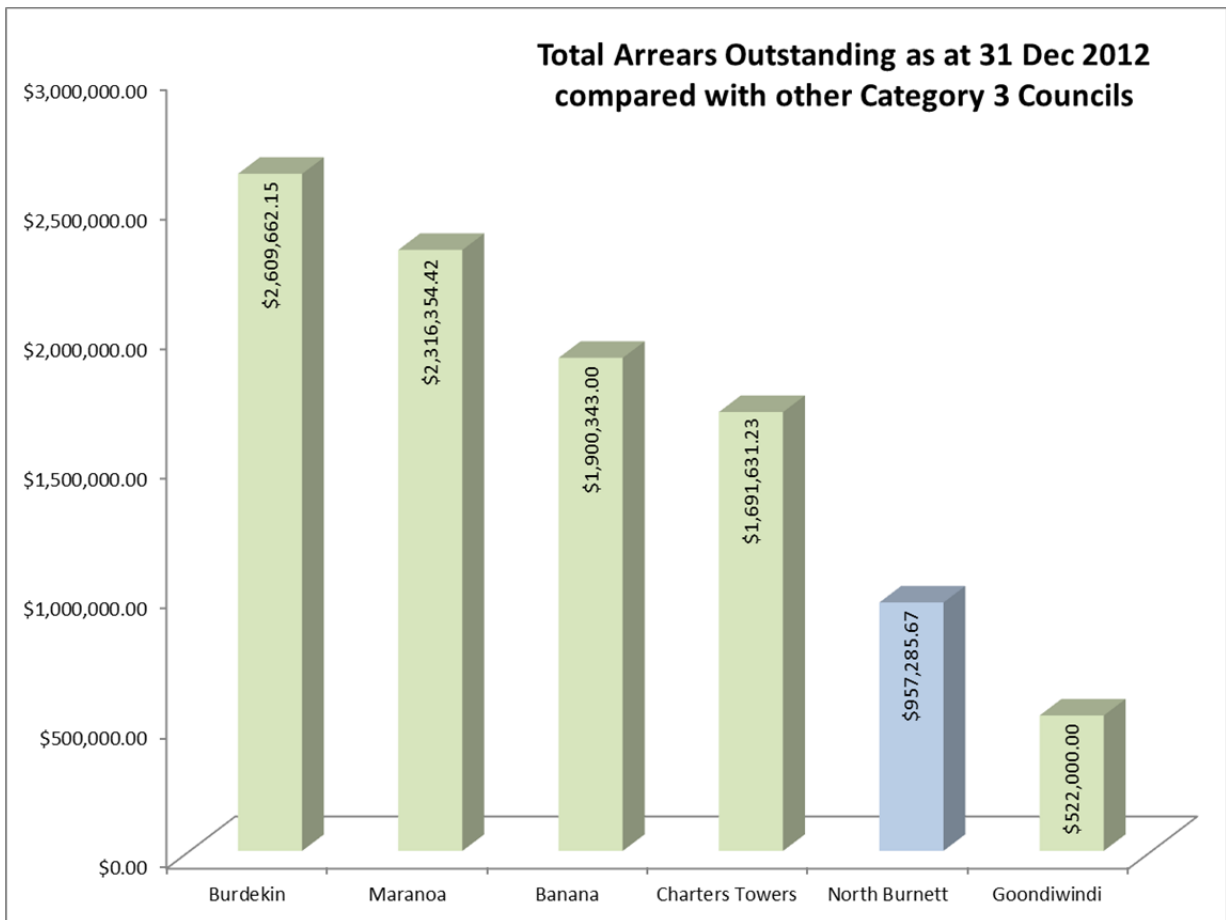
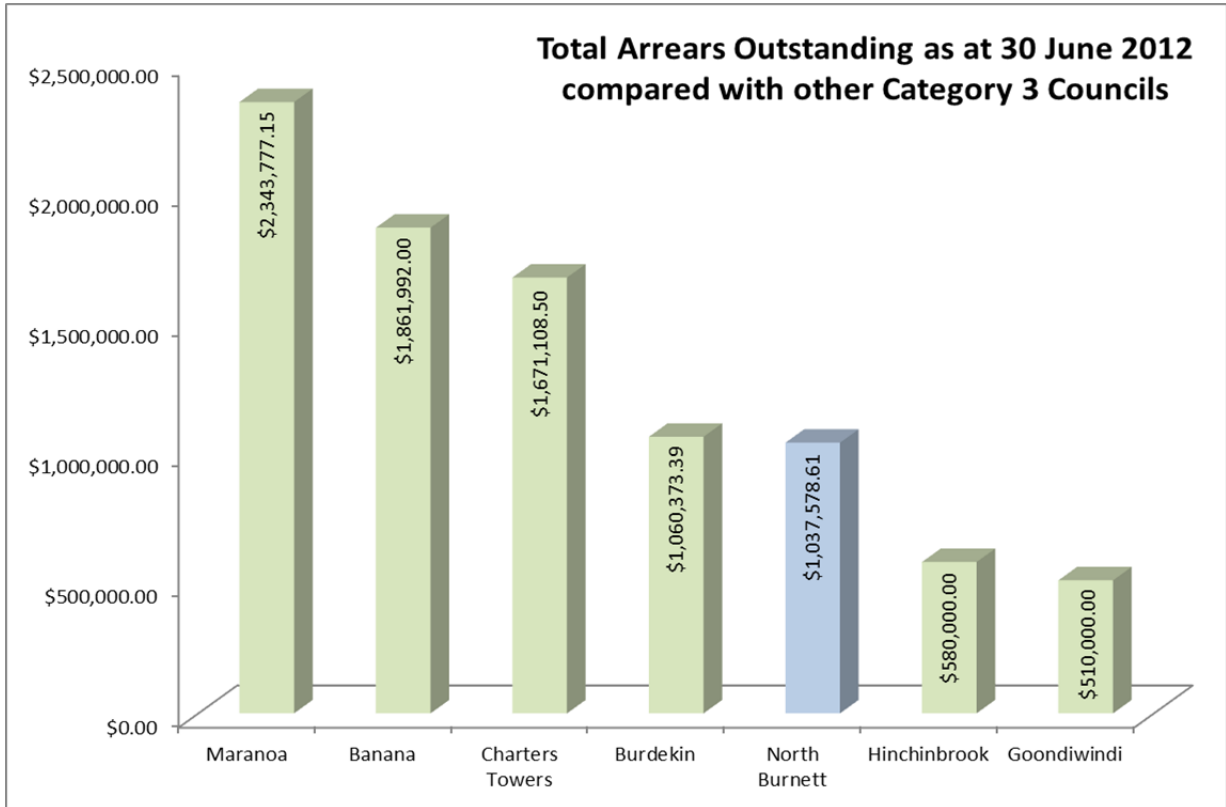
Rates Percentage Outstanding as at 4 February 2013 - Including 1st Levy

	22/08/2012	3/10/2012	6/11/2012	4/12/2012	3/01/2012	4/02/2013	% Decrease
BIGGENDEN	\$153,142.81	\$238,704.62	\$197,470.11	\$167,956.89	\$154,543.58	\$122,542.54	26%
EIDSVOLD	\$70,190.10	\$171,813.88	\$140,217.28	\$138,188.97	\$125,070.48	\$120,923.23	3%
GAYNDAH	\$210,888.79	\$305,746.66	\$254,666.49	\$210,148.87	\$190,985.25	\$168,400.90	13%
MONTO	\$328,997.17	\$483,795.74	\$399,223.90	\$338,067.08	\$286,229.39	\$281,488.00	2%
MOUNT PERRY	\$83,751.52	\$177,006.27	\$107,723.57	\$87,194.62	\$78,257.32	\$77,733.92	1%
MUNDUBBERA	\$92,858.60	\$187,800.40	\$150,545.75	\$143,168.07	\$122,199.65	\$110,376.41	11%
	\$939,828.99	\$1,564,867.57	\$1,249,847.10	\$1,084,724.50	\$957,285.67	\$881,465.00	9%

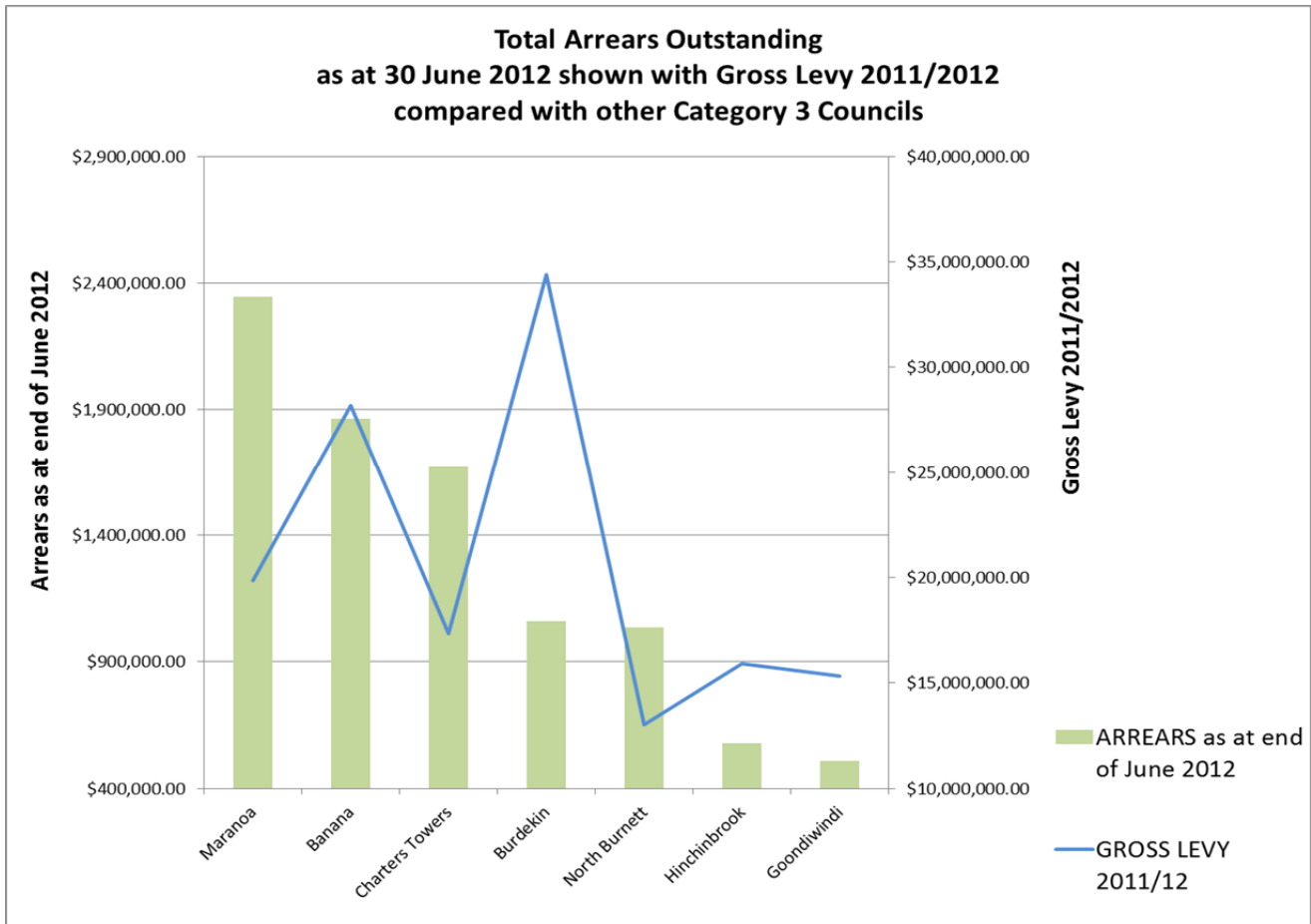
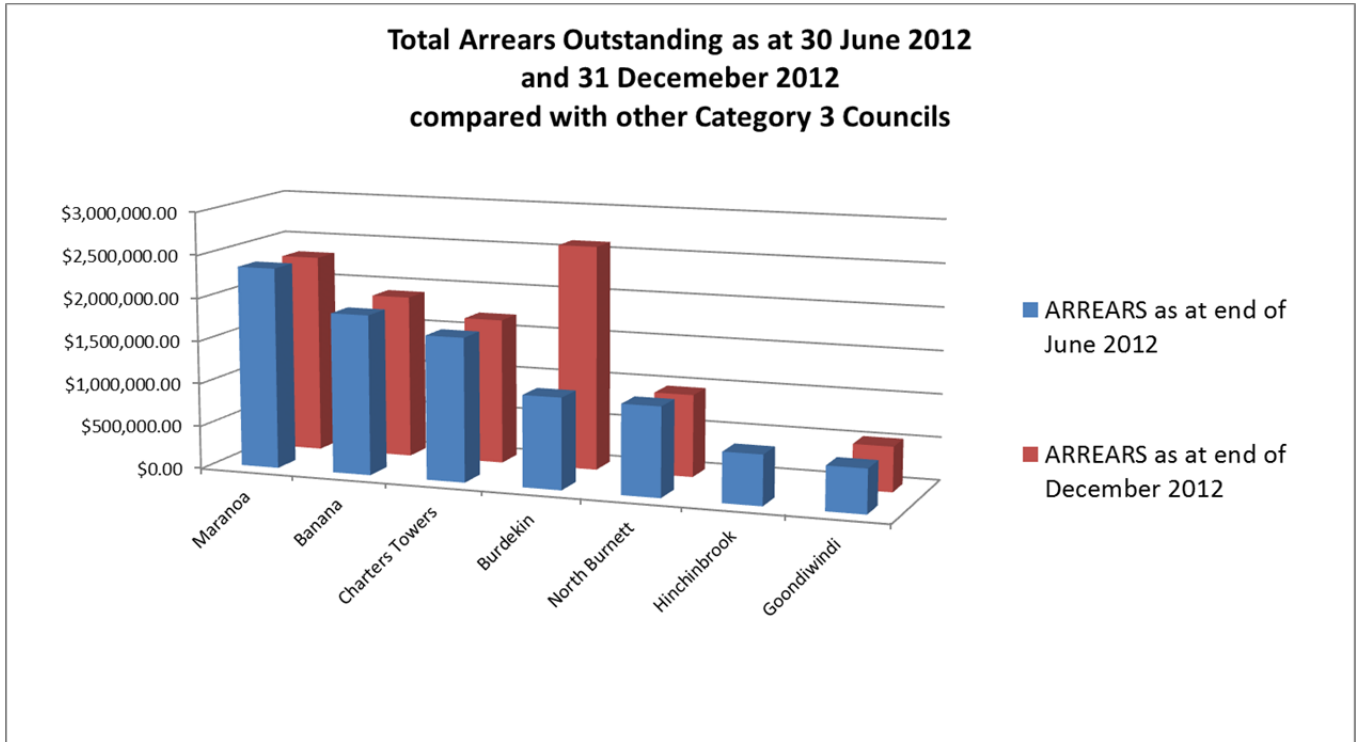




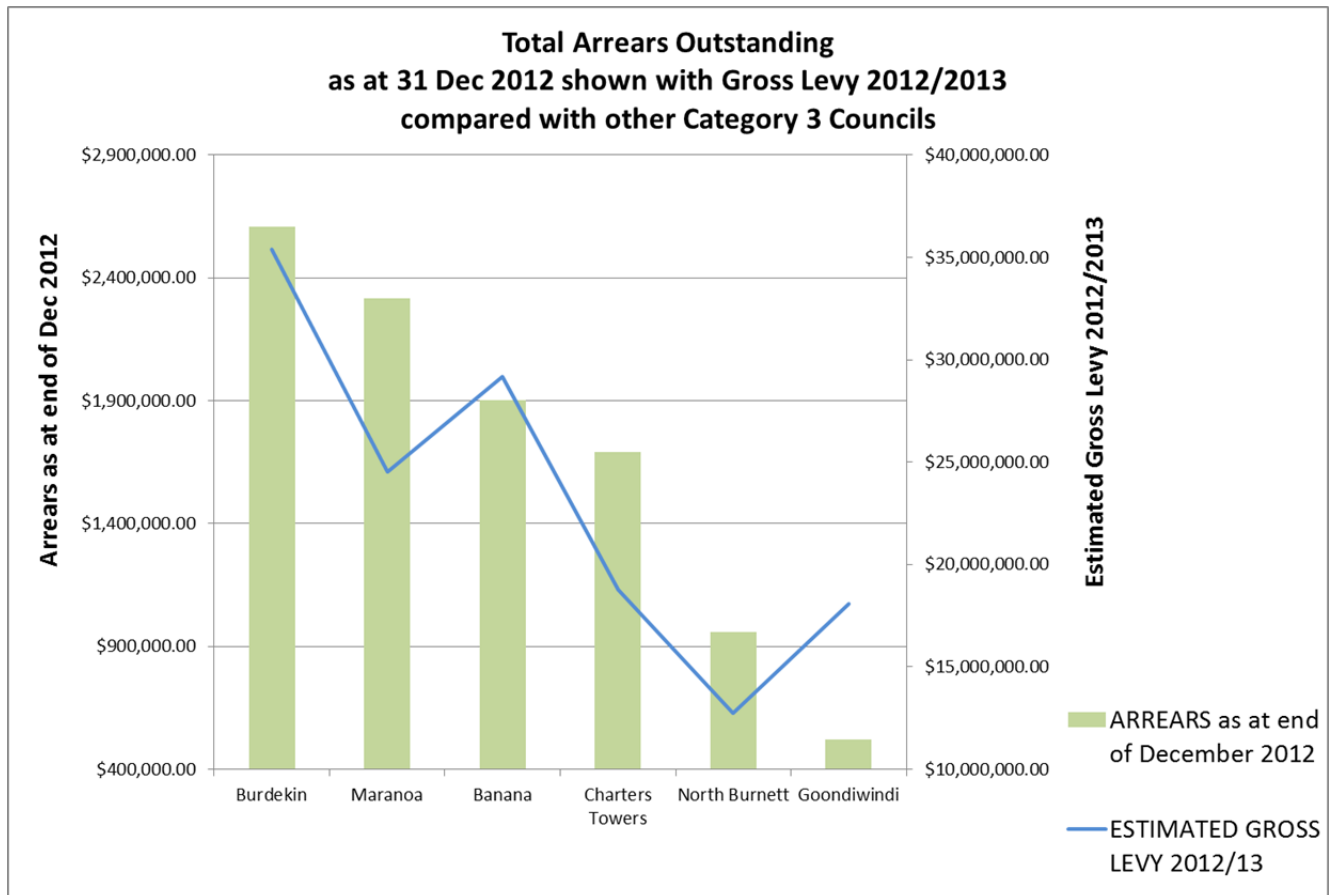




The graphs displayed above are presented as a guide or measure only of the activities of Category 3 Councils across Queensland.



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The Rate Balance as at 4 February 2013 amounts to \$881,465.00

RECOMMENDATION

That the Overdue Rates and Charges Report as presented be received as information

OVERDUE RATES & CHARGES - INTENTION TO SELL

File: 12 – Financial Management
Responsible Officer: Les Hotz – Director of Corporate Services
Report prepared by: John O'Brien – Senior Finance Officer

3 PURPOSE OF REPORT

The purpose of this report is to inform Council of the number of property assessments in arrears for three (3) years and over for rates and charges to 4 February 2013.

4 INTRODUCTION/BACKGROUND

The Director of Corporate Services, Senior Finance Officer and Administration Officer met with the Solicitor on 19 June, 3 August 2012, 3 October 2012 and 14 November 2012 to discuss the rates recovery progress. There are currently twenty-nine (29) property assessments being dealt with by the Solicitor on behalf of Council.

At Council's General Meeting held 16 October 2012 Council moved a resolution in accordance with section 74 of the Local Government (Finance, Plans and Reporting) Regulation 2010 to commence sale of land proceedings to recover outstanding arrears of rates and charges in arrears for four (4) years and over on twenty three (23) properties, providing such rates and charges are not paid in full prior to the date of sale. Accordingly Council has forwarded a letter dated 30 October 2012 to Finemore Walters & Story Solicitors to proceed with commencement of sale of land for the twenty three (23) properties.

Council received correspondence dated 16 November 2012 from Mr Hal Ing, Solicitor Finemore Walters & Story acting on behalf of Council, confirming that (22) twenty-two individual notices of Intention to Sell were prepared and posted 19 November 2012. Notices of Intention to Sell Land were executed by Council 14 November 2012.

In the case of all of the ratepayers listed for Intention to Sell where there has been no contact or there is uncertainty for one reason or another as to the ratepayers current addresses. In these circumstances it is necessary for service of the Notices to be by way of "substituted service" in accordance with Section 239 of the *Local Government Act 2009*.

Accordingly, a bulk Notice of Intention to Sell was published in the Courier-Mail and the Government Gazette on Friday 30 November 2012 and publication of notice on Council's website.

Pursuant to Section 75 of the *Local Government (Finance, Plans and Reporting) Regulation 2010*, Council can proceed with the sale of the ratepayers' land 3 months after the Notice of Intention to Sell has been given if the overdue rates and charges have not been paid in full ending 21 February 2013.

Council must start the sale procedure no later than 6 months after the Notices of Intention to Sell are given e.g. 21 May 2013.

Section 75 (3) of the *Local Government (Finance, Plans and Reporting) Regulation 2010* states:

- (3) However, the Local Government must end the procedures if the Local Government is paid –
 - a) the amount of the overdue rates or charges; and
 - b) all expenses that the local government incurs in attempting to sell the land

The implication of this provision means that Council can continue to auction even if only the expenses of the sale procedures are outstanding. Prior to issuing the Notice of Intention to Sell a ratepayer could have avoided the sale of their land by paying the 3 year overdue portion of their rates.

However, now that the Notice of Intention to Sell have been issued, Council only has to stop the sale of land if all overdue rates and expenses of the sale (including legal fees and advertising) are paid.

To the date of this report six (6) ratepayers following receipt of Council's Notice of Intention to sell have settled their outstanding rates and charges, with a further three (3) ratepayers expected to settle their outstanding rates and charges prior to 21 February 2013. A total of \$103,758.61 has been received from rate payers who were issued notices of intention to sell. A total of \$150,896.70 rates and charges remain outstanding of those twenty three (23) assessments. See attachment for further details.

As at 31 January 2013 a further ten (10) rateable property assessments as listed below, are in arrears of three (3) years.

In accordance with Council policy, these assessments are subject to the commencement of proceedings in accordance with *Section 74 of the Local Government (Finance, Plans and Reporting) Regulation 2010*.

The following report details the ten (10) rateable property assessments in arrears of three (3) years.

Assessment Number	Location		Description	Property ID	Area
10653-00000-000	873 FARRELLS ROAD, COALSTOUN LAKES QLD 4621		Lot 11/SP181855	40776821	8177m ²
Details of all Overdue Rates & Interest Accrued to date of this notice					Balance Outstanding
Half year ending Dec 2012	1 Year June 2012	2 Years June 2011	3 Years June 2010	Interest Accrued	TOTAL BALANCE
\$344.50	\$657	\$605	\$560	\$465.27	\$2631.77

Assessment Number	Location		Description	Property ID	Area
10653-10000-000	FARRELLS ROAD, DIDCOT QLD 4621		Lot 12/SP181855	40776822	60.07ha
Details of all Overdue Rates & Interest Accrued to date of this notice					Balance Outstanding
Half year ending Dec 2012	1 Year June 2012	2 Years June 2011	3 Years June 2010	Interest Accrued	TOTAL BALANCE
\$613.11	\$1175.76	\$1105.48	\$982.60	\$830.52	\$4707.47

Assessment Number	Location		Description	Property ID	Area
10785-00000-000	WATERANGA ROAD, DIDCOT QLD 4621		Lot 31 CK80:SL/31 /50197 & Lot 29/CK400 & Lot 28/CK809	40256518	1134.807 ha
Details of all Overdue Rates & Interest Accrued to date of this notice					Balance Outstanding
Half year ending Dec 2012	1 Year June 2012	2 Years June 2011	3 Years June 2010	Interest Accrued	TOTAL BALANCE
\$824.18	\$1583.64	\$1493.78	\$1443.26	\$1166.65	\$6511.51

Assessment Number	Location		Description	Property ID	Area
30001-70000-000	BURNETT TERRACE, GAYNDAH QLD 4625		Lot 8/RP911526	4138363	1070m ²
Details of all Overdue Rates & Interest Accrued to date of this notice					Balance Outstanding
Half year ending Dec 2012	1 Year June 2012	2 Years June 2011	3 Years June 2010	Interest Accrued	TOTAL BALANCE
\$712.90	\$1355.20	\$1263.60	\$704.78	\$1053.56	\$5090.04

Assessment Number	Location		Description	Property ID	Area
30333-26300-000	88 FIELDING STREET, GAYNDAH QLD 4625		Lot 2/RP99643	727444	1012m ²
Details of all Overdue Rates & Interest Accrued to date of this notice					Balance Outstanding
Half year ending Dec 2012	1 Year June 2012	2 Years June 2011	3 Years June 2010	Interest Accrued	TOTAL BALANCE
\$1018.62	\$1936.00	\$2585.74	\$207.56	\$1783.24	\$7531.16

Assessment Number	Location		Description	Property ID	Area
30568-00000-000	52 BOYD STREET, GAYNDAH QLD 4625		Lot 1/RP87391	727781	1945m ²
Details of all Overdue Rates & Interest Accrued to date of this notice					Balance Outstanding
Half year ending Dec 2012	1 Year June 2012	2 Years June 2011	3 Years June 2010	Interest Accrued	TOTAL BALANCE
\$726.96	\$1358.40	\$1263.80	\$308.97	\$1362.34	\$5020.47

Assessment Number	Location		Description	Property ID	Area
30665-60000-000	16 BOORUNBEH STREET, GAYNDAH QLD 4625		Lot 19/RP32453	727902	1032m ²
Details of all Overdue Rates & Interest Accrued to date of this notice					Balance Outstanding
Half year ending Dec 2012	1 Year June 2012	2 Years June 2011	3 Years June 2010	Interest Accrued	TOTAL BALANCE
\$946.90	\$1596.54	\$1762.30	\$1375.20	\$1233.09	\$6914.03

Assessment Number	Location		Description	Property ID	Area
40753-00000-000	6 PALM STREET, MULGILDIE QLD 4625		Lot 10/M7551	763284	1012m ²
Details of all Overdue Rates & Interest Accrued to date of this notice					Balance Outstanding
Half year ending Dec 2012	1 Year June 2012	2 Years June 2011	3 Years June 2010	Interest Accrued	TOTAL BALANCE
\$720.46	\$1357.73	\$1296.30	\$49.95	\$534.41	\$3958.85

Assessment Number	Location		Description	Property ID	Area
50047-60000-000	GERALDINE STREET, MOUNT PERRY QLD 4671		Lot 84-85/RP28382	40156057	.1272ha
Details of all Overdue Rates & Interest Accrued to date of this notice					Balance Outstanding
Half year ending Dec 2012	1 Year June 2012	2 Years June 2011	3 Years June 2010	Interest Accrued	TOTAL BALANCE
\$344.50	\$657	\$605	\$560	\$465.26	\$2631.76

Assessment Number	Location		Description	Property ID	Area
50391-20000-000	EMU CREEK ROAD, GOODNIGHT QLD 4671		Lot 37 BON622	764597	740.575 ha
Details of all Overdue Rates & Interest Accrued to date of this notice					Balance Outstanding
Half year ending Dec 2012	1 Year June 2012	2 Years June 2011	3 Years June 2010	Interest Accrued	TOTAL BALANCE
\$448	\$857	\$790	\$280	\$419.98	\$2794.98

3 CORPORATE/OPERATIONAL PLAN

In accordance with Outcome 3 – Organisation Ability, Section 3.2 Organisational Systems and 3.4 Transparency and Performance

4 POLICY IMPLICATIONS

General Policy 230 – Rate Recovery

5 STATUTORY REQUIREMENTS

Local Government Act Queensland 2009.

Local Government (Finance, Plans and Reporting) 2010.

6 FINANCIAL IMPLICATIONS

Council's cost for legal proceedings and outlays to recover overdue rates and charges will improve Council's cash position following final settlement.

7 RISK MANAGEMENT

Process will be undertaken with legal advice strictly in accordance with legislation provisions.

8 CONSULTATION

In most cases there are no contact details available for the listed ratepayers. Where contact details are listed in Councils rates system no response has been received. Outstanding letters have been posted following Councils close of discount on each levy issued.

9 OPTIONS FOR COUNCIL TO CONSIDER

- Consider this report and accept, reject or amend recommendations.
- If Council wishes to proceed with commencement of proceedings to recover outstanding rates and or charges by submitting the properties for sale by auction, a formal resolution by Council would be required.

10 OFFICER'S COMMENTS/CONCLUSION

If Council agrees to proceed with commencement of proceedings to recover outstanding rates and charges by submitting the properties for sale by auction it is possible for the local government to commence sale procedures as set out in division 3 section 74 Notice of intention to sell land for overdue rates or charges of the Local Government (Finance, Plans and Reporting) Regulation 2010, made under the Local Government Act Queensland 2009.

- a) Firstly, the Council must decide by resolution to sell the land.
- b) Secondly, it is necessary for a Notice of Intention to Sell to be prepared for each individual parcel of land being sold. This Notice must contain specific details relating to the Council resolution, the land and the outstanding rates. The notice must also include a copy of relevant provisions of the Regulation (sections 75-78).

All "interested parties" must be given a copy of the Notice. Interested parties are defined as:

- (a) the owner of the land; and
- (b) the holder of any registered interest in the land; and
- (c) any encumbrance, lessee or trustee of the land who has given the local government notice of their interest in the land.

The first two of these can be confirmed by a title search, however Council must confirm from its records whether there are any in the third category.

Section 239 of the *Local Government Act 2009* sets out a process of substituted service that should be followed when the current address of an owner is uncertain or unknown.

This process essentially requires the Notice to be published in the Courier Mail, the Gazette and on Council's website.

If the overdue rates and charges are not paid in full within 3 months of the Notice of Intention to sell being given then Council can proceed with the sale of the land.

Council must start the sale procedures within 6 months of the date of giving the Notice of Intention to Sell.

Sale procedures are started by preparing an Auction Notice. The Auction Notice states the time and place for the auction and includes a full description of the relevant land. The Auction Notice must be given to everyone who was given a Notice of Intention to Sell.

The Auction Notice must also be displayed in Council's public office and on the land to be sold. The auction must also be advertised in the local newspaper.

All of these sale procedures must be performed at least 14 days before the auction date, but not earlier than 35 days.

11 ATTACHMENTS

Summary of twenty three (23) Assessments Issued Notices of Intention to sell following October 2012 Council General Meeting, update as at 4 February 2013.

RECOMMENDATION

That Council resolves in accordance section 74 of the Local Government (Finance, Plans and Reporting) Regulation 2010 to sell the land identified in the above report due to overdue rates and/or charges and

That Council further resolves that Finemore Walters & Story Solicitors be appointed to act on Council's behalf in undertaking all necessary steps associated with the sale of the listed land.

SUMMARY OF 23 ASSESSMENTS ISSUED NOTICE OF INTENTION TO SELL FOLLOWING OCTOBER 2012 COUNCIL GENERAL MEETING

NO	ASSESSMENT	NAME	PROPERTY ADDRESS	TOTAL AS AT 31 OCT 2012	EXPENSES INCURRED (EXCL GST)	EXPENSES GST	INTEREST ACCRUED SINCE 31-10-12	ESTIMATED INTEREST TO DATE	AMOUNT PAID SINCE NOTICE ISSUED	AMOUNT DUE	COMMENTS
1	10324-00000-000	TONY ANDREW FERRIS & PAULA MAREE DARR	17 Brookes Street, Biggenden Qld 4621	\$8,552.91	\$350.00	\$35.00	\$235.10		\$9,138.01	\$0.00	FULLY PAID, refer receipt #100540.
2	10347-00000-000	TONY ANDREW FERRIS & PAULA MAREE DARR	15 Kimber Street, Biggenden Qld 4621	\$7,763.56	\$350.00	\$35.00	\$213.41		\$8,326.97	\$0.00	FULLY PAID, refer receipt #100540.
3	10807-00000-000	SHANE EDWARD ROBINSON & COLLEENE MARY MAGEE	5 Coringa Hills Road, Coringa Qld 4621	\$3,185.60	\$350.00	\$35.00	\$88.58	\$0.07	\$3,450.00	\$174.25	Part payment of \$3450 paid, refer receipt #100544. Balance to be paid by 8 Feb 13. Rate Arrangement Completed.
4	30193-00000-000	MURRAY J GALE & DARREN P WALSH	52 Queen Street, Gayndah Qld 4625	\$9,682.58	\$350.00	\$35.00	\$272.17	\$42.08		\$10,346.83	NO RESPONSE
5	30444-19000-000	SELCO HOLDINGS PTY LTD	43 Simon Street, Gayndah Qld 4625	\$10,109.40	\$350.00	\$35.00	\$64.17		\$10,558.57	\$0.00	FULLY PAID
6	30497-10000-000	NETSALT PTY LTD	Alfred Street, Gayndah Qld 4625	\$7,735.57	\$350.00	\$35.00	\$217.46	\$33.62		\$8,336.65	NO RESPONSE
7	30502-47000-000	NETSALT PTY LTD	Old Nananago Road, Gayndah Qld 4625	\$5,684.87	\$350.00	\$35.00	\$159.82	\$24.71		\$6,219.40	NO RESPONSE

SUMMARY OF 23 ASSESSMENTS ISSUED NOTICE OF INTENTION TO SELL FOLLOWING OCTOBER 2012 COUNCIL GENERAL MEETING

NO	ASSESSMENT	NAME	PROPERTY ADDRESS	TOTAL AS AT 31 OCT 2012	EXPENSES INCURRED (EXCL GST)	EXPENSES GST	INTEREST ACCRUED SINCE 31-10-12	ESTIMATED INTEREST TO DATE	AMOUNT PAID SINCE NOTICE ISSUED	AMOUNT DUE	COMMENTS
8	30513-70000-000	DARYL W DRIVER & BELINDA A KENNEDY	34 Old Maryborough Road, Gayndah Qld 4625	\$13,613.26			\$63.64	\$1.30	\$12,596.11	\$1,082.09	No Legals incurred, Notice not issued due to payment prior to Notice. Arrangement in place to clear debt.
9	30718-45000-000	TONI A WATSON	16 King George Avenue, Byrnestown Qld 4625	\$5,785.88	\$350.00	\$35.00	\$155.94	\$25.12		\$6,316.94	NO RESPONSE
10	30740-00000-000	MARY J MCLEAN	9 Bonny Street, Ideraway Qld 4625	\$3,942.31	\$350.00	\$35.00	\$35.12		\$3,977.43	\$350.00	Letter forwarded 24 January 2013 regarding remaining balance (expenses incurred)
11	31283-00000-000	CHARLES A NOEL & HENRY H YOUNG AS TTE	Pile Gully Road, Woodmillar Qld 4625	\$3,781.12	\$1,576.12	\$157.61	\$105.82	\$16.43		\$5,479.49	NO RESPONSE
12	40101-50000-000	JAMES ALEXANDER & JAMES ANDREW & CHRISTINE ANN FORSYTH	Edison Street, Monto Qld 4630	\$14,536.42	\$350.00	\$35.00	\$204.66	\$0.10	\$14,739.90	\$351.28	Last payment received \$338.64, receipt #100514. Balance to be paid by End of Jan 2013
13	40129-00000-000	ADAM GEOFFREY MCLAUGHLAN	7 Morse Street, Monto Qld 4630	\$8,160.39	\$350.00	\$35.00	\$229.40	\$35.47		\$8,775.26	NO RESPONSE
14	40525-00000-000	JANETTE MARGARET POWER	33 Leichardt Street, Monto Qld 4630	\$13,406.38	\$350.00	\$35.00	\$376.85	\$58.27		\$14,191.50	NO RESPONSE

SUMMARY OF 23 ASSESSMENTS ISSUED NOTICE OF INTENTION TO SELL FOLLOWING OCTOBER 2012 COUNCIL GENERAL MEETING

NO	ASSESSMENT	NAME	PROPERTY ADDRESS	TOTAL AS AT 31 OCT 2012	EXPENSES INCURRED (EXCL GST)	EXPENSES GST	INTEREST ACCRUED SINCE 31-10-12	ESTIMATED INTEREST TO DATE	AMOUNT PAID SINCE NOTICE ISSUED	AMOUNT DUE	COMMENTS
15	40665-51000-000	CORRY STREET PTY LTD AS TTE	1a Faraday Street, Monto Qld 4630	\$29,362.40	\$350.00	\$35.00	\$825.36	\$127.62		\$30,665.38	NO RESPONSE. Mail returned Unclaimed.
16	40714-00000-000	CLIFFORD LEONARD & MELINDA MAY STREAT	30 Monal Street, Mulgildie Qld 4630	\$13,451.62	\$1,576.12	\$157.61	\$180.46		\$15,365.81	-\$157.61	FULLY PAID, Balance provided included GST, Credit remains on Rate Card to be applied to next levy
17	40715-00000-000	CLIFFORD LEONARD & MELINDA MAY STREAT	32 Monal Street, Mulgildie Qld 4630	\$9,715.45	\$1,576.12	\$157.61	\$130.34		\$11,579.52	-\$157.61	FULLY PAID, Balance provided included GST, Credit remains on Rate Card to be applied to next levy
18	40938-14000-000	ERROL KENNETH & ANNE MARIE GLEADHILL	30960 Gayndah-Monto Road, Three Moon Qld 4630	\$19,399.89	\$350.00	\$35.00	\$525.25	\$21.35	\$2,212.64	\$18,083.85	Letter dated 18 Dec 12 forwarded to Gadens Lawyers, refer Doc ID:302725. Super Payout of \$9000 in progress. Possibility of Bank to pay out arrears. HOWEVER RP is making part payments through Monto Office.

SUMMARY OF 23 ASSESSMENTS ISSUED NOTICE OF INTENTION TO SELL FOLLOWING OCTOBER 2012 COUNCIL GENERAL MEETING

NO	ASSESSMENT	NAME	PROPERTY ADDRESS	TOTAL AS AT 31 OCT 2012	EXPENSES INCURRED (EXCL GST)	EXPENSES GST	INTEREST ACCRUED SINCE 31-10-12	ESTIMATED INTEREST TO DATE	AMOUNT PAID SINCE NOTICE ISSUED	AMOUNT DUE	COMMENTS
19	40965-00000-000	JEAN OLVIE & ROBERT GLYNN NOWLAND	7 Mill Road, Monto Qld 4630	\$14,816.94	\$350.00	\$35.00	\$416.50	\$64.40		\$15,647.84	NO RESPONSE
20	41368-10000-000	RONALD JASON ABBOTT	900 Youlambie Road, Monto Qld 4630	\$11,377.12	\$350.00	\$35.00	\$51.53		\$11,813.65	-\$35.00	FULLY PAID Balance provided included GST, Credit remains on Rate Card to be applied to next levy
21	41420-00000-000	ROBERT GLYNN & LEANNE RAE NOWLAND	Glen Valley Road, Moonford Qld 4630	\$13,061.57	\$350.00	\$35.00	\$367.17	\$56.77		\$13,835.51	NO RESPONSE
22	50036-00000-000	LUCA JOHN SIMMS	Heussman Street, Mt Perry Qld 4671	\$4,145.11	\$1,576.12	\$157.61	\$116.53	\$18.02		\$5,855.78	NO RESPONSE
23	50054-00000-000	PAUL EDWARD WATT	Donnelly Street, Mt Perry Qld 4671	\$4,194.81	\$1,576.12	\$157.61	\$117.89	\$18.23		\$5,907.05	NO RESPONSE
									TOTAL RECEIVED SINCE NOTICES ISSUED	TOTAL AMOUNT DUE TO DATE	
									\$103,758.61	\$151,268.87	

FINANCIAL REPORT

File: 12 – Financial Management
Responsible Officer: Les Hotz – Director of Corporate Services
Report prepared by: Justin Kronk – Manager Financial Services

1 PURPOSE OF REPORT

The purpose of this report is to provide Council with up to date, accurate and relevant financial information

2 INTRODUCTION/BACKGROUND

At Council's Budget Meeting on 7 August 2012, Council adopted the Operational and Capital budget for the financial period 01 July 2012 to 30 June 2013. Council adopted its first operational budget amendment at its September general meeting. This report outlines performance against budget for the year to the end of last month.

3 CORPORATE/OPERATIONAL PLAN

In accordance with Outcome 3 – Organisation Ability, Section 3.4 Transparency in Performance

4 POLICY IMPLICATIONS

Nil

5 STATUTORY REQUIREMENTS

Local Government (Finance, Plans and Reporting) Regulation 2010 requires that Council be given statements made up to as near as practical to the end of the preceding month.

6 FINANCIAL IMPLICATIONS

Nil

7 RISK MANAGEMENT

Nil

8 CONSULTATION

Nil

9 OPTIONS FOR COUNCIL TO CONSIDER

- Report is for information purposes only
- 10 OFFICER'S COMMENTS/CONCLUSION**

These statements form the report which outlines Council's performance for the financial year to month end and the financial position as at that date.

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

11 ATTACHMENTS

Attachment 1 is the Statement of Comprehensive Income

Attachment 2 is the Balance Sheet

Attachment 3 is the Statement of Cashflow

RECOMMENDATION

That the Financial Report as presented be adopted.

Attachment 1

NORTH BURNETT REGIONAL COUNCIL Statement of Comprehensive Income

For the year ended 31 January 2013

	<u>Notes</u>	<u>2013 Actual</u>	<u>Amend. 12/13</u>
Income			
Recurrent revenue			
Rates, levies and charges	3	5,646,376	12,218,305
Fees and charges	3	870,734	1,242,000
Rental income	3	242,858	367,529
Interest received	3	423,820	524,950
Sales revenue	3	6,123,247	7,776,078
Other income	3	226,788	281,850
Grants, subsidies, contributions and donations	4	7,590,287	19,155,713
		21,124,110	41,566,425
Recurrent expenses			
Employee benefits	6	(8,595,683)	(14,900,000)
Materials and services	7	(11,913,404)	(24,514,848)
Finance costs	8	(121,060)	(260,905)
Depreciation and amortisation	9	0	(6,907,884)
		(20,630,147)	(46,583,637)
Operating Result before Capital Items		493,963	(5,017,212)
Net Capital Items			
Capital Income			
Reversal of prior revaluation decrement		0	9,082,679
Grants, subsidies, contributions and donations	4	104,509	1,377,160
Gain/(loss) on disposal of assets		0	0
Net Capital Items		104,509	10,459,839
Net result after capital items		598,472	5,442,627
Other comprehensive income			
Increase / (decrease) in asset revaluation surplus	10	0	0
Total other comprehensive income for the year		0	0
Total comprehensive income for the year		598,472	5,442,627

Attachment 2

NORTH BURNETT REGIONAL COUNCIL

Statement of Financial Position

For the year ended 31 January 2013

	<u>Notes</u>	<u>2013 Actual</u>	<u>Amend. 12/13</u>
Current Assets			
Cash and cash equivalents	11	16,018,060	11,340,290
Trade and other receivables	12	2,035,046	3,997,680
Inventories	13	689,936	622,429
		18,743,042	15,960,399
Total current assets	2	18,743,042	15,960,399
Non-current Assets			
Receivables	12	31,839	25,839
Property, plant and equipment	15	882,375,496	889,804,153
	49		
Intangible assets	16	0	194,659
Total non-current assets	2	882,407,335	890,024,651
TOTAL ASSETS		901,150,377	905,985,050
Current Liabilities			
Trade and other payables	17	1,740,256	3,042,271
Borrowings	18	221,163	465,097
Provisions	20	1,377,933	1,353,596
Other	21	327,603	327,604
Total current liabilities		3,666,955	5,188,568
Non-current Liabilities			
Interest bearing liabilities	18	3,096,276	3,534,186
Provisions	20	394,247	281,655
Total non-current liabilities		3,490,523	3,815,841
TOTAL LIABILITIES		7,157,478	9,004,409
NET COMMUNITY ASSETS		893,992,899	896,980,641
Community Equity			
Shire capital		651,135,401	658,079,452
Asset revaluation reserve	22	243,900,586	238,876,020
Retained surplus/(deficiency)		(1,043,088)	25,169
TOTAL COMMUNITY EQUITY		893,992,899	896,980,641

Attachment 3

NORTH BURNETT REGIONAL COUNCIL

Statement of Cash Flows

For the year ended 31 January 2013

	<u>Notes</u>	<u>2013 Actual</u>	<u>Amend. 12/13</u>
Cash flows from operating activities:			
Receipts from customers		17,438,678	21,729,651
Payments to suppliers and employees		(24,436,408)	(39,909,908)
		(6,997,730)	(18,180,257)
Interest received		423,820	524,950
Rental income		242,858	367,529
Non-capital grants and contributions		7,590,287	19,127,100
Borrowing costs		(105,274)	(225,905)
Net cash inflow (outflow) from operating activities	28	1,153,961	1,613,417
Cash flows from investing activities:			
Payments for property, plant and equipment		(1,717,634)	(9,057,200)
Net movement on loans and advances		34,540	34,540
Proceeds from sale of property, plant and equipment	5	0	219,999
Finance lease receipts		0	0
Grants, subsidies, contributions and donations		104,509	1,377,160
Net cash inflow (outflow) from investing activities		(1,578,586)	(7,425,501)
Cash flows from financing activities			
Proceeds from borrowings		0	960,000
Repayment of borrowings		(212,001)	(462,657)
Net cash inflow (outflow) from financing activities		(212,001)	497,343
Net increase (decrease) in cash and cash equivalents held		(636,971)	(5,314,741)
Cash and cash equivalents at beginning of reporting period		16,655,031	16,655,031
Cash and cash equivalents at end of reporting period	11	16,018,060	11,340,290

REVENUE & EXPENDITURE REPORT

File: 12 – Financial Management
Responsible Officer: Les Hotz – Director of Corporate Services
Report prepared by: Justin Kronk – Manager Financial Services

1 PURPOSE OF REPORT

The purpose of this report is to provide council with additional information over that which is required by legislation.

2 INTRODUCTION/BACKGROUND

The preceding statements provide information at the level at which the budget was adopted. These statements provide greater detail.

3 CORPORATE/OPERATIONAL PLAN

In accordance with Outcome 3 – Organisation Ability, Section 3.4 Transparency in Performance

4 POLICY IMPLICATIONS

Nil

5 STATUTORY REQUIREMENTS

Nil

6 FINANCIAL IMPLICATIONS

Nil

7 RISK MANAGEMENT

Nil

8 CONSULTATION

Nil

9 OPTIONS FOR COUNCIL TO CONSIDER

- Receive this report as information.

10 OFFICER'S COMMENTS/CONCLUSION

The attachment is a revenue and expenditure report for the Council split in line with the operational budget adopted by Council for the period. This report splits the operations of Council by each directorate in line with the budget that was adopted.

The benchmark for the amount of the year completed is 58% being 7 months of 12 completed. Comments on variances are included below.

General Ledger Section	Description	Actual to Budget Variance
Governance		
1070-0003	Human Resources	Trainee costs are above budget, and revenue is well below budget some trainees will complete part way through the year.
Corporate Services		
1900-0003	Council Housing	There have been some houses that have not have tenants for some time during the year.
Community Services		
2100-0003	Senior Citizens Units	Rates paid in Sept, major electrical repairs undertaken smoke alarms installed \$3k one off.
2300-0003	Tourist Promotion	Sale of souvenirs below budget.
2350-0003	RM Williams Centre	Revenue is below budget through all types of revenue.
2500-0003	Cultural – Museums & Galleries	Expense above budget throughout section. Expense needs to be halted or budget looked at further.
3500-0003	Other Sports Facilities	Revenue is below, this is mostly capital revenue for projects budgeted for. Revenue will be received in line with grant agreement terms.
3600-0003	Caravan Parks	Caravan park section needs to be reviewed.
Technical Services		
4000-0003	Engineering Office	Revenue is below budget. The majority of revenue is based on completion of work and milestones. Uncertainty with TIDS allocation has slowed work commencement and therefore claims.
4200-0003	Cemeteries	Revenue is low.
4600-0003	Workshops & Depots	Revenue is low, due to fuel tax credit reduction, will need budget review.
5000-0002	Water	First half year water meter reads currently being completed. Consumption revenue will show when rates are issued.
Development Services		
7000-0003	Environmental	Precept payment made for year. BMRG expenses for prickly acacia etc has been incurred, offsetting revenue to come. Some annual licences for Env Health have been paid in December.
7501-0004	NBRC Waste	Waste Revenue is down throughout all tips. Will need to give consideration to fees and amount of revenue received and also volume that is dumped.

Overall Perspective	Revenue is below YTD budget by \$3.7million. mainly due to capital revenue, 2 nd half year rates issue and flood damage revenue. Expenses are below budget overall by \$2.4million, this includes an amount for depn has works on asset register continue.
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11 ATTACHMENTS

Revenue and Expenditure report

RECOMMENDATION

That the Revenue Expenditure Report as presented, be adopted

	REVENUE		EXPENDITURE		SURPLUS/DEFICIENCY	
	31 Jan 2013	Budget	31 Jan 2013	Budget	31 Jan 2013	Budget
4100-0003 MAINTENANCE	0.00	0	2,135,661.41	3%	2,135,661.41	38%
4200-0003 CEMETERIES	48,056.24	90,000	104,861.17	55%	19,565	(5,675,000)
4300-0003 SPORT & RECREATION	6,401.44	6,000	725,175.36	47%	1,549,984	56%
4400-0003 WASHDOWN BAYS	4,770.67	5,000	14,482.19	36%	40,000	(1,543,984)
4500-0003 QUARRIES	0.00	0	9,529.49	---	(9,529.49)	(35,000)
4600-0003 WORKSHOP AND DEPOTS	39,915.42	100,000	(1,969,375.70)	87%	(2,275,078)	0
4700-0003 RECREATION	10,624,905.48	60%	17,576,078	54%	17,098,380	2,375,078
4800-0003 ROADWORKS	0.00	0	40,552.53	14%	280,340	477,698
4850-0003 LAND PROTECTION	1,941.92	4,000	187,112.52	49%	380,000	(280,340)
4000-0002 OPERATIONS	11,538,835.75	52%	11,344,766.56	42%	194,069.19	(4,806,081)
5000-0002 WATER SUPPLY	802,490.46	32%	1,166,255.18	47%	2,485,336	3,743
5000-0003 Water	802,490.46	32%	1,166,255.18	47%	2,485,336	3,743
6000-0002 SEWERAGE SERVICES	742,011.76	50%	432,766.82	37%	1,175,864	303,364
6000-0003 SEWERAGE SERVICES	341,954.11	53%	423,316.13	91%	464,900	182,412
7000-0002 DEVELOPMENT SERVICES	51,137.99	68%	121,951.95	46%	265,050	(188,150)
7000-0003 ENVIRONMENTAL COMPLIANCE	459,682.91	45%	691,162.79	42%	1,688,950	(643,624)
7500-0003 WASTE MANAGEMENT	194,885.76	86%	315,086.68	56%	565,750	(340,000)
7600-0003 PLANNING AND DEVELOPMENT	0.00	0	138,948.91	60%	230,700	(230,700)
7700-0003 EXECUTIVE SERVICES - DEVELOPMENT	1,047,670.77	53%	1,690,476.46	53%	3,185,350	(1,220,062)
7000-0002 DEVELOPMENT SERVICES	21,313,157.15	49%	20,714,685.19	55%	37,507,458	5,556,127
1000-0001 NORTH BURNETT REGIONAL COUNCIL	21,313,157.15	49%	20,714,685.19	55%	37,507,458	5,556,127
TOTAL REVENUE AND EXPENDITURE						

CURRENT ASSET POSITION REPORT

File: 12 – Financial Management
Responsible Officer: Les Hotz – Director of Corporate Services
Report prepared by: Justin Kronk – Manager Financial Services

1 PURPOSE OF REPORT

The purpose of this report is to provide Council with an update on the current asset position of Council.

2 INTRODUCTION/BACKGROUND

Council has requested up to date information regarding its cash position. It is not possible to consider cash in isolation so this report includes other current assets and current liabilities giving insight as to the net asset position.

3 CORPORATE/OPERATIONAL PLAN

In accordance with Outcome 3 – Organisation Ability, Section 3.4 Transparency in Performance

4 POLICY IMPLICATIONS

Nil

5 STATUTORY REQUIREMENTS

Nil.

6 FINANCIAL IMPLICATIONS

Nil.

7 RISK MANAGEMENT

Nil.

8 CONSULTATION

Result of discussion with senior staff, consultants and auditors suggest that this format will be of greater assistance to Council's deliberations.

9 OPTIONS FOR COUNCIL TO CONSIDER

- Receive this report as information.

10 OFFICER'S COMMENTS/CONCLUSION

Presented below is a breakdown of the current position of Council:

Current Assets	This Month	Last Month
Cash	16,018,060	16,054,715
Receivables	2,035,046	3,148,955
Inventory	689,936	631,403
Current Liabilities		
Trade Creditors	1,740,256	2,260,340
Employee entitlements	1,377,933	1,364,052
QTC Loans	221,163	327,794
Other	327,603	327,603
Net Assets	15,076,087	15,555,284

11 ATTACHMENTS

RECOMMENDATION

That the Current Asset Position Report as presented, be adopted

INFRA 1

NAMING OF NEW 1KM WALK / CYCLE TRACK IN MUNDUBBERA

Responsible Officer: Trisha Hansen – Coordinator Community Development
Report by: Pascal Kellenberg – Community Development Project Officer

1 PURPOSE OF REPORT

The purpose of this report is for Council to name the 1km walk and cycle track constructed with funding received through the Healthy Queensland Awards “Highly Recommended” prize awarded by the Keep Australia Beautiful 2011 campaign.

2 INTRODUCTION/BACKGROUND

The 1km walking and cycling track, located in the vicinity of the Mundubbera Bicentennial Park and adjacent to the Arthur Dagg River Walk, has been constructed with the last components to be completed by early February 2013.

For signage, promotional and opening ceremonial purposes the naming decision has become urgent. The following options have been shortlisted with the help of the community engaged by means of feedback collected during a street walk as well as recommendations received by members of the Archer Park Management Committee.

The suggestion is to use the name chosen on a sign at the walkway including both the name of the track and acknowledging the funding body and associated community achievement.

3 CORPORATE/OPERATIONAL PLAN

- Refer to Outcome 4 of Council’s Corporate Plan – Community Cohesion and Identity.
- Refer to Outcome 6 of Council’s Corporate Plan – Community Services and Health.

4 POLICY IMPLICATIONS

- General Policy 222, Naming of Streets

5 STATUTORY REQUIREMENTS

- *Local Government Act 2009, Section 901*

6 FINANCIAL IMPLICATIONS

The cost of the walking track and signage will be covered through funding received from the Healthy Queensland Awards Grant.

7 RISK MANAGEMENT

Nil

8 CONSULTATION

Members from the Archer Park Committee and the general public in Mundubbera were consulted on the proposal

9 OPTIONS FOR COUNCIL TO CONSIDER

- Choose a name for the new Mundubbera 1km walk and cycle way

10 OFFICER'S COMMENTS/CONCLUSION

A choice of name will make promotion of the opening event and signage possible.

11 ATTACHMENTS

- Attachment 1 : Naming of new 1km Walk / Cycle Track Options
- Attachment 2 : General Policy 222 Naming of Streets

12 RECOMMENDATION

That Council to chooses a name for the new Mundubbera 1km walk and cycle way, and that a backup name be identified in the event that the chosen option includes the name of a private person, and that person does not give their consent to the use of their name.

Policy Title:	Naming of Streets
Policy No:	222
Policy Subject:	Roads & Streets
Directorate:	Technical Services
Department:	Roads & Streets
Responsible Officer:	Director of Technical Services
Authorised by:	North Burnett Regional Council
Adopted Date:	Policy & Strategy Meeting – 02/08/2011
Review Date:	02/08/2013
Authorities:	<i>Local Government Act 2009</i>

INTRODUCTION:

Council is the authority responsible for the naming and renaming of roads, streets, parks, bridges and other places within the North Burnett Regional Council area and within these guidelines.

OBJECTIVES:

The objective of this policy is to detail Council's criteria in relation to the naming of streets and roads with the North Burnett Regional Council area in accordance with the *Local Government Act 2009, section 901* and the relevant Local Law.

PRINCIPLES:

Council's naming authority refers to any road under the control of Council including public gazetted roads or a road that is to be gazetted to Council by way of a subdivision of land and excludes Crown public roads and any roads under the control of any State Government authority.

Some existing road names within the North Burnett Regional Local Government Area do not comply with this policy. Generally, these will only be changed if there are compelling reasons (e.g. confusion with a similar name). The names of existing roads are recorded in Council's Road Register as at the date of this policy.

SCOPE:

1. Uniqueness

- Name duplication within the same locality (Suburb) should be avoided;
- Name duplication within the same postcode area should be avoided;
- Name duplication within the local government area should be avoided;
- Road names should not be duplicated, even if the street type is different (e.g. there should be no other road named Arthur, even if called Arthur Court or Arthur Place);
- Roads crossing into an adjoining Local Authority Area or State Development Area should have a single unique name.

2. Sources

Preferred sources of names include:

- Indigenous names of local fauna, flora and features;
- Early local settlers, pioneers, explorers, inventors or other local eminent persons;
- War / casualty lists;
- Theme based naming (eg ships, bushrangers);
- Local landmarks or site specific features;
- Thematic names such as flora, fauna.

Names should be appropriate to the physical, historical or cultural character of the area. Large subdivisions with multiple streets should use an overall theme for naming streets. The origin of each name should be clearly stated and subsequently recorded. The Council gives preference to names, which reflect the historical significance of the site.

It should be noted that some sites already have designated themes. Existing themes should be respected and continued wherever possible. For example:

Biggenden Royal family members (in the older part of Biggenden) and significant people in the history of the area (in the newer part of Biggenden).
(Listed in the approved names register)

Eidsvold Streets and Roads named after pioneering families, explorers and historical figures

Gayndah Streets and Roads named after pioneering families and historical figures

Monto Naming of streets to the east of the railway line after scientists and streets to the west of the railway line after explorers.

Mount Perry Street naming was selected from the list of Shire Chairmen and Mayors. When that list was exhausted the naming progressed to the list from the Australia Day Citizens Awards. All roads are named after properties.

Mundubbera Pioneering families, explorers, historical figures or the Royalty
(Listed in the approved names register)

SCOPE (continued):

The local indigenous community group should be consulted when choosing indigenous names unless an agreed list has already been supplied to Council. The English meaning of the name will be supplied for reference purposes.

The use of a specific persons names may be used in recognition of the individual/family. The individual/family name will only be used if several of the following are met:

- The evidence supplied shows history of the individual / family within the region;
- The evidence demonstrates that the individual / family made significant contributions to the community; or
- Was of national prominence.

Applications for individual / family names to be considered for inclusion in Councils approved names register should be made in writing to the CEO and include supporting documentation to meet the above requirements.

Evidence can include things like newspaper clippings, public notices, funeral notices, articles from industry newsletters.

3. Propriety

Names that are able to be characterised into one of the following will be avoided:

- Offensive or likely to give offence;
- Inappropriate sounding when pronounced;
- Considered as a commercial or company name; and
- Deemed to be incongruous – out of place;

4. Communication

- Names are to be easily read, spelt and pronounced in order to assist emergency services, service providers and the public.
- Unduly long names and names composed of more than one word should be avoided;
- Surnames / Family names are to be used except where it is necessary to identify an individual to avoid ambiguity by using their given name. The use of given names is to be generally avoided;
- Relationship between the length and name of road in order to assist with mapping constraints short roads should have short names.
- Whilst names should only have one word, it is recognised that some will require more than one word because of their geographic relationship e.g. Gladstone Monto Road; and
- Roads with double destination names are to be progressively renamed.

SCOPE (continued):

5. Spelling

- Where it is intended that a road should have the same name as a place or feature with an approved geographical name, then particular care should be taken to ensure that the correct spelling is adopted.
- Place names shown on Natural Resources & Mines topographic maps are approved names or in exceptional circumstances where the name has been changed subsequent to the publication of the map. The Queensland State Government gazetted "Place Names" register should be referred to in other instances.
- Where names have been changed or corrupted by long established local usage, it is not usually advisable to attempt to restore the original form, i.e. spelling which is sanctioned by general usage should be adopted.
- Generally road names proposed or approved should not contain abbreviations. For example the "Mount" in "Mount Perry Road" must not be abbreviated to Mt Perry Road. There is however, one exception - "ST" (Capitalised) should always be used in place of "Saint".
- Street types to be abbreviated as listed in the Australian Standards AS4590-2006.

6. Form

- The apostrophe mark ' must be omitted in the possessive case e.g. "Smith's Road" should be "Smiths Road"; and
- The use of hyphens should be avoided.

7. Road Type

Proposals for road names are to include an appropriate road type suffix. The road type selected should be representative of the physical form of the road to assist with motorists and pedestrians.

- Crescent – geometrically a crescent or half moon, rejoining the road from which it starts;
- Esplanade – a wide, open and level area often along a water front or leading to a specific feature;
- Cul-de-sac – use of types such as Place, Close and Court that have connotations of no through roads are to be used. There maybe exceptions where changes to the design have occurred since the original name was approved;
- Lane – should only be used on short narrow roads;
- Terrace – should be used where the road acts like a terrace; and
- Entrance – should only be used on short connection roads which form an "entrance" to a subdivision off a main collector road;

The following is a list of preferred road types to be used:

Avenue	Drive	Street
Boulevard	Esplanade	Terrace
Close	Lane	Way
Court	Place	
Crescent	Road	

SCOPE (continued):

Alternatives listed in Australian Standards AS 1742.5-1997 maybe used but are not preferred and Council at its discretion may not approve the use of them.

8. Private Developments

Property Developers who wish to name the newly created roads in their development should first refer to Councils unreserved names within Councils “approved street & place names list” for appropriate names in the first instance. If there are not enough names of the theme available, or there are none suitable then the Developer must give consideration to the following:

- The proposed name must comply with the provisions of this policy;
- For all proposed new roads, the Developer shall obtain written approval from Council for the names. This will normally form part of the information request, such that conditions can be set to specify the requirements of each road in the development. Road names shall be approved prior to applying for Survey Plan sealing, the approved road/street name is to be shown on the survey plan. An application for road names must provide at least three (3) alternatives for each road.
- The developer is required to supply the road sign and maintain the street sign until Council accepts maintenance of the road as a public road.
- Provide written documentation on the rational behind the theme being proposed;
- For developments that create new driveways/accesses that are not to be made public (i.e. dedicated to crown under Council control) such as those developments created under the Body Corporate and Community Management Act 1997 then the naming of these driveways is not mandatory. However, if there are internal roads that the Developer wishes to name the provisions of this policy will apply to avoid confusion resulting from duplication of public roads/streets and private driveway/access ways.
- The positioning of the sign is critical to avoid unnecessary confusion to the public. Council will advise the developer of the appropriate location.

INFRA 2 – TECHNICAL SERVICES INTERNAL SECTION REPORTS

REPORTING PERIOD FROM 21/12/12 to 18/01/13

Responsible Officer: Ken Palmer – Director Technical Services
Report prepared by: Technical Services Staff

1 PURPOSE OF REPORT

To inform Council of major activities undertaken by the Technical Services Department in the reporting period.

2 CORPORATE / OPERATIONAL PLAN

Community Infrastructure and Disaster Management

“1.3 Infrastructure Delivery”:

Strategically plan, provide or facilitate community infrastructure and facilities that will meet community needs.

3 POLICY IMPLICATIONS

All relevant NBRC Policies are adhered to where applicable.

4 STATUTORY REQUIREMENTS

All relevant Standards and Codes are applied where required.

5 RISK MANAGEMENT

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

6 CONSULTATION

Internal consultation occurs formally fortnightly at Technical Services Management meetings and informally through briefing sessions with Councillors and staff.

Technical Services staff engage with Government agencies, other agencies and with the wider community on an ‘as needs’ basis.

7 OPTIONS FOR COUNCIL TO CONSIDER

For information only.

8 OFFICER’S COMMENTS / CONCLUSION

The crews return to work on Tuesday 15 January 2013, with the next reporting period finishing on Friday 19th January 2013.

It should be noted that Council has 6 Depot crews and 2 Regional based teams in Monto and Biggenden.

9 RECOMMENDATIONS

That the report be received.

Reporting Period: 21.12.2012 to 18.01.2013

PART A WORKS REPORT

Council Maintained Roads/Streets

Sealed Roads

Town	Work Details	Status [% complete]
Mt Perry		
Mundubbera		
Glenrae Dip Road	Maintenance Grade, drains cleaned out, patch gravel	50%
Back Glenrae Dip Road	Maintenance Grade, drains cleaned out, patch gravel	80%
Monogorilby Road	Slashing	100%
Beeron Road	Slashing	100%
Middle Boyne Road	Slashing	100%
Boondooma Road	Slashing	40%
Monto		
Gayndah		
Eidsvold		
Biggenden		
FUTURE WORKS		
Mt Perry		
Kalliwa Connection Road	Maintenance Grading	
Eight Mile Road	Maintenance Grading	
Greenbank Road	Maintenance Grading	
Gayndah		
Monto		
Mundubbera		
Boondooma Road	Slashing	
Riverleigh School Bus Road	Slashing	
Eidsvold		
Biggenden		
Nette Street	To be stabilized(217m ²)	

Unsealed Roads

Town	Work Details	Status [% complete]
Mt Perry		
Gayndah		
Monto		
Netz Road	Heavy Grade	100%
Mundubbera		
Coonambula Road	Gravel resheets, clean all drains	30%
Eidsvold		
Biggenden		
Mt Perry		
FUTURE WORKS		
Mt Perry		
Kalliwa Connection Rd.	Grading	
Golden Fleece Rd	Patch Gravel	
Gayndah		
Gregerys Road	Gravel Patch, grade and drain	
Smiths Road	Grading	
Mt Lawless Road	Grading	
Leggett Road	Grading	
Lara Road	Grading	
Monto		
Yarrol Road	Gravel Resheets	Feb/March
Clonmel Road	Heavy Grade	
Weir Road	Heavy Grade	
Kapaldo Road	Heavy Grade	
Mundubbera		
Glenrae Dip Road	Maintenance Grade, drain clean out, patch gravel	
Back Glenrae Dip Road	Maintenance Grade, drain clean out, patch gravel	
Coonambula Road	Gravel Resheeting, maintenance work	
Philpott Road	Side track for bridge removal	
Eidsvold		
Grosvenor Creek Road	Grade Bus Routes	
Cynthia Range Rd.	Grade Bus Routes	
Barram Rd.	Grade Bus Routes	
Goomaram Creek Rd.	Grade Bus Routes	
Biggenden		
Greenbank Rd.	Grading	

Road Maintenance Performance Contract [RMPC]

Town	Work Details	Status [% complete]
Mt Perry		
Gayndah		
Monto		
Gladstone – Monto Road	Slashing	100%
Mundubbera		
Durong Road	Slashing Roadside	100%
Black Stump Rest Area	Cleaned toilets, empty bins, cleaned tables, mowing	Ongoing
Durong Road Truck stop	Emptied Bins, mowed grass around shelter sheds	Ongoing
Burnett Highway Bald Hills Truck stop	Emptied Bins	Ongoing
Eidsvold		
Biggenden		
FUTURE WORKS		
Mt Perry		
Gin Gin- Mt Perry Road	Slashing	
Gayndah- Mt Perry Road	Slashing	
Monto – Mt Perry Road	Slashing	
Gayndah		
Monto		
Cania Road	Slashing	
Mundubbera		
Eidsvold		
Eidsvold Theodore Rd. ch15.30km -15.90km	Pavement strengthening	
Biggenden		

Road Performance Contract [RPC]

Town	Work Details	Status [% complete]
Mt Perry		
Gayndah		
Monto		
Mundubbera		
Eidsvold		
Biggenden		
Mt Perry		
FUTURE WORKS		

Reporting Period: 21.12.2012 to 18.01.2013

Mt Perry		
Gayndah		
Monto		
Cania Road	Shoulder Widening	
Mundubbera		
Eidsvold		
Biggenden		
Biggenden-Gooroolba Rd	Erosion Control Work	

Capital Projects

Town	Work Details	Status [% complete]
Mt Perry		
Gayndah		
Monto		
Mundubbera		
Eidsvold		
Biggenden		
FUTURE WORKS		
Mt Perry		
Gayndah		
Wigton Rd.	R2R Gravel Resheet	
Gayndah-Mundubbera Rd.	TIDS River Bend – Bitumen Seal Extension	
Gayndah-Mundubbera Rd.	TIDS Bluerocks – Bitumen Seal Extension	
Monto		
Yarrol Road	Detour Stewarts Bridge	
Mundubbera		
Eidsvold		
Biggenden		
Eureka Rd.	Drainage Structures	

Private Works

Town	Work Details	Status [% complete]
Mt Perry		
Gayndah		
Monto		
Mundubbera		
Eidsvold		
Biggenden		
Mt Perry		

Reporting Period: 21.12.2012 to 18.01.2013

FUTURE WORKS		
Mt Perry		
Gayndah		
Monto		
Mundubbera		
Eidsvold		
Biggenden		

Town Crew

Town	Work Details	Status [% complete]
Mt Perry		
Gayndah		
Monto	Mowing	Ongoing
Mundubbera		
Town streets	Gutters sprayed, swept, mowed shoulders	Ongoing
Town Parks	Mowing, general tidy up, cleaned toilets	Ongoing
Archer Park	Sprinkler repair and replace	Ongoing
Cemetery	Mowing, spraying weeds, general tidy up	Weekly
Eidsvold		
Biggenden		
FUTURE WORKS		
Mt Perry	<ul style="list-style-type: none"> • Routine Rubbish collection • Mowing • Ongoing maintenance/cleaning of public amenities 	Ongoing
Gayndah		
Parks	Mowing	
Airstrips	Mowing	
Gardens	Maintenance	
Monto		
Mundubbera		
Eidsvold		
Biggenden		
	Ongoing Town Maintenance	

PART B FLOOD REPAIR WORKS
QRA Claims and Submissions

Prepared by: Cameron Brauer

Due to the recent flood event, QRA reporting will be held over until next month.

Reporting Period: 21.12.2012 to 18.01.2013

PART E BUILDINGS AND FACILITIES

Prepared by: Rachael Bonanno

Maintenance

- As of 18 January 2012, there are 115 open tasks to be actioned; 28 of which were received in this report period.
- Approximately 57 tasks have had orders issued and are awaiting completion by the contractor.
- During the month of December 2012 approximately 10 task requests were completed.

Construction

Works in Progress

Forward Program

Works will continue on all capital projects and maintenance

PART D BRIDGES

Prepared by: Tyronne Meredith

Maintenance

No maintenance was undertaken over the holiday period

Construction

Works in Progress

Inspections

- Level Two bridge inspections have continued in the Gayndah area on timber bridges during the week of the 14th January. These inspections will enable future works to be prioritised.

Stewart's Bridge

- Work has commenced on the construction of a side track around Stewart's Bridge. This will enable the rebuilding works to be completed without major disruptions to local traffic.

Shallcross Bridge

- Work has commenced on the construction of a side track around Shallcross Bridge. Work will commence on demolishing the existing bridge in the coming weeks.

Forward Program

- Work will commence on the rebuild of Stewart's Bridge in late January. This work is expected to take four months to complete.
- Work will commence on the demolition of the existing Rocky Creek Bridge. This will be followed immediately by the construction of a pipe culvert crossing. The existing side track will enable work to be completed without major disruptions to local traffic.
- Work will commence on the construction of a box culvert crossing to replace the existing Shallcross Road timber bridge.

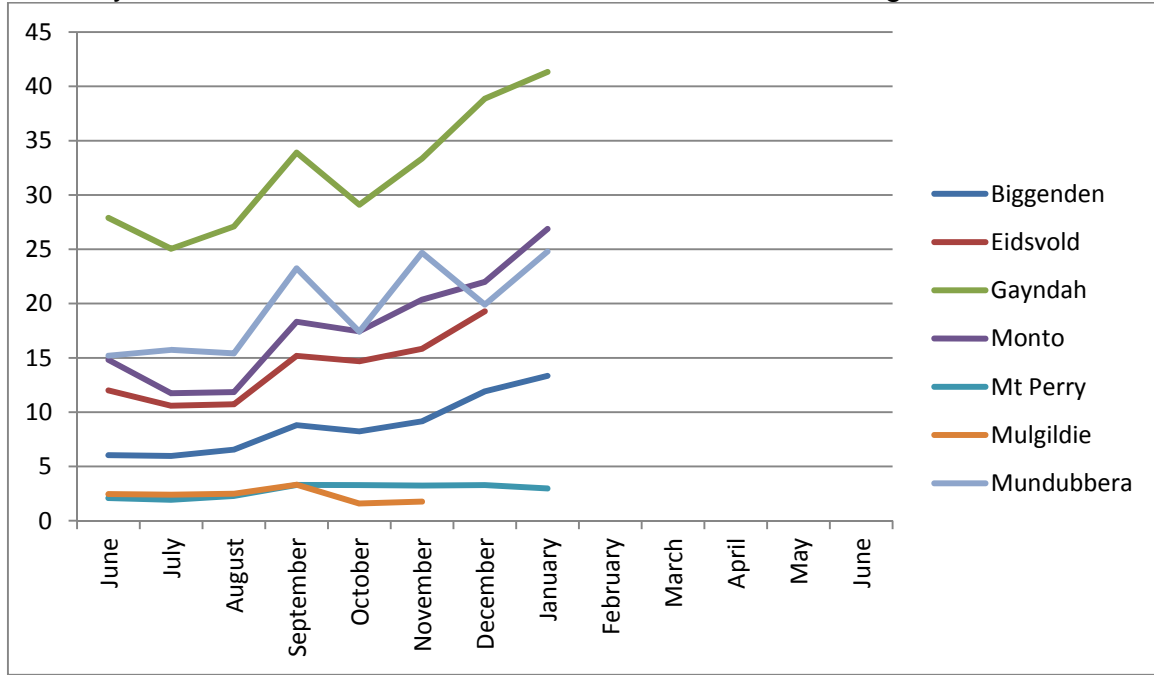
PART G WATER AND SEWERAGE

Prepared by: Trevor Harvey

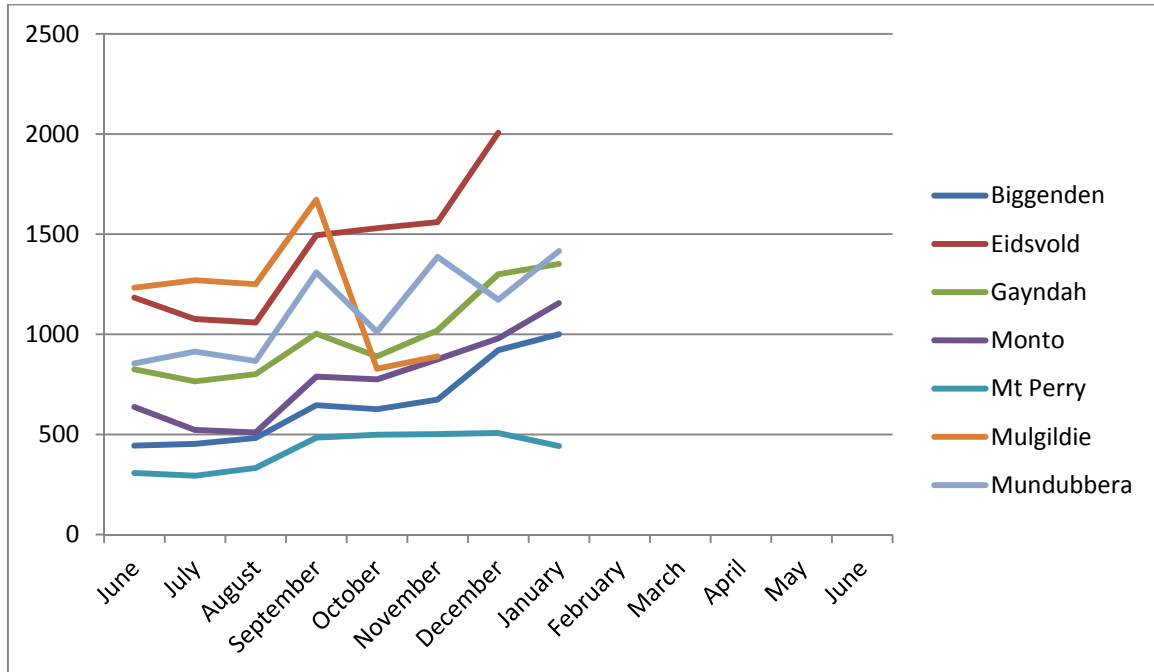
Water Operations

Monthly Statistics

The consumption figures bellow show a general increase in water consumption which is an expected seasonal pattern. The water restrictions in Mundubbera and Gayndah have been removed while the restrictions in Mulgildie remain.

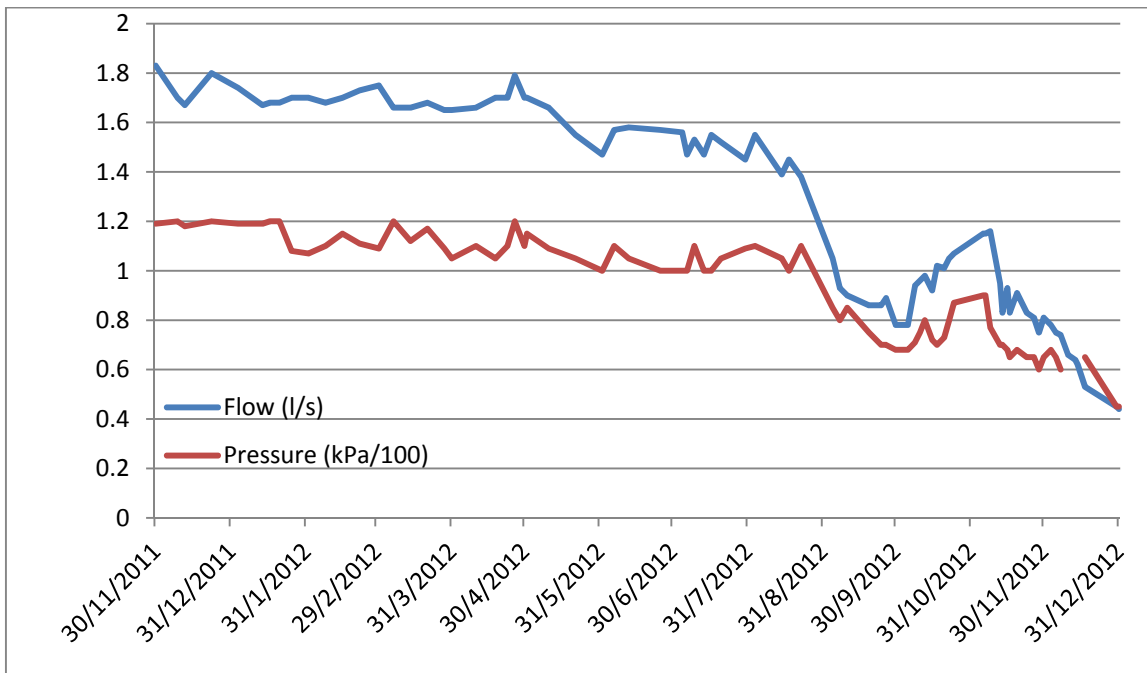


Raw Water Consumption in ML



Water Consumption Litres/Connection/Day

Reporting Period: 21.12.2012 to 18.01.2013



Mulgildie Artesian Bore Production

Sewerage Operations

Monthly Statistics

Sewerage flow statistics will be provided once current flow meter maintenance issues are resolved.

Water Maintenance:

Biggenden

All water meters read.

A company has been engaged to complete the necessary repairs to the Paradise Dam Recreation Area WTP; the company will also undertake periodic maintenance of the WTP.

Mingo Crossing Caravan Park WTP is operating normally and will continue to be maintained by the Biggenden water operators for the medium term.

Eidsvold

The computer communication problem in Mundubbera is still effecting the remote operation of plant.

Eidsvold suffered from widespread discoloured water issues during week 15th-17th January. The problem was caused by a very high iron level in the raw water leading to a build-up in the raw water mains. Flushing the raw water mains alleviated the problem in the short term. A possible longer term solution being investigated is dosing of Potassium to lower the iron levels in the raw water.

Work will commence next month (February) on refurbishing the sand filters at the Eidsvold plant. This should also help improve the water quality in Eidsvold. Due to the above issues and a staffing shortage the meter reading at Eidsvold is slightly behind schedule.

Gayndah

Another month with a reasonably high incidence of service breaks. Planning is underway to reduce this incidence which may include some form of pressure reduction. A consulting engineering firm has been engaged to produce a hydraulic model of the reticulation network and to present council with engineering solutions based on the results.

All water meters were read

Reporting Period: 21.12.2012 to 18.01.2013

Monto

As a result of staffing shortage water meter reading is slightly behind schedule. An increase in service and mains bursts due to the dry weather and ground movement.

Mount Perry

All water meters read

Mundubbera

The water plant computer communications with the main server has a fault which is effecting the automatic operation of the plant. The fault is being addressed by the IT department.

Due to staffing shortage and the issues in Eidsvold the water meter reading is behind schedule

Mulgildie

There has been no noticeable improvement in the water production of Mulgildie Bore. There is a strong likelihood that the aquifer is diminishing due to over-extraction by other users. Discussions are underway with other users and the state government department in attempt to resolve the issue to the satisfaction of all stakeholders.

The water supply capacity is being monitored and potable water is being carted in to supplement the town supply when necessary. The town remains on Level 3 restrictions until a reliable flow rate is re-established.

Sewerage Maintenance

Biggenden

Routine work

Eidsvold

Routine work

Gayndah

Routine work

Monto

Routine work

Mundubbera

Routine work

Capital Works:

Fluoridation

The SCADA Fluoride interface issue has been resolved and the outstanding work completed.

Negotiations with the government regarding payment of the outstanding subsidy claim are continuing.

Discussions have commenced with Queensland Health regarding the requirements to formally cease Fluoride addition to the Mundubbera, Monto and Gayndah water schemes. The State Government issued notification templates are expected to be released in late January or early February.

Biggenden Sewerage Treatment Plant Upgrade

Assessment of the quotations for the Imhoff tower, trickling filter, and inlet filter repairs as well as the WPH&S upgrades has been completed. Orders have been placed with the successful tenderers. Work is planned to commence on all projects in February. All projects are on schedule to be completed within the current financial year.

Eidsvold Water Treatment Plant

An order has been placed for the refurbishment of the Filters at the treatment plant. This should help alleviate the currently experienced water discolouration which is resulting from excessively high Iron in the raw water.

Gayndah Reticulation System

Reporting Period: 21.12.2012 to 18.01.2013

An order has been placed for the hydraulic modelling of the Gayndah water reticulation system with the resultant report to include various proposals to address the current pressure variations.

An order has been placed for the design and project plan for the replacement of the AC reservoir roof.

Monto Sewerage Treatment Plant

Repair to the sludge circulation system has been scoped and is out for quotation. This needs to be completed prior to the removal of the second clarifier for overhaul.

An order has been placed for the design and project plan for the replacement of the AC reservoir roof.

Mundubbera Water Main Augmentation

The installation of new water main to augment the reticulation water pressure and flow has continued and is currently on schedule. The main disinfection, pressure tests and cut-ins have commenced

Flood Damage Repair - Gayndah

Water

The repaired raw water intake system using three bores has been completed except for a few minor items. The system has been returned to automatic operation allowing the lifting of the water restrictions. The water production rate is adequate to meet demand with the three bores operating. This is a lower production rate than the mid stream bores which were damaged during the 2010 flood.

The repair submission lodged with QRA for the de-silting of the river well and repairs to the dry well pumps has been approved. The two dry well pumps have been removed for transportation to a pump specialist for disassembly and repair. An order has also been placed for the integrity check of the pipework between the dry well and the mid stream inlet chamber.

Sewerage

The work for replacement of the lifting beam and security fence has commenced. The contractor engaged to complete the switch-board relocation is working in conjunction with the civil contractor.

Flood Damage Repair - Mundubbera

Water

The raw water scheme has been returned to automatic operation and water restrictions lifted. The outstanding work for this project is construction of the access road and associated drainage system and removal of the demolished jetty material.

PART F ASSET MANAGEMENT

Prepared by: Chris Littlejohns

GIS

- The existing GIS Parks data and maps have been distributed to the Foremen in each area by the Supervisors for confirmation and/or correction of the data. Eidsvold's corrected parks data sheets have been returned with substantial updates to our recorded and mapped data to be made.
- An order for \$22,176 has been generated for XY Mapping to continue the development support for the mapping system through to June 2013.
- The version of IntraMaps that is proposed to be made available to the public through the Council Website, is awaiting demonstration and approval at MEG before being presented to Council.
- Additional layers have been created to record Council land that is under sites containing Buildings that are part of the Building Asset Management Plan. This will allow maps of Councils sites referred to in the Building Asset Management Plan to be made. This will be populated when the Buildings AMP is worked on later in the year.

Asset Management

Discussions have been made with finance in regards to the up coming Asset revaluations that will be carried out by external valuers in the coming months.

The aligning of the roads in the Asset Register with the roads recorded in the Roads Register has also been discussed with Finance.

The process of renaming Maslen Rd Eidsvold and how it is going to be put into effect has been discussed with the Western District Supervisor.

Parks and Open spaces AMP

- The Parks data recorded in GIS has been entered to the Parks Asset Management plan. As stated above, the section of data relating to the parks in each Council area has been sent to the Foremen for confirmation.
- The Eidsvold Parks data is being updated with the returned information from the Foreman.
- The maintenance expenditures over previous years and future funding has been included to bench mark the cost of the current service levels of the Parks.
- Proposed Capital expenditure is being ascertained with the help of the finance dept.
- A comparison table is to be created comparing the current frequency of mowing and hence the service level of each type of park in the different areas.

Reporting Period: 21.12.2012 to 18.01.2013

PART I LAND PROTECTION

Reporting Period: 21/12 /2012 - 18/01/2013

Prepared by: Neale Jensen

PLANT TYPE	FUTURE ACTIONS
<p>PARTHENIUM Inspections have been carried out on Private Properties, Shire Roads and River/Creek Systems. Area's include Monto, Mundubbera, Gayndah, Mt Perry and Biggenden. Numerous small plants have been spotted, however due to the dry spell livestock are also eating the plants which would be contributing to the plant size.</p>	Ongoing
<p>WATER LETTUCE Bio-Security have obtained another 10-15 bags of Water Lettuce with two Bio-control weevils (Neohydromonus Pulchellus and Orchetina bruchi) The weevil's are scheduled to be released in Cania Dam, Friday 25 January</p>	
<p>LANTANA Due to a project funded by BMRG - Splatter Guns have arrived. It is our intention to start utilising these guns for the control of Lantana on Shire Roads as soon as it rains.</p>	
<p>GROUNDSEL Groundsel is being found all over the region. This bush has been found growing in unusual places such as dry area's and on hillsides.</p>	Ongoing
<p>AFRICAN LOVE GRASS A.L.G. continues to grow despite the dry conditions. Having made it one of our biggest objectives at the present time.</p>	Ongoing
<p>BURNETT MARY REGIONAL GROUP – (BMRG) This Rubber Vine project funded by BMRG is still continuing with treatment being carried out by contractors in the Biggenden area.</p>	
<p>OTHER L.P.O. DUTIES INCLUDE</p> <ul style="list-style-type: none">➤ Guide Post spraying – Shire & Main Roads	

Reporting Period: 21.12.2012 to 18.01.2013

<ul style="list-style-type: none"> ➤ Leuceana - Element 5 ➤ Wash Bay maintenance ➤ Visibility Clearing ➤ Aerodromes – Spraying lights and around buildings ➤ Stock straying on shire and main roads ➤ Mt Perry LPO - Garbage Truck 	
<p>FORWARD LIST OF WORKS</p> <ul style="list-style-type: none"> ❖ Inspections of Noxious Weeds (land) ❖ Inspections of Noxious Weeds (water) ❖ Spraying of African Love Grass ❖ Spraying of Giant Rats Tail ❖ Visibility Clearing ❖ Straying Animals 	<p>On going</p>

Neale Jensen
Land Protection Co-ordinator

INFRA 3 – GAYNDAH AIRPORT – WEATHER FORECASTS

Responsible Officer: Ken Palmer - Director Technical Services

Report prepared by: Ken Palmer - Director Technical Services

1 PURPOSE OF REPORT

The purpose of the report is to advise Council of the recently release of the Traffic Aerodrome Forecast (TAF) Review by the Bureau of Meteorology for comment.

2 INTRODUCTION / BACKGROUND

The Review commenced in 2009 as part of the Bureau's Aviation Weather Service Quality Management System and following requests from the aviation industry to review services.

3 CORPORATE / OPERATIONAL PLAN

Corporate Plan 209-13, Outcome 1, Strategy 1.3 Infrastructure Delivery

4 POLICY IMPLICATIONS

Nil

5 STATUTORY REQUIREMENTS

Nil

6 FINANCIAL IMPLICATIONS

The service is currently supplied at no cost to Council. If the Review is adopted and Council wishes to maintain the service, then Council will have to fund the service at a cost of \$20 – 65,000.

7 RISK MANAGEMENT

The risk to Council is nil, as the pilot make the final decision on using the Airport.

There maybe a commercial risk associated by not offering this service at Gayndah. It may limit the development potential of Gayndah in the short to medium term.

8 CONSULTATION

Discussed with CEO

9 OPTIONS FOR COUNCIL TO CONSIDER

Council can either –

- (i) accept the findings of the draft Review
- (ii) make a submission to maintain the service
- (iii) fund the service

The following extract from Draft Aerodrome Forecast Review – Questions and Answers addresses the issues of requesting an extension to a TAF service and the cost to provide the service.

19. What is the process of requesting an extension to a TAF service?

If an aerodrome owner, operator or airline believes they require an extension to an existing TAF service, they should first call their Regional Aviation Manager (RAM) to discuss the request.

If the requestor wishes to progress the request, they should formally write to National Manager Regional Aviation Weather Services providing evidence of why the extension to the service is required.

Based on this information provided and other information available to the Bureau, the Bureau will apply the criteria defined in the TAF Review to determine if the extension to the TAF service can be provided as either a

- MSC funded TAF service; or*
- Contractual TAF service.*

If it is deemed that the TAF extension will only be provided as a contractual service (with associated costs), it then becomes commercial decision by requestor whether to proceed with the service.

20. What is required to provide a TAF service for a new location?

In order to obtain a TAF service, the Bureau requires

- access to meteorological observations from an automatic weather station with aviation sensors located at the aerodrome, whose installation and ongoing maintenance has been approved by the Meteorological Authority;*
- a funding source; and*
- capacity to undertake the additional task.*

The funding source could be either the Meteorological Service Charge or user funded (contractual TAF) service. The later will also require a service agreement to be signed by the Bureau and the source of funds.

21. What is the cost of a weather station?

The cost of an automatic weather station (AWS) varies significantly depending on the required quality, with costs varying from \$30.00 to \$200,000. For aviation use, the weather station needs to meet requirements defined by the World Meteorological Organization (WMO) and International Civil Aviation Organization(ICAO). The cost of an installed AWS suitable for aviation use, including ceilometer and vismeter, is typically between \$100,000 and \$150,000 depending on siting costs. In addition, there are annual maintenance and servicing costs, which vary between \$2,000 and \$15,000 per annum.

10 OFFICER'S COMMENTS / CONCLUSION

Although the Gayndah Airport can operate without the TAF service, it would improve the overall operation of the Airport and allow for the development of the airport and surrounding area.

11 ATTACHMENTS

Review of Aerodrome Forecast Services for the Aviation Industry – Draft Report (InfoXpert ID: 304389)

12 RECOMMENDATION

That Council makes representations to keep the TAF service at the Gayndah Airport.



Australian Government

Bureau of Meteorology

REVIEW OF AERODROME FORECAST SERVICES FOR THE AVIATION INDUSTRY

DRAFT REPORT

DRAFT

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Contents

Executive Summary	iii
<i>Summary Draft Findings</i>	iv
1 Aviation Weather Services	2
1.1 Role	2
1.2 Consultation	2
1.3 Structure	2
1.4 Airservices National Operations Centre (NOC)	3
1.5 Quality Management	3
1.6 Competency	4
1.7 Meteorological Service Charge	4
2 Aerodrome Forecast (TAF) Review	5
2.1 Legislation, Regulation and Requirements for the Provision of TAFs	5
2.1.1 International Regulation and Requirements	5
2.1.2 National Regulations and Requirements	6
2.1.3 Current provision of TAFs	6
2.2 Information Sources and Considerations	7
2.3 Objectives	8
2.4 Stakeholders	8
3 TAF Categorisation	9
3.1 Background	9
3.2 Availability of Input Data	9
3.3 New TAF Categories	10
<i>Recommendation 1</i>	10
4 Proposed Provision of TAFs	11
4.1 International Airports	11
4.2 Domestic Aerodromes	11
<i>Recommendation 2</i>	12
<i>Recommendation 3</i>	12
<i>Recommendation 4</i>	12
<i>Recommendation 5</i>	12
4.3 Non-Australian FIR Aerodromes	12
<i>Recommendation 6</i>	13
5 TAF Validity Times	14
5.1 Validity Time Specifications	14
5.2 Standardisation	14
<i>Recommendation 7</i>	15
6 Observational Infrastructure	16
6.1 Observation Requirements	16
6.2 Overseas Meteorological Authorities – Minimum Aerodrome Observational Requirements for Production of a TAF	17
6.2.1 New Zealand	17
6.2.2 Canada	17
6.2.3 United Kingdom	18
6.2.4 United States of America	18
6.2.5 France	18
<i>Recommendation 8</i>	18
<i>Recommendation 9</i>	19

<i>Recommendation 10</i>	19
6.3 Summary of existing observational infrastructure at current TAF locations using current categorisation.....	19
6.4 Observational costs associated with the provision of TAFs	20
<i>Recommendation 11</i>	21
<i>Recommendation 12</i>	21
7 Implications and Updates of the TAF Review.....	22
7.1 Implications of Applying the Proposed Methodology for TAF Categorisation	22
7.1.1 Impact of Cessation of TAF service.....	26
7.2 Updates to the TAF Review	26
<i>Recommendation 13</i>	27
<i>Recommendation 14</i>	27
<i>Recommendation 15</i>	27
Appendix 1 - Summary of Recommendations	28
Appendix 2 - Designated International Airports	31
Designated International Airports - Australia.....	31
Appendix 3 - Submission of Revised Aerodrome Details	32
Submission of Revised Aerodrome Figures	33
Appendix 4 - Glossary of Terms, Abbreviations and Acronyms.....	34

List of Tables

Table 1 - Proposed TAF categories.....	10
Table 2 - Proposed TAF sub-categories, representing the reason a TAF service may be maintained regardless of movement and passenger numbers.....	11
Table 3 - Issue and validity times of TAFs	14
Table 4 - Minimum routine observational frequency requirements for TAF	17
Table 5 - Possible priority installations based on proposed TAF categories.....	20
Table 6 - Typical costs for the purchase and installation of additional equipment	21
Table 7 - Implications of applying proposed methodology for TAF categorisation.....	22

Executive Summary

This Review of Aerodrome Forecast (TAF) Services was commenced in 2009 in response to:

- (i) requests from the aviation industry for the Bureau to review its aviation weather services; and
- (ii) as a quality management requirement to meet ICAO (International Civil Aviation Organization) service standards.

The Bureau of Meteorology (The Bureau), as Australia's national weather, climate and water agency, was requested to undertake this review of its specific aviation weather services by the aviation industry. The main industry representative bodies have been consulted during this review and as the next step, the Bureau is releasing this draft to ensure all stakeholders have the opportunity to provide input over a three month initial period, including those affected at the local level.

The Bureau operates in a dynamic environment and is required to constantly adjust its operations to meet the changing demands of governments, business and the community, while maintaining focus on the core functions that deliver long-term benefits.

The Bureau provides services in accordance with both Australian Government legislation and international obligations, including the provision of special aviation weather services. While the Bureau receives most of its funding from the Australian Government through appropriation, the Bureau's Aviation Weather Service recovers the incremental cost incurred in the provision of specialised services to the aviation industry in accordance with government policy. This occurs through the Meteorological Service Charge (MSC). Most international meteorological aviation services are funded through a cost recovery mechanism from industry, based on ICAO policy and guidance.

As meteorology has such a significant influence on aviation activities from both a financial and safety perspective, the aviation industry maintains a strong involvement in the process of ensuring that aviation weather products and services meet all their requirements. Regular consultation occurs between the Bureau's Aviation Weather Service and representatives of international, domestic and regional airlines, general aviation, and other industry groups together with the Department of Infrastructure and Transport (DoIT) and related agencies such as the Civil Aviation Safety Authority (CASA), Airservices and the Australian Transport Safety Bureau.

In response to the industry requirement, the Bureau's Aviation Weather Service commenced a comprehensive review into the provision of regional aviation weather products and services to determine if these products and services continue to meet the needs and expectations of aviation users. This draft review is part of the process. It is recognised that the needs of government, communities and a range of aviation groups, especially those involved in regional operations, may have changed since many of these services commenced some decades ago and/or were previously reviewed. The Bureau's Aviation Weather Service has been requested by the aviation industry to better align services with funding attribution, respond to changing user requirements and to improve the quality of its services.

Additionally, ICAO has recently mandated quality management processes should be part of any service delivery. Recognising this requirement, the Bureau's Aviation Weather Service commenced the specific review into the provision of Aerodrome Forecasts (TAFs) across Australia in 2009. The Bureau recognises that TAFs are important meteorological forecasts produced for the aviation industry and the availability, or non-availability, of a quality TAF for certain locations can have significant safety and financial impacts for the aviation industry and regional communities.

As part of this review, the Bureau's Aviation Weather Services consulted with the aviation industry through industry/Bureau consultancy meetings, various industry fora and surveys of aerodrome owners and operators, aircraft companies and operators, and pilots.

As this is an aviation industry initiated review, the purpose of this draft report is to seek additional formal feedback from all stakeholders in the aviation industry on the range of proposed draft recommendations and to request updated movement and passenger numbers where the data held by the Bureau may be inaccurate.

The review will be open for comment until 30th March 2013. The Bureau welcomes any comments or suggestions from interested parties as part of the review and will undertake further analysis of the feedback in consultation with the major government agencies such as CASA, DoIT and Airservices.

Following feedback, the Bureau will finalise recommendations and then develop an implementation plan with phased implementation of agreed recommendations commencing in late 2013. The Bureau commits to a comprehensive consultation process prior to the submission of the final TAF Review report to industry/Bureau consultative bodies and implementation of any significant changes to existing products or services.

Summary Draft Findings

This draft report summarises the review into the provision of TAF services and presents 15 draft recommendations. A major outcome of the review is the recommendation to establish a methodology for determining which aerodromes should receive a TAF service. The methodology includes an assessment of the annual movements and passenger numbers, as well as international requirements. The review recommends that non-international designated aerodromes require at least 4000 movements or 10000 passengers per annum to be considered for a TAF. Aerodromes meeting these thresholds may however be denied an MSC funded TAF if there are other TAF services within 60nm or the TAF service benefits a single industry, rather than aviation servicing the general public.

It should also be noted that movement and passenger figures are not the only determining factors for provision of TAF, as TAF services may also be provided for safety reasons where aerodromes have complex climatologies or have no suitable alternates within a reasonable distance. Additionally, for locations where a TAF is not justified by the new methodology, an option is for the TAF service to be funded on a user pays contractual cost-recovery basis (for example for private operations).

The review also makes recommendations relating to the minimum meteorological observational elements to support the production and ongoing monitoring of a TAF during its period of validity.

As part of the draft recommendations, this review proposes the following changes to the services funded by the aviation industry:

- (i) 128 aerodromes categorisation should remain the same, resulting in continued provision of service for these aerodromes. 56 of these aerodromes should receive additional meteorological observational infrastructure.
- (ii) 14 aerodromes categorisation should be enhanced, which may result in increased hours of the aerodrome forecast service. 7 of these aerodromes should receive additional meteorological observational infrastructure.
- (iii) 29 aerodromes categorisation should be reduced, which may result in a reduced hours of the aerodrome forecast service but a service will be retained. 11 of these aerodromes should receive additional meteorological observational infrastructure.
- (iv) 78 routine aerodrome forecast services should cease to be provided via MSC funding. If a service is desired, a contractual (cost recovery) service should be offered. However, if such a service is to be provided, the following would be required:
 - 76 aerodromes require additional meteorological observational infrastructure, with 26 of these requiring a full automatic weather station
 - 2 aerodromes have sufficient meteorological observational equipment

The additional meteorological observational infrastructure in items (i), (ii) and (iii) are proposed to be funded by the aviation industry, through the MSC, at an approximate cost of \$3.3M. If the aerodrome forecast services under item (iv) were to continue to be funded by the MSC, the aviation industry would be required to fund the upgrade equipment at 76 locations at an additional cost of approximately \$7M.

For specific details on the recommendations and implications of the proposed changes, refer to Appendix 1 and Section 7 of this report, respectively.

The recommendations are aimed at improving the quality of all TAF services by ensuring that TAFs are supported by adequate observations and that forecasting staff have the capacity to monitor the large number of observations and are therefore able to be responsive to changes to the forecast conditions. The implementation of the draft recommendations will also provide additional capacity for improved quality of aviation weather services and the provision of additional routine and ad hoc services as required by users.

1 Aviation Weather Services

1.1 Role

The Bureau of Meteorology's (The Bureau's) Aviation Weather Service enhances the safety, regularity and efficiency of national and international aviation operations through the provision of accurate, timely and relevant forecasts, warnings and information for aerodromes and en-route operations. Aviation weather services are generated and delivered through:

- National Meteorological & Oceanographic Centre (NMOC) in Melbourne;
- Regional Forecasting Centres (RFC) in each State and the Northern Territory;
- Sydney Airport Meteorological Unit (SAMU);
- Meteorological Offices in Cairns and Canberra;
- Volcanic Ash Advisory Centre (VAAC) in Darwin; and
- Meteorological Unit at the Airservices National Operations Centre (NOC) in Canberra (NOCMET).

The Bureau of Meteorology's role in providing services for civil aviation is established through the Meteorology Act 1955. Under the Convention for International Civil Aviation (the Chicago Convention) the Bureau is also the designated Meteorological Authority for Australia and needs to ensure that meteorological services for civil aviation in Australia are in accordance with the standards and recommended practices set out in Annex 3 to the Convention. In fulfilling this mandate, the Bureau works closely with Airservices, which is responsible for air traffic services, and the Civil Aviation Safety Authority (CASA), which is responsible for the safety regulation of civil aviation in Australia.

1.2 Consultation

The Bureau is involved in a range of national and international stakeholder consultation and coordination processes to ensure ongoing arrangements for improved service provision. The Bureau is actively involved in a variety of committees, working groups and focus groups involving CASA, Airservices, Australian Transport Safety Bureau (ATSB) and the Department of Infrastructure and Transport, as well as representatives of international, domestic and regional airlines, general aviation, and other industry groups. International consultation and coordination occur through such forums as the World Meteorological Organization (WMO) Commission for Aeronautical Meteorology (CAeM) and working groups, the International Civil Aviation Organization (ICAO) Asia Pacific Air Navigation Planning and Implementation Regional Group, and a number of other ICAO groups.

1.3 Structure

The Bureau has also made changes in its organisational structure for aviation weather services in response to industry requests to better match its service provision with the requirements of the aviation industry. The Bureau's aviation weather service now consists of:

- Major Airport Weather Services, overseeing services provided for the major international airports within Australia;
- Regional Aviation Weather Services, overseeing services provided to regional Australia, and in low-levels of airspace. This includes services to regional aviation, general aviation and sports aviation users;
- Upper Airspace Weather Services, overseeing all upper airspace services including aviation products supplied by the Bureau's National Meteorological and Oceanographic Centre (NMOC), Tropical Cycle Advisory Centres (TCACs) and Volcanic Ash Advisory Centre (VAAC);
- National Management which develops and manages policy, standards, practices and procedures as well as the financial management of aviation weather services; and
- Meteorological Authority which ensures the aviation weather services for Australia are provided in accordance with ICAO Annex 3 and authorises aviation meteorological service providers under Civil Aviation Regulation 1988, Regulation 120 (CAR120).

1.4 Airservices National Operations Centre (NOC)

The Bureau also has an important role in Airservices' NOC located in Canberra. The NOC was established to balance air traffic flow, manage capacity at major aerodromes and to provide a central point for information sharing between Air Traffic Control (ATC) units, which is particularly important during exceptional events, including adverse weather conditions. NOCMET is an integral part of the NOC, providing Airservices staff with immediate access to information and advice regarding weather conditions affecting air traffic flow in the Australian network. NOCMET staff are experienced Bureau meteorologists responsible for monitoring and providing advice on actual and forecast weather conditions that are likely to impact air traffic flow.

1.5 Quality Management

The Bureau's Aviation Weather Services maintains certification under AS/NZS ISO 9001:2000 Quality Management Standard. The Bureau's quality management system ensures there is a rigorous ongoing independent scrutiny of the management and delivery of aviation weather services as well as providing a firm basis for continuous improvement of aviation weather services to meet industry needs. The Bureau's RFCs are scheduled to be compliant with the aviation quality management system by the end of 2012 as required by ICAO.

A centralised process has been implemented for managing meteorological investigations relating to aircraft accidents and incidents, whereby all requests received by the Bureau are dealt with in a nationally coordinated and consistent manner. Meteorological investigations relating to aviation accidents and incidents assist in identifying any possible deficiencies in, and improvements to, aviation weather services. Consistency in such investigations allows the Bureau to more easily identify widespread or common issues with the services, and also facilitates archiving of information for future reference.

1.6 Competency

The Bureau has also commenced a national aviation competency program, whereby all aviation forecasters and observers are expected to be assessed and deemed competent by November 2013. Following the initial competency assessments, forecasters will undergo routine assessments annually and major assessments every four to five years. This competency training and assessment reflects what an aviation meteorologist would be expected to do while exercising due care on the job and hence provides the foundation for service-focused and operationally-relevant training. It also provides a mechanism for benchmarking the required skills and knowledge.

1.7 Meteorological Service Charge

Australian Government policy requires that the Bureau recover the incremental costs incurred in the provision of specialised services to the aviation industry. These costs are recovered by Airservices on behalf of the Bureau, via Meteorological Service Charge (MSC). Because of this incremental cost recovery method, and the impact of weather on their operations, the aviation industry maintains a strong involvement in the scoping and approval of services delivered to the industry.

In response to a growing demand for additional Aerodrome Forecasts (TAFs) that are not warranted under the MSC, the Bureau has also commenced the provision of Contractual TAF services. Contractual TAFs enable users (typically the aerodrome operator) to fund, on a cost recovery basis, additional TAF services.

2 Aerodrome Forecast (TAF) Review

In 2009, the Bureau commenced a review into the provision of TAF services on behalf, and at the request of, the aviation industry. The review was commenced for the following reasons:

- **Changing aviation industry requirements** - There have been significant changes within the aviation industry in recent years, particularly the increase in fly-in fly-out operations to mining sites throughout Australia, and changes in the types of aircraft being utilised within the regional aviation sector. These, and other factors, have resulted in an increased pressure on the Bureau to provide additional aviation weather services.
- **Aviation services are at capacity** - With the current aviation industry funded budget (MSC), the Bureau's aviation service is operating at capacity and is unable to provide additional products and services for industry.
- **No recent review of TAF services** - While the Bureau has remained responsive to the needs of industry through ongoing consultative processes, it also recognises that no significant national review of the overall provision of regional aviation weather services and products has been completed in recent times.
- **Quality Management** - To meet the Bureau's ISO certified quality management obligations for continuous improvement, and to fully meet the aviation industry's needs and expectations, the Aviation Weather Service is required to review its products and services.
- **Contain Cost and Improved Quality** - The major MSC contributing airlines have requested that the Bureau contain the cost of its aviation service, better align its services with funding attribution, be more responsive to changes to forecast conditions and to improve the quality of services.

This review assesses regulatory obligations, explores the need of all sectors of the aviation industry and makes recommendations relating to the provision and categorisation of TAFs, including guidelines for the introduction, modification and cancellation of TAFs. The review defines policies for the provision of a TAF for locations where the TAF service largely benefits a single commercial operator or sector rather than the general public, such as commercial locations. The review also makes recommendations relating to physical and technological resources required for the provision of a quality TAF service including the minimum observational systems to support the production, and ongoing monitoring of a TAF, during its period of validity.

2.1 Legislation, Regulation and Requirements for the Provision of TAFs

2.1.1 International Regulation and Requirements

Under the Convention for International Civil Aviation (the Chicago Convention) the Bureau of Meteorology is the designated Meteorological Authority for Australia and is responsible for ensuring that meteorological services are provided for international civil

aviation in Australia (and by extension for all civil aviation through the Civil Aviation Act 1920) in accordance with the standards and practices set out in Annex 3 to the Convention. The Bureau's role in providing services for civil aviation is established through the Meteorology Act 1955.

The Bureau provides a range of aviation weather products and services including TAFs. A TAF is a statement of meteorological conditions expected in the airspace within a radius of five nautical miles of the aerodrome reference point for a specific validity period.

ICAO Annex 3 and ICAO Doc 9673 (Air Navigation Plan – Asia & Pacific Regions) set out Australia's requirements for providing a TAF service for Australia's international aerodromes. Annex 3 also contains details relating to the preparation, content and validity period of a TAF, together with information relating to review, amendment and cancellation of an issued TAF.

2.1.2 National Regulations and Requirements

Regulation 5.06(1) to the Air Services Act 1995 provides that:

Airservices may make arrangements with the Director of Meteorology for the provision of meteorological information:

- a) in any form or manner; and*
- b) at any place;*

that Airservices considers necessary for the safe regular or efficient operation of aircraft, according to the Chicago Convention.

A current Memorandum of Understanding (MOU) between the Bureau and Airservices (dated July 2009), as the Air Traffic Services provider within the Australian Flight Information Region (FIR), sets out arrangements for the provision of the Aviation Weather Services and states that:

4.1 The provision of the Aviation Weather Service is based on the following general principles: ...

(b) Provisions contained in Annex 3 to the Chicago Convention, Meteorological Service for International Air Navigation, shall apply to Domestic as well as International Air Navigation. ...

6.1 The practices and procedures that apply to the provision of the Aviation Weather Service are specified in the Bureau's Aeronautical Services Handbook (ASH). The manner in which meteorological services are provided by Airservices for use by the aviation community is described in the Australian Integrated Aeronautical Information Publication (AIP). The ASH and the AIP shall be consistent in content with para's 4.1 (a) and (b) of this.'

The list of Australian international aerodromes and alternates is contained in Airservices AIP GEN 1.2 and in Appendix 2 of this report.

2.1.3 Current provision of TAFs

Currently, the TAF service for Australian international and domestic aerodromes is provided in accordance with the aerodrome category, which is determined by factors

such as the type and the amount of traffic as determined from available sources. A list of aerodromes for which the Bureau provides TAF services is contained in the Aircservices En-Route Supplement (ERSA) and in the Bureau's ASH.

While the requirement to provide TAFs at international airports is clearly established, the requirement for the TAF provision at non-international airports is less clear. There is provision under Air Services Regulation 5.06 for Aircservices to request a TAF be provided for a particular location, but in practice TAF locations have been determined through consultation between the Bureau and the aviation industry. Aircservices has confirmed that they are satisfied with this current practice.

The provision or non-provision of a TAF by the Bureau, together with its period of validity, are highly significant issues for the aviation industry. In the absence of a current TAF for a location, pilots are required to carry sufficient fuel for a diversion to a suitable alternate aerodrome. Carriage of that extra fuel comes at an economic and environmental cost, and can result in a reduction in freight or the number of passengers, in order to offset the additional weight of the fuel. A number of other important operational and safety considerations are also affected by the provision or non-provision of a TAF.

2.2 Information Sources and Considerations

As part of the TAF review the Bureau considered information from a wide range of sources including:

- International and domestic legislation, regulations and requirements;
- The needs of all sections of the aviation industry, including international, domestic, regional, general aviation and other operators;
- The needs of service providers and regulators such as the Meteorological Authority, Aircservices and the Civil Aviation Safety Authority together with other relevant agencies such as the Australian Defence Force;
- The needs and requirements of Australian regional communities;
- Bureau of Meteorology policies, procedures, budgets and resources;
- A thorough review of all available aircraft movement figures and statistics, from a range of sources, to ensure an accurate representation of aviation movements across Australia was captured;
- Current provision of TAFs;
- Consideration with respect to the climatology of locations, including suitable regular and strategic and alternate aerodromes;
- Consultation with aviation forecasters;
- International best practice standards and expectations, together with an assessment of current and future trends with respect to aviation forecasting;
- Current and future technologies and their impact on the provision and monitoring of a TAF service;

- Current and future resource requirements for aviation forecasting in each of the Bureau's regional offices;
- Current and future TAF validation and quality management requirements; and
- Current and future observational resource requirements.

2.3 Objectives

- Establish guidelines and requirements for TAF service changes for an aerodrome, including the introduction, modification and termination of a service;
- Establish guidelines for the times of validity of a TAF service;
- Establish a process for the regular review of TAF locations and service;
- Establish the minimum requirements relating to observations in order to both issue and maintain a TAF service;
- Establish guidelines for the provision and prioritisation of observational infrastructure to support a TAF service;
- Establish a quality framework and validation process to ensure the quality and continuous improvement of the TAF service; and
- Better align service with funding attribution and user needs, including the establishment of a process for the provision of a TAF on a contractual basis if required.

2.4 Stakeholders

Stakeholders include, but are not limited to:

- International, domestic and regional airlines and pilots;
- Other aviation users including charter operators, general aviation community, corporate aviation, flying training organisations and emergency medical and search and rescue services;
- Other airline and industry representative bodies and agencies;
- Government Departments including the Department of Sustainability, Environment, Water, Population and Communities (including the Bureau), the Department of Infrastructure and Transport, Airservices, CASA, ATSB, Department of Defence, and others;
- Aerodrome owners and/or operators; and
- Regional communities.

3 TAF Categorisation

3.1 Background

The Bureau provides a TAF service for Australia's international and domestic aerodromes in accordance with the aerodrome category. The aerodrome category is determined by considering three factors, these being, annual passenger numbers, annual movement numbers and ICAO mandated requirements, such as the requirement to provide TAF services to all international designated aerodromes.

Since its inception, the Bureau has been focused on customer service. This has however resulted in a situation where, up until recent times, any request for a new or extended TAF was generally implemented; often this was without considering the full implications. As a result the Bureau now produces approximately 250 TAFs.

Increasingly, changes in the aviation environment have led to a situation where small or infrequently used locations continue to receive a TAF service, while some locations with significantly greater passenger numbers or aircraft movements receive no service. Furthermore, the major MSC contributors have requested the Bureau to review where TAF services are provided with the intent of reducing the number of locations funded through core service, i.e. recovered via the MSC, with a benefit of improved weather watch and improved quality for the remaining services.

3.2 Availability of Input Data

In order to assess the requirement for the production of a TAF including the validity times, the required observational infrastructure, prioritisation and other industry needs, a review of different industry user groups was undertaken. The surveys were designed to obtain information about the Bureau's current products and services, the need for changes to products and services and to obtain information about movement and passenger numbers within Australia.

Surveys were mailed to Aerodrome Owners and Operators and to Aircraft Companies and Operators. On-line surveys were also made available for completion by individual pilots. A total of 537 surveys were sent to Aerodrome Owners and Operators and 195 were returned to the Bureau (36%). 936 surveys were sent to Aircraft Companies and Operators and 281 were returned (30%). 386 pilots completed the on-line survey form.

This information was combined with other sources of actual movement and passenger numbers from the Bureau of Infrastructure, Transport and Regional Economics (BITRE), Avdata and Airservices Australia. In reviewing the data collected, it was identified that there were large sections of missing, erroneous or anomalous data.

Recently, Airservices also provided its Airspace Research Application (ARA) which provides a complete data set of movement and passenger numbers for all aerodromes. The ARA dataset contains actual movements and passenger numbers where available and estimated numbers where actual values are not available. As the ARA data set provides a single complete data set for all aerodromes under review and is used as a decision aid by Airservices, the Bureau has adopted the ARA data

set as the primary data set for the analysis of passenger and movement numbers as part of the TAF review.

3.3 New TAF Categories

Following a review of the aircraft movement and passenger number statistics, current TAF services and user needs, the criteria for TAF categories were refined as defined in Table 1. Appendix 4 details how each aerodrome translates into the new TAF categories.

As the ARA data set contains some estimated statistics, an aerodrome owner or operator will have the ability to submit revised data should they find the new TAF category does not accurately reflect the actual movement or passenger numbers. Details on the process for submitting revised movement and passenger figures are contained in Appendix 3. It should also be noted that this initial categorisation will not be the sole deciding factor used for determining whether a TAF is produced in the future. However, the new categorisation will provide a sound basis to better align current practice with industry requirements, allow better facility planning and assessment of new and amended product and service requests.

Table 1 - Proposed TAF categories

Category	Passengers (Annual)	Movements (Annual)
International Designated Aerodromes ¹ (International) (A)	N/A	N/A
Large (B)	>150,000	>75,000
Medium (C)	50,001 – 150,000	10,001 – 75,000
Small (D)	10,000 – 50,000	4,000 – 10,000
Minor (E)	< 10,000	< 4,000

Recommendation 1

The Bureau shall categorise aerodromes based on the criteria defined in Table 1.

¹International Designated Airports as defined in AIP GEN 1.2

4 Proposed Provision of TAFs

4.1 International Airports

A TAF will be provided for those aerodromes for which there are ICAO requirements, specifically those locations defined in Airservices AIP GEN 1.2 and defined as Category A (International) within Table 1 of this review.

4.2 Domestic Aerodromes

The Bureau of Meteorology's ability to provide other TAFs is then limited by the available resources, both physical and financial. As costs for aviation products and services are fully recovered from the aviation industry (via the MSC), and the provision of services affects both the cost and safety for the industry, significant consultation with industry and stakeholders is required. Continual requests by industry for new products or the extension of existing products, are unable to be met by the Bureau without increasing the cost to industry. The cost associated with the need to continue to invest in the installation and upgrade of observational systems also needs to be met.

In order to provide new TAF locations or services, a review of existing TAF locations and a prioritisation of resources is required. It is considered that the provision of TAFs to non-international aerodromes should be determined on a range of factors but in principle, among those should be the number of aircraft movements and/or passenger numbers.

It is proposed that TAFs shall be provided for those locations categorised as International (A), Large (B), Medium (C) or Small (D). Considering the aviation community is dependent on having a national network of aerodromes offering a TAF in order to traverse our large country, some aerodromes may be classed as Category E (Minor) and receive a TAF service for domestic strategic alternate aerodromes. These locations will be determined by the Bureau in consultation with CASA, DoIT and Airservices, following input from industry. These strategic alternate aerodromes will typically be treated as a Small (D) aerodrome from a service perspective. Furthermore, Department of Defence and commercial organisations may have requirements for TAF services regardless of movement and passenger numbers. For this reason, aerodromes may also have a sub-classification assigned, as defined in Table 2.

Table 2 - Proposed TAF sub-categories, representing the reason a TAF service may be maintained regardless of movement and passenger numbers

Sub-category	Description
Contractual	Contractual (Cost Recovery) TAF services
Defence	Aerodromes primarily funded by the Department of Defence
Strategic	Domestic strategic alternate aerodromes as agreed by industry

It is proposed that any provision of a TAF is subject to the new recommendations relating to observational requirements and validity times.

There are a number of locations where a TAF is currently produced in close proximity to another TAF, or that passenger numbers and/or movement figures may warrant the provision of a TAF in close proximity to another location. It is proposed that whenever a category C or D TAF is located within 60nm of another TAF, the need for the Category C or D TAF should be assessed with typically only a single TAF being maintained. The TAF retained would generally be the one with the higher passenger or movement numbers. However, other factors such as the complexity of the climatology, availability of meteorological observations, aerodrome infrastructure and access to the alternate aerodrome/s will require consideration at some locations.

It is proposed that where the provision of a TAF is warranted by the passenger or movement number, but is for an aerodrome that exists primarily for services to an individual industry rather than the general community (e.g. does not offer regular public transport (RPT) services), such as mine sites, oil rigs or similar locations, a TAF service will only be available on a contractual (cost recovery) basis.

Recommendation 2

TAFs shall be provided for those aerodromes categorised as International (A), Large (B), Medium (C) or Small (D) as defined in Table 1. TAFs shall also be provided for Minor (E) aerodromes with sub-classification of Contractual, Defence and Strategic, as defined in Table 2.

Recommendation 3

Where a category Medium (C) or Small (D) TAF is located within 60nm of another TAF, the need for each Category C and D TAF should be assessed with typically only one TAF being maintained.

Recommendation 4

At those locations where the provision of a TAF is warranted by the passenger or movement numbers, but is for an aerodrome that exists primarily for services to an individual industry rather than the general community (e.g. does not offer sufficient regular public transport (RPT) services), such as mine sites, oil rigs or similar locations, a TAF service shall only be available on a contractual (cost recovery) basis.

Recommendation 5

At those aerodromes where an MSC funded TAF service is not continued, a TAF service will be offered on a contractual (cost-recovery) basis.

4.3 Non-Australian FIR Aerodromes

Based on the requirements of ICAO and the Met Act, the Bureau is responsible for the provision of services within the Australian Flight Information Region (FIR) and to Australian External Territory International Airports as defined in Appendix 2.

Any TAF services provided for aerodromes outside an Australian FIR, and not defined as an Australian External Territory International Airport, shall be reviewed in

consultation with stakeholders, and a determination made as to the continued provision of the service for each such aerodrome. For these aerodromes an ICAO approved agreement must be in place between the Bureau of Meteorology and the designated meteorological authority for that aerodrome.

Recommendation 6

All TAF services currently provided for aerodromes outside an Australian Flight Information Region, except Australian External Territory International Airports, shall be reviewed in consultation with stakeholders, and a determination made as to the continued provision of the service for each such aerodrome. All retained services shall be supported an ICAO approved agreement between the Bureau and the designated meteorological authority for the FIR within which the aerodrome is located.

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5 TAF Validity Times

5.1 Validity Time Specifications

ICAO Doc 9673² specifies the requirements for international aerodromes. In part it states;

TAF should be issued, at intervals of six hours, with the period of validity beginning at one of the main synoptic hours (00, 06, 12, 18 UTC). The period of validity should be of 24 or 30 hours to meet the requirements indicated in FASID Table MET 1A. The filing time of the TAF bulletins should be one hour before the start of the period of validity.

In November 2008, the Bureau of Meteorology implemented changes to the TAF format to comply with the format specified by ICAO. Most of those changes were due to the world-wide introduction of a TAF with a 30 hour validity period to assist in flight planning for those aerodromes required by long-haul operators. In Australia, a 30 hour TAF is provided for Brisbane, Sydney, Melbourne, Adelaide, Darwin and Perth. However, the new format applies to all Australian TAFs.

Other TAF validity times have previously been determined by the category of aerodrome and the needs of industry. It is not proposed to make any significant changes to those validity times with respect to the proposed new categorisation.

5.2 Standardisation

The issue and validity times of TAFs will be standardised as defined in Table 3.

Table 3 - Issue and validity times of TAFs

Category	Issue and Validity Times
International (A)	TAF issued 6 hourly, valid for 24 or 30 hours Commencement times 00, 06, 12, 18 UTC
Large (B)	TAF issued 6 hourly, valid for 12 or 18 hours Commencement times 00, 06, 12, 18 UTC
Medium (C)	TAF issued 6 hourly, valid for 12 hours Commencement times 02, 08, 14 and/or 20 UTC, except WA where commencement times are 04, 10, 16 and/or 22 UTC
Small (D)	TAF issued 6 hourly, valid for up to 12 hours Commencement times typically 02 and/or 20 UTC, except WA where commencement times are typically 04 and/or 22 UTC

² ICAO Doc 9673 (Air Navigation Plan – Asia & Pacific Regions, Part VI – Meteorology)

The validity period for the Medium, Small, Contractual and Defence TAFs should be determined by the National Manager Regional Aviation Weather Services, in consultation with stakeholders.

Adequate aerodrome reports should be available from at least two hours prior to the start of the TAF validity period through to the end of the TAF validity period. The filing time of TAFs should be one hour before the start of the period of validity. A continuous meteorological watch and amendment service is required during the period of validity.

TAFs for other locations will only be provided in a response to emergencies.

Recommendation 7

The issue and validity times of TAFs should be standardised as follows:

Category	Issue and Validity Times
International (A)	TAF issued 6 hourly, valid for 24 or 30 hours Commencement times 00, 06, 12, 18 UTC
Large (B)	TAF issued 6 hourly, valid for 12 or 18 hours Commencement times 00, 06, 12, 18 UTC
Medium (C)	TAF issued 6 hourly, valid for 12 hours Commencement times 02, 08, 14 and/or 20 UTC, except WA where commencement times are 04, 10, 16 and/or 22 UTC
Small (D)	TAF issued 6 hourly, valid for up to 12 hours Commencement times typically 02 and/or 20 UTC, except WA where commencement times are typically 04 and/or 22 UTC

6 Observational Infrastructure

6.1 Observation Requirements

In order to both produce a TAF, and then maintain an appropriate meteorological watch during its validity period, a forecaster is required to be able to access quality data from a range of information sources. This may include forecast modelling tools, satellite imagery, radar imagery, upper air data, lightning detection equipment, and information from a range of other sources. However, the primary source of information is provided by manual and/or automatic surface observations at the aerodrome.

Several internal Bureau surveys have shown that all forecasters consider surface observations and satellite imagery to be an essential component for producing and monitoring a TAF. Surface observations are made up of a number of elements, of which the measurements relating to surface wind speed and direction, QNH, temperature, dewpoint and precipitation were considered essential. The visibility and cloud base elements were considered essential by most and rated as very important, but not necessarily essential, by the remaining forecasters. Observations of present weather are an ICAO requirement for international aerodromes and were also considered highly desirable by forecasters, however due to current sub-optimal performance of the present weather sensors, they were not considered a priority but should the performance of these sensors be improved they would be considered highly desirable. Weather cameras were also identified as a highly desirable supplementary source of information.

While most forecasters considered observations of cloud base and visibility to be essential, there was less agreement about the need for manual observations of these elements when compared to the automatic observations provided by ceilometers (cloud) and visibility meters (visibility). This was mainly a reflection of the known and documented limitations of automatic ceilometer and visibility meter (C&V) equipment when compared to manual observations. However, it was widely acknowledged that automated observations provide considerable value as they provide far more frequent or continuous observations as well as being particularly valuable during the hours of darkness. Whilst the frequent observations adds considerable value, the reduced interval between observations, typically 1 minute, results in an increased monitoring work load on forecasters.

Manual observations are becoming less prevalent, especially at remote locations, and often do not provide a full 24 hour coverage or a coverage suitable for the production of a TAF. This is particularly relevant when taking into account increasing industry expectations and requirements as well as a desire for reduced costs.

The information elements from an Automatic Weather Station (AWS) can be obtained at differing intervals and data intervals vary between different sites. Often elements such as cloud and visibility (C&V) can be obtained as frequent as every minute, while other data are generally sourced every half hour or every hour by the transmission of a routine observation (METAR) or a special observation (SPECI). In the case of a SPECI, the information may be transmitted at more frequent intervals when certain observational thresholds are met. Both the METAR and SPECI may be provided by either manual or automatic means.

The minimum aerodrome observations considered necessary to provide a new TAF service are an hourly METAR, and SPECIs whenever SPECI criteria occur, for the period commencing at least two hours before the start of the TAF validity period through to the end of the TAF validity period (Table 4).

The meteorological elements included in METAR and SPECI reports shall be surface wind, temperature, dew point, QNH, visibility, cloud amount, cloud base and precipitation. In addition, present weather is considered highly desirable and can be provided by an automatic sensor and/or by manual input by an authorised observer.

Table 4 - Minimum routine observational frequency requirements for TAF

TAF Category (where TAF Provided)	AWS (Surface Wind, QNH, Temperatures, Precipitation)	C&V Data
A (International)	30 min	1 min
B (Large)	30 min	1 min
C (Medium)	30 min	10 min
D (Small)	30 min	30 min
E (Minor)	60 min	30 min

6.2 Overseas Meteorological Authorities – Minimum Aerodrome Observational Requirements for Production of a TAF

Research was also undertaken to determine the current international practice with respect to observational systems required for the production of a TAF. The results of that research showed that there are presently no other comparable meteorological service producing a standard ICAO compliant TAF without observations from an aerodrome.

6.2.1 New Zealand

No TAFs are prepared for locations where observations are not issued. The New Zealand Meteorological Office requires METAR to contain at least wind speed and direction, visibility, cloud and present weather information.

6.2.2 Canada

Two consecutive hourly observations are required for the issuance of a TAF. Generally cloud, visibility and surface wind velocity would be the minimum requirements. Canada provides Aerodrome Advisories, rather than Aerodrome Forecasts, for locations where observations are not recorded within 3km of the aerodrome. These advisories are in the format of a TAF but contain the text “ADVISORY OFFSITE” to indicate that local observations were not available.

6.2.3 United Kingdom

No TAFs are prepared for locations where observations are not issued. The METAR (including Auto METAR) is required to contain observations of wind speed and direction, visibility and runway visual range (RVR - where appropriate), cloud amount and height, present weather, temperature, dew point and QNH.

When an aerodrome is not open 24 hours the issue of a TAF will be delayed until at least two consecutive METARs have been received and accepted by the forecaster at the forecast office responsible for its preparation. The METAR will be produced by an accredited observer and separated by an interval of not less than 20 minutes and not more than 1 hour.

However, in the event that an automatic observing system located at the aerodrome regularly issues Auto METARs containing information on wind speed and direction, visibility, cloud amount and height, present weather, pressure, temperature and dew point when the aerodrome is closed, the forecaster will, with agreement of the Civil Aviation Authority (CAA) Meteorological Authority (MA) issue the TAF on the basis of the Auto METAR. Routine observations produced by an accredited observer are required to be issued whilst the aerodrome is operational.

6.2.4 United States of America

The following elements, at a minimum, are required for National Weather Service approval of new TAF locations: wind (speed and direction), visibility, weather and obstructions to vision, cloud amount and base, temperature, dew point and QNH. These elements can be obtained from a mix of automatic observation sites and manual observer sites.

It should, however, be noted that not all existing TAF services have the full complement of equipment.

6.2.5 France

The minimum meteorological elements used at a TAF location are hourly or half-hourly METAR issuance or METAR AUTO issuance.

Recommendation 8

The minimum observations required for the provision of a new TAF shall include observations of surface wind speed and direction, QNH, temperature, dew point, precipitation, visibility, cloud amount and cloud base. This information shall be available to the forecaster on at least a half-hourly basis as defined in Table 4.

Recommendation 9

All TAF services to aerodromes categorised as International (A), Large (B) or Medium (C) will be required to have observations of surface wind, temperature, dew point, QNH, visibility, cloud base and cloud amount within 2 years. International (A) aerodromes will also be required to have observations of present weather within 2 years to meet ICAO requirements.

Recommendation 10

All remaining locations determined to be eligible for the provision of a TAF shall be equipped with an AWS providing surface wind speed and direction, QNH, temperature, dew point and precipitation within 2 years. These aerodromes will also require observations of visibility, cloud amount and cloud base within 5 years. The continued provision of a TAF for any location not suitably equipped after the aforementioned periods will be subject to review.

6.3 Summary of existing observational infrastructure at current TAF locations using current categorisation

If the proposed changes to the categorisation of aerodromes is accepted, the minimum observational infrastructure required to both produce and monitor the proposed list of TAFs is;

- 114 aerodromes meet the minimum required infrastructure
- 13 aerodromes require C&V sensors within 2 years and a further 44 aerodromes require C&V within 5 years
- 1 aerodrome requires an AWS within 2 years
- 10 international aerodromes require present weather sensors within 2 years.

The additional meteorological observational infrastructure listed above is proposed to be funded by the aviation industry, through the MSC, at an approximate cost of \$3.3M. If all existing TAF services were to be funded by the MSC, the aviation industry would be required to fund the upgrade of equipment at a further 76 locations with an additional cost of approximately \$7M.

Based on the proposed TAF classifications there are 13 category B & C aerodromes that do not meet the minimum recommended observational systems and 1 retained category D TAF location that does not have an AWS. These *may* be considered to have a higher priority for upgrading or installing observational infrastructure in the absence of other significant factors. Some of these identified locations have already been scheduled, or been have been proposed for upgrading or installing observational infrastructure and are currently awaiting approval, as shown in Table 5. However, ongoing discussion with both internal and external stakeholders, together with updated information, will ultimately determine any future prioritisation.

Table 5 - Possible priority installations based on proposed TAF categories

Location	Proposed Category	Required Infrastructure
Barrow Island	B	C&V (Planned 2012-13)
Century Mine	C	C&V
Curtin	C	C&V
Derby	C	C&V
Groote Eylandt	C	C&V
Hamilton Island	B	C&V (Planned 2012-13)
Moomba	C	C&V
Narrabri	C	C&V
Port Augusta	C	C&V
Roma	C	C&V (Planned 2012-13)
Taree	C	C&V (Planned 2012-13)
Telfer	C	C&V
Trepell	C	C&V
The Granites	D	AWS, C & V

6.4 Observational costs associated with the provision of TAFs

The Bureau has recently seen a significant increase in the leasing costs associated with observational equipment at aerodromes. The Bureau and industry cannot sustain these costs. Whilst the Bureau has an obligation for the provision of TAFs for international aerodromes (ICAO Annex 3 and ICAO Doc 9673 - Air Navigation Plan – Asia & Pacific Regions) it does not specifically have an obligation for taking observations at aerodromes or the provision of TAFs for non-international aerodromes. Therefore if the Bureau is unable to negotiate reasonable (based on standard off aerodrome costs for Automatic Weather Stations) rent for these aerodromes, the Bureau may elect to remove its equipment from the aerodrome and allow the aerodrome to organise its own meteorological observations. Furthermore, as the aerodrome owner benefits from the provision of a TAF, the Bureau will only provide MSC funded TAFs for aerodromes where reasonable rents are received.

In addition to leasing costs, there are significant costs associated with the purchase and installation of additional equipment defined in the aforementioned sections. The costs of typical equipment installations are contained in Table 6, although it should be noted some remote sites may cost significantly more.

Table 6 - Typical costs for the purchase and installation of additional equipment

Item	Cost ³
New AWS (Wind, Temp, QNH) site	\$50K
Addition of C&V	\$55K
Addition of Present Weather	\$16K

The actual cost per site to upgrade equipment will be reviewed prior to any decision to progress with the installation of additional equipment. If the upgrade costs are considered exorbitant, the provision of service will be reviewed.

Recommendation 11

The Bureau should only provide observations and TAFs for aerodromes where reasonable (based on off-aerodrome rents for Automatic Weather Stations) rents can be obtained.

Recommendation 12

If the cost of observational equipment for a particular site is considered excessive, the provision of the service shall be reviewed.

³ Typical costs. Actual costs may be much larger and vary significantly depending on a range of factors including the distance to reliable communications and mains power

7 Implications and Updates of the TAF Review

7.1 Implications of Applying the Proposed Methodology for TAF Categorisation

According to information available to the Bureau, the proposed recommendations will result in aerodromes being categorised as per Table 1. The proposed implications of applying these categories and other recommendations are defined in Table 7.

Table 7 - Implications of applying proposed methodology for TAF categorisation

Location	ICAO Id	State	Current TAF Category	Proposed TAF Category	Meets observing Req's	Maintain (I, D, S)	Cease (T, D, C)
Adelaide	YPAD	SA	A	A	Y	I	
Albany	YABA	WA	B	C	Y		
Albury	YMAY	NSW	B	B	Y		
Alice Springs	YBAS	NT	A	A	Y	I	
Amberley	YAMB	QLD	B	B	Y	D	
Archerfield	YBAF	QLD	B	B	Y		
Argyle	YARG	WA	D	D	Y		
Armidale	YARM	NSW	B	C	Y		
Avalon	YMAV	VIC	A	A	Y	I	
Ayers Rock	YAYE	NT	B	B	Y		
Bairnsdale	YBNS	VIC	D	D	Y		
Balgo Hill	YBGO	WA	D		-CV		T
Ballarat	YBLT	VIC	D	C	Y		
Ballera	YLLE	QLD	D	D	-CV		
Ballina	YBNA	NSW	B	B	Y		
Bankstown	YSBK	NSW	B	B	Y		
Barcardine	YBAR	QLD	D		-AWS CV		D
Barrow Island	YBWX	WA	D	B	-CV		
Bathurst	YBTH	NSW	C	C	Y		
Bathurst Island	YBTI	NT	D		-AWS CV		D
Bayu Undan	YBYU	WA	D		-CV		C
Bendigo	YBDG	VIC	D	D	Y		
Birdsville	YBDV	QLD	D	D	-CV		
Blackall	YBCK	QLD	D		-CV		T
Borrooloola	YBRL	NT	D		-CV		T
Boulia	YBOU	QLD	D		-AWS CV		T
Bourke	YBKE	NSW	D	D	-CV		
Brisbane	YBBN	QLD	A	A	-P	I	
Broken Hill	YBHI	NSW	B	C	Y		
Broome	YBRM	WA	A	A	Y	I	
Bundaberg	YBUD	QLD	B	B	Y		
Burketown	YBKT	QLD	D	D	-CV		
Busseton	YBLN	WA	D	D	-CV		
Cairns	YBCS	QLD	A	A	Y	I	
Camden	YSCN	NSW	B	B	Y		
Canberra	YSCB	NSW	A	A	-P	I	
Carnarvon	YCAR	WA	C	D	Y		
Adelaide	YPAD	SA	A	A	Y	I	
Century Mine	YCNM	QLD	D	C	-CV		
Cessnock	YCNK	NSW	D		-CV		T
Charleville	YBCV	QLD	C	D	Y		
Charters Towers	YCHT	QLD	D		-AWS CV		T
Christmas Island	YPXM	EXT	A	A	-P	I	

REVIEW OF AERODROME FORECAST (TAF) SERVICES FOR THE AVIATION INDUSTRY

DRAFT REPORT - 20 December 2012

Clermont	YCMT	QLD	D	D	-CV		
Ceduna	YCDU	SA	C	D	Y		
Cloncurry	YCCY	QLD	D	D	-CV		
Cobar	YCBA	NSW	D	D	-CV		
Cocos (Keeling) Island	YPCC	EXT	A	A	-P	I	
Coen	YCOE	QLD	D	D	-CV		
Coffs Harbour	YCFS	NSW	A	A	Y	I	
Condobolin	YCDO	NSW	D		-CV		T
Cleve	YGEE	SA	D		-CV		T
Cooktown	YCKN	QLD	C	D	Y		
Cooma	YCOM	NSW	C	D	Y	S	
Coonabarabran	YCBB	NSW	D	D	-CV	S	
Coonamble	YCNM	NSW	D		-CV		T
Cootamundra	YCTM	NSW	D		-AWS CV		T
Corowa	YCOR	NSW	D		-AWS CV		D
Cowra	YCWR	NSW	D		-CV		T
Cunderdin	YCUN	WA	D		-CV		T
Cunnamulla	YCMU	QLD	D		-AWS CV		T
Curtin	YGIN	WA	B	B	-CV	D	
Darwin	YPDN	NT	A	A	Y	I	
Deniliquin	YDLQ	NSW	D		-CV		T
Derby	YDBY	WA	D	C	-CV		
Devonport	YDPO	TAS	B	C	Y		
Dubbo	YSDU	NSW	B	B	Y		
East Sale	YMES	VIC	B	B	Y	D	
Cooper Pedy	YCBP	SA	C	D	-CV		
Elcho Island	YELD	NT	C	D	-CV		
Emerald	YEML	QLD	B	B	Y		
Edinburgh	YPED	SA	B	B	Y	D	
Ernabella	YERN	SA	D	D	-CV	S	
Esperance	YESP	WA	C	C	Y		
Essendon	YMEN	VIC	B	B	Y		
Fitzroy Crossing	YFTZ	WA	D		-CV		T
Flinders Island	YFLI	TAS	C	D	Y		
Forbes	YFBS	NSW	D		-CV		T
Forrest	YFRT	WA	D	D	-CV	S	
Gayndah	YGAY	QLD	D		-CV		T
Georgetown (Qld)	YGTN	QLD	D	D	-CV	S	
Geraldton	YGEL	WA	B	B	Y		
Giles	YGLS	NT	D	D	-CV	S	
Gladstone	YGLA	QLD	B	B	Y		
Glen Innes	YGLI	NSW	D		-CV		T
Gold Coast	YBCG	QLD	A	A	-P	I	
Goondiwindi	YGDI	QLD	D		-AWS CV		T
Goulburn	YGLB	NSW	D		-CV		T
Gove	YPGV	NT	B	C	Y		
Grafton	YGFN	NSW	D	D	Y		
Griffith	YGTH	NSW	B	C	Y		
Groote Eylandt	YGTE	NT	C	C	-CV		
Gunnedah	YGDH	NSW	D		-CV		T
Halls Creek	YHLC	WA	D	D	-CV		
Hamilton	YHML	VIC	D	C	Y		
Hamilton Island	YBHM	QLD	B	B	-CV		
Hay	YHAY	NSW	D		-CV		T
Hervey Bay	YHBA	QLD	B	B	Y		
Hobart	YMHB	TAS	A	A	-P	I	
Hooker Creek	YHOO	NT	D	D	-CV	S	
Horn Island	YHID	QLD	A	A	Y	I	
Horsham	YHSM	VIC	D	D	-CV		
Hughenden	YHUG	QLD	D	D	-CV		
Innisfail	YIFL	QLD	D		-AWS CV		T
Inverell	YIVL	NSW	D		-AWS CV		T
Ivanhoe	YIVO	NSW	D	D	-CV	S	
Jabiru	YJAB	NT	D	D	-CV		
Jandakot	YPJT	WA	B	B	Y		
Jervis	YJVS	NT	E		-CV		T
Julia Creek	YJLC	QLD	D		-CV		T
Kadina	YKDI	SA	E		-CV		T
Kalgoorlie	YPKG	WA	A	A	-P	I	

REVIEW OF AERODROME FORECAST (TAF) SERVICES FOR THE AVIATION INDUSTRY

DRAFT REPORT - 20 December 2012

Kalumburu	YKAL	WA	E		-CV		T
Karratha	YPKA	WA	B	B	Y		
Kempsey	YKMP	NSW	D		-CV		T
Kingaroy	YKRY	QLD	D		-CV		T
King Island	YKII	TAS	C	C	Y		
Kingscote	YKSC	SA	B	C	Y		
Kintore (Wulungurru)	YKNT	NT	D		-CV		T
Kowanyama	YKOW	QLD	D	D	-CV		
Kununurra	YPKU	WA	B	C	Y		
Latrobe Valley	YLTV	VIC	D		Y		T
Launceston	YMLT	TAS	A	A	-P	I	
Laverton	YLTN	WA	D		-CV		D
Learmonth	YPLM	WA	A	A	-P	I	
Leigh Creek	YLEC	SA	D		-CV		T
Leinster	YLST	WA	D	C	Y		
Leonora	YLEO	WA	D	C	Y		
Lismore	YLIS	NSW	B	C	Y		
Lockhart River	YLHR	QLD	D	D	-CV		
Longreach	YLRE	QLD	C	D	Y		
Lord Howe Island	YLHI	NSW	A	A	Y	I	
Mackay	YBMK	QLD	B	B	Y		
Maitland (NSW)	YMND	NSW	D		-AWS CV		T
Mallacoota	YMCO	VIC	D		-CV		T
Mangalore	YMNG	VIC	D	D	Y		
Maningrida	YMGD	NT	C	C	Y		
Mareeba	YMBA	QLD	D	D	-CV		
Marree	YMRE	SA	E		-CV		T
Maryborough (Qld)	YMYB	QLD	C	D	Y		
McArthur River Mine	YMHU	NT	D	D	Y		
Meekatharra	YMEK	WA	D	C	Y		
Melbourne	YMML	VIC	A	A	-P	I	
Merimbula	YMER	NSW	B	C	Y		
Mildura	YMIA	VIC	B	B	Y		
Milingimbi	YMGB	NT	D		-CV		T
Moomba	YOOM	SA	D	C	-CV		
Moorabbin	YMMB	VIC	B	B	Y		
Moranbah	YMRB	QLD	C	C	Y		
Morawa	YMRW	WA	E		-CV		T
Moree	YMOR	NSW	C	C	Y		
Mornington Island	YMTI	QLD	D	D	-CV		
Moruya	YMRU	NSW	C	C	Y		
Mount Gambier	YMTG	SA	B	C	Y		
Mount Hotham	YHOT	VIC	D		-C		T
Mount Isa	YBMA	QLD	B	B	Y		
Mount Keith	YMNE	WA	D		-AWS CV		D
Mount Magnet	YMOG	WA	D	D	-CV		
Mudgee	YMDG	NSW	D	D	-CV		
Murray Bridge	YMBD	SA	D		-CV		T
Murrin-Murrin	YMMI	WA	D		-AWS CV		D
Naracoorte	YNRC	SA	D		-CV		T
Narrabri	YNBR	NSW	C	C	-CV		
Narrandera	YNAR	NSW	C	D	-CV		
Newman	YNWN	WA	B	B	Y		
Ngukurr	YNGU	NT	D	D	-CV		
Nhill	YNHL	VIC	D		-CV		T
Norfolk Island	YSNF	EXT	A	A	Y	I	
Normanton	YNTN	QLD	D	D	-CV		
Norseman	YNSM	WA	D		-CV		T
Northern Endeavour Rig	YNEN	WA	D		Y		C
Northern Rankin	YXNR	WA	D		-AWS CV		C
Nowra	YSNW	NSW	B	B	Y	D	
Nyngan	YNYN	NSW	D		-AWS CV		T
Oakey	YBOK	QLD	B	B	Y	D	
Olympic Dam	YOLD	SA	C	C	Y		
Onslow	YOLW	WA	D		-CV		D
Oodnadatta	YOOD	SA	D		-CV		T
Orange	YORG	NSW	B	C	Y		
Paraburdoo	YPBO	WA	B	B	Y		
Parafield	YPPF	SA	B	B	Y		

REVIEW OF AERODROME FORECAST (TAF) SERVICES FOR THE AVIATION INDUSTRY

DRAFT REPORT - 20 December 2012

Parkes	YPKS	NSW	C	D	-CV		
Pearce	YPEA	WA	B	B	Y	D	
Perth	YPPH	WA	A	A	-P	I	
Point Cook	YMPC	VIC	D		-AWS CV		D
Port Augusta	YPAG	SA	D	C	-CV		
Port Hedland	YPPD	WA	A	A	-P	I	
Port Keats	YPKT	NT	D	D	-CV		
Port Lincoln	YPLC	SA	B	B	Y		
Port Macquarie	YPMQ	NSW	B	B	Y		
Portland	YPOD	VIC	C	D	Y		
Proserpine	YBPN	QLD	B	B	Y		
Quilpie	YQLP	QLD	D		-AWS CV		T
Renmark	YREN	SA	D		-CV		T
Richmond (NSW)	YSRI	NSW	A	A	Y	D	
Richmond (Qld)	YRMD	QLD	D		-CV		T
Robe	YRBE	SA	E		-CV		T
Rockhampton	YBRK	QLD	A	A	Y	I	
Roma	YROM	QLD	C	C	-CV		
Rottnest Island	YRTI	WA	D		-CV		T
Scone	YSCO	NSW	D		-CV		T
Shark Bay	YSHK	WA	D	D	-CV	S	
Shepparton	YSHT	VIC	D	D	-CV		
Smithton	YSMI	TAS	D		-CV		T
Smith Point	YSMP	NT	D		-AWS CV		T
Snake Bay	YSNB	NT	D		-AWS CV		D
South Goulburn Island	YGBI	NT	D		-CV		T
Southern Cross	YSCR	WA	D	D	-CV		
St George	YSGE	QLD	D	D	-CV	S	
St Helens	YSTH	TAS	D	D	-CV	S	
Strahan	YSRN	TAS	D	D	Y	S	
Sunshine Coast	YBSU	QLD	B	B	Y		
Swan Hill	YSWH	VIC	D	D	-CV		
Sydney	YSSY	NSW	A	A	Y	I	
Tamworth	YSTW	NSW	B	B	Y		
Tanami	YTMN	NT	D		-AWS CV		T
Tarcoola	YTAR	SA	D		-AWS CV		T
Taree	YTRE	NSW	C	C	-CV		
Telfer	YTEF	WA	D	C	-CV		
Temora	YTEM	NSW	D		-CV		T
Tennant Creek	YTNC	NT	D	D	Y		
Thangool	YTNG	QLD	C	D	Y		
Thargomindah	YTGM	QLD	D		-CV		T
The Granites	YTGT	NT	D	D	-AWS CV		
The Monument	YTMO	QLD	D	D	-CV		
Tibooburra	YTIB	NSW	D		-CV		T
Tindal	YPTN	NT	A	A	Y	I	
Toowoomba	YTWB	QLD	D	C	Y		
Townsville	YBTL	QLD	A	A	Y	I	
Trepell	YTEE	QLD	D	C	-CV		
Troughton Island	YTTI	NT	D		-CV		T
Truscott (Mungalu)	YTST	NT	D	D	Y		
Victoria River Downs	YVRD	NT	D		-CV		T
Wagga Wagga	YSWG	NSW	B	B	Y		
Walgett	YWLG	NSW	D	D	Y		
Wangaratta	YWGT	VIC	D	D	-CV		
Warburton	YWBR	NT	D		-CV		T
Warrnambool	YWBL	VIC	D	D	-CV		
Wave Hill	YWAV	NT	D		-AWS CV		T
Weipa	YBWP	QLD	B	C	Y		
West Sale	YWSL	VIC	D		-AWS CV		D
West Wyalong	YWWL	NSW	D		-CV		T
Whyalla	YWHA	SA	B	C	Y		
Wilcannia	YWCA	NSW	D		-CV		T
Williamstown	YWLM	NSW	A	A	Y	I	
Wiluna	YWLU	WA	D		-AWS CV		D
Windorah	YWDH	QLD	D		-AWS CV		T
Winton	YWTN	QLD	D		-CV		T
Wollongong	YWOL	NSW	D	C	Y		
Woomera	YPWR	SA	B	B	Y	D	

Wudinna	YWUD	SA	D		-CV		T
Wyndham	YWYM	WA	D		-CV		T
Wynyard	YWYY	TAS	B	C	Y		
Young	YYNG	NSW	D	D	-CV	S	
Yuendumu	YYND	NT	D		-AWS CV		T

Notes:

Meets observing equipment (only displayed for proposed TAF sites):

- Y : Currently includes AWS with ceilometer and visibility meter
- AWS CV : Currently has no AWS, ceilometer or visibility meter
- CV : Currently has AWS, but no ceilometer or visibility meter
- P: Requires additional present weather sensor/s

Maintain:

- I (International) : Maintained as a Designated International Airport
- D (Defence) : Maintained for Defence or dual use purposes
- S (Strategic) : Maintained for domestic strategic alternate purposes

Cease (to be provided by MSC funding):

- T (Threshold) : Service ceased as neither the annual passenger or movement numbers met required thresholds. TAF service will only be offered on a contractual basis
- D (Distance) : Service ceased due to other TAF services within close proximity. TAF service will only be offered on a contractual basis
- C (Contractual) : TAF service will only be offered on a contractual basis

7.1.1 Impact of Cessation of TAF service

The operation of services into an aerodrome is not dependent on the availability of a TAF for that location. Moreover, there are hundreds of aerodromes that operate without a TAF. Flights to destinations without a TAF are required to carry sufficient fuel to allow them to divert to a suitable alternate (with a TAF), that is unless the destination aerodrome does not have a prescribed instrument approach procedure, in which case the minimum requirement is to flight plan based upon the appropriate Area Forecast⁴.

7.2 Updates to the TAF Review

While the Bureau has not been requested by industry to undertake a national review its TAF services for some decades, there have been significant changes in the aviation industry and increased pressure on that industry's costs of operation. The Bureau will therefore regularly review its services to ensure the services match demand. These reviews will be conducted in consultation with industry and all proposed changes will be presented to the industry for endorsement.

⁴ AIP Enroute (ENR) 1.10, 1-.2.1

Recommendation 13

Any proposed changes to the categorisation and service for individual aerodromes should be provided to industry at the next scheduled Bureau of Meteorology/Industry Consultative meeting, depending on the level of comment and analysis required. This shall not limit the Bureau from making any temporary arrangements it deems necessary.

Recommendation 14

A full review of TAF categorisation, based on updated aerodrome passenger and movement data, shall be conducted every three years.

Recommendation 15

A post-implementation review of any changes made as a result of the Bureau's TAF review shall be conducted 12 months after the completion and publication of the TAF review, in consultation with major stakeholders.

DRAFT

Appendix 1 - Summary of Recommendations

Recommendation 1:

The Bureau shall categorise aerodromes based upon the following criteria:

Category	Passengers (Annual)	Movements (Annual)
International Designated Aerodromes ⁵ (International) (A)	N/A	N/A
Large (B)	>150,000	>75,000
Medium (C)	50,001 – 150,000	10,001 – 75,000
Small (D)	10,000 – 50,000	4,000 – 10,000
Minor (E)	< 10,000	< 4,000

Recommendation 2:

TAFs shall be provided for those aerodromes categorised as International (A), Large (B), Medium (C) or Small (D). TAFs shall also be provided for Minor (E) aerodromes with sub-classification of Contractual, Defence and Strategic, as per:

Sub-category	Description
Contractual	Contractual (Cost Recovery) TAF services
Defence	Aerodromes primarily funded by the Department of Defence
Strategic	Domestic strategic alternate aerodromes as agreed by industry

Recommendation 3:

Where a category Medium (C) or Small (D) TAF is located within 60nm of another TAF, the need for each Category C and D TAF should be assessed with typically only one TAF being maintained.

⁵International Designated Airports as defined in AIP GEN 1.2 and summarised in Appendix 2

Recommendation 4:

At those locations where the provision of a TAF is warranted by the passenger or movement numbers, but is for an aerodrome that exists primarily for services to an individual industry rather than the general community (e.g. does not offer sufficient regular public transport (RPT) services), such as mine sites, oil rigs or similar locations, a TAF service shall only be available on a contractual (cost recovery) basis.

Recommendation 5:

At those aerodromes where an MSC funded TAF service is not continued, a TAF service will be offered on a contractual (cost-recovery) basis.

Recommendation 6:

All TAF services currently provided for aerodromes outside an Australian Flight Information Region, except Australian External Territory International Airports, shall be reviewed in consultation with stakeholders, and a determination made as to the continued provision of the service for each such aerodrome. All retained services shall be supported an ICAO approved agreement between the Bureau and the designated meteorological authority for the FIR within which the aerodrome is located.

Recommendation 7:

The issue and validity times of TAFs should be standardised as follows:

Category	Issue and Validity Times
International (A)	TAF issued 6 hourly, valid for 24 or 30 hours Commencement times 00, 06, 12, 18 UTC
Large (B)	TAF issued 6 hourly, valid for 12 or 18 hours Commencement times 00, 06, 12, 18 UTC
Medium (C)	TAF issued 6 hourly, valid for 12 hours Commencement times 02, 08, 14 and/or 20 UTC, except WA where commencement times are 04, 10, 16 and/or 22 UTC
Small (D)	TAF issued 6 hourly, valid for up to 12 hours Commencement times typically 02 and/or 20 UTC, except WA where commencement times are typically 04 and/or 22 UTC

Recommendation 8:

The minimum observations required for the provision of a new TAF shall include observations of surface wind speed and direction, QNH, temperature, dew point, precipitation, visibility, cloud amount and cloud base. This information shall be available to the forecaster on at a least half- hourly basis as defined in Table 4.

Recommendation 9:

All TAF services to aerodromes categorised as International (A), Large (B) or Medium (C) will be required to have observations of surface wind, temperature, dew point, QNH, visibility, cloud base and cloud amount within 2 years. International (A) aerodromes will also be required to have observations of present weather within 2 years to meet ICAO requirements.

Recommendation 10:

All remaining locations determined to be eligible for the provision of a TAF shall be equipped with an AWS providing surface wind speed and direction, QNH, temperature, dew point and precipitation within 2 years. These aerodromes will also require observations of visibility, cloud amount and cloud base within 5 years. The continued provision of a TAF for any location not suitably equipped after the aforementioned periods will be subject to review.

Recommendation 11:

The Bureau should only provide observations and TAFs for aerodromes where reasonable (based on off-aerodrome rents for Automatic Weather Stations) rents can be obtained.

Recommendation 12:

If the cost of observational equipment for a particular site is considered excessive, the provision of the service shall be reviewed.

Recommendation 13:

Any proposed changes to the categorisation and service for individual aerodromes should be provided to industry at the next scheduled Bureau of Meteorology/Industry Consultative meeting, depending on the level of comment and analysis required. This shall not limit the Bureau from making any temporary arrangements it deems necessary.

Recommendation 14:

A full review of TAF categorisation, based on updated aerodrome passenger and movement data, shall be conducted every three years.

Recommendation 15:

A post-implementation review of any changes made as a result of the Bureau's TAF review shall be conducted 12 months after the completion and publication of the TAF review, in consultation with major stakeholders.

Appendix 2 - Designated International Airports

Designated International Airports - Australia⁶

2.1 Major International Airports

2.1.1 "Major International Airport" means an airport of entry and departure for international air traffic where all formalities incident to Customs, Immigration, Health, and similar procedures are carried out.

... [Adelaide, Brisbane, Cairns, Darwin, Melbourne, Perth, Sydney]...

2.2 Restricted Use International Airports

2.2.1 "Restricted Use International Airport" means an airport of entry and departure at which the formalities incident to Customs, Immigration, Health, and similar procedures are made available on a restricted basis, to flights with prior approval only.

...[Avalon, Broome, Canberra, Coffs Harbour, Gold Coast, Hobart, Learmonth, Lord Howe Island, Port Hedland, Townsville, Williamtown/Newcastle]...

2.3 Alternate Airports to International Airports

2.3.1 "Alternate Airport" means an airport specified in the flight plan to which a flight may proceed when it becomes inadvisable to land at the airport of intended landing (see also AIP GEN 1.3 Section 6.).

...[Alice Springs, Avalon, Canberra, Coffs Harbour, Gold Coast, Kalgoorlie, Launceston, Learmonth, Port Hedland, Rockhampton, Tindal, Townsville]...

2.4 International Non-Scheduled Flight Airports

2.4.1 "International Non-Scheduled Flight Airport" means an airport at which approval may be granted, provided the prescribed prior notice is given, for international non-scheduled flights only. No other form of international operation is permitted:

... [Horn Island]...

2.5.1 "External Territory International Airport" means an airport of entry and departure for international air traffic located upon an Australian External Territory, where all formalities incident to Immigration, Health and Territory Customs, and similar procedures are available. Australian external territory international airports are as follows:

... [Norfolk Island, Christmas Island, Cocos (Keeling) Island]...

⁶ Aircservices Aeronautical Information Package (AIP) Book, 28 June 2012, GEN 1.2 Entry, Transit and Departure of Aircraft

Appendix 3 - Submission of Revised Aerodrome Details

This form is to be used by an aerodrome owner to provide revised movement and passenger statistics to the Bureau of Meteorology. This data will be used by the Bureau of Meteorology to determine whether the aerodrome is entitled to receive a TAF free of charge (funded by Meteorological Service Charge (MSC)), based on the criteria defined in the TAF review. The Bureau will also offer contractual (cost recovery) TAF services to those aerodromes not meeting the criteria. Such contractual services will incur service charges.

Given the intended use of this submitted data, it is essential that aerodrome owners provide accurate information. Should the Bureau determine that an aerodrome has submitted erroneous data that resulted in the provision of a TAF service at no direct charge, the aerodrome will be required to pay the Bureau all costs incurred to provide this TAF and observational service.

Operators are required to provide accurate information which reflects annual movement numbers and annual passenger numbers for the aerodrome. It is requested that information be provided during the year 1 July 2011 to 30 June 2012 inclusive. If data for this period is unavailable for some reason, please provide most suitable data indicating the period and how it was collected.

The following form is to be completed by the Aerodrome Chief Financial Officer or Chief Executive Officer and submitted to:

National Manager Regional Aviation Weather Services
Weather and Ocean Services Policy Branch
Bureau of Meteorology,
GPO Box 1289
MELBOURNE, VIC 3001
Email: sral@bom.gov.au

Submission of Revised Aerodrome Figures

Airport Details:

Aerodrome Name:

Aerodrome ICAO Code:

Data:

Movement Numbers (PA):

Passenger Numbers (PA):

Meta Data:

Is this data for the period 1 Jul 2011 to 30 Jun 2012

Yes No.

If no, for what period was the data collected?

Is the data actual recorded details or estimated?

Actual Estimated.

If estimated, provide specific details of how details were calculated (overleaf if required)

Authorisation:

I certify that the above information is true and correct.

Name of Completing Officer:

Title:

Note: Only details from CFO or CEO will be accepted

Signature:

Date:

Appendix 4 - Glossary of Terms, Abbreviations and Acronyms

ASH Aeronautical Services Handbook

ATC Air Traffic Control

ATSB Australian Transport Safety Bureau

ERSA En-Route Supplement

CAA Civil Aviation Authority

CAR120 Civil Aviation Regulation 1988, Regulation 120

CASA Civil Aviation Safety Authority

C&V Ceilometer and Visibility

DEW POINT The temperature to which air must be cooled, at constant pressure and water vapour content, in order for saturation to occur. If the air is cooled further, some of the water vapour will condense to liquid.

FIR Flight Information Region

ICAO International Civil Aviation Organization

MA Meteorological Authority

METAR A French acronym for a meteorological report from an aerodrome at a routine time (1/2 hourly) when conditions are better than specified thresholds. It is the primary format in aeronautical meteorology for reports of surface meteorological information at an aerodrome.

MOU Memorandum of Understanding

MSC Meteorological Service Charge

NMOC National Meteorological & Oceanographic Centre

NOC National Operations Centre

NOCMET Meteorological Unit at the Airservices National Operations Centre (NOC)

QNH A brevity code for barometric pressure adjusted to sea level.

PA Per Annum

PRECIPITATION In meteorology it is any product of the condensation of atmospheric water vapour that falls under gravity.

RFC Regional Forecasting Centre

RELATIVE HUMIDITY The ratio of the vapour pressure to the saturation vapour pressure with respect to water. Also known as the ratio of the existing amount of water vapour to that which could be held by a parcel of air. It is usually expressed as a percentage.

SAMU Sydney Airport Meteorological Unit

SPECI A special report of surface meteorological information at an aerodrome. They are only issued when specific criteria are met. Has the same format as a METAR, except for the name.

UNIVERSAL TIME COORDINATED (UTC) The primary time standard by which the world regulates clocks and time. In aviation forecasts and reports it is signified by the letter Z.

VAAC Volcanic Ash Advisory Centre

WMO World Meteorological Organization

PROPOSED MT PERRY MINING STRUCTURE & VISITOR INFORMATION CENTRE PROJECT

Responsible Officer: Andrew Jackson – Director Community & Cultural Services
Report prepared by: Jenny Bebbington – Tourism Development Coordinator

1 PURPOSE OF REPORT

This report is to advise Council of a proposal to erect a mining structure/visitor information centre in Mount Perry, with a request for Council's consideration of the proposal in future budget allocations.

2 INTRODUCTION/BACKGROUND

On 20 September, 2012, Council received a letter from the Perry District Heritage and Tourism Association's President Mr Brian Gerdes with a proposal to erect a Visitor Information Centre under a Mining Head Frame (Poppet Head) – refer (*Attachment 001*). The proposed location for the structure is on land owned by Council opposite Council's Administration Centre - Assessment No: 50029 – 00000-000 Lot/Plan: 165 SP157483.

During discussions with Mr Gerdes, Tourism Development Coordinator (TDC) offered assistance with planning the project to enable the project to be shovel ready and advised the following requirements –

- Permission from Council is required to erect the structure
- Engineering plans and building permits are required prior to commencement of any work
- Quotations for the construction of structure and interpretive display area to be submitted to Council
- Overall project scope and cost
- Evidence of community support

It is envisaged the project would be in two stages –

1. Erection of the mining structure to which a quotation has been received (*refer Attachment 002*)
2. Construction of the ground floor static display and visitor information centre.

Mr Gerdes was advised by Council that there were funding opportunities currently available through both State and Federal governments on a dollar for dollar basis.

The TDC explained that it was unlikely Council would allocate funding towards this project during this financial year and suggested this report to Council for consideration in future budget allocations.

Mr Gerdes further added that during discussions with the Mayor he had advised that Evolution Mining were interested in contributing particularly if the project was a permanent fixture ie: infrastructure.

3 FINANCIAL IMPLICATIONS

The quotation from freespace DESIGN, through Evolution Mining P/L, indicated an amount of \$20,500 to construct and erect Stage 1 of the structure – (*refer Attachment 002 for detailed breakdown*).

4 ATTACHMENTS

Attachment 001 – Letter of request and image of Mining Head Frame (Poppet Head)

Attachment 002 – Quotation to erect Stage 1

5 RECOMMENDATION

For Council's information.



Perry District Heritage and Tourism Association

MT PERRY
20 SEP 2012
RECEIVED

President
Brian Gerdes
(07) 4156 3916

Secretary
Beppie Stanley
(07) 4156 3185

Good Morning/Afternoon

In the past Mt Perry has always had a problem with establishing a Tourist Information Centre. We, at the Museum and Historical Society, would like to see an information centre based under a Mining Head Frame (or Poppet Head). The photo of the Head Frame supplied is above the Kennedy Shaft of Queensland Copper Mt Perry. The two wheels on the top of the Head Frame we have at the Museum. We have Mining Buckets, etc. that we can dress the top of the Head Frame with.

The Head Frame need only be simple 2-3 levels, the top 2 levels with Mining gear, the bottom level displaying Information boards, etc.; the top two levels to be locked off from the public. It could be placed opposite the Council Office.

Mt Perry was established as a Copper mining centre in 1869 and still runs as a mining town. This would be a great opportunity to have something to reflect that with a unique style.

Brian Gerdes

President Perry District Heritage and Tourism Association

RECEIVED (Records)
File No: 8-5-04
23 SEP 2012
To: ANDREW/JENNY
Doc ID:
Retention Ref: 20154

MINING DAYS



freespace DESIGN - architecture – interiors – urban design -
47 Sehmish court Bonogin Q. 4213 ph:+61 7 55 302 802
e : david@freespace.net.au
act – nsw – qld – vic

Jan 07 2013

Lindsay Davidson
Commercial & Administration Manager
Mt Rawdon Operation
Evolution Mining P/L

Phone: 07 4156 2234
Fax: 07 4156 2200
e-mail: Lindsay.Davidson@evolutionmining.com.au

RE: *Tourist Icon*

Dear Lindsay,

This one page document is a opinion of propable cost for the Tourist Icon structure.
Two options were explored for the materials as you are aware. One in hardwood the other in treated
CCA pine. The second option was chosen from a cost and availability prespective.

Material costs – CCA timber \$8400 (inc gst) for a 6 – 8m high structure with a 4-6m base
Footings concrete and steel reo - approx 2cubic m \$1000
Bracing elements – steel tie rod 8 x 4 m sections with bolts and fixing plates allow \$1200
Paint/ stain – approx 40lit \$440.
Admin.- 5% - 8% allow \$960
Labour cost – \$5000 (errection, fixing, cutting etc)
Council - drawing - engineering \$3500

Total \$20500 (inc gst)

Please note that this figure assumes the labour content, council fees and admin cost.

Please call if you require anything further. Ph (07) 55 302 802, Mob 0404 895 802

Regards,
freespace DESIGN

David Gallez
BSc., BArch(hon)
Reg arch. 3345

freespace DESIGN - architecture – interiors – urban design -
47 Sehmish court Bonogin Q. 4213 ph:+61 7 55 302 802
e : david@freespace.net.au

LIBRARY REPORT

File: 02.04.09
Responsible Officer: Les Hotz – Director of Corporate Services
Report prepared by: Les Hotz – Director of Corporate Services

1 PURPOSE OF REPORT

The purpose of this report is to provide an update of activities undertaken throughout the North Burnett Regional Council Libraries.

2 INTRODUCTION/BACKGROUND

On a quarterly basis, a Library report, including Library activities and loan statistics for the Eidsvold Sports Equipment located in the Eidsvold Library will be presented to Council as information.

3 CORPORATE/OPERATIONAL PLAN

In accordance with Outcome 7 – Culture, Heritage, Sport and Recreation, Section 7.6 Libraries.

4 POLICY IMPLICATIONS

Nil.

5 STATUTORY REQUIREMENTS

Nil.

6 FINANCIAL IMPLICATIONS

Nil.

7 RISK MANAGEMENT

Nil.

8 CONSULTATION

Nil.

9 OPTIONS FOR COUNCIL TO CONSIDER

- Presented for information purposes.

10 OFFICER'S COMMENTS/CONCLUSION

11 ATTACHMENTS

- Library Coordinator Report – October/December 2012

RECOMMENDATION

That the Library Report as presented be received as information.

2ND QUARTER REPORT - OCTOBER, NOVEMBER, DECEMBER 2012

Reading Tent

The Mundubbera Community Development Association (MCDA) acquired a 'Reading Tent'. This gazebo style tent is decorated with artwork for children and will be used to help promote children's literacy in our North Burnett region. Lauren Sparrow, the Family Support Officer at MCDA, has been instrumental in strengthening & supporting our community's playgroups throughout Mundubbera and will now be responsible for promoting the 'Reading Tent' amongst other things.

The first story-telling session involving books, props, songs and activities was held in the park area in front of the Mundubbera Library on 14 November 2012. The local schools, kindy and young children in the community were invited to participate in the story-telling of the 'Wonky Donkey by Craig Smith' with props, sing alongs, activities, honky tonk hats, pin the tail on the donkey, the wonky donkey hokey pokey, and Wonky donkey says.

The MCDA Family Support Officer, Lauren Sparrow and the Mundubbera Library both collaborated on this project. Lauren provided the reading tent and organised the children, advertising and wonky donkey activities. The library provided the story telling, honky tonky hats & props, while our friend Dave Holleran, provided the music and wonky donkey hokey pokey.

It was a successful day with three reading 'performances' and over 128 people in attendance. Lauren Sparrow will liaise with NBRC Libraries in hope to roll events out like this throughout our communities in the region in the near future.



The infamous "Wonky donkey"

Summer Reading Club

The Summer Reading Club (SRC) for 2012 commenced in our NBRC Libraries on 15 December 2012. The SRC is a program that is run in public libraries for approximately six weeks over the school holiday period. Last year, 1006 public libraries across Australia participated in the delivery of the SRC program, 19,173 children registered and an estimated 150,799 books were read. The aims of the SRC include:

- Engaging children, young people and their families in a fun, interactive and relevant reading program during the summer holidays.
- Supporting multi-literacy development in children and young people including reading, writing, creative arts and multi media technology skills.
- Promoting public libraries to the wider community
- Increasing membership and use of public libraries by children, young people and their families.
- Fostering a love of books, reading, literature and the library habit.

The SRC consists of two elements:

1. A library based program involving fun activities and activity sheets; and
2. Online, through an interactive website that provides fun and engaging activities such as chats, book raves, competitions.

There are three target audiences that the activities are aimed at:

- Pre-school (under 5s)
- Primary (5-12s)
- Secondary (2-16s)

All libraries were provided with an SRC merchandise kit that contained stickers, bookmarks, temporary tattoos, wrist bands and pencils that NBRC library staff have made into a pack with activity booklet, registration form and reading log form.

The final numbers of how many children registered and participated will be available in early February after the program finishes on 31 January 2013.

Summer Reading Club activity packs



NBRC Library Statistics Snapshot - OCTOBER 2012

VISITS

Biggenden*	Eidsvold	Gayndah*	Monto	Mundubbera	Perry
860	515	1,472	975	1,439	163
Total Visits:		5,424	*Centrelink agent		

MEMBERSHIP

New members					
Adult	Junior	Avid	Temporary	Institution	Library
22	5	0	1	0	0
Total Members:		28			

Members deleted					
Adult	Junior	Avid	Temporary	Institution	Library
7	3	0	0	0	0
Total Members:		10			

Membership as at: 31 October 2012					
Adult	Junior	Avid	Temporary	Institution	Library
2,050	682	140	88	34	34
Total Membership:		3,028			

CIRCULATION TRANSACTIONS

	Loans	Returns	Renewals	Reservations	Reserves Satisfied
Adult Fiction	1,563	2,119	204	317	253
Adult Non Fiction	355	483	105	65	51
Audio Visual	85	76	26	11	3
CD-Rom	-	-	2	-	-
Language (LOTE)	-	-	-	-	-
DVDs	265	301	50	16	9
Picture Book	380	433	59	25	12
Junior Fiction	151	197	25	31	29
Junior Non Fiction	79	82	18	12	2
Local History	-	-	-	-	-
Literacy	-	1	-	-	-
Large Type	547	680	78	36	23
Magazines	153	163	13	1	2
Adult Reserve	8	15	-	13	6
Reference	1	4	-	-	-
Junior Reserve	-	-	-	-	-
LT Reserve	7	9	-	12	6
Other/General	4	3	-	142	-
Videos	-	-	-	-	-
YA Fiction	53	96	12	31	13
YA Non Fiction	-	1	2	-	-
Total	3,651	4,663	594	712	409

Total Issues (Loans & Renewals): 4,245
Total Circulation Transactions: 9,620

NBRC Library Statistics Snapshot - NOVEMBER 2012

VISITS

Biggenden*	Eidsvold	Gayndah*	Monto	Mundubbera	Perry
391	507	1,468	936	1,526	230
Total Visits:		5,058	*Centrelink agent		

MEMBERSHIP

New members					
Adult	Junior	Avid	Temporary	Institution	Library
21	6	1	1	0	0
Total Members:		29			

Members deleted					
Adult	Junior	Avid	Temporary	Institution	Library
3	1	0	0	0	0
Total Members:		4			

Membership as at: 31 October 2012					
Adult	Junior	Avid	Temporary	Institution	Library
2,068	687	141	89	34	34
Total Membership:		3,053			

CIRCULATION TRANSACTIONS

	Loans	Returns	Renewals	Reservations	Reserves Satisfied
Adult Fiction	1,688	2,070	159	214	256
Adult Non Fiction	308	395	82	39	37
Audio Visual	61	97	27	26	10
CD-Rom	1	6	2	-	-
Language (LOTE)	-	-	-	-	-
DVDs	231	241	38	10	4
Picture Book	347	370	46	8	5
Junior Fiction	149	182	14	28	24
Junior Non Fiction	73	95	33	4	6
Local History	-	-	-	-	-
Literacy	-	3	-	-	-
Large Type	444	574	54	18	22
Magazines	108	135	11	4	2
Adult Reserve	4	9	1	5	4
Reference	-	-	-	-	-
Junior Reserve	-	-	-	-	-
LT Reserve	2	8	-	2	2
Other/General	2	3	1	126	1
Videos	-	-	-	-	-
YA Fiction	38	63	9	12	15
YA Non Fiction	2	6	1	1	1
Total	3,458	4,257	478	497	389

Total Issues (Loans & Renewals): 3,936
Total Circulation Transactions: 8,690

NBRC Library Statistics Snapshot - DECEMBER 2012

VISITS

Biggenden*	Eidsvold	Gayndah*	Monto	Mundubbera^	Perry
392	394	1,178	803	1,259	191
Total Visits:		4,217	*Centrelink agent ^Art Gallery attached		

MEMBERSHIP

New members					
Adult	Junior	Avid	Temporary	Institution	Library
20	10	0	1	0	0
Total Members:		31			

Members deleted					
Adult	Junior	Avid	Temporary	Institution	Library
39	32	0	0	0	0
Total Members:		71			

Membership as at: 31 October 2012					
Adult	Junior	Avid	Temporary	Institution	Library
2,049	665	141	90	34	34
Total Membership:		3,013			

CIRCULATION TRANSACTIONS

	Loans	Returns	Renewals	Reservations	Reserves Satisfied
Adult Fiction	1,237	1,473	164	140	147
Adult Non Fiction	220	319	79	24	15
Audio Visual	53	55	15	3	6
CD-Rom	-	-	-	-	-
Language (LOTE)	-	-	-	-	-
DVDs	255	267	25	4	4
Picture Book	206	279	56	5	2
Junior Fiction	116	143	18	10	11
Junior Non Fiction	47	52	17	-	-
Local History	-	-	-	-	-
Literacy	-	-	-	-	-
Large Type	373	381	33	12	11
Magazines	50	83	8	2	4
Adult Reserve	3	9	2	11	3
Reference	-	2	-	-	-
Junior Reserve	-	-	-	-	-
LT Reserve	3	4	-	6	3
Other/General	1	2	-	78	1
Videos	-	-	-	-	-
YA Fiction	30	43	8	6	7
YA Non Fiction	3	7	1	-	-
Total	2,597	3,119	426	301	214

Total Issues (Loans & Renewals): 3,023

Total Circulation Transactions: 6,443

EIDSVOLD Sport Equipment Library Usage - 2nd Quarter

LIST OF SPORT EQUIPMENT	Oct-12	Nov-12	Dec-12	TOTAL
2x Michael Clarke Slazenger Cricket Sets				
2x Wilson Rak Attak Tennis Racquets (21)				
3x Wilson Rak Attak Tennis Racquets (23)		1	1	2
4x Wilson Impact Ace Tennis Racquets (25)		1	1	2
3x Yonex Ultimum Ti Tennis Racquets (Large)				
Wilson Tennis Balls		1	1	2
2x Mazon Hockey Sticks				
2x Grays Astrotec Hockey Balls				
2x Genefix Dunlop Squash Racquets				
1x Tube Squash Balls (3)				
5x 76cm Supahoop Hula Hoop				
1x 64cm Supahoop Hula Hoop				
2x Skipping Ropes				
1x Franklin 5 Game Set Combo				
1x Wham-o Frisbee Disc				
1x Slazenger Totem Tennis				
1x Franklin Bocce Set	1	2		3
1x Puma Dart Board and Cabinet (Alloy)		1		1
1x Puma Dart Board and Cabinet (Bristle)				
Puma Brass Dark Knight Darts				
1x Wahu Pool Party - Pool Action Pack				
1 set of Fuel Skies with Tow Rope		1	1	2
1x FeelFree Corona 2-1 Kayak		1	1	2
2x FeelFree Curved Blade Paddles		1	1	2
1x FeelFree Gemini 2 person Kayak		1	1	2
2x FeelFree Curved Blade Paddles		1	1	2
2x Gorge Ultra X Life Jackets (SLarge)		1	1	2
2x Gorge Ultra X Life Jackets (1 Large & 1 SLarge)		1	1	2
1x 26" Kaktus Cheetah Push Bike				
1x 16" Estella Cheetah Push Bike (Trainer Wheels)				
4x Helmet's		3 out of 4 - 1	1 out of 4-1	
1x Brosnan Golf Set in Golf Bag			1	1
1x Wilson Golf Set in Golf Bag			1	1
1x Maxfli Golf Buggy			1	1
Ram Laser XR & Wilson Smart-Core Golf Balls			1	1
2 x Packet's Wooden Tees			1	1
1x JD Bug Scooter	2			2
1x Razor ProModel Scooter	2	1		3
1x JB321 Swing Board				

1x Infinite Skateboard	1			1
1 set Pryme Elbow Pads		1		1
1 set Pryme Knee Pads		1		1
19x Digital Pedometers				
Ball Kit 1				
Ball Kit 2				
Ball Kit 3				
Ball Kit 4				
4x Adidas/HART Soccer Ball		1		1
4x Steeden/HART Nite Trainer Footballs				
4x Spalding High Bounce Balls				
4x Attack Extra Grip Basket Balls		2 out of 4-1	2 out of 4-1	
4x Pyramid Balls				
4x Spike & Jelly Balls				
4x Softy Balls				
4x Skill Balls				
4x Foam Footballs				
2x Sharp Shooter Precision Kicking Tee				
4x Sports Goal Kits		1 out of 4 - 1		
2x Test Cricket Bats (Full Size)		1		1
2x Metal Stumps		1		1
2x Cricket Balls				
1x Cricket Set (Full Size)				
2x HART Badminton Kits (Senior)				
1x T-Ball Kit (Junior)				
1x Jumping Bag Set				
1x 12 Sided Dice Set				
1x Numbered Playball Set		1		1
1x Court Marking Set				
1x Foam Hopscotch Set				
1x Numbered Bean Bag Set	1			1
1x Beach Volley Ball Kit	1			1
1x Volley Ball		1	1	2

HEALTHY NORTH BURNETT INITIATIVE

Responsible Officer: Mr Andrew Jackson – Director Community & Cultural Services
Report prepared by: Prue Leng – Community Services Administration Officer
Trisha Hansen – Co-ordinator Community Development

1. PURPOSE OF REPORT

The purpose of this report is to inform Council of the Healthy North Burnett Initiative which is developed through the NBRC Sport and Recreation Program.

2. INTRODUCTION/BACKGROUND

One of the key outcomes of Council's Corporate Plan is the promotion of community wellbeing. Multiple Queensland local governments have over the past 12 months implemented Healthy Lifestyle programs in various forms.

Feedback has been received from the North Burnett community that at present it is difficult to ascertain what healthy lifestyle opportunities exist in our region. It has therefore been suggested that an initiative which assists with the promotion of healthy activities be implemented to follow a similar format as the North Burnett Community Services Database.

This initiative could include for example, dates of specific events and activities from community and commercial organisations, lists of community and commercial organisations which meet the Healthy North Burnett requirements and to include their contact details and a brief description of their mission.

3. CORPORATE/OPERATIONAL PLAN

4.3 Community Relationships: Develop programs that promote cross community networks and interactions (including sport, recreation and arts), with a process to engage the youth and young families.

4.4 Community Group Networking: Develop programs that encourage cross collaboration and input of community groups and organisations to address key common issues.

6.7 Community Wellbeing: Develop a program to promote healthy lifestyles and to reduce the incidence of preventable diseases

7.7 Sport and Recreation: Develop a regional Sport & Recreation Strategy, with a focus being on transport issues.

4. POLICY IMPLICATIONS

Nil

5. STATUTORY REQUIREMENTS

Nil

6. FINANCIAL IMPLICATIONS

Council currently employs a Sport and Recreation Officer as part of the Community and Cultural Services Department. As this initiative at its initial stages and will not necessarily manage or deliver activities, there will be minimal financial outlay. The duties included in this initiative will be incorporated as part of the Sport and Recreation Officer's role of which the wage's component has been budgeted.

7. OPTIONS FOR COUNCIL TO CONSIDER

1. Receive this report as information and support the implementation of this initiative; or
2. Receive this report as information and provide further feedback on this initiative

8. ATTACHMENTS

- Project Proposal and Scope

9. RECOMMENDATION

That Council receives this report as information and supports the implementation of the Healthy North Burnett Initiative.

ATTACHMENT 1 : SOCIAL 2 – HEALTHY NORTH BURNETT

New North Burnett Regional Council program proposal:

Program Concept

An initiative of North Burnett Regional Council, Healthy North Burnett will be a region-wide program encouraging residents to make healthier lifestyle choices through a range of physical and exercise activities, nutritional education programs as well as social initiatives.

Events, programs and initiatives being delivered by both NBRC and/or external parties (sporting clubs, organisations, government agencies and not-for-profits) that are seen to achieve the objectives of Healthy North Burnett may also be promoted under this banner.

While at this stage there is no funding available through North Burnett Regional Council for event management, equipment, catering, labour and resources, North Burnett Regional Council can be an active leader, support and partner for these events and initiatives, through promotion via Council website, newsletters and media releases.

Background

The North Burnett Region already boasts state-of-the-art sport and recreation equipment and facilities in all town centres, with good access to health services and information.

Each town centre (except Mt Perry) has a swimming pool, most have tennis courts, sporting ovals, walkways and free outdoor exercise equipment that can be easily accessed by residents of all ages and abilities for free, or at very low cost.

The township of Mundubbera has strong patronage of its gym facility by residents and temporary workers living in the area. A range of free exercise initiatives including aerobics, aqua-aerobics, running and boot camps are currently offered in the township with strong participation (usually 20-40 persons attending each session). These initiatives are delivered by local residents and NBRC Volunteers, David and Janette Holleran. The Hollerans also delivered boot camps in both Gayndah and Binjour in 2012, which were well received and attended, and these are looking to expand in 2013.

There is an opportunity to create a 'one-stop-shop' for all healthy lifestyle programs, events and initiatives of the North Burnett region that can be promoted under the banner of 'Healthy North Burnett'. Many people now work in more than just one location and therefore are keen to find out what's available in the other North Burnett Communities.

Healthy North Burnett will follow similar Local Government initiatives across Queensland and will assist with the promotion of sharing resources and combining activities across the North Burnett region.

Additionally, other activities and initiatives run in the communities by sporting clubs, organisations, departments etc. that meet the objectives of Healthy North Burnett may be promoted as such (at the discretion of NBRC).

Program Overview

The Healthy North Burnett program will encompass a wide range of healthy lifestyle initiatives and activities delivered across all six centres, including but not limited to:

- Sport and recreational activities (e.g. current Mundubbera activities delivered by North Burnett Regional Council Volunteers David and Janette Holleran) e.g.:
 - Boot camp
 - Aerobics
 - Aqua-aerobics
 - Running/Walking
- Community and Club sport and recreational activities (delivered by clubs, organisations, individuals etc.) e.g.:
 - Swimming carnivals
 - Come and try days
- Social activities (with a healthy lifestyle promotion objective) e.g.:
 - Blue Light Discos
 - Social bowls days
- Educational initiatives e.g.:
 - Nutrition and dietary information sessions
 - Healthy cooking demonstrations
 - Community health checks
 - Weight loss/fitness initiatives (e.g. Queensland Health's Lighten Up Program)

Program Objectives

The Healthy North Burnett program aims:

- to make a diverse range of healthy lifestyle options easily accessible for all residents across the region
- to consolidate a wide range of existing and planned healthy lifestyle events under one easily identifiable banner
- to encourage more people to be more physically active, with increased participation rates in all Healthy North Burnett initiatives (physical and educational) by 20% within 12 months
- To organically grow the number of events and initiatives planned across each of the six town centres over the next two years, as well as the number of qualified residents to deliver these types of activities and events.

Aligning with Council plans and policies

The Healthy North Burnett Program aligns with the following objectives contained in North Burnett Regional Council plans and policies:

1. Corporate Plan

4.3 Community Relationships: Develop programs that promote cross community networks and interactions (including sport, recreation and arts), with a process to engage the youth and young families.

4.4 Community Group Networking: Develop programs that encourage cross collaboration and input of community groups and organisations to address key common issues.

6.7 Community Wellbeing: Develop a program to promote healthy lifestyles and to reduce the incidence of preventable diseases

7.7 Sport and Recreation: Develop a regional Sport & Recreation Strategy, with a focus being on transport issues.

2. Community Plan

- Expand sport and recreation facilities and activities including walking tracks, children's playgrounds and upgrade sport and recreation facilities that are affordable for families
- Involve seniors in community life and activities
- Develop and progress facilities, resources and health promotion for residents to maintain healthy lifestyles including good nutrition and exercise
- Develop community facilities and services to support physical activity and social connection
- Enhance the accessibility of activities for people with a disability and support organisations that allow people with a disability to be active
- Create additional opportunities for interaction through sport, food and community organisations

Marketing

A Healthy North Burnett logo and key messages will be developed for use for promoting all events and initiatives which meet the programs objectives. This logo will also be supplied to external organisations and groups only once approved by Council as meeting the program objectives. While events and initiatives may be promoted under the Healthy North Burnett brand, they may not necessarily be sponsored by North Burnett Regional Council (see following).

Below are examples of logos for similar programs or initiatives as an indication of what will be created for Healthy North Burnett:



Key stakeholders

- North Burnett Regional Council (including Sport and Rec Officer Prue Leng)
- David and Janette Holleran (NBRC Volunteers)
- Queensland Health
- North Burnett Sport and Recreation Clubs
- Health care service providers such as Blue Care
- Schools
- Any commercial fitness organisation activities if/when appropriate Applications and Courses have been obtained

Terms and conditions of use: Healthy North Burnett

While the Healthy North Burnett program will be an initiative of North Burnett Regional Council, events and event organisers participating under the program will be considered independent to Council. These events and event organisers may not be necessarily 'sponsored by' North Burnett Regional Council.

Approved events and event organisers operating under the Healthy North Burnett banner will not 'automatically' become Council volunteers, will not be covered by Council insurance and must have adequate risk management measures and insurance policies in place.

A User Agreement outlining the objectives of Healthy North Burnett initiatives, terms and conditions of use will be developed ahead of program rollout.

For more information, contact:

Prue Leng
North Burnett Regional Council Sport and Recreation Officer
P: 4165 5474
E: prue.leng@northburnett.qld.gov.au

**WIDE BAY MEDICARE LOCAL HEALTH NEEDS ASSESSMENT
"TAKING THE PULSE" SURVEY**

Responsible Officer: Mr Andrew Jackson – Director Community & Cultural Services
Report prepared by: Prue Leng – Community Services Administration Officer

1. PURPOSE OF REPORT

The purpose of this report is to update Council on the delivery of community consultation as part of the Wide Bay Medicare Local Burnett Health Needs Assessment during February 2013.

2. INTRODUCTION/BACKGROUND

This report follows an Information Only Report submitted to Council on 15 January 2013 (attached), and MEG Meeting Report submitted on 22 January 2013.

Wide Bay Medicare Local (WBML) is part of a national network of Primary Health Care organisations established to coordinate Primary Health Care delivery and tackle local health care needs and service gaps.

The Wide Bay Medicare Local Health Needs Assessment team is planning to visit the North Burnett on the following dates (itinerary still being confirmed by WBML, and subject to change):

- Monday 18 February 2013 – Monto
- Tuesday 19 February 2013 – Gayndah & Eidsvold
- Wednesday 20 February 2013 – Mundubbera
- Monday 25 February 2013 – Biggenden
- Wednesday 27 February 2013 – Mt Perry

Wide Bay Medicare Local representatives will visit the above communities on the above dates to conduct "main street" interviews, Council assisted forums, visitation to health professionals and distribution of the Taking the Pulse survey tool.

Wide Bay Medicare Local has consulted with NBRC officers as well as Community Service providers as to consultation locations.

3. DISCUSSION ITEMS AND OUTCOMES

Wide Bay Medicare Local has requested support from North Burnett Regional Council (NBRC) in delivering its Health Needs Assessment and Taking the Pulse survey distribution only. The initiative is being managed and financed by Wide Bay Medicare Local.

The Department of Community and Cultural Services requested and gained support from other directorates to assist with the delivery of this initiative by Wide Bay Medicare Local.

Specifically, Wide Bay Medicare Local has requested NBRC allows Taking the Pulse survey's with self-addressed, postage paid envelopes, be available (10-15 copies) at each NBRC office's Customer Service counter and library for a period of two - three weeks. Wide Bay Medicare Local will familiarise NBRC customer service, library team members and volunteers with the survey. NBRC will also request Wide Bay Medicare Local supply a self-addressed, postage paid A4 envelope to all six offices to ensure any surveys returned to Council offices can be returned to Wide Bay Medicare Local.

North Burnett Regional Council can support this project by informing the community of Wide Bay Medicare Local, the Health Needs Assessment and Talking the Pulse survey, locations for community consultation and collection points for the Taking the Pulse survey (also available online) through display of posters, listing on NBRC events calendar and distribution of media release.

The Department of Community and Cultural Services requested MEG to allow Wide Bay Medicare Local a deputation at the next Council General meeting on Tuesday 19 February 2013 at Gayndah. This would be an opportunity for Wide Bay Medicare Local to introduce the new organisational structure and service offering to the Mayor and Councillors and allow them to provide feedback to Wide Bay Medicare Local about their communities' individual needs. This would also allow the Mayor and Councillors to disseminate information about Wide Bay Medicare Local and the Health Needs Assessment with their local service providers and community groups. MEG supported this request and an invitation to attend the deputation will be sent by the Department of Community and Cultural services.

4. CORPORATE/OPERATIONAL PLAN

Refer to Outcome 6 of Council's Corporate Plan – Community Services & Health

6.6 Community Health

Engage with key stakeholders in identifying community health needs and lobby for the government agencies to develop and deliver a Regional Public Health Plan

6.7 Community Wellbeing

Develop a program to promote healthy lifestyles and to reduce the incidence of preventable diseases

6.9 Ageing and Disability

Ensure facilities and services are in place to support the ageing population and people with disabilities, including housing and health care.

5. POLICY IMPLICATIONS

Nil

6. OPTIONS FOR COUNCIL TO CONSIDER

1. Receive this report as information only
2. Receive this report and recommendations
3. Do not accept the report or support the recommendations

7. ATTACHMENTS

Attachment 1 : NBRC Information Only Report - WBML PARG

8. OFFICER'S COMMENTS/CONCLUSION

The focus of the Taking the Pulse tool and the whole Health Needs Assessment is on primary health care and potential preventative health measures, not on infrastructure or acute care (for instance). However, it will focus on the provision of a range of primary health care services and this will be validated by a regional health services mapping exercise which will also form part of WBML's report.

WBML's project team is very aware that the North Burnett Regional Council area is a diverse collection of communities and demographics with varying needs and issues. The project team hopes to capture this in its data collection and consultation and will work very closely with the NBRC to attain this goal.

9. RECOMMENDATION

That Council allows the Taking the Pulse surveys to be distributed from all NBRC offices and libraries and grant Wide Bay Medicare Local a deputation at the North Burnett Regional Council General meeting, 19 February 2013 at Gayndah.

ATTACHMENT 1

SOCIAL 3

01.2013

INFORMATION ONLY

WIDE BAY MEDICARE LOCAL HEALTH NEEDS ASSESSMENT

*Responsible Officer: Mr Andrew Jackson – Director Community & Cultural Services
Report prepared by: Prue Leng – Community Services Administration Officer*

1. PURPOSE OF REPORT

The purpose of this report is to inform Council of meeting minutes and action items arising from the initial Wide Bay Medicare Local Burnett Health Needs Assessment Planning and Advisory Reference Group meeting held in Bundaberg on 13 December 2012.

2. INTRODUCTION/BACKGROUND

Community Development Administration Officer Prue Leng attended this meeting at the request of Andrew Jackson who was unable to attend.

Wide Bay Medicare Local (WBML) is part of a national network of Primary Health Care organisations established to coordinate Primary Health Care delivery and tackle local health care needs and service gaps.

This was the first Planning and Advisory Reference Group (PARG) meeting to support Wide Bay Medicare Local's Regional Health Needs Assessment project. The Group will comprise of a broad range of representatives on an invitation only basis including:

- Wide Bay Public Health Unit
- CQ University, Faculty of Sciences, Engineering and Health
- Wide Bay-Fraser Coast Primary Care Partnership
- Wide Bay Health and Hospital Service
- Department of Communities
- Bundaberg Regional Council
- Fraser Coast Regional Council
- North Burnett Regional Council
- Mitchell Grambauer, WBML
- Glenn Austin, WBML
- Leigh Bennett, Enterprise Innovations, Advisor to HNA project
- Other WBML staff as required.

The WBML PARG will only meet three times between 13 December 2012 and April 2013 and will support the Wide Bay Medicare Local's Regional Health Needs Assessment project by providing:

- access to any relevant documents
- a list of key people to contact
- professional advice
- where possible access via websites to promote the project, the surveys which will be used and to get any cross promotion
- information on opportunities or events which could dovetail and provide a mutual benefit

The Wide Bay Medicare Local Health Needs Assessment team is planning a three day visit across the North Burnett at a time, and in locations, informed through consultation with NBRC officers.

This should occur around February - March. WBML envisages this will be a collection of "main street" interviews, Council assisted forums, visitation to health professionals and use of the Taking the Pulse survey tool.

The Taking the Pulse tool, whilst referred to as a survey, is actually an engagement tool for the population and will ask the community questions such as:

"Thinking about your family, how would you rate their health and well being?"

"Thinking about the factors that affect your health and well being, what steps can YOU take to improve the ratings (for you, your family or the Wide Bay)?"

The focus of the tool, and the whole Health Needs Assessment, is on primary health care and potential preventative health measures, not on infrastructure or acute care (for instance). However, it will focus on the provision of a range of primary health care services and this will be validated by a regional health services mapping exercise which will also form part of our report.

WBML's project team is very aware that the North Burnett Regional Council area is a diverse collection of communities and demographics with varying needs and issues.

The project team hopes to capture this in its data collection and consultation and will work very closely with the NBRC to attain this goal.

3. DISCUSSION ITEMS AND OUTCOMES

- Refer to attached meeting minutes
- WBML requested assistance with the distribution of the Taking the Pulse survey / engagement document both online, via promotion and alongside any events/forums of relevance.
- Noted that North Burnett needs to be mostly face to face due to lack of online access. WBML to inform our engagement team about this.
- Lists of names, contacts, documents, networks etc. to be passed to GA by PARG representatives

- WBML seeks complementary activity with, for example, Councils - events, expos, public forums.
- Next meeting on 14 March 2013 at 1.00pm- 4.00pm

4. CORPORATE/OPERATIONAL PLAN

Refer to Outcome 6 of Council's Corporate Plan – Community Services & Health

6.6 Community Health

Engage with key stakeholders in identifying community health needs and lobby for the government agencies to develop and deliver a Regional Public Health Plan

6.7 Community Wellbeing

Develop a program to promote healthy lifestyles and to reduce the incidence of preventable diseases

6.9 Ageing and Disability

Ensure facilities and services are in place to support the ageing population and people with disabilities, including housing and health care.

5. POLICY IMPLICATIONS

Nil

6. OPTIONS FOR COUNCIL TO CONSIDER

- Receive this report as information.

7. ATTACHMENTS

1. WBML PARG Terms of Reference
2. WBML PARG Agenda Meeting #1
3. WBML PARG Minutes Meeting #1

*Responsible Officer: Mark Pitt – CEO
Report prepared by: Mark Pitt – CEO*

1 PURPOSE OF REPORT

Under the Local Government Act 2009, North Burnett Regional Council has the authority to make, amend and enforce local laws.

2 INTRODUCTION/BACKGROUND

A brief summary of the issue which was received on 21 January 2011 regarding two complaints originally: chickens wandering onto her property and early morning noise nuisance from neighbouring roosters. Council officers investigations were conducted over a 12 month period. On 16 March 2012 the CEO wrote to the complainant and advised no further action would be taken.

In regard to the owner of the poultry, enforcement actions were under taken to ensure the construction of a proper enclosure with a Compliance Notice issued on 23 June 2011 –the owner subsequently erected a 2.4 m high fence around new coops. The owner has kept chickens for many years on the subject property. Council also undertook some noise monitoring and the authorised officer concluded that there was no excessive noise. The only noise diary issued to support a noise complaint was that of the complainant with other noise diaries issued in the area not supporting a nuisance.

There is a range and number of poultry including roosters kept by the owner of the subject property who, as noted previously, has kept a number of poultry over an extended period of time and currently lives in a rural village area.

The complainant was given the contact details for the Qld Ombudsman and has subsequently made a complaint to the Ombudsman's office in regard to noise from the poultry. Ongoing discussions with the Ombudsman's office have occurred with a set of proposed recommendations being provided on 6 November 2012. By correspondence dated 24 January 2013 the CEO has advised the Qld Ombudsman's Office that a report would be provided to the February meeting of Council and that Council does not agree with the proposed recommendations or conclusion of the Ombudsman's Office.

3 CORPORATE PLAN

In accordance with Outcome 3 – Organisational Capacity

4 POLICY IMPLICATIONS

Implementation of Local Laws particularly in relation to affect on pre-existing uses and keeping of animals in rural areas. Council has not supported the position of the Ombudsman in regard to unreasonable administrative action and disputes some of the proposed recommendations.

5 STATUTORY REQUIREMENTS

Local Government Act 2009; Local Government Regulation 2012

6 FINANCIAL IMPLICATIONS

Any review/Amendment of the Local Laws will be forwarded to Kind and Co to progress.

7 RISK MANAGEMENT

Political, Environmental and Regulatory. Council has received Legal advice pertaining to this matter on 24 August 2012 and 23 November 2012.

8 CONSULTATION

External – Queensland Ombudsman;
Internal – Councillors and relevant staff

9 OPTIONS FOR COUNCIL TO CONSIDER

Consider this report and take no action.
Consider this report and resolve to propose to make/amend a local law
Consider the informal recommendation of the Ombudsman's Office and accept the some or all of the recommendations.

10 OFFICER'S COMMENTS/CONCLUSION

Under *Section 29 of the Local Government Act 2009* North Burnett Regional Council can resolve to make a new local law. Where the new Local Law is inconsistent with a current Local Law the new Local Law may include the amendment of repeal of the inconsistent law in the same instrument.

The review of Local Law No.2 (Animal Management) 2010 and North Burnett Subordinate Local Law No.2 (Animal Management) 2011 will need to deal with issues pertaining to the keeping of animals prior to the commencement of the Local Law and urban areas.

11 ATTACHMENTS

Correspondence between Council and the Ombudsman's Office –
Please note this correspondence contains personal information and will not be published as part of the Agenda reports due to privacy considerations.

RECOMMENDATION

1. That North Burnett Regional Council engage King and Co to review Council's adopted Local Laws and Subordinate Local Laws and specifically to commence the process to amend the following Local Law:
 - a. Local Law No.2 (Animal Management) 2010 and North Burnett Subordinate Local Law No.2 (Animal Management) 2011 with a view to clarify issues pertaining to the keeping of animals prior to the commencement of the Local Law and urban areas.

Councillor Faye Whelan
15th January 2013 to 12th February, 2013

Date	Function	Location	Comments/Action
15.1.13	Council Meeting	Eidsvold	
15.1.13	Local Ambulance Committee Meeting	Mundubbera	
16.1.13	Meeting with Sport & Recreation Officer	Mundubbera	Discuss WBB Extreme Sport Circuit. North Burnett leg suggestions.
17.1.13	Meet DTS	Mundubbera	Inspected outstanding issues in Div. 4
17.1.13	Fire Debrief	Mundubbera	Worthwhile initiative. Hopefully all will learn from others experience.
18.1.13	Walk/Run for Fitness Relay	Mundubbera	Good support from both Mundubbera and Gayndah. Part of the winning walking relay team and have a gold medal to prove it. New track was a proven success.
19.1.13	Mundubbera 7-A-Side Cricket BBQ	Mundubbera	River Huts - Good participation by organisers and helpers and valuable feedback for future carnivals.
21.1.13	Human Social Recovery Meeting	Mundubbera	Met at Mundubbera Health Service. Good discussion on the progress of the Flexible Funding and CDEI Projects.
21.1.13	Final Australia Day Program Meeting	Mundubbera	All planning going well.
21.1.13	Public Meeting in Eidsvold about announcement by Wide Bay Health to close/downgrade Eidsvold Hospital	Eidsvold	Extremely good attendance. Well done Eidsvold. You showed you cared by your attendance and congratulations to the Eidsvold speakers. You spoke with passion.
23.1.13	Narayen Trustee Meeting	Bundaberg	Met at DAFF headquarters. No great change to management structure/lease at this point.
24.1.13	Meeting with Wide Bay Health Board and Executive Members	Eidsvold	Outcome – small panel set up to investigate way forward. Whole situation was handled appallingly and told them so.
24.1.13	Fresh Foodies Dinner	Mundubbera	Good attendance by small growers who were extremely happy and supportive of one another. Sad that 2 days later most of these peoples lives have been shattered by the flood. They were all so positive and at a stage after the 2010/11 flood to be seeing a light at the end of the tunnel.
25.1.13	Host to Australia Day Ambassador Tony Gould and wife Jenny	Mundubbera	Small dinner catering by self, daughter and staff. Mundubbera Rotary assisted. Well done and appreciated by all.
26.1.13	Australia Day Presentation Breakfast	Mundubbera	Shifted to Hall due to rain. Good crowd attended. Citizenship ceremony for 4 NB people. Awardees received a huge surprise when announced. The element of surprise should never change at Mundubbera.

NORTH BURNETT REGIONAL COUNCIL

26.1.13	Mundubbera LDMSG called to SES Shed at approx. 2.00pm	Mundubbera	Planning started to manage the worst flood event since 1942. However this flood affected more people because in 1942 the area was sparsely populated. The height rose to 23mts. Which is 0.62 less than 1942 at Mundubbera.
26.1.13	After power loss shifted to Mundubbera Health Service where generator power was available	Mundubbera	Continued to manage the flood event at the Hospital until 31.1.13 then shifted to Mundubbera Chambers after power was restored. Huge thank you to Mundubbera Hospital staff.
27.1.13 until 9.2.13	Flood mop up and recovery of a devastated Mundubbera area	Mundubbera	Called public meeting, attended LDMSG meetings in Gayndah. Premier, Governor and Ministers and Shadow Ministers visits. Government Support Services for recovery. Had the most wonderful team of staff and community members as support. Mundubbera is special and blessed by terrific people. Huge thank you to QFRS, SES, Army, QCWA, Service Clubs and Churches and general volunteers from the community. PSWS – Tonga and Papua New Guinea. We would not have evacuated everyone without the help of these men. A Heartfelt thank you to everyone who helped.. Mundubbera will survive on the back of these champions.
11.2.13	Recovery Meetings	Gayndah	Agriculture focus meeting and Economic Recovery Meeting
11.2.13	Human Social Recovery Meeting	Mundubbera	Welfare of our people top priority. Focus on support and lobby for extended funding for extra CDO's and Counsellors in NB. Urgency to settle issue of re housing and possible shifting of badly affected flood victims as muted by the Premier which is causing uncertainty in the recovery and mental state of those affected.
12.2.13	Recovery Meeting	Gayndah	

COUNCILLOR PW LOBEGEIER

FEBRUARY 2013

Date	Function	Location	Comments / Action
16-1-13	Age Care	Monto	Staff issues
17-1-13	B&NBT Tourism	Bundaberg	Planning for the year ahead and Stafford report.
18-1-13	Youth group	Monto	Cricket training for the boys & girls by the QLD Reps. Great day for everyone.
21-1-13	Australia Day Bus Route Local Foods	Monto Kapaldo Mulgildie	Final planning With Ken he will report back I'm sure 25 plus turned up to this presentation and was will done by the team.
22-1-13	Age Care BOM	Monto	Ongoing 6 month finance report
24-1-13	Old Health Landcare	Eidsvold Monto	Ongoing Normal meeting
26-1-13	Australia Day	Monto	Called off because of flooding
26/30-1-13	Flood Event	Monto	Big Thank You to our staff Please for keeping everyone safe
31-1-13	Flood event Australia Day event Public Meeting	Monto	We held the Australia Day event in the afternoon before the public meeting and was well attended. This was well received after what the Monto community went through in the flood Public meeting was good for people to be kept up to date on events and for them to ask for there needs. This was attended by State and Federal Members which was good so they could hear first hand...
1/9 – 2 -13	Meeting to do with the flood event & recovery	Regional	There were many meeting or visits by polities and Our Governor that were held and attended in this time and I'm sure some one wrote them down. There were inspection of damage and transporting our visitor around our region.
11-2-13	Recovery Meetings	Gayndah Mundubbera	Ongoing
12-2-13	Recovery Meeting	Gayndah	Ongoing
15-2-13	Workshop	Gayndah	
18-2-13	Recovery Infrastructure Age Care BOM	Mt Perry Monto	
19-2-13	General Meeting	Gayndah	

COUNCILLOR WJ BOWEN

Date	Function	Location	Comments / Action
16 Jan 13	Meeting –Visit	Mt Perry	Visit Mt Perry with Mayor. Meeting with Show Committee and Sport and Recreation
21 Jan 13	Meeting	Eidsvold	Hospital closure meeting
22 Jan 13	Inspection	Ban Ban	Check fish ladder at Thompson Crossing with landholder
23 Jan 13	Inspection	Ban Ban	Meet with council engineer and with ratepayer at Thompson Crossing about fish ladder
23 Jan 13	Inspection	Mt Perry	Visit Mt Perry to Check Eight Mile Rd
24 Jan 13	Meeting	Eidsvold	Meeting with hospital board members
24 Jan 13	Meeting	Gayndah	Meeting with Evolution Mining
26 Jan 13	Australia Day Awards	Biggenden	Attended Biggenden Australia Day Awards
27-30 Jan 13	Flood Event		In contact with SES and Police in Mt Perry and LDMG via teleconference
31 Jan 13	Visit	Mt Perry	Mt Perry visit via Biggenden and Gin Gin. Meeting with landholders
01 Feb 13	Visit	Mt Perry	Inspect roads around Mt Perry and Met with ratepayer. Return via Eidsvold and Mundubbera
02 Feb 13	Visit	Gayndah	Visit to Gayndah to talk to residents of Reid Creek and visit to the office
03 Feb 13	Meeting	Gayndah	Attend Recovery meeting
04 Feb 13	Visit	Gayndah	Visit Reid Creek residents
05 Feb 13	Meeting	Gayndah	Attend meeting with Governor and tour with Minister McVeigh (DAFF) to Mundubbera, Eidsvold and Monto
06 Feb 13	Visit	Mt Perry	Visit Ratepayers
07 Feb 13	Meeting	Gayndah	Policy and Planning Meeting
07 Feb 13	Meeting	Gayndah	Environmental sub group and Recovery Meeting
11 Feb 13	Meeting	Gayndah	Rural Readers meeting
11 Feb 13	Visit	Gayndah	Visit ratepayers Shallcross road Mundubbera
12 Feb 13	Meeting	Gayndah	Sub Group Recovery meeting
13 Feb 13	Meeting	Mt Perry	LDMG Sub Group Meeting
14 Feb 13	Meeting	Mt Perry	Public Meeting with Deputy Commissioner Regional Operations
15 Feb 13	Meeting	Gayndah	Councillor Workshop
16 Feb 13	Meeting	Gooroolba	Meeting with Gooroolba residents
19 Feb 13	Meeting	Gayndah	General Meeting

COUNCILLOR JF DOWLING

DECEMBER 14 – FEBRUARY 19

Date	Function	Location	Comments / Action
18.12.12	General Meeting	Biggenden	
20.12.12	Australia Day Award Meeting	Gayndah	Some very hard decisions to be made from an exceptional line up of nominations.
21.12.12	Gayndah Christmas Carnival	Gayndah	Have a street carnival in Gayndah and it's guaranteed to rain. Inclement weather aside, there was still a good turn out and a great night.
10.01.13	Citrus Growers Meeting	Gayndah	
11.01.13	General Meeting Workshop	Mundubbera	
15.01.13	General Meeting	Eidsvold	
17.01.13	RADF Meeting	Gayndah	Met with Zonhoven sub committee to discuss project.
22.01.13	Meeting with resident	Gayndah	Drove around and looked at a list of problems areas in town.
22.01.13	Fresh Foodies Dinner	Gayndah	Discussed options for local small crop growers to promote their product through markets.
24.01.13	Wide Bay Hospital Meeting	Eidsvold	Met to discuss concerns regarding the discussed closing of the Eidsvold Hospital
26.01.13	Australia Day Celebrations	Gayndah	Celebrations were moved to the Town Hall due to the rainy weather. Congratulations to all award recipients. It's always pleasing to me to see good numbers attend community events like this and acknowledge the high achievers in our community.
26.01.13	Travelled to Brisbane	Brisbane	Well, it all started Saturday night! What a downpour on our North Burnett region over the night. No way to get back home with the roads already blocked.
27.01.13	Still more rain	Brisbane	No way to get back home – could just watch and hear about the still-heavy downfalls being recorded across the Shire
28.01.13	Watching from afar	Brisbane	Aghast to see the photos and stories unfolding before my eyes of water-logged homes and ruined farms.
29.01.13	Met with Directors	Brisbane	Met with 2 North Burnett Regional Council Directors also isolated in Brisbane.
30.01.13	Convoy back home	Gayndah	Roads finally opened and able to

			return home.
31.01.13	Update on happenings	Gayndah	A hive of activity in the Gayndah office with the Local Disaster Management team working flat out.
01.02.13	LDMG Meeting	Gayndah	Heard from the emergency departments on developments and progress being made on the disaster management. Full day in the chambers and out visiting affected residents.
01.02.13	Premier Newman Visit	Gayndah/Mundubbera	Premier Newman and David Crisafulli visit Gayndah and Mundubbera on a fleeting visit to inspect damaged properties.
02.02.13	Deputy Premier Jeff Seeney	Gayndah	Meeting with Deputy Premier to discuss community issues and what can be done to help residents and the general public.
03.02.13	Disaster Recovery Meeting	Gayndah	Formation of the Disaster Recovery committee and sub-committees.
04.02.13	Gayndah Chambers and around town	Gayndah	Meeting to discuss Governor's visit, more visiting residents, and following up on housing etc etc etc.
05.02.13	Governor Penelope Wensley and Minister John McVeigh	Gayndah/Mundubbera/ Eidsvold/Monto	Meeting with Governor and Minister on arrival, meeting with Minister and affected farmers, tour of Mundubbera properties, meeting with Eidsvold affected farmers, meeting with Monto affected farmers.
06.02.13	Gayndah and Chambers around town	Gayndah	During the day, met with Minister Tracy Davis and showed her some affected properties in town. Met with the Mayor and Tim Mulherin who was visiting the area.
07.02.13	Standing Committee Meeting	Gayndah	During another hectic day, chased Blazeaid information and contacts for Economic Recovery Committee.
08.02.13	Neil McPhillips	Gayndah	Discussions regarding the preparation for Economic Recovery Meeting.
08.02.13	Local Recovery Group Meeting	Gayndah	Moving into the next stage. Rai Whitten Volunteer Coordinator explained his role.
09.02.13	Department of Housing	Gayndah	Met to discuss and assist with making contact with displaced residents and securing housing for them.
10.02.13	Department of Housing	Gayndah	Discussed housing issues with department representative.
11.02.13	Rural Leaders Group	Gayndah	Rural Leaders were invited to discuss their ideas for moving forward.
11.02.13	Economic Recovery Sub Group Meeting	Gayndah	Discussed a "Roadshow" to bring Government representatives to public forums. Along with a list of plans to move forward from the disaster.
12.02.13	Recovery Group	Gayndah	Great to see positive steps being

	Meeting		made by all four sub committees in moving forward.
		Any gaps not completed in this report from 30 January to current have been spent either on the phone, email or talking to residents.	