

**SHERWOOD STATE SCHOOL PARENTS AND CITIZENS ASSOC.**

Monday August 25<sup>th</sup> ; 7:00pm, The Hive

**1. Kylie Macfarlane –President opened Meeting – 7:00pm / Attendance and Apologies**

- Apologies – Lauren Guttenbeil, Meagan Zieba, Marcus McLaren, Lisa Scollo, Anthony Biles, Paul Winnister
- Attendance – Alison Bock, Lisa Masek, Lauren Blanch, Kylie Macfarlane, Sally Campbell, Alisha Kite, Kim Mieres Josie Donaldson, Rohan

***(Moved: Lisa /Second: Paul – Motion carried)***

**2. Correspondence and Actions from Previous Minutes**

**Correspondence**

- Regulator for OSHC

**Actions from Previous Meeting**

- OSHC name and opening ceremony – 9 September 9am with Mark Bailey
- Junior Playground Defects – QBCC to approach Austec pending an inspection
- Senior Playground – \$130,000 from previous fetes to contribute to funding, looking at options
- 2026 Year 6 Shirts – contacted suppliers to design a shirt, awaiting proposals
- Mould – room has been cleared, engineers report and quote to clear as a usable room
- Pool tender – no applications yet, school to follow up with possible leads
- Financial Health Check update – Annual leave balances, all been rectified
- SSS Funding - \$175,000 awarded – consider timing and activities while renovation

*(Moved: Lisa / Second: Alisha – Motion carried)*

### **3. Treasurer's Report**

- Lauren shared Treasurers report (see attached)

*(Moved: Alisha / Second: Rohan – Motion carried)*

### **4. Principal's Report**

- The Principal shared her school report (see attached) and provided the current Budget Overview Report (BOR), Balance Sheet Summary and Cash Flow and additional documentation
- 2026 Technology strategy to be emailed out this week
- Student Wellbeing funding \$20,000 received
- Parent Teacher Interviews – review the timing to link end of semester 1 to commencing term 3

*(Moved: Lauren / Second: Alisha – Motion carried)*

### **6. OSHC and Business Manager Report**

- Lisa shared report on OSHC report (see attached)

### **7. Subcommittee Reports:**

Sharks

- Come and try proposed for Friday week 9

#### Fete

- Thank you event
- Seek Convenors feedback before planning commences

#### Sherwood Arrows

- Trivia Night great success
- Arrows Tour in week 10

**(All reports Moved: Lisa / Second: – Lauren Reports accepted)**

#### **8. Business Arising**


- Funding for laptops - \$25,000 additional donation for laptops, delegation for Exec to approve outside of formal meetig
- Colour Run or end of year fundraising to be investigated

#### **9. New Membership Accepted**

Josie Donaldson

#### **10. Close Meeting: 8.05pm**

**(Moved: Rohan / Second: Rob – Motion carried)**

  
Kylie Macfarlane (Sep 12, 2025 13:02:07 GMT+10)

Kylie Macfarlane

12/09/25



## P&C OSHC Report – Monday 25<sup>th</sup> August 2025

### Occupancy Utilisation

- Average Centre Utilisation (includes vacation care, BSC, ASC):
  - July Actuals 76% booked (includes absences). Utilised 69% (quieter vac care period due to higher staffing ratios needed, 9 days vac care). Booked 3883 out of 5100 available sessions. July 2024 booked 4777 out of 5900 sessions (5 days vac care)
  - August Forecast 69% (teacher strike, Year 6 camp bringing the averages down).
  - September Forecast 79% (term time). Vacation Sep 22-Oct 3.

### Miscellaneous

- Partial Assessment & Ratings review last Friday by DOE – we think it went quite well and will receive feedback soon. The last A&R was over 5 years ago so it was a big push to prepare for on short notice.
- Official opening ceremony - confirmed for Tuesday Sep 9 at 9:30am, plaque is on a rush order! Confirmed with Mark Bailey's office also.
- 35 staff – 2 new hires
- Pupil free day Sep 5 OSHC will be open
- Spring vac care program distributed 22/8 and bookings now open
- All staff meeting 26/8/25



### **Uniform Shop**

- Chasing Term 1 & 2 invoice payment from Weareco!

### **Tuckshop**

- SSS grant was successful! Emily is currently looking to engage a project manager through official DOE channels. Once confirmed we will proceed with updated costings and discuss best timeline for works to happen.

### **The Swim Academy/Swimming**

- RFP has gone out, Emily awaiting responses

### **Grant updates**

- SSS Grant approved \$172,500 with \$172,500 self-funded.
- Worker Retention Payments now in effect with back payments processing – Vital Accounting cross checking my numbers, will be complete this week.
- Vital will not be handling payroll – back to Lisa.



## Principal's Report – P & C Meeting Monday 28 July 2024

**Enrolments:** Current **627**      2026 Prep – **81** Exiting students Year 6 - **95**

**Bank Statement** - Cash at Bank: **\$714,270.85**

### 2025

- Focus on Belonging
- AIP: Challenged and Connected Learners – 3 Strategies to support Learners, Curriculum, Learning
- Sherwood State School Strategic Plan – the next 4 years
- Active School Travel – 3 locations this year (The Arboretum, Jerrold Street 8:30am and Strickland Park)
- The Teaching of Reading through the Australian Curriculum – All students have been monitored for reading this term
- Updating Student Code of Conduct – Year level Leaders are supporting leaders with this.
- Updating website – commenced
- Initiate First Nations Strategy

### DISCUSSION Points

- **F Block 4SH classroom** – Spoke with Infrastructure advisor today following Engineers report – problem will be rectified that has caused water to enter the room – garden bed overflow and angle of rise leading to the doorway in Psychologist office. Request has been made to fund project approx. \$30,000.00 once approved, work will commence.
- **Arboretum Celebration** – August 100 Students Arboretum celebration. A great experience for all involved. We are now in the history books again.
- **Chaplaincy and Student Wellbeing Officer Program** – Survey prior to application 83.7% Student wellbeing officer Chaplain 16.3%. School will explore and establish service.
- **Switch4Schools** – Emotional Intelligence T3 – trial, parent session early term 4 TBC – Staff session was held in week 2. This week we are getting feedback from staff during Golden Hour session (Year Level Meetings)
- **Cluster visit Principals and School Leaders** – positive feedback, 16 teachers opened their doors. SOE and explicit instruction.
- **Request to hire The Hive** – evenings from – Karate, Saturday in Sept and Nov (8-12), fencing group 12month 1 x night per week.
- **Devices Model 2026** – communication to families this week. Overview of model. the model moving forward aims to strike a thoughtful balance: a balance in technology use, a balance in cost to families, and a balance that supports both educational goals and reasonable adjustments. School requesting P&C to support with \$20,000-\$25,000.00 donation to support the purchase and upgrade of laptops to implement in additional cohort.
- **Playground Update** – Helen spoke with QBCC on Thursday, 24 July to give them more information. The case has progressed to the next stage but is a bit of a wait! They can only ask Austec to fix it, but because we are not on private property QBCC can't use their insurance to pay so it's up to Austec play to do the right thing.
- **Senior Playground** – Rob, Emily and I had a site visit following our last meeting. I was great to share ideas a what's possible in the future. Rob '**place design places**', has sent though a proposal for future Senior and Junior Playgrounds
- **Scatter Crossing** – I had a visit from Nicole – NO further update
- **Senior Shirts** – Creative Nation (Dita and Dean) met with Jodie and I last Thursday to discuss needs.

- **Pool Tender** – Closed today – NO submissions as yet. Awaiting 1 more. Emily will work with Lisa S, Peter Simons and Sherwood Sharks
- **Tuckshop Tender** – closes 5/9 for Project Manager (design and construct) \$354,000.00
- **Tennis Courts** – electrician next Monday
- **Tree** – lightning tree has developed a crack that we've had inspected. Next step -

#### Curriculum

- Continue planning V9 English and Maths. Semester 2 HPE, Science – DG communication this can be delayed, in conjunction with cluster schools we will proceed – technologies, languages, the Arts and HASS 2027

#### Future planning

- **Water tanks** – will provision next year connect
- **Resurface oval - Oval** \$1795 for ground care for Fete and OSHC damages for the lawn repairs on the oval. Total - \$4315.

#### Finance

- Budget Overview, Balance Sheet Summary and Cash Flow documents provided.

#### STAFFING UPDATES

- Principal – LSL Week 20 T3 and Weeks 1&2 T4
- Trevor Brown Weeks 9&10 T3

#### Looking ahead –2026

- Planning has begun
- Contact with potential returning staff
- Looking at numbers coming in Prep (78), Pre-Prep Possums booked out in 2 hours balancing this with Year 6s leaving 97 – difference 19
- Looking at structure – if we school fund another teacher > potential impact for budget

#### Quick Facts/Updates and Key Dates:

- **Active School Travel** – is Wednesday 8am Strickland Terrace near bridge, 8am Arboretum and the underpass near Jerrold Street 8:30am > leaving at a later time 8:20am to support more students and families.

Week	What's on this week
7	Yr 6 Camp Mon - Thursday No assembly Yr 2 Strings – recruiting Yr 1 excursion – 1N and 1BW Thursday Yr 1 excursion – 1H and 1M Friday WEAR it Purple Day - Friday
8	Prep Father's Day 2pm Tuesday UDL – 2pm-3pm P-2 Assembly PUPIL FREE DAY
9	Parent Teacher Interviews 3-6 Assembly RUOK? Day
10	Pre-Prep Transition (Mon) P-2 Athletics P-6 Assembly Staff and Extra-curricular photos Prep Transitions (Fri)



# Budget Overview Report

Sherwood State School - (0078)

Report Date: 25-Aug-2025 7:39 AM

Budget Quarter 3

Period: 202508 | Cost Centre: % | Cost Centre Manager: %

User: Henley, Emily (007800265186)



	Year to Date				Annual			Original Budget
	Actual	Budget	Variance	Comment	Budget	Variance	Comment	
Opening Balance	-485,741	-485,741	0		-485,741	0		-485,741
Revenue	-1,160,717	-1,119,236	41,481	Over Budget	-1,285,767	-125,050	Under Budget	-1,117,131
Expense	1,049,143	1,250,419	201,276	Under Budget	1,403,296	354,153	Under Budget	1,329,619
Global Trading Activities	-34,011	0	34,011	In Surplus	0	34,011	In Surplus	0
Representative Sports	0	0	0		0	0		0
Administered Clusters	0	0	0		0	0		0
Non-Curricula Activities	-22,200	0	22,200	In Surplus	0	22,200	In Surplus	0
<b>Balance of Operating Funds</b>	-653,526	-354,558	298,968		-368,212	-285,314		-273,253
Provision	0	0	0		368,212	368,212		273,253
<b>Balance of Funds Available</b>	-653,526	-354,558	298,968		0	653,526		0
<i>Memofigure: System Cost Centres (Not included in above totals)</i>	-1,106	0	1,106		0	1,106		0

Transactions have occurred in System Cost Centres. Validate that the transactions are correct

**Opening Balance Detail**

		Year to Date							Annual			Original Budget
		Committed	Purchased	General Ledger	Actual	Budget	Variance	% Variance	Budget	Remaining	% Remaining	
999000	Retained Earnings	0.00	0.00	-485,740.58	-485,740.58	0.00	485,740.58	-100%	0.00	485,740.58	-100%	0.00
<b>9990</b>	<b>Retained Earnings</b>	<b>0.00</b>	<b>0.00</b>	<b>-485,740.58</b>	<b>-485,740.58</b>	<b>0.00</b>	<b>485,740.58</b>	<b>-100%</b>	<b>0.00</b>	<b>485,740.58</b>	<b>-100%</b>	<b>0.00</b>
999100	SYSTEM USE ONLY - Opening Balance - General Account	0.00	0.00	0.00	0.00	-485,741.00	-485,741.00	100%	-485,741.00	-485,741.00	100%	-485,741.00
<b>9991</b>	<b>SYSTEM USE ONLY - Opening Balance - General Account</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-485,741.00</b>	<b>-485,741.00</b>	<b>100%</b>	<b>-485,741.00</b>	<b>-485,741.00</b>	<b>100%</b>	<b>-485,741.00</b>
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>-486,846.58</b>	<b>-486,846.58</b>	<b>-485,741.00</b>	<b>1,105.58</b>	<b>0%</b>	<b>-485,741.00</b>	<b>1,105.58</b>	<b>0%</b>	<b>-485,741.00</b>
<b>Opening Balance Detail Total</b>		<b>0.00</b>	<b>0.00</b>	<b>-485,740.58</b>	<b>-485,740.58</b>	<b>-485,741.00</b>	<b>-0.42</b>	<b>0%</b>	<b>-485,741.00</b>	<b>-0.42</b>	<b>0%</b>	<b>-485,741.00</b>

**Revenue Budget Cost Centres**

Revenue		Year to Date							Annual			Original Budget
		Committed	Purchased	General Ledger	Actual	Budget	Variance	% Variance	Budget	Remaining	% Remaining	
100800	Chaplaincy and Pastoral Care Funding Program Grant	0.00	0.00	-10,140.00	-10,140.00	0.00	10,140.00	-100%	0.00	10,140.00	-100%	0.00
<b>1008</b>	<b>Chaplaincy/Student Welfare Funding Program Grant</b>	0.00	0.00	-10,140.00	-10,140.00	0.00	10,140.00	-100%	0.00	10,140.00	-100%	0.00
101000	Indigenous Education	0.00	0.00	-586.48	-586.48	-586.00	0.48	0%	-586.00	0.48	0%	-483.00
<b>1010</b>	<b>Indigenous Education</b>	0.00	0.00	-586.48	-586.48	-586.00	0.48	0%	-586.00	0.48	0%	-483.00
102400	Grounds Equipment Replacement Appropriation	0.00	0.00	0.00	0.00	0.00	0.00	0%	-1,000.00	-1,000.00	100%	-1,000.00
<b>1024</b>	<b>Grounds Equipment Replacement Appropriation</b>	0.00	0.00	0.00	0.00	0.00	0.00	0%	-1,000.00	-1,000.00	100%	-1,000.00
102800	Hire of Facilities	0.00	0.00	-24,206.38	-24,206.38	-27,482.00	-3,275.62	12%	-32,482.00	-8,275.62	25%	-50,000.00
102810	Tennis Court Project	0.00	0.00	-7,595.52	-7,595.52	-7,595.00	0.52	0%	-7,595.00	0.52	0%	0.00
<b>1028</b>	<b>Hire of Facilities</b>	0.00	0.00	-31,801.90	-31,801.90	-35,077.00	-3,275.10	9%	-40,077.00	-8,275.10	21%	-50,000.00
103000	ICT School Appropriation	0.00	0.00	-26,478.00	-26,478.00	-26,478.00	0.00	0%	-83,755.00	-57,277.00	68%	-84,127.00
<b>1030</b>	<b>ICT School Appropriation</b>	0.00	0.00	-26,478.00	-26,478.00	-26,478.00	0.00	0%	-83,755.00	-57,277.00	68%	-84,127.00
103400	Interest Received	0.00	0.00	-16,170.64	-16,170.64	-17,533.00	-1,362.36	8%	-22,533.00	-6,362.36	28%	-20,000.00
<b>1034</b>	<b>Interest Received</b>	0.00	0.00	-16,170.64	-16,170.64	-17,533.00	-1,362.36	8%	-22,533.00	-6,362.36	28%	-20,000.00
103500	International Students Grant	0.00	0.00	-13,416.00	-13,416.00	-25,896.00	-12,480.00	48%	-25,896.00	-12,480.00	48%	-29,016.00
<b>1035</b>	<b>International Students Grant</b>	0.00	0.00	-13,416.00	-13,416.00	-25,896.00	-12,480.00	48%	-25,896.00	-12,480.00	48%	-29,016.00
103800	Learning and Development Grants	0.00	0.00	-13,952.37	-13,952.37	-13,951.00	1.37	0%	-13,951.00	1.37	0%	-2,388.00
<b>1038</b>	<b>Learning and Development Grants</b>	0.00	0.00	-13,952.37	-13,952.37	-13,951.00	1.37	0%	-13,951.00	1.37	0%	-2,388.00
103900	Literacy and Numeracy Grant	0.00	0.00	0.00	0.00	0.00	0.00	0%	-13,644.00	-13,644.00	100%	-13,644.00
<b>1039</b>	<b>Literacy and Numeracy Grant</b>	0.00	0.00	0.00	0.00	0.00	0.00	0%	-13,644.00	-13,644.00	100%	-13,644.00
104300	Minor Works Grant	0.00	0.00	-33,731.00	-33,731.00	-28,168.00	5,563.00	-20%	-28,168.00	5,563.00	-20%	-28,168.00
<b>1043</b>	<b>Minor Works Grant</b>	0.00	0.00	-33,731.00	-33,731.00	-28,168.00	5,563.00	-20%	-28,168.00	5,563.00	-20%	-28,168.00
104800	Other DET Grants	0.00	0.00	-101.30	-101.30	-101.00	0.30	0%	-101.00	0.30	0%	0.00
<b>1048</b>	<b>Other DET Grants</b>	0.00	0.00	-101.30	-101.30	-101.00	0.30	0%	-101.00	0.30	0%	0.00
104900	Other Revenue	0.00	0.00	-3,266.64	-3,266.64	-10,000.00	-6,733.36	67%	-10,000.00	-6,733.36	67%	-30,000.00
<b>1049</b>	<b>Other Revenue</b>	0.00	0.00	-3,266.64	-3,266.64	-10,000.00	-6,733.36	67%	-10,000.00	-6,733.36	67%	-30,000.00
105000	P&C Contributions	0.00	0.00	-174,123.91	-174,123.91	-174,123.00	0.91	0%	-207,623.00	-33,499.09	16%	-134,000.00

**Revenue Budget Cost Centres**

Revenue		Year to Date						Annual			Original Budget	
		Committed	Purchased	General Ledger	Actual	Budget	Variance	% Variance	Budget	Remaining		% Remaining
<b>1050</b>	<b>P&amp;C Contributions</b>	0.00	0.00	-174,123.91	-174,123.91	-174,123.00	0.91	0%	-207,623.00	-33,499.09	16%	-134,000.00
105200	Pool Chemical and Cleaning Appropriation	0.00	0.00	-5,030.00	-5,030.00	-5,030.00	0.00	0%	-5,030.00	0.00	0%	-5,030.00
<b>1052</b>	<b>Pool Chemical and Cleaning Appropriation</b>	0.00	0.00	-5,030.00	-5,030.00	-5,030.00	0.00	0%	-5,030.00	0.00	0%	-5,030.00
105700	Regional Allocated Specialist Support Staff Resource Grant	0.00	0.00	-5,814.00	-5,814.00	-5,814.00	0.00	0%	-11,296.00	-5,482.00	49%	-11,536.00
<b>1057</b>	<b>Regional Allocated Specialist Support Staff Resource Grant</b>	0.00	0.00	-5,814.00	-5,814.00	-5,814.00	0.00	0%	-11,296.00	-5,482.00	49%	-11,536.00
106400	School Community Capital Improvement Appropriation	0.00	0.00	0.00	0.00	0.00	0.00	0%	-3,459.00	-3,459.00	100%	-3,459.00
<b>1064</b>	<b>School Community Capital Improvement Appropriation</b>	0.00	0.00	0.00	0.00	0.00	0.00	0%	-3,459.00	-3,459.00	100%	-3,459.00
106600	School Appropriation	0.00	0.00	-73,230.00	-73,230.00	-73,230.00	0.00	0%	-82,938.00	-9,708.00	12%	-86,104.00
<b>1066</b>	<b>School Appropriation</b>	0.00	0.00	-73,230.00	-73,230.00	-73,230.00	0.00	0%	-82,938.00	-9,708.00	12%	-86,104.00
107600	Specialised Educational Program Fees	0.00	0.00	-527.38	-527.38	-527.00	0.38	0%	-527.00	0.38	0%	0.00
<b>1076</b>	<b>Specialised Educational Program Fees</b>	0.00	0.00	-527.38	-527.38	-527.00	0.38	0%	-527.00	0.38	0%	0.00
107700	Staffing Resource Conversion Grant	0.00	0.00	-41,226.77	-41,226.77	-41,226.00	0.77	0%	-41,226.00	0.77	0%	0.00
<b>1077</b>	<b>Staffing Resource Conversion Grant</b>	0.00	0.00	-41,226.77	-41,226.77	-41,226.00	0.77	0%	-41,226.00	0.77	0%	0.00
108000	Student Resource Scheme Revenue	0.00	0.00	-74,491.06	-74,491.06	-74,491.00	0.06	0%	-74,491.00	0.06	0%	-54,784.00
108011	SRS - Band Participation	0.00	0.00	-9,220.00	-9,220.00	-9,220.00	0.00	0%	-9,220.00	0.00	0%	-10,500.00
108013	SRS - Strings Participation	0.00	0.00	-8,990.00	-8,990.00	-8,990.00	0.00	0%	-8,990.00	0.00	0%	-10,500.00
<b>1080</b>	<b>Student Resource Scheme Revenue</b>	0.00	0.00	-92,701.06	-92,701.06	-92,701.00	0.06	0%	-92,701.00	0.06	0%	-75,784.00
108300	Additional Resourcing Package	0.00	0.00	-27,521.37	-27,521.37	-27,521.00	0.37	0%	-27,521.00	0.37	0%	0.00
<b>1083</b>	<b>Additional Resourcing Package</b>	0.00	0.00	-27,521.37	-27,521.37	-27,521.00	0.37	0%	-27,521.00	0.37	0%	0.00
108400	Teacher Relief Scheme Grant - Sick/Special/Emergent	0.00	0.00	-113,862.86	-113,862.86	-114,426.00	-563.14	0%	-114,426.00	-563.14	0%	-114,740.00
<b>1084</b>	<b>Teacher Relief Scheme Grant - Sick/Special/Emergent</b>	0.00	0.00	-113,862.86	-113,862.86	-114,426.00	-563.14	0%	-114,426.00	-563.14	0%	-114,740.00
108800	Utilities - Facilities Grant	0.00	0.00	-97,540.98	-97,540.98	-98,770.00	-1,229.02	1%	-98,770.00	-1,229.02	1%	-105,006.00
<b>1088</b>	<b>Utilities - Facilities Grant</b>	0.00	0.00	-97,540.98	-97,540.98	-98,770.00	-1,229.02	1%	-98,770.00	-1,229.02	1%	-105,006.00
108900	Utilities - Telecommunications Grant	0.00	0.00	-1,576.28	-1,576.28	-1,576.00	0.28	0%	-3,131.00	-1,554.72	50%	-3,098.00

**Revenue Budget Cost Centres**

Revenue	Year to Date							Annual			Original Budget
	Committed	Purchased	General Ledger	Actual	Budget	Variance	% Variance	Budget	Remaining	% Remaining	
<b>1089</b> Utilities - Telecommunications Grant	0.00	0.00	-1,576.28	-1,576.28	-1,576.00	0.28	0%	-3,131.00	-1,554.72	50%	-3,098.00
110300 Maintenance - Planned and Unplanned (Routine Breakdown)	0.00	0.00	-178,737.00	-178,737.00	-127,323.00	51,414.00	-40%	-127,323.00	51,414.00	-40%	-92,418.00
<b>1103</b> Maintenance - Planned and Unplanned (Routine Breakdown)	0.00	0.00	-178,737.00	-178,737.00	-127,323.00	51,414.00	-40%	-127,323.00	51,414.00	-40%	-92,418.00
110600 Cleaning Equipment, Chemicals and Consumables	0.00	0.00	0.00	0.00	0.00	0.00	0%	-2,873.00	-2,873.00	100%	-2,873.00
<b>1106</b> Cleaning Non-Labour Grant	0.00	0.00	0.00	0.00	0.00	0.00	0%	-2,873.00	-2,873.00	100%	-2,873.00
111100 Great Results Guarantee/Investing for Success	0.00	0.00	-198,454.76	-198,454.76	-198,453.00	1.76	0%	-226,486.00	-28,031.24	12%	-224,257.00
<b>1111</b> Great Results Guarantee/Investing for Success	0.00	0.00	-198,454.76	-198,454.76	-198,453.00	1.76	0%	-226,486.00	-28,031.24	12%	-224,257.00
118000 Student Child and Family Connect	0.00	0.00	-726.38	-726.38	-726.00	0.38	0%	-726.00	0.38	0%	0.00
<b>1180</b> Student Child and Family Connect	0.00	0.00	-726.38	-726.38	-726.00	0.38	0%	-726.00	0.38	0%	0.00
<b>Revenue Total</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,160,717.08</b>	<b>-1,160,717.08</b>	<b>-1,119,236.00</b>	<b>41,481.08</b>	<b>-4%</b>	<b>-1,285,767.00</b>	<b>-125,049.92</b>	<b>10%</b>	<b>-1,117,131.00</b>
<b>Revenue Budget Cost Centres Total</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,160,717.08</b>	<b>-1,160,717.08</b>	<b>-1,119,236.00</b>	<b>41,481.08</b>	<b>-4%</b>	<b>-1,285,767.00</b>	<b>-125,049.92</b>	<b>10%</b>	<b>-1,117,131.00</b>

**Expense Budget Cost Centres**

Expense		Year to Date							Annual			Original Budget
		Committed	Purchased	General Ledger	Actual	Budget	Variance	% Variance	Budget	Remaining	% Remaining	
200100	Asset Replacement Program	0.00	0.00	0.00	0.00	3,052.00	3,052.00	100%	54,472.00	54,472.00	100%	27,000.00
<b>2001</b>	<b>Asset Replacement Program</b>	0.00	0.00	0.00	0.00	3,052.00	3,052.00	100%	54,472.00	54,472.00	100%	27,000.00
200700	Capital Works	0.00	0.00	0.00	0.00	0.00	0.00	0%	0.00	0.00	0%	177,517.00
<b>2007</b>	<b>Capital Works</b>	0.00	0.00	0.00	0.00	0.00	0.00	0%	0.00	0.00	0%	177,517.00
201100	Curriculum	0.00	0.00	4,300.00	4,300.00	10,500.00	6,200.00	59%	12,000.00	7,700.00	64%	11,900.00
201111	Curriculum	0.00	0.00	124.80	124.80	125.00	0.20	0%	125.00	0.20	0%	400.00
<b>2011</b>	<b>Curriculum</b>	0.00	0.00	4,424.80	4,424.80	10,625.00	6,200.20	58%	12,125.00	7,700.20	64%	12,300.00
201300	Early Phase of Learning	0.00	0.00	4,676.59	4,676.59	9,425.00	4,748.41	50%	9,800.00	5,123.41	52%	8,100.00
201310	Early Years - Transition to Prep	0.00	0.00	-27.28	-27.28	0.00	27.28	-100%	0.00	27.28	-100%	1,700.00
201315	Early Years - SSP PD	0.00	0.00	0.00	0.00	0.00	0.00	0%	0.00	0.00	0%	200.00
201321	Upper Years 3-6	0.00	0.00	1,473.93	1,473.93	15,000.00	13,526.07	90%	20,000.00	18,526.07	93%	20,000.00
<b>2013</b>	<b>Early Phase of Learning</b>	0.00	0.00	6,123.24	6,123.24	24,425.00	18,301.76	75%	29,800.00	23,676.76	79%	30,000.00
201900	Facilities	0.00	0.00	5,051.26	5,051.26	3,628.00	-1,423.26	-39%	3,628.00	-1,423.26	-39%	500.00
201910	Minor Works - Facilities & Grounds	0.00	0.00	53,378.41	53,378.41	62,836.00	9,457.59	15%	67,682.00	14,303.59	21%	61,150.00
201911	Pool Chemicals/Cleaning	0.00	0.00	5,308.01	5,308.01	5,228.00	-80.01	-2%	8,000.00	2,691.99	34%	0.00
201915	Cleaning	0.00	0.00	8,940.70	8,940.70	8,686.00	-254.70	-3%	10,186.00	1,245.30	12%	1,000.00
<b>2019</b>	<b>Facilities</b>	0.00	0.00	72,678.38	72,678.38	80,378.00	7,699.62	10%	89,496.00	16,817.62	19%	62,650.00
202100	Health and Physical Education	0.00	0.00	11,154.69	11,154.69	7,423.00	-3,731.69	-50%	8,045.00	-3,109.69	-39%	8,500.00
<b>2021</b>	<b>Health and Physical Education</b>	0.00	0.00	11,154.69	11,154.69	7,423.00	-3,731.69	-50%	8,045.00	-3,109.69	-39%	8,500.00
202500	Indigenous Education Program	0.00	0.00	0.00	0.00	95.00	95.00	100%	95.00	95.00	100%	0.00
<b>2025</b>	<b>Indigenous Education Program</b>	0.00	0.00	0.00	0.00	95.00	95.00	100%	95.00	95.00	100%	0.00
202700	Information and Communication Technology Education	0.00	0.00	15,718.81	15,718.81	22,838.00	7,119.19	31%	30,592.00	14,873.19	49%	23,338.00
<b>2027</b>	<b>Information and Communication Technology Education</b>	0.00	0.00	15,718.81	15,718.81	22,838.00	7,119.19	31%	30,592.00	14,873.19	49%	23,338.00
203411	IT Technician - School Funded	0.00	0.00	30,026.45	30,026.45	28,500.00	-1,526.45	-5%	36,000.00	5,973.55	17%	30,000.00
203412	Teaching Staff - School Funded	0.00	0.00	569.77	569.77	100,573.00	100,003.23	99%	45,184.00	44,614.23	99%	200,000.00
203413	Admin Officers - School Funded	0.00	0.00	57,076.88	57,076.88	56,500.00	-576.88	-1%	109,500.00	52,423.12	48%	0.00
203415	Groundsman/Cleaner - School Funded	0.00	0.00	0.00	0.00	2,000.00	2,000.00	100%	8,000.00	8,000.00	100%	2,000.00
203416	Teacher Aides - School Funded	0.00	0.00	56,169.85	56,169.85	54,004.00	-2,165.85	-4%	86,004.00	29,834.15	35%	35,000.00
<b>2034</b>	<b>Locally Funded Salaries &amp; Wages</b>	0.00	0.00	143,842.95	143,842.95	241,577.00	97,734.05	40%	284,688.00	140,845.05	49%	267,000.00

**Expense Budget Cost Centres**

Expense	Year to Date								Annual			Original Budget
	Committed	Purchased	General Ledger	Actual	Budget	Variance	% Variance	Budget	Remaining	% Remaining		
203500 Management	0.00	49.50	8,353.77	8,403.27	8,789.00	385.73	4%	10,789.00	2,385.73	22%	5,121.00	
203521 Replacement furniture & consumables	0.00	0.00	2,465.63	2,465.63	2,465.00	-0.63	0%	2,465.00	-0.63	0%	2,250.00	
203524 Staff/Student Name Badges	0.00	0.00	24.72	24.72	405.00	380.28	94%	305.00	280.28	92%	805.00	
203526 Infoways	0.00	0.00	-24.72	-24.72	0.00	24.72	-100%	0.00	24.72	-100%	0.00	
203528 Annual Office Subscription Renewals	0.00	0.00	0.00	0.00	231.00	231.00	100%	231.00	231.00	100%	256.00	
203529 Accrual journal correction 23 to 24	0.00	0.00	10,151.36	10,151.36	10,151.00	-0.36	0%	10,151.00	-0.36	0%	13,398.00	
203530 P&C Project	0.00	0.00	69,630.84	69,630.84	75,000.00	5,369.16	7%	75,000.00	5,369.16	7%	0.00	
<b>2035 Management</b>	0.00	49.50	90,601.60	90,651.10	97,041.00	6,389.90	7%	98,941.00	8,289.90	8%	21,830.00	
203611 Marketing / Promotions / Events	0.00	0.00	3,330.36	3,330.36	4,626.00	1,295.64	28%	4,826.00	1,495.64	31%	5,300.00	
<b>2036 Marketing and Promotions</b>	0.00	0.00	3,330.36	3,330.36	4,626.00	1,295.64	28%	4,826.00	1,495.64	31%	5,300.00	
204400 Professional Development	0.00	0.00	24,658.16	24,658.16	40,484.00	15,825.84	39%	41,000.00	16,341.84	40%	44,750.00	
<b>2044 Professional Development</b>	0.00	0.00	24,658.16	24,658.16	40,484.00	15,825.84	39%	41,000.00	16,341.84	40%	44,750.00	
204800 Resource Centre	0.00	0.00	4,623.56	4,623.56	6,065.00	1,441.44	24%	6,600.00	1,976.44	30%	6,600.00	
<b>2048 Resource Centre</b>	0.00	0.00	4,623.56	4,623.56	6,065.00	1,441.44	24%	6,600.00	1,976.44	30%	6,600.00	
205200 Senior Phase of Learning	0.00	0.00	0.00	0.00	0.00	0.00	0%	0.00	0.00	0%	600.00	
<b>2052 Senior Phase of Learning</b>	0.00	0.00	0.00	0.00	0.00	0.00	0%	0.00	0.00	0%	600.00	
205300 Student Resource Scheme Expenses	0.00	0.00	44,180.78	44,180.78	73,500.00	29,319.22	40%	73,500.00	29,319.22	40%	60,000.00	
205323 Printing Costs	0.00	0.00	5,684.41	5,684.41	14,456.00	8,771.59	61%	18,456.00	12,771.59	69%	20,000.00	
205335 Classroom Resources - PREP	0.00	0.00	0.00	0.00	900.00	900.00	100%	900.00	900.00	100%	900.00	
205336 Classroom Resources - Year 1	0.00	0.00	502.01	502.01	1,200.00	697.99	58%	1,200.00	697.99	58%	1,200.00	
205337 Classroom Resources - Year 2	0.00	0.00	800.79	800.79	1,200.00	399.21	33%	1,200.00	399.21	33%	1,200.00	
205338 Classroom Resources - Year 3	0.00	0.00	33.15	33.15	900.00	866.85	96%	900.00	866.85	96%	900.00	
205339 Classroom Resources - Year 4	0.00	0.00	197.30	197.30	1,200.00	1,002.70	84%	1,200.00	1,002.70	84%	1,200.00	
205340 Classroom Resources - Year 5	0.00	0.00	0.00	0.00	900.00	900.00	100%	900.00	900.00	100%	900.00	
205341 Classroom Resources - Year 6	0.00	0.00	175.95	175.95	1,200.00	1,024.05	85%	1,200.00	1,024.05	85%	1,200.00	
205342 Specialist Resources - Digital Technologies	0.00	0.00	933.90	933.90	934.00	0.10	0%	934.00	0.10	0%	1,000.00	
205344 Specialist Resources - G.O	0.00	0.00	193.09	193.09	1,150.00	956.91	83%	1,150.00	956.91	83%	1,150.00	
205346 Specialist Resources - SLP	0.00	0.00	274.65	274.65	1,500.00	1,225.35	82%	1,500.00	1,225.35	82%	1,500.00	
205347 Music - Band	0.00	0.00	0.00	0.00	0.00	0.00	0%	0.00	0.00	0%	10,500.00	
205348 Music - Strings	0.00	0.00	0.00	0.00	0.00	0.00	0%	0.00	0.00	0%	10,100.00	
205349 The Arts - Performing	0.00	0.00	163.65	163.65	164.00	0.35	0%	164.00	0.35	0%	5,400.00	

**Expense Budget Cost Centres**

Expense	Year to Date							Annual			Original Budget
	Committed	Purchased	General Ledger	Actual	Budget	Variance	% Variance	Budget	Remaining	% Remaining	
205350 The Arts	0.00	0.00	0.00	0.00	93.00	93.00	100%	93.00	93.00	100%	400.00
<b>2053 Student Resource Scheme Expenses</b>	0.00	0.00	53,139.68	53,139.68	99,297.00	46,157.32	46%	103,297.00	50,157.32	49%	117,550.00
205610 TRS Sick/Special/Emergent	0.00	0.00	95,164.36	95,164.36	95,178.00	13.64	0%	120,178.00	25,013.64	21%	100,000.00
<b>2056 Teacher Replacement</b>	0.00	0.00	95,164.36	95,164.36	95,178.00	13.64	0%	120,178.00	25,013.64	21%	100,000.00
205900 Special Education	0.00	0.00	6,361.30	6,361.30	10,445.00	4,083.70	39%	13,271.00	6,909.70	52%	11,540.00
<b>2059 Special Education</b>	0.00	0.00	6,361.30	6,361.30	10,445.00	4,083.70	39%	13,271.00	6,909.70	52%	11,540.00
206000 Utilities	0.00	0.00	3,860.19	3,860.19	41,335.00	37,474.81	91%	3,835.00	-25.19	-1%	80,000.00
206010 Utilities (Water, rates, sanitary)	0.00	0.00	14,333.82	14,333.82	20,000.00	5,666.18	28%	30,000.00	15,666.18	52%	0.00
206011 Electricity	0.00	0.00	35,605.62	35,605.62	40,000.00	4,394.38	11%	46,000.00	10,394.38	23%	0.00
<b>2060 Utilities</b>	0.00	0.00	53,799.63	53,799.63	101,335.00	47,535.37	47%	79,835.00	26,035.37	33%	80,000.00
206100 Workplace Health and Safety	0.00	0.00	0.00	0.00	0.00	0.00	0%	0.00	0.00	0%	500.00
<b>2061 Workplace Health and Safety</b>	0.00	0.00	0.00	0.00	0.00	0.00	0%	0.00	0.00	0%	500.00
206210 Classroom Music	0.00	0.00	1,074.54	1,074.54	2,500.00	1,425.46	57%	3,000.00	1,925.46	64%	3,000.00
<b>2062 The Arts - Performing</b>	0.00	0.00	1,074.54	1,074.54	2,500.00	1,425.46	57%	3,000.00	1,925.46	64%	3,000.00
206700 Direct to Market Planned Maintenance	0.00	0.00	61,014.53	61,014.53	100,049.00	39,034.47	39%	100,049.00	39,034.47	39%	87,954.00
<b>2067 Planned Maintenance</b>	0.00	0.00	61,014.53	61,014.53	100,049.00	39,034.47	39%	100,049.00	39,034.47	39%	87,954.00
206800 Direct to Market Routine Breakdown Maintenance	0.00	64,794.88	123,562.62	188,357.50	96,500.00	-91,857.50	-95%	96,500.00	-91,857.50	-95%	73,690.00
<b>2068 Unplanned Maintenance</b>	0.00	64,794.88	123,562.62	188,357.50	96,500.00	-91,857.50	-95%	96,500.00	-91,857.50	-95%	73,690.00
207047 School Funded - Teaching	0.00	0.00	107,644.38	107,644.38	101,178.00	-6,466.38	-6%	101,178.00	-6,466.38	-6%	0.00
207048 School Funded SLP	0.00	0.00	35,125.35	35,125.35	47,805.00	12,679.65	27%	52,805.00	17,679.65	33%	116,000.00
207049 Groundsman - School Funded	0.00	0.00	8,077.33	8,077.33	12,000.00	3,922.67	33%	12,000.00	3,922.67	33%	0.00
207052 School Funded GO	0.00	0.00	34,355.05	34,355.05	45,503.00	11,147.95	24%	60,503.00	26,147.95	43%	52,000.00
<b>2070 Great Results Guarantee/Investing for Success</b>	0.00	0.00	185,202.11	185,202.11	206,486.00	21,283.89	10%	226,486.00	41,283.89	18%	168,000.00
299800 School Purchased Salary Clearing	0.00	0.00	27,822.97	27,822.97	0.00	-27,822.97	-100%	0.00	-27,822.97	-100%	0.00
<b>2998 School Purchased Salary Clearing</b>	0.00	0.00	27,822.97	27,822.97	0.00	-27,822.97	-100%	0.00	-27,822.97	-100%	0.00
<b>Expense Total</b>	<b>0.00</b>	<b>64,844.38</b>	<b>984,298.29</b>	<b>1,049,142.67</b>	<b>1,250,419.00</b>	<b>201,276.33</b>	<b>16%</b>	<b>1,403,296.00</b>	<b>354,153.33</b>	<b>25%</b>	<b>1,329,619.00</b>
<b>Expense Budget Cost Centres Total</b>	<b>0.00</b>	<b>64,844.38</b>	<b>984,298.29</b>	<b>1,049,142.67</b>	<b>1,250,419.00</b>	<b>201,276.33</b>	<b>16%</b>	<b>1,403,296.00</b>	<b>354,153.33</b>	<b>25%</b>	<b>1,329,619.00</b>

**Provisions**

Provision	Year to Date								Annual			Original Budget
	Committed	Purchased	General Ledger	Actual	Budget	Variance	% Variance	Budget	Remaining	% Remaining		
310000 Bank Reserve Provision	0.00	0.00	0.00	0.00	0.00	0.00	0%	30,000.00	30,000.00	100%	30,000.00	
<b>3100 Bank Reserve Provision</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>100%</b>	<b>30,000.00</b>	
320000 Asset Replacement Provision	0.00	0.00	0.00	0.00	0.00	0.00	0%	18,246.00	18,246.00	100%	15,756.00	
<b>3200 Asset Replacement Provision</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>	<b>18,246.00</b>	<b>18,246.00</b>	<b>100%</b>	<b>15,756.00</b>	
330015 Additional project provision 2025	0.00	0.00	0.00	0.00	0.00	0.00	0%	319,966.00	319,966.00	100%	227,497.00	
<b>3300 Future Projects Provision</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>	<b>319,966.00</b>	<b>319,966.00</b>	<b>100%</b>	<b>227,497.00</b>	
<b>Provision Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>	<b>368,212.00</b>	<b>368,212.00</b>	<b>100%</b>	<b>273,253.00</b>	
<b>Provisions Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0%</b>	<b>368,212.00</b>	<b>368,212.00</b>	<b>100%</b>	<b>273,253.00</b>	

**Global Trading Activities**

Global Trading Activities		Year to Date						Annual			Original Budget	
		Committed	Purchased	General Ledger	Actual	Budget	Variance	% Variance	Budget	Remaining		% Remaining
400010	Camps	0.00	0.00	-23,733.00	-23,733.00	0.00	23,733.00	-100%	0.00	23,733.00	-100%	0.00
400011	Excursions	0.00	0.00	-1,007.73	-1,007.73	0.00	1,007.73	-100%	0.00	1,007.73	-100%	0.00
400015	Agency Collection	0.00	0.00	500.00	500.00	0.00	-500.00	-100%	0.00	-500.00	-100%	0.00
400017	Sport Participation	0.00	0.00	-10,812.13	-10,812.13	0.00	10,812.13	-100%	0.00	10,812.13	-100%	0.00
400018	FONA	0.00	0.00	219.98	219.98	0.00	-219.98	-100%	0.00	-219.98	-100%	0.00
400019	Choir	0.00	0.00	-3,163.34	-3,163.34	0.00	3,163.34	-100%	0.00	3,163.34	-100%	0.00
400027	Strings	0.00	0.00	3,929.08	3,929.08	0.00	-3,929.08	-100%	0.00	-3,929.08	-100%	0.00
400028	Band	0.00	0.00	1,879.64	1,879.64	0.00	-1,879.64	-100%	0.00	-1,879.64	-100%	0.00
400035	Excursions - PREP	0.00	0.00	1,378.82	1,378.82	0.00	-1,378.82	-100%	0.00	-1,378.82	-100%	0.00
400036	Excursions - YR1	0.00	0.00	-2,739.00	-2,739.00	0.00	2,739.00	-100%	0.00	2,739.00	-100%	0.00
400037	Excursions - YR2	0.00	0.00	24.36	24.36	0.00	-24.36	-100%	0.00	-24.36	-100%	0.00
400038	Excursions - YR3	0.00	0.00	944.00	944.00	0.00	-944.00	-100%	0.00	-944.00	-100%	0.00
400040	Excursions - YR5	0.00	0.00	-766.18	-766.18	0.00	766.18	-100%	0.00	766.18	-100%	0.00
400041	Excursions - YR6	0.00	0.00	1,434.19	1,434.19	0.00	-1,434.19	-100%	0.00	-1,434.19	-100%	0.00
400045	Dance Troupe	0.00	0.00	-2,100.00	-2,100.00	0.00	2,100.00	-100%	0.00	2,100.00	-100%	0.00
<b>4000</b>	<b>Global Trading Activities</b>	0.00	0.00	-34,011.31	-34,011.31	0.00	34,011.31	-100%	0.00	34,011.31	-100%	0.00
<b>Global Trading Activities Total</b>		<b>0.00</b>	<b>0.00</b>	<b>-34,011.31</b>	<b>-34,011.31</b>	<b>0.00</b>	<b>34,011.31</b>	<b>-100%</b>	<b>0.00</b>	<b>34,011.31</b>	<b>-100%</b>	<b>0.00</b>
<b>Global Trading Activities Total</b>		<b>0.00</b>	<b>0.00</b>	<b>-34,011.31</b>	<b>-34,011.31</b>	<b>0.00</b>	<b>34,011.31</b>	<b>-100%</b>	<b>0.00</b>	<b>34,011.31</b>	<b>-100%</b>	<b>0.00</b>

**Non-Curricula Activities**

		Year to Date							Annual			Original Budget
		Committed	Purchased	General Ledger	Actual	Budget	Variance	% Variance	Budget	Remaining	% Remaining	
700010	Student Council	0.00	0.00	-14,983.56	-14,983.56	0.00	14,983.56	-100%	0.00	14,983.56	-100%	0.00
700011	Welfare Fund	0.00	0.00	-6,124.95	-6,124.95	0.00	6,124.95	-100%	0.00	6,124.95	-100%	0.00
700012	Containers For Change	0.00	0.00	-746.00	-746.00	0.00	746.00	-100%	0.00	746.00	-100%	0.00
700015	Senior Shirts	0.00	0.00	364.10	364.10	0.00	-364.10	-100%	0.00	-364.10	-100%	0.00
700019	Pre Prep Possum Program	0.00	0.00	-709.10	-709.10	0.00	709.10	-100%	0.00	709.10	-100%	0.00
<b>7000</b>	<b>Non-Curricula Activities</b>	<b>0.00</b>	<b>0.00</b>	<b>-22,199.51</b>	<b>-22,199.51</b>	<b>0.00</b>	<b>22,199.51</b>	<b>-100%</b>	<b>0.00</b>	<b>22,199.51</b>	<b>-100%</b>	<b>0.00</b>
<b>Non-Curricula Activities Total</b>		<b>0.00</b>	<b>0.00</b>	<b>-22,199.51</b>	<b>-22,199.51</b>	<b>0.00</b>	<b>22,199.51</b>	<b>-100%</b>	<b>0.00</b>	<b>22,199.51</b>	<b>-100%</b>	<b>0.00</b>
<b>Non-Curricula Activities Total</b>		<b>0.00</b>	<b>0.00</b>	<b>-22,199.51</b>	<b>-22,199.51</b>	<b>0.00</b>	<b>22,199.51</b>	<b>-100%</b>	<b>0.00</b>	<b>22,199.51</b>	<b>-100%</b>	<b>0.00</b>

**System Cost Centres**

		Year to Date							Annual			Original Budget
		Committed	Purchased	General Ledger	Actual	Budget	Variance	% Variance	Budget	Remaining	% Remaining	
<b>Balance Sheet</b>												
999000	Retained Earnings	0.00	0.00	-1,106.00	-1,106.00	0.00	1,106.00	-100%	0.00	1,106.00	-100%	0.00
<b>9990</b>	<b>Retained Earnings</b>	0.00	0.00	-1,106.00	-1,106.00	0.00	1,106.00	-100%	0.00	1,106.00	-100%	0.00
<b>Balance Sheet Total</b>		<b>0.00</b>	<b>0.00</b>	<b>-486,846.58</b>	<b>-486,846.58</b>	<b>0.00</b>	<b>486,846.58</b>	<b>-100%</b>	<b>0.00</b>	<b>486,846.58</b>	<b>-100%</b>	<b>0.00</b>
<b>System Cost Centres Total</b>		<b>0.00</b>	<b>0.00</b>	<b>-1,106.00</b>	<b>-1,106.00</b>	<b>0.00</b>	<b>1,106.00</b>	<b>-100%</b>	<b>0.00</b>	<b>1,106.00</b>	<b>-100%</b>	<b>0.00</b>

# Balance Sheet Summary Report

Sherwood State School - (0078)

Period 202508 as at

25-Aug-2025 7:38 AM



<i>Account Group</i>	<i>Account</i>	<i>Account Description</i>	<i>Amount</i>
<b>ASSETS</b>			
	101201	General Bank Account	702,253.36
	104001	Receivables - Students	2,616.74
	104002	Receivables - Other	750.89
	109001	GST Input Credit Control	1,952.53
	109003	GST Clearing	9,838.44
	115011	Deposits Made	2,685.00
	115016	Citibank Balance Sheet Clearing account	3,089.87
	122101	Salary Advances	1,683.00
	162001	Plant & Equipment	1,079,554.35
	172001	Plant & Equipment - Accum Depr	-1,079,554.35
			<u>724,869.83</u>
<b>LIABILITIES</b>			
	200001	Payables	-332.88
	200005	Citibank Control Account	-3,089.87
	205501	GST - Revenue Control	-15.89
			<u>-3,438.64</u>
		Net Assets/(Liabilities)	<u>721,431.19</u>
<b>EQUITY</b>			
	340001	Accumulated Surplus/Deficit	-487,695.58
	400000-599999	SURPLUS/DEFICIT FOR YEAR	-233,735.61
			<u>-721,431.19</u>



Sherwood State School  
Senior & Junior  
Playspaces

LANDSCAPE  
ARCHITECTURE  
FEE PROPOSAL

Revision A  
14/08/2025

place  
design  
group.



14th August 2025 [A]

SHERWOOD STATE SCHOOL  
464 Oxley Rd,  
Sherwood QLD 4075

Attn: Lisa Masek  
Email: lmase3@eq.edu.au

**Re: Landscape Architectural Consultancy Proposal: New Senior and Junior  
Playspaces.**

Dear Lisa,

With reference to your request we take pleasure in submitting the following  
landscape consultancy fee proposal.

As you may be aware, PLACE DESIGN GROUP has considerable experience in  
the design, documentation and contract administration of quality landscapes  
and we are focussed on delivering an innovative, interesting and functional,  
yet cost effective and timely landscape design outcome for this project.

We appreciate the opportunity to submit this fee proposal and are excited at  
the prospect of collaborating with you and the whole Scherwood State School  
community on a really important project. We look forward to discussing our  
proposal with you in more detail at your convenience.

Kind Regards,



Rob Waddell  
Principal Landscape Architect  
Place Design Group



MACARTHUR ANGLICAN SCHOOL  
Cobbity  
New South Wales

## OUR EDUCATION FOCUS

# Commercially grounded, leading innovation in education.

Education spaces require specialist landscape design to respond to the particular needs of each individual school/institution including the many code and regulatory requirements.

Designing educational facilities involves creating both active and passive learning spaces. The sustainable design of age-specific learning areas is the integral link between learning and play which means these spaces need to be multi-use. These landscapes should provide opportunities for social interaction and development to stimulate the imagination and highlight the sensory experience of play while being functional and robust enough to enable a comfortable learning and play environment all year round.

Learning spaces for middle and high schools, as well as tertiary campuses, have similar usage requirements; however, they tend to be less focused on play but rather on active and passive social uses. Designing a wide variety of different sized spaces for group and individual activities allows effective use of space by a large range of users simultaneously.

Education facilities need both calming environments and stimulating spaces to respond to the different needs of users during different uses. The design of these spaces requires an outcome that is sympathetic to the needs of students, staff, and visitors. We at Place Design Group, design so that the external environment can provide for the learning requirements of its users. In each project, we strive to evolve and improve the outcomes of the environments within educational campuses.



## Overview

### PLACE DESIGN GROUP IS AN AUSTRALIAN OWNED, INTERNATIONAL PLANNING AND DESIGN PRACTICE.

We are hands-on, locally focused, and are flexible with our approach to projects. Our reach, experiences, and diverse teams enable us to embed community identity with international knowledge in our work. Through our commitment to quality, innovation and collaboration we are partners in delivering a project vision. We create great places and contribute to a brighter and sustainable future for cities and regions.

*Local*  
PRESENCE WITH  
INTERNATIONAL REACH

*people*  
DESIGNERS  
PLANNERS  
COMMUNICATORS

*Legacy*  
#CREATINGGREATPLACES  
SINCE 2001

PP

*Landscape Architecture plays a crucial role in education design by connecting students with nature, which holds the power to improve their morale, wellbeing, and overall ability to learn.*

DD

Rob Waddell  
Principal Landscape Architect

## About Us

We have intimate local knowledge of a place's vision and its people, whilst big on international reputation, Place Design Group has a unique balance of planning and design to deliver exceptional outcomes.

Our teams across Australia, China, South East Asia, and The Middle East are hand-picked and carefully curated with industry leaders, up-and-comers, quiet achievers, and award-winning strategists and creators.

By celebrating the individuality of our people, we form thriving environments that breed diversity of thought, innovative solutions, and future-based thinking.

Through collaboration, we emphasise an integrated approach for our clients, both public and private. Through our work, we have become trusted advisors across Landscape Architecture, Urban Design, Development Approvals, Strategic Planning, Community Engagement, and Strategic Communications.

We recognise that our creative talents alone, without solid application and industry relationships, cannot achieve success.

*Creating*  
**GREAT** places

# Our Snapshot



5

STUDIOS  
NATIONALLY



45

LANDSCAPE  
ARCHITECTS,  
URBAN DESIGNERS  
AND PLACEMAKERS



50%

GENDER  
EQUITY

## DESIGN CULTURE

### CREATIVE THINKING + INNOVATIVE PRACTICE

At our very core Place Design Group drives a design culture with a focus on creative thinking and innovative practice. Our methodology and approach to projects enable us to deliver unique and imaginative results for clients, drawing on inspiration from our local studios and international context to create robust, rich, and distinctive outcomes.

Through our work, we cultivate an emotionally intelligent environment in which our people and our clients share common goals and achievements. We ensure a unique and site-specific philosophy is developed for each project we undertake.

This is instilled in our approach, which acknowledges that each place we create is distinctive, functional, equally beautiful, and compatible with its natural environment.

Our vision for our client projects is to create solutions that are strong, practical, flexible, and diverse in character and aesthetics. With each project, we strive to inspire the wider community through creative outcomes.

# Our Offering



## LANDSCAPE ARCHITECTURE

**We practice intelligent design. We seek out a unique sense of place. Our end goal is legacy of place.**

Our design ethos is founded on a creative and commercially grounded approach to Landscape Architecture. Place Design Group's essential lifestyle qualities go beyond the aesthetics to encompass innovative design, air and sound quality, nature integration, community, cohesiveness and connectivity, diversity in activities, culture, and enjoyment.

We ensure our work as Landscape Architects extends past great design, ultimately providing a legacy of place for current and future people to live, work and play.



## URBAN DESIGN & MASTER PLANNING

**We are community driven and commercially astute. We practice true interdisciplinary design. We are connectors of people to place.**

Our Urban Design and Master Planning team is committed to the creation of good places for people. We believe great design outcomes come through shared knowledge, shared experience and collaboration.

Urban Design and Master Planning must also be delivered with a long-term view to achieving greater economic, place and people centred outcomes. As such, Place Design Group has adopted an Urban Design agenda that utilises the placemaking process as an opportunity to drive clever and sustainable place transformation.



## DEVELOPMENT APPROVALS

**We mine the details to drive great outcomes. We advocate and have real influence. We keep 'constructability' and 'saleability' top of mind.**

Place Design Group has a dedicated team of Statutory Planners who work with a client from the acquisition and due diligence phase, where we focus on realising a site's full potential, right through to the quality design and planning phase that transitions a concept through to approval.

Bringing together a wealth of experience and knowledge from local, to state and federal government legislations and statutory requirements, we offer a full range of development services.



## STRATEGIC PLANNING

**We provide practical, innovative strategies.**  
**We are people centred, yet commercially focused. We push the boundaries for better futures.**

Place Design Group has a reputation for providing commercially grounded, practical and innovative strategic planning advice. Partnering with our clients we set the future direction for localities, balancing future growth expectations with existing values, opportunities, and constraints.

We have always had an eye to the future and we continue to watch and research city, urban and demographic trends around the world.



## VISUAL DESIGN & COMMUNICATION

**We are social storytellers.**  
**We simplify complex information.**  
**We are the community's voice – past, present and future.**

To achieve success for our clients, we centre all our communications and engagement strategies around the unique, combined insights our interdisciplinary team has to offer.

Our in-house Visual Design team never work separately from our project teams, drawing on the combined skills, knowledge and insights of our in-house Planning and Design professionals to deliver a trusted, industry specific approach to community engagement, communications, graphics and 3D visualisation services.

# Points of Difference

Our reach, experiences, and diverse teams enable us to embed community identity with international knowledge in our work. Through our commitment to quality, innovation, and collaboration we are partners in delivering a project vision.

## 01

### **WE STAY CONNECTED**

We value the strength of our relationships and strive to develop greater connections through our local knowledge and international reach both within our teams and between our clients, industry, and community.



## 02

### **CREATING INCLUSIVE AND ACCESSIBLE SPACES**

Place Design Group has gained a strong reputation for creating inclusive learning environments, including best practice accessible play spaces. By applying 'Power of Ten' placemaking principles, our projects offer a variety of spaces and activities so that there's something for everyone. We go above and beyond to provide engaging and memorable experiences.



03



### INTEGRATED ARCHITECTURAL AND LANDSCAPE DESIGN

The urban environment should be designed to provide a safe and salutogenic environment for all its users, expressing a positive, aesthetically pleasing image. Integrated landscape and architectural design should promote:

A built environment which is climate appropriate; inspired by local place, character, form and culture; and which is sympathetic to the external environment, landscape and biodiversity.

04



### POSITIVE ENVIRONMENTS

Place Design Group has developed a special approach to the design of Educational environments.

Spaces should provide environments where users enjoy "Design Quality" that supports physical, emotional, cultural, social, and spiritual wellbeing.

05



### RESEARCH

Our designers are leading the conversation on educational landscapes, and continually engaging with school leadership, educators, students and community to better understand the specific design needs for each school and learning environment.

## Your Team

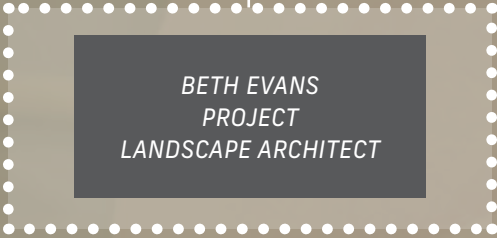
Place Design Group know that without a great team, we can't design or give our clients the best possible outcomes for their unique and exciting projects.

We place the right people in each project to suit their unique skills, capabilities and project experience. We keep project teams consistent for each client, that way, no matter what project you are working on with Place Design Group, you are always working with the same team. We value our relationships, communication and collaboration; we believe it is the framework to create amazing outcomes for every project we design or plan.

TEAM STRUCTURE



DESIGN LEADERSHIP



DESIGN/TECHNICAL SUPORT



AURA ISLAND PARK  
Caloundra  
Queensland

## Your Team



### **ROB WADDELL**

#### **Principal Design — Project Director**

Rob is a Registered Landscape Architect with more than 20 years' industry experience across multiple sectors for both public and private clients. He has a keen interest in exploring the relationship between natural and built environments through his imaginative yet methodical approach to design.

Rob has extensive experience in Commercial Centres, Tourism, Healthcare, Public Realm, Transport, Infrastructure and in particular, Education projects. He derives professional enjoyment from accomplished landscape architecture that delivers design outcomes that allow people to enjoy the health and lifestyle benefits of time spent outdoors in the Australian landscape.

As a Landscape Architect, Rob is personable and responsive. He believes that collaborative relationships with his colleagues, clients, fellow consultants and contractors, as well as those he leads, underlies creativity, work integrity and quality.



### **THO PHAM**

#### **Senior Landscape Architect**

Tho is a Landscape Architect with a strong passion for revitalizing urban spaces through the creation of green, functional environments. Her background in visual arts and deep interest in environmental issues significantly influence her innovative design approach and analytical thinking.

With expertise in horticulture specific to South East Queensland, Tho has worked on a wide range of projects, including public spaces, educational facilities, water-sensitive urban design, and both commercial and residential developments.

She excels in both digital and traditional visualizations, mastering 2D and 3D design tools to communicate ideas clearly and effectively across various platforms.



### **BETH EVANS**

#### **Landscape Architect - Project Support**

With an Honours degree in Landscape Architecture, Beth is a skilled and versatile professional with 5 years experience across a wide range of projects of varying scale.

At the heart of Beth's work are her core values, which prioritise biodiversity and designing for a sustainable future. This commitment is evident in her meticulous and thoughtful approach to her work.

Embracing an interdisciplinary mindset, Beth firmly believes in the power of collaboration. She has cultivated strong relationships with clients, consultants, and peers and values strong communication throughout the design process. She is well-adept across a range of software packages including REVIT and Adobe Suite.

# SCOPE OF WORKS & REQUIREMENTS

## SCOPE OF WORKS

Our interpretation of the Scope of Works for the project and our role is based on our site briefing meeting with Principal Lisa Masek on 29/06/25 and is to include the following:

- PART A: NEW SENIOR PLAYSPACE
  - New senior playspace to be located adjacent to site boundary at the southern end of oval and multipurpose hall. Refer to Figure 1 on following page for nominated extent of works.
  - Design to consider connecting and integrating the new playspace with the existing senior playground structure on the upper level by utilising the existing terraced level change to maximise play value and overall experience.
  - Playspace to cater for older age groups - Years 4-6. Increased level of physical challenge - ninja warrior course/obstacles. Embankment slides, climbing, scrambling etc.
  - Space to be multipurpose and include integrated seating/gathering for lunchtime, outdoor learning use.
  - Design to incorporate existing trees to provide shade and amenity.
  - Design to consider heritage requirements relating to the existing terrace walls.
  - Design to consider teacher supervision and site management requirements.
  - Consider opportunities to integrate art and other placemaking initiative to promote school culture, identity and community presence.
- PART B: NEW JUNIOR PLAYSPACE
  - New junior playspace in open space area to the north of the new OSHC Building extension. Refer to Figure 2 on following page for nominated extent of works.
  - Consider potential relocation of Tennis courts into the general area at the northern end of the oval.
  - Developing the area as a nature-based play and gathering space which incorporates First Nations storytelling and cultural underpinning. Design to be developed in consultancy with First Nations stakeholder.
  - Play opportunities to be nature play focussed and promote connection with Country and incorporate educational/interpretive elements.
  - Review and consider pedestrian pathways and movement through the space.
  - Utilise new turf embankment area for terraced seating and gathering space/cultural courtyard.
  - Design to consider teacher supervision and site management requirements.
  - Consider opportunities to integrate art and other placemaking initiative to promote school culture, identity and community presence.

## PROJECT REQUIREMENTS

Our understanding of the project requirements for the Landscape Architectural consultancy is outlined as follows:

- Design of all hardscape including pedestrian pathways, paved areas, ramps, stairs, terracing, walling etc including materials, finishes, levels and details.
- Design soft landscaped garden beds or turfed areas including, planting, turfing, soft landscape falls and subsurface drainage.
- Design of all external site furniture and fixtures (shade, balustrades, handrails, seating, tables, bollards, bins etc.) as well as the integration of proprietary play equipment.
- Liaise with School's project manager as required through all project phases.
- Undertake design work based on the brief, considering Safety in Design, CPTED principals, Australian Standards and relevant Authority and Department of Education requirements
- Undertake design work to comply with the Disability Discrimination Act (DDA)

## ADDITIONAL CONSULTANTS

We envisage the following subconsultants will be required to complete the project:

- Surveyor



FIGURE ONE - New Senior Playspace Extents



FIGURE TWO - New Junior Playspace Extents

# SERVICES, MEETINGS & DELIVERABLES

This fee proposal is based on the following assumptions:

- We have calculated the project fee on the estimated value of the project, the time and resources involved to produce the work and the scope of works, services, deliverables and meetings as outlined in this proposal. Should the scope of works, project requirements, services, deliverables or meetings vary significantly, we would reserve the right to renegotiate our fee.
- The project will be designed, documented, and tendered in 1 no. separate documentation/tender packages.
- Suitable base information, in dwg format, geolocated to a site survey; covering the scope of the approved design will be provided to PDG by others.

1

## SCHEMATIC DESIGN

### SERVICES:

- Site Visit & Project Briefing meeting at School with key stakeholders (Facility Manager, Principal and relevant Staff/Students)
- Preparation of concept landscape design including:
  - Landscape design intent
  - Landscape plans and site sections (colour rendered at appropriate scale) incorporating the concept level design of all hard and soft landscape elements;
  - Proposed plant palette;
  - Preliminary materials and finishes palette;
  - Preliminary landscape fixtures and furniture palette;
- Liaise and coordinate designs with project stakeholders as required

### DELIVERABLES:

- Landscape Schematic Design Package (A3 PDF report format)
  - 1 no. Draft version
  - 1 no. Final version to capture changes
- Safety In Design reporting
- Opinion of Cost estimate

### MEETINGS:

- The following meetings have been allowed:
  - 1 no. Project start up meeting (brief formulation meeting) on site.
  - Workshop with School stakeholders including First Nations representatives
  - 1 no. draft presentation to client project team meeting via Teams

online

- 1 no. meeting/presentation at School or via Teams online



## DESIGN DEVELOPMENT

### SERVICES:

- Preparation of CAD-generated landscape design development drawings including:
  - Landscape plans, site sections and standard details of all hard and soft landscape elements (at appropriate scale);
  - Planting design and accompanying plant palette;
  - Materials and finishes schedule;
  - Levels and grading information
- Incorporate other consultants information into landscape plans such as: site survey, building locations, services, roads, boundaries and easements, etc.
- Liaise and coordinate developed designs with other consultants
- Incorporate required Disability Discrimination Act (DDA) requirements including compliant ramp and path grades, tactile

indicators, handrails, etc.

- Incorporate local authority and statutory requirements

### DELIVERABLES:

- Preliminary Working Drawings (A1-PDF)
- Safety In-Design reporting

### MEETINGS:

- The following meetings have been allowed:
  - 2 no. client/consultant meetings online via Teams/Zoom



### 3

## CONTRACT DOCUMENTATION

### SERVICES:

- Preparation of CAD-generated landscape construction documentation including:
  - Landscape plans, site sections and details as required (at appropriate scale);
  - Planting plans and plant schedules;
  - Materials and finishes schedule;
  - Levels and grading plans;
  - Landscape technical specification
- Liaise and fully coordinate designs with project stakeholders and incorporate other consultants final information into landscape documentation
- Issue Documentation Package for Operational Works Approval (if required)

### DELIVERABLES

- Landscape Working Drawings (A1-PDF) suitable for tender and for construction
- Safety In-Design report

### MEETINGS:

- The following meetings have been allowed:
  - 2 no. client/consultant meetings online via Teams/Zoom



4

## TENDER PHASE

### SERVICES:—

- Call tenders/Issue Tender Documentation
- Respond Tenderer's RFIs
- Liaise with Builder's subcontractors as required to achieve cost savings

### DELIVERABLES:

- Issue updated Tender Documentation

### MEETINGS:

- The following meetings have been allowed:
  - 1 no. contractor site briefing if required
  - 1 no. tender review meeting via Teams/Zoom

5

## CONSTRUCTION SERVICES

### SERVICES:—

- Issue 'For Construction' documentation
- Quality/Defects and Practical Completion inspection to observe the general conformance of the construction works with the construction contract documents & instruct the contractor regarding design quality control, materials selections & performance in regards to the construction contract
- Review shop drawings & submissions by the contractor
- Provide the contractor with instructions, supplementary details & clarification of the contract documents
- Assist client with execution of contract, progress claims, assessment of variations, extension of time claims.

### DELIVERABLES:

- Quality/Defects inspections and reports (4 no. during construction)
- Practical inspection and report (1 no. at Practical Completion)
- End of Establishment Period inspection and report (1 no. at End of Establishment Period)
- Final Completion inspection and report (at end of defects liability period)

# FINANCIAL PROPOSAL

PROJECT FEE TABLE	PART A: SENIOR PLAYSPACE	PART B: JUNIOR PLAYSPACE
PHASE / TASK	PROJECT FEE	PROJECT FEE
PHASE 1: SCHEMATIC DESIGN (SD)	\$9,800.00	\$12,500.00
PHASE 2: DESIGN DEVELOPMENT (DD)	\$TBC	\$TBC
PHASE 3: CONTRACT DOCUMENTATION (CD)	\$TBC	\$TBC
PHASE 4: TENDER PHASE (TE)	\$TBC	\$TBC
PHASE 5: CONSTRUCTION SERVICES (CS)	\$TBC	\$TBC
<b>PROJECT FEE TOTAL (excl GST)</b>	<b>PART A: \$9,800</b>	<b>PART B: \$12,500</b>
GST (10%)	\$980	\$1,250

## HOURLY RATES

Additional work outside the agreed scope of works will be charged on a time plus disbursements basis. Alternatively, a negotiated fixed fee may be proposed. Where additional services are required, an hourly time charge rate will apply (including travelling time) at the following rates plus GST:

PLACE DESIGN GROUP	HRLY RATE (EX GST)
PRINCIPAL	\$250.00
ASSOCIATE	\$190.00
SENIOR LA	\$160.00
PROJECT LA	\$140.00
GRADUATE LA	\$120.00



# TERMS & CONDITIONS

## COMPANY DETAILS

Place Design Group Pty Ltd is a registered business (ABN 49082370063) with five offices in Australia

3/109 Edward Street  
Brisbane Qld 4006  
T: +61 7 3852 3922  
F: +61 7 3852 4766  
E: brisbane@placedesigngroup.com

## STATEMENT OF ABILITY

We acknowledge that the Consultancy Brief establishes clear timeframes and delivery expectations for the desired scope of works and consultant team. Our proposal response has been prepared on this basis and we are committed to working and delivering in accordance with project timelines. The proposed core project team, individually do not have a committed project workload that would inhibit the delivery of this project within the specified timeframes.

## CONFLICTS OF INTEREST

The project team are not aware of any projects or undertakings within the area that would prevent us from completing the current project. If appointed, no commissions of any type that would create a subsequent conflict of interest shall be taken. If at any time the company believes some risk or perception of conflict is likely, it will immediately draw this to the attention of the Project Manager.

## CONFIDENTIALITY, DISCLOSURE AND COPYRIGHT

All information that is provided to the consultant throughout the proposal will be treated as confidential and the project team will not disclose any information or material acquired or produced in connection with this study, without the prior written approval of the Client. The copyright of any documents and plans produced under the contract shall pass to the Client.

## INSURANCES

Place Design Group Planning & Design holds current Professional Indemnity Insurance to

the value of A\$5M – A\$25M in the aggregate, and Public Liability cover to A\$20M and applicable Workplace Accident/Compensation Insurance under Work Cover Queensland (please refer Appendices copy).

## QUALITY ASSURANCE

Place Design Group is a planning and design consultancy. We are committed to the pursuit of consistent high quality through a systematic and disciplined approach to our work. As part of this process we are operating a quality management system styled on AS/NZS 9001:2000, which is internally reviewed on a yearly basis. Place Design Group received formal ISO9001 certification of our system in 2017.

## PAYMENT TERMS AND CONDITIONS

It is proposed that the fee would be invoiced on a progress claim "work completed" basis, payable within 21 days of date of invoicing.

## ESCALATION

Fees and charges quoted are subject to periodic change and may increase during the term of this consultancy. Fees are fixed for a period of 6 months. At 6 monthly intervals, fees may be adjusted for Consumer Price Index (CPI) increases or in line with the industry market rates, whichever is the greater.

## FEES AND PERMITS

Fee and permit payments (including State Government and Local Authority charges) reasonably and properly made in connection with this commission will, unless otherwise stated, be charged at cost.

## INCLUSIONS

The Fee proposal includes:

- Copies of any print or drawing / specification
- Electronic issue of documents in PDF and/or AutoCAD format;
- Minor alterations and changes;
- Coordination of related services as stated.

## EXCLUSIONS

The fee proposal excludes:

- DDA Assessment/Certification
- Play Ground and Softfall Certification and associated fees
- On and Off Maintenance inspections and coordination if / as required for streetscape works
- Application and other administrative costs associated with Council or Authority Approvals
- Changes to the layout / plan of a major nature at any stage of the project including major changes to plans arising from amendments from approval and Value Management processes.
- Meetings / site visits over and above those listed
- Survey or geotechnical investigation of the site
- Vegetation management, including arborists investigation
- Specialist Soil Scientist/Agronomist Services
- Structural, electrical, hydraulic, storm-water management, or engineering design drawings
- Design and documentation of wayfinding signage or other signage graphics
- Any additional disbursements over and above the inclusions such as Council or Authority fees.
- Design, coordination, or curation of public artworks.
- Stakeholder / community consultation
- Design or documentation of Water Sensitive Urban Design (WSUD) elements in particular storm water retention and reuse on site. We will nominate planting to Bioretention basins/rain gardens as required.
- Specialist heritage consultant
- No allowance has been made to design street and/or specialist sports lighting.



## Terms and Conditions of Engagement of Place Design Group Pty Ltd

1. Place Design Group Pty Ltd ACN 082 370 063 (**Place Design Group**) shall provide to the Client the consulting services (**Services**) described in the letter to which these Terms & Conditions are attached (**Letter**). The Letter and these Terms and Conditions comprise this Agreement.
2. The "**Client**" is the person, corporation or body corporate identified below as the Client and the Client authorises Place Design Group to take instructions from its below signatory or any other authorised representative or third party project manager notified in writing to Place Design Group.
3. In providing the Services, Place Design Group shall exercise the degree of skills, care and diligence normally exercised by consultants in similar circumstances.
4. The Client will provide to Place Design Group a full briefing and all information concerning the Client's requirements for the Services.
5. The Client must pay to Place Design Group the fee for the Services (Fee) and the reimbursable expenses as set out in the Letter. The Client acknowledges that the Fee is based on the information previously provided to Place Design Group and that the Fee may be increased if the Client's requirements change. The Client must also pay to the Consultant an additional amount equal to the applicable goods and services tax at the same time as the Fee and reimbursable expenses are payable subject to provision of a tax invoice.
6. All monies payable by the Client to Place Design Group shall be paid within 21 days of the date of invoice. Moneys not paid within that period shall attract interest from the date of invoice until payment at the then business overdraft rate of National Australia Bank (or equivalent if there is none) plus 3% and costs.
7. To the extent permitted by law, the maximum liability of Place Design Group to the Client in relation to the Services or any breach under this Agreement whether in contract, tort or otherwise is limited to the lesser of the sum of \$50,000 or the Fee payable under this Agreement. Place Design Group will not be liable for any indirect or consequential loss or damage of the Client including, but not limited to, loss of profits.
8. To the extent permitted by law, no action may be taken against Place Design Group by the Client after the expiration of one (1) year from the date of the final invoice issued by Place Design Group in respect of the Services.
9. Copyright and intellectual property rights in all drawings, reports, specifications, bills of quantity, calculations and other documents provided by Place Design Group in connection with the Services and the Client's project in respect of which the Services were provided (Project) shall remain the property of Place Design Group unless otherwise agreed in writing with the Client.
10. Subject to clause 11, the Client alone shall have a licence to use the documents referred to in clause 9 for the purpose of completing the Project, but the Client shall not use, or make copies of such documents in connection with any work not included in the Project.
11. If the Client is in breach of any obligation under this Agreement, Place Design Group may revoke the licence referred to in clause 10 and the Client shall then cause to be returned to Place Design Group all documents referred to in clause 9, and all copies thereof.
12. Any dispute between the Client and Place Design Group shall first be the subject of mediation provided that this provision shall not prevent Place Design Group from instigating legal action at any time to recover moneys owing by the Client to Place Design Group.
13. The Client may terminate this Agreement:
  - (a) in the event of substantial breach by Place Design Group of its obligation hereunder, which breach has not been remedied within 30 days of written notice from the Client requiring the breach to be remedied; or
  - (b) upon giving Place Design Group 60 days written notice of their intention to do so.
14. Place Design Group may suspend the provision of Services and/or terminate this Agreement :
  - (a) in the event of monies payable to Place Design Group hereunder being outstanding for more than 30 days;
  - (b) in the event of substantial breach by the Client of their obligations hereunder which breach has not been remedied within 30 days of written notice from Place Design Group requiring the breach to be remedied; or
  - (c) upon giving the Client 60 days written notice of its intention to do so.
15. If Place Design Group considers it appropriate to do so, it may with the Client's prior approval, which shall not be unreasonably withheld, engage another consultant to assist Place Design Group in specialist areas. The Client accepts responsibility for all monies payable to such other consultant which will be in addition to the Fee unless otherwise agreed in writing.
16. Neither party may assign or transfer an obligation under this Agreement without the written consent of the other. Unless stated in writing to the contrary, no assignment or transfer shall release the assignor from any obligation under this Agreement.
17. This Agreement is governed by and is to be construed under the laws of Queensland and the Client submits to the non- exclusive jurisdiction of the courts of Queensland.
18. If any provision of this Agreement is invalid, void or unenforceable, all other provisions which are capable of separate enforcement without regard to an invalid, void or unenforceable provision are and will continue to be of full force and effect in accordance with their terms.
19. This Agreement states all the terms agreed by the parties in respect of its subject matter and supersedes all prior discussions, negotiations, understandings and agreements in respect of its subject matter.
20. If the Client is a corporation or body corporate, Place Design Group may require the Client to deliver, prior to providing the Services, a signed personal guarantee from one or more of its directors (and/or other security) to secure payment of the Fee and reimbursable expenses.

## Terms and Conditions of Engagement of Place Design Group Pty Ltd

By signing below, the Client and the signatory confirm that each have been fully informed and have understood and agreed to these Terms & Conditions and, in particular, each gives their informed consent to Place Design Group providing the Services for the Fee as detailed in the Letter. Where the Client is a corporation or a body corporate, the signatory agrees that they sign for and on behalf of that corporation or body corporate and warrants that they have the requisite authority to sign on behalf of the Client and that both the Client and the signatory agree to be bound by these Terms & Conditions.

Project Name: \_\_\_\_\_

PDG project ref. no: \_\_\_\_\_

Fee Proposal Date: \_\_\_\_\_

Total fee (exc. GST): \_\_\_\_\_

Client Company: \_\_\_\_\_

ABN/ACN: \_\_\_\_\_

Street Address: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Accts Payable Contact: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Signatory : \_\_\_\_\_ Position of Signatory: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Office Use Only

Project Name:

Project Number:

Set up Complete: \*

# Appendix A

CVs

PROJECT EXPERIENCE



## Rob Waddell

Principal Design  
AILA, GDLA, BBE

Rob is a Registered Landscape Architect with more than 20 years' industry experience across multiple sectors for both public and private clients. He has a keen interest in exploring the relationship between natural and built environments through his imaginative yet methodical approach to design.

Rob has extensive experience in Commercial Centres, Tourism, Healthcare, Education, Public Realm and Transport & Infrastructure. He derives professional enjoyment from accomplished landscape architecture that delivers design outcomes that allow people to enjoy the health and lifestyle benefits of time spent outdoors in the Australian landscape.

As a Landscape Architect, Rob is personable and responsive. He believes that collaborative relationships with his colleagues, clients, fellow consultants and contractors, as well as those he leads, underlies creativity, work integrity and quality.

### CASE STUDY PROJECT

Mary Cairncross Rainforest Discovery Centre, Maleny QLD

Rob led the Landscape Design for the Mary Cairncross Scenic Reserve Rainforest Discovery Centre (RDC) which elevates tourism and education in the Sunshine Coast Hinterlands. It nestles on the edge of the Reserve's subtropical rainforest and overlooks exceptional Glasshouse Mountain views. The RDC includes a new café and discovery centre where visitors can learn about the Reserve's remnant rainforest in its living museum of diverse flora and fauna, even various endangered species.



### EXPERIENCE

2021 – Current  
Principal Design  
Place Design Group

2009 – 2021  
Principal Landscape Architect  
Guymer Bailey Landscape

2007 – 2009  
Project Landscape Architect  
Gamble McKinnon Green

2002 – 2007  
Graduate Landscape Architect  
Guymer Bailey Landscape

T +61 7 3852 3922

M +61 403 475 075

[rob.w@placedesigngroup.com](mailto:rob.w@placedesigngroup.com)

Curriculum Vitae

## PROJECTS

### Placemaking

Eumundi Market Terraces Redevelopment, Eumundi, QLD – Principal Landscape Architect

Noosa Transit Centre, Noosa Junction, QLD – Principal Landscape Architect

Mary Cairncross Rainforest Discovery Centre, Maleny, QLD – Principal Landscape Architect

Maroochy Botanic Gardens Art & Ecology Centre, Tanawha, QLD – Principal Landscape Architect

Frew Park Arena Play Structure, Milton, QLD – Principal Landscape Architect

### Public Realm, Parks and Recreation

Jimboomba Sports Park upgrade - New Netball Courts, Equestrian Dressage & Rugby League Change Rooms, Jimboomba, QLD – Principal Landscape Architect

Maroochy Multisport Complex - New AFL Clubhouse, Spectator Seating & Oval Surrounds, Maroochydore, QLD – Principal Landscape Architect

North Shore Community Centre, Mudjimba, QLD – Principal Landscape Architect

Maryborough Aquatic Centre, Maryborough, QLD – Principal Landscape Architect

Dauth Park Sports Precinct Masterplan, Beenleigh, QLD – Principal Landscape Architect

Rosia Sports & Recreation Park Masterplan, Park Ridge, QLD – Principal Landscape Architect

QPWS Bunyaville Conservation Park DUA Upgrade, Albany Creek, QLD – Principal Landscape Architect

QPWS Mt French Campground & DUA Upgrade, Mt French, QLD – Principal Landscape Architect

QEII Courts of Law, Brisbane CBD, QLD – Project Landscape Architect

Kings Beach Foreshore & Parkland Redvelopment, Caloundra – Project Landscape Architect

### Hospitals, Education and Aged Care

Groves Christian College Campus Revitalisation, Kingston, QLD – Principal Landscape Architect

All Hallows School St Gerturude's Courtyard, Fortitude Valley, QLD – Principal Landscape Architect

Livingstone Christian College Campus Revitalisation Project, Ormeau, QLD – Principal Landscape Architect

Ipswich Grammar School Boarding House, North Ipswich, QLD – Principal Landscape Architect

Stuartholme School Junior Precinct, Toowong, QLD – Principal Landscape Architect

St Thomas More College Landscape Masterplan, Sunnybank, QLD – Principal Landscape Architect

St Francis College Landscape Masterplan, Crestmead, QLD – Principal Landscape Architect

Kimberley College Flexible Learning Centre, Carbrook, QLD – Principal Landscape Architect

Kimberley College Art & Library Building, Carbrook, QLD – Principal Landscape Architect

Mt Maria College Various Landscape Works – Enoggera Place, Sports Oval, Middle School Precinct, Cultural Space & Greening projects, Mitchelton, QLD – Principal Landscape Architect

St Thomas More College Chapel, Sunnybank, QLD – Principal Landscape Architect

St Francis College Primary & Prep Landscape, Crestmead, QLD – Principal Landscape Architect

Olympic Village Primary School Redevelopment, Heidelberg West, VIC – Principal Landscape Architect

New Yarrabilba Secondary Catholic College Masterplan, Yarrabilba, QLD – Principal Landscape Architect

New Narangba P-12 Catholic School Masterplan, Narangba, QLD – Principal Landscape Architect

St Eugene College Marian Building GLA Upgrade, Burpengary, QLD – Principal Landscape Architect

San Damiano College Stage 1, Yarrabilba, QLD – Principal Landscape Architect

St Josephs Primary School, Rosewood Reserve Playspace, Bardon, QLD – Principal Landscape Architect

Guardian Angels Primary Years 5/6 Courtyard, Ashmore, QLD – Principal Landscape Architect

Carmel College Administration Building & Quad, Thornlands, QLD – Principal Landscape Architect

Villanova College New Learning Centre, Coorparoo, QLD – Principal Landscape Architect

Ipswich Grammar School Civic Precinct Masterplan, North Ipswich, QLD – Principal Landscape Architect

Ipswich Grammar School Greening Strategy, North Ipswich, QLD – Principal Landscape Architect

Ipswich Grammar School Great Hall Enhancement, North Ipswich, QLD – Principal Landscape Architect

Mother Teresa Primary School Oval Terraces, Ormeau, QLD – Principal Landscape Architect

Marymount College New Learning Centre, Burleigh West, QLD – Principal Landscape Architect

St Eugene Gerard Building GLA Upgrade, Burpengary, QLD – Principal Landscape Architect

St Rita's College Year 5/6 Gathering Space, Clayfield, QLD – Principal Landscape Architect

Pine Rivers Hospital Stage 2 Courtyard, Strathpine, QLD – Principal Landscape Architect

BUPA Runaway Bay Aged Care, Runaway Bay, QLD – Principal Landscape Architect

BUPA Rangeville Aged Care, Toowoomba, QLD – Principal Landscape Architect

Asher House Disability Housing, Wynnum West, QLD – Principal Landscape Architect

Dovetree Retirement & Aged Care Facility, Sinnamoon Village, QLD – Principal Landscape Architect

Rosemount Retirement Living, Sinnamoon Village, QLD – Principal Landscape Architect

Royal Hobart Hospital Redevelopment, Hobart, TAS – Principal Landscape Architect

Blackall Hospital Redevelopment, Blackall, QLD – Principal Landscape Architect

Harrisville RACF & SDA, Harrisville, QLD – Principal Landscape Architect

## PROJECTS

### Commercial, Mixed Use & Multi-residential

Station Road Indooroopilly Mixed Use and Multiresidential Tower Development, Indooroopilly, QLD – Principal Landscape Architect

ICON Milton Build to Rent Multi-residential Tower, Milton – Principal Landscape Architect

Hercules Street Multi-residential Tower, Hamilton QLD – Principal Landscape Architect

East Village Stage 2D Mixed Use and Multiresidential Tower Development, Cannon Hill, QLD – Principal Landscape Architect

Higgs Street Residential Tower Development, Beakfast Creek, QLD – Principal Landscape Architect

McDougall Street Residential Tower, Milton QLD – Principal Landscape Architect

Lakes Vista Office Park, North Lakes, QLD – Principal Landscape Architect

East Village Stage 1A Commercial Building, Cannon Hill, QLD – Principal Landscape Architect

### Hotels, Resorts and Tourism

Wyndham Coff Harbour, Pacific Bay Resort Precinct, Coffs Harbour, NSW – Principal Landscape Architect

David Fleay Wildlife Park Amphitheatre, Burleigh West, QLD – Principal Landscape Architect

Mistere Spa & Retreat Landscape Masterplan, Kangaroo Island, SA – Principal Landscape Architect

Tumbarumba Creek Caravan Park Masterplan, Tumbarumba, NSW – Principal Landscape Architect

Esperance Holiday Park Masterplan, Esperance, WA – Principal Landscape Architect

Cooee Bay Holiday Park Masterplan, Yeppoon, QLD – Principal Landscape Architect

Imbil Camping Retreat Masterplan, Imbil, QLD – Principal Landscape Architect

NRMA Echuca Holiday Park Masterplan, Echuca, VIC – Principal Landscape Architect

Cobar Caravan Park Masterplan, Cobar, NSW

– Principal Landscape Architect

Batlow Caravan Park Masterplan, Batlow, NSW – Principal Landscape Architect

Karoonda Holiday Park Masterplan, Karoonda, SA – Principal Landscape Architect

Flatiron FV - Boutique Hotel & Retail, Fortitude Valley, QLD – Principal Landscape Architect

Coonamble Hot Springs Holiday Park Masterplan, Coonamble, NSW – Principal Landscape Architect

### Infrastructure

Browns Plains Bus Station, Browns Plains, QLD – Principal Landscape Architect

Lotus Glen Correctional Centre 400 bed expansion, Mareeba, QLD – Principal Landscape Architect

Cleveland Youth Detention Centre Expansion, Townsville, QLD – Principal Landscape Architect

Hopkins Correctional Centre 350 bed expansion, Ararat, VIC – Principal Landscape Architect

Ravenhall Prison, 1300 bed new prison, Deer Park, VIC – Principal Landscape Architect

Parkville Youth Detention Centre Expansion, Parkville, VIC – Principal Landscape Architect

Malmsbury Youth Detention Centre Expansion, Malmsbury VIC – Principal Landscape Architect

South Coast Correctional Centre 300 bed expansion, Nowra, NSW – Principal Landscape Architect

Hunter Correctional Centre 400 bed facility, Cessnock, NSW – Principal Landscape Architect

Shortland Correctional Centre 330 bed expansion, Cessnock, NSW – Principal Landscape Architect

Cessnock Correctional Centre 240 bed expansion, Cessnock NSW – Principal Landscape Architect



## Tho Pham

Senior Landscape Architect  
B.Des (LArch)(Hons)

Tho is a Landscape Architect with a strong passion for revitalizing urban spaces through the creation of green, functional environments. Her background in visual arts and deep interest in environmental issues significantly influence her innovative design approach and analytical thinking. With expertise in horticulture specific to South East Queensland, Tho has worked on a wide range of projects, including public spaces, educational facilities, water-sensitive urban design, and both commercial and residential developments. She excels in both digital and traditional visualizations, mastering 2D and 3D design tools to communicate ideas clearly and effectively across various platforms.

### CASE STUDY PROJECT

Warril Parkland

Warril Parkland is located in Larapinta, a south-western suburb of Brisbane, approximately 30 kilometres from the city's CBD. Positioned at the edge of the Oxley Creek catchment, the park boasts a distinctive environmental character, featuring a wetland and open lake. In collaboration with the client, the design includes a nature-based playground, several picnic areas with custom shelters and furniture, a lake-edge board-walk, and a pontoon lookout. Given the integration of many bespoke elements, Tho played a key role in developing custom documentation tailored to the site. She has been involved throughout the project, from concept design to construction.



### EXPERIENCE

2023 – Current  
Senior Landscape Architect  
Place Design Group

2019 – 2023  
Landscape Architect  
Place Design Group

2017 – 2018  
Graduate Landscape Architect  
Place Design Group

T +61 7 3852 3922

[tho.p@placedesigngroup.com](mailto:tho.p@placedesigngroup.com)

Curriculum Vitae

## PROJECTS

### Public Realm, Parks and Open Space

Baringa Town Square & Main Street, Baringa, QLD – Documentation

Warril Parkland, Larapinta, QLD – Landscape Concept Design Development and Construction

Simpson Falls Interpretive Art Play, Mt Coottha, Brisbane, QLD – Landscape Concept Design Development

Lake Proserpine Master Plan, Proserpine, QLD – Documentation

Dinosaur Park, Nirimba, QLD – Documentation

Island Park, Nirimba, QLD – Design Documentation

Pedal Park, Baringa, QLD – Concept Documentation

Nirimba District Sports Facility, Caloundra, QLD – Documentation

Aura Recreation Trails, Sunshine Coast, QLD – Documentation

Leap View Park, Westlake Drive, Mackay, QLD – Documentation

Blacks Beach Park, Sunrise Place, , Mackay, QLD – Documentation

Eimeo Esplanade Park, Mango Avenue, Mackay, QLD – Documentation

Shoal Esplanade Park, O'Brien Esplanade, Mackay, QLD – Documentation

Corella Way Park, Mackay, QLD – Documentation

Delachantos Road Park, Mackay, QLD – Documentation

Schaefer Street Park, Mackay, QLD – Documentations

### Residential Communities

Wirraglen Highfields – Hallmark

Halcyon Providence, South Ripley – Stockland

Aura, Caloundra – Stockland

Songbird Estate, Oxley – EDQ

Ellendale, Upper Kedron – Cedarwoods

### Multi-storey development

Station Road, Indooroopilly Mixed Use Development – Keylin Group

20 Walsh Street, Milton BTR Development – GH Properties

4 Higgs Street, Albion – DRJ Investments

Multi-residential Dwelling, Bulimba Barracks – Shayher Group

### Hospitals, Education, and Aged Care

Groves Christian College Kindergarten, Kingston – Lead Landscape Architect

Groves Christian College Campus 2 Upgrade, Kingston – Lead Landscape Architect

Groves Christian College Campus 2 Nature Play, Kingston – Lead Landscape Architect

Groves Christian College Oval Upgrade, Kingston

UQ Student Union Hub, St Lucia, QLD – Concept Documentation

UQ Blair Drive Sports Courts, St Lucia, QLD – Concept Documentarian

UQ Forgan Smith Forecourt / Plaza and University Drive, St Lucia, QLD – Concept Documentarian

UQ Placemaking and Landscape Strategy, St Lucia, QLD – Landscape Strategy Documentation

QUT Gardens Point Placemaking, Brisbane, QLD – Landscape Strategy Documentation

AVEO Carindale Residential Aged Care Facility, Carindale, QLD – Concept Documentation

Benevolent Aged Care, Rockhampton, QLD – Design Development Documentation

Logan Youth Foyer, Logan, QLD – Concept Documentation

Mount Ommaney Special School, Mount Ommaney, QLD – Design Development Documentation

### Hotel, Resorts and Tourism

Westin Hotel, FIJI – FNPF/ Marriott

Hope Island Golf Club and Resort, QLD – Documentation

Big Pineapple Landscape Masterplan & Design Development, QLD – Documentation

### Commercial Centres

Anaconda Headquarters Precinct, Brendale

Sunshine Plaza Redevelopment, Maroochydore – Lend Lease

Oceanside Stockland, Birtinya, QLD – Documentation

Baringa Retail Centre, Tavern, Medical Centre and Swim School, Baringa, QLD – Documentation

Strathpine Shopping Centre, Strathpine, QLD – Documentation

### Master Planning and Strategic Planning

Waterfront Brisbane Retail Development, Brisbane City, QLD

Mary Street Master Plan, Brisbane City, QLD

Mackay Riverside Link - Public Realm and Placemaking, Mackay, QLD

Mackay Waterfront Master Plan – Mackay Regional Council

Kelvin Grove Urban Village Transformation - Placemaking, Kelvin Grove, QLD – Documentation

Northshore Hamilton Master Plan, Brisbane, QLD

Maroochydore Priority Development Area, Sunshine Coast, QLD

Cross River Rail Vision, Brisbane, QLD

Mary Street Master Plan in Brisbane City Centre, Brisbane, QLD



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[LinkedIn](#)

## Beth Evans

Landscape Architect

Bachelor of Design (Hons) (Landscape Architecture, Urban & Regional Planning)

With an Honours degree in Landscape Architecture, Beth is a skilled and versatile professional with an expertise that extends across a wide spectrum of projects, from creating intimate private courtyards to designing expansive public realm spaces.

At the heart of Beth's work are her core values, which prioritise biodiversity and the creation of enduring designs that cater to the present and future users. This commitment is evident in her meticulous and thoughtful approach to design.

Embracing an interdisciplinary mindset, Beth firmly believes in the power of collaboration. She has cultivated strong relationships with clients, subconsultants, and peers, facilitating seamless communication throughout the design process. This collaborative spirit enhances the quality and effectiveness of her work.

### KEY PROJECT EXPERIENCE

#### Aura Town Centre

Stockland - Sunshine Coast, QLD

#### Fraser Coast Library and Council Administration

Fraser Coast Council - Hervey Bay, QLD

#### Aura Business Park

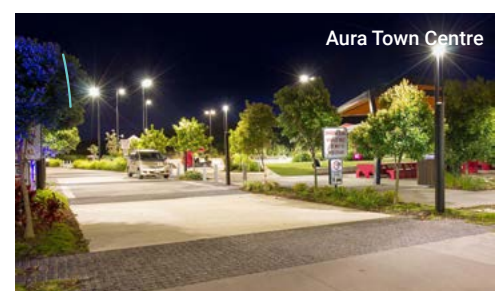
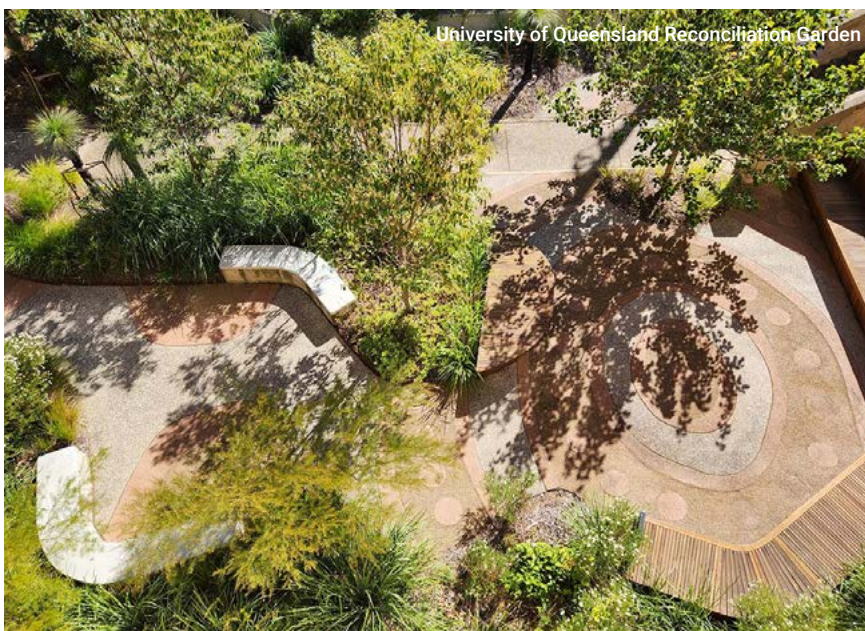
Stockland - Sunshine Coast, QLD

#### University of Queensland Reconciliation Garden

Herston, QLD

#### Queensland Sports and Athletics Centre (QSAC)

Nathan, QLD





## CASE STUDY

### Aura Town Centre

In consultation directly with Stockland, Beth worked through the concept design and iterations which followed during her time at Arcadia. Starting on the project as a Student, and then evolving to help directly co-ordinate the project as a Graduated Landscape Architect, the Town Centre design was developed to be an affordable, desirable and innovative design which responds directly to its surrounds. The concept design successfully fits within the Stockland Aura framework, working in tandem with the Peoples Place Parkland across the road.

## PROJECTS

### Commercial

**Aura Town Centre**  
Stockland - Sunshine Coast, QLD

**Aura Business Park**  
Stockland - Sunshine Coast, QLD

**Loganholm Hyperdome**  
Brisbane, QLD

**Burpengary East Shopping Centre**  
Burpengary, QLD

**Nerang Town Centre**  
Nerang, QLD

**Joyner Central**  
Joyner, QLD

**Long Island Pizza**  
Newstead, QLD

### Residential

**Breakfast Creek Quarter**  
Brisbane, QLD

**McNab Avenue**  
Melbourne, VIC

**Dumeresq Street**  
Gordon, NSW

**Luca, Douglas Street**  
Coolangatta, QLD

**Stockland Newport**  
Stockland - Newport, QLD

### Public Realm

**Fraser Coast Library and Council Administration**  
Fraser Coast Council - Hervey Bay, QLD

### Sports + Recreation

**Royal Sydney Golf Course**  
Sydney, NSW

**Queensland Sports and Athletics Centre (QSAC)**  
Nathan, QLD

**Cubberla Creek Reserve Sport and Recreation Precinct Masterplan**  
Brisbane, QLD

**Sleemans Sports Centre**  
Chandler, QLD

### Education

**Chisholm TAFE**  
Frankston, VIC

**The Murri School - Aboriginal + Islander Independent Community School**  
Acacia Ridge, QLD

**University of Queensland Reconciliation Garden**  
Herston, QLD

**University of Queensland Chamberlian Courtyard Redevelopment**  
St Lucia, QLD

**Mary MacKillop College**  
Nundah, QLD

### Health + Aged Care

**Tricare Annerly**  
Annerly, QLD

**Tricare Taringa**  
Traigna, QLD

**Opal Clayfield**  
Clayfield, QLD

**Opal Ascot**  
Ascot, QLD

**Marina Gateway**  
Burnett Heads, QLD

# Project Experience



# Our Profile Clients





# Macarthur Anglican School

## Warren Integrated Learning HUB

**Project:**

Senior Learning Facilities

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**Project Location:**

Cobbity, NSW

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**Client:**

Macarthur Anglican School

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**Project Lead:**

Nick Ison

At Macarthur Anglican School in Cobbity, NSW, Mayoh Architects collaborated with Place Design Group to enhance the senior learning facilities through the addition of the 'Warren Integrated Studies HUB.' The school's vision emphasised creating outdoor learning spaces that foster interaction with nature and a seamless integration of landscape and built form.

Designed to support a range of learning and social activities, the HUB responds to the school's evolving educational needs while acknowledging the positive impacts of outdoor environments on student well-being and engagement.

Our design approach prioritised flexibility, functionality, and inclusivity, offering diverse settings for learning, socialising, and relaxation. Classrooms are oriented to provide expansive views of the surrounding rural landscapes, fostering a connection to the natural environment and enhancing user comfort.

The architectural layout follows a strong radial geometry, with circular configurations radiating from a central hub, mirroring the natural flow of the landscape and creating a cohesive, harmonious space. This design not only reinforces a sense of community but also embodies the school's commitment to nurturing a holistic learning experience within both built and outdoor spaces.



# Groves Christian College

## Campus Revitalisation

**Project:**

Senior Learning Courtyard and Amphitheatre

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**Project Location:**

Kingston, QLD

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**Client:**

Groves Christian College

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**Project Lead:**

Rob Waddell

Place Design Group partnered with Groves Christian College to revitalise their main campus, focusing on creating innovative outdoor learning environments for the Senior Learning Centre Courtyard and Green Amphitheatre. Developed as the first two stages of the project, these spaces highlight the proven benefits of outdoor learning, offering versatile, engaging environments that adapt to the school's evolving educational program.

Through close collaboration, a detailed project brief was established, defining educational goals and spatial requirements. The design prioritises flexible spaces that support both individual and group learning, enhance student well-being by incorporating stress-reducing natural elements, and provide inviting social areas with ample shade for relaxation and gatherings. Accessibility and seamless connectivity between key campus facilities were also integral to the design.

The resulting spaces are thoughtfully crafted to balance functionality and aesthetic appeal, serving as an extension of the classroom while aligning with the school's educational values. These dynamic outdoor areas promote holistic, healthy learning and embody Groves Christian College's commitment to fostering student growth and well-being.



# All Hallows' School St Gertrudes Revitalisation

**Project:**

Outdoor Revitalisation - WIP

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**Project Location:**

Brisbane, QLD

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**Client:**

All Hallows' School

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**Project Lead:**

Rob Waddell

All Hallows' School's addition of junior school years required new outdoor recreation spaces for students. To provide for this, Place Design Group revitalised an existing lawn space that was unloved by the students because of its lack of shade and connectivity with other recreation spaces.

Since 1861, the school has specialised in educating and empowering young women. It well understood then that supporting a child's development is not simply about providing a playground and seating, and they welcomed Place's proposal to craft a multi-functional design based on evidence-based research focussing on physical activity, self-determination, social connection, and microclimate. The overall design driver was that positive experiences from social play would transfer to positive emotions in the classroom.

Place created two distinct play spaces: one active and one reflective, book ending a rectangular lawn which respected the school's historic grid arrangement. Alongside the lawn, a large custom structure references the design of other structures on campus for cohesion and provides shelter for eating. The heroes of the project are a custom climbing rope system that capitalises on the shade of a large, retained tree, and a painted labyrinth that connects with the school's religious curriculum and leads to an outdoor learning circle of seating walls.

Iconic Brisbane Tuff stone was sustainably repurposed from a dismantled retaining wall to become feature cladding along a concrete seating wall, introducing a historical reference to the otherwise contemporary design.



# Groves Christian College

## Discover Park - Junior Playground

**Project:**

Nature Playscape and Outdoor Learning

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**Project Location:**

Kingston, QLD

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**Client:**

Groves Christian College

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**Project Lead:**

Rob Waddell

Place Design Group partnered with Groves Christian College to create an engaging, nature-inspired play space for Prep and Years 1-2 students as part of their campus revitalisation.

The play space has been designed as a native bushland setting with substantial tree planting to connect children to natural elements such as earth, timber, water, vegetation and wildlife. A series of 'clearings' in the forest provide spaces for children to play, socialise, gather and learn. These clearings offer a variety of interconnected and themed play opportunities which provide children with a broad range of physical and interpretive play experiences in a nature-based setting. These include:

- The Tree House: a place of adventure with climbing as its focal point and providing children opportunities to climb, slide and challenge physically.
- The Forest: provides opportunities for children to experience the rhythm and scale of the forest by moving through it via pathways, obstacles or swings.

- The Campfire: a space to gather for outdoor classes, storytelling or socialising in a natural setting.
- The Gully: with manual water pumps that allow children to explore different ways to move water through a series of swales and rivulets.
- The Quarry: evokes curiosity and creativity by creating opportunities to fossick, build, dig and play imaginatively.
- The Clearing: a flexible open lawn space for children to gather, run and 'loose part' play. The space is also less intensive and, as a result, offers respite.

## Selected Projects Education



### Groves Christian College Kindy Play Space

**Project:**  
Kindy Playground

**Project Location:**  
Brisbane QLD

**Client:**  
Groves Christian College

**Project Lead:**  
Rob Waddell

**Description:**  
Place Design Group helped Groves Christian College redevelop their Kindy playground. The play area is designed to provide ample opportunities for interpretive and physical play. The playspace centres around mounded softfall islands which incorporate climbing structures, balance beams, and slides that actively encourage children to engage in play while enhancing their physical strength, coordination, and balance.



### The Cathedral School School

**Project:**  
School Landscape

**Project Location:**  
Townsville QLD

**Client:**  
The Cathedral Schools of St Anne & St James

**Project Manager:**  
Hywell Jones

**Description:**  
In collaboration with School Architect and Principal Consultant, Stephen de Jersey Architect. The project included: the Senior Learning Centre, STEM Area, Sports Precinct, and Senior Courtyard. The landscape architectural services provided aided in the revitalisation of the school grounds and strengthened the spaces' existing sense of place.



### Bardon State School Secondary School

**Project:**  
School Landscape

**Project Location:**  
Brisbane QLD

**Client:**  
Department of Education QLD

**Project Lead:**  
Rob Waddell

**Description:**  
These front of school upgrades were designed to improve accessibility, support outdoor learning activities and gatherings for the school community – incorporating covered seating areas, new planting, screens and buffers, shade trees and renewed pathway access into the school.



## **CathWest** Innovation College

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**Project:**  
Entry landscape + courtyard

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**Project Location:**  
Sydney NSW

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**Client:**  
Catholic Education Dioceses of  
Parramatta

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**Project Lead:**  
Nick Ison

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**Description:**  
The upgrades to the entry landscape included new paving, planted zones and shade trees with integrated custom bench seating which helped create a unique and functional space. The geometry of the angled paving bands and garden beds created a consistent character that ran throughout both outdoor areas and the newly renovated classrooms.



## **Abbotsleigh College** Independent School

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**Project:**  
Cafeteria + carpark

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**Project Location:**  
Sydney NSW

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**Client:**  
Abbotsleigh College

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**Project Lead:**  
Tim Field

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**Description:**  
These spaces encourage hands-on exploration, connectivity, critical thinking, and creativity, allowing students to engage with their surroundings in a meaningful way. Each learning space has views of the landscape and access to outdoor learning spaces.



## **QUT Kelvin Grove** Urban Village Transformation

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**Project:**  
Urban Village Streetscape

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**Project Location:**  
Brisbane QLD

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**Client:**  
QLD University of Technology

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**Project Lead:**  
Rob Waddell

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**Description:**  
The existing intersection was dominated by traffic movements and lacked a sense of place. Adjacent building uses included the QUT Institute of Health and Biomedical Innovation, the Queensland Academy of Creative Industries, a café and various other retail and services tenancies.

## Selected Projects

### Education WIP



**Sophia College**  
Secondary School Yr 7-12

**Project:**  
Site Ecological Masterplan

**Project Location:**  
Plainland QLD

**Client:**  
Sophia College  
Brisbane Catholic Education

**Project Lead:**  
Rob Waddell

**Description:**  
This Landscape Master Plan has been for Sophia College to assist in the planning and delivery of its developing campus Ecoscience Precinct. It draws inspiration from the College's Franciscan values and concepts of Living Laudato Si and Integral Ecology to establish a landscape setting and outdoor environment to support the delivery of the College's curriculum with integral ecology, eco-science, and innovation as its foundation.



**San Damiano College**  
Secondary School Yr 7-12

**Project:**  
New Classroom Block

**Project Location:**  
Yarrabilba QLD

**Client:**  
Brisbane Catholic Education

**Project Lead:**  
Rob Waddell

**Description:**  
In collaboration with the College and Fulton Trotter Architects, Place Design Group designed the landscape for the stage 3 development of the campus which included:  
- Extension of Building E: The Factory – 4-specialist classrooms, associated stores, including stairs  
- Building H: The Senior Junior Learning Common – General Learning and Specialist classrooms, associated amenities and stores, including lift and stairs  
- Extension of Long Term Staff / Visitor Carpark, including driveway



**Stuartholme School**  
Secondary School Yr 5-12

**Project:**  
New Junior School Building

**Project Location:**  
Toowong QLD

**Client:**  
Stuartholme School

**Project Lead:**  
Rob Waddell

**Description:**  
The landscape design for Stuartholme School's new junior school building makes use of the building's undercroft and surrounding landscape to create a variety of flexible courtyard spaces for active and passive recreation and group gathering. The project provides the opportunity for students to connect with nature by taking advantage of its setting adjacent to bushland.



## Assisi College

Preschool - Yr 12

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**Project:**  
New Junior School

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**Project Location:**  
Coomera QLD

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**Client:**  
Assisi College  
Brisbane Catholic Education

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**Project Lead:**  
Rob Waddell

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**Description:**  
The new junior play space at Assisi College embraces play as a fun and versatile learning tool and acknowledges the diverse ways in which children learn through play and create a variety of play spaces that cater to different learning styles, abilities, and interests. The play space immerses children in nature and encourages exploration, creativity, and a sense of wonder by celebrating the ecology of the local area.



## Livingstone Christian College

Kindergarten - Yr 12

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**Project:**  
Open Space + Drop Off Area

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**Project Location:**  
Ormeau QLD

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**Client:**  
Livingstone Christian College  
Christian Community Ministries

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**Project Lead:**  
Rob Waddell

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**Description:**  
The Junior Precinct landscape design establishes an identifiable character for the campus. It combines different age-appropriate spaces which are linked by natural elements and systems to promote a feeling of progression, reflecting a child's developmental pathway through school. Physical and visual connection to nature is emphasised to promote positive health and wellbeing which is directly associated with student performance.



## Chinchilla Christian College

Kindergarten - Yr 12

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**Project:**  
New Library Hub Building

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**Project Location:**  
Chinchilla QLD

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**Client:**  
Christian Community Ministries

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**Project Lead:**  
Rob Waddell

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**Description:**  
Place Design Group worked closely with Chinchilla Christian College to design the landscape for the College's new Library Hub building including a new sensory courtyard space for high-needs students. The courtyard includes a variety of spaces that children can use to recognise situations or sensory stimulation and retreat to modulate their environment. The space was designed with careful consideration of colours used to avoid overstimulation and its allows for safe movement and inclusive play options for children of all ages, levels and abilities.

## Selected Projects Education



### Sunshine Coast University Hospital

**Project:**  
Outdoor Revitalisation

**Project Location:**  
Kawana QLD

**Client:**  
Exemplar Health

**Project Lead:**  
Rob Waddell

**Description:**  
Place Design Group provided the initial landscape concepts for the winning project consortium, Exemplar Health. The design team then went on to provide the full landscape architecture services for the project. A focus on environmentally sensitive design solutions including water management was an absolute given. The landscape component scored highly during the assessment process and played a significant part in the success of the consortium's bid.



### DUHIG Library Courtyard University of Queensland

**Project:**  
Campus Library Hub

**Project Location:**  
Brisbane QLD

**Client:**  
University of Queensland

**Project Lead:**  
Hywell Jones

**Description:**  
Organic shapes define the pavement and planting areas and influence the forms of the furniture and shade structures. The space provides a number of learning / study nooks and allows breakout areas to the 24/7 library. Improving wayfinding to the Library has been achieved through widened entry pathway, additional lighting at the building entry, widened views and strategic placement of signage, whilst hardy, subtropical planting reinforces the campus character and delivers a low maintenance landscape.



### UQ Blair Drive Sports Courts

**Project:**  
Sport Facilities

**Project Location:**  
Brisbane QLD

**Client:**  
University of Queensland

**Project Lead:**  
Rob Waddell

**Description:**  
Place Design Group was engaged by The University of Queensland to design and oversee construction of new sports facilities at the Blair Drive precinct, St Lucia Campus. The project includes three beach volleyball courts, four multi-use courts for netball, basketball, and tennis, a rugby training field, and a bespoke circular basketball court, all strategically sited to enhance visibility and activate the precinct.



## Aquinas College Strategic Masterplan

**Project:**  
Nature Play

**Project Location:**  
Ashmore QLD

**Client:**  
Diecke Richards

**Project Lead:**  
Rob Waddell

**Description:**  
Place Design Group partnered with Diecke Richards on a Strategic Masterplan for Aquinas College, shaping a landscape vision and guiding objectives for future campus development. Following this, Place supported construction of a new administration building with a landscape design featuring outdoor learning spaces, seating, lush plantings, shaded areas, and pathways that foster connection and gathering within the school community.



## Mount Ommaney Special School

**Project:**  
Outdoor Learning Space

**Project Location:**  
Mount Ommaney QLD

**Client:**  
Diecke Richards

**Project Lead:**  
Rob Waddell

**Description:**  
In collaboration with Diecke Richards, Place Design Group created engaging outdoor spaces at Mount Ommaney Special School tailored to special needs students, featuring practical solutions, sensory elements, and productive gardens. Highlights include covered seating, shaded walkways, a sensory garden with aromatic and textured plants, a kitchen garden with raised beds, and a chicken coop, fostering both learning and relaxation in a vibrant, inclusive environment.



## UQ Forgan Smith Forecourt Plaza and University Drive

**Project:**  
Outdoor Revitalisation

**Project Location:**  
Brisbane QLD

**Client:**  
University of Queensland

**Project Lead:**  
Rob Waddell

**Description:**  
It is the St Lucia Campus front door. Commissioned as lead consultants for the revitalisation of the space, Place Design Group developed conceptual design options alongside budget feasibility tasks in the first stage of the project. Our team demonstrated that the design of the space will influence wayfinding and legibility beyond its boundaries; the site layout requiring careful consideration to ensure it complements the built form of the Forgan Smith Building.

# Selected Projects

## Parks + Play Spaces



### Variety Livvis Place

**Project:**  
Inclusive Play Space

**Project Location:**  
Glenfield NSW

**Client:**  
Variety the Childrens Charity

**Project Lead:**  
Nick Ison

**Key Points:**  
Place Design Group collaborated with Variety and Campbelltown City Council to create an inclusive play space within beautiful parklands, designed for all abilities. The space features accessible facilities—parking, adult changing, water play, and a bike track. A custom play tower, crafted with specialists, ensures an engaging experience, guided by our ‘inclusive play matrix’ and best-practice principles.



### Greater Ascot Estate

**Project:**  
Pocket Park

**Project Location:**  
North Queensland QLD

**Client:**  
Parkside Development

**Project Lead:**  
Hywell Jones

**Description:**  
Since 2011, Place Design Group has partnered with Parkside Development on Townsville’s Greater Ascot Estate, delivering comprehensive landscape architecture services from design to project management. Our work defines a unique sense of place, blending verandas, shade trees, and pocket parks, with a welcoming gatehouse entry that sets Greater Ascot apart from typical subdivisions.



### Pizzey Park Skate Street

**Project:**  
Skate park and Masterplan

**Project Location:**  
Gold Coast QLD

**Client:**  
City of Gold Coast

**Project Lead:**  
Clint Wood

**Description:**  
Pizzey Park on the Gold Coast is a thriving sports and leisure hub, supporting rugby, soccer, tennis, athletics, and a renowned skate complex. Originally a landfill, it now features Olympic-grade skate facilities, scenic walking and cycling paths, and spaces for families and spectators. Place Design Group’s 2018 Master Plan sets a dynamic framework for future growth and community engagement.



## Aura Island Park Play Space

**Project:**  
Unique Play Space

**Project Location:**  
Caloundra QLD

**Client:**  
Stockland

**Project Lead:**  
Shaun Egan

**Description:**  
Inspired by the Moreton Bay islands, offering children an oasis of fun. The design includes bespoke elements like rope swings, climbing nets, slides, and a custom beach volleyball court. Dynamic mounds, red boulders, and subtropical planting create a vibrant, evolving environment, with trees like Moreton Bay Figs transforming the space over time.



## Aura Pedal Park Active Play Space

**Project:**  
Active Play

**Project Location:**  
Caloundra QLD

**Client:**  
Stockland

**Project Lead:**  
Shaun Egan

**Description:**  
Pedal Park, the first park in Stockland's Aura, City of Colour development, promotes active living with a cycling-themed design. It features a "learn to ride" circuit, a central playground with a 7.5m cube tower, and courts for netball and basketball. Custom picnic shelters, bike racks, and amenities enhance the experience, fostering a healthy, active community.



## Robina City Parklands

**Project:**  
Adventure and Nature Play

**Project Location:**  
Robina QLD

**Client:**  
City of Gold Coast

**Project Lead:**  
Clint Wood

**Description:**  
As lead consultants for Robina City Parkland's masterplan, Place Design Group created a resilient design addressing flooding while meeting regional recreational needs. The park offers land and water activities, retail and community spaces, and areas for festivals and markets. Integrating adventure play with natural terrain, it will be a key element of the Gold Coast's active recreation strategy.



# Baringa Town Square Revitalisation

**Project:**

Revitalisation Project

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**Project Location:**

Sunshine Coast, QLD

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**Client:**

Stockland

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**Project Lead:**

Shaun Egan

An integrated public realm destination with distinct conservation values, Baringa Town Square showcases Stockland's urban promise of a green, distinctive, healthy, and happy place that engages the entire community through inclusive human-centric design.

The Baringa Town Square is a key community destination in the first stage of Stockland's future city of 50,000 people. As the centre of activity for the initial development stage, the Town Square provides a glimpse in to the future of Aura, showcasing the 'urban promise' of a green, talented, distinctive, happy and healthy place.

Place Design Group worked closely with landscape contractor Eureka Landscapes to create a vibrant community hub featuring an urban youth skate plaza, easting tables with BBQ facilities, seating pods with acoustic speaker boxes, a bespoke climbable Baringa sign sculpture, charging stations, a ceremony space. and a celebration lawn for over 1000 people.

Adjacent to a 700-hectare conservation reserve, the design focused on allowing the environment to flow into the space, achieved through soft feathered edging and a boardwalk viewing platform to promote the area's melaleuca character. The Town Square will be the first public space on the Sunshine Coast to incorporate skateable public infrastructure, as part of a focus on integrating youth activities within the district centre surrounds to be built over the next five years.



# Warrill Parkland Revitalisation

**Project:**

Revitalisation Project

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**Project Location:**

Brisbane, QLD

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**Client:**

Stockland

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**Project Lead:**

Shaun Egan

An integrated public realm destination with distinct conservation values, Baringa Town Square showcases Stockland's urban promise of a green, distinctive, healthy and happy place that engages the entire community through inclusive human-centric design.

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## Treasurer Report – Monday 25<sup>th</sup> August 2025

To comply with CBA's requirements, I need the following changes to bank accounts approved again:

**1. Motion to change signatories on all bank accounts due to new Executive being appointed.**

- Kylie Macfarlane, Lauren Blanch, Alison Bock, Paul Winnister remain
- Add Marcus McLaren
- Remove Sally Richards

Bank Accounts:

1. OSHC Petty Cash 064 111 10187597 – any one to sign. All executive added
2. Arrows 064 111 10133775 – any two to sign. All executive added
3. OSHC 064 111 00905791 - any two to sign. All executive added
4. Swim Club 064 111 00905425 - any two to sign. All executive added
5. Tuckshop 064 111 00905273 - any two to sign. All executive added
6. P&C Savings 064 111 10169196 - any two to sign. All executive added
7. P&C Cheque 064 111 00905281 - any two to sign. All executive added

**2. Motion to add Lisa Scollo, Alisha Kite and Megan Hall as signatories on the OSHC Petty Cash Account 064 111 10187597. This account will operate on any one to sign and all three require a Visa debit card.**

I need Alison, Marcus and Megan to confirm that they've visited a branch to be ID'd. Can this please be completed by Friday 29<sup>th</sup> August and confirm to me via email. We are currently not compliant and this needs to be resolved asap.

Accounts as at 31<sup>st</sup> July enclosed.

Total trading income was \$154k for the month, with new profit at \$38k. Main expense this month was workers compensation insurance premium of \$11k.

Net assets sit at \$290k. I received a request from the school to transfer \$172,500 to the school for the tuckshop refurbishment. I have requested clarification on timeline – I wasn't aware this was happening so quickly.






# 2025-08-25 Sherwood P&C MOM

Final Audit Report

2025-09-12

Created:	2025-09-03
By:	Alison Bock (secretary@sherwoodpandc.org.au)
Status:	Signed
Transaction ID:	CBJCHBCAABAAadjr0SW-PVcbdAwXXLc01aZRNhvjvUK3h

## "2025-08-25 Sherwood P&C MOM" History

-  Document created by Alison Bock (secretary@sherwoodpandc.org.au)  
2025-09-03 - 10:22:08 AM GMT
-  Document emailed to Kylie Macfarlane (kmacfarlane@insurancecouncil.com.au) for signature  
2025-09-03 - 10:22:31 AM GMT
-  Email viewed by Kylie Macfarlane (kmacfarlane@insurancecouncil.com.au)  
2025-09-12 - 2:58:23 AM GMT
-  Document e-signed by Kylie Macfarlane (kmacfarlane@insurancecouncil.com.au)  
Signature Date: 2025-09-12 - 3:02:07 AM GMT - Time Source: server
-  Agreement completed.  
2025-09-12 - 3:02:07 AM GMT