



# **SOUTH BURNETT**

## **REGIONAL COUNCIL**

# **Agenda**

of the

# **General Meeting**

**Held in the Warren Truss Chamber 45 Glendon Street Kingaroy**

on Wednesday, 10 October 2018

Commencing at 9.00 am

**Chief Executive Officer: Mark Pitt**

### **Our Vision**

*"Individual communities building a strong and vibrant region."*

### **Our Values**

<b>A</b>	<b>Accountability:</b>	<i>We accept responsibility for our actions and decisions in managing the regions resources.</i>
<b>C</b>	<b>Community:</b>	<i>Building partnerships and delivering quality customer service.</i>
<b>H</b>	<b>Harmony:</b>	<i>Our people working cooperatively to achieve common goals in a supportive and safe environment.</i>
<b>I</b>	<b>Innovation:</b>	<i>Encouraging an innovative and resourceful workplace.</i>
<b>E</b>	<b>Ethical Behaviour:</b>	<i>We behave fairly with open, honest and accountable behaviour and consistent decision-making.</i>
<b>V</b>	<b>Vision:</b>	<i>South Burnett Region, working together building a strong, vibrant and safe community.</i>
<b>E</b>	<b>Excellence:</b>	<i>Striving to deliver excellent environmental, social and economic outcomes.</i>



# SOUTH BURNETT REGIONAL COUNCIL AGENDA

Wednesday, 10 October 2018

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**1. Leave Of Absence**

Nil.

**2. Prayers**

A representative of the Kingaroy District Ministers Association offered prayers for Council and for the conduct of the Council meeting.

**3. Confirmation of Minutes of Previous Meeting**

**3.1 South Burnett Regional Council Minutes**

**Précis**

Confirmation of Minutes of meeting of the South Burnett Regional Council held in the, Warren Truss Chamber, 45 Glendon Street Kingaroy.

**Officer's Recommendation**

That the minutes of the previous meeting held on Wednesday 19 September 2018 as recorded be confirmed.



# Minutes

Of The

## General Council Meeting

Held in the Warren Truss Chamber, 45 Glendon Street Kingaroy

On Wednesday 19 September 2018

Chief Executive Officer: **Mark Pitt**

**Our Vision**

*"Individual communities building a strong and vibrant region."*

**Our Values**

- |          |                           |   |
|----------|---------------------------|---|
| <b>A</b> | <b>Accountability:</b>    | <i>We accept responsibility for our actions and decisions in managing the regions resources.</i>      |
| <b>C</b> | <b>Community:</b>         | <i>Building partnerships and delivering quality customer service.</i>                                 |
| <b>H</b> | <b>Harmony:</b>           | <i>Our people working cooperatively to achieve common goals in a supportive and safe environment.</i> |
| <b>I</b> | <b>Innovation:</b>        | <i>Encouraging an innovative and resourceful workplace.</i>   |
| <b>E</b> | <b>Ethical Behaviour:</b> | <i>We behave fairly with open, honest and accountable behaviour and consistent decision-making.</i>   |
| <b>V</b> | <b>Vision:</b>            | <i>South Burnett Region, working together building a strong vibrant and safe community.</i>           |
| <b>E</b> | <b>Excellence:</b>        | <i>Striving to deliver excellent environmental, social and economic outcomes.</i>                     |

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Cr *KM Campbell (Mayor)* .....

**SOUTH BURNETT REGIONAL COUNCIL MINUTES**

Wednesday 19 September 2018

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*Cr KM Campbell (Mayor) .....*

Minutes of the meeting of the South Burnett Regional Council, held in the Warren Truss Chamber, 45 Glendon Street Kingaroy on 19 September 2018 at 9.00am

**PRESENT:**

**Councillors:**

Cr KM Campbell (Mayor), Cr RJ Frohloff, Cr GA Jones, Cr DA Potter, Cr TW Fleischfresser, Cr KA Duff, Cr RLA Heit

**Council Officers:**

Mark Pitt (Chief Executive Officer), Lester Schumacher (General Manager Finance), Peter O'May (General Manager Corporate Services), Aaron Meehan (General Manager Infrastructure)

**1. Leave Of Absence**

Nil.

**1.1 Mayoral Minute**

The Mayor advised that as from today the Council Meetings will be recorded.

**2. Prayers**

Nil

**3. Confirmation of Minutes of Previous Meeting**

**3.1 South Burnett Regional Council Minutes**

**Officer's Recommendation**

That the minutes of the previous meeting held on Wednesday 15 August 2018 as recorded be confirmed.

**Resolution:**

*Moved Cr DA Potter, seconded Cr RLA Heit.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**CONSIDERATION OF BUSINESS SECTIONS INCLUDING BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETINGS**

See Business Function Headings



**4. Portfolio - Economic Development, Governance and Communications**

**4.1 Economic Development, Governance and Communications Portfolio Report**

**Officer's Recommendation**

That Mayor Campbell's Economic Development, Governance and Communications Portfolio Report to Council be received.

**Resolution:**

*Moved Cr KM Campbell, seconded Cr KA Duff.*

*That Mayor Campbell's Economic Development, Governance and Communications Portfolio Report to Council be received.*

*Mayor Campbell thanked Cr Duff for Acting as Mayor during his absence and congratulated Cr Heit on being awarded the Queensland Rural Regional and Remote Women's Network (QRRRWWN) Leadership Award.*

**Economic Development**

**Wide Bay Burnett ROC Regional Economic Development Advisory Committee – REDAC**  
*REDAC Meeting was held in Gympie and attended by Council's Senior Economic Development Officer, Craig Tunley. Meeting was provided with updates on regional priority projects and Government department activity. WBBROC to make decision on new REDAC Chair and subsequently conduct a workshop on direction of REDAC in the future.*

*2018 Wide Bay Burnett Regional Economic Growth Forum will be held on Thursday 11 October at the Bundaberg Multiplex. A FREE bus being coordinated through BIEDO will be going to Bundaberg for the day, making stops in Kingaroy, Murgon, Ban Ban Springs and Biggenden. The Regional Economic Growth Forum is a key event in the regional economic development calendar and attendance is encouraged to all who have an interest in business and/or economic development. Seats on the bus can be booked through BIEDO (0400 695 456 or [connect@biedo.org.au](mailto:connect@biedo.org.au)) and FREE registration for the Growth Forum completed online at <http://www.eventbrite.com.au/e/wbb-wide-bay-burnett-regional-economic-development-growth-forum-bundaberg-11-october-2018-tickets-45012142530>.*

**North and South Burnett Economic Development Partnership**

*Council's Senior Economic Development Officer, Craig Tunley and North Burnett's Economic Development Manager, Melanie Lavelle-Maloney, met up twice in August to build cross border relationships. Early in August Craig Tunley travelled to Gayndah to discuss with Melanie Lavelle-Maloney ongoing activity in both Councils and upcoming joint tourism promotion through Kingaroy's Bacon Fest. Craig and Melanie met again for the joint tourism promotion at Bacon Fest, opening up the South Burnett Directions office adjacent to the Kingaroy Town Hall forecourt to promote upcoming events and attractions across both regions.*

**Disaster Recovery Capability Workshop**

*Council representatives from the Economic Recovery Sub-Group, Craig Tunley and Rosie Schmidt, attended a workshop facilitated by Queensland Reconstruction Authority (QRA). The Workshop focussed on Recovery Governance and Communications and identified tools which will be utilised through the Economic Recovery Sub-Group Meetings in preparation for recovery activity. The workshop was very useful and assisted in building capability within the Economic Development team for Disaster Recovery.*

*The initial Economic Recovery Sub-Group meeting was also held in August in conjunction with the Business XL event. A quarterly meeting of the Economic Recovery Sub-Group is proposed, with*

*initial meetings focused on building an understanding of Group roles and responsibilities in the event of a disaster.*

**South Burnett Ag Network**

*BIEDO hosted the August meeting of the South Burnett Ag Network in Wooroolin with guest speakers from Department of Natural Resources, Mines and Environment giving a presentation on vegetation management. Councillors, CEO and Council's Senior Economic Development Officer attended the meeting. The workshop provided an overview of Vegetation Management changes brought in earlier this year and the legal requirements agricultural producers must meet. The workshop also included a presentation on Queensland Globe Mapping and how it can assist on-farm practices.*

**Business South Burnett - Business XL**

*The first Business XL event concluded activity for August. Hosted by Business South Burnett in partnership with Nanango Tourism & Development Association (NaTDA) and Nanango RSL. The event at Tara's Hall, Nanango RSL, included a small number of businesses showcasing their products and services through open display stands, a Council procurement workshop and guest speakers from Nanango businesses.*

*Torkit Business Solutions sponsored a lucky door prize for the event, a video package including a 30 second video ad and 2 weeks advertising at the Kingaroy Cinema. The prize was won by Nanango RSL who also had a business display at the event. The Procurement Workshop and Nanango Guest Speakers attracted different crowds, with local businesses attending to hear the businesses speak after 5pm. The panel of Business Development Group representatives concluded the program and a number of attendees took advantage of the RSL dinner special for ongoing networking and discussion. Planning for Business XL 2 is underway, with expectation that it will be held in November.*

**Governance and Communication:**

**Right to Information Day**

*Right to Information Day is celebrated annually across Australia and around the world on the 28<sup>th</sup> of September. Council acknowledges the contribution of the Right to Information Act 2009 (Qld) in facilitating greater and easier access to government-held information. In line with this year's theme of 'Trust and Transparency', we have partnered with the Office of the Information Commissioner to focus on building greater trust in the services we provide to the community. A significant part of this focus is to remind the community that Council makes publically available a large range of documents through Council's website such as plans, strategies, budgets, reports and schedules. I encourage the community to take the time to access these documents to gain a better understanding of Council, the decisions made and the services we provide.*

**Annual Report 2017/18**

*Within one (1) month of the general purpose financial statements for 2017/18 being certified by the Queensland Audit Office, Council is required to adopt the annual report. This mandatory reporting not only provides the community with details of Council's activities and performance but also provides statements of cashflow and comprehensive income outlining Council's financial position. We anticipate that the report will be adopted by Council in November.*

**Council 'Listening Tour' 2018**

*I am pleased to announce that Council is continuing the 'listening tour' this year. We will host sessions across our region for the community to meet Councillors gaining insight into the budget and activities of Council. Sessions are scheduled for:*

- Monday 24<sup>th</sup> September at the Nanango Cultural Centre
- Tuesday 25<sup>th</sup> September at the Blackbutt Memorial Hall

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 19 SEPTEMBER 2018

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- *Wednesday 3<sup>rd</sup> October at the Maidenwell Hall*
- *Thursday 4<sup>th</sup> October at the Kumbia Hall*
- *Monday 8<sup>th</sup> October at the Wondai Town Hall*
- *Tuesday 9<sup>th</sup> October at the Kingaroy Town Common Hall (Oliver Bond Street)*
- *Thursday 18<sup>th</sup> October at the Murgon Town Hall*
- *Tuesday 23<sup>rd</sup> October at the Proston Town Hall*

*These sessions have been timetabled so that the community can choose a date, day and location which best suits them. Doors will open at 5.30pm for a 6pm start, with tea and coffee available.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

#### **4.2 Governance (G)**

##### ***Officer's Report***

#### **4.2.1 G - 2531310 - Delegation of Powers to the Chief Executive Officer under the Local Government Act 2009**

##### **Officer's Recommendation**

That under section 257 of the *Local Government Act 2009* Council:

1. delegate the exercise of the powers contained in Schedule 1 of the Instrument of Delegation attached to this resolution as Appendix A, to the Chief Executive Officer. These powers must be exercised subject to any limitations contained in Schedule 2 of the attached Instrument of Delegation.
2. repeal all prior resolutions delegating the same powers to the Chief Executive Officer.

##### **Resolution:**

*Moved Cr RJ Frohloff, seconded Cr TW Fleischfresser.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

#### **4.2.2 G - 2530253 - Minutes of the Audit Committee Meeting held on Tuesday 14 August 2018**

##### **Officer's Recommendation**

That Council endorse the minutes of the Audit Advisory Committee Meeting held on Tuesday 14 August 2018.

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*Cr KM Campbell (Mayor) ..... Page 4*

**Resolution:**

*Moved Cr RLA Heit, seconded Cr TW Fleischfresser.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**4.2.3 G - 2536294 - Minutes of the Audit Committee Meeting held on Wednesday 29 August 2018**

**Officer's Recommendation**

That Council endorse the minutes and recommendations of the Audit Advisory Committee held on Wednesday 29 August 2018.

**Resolution:**

*Moved Cr RLA Heit, seconded Cr GA Jones.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**5. Portfolio - Roads & Drainage**

**5.1 Roads & Drainage Portfolio Report**

**Officer's Recommendation**

That Cr Jones's Roads & Drainage Portfolio Report to Council be received.

**Resolution:**

*Moved Cr GA Jones, seconded Cr KA Duff.*

*That Cr Jones's Roads & Drainage Portfolio Report to Council be received.*

**Construction Crews – August/September Works:**

***Haly Street, Kingaroy – Concrete footpath (Fisher Street to Tessmanns Road)***

*Works are continuing with the project completed between Fisher St & Tessmanns, and continuing up to Doonkuna St.*

***Wattlecamp Road, Wattlecamp -Widen & Overlay***

*Construction work has largely been completed with the crew now demobilised, and bitumen primerseal completed. The final bitumen seal and line marking will occur in Sept.*

***Memerambi Barkers Ck Road – Realignment***

*Construction work has largely been completed with the final bitumen primerseal planned to take place this week. The crew are in the process of demobilising, and the final bitumen seal will occur in Sept.*

**Maintenance Crews - Works Planned for September:**

**Maintenance Grading**

- Memerambi Barkers Creek Rd
- Ridge Rd
- Rex Shultzs Rd
- Beutels Rd
- MP Creek Rd
- McAllisters Rd

**Resheeting**

- Jorgensens Rd
- Bullcamp Rd
- Liesegangs Rd (shoulder resheeting)

**Completed – August Work:**

**Grader maintenance/TC Debbie repairs**

- Neale Rd
- West Wooroolin Rd (shoulders)
- East Wooroolin Rd (drainage)
- Walkers Rd
- Paines Rd
- Woltmanns Rd
- Lamperds Rd
- Pointons Rd

**Resheeting**

- Brooklands Pimpimbudgee Rd (shoulder resheeting)

**Contract Work – August/September:**

**Rogers Drive roundabout - Kingaroy**

Gravel base course construction underway, concrete roundabout sections largely complete. Centre rock pitching feature partially complete. Asphalt contractor and electrical contractor engaged. Major portion of Asphalt work planned to be completed in September.

**RMPC:**

- Memerambi-Gordonbrook Rd shoulder grading completed.
- Mundubbera-Durong Rd shoulder grading planned.
- Bunya Hwy shoulder grading planned.

Carried 7/0  
FOR VOTE - Councillors voted unanimously

**5.2 Roads & Drainage (R&D)**

*Officer's Reports*

**5.2.1 R&D - 2536282 - Compulsory Land Acquisition - Ironpot Road (Boughyard Ck)**

**Officer's Recommendation**

That Council delegates to the Chief Executive Officer to negotiate a voluntary agreement with the affected landowners or if necessary undertake the compulsory acquisition of the land required for the replacement of the Boughyard Creek Bridge.

**Resolution:**

*Moved Cr GA Jones, seconded Cr RJ Frohloff.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**5.3 Design & Technical Services (D&TS)**

*Officer's Reports*

**5.3.1 D&TS - 2536120 - Memorandum of Understanding to Establish and run an Emergency Services Cadets Unit at the premises of the Nanango State Emergency Service facility**

**Officer's Recommendation**

That Council delegate to the Chief Executive Officer to negotiate terms of the Emergency Services Cadets Memorandum of Understanding.

**Resolution:**

*Moved Cr DA Potter, seconded Cr RJ Frohloff.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**5.3.2 D&TS - 2503465 - Requesting the seat and water area adjacent to the laneway and next to Orchys Fresh Fruit Shop be officially named "Barry and Mary Green Place" in recognition of their outstanding contribution to the Nanango Community**

**Officer's Recommendation**

That Council undertake community consultation in accordance with the Infrastructure Asset Naming Policy in regards to naming public infrastructure after Barry and Mary Green.

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*Cr KM Campbell (Mayor) ..... Page 7*

**Resolution:**

*Moved Cr RLA Heit, seconded Cr RJ Frohloff.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**6. Portfolio - Community, Arts, Tourism and Health Services**

**6.1 Community, Arts, Tourism and Health Services Portfolio Report**

**Officer's Recommendation**

That Cr Potter's Community, Arts, Tourism and Health Services Portfolio Report to Council be received.

**Resolution:**

*Moved Cr DA Potter, seconded Cr KA Duff.*

*That Cr Potter's Community, Arts, Tourism and Health Services Portfolio Report to Council be received.*

**Community:**

**South Burnett Libraries**

**BaconFest Story Time**

*The library story time at Bacon Fest was well received with 18 children and 13 adults taking part.*

**School Holiday Activities**

*If you are looking for something exciting for the kids to do over the September school holidays why not book them into the FREE holiday activities at South Burnett Libraries! If you have a young science fan, the first week's activity is sure to impress with the opportunity to engineer a mechanical version of their own hand that will demonstrate how tendons work. Continuing with the theme in the second week, our budding scientists will produce a groovy lava lamp using common household ingredients, which is sure to get the imagination bubbling. They will also have the opportunity to get on board with the new craze by learning how to make jellyfish friendship bands. Not only will they create a band at the session, but they will take away the skills to make anything from keyrings to bag tags, which will provide hours of entertainment at home using only basic materials. I encourage our community to contact your local library as bookings are essential for these activities.*

**Wondai Library Story Time Sessions**

*Weekly Storytime sessions continue to be held every Tuesday at 9.00am. Parents and caregivers with children aged between 0 – 5 are welcome to come and join in on the fun as we share stories, rhymes, songs and activities. A local Child Health Nurse is also available during this time to answer any questions.*

**Kingaroy Library**

*Due to the public holiday on 1 October, the Family History workshop with Mike England will be held the following Monday, 8 October at 10.00am at the Kingaroy Library. After rhyme time on Monday*

## SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 19 SEPTEMBER 2018

8 October a Mum's Information and Support Group will meet at Kingaroy Library from 10.00am to 12.00pm. This is part of a six week block of meetings that will take place each Monday until the 12 November. This is especially to connect mothers with each other, local services and information.

On Thursday 11 October at 10.00am solicitor Carolyn Cavanagh will visit the Kingaroy Library to discuss Estate Planning. To book for this event, please contact the Kingaroy Library. Art works by Joanne Tollefson are on display in the Kingaroy Library for the month of September. Joanne previously painted with watercolours and oils but since she retired she has concentrated on pastels. The works in the library are beautiful creations from an experienced pastel artist.

**Breakdown of Incoming Customer Calls to Council's 41899100 number**

Between the period of 1 August and 11 September, Council received 3,792 calls to the 41899100 number. A breakdown of the calls of this period is as follows:

Council Department	Number of Calls received	% of Calls received
Corporate Services <ul style="list-style-type: none"> <li>- Environment &amp; Waste</li> <li>- Social &amp; Corporate Performance</li> <li>- Planning &amp; Land Management</li> <li>- NRM &amp; Parks</li> <li>- Libraries</li> </ul>	1,961	52%
Finance <ul style="list-style-type: none"> <li>- Finance</li> <li>- Property</li> <li>- Information Communication Technology</li> </ul>	1,045	28%
Infrastructure <ul style="list-style-type: none"> <li>- Roads &amp; Drainage</li> <li>- Water &amp; Wastewater</li> <li>- Design &amp; Technical Services</li> </ul>	419	11%
Non-Council Related	195	5%
Executive Services <ul style="list-style-type: none"> <li>- Office of the Mayor/CEO</li> <li>- Economic Development</li> <li>- Human Resources</li> </ul>	172	4%
<b>Total = 1 August to 11 September 2018</b>	<b>3,792</b>	<b>100%</b>

**Community Grants Program Round One (1) for 2018/19**

The Community Grants Program Round One (1) which closed 31 August, received 54 applications with a total ask of \$105,117.31.



I am pleased to announce the successful applications:

<b>Organisation</b>	<b>Project</b>	<b>Approved Contribution</b>
<i>Farmers Hall Inverlaw</i>	<i>Community Hall Insurance Grant</i>	<i>\$1,000</i>
<i>Mondure Hall Committee</i>	<i>Community Hall Insurance Grant</i>	<i>\$1,000</i>
<i>Queensland Dairy &amp; Heritage Museum</i>	<i>Community Hall Insurance Grant</i>	<i>\$1,000</i>
<i>Tablelands Hall Committee</i>	<i>Community Hall Insurance Grant</i>	<i>\$1,000</i>
<i>Wooroolin Hall Committee</i>	<i>Community Hall Insurance Grant</i>	<i>\$1,000</i>
<i>Barambah Bowhunters &amp; Field Archers</i>	<i>Purchase Rainwater Tank</i>	<i>\$3,000</i>
<i>Boondooma Museum &amp; Heritage Association</i>	<i>Accommodation upgrade of on-site cabins</i>	<i>\$2,660.88</i>
<i>Kingaroy Men's Shed</i>	<i>Tool/Machine Upgrade</i>	<i>\$1,500</i>
<i>Kingaroy Scout Group</i>	<i>New Kitchen</i>	<i>\$2,015</i>
<i>Kumbia &amp; District Charity Campdraft Association</i>	<i>Toilet &amp; Shower block Refurbishment</i>	<i>\$3,000</i>
<i>Murgon C&amp;K Kindergarten</i>	<i>Aboriginal Mural</i>	<i>\$3,000</i>
<i>Nanango State School P&amp;C</i>	<i>Uniform &amp; Shoe Bank</i>	<i>\$1,500</i>
<i>Proston GoldenSpurs Campdraft</i>	<i>New PA System</i>	<i>\$3,000</i>
<i>Wooroolin Branch QCWA</i>	<i>Air Conditioning and Insulation</i>	<i>\$3,000</i>
<i>Blackbutt Benarkin Lions Club</i>	<i>Blackbutt Community Christmas Carnival</i>	<i>\$2,000</i>
<i>Kingaroy District Ministry Association</i>	<i>Annual Community Carols by Candlelight</i>	<i>\$1,500</i>
<i>Kumbia &amp; District Memorial School of the Arts</i>	<i>Kumbia Christmas Carnival</i>	<i>\$1,200</i>
<i>Kumbia Kindergarten</i>	<i>International Women's Day</i>	<i>\$1,000</i>
<i>Kumbia Race Club Committee</i>	<i>Annual Race Meeting</i>	<i>\$2,000</i>
<i>Murgon Junior Rugby League</i>	<i>Domestic Violence Awareness Round</i>	<i>\$3,000</i>
<i>The Murgon Pastoral, Agricultural &amp; Horticultural Society Inc</i>	<i>Family Focus (Annual Show)</i>	<i>\$1,500</i>
<i>Nanango Waterhole Rocks</i>	<i>Waterhole Rocks 2018</i>	<i>\$1,000</i>

## SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 19 SEPTEMBER 2018

<i>Wesleyan Methodist Church Nanango</i>	<i>Community Christmas Carols Breakup Parts and Hangi</i>	<i>\$1,500</i>
<i>Proston Lions Club</i>	<i>Proston Lions Community Christmas Carnival</i>	<i>\$500</i>
<i>Queensland Limousin Youth Camp</i>	<i>Queensland Limousin Cattle Youth Camp</i>	<i>\$3,000</i>
<i>Relay for Life Organising Committee</i>	<i>South Burnett Relay for Life</i>	<i>\$1,850</i>
<i>South Burnett Rugby League</i>	<i>Beyond the Nest – Boys &amp; Girls</i>	<i>\$3,000</i>
<i>South Burnett Orchid Society</i>	<i>Orchid Show at the Wondai RSL</i>	<i>\$500</i>
<i>South Burnett Peace of Mind Association Inc</i>	<i>White Dove Ball</i>	<i>\$500</i>
<i>St Mary's Parish</i>	<i>Our Lady of Peace Catholic Church, Kumbia Centenary</i>	<i>\$1,500</i>
<i>Graham House Community Centre</i>	<i>Walk &amp; Talk</i>	<i>\$1,316</i>
<i>South Burnett Equestrian Group Inc</i>	<i>Introduction to carriage driving/carriage driving instruction</i>	<i>\$400</i>
<i>Queensland Bluelight Association</i>	<i>Blue Edge Program</i>	<i>\$2,000</i>
<i>South Burnett Caravan &amp; Touring Club Inc</i>	<i>Operation Heart Start</i>	<i>\$1,599</i>
<i>The Barbershop Boys C/- The Go Getta Girls Kingaroy</i>	<i>Barbershop Boys</i>	<i>\$2,000</i>
<i>Nanango State High School</i>	<i>Awards Night</i>	<i>\$300</i>
<i>Proston State School</i>	<i>Awards Morning</i>	<i>\$250</i>
<i>St Mary's Catholic College</i>	<i>Awards Night</i>	<i>\$300</i>
<i>Wondai State School</i>	<i>Awards Morning</i>	<i>\$250</i>
<i>Yarraman State School</i>	<i>Awards Night</i>	<i>\$200</i>
<i>South Burnett Community Orchestra</i>	<i>Just for Music" Choral &amp; Orchestral Workshops</i>	<i>\$3,800</i>

**Arts and Tourism Update:**

- *Volunteers at the Kingaroy Heritage Museum have been researching the history of Swickers which to date has been shared in a timeline at Kingaroy BaconFest. During this process volunteers have had contact from relatives of Mr & Mrs Swicker as well as a Swickers ex-employee who worked there for 50 years.*
- *The destination marketing survey distributed at South Burnett Unpacked 4 and online has closed with results now being collated and analysed. South Burnett Unpacked 5, the next session in the series, will be held on Monday the 5<sup>th</sup> of November.*

- *Destination Events and icons will be promoted at the Cleveland Caravan, Camping, Boating and 4 x 4 Expo from the 21<sup>st</sup> to the 23<sup>rd</sup> of September.*
- *It is wonderful to receive positive feedback on the service at our Visitor Information Centres, Museums and Galleries. We recently received this feedback from the Kingaroy Choofer folks:*

*"First and most importantly Patty and I would like to give a big 'thumbs up' to all of the Staff and volunteers at the Visitors Information Centre, Kingaroy. Information received from customers sent to me from the VIC, all reported great person to person interaction while providing valuable information about the Choofer. This in turn has led to customers coming to me or other outlets in the South Burnett area and buying a Choofer of their choice. Not only that, but a warm greeting to us is always forthcoming when entering the VIC, no doubt this also is given to other visiting tourists."*

**4610 Partnerships for Kids:**

*4610 Partnerships for Kids is starting an initiative on Saturday 6<sup>th</sup> October, which coincides with the start of Mental Health Week. We will be having a Phone Fast Challenge for 2 hours on Saturday morning so families can 'Disconnect to Reconnect', encouraging more quality parent-child interaction and improved outcomes for many areas of development. This will be done in partnership with the Kingaroy Library this year and hopefully next year we will be able to roll this across the whole South Burnett, who knows, maybe even further. Anyone who would like to be part of the 4610 Partnerships for Kids is more than welcome to attend our next meeting tonight (Wednesday 19<sup>th</sup> September) at the Lady Bjelke-Peterson Community Hospital Board Room at 6pm and I look forward to seeing you there.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**7. Portfolio - Planning & Property**

**7.1 Planning and Property Portfolio Report**

**Officer's Recommendation**

That Cr Fleischfresser's Planning and Property Portfolio Report to Council be received.

**Resolution:**

*Moved Cr TW Fleischfresser, seconded Cr KA Duff.*

*That Cr Fleischfresser's Planning and Property Portfolio Report to Council be received.*

**Property:**

*Council has appointed new pool managers to Kingaroy and Wondai Swimming Pools and reappointed previous pool manager Lori Hall to Murgon Pool.*

*Council welcomes Terry Dunn to the region and to Kingaroy Swimming Pool, also welcomes Josephine Sleeman to Wondai Swimming Pool.*

*All three pool managers have different skills and experience that will assist in the delivery of swimming lessons, exercise and fitness classes and coaching support in each facility. Council has been able to appoint pool managers within existing swimming pool budgets, altered the opening hours and maintain lifeguard supervision to keep our community safe in public pools.*

Council has worked with pool managers to identify opening times that reflect the different users. The new opening times will accommodate the majority of the South Burnett swimmers – but will not always suit everyone.

Further information on pool opening times will be displayed on Councils website, facebook page and pool notice boards.

The community will be able to buy a seasonal pass that will give residents access to Kingaroy, Wondai and Murgon swimming pools.

Kingaroy Swimming Pool had been emptied to allow specialists to scan the pipework, valves, concrete structures and gutters to allow construction engineers to assess the structural integrity of the Kingaroy Swimming Pool. While the pools were empty of water, Council undertook some repairs to the sealing and painting of the pools.

Kingaroy, Wondai and Murgon Pools open on the Monday 1 October.  
 Blackbutt and Proston Pools open on the 22 September.  
 Nanango Pool reopened on the 17 September.

Carried 7/0  
 FOR VOTE - Councillors voted unanimously

**7.2 Planning (P&LM)**

*Officer's Reports*

**7.2.1 P&LM - 2500920 - Material change of use application for High Impact Industry (soil conditioning facility) at 956 Brooklands Pimpimbudgee Road Maidenwell - Lot 1 RP141603**

**Officer's Recommendation**

That Council approve the development Application for a High Impact Industry (Soil Conditioning Facility with a maximum throughput of 10,000t per annum) at 956 Brooklands Pimpimbudgee Road Maidenwell (described as Lot 1 on RP141603), subject to reasonable and relevant conditions, and any State referral agency responses.

**ADMINISTRATION**

GEN 1 The development must be completed and maintained generally in accordance with the approved plans and documents and any amendments arising through conditions to this development approval:

	Drawing Title	Prepared by	Reference no.	Revision	Date
1	Maidenwell Soil Conditioning Operations - Site Plan	Groundwork Plus	2219.DRG.004		May 2018
2	Maidenwell Soil Conditioning Operations - Site Plan	Groundwork Plus	2219.DRG.002	1	May 2018

GEN 2 Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.

**APPROVED USE**

GEN 3 The approved development is for a High Impact Industry (Soil Conditioning Facility with a maximum throughput of 10,000t per annum), as shown on the Approved Plans.

**COMPLIANCE, TIMING AND COSTS**

GEN 4 All conditions of the approval shall be complied with before the change occurs (prior to commencement of the use) and while the use continues, unless otherwise noted within these conditions.

GEN 5 All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant Australian Standards and must be approved, supervised and certified by a Registered Professional Engineer of Queensland. Any concurrence agency conditions will apply in addition to these standard conditions.

**AMENITY- DUST SUPPRESSION**

GEN 6 Transportation (both internal and external to the site) and processing of raw materials on site shall not create a dust nuisance to surrounding premises. Install and maintain adequate dust suppression measures at all times and monitoring to control dust nuisance from the quarry, stockpiling and raw material processing, haul routes and access ways. This requirement must be addressed in any site management and operations plan. Submit evidence to council of installation of appropriate measures and details of site operations plan certified by a suitably qualified person.

GEN 7 Design and construct all parking areas to provide a dust suppressive gravelled seal.

**ENGINEERING WORKS**

ENG 1 Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.

**LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS**

ENG 2 Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.

ENG 3 Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility

installations resulting from the development or from road and drainage works required in connection with the development.

ENG 4 Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development

**STORMWATER MANAGEMENT**

ENG 5 Provide stormwater management generally in accordance with the Stormwater Management Plan prepared by Groundworks Plus, dated 24 April 2018, including the construction of all sediment basins, diversions drains, and any other infrastructure required to manage stormwater runoff.

ENG 6 Provide overland flow paths that do not alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.

ENG 7 Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

**LAWFUL POINT OF DISCHARGE**

ENG 8 Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).

**WATER SUPPLY**

ENG 9 Provide a potable water supply for the development suitable to meet the requirements of the development.

**ON-SITE SEWERAGE**

ENG 10 Connect the development to an on-site effluent disposal system, in accordance with the SBRC Planning Scheme 2017, Schedule 1, Division 3: Water Supply and Sewerage, AS1547 and the Queensland Plumbing and Waste Water Code.

**PARKING AND ACCESS – GENERAL**

ENG 11 Provide a minimum of six (6) car parking spaces.

ENG 12 Ensure access to car parking spaces, vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.

**VEHICLE ACCESS - TURNOUT**

ENG 13 Design and construct vehicle turnout in accordance with Council's Standard Drawing: Rural Property Access No. 00049, and be suitably sized to accommodate the largest expected vehicle.

**ELECTRICITY AND TELECOMMUNICATION**

ENG 14 Connect the development to electricity and telecommunication services.

**EROSION AND SEDIMENT CONTROL - GENERAL**

ENG 15 Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

ENG 16 Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

**ADVICE**

ADV 1 Section 85 (1)(a) of the *Planning Act 2016* provides that, if this approval is not acted upon within the period of six (6) years the approval will lapse.

ADV 2 This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before

proceeding. A search can be arranged by visiting <https://www.datsip.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form

ADV 3 Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.

ADV 5 An Environmental Authority applies to this use as approved by the Department of Environment and Science (EA0001389) as attached as Appendix B.

ADV 4 The Department of State Development, Infrastructure, Manufacturing and Planning has imposed conditions on the development permit as attached as Appendix C

ADV 5 The introduction of additional heavy vehicles on the road network results in increased impacts to the existing pavement, and hence road maintenance costs. Where applicable, road maintenance costs are recouped by the levying of an annual special rate on the land that generates the additional heavy vehicles, or in some circumstances, by agreement between a major road user and Council.

These approaches allow for charges to be based on actual maintenance required, rather than preliminary estimates. It also allows for an equitable apportionment of costs where there are a number of major road users on a particular section of road.

**Resolution:**

*Moved Cr TW Fleischfresser, seconded Cr GA Jones.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**7.2.2 P&LM - 2535934 - Council Resolution to Prepare a Local Government Infrastructure Plan (LGIP)**

**Officer's Recommendation**

That Council:

1. Resolves to commence preparation of an LGIP which aligns with the South Burnett Regional Council Planning Scheme to comply with Chapter 5, Part 2, Steps 4-7 of the Ministers Guidelines and Rules and for this purpose authorises the Chief Executive Officer as Council's delegate to comply with steps 4-7 as follows:

For Step 5.5 of the Ministers Guidelines and Rules:

- (a) write to the minister requesting a state review of a proposed LGIP; and
- (b) give the minister the draft LGIP and intrinsic material.

For Steps 7.1 and 7.2 of the Ministers Guidelines and Rules:

- 7.1. Carry out public consultation in relation to making or amending an LGIP and making an interim LGIP amendment.
- 7.2. If the Minister has advised the local government it may proceed with public consultation on the proposed LGIP or amendment subject to conditions, the local government must comply with the conditions before carrying out public consultation.

2. Delegates authority to the Chief Executive Officer, in accordance with the *Local Government Act 2009*, to consider and make the following amendments, if required:

- Administrative amendments
- Amendments to incorporate recent revisions to Council's capital works programs
- Amendments resulting from the first state review; and
- Amendments resulting from public consultation if required.

**Resolution:**

*Moved Cr TW Fleischfresser, seconded Cr RLA Heit.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**7.3 Property (P)**

***Officer's Reports***

**7.3.1 P - 2536463 - Transfer of Community Housing Assets in Murgon**

**Officer's Recommendation**

That Council

- Transfer the ownership of community housing units located at 3 Jefferies Street Murgon and 3 Wrightway Street Murgon to the Department of Housing and Public Works
- Pay out the accumulated surplus to the Department of Housing and Public Works as per the 1993 Capital Funding Agreement.

**Resolution:**

*Moved Cr TW Fleischfresser, seconded Cr RJ Frohloff.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**7.3.2 P - 2536464 - Safer Communities Fund: Round 3 - Infrastructure Grants**

**Officer's Recommendation**

That Council apply under Safer Communities Fund Round 3 for funds to install new security systems, cameras and security lighting in identified Councils community buildings.



**Resolution:**

*Moved Cr TW Fleischfresser, seconded Cr RLA Heit.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**DECLARATION OF CONFLICT OF INTEREST:**

Cr RLA Heit declared a conflict of interest (as defined by section 175D of the *Local Government Act 2009*) in Agenda Item 7.3.3. P – 2536465 – Wondai Regional Art Gallery Loan due to the following reason:

Cr Heit is the Patron of the Wondai Regional Art Gallery

Councillor RLA Heit voluntarily left the meeting at 10.13am while the matter was discussed and voted on.

**7.3.3 P - 2536465 - Wondai Regional Art Gallery Loan**

**Officer's Recommendation**

That Council approve the Community Loan for \$15,000 for the purpose of extending the Art Gallery kitchen and storage area as per the Community Grants Program Policy.

**Resolution:**

*Moved Cr KA Duff, seconded Cr TW Fleischfresser.*

*That Council*

- *Approve the Community Loan for \$15,000 for the purpose of extending the Art Gallery kitchen and storage area*
- *Approve the alternative payment plan over a five (5) year period exclusive of interest*

*Carried 6/0  
FOR VOTE - Councillors voted unanimously  
ABSENT. DID NOT VOTE - Cr RLA Heit*

**ATTENDANCE:**

Cr RLA Heit returned to the meeting 10.18am

**8. Portfolio - Water, Waste Water, Waste Management, Sport & Recreation**

**8.1 Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report**

**Officer's Recommendation**

That Cr Frohloff's Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report to Council be received.

**Resolution:**

*Moved Cr RJ Frohloff, seconded Cr DA Potter.*

*That Cr Frohloff's Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report to Council be received.*

**Water and Waste Water:**

**Mt Wooroolin Trunk Water Main**

*Work has continued on the 500mm trunk main and is progressing well with 100% of pipe laid. The main testing was successful, connections to the Mt Wooroolin Reservoir have been designed with complex connection points it is expected to be completed by December*

**Deakin Street Water Main Replacement - Nanango**

*Deakin Street / Chester St water main Stage 1 is 80% complete with staff doing an excellent job the project is ahead of time and under budget when compared to previous main replacement projects.*

**Class A Recycled Water Plants – Murgon and Wondai**

*A report is now being prepared on further options and is expected to be presented for the November meeting.*

*Discussions with the users of the Recycled Water to minimise risk is being arranged.*

**Hydrant Maintenance**

*Ongoing hydrant testing and maintenance is being undertaken as time permits across all towns within the region. The majority of the northern areas are completed with good progress on the Southern Areas, Nanango, Benarkin, Blackbutt, Kumbia, Wondai and Tingoora completed. Kingaroy has now commenced and will take approximately 2 months.*

**Dam Levels**

*Dam levels continue to drop with no inflows. Water restrictions within all town water supplies in the South Burnett Region will remain at Level 3 restriction levels until significant inflows to the major dams are received.*

**Nanango Bore Testing**

*The 100 hour test of the three bores at Nanango – Barkers Creek Flats has been completed which demonstrated the capacity of all 3 bores have remained consistent with original flow rates and allowed confidence in sizing the new bore pump.*

**Kingaroy Irrigation Farm**

*The recently installed pivot irrigation system at the Kingaroy Wastewater Treatment Plant is nearing completion and will be commissioned once power is connected in approximately 3 weeks. A workshop with Council will be held in the coming months to consider the best way of managing the farm into the future.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**9. Portfolio - Natural Resource Management, Parks and Indigenous Affairs**

**9.1 Natural Resource Management, Parks and Indigenous Affairs Portfolio Report**

**Officer's Recommendation**

That Cr Duff's Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council be received.

**Resolution:**

*Moved Cr KA Duff, seconded Cr RLA Heit.*

*That Cr Duff's Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council be received.*

**Coolabunia Saleyards**

*Fat and Store sales have been held on the following dates:*

*August 14 – 303 head  
August 28 – 77 head  
September 11 – 127 head*

*Coolabunia has also hosted two special sales the Coolabunia Classic Charolais Bull sale with a total of 41 head and the Bunya Droughtmaster Bull sale with a total of 91 head.*

*Tick inspection and clearing is continuing.*

**Weed Management**

*Weed spraying is continuing with 379 hours of treatment on Lantana, Mother of Millions, Giant RatsTail grass and African Boxthorn. Two landholders have borrowed splatter guns and six landholders have borrowed the spray trailer unit.*

**Feral Animal Management**

*Councils Stock Route Officer has conducted 1080 baiting for Feral Dogs and Pigs at the following baiting stations:*

- 10 September 2018 – Wondai – Melrose Road & Wondai Clearing Dip, Bunya Highway*
- 11 September 2018 – Proston – Boondooma Tip & Proston Clearing Dip*
- 12 September 2018 – Nanango – Mt Stanley Dip & Broadwater Access Road*
- 13 September 2018 – Murgon – Council Gravel Reserve, McAllister Street*
- 13 September 2018 – Cloyna – Winderera Park Cnr Murgon-Gayndah Rd & Bishops Rd*
- 14 September 2018 – Kingaroy – Hodges Road*

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 19 SEPTEMBER 2018

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- 14 September 2018 – Kumbia – Bunya Mountains Road, Alice Creek
- 17 September 2018 – Ironpot – Chahpingah Dump – Ironpot Rd

A total of 57 landowners registered for the September coordinated 1080 baiting program with 124 properties baited covering a total area of 33,090ha. 2,001 wild dog baits and 1,428 feral pig baits were laid.

Baiting enquiries have also been received from Teelah, Taromeo, Corndale (Rabbit Baiting), Pimpimbudgee, Gordonbrook, Boondooma and Alice Creek.

#### **Yallakool & Boondooma Dams**

Councils parks & gardens staff have been continuing maintenance at both parks with tree pruning and washing of exterior walls and cleaning of gutters on cabins at Yallakool. Refurbishments of gardens has been completed at both recreational dams and are looking fantastic.

Due to a collapsed sewerage line at the Yallakool Ensuite Caravan Sites an urgent upgrade has been undertaken and completed.

Work is continuing on the Helipad at Lake Boondooma with an aviation survey currently being undertaken to identify trees needed to be cleared in readiness for operation of the Helipad.

Dam Ambassadors have been given access to Facebook allowing immediate posting of dam activities to be captured and shared – this has proven a huge success with Lake Boondooma Fishing photo reaching over 2000 people and receiving 332 engagements within 1 hour of posting.

Dam Managers have received numerous compliments from campers and day users on the cleanliness and appearance of both parks.

#### **Airport**

Council Staff have finalised the CASA Biannual Technical Inspections for the Kingaroy Airfield with the completed debrief following the Emergency Exercise and have made the required amendments to the Kingaroy Airport Manual.

#### **Rail Trail**

Counters are continuing to be monitored monthly with the figures for August as follows:

- Crawford – Technically Difficulties – no reading
- Wondai – 1138

#### **Capex & W4Q**

The following capex projects have commenced/completed:

- Capex - Boondooma Kiosk Access - Commenced
- Capex - Coomba Falls Toilet block project – Completed
- W4Q – Wooroolin Carpark – Specification and Design process for TMR approval

#### **Park & Gardens:**

##### **Kingaroy**

- General Park Maintenance
- Customer Request Follow-up and Completions
- Town garden maintenance

- *Kingaroy P&G staff preparing and cleaning parks and township for Bacon Festival*

**Murgon, Wondai & Proston**

- *Removed old garden at Wondai Council Chambers to make it all a grassed area with new chairs to be put in under the trees.*
- *Gardens planted out with permanent plants and mulched throughout Wondai.*
- *Winter jobs continuing- Rail trail chairs sealed, trees trimmed and pruned, seats and tables re-painted.*
- *Tree customer requests follow-up and completions*
- *Cleaning up of Yallakool BP Dam and Caravan Park ready for BP Fishing Comp*
  - *Wash down of toilets and camp kitchen*
  - *Pressure Wash of concrete pads for caravans*
- *General Proston Town & Garden Maintenance*

**Nanango & Blackbutt**

- *Work at Blackbutt Cemetery commenced*
- *Cemetery Maintenance*
- *New bollards have been installed at Coomba Falls*
- *General garden maintenance and planting of annuals*

*To conclude my report I will end with a good news story:*

*Travellers driving through Nanango stopped and came into the office to compliment Council on the seating areas and the pretty gardens in the main street.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**ADJOURNMENT:**

**Motion:**

*Moved Cr GA Jones, seconded Cr DA Potter.*

*That the meeting adjourn at 10.30am for morning tea.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**RESUMPTION:**

**Motion:**

*Moved Cr RJ Frohloff, seconded Cr RLA Heit.*

*That the meeting resume at 11.08am with attendance as previous to the adjournment*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**10. Portfolio - Finance, ICT & Human Resources**

**10.1 Finance, ICT and Human Resources Portfolio Report**

**Officer's Recommendation**

That Cr Heit's Finance, ICT and Human Resources Portfolio Report to Council be received.

**Resolution:**

*Moved Cr RLA Heit, seconded Cr DA Potter.*

*That Cr Heit's Finance, ICT and Human Resources Portfolio Report to Council be received.*

**Financial Reports to 31 August 2018:**

**Statement of Comprehensive Income**

*The financial reports presented to this meeting are as at 31 August 2018. The following are key observations from this months report:*

- The report reflects the rate levy for the first six months of this financial year,*
- While interest revenue is slightly below target further interest revenue will be recognised in future periods,*
- Sales revenue will move as RMPC and RPC claims are lodged with the Department of Transport and Main Roads,*
- Other income is above target as reported last month due mainly to timing on the sale of scrap metal and fines issued for animal registrations,*
- Capital Grants, Subsidies, Contributions and Donations will also adjust during forward months as expected revenue is received.*

*The Current Ratio is outside the parameter this month however although it is outside the tolerance it is a positive result because of the first six month rate levy. All other indicators are within tolerance.*

**Statement of Financial Position**

*In terms of the Statement of Financial Position, the numbers are again as at 31 August 2018.*

*The Finance Team is monitoring cash flow over the coming months to manage any impact resulting from the deferral of the discount period to 7 November.*

**Capital Expenditure**

*The capital expenditure report is again included with the agenda today. Actual expenditure at the end of August is just under \$2 million. The organisation will be gearing up over the coming months to deliver the capex program. The report identifying the recommended carry over projects from 2017/2018 financial year has been included in the agenda today for Council approval.*

**External Audit**

*The draft Financial Statements were presented to and reviewed by the Audit Advisory Committee on 29 August 2018 as a precursor to forwarding them to the External Auditors. Well done to the staff getting these on track to the audit timetable.*

**Human Resources:**

*I'm pleased to report that the "Voice of a leader" training program received such good feedback that the presenter Simone de Haas will be coming back for more sessions with the staff.*

*Secondly it was pleasing to see a number of staff at the recent QRRRW annual conference in Kingaroy last week. A very well attended event bringing world class speakers to our region to inspire women from throughout regional, rural and remote Queensland.*

*Our record of staff safety continues to be very good reflecting Councils aim of 'Zero Harm' at work. The positive offshoot of this is the reduced insurance premiums as a result of lower accident rate. Thanks you to the HR staff who continue to bang the drum of safe work practices to keep our workers and the community safe.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**10.2 Finance (F)**

***Officer's Reports***

**10.2.1 F - 2536403 - Monthly Financial Statements**

**Officer's Recommendation**

That the Monthly Financial Report as at 31 August 2018 be received and noted.

**Key Performance Indicators - Monthly Reporting**

Ratio	Description	Formula	SBRC's Target	Status	Aug-18	Comments
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 1 months	✓	8.7	
Operating Cash Ratio	Number of months operating expenditure covered by working cash held	$\frac{\text{Cash Held} - \text{Restricted Cash}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 1 months	✓	4.5	
Current Ratio (Working Capital Ratio)	This measures the extent to which Council has liquid assets available to meet short term financial obligations	$\frac{\text{Current Assets}}{\text{Current Liabilities}}$	Target between 2.0 & 4.0	✗	5.77	Significant Current assets due to large amount of Trade and Other receivables (\$28,577,201). This is because first 6 month Rates, Levies and Charges have just been raised and waiting to be collected. This ratio will come back into range in later periods
Funded/Long Term Liabilities	Percentage of Restricted Cash and Long Term Liabilities backed by Cash	$\frac{\text{Cash Held}}{\text{Restricted Cash} + \text{Non} - \text{Current Borrowings}}$	Target greater than or equal to 55%	✓	64%	
Debt Servicing Ratio	This indicates Council's ability to meet current debt payments with recurrent revenue	$\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue}}$	Target less than or equal to 10%	✓	3.0%	
Cash Balance-\$M	Total Cash that Council held	$\text{Cash Held at Period End}$	Target greater than or equal to \$33M	✓	36.51	
Debt to Asset Ratio	To what extent our debt will be covered by total assets	$\frac{\text{Current and Non} - \text{Current Loans}}{\text{Total Assets}}$	Target less than or equal to 10%	✓	4.2%	
Operating Performance Ratio	This ratio provides an indication of Council's cash flow capabilities	$\frac{\text{Net Cash From Operations} + \text{Interest Revenue and Expense}}{\text{Cash Operating Revenue} + \text{Interest Revenue}}$	Target greater than or equal to 20%	✓	65%	
Interest Coverage Ratio	This ratio demonstrates the extent which operating revenues are being used to meet the financing charges	$\frac{\text{Net Interest Expense on Debt Service}}{\text{Total Operating Revenue}}$	Target between 0% and 5%	✓	1.2%	



**Statement of Comprehensive Income**as at 31 August 2018  
17% of Year Complete

	2018 \$	Original Budget \$
<b>Income</b>		
<b>Revenue</b>		
<b>Recurrent Revenue</b>		
Rates, Levies and Charges	25,334,926	47,493,748
Fees and Charges	748,329	3,790,662
Rental Income	87,859	473,693
Interest Received	128,159	1,005,453
Sales Revenue	350,808	3,474,362
Other Income	291,107	417,562
Grants, Subsidies, Contributions and Donations	1,095,586	7,412,560
	<u>28,036,773</u>	<u>64,068,040</u>
<b>Capital Grants, Subsidies, Contributions and Donations</b>	272,311	6,544,702
<b>Capital Revenue</b>	343,537	455,100
<b>Total Revenue</b>	<u>28,652,621</u>	<u>71,067,842</u>
<b>Total Income</b>	<u>28,652,621</u>	<u>71,067,842</u>
<b>Expenses</b>		
<b>Recurrent Expenses</b>		
Employee Benefits	4,311,796	23,530,179
Materials and Services	3,788,549	21,685,237
Finance Costs	334,955	2,150,197
Depreciation and Amortisation	2,596,331	15,577,986
	<u>11,031,631</u>	<u>62,943,599</u>
<b>Total Expense</b>	<u>11,031,631</u>	<u>62,943,599</u>
<b>Net Result</b>	<u>17,620,990</u>	<u>8,124,243</u>

## Statement of Financial Position

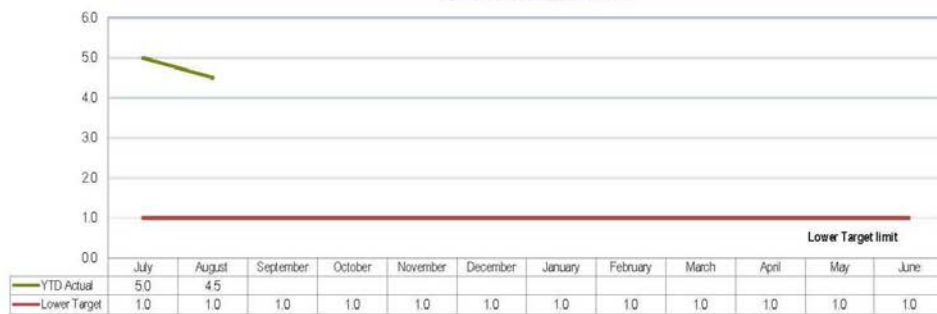
as at 31 August 2018

	2018 \$	Original Budget \$
<b>Current Assets</b>		
Cash and Cash Equivalents	36,513,988	43,021,415
Trade and Other Receivables	28,577,201	4,858,960
Inventories	1,111,646	1,164,711
Investments	-	-
<b>Total Current Assets</b>	<b>66,202,835</b>	<b>49,045,087</b>
<b>Non-Current Assets</b>		
Trade and Other Receivables	1,887,990	1,999,654
Property, Plant and Equipment	940,717,588	946,617,628
Intangible Assets	8,718,032	8,678,362
<b>Total Non-Current Assets</b>	<b>951,323,610</b>	<b>957,295,644</b>
<b>TOTAL ASSETS</b>	<b>1,017,526,445</b>	<b>1,006,340,731</b>
<b>Current Liabilities</b>		
Trade and Other Payables	5,383,341	3,427,717
Borrowings	2,623,849	3,234,879
Provisions	3,332,283	3,582,934
Unearned Revenue	127,440	-
<b>Total Current Liabilities</b>	<b>11,466,912</b>	<b>10,245,529</b>
<b>Non-Current Liabilities</b>		
Borrowings	39,750,990	41,029,888
Provisions	13,496,396	13,700,835
Unearned Revenue	1,936,896	-
<b>Total Non-Current Liabilities</b>	<b>55,184,281</b>	<b>54,730,723</b>
<b>TOTAL LIABILITIES</b>	<b>66,651,194</b>	<b>64,976,253</b>
<b>NET COMMUNITY ASSETS</b>	<b>950,875,251</b>	<b>941,364,479</b>
<b>Community Equity</b>		
Asset Revaluation Surplus	506,507,718	507,673,393
Retained Surplus/(Deficiency)	444,367,533	433,691,086
<b>TOTAL COMMUNITY EQUITY</b>	<b>950,875,251</b>	<b>941,364,479</b>

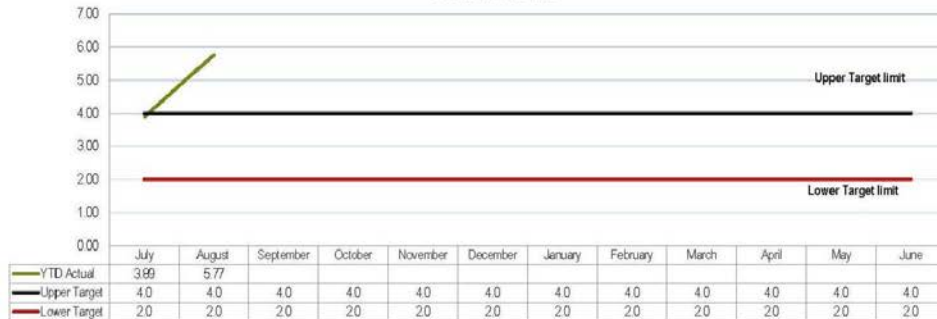
**CASH RATIO**



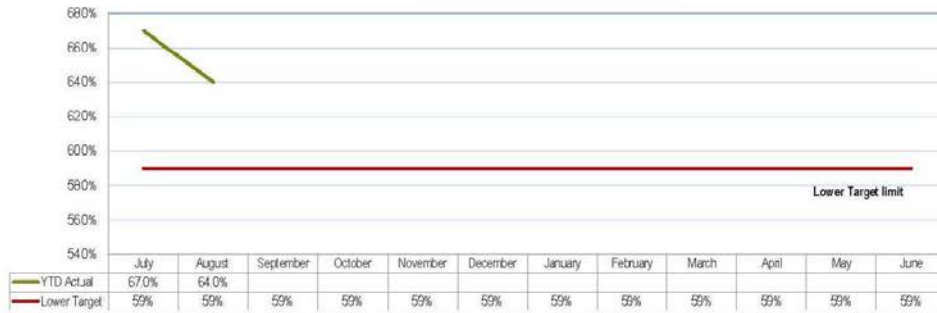
**OPERATING CASH RATIO**



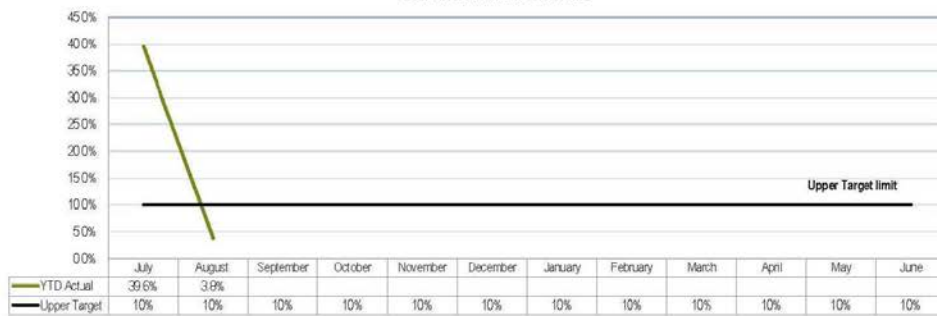
**CURRENT RATIO**



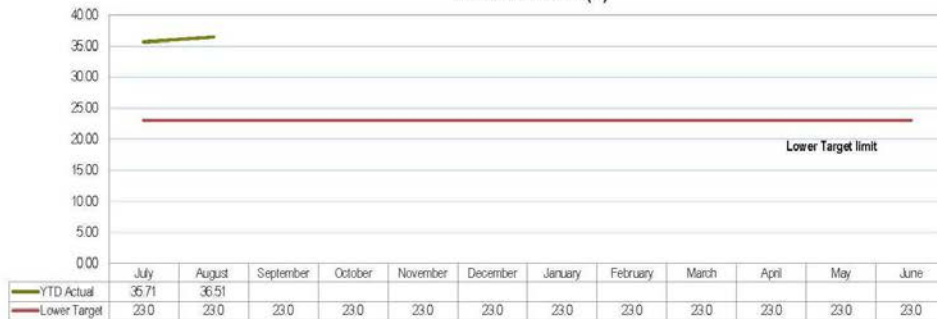
FUNDED LONG TERM LIABILITIES



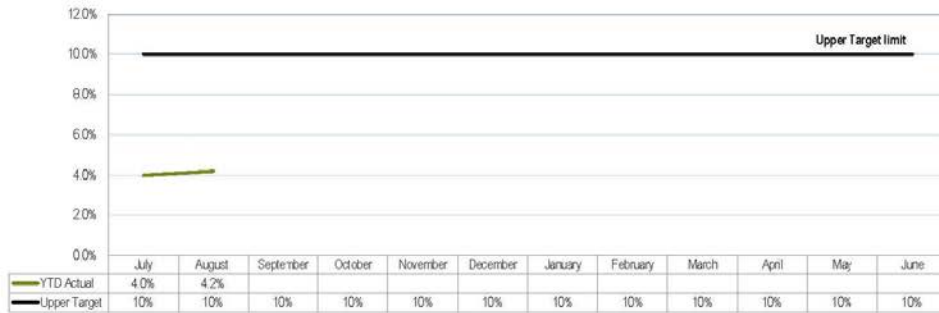
DEBT SERVICING RATIO



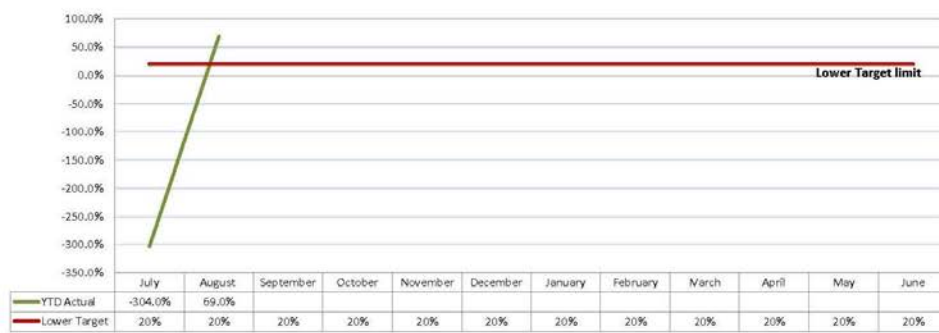
CASH BALANCE (M)



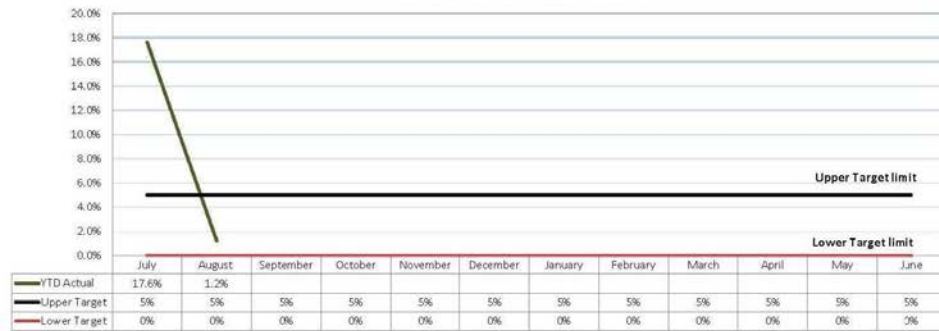
**DEBT TO ASSET RATIO**



**OPERATING PERFORMANCE**



**INTEREST COVERAGE RATIO**



**Resolution:**

*Moved Cr RLA Heit, seconded Cr KA Duff.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**10.2.2 F - 2536532 - Capital Budget Review 2018/2019 Including 2018 Carryovers**

**Officer's Recommendation**

That in accordance with Section 170(3) of the *Local Government Regulation 2012* the revised Capital Budget be adopted.

**Resolution:**

*Moved Cr RLA Heit, seconded Cr RJ Frohloff.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**10.2.3 F - 2536405 - Amendment of South Burnett Regional Council 2018/19 Schedule of Fees and Charges**

**Officer's Recommendation**

That the following amendments to Council's 2018/19 Schedule of Fees and Charges be made to provide flexibility to respond to market forces and allow for opportunistic marketing in relation to accommodation at Council's tourist facilities.

<u>Discounts</u>	
Stay greater than 2 nights and receive 10% discount	
Discount applies to Approved Fishing Clubs <i>not for profit clubs on application</i>	10%
Member of Caravanning Australia	10%
Seasonal Specials/ <i>Packages</i> to be Authorised by Chief Executive Officer	
PEAK PERIOD - <del>09 Dec 2018 to 19 Jan 2019</del> <i>15 Dec 2018 to 27 Jan 2019</i> and <del>30 Mar-2019 to 15 Apr 2019</del> <i>6 April 2019 to 21 April 2019</i>	
10% Increase on Cabin/Villa Style Accommodation	

**Resolution:**

*Moved Cr RLA Heit, seconded Cr RJ Frohloff.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**10.2.4 F - 2536462 - Blackbutt & District Tourism & Heritage Association - Blackbutt Hall Hire Fees**

**Officer's Recommendation**

That Council remove Blackbutt Memorial Hall from the 2018/19 fees and charges.

**Resolution:**

*Moved Cr RLA Heit, seconded Cr KA Duff.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**10.2.5 F - 2536119 - Procurement Policy 2018**

**Officer's Recommendation**

That:

- the Procurement Policy be adopted; and
- pursuant to Section 257 1 (b) of the *Local Government Act 2009*, the Chief Executive Officer be delegated authority to enter into a contract for cumulative purchases with a supplier when purchases may exceed \$200,000 within a financial year.

**Resolution:**

*Moved Cr RLA Heit, seconded Cr RJ Frohloff.*

*That:*

- The Procurement Policy be adopted
- Pursuant to section 257(1)(b) of the *Local Government Act 2009*, the Council resolves to delegate to the Chief Executive Officer the power to make, amend or discharge a contract in accordance with section 238(2) of the *Local Government Regulation 2012* for:
  - any contractual arrangement with a person (in respect of one contractual arrangement or cumulatively for all contractual arrangements) that is, or is expected to be, worth \$200,000 (exclusive of GST) or more in a financial year with that person; or
  - any contractual arrangement with a person that is, or is expected to be, worth \$200,000 (exclusive of GST) or more over the proposed term of the contractual arrangement.

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**11. Consideration of Notices of Motion**

No Report.

**12. Information Section (IS)**

**12.1 IS - 2529144 - List of Correspondence Pending Completion of Assessment Report**

**Officer's Recommendation**

That the List of Correspondence Pending Completion of Assessment Report be received.

**Resolution:**

*Moved Cr KA Duff, seconded Cr RJ Frohloff.*

*That the Officer's Recommendation be adopted.*

Carried 7/0  
*FOR VOTE - Councillors voted unanimously*

**12.2 IS - 2536401 - Delegated Authority Report**

**Officer's Recommendation**

That the Delegated Authority Report be received.

**Resolution:**

*Moved Cr RLA Heit, seconded Cr DA Potter.*

*That the Officer's Recommendation be adopted.*

Carried 7/0  
*FOR VOTE - Councillors voted unanimously*

**12.3 IS - 2536402 - Road Maintenance Expenditure Report**

**Officer's Recommendation**

That the South Burnett Regional Council's Road Maintenance Expenditure Report as at 31 August 2018 be received.

**Resolution:**

*Moved Cr KA Duff, seconded Cr TW Fleischfresser.*

*That the Officer's Recommendation be adopted.*

Carried 7/0  
*FOR VOTE - Councillors voted unanimously*



**12.4 IS - 2536404 - Works for Queensland (W4Q) Grant Project Report - Round Two**

**Officer's Recommendation**

That the Works for Queensland (W4Q) Grant Project - Round 2 Report as at 31 August 2018 be received.

**Resolution:**

*Moved Cr TW Fleischfresser, seconded Cr RLA Heit.*

*That the Officer's Recommendation be adopted.*

*Carried 7/0  
FOR VOTE - Councillors voted unanimously*

**13. Confidential Section**

No Report.

There being no further business the meeting was declared closed at 11.28am.

Confirmed before me this ..... day of .....2018

..... **MAYOR**

## **4.0 Declaration of Interest**

### ***CONSIDERATION OF BUSINESS SECTIONS INCLUDING BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETINGS***

See Business Function Headings

## **5. Portfolio - Economic Development, Governance and Communications**

### **5.1 Economic Development, Governance and Communications Portfolio Report**

#### **Document Information**

**ECM ID 2539565**

**Author Mayor, South Burnett Regional Council**

**Date 27 September 2018**

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#### **Précis**

Economic Development, Governance and Communications Portfolio Report

#### **Summary**

Mayor Campbell presented his Economic Development, Governance and Communications Portfolio Report to Council.

#### **Officer's Recommendation**

That Mayor Campbell's Economic Development, Governance and Communications Portfolio Report to Council be received.

## **5.2 Governance (G)**

### ***Officer's Report***

#### **5.2.1 G - 2539613 - Annual Operational Plan 2018/19 Progress Report for the July - September Quarter**

#### **Document Information**

**IR No 2539613**

**Author Manager – Social & Corporate Performance**

**Endorsed By General Manager – Corporate Services**

**Date 27 September 2018**

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#### **Précis**

Annual Operational Plan 2018/19 Progress Report for the July - September Quarter.

#### **Summary**

The Annual Operational Plan details the projects, services and initiatives that Council planned to deliver for the 2018/19 financial year. Pursuant to section 174(3) of the *Local Government Regulation 2012* a report must be presented to Council at regular intervals detailing the progress towards the implementation of the Annual Operational Plan.

#### **Officer's Recommendation**

That the progress report for the July - September Quarter be adopted.

#### **Financial and Resource Implications**

No direct financial or resource implications arise from this report other than what was addressed in Council's operating budget for 2018/19.

#### **Link to Corporate/Operational Plan**

The Operational Plan details direct linkages to the Corporate Plan such as:

- EC1 An informed and engaged community
- EXC2 Effective corporate management
- EXC4 Effective advocacy and strategic partnerships
- EXC5 Quality customer service
- INF1 Infrastructure that meets our communities needs

### **Communication/Consultation (Internal/External)**

Chief Executive Officer, General Managers and Managers have contributed to this report in respect of their relevant areas of responsibility.

### **Legal Implications (Statutory Basis, Legal Risks)**

Pursuant to Section 174(3) of the *Local Government Regulation 2012* the Chief Executive Officer has a statutory obligation to present a written assessment of the implementation of the Annual Operational Plan.

### **Policy/Local Law/Delegation Implications**

No direct policy/local law/delegation implications arise from this report.

### **Asset Management Implications**

No direct asset management implications arise from this report other than what was addressed in Council's operating budget for 2018/19.



## Executive Services Operational Plan 2018/19

**Mission:** To effectively plan, manage and deliver Council services and regulatory responsibilities to and on behalf of the organisation  
**Officer Responsible:** Chief Executive Officer  
**Responsibilities:** Executive Services, Strategy Planning, Council Operations Management, Human Resource Management, Workplace Health and Safety, Economic Development, Tourism and oversight of organisational operational matters.



**DEPARTMENT: EXECUTIVE SERVICES**

**Mission:** To effectively plan, manage and deliver Council services and regulatory responsibilities to and on behalf of the organisation

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Strengthen, maintain and actively contribute to the Wide Bay Burnett Regional Organisations of Council advocating Council's strategic and operational position on key issues Meeting with Ministers half yearly as part of WBBROC	EXC4 Effective advocacy and strategic partnerships	Internal & External Stakeholders	Inform Consult Involve
<b>Progress as at 26 September:</b> WBBROC meeting held on 30 August and attended by Acting Mayor and CEO – regional cooperation and priorities discussed which included the Mundubberra – Durong Rd being listed as a regional road priority for WBBROC. Regular contact with WBBROC Executive Officer and the various committees of WBBROC.			
Develop a Strategic Human Resource Management Plan by 30 December 2018	EXC3 A skilled and sustainable workforce	Internal & External Stakeholders	Inform Consult Involve
<b>Progress as at 26 September:</b> First draft is currently with CEO for review			
New Safety Management System implemented and first review undertaken by 30 June 2019	EXC3 A skilled and sustainable workforce	Internal & External Stakeholders	Inform Consult Involve
<b>Progress as at 26 September:</b> Currently analysing high risk work and work areas from data collected in past financial year to determine focus of SMS this is to be finalised by end of September with final draft release by end October 2018. Setting of timelines for actions will be advised in consultation with SET			
Implement the South Burnett Economic Development Strategy	GO1 A strong and sustainable regional economy	Internal & External Stakeholders	Inform Consult Involve
<b>Progress as at 26 September:</b> Events held relevant to each part of Economic Development Strategy (CEO's Dinner, South Burnett Unpacked 4, Business XL 1). Economic Recovery Sub-Group met for first time in Nanango, with majority of members represented at the meeting.			
Implement the South Burnett Tourism Strategy	GO3 The South Burnett is a recognised tourism destination	Internal & External Stakeholders	Inform Consult Involve

<p><b>Progress as at 26 September:</b>                  Destination events held in QTR were very successful (Bacon Fest, Blackbutt Avocado Festival, Heritage Nanango Country Muster). Let's go Destination Marketing magazine insert in Sunshine Coast daily after launch at Regional Flavours event (South Bank, Brisbane). Tourism Volunteer, Tourism Operator and Destination Marketing Surveys completed.</p>	<p>Internal &amp; External Stakeholders</p>	<p>Inform                  Consult                  Involve</p>
<p>Continuation of the hospital board foundation fundraising and ongoing monitoring of the operations related to the South Burnett Day Hospital completing the existing contract</p>	<p>INF1 Infrastructure that meets our communities needs</p>	
<p><b>Progress as at 26 September:</b>                  Board meeting held 31 July 2018. Bank signatories changed for Foundation Account to reflect staff movements. Funding opportunities being explored.</p>		



## Corporate Services Operational Plan 2018/19

**Mission:** To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

**Officer Responsible:** General Manager Corporate Services

**Responsibilities:** Department Management, Environment and Waste, Libraries, Natural Resource Management and Parks and Gardens, Planning and Land Management, Social and Corporate Performance.





**DEPARTMENT: CORPORATE SERVICES**

**Mission:** To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Community Engagement Framework integrated into Council operations by 30 June 2019	EC1 An informed and engaged community	Internal and External Stakeholders	Inform Consult Involve
<b>Progress as at 26 September:</b> Existing policies and procedures are in place. Integration yet to formally commence. To commence in 2019.			
Grants, capital works and maintenance programs 2018/19 delivered on time and within budget by 30 June 2019	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<b>Progress as at 26 September:</b>			
Operational Plan 2018/19 quarterly reviews adopted by Council Delivery of the Annual Report 2017/18 by 30 November 2018	EXC1 Effective financial management EXC2 Effective corporate management	Internal and External Stakeholders	Inform Consult Involve
<b>Progress as at 26 September:</b> The 1 <sup>st</sup> quarter review has been undertaken by the Senior Management Team and presented to Council for review and adoption at the Ordinary Meeting of Council (10 October 2018). The annual report design concept and layout has been approved by the Mayor and Chief Executive Officer. Information gathering has commenced and writing of the human interest stories is progressing well. The Communications Officer is working with the governance and finance sections to gather the necessary statutory information. The report is on schedule to be adopted by Council within one (1) month of the general purpose financial statements for 2017/18 being certified by the Queensland Audit Office.			
Operational Risk Registers and Treatment Plans developed by 31 October 2018 Operational Risk Registers and Treatment Plans reviewed 6 monthly on schedule as at 30 June 2019 Fraud and Corruption Prevention Management Framework managed and compliant as at 30 June 2019 Internal Audit Plan activities and management of internal audit requirements completed as per schedule for 2018/19 by 30 June 2019	EXC1 Effective financial management EXC2 Effective corporate management	Internal and External Stakeholders	Inform Consult Involve

**DEPARTMENT: CORPORATE SERVICES**

**Mission:** To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p><b>Progress as at 26 September:</b>                      Corporate / Operational Risk Registers and Treatment Plans have been prepared, reviewed and signed off by the Chief Executive Officer on 10 August 2018. The Corporate / Operational Risk Register and Treatment Plan was tabled for review and endorsement at the Audit Advisory Committee meeting 14 August 2018.</p> <p>A review of the Council policies on Risk Management, Risk Management Committee, Internal Audit and Audit Advisory Committee has commenced.</p> <p>The Internal Auditor has accepted a position with Infrastructure as the Senior Business Advisor. A new Internal Auditor has been appointed. The review of the outstanding audit recommendations was undertaken by Senior Management where the risk attributed to the outstanding audit recommendations was recalculated to reflect Council's current appetite relative to the individual audits.</p> <p>Current Audits in progress:</p> <ul style="list-style-type: none"> <li>• Investment Management – Draft Report Writing Stage</li> <li>• Grants &amp; Subsidies Received – Discussion Paper – awaiting Management responses</li> <li>• Portable &amp; Attractive Assets – Field Work Stage</li> <li>• Gifts &amp; Benefits Register – Audit Planning/Background Information Stage</li> </ul> <p>The Audit Advisory Committee has accepted the request by the Fraser Coast Regional Council to orchestrate a reciprocal arrangement between the Councils where the Audit Advisory Committee members are able to participate as observers in the respective meetings. It was noted that there would be positive benefits for the sharing of knowledge and good learning opportunities from this reciprocal arrangement.</p> <p>The South Burnett Regional Council Leave Liabilities Report was presented in an updated format for comment and acceptance by the Audit Advisory Committee.</p> <p>The Audit Advisory Committee received and accepted the Draft Financial Reports for 2017/18 on 29 August 2018. XPMG, the current external auditors, advised that the Audit of South Burnett Regional Council is in a well advanced state.</p> <p>Both the Fraud &amp; Corruption Working and Steering Groups are meeting regularly and progressing the risk register and treatment plan action plans.</p>			
Develop organisational customer service standard by December 2019	EXC5 Quality customer service	Internal and External Stakeholders	Inform Consult Involve
<p><b>Progress as at 26 September:</b>                      Preliminary information gathering stage, schedule to commence proper in 2019.</p>			
Deliver library services to the region pursuant to the Queensland State Library Agreement	EC3 An active, safe and healthy community	Internal and External Stakeholders	Inform Consult Involve

**DEPARTMENT: CORPORATE SERVICES**

**Mission:** To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

Significant Activities																					
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level																		
<p><b>Progress as at 26 September:</b>                      During August Public Libraries Outcome Report to self-assess whether Council has met their obligations under the Service Level Agreement, and identify where the gaps are, was completed and submitted to the State Library of Queensland.                      The 2017-2018 Queensland Public Libraries Statistical Return was also completed and submitted in accordance with the Service Level Agreement for Public Libraries                      Library statistics to date for this financial year, July 2018 through to August 2018:                      22,010 loans and 34,979 returns. Visitation across the service was 26,913.                      A total of 4 adult programs such as author/information talks, writers workshop and mental health events where held with 57 attendees.                      The number of Group meetings across the libraries was 67 with 338 attending.                      26 Story Time sessions with 297 participants and 28 Rhyme Time sessions with 251 participants have been held. In addition to this, 27 children's programs such as holiday activities and school/Kindergarten visits to the library have been hosted, with 538 attendees.                      Outreach programs including partnerships with Child Health, visits to schools and a pop up library that have been delivered since the start of financial year total 25 sessions with 469 attendees.                      Council welcomed the announced that the State Government's First 5 Forever funding which was due to expire this financial year would be ongoing.</p>																					
Facilitate and support community development through effective implementation and delivery of the Community Grants Program	EC2 Sustainable community groups EC3 An active, safe and healthy community EXC5 Quality customer service	Internal and External Stakeholders	Inform Consult Involve																		
<p><b>Progress as at 26 September:</b>                      The Community Grants Program Round One (1) which closed 31 August, received 54 applications with a total ask of \$105,117.31.                      The following applications were funded under Round One (1):</p>																					
<table border="1"> <thead> <tr> <th>Organisation</th> <th>Project</th> <th>Approved Contribution</th> <th>Organisation</th> <th>Project</th> <th>Approved Contribution</th> </tr> </thead> <tbody> <tr> <td>Farmers Hall Inverlaw</td> <td>Community Hall Insurance Grant</td> <td>\$1,000</td> <td>Nanango State High School</td> <td>Awards Night</td> <td>\$300</td> </tr> <tr> <td>Mondure Hall Committee</td> <td>Community Hall Insurance Grant</td> <td>\$1,000</td> <td>Preston State School</td> <td>Awards Morning</td> <td>\$250</td> </tr> </tbody> </table>	Organisation	Project	Approved Contribution	Organisation	Project	Approved Contribution	Farmers Hall Inverlaw	Community Hall Insurance Grant	\$1,000	Nanango State High School	Awards Night	\$300	Mondure Hall Committee	Community Hall Insurance Grant	\$1,000	Preston State School	Awards Morning	\$250			
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**DEPARTMENT: CORPORATE SERVICES**

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Significant Activities						
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level			
Durong Hall Committee	Community Hall Insurance Grant	\$1,000	The Murgon Pastoral, Agricultural & Horticultural Society Inc	Family Focus (Annual Show)		\$1,500
Queensland Dairy & Heritage Museum	Community Hall Insurance Grant	\$1,000	St Mary's Catholic College	Awards Night		\$300
Tablelands Hall Committee	Community Hall Insurance Grant	\$1,000	Wondai State School	Awards Morning		\$250
Wooroolin Hall Committee	Community Hall Insurance Grant	\$1,000	Yarraman State School	Awards Night		\$200
Barambah Bowhunters & Field Archers	Purchase Rainwater Tank	\$3,000	South Burnett Community Orchestra	Just for Music' Choral & Orchestral Workshops		\$3,800
Boondooma Museum & Heritage Association	Accommodation upgrade of on-site cabins	\$2,660.88	Relay for Life Organising Committee	South Burnett Relay for Life		\$1,850
Kingaroy Men's Shed	Tool/Machine Upgrade	\$1,500	South Burnett Rugby League	Beyond the Nest – Boys & Girls		\$3,000
Kingaroy Scout Group	New Kitchen	\$2,015	South Burnett Orchid Society	Orchid Show at the Wondai RSL		\$500
Kumbia & District Charity Camp draft Association	Toilet & Shower block Refurbishment	\$3,000	South Burnett Peace of Mind Association Inc.	White Dove Ball		\$500
Murgon C&K Kindergarten	Aboriginal Mural	\$3,000	St Mary's Parish	Our Lady of Peace Catholic Church, Kumbia Centenary		\$1,500
Nanango State School P&C	Uniform & Shoe Bank	\$1,500	Graham House Community Centre	Walk & Talk		\$1,316
Proston GoldenSpurs Camp Draft	New PA System	\$3,000	South Burnett Equestrian Group Inc.	Introduction to carriage driving/carriage driving instruction		\$400
Wooroolin Branch QCWA	Air Conditioning and Insulation	\$3,000	Queensland Bluelight Association	Blue Edge Program		\$2,000
Blackbutt Benarkin Lions Club	Blackbutt Community Christmas Carnival	\$2,000	South Burnett Caravan & Touring Club Inc.	Operation Heart Start		\$1,599
Kingaroy District Ministry Association	Annual Community Carols by Candlelight	\$1,500	The Barbershop Boys C/- The Go Getta Girls Kingaroy	Barbershop Boys		\$2,000
Kumbia & District Memorial School of the Arts	Kumbia Christmas Carnival	\$1,200	Nanango Waterhole Rocks	Waterhole Rocks 2018		\$1,000
Kumbia Kindergarten	International Women's Day	\$1,000	Wesleyan Methodist Church Nanango	Community Christmas Carols Breakup Parts and Hangi		\$1,500
Kumbia Race Club Committee	Annual Race Meeting	\$2,000	Proston Lions Club	Proston Lions Community Christmas Carnival		\$500
Murgon Junior Rugby League	Domestic Violence Awareness Round	\$3,000	Queensland Limousin Youth Camp	Queensland Limousin Cattle Youth Camp		\$3,000

**DEPARTMENT: CORPORATE SERVICES**

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Significant Activities				
Activity / Key Performance Indicator		Link to Corporate Plan	Customers	Engagement Level
Councillors Discretionary Fund has funded the following projects to date:				
Councillor	Organisation	Project		Approved Contribution
Mayor Keith Campbell	Friends with Dignity	Donation towards buying goods for support programs.		\$250
Mayor Keith Campbell	Kumbia State School P&C Assoc.	25th Annual Brain Drain Trivia Night		\$100
Mayor Keith Campbell	St John's Lutheran Kindergarten P&F Assoc.	To purchase three (3) flag poles		\$250
Mayor Keith Campbell	Breast and Prostate Cancer Assn of Qld Inc.	Donation towards Blackbutt Charity Golf Day		\$500
Mayor Keith Campbell	Kingaroy State High School P&C Association	Sponsorship of the South Burnett Regional Council Cultural Bursary & South Burnett Regional Council Leadership Bursaries		\$500
Cr Gavin Jones	CrowFM	Captains Dinner 2018		\$150
Cr Gavin Jones	Benarkin State School P&C Association	Benarkin Car Rally		\$400
Cr Gavin Jones	Nanango State High School P&C	Donation toward send 8 female students to the QRRRW Women's Conference		200
Cr Gavin Jones	Maidenwell QCWA	Donation to help towards hall hire cost for monthly meetings and other QCWA functions.		\$150
Cr Gavin Jones	Maidenwell Community Group Inc.	Donation to help with hall hire to run fitness groups twice a week.		\$100
Cr Gavin Jones	Blackbutt Cricket Club Inc. "Timbertowners"	To purchase a 32gb Apple iPad & iPad cover		\$500
Cr Gavin Jones	Maidenwell Community Group Inc.	To help with the running of their Chainsaw Weekend with raised funds being shared with Life Flight and Maidenwell Community Group.		\$400
Cr Gavin Jones	Blackbutt Singers	Donation towards hall hire for Christmas function		\$150
Cr Gavin Jones	Nanango and Tourism Development Association	Donation towards Casino Night Fundraiser		\$330
Cr Roz Frohloff	St John's Lutheran Kindergarten P&F Assoc.	To purchase three (3) flag poles		\$250
Cr Roz Frohloff	Taabinga Rotary	Donation towards hall hire for Bookarama		\$220
Cr Roz Frohloff	Nanango and Tourism Development Association	Donation towards Casino Night Fundraiser		\$330
Cr Roz Frohloff	Zombie Invasion Nanango	Zombie Invasion Nanango Fundraiser		\$200
Cr Danitia Potter	CrowFM	Captains Dinner 2018		\$150

**DEPARTMENT: CORPORATE SERVICES**

**Mission:** To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Cr Denita Potter	To purchase three (3) flag poles		\$250
Cr Denita Potter	Donation towards hall hire for Bookarama		\$220
Cr Denita Potter	Donation towards Queensland State Tiles		\$250
Cr Denita Potter	Zombie Invasion Nanango Fundraiser		\$200
Cr Denita Potter	Donation towards purchase of a tablecloth		\$60
Cr Terry Fleischfresser	To purchase three (3) flag poles		\$250
Cr Terry Fleischfresser	To purchase paint		\$500
Cr Kathy Duff	Donation toward send 8 female students to the QRRRWN Women's Conference		\$250
Cr Kathy Duff	Donation towards purchase of Kangaroo Milk		\$406.80
Cr Kathy Duff	Donation towards hall hire for Bookarama		\$220
Cr Ros Heit	Fundraiser - Tennis Courts after Boxing Day Storm 2017		\$330
Cr Ros Heit	Donation towards 2018 Brain Drain		\$100
Cr Ros Heit	Donation towards Girl's Resilience and Aspiration Program		\$250
Cr Ros Heit	Donation towards purchase of windows		\$872

Council has approved the following in-kind assistance to community groups:

Organisation	Project/ Event	In-kind services supplied
Wondai Proston Junior Rugby League	Mimi Mods Carnival	1 x Skip Bin & 10 x Wheelie Bins
CRAI/CCHS	NAIDOC Week Celebrations Murgon	5 x Wheelie Bins, Barrier Mesh and Barricades
Boondooma Museum & Heritage Association	Scott's in the Bush	1 x skip bin delivered
Graham House Community Centre	Seniors Week Celebration Murgon	30 x chairs delivered
Wondai Garden Expo	September Garden Expo	1 x Skip Bin delivered and collected, 100 Chairs (Committee to collect), 10 Wheelie Bins (Committee to collect)

**DEPARTMENT: CORPORATE SERVICES**

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Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Wondai Show Society	Fill pit holes to entrance of show grounds (lend under lease)		
Council has approved the following Youth Elite Performance activities:			
<b>Youth</b>	<b>Event</b>	<b>Amount funded</b>	
Jaycie Trace	2018 Meccov Oldham Australian Interscholar Championships	\$ 500	
Jett Allan	2018 National Junior Championships – Karate	\$ 500	
Kai Allan	2019 National Junior Championships – Karate	\$ 500	
Luke Beutel	FFA National Youth Championships	\$ 500	
<p>Compliance with Council's Environmental Authority for Waste Disposal</p> <p>Provision of cost effective and environmentally responsible waste management services and facilities</p> <p>Collaboration with neighbouring regions in the implementation of the Regional Waste Management Strategy</p> <p><b>Progress as at 26 September:</b></p> <p>The Waste Collection Contractor continues to comply with the Key Performance Indicators (KPIs) established in the Waste Collection Contract. That is, JJ Richards is meeting the criteria for only a strictly limited number of missed bins, delivering new bins within the specified time period, repairing and/or replacing damaged bins within the prescribed timeframe and minimising contractor specific servicing complaints.</p> <p>There were only 128 Waste Collection complaints for this quarter, with 152,285 waste collection services "conducted", which equates to a 99.91% successful wheelee bin collection rate for the period</p> <p>Public health licence applications, routine inspections of licensed premises and complaint investigation management effectively managed and actioned</p>			
ENV2 Environmentally responsible and efficient waste management		Internal and External Stakeholders	Inform Consult
EC3 An active, safe and healthy community		Internal and External Stakeholders	Inform Consult

**DEPARTMENT: CORPORATE SERVICES**

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Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p><b>Progress as at 26 September:</b>                      During this quarter the following public health applications were received:                      3 New/Fixed Food Business Licence Applications; 8 change of License Applications; 19 Temporary Food Applications; 10 Non-Profit Temporary Food Samples Applications and a total of 21 Public Health Customer requests received during the period.</p>			
<p>Effectively manage environmental authority registration applications, routine inspections of registered activities and environmental protection complaints</p>	<p>ENV1 Our region's environmental assets are promoted, protected and enhanced</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p><b>Progress as at 26 September:</b>                      No new Environmental Authority Applications received for the period.                      33 Environmental Complaints received during this first quarter.                      NRM staff and contractors inspected 31 properties for restricted weed species. Inspections have now ceased during dry weather conditions and attended 7 wandering livestock complaints and issued 6 stock route grazing permits.</p>			
<p>Regulation of Council's Local Laws</p>	<p>EC3 An active, safe and healthy community</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p><b>Progress as at 26 September:</b>                      The following Customer Requests/Complaints were received during the period:                      394 Animal Management; 28 Animal Attacks; 4 DrumMuster receipts; 45 Overgrown Allotment complaints; 26 General Local Law enquiries; 17 Abandoned Vehicles; and 1 Illegal Parking                      The following Local Law Applications were received during the period:                      4 Excess Animal applications; 7 Regulated Dog applications; 6 Footpath Permit Applications; and 498 new Animal registrations.                      There was also 122 Animals Impounded and 11 Properties were issued Compliance Notices for Overgrown Allotments</p>			
<p>Develop a Local Laws review schedule in line with legislative and policy requirements.</p>	<p>EXC2 Effective corporate management</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult Involve</p>



**DEPARTMENT: CORPORATE SERVICES**

**Mission:** To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<b>Progress as at 26 September:</b> No progress due to resource constraints			
Assess development applications in a timely manner in accordance with the legislation in order to achieve long term sustainable development for the South Burnett Region	G02 Balanced development that preserves and enhances our region	Internal and External Stakeholders	Inform Consult
<b>Progress as at 26 September:</b>			
Finalise development of a Local Government Infrastructure Plan (LGIP) outlining the required trunk infrastructure to support development within the regions towns	G02 Balanced development that preserves and enhances our region	Internal and External Stakeholders	Inform Consult
<b>Progress as at 26 September:</b> Draft LGIP completed and forwarded to State for first State interest check. Public notification to commence in next quarter.			
Provide building, plumbing and drainage regulatory services to meet legislative requirements	EC3 An active, safe and healthy community	Internal and External Stakeholders	Inform Consult
<b>Progress as at 26 September: Total number of applications entered into the system</b> HSTP-6 MCGU-4 Plumbing-52 RAL-4 Building-59			

**DEPARTMENT: CORPORATE SERVICES**

**Mission:** To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

Significant Activities												
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level									
Maintain Council's tourist facilities at Boondooma and Bjelke-Petersen Dams and review future management and operational arrangements	GO3 The South Burnett is a recognised tourism destination INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult									
<p>Progress as at 26 September:</p> <table border="1"> <thead> <tr> <th>Venue</th> <th>Occupants</th> <th>Avg Length of Stay</th> </tr> </thead> <tbody> <tr> <td>Bjelke-Petersen Dam</td> <td>2232</td> <td>3.01 days</td> </tr> <tr> <td>Boondooma Dam</td> <td>2139</td> <td>3.58 days</td> </tr> </tbody> </table>				Venue	Occupants	Avg Length of Stay	Bjelke-Petersen Dam	2232	3.01 days	Boondooma Dam	2139	3.58 days
Venue	Occupants	Avg Length of Stay										
Bjelke-Petersen Dam	2232	3.01 days										
Boondooma Dam	2139	3.58 days										
Provide and maintain Council owned aerodromes as per legislative requirements	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult									

**DEPARTMENT: CORPORATE SERVICES**

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Significant Activities																							
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level																				
<p>Progress as at 26 September:</p> <p>Weekly safety inspections at Kingaroy and Wondai airports have been conducted in accordance with CASA requirements. There have been no safety incidents reported or observed in this quarter.</p> <p>Kingaroy Airport Emergency cold debrief was conducted 15/8/19 following the Emergency exercise. With the committee recommending the following items to be addressed. (in progress to be completed by December 2018)</p>																							
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8	Add numbers to buildings located on airport																						
<p>Nanango Airfield is currently closed while work is being carried out to ensure safety of the users. This is primarily in providing appropriate Take Off Distance Available (TODA)</p> <p>The draft Sport and Recreation Infrastructure Plan has been updated following submissions received from the public. Council workshop was conducted on the 19 September to review amendments to the plan and before further community consultation is conducted.</p>																							
<p>Provide well planned and maintained open space, parks and rail trails network compliant with asset inspection and maintenance schedule</p> <p>Finalise development of a South Burnett Sport &amp; Recreation Strategic Plan</p> <p>Develop master plans for Council's rail trails and tourist facilities at Boondooma and Bjelke-Petersen Dams.</p>	<p>ENV1 Our region's environmental assets are promoted, protected and enhanced</p> <p>GO3 The South Burnett is a recognised tourism destination</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult Involve</p>																				

**DEPARTMENT: CORPORATE SERVICES**

**Mission:** To support Council achieve sound governance, implement appropriate planning & regulatory controls and provide community services & facilities to meet the community's needs.

Significant Activities				
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level	
<p><b>Progress as at 26 September:</b>                      Sport and Recreation Strategic Plan is currently in draft. A report will be presented to the Council for consideration at the October Meeting.</p>				
<p>Deliver regional cemetery and associated services that meet current and future burial and remembrance needs</p>		<p>INF 1 Infrastructure that meets our communities needs</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p><b>Progress as at 26 September:</b></p>				
BURIALS	BLACKBUTT 2	MEMERAMI 1	MURGON 6	MANANGO 5
ASHES	2		2	
			PROSTON 1	TAABINGA 16
				WONDAL 4
				2



## Finance Operational Plan 2018/19

**Mission:** To provide excellent financial services and professional advice to enable our organisation to achieve its goals

**Officer Responsible:** General Manager Finance

**Responsibilities:** Department Management, Property and Rating, Procurement and Stores, Financial Planning and Sustainability, Asset Management, Plant and Fleet Management



**DEPARTMENT: FINANCE**

**Mission:** To provide excellent financial services and professional advice to enable our organisation to achieve its goals.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p>2019/20 Annual budget is prepared and adopted by Council by 30 June 2019</p> <p>Quarterly budget reviews of 2018/19 budget are provided to Council no later than, October, February, April and June</p> <p>Unqualified Audit Certificate from Queensland Audit Office</p> <p>Maintain debt recovery processes</p> <p><b>Progress as at 26 September:</b></p> <p>Timelines calendar for the 2019/20 budget currently under review by SET.</p> <p>1<sup>st</sup> Quarter Operational and Capex Budget under review by the various budget managers.</p> <p>External Audit for 2017/18 FY due for completion by end of September 2018.</p> <p>External consultant and internal resources continue with debt recovery including reporting to Council on the next Sale of Land for Arrears of rates process.</p>	<p>EXC1 Effective financial management</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult Involve</p>
<p>Test and review the business continuity plan for the organisation by 30 December 2019</p> <p><b>Progress as at 26 September:</b></p> <p>Business Continuity Plan yet to be tested however the Town Common Hall has had the necessary microwave link established to facilitate the plan and to facilitate a relocation of staff from the Nanango Office during refurbishment of that facility.</p>	<p>EXC2 Effective corporate management</p>	<p>Internal Stakeholders</p>	<p>Inform Consult Involve</p>
<p>CapEx Budget 2018/19 prepared and adopted by Council within statutory and organisational timeframes</p> <p>Asset Management Register and Valuations up to date as 30 June 2019</p> <p>10 year capital works plan prepared for future budget considerations by January annually.</p> <p><b>Progress as at 26 September:</b></p> <p>Capex Budget 2018/19 adopted along with the overall budget in June 2018.</p> <p>Brief to be developed for the asset valuation review.</p> <p>SET reviewing the timelines for the preparation of the 10 year capital budget 2019/20. May be completed by February to allow time for the Infrastructure Reorganisation to be finalised.</p>	<p>INF1 Infrastructure that meets our communities needs</p>	<p>Internal Stakeholders</p>	<p>Inform Consult Involve</p>

**DEPARTMENT: FINANCE**

**Mission:** To provide excellent financial services and professional advice to enable our organisation to achieve its goals.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Grants, capital works and maintenance program 2018/19 delivered on time and within budget by 30 June 2019 Develop a scheduled asset maintenance plan for Properties Branch by 30 June 2019 Plant and Fleet maintenance schedules maintained to optimise utilisation	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult Involve
<p><b>Progress as at 26 September:</b>                      Regular reporting provided on the progress toward delivery of the Grants, capital works and maintenance program.                      Consultant engaged to undertake the condition assessment for the property assets. This project is in part funded from the State under the LGGSS program. The milestone date for the funding is May 2019.                      Scheduled maintenance undertaken by the various workshops. Still to complete the development of the automated fleet scheduling system within T1. Relevant staff to visit Toowoomba Regional Council to view their fleet scheduling system also developed with a T1 environment.</p>			



## Infrastructure Operational Plan 2018/19

**Mission:** The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles and adopted levels of service

**Officer Responsible:** General Manager Infrastructure

**Responsibilities:** Department Management, Design & Technical Services, Roads & Drainage Water & Wastewater





**DEPARTMENT: INFRASTRUCTURE**

**Mission:** The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles and adopted levels of service.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p>Quality Management System and ISO9001 certification maintained</p> <p><b>Progress as at 26 September:</b>                      A management system compliance audit was conducted by Compliance Australia Certification Services on the 30<sup>th</sup> and 31<sup>st</sup> of July 2018 with a recommendation for the continuation of certification for ISO9001:2015. The audit report concluded that the Council has established and maintains its management system in line with the requirements of the standards, and has demonstrated the ability of the system to systematically achieve agreed requirements for products or services within the scope and the Council's policy and objectives.</p>	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p>Develop a Core Asset Management Plan for transport assets</p> <p><b>Progress as at 26 September:</b>                      Council has collected core data for its transport asset management plan and is currently finalising the road register. Council has established asset management as part of the Infrastructure Division, and will commence development of an asset management plan in the next quarter.                      Status: 25 per cent completed</p>	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p>Develop and implement a Maintenance Management Plan for transport assets</p> <p><b>Progress as at 26 September:</b>                      A draft maintenance management plan has been presented to Council and will be finalised during the next quarter.                      Status: 50 per cent completed</p>	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p>Develop a 10 year works program for the replacement, upgrade and construction of new transport assets</p>	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult

**DEPARTMENT: INFRASTRUCTURE**

**Mission:** The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles and adopted levels of service.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p><b>Progress as at 26 September:</b>                      Council is currently developing a 3-year works program for sealed and unsealed roads as asset data is finalised. A 3-year program is expected to be completed by the commencement of budget consultation.                      Officers will be working towards development of further programs once assets registers and management plans are completed.                      Status: 25 per cent completed</p>			
<p>Achieve compliance with treatment plant licence conditions, dam safety, public health requirements with statutory timeframes for reporting achieved</p>	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p><b>Progress as at 26 September:</b>                      All treatment plants are complying with licence requirements at this time. Statutory reporting timeframes have been achieved.</p>			
<p>Develop a core asset management plan for water and wastewater assets</p>	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p><b>Progress as at 26 September:</b>                      Council will develop levels of service for Water Supply Assets and Wastewater Assets. The service levels will be incorporated into the Asset Management Plans for Water Supply and Wastewater assets.                      Council will commence collection of core data and consolidation of its asset register. Once core data is finalised, Council will be in a position to commence development of an asset management plan.                      Status: 10 per cent completed</p>			
<p>Review and comply with water and wastewater customer service standards and develop a maintenance management plan for water and wastewater infrastructure</p>	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult

**DEPARTMENT: INFRASTRUCTURE**

**Mission:** The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles and adopted levels of service.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p><b>Progress as at 26 September :</b> Council currently have a maintenance management plan for Water and Wastewater assets. The plan is being reviewed and will be updated to reflect process improvement initiatives identified in the Asset Management Improvement Plan. Status: 25 per cent completed</p>			
<p>Develop a 10 year works program for the replacement, upgrade and construction of new water and wastewater assets</p>	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p><b>Progress as at 26 September:</b> Council is currently drafting a 3-year capital works program for the replacement, upgrade and construction of new water and wastewater assets. Future years will be developed upon completion of the asset management plan. Status: 25 per cent completed</p>			
<p>Implement maintenance management systems for all infrastructure assets</p>	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p><b>Progress as at 26 September:</b> Infrastructure officers will commence consultation with ICT to develop a system specification upon adoption of maintenance management plans for infrastructure assets. Status: Not commenced</p>			
<p>State controlled road network on behalf of Department of Transport &amp; Main Roads - Completion of works to specification and in accordance with the Road Maintenance Performance Contract and Transport Infrastructure Contracts</p>	INF1 Infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult

**DEPARTMENT: INFRASTRUCTURE**

**Mission:** The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles and adopted levels of service.

Significant Activities			
Activity / Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p><b>Progress as at 26 September:</b>                      Completion of works by Council are in accordance with the Road Maintenance Performance Contract requirements and the Department of Transport and Main Roads guidelines.</p>			
<p>Coordinate Local Disaster Management and Recovery as required by legislation and manage the implementation of disaster management and continuity plans</p>	<p>INF1 Infrastructure that meets our communities needs</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult Involve</p>
<p><b>Progress as at 26 September:</b>                      In accordance with the requirements of <i>Section 57(1) Disaster Management Act 2003</i>, Council has adopted a new Local Disaster Management Plan for disaster management. The purpose of the plan is to ensure the safety of the South Burnett Community and to preserve lives, livelihoods and the environment in the event of a disaster.</p> <p>Council has recently established a Local Disaster Recovery Group (LRG) structure and working groups. The working groups report to the Local Disaster Recovery Group. Council organises quarterly Local Disaster Management Group and Local Disaster Recovery Group meetings.</p> <p>Simulation exercises are planned to be held in December 2018.</p>			

## 5.2.2 G - 2539633 - Adoption of the Employee Conflict of Interest Policy

### Document Information

IR No 2539633

Author Manager Social & Corporate Performance

Endorsed  
By General Manager Corporate Services

Date 27 September 2018

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### Précis

Adoption of the Employee Conflict of Interest Policy

### Summary

Council has developed a governance framework for the identification, disclosure and management of employee conflicts of interest.

The adoption of the Employee Conflict of Interest Policy will enable Council to:

- reduce the opportunity for improper conduct as set out in legislation;
- deal more easily with accusations of bias;
- demonstrate its commitment to good governance; and
- demonstrate it is performing in a fair and unbiased manner.

### Officer's Recommendation

That the Employee Conflict of Interest Policy be adopted.

### Financial and Resource Implications

No change to financial or resource implications arise from this report.

### Link to Corporate/Operational Plan

Corporate Plan: EXC2.1 Deliver governance that delivers sound organisational management and complies with relevant legislation.

### Communication/Consultation (Internal/External)

Internal consultation was undertaken with the Corporate Performance Section, Procurement Coordinator, Senior Management Team and Councillors. The draft policy was circulated providing a reasonable time for review and feedback. The draft policy was tabled for discussion at the Portfolio Review Meeting in September.

## **Legal Implications (Statutory Basis, Legal Risks)**

The following legislation provides a framework to guide Council in the development of the policy and associated procedure, plan template and register:

*Crime and Corruption Act 2001*

*Local Government Act 2009*

*Public Sector Ethics Act 1994*

*Public Service Act 2008*

*Integrity Act 2009*

## **Policy/Local Law/Delegation Implications**

Policy implications in general have been considered and addressed.

Local law/delegation implications are to be managed in line with the policy.

## **Asset Management Implications**

No direct asset management implications arise from this report.

## **Report**

Council has developed a governance framework for the identification, disclosure and management of employee conflicts of interest.

The adoption of the Employee Conflict of Interest Policy will enable Council to:

- reduce the opportunity for improper conduct as set out in legislation;
- deal more easily with accusations of bias;
- demonstrate its commitment to good governance; and
- demonstrate it is performing in a fair and unbiased manner.

This policy outlines Council's requirements in relation to the disclosure of a perceived, potential or actual conflict of interest of an employee.

This policy applies to all employees including senior staff, contractors, consultants and volunteers.



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 MINUTE NUMBER: [Minute Number]  
 ADOPTED ON/SIGN OFF DATE: [Date]

## Employee Conflict of Interest Policy

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### 1. POLICY STATEMENT

This policy outlines South Burnett Regional Council's (Council) requirements in relation to the disclosure of a perceived, potential or actual conflict of interest of an employee.

### 2. SCOPE

This policy applies to all employees including senior staff, contractors, consultants and volunteers.

### 3. POLICY OBJECTIVES

This policy provides transparent procedures for identifying, disclosing and managing conflicts of interest which will enable Council to:

- reduce the opportunity for improper conduct as set out in legislation;
- deal more easily with accusations of bias;
- demonstrate its commitment to good governance; and
- demonstrate it is performing in a fair and unbiased manner.

### 4. BACKGROUND AND/OR PRINCIPLES

A conflict of interest is a conflict between a person's official duties to Council and private interests which influence or may appear to influence the performance of those official duties.

A conflict of interest may be enough to undermine the public's confidence in Council, even where none actually exists or it has been identified and subsequently resolved.

### 5. GENERAL INFORMATION

#### 5.1 Identifying Conflicts of Interest

A conflict of interest is defined by the *Public Sector Ethics Act 1994* as a conflict between a person's private interests and person's official duties. It is therefore set out that:

"The established test is an objective one, namely whether a reasonable member of the public properly informed, would feel that the conflict was unacceptable. Essentially it means that such

reasonable member of the public would conclude that inappropriate factors could influence an official action or decision”.

There are three (3) types of conflicts of interest:

- 1) Actual conflict of interest;
- 2) Perceived (or apparent) conflict of interest; and
- 3) Potential conflict of interest.

All employees are directed to the Conflict of Interest Procedure and checklist on the Queensland Crime and Corruption Commission website; 'Identifying Conflicts of Interest in the Public Sector' and 'Managing Conflicts of Interest in the Public Sector' at <http://www.ccc.qld.gov.au> for further information.

#### **4.2 Areas of activity where conflicts may arise**

A conflict of interest may arise as a result of the Council's involvement in any number of matters including the following:

- a) appointing and managing staff;
- b) providing sponsorships;
- c) giving and receiving gifts;
- d) use of resources or assets that could be used for private gain;
- e) entering into contracts to procure goods or services from the private sector or engaging in projects with the private sector;
- f) collecting, retaining, accessing or using confidential information;
- g) providing financial assistance and concessions;
- h) performing a regulatory role in relation to the monitoring of standards;
- i) disciplinary actions; and
- j) providing advice.

#### **4.2 When conflicts of interest arise**

Primarily a conflict of interest will arise when there is a possibility or a perception that an employee could be influenced by a personal (private) interest when carrying out their duties.

For example, the following are some of the matters that may lead to a conflict of interest:

- a) financial interests of an employee;
- b) financial interest of an employee's spouse or family member;
- c) personal bias in relation to a particular topic;
- d) memberships of organisations held by the employee or affiliations with political, trade union or professional organisations; or
- e) personal or business relationships.

#### **4.3 Responsibilities of employees**

All employees of Council must consider the public interest when carrying out their official duties and place this above their own private or personal interests.

This is achieved by:

- carrying out all official duties in accordance with Council and legislative ethical principles as documented in Council's Code of Conduct;
- assessing their own private and personal interest to identify any action, potential or perceived conflicts of interest;
- identifying and declaring all conflicts of interest;
- avoiding all situations which may give rise to conflicts of interest; and
- managing all conflicts of interest in accordance with agreed management strategies.



All levels of management will:

- encourage a culture of disclosure within Council;
- regularly remind employees of their obligation to identify and declare conflicts of interest;
- actively liaise with employees to resolve and manage conflicts of interest;
- monitor their employee's work to develop management strategies to minimise conflicts; and
- maintain confidentiality with regards to conflict of interest declarations.

All reported conflicts of interest must be recorded in the Conflict of Interest Register maintained by the Social and Corporate Performance Branch.

## 6. DEFINITIONS

**Conflict of Interest** involves a conflict between an employee's duties and responsibilities and the employee's private interests. Conflicts can be actual, perceived or potential depending on the circumstances. A conflict of interest can arise from avoiding personal losses as well as gaining personal advantage – whether financial or otherwise.

**Corrupt Conduct** has the meaning given to it for the purposes of the *Crime and Corruption Act 2001*.

**Employee** refers to members of staff who are employed on a permanent, part-time, fixed term or casual basis under award and enterprise bargaining agreement conditions. It also includes senior staff, contractors, consultants and volunteers.

**Family Member/Dependant** includes any person you are in a relationship with (including but is not limited to) a spouse, partner, child, brother, sister, parent, stepchild, stepparent, as well as mother-, father-, son-, daughter-, brother-, or sister-in-law, and any other person living with you (except tenants).

**Gifts or benefits** includes but not limited to: conference/seminar costs, gratuity, remuneration, allowance, discount, fee, subsidy, hospitality, travel, entertainment, alcohol, raffle tickets, scratch card, lotto/casket tickets, books, equipment, goods or other services received.

**Interests** refers to the realistic expectation that the employee or an associate directly or indirectly stand to gain a benefit or suffer a loss, depending on the outcome of an issue. Interests may be financial or non-financial.

**Material Personal Interest** If the private interest is substantially affected by the outcome of a decision by Council, the private interest is likely to be "material".

**Non-pecuniary interest** is an interest that does not have a financial component but may arise from personal or family relationships or involvement in sporting, social or cultural activities.

**Official Duties** is the work done by an employee that may be defined by their position description or directions given by their supervisor.

**Pecuniary Interest** is an interest that involves an actual or potential financial gain or loss. They may result from the employee or a related party owning property, holding shares or a position in a company bidding for council work, accepting gifts or hospitality (see 'Material Personal Interest').

**Perceived conflict of interest** or apparent conflict of interest can exist where it could appear to others, that the employee's private interests could improperly influence the performance of their official duties and responsibilities, whether or not this is actually the case.

**Potential conflict of interest** arises where an employee has private interests that could in the future conflict with your official duties and responsibilities at Council.

**Private Interests** are those personal, professional or business interests that can benefit or disadvantage an employee, or others an employee may wish to benefit or disadvantage. They also include the personal, professional or business interests of individuals or groups an employee associates with (e.g. relatives, friends, non-profit associations).

**7. LEGISLATIVE REFERENCE**

*Crime and Corruption Act 2001*  
*Local Government Act 2009*  
*Local Government Regulation 2012*  
*Public Sector Ethics Act 1994*  
*Public Service Act 2008*  
*Integrity Act 2009*

**8. RELATED POLICIES/PROCEDURES**

Conflict of Interest Procedure, associated forms and register  
Employee Code of Conduct  
Fraud and Corruption Prevention Management Framework and Policy  
Gifts and Benefits Policy  
Information Privacy Policy  
Procurement Policy  
Recruitment and Selection Policy  
Risk Management Policy

**9. NEXT REVIEW**

October 2020

**10. VERSION CONTROL**

Version	Revision Description	Approval Date
1	Adoption of Policy	10 October 2018

\_\_\_\_\_  
Mark Pitt  
**CHIEF EXECUTIVE OFFICER**

\_\_\_\_\_  
Date

**5.2.3 G - 2539631 - Adoption of the Dealing with a complaint involving the Chief Executive Officer Policy**

**Document Information**

**IR No** 2539631

**Author** Manager Social & Corporate Performance

**Endorsed By** General Manager Corporate Services

**Date** 27 September 2018

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**Précis**

Adoption of the Dealing with a complaint involving the Chief Executive Officer Policy.

**Summary**

Under section 48A of the *Crime and Corruption Act 2001*, a Chief Executive Officer must have a policy about how the Council will deal with a complaint that involves, or may involve, corrupt conduct by the Chief Executive Officer, so that transparency and integrity are maintained.

The Crime and Corruption Commission has provided Council with assistance in developing the draft policy.

**Officer's Recommendation**

That the Dealing with a complaint involving the Chief Executive Officer Policy be adopted.

**Financial and Resource Implications**

No direct financial or resource implications arise from this report.

**Link to Corporate/Operational Plan**

Corporate Plan: EXC2.1 Deliver governance that delivers sound organisational management and complies with relevant legislation.

**Communication/Consultation (Internal/External)**

The Integrity Services Unit of the Crime and Corruption Commission provided Council with an outline and template upon which this policy is aligned. At each stage of the evolution of the draft policy, the Crime and Corruption Commission were consulted and subsequently provided Council with the necessary changes. On 25 September 2018, Council were formally advised that the Chairperson, Mr MacSparran, has considered the final draft of the policy and confirmed that it meets the requirements of section 48A of the *Crime and Corruption Act 2001*.

Internal consultation was undertaken with the Senior Management Team and Councillors. The draft policy was circulated at each stage providing a reasonable time for review and feedback. The final draft policy was tabled for discussion at the Portfolio Review Meeting in September.

### **Legal Implications (Statutory Basis, Legal Risks)**

The final draft policy reflects the requirements as prescribed under the *Crime and Corruption Act 2001*.

### **Policy/Local Law/Delegation Implications**

No direct policy/local law/delegation implications arise from this report.

### **Asset Management Implications**

No direct asset management implications arise from this report.

### **Report**

Under section 48A of the *Crime and Corruption Act 2001 (the Act)*, a Chief Executive Officer (CEO) must have a policy about how the South Burnett Regional Council (Council) will deal with a complaint that involves, or may involve, corrupt conduct by the CEO, so that transparency and integrity are maintained.

To assist Council, the Crime and Corruption Commission (CCC) has provided Council with an outline and template upon which this policy is aligned.

This policy applies:

- if there are grounds to suspect that a complaint may involve corrupt conduct of the CEO of the Council; and
- to all persons who hold an appointment in, or are employees of, the Council.

The objective of this policy is to set out how Council will deal with a complaint (also information or matter) that involves or may involve corrupt conduct of the CEO as defined in the *Act*.

This policy is designed to assist Council to:

1. Comply with s48A of the *Act*;
2. Promote public confidence in the way suspected corrupt conduct of CEO for Council is dealt with; and
3. Promote accountability, integrity and transparency in the way Council deals with a complaint that is suspected to involve, or may involve, corrupt conduct of the CEO.



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Dealing with a complaint involving the Chief Executive Officer Policy

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**1. POLICY STATEMENT**

Under section 48A of the *Crime and Corruption Act 2001 (the Act)*, a Chief Executive Officer (CEO) must have a policy about how the South Burnett Regional Council (Council) will deal with a complaint that involves, or may involve, corrupt conduct by the CEO, so that transparency and integrity are maintained.

To assist Council, the Crime and Corruption Commission (CCC) has provided Council with an outline and template upon which this policy is aligned.

**2. SCOPE**

This policy applies:

- if there are grounds to suspect that a complaint may involve corrupt conduct of the CEO of the Council; and
- to all persons who hold an appointment in, or are employees of, the Council.

**3. POLICY OBJECTIVES**

The objective of this policy is to set out how Council will deal with a complaint (also information or matter) that involves or may involve corrupt conduct of the CEO as defined in the *Act*.

**4. BACKGROUND AND/OR PRINCIPLES**

This policy is designed to assist Council to:

1. Comply with s48A of the *Act*;
2. Promote public confidence in the way suspected corrupt conduct of CEO for Council is dealt with; and
3. Promote accountability, integrity and transparency in the way Council deals with a complaint that is suspected to involve, or may involve, corrupt conduct of the CEO.

**5. GENERAL INFORMATION**

**Nominated Person**

Having regard to s48A(2) and (3) of the *Act*, this policy nominates:

- An officer of Council holding the position of Human Resource Manager as the nominated person to notify the CCC of the complaint and to deal with the complaint under the *Act*.

**Complaint involving a reasonable suspicion of corrupt conduct.**

If a complaint may involve an allegation of corrupt conduct of the CEO of Council, the complaint may be reported to:

- nominated person (Human Resource Manager of Council); or
- a person to whom there is an obligation to report under another Act (this does not include an obligation imposed by s37, s38 and s39(1) of the Act).

If there is uncertainty about whether or not a complaint should be reported, it is best to report it to the nominated person (Human Resource Manager).

If the nominated person (Human Resource Manager) reasonably suspects the complaint may involve corrupt conduct of the CEO, they are to:

- a. notify the CCC of the complaint; and
- b. deal with the complaint, subject to the CCC's monitoring role, when -
  - directions issued under s40 apply to the complaint, if any; or
  - pursuant to s46, the CCC refers the complaint to the CEO to deal with.

If the CEO reasonably suspects that the complaint may involve corrupt conduct on their part, and there is a nominated person (Human Resource Manager), the CEO must:

- i. report the complaint to the nominated person (Human Resource Manager) as soon as practicable and may also notify the CCC, and
- ii. take no further action to deal with the complaint unless requested to do so by the nominated person (Human Resource Manager) in consultation with the Mayor of Council.

If directions issued under s40 apply to the complaint:

- i. the nominated person (Human Resource Manager) is to deal with the complaint; and
- ii. the CEO is to take no further action to deal with the complaint unless requested to do so by the nominated person (Human Resource Manager) in consultation with the Mayor of Council.

**Resourcing the nominated person.**

If pursuant to s40 or s46, the nominated person (Human Resource Manager) has responsibility to deal with the complaint:

- (i) the Council will ensure that sufficient resources are available to the nominated person (Human Resource Manager) to enable them to deal with the complaint appropriately; and
- (ii) the nominated person (Human Resource Manager) is to ensure that consultations, if any, for the purpose of securing resources sufficient to deal with the complaint appropriately are confidential and are not disclosed, other than to the CCC, without:
  - authorisation under a law of the Commonwealth or the State, or
  - the consent of the CEO or the nominated person (Human Resource Manager) responsible for dealing with the complaint;and
- (iii) the nominated person (Human Resource Manager) must, at all times, use their best endeavours to act independently, impartially and fairly having regard to the:
  - purposes of the Act; and
  - the importance of promoting public confidence in the way suspected corrupt conduct in the Council is dealt with; and
  - the Council's statutory, policy and procedural framework.

If the nominated person (Human Resource Manager) has responsibility to deal with the complaint, they:

- are delegated the same authority, functions and powers as the CEO to direct and control staff of the Council as if the nominated person (Human Resource Manager) is the CEO of the Council for the purpose of dealing with the complaint only; and

- are delegated the same authority, functions and powers as the CEO to enter into contracts on behalf of the Council for the purpose of dealing with the complaint; and
- do not have any authority, function or power that cannot - under the law of the Commonwealth or the State - be delegated by either the Mayor of Council or the CEO, to the nominated person (Human Resource Manager).

The CEO is to keep the CCC and the nominated person (Human Resource Manager) informed of:

- the contact details for the CEO and the nominated person/s; and
- any proposed changes to this policy.

The CEO will consult with the CCC when preparing any policy about how the Council will deal with a complaint that involves or may involve corrupt conduct of the CEO.

**6. DEFINITIONS**

**Chief Executive Officer (CEO)** see Schedule 2 (Dictionary) and also s48A of the *Act*

**Complaint** includes information or matter. See definition provided by s48A(4) of the *Act*

**Contact details** includes the following as direct contact details for the nominated person:

- Postal address: Mr Greg Lewis, Human Resource Manager, South Burnett Regional Council, P O Box 336, Kingaroy Q 4610
- Phone: (07) 4189 9100, Email: [complaint@southburnett.qld.gov.au](mailto:complaint@southburnett.qld.gov.au)

**Corrupt conduct** see s15 of the *Act*

**Corruption** see Schedule 2 (Dictionary) of the *Act*

**Crime and Corruption Commission (CCC)** the Commission exists under the *Act*

**Deal with** see Schedule 2 (Dictionary) of the *Act*

**Nominated Person** Human Resource Manager of the South Burnett Regional Council

**7. LEGISLATIVE REFERENCE**

*Crime and Corruption Act 2001 (the Act)*

**8. RELATED POLICIES/PROCEDURES**

Fraud and Corruption Prevention Management Policy  
Employee Complaints Procedure

**9. NEXT REVIEW**

September 2020

**10. VERSION CONTROL**

Version	Revision Description	Approval Date
1	Development of Policy as governed by the <i>Crime &amp; Corruption Act 2001</i>	October 2018

\_\_\_\_\_  
Mark Pitt  
CHIEF EXECUTIVE OFFICER

\_\_\_\_\_  
Cr Keith Campbell  
MAYOR

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## **5.2.4 G - 2540507 - Change to Councillor Portfolio Representative Policy and Guidelines Procedure**

### **Document Information**

**IR No** 2540507

**Author** Executive Assistant

**Endorsed  
By** Chief Executive Officer

**Date** 2 October 2018

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### **Précis**

The purpose of this report is to recommend a change to existing Councillor Portfolios and update the Councillor Representative Policy and the Portfolio Briefing Guidelines Procedure.

### **Summary**

In order to streamline Council operations, a change to the portfolio system is required. Mayor Campbell's portfolio of Economic Development, Governance and Communication will be renamed Economic Development and Corporate Performance. Cr Duff's portfolio of Natural Resource Management, Parks and Indigenous Affairs will be renamed to Natural Resource Management, Rural Services, Parks and Indigenous Affairs.

### **Officer's Recommendation**

That the updated Councillor Portfolio Representative Policy and Portfolio Briefing Guidelines be adopted.

### **Financial and Resource Implications**

No direct financial or resource implications arise from this report.

### **Link to Corporate/Operational Plan**

Corporate Plan: EXC4 - Develop a governance framework that delivers sound organisational management.

### **Communication/Consultation (Internal/External)**

N/A

### **Legal Implications (Statutory Basis, Legal Risks)**

No direct legal implications arise from this report.

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**Policy/Local Law/Delegation Implications**

No direct policy/local law/delegation implications arise from this report.

**Asset Management Implications**

No direct asset management implications arise from this report



## Portfolio Representative Policy

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### 1. POLICY STATEMENT

The purpose of this policy is to provide clear guidelines on the roles and responsibilities of the Mayor and Councillors as portfolio representatives.

### 2. SCOPE

This policy applies to the Mayor and Councillors of the South Burnett Regional Council.

### 3. POLICY OBJECTIVES

Council has adopted a portfolio system where each Councillor has been assigned as a representative for a specific portfolio. The portfolios are as follows:

- Community, Arts, Tourism and Health Services
- Economic Development and Corporate Performance
- Finance, Information Communications Technology and Human Resources
- Natural Resource Management, Rural Services, Parks, and Indigenous Affairs
- Planning and Property
- Roads and Drainage
- Water, Waste Water, Waste Management, Sport & Recreation

Councillor representation of portfolios may be reviewed as Council deems appropriate.

### 4. BACKGROUND AND/OR PRINCIPLES

While Council has adopted this portfolio system, the system does not diminish a Councillor's statutory responsibilities and obligations under the Local Government Act 2009 (the Act), whereby the portfolio requirements are in addition to the roles, responsibilities and obligations of Councillors, as set out in the Act. The portfolios are focused at the strategic level of Council. The policy is not intended to detract from any Councillor's responsibility to represent their constituents on day to day issues. The portfolio system is intended so that ratepayers and residents can identify which Councillor to approach according to the strategic issue at hand.

For clarity, the responsibilities of a Portfolio Councillor do not include:

- Involvement in operational matters of the organisation;
- Giving directions to staff;
- Committing Council funds or promise to fund or resource any project or matter;
- Making strategic or policy decisions on behalf of Council; or
- Portraying personal views when representing or speaking on behalf of Council.

#### **5. GENERAL INFORMATION**

Councillor responsibilities associated with their portfolio are:

- 5.1 To be familiar with the Corporate Plan, in particular the goals and strategies for the activities that the Councillor's portfolio is responsible for delivering.
- 5.2 To be familiar with the annual Operational Plan and the annual Budget for income and expenditure for the projects within the Councillor's portfolio.
- 5.3 To have a sound understanding, within the Councillor's portfolio area, of the capital projects being undertaken including the progress of actual annual capital expenditure against annual capital budget (year to date).
- 5.4 To comply with the Media Relations Policy when engaging with the media.
- 5.5 To act as relevant portfolio spokesperson in the Ordinary Council Meetings and Portfolio Briefings, for those agenda items falling within their allocated portfolio. In this context it is not expected that the portfolio Councillor will be the technical expert but the portfolio Councillor is expected to understand and be able to explain the strategic context of issues and their impact on the achievement of the Council's adopted plans and the community. Councillors may provide a full brief to Council on matters in relation to their portfolio. Alternatively they may provide an introduction or an overview of the matter then hand over to the relevant senior officer.
- 5.6 To request further information from Council officers in accordance with Council's Acceptable Request Guidelines. Formal Community engagement activities are to be approved by the Mayor, planned and documented as per the Community Engagement Policy and Procedure.
- 5.7 To liaise and communicate with the relevant senior officer, on a monthly basis to keep abreast of and to give Council's perspective with regard to strategic issues including future planning, strategic options, current progress in completing the Operational Plan and progress with major strategic projects.
- 5.8 To represent the Council on relevant and approved external committees and community forums.
- 5.9 To keep the Mayor abreast of issues within the Councillor's portfolio.
- 5.10 To keep the Mayor and fellow Councillors informed regarding matters that may affect Council and/or a Councillor's divisional area.

#### **6. DEFINITIONS**

Not Applicable

#### **7. LEGISLATIVE REFERENCE**

*Local Government Act 2009*

#### **8. RELATED POLICIES/PROCEDURES**

Acceptable Request Guidelines  
Media Relations Policy  
Councillor Code of Conduct  
Employee Code of Conduct

**9. NEXT REVIEW**

June 2020

**10. VERSION CONTROL**

Version	Revision Description	Approval Date
1	Adoption of Policy	18 July 2012
2	Revision of Policy	7 April 2016
3	Revision of Policy	19 April 2017
4	Revision of Policy	13 June 2018
5	Change to Portfolio Names	October 2018

\_\_\_\_\_  
Mark Pitt  
CHIEF EXECUTIVE OFFICER

\_\_\_\_\_  
Date



## Portfolio Briefing Guidelines Procedure

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### 1. PURPOSE

The purpose of the portfolio briefings is to give Portfolio Councillors an opportunity to brief other Councillors on matters pertaining to a portfolio of a strategic nature and determine further actions that may be required by the organisation.

### 2. SCOPE

Council has adopted a portfolio system where each Councillor has been appointed as a Portfolio Representative for a specific portfolio. These guidelines establish the framework for the portfolio briefings and sets out the responsibilities and relationship between the Portfolio Councillor and the General Manager of each portfolio area.

The portfolios are as follows:

- Community, Arts, Tourism and Health Services
- Economic Development and Corporate Performance
- Finance, Information Communications Technology and Human Resources
- Natural Resource Management, Rural Services, Parks, and Indigenous Affairs
- Planning and Property
- Roads and Drainage
- Water, Waste Water, Waste Management, Sport & Recreation

### 3. REFERENCES

Not applicable

### 4. DEFINITIONS

Not applicable

### 5. RESPONSIBILITY

Each Portfolio Councillor will be responsible for forwarding the briefing items through to the Executive Services Officer responsible for preparing the agenda. A briefing item template will be provided from the Executive Services Officer.

- Portfolio Councillors are responsible for liaising with the relevant General Manager (and Manager where appropriate) to confirm briefing items.
- Briefing items shall be forwarded to the Executive Services Officer by 5.00pm on the Thursday before the portfolio briefings (i.e. scheduled for the first Wednesday of the Month).
- The Executive Services Officer is responsible for preparing and distributing the agenda by 5.00pm on the Friday before the portfolio briefings.
- The Executive Services Officer is responsible for recording and distributing the outcomes from the briefings.

## **6. PROCEDURE**

The portfolio briefings will be held on the first Wednesday of the Month commencing at 9:00am and scheduled until 5:00pm (or until completed).

Attendees:

- Chief Executive Officer, Councillors and General Managers will attend the portfolio briefings.
- Managers and senior officers may be invited to attend at the request of a General Manager or Chief Executive Officer.

Portfolio briefing sessions are designed for Councillors and Senior Management staff to discuss a range of issues in an informal manner.

Portfolio briefing sessions are not a formal meeting of Council and as such no decisions are made.

The intent of these sessions is to allow Councillors and Senior Management staff to list items for discussion and get direction from Councillors on what further action may be required such as:

- Referred for workshop (usually detailed discussion)
- Report to Council for some formal action
- Further information required for future portfolio discussion
- No action required

The portfolio briefings may include briefings on matters that will be referred to strategic workshop.

All agenda items require a précis of a maximum of 150 words. Supporting documentation is permitted.

There is no obligation for each portfolio to have agenda items for each portfolio briefing; nil agenda items are acceptable.

Portfolio briefings are not 'decision making' meetings. Items requiring a Council decision must be presented to an Ordinary Council Meeting so as to be determined by Council resolution.

### **Review**

The portfolio system will be reviewed annually by the Mayor and Chief Executive Officer. An evaluation may include an assessment based on key performance indicators as follows:

#### *Qualitative*

- Rating of briefings value by participants
- Rating of value for money of time invested

#### *Quantitative*

- Number of Items
- Length of Meetings
- Outcomes

**7. RELATED DOCUMENTS**

Councillor Portfolio Policy  
Portfolio Briefing Agenda Items Template  
Portfolio Briefing Record

**8. NEXT REVIEW DATE**

April 2020

**9. VERSION CONTROL**

Version	Revision Description	Approval Date
1	Guideline created	7 April 2016
2	Tourism added to the Community, Arts & Health Services Portfolio	19 April 2017
3	<ul style="list-style-type: none"><li>Change to Portfolio Names</li><li>Change to day and times briefing items due</li></ul>	October 2018

\_\_\_\_\_  
Mark Pitt  
CHIEF EXECUTIVE OFFICER

\_\_\_\_\_  
Date

**5.2.5 G - 2539099 - Confirming attendance at the 122nd Annual LGAQ Conference being held in Brisbane on 29-31 October 2018.**

**Document Information**

**ECM ID 2539099**

**Author Mayor's PA**

**Endorsed  
By Chief Executive Officer**

**Date 24 October 2018**

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**Précis**

Confirming attendance at the 122<sup>nd</sup> Annual LGAQ Conference being held in Brisbane on 29-31 October 2018.

**Summary**

The LGAQ Annual Conference for 2018 will be held in Brisbane on 29-31 October 2018. Council pays a conference levy in conjunction with its annual membership and receives two (2) complimentary registrations for delegates to attend the conference.

**Officer's Recommendation**

That the Mayor Keith Campbell, Deputy Mayor Kathy Duff, Cr Gavin Jones and Chief Executive Officer Mark Pitt attend the 2018 LGAQ Conference as delegates.

**Financial and Resource Implications**

The Mayor, Deputy Mayor, Cr Jones and the Chief Executive Officer have been budgeted to attend the Annual Conference which includes accommodation.

**Link to Corporate/Operational Plan**

EXC4. Effective Advocacy and Strategic Partnerships

**Communication/Consultation (Internal/External)**

N/A

**Legal Implications (Statutory Basis, Legal Risks)**

N/A

**Policy/Local Law/Delegation Implications**

N/A

**Asset Management Implications**

N/A

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### **5.3 Economic Development (ED)**

#### ***Officer's Report***

#### **5.3.1 ED - 2539995 - Round 4 Mobile Black Spot Program priorities for endorsement of Council.**

#### **Document Information**

**ECM ID** 2539995

**Author** Senior Economic Development Officer

**Endorsed By** Chief Executive Officer

**Date** 2 October 2018

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#### **Précis**

Round 4 Mobile Black Spot Program priorities for endorsement of Council.

#### **Summary**

South Burnett Regional Council will nominate two priority locations under Round 4 of the Australian Government's Mobile Black Spot Program. Information contained on the National Database of reported Black Spot Locations will be updated for these priority locations, being Mount Mowbullum (Bunya Mountains) and Boondooma.

#### **Officer's Recommendation**

That Council endorse priority locations being Mount Mowbullum and Boondooma for Round 4 of the Australian Government's Mobile Black Spot Program.

#### **Financial and Resource Implications**

Nil

#### **Link to Corporate/Operational Plan**

GO1 A strong and sustainable regional economy

#### **Communication/Consultation (Internal/External)**

N/A

#### **Legal Implications (Statutory Basis, Legal Risks)**

Nil

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## **Policy/Local Law/Delegation Implications**

Nil

## **Asset Management Implications**

Nil

## **Report**

Round 4 of the \$220 million Mobile Black Spot Program was announced in June this year with the Coalition investing \$25 million to eliminate mobile black spots in regional Australia. The National Database of Reported Black Spot Locations (the Database) will open for new nominations for a period of four weeks from 13 September to 11 October 2018. Local and state governments and Federal Members of Parliament in electorates with eligible areas are able to nominate new black spots.

The Database will be used by funding applicants for Round 4 of the Mobile Black Spot Program (the Program) tender process when preparing proposals later in 2018.

South Burnett Regional Council has undertaken extensive testing across the region and has nominated a number of black spots to the Database for consideration.

Priority has previously been defined for tower locations at Mount Mowbullum (Bunya Mountains) and Boondooma. These tower locations are expected to support core industry growth in the South Burnett region.

The Bunya Mountains attracts over 300,000 visitors annually and has a small, isolated population with a number of small businesses who are increasingly reliant on telecommunications infrastructure for business supply and support. Boondooma also attracts visitors but has a higher level use for agricultural activity and transport. Ongoing road improvements in the area are expected to increase heavy vehicle and domestic tourism use of the roads, with increased need for connectivity to maintain level of safety across area. Agricultural businesses in the area rely heavily on telecommunications infrastructure for improved productivity of operations while small businesses, particularly in tourism, need to improve online booking capability to maintain attractiveness to visitors.

Information contained on the Database will be updated for these locations through online proforma.

## **5.4 Communications (C)**

### ***Officer's Report***

No Report.

## **5.5 Disaster Management**

### ***Officer's Report***

#### **5.5.1 DM - 2540023 - Minutes of the Local Disaster Management Group held on 4 September 2018**

### **Document Information**

**ECM ID** 2540023

**Author** Disaster Management Officer

**Endorsed By** General Manager Infrastructure

**Date** 24 September 2018

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### **Précis**

Minutes of the Local Disaster Management Group Meeting held on Tuesday 4 September 2018.

### **Summary**

The Minutes of the Local Disaster Management Group Meeting held in Warren Truss Chamber, Kingaroy of South Burnett Regional Council on Tuesday 4 September 2018 are provided for Council to note and consider.

### **Officer's Recommendation**

That Council endorse the attached minutes and recommendations of the Local Disaster Management Group Meeting held on Tuesday 4 September 2018.

### **Financial and Resource Implications**

Nil

### **Link to Corporate/Operational Plan**

EC4.1 Ensure the Local Disaster Management planning enables the community to be prepared for, respond to and recovery from disasters.

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### **Communication/Consultation (Internal/External)**

N/A

### **Legal Implications (Statutory Basis, Legal Risks)**

Nil

### **Policy/Local Law/Delegation Implications**

Nil

### **Asset Management Implications**

Nil

### **Report**

The South Burnett Regional Council's Local Disaster Management Group met on 4 September 2018 and considered a number of items. The Minutes of the meeting are provided for Council to note and consider.

### **Attachments**

1. Minutes of the Local Disaster Management Group Meeting – 4 September 2018

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**SOUTH BURNETT**  
REGIONAL COUNCIL

# South Burnett Local Disaster Management Group

## Minutes

Infrastructure

**Chair:** Councillor Roz Frohloff  
**Minutes:** Donna Brown  
**Date:** Tuesday 4 September 2018 at 2.00 pm  
**Venue:** South Burnett Regional Council, Warren Truss Chamber, Kingaroy

**Committee Attendance:**

Cr Roz Frohloff (Deputy Chair)	Aaron Meehan (Local Disaster Coordinator)	Mark Pitt (CEO SBRC Representative)
Peter O'May (Local Recovery Coordinator/Deputy Local Disaster Coordinator)	James D'Arcy (Deputy Local Disaster Coordinator)	Chantal Devereaux (Department of Communities, Disability Services & Seniors)
Peter Harkin (QFES Emergency Management Coordinator, Nth Coast Region)	Arthur Dawson (SES Coordinator North & South)	Glen Hatchett (Ergon)
Donna Brown (Disaster Management Officer)	Craig Yarrow (Deputy Disaster Management Officer)	Kerrie LeDu (SBRC Media Liaison Officer)
Mark Long (QFES Inspector)	Margaret Wedge (QLD Health)	Snr Sgt Lance Guteridge (OIC QPS Murgon)
Rob Woodall (Stanwell)	Darren Large (Sunwater)	Robert da Fonseca (Queensland Reconstruction Authority)
Eleanor Carter (State Liaison and Engagement Lead, Emergency Services)	Alana Pasteur (SES A/Area Controller)	

**Committee Apologies:**

Mayor Keith Campbell (Chair)	Ashley Roediger (Dept of Education)	Senior Sergeant Gregg Davey (Acting Executive Officer DDMG)
Inspector Stephen Donnelly (District Disaster Coordinator)	Senior Sergeant Paul Algjie (Executive Officer DDMG)	Michael Hunter (Deputy Local Recovery Coordinator)
Travis Cramb (OIC QAS Kingaroy)	Travis Cramb (OIC QAS Kingaroy)	Maurie Freeman (Deputy Ergon)
Deanna Byers (SBRC Media Liaison Officer)	Michael Formica (Deputy - OIC QAS Murgon)	Carolyn Knudsen (Deputy SBRC Media Liaison Officer)
Snr Sgt David Tierney (OIC QPS Kingaroy)	Steve Roberts (Deputy – QFES)	Bruce Groer (QFES Cherbourg LDMG Rep)
Peter Slabber (Deputy Stanwell)	Aschleigh Perring (Deputy QLD Health)	Terry Aldridge (Deputy Dept of Education)
Amanda Becker (Teistra)	Russell Paten (Deputy - Teistra)	Martin Taylor (Rural Fire Service Deputy Cherbourg)



**SOUTH BURNETT**  
REGIONAL COUNCIL

South Burnett Local Disaster Management Group  
Minutes  
Infrastructure

Agenda Item	Action Summary	Responsible Officer	Due Date
1. Welcome and Apologies (Chair)	All members welcomed. Apologies recorded.	n/a	n/a
2. Confirmation of previous minutes (Chair)	Previous minutes of 5 June 2018 were confirmed.	n/a	n/a
3. Business Arising from Minutes of Last Meeting	<p><b>Action: Local Disaster Management Plan (Aaron Meehan)</b></p> <ul style="list-style-type: none"> <li>- The Local Disaster Management Plan 2018 was endorsed by Council on 15 August 2018.</li> <li>- Peter will work with Aaron and Donna on updates to the sub-plans.</li> </ul> <p><b>Status: Complete</b></p>		
	<p><b>Action: Burnett Catchment Flood Resilience Strategy (James D'Arcy)</b></p> <ul style="list-style-type: none"> <li>- Burnett Catchment Flood Resilience Strategy which is a pilot partnership to improve flood resilience across the Burnett River Catchment.</li> <li>- The strategy was endorsed by WBBROC on 17 May 2018 and formally launched by Brendan Moon (QRA) at the Floodplain Management Australia National Conference in June. Laura Gannon provided an update at the last Local Disaster Management Group meeting.</li> <li>- Burnett Catchment Flood Resilience Strategy is now live online and can be accessed via the link below: <a href="http://qldreconstruction.org.au/BCFRS/connectedcatchment">http://qldreconstruction.org.au/BCFRS/connectedcatchment</a></li> <li>- The following animated video explores some facts about the Burnett River Catchment, its communities, environment and economy, and importantly - how floods occur, the impact they can have and what you can do to Get Ready: <a href="https://qldra.maps.arcgis.com/apps/Cascade/index.html?appid=bd947a42a3ec4fe7b849958a4efa0cca">https://qldra.maps.arcgis.com/apps/Cascade/index.html?appid=bd947a42a3ec4fe7b849958a4efa0cca</a></li> </ul>		

	<ul style="list-style-type: none"> <li>- Attached to the minutes will be the actions created as part of the Burnett Catchment Flood Resilience Strategy. A part of those actions a resilience position has been created to reduce risk profile in the catchment and go about individually working with local Councils and WBBROC. An applicant was appointed to the role and we will be advised of who this person is in due course.</li> </ul> <p><b>Status:</b> Complete</p>		
<p>4. <i>General Business</i></p>	<p><b>Debrief QRA Recovery Capability Development Workshop &amp; Exercise (Recovery, Governance and Communications) (Peter O'May)</b></p> <ul style="list-style-type: none"> <li>- Queensland Reconstruction Authority (QRA) provided a workshop and exercise to Council's Local Disaster Recovery Group (LDRG) on 16 August 2018.</li> <li>- This workshop and exercise focused on the LDRG's responsibilities from Response to Recovery with a focus on communications.</li> <li>- Eden from QRA provided a presentation on communication.</li> <li>- Peter believed it showed on the day that Council has a good structure in place for our LDMG and LDRG and Council was well advanced in this space.</li> </ul>		
	<p><b>Operation Knock Knock – 15 September 2018 (Mark Long)</b></p> <ul style="list-style-type: none"> <li>- Queensland Fire &amp; Emergency Services (QFES) have started an annual campaign called Operation Knock Knock (OKK). OKK is on 15 September 2018. 100,000 properties are targeted within QLD.</li> <li>- This campaign is to raise awareness and the importance of resilience, preparedness, and community connectedness.</li> <li>- This year 7 communities in the South Burnett will be targeted (approximately 430 properties) with QFES, Rural Fire and State Emergency Services door knocking to raise awareness with resilience message.</li> <li>- Council is providing QFES with Disaster Dashboard flyer together with Be prepared guides for distribution on the day.</li> </ul>		
	<p><b>Get Ready 2018/19 – Get Ready Week 8 – 14 October 2018 (Aaron Meehan)</b></p> <ul style="list-style-type: none"> <li>- Aaron advised we are hoping to push people to prepare their fire and storm continuity plans.</li> </ul>	<p>Donna Brown</p>	



# South Burnett Local Disaster Management Group Minutes

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	<ul style="list-style-type: none"> <li>- QFES are looking into changing the wording in their messaging from evacuate to relocate during fires.</li> <li>- Council will be launching the Disaster Dashboard and promoting the dashboard as a one stop shop during disasters.</li> <li>- Donna advised we will also be looking at raising awareness at the local schools and will work with Department of Education to join with the grade 5 students as part of their curriculum is disaster preparedness.</li> <li>- Adds will be placed in the local paper and a radio session will be organised with Mark Long, David Tierney and Mayor Keith Campbell.</li> </ul> <p><b>Action:</b> Donna will liaise with Department of Education in relation to the Grade 5 curriculum. Donna to liaise with Communications team in relation to radio session and local paper adds.</p>		
	<p><b>QFES DM Training invitation – Introduction to Disaster Relief and Recovery Funding Arrangements Noosa – 16 October 2018 (Aaron Meehan)</b></p> <ul style="list-style-type: none"> <li>- Invitation has been forwarded to LDMG members. Please RSVP to QFES (Tracy Voysey) should you wish to participate in this training.</li> <li>- Kirsty from QRA will run this training session.</li> <li>- Council will send two staff from LDRG for this training.</li> <li>- Robert advised there is new funding which will have impact on Council from 1 November 2018.</li> </ul>		
	<p><b>LDMG Risk Workshop – 8 &amp; 9 November 2018 (Aaron Meehan)</b></p> <ul style="list-style-type: none"> <li>- Aaron advised while completing the recent Local Disaster Management Plan assessment with Queensland Police Service, it was recognised that South Burnett had not carried out a Natural Disaster Risk Assessment since October 2012.</li> <li>- Paul Algjie suggested a new assessment be carried out.</li> <li>- Donna has been liaising with Matthew Chesnais from QFES and will provide an Agenda for the workshops in due course.</li> <li>- Aaron advised not all agencies will need to attend for the entire workshop.</li> </ul> <p><b>Action:</b> Donna to send out calendar invitation to agencies with their relevant workshop session details.</p>	Donna Brown	8/11/2018



	<p><b>South Burnett Disaster Dashboard (Donna Brown)</b></p> <ul style="list-style-type: none"> <li>- As part of the 2016/17 Get Ready grant, Council created a Disaster Dashboard. This Dashboard is now live. The dashboard feeds live information from Guardian/BOM/QLD Traffic/ERAGON/Sunwater and this will be promoted as a one stop shop during disasters.</li> <li>- The link for the Disaster Dashboard is <a href="http://dashboard.southburnett.qld.gov.au/">http://dashboard.southburnett.qld.gov.au/</a></li> <li>- During a disaster this will be the main source of information and will be the face of Council's website.</li> <li>- Donna advised a full launch of this Dashboard will be part of this year's Get Ready Week.</li> <li>- The Disaster Dashboard flyer will be distributed with the minutes. All agencies are asked to start circulating the Disaster Dashboard amongst their agency.</li> </ul>		
	<ul style="list-style-type: none"> <li>- Aaron advised LDMG will be holding a desktop exercise in December (storm event). Invites will be sent shortly.</li> </ul> <p><b>Action:</b> Donna to work with Peter to organise December exercise.</p>	Donna Brown	4/12/2018
<p>5. Report from Agencies</p>	<p><b>QPS – Lance Guteridge</b></p> <ul style="list-style-type: none"> <li>- Business as usual.</li> <li>- Floods and fires are a bit of a concern coming into peak season.</li> </ul> <p><b>QFES - Mark Long</b></p> <p><i>Operations</i></p> <ul style="list-style-type: none"> <li>- Over the past 3 weeks, we have seen several large fast running grass/bush fires across the South Burnett. (Teelah, Nanango, Charlestown, Ballogie).</li> <li>- QFES have pre-deployed extra crews for the coast during the recent Very High Fire Danger periods, as well as having water bombing aircraft on standby at Toowoomba and Cooroy ready for deployment. Aircraft were used on the Teelah, Nanango and Charlestown fires.</li> </ul> <p><i>Training &amp; Exercises:</i></p> <ul style="list-style-type: none"> <li>- All QFES crews have exercised in preparation for the coming fire season.</li> </ul> <p><i>Community Engagement</i></p> <ul style="list-style-type: none"> <li>- Operation Knock Knock to be held on 15 September 2018.</li> </ul>		



**SOUTH BURNETT**  
REGIONAL COUNCIL

# South Burnett Local Disaster Management Group Minutes

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	<ul style="list-style-type: none"> <li>- Local SES, RFS and FRS crews will be participating in Operation Knock Knock. Locations targeted will be Wilksdale, Benarkin, Bye, Cherbourg, East Nanango.</li> </ul> <p><b>QFES - Rural</b></p> <p><i>Operations</i></p> <ul style="list-style-type: none"> <li>- As above.</li> </ul> <p><i>Training &amp; Exercises</i></p> <ul style="list-style-type: none"> <li>- All QFES crews have exercised in preparation for the coming fire season.</li> </ul> <p><i>Community Engagement</i></p> <ul style="list-style-type: none"> <li>- Support will be provided for Operation Knock Knock on 15 September 2018.</li> </ul> <p><b>QFES - Emergency Management – Peter Harkin</b></p> <p><i>Organisational Changes / Update</i></p> <p>Peter Harkin commenced as Emergency Management Coordinator for the Gympie and Sunshine Coast Districts on 30 July 2018.</p> <p><i>Operations</i></p> <p>Operational support was provided during recent fires 17 – 20 August 2018 in the South Burnett LDMG area.</p> <p><i>Plan/Documentation Changes</i></p> <p>Priorities for EMC – Training, Exercises, Assist with Plan reviews, Operational advice / assistance.</p> <p><i>Training &amp; Exercises</i></p> <p>Operational Leadership and Crisis Management Masterclass: Survey</p> <ul style="list-style-type: none"> <li>- In March 2018, Queensland Fire and Emergency Services (QFES) launched the Operational Leadership and Crisis Management Masterclass series as a component of the training provided through the Queensland Disaster Management Training Framework</li> </ul>		
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**SOUTH BURNETT**  
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	<p>(QDMTF). The Meteorology for Disaster Managers Masterclass, delivered across May 2018, was the first in the series and the feedback we received from participants was extremely positive.</p> <ul style="list-style-type: none"> <li>- In collaboration with the QFES Emergency Management Training Command, we are now in the process of planning for future Masterclass offerings. As these sessions are designed for key disaster management stakeholders we would value your thoughts and feedback on topics and content to ensure the Masterclass series continues to meet your needs and requirements.</li> <li>- We now invite you to provide your thoughts and feedback to assist us to shape future Masterclass offerings, through completion of a Survey available at the following: <a href="https://www.surveymonkey.com/r/MQ8XGHN">https://www.surveymonkey.com/r/MQ8XGHN</a></li> </ul> <p>General Insurance Q &amp; A Sessions</p> <ul style="list-style-type: none"> <li>- If you have any teams or staff who might benefit from a greater understanding about insurance operations in your area in the lead up to disaster season, please ask them to register for any available session at <a href="https://disasters.org.au/webinars">https://disasters.org.au/webinars</a>.</li> </ul> <p>Invitation to an upcoming BOM Webinar</p> <p>You're invited to a BOM Webinar delivered by the Bureau of Meteorology's weather, water, climate and ocean information experts.</p> <p>Subscribe to get notifications of upcoming webinars or visit the BOM Webinars page.</p> <p><i>Community Engagement</i></p> <p>Operation Knock Knock to be held on 15 September 2018.</p>		
	<p><b>SES - Arthur Dawson &amp; Alana Pasteur</b></p> <p><i>Operations</i></p> <ul style="list-style-type: none"> <li>- SES and Council MOU discussion has been held with the COE Mark Pitt and with the LDC, and we are hoping that the MOU will be progressed to provide clarity around the support provided to volunteers by the State and Local Governments.</li> <li>- Discussion has been held with Council and Energex on the provision of an unused Energex facility at Proston for the use of the Proston Group. Some options have been considered in progressing that offer.</li> </ul>		



**SOUTH BURNETT**  
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	<ul style="list-style-type: none"> <li>- SES is supporting the establishment of an Emergency Services Cadet group under the auspice of the PCYC. The proposal is supported by the SES and RFS. We are seeking advice from State on the MOU which has been provided by PCYC to the SES, RFS and Council.</li> <li>- SES has been active in support to FRS during activations. It has been a busy start to the fire season which is expected to be protracted and active.</li> </ul> <p><i>Community Engagement</i></p> <ul style="list-style-type: none"> <li>- Support will be provided for Operation Knock Knock on 15 September 2018.</li> </ul> <p><b>QAS - Travis Cramb</b></p> <ul style="list-style-type: none"> <li>- No representation.</li> </ul> <p><b>QLD Health – Margaret Wedge</b></p> <ul style="list-style-type: none"> <li>- Facilities are all open and running.</li> <li>- Last week there was a fire at Nanango near the Nanango Hospital.</li> <li>- Hospital staff made decision to move 3 inpatients to Kingaroy Hospital.</li> <li>- 2 staff were left to man the Nanango Hospital.</li> </ul> <p><b>Stanwell – Rob Woodall</b></p> <ul style="list-style-type: none"> <li>- Busy season with summer readiness for power generation.</li> <li>- Unit down at the moment (small influx of contractors).</li> <li>- Mayor shut down – 13 October 2018 until middle November. There will also be a shoulder period around this timeframe.</li> <li>- This shutdown will see roughly 500 contractors coming to town.</li> <li>- ERGON power are doing work on 6.6 kv lines. Few extra trucks in town at present. Based in Bundaberg. 500 m 6000 v line for the power station.</li> </ul> <p>Mine update</p> <ul style="list-style-type: none"> <li>- Washplant failure has occurred in the last few weeks.</li> <li>- Mines will supply 6 million tonnes of coal to Stanwell over this financial year.</li> </ul> <p><b>Department of Communities, Disability Services &amp; Seniors – Chantal Devereaux</b></p> <ul style="list-style-type: none"> <li>- Senior Advisor for community recovery.</li> </ul>		
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**SOUTH BURNETT**  
REGIONAL COUNCIL

# South Burnett Local Disaster Management Group Minutes

Infrastructure

	<ul style="list-style-type: none"> <li>- Previous representatives for this group were Melissa Venn (Child safety Officer) and Joan Franks. There has been a change in the department now being split in two. Chantal will be the new rep for LDMG.</li> </ul> <p><b>ERGON - Glen Hatchett</b></p> <ul style="list-style-type: none"> <li>- During winter, planned work was carried out (maintenance and construction jobs done without interruptions).</li> <li>- Few issues with fires (6 poles have been lost due to recent fires).</li> </ul> <p><b>Department of Education - Terry Aldridge</b></p> <ul style="list-style-type: none"> <li>- No representation.</li> </ul> <p><b>Sunwater – Darren Large</b></p> <ul style="list-style-type: none"> <li>- Business as usual for Sunwater.</li> <li>- Commenced summer preparedness at Dam sites to ensure stand by generators/fuel ready to run/plenty of food on site for operators.</li> <li>- Currently running through some scenarios at Dam sites for practice for real event.</li> <li>- Joint activation with North Burnett in November.</li> <li>- Recently Sunwater EAP was approved BP and Boondooma Dams.</li> </ul> <p><b>Red Cross – Eleanor Carter</b></p> <p><i>Operations</i></p> <ul style="list-style-type: none"> <li>- Red Cross has just closed its drought appeal to donations. The appeal - 'Disaster Relief and Recovery-Help Aussie Farmers' has raised \$10.5 million for QLD and NSW drought affected areas. The funds go toward meeting humanitarian needs in farming households. They are being distributed through an agreement with the Country Women's Association in NSW and QLD, as they are already providing assistance to farming families. The appeal funds will specifically target:             <ul style="list-style-type: none"> <li>- In Queensland, the Queensland Country Women's Association has a Memorandum of Understanding (MoU) with Australian Red Cross to distribute grants of up to \$3000. Grants are direct to farmers, farming families and farming-dependent contractors located in areas classed as drought affected by the Queensland Department of Agriculture and Fisheries; that rely on farming activity for their livelihood; and, can show evidence their income has suffered as a result of drought conditions. These funds will be:                     <ul style="list-style-type: none"> <li>• for household expenses such as food, vehicle maintenance, school expenses, utility expenses, rates, medical costs and the costs of health-related travel</li> </ul> </li> </ul> </li> </ul>		
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**SOUTH BURNETT**  
REGIONAL COUNCIL

# South Burnett Local Disaster Management Group Minutes

Infrastructure

	<ul style="list-style-type: none"> <li>• paid directly to the supplier of goods/services invoiced to the grant recipient, or directly to the recipient for whom expenses are current and/or outstanding</li> <li>- The appeal closes for accepting donations on August 31st. Distribution of appeal funds will continue until funds have been disbursed.</li> </ul> <p><i>Training and Development</i></p> <ul style="list-style-type: none"> <li>- Red Cross is currently training more Emergency Services Liaisons to represent at external stakeholder committees and forums. There will be a 12 month period of embedding some of these new Liaisons.</li> </ul> <p><b>Exercises</b></p> <p><i>Community Awareness and Education</i></p> <ul style="list-style-type: none"> <li>- The Red Cross 'Get-Prepared' app has just undergone an update to provide increased functionality.</li> <li>- The updated app is available for download from the app store: <a href="https://itunes.apple.com/au/app/get-prepared/id1292194053?mt=8">https://itunes.apple.com/au/app/get-prepared/id1292194053?mt=8</a></li> <li>- A range of useful preparedness and recovery resources are available for download from our Red Cross website at the following link: <a href="http://www.redcross.org.au/emergency-resources.aspx">http://www.redcross.org.au/emergency-resources.aspx</a></li> <li>- These resources can be used by agencies to support their work before during and after emergencies but can also be shared with family, friends and community members.</li> </ul> <p><i>Communications</i></p> <ul style="list-style-type: none"> <li>- When formally activating Red Cross to respond to an emergency, contact should be made via the Red Cross Duty Officer phone which is: 0403 251 226</li> <li>- A new Duty Officer Email has been established which we would like added to all communication and distribution lists. This will ensure that situational information can be accessed in a timely manner by our on call Duty Officer. The new Duty Officer email is: <a href="mailto:glidesdutyofficer@redcross.org.au">glidesdutyofficer@redcross.org.au</a></li> </ul> <p><i>General Business</i></p> <ul style="list-style-type: none"> <li>- The Australian Institute of Disaster Resilience (AIDR) has launched its next round of 'Emergency Management Volunteer Scholarships'.</li> </ul>	
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**SOUTH BURNETT**  
REGIONAL COUNCIL

South Burnett Local Disaster Management Group  
Minutes  
Infrastructure

	<p><i>"The Emergency Management Volunteer Scholarships equip volunteers with the knowledge and vision to flourish in the emergency and disaster management sector. The program supports volunteers to access accredited vocational and higher education qualifications in emergency and disaster management fields. The Australian Government recently announced a \$1 million funding increase, making the upcoming application round our biggest yet. If you volunteer with an emergency management or disaster response organisation, this is your chance to take your skills to the next level."</i></p> <ul style="list-style-type: none"> <li>- Applications for Round Four opens on the 3rd September 2018. Learn more at <a href="http://www.aidr.org.au/scholarships">www.aidr.org.au/scholarships</a></li> <li>- The AIDR knowledge Hub has a whole range of resources available to assist with Disaster Planning. <a href="https://knowledge.aidr.org.au/resources/handbook-publications-collection/">https://knowledge.aidr.org.au/resources/handbook-publications-collection/</a></li> </ul>		
<p><i>Next Meeting</i></p>	<p>Next meeting to be held: Tuesday 4 December 2018 at 2.00 pm Venue: South Burnett Regional Council Chambers, Kingaroy</p>		
<p><i>Meeting Closed</i></p>	<p>Aaron Meehan and Councillor Roz Frohloff thanked all for their attendance. Meeting Closed: 3.15 pm</p>		

**6. Portfolio - Roads & Drainage**

**6.1 Roads & Drainage Portfolio Report**

**Document Information**

**ECM ID** 2539569

**Author** Cr Gavin Jones

**Date** 27 September 2018

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**Précis**

Roads & Drainage Portfolio Report

**Summary**

Cr Jones presented his Roads & Drainage Portfolio Report to Council.

**Officer's Recommendation**

That Cr Jones's Roads & Drainage Portfolio Report to Council be received.



## **6.2 Roads & Drainage (R&D)**

### ***Officer's Reports***

#### **6.2.1 R&D - 2539423 - Overlay & Seal of Logan Street Kingaroy**

#### **Document Information**

**ECM ID 2539423**

**Author Acting Manager Infrastructure Planning**

**Endorsed  
By General Manager Infrastructure**

**Date 2 October 2018**

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#### **Précis**

Logan Street is currently programmed for resheeting and it is proposed to provide a dust suppression seal during construction.

#### **Summary**

Logan Street is an unsealed road forming the southern boundary of an urban residential area. Sealing has been sought previously by Infrastructure Department in consideration of development applications and also has been listed for Council's consideration, but was dropped in favour of higher priority projects.

Adjacent urban development has resulted in increased use of Logan Street by a high number of light vehicles, which has created dusty conditions, inappropriate for an urban environment and resulted in complaints from residents. Traffic counts in June 2016 registered up to 172 vehicles per day with 6% heavy vehicles. One crash in May 2017 that resulted in hospitalisation has been reported at the intersection with First Avenue.

Because it is servicing an urban area, with the above issues, the road continues to result in continual high re-sheeting and high maintenance costs. Sealing Logan Street would minimise the lifecycle costs for this road and reduce the impact on residents in an urban area.

To minimise the cost of the project and achieve the best value for money, given that this is a small (800m) length of road with relatively high establishment costs, a reduced scope is proposed, adopting an overlay and seal for 6m width, matching the current pavement width. No drainage works are proposed apart from very minor reshaping of the table drain to ensure its invert is below subgrade level, to minimise water damage to the pavement.

#### **Officer's Recommendation**

That Council allocate funds from the gravel resheeting budget and proceed with the construction of a 6m wide overlay and seal of Logan Street between First Avenue and Regent Street.

## **Financial and Resource Implications**

The total estimated cost of the work is \$167,516, which includes a two-coat seal estimated to cost \$46,569. The remaining resheeting costs for the road are significant due to the location of the road in an urban area.

## **Link to Corporate/Operational Plan**

INF1.1 - Provide and maintain road infrastructure in accordance with sustainable asset management practices.

## **Communication/Consultation (Internal/External)**

Consultation has been undertaken with the Mayor, Divisional Councillors and Portfolio Councillor.

## **Legal Implications (Statutory Basis, Legal Risks)**

N/A

## **Policy/Local Law/Delegation Implications**

N/A

## **Asset Management Implications**

Given the short length and location of the road in a medium trafficked urban area, sealing the road would reduce Council's lifecycle costs.

**7. Portfolio - Community, Arts, Tourism and Health Services**

**7.1 Community, Arts, Tourism and Health Services Portfolio Report**

**Document Information**

**ECM ID** 2539546

**Author** Cr Danita Potter

**Date** 27 September 2018

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**Précis**

Community, Arts, Tourism and Health Services Portfolio Report

**Summary**

Cr Potter presented her Community, Arts, Tourism and Health Services Portfolio Report to Council.

**Officer's Recommendation**

That Cr Potter's Community, Arts, Tourism and Health Services Portfolio Report to Council be received.

**7.2 Community Services (CS)**

***Officer's Reports***

No Report.

**7.3 The Arts**

***Officer's Reports***

No Report.

**7.4 Tourism (T)**

***Officer's Reports***

No Report.

**7.5 Health Services (HS)**

***Officer's Reports***

**7.5.1 HS - 2538036 - Amended Designated Waste Area - Mondure 2018**

**Document Information**

**ECM ID 2538036**

**Author Manager Environment and Waste**

**Endorsed  
By General Manager Corporate Services**

**Date 13 September 2018**

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**Précis**

Amendment of Designated Waste Collection Area under Council's *Local Law No.6 (Waste Management) 2018*

**Summary**

When establishing the boundaries for the Designated Waste Collection Area under Council's Local Law No.6 (Waste Management) 2018 there was a slight error incorporated into the Mondure area.

The attached maps show the Designated Waste Collection Area for the entire South Burnett region specifically reflecting the amendment made to the Mondure Area.

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## **Officer's Recommendation**

Council resolves to adopt the maps and boundaries as shown at Attachment 1 as the designated mandatory Waste Collection Area for the South Burnett.

## **Financial and Resource Implications**

There are no direct costs to Council associated with making this resolution as it relates to the application of the waste management local law and its enforcement.

## **Link to Corporate/Operational Plan**

The Link to the Corporate Plan is Strategic Priority No.3: Our Environment. The Goal is ENV2 “Environmentally responsible and efficient waste management”.

While strategy ENV2.1 is to, “Implement the Regional Waste Management Strategy”

A further link to the Corporate Plan is Strategic Priority No.4: Organisational Excellence Where the Goal is EXC2 “Effective business management”.

## **Communication/Consultation (Internal/External)**

As part of the process required for the making of the Council's *Local Law No.6 (Waste Management) 2018* there was substantial communication and consultation.

There has been no specific consultation in relation to the amendment of the Designated Waste Collection Area. The amendment will see a reduction in the boundaries of the mandatory area, which will most likely be appreciated by those few property owners, which had earlier been included. So, it is very unlikely that there will be any negative feedback from these property owners as a result. If there was a property owner within this area to be removed out of the Designated Waste Collection Area that wanted to opt into the waste collection service voluntarily then this is able to happen.

## **Legal Implications (Statutory Basis, Legal Risks)**

Under the Local Government Act 2009 a local government may make and enforce any local law that is necessary or convenient for the good rule and local government of its local government area.

It is necessary that Council specifically defines and resolves what is included in the Council's Designated Waste Collection Area under Local Law No.6 (Waste Management) 2018.

## **Policy/Local Law/Delegation Implications**

N/A

## **Asset Management Implications**

N/A

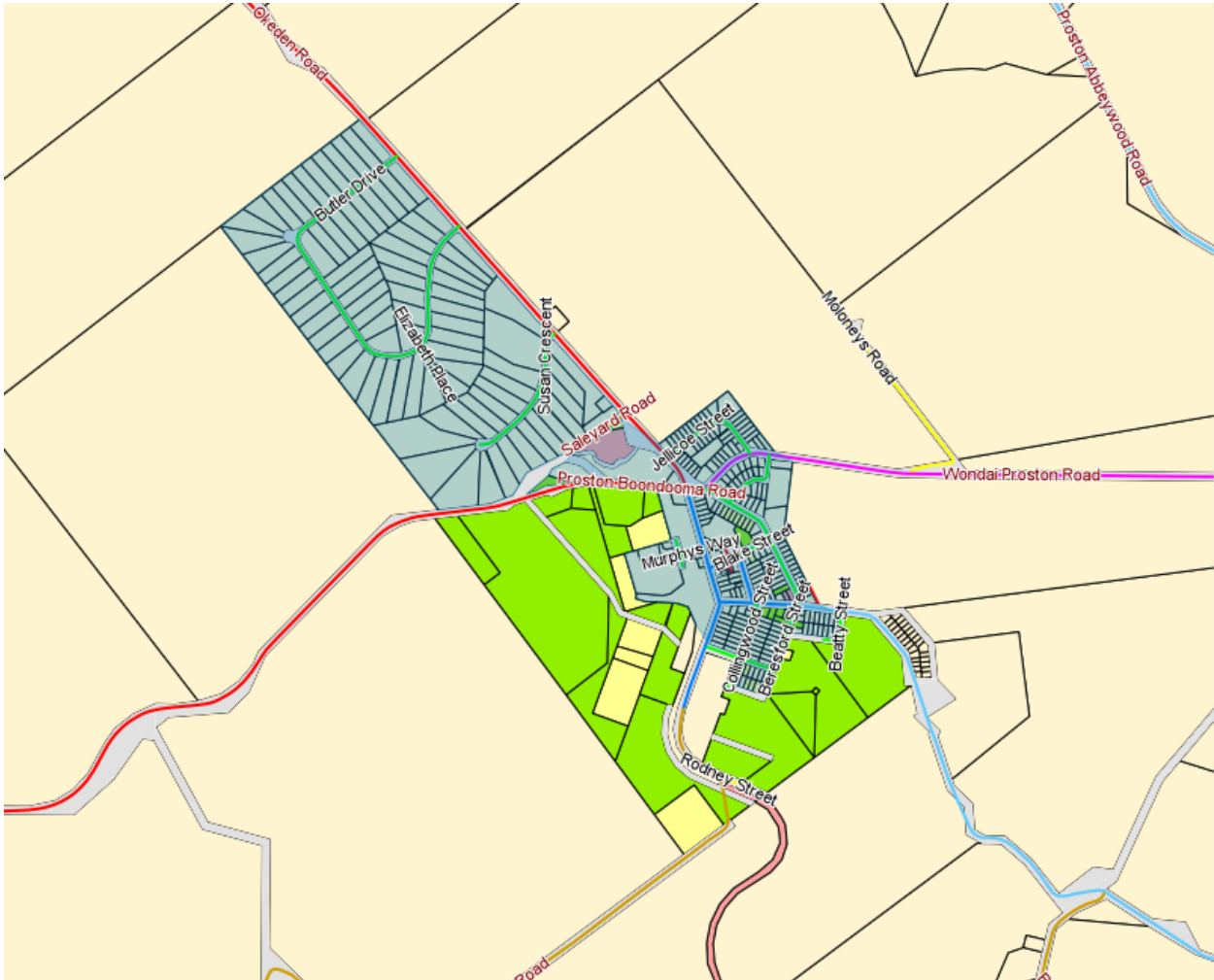
## **Report**

When establishing the boundaries for the Designated Waste Collection Area under Council's Local Law No.6 (Waste Management) 2018 there was a slight error incorporated into the Mondure area.

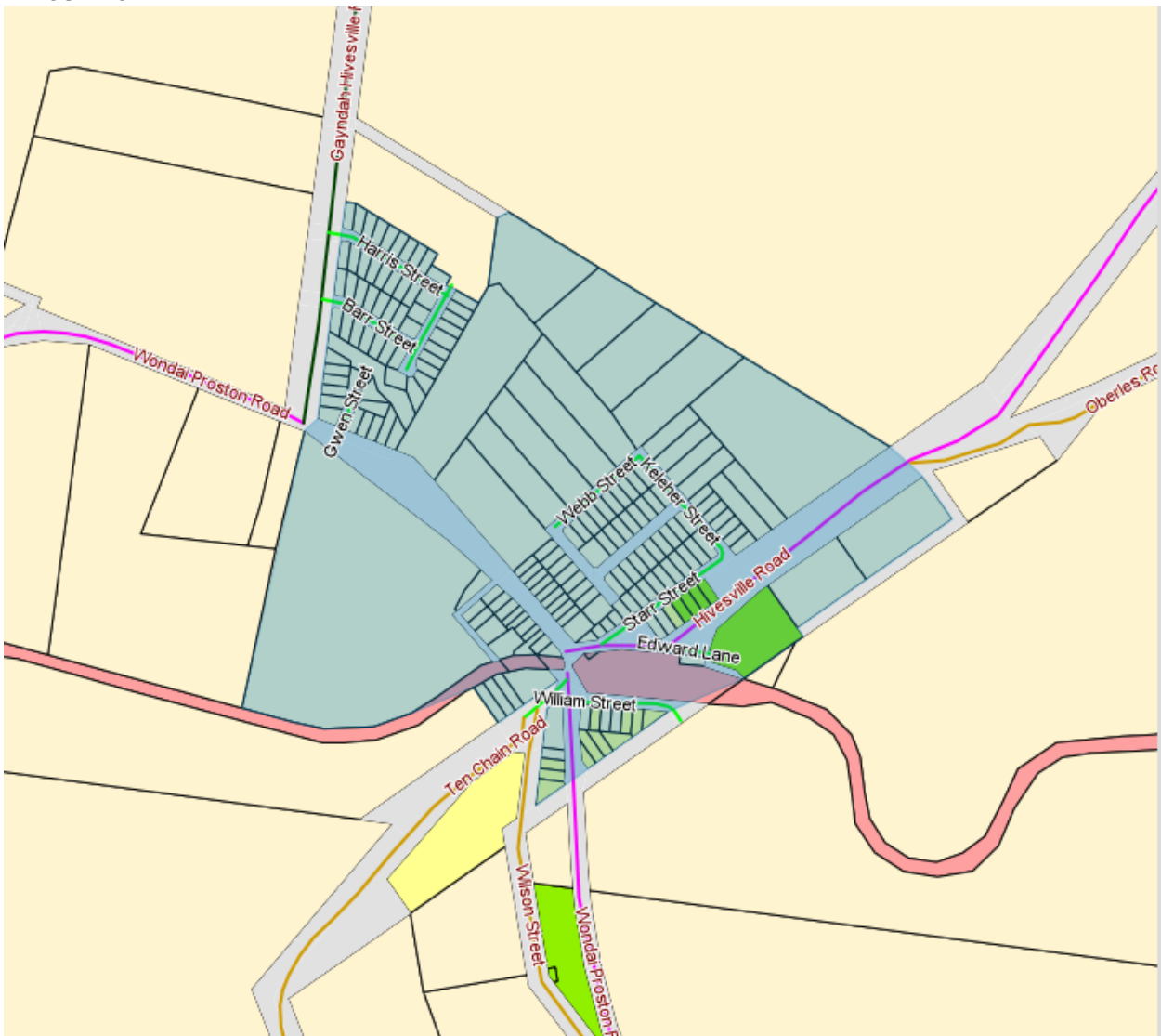
The attached maps show the Designated Waste Collection Area for the entire South Burnett region specifically reflecting the amendment made to the Mondure Area.

Attachments:  
Maps of Designated Refuse Service Areas

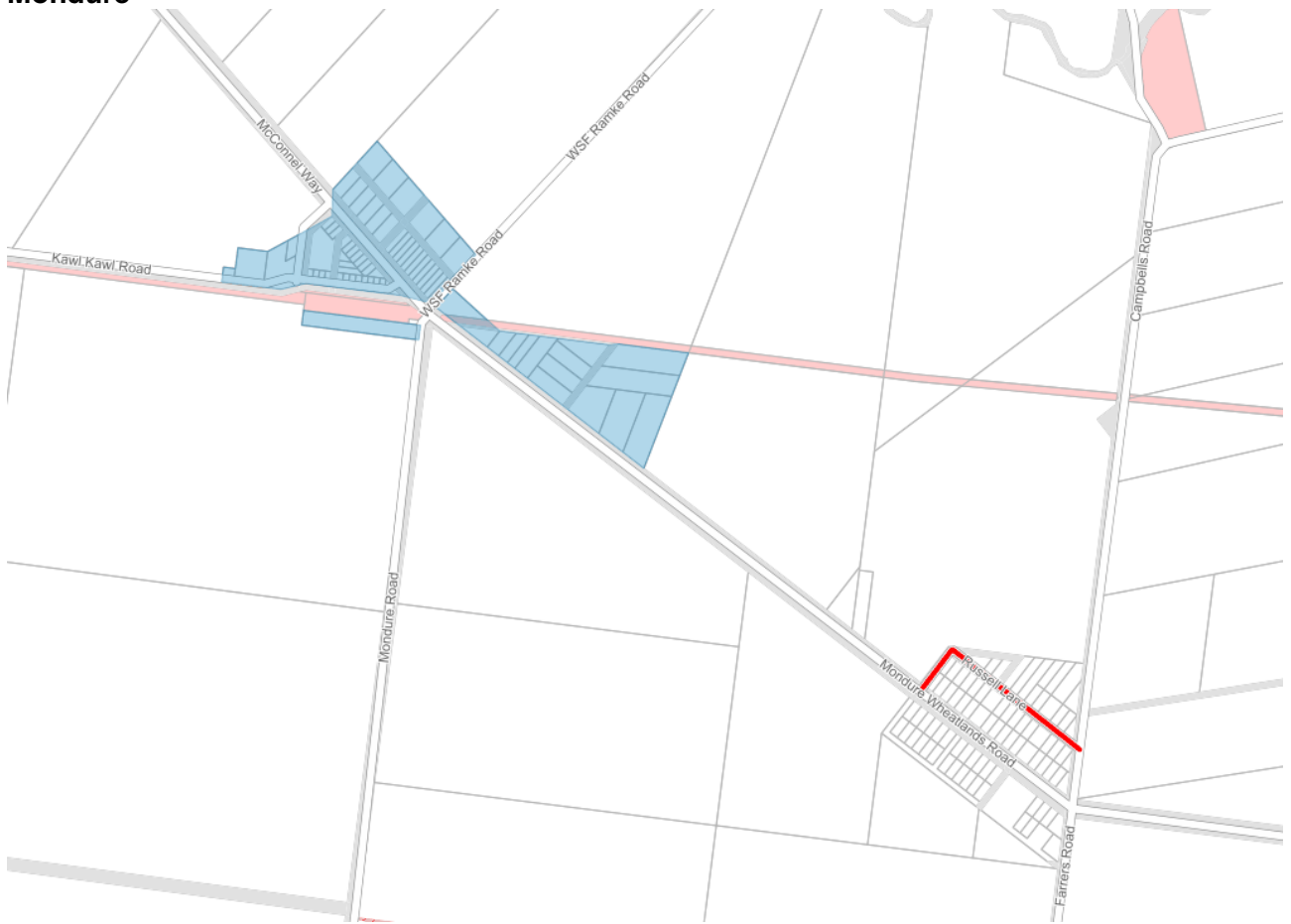
**Proston**



### Hivesville

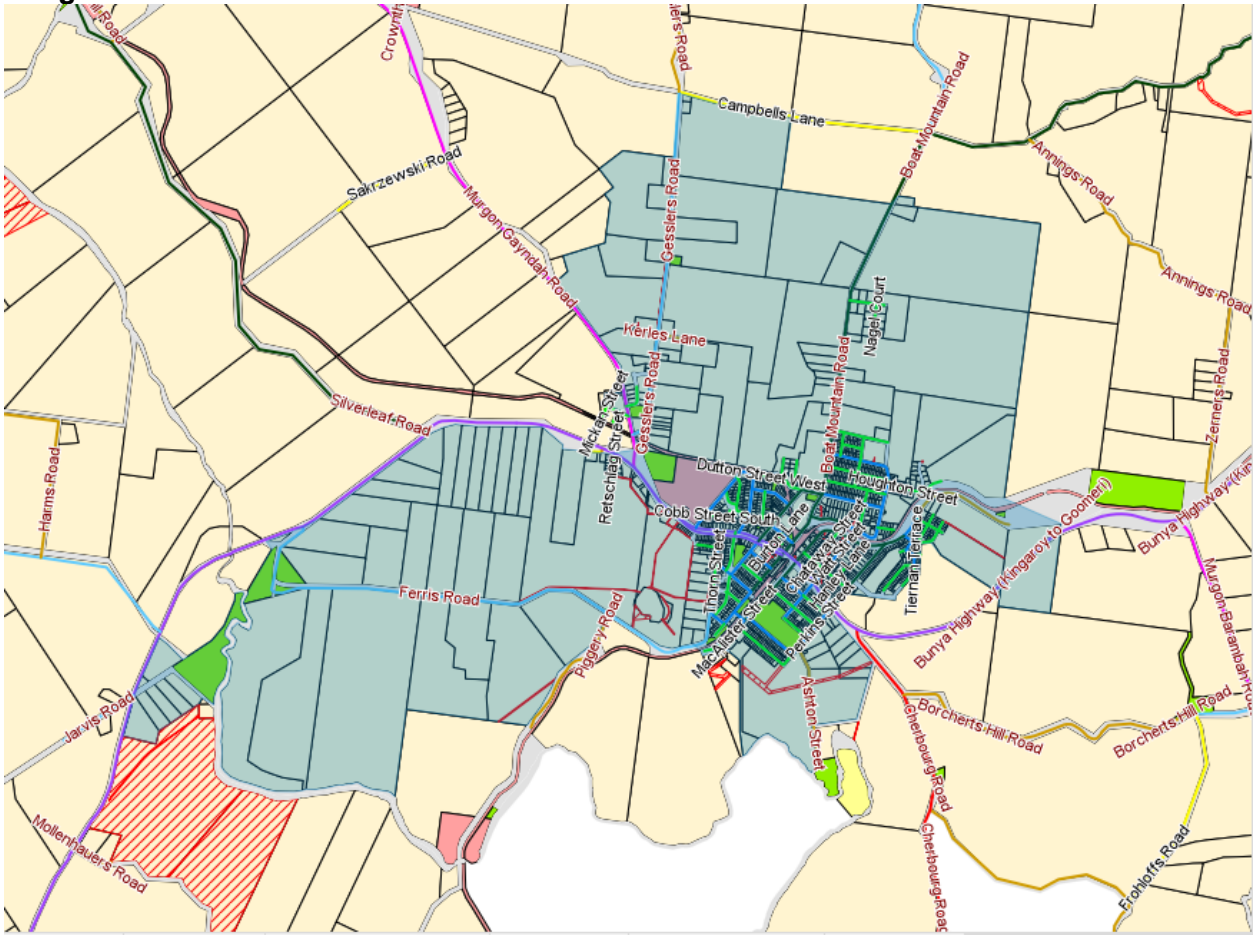


**Mondure**

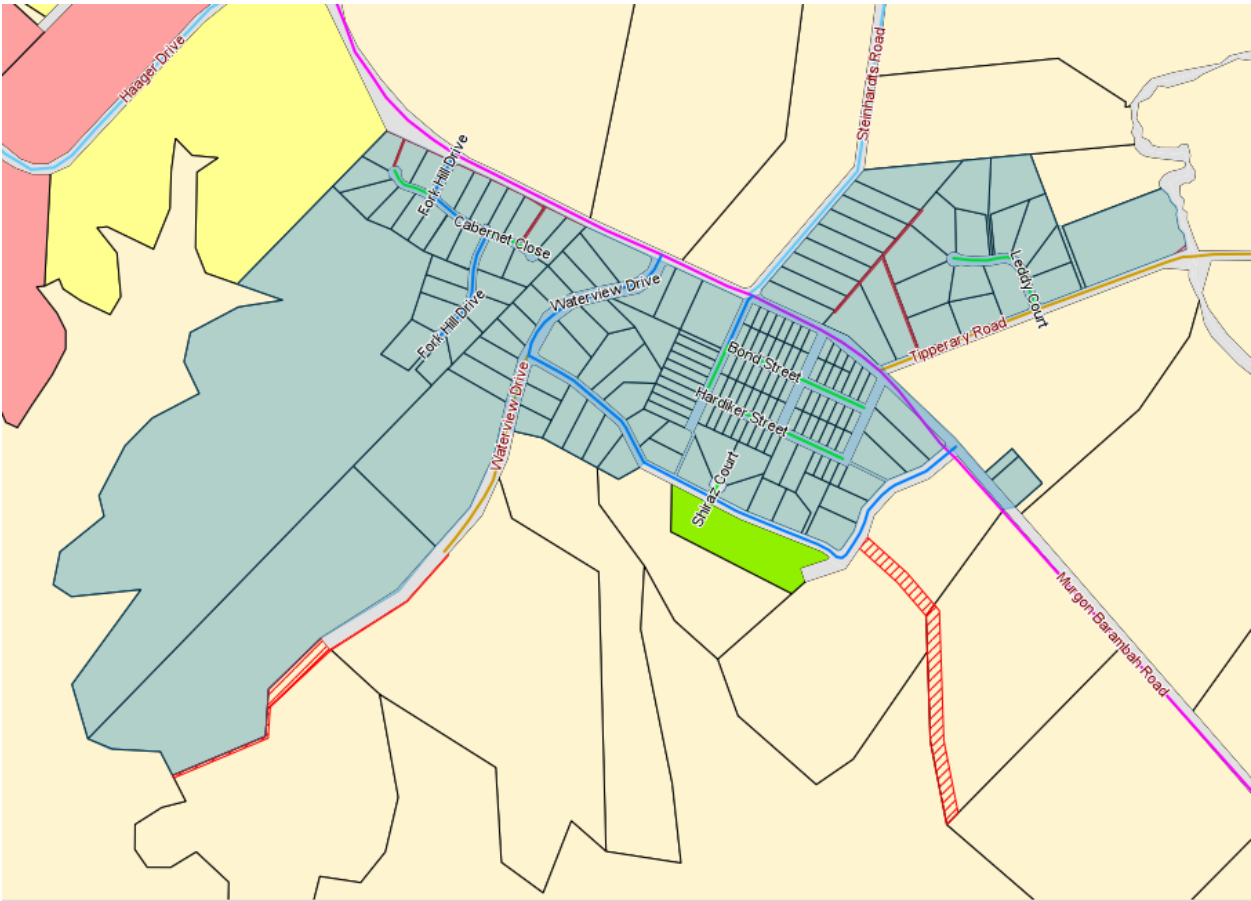




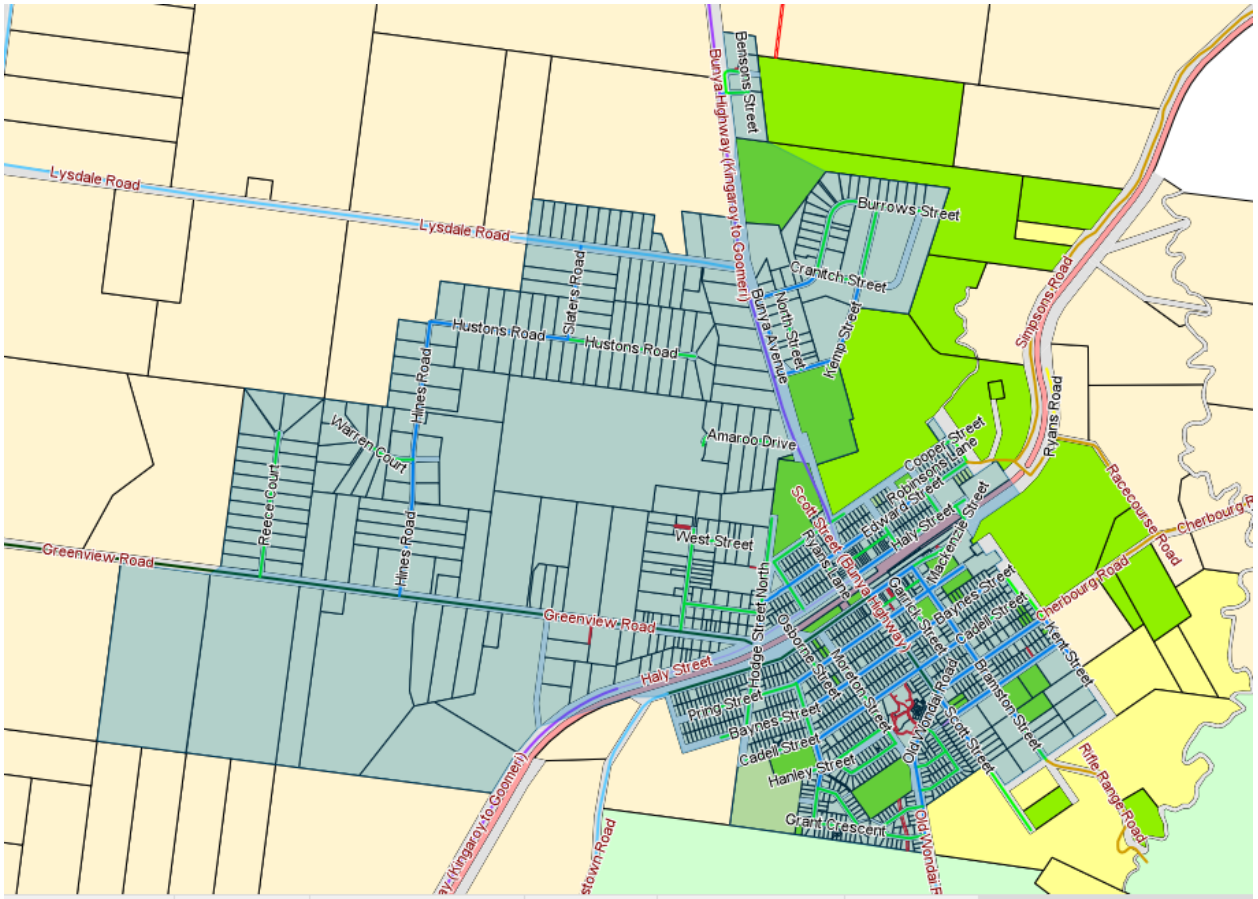
## Murgon



**Moffatdale**



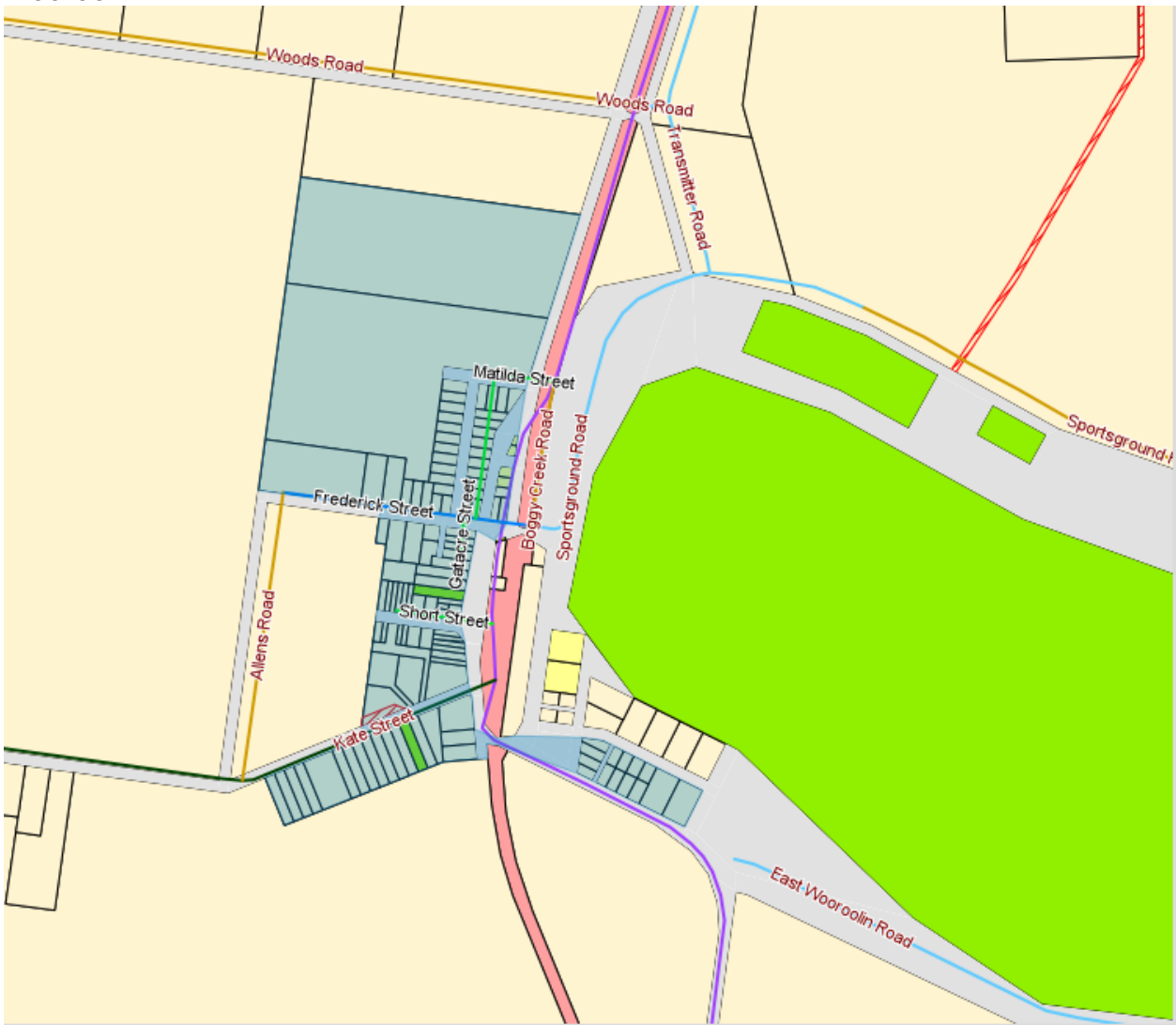
## Wondai



### Tingoorra

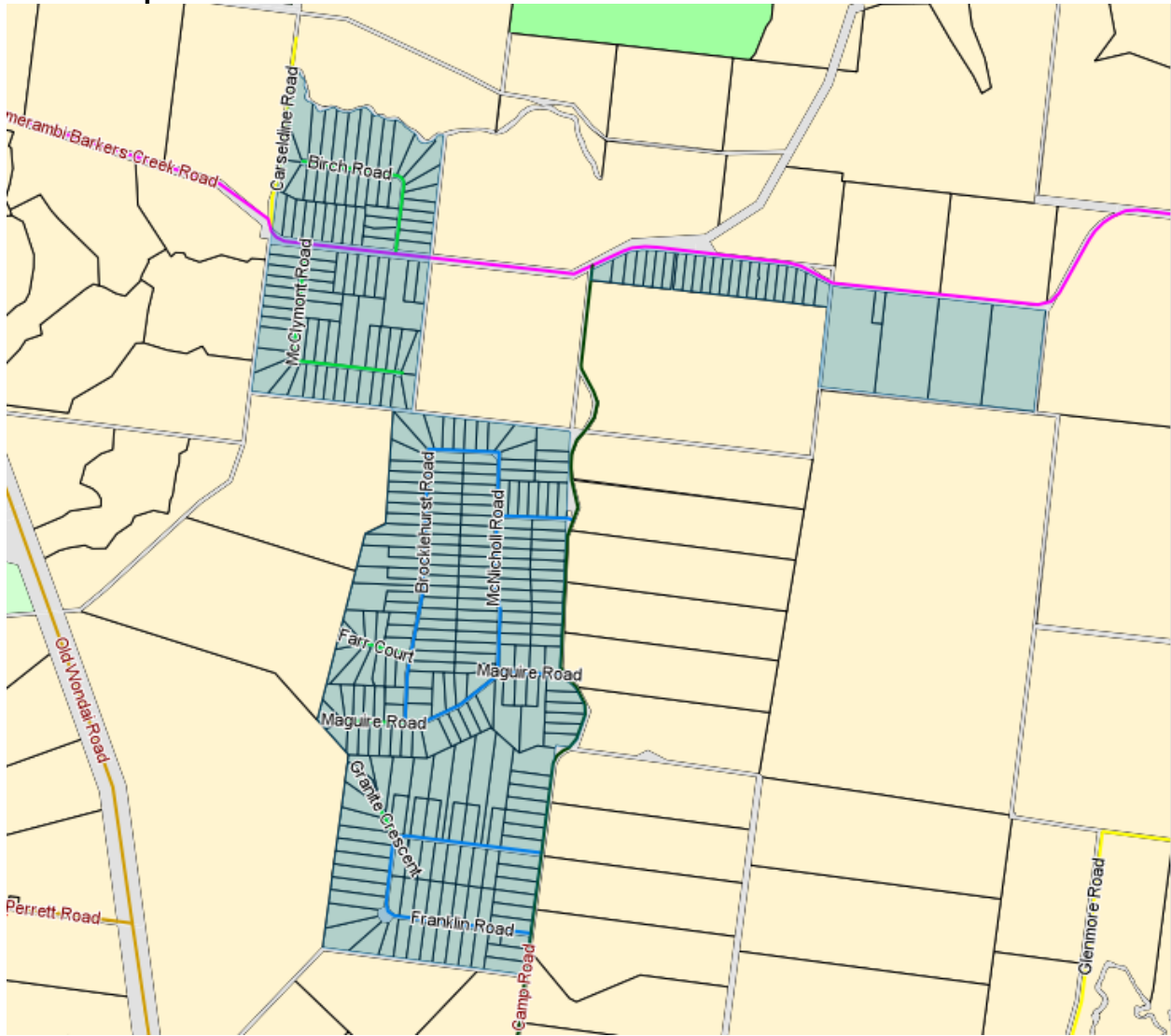


### Wooroolin

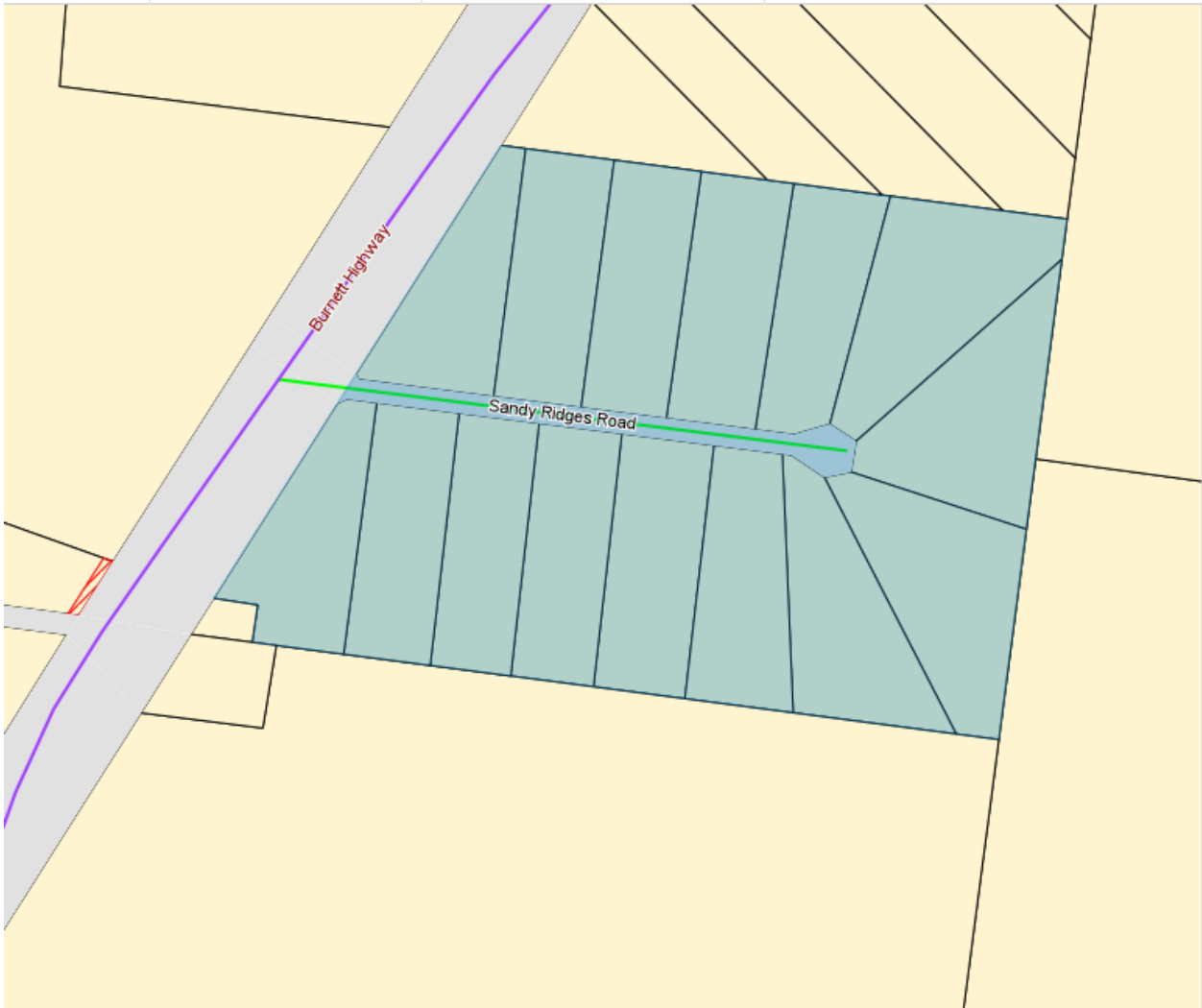




### Wattlecamp

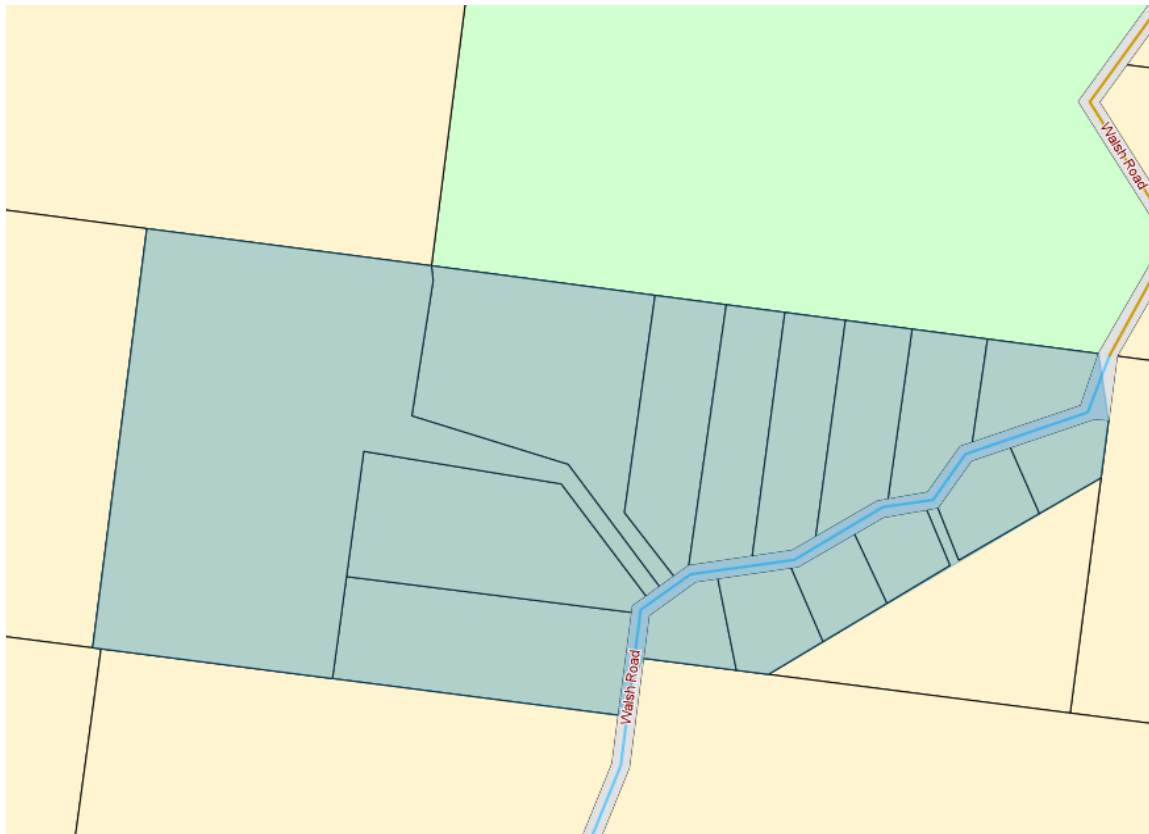
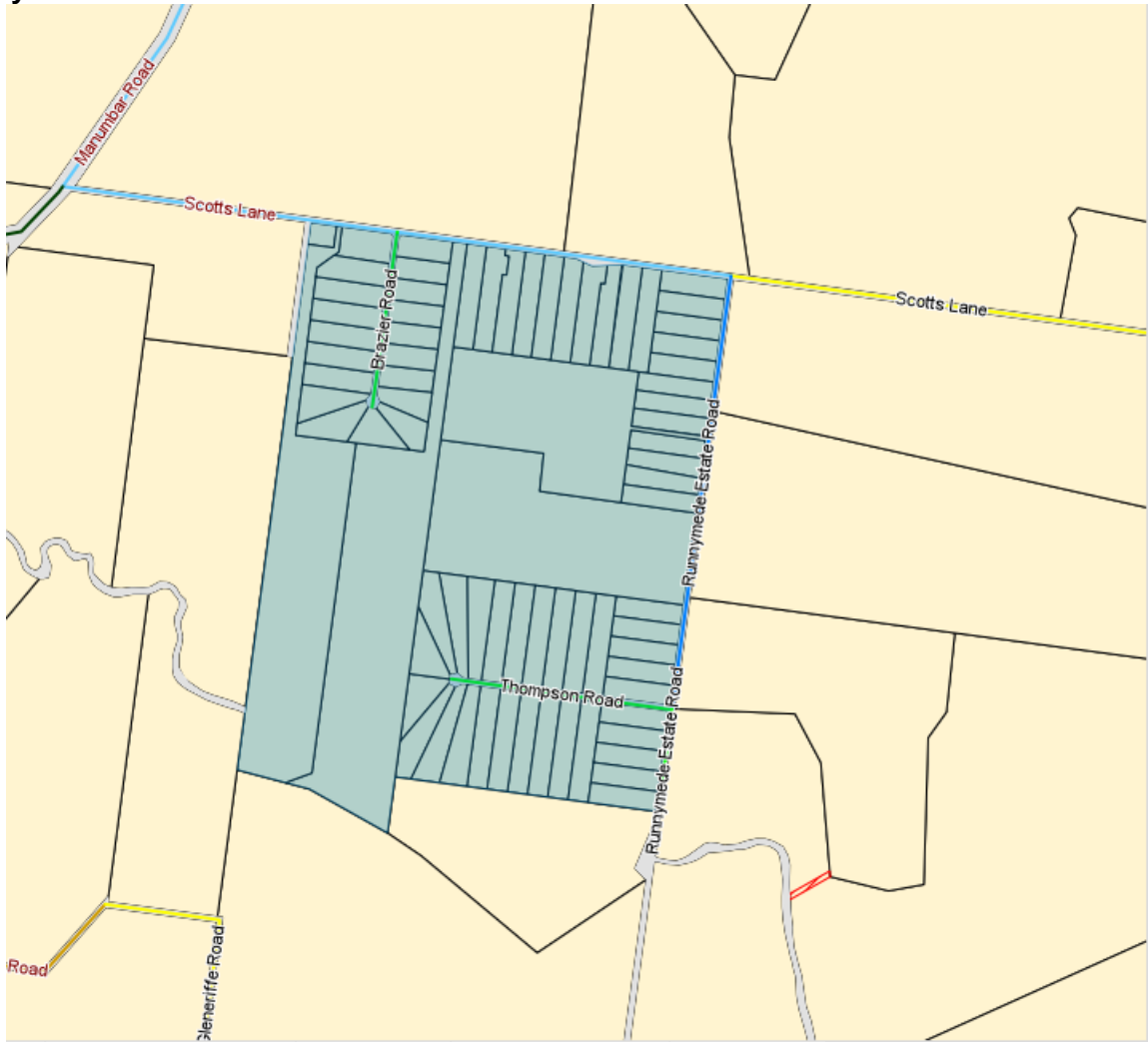


**Sandy Ridges**

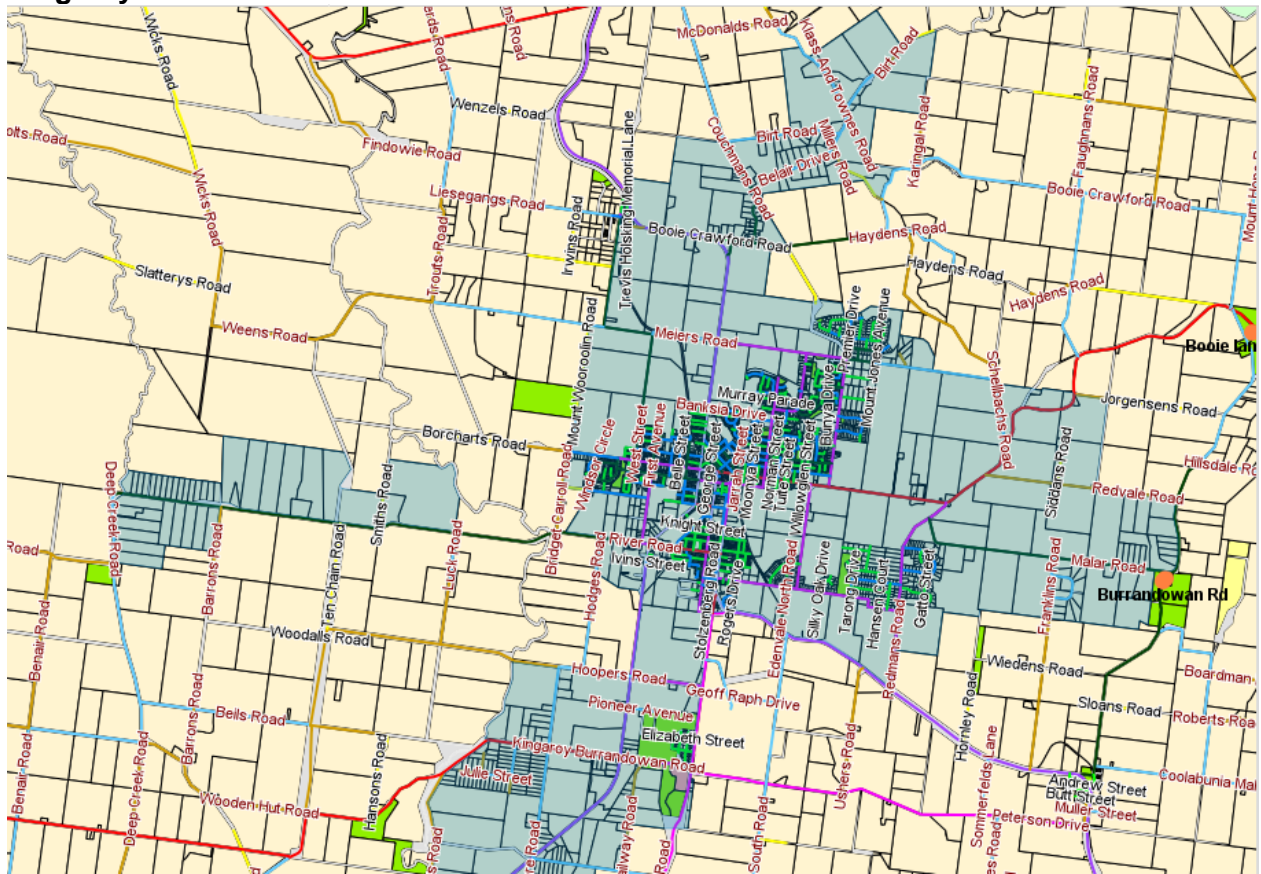




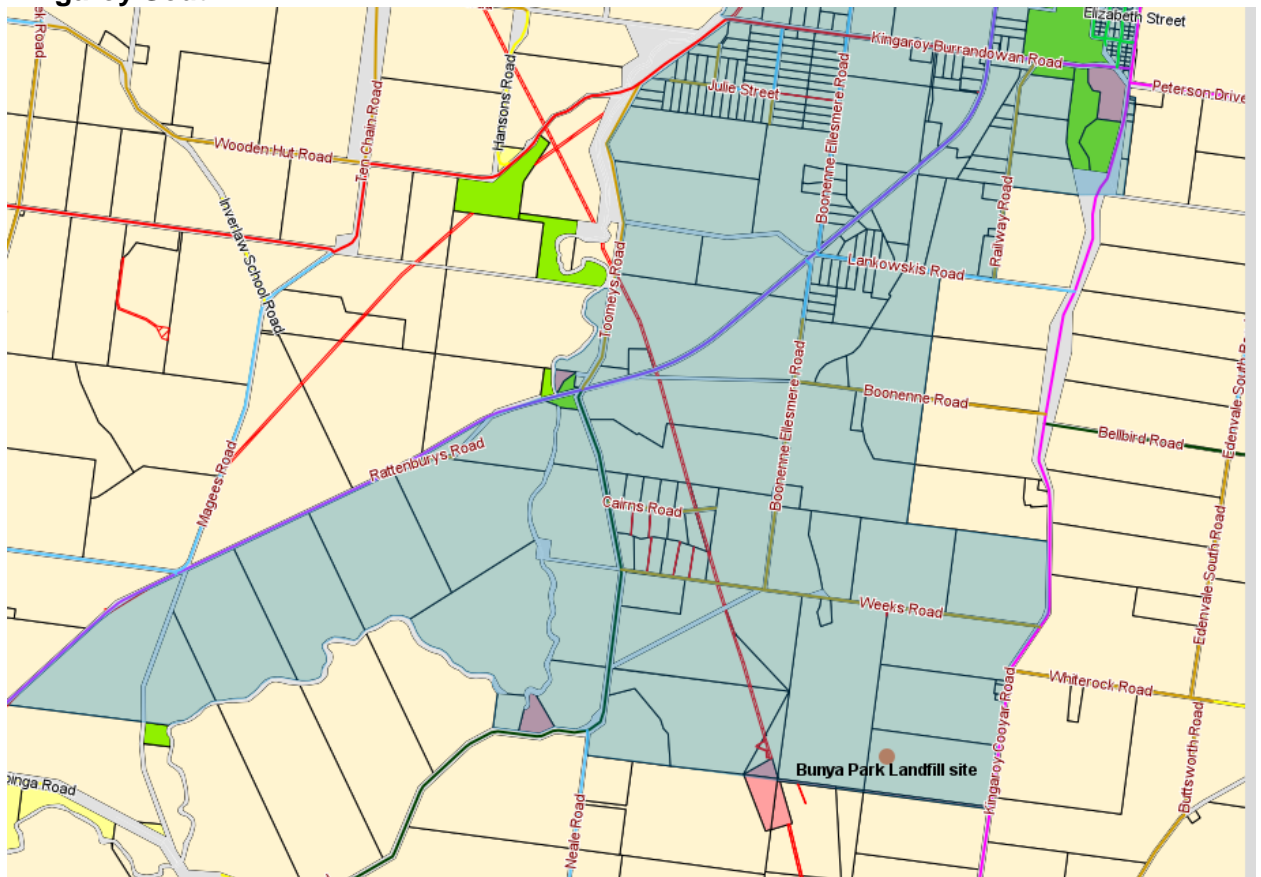
### Runnymede North and South



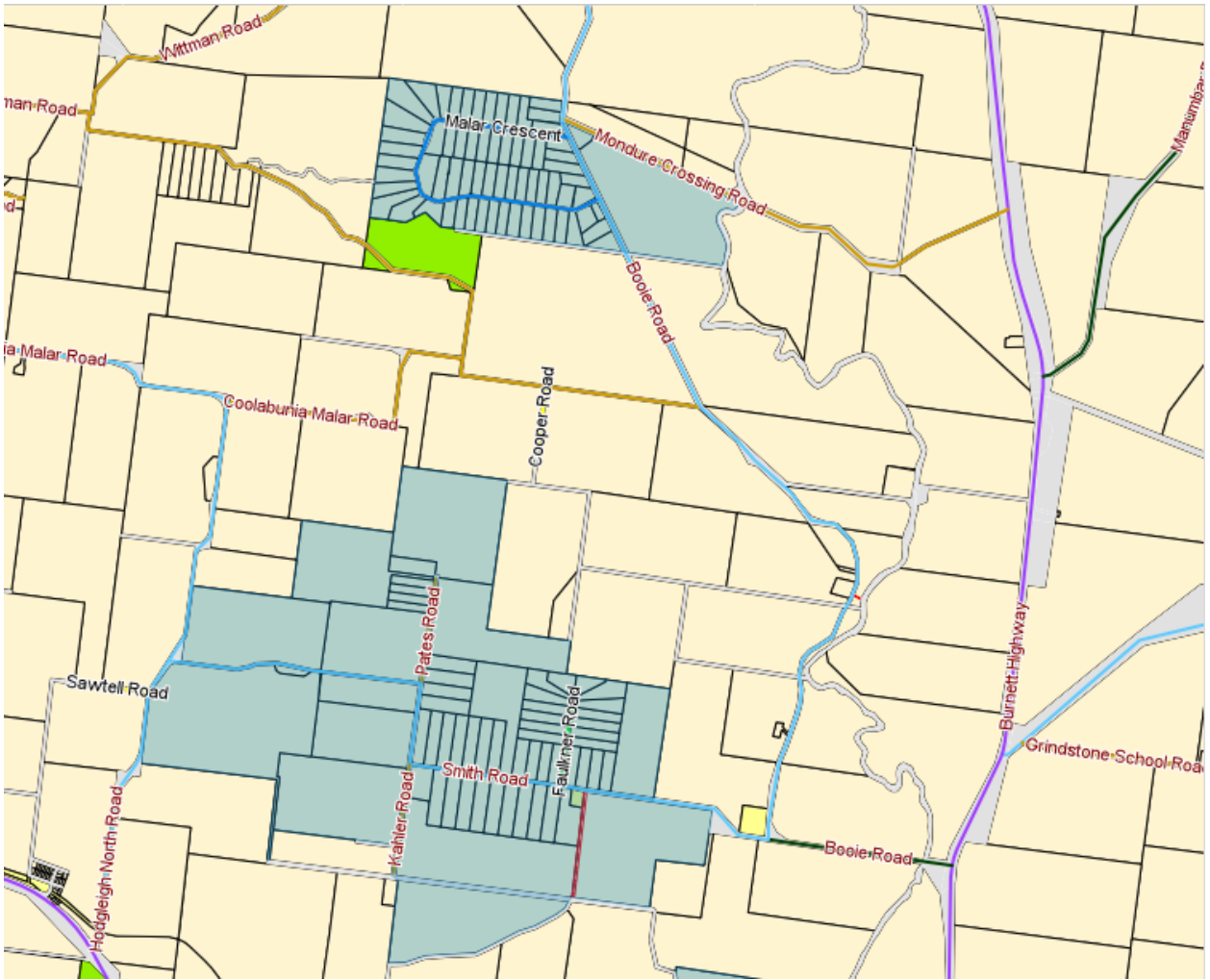
### Kingaroy - North



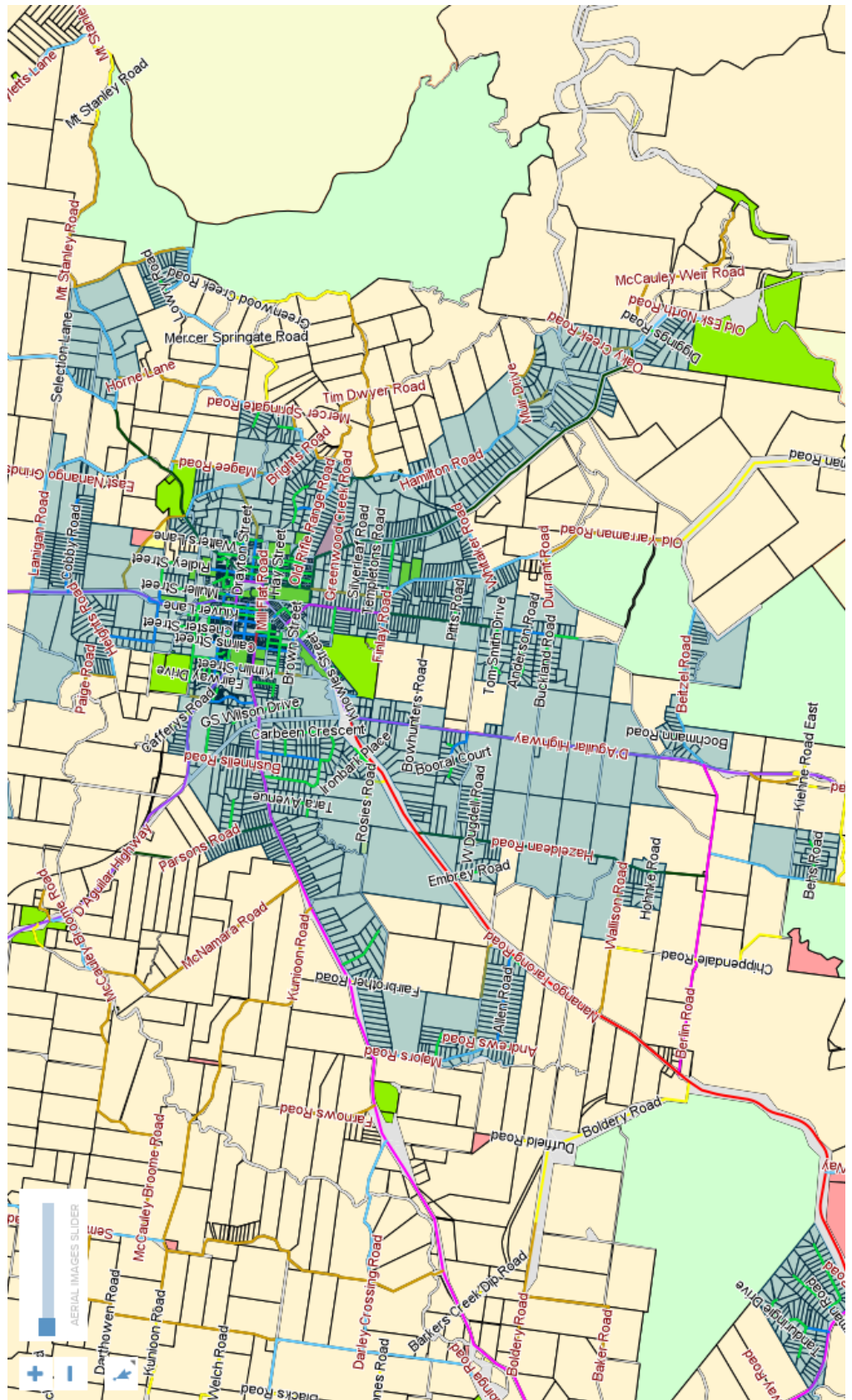
### Kingaroy South



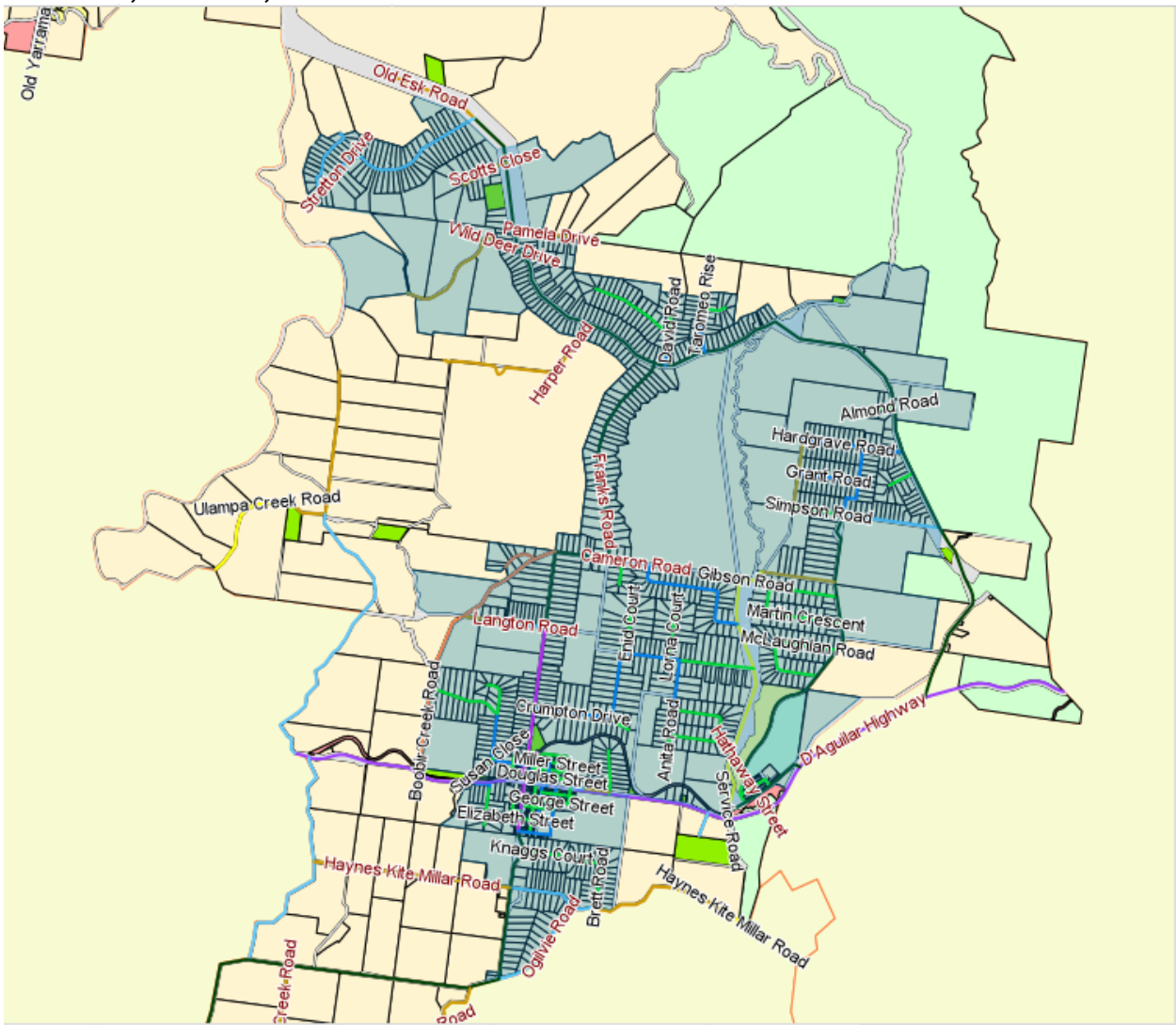
**Booie**



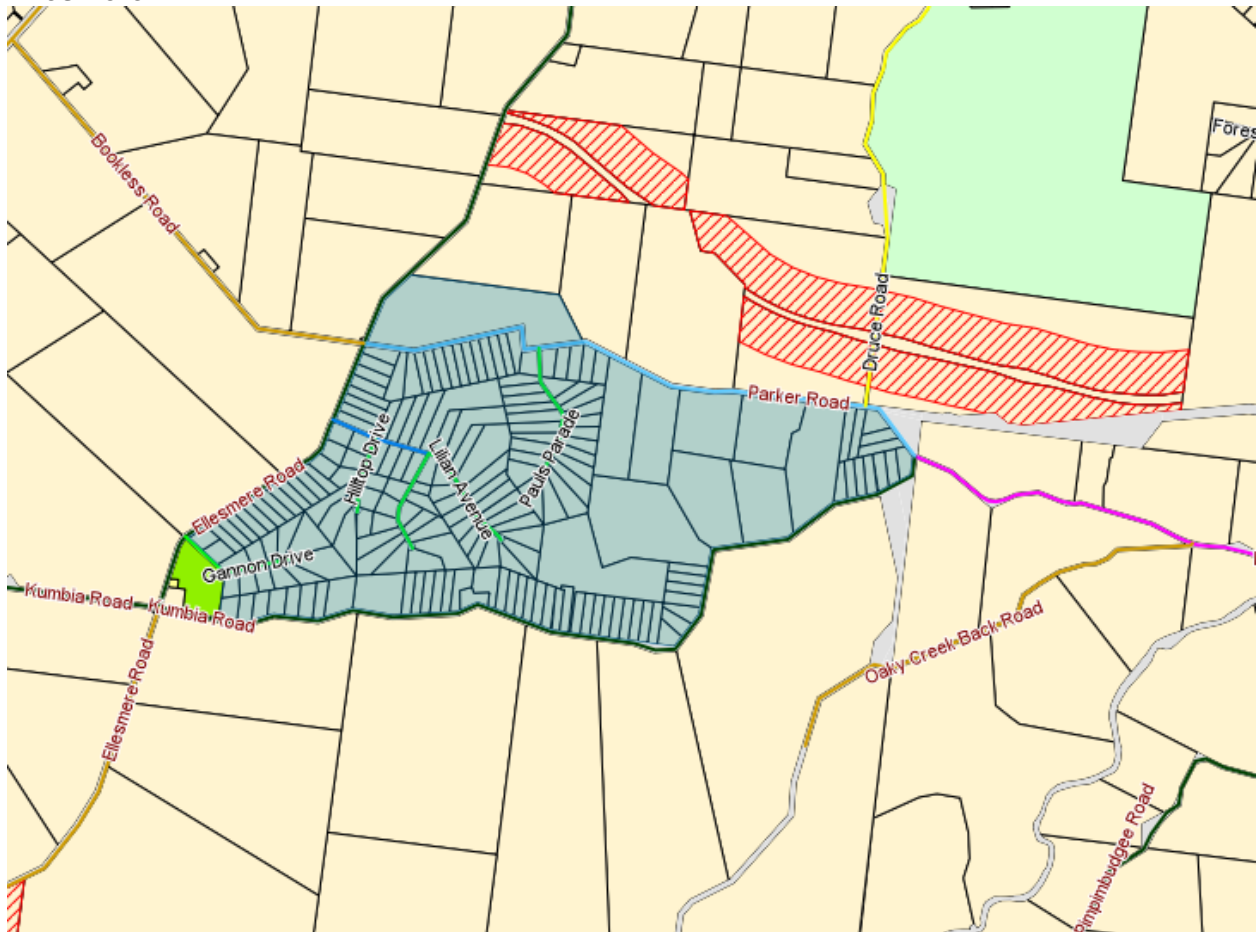
# Nanango



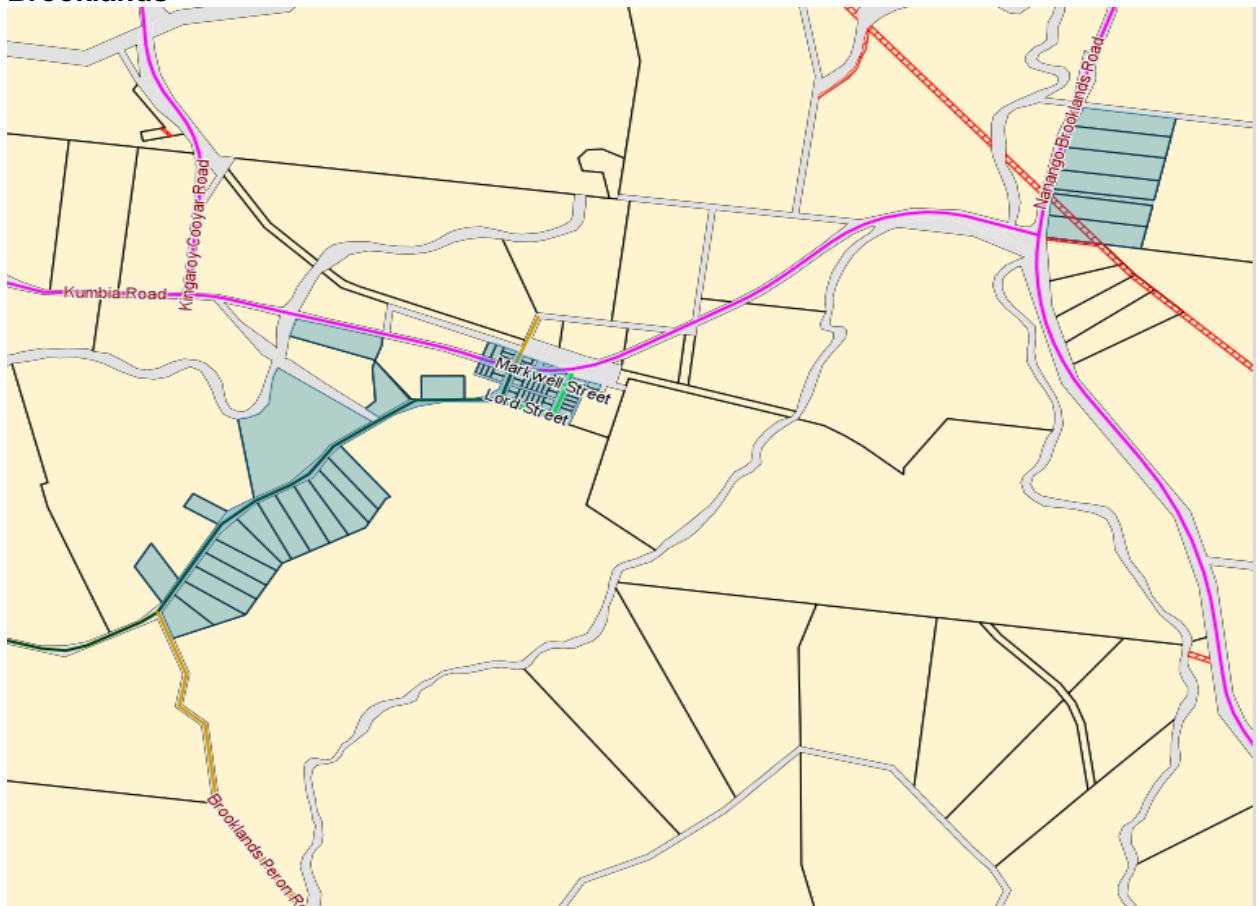
### Blackbutt, Benarkin, Teelah and Taromeo



**Ellesmere**



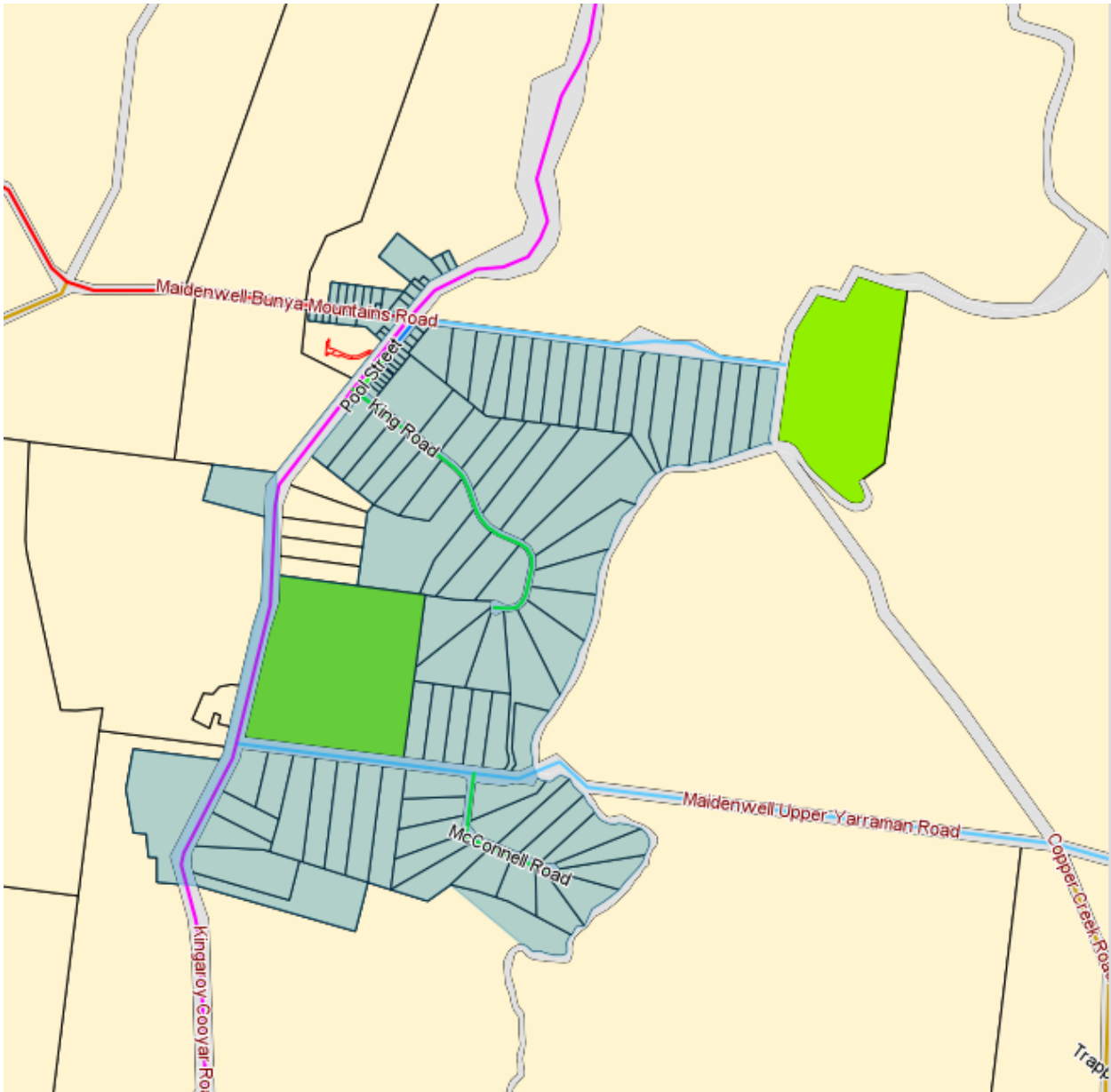
**Brooklands**



**Kumbia**



**Maidenwell**





**8. Portfolio - Planning & Property**

**8.1 Planning and Property Portfolio Report**

**Document Information**

**ECM ID** 2539563

**Author** Cr Terry Fleischfresser

**Date** 27 September 2018

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**Précis**

Planning and Property Portfolio Report

**Summary**

Cr Fleischfresser presented his Planning and Property Portfolio Report to Council.

**Officer's Recommendation**

That Cr Fleischfresser's Planning and Property Portfolio Report to Council be received.

## 8.2 Planning (P&LM)

### *Officer's Reports*

#### 8.2.1 P&LM - 2500320 - Material change of use application for Sand Quarry at Wilsons Road Gordonbrook - Lot 49 & 27 BO544 and Lot 48 BO202 - Applicant: Second Chance (AUST) Pty Ltd T/A Mick Johnson Haulage - MCU18/0009

#### Document Information

ECM ID 2500320

Author Helena Charlton, Reel Planning

Endorsed  
By Manager Planning & Land Management  
General Manager Corporate Services

Date 2 October 2018

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#### Précis

Development Permit for Material change of Use (MCU) for the following:

- Extractive Industry (Sand Quarry)
- ERA 16(1) Dredging more than 10,000t but not more than 100,000t
- ERA 16(2) extracting other than by dredging in a year more than 5,000t but not more than 1000,000t
- ERA 16(3) Screening in a year 5000t to 100,000t

At Wilsons Road Gordonbrook - Lots 49 & 27 BO544 and Lot 48 BO202

Applicant: Second Chance (AUST) Pty Ltd T/A Mick Johnson Haulage - MCU18/0009

#### Summary

Primary sand extraction activities are currently occurring adjacent to an un-named local Waterway which is associated with the Hirst Creek.

The proposed sand quarry site is located at Lot 49 BO544, Lot 27 BO544 and Lot 48 BO202, Gordonbrook which is approximately 240 km North West of Brisbane. The location of the site is detailed in Figure 1, site access from Wilsons Road is and truck movements will enter Wilsons Road via Memerambi Gordonbrook Rd.

In addition to the environmental authority requirements, the activity performed on site will remove quarry material from a watercourse under the *Planning Act 2016*. Along with the removal of quarry material from a watercourse a Quarry Material Allocation Notice will be required under the *Water Act 2000*.

**Officer's Recommendation**

That Council *approve* the development Application for a Extractive Industry (Sand Quarry) with a maximum throughput of 100,000t per annum) at Wilsons Road, Gordonbrook (described as Lots 49 & 27 on BO544 and Lot 48 on BO202), subject to reasonable and relevant conditions, and any State referral agency response.

**CONDITIONS**

**ADMINISTRATION**

GEN1 The development of the premises must comply with the provisions of Council’s Planning Scheme and Local Laws to the extent that they are not varied by this approval.

**Timing:** Prior to commencement of use and at all times thereafter.

**APPROVED USE**

GEN2 The use permitted as part of this approval is *Extractive Industry* (Extracting not more than 100,000 tonnes per annum).

GEN3 The operator must provide written advice to Council of commencement of the use.

GEN4 Conditions within this approval are applicable to each stage of the development, unless otherwise specified.

GEN5 All conditions imposed by the relevant State Agencies are to be read in conjunction with this approval and form part of the conditions of this development permit at all times.

**Timing:** Prior to commencement of use and at all times thereafter, unless otherwise specified within the wording of this condition.

**FURTHER DEVELOPMENT APPROVAL**

GEN6 The following further Development Permits must be obtained prior to the commencement of any works associated with its purpose:

- a) Operational Works:

**APPROVED PLANS AND DOCUMENTATION**

GEN7 The use must be carried out generally in accordance with the stamped approved plans and documentation as detailed in the following schedule and any amendment arising through conditions of this approval.

Drawing Title	Date		Reference	Prepared by
General Site Layout Plan	9/8/2018		DWG001_SLP_Rev B	Mick Johnson Haulage

**Timing:** Prior to commencement of the use and at all times thereafter.

**NATURE AND EXTENT OF APPROVED USE**

GEN8 Extraction activities must not extend outside of the Long-Term Extraction Boundary as shown on the stamped approved plans (refer to Condition 4)

**Timing:** Prior to commencement of the use and at all times thereafter.

**KEEPING OF RECORDS**

GEN9 The operator must maintain records that document the total tonnage of material transported from the site each calendar year, starting the day this development approval takes effect. Within 10 business days following the end of the calendar year, a

yearly report must be provided to Council, including the receipts from the weighbridge, which shows the total tonnage of material transported from the site for the previous calendar year.

**Timing:** As specified within the wording of this condition.

### **AMENITY – LIGHTING**

GEN10 If angle or shade lighting is to be used to illuminate the premises, ensure light does not directly illuminate or cause any environmental nuisance (e.g. glare) to nearby premises or roads.

GEN11 Lighting must be provided in accordance with AS4282:1997 *Control of the Obstructive Effects of Outdoor Lighting* (as amended), *CPTED* (Crime Prevention through Environmental Design) *Guidelines* and CASA guidelines *Lighting Near Aerodromes: Advice to Lighting Designers*.

**Timing:** Prior to commencement of the use and at all times thereafter.

### **FENCING AND PUBLIC SAFETY**

GEN12 Public signage, including warning of all safety hazards associated with the approved use, must be erected at the approved access.

**Timing:** Prior to commencement of the use and at all times thereafter.

### **HOURS OF OPERATION**

GEN13 Extraction, crushing, screening, loading, operation of plant equipment, ancillary activities and haulage are limited to Monday to Saturday between the hours of 06:00 to 18:00.

**Timing:** Prior to commencement of the use and at all times thereafter.

### **WORKS – APPLICANT’S EXPENSE**

GEN14 All works, services, facilities and/or public utility alterations required by this approval or stated condition(s), whether carried out by Council or otherwise, must be at the developer’s expense unless otherwise specified. Any repair work which proposes to alter the alignment or level of existing services and assets must first be referred to the relevant service authority for approval.

**Timing:** Prior to commencement of the use and at all times thereafter.

### **WEED MANAGEMENT**

GEN15 All declared weeds located on the site must be managed in accordance with local best practice and/or the Queensland Government Pest Fact sheets.

**Timing:** Prior to commencement of the use and at all times thereafter.

### **STORAGE AND/OR DISPOSAL OF DISUSED BUILDINGS AND STRUCTURES**

GEN16 In the event that any disused building or structure is removed from the site, the land must be rehabilitated to the pre-development scenario in an efficient and timely manner. Alternatively, any disused building or structure remaining on site must be kept in good order and condition.

**Timing:** As specified within the wording of this condition.

### **CONSTRUCTION MANAGEMENT PLAN**

GEN17 The works identified in this Decision Notice will be required to be carried out in accordance with a Construction Management Plan prepared by a Registered Practicing

Engineer Queensland and endorsed by Council through an approval for Operational Works. In particular, the Construction Management Plan should address the following:

- a. A Traffic Management Control Plan:
  - i. detailing all temporary signage and traffic control measures prior to construction; and
  - ii. mitigation measures to ensure the safety and operational integrity of the railway level crossing including rail transport infrastructure (refer to advice note B); and
  - iii. proposed fencing to the site during the construction phase of the development.
- b. Maintenance and protection of water quality and existing drainage lines through the construction site, through the implementation of appropriate erosion and sediment control measures.
- c. Works programme identifying key components of the works and their respective durations. *Advisory note: this should include any requirements for temporary structures such demountable buildings directly associated with the construction activities and/or construction workers accommodation.*
- d. establishment of a communication protocol with the general public, adjoining owners, rail authority, emergency services and local businesses to advise of agreed construction times, impacts on traffic and services and other relevant issues.
- e. identification of complaint management procedures including:
  - i. contact details for the on-site manager; and
  - ii. dispute resolution procedures.

**Timing:** At Operational Works Stage prior to the commencement of the use or as specified in the wording of the condition.

#### **ENVIRONMENTAL MANAGEMENT PLAN**

GEN18 An Environmental management plan is to be prepared by a suitably qualified professional and Submitted to Council for approval which includes details of:

1. Dust & Erosion Control
2. Loss of Flora and Fauna
3. Weed Management
4. Groundwater Contamination
5. Waste Disposal
6. Cultural Heritage
7. Induction / Training
8. Risk Assessment (Hazard Identification, Existing and Proposed Controls, Risk Assessment, Risk Mitigation, Communication)
9. Document & Records Management
10. Incident & Complaint Management
11. Environmental Inspection & monitoring
12. Emergency Response; and
13. Reporting.

**Timing:** At Operational Works application stage and maintained thereafter

#### **ENGINEERING WORKS**

ENG1 Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.

ENG2 Undertake Engineering designs and construction in accordance with the Planning Scheme, Austroads Standards, Council Standards and relevant Australian Standards.

- ENG3 Be responsible for the full cost of any alterations necessary to electricity, telephone, or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

### **LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS**

- ENG4 Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG5 Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development

### **STORMWATER MANAGEMENT**

- ENG6 Provide overland flow paths that do not alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG7 Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

### **INTERNAL ROADS - GENERAL**

- ENG8 Maintain dust suppression treatment to all internal roadways, and vehicle manoeuvring areas ensuring not to have an adverse impact on adjoining properties.

### **HAUL ROUTE**

- ENG9 The approved haul route (Council roads) is from the quarry access along Wilsons Road to the Memerambi-Gordonbrook Rd, and vice versa for the return trip.

No other roads shall be used except for local deliveries.

### **VEHICLE ACCESS - TURNOUT**

- ENG10 Design and construct a vehicle turnout in accordance with Council's Standard Drawing No. 49 Rev B.

### **ROAD UPGRADING**

- ENG11 Provide Council with a statement of the weighbridge data for the material tonnage transported from the site at six (6) monthly intervals, for the previous six (6) monthly period. Such data is to be provided within 20 business days from the 30 June (end of financial year) and each period thereafter.
- ENG12 The applicant shall undertake the upgrades described below (where applicable) on approved haul routes to South Burnett Regional Council standards, for the relevant trigger levels shown below:

**Trigger:** Works to be completed prior to the commencement of the use.

### Summary of Works Required:

- a) Signage shall be installed at the site entry and within 100m either side of the site entry to advise that “quarry trucks turn ahead”.
- b) Signage shall be installed at the intersection of Wilsons Road and Memerambi-Gordonbrook Road, and the southern side of the quarry access, to advise that “quarry trucks use this road”.
- c) Haul Route -The existing formation and pavement shall be shaped and gravel added, where necessary, to provide an all-weather 4 metre wide (minimum) gravel pavement on a 6 metre formation;

**Trigger:** Haulage of material in between 20,001 - 100,000 tonnes per annum of material averaged over any 2 consecutive annual periods, with the maximum amount of material to be hauled in any single 12-month period to be 100,000t.

### Summary of Works Required:

- a) Haul Route - The pavement shall be upgraded to provide a 6-metre-wide gravelled pavement on an 8 metre formation
- b) Provide a gravel re-sheet to the road to bring the pavement depth up to a minimum 200mm. The gravel shall meet Councils requirements for unsealed roads.

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified in (a) and (b)

**Timing:** Once the trigger level has been exceeded

### TRAFFIC MANAGEMENT

ENG13 Extraction is to be managed through the implementation of a traffic management plan for the site, commensurate with the risks and campaign intensity, including but not limited to:

- reduced road speed limits;
- extraction during ‘dry’ weather only;
- route assessment and maintenance;
- implementing in-vehicle management to allow monitoring during haulage periods;

**Advice:** An Operational Work application for roadworks is required for the 20,000t – 100,000t trigger level. A maintenance period of 1 year will apply to the Operational Work approval, and the applicant will be required to maintain the road for this period.

At all other times, road maintenance costs are recouped by the levying of an annual special rate on the land or in some circumstances, by agreement between a major road user and Council.

This approach allow for charges to be based on actual maintenance required, rather than preliminary estimates. It also allows for an equitable apportionment of costs where there are a number of major road users on a particular section of road.

### ROADWORKS - SIGNAGE

ENG14 Advisory, warning, and regulatory signage shall be designed and installed in accordance with the requirements of the *Manual of Uniform Traffic Control Devices*. As a minimum, warning sign W5-22, and curve warning signs shall be erected as necessary.

## **EROSION AND SEDIMENT CONTROL - GENERAL**

- ENG15 Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
- ENG16 Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

### **ADVICE**

- ADV 1 Section 85 (1)(a) of the *Planning Act 2016* provides that, if this approval is not acted upon within the period of six (6) years the approval will lapse.
- ADV 2 This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding. A search can be arranged by visiting <https://www.datsip.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form
- ADV 3 Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.
- ADV 5 An Environmental Authority applies to this use as approved by the Department of Environment and Science (EA0001461) as attached as Appendix B.
- ADV 4 The Department of State Development, Infrastructure, Manufacturing and Planning has imposed conditions on the development permit as attached as Appendix C
- ADV 5 The introduction of additional heavy vehicles on the road network results in increased impacts to the existing pavement, and hence road maintenance costs. Where applicable, road maintenance costs are recouped by the levying of an annual special rate on the land that generates the additional heavy vehicles, or in some circumstances, by agreement between a major road user and Council.

These approaches allow for charges to be based on actual maintenance required, rather than preliminary estimates. It also allows for an equitable apportionment of costs where there are a number of major road users on a particular section of road.

## **Financial and Resource Implications**

No implication can be identified

## **Link to Corporate/Operational Plan**

Growth and Opportunity

GO2 Balanced development that preserves and enhances our region

GO2.1 Implement Council's planning scheme to support sustainable development of business, industry and community liveability



## **Communication/Consultation (Internal/External)**

Section 3.0 of this report

## **Legal Implications (Statutory Basis, Legal Risks)**

No implication can be identified

## **Policy/Local Law/Delegation Implications**

No implication can be identified

## **Asset Management Implications**

Refer to Advice Note 5 regarding the introduction of additional heavy vehicles on the road network.

## **Report**

### **1.0 BACKGROUND/ PROPOSAL**

The proposed sand quarry site is located at Lot 49 BO544, Lot 27 BO544 and Lot 48 BO202, Gordonbrook. The location of the site is detailed in Figure 1, site access from Wilsons Road is and truck movements will enter Wilsons Road via Memerambi Gordonbrook Rd.

The project is located approximately 25-30 kilometers west northwest of Kingaroy, in the South Burnett region.

Primary access is via sealed roads on the Bunya Highway north of Kingaroy, and Memerambi-Gordonbrook Road to the west to the Wilsons Road turnoff, Gordonbrook. Wilsons Road is a formed gravel road that is traversed for 4.5kilometres to the entrance to the project area. Site access within the land is via formed farm tracks.

The subject site is approximately 937 ha and is currently used for agricultural purposes. The quarry is anticipated to utilise approximately 2 ha of this total property area for its' operation.

The current production area comprises an area of approximately 5000m<sup>2</sup>. In the active extraction area, sand deposits can occur up to 1.5m vertical thickness, though thickness can vary greatly over short distances as a result of the mode of formation of the deposits.

Extraction of sand resources will be expanded to alternate locations as determined by resource exploration and evaluation work in the future.

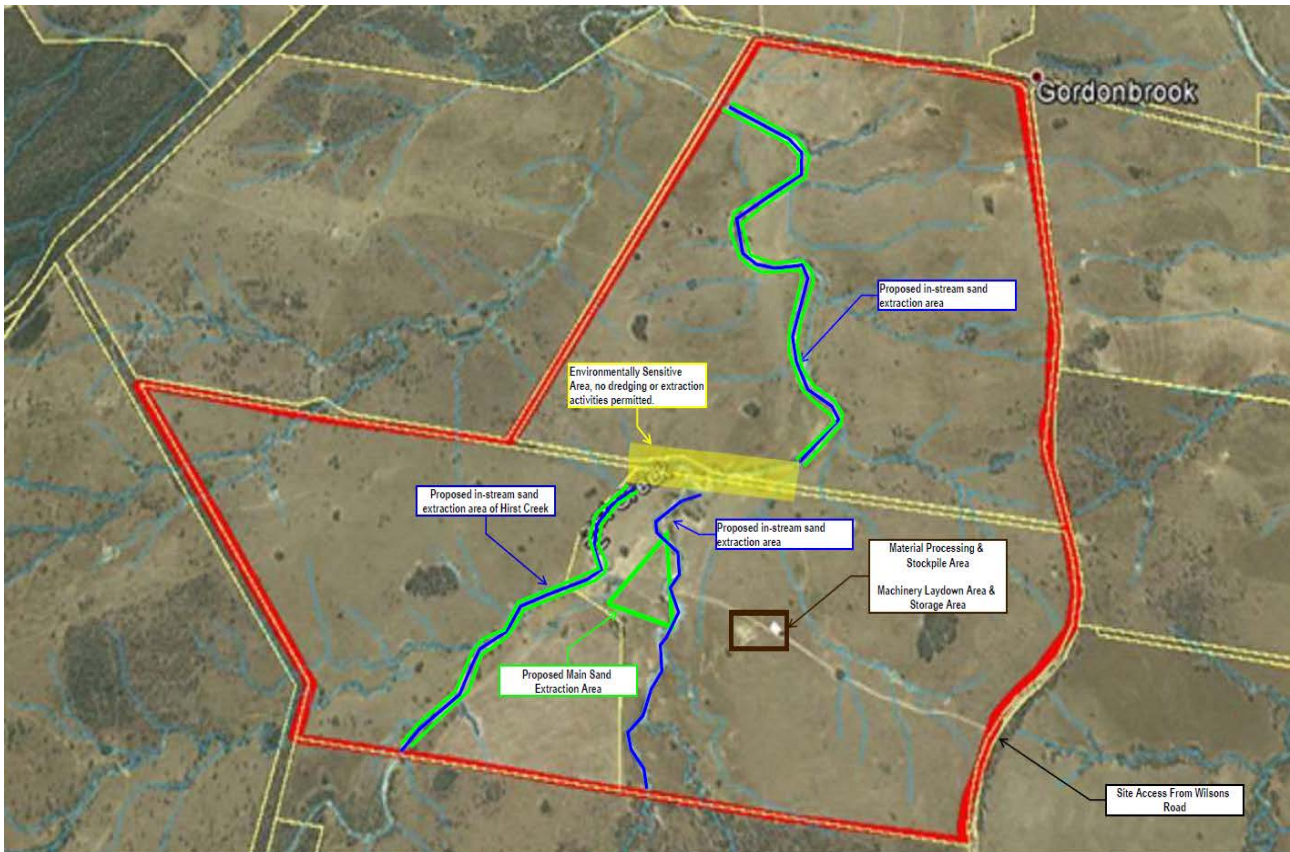
Excavation and extraction from the quarry will be by excavator and front-end wheel loader. Material is removed from the active extraction area and stockpiled at a central location using tipping body truck and tipping trailer. Stockpiles are screened by front end loader tipping over screening media.

The sand extraction is from Hirst Creek and its tributaries and other extractive pits on site.

Hours of operation are limited to 6am to 6pm Monday to Friday, and 8am to 1pm Saturday. No works are anticipated on Sundays or Public Holidays.

Resource entitlement is required from Department of Natural Resources, Mines and Energy (DNRME) for works to lawfully commence which can be obtained separate from this development application.





**Figure 2 - Proposed areas of extraction, stockpile and access**

**2.0 PLANNING SCHEME & STATE PLANNING POLICIES**

The Assessment Manager must consider the following instruments in assessing an Impact Assessable application. In brief, the assessment manager must assess the part of the application against each of the following matters or things to the extent relevant:

The State Planning Regulatory Provisions	State Planning Regulatory Provision (adopted charges). In line with this SPRP the SBRC has made a resolution adopting a charging rate.
The Regional Plan for a designated region	The subject site is not identified as being within a Priority Living Area or Priority Agricultural Area.
State Planning Policies	As the <i>Peaks Down Shire Planning Scheme (Amendment No.1) 2011</i> preceded the release of the single State Planning Policy (SPP), the SPP is yet to be appropriately reflected in the Planning Scheme. Refer to the following section of this report.
A Structure Plan	Not applicable.
For development in a declared master planned area –all master plans for the area	Not applicable.
A Temporary Local Planning Instrument	Not applicable.
A Planning Scheme	Refer to following sections of this report
The Local Governments infrastructure plan	Refer to following sections of this report

In addition, the assessment manager must assess the part of the application having regard to:

The common material	Applicable - The common material has been considered in the following report
Any development approval for, and any lawful use of, premises the subject of the application or adjacent premises	Not applicable.
Any referral agency’s response for the application	Applicable - Refer to the following sections of this report

## 2.1 SBRC PLANNING SCHEME

As mapped on the SBRC Zoning Map 1A (Figure 3 below), the subject site is located in the Rural Locality. As such Section 6.2.13 of the SBRC Planning Scheme applies to this development.

The proposed land use complies with the purpose of the Rural Zone Code and the overall. The extractive activity in this area is considered a consistent use under the Rural Zone Code.

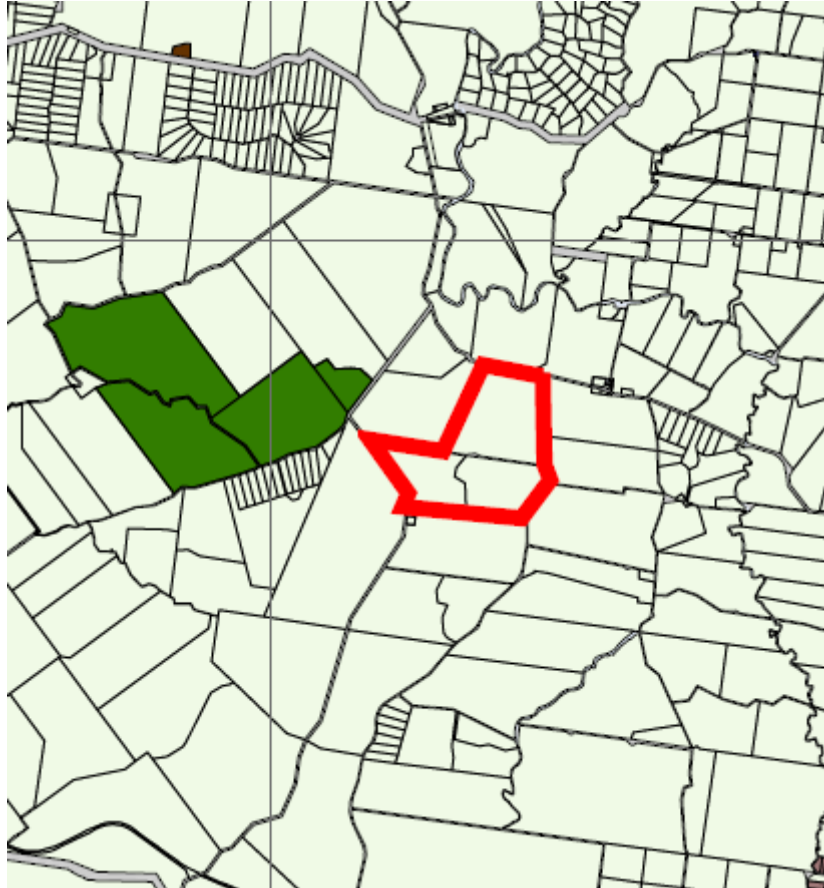


Figure 3 – zone map

### 3.1 Strategic Framework

The development is required to be assessed against the Strategic Framework due to it triggering impact assessment. The strategic framework is comprised of six (6) themes, with each theme containing strategic outcomes and specific outcomes. This section provides an assessment each theme, and strategic and specific outcomes which are relevant to the proposal.

#### 3.1.1 Settlement Pattern

The settlement pattern provides three categories of settlement:

1. Kingaroy - the major regional centre;
2. Other towns – smaller towns with established facilities
3. Villages – rural setting with few local services (includes Maidenwell)

The intent of the village category is to contain the area covered by the village's footprint and provide for limited expansion if events transpire to create growth.

It is noted that the subject site is located outside any village footprint. Notwithstanding, the proposed use takes benefit of natural resource which commonly for such activities, are not located within proximity to villages or urban services nor co-located with other uses given the need for particular on site operational needs and access to extraction areas. Given significant separation from sensitive uses, limited reliance on urban amenities or services for the use, the impacts of the proposal are considered

to be able to be appropriately managed through conditions of approval and operational requirements of the approved environmentally relevant activity.

The following strategic outcome was identified as relevant to the proposal:

*(8) Rural villages provide country town lifestyle options, access to services, opportunities for employment and economic activity at a local level.*

The proposal provides increased access to employment and economic activity at a local level, whilst not reducing the capacity of the area to offer a country town lifestyle.

The following specific outcomes were identified as relevant to the proposal:

*(10) Industry is located and designed to minimise impacts and where appropriate, to minimise visual intrusion into rural landscapes or town/rural fringes. Inherently noisy activities are to be separated from areas and land uses where the expectation is for a quieter environment. Expansion beyond zoned industrial areas is discouraged unless there is an overriding planning need.*

The proposal is an existing extractive activity. Whilst the development is in a rural zone, it has a minimal impact upon the visual amenity of the rural landscape and will not generate unacceptable levels of noise. The proposal is deemed to have an appropriate planning need exists for the activity.

### **3.1.2 Rural Futures**

The following strategic outcomes are identified as relevant to the proposal:

*(1) The capacity of important agricultural areas, as shown on Strategic Framework map and rural activities that contribute to the Region's economy is protected from incompatible land uses to optimise agricultural development opportunities.*

The proposal is an extractive activity, as such the capacity of agricultural areas will not be reduced. The proposal will provide a use that contributes to the function of agricultural activity in the locality.

*(2) The rural production base of the Region is broadened to accommodate the widest diversity of productive rural activities.*

The proposal provides a use that supports the capacity of rural activities in the region.

*(3) Non-rural activities are ancillary or subsidiary to principal rural land uses to widen the economic base for rural production provided that rural production in surrounding areas is not compromised and rural character is maintained.*

The proposal involves a use that is ancillary to an existing mining activity, the proposed use improves the sites capacity for supporting rural production. The existing and proposed use will not compromise the rural production of surrounding areas and will not affect the rural character.

*(5) Extractive resources in rural areas are protected for effective and sustainable exploitation consistent with demonstrated planning need.*

The proposal involves the utilisation of raw materials extracted on the site and is assessed an conditioned by the State demonstrating the suitability of the extent of the use and the resource available.

The following specific outcomes are identified as relevant to the proposal:

*(1) The potential for economic benefit from the rural utilisation of land resources is maintained and enhanced.*

The proposal maintains and improves upon the current utilisation of resources occurring on the site.

(2) *Agricultural lands are preserved for productive rural activities by only supporting rural development that directly supports agricultural production or a regionally significant rural-based industry.*

The proposal provides a use that does not detract or sterilise the use of the balance of the site for agricultural purposes or the surrounding land. The resource is to be utilised by nearby in regional manufacturing/ production activities.

(3) *Productive rural land for cropping and animal husbandry is protected from intrusion of incompatible development. Where potentially incompatible development is facilitated, adequate buffers are provided to minimise land use conflict and the risk of disease or contamination from agricultural practices*

The proposal does not intrude upon productive rural land and is not incompatible with agricultural land uses.

(4) *Exploitation of mining and extractive deposits, including haul routes, is managed such that adverse environmental and amenity impacts are maintained at an acceptable level. Key Resource Areas are expected to be extracted and are identified to ensure that can occur without undue interference from incompatible land uses.*

Any environmental and amenity impacts will be appropriately managed through the sites environmental management plan.

### **3.1.3 Strong economy**

The following strategic outcomes are identified as relevant to the proposal:

(1) *The Region's economy is founded on strength and diversity of industry and service provision that capitalises on its location advantages and natural assets, improving the Region's employment opportunities and maximising regional economic activity.*

The proposal strengthens and diversifies the economy through improved utilisation of natural resources in the region.

(2) *The Region's major industries are sustained and grown through diversification, clustering of complementary businesses, and expansion of secondary industries and protection from the establishment and intensification of incompatible land uses.*

The proposal has no impact on industries in the region.

### **3.1.4 Natural systems & sustainability**

The following strategic outcomes are identified as relevant to the proposal:

(4) *Overlays identify natural hazards and prescribe assessment benchmarks for avoiding and mitigating their effects on people and property.*

The proposal has addressed all assessment benchmarks relating to overlays.

The following specific outcomes are identified as relevant the proposal:

(3) *New development does not necessitate clearing of significant vegetation, significant landscape modification or management practices within National Parks or State Forests to manage bushfire hazard on development sites.*

The development does not necessitate clearing of any vegetation.

(4) *The riparian amenity and habitat of the Region's waterways and wetlands are protected from inappropriate development.*

The State government has assessed the use of the waterway for extracted resources and supports the proposal subject to conditions.

(9) *Development avoids or mitigates risks to personal safety and property damage from natural hazards.*

The proposal adequately addresses natural hazards through the assessment benchmarks prescribed in the overlay codes.

### **3.1.5 Strong communities**

The following strategic outcomes are identified as relevant to the proposal:

(7) *Community health and safety, sensitive land use (as defined in the Regulation) and the natural environment are protected from the potential impacts of hazardous air, noise and odour emissions from higher impact uses.*

The proposal is adequately separated from urban uses and sensitive land uses so as to mitigate the potential impacts. An environmental management plan appropriately mitigates potential impacts on the surrounding site and its environment.

The following specific outcomes are identified as relevant to the proposal:

(19) *Special Industry land uses are adequately separated from sensitive land use (as defined in the Regulation) to avoid the occurrence of environmental harm or environmental nuisance.*

The proposal is adequately separated from sensitive land uses.

### **3.1.6 Infrastructure and Servicing**

The following strategic outcomes are identified as relevant to the proposal:

(1) *New development occurs in a manner that allows for the efficient and affordable provision and on-going maintenance of utility infrastructure.*

The proposal involves a minor increase in vehicle access to the site. The proposal for extractive industry efficiently utilises existing infrastructure (which is limited) and conditions are imposed regarding the external road network.

## **3.2 Zoning**

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The provision of an industry use within the rural zone that provides a benefit to the wider local community is supported in the broader objectives of the Rural Futures Theme.

The Strategic outcomes and Specific outcomes of the Rural Futures Theme further support the proposed operation, emphasizing the importance of diverse and economic rural activities in the region. The operation will utilise raw materials from the site for regional use in production and manufacturing. There is no specific waste generated by the use and screening activities.

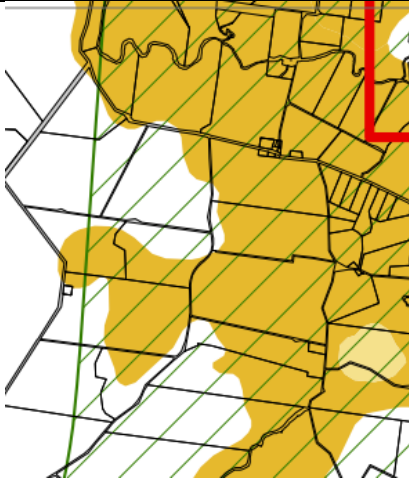
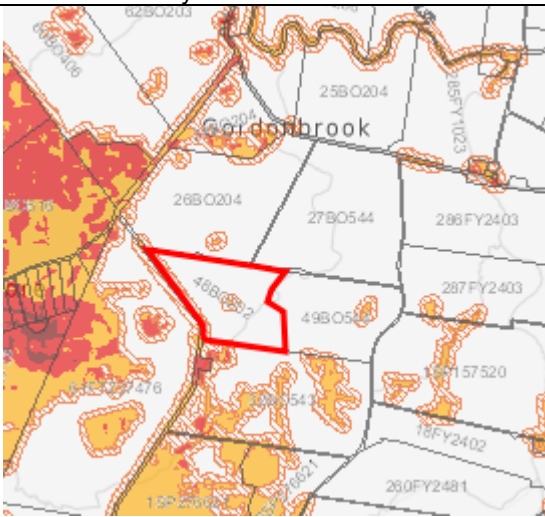
## **3.3 Overlays**

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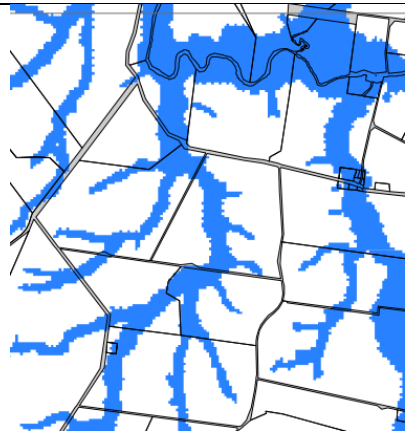
The Planning Scheme has overlays to identify specific land and development constraints. Each overlay has its own overlay map and code provisions. The site has been identified on the following overlay maps:

- Agricultural Land Overlay
  - Bushfire Hazard Overlay
-

• Flood Hazard Overlay

Overlays	Comments
<p>Agricultural Land Overlay</p>	 <p>The proposed use will be located in an area identified in the agricultural land overlay. Notwithstanding, the proposal achieves the overall outcomes of the Rural Zone Code and the outcomes of the Rural futures theme if the Strategic framework.</p> <p>Specifically, the proposal does not compromise the capacity of agricultural areas as the proposed use will be ancillary to the existing mining activities and comprise a minor increase to the development footprint. Additionally, the existing and proposed use does not reduce the capacity of the remainder of the site to be used for agricultural purposes.</p> <p>The proposed use further reinforces the desired outcomes of the scheme through diversifying industry in the rural zone. As such, this is an efficient use of land which positively contributes to the agriculture industry and broader economy.</p>
<p>Bushfire Hazard Overlay</p>	 <p>As can be seen in the figure above, the subject site has limited bushfire prone land. The proposed use will not be within any mapped buffer and as such does not trigger any assessment against the bushfire hazard overlay code. Notwithstanding, the proposed and existing use provide adequate setbacks from hazard areas, and access to all operational areas clear from vegetation.</p>



<p>Flood Hazard Overlay</p>	 <p>As can be seen in the figure above the subject site contains flood hazard areas and dredging/quarrying occurs along Hirst Creek and associated tributaries. It is noted that the operations include no permanent structures and staff and equipment are significantly limited.</p> <p>Access is typically flood free. As no structures are proposed and limited equipment is entirely moveable and operable (able to be evacuated), with creek flooding there is considered to be an acceptable level of risk to support the use within the reaches of the rivers and tributaries across the site.</p>
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**Summary Comments**

Although *Extractive Industry* is included in the Industrial Use group of definitions, quarries are inherently a rural operation. Notwithstanding this, quarries can operate without detriment to surrounding agricultural and animal husbandry uses given they are appropriately conditioned. There is a heightened sense of importance on local resource business in the region which more often than not have a nexus to the construction industry. Resources kept and transported within a region save on flow on costs in construction and it is acknowledged that the resource in this case is going to the construction of roads in the region. In this regard the *Extractive Industry* is bestowed a heightened sense of importance irrespective of Site’s zoning, within reason. Therefore, despite the conflict with Overall Outcomes, there is considered sufficient planning grounds to override the conflict.

The proposed development is not considered to be of scale that will materially affect vistas or views.

The proposed development will not impact the rural character or amenity of the surrounding area. The proposed development will continue to operate, albeit formalised through a Development Permit for Material Change of Use for *Extractive Industry*, much the same as it has operated historically.

Conditions of approval within both the Development Permit and the Environmental Authority seek to ensure that all impacts are minimised external to the site, including possible impacts stemming from air, noise and dust emissions, as well as sediment runoff and erosion. As already mentioned in response to Overall Outcomes and the zone code, quarries are an inherent part of rural areas and the siting of this proposal at its current location is supported in both the local and State planning instruments.

**2.2 STATE DEVELOPMENT ASSESSMENT PROVISIONS**

As the proposed quarry is also an Environmentally Relevant Activity under schedule 2 of the Environmental Protection Regulation 2008, the state development assessment codes 22 and 15 also apply to assessment. The application was referrable to the Department State Development Infrastructure and Planning (SARA) for this assessment.

The application for the quarry material allocation permit with DNRME has been addressed separately to this development application; however, the Quarry Operations Plan has been included as part of this development application as part of the common material and addresses the environmental values and impacts.



Fig 4

Table- State Planning Policies	
STATE INTEREST	APPLICABILITY
<p><b>Mining and Extractive Resource:</b></p> <ul style="list-style-type: none"> <li>• KRA - Resource / processing area</li> <li>• KRA - Separation area</li> <li>• KRA - Transport route</li> <li>• KRA - Transport route separation area</li> </ul>	<p><b>Not Applicable –</b></p> <p>(1) a development application for:</p> <ul style="list-style-type: none"> <li>(a) reconfiguring a lot within a KRA, or</li> <li>(b) a material change of use within the resource/ processing area of a KRA or the separation area for the resource/processing area of a KRA, or</li> <li>(c) a material change of use within the transport route separation area of a KRA that will result in an increase in the number of people living in the transport route separation area, and</li> </ul> <p>(2) requirements of (1) above do not apply to the assessment of a material change of use for a:</p> <ul style="list-style-type: none"> <li>(a) dwelling house on an existing lot, or</li> <li>(b) home-based business (where not employing more than two non-resident people on a full-time equivalent basis), or</li> <li>(c) caretaker’s accommodation (associated with an extractive industry), or</li> <li>(d) animal husbandry, or</li> <li>(e) cropping</li> </ul>
<p><b>Biodiversity:</b></p> <ul style="list-style-type: none"> <li>• MSES - Regulated vegetation</li> <li>• MSES - Regulated vegetation (intersecting a watercourse)</li> </ul>	<p><b>Not Applicable –</b></p> <p>No local planning instruments requires an environmental offset.</p>
<p><b>Water Quality:</b></p> <ul style="list-style-type: none"> <li>• Climatic regions - stormwater</li> </ul>	<p><b>Not Applicable –</b></p> <p>Receiving waters—a development application for any of</p>

management design objectives	<p>the following:</p> <ol style="list-style-type: none"> <li>(1) a material change of use for urban purposes that involves a land area greater than 2500 square metres that: <ol style="list-style-type: none"> <li>(a) will result in an impervious area greater than 25 per cent of the net developable area, or</li> <li>(b) will result in six or more dwellings, or</li> </ol> </li> <li>(2) reconfiguring a lot for urban purposes that involves a land area greater than 2500 square metres and will result in six or more lots, or</li> <li>(3) operational works for urban purposes that involve disturbing more than 2500 square metres of land.</li> </ol>
<p><b>Natural Hazards:</b></p> <ul style="list-style-type: none"> <li>• Flood hazard area* - Local Government flood mapping area</li> <li>• Bushfire hazard area (Bushfire prone area)</li> </ul> <p><b>For all natural hazards:</b> <i>Development:</i></p> <ol style="list-style-type: none"> <li>(1) <i>avoids natural hazard areas or mitigates the risks of the natural hazard to an acceptable or tolerable level, and</i></li> <li>(2) <i>supports, and does not unduly burden, disaster management response or recovery capacity and capabilities, and</i></li> <li>(3) <i>directly, indirectly and cumulatively avoids an increase in the severity of the natural hazard and the potential for damage on the site or to other properties, and</i></li> <li>(4) <i>avoids risks to public safety and the environment from the location of hazardous materials and the release of these materials as a result of a natural hazard, and</i></li> <li>(5) <i>maintains or enhances natural processes and the protective function of landforms and vegetation that can mitigate risks associated with the natural hazard</i></li> </ol>	<p><b>Applicable –</b> A development application for a material change of use, reconfiguring a lot or operational works <u>on land within:</u></p> <ol style="list-style-type: none"> <li>(1) <u>a flood hazard area, or</u></li> <li>(2) <u>a bushfire hazard area, or</u></li> <li>(3) <u>a landslide hazard area, or</u></li> <li>(4) <u>a coastal hazard area.</u></li> </ol> <p><b>Interim Development Assessment Criteria - Response</b> As identified below, part of the site is mapped as being identified as subject to bushfire hazard.</p> <p>A bushfire hazard report was prepared and lodged with the original plan of subdivision and has not been amended subsequently with the proposals layout changes. The bushfire report recommends the following outcomes:</p> <ul style="list-style-type: none"> <li>• It is recommended that separation for dwellings on all Lots is such that the need for higher ratings than BAL 29 is not invoked.</li> <li>• construction requirements for dwellings under AS3959-2009 shall be used throughout the design and construction of dwellings and other structures located within 6m of them</li> <li>• Asset Protection Zones shall be constructed</li> <li>• Water supply for the development will be based on harvested/ stored water. A minimum volume of 10,000litres per dwelling, dedicated to fire fighting only, and stored in a tank or swimming pool is required.</li> </ul> <p>An amended bushfire hazard report is required to be submitted as part of the conditions of approval with updated plans and hazard analysis on the basis of the riparian zone around the Sandy Creek waterway corridor being retained for environmental purposes and vegetation protected.</p>

<b>Table – State Planning Regulatory Provisions</b>	
<b>State Planning Regulatory Provisions</b>	<b>Applicability</b>
Draft Palm Island SPRP 2015	<b>Not applicable</b> The site is not located within the Palm Island area.
Yeerongpilly Transit Orientated Development SPRP 2014	<b>Not applicable</b> The site is not located within the Yeerongpilly SPRP area.
South East Queensland Regional Plan 2009-2031 SPRP (as amended)	<b>Not Applicable</b> The site is not in the SEQRP

Guragunbah SPRP	<b>Not applicable</b> The site is not located within the Guragunbah State Planning area.
SPRP (adopted charges)	<b>Applicable</b> Charges are levied for the proposed development under the Adopted Infrastructure Charges Resolution
Off-road motorcycling facility on State-owned land at Wyaralong	<b>Not applicable</b> The proposal is for a Quarry
SPRP (Adult stores)	<b>Not applicable</b> The proposal is for a Quarry
South East Queensland Koala Conservation SPRP	<b>Not applicable</b> The site is not mapped by Koala Conservation mapping
Queensland Housing Affordability Strategy, Greenfield land supply in South East Queensland	<b>Not applicable</b> The site is not located within a serviced area which is identified for housing in the Queensland Housing Affordability Strategy.

### 2.3.1 WIDE BAY BURNETT REGIONAL PLAN

The Wide Bay Burnett Regional Plan (WBBRP) designates the site in the regional landscape and rural production area, which identifies land with one or more of the values identified, including significant ecosystems, natural economic resources including extractive resources and land that forms strategic and regionally significant inter-urban breaks.

The RLRPA does not impede land use rights, which ensures commitments and significant activities such as access to natural resources can be achieved and continue to operate where existing.

The proposal does not present a conflict with the values or principals of the WBBRP

## 1.0 KEY ISSUES

### POTENTIAL ENVIRONMENTAL IMPACTS

The environmental impacts associated with the extractive activities performed on site are detailed in the Quarry Operations Plan which is attached to this MCU application and is considered to provide a suitable response to the impacts identified. Below are the impacts identified under an assessment against the planning scheme.

<b>Main Issues/Resolution</b>	<i>Issue</i>	<i>Resolution</i>
	Traffic impacts	Due to the proposed quantity of material to be extracted, i.e. greater than 20,000t, it is expected that haulage from the proposed sand quarry may result in some impacts to the local transport infrastructure. As such a traffic impact assessment for the proposed sand quarry has been completed by a registered professional engineer of Queensland (RPEQ). The traffic impact assessment concluded that the heavy vehicle movements associated with the sand quarry's operation would have minimal impacts to the existing pavement loadings on the chosen routes of the State Controlled Network as well as the local adjoining road, Wilsons Road.

	Potential negative adverse impacts on rural amenity and nearby sensitive receptors (air, noise, dust)	The Environmental Authority to conduct Environmentally Relevant Activity 16 includes conditions relating to air, noise, dust, water, waste and land to minimise the potential for adverse impacts on rural amenity and nearby sensitive land uses. The DES is responsible for the administering of the Environmental Authority and its conditions. One to two site workers may be present for the day on site and they will bring water with them. A porta-loo will be present on site and regularly serviced by the provider. Water is not required for the extractive activity and any water required for dust suppression purposes will be sourced from existing on-site dams or the local creeks limiting impacts on urban services.
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### 3.0 CONSULTATION

Department of State Development Manufacturing Infrastructure and Planning was a referral agency for the application.

Public notification occurred between 17/08/2018- 6/09/2018. There were submissions made during the public notification period.

The following table provides a summary and assessment of the issues raised by submitters.

<b>ISSUES</b>	<b>COMMENTS</b>
Air Quality (dust) Impacts/ Risks on Health and Well being	Conditions are imposed and the uses is subject to further environmental authority permits under the Environmental Protection Act.
Noise impacts from the operation of the quarry and truck movements on rural living lifestyle (Noise from Hours of operation)	Hours of operation have been imposed in accordance with the Council's codes and the Environmental Protection Act. There is no blasting required to extract the resource and this has also been conditioned in order to limit noise.
Traffic safety and potential vehicle and pedestrian conflicts on	See traffic and engineering conditions of approval.
Proximity to rural residential properties and amenity impacts	The subject zone does not preclude extractive industry from occurring where external impacts can be reasonably mitigated and are not assessed to be of detriment to the local area. The proposal is providing a required resource for construction in the region and to source the product locally rather than from other regions is appropriately sustainable business practice.
Accuracy of application material lodged	The council has acknowledged the application to be properly made, the applicant has responded to council's information requests and the State have also issued a decision on this application which is taken to be properly referred.
Regeneration post use	Conditions are imposed for rehabilitation over disused areas and closed parts of the quarry during the life of the use.
Future road maintenance	A condition of approval is imposed to ensure development vehicle movements contributes to the local road network. State conditions have been included.
Visual Amenity impacts	The subject site currently operates some minor low intensity quarry operations. planning conditions are imposed to ensure there is an appropriate regime of rehabilitation and visual buffering.

#### **4.0 RECOMMENDATION**

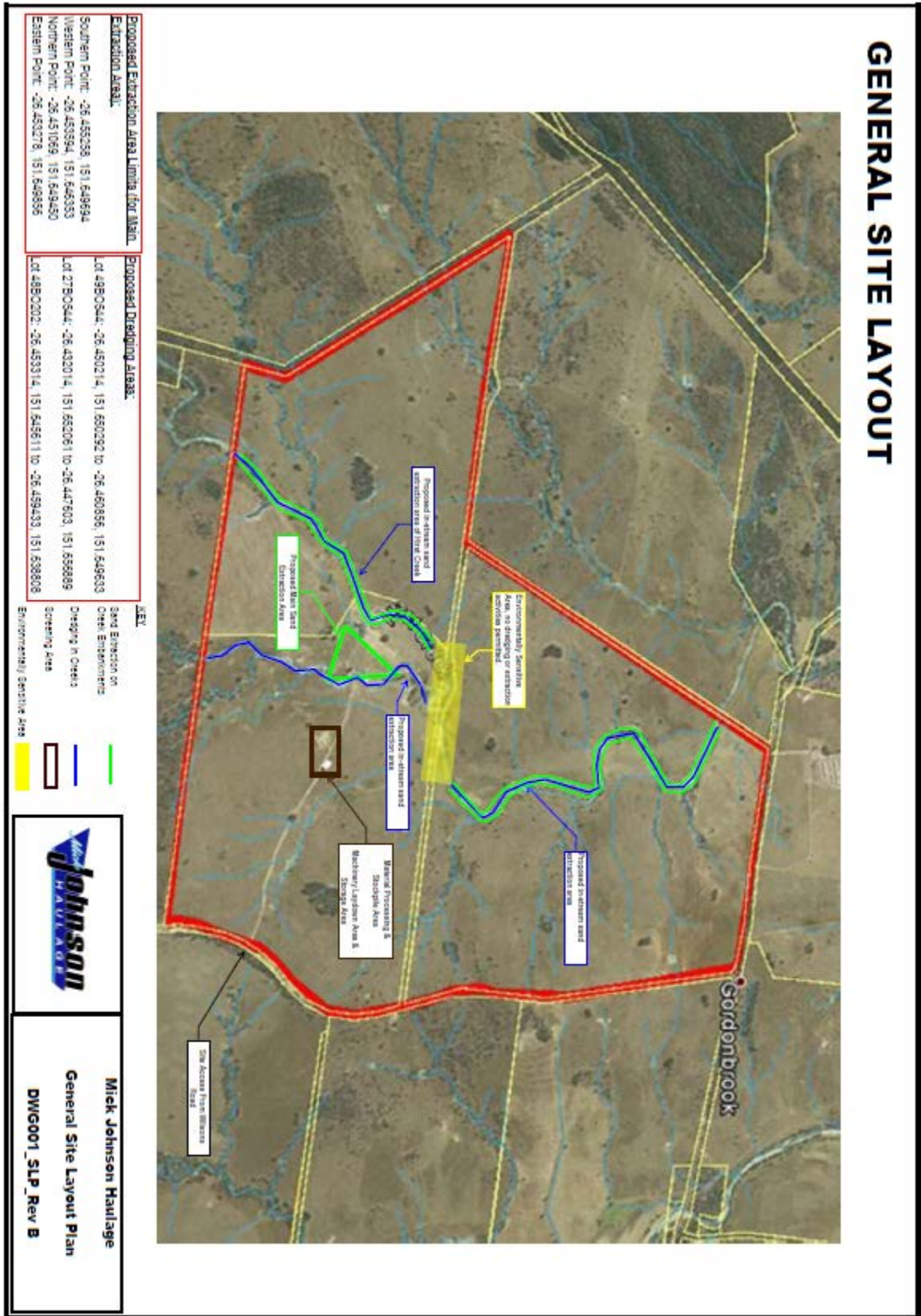
**THAT South Burnett Regional Council approve, SBRC Final Agenda for Council Meeting on 10 October 2018**

#### **4.1 REASONS FOR DECISION**

- Although *Extractive Industry* is included in the Industrial Use Class, quarries are inherently a rural operation. Quarries can operate without detriment to surrounding agricultural and animal husbandry uses with appropriate conditions;
- There is an economic benefit to the extractive industry occurring within the region, as it delivers competitive rates for sand, rock and gravel to construct access roads, laydown areas, hardstand areas. By having local extractive activities in reasonable proximity to local agricultural, village and township areas, operations the region benefiting from local material pricing and reduced transportation costs
- External road network upgrades are conditioned as part of the development approval which will address current road standard matters;
  - The use is intended to comply with the noise and air quality restrictions as imposed by the Environmental Protection (Air) Policy and the Environmental Protection (Noise) Policy. The use will also be regulated by the Department of Environment and Sciences (DES) through an Environmental Authority which will outline required operating requirements.
- The use and works in the vicinity of the quarry are compatible with the extraction operation associated with the mineral resources. In this respect, *Extractive Industry* is bestowed a heightened sense of importance irrespective of Site's zoning, within reason. Therefore, despite any conflict with the overall outcomes of the zone, there is considered sufficient planning grounds to override the conflict.

**Attachment A**

**GENERAL SITE LAYOUT**



## Attachment B

Department of Environment and Science

# Permit

Environmental Protection Act 1994

Environmental authority EA0001461

This environmental authority is issued by the administering authority under Chapter 5 of the Environmental Protection Act 1994.

**Environmental authority number: EA0001461**

Environmental authority takes effect on a date to be decided later.

### Environmental authority holder(s)

Name(s)	Registered address
Second Chance (Aust) Pty Ltd	49-51 Rosella Pde KINGAROY QLD 4810 Australia

### Environmentally relevant activity and location details

Environmentally relevant activity/activities	Location(s)
Prescribed ERA, ERA 16 - Extraction and Screening, 1: Dredging, in a year, the following quantity of material, (b) more than 10,000t but not more than 100,000t	LOT 27/BO544
Prescribed ERA, ERA 16 - Extraction and Screening, 1: Dredging, in a year, the following quantity of material, (b) more than 10,000t but not more than 100,000t	LOT 48/BO202
Prescribed ERA, ERA 16 - Extraction and Screening, 1: Dredging, in a year, the following quantity of material, (b) more than 10,000t but not more than 100,000t	LOT 49/BO544
Prescribed ERA, ERA 16 - Extraction and Screening, 2: Extracting, other than by dredging, in a year, the following quantity of material, (a) 5,000t to 100,000t	LOT 49/BO544
Prescribed ERA, ERA 16 - Extraction and Screening, 3: Screening, in a year, the following quantity of material, (a) 5,000t to 100,000t	LOT 49/BO544

### Additional information for applicants

#### Environmentally relevant activities

The description of any environmentally relevant activity (ERA) for which an environmental authority (EA) is issued is a restatement of the ERA as defined by legislation at the time the EA is issued. Where there is any inconsistency between that description of an ERA and the conditions stated by an EA as to the scale, intensity or manner of carrying out an ERA, the conditions prevail to the extent of the inconsistency.

An EA authorises the carrying out of an ERA and does not authorise any environmental harm unless a condition stated by the EA specifically authorises environmental harm.



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## Environmental authority

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A person carrying out an ERA must also be a registered suitable operator under the Environmental Protection Act 1994 (EP Act).

### Contaminated land

It is a requirement of the EP Act that an owner or occupier of contaminated land give written notice to the administering authority if they become aware of the following:

- the happening of an event involving a hazardous contaminant on the contaminated land (notice must be given within 24 hours); or
- a change in the condition of the contaminated land (notice must be given within 24 hours); or
- a notifiable activity (as defined in Schedule 3) having been carried out, or is being carried out, on the contaminated land (notice must be given within 20 business days);

that is causing, or is reasonably likely to cause, serious or material environmental harm.

For further information, including the form for giving written notice, refer to the Queensland Government website [www.qld.gov.au](http://www.qld.gov.au), using the search term 'duty to notify'.

### Take effect

Please note that, in accordance with section 200 of the EP Act, an EA has effect:

- a) if the authority is for a prescribed ERA and it states that it takes effect on the day nominated by the holder of the authority in a written notice given to the administering authority-on the nominated day; or
- b) if the authority states a day or an event for it to take effect-on the stated day or when the stated event happens; or
- c) otherwise-on the day the authority is issued.

However, if the EA is authorising an activity that requires an additional authorisation (a relevant tenure for a resource activity, a development permit under the Planning Act 2016 or an SDA Approval under the State Development and Public Works Organisation Act 1971), this EA will not take effect until the additional authorisation has taken effect.

If this EA takes effect when the additional authorisation takes effect, you must provide the administering authority written notice within 5 business days of receiving notification of the related additional authorisation taking effect.

If you have incorrectly claimed that an additional authorisation is not required, carrying out the ERA without the additional authorisation is not legal and could result in your prosecution for providing false or misleading information or operating without a valid environmental authority.

Clancy Mackaway  
Department of Environment and Science  
Delegate of the administering authority  
Environmental Protection Act 1994

**Enquiries:**  
Extraction, Energy and Chemical Industries  
Assessment  
Department of Environment and Science  
Phone: 1300 130 372  
Email: [palm@des.qld.gov.au](mailto:palm@des.qld.gov.au)

**Date issued: 11 September 2018**

## Environmental authority

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### **Obligations under the Environmental Protection Act 1994**

In addition to the requirements found in the conditions of this environmental authority, the holder must also meet their obligations under the EP Act, and the regulations made under the EP Act. For example, the holder must comply with the following provisions of the Act:

- general environmental duty (section 319)
- duty to notify environmental harm (section 320-320G)
- offence of causing serious or material environmental harm (sections 437-439)
- offence of causing environmental nuisance (section 440)
- offence of depositing prescribed water contaminants in waters and related matters (section 440ZG)
- offence to place contaminant where environmental harm or nuisance may be caused (section 443)

## Legislative Requirements and Conditions of Environmental Authority

Agency interest: General	
Condition number	Condition
G1	<p>Activities under this environmental authority must be conducted in accordance with the following limitations:</p> <ol style="list-style-type: none"> <li>1. Activities must not impact on the MSES regulated vegetation in <i>Appendix 1 – Dredging extents and MSES</i></li> <li>2. The maximum quantity of material authorised to be               <ol style="list-style-type: none"> <li>a. extracted under this environmental authority is 100,000 tonnes per year</li> <li>b. screened under this environmental authority is 100,000 tonnes per year</li> <li>c. dredged under this environmental authority is 100,000 tonnes per year.</li> </ol> </li> <li>3. Subject to condition G11, extraction must only occur within the 'proposed future extraction area' in <i>Appendix 2 – Extraction Areas</i>.</li> <li>4. Dredging activities must only occur between the following locations shown in <i>Appendix 1 – Dredging extents and MSES</i>:               <ol style="list-style-type: none"> <li>a. -26.450214, 151.650292 to -26.460856, 151.649633</li> <li>b. -26.432014, 151.652061 to -26.447603, 151.656889</li> <li>c. -26.453314, 151.645611 to -26.459433, 151.638808</li> </ol> </li> <li>5. Screening activities must only occur within the 'material processing area' in <i>Appendix 3 – Processing, Laydown &amp; storage Areas</i>.</li> <li>6. Activities must not disturb the banks of waters.</li> </ol>
G2	All reasonable and practicable measures must be taken to prevent or minimise environmental harm caused by the activities.
G3	Any breach of a condition of this environmental authority must be reported to the administering authority as soon as practicable within 24 hours of becoming aware of the breach. Records must be kept including full details of the breach and any subsequent actions taken.
G4	Other than as permitted by this environmental authority, the release of a contaminant into the environment must not occur.

Permit  
Environmental authority

G5	Environmental monitoring results must be kept until surrender of this environmental authority. All other information and records that are required by the conditions of this environmental authority must be kept for a minimum of five (5) years. All information and records required by the conditions of this environmental authority must be provided to the administering authority, or nominated delegate upon request, within the required timeframe and in the specified format.
G6	An appropriately qualified person(s) must monitor, record and interpret all parameters that are required to be monitored by this environmental authority and in the manner specified by this environmental authority.
G7	All analyses required under this environmental authority must be carried out by a laboratory that has National Association of Testing Authorities (NATA) certification, or an equivalent certification, for such analyses. The only exception to this condition is for <i>in situ</i> monitoring of turbidity and dissolved oxygen.
G8	When required by the administering authority, monitoring must be undertaken in the manner prescribed by the administering authority, to investigate a complaint of environmental nuisance arising from the activity. The monitoring results must be provided within 10 business days to the administering authority upon its request.
G9	The activity must be undertaken in accordance with written procedures that: <ol style="list-style-type: none"> <li>1. identify potential risks to the environment from the activity during routine operations, closure and an emergency</li> <li>2. establish and maintain control measures that minimise the potential for environmental harm</li> <li>3. ensure plant, equipment and measures are maintained in a proper and effective condition</li> <li>4. ensure plant, equipment and measures are operated in a proper and effective manner</li> <li>5. ensure that staff are trained and aware of their obligations under the <i>Environmental Protection Act 1994</i></li> <li>6. ensure that reviews of environmental performance are undertaken at least annually.</li> </ol>
G10	Storage of chemicals and fuels in bulk or in containers of greater than 15 litres must be within a secondary containment system and releases from the containment system controlled in a manner that prevents environmental harm.
G11	A minimum buffer distance of 50m must be maintained between extraction areas and the high banks of waters.

**Agency interest: Waste**

Condition number	Condition
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Page 2 of 11

W1	All waste generated in carrying out the activity must be reused, recycled or removed to a facility that can lawfully accept the waste.
<b>Agency interest: Air</b>	
<b>Condition number</b>	<b>Condition</b>
A1	Other than as permitted within this environmental authority, odours or airborne contaminants must not cause environmental nuisance to any sensitive place or commercial place.
<b>Agency interest: Land</b>	
<b>Condition number</b>	<b>Condition</b>
L1	Contaminants from the activity must not be released to land.
L2	Land that has been disturbed for activities conducted under this environmental authority must be rehabilitated in a manner such that: <ol style="list-style-type: none"> <li>1. suitable native species of vegetation for the location are established and sustained for earthen surfaces;</li> <li>2. potential for erosion is minimised;</li> <li>3. the quality of water released from the site, including seepage, does not cause environmental harm;</li> <li>4. potential for environmental nuisance caused by dust is minimised;</li> <li>5. the water quality of any residual water body does not have potential to cause environmental harm;</li> <li>6. the final landform is stable and protects public safety.</li> </ol>
L4	Rehabilitation of disturbed areas required under condition L2, must take place progressively as works are staged and new dredging activities or new extraction areas are commenced.
<b>Agency interest: Acoustic</b>	
<b>Condition number</b>	<b>Condition</b>
N1	Blasting or the generation of substantial low frequency noise is not permitted.

N2	Other than as permitted within this environmental authority, noise generated by the activity must not cause environmental nuisance to any sensitive place or commercial place.																		
<b>Agency interest: Water</b>																			
<b>Condition number</b>	<b>Condition</b>																		
E1	Other than as permitted within this environmental authority, contaminants must not be released to any waters.																		
E2	Erosion and sediment control measures must be implemented and maintained to minimise erosion and release of sediment.																		
E3	Stormwater runoff from material processing area, finished material stockpile area and machinery laydown & storage area depicted in <i>Appendix 3</i> , generated by (up to and including) a 24 hour storm event with an average recurrence interval of 1 in 5 years must be retained on site and managed to remove contaminants prior to release.																		
<b>Agency interest: Dredging</b>																			
<b>Condition number</b>	<b>Condition</b>																		
D1	Noise generated by the activity must not cause environmental nuisance to any sensitive place or commercial place.																		
D2	<p>During wet dredging activities:</p> <ol style="list-style-type: none"> <li>1. you must monitor in accordance with <i>Table 1 - Surface water release limits</i> and the associated monitoring requirement; and</li> <li>2. contaminants from wet dredging activities must be not exceed the limits in <i>Table 1 - Surface water release limits</i>, when measured at the monitoring point in <i>Table 1 - Surface water release limits</i>.</li> </ol> <p><b>Table 1 - Surface water release limits</b></p> <table border="1"> <thead> <tr> <th colspan="2">Monitoring Point (GDA94 decimal degrees)</th> <th rowspan="2">Quality characteristic (units)</th> <th rowspan="2">Limit</th> <th rowspan="2">Limit Type</th> <th rowspan="2">Minimum Monitoring Frequency</th> </tr> <tr> <th>Latitude</th> <th>Longitude</th> </tr> </thead> <tbody> <tr> <td>-26.4320</td> <td>151.6519</td> <td>Dissolved oxygen</td> <td>85-110%sat</td> <td>Range</td> <td>60 mins</td> </tr> </tbody> </table>					Monitoring Point (GDA94 decimal degrees)		Quality characteristic (units)	Limit	Limit Type	Minimum Monitoring Frequency	Latitude	Longitude	-26.4320	151.6519	Dissolved oxygen	85-110%sat	Range	60 mins
Monitoring Point (GDA94 decimal degrees)		Quality characteristic (units)	Limit	Limit Type	Minimum Monitoring Frequency														
Latitude	Longitude																		
-26.4320	151.6519	Dissolved oxygen	85-110%sat	Range	60 mins														

			Turbidity	50	Maximum	after the start of each wet dredging event
<p><i>Note: Limits in accordance with the Regional guideline values for physico-chemical indicators – Central Coast region fresh and estuarine waters under the Queensland Water Quality Guidelines 2009</i></p> <p><b>Associated monitoring requirements</b></p> <ol style="list-style-type: none"> <li>1. Monitoring must be in accordance with the methods prescribed in the current edition of the Administering Authority's <i>Monitoring and Sampling Manual</i>.</li> <li>2. Water and sediment samples must be representative of the general condition of the water body or sediments.</li> <li>3. All determinations must employ analytical practical quantification limits of sufficient sensitivity to enable comparisons to be made against water quality objectives/triggers/limits relevant to the particular water or sediment quality characteristic.</li> <li>4. Monitoring must be undertaken during any wet dredging activity and at the frequency stated.</li> <li>5. All monitoring devices must be calibrated and maintained according to the manufacturer's instruction manual.</li> </ol>						
D3	The release to waters permitted under D3 must not contain any other properties at a concentration capable of causing environmental harm.					
D4	The release to waters permitted under D3 must not produce any slick or other visible evidence of oil or grease, scum, litter or other visually objectionable matter.					
D5	With the exception of floating equipment, all machinery and ancillary equipment for the activity must be stored on the landward side of the high banks of any surface waters.					

## Definitions

Key terms and/or phrases bolded in this environmental authority are defined in this section. Where a term is not defined, the definition in the *Environmental Protection Act 1994*, its regulations or environmental protection policies must be used. If a word remains undefined it has its ordinary meaning.

**Activity** means the environmentally relevant activities, whether resource activities or prescribed activities, to which the environmental authority relates.

**Administering authority** means the Department of Environment and Science or its successor or predecessors.

**Appropriately qualified person(s)** means a person or persons who has professional qualifications, training, skills or experience relevant to the EA requirement and can give authoritative assessment, advice and analysis in relation to the EA requirements using the relevant protocols, standards, methods or literature.

**Background** means noise, measured in the absence of the noise under investigation, as  $L_{A90,adj,T}$  being the A-weighted sound pressure level exceeded for 90 per cent of the time period of not less than 15 minutes, using Fast response.

**Blasting** is the use of explosives to fracture:

- rock, coal and other minerals for later recovery; or
- structural components or other items to facilitate removal from a site or for reuse.

**Commercial place** means a place used as a workplace, an office or for business or commercial purposes and includes a place within the curtilage of such a place reasonably used by persons at that place.

**Control site** refers to a monitoring site located beyond the anticipated zone of influence of sediment plumes and has site pairing with one or more test sites or sentinel sites. In monitoring programs, control sites serve the same role as do reference sites but only for a defined subset of parameters.

**Disturbed areas** includes areas:

1. that are susceptible to erosion;
2. that are contaminated by the activity; and/or
3. upon which stockpiles of soil or other materials are located.

**Dredging** means the mechanical removal of material from below naturally occurring surface waters. It excludes minor adjustments to the bed surface to level troughs and peaks and where bed material is only redistributed locally (bed levelling).

**Environmental nuisance** as defined in Chapter 1 of the *Environmental Protection Act 1994*.

**Event-based actions** refers to management responses (e.g. an increased level of monitoring) initiated in following 'an event', with the event being defined in the dredge management plan (e.g. 'an event' can occur when monitoring results indicate an exceedance of an adopted trigger value, or a non-compliance with the environmental authority condition).

**High Ecological Value (HEV)** is the 'management intent' for the 'ecosystem condition' as defined in Schedule 1 of the Environmental Protection Policy (Water) 2009 for scheduled waters, or the Australian and New Zealand Guidelines for Fresh and Marine Water Quality 2000 (ANZECC & ARMCANZ 2000) for non-scheduled waters. HEV ecosystems are intact and typically exhibit relatively insignificant levels of anthropogenic impacts.

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**$L_{Aeq,adj,T}$**  means the adjusted A weighted equivalent continuous sound pressure level measures on fast response, adjusted for tonality and impulsiveness, during the time period T, where T is measured for a period no less than 15 minutes when the activity is causing a steady state noise, and no shorter than one hour when the approved activity is causing an intermittent noise.

**Land** means any land, whether above or below the ordinary high-water mark at spring tides (i.e. includes tidal land).

**$MAX_{LpAT}$**  means the maximum A-weighted sound pressure level measured over a time period T of not less than 15 minutes, using Fast response.

**NATA** means National Association of Testing Authorities.

**Nominated delegate** means another government agency that provides services to the administering authority.

**Records** include breach notifications, written procedures, analysis results, monitoring reports and monitoring programs required under a condition of this authority.

**Release of a contaminant into the environment** means to:

1. deposit, discharge, emit or disturb the contaminant
2. cause or allow the contaminant to be deposited, discharged, emitted or disturbed
3. fail to prevent the contaminant from being deposited, discharged emitted or disturbed
4. allow the contaminant to escape
5. fail to prevent the contaminant from escaping.

**Sediment plume-associated monitoring (SPAM)** means environmental monitoring associated with risk management of sediment plume-associated impacts.

**Sediment plume-associated impacts** are impacts associated with sediment plumes including turbidity and suspended solids concentrations, light attenuation or sedimentation rates elevated above either control site or reference site readings or baseline conditions for an equivalent time of year. Where dredge material possesses acid sulfate soil-related properties, sediment plume-associated impacts may also include pH, dissolved oxygen and metal and metalloid-related toxicity impacts.

**Sensitive place** includes the following and includes a place within the curtilage of such a place reasonably used by persons at that place:

1. a dwelling, residential allotment, mobile home or caravan park, residential marina or other residential premises; or
2. a motel, hotel or hostel; or
3. a kindergarten, school, university or other educational institution; or
4. a medical centre or hospital; or
5. a protected area under the *Nature Conservation Act 1992*, the *Marine Parks Act 2004* or a World Heritage Area; or
6. a public park or garden; or
7. for noise, a place defined as a sensitive receptor for the purposes of the Environmental Protection (Noise)

Page 7 of 11

Policy 2008.

**Sensitive receptor** includes biological sensitive receptors together with other environmental values sensitive to the effects of dredge-generated sediment plume-associated impacts.

**Sentinel site** is a test site that is situated between the disturbance source and the sensitive receptor and serves to provide earlier warning of developing adverse conditions than does a test site

**Site pairing** refers to monitoring sites that have a functional control-impact relationship, for example, Control site A is referenced to assess monitoring data collected from Concern Sites AA and AB, thus, Concern Sites AA and AB share site pairing with Control Site A.

**Spot-checking** refers to a non-continuous monitoring approach performed at a fixed distance and direction from a mobile impact source (in the context of this guidance, dredging vessels) or at other key points of interest. Spot-checking may be routine or event-based, and may also include monitoring at fixed monitoring sites, such as reference sites or control sites and test sites or sentinel sites, although the same sites need not necessarily be monitored on every sampling event.

**Substantial low frequency noise** means a noise emission that has an unbalanced frequency spectrum shown in a one-third octave band measurement, with a predominant component within the frequency range 10 to 200 Hz. It includes any noise emission likely to cause an overall sound pressure level at a sensitive place exceeding 55 dB(Z).

**You** means the holder of the environmental authority.

**Test site** is a concern site that functions as a test point for compliance, is a monitoring site situated within the area where a sensitive receptor occurs and where environmental monitoring-related assessment criteria (e.g. trigger values) apply.

**Waters** includes river, stream, lake, lagoon, pond, swamp, wetland, unconfined surface water, unconfined water, natural or artificial watercourse, bed and bank of any waters, dams, non-tidal or tidal waters (including the sea), stormwater channel, stormwater drain, roadside gutter, stormwater run-off, and groundwater and any part thereof.

**Zone of Influence of a sediment plume** is, in its broadest application, defined by the dredge footprint and the area beyond the dredge footprint where at least some level of sediment plume-associated impacts are expected to occur. The overall *zone of influence* may be broken down into more risk-relevant sub-categories, such as the *Zone of Unavoidable Loss* (the dredge footprint and immediately adjacent areas), the *Zone of Moderate Impact*, or the *Zone of Marginal Impact*, with each zone being defined according to its purpose or role in environmental management.

**24 hour storm event with an average recurrence interval of 1 in 5 years** means the maximum rainfall depth from a 24 hour duration precipitation event with an average recurrence interval of once in 5 years. For example, an *Intensity-Frequency-Duration* table for a 24 hour duration event with an average recurrence interval of 1 in 5 years, identifies a rainfall intensity of 7.09mm/hour. The rainfall depth for this event is therefore 24 hour x 7.09mm/hour = 170.16mm.

Page 8 of 11



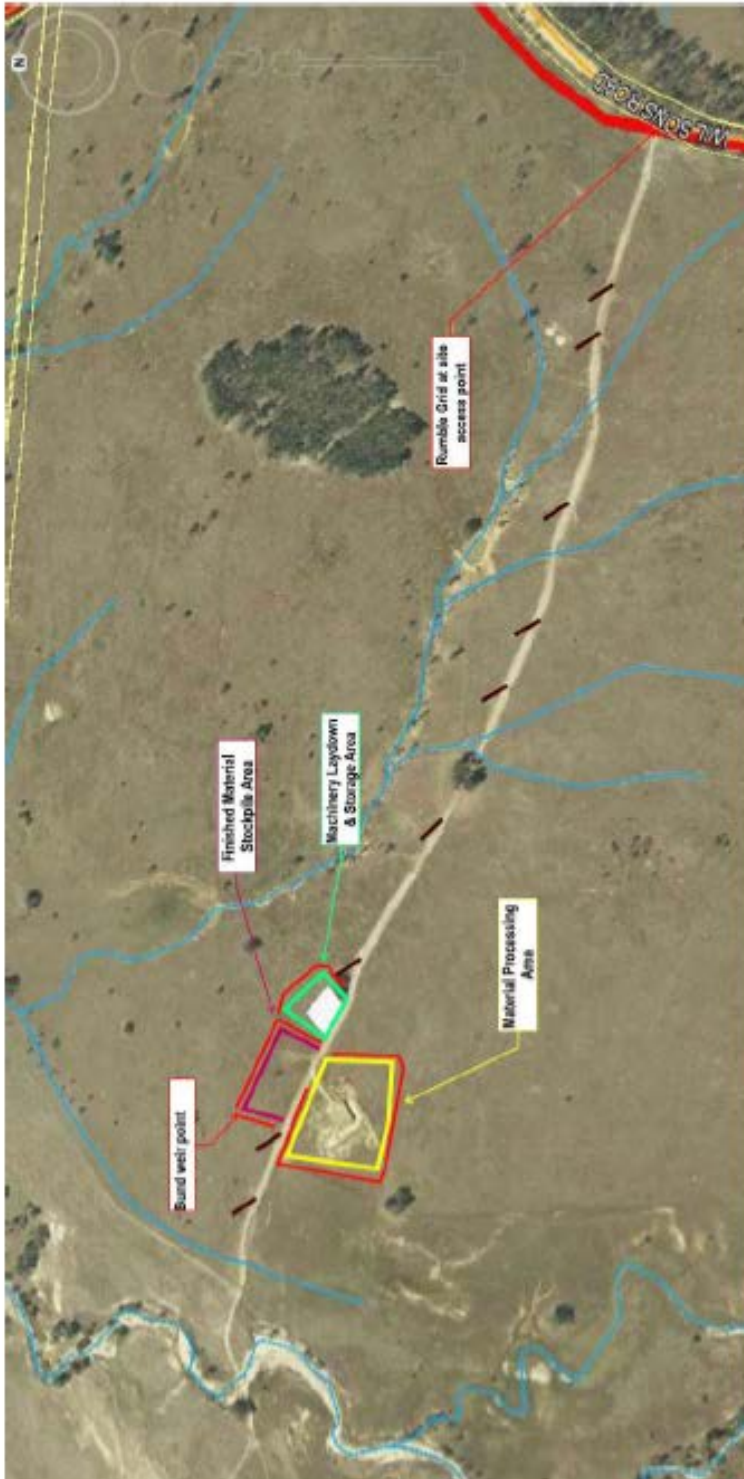
Appendix 2 – Extraction Areas



Department of Environment and Heritage Protection  
www.ehp.qld.gov.au ABN 46 640 294 485



Appendix 3 – Processing, Laydown & storage Areas



Department of Environment and Heritage Protection  
[www.ehp.qld.gov.au](http://www.ehp.qld.gov.au) ABN 46 640 294 485



## Attachment C

RA6-N



Department of  
**State Development,  
 Manufacturing,  
 Infrastructure and Planning**

Our reference: 1807-6250 SRA  
 Your reference: MCU18/0009

14 September 2018

South Burnett Regional Council  
 PO Box 338  
 KINGAROY QLD 4610  
 info@southburnett.qld.gov.au

Attention: Chris Du Plessis

Dear Mr. Du Plessis

**Referral agency response—with conditions**  
 (Given under section 56 of the *Planning Act 2016*)

The development application described below was properly referred to the Department of State Development, Manufacturing, Infrastructure and Planning on 16 July 2018.

---

**Applicant details**

Applicant name:	Michael Johnson
Applicant contact details:	49-51 Rosella Parade KINGAROY QLD 4610 mick.johnson1@hotmail.com

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**Location details**

Street address:	Memerambi Gordonbrook Road, Sheehans Road, and Wilsons Road GORDONBROOK
Real property description:	Lot 27 on BO544, Lot 48 on BO202, Lot 49 on BO544
Local government area:	South Burnett Regional Council

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**Application details**

Development permit	Material Change of Use for Extractive Industry (Sand Quarry) and Environmentally Relevant Activity
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**Referral triggers**

The development application was referred to the department under the following provisions of the Planning Regulation 2017:

- 10.19.2.3.1.1 Water-related development - removing quarry material (from a watercourse or

- lake)
- 10.5.4.2.1 Environmentally relevant activities (only if ERA has not been devolved to a local government)
- 10.9.4.2.4.1 State transport corridors and future State transport corridors

**Conditions**

Under section 56(1)(b)(i) of the *Planning Act 2016* (the Act), the conditions set out in Attachment 1 must be attached to any development approval.

**Reasons for decision to impose conditions**

The department must provide reasons for the decision to impose conditions. These reasons are set out in Attachment 2.

**Advice to the applicant**

Under section 56(3) of the Act, the department offers advice about the application to the applicant—see Attachment 3.

**Approved plans and specifications**

The department requires that the plans and specifications set out below and enclosed must be attached to any development approval.

Drawing/report title	Prepared by	Date	Reference no.	Version/issue
Aspect of development: Material Change of Use				
General Site Layout Plan	Mick Johnson Haulage	–	DWG001 SLP	B

A copy of this response has been sent to the applicant for their information.

For further information please contact Cavannah Deller, Planning Officer, on (07) 4331 5604 or via email [WBBSARA@dsgdmip.qld.gov.au](mailto:WBBSARA@dsgdmip.qld.gov.au) who will be pleased to assist.

Yours sincerely



Holly Sorohan  
A/Manager (Planning)

cc Michael Johnson, [mick.johnson1@hotmail.com](mailto:mick.johnson1@hotmail.com)

enc Attachment 1—Conditions to be imposed  
Attachment 2—Reasons for decision to impose conditions  
Attachment 3—Advice to the applicant  
Approved plans and specifications

## Attachment 1—Conditions to be imposed

No.	Conditions	Condition timing
<b>Material Change of Use</b>		
Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1 – State Transport Corridors and Future State Transport Corridors – The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
<b>Monetary Contribution</b>		
1.	<p>(a) Pay a monetary contribution of \$0.51 per tonne of material hauled to the District Director (Wide Bay Burnett), Department of Transport and Main Roads towards protecting or maintaining the safety or efficiency of the State controlled road, for works on Memerambi Gordonbrook Road between Chinchilla Wondai Road and Bunya Highway. The monetary payment:</p> <p>(i) must be calculated at twelve monthly intervals commencing on the first day that material hauled under this approval is transported from the site by road; and</p> <p>(ii) is to be indexed based on the Road and Bridge Construction Index, Queensland – Class 3101, published quarterly by the Australian Bureau of Statistics (ABS Cat No. 6427, Series ID A2333727L) to the date of payment.</p> <p>(b) Maintain records which document the quantity of material hauled on the State controlled road network and submit these records to the Department of Transport and Main Roads, District Director (Wide Bay Burnett), PO Box 486 BUNDABERG QLD 4670 or bundaberg@tmr.qld.gov.au at the time of payment reference in part (a) of this condition.</p>	<p>(a) Within 30 days of the end of June each year until the transportation of material hauled from the site by road under this approval ceases</p> <p>(b) As indicated</p>
<b>Road Works on a State Controlled Road</b>		
2.	<p>(a) Road works comprising a rural basic left-turn treatment (BAL) intersection upgrade must be provided at the Wilson Road and Memerambi Gordonbrook Road intersection.</p> <p>(b) The road works must be designed and constructed to provide a minimum seal of 25 metres on Wilson Road.</p> <p>(c) The road works must be designed and constructed in accordance with Road Planning and Design Manual 2<sup>nd</sup> Edition, prepared by Department of Transport and Main Roads, and Department of Transport and Main Roads specifications.</p>	Prior to the commencement of use.
<b>Stormwater Management</b>		
3.	<p>(a) Stormwater management of the development must ensure no worsening or actionable nuisance to the State controlled road.</p> <p>(b) Any works on the land must not:</p> <p>(i) create any new discharge points for stormwater runoff onto the State controlled road;</p> <p>(ii) interfere with and/or cause damage to the existing stormwater drainage on the State controlled road;</p> <p>(iii) surcharge any existing culvert or drain on the State controlled road;</p> <p>(iv) reduce the quality of stormwater discharge on to the State</p>	(a) and (b) At all times



	controlled road.	
<b>Vehicular Access to State Controlled Road</b>		
4.	Direct access is not permitted between the Memerambi Gordonbrook Road and the subject site for Extractive Industry use.	At all times

## Attachment 2—Reasons for decision to impose conditions

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The reasons for this decision are:

- To offset the impacts of development on the safety and efficiency of the State controlled road.
- To ensure the road works on, or associated with, the State controlled road network are undertaken in accordance with applicable standards.
- To ensure that the impacts of stormwater events associated with development are minimised and managed to avoid creating any adverse impacts on the State transport corridor.
- To ensure access to the State controlled road from the site does not compromise the safety and efficiency of the State controlled road.

### Decision

- The development application is for Material Change of Use for Extractive Industry (Sand Quarry) and Environmentally Relevant Activity.
- The concurrence agency response was issued 14 September 2018.

### Relevant Material

- Development application common material
- Information request response received 10 August 2018
- State Development Assessment Provisions published by the Department of State Development, Manufacturing, Infrastructure and Planning
- *Environmental Protection Act 1994*
- Environmental Protection Regulation 2008
- Development Assessment Rules
- *Planning Act 2016*
- Planning Regulation 2017

**Attachment 3—Advice to the applicant****Further Development Permits Required**

- |    |   |
|----|---|
| 1. | <p><b>Road Works Approval</b></p> <p>Under section 33 of the <i>Transport Infrastructure Act 1994</i>, written approval is required from Department of Transport and Main Roads to carry out road works on a State-controlled road. Please contact Department of Transport and Main Roads on (07) 4154 0200 or by email to <a href="mailto:bundaberg@tmr.qld.gov">bundaberg@tmr.qld.gov</a> to make an application for road works approval. This approval must be obtained prior to commencing any works on the State-controlled road reserve. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ).</p> <p>The road access works approval process takes time, please contact Department of Transport and Main Roads as soon as possible to ensure that gaining approval does not delay construction.</p> |
|----|---|

GE78-N



Department of  
**State Development,  
 Manufacturing,  
 Infrastructure and Planning**

**Department of State Development, Manufacturing, Infrastructure and Planning**

**Statement of reasons for application 1807-6259 SRA**

(Given under section 56 of the *Planning Act 2016*)

Departmental role: Referral Agency

**Applicant details**

Applicant name: Mr Michael Johnson  
 Applicant contact details: 49-51 Rosella Parade  
 KINGAROY QLD 4810  
 mick.johnson1@hotmail.com

**Location details**

Street address: Memerambi Gordonbrook Road, Sheehans Road, and Wilsons Road  
 GORDONBROOK  
 Real property description: Lot 27 on BO544, Lot 48 on BO202, and Lot 49 on BO544  
 Local government area: South Burnett Regional Council

**Development details**

Development permit: Material Change of Use for Extractive Industry (Sand Quarry) and Environmentally Relevant Activity

**Assessment matters**

Aspect of development requiring code assessment	Applicable codes
1. Material Change of Use	State Code 1: Development in a State Controlled Road Environment, State Code 15: Removal of Quarry Material from a Watercourse or Lake, and State Code 22: Environmentally Relevant Activities, State Development Assessment Provision (SDAP), Version 2.3

**Reasons for the department's decision**

The reasons for the decision are:

- The development complies with the State Development Assessment Provisions, conditioned to comply where required.
- The development involves Environmentally Relevant Activity 16-1(b). The Environmentally Relevant Activity is located and designed to avoid or mitigate environmental harm on environmental values of the natural environment, adjacent sensitive land uses and sensitive receptors.
- The development involves the removal of quarry material from a watercourse. The development is sustainably managed to ensure water resources and quarry material do not result in adverse impacts on the physical integrity of watercourse or other users' access to quarry material and water resources.
- The development does not create safety hazards for users, or compromise the physical integrity, of the State transport network.

- The development will not result in a worsening of the physical condition or operating performance of the State transport network.

Decision

- The development application is for a Material Change of Use for Extractive Industry (Sand Quarry) and Environmentally Relevant Activity.
- The concurrence agency response was issued 14 September 2018.

Relevant Material

- Development application common material
- Information request response received 10 August 2018
- State Development Assessment Provisions (SDAP) published by the Department of State Development, Manufacturing, Infrastructure and Planning
- *Environmental Protection Act 1994*
- Environmental Protection Regulation 2008
- Development Assessment Rules
- *Planning Act 2016*
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Development permit: Material Change of Use for Extractive Industry (Sand Quarry) and Environmentally Relevant Activity

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#### Reasons for the department's decision

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- The development does not create safety hazards for users, or compromise the physical integrity, of the State transport network.

Wide Bay Burnett regional office  
 Level 1, 7 Takalvan Street, Bundaberg  
 PO Box 979, Bundaberg QLD 4670

- The development will not result in a worsening of the physical condition or operating performance of the State transport network.

Decision

- The development application is for a Material Change of Use for Extractive Industry (Sand Quarry) and Environmentally Relevant Activity.
- The concurrence agency response was issued 14 September 2018.

Relevant Material

- Development application common material
- Information request response received 10 August 2018
- State Development Assessment Provisions (SDAP) published by the Department of State Development, Manufacturing, Infrastructure and Planning
- *Environmental Protection Act 1994*
- Environmental Protection Regulation 2008
- Development Assessment Rules
- *Planning Act 2016*
- Planning Regulation 2017





**9. Portfolio - Water, Waste Water, Waste Management, Sport & Recreation**

**9.1 Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report**

**Document Information**

**ECM ID** 2539534

**Author** Cr Roz Frohloff

**Date** 27 September 2018

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**Précis**

Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report

**Summary**

Cr Frohloff presented her Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report

**Officer's Recommendation**

That Cr Frohloff's Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report to Council be received.

## **9.2 Water & Waste Water (W&WW)**

### ***Officer's Reports***

No Report.

## **9.3 Waste Management (WM)**

### ***Officer's Reports***

No Report.

## **9.4 Sport & Recreation (S&R)**

### ***Officer's Reports***

### **9.4.1 S&R - 2539832 - Seeking adoption of the draft South Burnett Sport and Recreation Infrastructure and Strategic Plan**

#### **Document Information**

**ECM ID 2539832**

**Author Manager Social & Corporate Performance  
Consultant - Ross Planning Pty Ltd**

**Endorsed  
By General Manager Corporate Services**

**Date 28 September 2018**

---

#### **Précis**

Seeking adoption of the draft South Burnett Sport and Recreation Infrastructure and Strategic Plan

#### **Summary**

In recognition of the community benefit that recreation and sport contributes to residents and visitors, South Burnett Regional Council (Council) committed to the development of a strategic plan to guide investment in parks, recreation and open space management over the next 10 years.

The State Government provided funding to assist the South Burnett and North Burnett Regional Councils and the Cherbourg Aboriginal Shire Council to develop individual Plans. In addition, the funding provided for a plan to be developed for the Wide Bay Burnett region identifying high level facilities.

In August 2017, Council commissioned ROSS Planning Pty Ltd to assist Council in the development of the Sport and Recreation Infrastructure and Strategic Plan. Over the past 13 months, a comprehensive methodology has been implemented to inform the Plan including:

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undertaking park and facility audits, gathering and analysing statistical data; reviewing existing relevant plans and documents; conducting comprehensive community consultation including surveys, interviews and group meetings; and comparing national and state trends with South Burnett trends.

The Plan will assist Council to:

- accurately project relevant expenditure for the next 10 years;
- evaluate community requests for support and financial assistance within a strategic framework; and
- ensure 'shovel ready' projects to leverage external funding sources when they become available.

This report presents and seeks endorsement for the draft Plan to be placed on public exhibition. The purpose of public exhibition of the draft Plan is to provide an opportunity for the community to view the elements of the draft Plan. Feedback from the community will be via written submissions received by close of business Wednesday 7 November 2018. The feedback received will be collated for consideration by management, prior to the Plan being finalised and presented to Council for consideration and adoption in November 2018.

### **Officer's Recommendation**

That the final draft be received and released for public consultation.

### **Financial and Resource Implications**

The 2018/19 budget allows for resourcing the development, adoption and consultation on the draft South Burnett Sport and Recreation Infrastructure and Strategic Plan. The implementation of the final Plan will be considered by Council in future budget workshops.

### **Link to Corporate/Operational Plan**

Corporate Plan:

EC3.1 – Facilitate the implementation of Council's Sport and Recreation Plan.

### **Communication/Consultation (Internal/External)**

The following internal and external stakeholders were identified for consultation and engaged to inform the draft Plan.

Internal stakeholders

- Councillors
- Manager Natural Resource Management (NRM) and Parks
- Senior Recreation and Services Officer
- Senior Executive Team
- Manager Property
- Senior Lease and Property Management Officer
- Senior Economic Development Officer
- Water and Wastewater Manager
- Program Supervisor NRM – Kingaroy
- Supervisor Parks – Kingaroy
- Supervisor Parks – Nanango
- Supervisor Parks – Murgon
- Assets and GIS Section

## External stakeholders

- Sport organisations
- Primary schools
- Secondary schools
- Community organisations
- Community members
- Facility managers
- State sporting organisations

The following consultation methods were undertaken to gather relevant information to develop the draft Plan.

Consultation method	Outcome of consultation
<i>Initial consultation</i>	
Community meetings	Blackbutt - Tuesday 3 October 2017 Nanango – Tuesday 3 October 2017 Murgon – Wednesday 4 October 2017 Proston – Wednesday 4 October 2017 Kingaroy – Thursday 5 October 2017 Wondai – Thursday 5 October 2017
Sport club survey	39 surveys received
Community survey	195 surveys received
Interviews (in person / telephone)	32 interviews were undertaken with representatives from community organisations, facility managers, showground committees, sport organisations or interested community individuals
Council workshops	1 November 2017 – outline of planning process, initial information gathering, initial issue identification; 14 February 2018 – key findings from consultation and facility inspections; and 12 April 2018 – Councillor feedback on draft concept Plan prior to public release.
Council staff meetings / interviews	Minimum of nine (9) meetings/interviews held with individual Officers identified as key internal stakeholders. As some Officers were more involved in the project, multiple meetings or telephone conversations occurred to gather information, clarify issues and discuss potential solutions.
School visits with Principal and/or student class workshops	11 x primary schools 4 x secondary schools
<i>Consultation post initial draft concept Plan</i>	
Written submissions	58 x written submissions from: <ul style="list-style-type: none"> <li>• Benarkin (2)</li> <li>• Brisbane (3)</li> <li>• Ellesmere (1)</li> <li>• Hivesville (5)</li> <li>• Kingaroy (13)</li> <li>• Kumbia (12)</li> <li>• Mondure (1)</li> <li>• Murgon (1)</li> <li>• Nanango (1)</li> <li>• Proston (3)</li> <li>• Stonelands (1)</li> <li>• Wondai (10)</li> <li>• Wooroolin (2)</li> <li>• Unknown (3)</li> </ul>
One-on-one meetings / group	Blackbutt (Sunday 20 May 2018) – approximately - 7 people

meetings	Nanango (Sunday 20 May 2018) - 4 people Kingaroy (Monday 21 May 2018) - approximately 20 people Wondai (Monday 21 May 2018) - approximately 55 people Proston (Tuesday 22 May 2018) - approximately 10 people Murgon (Tuesday 22 May 2018) - 2 people
Portfolio / Councillor workshops	19 September 2018 – review submissions on draft Plan

Key issues that arose from the community engagement process were:

- Popular places and activities

Walking, swimming (for recreation not club), gardening, playing in the park and bushwalking were recorded as the most popular recreation activities with fishing and canoe/kayaking also popular.

- Natural settings are highly valued

People's favourite open space or park was related to places with natural features and included Bjelke-Petersen Dam, Lake Boondooma, Ficks Crossing, Coomba Falls and Wooroolin Wetland. Memorial Park in Kingaroy (established shade trees) and the predominantly natural setting along the rail trail were also popular.

- Lack of shade

The lack of shade was a common theme throughout the engagement process and identified as a barrier to use of parks and open spaces.

- Maintenance standards

Dissatisfaction with maintenance standards in parks, along pathways and the rail trail was expressed however residents also recognised the extensive open space network and maintenance required.

- Lack of variety

Youth felt there was a lack of variety of play opportunities with many parks only catering to toddlers.

- Connectivity of walk and cycle paths

Lack of connectivity between pathways to key destinations and completion of short 'gaps' in the otherwise continuous pathways was identified by residents as an issue for them.

- Lack of supporting infrastructure

Additional walk/cycleways, bench seats and water bubblers along them were identified as barriers to increased use of parks and open spaces particularly by the ageing population. Sporting groups identified upgrades such as spectator areas, shade covers and bench seats improving their facilities.

Council has considered the input from stakeholders and has, where practical, incorporated elements into the draft Plan to address the expressed aspirations, concerns and needs. The summary of changes to the initial concept draft, which now forms part of the draft Plan for public exhibition, is provided in this report.

## Legal Implications (Statutory Basis, Legal Risks)

Council is in the process of developing Local Government Infrastructure Plans (LGIP) as a requirement of the *Sustainable Planning (Infrastructure Charges) and Other Legislation Amendment Act 2014 (SPICOLA 2014)*. While the scope of this Plan does not extend to LGIP inclusions, the open space classification system described, and the open space analysis will

contribute to Council's LGIP for public parks and land for community purposes. Development of the LGIP is a separate process requiring further detailed analysis and application of the framework provided in the Plan.

## **Policy/Local Law/Delegation Implications**

The Plan outlines two (2) additional policies to guide decision-making and Council processes. The new policies are aimed at assisting the community and user groups to navigate and obtain efficient responses from Council.

New policies recommended:

- Community and Commercial Use of Council Land – to guide individuals and groups on issues such as: approval and building on Council land, donating structures/assets to Council, use by sporting bodies, welfare organisations, commercial businesses etc.
- Public Art in Open Space – to activate parks and open spaces via murals, light projections on buildings, sculptures etc.

With regard to delegation implications, the Plan recommends clarifying the process for sport, recreation and community organisations to obtain support letters from Council when seeking external funding for projects, particularly for facilities and infrastructure proposed for construction on Council owned or managed land. This is aimed at ensuring projects supported align with Council's adopted strategic, master, operational and other relevant plans.

## **Asset Management Implications**

The sustainability of open space and sports facilities must be considered in the provision of future open space, with an important component being Council's ability to fund, operate and maintain the network and assets.

A tiered hierarchy of open spaces within the South Burnett has been proposed, in order to appropriately plan for the future sport and recreation needs of each segment of the community.

The Plan proposes an open space classification and hierarchy based around local and town level sport and recreation facilities (as the core open space). Indicative embellishment standards (facility inclusions) for each of these five (5) classifications of park are provided to classify existing facilities and to guide future development and upgrade. Parks should be developed with appropriate facilities and embellishments to suit their intended roles and functions.

By applying the hierarchy to existing parks and identifying key embellishments for parks, Council can critically analyse existing parks and assets to determine those suitable for disposal and thus cease depreciating those assets, potentially improving Council's operational budget 'bottom line', as well as approaching asset renewal and replacement in a more considered and strategic manner.

## **Report**

Council recognises the community benefit that recreation and sport contributes to residents of and visitors to the, South Burnett Regional Council (Council). As such Council is committed to the development of a strategic plan to guide investment in parks, recreation and open space management over the next 10 years.

Council was successful in securing funding from State Government through a partnership application between South Burnett and North Burnett Regional Councils and the Cherbourg Aboriginal Shire Council. The funding was provided to develop individual regional Plans and an overarching plan for the Wide Bay Burnett region.

In August 2017, Council commissioned ROSS Planning Pty Ltd to assist Council in the development of the Sport and Recreation Infrastructure and Strategic Plan. Over the past 13 months, a comprehensive methodology has been implemented to inform the Plan including: undertaking park and facility audits, gathering and analysing statistical data; reviewing existing relevant plans and documents; conducting comprehensive community consultation including surveys, interviews and group meetings; and comparing national and state trends with South Burnett trends.

The content of the draft Plan is comprehensive explaining the methodology clearly, critically analysing Council's current management and resourcing as well as articulating the recommended future strategic direction. A detailed Implementation Plan summarises recommendations for easy reference.

Three (3) key values have been communicated by the community regarding provision and management of open space, recreation and sport:

- Appreciation of and interaction with the natural environment;
- A place that appeals to all ages – where you can visit with family and friends and enjoy social interaction; and
- A place where one can participate in a variety of activities and experiences.

The fundamental directions recommended in the draft Plan aimed at achieving the strategic direction are:

- Walking and cycling for short, medium and long trips;
  - o Shared pathways connect high quality recreation parks with residential areas and key destinations (e.g. shops, schools);
  - o Inclusion of shade is an essential elements of pathway design and construction (retention of existing and planting new trees); and
  - o Trails connecting towns and villages, along rail trails and within natural areas including State and National Parks are identified and promoted.
- Outdoor recreation:
  - o Strategically position the KKRT (particularly the South Burnett Rail Trail section ) as a state and nationally recognised destination;
  - o Strategically position Bjelke-Petersen Dam and Lake Boondooma as land-based and water-based outdoor leisure and adventure destinations;
  - o Recreation activities provide by natural areas and waterways are recognised as fundamental components of Council's infrastructure network;
  - o Further establish partnerships with National Parks managers to facilitate greater public access and promotion; and
  - o Access to appropriate water-based and nature-based recreation opportunities are promoted.
- Open space and play:
  - o Provide feature high quality recreation parks with a variety of play experiences that cater for all ages by upgrading a number of existing local level facilities;
  - o Play experiences should complement and embrace the surrounding natural environment; and
  - o Shade is provided in key activity areas, in green corridors and along walk and cycle routes.
- Informal recreation and physical activity:
  - o Continue to maintain (and renew/replace) wheeled recreation device facilities (skate parks); and

- Facilitate physical activity programs, community programs and community events across the open space network.
- Sport:
  - Sport parks are developed to a standard where players, officials and spectators can enjoy quality experiences at the facility; and
  - Close liaison between Council and sporting organisations is maintained.
- Community halls and activity spaces:
  - Activate community halls and activity spaces to ensure sustainable use.

## **Emerging Trends**

The draft Plan includes recommendations to assist Council keep pace with changing participation patterns in recreation at a community level. Moves toward non-organised structured sport, increased use of technology and increased time pressures are all contributing to how people recreate. In response to some of these changes, open space planning is beginning to take a new direction with a growing trend towards more challenging and imaginative play for all age groups at the one location.

The South Burnett's population is ageing with the impact on open space including the need for wider pathways, improved access for mobility impaired, more lighting, shaded seats for resting and increased use of mobility scooters.

National participation rates in organised sport have been declining for a number of years as participants move toward more social sport and informal recreation. Other trends impacting on sport include the extending lengths of pre-season and season fixtures, making sharing of field space more difficult. The draft Plan recommends additional master planning to allow sharing of ancillary facilities (e.g. changerooms and toilets) as well as upgrades to irrigation and lighting, and limited expansion to accommodate junior participation.

## **Recreation, Open Space and Sport Analysis**

For each planning area (town or village) the draft Plan considers the social, demographic and environmental characteristics of the area, the location, activities (or experiences) and embellishment of existing open space facilities and preferred outcomes for that planning area.

Of particular note is the recommendation to rationalise part of or entire parcels of open space land in some of the towns and villages in the South Burnett region. It is important to recognise that the term rationalise may mean repurposing to an alternative use, 'planting out' with trees to reduce maintenance in the long term, sale or transfer of ownership, not replacing current assets at the end of useful life or changing management of the land to reduce ongoing operational costs.

## **Public Exhibition of Draft Plan**

This report presents and seeks endorsement for the draft Plan to be placed on public exhibition. The purpose of public exhibition of the draft Plan is to provide an opportunity for the community to view the elements of the draft Plan. Feedback from the community will be via written submissions received by close of business Wednesday 7 November 2018. The feedback received will be collated for consideration by management, prior to the Plan being finalised and presented to Council for consideration and adoption in November 2018.





Draft  
September 2018



Sport and  
Recreation  
Infrastructure and  
Strategic Plan  
2017-2027



ROSS  
planning



**ross**  
planning

This report has been prepared by:

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**Version control:**

Version	Date	Document	Author	Reviewer	Recipient
1	1.3.2018	Preliminary Draft	Helen Carroll Senior Consultant	Scott Walker Managing Director	Michael Hunter Senior Recreation and Services Officer
2	12.3.2018	Draft Plan	Helen Carroll Senior Consultant	Scott Walker Managing Director	Michael Hunter Senior Recreation and Services Officer
3	18.4.2018	Draft Plan	Helen Carroll Senior Consultant	Scott Walker Managing Director	Michael Hunter Senior Recreation and Services Officer
4	24.8.2018	Draft Plan	Helen Carroll Senior Consultant	Scott Walker Managing Director	Michael Hunter Senior Recreation and Services Officer
5	21.9.2018	Draft Plan	Helen Carroll Senior Consultant	Scott Walker Managing Director	Michael Hunter Senior Recreation and Services Officer

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# Mayor's Foreword

There has been an enormous effort contributed by Council officers, Councillors and the community in developing the 10 year plan to guide the support and development of sport and recreation opportunities across the South Burnett region.

The Sport and Recreation plan provides a strategic approach to sustainably deliver diverse opportunities for residents and visitors while reflecting changing community needs and demographics. The plan has been developed to assist Council in preparing future budgets, quickly evaluate community requests, and ensure shovel ready projects when funding becomes available. Ultimately it provides data and direction to ensure Council is making informed decisions with a strategic focus. Other Council planning processes have been taken into consideration during the development of the plan to ensure actions and recommendations align with Council's over-arching Corporate Plan and strategic direction.

Sport and recreational facilities create the opportunity to contribute to well-being and healthy living for our residents. We want this plan to meet current and emerging needs as well as repurpose spaces that could be considered for other recreational purposes.

The ultimate goal of the plan is to create a strategic network of sport and recreation parks across the South Burnett to meet the needs of the community as it develops and changes over the next 10 years, and that can be sustainably managed to a standard encouraging active use by residents and visitors.

Mayor Keith Campbell

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## Section one - Background

Purpose  
Scope  
Approach  
Defining key terms (glossary)  
Plan inputs and outputs  
Benefits of physical activity  
Understanding Council's role  
Community involvement in  
decision making  
Asset and project management





## Purpose

South Burnett Regional Council sought to develop a Sport and Recreation Infrastructure and Strategic Plan (the Plan) to provide a current status of sport and recreation facilities and usage, and develop a strategic plan to sustainably deliver diverse opportunities for residents and visitors. Additionally, the Plan will address recent trends and reflect changing community needs and demographics.

The Plan's development coincided with similar planning processes for neighbouring Cherbourg Aboriginal Shire Council and North Burnett Regional Council providing opportunities for strategic collaboration across the three Councils. In addition, the Wide Bay Burnett Regional Organisation of Councils (WBBROC) developed a regional plan to identify regionally significant opportunities to support sport and recreation.

A successful open space network and quality sport and recreation facilities are the result of considerable planning and an understanding of local influences (recreation preferences and demographics). This Plan is based on the foundations that consider and embrace these matters. It has been developed giving thought to what we know about the LGA's open space, an understanding of local preferences to different open space types and functions and Council's (and the community's) capacity to deliver the infrastructure.

The Plan will assist Council in preparing future budgets, in quickly evaluating community requests, and in ensuring shovel-ready projects for when funding becomes available. Additionally, it will provide data and direction to ensure that Council is making informed decisions with a strategic focus, rather than ad-hoc reactions to immediate issues.

The Plan will provide realistic actions and solutions that reflect Council and community resources, and contribute to increased sport and recreation participation (and community health and well-being).

## Scope

The Plan focuses on Council owned and/or managed public open space (community land, Crown land under Council control and road reserve). However, natural areas (including State Forests and National and Conservation Parks), have been considered for their role in providing for nature-based recreation and tourism while privately-owned sport facilities have also been included given the pressure they take off Council for provision. The information and analysis contained in the plan will contribute to development of Council's Local Government Infrastructure Plan (LGIP) for public parks and land for community purposes, acknowledging further work is required to deliver the infrastructure plan.

This Plan does not necessarily provide detailed analysis of each individual Council reserve nor detailed operational actions. However, it provides strategic guidance on key identified issues from the open space network and includes actions to encourage opportunities for increased participation in sport and recreation by a broad cross-section of the community.

Information contained within this Plan is based on an audit and assessment of the Council's open space network and recreation facilities, and is a snapshot in time only. This information is accurate as at February 2018. Any open space and/or recreation facility developments or data updates since this time may not have been taken into account.

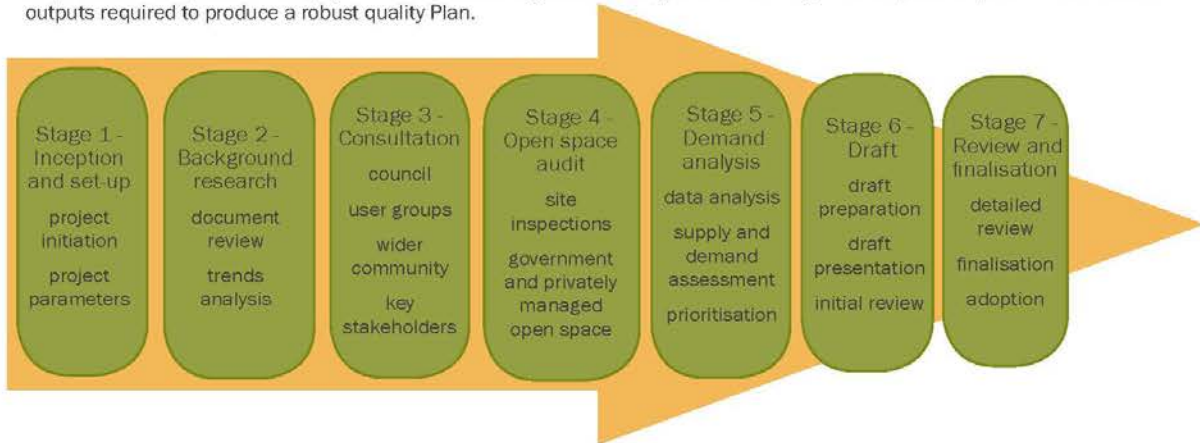
Wide-ranging engagement was undertaken to ensure community and Council perception and preference assisted to identify demand. A summary of the engagement strategy and key outcomes is included in a separate section.

It is also essential that Council is open and honest with the community regarding what it can afford to build and maintain and what the community will be required to contribute in order to provide sport and recreation opportunities. Innovative and pragmatic funding models and clear funding responsibilities need to be applied to deliver the Plan.



## Approach

The methodology used in the development of this Plan has been broken down into seven stages. The figure below shows the sequential development of the project. The information gathered and generated throughout this process provides the various outputs required to produce a robust quality Plan.



## Plan inputs and outputs





## Defining key terms (glossary)

For ease of reference, key terms and their definition have been provided below as these terms may be new, uncommon or specialised to the reader, as they relate to sport and recreation strategic planning.

Active recreation	recreation activities that require physical exertion but are unstructured, that is not part of a competition
Australian Bureau of Statistics (ABS)	independent statistical agency of the Government of Australia
Census	an official count or survey of a population
CPTED	crime prevention through environmental design outlines how physical environments can be designed to lessen the opportunity for crime
Embellishment	services, facilities and infrastructure that allow a recreation or sport park to be used for its intended purpose e.g. turf irrigation, goal posts, shelters, picnic table and chairs, playgrounds, change rooms
Local Government Infrastructure Plan (LGIP)	part of Council's planning scheme that identifies plans for trunk infrastructure necessary to service urban development at a desired standard of service in a coordinated, efficient and financially sustainable manner
Master Plan	a planning outcome providing a vision for a site, identifying what it should look like and how it should function into the future. It establishes a strong and consistent direction, providing a framework for ongoing improvement
Open space	council-managed land and water bodies that are broadly available for public recreation, pedestrian and cycle movement, sport or for nature conservation purposes. Open space is the over-arching term for sports parks and recreation parks.
Outdoor recreation	range of unstructured activities undertaken in more natural settings that are not reliant on built infrastructure
Passive recreation	range of unstructured activities and social interactions undertaken for enjoyment, relaxation, and mental health, with limited physical exertion
Queensland Parks and Wildlife Service (QPWS)	business unit of the Queensland State Government Department of Environment and Science
Rail Trail	rail trails are shared use paths for walking, cycling and horse riding, created on railway corridors that are no longer used for rail transport.
Rationalise	re-purposing as an alternate use, 'planting out' with trees to reduce maintenance, sale of the land or returning the land to the State
Recreation park	settings for informal recreation and social activities that enhance physical and mental health through activity that provides relaxation, amusement or stimulation.
Reserves	crown land (typically owned by the State Government) managed as open space. May include sports parks, recreation parks and showgrounds.
Sport	a range of structured activities capable of achieving a result requiring physical exertion and/or skill, that is competitive or training for competition
Sport park	designed to primarily support a range of formal structured sport activities such as competitions, physical skill development and training. These parks are designed to accommodate the playing surface and infrastructure requirements of specific sports
Universal Design	the design and composition of an environment so that it can be accessed, understood and used to the greatest extent possible by all people regardless of their age, size, ability or disability
Wide Bay Burnett Regional Organisation of Councils (WBBROC)	Wide Bay Burnett Regional Organisation of Councils Inc (WBBROC) was formed in 1999 to represent the interests of councils in the region including: Bundaberg, Cherbourg, Fraser Coast, Gympie, North Burnett and South Burnett





## Benefits of physical activity<sup>1</sup>

Regular physical activity is one of the most important influences on personal health. Physical activity levels directly affect physical and mental health as well as contributing to social, economic and environmental benefits. The natural areas and open space network in South Burnett influences physical activity levels of residents and visitors by encouraging recreation in parks and public places.



### 1.0 Physical health

- 1.1 reduced risk of chronic disease
- 1.2 reduced risk of developing and dying from a variety of cancers
- 1.3 prevention of weight gain when coupled with healthy nutrition and improved weight management
- 1.4 reduced risk of osteoporosis and osteoarthritis
- 1.5 increased energy
- 1.6 improved sleep quality
- 1.7 improved mobility flexibility and functional ability
- 1.8 reduced risk of falling and fracturing bones



### 2.0 Mental health

- 2.1 prevention and treatment of anxiety and depression
- 2.2 stress reduction
- 2.3 improved mood and sense of well-being
- 2.4 improved concentration, enhanced memory and learning and better performance
- 2.5 increased vitality, psychological well-being and improved body image
- 2.6 improved cognitive functioning including motor function, cognitive speed, auditory and visual attention



### 3.0 Social benefits

- 3.1 improved family and community connectedness
- 3.2 development of communication, interpersonal, leadership and cooperation skills
- 3.3 creation of friendships
- 3.4 lessons on how to deal with winning and losing
- 3.5 better concentration at school and improved academic performance
- 3.6 reduction in unhealthy behaviours (such as tobacco smoking, drug use)
- 3.7 prolonged, independent living



### 4.0 Economic benefits

- 4.1 creation of employment in the sport, recreation, fitness and tourism industries
- 4.2 attraction of tourism through destination marketing and recreation activities
- 4.3 reduction in household expenditure when choosing active transport options (walking and cycling)
- 4.4 support for local businesses when pedestrian and cyclist activity is improved through creation of spaces and places encouraging physical activity



### 5.0 Environmental benefits

- 5.1 reduced stormwater runoff through on site capture in open spaces
- 5.2 lower daytime temperatures in large shaded parks compared with surrounding streets
- 5.3 reduced air pollution and greenhouse gases through fewer cars on the road
- 5.4 reduced impacts of road infrastructure when short trips are walked or cycled instead of driven
- 5.5 improved local neighbourhood amenity when traffic is reduced

<sup>1</sup> Center for Disease Control and Prevention, 2018. Australian Government Department of Health, 2017. AUSPORT, 2001. WA Department of Local Government, Sport and Cultural Industries, 2018



## The South Burnett community

### Steady population growth

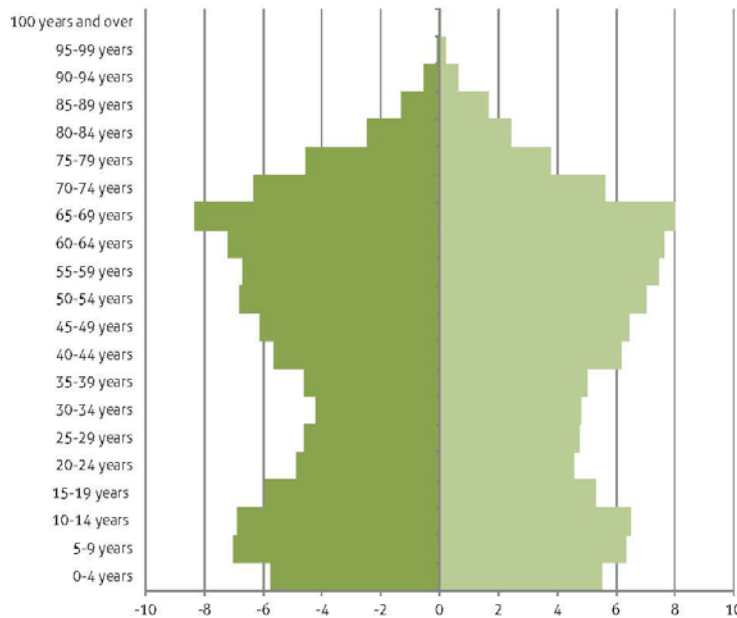
The estimated resident population of South Burnett was 32,186 in 2016. Population projections developed by the State Government in 2012 project that South Burnett will be home to 36,439 residents by 2026 (low series). This represents an additional 3,692 residents over a ten year period, or low steady growth.

Year	2011	2016	2021	2026	2031
Population (recorded/projected)	31,803	32,747	35,283	36,439	37,599

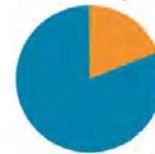
### Age and life cycle stage

The median age of the South Burnett population is 45, which is significantly older than the Queensland median of 37. The population pyramid from the 2016 census shows that South Burnett has an aging population, with a high proportion of people already at retirement age. There is also a reasonably high proportion of children. The middle cohort is smaller, likely due to young adults migrating to metropolitan areas for tertiary education and employment. The age profile of the community helps in understanding the types of recreation opportunities that will be most in demand in the future.

Figure 1: Population pyramid of South Burnett 2016

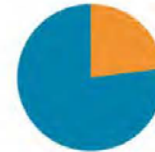


#### Children (0-14)



children aged 0-14 make up 19%

#### Seniors (65+)



seniors aged 65+ make up 23%

45

median age

\$925

median weekly household income

5.5%

Aboriginal and/or Torres Strait Islander people

8,511

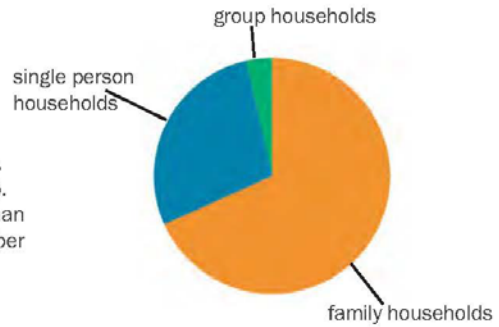
families in South Burnett  
1.9 children per family with children



## Family status and household structure

Of the families in South Burnett, 33.8% were couple families with children, 47.9% were couple families without children and 16.9% were one parent families. Of single parents, 19.8% were male and 80.2% were female.

Of household structures, family households were the most common at 68%, followed by single person households (28.2%) and group households (3.5%). The number of single person households in South Burnett is much higher than the state average of 23%. One contributing factor could be the greater number of people at retirement age.



## Ethnicity indicators

9.1% of the population were born overseas, and 3.4% came from countries where English was not their first language.

The most common birthplaces outside of Australia were the United Kingdom, New Zealand, the Philippines and Germany. The largest group of non-English speaking country of birth is the Philippines.

## Physical mobility barriers

9.1% of the population reported a need for assistance to undertake core activities. These activities include self-care, mobility and communication, because of a disability. This is an indicator of health/mobility barriers to accessing sport and recreation.



## Understanding Council's role

South Burnett Regional Council is committed to supporting the community to be healthy and active. This Plan reconfirms Council's endeavours to work in partnership with community organisations, private providers and government agencies to achieve shared goals.

It is important for Council to be clear about its role and the role of other organisations in the provision of recreation and sport to the community. Council's role is explored in more detail below.

### Strategic direction

Council's role is to take a long-term view to planning sustainably for the provision of recreation opportunities through:

- » planning scheme and LGIP provisions
- » strategic planning and partnership development
- » policy development
- » master planning for open space, active transport, infrastructure and facilities
- » sustainable asset management practices.

### Research and trend identification

Strategic direction requires evidence-based planning and policy development. Council has a responsibility to ensure its decision making is based on research including:

- » social planning and demographics
- » community specific research.

### Partnerships and advocacy

Collaboration, co-operation and forming strategic partnerships with government, business and community sectors to support the provision of recreation and sport to the community including:

- » identifying key stakeholders in the provision of recreation and sport and building and maintaining strong working relationships that are action and results driven
- » encouraging and supporting community organisations to increase awareness of their products and services to the community
- » supporting funding applications by organisations that are consistent with Council's strategic direction
- » developing strong relationships with state and federal government departments including:
  - Department of Public Works and Housing (formerly National Parks, Sport and Racing)
  - Queensland Health
  - Department of Transport and Main Roads
  - Department of Education and Training.

### Financial support

Council provides strategically targeted funding opportunities to community organisations and individuals to support the provision of recreation and sport including:

- » rate concessions and subsidies
- » community and regionally significant event sponsorship
- » elite performance grants for state and national representation
- » physical and healthy programs and activities sponsorship
- » provision of equipment and resources via in-kind sponsorship
- » unique projects or programs aimed at building capacity to deliver services activities and programs
- » public liability insurance grants and subsidised hire of Council facilities including hall hire.

### Provider and facilitator

Council delivers services to meet community, recreation and sport club's needs by:

- » undertaking community consultation to inform strategic direction and policy position
- » providing quality sporting grounds that are under lease, licence or user agreements with Council
- » providing a range of recreation parks catering for all age groups across the LGA
- » providing regional recreation parks and corridors
- » providing outdoor recreation facilities, opportunities and events.



## Community involvement in decision making

While this Plan provides Council with strategic direction for the provision of recreation and sport over the next 10 years, further information sharing, consultation and involvement of the community in decision making will be necessary. Council will need to determine the level of public participation in decision making and communicate this clearly to provide appropriate opportunities for input and feedback as well as being able to confidently make and act on decisions for the benefit of the whole community.

An example framework is provided below that may assist Council determine different levels of public participation depending on the goals, time frames, resources and levels of concern in the decision to be made. Importantly, the spectrum below clearly defines the 'promise' being made to the public to clarify expectations and promote transparent decision-making. The *Public Participation Spectrum* was developed to help define the public's role in any public participation process, by the International Association for Public Participation Federation<sup>1</sup>.

<sup>1</sup> International Association for Public Participation (IAP2) International Federation 2014

Increasing impact on the decision

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions	To obtain public feedback on analysis, alternatives and/or decisions	To work directly with the public to ensure that public concerns and aspirations are consistently understood and considered	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution	To place final decision making in the hands of the public
PROMISE TO THE PUBLIC	We will keep you informed	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision	We will work with you to ensure your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible	We will implement what you decide



**Asset management**

Development of asset management plans for parks and open space and buildings and other structures (or similar) has commenced and will provide Council with an opportunity to have an honest and robust discussion with the community regarding the Level of Service (LOS) the community expects from the open space network, and the Cost of Service (COS) to deliver on those expectations.

This Plan identifies 'need' at a strategic level and provides recommendations regarding desired standards of service (DSS) as a basis for development of Council's Local Government Infrastructure Plan (LGIP) for public parks and land for community facilities. The DSS can also be used to establish the LOS for asset management purposes (type of park and embellishments).

The asset management cycle is continuous and at it's core aims to achieve the highest value for money from assets providing services to the community. This Plan should be referred to when developing relevant asset management plans.



The project management triangle refers to the three main drivers of projects. There is usually one or two main project drivers, and early identification of key drivers can assist avoid potential project management issues.

**Project management**

Council demonstrates that it has established systems and strong skills in project management. Community members and organisations can benefit from these skills.

This Plan identifies the need to ensure sound project management practices are followed for projects in recreation and sport parks to build the capacity of the community to manage projects to a high standard.

Project management consists of distinct phases and Council can use these to partner with the community and communicate required steps to achieve the best outcomes. Project management phases include:

- » Initiation - identify stakeholders and involve them
- » Planning - involve users in concept and detailed design
- » Executing - construction and commissioning
- » Monitoring and controlling - tracking progress and making minor adjustments during works
- » Closing and evaluating - documenting and learning for continuous improvement



## Section two - South Burnett Regional Council

Council's achievements  
Overview of recreation sites  
Positioning - community service  
obligations  
Strategic direction  
Engagement summary  
Key issues  
Open space classification



## Council achievements

Sport, recreation and open space plays a vital role in enhancing quality of life. Appropriately planned, developed and managed open space provides numerous opportunities to improve the health and wellbeing of individuals and the community, as well as bringing people together to develop social networks and friendships.

In 2010 Council developed the *South Burnett Healthy Communities Plan (2010)* with the 'primary purpose of improving the health and community outcomes in the South Burnett Regional Council area'<sup>1</sup>. The plan included strategic goals and objectives covering strategic planning, infrastructure and facilities, programs and services, promotion and awareness and healthy eating. Major achievements of Council from the *Healthy Communities Plan* relevant to the current planning process include:

- » design and construction of the Killkivan to Kingaroy Rail Trail
- » development of a master plan for Memorial Park, Kingaroy and commencement of implementation
- » development of a master plan for Pioneer Park, Nanango and commencement of implementation
- » further development of recreation and camping facilities at BP Dam and Lake Boondooma
- » installation of exercise stations on key walk/cycle paths
- » implementation of some of the key walk/cycle connections identified in the Kingaroy Shire Sport and Recreation Plan 2007
- » service, tenure and management review of public swimming pools
- » development of a main town park in Murgon
- » construction of a skate park in Murgon
- » improvements to the skate park in Wondai.

Council has developed a community plan to inform a range of strategic and operational planning documents. All of the recommendations of this Plan link with the themes, and will assist achieve the goals of, the *South Burnett Community Plan 2032*:

- » enhancing our community life
- » enhancing our environment
- » building our economy
- » decision making and implementation.

The overarching vision of the community plan underpins the strategic direction provided by the Sport and Recreation Infrastructure and Strategic Plan:

*'In 20 years time, the South Burnett will be a friendly region of connected communities that celebrates its heritage and enjoys a country lifestyle with sustainable development and growth.'*<sup>2</sup>

<sup>1</sup> *South Burnett Healthy Communities Plan 2010*

<sup>2</sup> *South Burnett Community Plan 2032*





## Current supply of places

Council has an in-depth knowledge of its individual communities and can influence recreation and sport participation outcomes through its role as a strategic and land-use planning authority, a provider and manager of facilities and services, and a community leader.

### Open space network

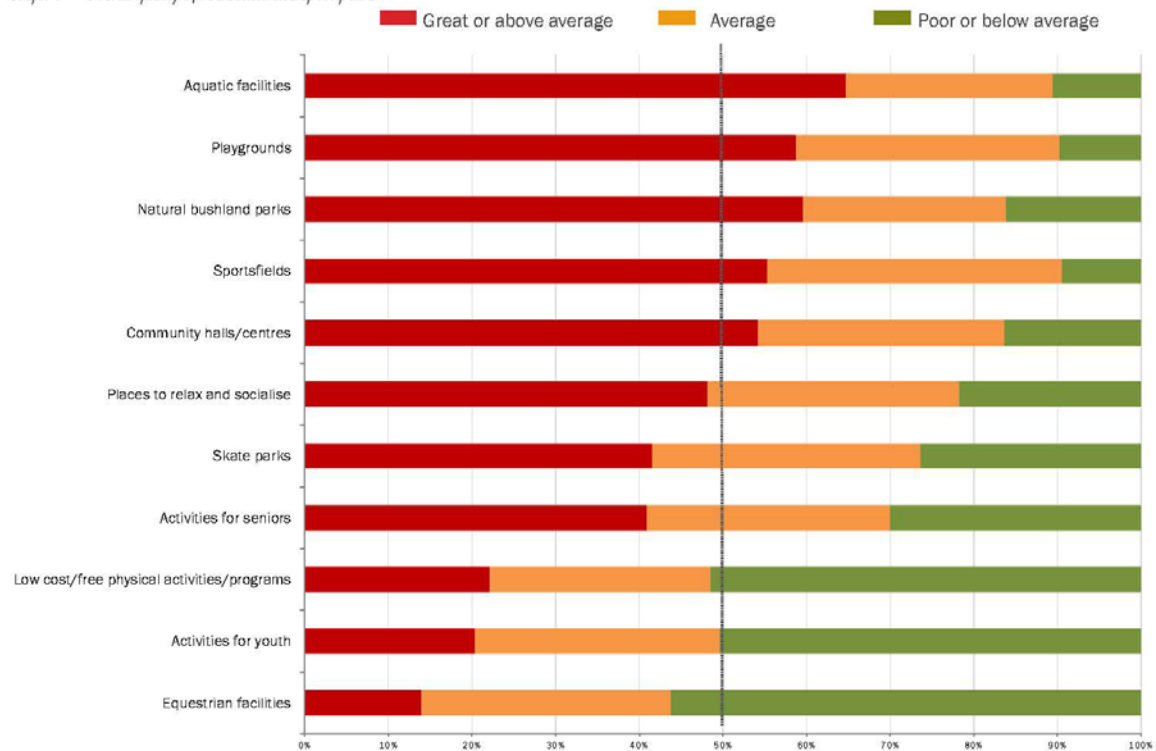
Community engagement to inform this Plan included a community survey. Survey responses revealed that Council has created an environment where:

- » 66% of respondents visit the open space network once a week or more
- » 90% of respondents view open space as *important* or *very important*
- » 84% of respondents perceive recreation, sport and open space as a *high* or *very high* priority for Council<sup>1</sup>.

During the development of this Plan, residents were asked to rate the overall quality of the recreation and open space opportunities/facilities in the LGA. While the results above note that the open space network is well-used and is considered an important priority, respondents indicated mixed satisfaction in quality. Combined satisfaction ratings of *great* and *above average* of at least 55% (see graph below) were noted for aquatic facilities, playgrounds, natural bushland parks, sports fields and community halls/centres. However, respondents were generally displeased with the Council's equestrian facilities, activities for youth, lack of low cost/free physical activities/programs, activities for seniors and skate parks. Places to relax and socialise were also rated as below average by the majority of respondents. It is important to critically analyse these results as they represent expressed opinions and may not accurately reflect the provision of facilities and activities.

<sup>1</sup> SBRC Sport and Recreation Infrastructure and Strategic Plan community survey, 2017

Graph 1 Overall quality of recreation and sport parks





### Outdoor recreation

In addition to the network of recreation and sport parks available to residents, there are rail trails, lakes, dams, waterways, as well as national, state and conservation parks and forests providing a range of outdoor recreation opportunities. Council has an opportunity to leverage these natural assets in addition to the open space network it manages directly, to extend the recreation, nature-based and ecotourism opportunities available to residents and visitors.

### Rail trail

Sections of both the Killkivan to Kingaroy Rail Trail (KKRT) and the Brisbane Valley Rail Trail (BVRT) run through the South Burnett LGA, with the KKRT being deliberately designed to complement, and not conflict with, the BVRT.

The Killkivan to Kingaroy Rail Trail (KKRT) is a unique and valuable recreation corridor extending for 88km winding through picturesque rural and agricultural landscapes, and connecting several villages, towns, recreation parks, public spaces, natural areas and water features. The Murgon to Kingaroy section, referred to as the 'South Burnett Rail Trail', is managed by South Burnett Regional Council and the Killkivan to Murgon section is managed by Gympie Regional Council. Access points (trail heads) at each town are located at the former train stations with varying facilities and services such as car parking, toilets, water, shops, pubs, cafes, visitor information centres and accommodation (dependant on the location). Interpretive signs tell historical stories of the railway at key locations.

The 'South Burnett Rail Trail' (Murgon to Kingaroy section) has a sealed surface making it highly accessible and use by residents and visitors for walking and cycling has been steadily increasing after construction was completed in August 2017 and its official opening in September 2017. As a recreation and transport route, the KKRT contributes to the livability and connectivity of South Burnett towns and villages, supporting walking and cycling as safe and realistic transport options for people of all ages, and particularly those living in villages not far from larger towns. For example, youth living in Memerambi can travel independently to Kingaroy, 11km along the rail trail, to use the skate park, access the cinema, meet friends at McDonalds, attend sport training or competition or attend high school or TAFE for further training and education. Horses and dogs are not permitted on the Murgon to Kingaroy section of the rail trail.

The BVRT follows the disused Brisbane Valley rail line and commences at Walkuraka Station near Ipswich, to Yarraman. The section between Toogoolawah and Moore has recently been constructed, completing 148km of recreation trails. The BVRT passes through Benarkin and Blackbutt in the South Burnett LGA with these communities benefitting from tourists and promotion.

The KKRT is part of the Theebine to Kingaroy rail corridor which is 131km long and has the potential to connect to the Brassall Bikeway, BVRT and Bicentennial National Trail. If developed, the rail corridor would provide a continuous recreation trail extending 350km from Ipswich to the Sunshine Coast passing through villages and towns in Somerset, South Burnett and Gympie local government areas<sup>2</sup>.

<sup>2</sup> Rail Trails Australia, 2017



Blackbutt BVRT trail head



**Lakes, dams and waterways**

Within the South Burnett there are lakes, dams and waterways providing extensive outdoor recreation opportunities including nature appreciation, camping, swimming, canoe/kayaking, fishing and motorised boating activities, for example. Access to these water features typically requires walking along trails providing complimentary recreation experiences.

Council is one of six LGA members of the Wide Bay Burnett Regional Organisation of Councils (WBBROC), which has produced the *Water Trails of the Wide Bay Burnett* brochure. For the South Burnett, this document highlights inland freshwater rivers and creeks, lakes created by dams and wetlands including:

- » Broadwater Reserve
- » Coomba Falls
- » Ficks Crossing
- » Goodger Wetland
- » Gordonbrook Dam
- » Lake Barambah and Bjelke-Petersen Dam
- » Lake Boondooma
- » Wooroolin Wetland.

The Plan examines the available water-based recreation opportunities and provides strategic recommendations to enhance access, recreation experiences and promotion both locally and as tourism destinations.

**National, state and conservation parks**

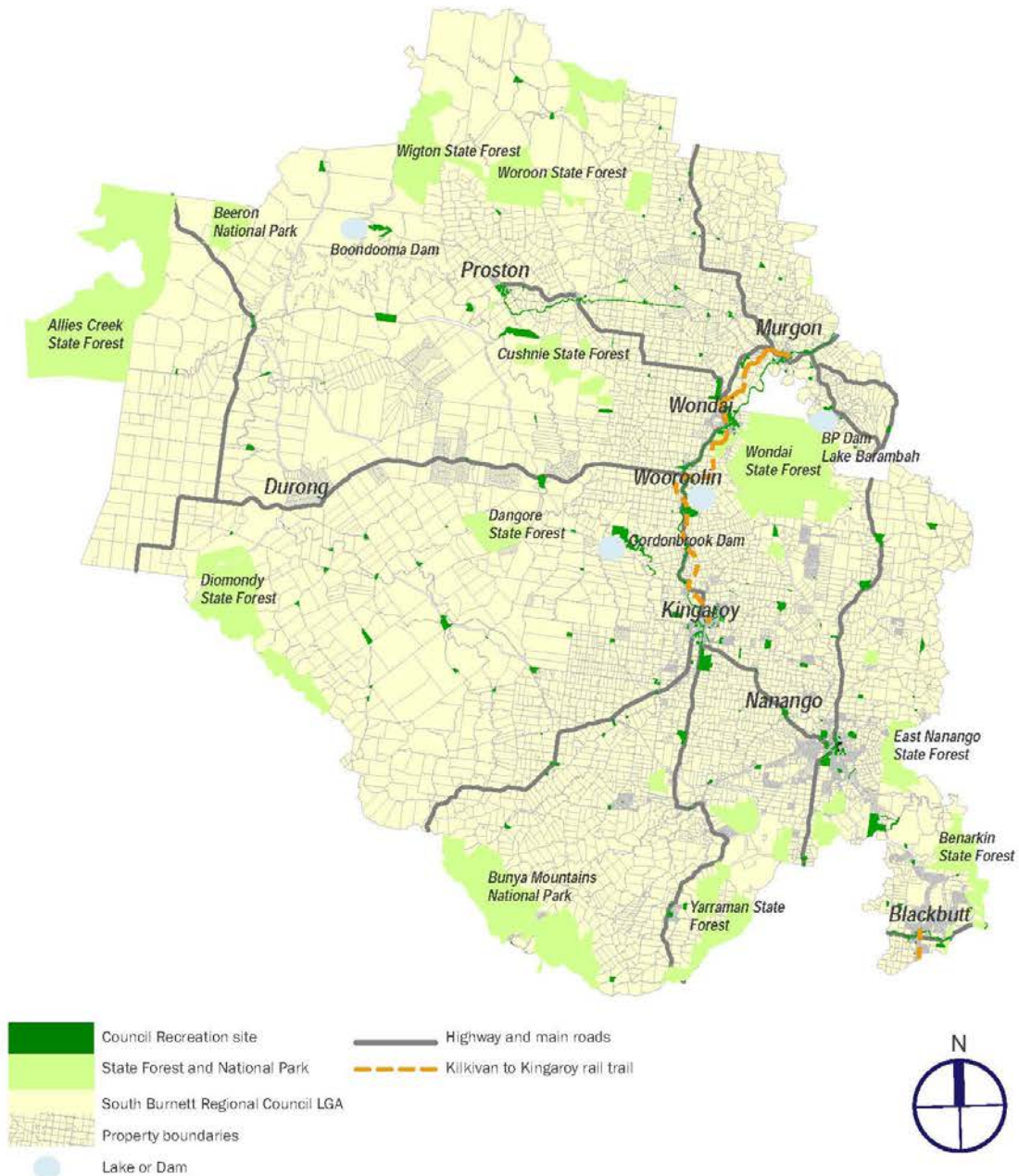
State Forests as well as National and Conservation Parks exist within easy access to many villages and towns within the South Burnett and include opportunities for outdoor recreation. The increasing trend in unstructured activities compared with traditional activities such as sport, is leading more people to explore natural areas and ‘get back to nature’. South Burnett’s location within easy driving and flying distance from South East Queensland provides an opportunity to ‘package’ the diversity of recreation opportunities on offer for promotion locally and to visitors for either weekend getaways or longer stays. The formation of partnerships and commitment to a collaborative approach with relevant land managers will be required to maximise outdoor recreation opportunities and benefits while protecting natural area ecological and biodiversity values.





# Overview of recreation sites in the South Burnett

Map 1 Overview of recreation sites and key localities in South Burnett LGA





## Positioning - Community service obligations

Interviews with Council officers, discussions with individuals and user group representatives, and community survey outcomes appear to paint a picture of where recreation, open space and sport might be positioned within Council. Competing demands on limited resources result in challenging decision-making and prioritisation, and the provision of quality opportunities in recreation, open space and sport can at times be perceived as a lower level community service obligation, compared with roads, waste, water and wastewater management.

Inspections of existing facilities highlights the extensive breadth of the open space network and that a range of park embellishments are nearing the end of their useful life and/or in need of replacement. Further, there is an identified need for additional shade, improved connectivity of walk and cycle paths and identifying key town parks to avoid Council resources being stretched across competing demands and to ensure parks are fit-for-purpose.

### Role clarification

The role of recreation, open space and sport planning and provision appears split amongst a number of areas of responsibility within Council. Officers across the areas of natural resource management, sport and recreation, property, and economic development and tourism all appear to be involved in this area without necessarily communicating effectively with one another when appropriate. A clear example of this is the natural resource management team having little influence on marketing and promotion of recreation opportunities and facilities at Bjelke-Petersen Dam and Lake Boondooma.

It is important to identify all Council staff impacted by service and program delivery and involve them in planning and decision making. This will increase efficient use of limited Council resources (staff and material/financial). Similarly, clarifying the first 'point of contact' for community, sport and recreation organisations within Council requires review as most groups reported uncertainty regarding who in Council to contact when seeking assistance. In many cases, when pressed, club members stated they contacted their local Councillor. While Councillors can provide a conduit to Council administration, it is not the most efficient means for clubs to access assistance. It can also divert Councillors from their core role of strategic planning and policy development, involving them in operational matters.

### Planning and delivery

The planning and delivery of recreation, open space and sport opportunities has inherited legacies from local government amalgamations ten years ago. It is not uncommon for parochialism to surface and the 'squeakiest wheel' often gains traction with Council regardless of the actual level of demand.

This Plan will be the means to ensure that accurate demand-driven planning remains the focus for Council provision of recreation and sport outcomes.

The Plan outlines a need for Council to focus resources to support recreation activities with the highest participation rates including walking/bushwalking, recreational swimming, playing in the park, fishing, canoe/kayaking and cycling. Future development of playgrounds needs to continue to include a wide range of elements such as nature play, challenging climbing activities, opportunities to crawl and hide, active play such as ball rebound walls and bike activity tracks, and more contemplative areas for role play.

Further, the Plan highlights the need for far greater delivery and promotion of outdoor recreation opportunities. With a quality network of rivers, creeks and lakes and nearby access to renowned National and Conservation Parks and State Forests, the LGA is well-positioned as a hub on the fringe of SEQ for outdoor recreation activities and enthusiasts.

### Policies and procedures

Council has existing policies to support delivery of recreation, sport, and event services and programs, and has in place formal lease, license and user agreements where appropriate. Council's considerable effort in this area needs to be recognised and supported in turn by the community.

Amendments to policies are recommended to:

- » require community, sport and recreation organisations to update contact details for the Community Directory via Council's website at least annually
- » require community, sport and recreation organisations to acknowledge SBRC as a sponsor for any grant, in-kind or subsidy assistance received including appropriate media promotion
- » require promotion of community, sport and recreation events via Council's online events calendar to improve awareness and encourage social connection.

The Plan also outlines two new policies to help the community and user groups to understand Council processes and resource constraints:

- » Community and commercial use of Council land
- » Public art in open space.



## Strategic direction

Recreation and sport play an important role in achieving the community's aspirations and priorities for the future. It is important that the community's current and future values (balanced against resource realities) guide the provision and management of Council's open space network. The three key values, as identified throughout the Plan, include:

- » appreciation of and interaction with the natural environment
- » a place that appeals to all ages - where you can visit with family and friends and enjoy social interaction
- » a place where one can participate in a variety of activities and experiences<sup>1</sup>.

<sup>1</sup> SBRC Sport and Recreation Infrastructure and Strategic Plan community survey, 2017



## Fundamental directions

The following directions are seen as fundamental in responding to the key values and guiding the overall open space network to provide recreation and sport opportunities at a strategic level:

1	Walking and cycling for short, medium and long trips
a	shared pathways connect high quality recreation parks with residential areas and key destinations (e.g. shops, schools)
b	inclusion of shade is an essential element of pathway design and construction (retention of existing and planting new trees)
c	trails connecting towns and villages, along rail trails and within natural areas including State and National Parks are identified and promoted
2	Outdoor recreation
a	strategically position the KKRT (particularly the South Burnett section) as a state and nationally recognised destination
b	strategically position Bjelke-Petersen Dam and Lake Boondooma as land- and water- based outdoor leisure and adventure destinations
c	recreation activities provided by natural areas and waterways are recognised as fundamental components of Council's infrastructure network
d	further establish partnerships with National Parks managers to facilitate greater public access and promotion
e	access to appropriate water-based and nature-based recreation opportunities are promoted
3	Open space and play
a	provide high quality feature recreation parks with a variety of play experiences that cater for all ages by upgrading a number of existing local-level facilities
b	play experiences should complement and embrace the surrounding natural environment
c	shade is provided in key activity areas, in green corridors and along walk and cycle routes
4	Informal recreation and physical activity
a	continue to maintain (and renew/replace) wheeled recreation device facilities (skate parks)
b	facilitate physical activity programs, community programs and community events across the open space network
5	Sport
a	sports parks are developed to a standard where players, officials and spectators can enjoy quality experiences at the facility
b	close liaison between Council and sporting organisations is maintained
6	Swimming pools
a	initiate the conversation with the community regarding the whole-of-life asset cost to the community of public swimming pools
b	identify options for alternate service delivery models to provide access to swimming pools
7	Community halls and activity spaces
a	activate community halls and activity spaces to ensure sustainable use.



## Engagement summary

### Community engagement

A wide ranging community engagement strategy was adopted during the development of the Plan to gain an understanding of the role recreation and sport play in the social fabric of the community. Additionally, the project coincided with the engagement phase of the Corporate Plan preparation. As a result, relevant consultation outcomes from this process have also been considered.

A range of tools and techniques were used to engage target groups and the general community, ensuring all interested people had multiple opportunities to comment during the development of the Plan.

Engagement with the general community and sport and recreation groups involved six key methods:

1. community workshops
  - Blackbutt
  - Nanango
  - Murgon
  - Proston
  - Kingaroy
  - Wondai
2. community survey online and hard copy surveys
  - Council received 196 community surveys. The majority of respondents lived in Kingaroy (37%) with Nanango (14%), Proston (12%) and Wondai (10%) participating well. 66% of respondents were aged below 50.
3. sporting club online and hard copy surveys
  - Council received 38 surveys from local sport and recreation groups with a good cross-section of traditional and non-traditional sports responding.
4. sport and community group interviews/site visits
  - follow up interviews were conducted with clubs or groups that indicated a need for further investigation
  - telephone interviews or site visits were conducted to gather additional information when required
5. school visits/interviews with eleven primary and four secondary schools as well as other hosted 'schools' targeting indigenous youth.
6. service agencies including community development and outreach, tertiary education and private fitness providers.

Additional community engagement activities included intercept surveys at recreation and sport parks.

### Council engagement

Council engagement activities included small group and individual interviews with Council officers and workshops with elected Councillors.







## Key issues

Below is a summary of the key issues that arose from the engagement process.

### Popular places and activities

Overall, the community report mixed perceptions regarding the quality of the open space and recreation opportunities available across the LGA. Areas such as local footpaths, swimming pool, parks, local roads and the rail trail were popular places to recreate. (Additionally, it should be noted that *home* was the most common venue for recreating).

Walking, swimming (for recreation not club), gardening, playing in the park and bushwalking are the most popular activities to participate in. Interestingly, with 21% participation noted, cycling (for recreation) was not as highly participated in as expected. This finding is in contrast to state and national level results<sup>1</sup> that show cycling as one of the highest participation activities (behind only walking, fitness/gym, running and swimming). It should also be noted that water-based activities were popular, with swimming (for recreation not club), fishing and canoe/kayaking filling three of the top seven responses.

More community events in public parks was identified as the highest priority for support over the next ten years.

### Natural settings are highly valued

One of the opened-ended questions included in the survey asked respondents to identify their favourite open space/park. It is important to recognise that many of the most common responses relate to areas with key natural features - BP Dam/Lake Barambah, Lake Boondooma, Ficks Crossing, Coomba Falls and Wooroolin Wetland. Memorial Park in Kingaroy and the rail trail (trail heads in villages and towns) also received high volume responses, noting that Memorial Park is spacious with established mature trees, and the recreation setting along the rail trail is predominantly natural.

These findings are reinforced by:

- » *the natural setting* being the second most valued aspect of open space (only bettered by *they allow me to spend quality time with my family*); and by
- » *improved facilities at water bodies* being highlighted in the top five highest priorities for Council.

### Lack of shade

The lack of shade throughout the open space network was a common theme identified throughout the engagement processes. Indeed, shade was a barrier to open space use for more than 34% of survey respondents (and was the highest barrier identified).

<sup>1</sup> ABS Participation in Sport and Physical Recreation, 2013-2014

### Maintenance standards

Almost a third of survey respondents expressed dissatisfaction with the standard of maintenance being undertaken in parks, along pathways and the rail trail. The size, geographic spread and amount of land making up Council's open space network creates a significant maintenance schedule of vegetation control (slashing, mowing, trimming), facility inspection, cleaning and maintenance. Council needs to either decrease the level of service (number of parks and/or maintenance standard) for open spaces, including recreation parks, or increase dedicated resources (staff and operational budget).

### Lack of variety

Despite there being an abundance of open space across the LGA, the youth felt that there was a lack of variety of play opportunities, with many of the parks only catering for toddlers and young children. The community survey and workshop attendees also highlighted the lack of activities for youth, and the need for *provision of places/facilities for young people* was also identified as one of the highest priorities for Council.

### Connectivity of walk and cycle paths

Lack of connectivity between pathways to key destinations was identified by 21% of respondents. With an ageing community and schools in close proximity to residential areas, provision of walk and cycle pathways can impact recreation participation significantly. A 'quick win' is achievable by identifying and completing short 'gaps' (50-100m) in otherwise continuous pathways.

### Lack of supporting infrastructure

Despite an ageing community, increasing participation numbers in walking and access to existing natural scenery; the open space network is significantly lacking infrastructure that allows users to relax and enjoy the serenity. Additional walk/cycleways are required to link and loop these key assets. Further, bench seats and water bubblers along the walk/cycleways would create a more comfortable environment for users.

The lack of ancillary facilities was also identified as an ongoing issue at sports parks. Many clubs noted that simple upgrades such as spectator areas, shade covers and bench seats would improve their facility.



## Accessible playgrounds and places

A local service club and community members have indicated a need for improved play opportunities for children with disabilities living in the South Burnett. It is important to aim for inclusive play opportunities rather than stand-alone 'modified' play equipment. Accessible play equipment can be incorporated into playgrounds and be used where children of all abilities can experience fun and challenging play alongside their friends and family members. 'Play for all' spaces use a range of natural and built elements to encourage different types of play experiences, such as active, exploratory, social and quiet play. Innovative approaches in the design and construction of these spaces create expanded opportunities for children with a disability. It is ideal for accessible play facilities to include the following features:

- adequate shading
- rubber softfall and under surfacing that is wheelchair and pram accessible
- access to a water fountain or bubbler
- adequate toilet amenities
- adequate access to disabled parking
- connecting pathways accessible by wheelchair and prams.

## Universal Design Principles

There is a growing awareness and acceptance of universal design principles in development of community infrastructure. The benefits of doing so includes greater functionality, safety, flexibility and inclusiveness. The seven principles of universal design are:

- » equitable use
- » flexibility in use
- » simple and intuitive use
- » perceptible information
- » tolerance for error
- » low physical effort
- » size and space for approach and use.

## Community use of school facilities

Community use of school facilities is increasingly recognised as a way to maximise the use of existing facilities and provide recreation and sport opportunities. Current examples of community groups utilising school facilities successfully include the South Burnett Little Athletics operating from Taabinga State School, futsal at St Mary's Catholic College and junior cricket utilising school ovals.

There are clear benefits when community organisations contribute to development and maintenance of school facilities including access to external grants and funding that schools may not be eligible for. In turn, school facilities are established and usually in locations central to residential areas in towns and villages.

The primary function of a school is as a place of learning and during school hours it is essential that schools are used for educational purposes. The Queensland Department of Education, Training and Employment recognises that schools are valuable community resources (funded by taxpayers) that need to be used to their full potential. The *Community use of Queensland state school facilities* policy and procedure aims to streamline community use of schools and make clear that schools have an obligation to make their facilities available to the community outside of school hours. Requests to use school facilities must be made to the Principal and will require payment of a fee and providing evidence of public liability insurance.



## Open space classification framework



Council's open spaces have been classified according to their function (classification) and role (hierarchy) within that function. A summary of the hierarchy is included in the adjoining table and discussed in detail on the following pages.

Classification	Hierarchy
Recreation park	Local, town, regional
Sports park	Local, town, specialised, private
Other open space	Undeveloped, private, utility, camping

### Recreation parks

Recreation parks are open space areas that have been modified to create an informal space to support community recreation, development and well being through a variety of informal/unstructured recreation activities. Recreation parks provide a range of embellishments such as play nodes, kick-about areas, picnic facilities, toilets, access to water bodies and car parking. In addition, they can support urban bushland as well as contain formalised walks, gardens and landscaped areas.

There are three hierarchies in the recreation parks classification. Detailed park typologies are described in the Appendix.

1	Local recreation park	Located within a residential setting, these parks cater for the surrounding residents. They are often smaller in size and usually accessed by walking or cycling. The level of embellishment varies among parks and caters for short visits by very small groups or individuals.	 Butter Factory Park, Nanango
2	Town recreation park	Town recreation parks are recognised as 'feature' locations. They service several suburbs or whole communities depending on the surrounding population density. Some may experience high levels of visitation for short periods of time (such as during a community event), while others tend to have a more consistent level of visitation over the year. These parks have facilities to cater for large groups and will host a variety of play opportunities, seating and picnic facilities, amenity lighting, paths and toilets. These parks may also include boat ramps, canoe launch facilities and fishing infrastructure.  Local community events that require a park-based setting such as markets, musical events and film nights can usually be accommodated in a town recreation park.  Ideally, town recreation parks are located near, or are well-connected to social infrastructure such as schools, community centres, halls and activity centres or along natural assets such as rivers and lakes.	 Memorial Park, Kingaroy
3	Regional recreation park	Seen as destination parks, regional recreation parks have high levels of visitation. Some may experience very high levels of visitation for short periods of time, such as an event or over the holiday season, while others tend to have a more consistent level of visitation over the year.  Regional Parks are provided where the opportunity arises therefore they may not be distributed equally across the LGA. They have unique values that differentiate them from other types of recreation parks. They are usually associated with attractive natural landscapes that make them very popular with residents and visitors.  Typically the park will offer a high order recreation experiences e.g. extensive outdoor recreation opportunities or play experiences for toddlers through to teenagers. The park should also contain a sufficient number of picnic facilities including barbecues and shelters, and clean, contemporary public amenities to keep visitors entertained and comfortable for several hours.  Regional Parks generally require good public transport and pedestrian/cycle access or be capable of supporting significant car parking.	 Bjelke-Petersen Dam, Lake Barambah



## Sports parks

Open space that is designed to primarily support a variety of formal sporting activities through the provision of a range of training and competition infrastructure and ancillary infrastructure to support these activities.

Free, unrestricted access to the community is provided at times when formal sporting activities are not being conducted.

There are three hierarchies within the sports parks classification. Detailed park typologies are included in the Appendix.

1	Local sports park	<p>Local sports parks generally cater to one sporting code per season (summer and winter) and have one semi-formal to formal maintained sports field/oval. The facilities would be of a good standard but may not have the required playing surface or ancillary infrastructure of a town level facility nor comply with State regulations for the sport.</p> <p>Infrastructure at local sports parks is basic:</p> <ul style="list-style-type: none"> <li>» amenity block with no club facilities (e.g. no changerooms or canteen)</li> <li>» informal car parking</li> <li>» simple play node.</li> </ul>	 <p>EJ Burke Park, Kumbia</p>
2	Town sports park	<p>Town sports parks generally contain one or more formally maintained sports fields/ovals/court areas that cater for a mixture of winter and/or summer sporting codes. The fields/ovals/courts are of a high standard.</p> <p>Town sports parks generally include:</p> <ul style="list-style-type: none"> <li>» basic spectator seating</li> <li>» amenities and canteen building</li> <li>» storage facilities</li> <li>» formalised car parking</li> <li>» floodlights that enable evening training</li> <li>» floodlights that enable evening competition games on at least one field/oval/court.</li> </ul> <p>Playground equipment may be provided at town sports parks to enhance user experiences.</p> <p>The facility will be suitable to attract competition at a local- and district- level.</p>	 <p>Bjelke-Petersen Recreation Reserve, Kingaroy</p>
3	Specialised sports park	<p>Specialised sports parks are specific in nature, requiring particular infrastructure to make them usable. The nature of the sport precludes the easy transfer of use to an alternative sport, and the management arrangements generally preclude free, unrestricted access to members of the public.</p> <p>Typical specialised sports parks include:</p> <ul style="list-style-type: none"> <li>» aquatic facilities</li> <li>» indoor sports facilities</li> <li>» tennis facilities.</li> </ul>	 <p>PCYC, Murgon</p>



## Other open space

'Other open space' is land that contributes to the aesthetics of the open space network, but does not contribute towards the recreation value of the network. Where recreation values do exist, they are usually the secondary function of the land.




1	Undeveloped	Land acquired or zoned for open space purposes to protect assets, or to be embellished in the future to meet community demand.  The land may be a vacant (mown) or covered with vegetation (not of ecological significance).	 <p>Earle Park, Kingaroy</p>
2	Private	Privately owned open space facility that may provide frequent or infrequent access for sport and recreation purposes.	 <p>Manar Park</p>
3	Camping	Council-owned or -managed land developed as a camping (or caravan) facility.	 <p>Proston overnight camping</p>
4	Utility	Typically constrained open space with limited formal recreation value. May include telecommunication and electrical infrastructure easements, drainage corridors and water bodies.	 <p>Drain adjacent to Butter Factory Park, Nanango</p>



## Classifying open space parcels

An open space element can be comprised of one or multiple land parcels. Additionally, an open space element can have either one singular function, or multiple functions (such as a primary function of town sport, with a secondary function of local recreation).

The overall/final classification of the land parcel is determined by its primary function (depicted by the largest portion of the pie graphs below). The table below provides some examples:

Name	Composition		Classification
Bjelke-Petersen Recreation Reserve (Kingaroy)	80% Town sports park 20% Local recreation park		Primary function: town sports park Secondary function: local recreation park
Pioneer Park (Nanango)	80% Town recreation park 20% Specialised sports		Primary function: town recreation park Secondary functions: specialised sports (skate park)
JA Gorton Memorial Park (Maidenwell)	60% Local sports park 40% Local recreation park		Primary function: local sports park Secondary function: local recreation park





## Section three - State Government priorities

At the time of this Plan's development, the Queensland State Government were in the process of developing a new Queensland Sport and Active Recreation Strategy 2019-2029. The aim of the strategy is to identify barriers to participating in sport and active recreation and improving the experience for those who do participate. The following four key focus areas have been identified for the strategy.

### Healthy Queenslanders

Encourage and support Queenslanders to get moving earlier and keep moving for longer

### Community connection and equality

Enhance community connection and social inclusion in vibrant places and spaces across the state

### Economic growth and jobs

Deliver jobs and local economic benefits by investing in facilities, spaces and programs that meet the needs of Queenslanders now and into the future

### Elite success

Support our athletes to achieve success in national and international sport and ensure our major sporting facilities are world class so that we continue to attract national and international audiences and events





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## Section four - Emerging trends

Open space/play trends  
Informal recreation/physical activity trends  
Sporting trends  
Outdoor recreation trends  
Community halls and activity



Participation patterns in recreation are changing at a community level. Factors such as a move toward unstructured sport, increased use of technology, and increased time pressures have all had a significant impact on how people recreate. Understanding these trends (and their impacts) is important as Council looks to develop strategies, programs and facilities to encourage people to engage in recreation activities.

## Open space/play trends

Open space planning is beginning to take a new direction. While people still value their local recreation park and the green escape they provide, many contain the 'kit playground', often described as boring, lacking in creativity and too safe. There is a growing trend towards more challenging and imaginative play for all age groups at the one location.

### 'Challenge' parks

Challenge parks are an emerging type of park. They generally feature multiple play nodes to cater for different ages, gardens, water play areas and lagoons, large open grassy spaces, shady picnic spots with quality facilities, ponds and water features, areas of natural woodland and vegetation and kilometres of shared paths and boardwalks to explore. High tree house structures, sky walks and natural elements are introducing risk back into play, enabling children to develop an awareness of limits and boundaries.

Currently, there is no facility that offers this level of recreation experience for all ages in the LGA. However there is potential to develop this in Kingaroy (Memorial Park), BP Dam or Lake Boondooma. A more challenging play node is needed within the LGA.

### Nature play

In just one generation, there has been a dramatic shift in childhood activity from outdoors to indoors. This has been driven by factors such as computer technology, a significant reduction in the size of backyards and an increasingly risk-averse culture.

Nature play is an emerging trend particularly in urban environments, where access to nature is not as readily available as it is in the South Burnett. Residents and visitors should be encouraged to engage with their natural environment. Awareness of the benefits of children's contact with nature is also growing, and many councils are embracing the concept of developing nature play spaces within their parks and bushland reserves.

More natural play elements should be developed in conjunction with traditional play spaces across the LGA.



Nature play example



## Informal recreation/physical activity trends

### Ageing community

South Burnett is an ageing community, with a median age of 45 years (higher than the State with a median age of 37 years)<sup>1</sup>.

An ageing community requires:

- » greater emphasis on low impact physical activity
- » access to community infrastructure will require wider pathways, improved wheelchair/disabled access/parking, more lighting, shaded seats for resting along pathways and wider hallways
- » increased use of mobility scooters as a convenient method of transportation.

### Impacts of technology

Technology remains one of the main contributors towards decreased physical activity and increased sedentary behaviour. However, active gaming is becoming a contemporary approach to exercise. In technology-based games, participants are engaged in physical movement by using their bodies as the controllers (while increasing their heart rate and burning calories).

There are also increasing expectations of technology within recreation areas including WiFi access in key parks, promoting existing geocaching and by using digital tools for information and marketing on tracks and signage.

### Move towards informal recreation

National participation rates in organised sport have been declining for a number of years as participants move toward more social (drop-in drop-out) sport and informal recreation.

With outstanding natural areas for informal recreation (lakes, dams, rivers and bushland), South Burnett is well-placed to take advantage of this emerging trend.

### Rationalisations

Where open space parcels are undeveloped, are poorly located, are attracting regular anti-social behaviour and/ or are not providing recreation opportunities desired by the nearby catchment (and are thus sitting idle), opportunities may exist to rationalise the land. Depending on the land tenure, this may include re-purposing as an alternate use, 'planting out' with trees to reduce maintenance, sale of the land or returning the land to the State.

Councils are becoming more cognisant of not retaining (and maintaining) open space that does not serve a community recreation function.

<sup>1</sup> ABS, Census data, 2016



Memorial Park, Kingaroy



Mt Wooreolin, Kingaroy



## Sporting trends

### Field sharing

With many sports extending the lengths of pre-season and season fixtures, sharing of field space is becoming more difficult. Additionally, there is a trend toward year-round sport with a number of codes also providing alternate opportunities in the off-season (e.g. small-sided football conducted in the summer sporting season). While providers strive to maximise the use of community resources (and State Governments espouse field sharing), the reality is that shared use of ancillary facilities more so than fields (e.g. clubhouses, carparks) may be a more appropriate goal.

### Field and court quality

Facility providers face an increasing trend to develop and re-develop sporting fields and courts to a higher level in order to increase carrying capacity. Upgrades, such as lighting and field irrigation, allow training and competition times to be extended and increases the ability of turf playing fields to cope with the resulting wear and tear. Further, to achieve ongoing field quality, fields need 'rest periods' (of up to four weeks) where necessary maintenance can be undertaken.

Generally, the playing fields within the LGA are in appropriate condition, with some requiring irrigation upgrades to provide safe playing surfaces. However, it is important to note that a number of upgrades are proposed for ancillary facilities such as storage, spectator facilities, changerooms and/or clubhouses.

### Volunteer sport organisations

The rate of volunteering in sport and recreation clubs has been declining for many years. Often, the responsibility for running clubs falls to one or two key personnel. To address this issue, there is a move toward amalgamations, with multi-sport clubs becoming more common. In other cases, organisations may become aligned to larger licensed clubs that take over some or all of the volunteers' roles as well as asset management responsibilities.

It is vital to note that 78% of the thirty-eight clubs that responded to the club survey indicated that *the same people volunteering/no new volunteers* was a high or medium issue for their club. Similarly declining number of volunteers was identified as a high (42%) or medium (29%) issue.

### Lack of time

Shift work, increasing numbers in part-time and casual employment and family commitments influence participation as:

- » people do not have the time to commit to organised sport and social clubs as a regular member and/or volunteer
- » participants are seeking facilities with flexible hours.

However, it is important to note that *I just don't have time* was identified by only 8.5% of community survey respondents as a barrier to participation in the project survey suggesting that lack of time may not be a trend impacting the LGA.





## Participation trends

The Australian Bureau of Statistics (ABS) conducted a nation-wide Children's (5 to 14 years) Participation in Cultural and Leisure Activities Survey every three years between 2000 and 2012. Overall, participation in organised sport has not changed significantly across these years with rates of between 59% and 64%, identified across the five surveys (2000, 2003, 2006, 2009 and 2012). For those children involved in organised sport, 32% are only involved in one sport.

At a national-level, the reduction in available leisure time has resulted in a trend for adults to move away from organised sport toward physical activity and non-organised (social) sport. The ABS has conducted a nation-wide Participation in Sport and Physical Recreation Survey for adults over 15 years of age in 2005/06, 2009/10 and 2011/12. The survey shows that participation in organised sport reduced slightly while non-organised sport reported increases.

Participation trends in organised sport in South Burnett is mixed depending on the location, level of promotion and type of activity (structured/social). Generally club survey responses indicate many sports maintaining or growing junior participation while senior participation results are declining. Club's not conforming to these trends are those experimenting with more social competitions, promoting the sport to target markets (e.g. women), or have formed strong management committees with clear priorities and focus. Despite limited population growth projected in the South Burnett, the majority of clubs expect membership to increase (71%); an aspiration that is not realistic for most of them. Almost a quarter of clubs expect membership to remain the same with 5% identifying declining membership as likely citing trends, the economy, ageing population and leaving the area as reasons.

The table below shows a summary of the national, state and local participation trends (across the last 3-5 years where data was available) in the South Burnett's most popular organised sports. Interestingly, South Burnett clubs reported increasing junior membership in cricket, athletics and rugby league, trends that are not consistent with the national and/or state trends for these sports. Additionally, 71% of clubs responding to the survey expected membership to increase over the next three years, while over half of the same clubs (55%) reported falling membership as a significant issue affecting the club<sup>1</sup>. With limited population growth expected in the LGA, and clubs already experiencing falling membership, it is unlikely that over two thirds of sport clubs will increase membership significantly.

Sport	National participation trends		State participation trends		South Burnett participation trends*	
	Children	Adults	Children	Adults	Children	Adults
Athletics	increasing	increasing	steady	steady	increasing	no competition
Basketball	increasing	increasing	increasing	increasing	increasing	steady
Cricket	decreasing	decreasing	decreasing	decreasing	increasing	steady
Football (soccer)	increasing	increasing	increasing	increasing	increasing	steady
Netball	steady	steady	increasing	increasing	increasing	steady
Rugby league	decreasing	steady	decreasing	increasing	increasing	increasing
Tennis	decreasing	decreasing	steady	steady	steady	steady
Touch football	increasing	increasing	increasing	increasing	increasing	increasing

\* South Burnett participation trends are taken from sports club surveys and/or engagement with clubs undertaken throughout the development of the Plan and reflects information provided by sport clubs at a point-in-time.

<sup>1</sup> South Burnett Sport and Recreation Infrastructure and Strategic Plan Club Survey, 2017



## Outdoor recreation trends

### Increasing health and environmental awareness

People are becoming increasingly concerned about their health, with conditions such as obesity and stress on the rise. Surveys conducted in Melbourne and Sydney indicated that residents having good access to the natural environment reported a higher quality of life (regardless of public or private housing)<sup>1</sup> (and it is acknowledged that these areas are cities unlike the South Burnett). The surveys showed steady increases in people’s preference for large, managed and accessible natural areas. This, combined with a growing awareness of the environment and its challenges (global warming, pollution and urbanisation), has led to a growth in visitation to natural areas. A term referred to as ‘returning to nature’ has emerged where people feel the desire to become reconnected to their natural environments.

The South Burnett enjoys vast amounts of lake-, dam-, river- and creek-side natural areas, unspoilt National Parks, Conservation Parks and State Forests. A relatively convenient 2-3 hour drive from Brisbane and South East Queensland results in it being well positioned to expand its role as an outdoor recreation hub.

### Technology advances (apps)

Changes in technology for recreation are also bringing about an increasing divergence of outdoor recreation activities. Participants are able to map their route, record their times and upload digital images of their experience. This allows them to compete and compare results with past and/or future users (Strava, Map My Ride etc). Growth in these activities has encouraged research into more refined technologies to encourage wider participation in activities such as geocaching and mountain biking.

From a Council perspective, a disadvantage of the growing trend in the use of technology for outdoor recreation is that it is difficult to monitor the information users share. It is through the means of social media, blogs and forums that users can promote areas as sites for inappropriate activities (despite them being considered unsafe or not preferred by authorities).

### Increasing affluence and expectations of recreation

As a society, Australians are becoming more affluent - the proportion of income being spent on recreation goods and leisure is increasing. While outdoor recreation equipment such as kayaks, mountain bikes and camping goods may have previously been considered too expensive for many in the community, discount department stores (such as Kmart, Aldi and Target) are increasing access to affordable options. As people spend more money on outdoor recreation and associated equipment, an increase in outdoor recreation activities by individuals has been observed. (Previously, these activities were associated with commercial operators). As such, demand is increasing for a diversification of natural areas offering unique experiences and higher levels of infrastructure.

### Tourism – cultural and nature appreciation

It is estimated that the market for nature-based tourism is increasing at six times the rate of tourism overall<sup>2</sup>. Some of the factors that have contributed to this growing trend in nature-based tourism are that people are looking for new experiences, adding diversity to their experiences, combining business travel with holidays, and looking to “get back to nature”.

The number of nature-based visitors to Queensland National Parks reached 51 million from domestic travellers and 7.9 million visits from international travellers in 2012<sup>3</sup>.

Interestingly, three of the top five most popular nature-based experiences that visitors seek are readily available in the South Burnett:

- » visit national parks/state forests
- » bushwalking/rainforest walks
- » cultural heritage experiences.

<sup>1</sup> SKM 2006, *Recreation Implication from Residential Densification*

<sup>2</sup> *Tourism Australia, 2015*

<sup>3</sup> *Queensland Ecotourism Plan 2016-2020*



## Community halls and activity spaces trends

The planning and provision of community infrastructure (and community halls and activity spaces more specifically) is changing:

### Multi-purpose

- » there is a clear move away from single-purpose or dedicated buildings towards a more cost and land-use efficient model of multi-purpose and multi- activity buildings

### Flexible and modern

- » flexible design is essential to cater for a variety of potential user groups. Councils (and community groups) have moved on from the stereotypical community hall with its single large room with timber floor, kitchenette, servery and fold-away plastic tables and chairs. Expectation is now for modern conveniences, multi-use breakout rooms and commercial-style kitchen and food preparation areas

### Storage

- » there is an increasing demand for on-site storage to be provided to reduce the need for activity participants to carry equipment to- and from- the facility, making participation more convenient, particularly for activities attracting older aged people

### Centralised

- » community halls and activity spaces are becoming more centralised - being built in shopping centres, as part of a leisure/ aquatic centre or attached to education institutions.

Reflecting these trends, a sample review of hall hire usage, intercept surveys of residents and discussion with Council officers suggest that many of the community halls are not being utilised as well as they could be - sitting idle for much of the time. Anecdotally, the current fee structure may be a barrier to increased use.

Interestingly, in a number of councils where use of community halls is low but community attachment is high, some halls are being turned over to community groups under trust (with the community groups responsible for all maintenance and management).



### Emerging trends - what this means for South Burnett

A	Open space and play
1	» need for more creative, challenging and natural play elements
B	Informal recreation and physical activity
1	» continue to develop recreation facilities attractive to all ages and abilities
2	» establish quality walk/cycle loops at key locations
3	» recognise a move away from traditional sport
C	Sport
1	» consider the need to develop training fields to relieve pressure on competition fields and share ancillary facilities
D	Outdoor recreation
1	» in addition to traditional sport planning and development, investigate opportunities to assist residents and visitors seeking outdoor recreation experiences (even where these may be on land outside Council's direct control)
E	Community halls and activity spaces
1	» based on current use, look to reactivate community halls and activity spaces by promoting them as key venues for community groups seeking meeting spaces, social areas and facilities for active and passive recreation (indoor bowls, card games, yoga, martial arts, playgroup, wet weather exercise/training etc.)







## Section five - Analysis of recreation and sport

Council-wide analysis

Recreation and physical activity analysis

Outdoor recreation analysis

Sport analysis

Community halls and activity spaces analysis





## Council-wide analysis

Council is in the process of developing Local Government Infrastructure Plans (LGIP) as a requirement of the *Sustainable Planning (Infrastructure Charges) and Other Legislation Amendment Act 2014 (SPICOLA 2014)*. While the scope of this Plan does not extend to LGIP inclusions, the open space classification system previously described and the following open space analysis will contribute to Council's LGIP for public parks and land for community purposes. This section presents an overall analysis of open space, recreation and physical activity, outdoor recreation, sport and community halls and activity spaces at a whole of Council level. It forms the precursor to the town and village analysis and recommendations in the following Section. Further detailed analysis will be required to finalise Council's LGIP.

### Open space analysis

#### Standards-based approach

##### *Desired standards of service*

It is important to develop open spaces that meet the needs of the community. It can also be important that development reflects desired standards of service (DSS) for provision. These standards articulate the preferred directions that Council strives to provide. DSS for open space are, generally, categorised under three broad measures:

- » quantity of land for open space
- » access to open space
- » level of embellishment.

The *quantity standard* identifies the recommended minimum standards for the provision of land for open space. Standards are generally presented as hectares/1,000 (population).

The *access standard* refers to preferred maximum distances between residential areas and each open space type.

The *level of embellishment standard* indicates preferred facilities and activities within each open space type.

The access and quantity standards are, traditionally, the two primary measures used to assess and plan for open space land demands. However, for a number of key reasons (outlined in the adjoining discussion) this 'traditional' approach to open space planning is not preferred for South Burnett Regional Council.

#### Needs-based approach

The standards-based approach (DSS) to open space planning is most effectively used in greenfield situations where significant population growth is forecast. However, in a number of instances, this approach is not necessarily the only approach for consideration. Alternate approaches may be appropriate when:

- » infill development (rather than greenfield development) is planned
- » limited population growth is expected
- » planning areas consist of a number of separate smaller towns and villages.

South Burnett is typified by

- » limited expectations of growth over the next 20 years
- » small villages and towns distributed across the LGA
- » generally larger residential block sizes.

Given these aspects of the LGA, the analysis presented in the Plan is a needs-based approach to open space planning as it relates to the provision of recreation and sport. While the standards-based approach outcomes for access and embellishment have been considered for each planning area, more weight is given to the planning area 'needs' as it considers the social, demographic and environmental characteristics of an area for which open space is needed and/or the type of embellishment required in an open space. Not only does the needs-based approach consider the number of people living in the area (more akin to standards-based planning), but importantly it also takes into account recreation preferences, demographic changes and existing facilities.



## Access to experiences

For each town and village, the Plan considers the location, activities (or experiences) and embellishment of existing open space facilities and preferred outcomes for that planning area to address any demand.

The range of activities and experiences considered as key elements in the Council's open space network include:

- » water-based recreation
- » access to nature
- » escape, break out and recreation areas
- » comfort/safety
- » indoor recreation/community meetings
- » outdoor recreation
- » picnics
- » playgrounds
- » sport
- » activities
- » walking and cycling
- » cultural/community events.

It is recognised that not every locality will provide access to each of these experiences (especially given how small a number of the villages are). However, ensuring that each of these opportunities is, at least, available at a Council-wide level is a key component of the Plan.

## Tiered approach to access and distribution

A tiered hierarchy of open spaces within the South Burnett has been proposed, in order to appropriately plan for the future sport and recreation needs of each community. The tiers provide detail on the level of facilities and embellishments that the community can expect, as well as indicative travel distances for the community to access additional facilities.

The sustainability of open space and sports facilities must be considered in the provision of future open space, with an important component being Council's ability to fund, operate and maintain the network and assets.

Tier	Recreation Parks			Sports Parks			Other Open Space		
	Regional	Town	Local	Town	Local	Specialised	Private	Utility	Camping
<b>ONE</b>									
Kingaroy	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>TWO</b>									
Nanango		✓	✓	✓		✓ <sup>^</sup>	✓	✓	✓
Murgon		✓	✓	✓		✓ <sup>^</sup>	✓	✓	✓
Wondai		✓	✓	✓		✓ <sup>^</sup>	✓	✓	✓
Blackbutt		✓	✓	✓		✓ <sup>^</sup>	✓	✓	✓
<b>THREE</b>									
Benarkin			✓ <sup>*</sup>		✓ <sup>*</sup>	✓ <sup>**</sup>	✓	✓	✓
Kumbia			✓ <sup>*</sup>		✓ <sup>*</sup>	✓ <sup>*</sup>	✓	✓	✓
Maidenwell			✓ <sup>*</sup>		✓ <sup>*</sup>	✓ <sup>*</sup>	✓	✓	✓
Wooroolin			✓ <sup>*</sup>		✓ <sup>*</sup>	✓ <sup>*</sup>	✓	✓	✓
Tingoora			✓ <sup>*</sup>		✓ <sup>*</sup>	✓ <sup>*</sup>	✓	✓	✓
Hivesville			✓ <sup>*</sup>		✓ <sup>*</sup>	✓ <sup>*</sup>	✓	✓	✓
Proston			✓ <sup>*</sup>		✓ <sup>*</sup>	✓ <sup>*</sup>	✓	✓	✓

\* preferably shared use of the playground/oval at the local school (where they exist)

<sup>^</sup> only tennis courts, preferably shared use of the tennis courts at the local school (where they exist)



## Embellishment

As previously noted, the Plan proposes an open space classification and hierarchy based around local and town level sport and recreation facilities (as the core open space). The table below outlines indicative embellishment standards (facility inclusions) for each of these five classifications of park. It assists to classify existing facilities and to guide future development and upgrade. Parks should be developed with appropriate facilities and embellishments to suit their intended roles and functions.

Embellishment standard	Recreation parks			Sports parks	
	Local	Town	Regional*	Local	Town
Playground (activity node)	●	●	●	●	●
Wheeled recreation device activity node (Skate park)		●			
Shade trees clustered near activity nodes	●	●	●	●	●
Lighting	●	●	●	●	●
Internal pathways	●	●	●		●
Bicycle racks		●	●	●	●
Shade structures	●	●	●	●	●
USB recharge stations	●	●	●	●	●
Tap/bubbler	●	●	●	●	●
Bench seating	●	●	●	●	●
Electric barbecue		●	●		
Picnic shelters		●	●		
Bins	●	●	●	●	●
Toilets		●	●	●	●
Internal road and car parking			●	●	●
Clubhouse				●	●
Spectator facilities				●	●
Sports fields				●	●
Sports courts				●	●

\*Regional recreation parks in the South Burnett include BP Dam, Boondooma Dam and the KK Rail Trail and these regional recreation parks or corridors are predominantly natural in setting. In relation to embellishment of these parks, it is important that the natural setting is retained and installation of park furniture, buildings and signs does not negatively impact and detract from visitor’s recreation experiences. Outdoor recreation activities should be facilitated at regional recreation parks.

## Setting

People seek out different types of parks for different types of recreation experiences. The setting of a park has a direct relationship with the recreation experience being sought and is influenced by how developed or how natural a park or ‘setting’ is. A scale is provided below to demonstrate this further.

Wild/ remote/ natural		Very natural area			Disturbed site		Suburban park	Urban/ developed/ industrial
←-----→								
Examples		Coomba Falls			Carroll Recreation Reserve		Memorial Park	
1	2	3	4	5	6	7	8	9



## Future direction for open space in South Burnett

The following guiding principles have been developed to lead the future provision and planning of open space across South Burnett:

- » provision and access to a range of recreation settings in order to meet the changing recreation needs and aspirations of the community
- » fair and equitable access to open space and activities for all members of the community
- » variety of play opportunities (including challenging play and natural play elements)
- » maintenance of open space continues to meet community expectations.

### Priority actions

Council-wide	Develop the Local Government Infrastructure Plan (LGIP) using the open space classification system, tiered approach and embellishment list as a basis
Council-wide	Identify core infrastructure required to support community events in parks
Kingaroy	Negotiate with the adjacent school to use and maintain part of Adermann Park for children's play and sport activities. If fencing occurs, retain a corridor on the western edge of the park (5m wide) for general pedestrian and cycling access
Nanango	Rationalise Green Park
Nanango	Rationalise Autumn Park
Wondai	Rationalise Parkside Park
Wondai	Rationalise Grant Crescent Park
Kumbia	Refurbish up to two tennis courts, consider marking one multi-sport; demolish the third court
Kumbia	Redesign the layout of APEX Park to separate vehicle movements (caravans and motor homes) from pedestrians, particularly those accessing the toilets from the playground
Wooroolin	At the end of its useful life, demolish the tennis courts and related infrastructure
Tingoora	Repurpose the oval for use by unmanned aerial vehicles (UAV) and drones due to its location outside of flight paths
Hivesville	Repurpose the Hivesville sports ground (cricket oval) to reflect recreation use rather than sport use, including planting of additional trees in a way to reduce maintenance in the long term



## Recreation and physical activity analysis

### Informal recreation and physical activity

With adult participation rates in organised sport appearing to be steady (or declining) for adults across the LGA, participation in informal recreation activities is increasing. Consistent with national and state sporting trends, walking is the most popular activity that residents enjoy. Council recognises and supports this growing trend. Development of a Walk and Cycle Strategy will see the existing footpath and shared path network expanded to provide greater connectivity and opportunities for safe active transport. With an ageing population and desire to continue to attract visitors, it is important that the network includes complementing infrastructure, such as bench seats, water bubblers and bike racks to allow users to rest. Directional and information signage will promote areas of recreation, scenic and/or cultural importance.

### Play

Council has been progressively updating key playgrounds in town parks to provide challenging and interesting play opportunities. However, school workshops and respondents to the community survey identified limited opportunities for pre-teens and teens. Youth expressed the desire for larger, more challenging opportunities such as flying foxes, climbing nets and giant slides (such as those found on the coast and in Toowoomba). Continued development of higher-level destination parks at Kingaroy, Nanango, Murgon, Wondai and Blackbutt should include challenging play opportunities that cater for all ages and abilities.

Water play opportunities were identified by primary aged and older youth, as well as adults responding to the community survey. Zero depth water play is becoming an increasingly popular play experience due to easy access and safety.

In the smaller villages, opportunities for community access to the high quality play facilities within the local public school is recommended for investigation, or collocation at trail heads adjacent rail trail recreation nodes.

### Wheeled recreation device nodes

Wheeled recreation device node is the modern term for 'skate parks'. It more accurately reflects the fact that skateboards are generally a more infrequent use of the facility behind scooters and bmx.

As noted throughout the Plan, lack of activities for youth is a concern. These nodes are considered quality facilities to develop for youth - they are hard-wearing and require limited maintenance. Additionally, they not only provide an activity space for users but also an area for youth to socialise (particularly when suitable ancillary facilities such as shade, seating, bubblers and power are provided).

Facilities currently exist in Kingaroy, Nanango, Murgon, Wondai and Blackbutt. It is recommended that these areas are further developed with shade, seating, bubblers and USB recharge stations to activate their use as physical activity and socialisation hubs.

The facility in Kingaroy is well constructed, has ample shelter and is collocated with a bmx pump track and basketball half-court. However, it is poorly located; away from the central business district and residential area. The Plan recommends development of a new facility in Lions Park in the medium to long term, reusing infrastructure where possible. Additional complementary park development proposed for Lions Park can see this area converted into an active recreation area for youth.

The Wondai facility is adjacent the pool and provides basic opportunities, however, would benefit from redesign in the medium to long term.

The Nanango, Murgon and Blackbutt facilities are well located in town key recreation parks with access to seating, water and shade. Access to toilet facilities at Wondai and Murgon requires resolution.

### Physical activity programs

Council does not oversee any physical activity programs within the LGA and due to the population, geographic spread and resource constraints of the Council it is unlikely that resources will extend to program provision in the future.

Council currently provides annual funding through a competitive application process for individuals or groups wishing to provide a program or service to the community. Targeted promotion to qualified sports coaches and private fitness instructors and personal trainers could be undertaken to generate interest in providing programs for residents. Funding could be considered as 'seed funding' for equipment purchase, portable signage and promotion activities to activate parks and community halls.

In addition, Council could expand advertisement and promotion of existing relevant community activities undertaken through the libraries and the existing private physical activity providers (personal trainers, yoga, dance etc) under a new Active and Healthy banner. Activating the open space areas is a key recommendation of the Plan.



## Future direction for recreation and physical activity in South Burnett

The following guiding principles have been developed to guide the future planning and promotion of recreation and physical activity within the South Burnett:

- » appropriate facilities are provided in line with the needs of the community and identified target groups
- » there is a diversity in the function, type and setting of recreation facilities
- » appropriate embellishments are provided within open space to encourage physical activity
- » recreation and physical activity opportunities are accessible to the whole community
- » recreation nodes are collocated with sports, community buildings and other public spaces where possible
- » regular activation of open space is encouraged and facilitated.

### **Priority actions**

Council-wide	Use the information in this Plan to develop the South Burnett's Local Government Infrastructure Plan for public parks and land for community purposes
Council-wide	Develop a Walk and Cycle Plan to identify key destinations for walk and cycle trips and plan footpaths, shared paths and cycle lanes to support active transport and recreation
Council-wide	Continue to maintain (and renew/replace) wheeled recreation device facilities (skate parks)
Council-wide	Identify core infrastructure required to support community events in parks
Council-wide	Develop a shade tree planting program and consistently increase the number of shade trees in parks and along pathways throughout the LGA
Council-wide	Liaise with primary school principal's to 'activate' (outside school hours) the opportunities available at the school for local residents
Kingaroy	Develop a master plan over Bjelke-Petersen Reserve to ensure coordinated development of structured and unstructured physical activity and recreation
Nanango	Develop a master plan over Pioneer Park incorporating a range of facilities that support recreation and physical activity
Wondai	Toward the end of its useful life (within the next 3-5 years) investigate suitable sites for replacement of the skate park using siting checklists contained in published skate facility guides



## Outdoor recreation analysis

The South Burnett includes a wide range of natural open space assets including rivers, creeks, lakes, extensive bushland, State Forests, Conservation and National Parks. The Killivan to Kingaroy rail trail forms a green corridor winding through part of the LGA. Together, these areas have the potential to provide an array of outdoor recreation experiences. The Plan highlights the opportunity to embrace outdoor recreation as a key form of recreation that is becoming increasingly popular and sought after.

The natural setting of Council's open space network and the opportunities it provides for interaction with the natural environment is highly valued by the majority of residents that completed the community survey. Dams, lakes, rivers, creeks, the rail trail and State and National Parks are some of the most popular places to recreate. It is no surprise that the vast majority of the top eight most popular activities that residents participate in while visiting the LGA's open space network can be categorised as outdoor recreation. The top activities were:

- » walking
- » recreation swimming
- » gardening
- » playing in the park
- » bushwalking
- » fishing
- » recreation cycling
- » canoe/kayaking
- » golf
- » arts and crafts
- » running.

Council already promotes outdoor recreation opportunities available in the LGA and partner on initiatives of WBBROC, such as the *Water Trails of the Wide Bay Burnett* brochure.

This Plan recommends investigating opportunities to promote and build upon the existing outdoor recreation activities. In particular, master planning of the KKRT, BP Dam and Boondooma Lake as well as opportunities to provide additional non-motorised access to waterways, identify and promote bushwalking and walking trails and to further embed partnerships with managers of State and National Parks are all key aspects.

### Level of impact

Each outdoor recreation activity has a potential level of impact on the natural area it occurs in. The level of impact of each activity has been determined through industry research and by assessing the level of infrastructure required for each, as well as the likely ongoing impact of the activity on a site. This categorisation should be used as a guide only, and should not be considered in isolation to a natural area's unique ecological and biodiversity values.

Level of impact	Description
Low	When undertaken on a designated facility (i.e. bushwalking on a designated track) these activities have a relatively low level of impact on the natural area and typically require a low level of landscape modification
Medium	Medium impact activities may have a relatively low impact, however, may require vegetation clearing or low level infrastructure to support its use (e.g. camping)
High	High impact activities are those that affect a large area and are intensive in nature. These activities often cause environmental impact including erosion. They often require vegetation clearing or extensive infrastructure to support its use (e.g. four wheel driving)





The table below summarises the level of impact of the outdoor recreation activities available throughout the South Burnett. It also summarises the 'providers' of each form of outdoor recreation (or facilities that provide access to the opportunity).

Activity	Level of impact	Currently provided in the South Burnett			
		Council	Department of Housing and Public Works <sup>#</sup>	SunWater	Private
bushwalking	low	●	●	●	●
picnicking	low	●	●		●
nature study	low	●	●		●
bird watching	low	●	●		●
photography	low	●	●		●
sight seeing	low	●	●	●	●
camping	medium	●	●		●
horse riding (endurance and trail)	medium	●	●		●
recreational cycling (mountain bike touring)	medium	●	●		
downhill mountain biking	medium	●	●		
trail running	low*	●	●		
geocaching	medium*	●	●		
canoeing and kayaking	low^	●	●	●^	●
fishing	low^	●	●	●^	
boating, waterskiing and jet skiing	medium to high	●		●^	
motor/trail bike riding	high		●		●
four-wheel-driving	high		●		●
outdoor recreation events	low to high	●	●		

# formerly the Department of National Parks, Sport and Racing  
 \* when undertaken as individuals or small groups i.e. not events  
 ^ when access to the water body is by formal ramp or launch point



## Kilkivan to Kingaroy Rail Trail

The Kilkivan to Kingaroy Rail Trail is part of the Theebine to Kingaroy rail corridor which is 131km long and has the potential to connect to the Brassall Bikeway, Brisbane Valley Rail Trail (BVRT) and Bicentennial National Trail.





## Brisbane Valley Rail Trail

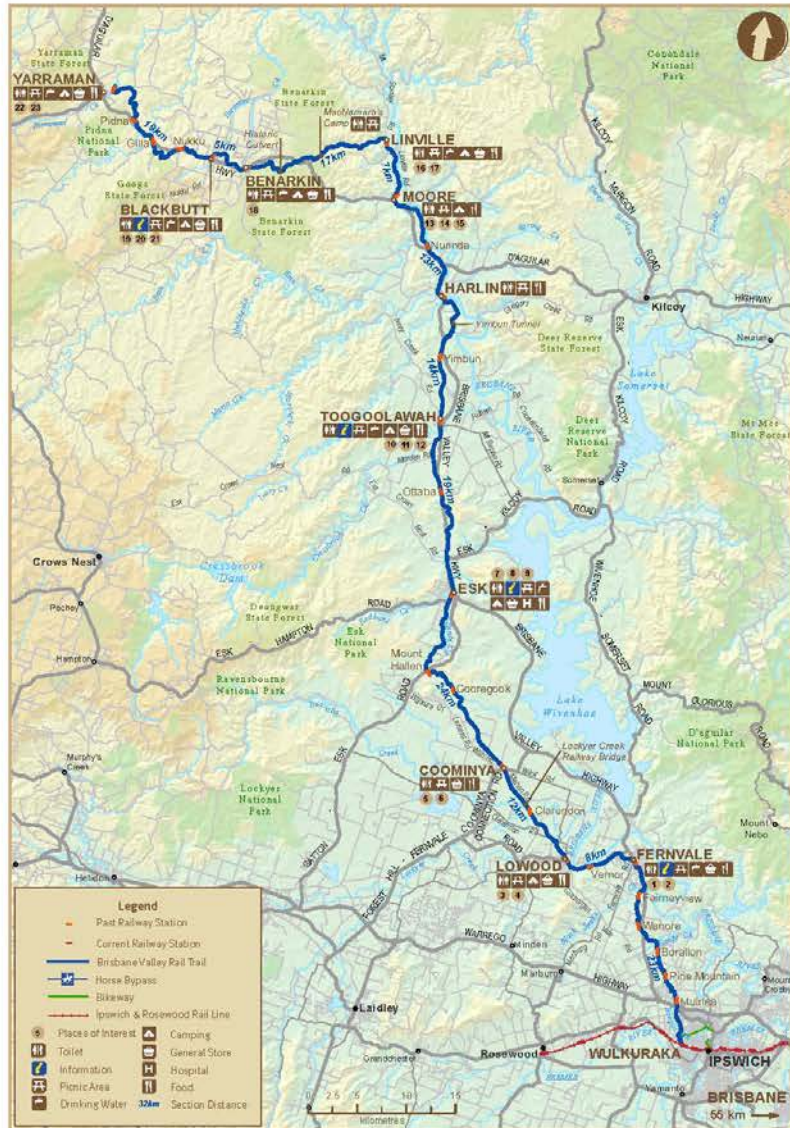
The Brisbane Valley Rail Trail (BVRT) is now the longest rail trail in Australia extending for 161km, following the disused Brisbane Valley rail line from Wulkuraka near Ipswich to Yarraman.

At its southern end, the BVRT passes through the villages of Benarkin and Blackbutt before terminating at Yarraman. Benarkin and Blackbutt are located within the South Burnett local government area.

Keen rail trail users have identified routes extending further north from Yarraman to connect with Nanango and then Kingaroy, making it possible for rail trail users to connect from the BVRT to the Kilkivan to Kingaroy Rail Trail (KKRT).

These connecting routes are currently under investigation.

Map sourced from Queensland Department of Transport and Main Roads





## Future direction of outdoor recreation in South Burnett

The community and Council aspire to continue being a community that respects and values the natural environment. It also acknowledges the need to balance recreation and conservation values to ensure the sustainability of the natural environment.

The following guiding principles have been developed to guide the future provision and management of outdoor recreation within the South Burnett:

- » the conservation prioritisation of natural areas be considered in determining appropriate levels of activity
- » determine the carrying capacity of each natural area to host sustainable outdoor recreation activities prior to permitting the activity (including the identification of restricted sensitive areas)
- » outdoor recreation activities are managed to take account for seasonal conditions and sensitivities
- » outdoor recreation activities are to include only low maintenance infrastructure
- » outdoor recreation should utilise previously disturbed areas/bushland reserves where possible to prevent further impact.

### Priority actions

Council-wide	Partner with Gympie Regional Council to develop a master plan for the Killkivan to Kingaroy Rail Trail to leverage the recreation, social, tourism and economic benefits of this asset and ensure pragmatic, effective and efficient development, embellishment, activation, promotion and sustainability for the long term
Council-wide	Continue to investigate funding to connect the Killkivan to Kingaroy Rail Trail and the Brisbane Valley Rail Trail
Council-wide	Leverage opportunities to promote and connect other opportunities (e.g. Mt Wooroolin and Wooroolin wetland) with the rail trail experience
Council-wide	Develop master plans for BP Dam (Lake Barambah) and Boondooma Lake focussed on identifying current and potential future outdoor recreation activities to develop these sites into outdoor recreation leisure and adventure areas
Council-wide	Review the location and type of tourist attraction and drive signs across the LGA and develop a detailed plan for replacement and upgrade, carefully considering replacement with the most appropriate tourist attraction signs
Council-wide	Collaborate with WBBROC to develop a walking trails network across the LGA and related promotion including print, online, and potentially a digital application (app)
Council-wide	Foster a strong relationship with land managers of State and National Parks to identify, develop and promote outdoor recreation opportunities available in the LGA
Kingaroy	Install direction and information signage to encourage and promote walking and mountain bike trails at Mt Wooroolin
Wondai	Support the South Burnett Mountain Bike Club's efforts to develop mountain bike trails at McEuen Forest and formalise a mountain bike trail connection with the Killkivan to Kingaroy Rail Trail
Ficks Crossing	Establish improved access to the waterway (e.g. floating pontoon) to allow for fishing and non-motorised boat access (and tie-up)





## Sport analysis

Council currently manages sports parks in towns and villages that provide a variety of traditional sporting opportunities for the South Burnett's residents (and visitors).

### Membership

Two relevant surveys (community and sports club) were available to the community during the project's engagement phase. Just under one half of community survey respondents participated in organised sport. Participation trends identified by the sports clubs were generally consistent with the national and state participation trends with junior participation increasing since 2014, while senior participation held steady (or declined).

Optimistically, over two thirds of the sports club respondents predict an increase in membership over the coming years as a result of local club promotion efforts and introduction of social competitions to attract new members. In regards to membership, the main areas of concern for clubs were lack of female participation and lack of youth participation.

### Quality sports parks

Two thirds of community survey respondents rate the quality of sport facilities as either *above average* or *great*. This was reflected by the sporting club with consistently two thirds of respondents to the club survey rating facilities as satisfactory or exceeding the club's needs. Clubs were provided with a list of facilities most commonly found at the Council's sports parks and asked to indicate whether the facilities that they used were suitable for their requirements. The facilities the clubs identified as not suitable included toilets, changerooms and spectator facilities including shade, seating and water. In Council-wide type analyses (such as this Plan) it is common for clubs to report their primary issue to be a lack of fields/ovals/courts available for use. However, in a positive outcome for Council, the majority of respondents indicated that the number of playing fields/ovals was suitable. The main concerns for clubs were themed around ancillary facilities such:

- » shade, seating and water
- » public toilets
- » canteen facilities
- » changerooms
- » storage.

Current and future desired facility improvements (provided in survey responses) were also themed around ancillary facilities. Simple improvements and/or new infrastructure requests included:

- » shade for players and officials
- » better quality changerooms and toilets
- » storage facilities
- » basic clubhouse upgrades.

	Exceeds needs	Suitable	Not suitable	Not required
Seating/shade/water	5%	38%	52%	5%
Public toilets	6%	50%	39%	5%
Canteen facilities	3%	46%	34%	17%
Changerooms	0%	40%	33%	27%
Storage	0%	53%	33%	14%
Lighting standards	0%	56%	30%	14%
Maintenance of buildings	0%	64%	28%	8%
Facilities provided (e.g. chairs / tables / stage)	5%	54%	27%	14%
Clubhouse	0%	54%	26%	20%
Spectator area	8%	54%	23%	17%
Car parking	8%	68%	22%	2%
Number of playing fields/ovals /courts	1%	56%	17%	25%
Access and circulation	3%	74%	15%	9%



## New/upgraded infrastructure requests

Sporting clubs had mixed responses when asked who they contacted at Council regarding new/upgrading infrastructure and/or maintenance issues. Additional clarity should be provided by Council on its website and in other promotional material to increase awareness of what assistance is available from Council and the most appropriate section/Officer.

A Club Development Plan (or Business Plan) is a key tool to guide future planning for clubs. Any club that is serious about sustainability and future development should have a blueprint that shows the direction that it wishes to take. The plan should also justify why new and/or upgraded infrastructure is required and how the club plans to contribute financially to the development. Just under one half of South Burnett's sports clubs that responded to the survey indicated that they have a development plan. This level of planning could be improved and should be encouraged. Without a Club Development Plan (or similar) the organisation is likely to lurch in different directions as volunteers change over time. The Club Development Plan gives direction to the organisation and membership.

To prevent future ad-hoc development, Council should encourage clubs to prepare development plans, with assistance provided regularly by the State Government. Club Development Plans can then become requirements within Council's community grant and funding process.

## Specialised sports

### Aquatic facilities

Two thirds of community survey respondents rate the quality of aquatic facilities as *very good* or *great*. Perhaps even more encouraging, only 10% of respondents consider these facilities as *below average* or *poor*.

Key comments regarding the existing aquatic facilities included:

- » need for longer opening hours
- » complete maintenance in winter months
- » too many swimming pools for geographic area costing ratepayers a lot compared with usage.

Clearly, each of these suggestions is related to Council's ability to resource the aquatic facilities and what Council accepts as a suitable level of community service obligation.

It is important to note that Council owns and manages (currently via contract) the pools at Kingaroy, Nanango, Murgon and Wondai. The pools at Blackbutt and Proston are owned by Education Queensland with Council funding management and supervision.

Council needs to undertake structural investigations of the swimming pools to determine: the condition of these assets, whether extension of the life of the assets is possible (and the costs involved), the cost to replace the pools when they reach the end of their asset lives and the ongoing maintenance costs year-on-year. This factual information will provide the basis for an informed conversation with the community regarding the level of service Council can afford to provide within existing budget constraints. Alternate methods to provide community access to pools (e.g. community bus) should also be investigated.

## Indoor sport

Council owns the indoor sporting facility housing the South Burnett PCYC. Operations and programs at the PCYC are managed by the Queensland Police Citizens Youth and Welfare Association (PCYC). The PCYC services the entire South Burnett as well as the nearby Cherbourg Aboriginal Shire Council area and is open weekdays and closed on weekends and public holidays. PCYCs' have a strong focus on providing youth services using sport and recreation as an effective community development tool. A diverse range of activities are offered at the PCYC catering for all ages.

Responses from PCYC program providers, Council staff and respondents to the community survey indicated that the PCYC was not supported by the broader South Burnett community as well as it could be, with travel distance from other towns and villages cited as the main barrier. Interestingly the time to travel to Murgon from Wondai and Kingaroy is comparable, or less than, travel times required to access indoor sporting facilities in larger urban centres and cities.

With ample space in the facility and potential for extension of hours, if warranted, there is opportunity for Council to facilitate additional complementary sub-tenants at the PCYC to increase utilisation and create a hub for youth outreach services (or similar).

Basketball and netball in Kingaroy currently access the indoor sports hall at the local high schools with the full support of the current Principals. Access to these facilities provides an all-weather venue for training and competition for basketball, and training venue for netball.

It is recommended that Council develop and maintain a strong working relationship with the high schools in the South Burnett to identify opportunities for community use of school facilities, and support local clubs and schools to make suitable arrangements.



## Master plans

Master plans (or concept plans) are important tools to guide facility decision-making. They are particularly important for sports facilities where changes in club officials can alter former preferred directions.

Given the number of existing users, the range of facilities and identified need for upgrade, simple master plans are proposed for the sport grounds at Bjelke-Petersen Recreation Reserve, Murgon and Wondai sports grounds . It is important to point out that master planning of these sites can be completed quickly and inexpensively, provided open and honest communication with users and adherence to sport dimensions and safety distance occurs.

Extensive user group consultation and further site analysis should be the cornerstone for these planning activities.

## Attracting events

During consultation, a number of sporting club representatives expressed a desire to attract more frequent regional- and State-level events and carnivals to the LGA. There are clear economic benefits that can be gained from hosting events of this nature. However, this Plan highlights that seeking to attract events for traditional sports is not a preferred directive.

State sporting organisations indicated that there are currently no traditional sports with a high enough level of infrastructure to attract events. Additionally, the proximity of the LGA to larger centres at Toowoomba and on the coast (Bundaberg and Hervey Bay), as well as Ipswich and South East Queensland make it unlikely for traditional sports to hold major events in the LGA.

With few clubs experiencing significant membership growth, there is little demand for higher levels of infrastructure (particularly if this is only being sought in an effort to attract events). Rather, the Plan recommends that Council supports non-traditional sporting groups (e.g. gliding) that have suitable existing facilities and are seeking to attract (or to continue hosting) state and national events.



Rugby League, Bjelke-Petersen Recreation Reserve





## Future direction of sport in the South Burnett

The community and Council aspire to be a healthy and active community that has access to a diverse range of places, spaces and activities that encourage and enable healthy lifestyle choices.

The following guiding principles have been developed to guide the future provision and management of sport within South Burnett:

- » ensure maximisation of facilities (formal and informal activities)
- » base decision-making on sound data and demand
- » master planning of key sports parks to ensure there is a demonstrated need for infrastructure upgrades
- » provide ongoing support and education to sport and recreation clubs
- » ensure ancillary facilities reflect the needs of participants, officials and spectators.

### Priority actions

Council-wide	Commission a structural investigation of the public swimming pools in Kingaroy, Murgon and Wondai to identify the remaining life of the assets and options for extension of the asset lives, to enable a conversation with the community regarding long-term replacement
Council-wide	Create incentives to encourage clubs and organisations to provide updated details for the community directory
Council-wide	Promote opportunities for sport and recreation organisations to access the range of club administration, coaching and officiating education and grant writing workshops available
Council-wide	Provide support to non-traditional sports currently attracting state and national titles
Council-wide	Partner with and support sport and recreation organisations to provide improved shelter, seating and access to water for spectators
Kingaroy	Redesign and reconstruct the Kingaroy netball courts including car parking areas
Kingaroy	Support the South Burnett Rugby League to light an additional field at Bjelke-Petersen Recreation Reserve for use by both rugby league and touch football
Kingaroy	Support Senior Soccer to upgrade field lighting and provide female-friendly facilities
Kingaroy	Support Kingaroy Tennis to upgrade court light fittings
Kingaroy	Support Senior Soccer to upgrade field lighting on two fields and develop female-friendly amenities
Kingaroy	Support Australian rules football to upgrade field lighting and develop female friendly
Nanango	Reconstruct the Nanango netball courts
Murgon	Investigate opportunities for suitable additional tenants at the South Burnett PCYC to enhance utilisation and program delivery
Murgon	Upgrade training lights on one field and irrigation on playing fields
Wondai	Support the Shooting Complex to upgrade targets to meet current safety and competition standards
Kumbia	Refurbish two tennis courts (consider marking one as multi-sport)



## Community halls and activity spaces

While community halls and indoor activity spaces do not fall 'under the banner' of parks and open space, they do provide key areas for recreation and socialisation. In smaller towns and villages, a well-programmed community hall can play an important role as the indoor sport and recreation hub. The term 'community hall' used here refers to halls owned by Council and halls owned by churches, schools, not-for-profit and private organisations.

Of particular note is the increasing use of community halls for activities including pilates, yoga and aerobics classes and various forms of martial arts including karate and judo for example. Various forms of dancing are also taught and practiced in halls such as the dance academy operating from the Nanango Showgrounds pavilion for example.

In the South Burnett, many older community halls are reaching the end of the asset's useful life and require either major maintenance (at considerable cost), complete replacement, disposal (usually selling for private use) or demolition. This latter option is typically an emotional decision for users and the broader community to process due to memories made at these venues and the role the facilities played in creating social connections in the community. A range of social changes have contributed to changed use of community halls and has impacted on the number, size and distribution of halls in towns and villages.

Residents of towns and villages in the South Burnett have access to a community hall in most cases, with residents on rural properties required to travel into population centres. Anecdotally, the activities offered at different halls across the South Burnett draw people from across the area, for example residents of Cherbourg travel to Proston to participate in line dancing - a 40 minute drive each way.

Council has invested significant capital funds to ensure that residents in most towns and villages have access to high quality community halls. The cost to maintain and operate these facilities is considerable, with a key challenge being partial cost-recovery through hire fees and charges. Hire fees for Council owned halls varies across the local government area and can directly impact use of halls for recreation activities. Free or very low-cost access will not necessarily result in increased activation of community halls.

### Activating existing facilities

Council is keen to have the existing network of community halls, libraries and community centres as vibrant and busy community recreation and event facilities. Currently, it appears that many of these facilities are largely under-utilised and there is no central role within Council driving this desire for well-activated spaces.





## Future direction of community halls and activity spaces in South Burnett

The community and Council aspire to be a vibrant and engaged community that has access to a diverse range of places, spaces and activities.

The following guiding principles have been developed to guide the future provision and management of community halls and activity spaces within the South Burnett:

- » assist to promote existing activities and opportunities
- » encourage greater use of existing facilities
- » base decision-making on sound data and demand.

### **Priority actions**

- |              |  |
|--------------|--|
| Council-wide | Investigate opportunities to increase community access and programming at community halls and centres (particularly where it encourages socialisation for older residents)   |
| Council-wide | Target promotion of Council's grants for services and programs to private providers of physical activity and fitness classes to encourage use of community halls (for all ages)  |
| Council-wide | Expand the role of the libraries as community centres and activity spaces. (Consider after-school activities for children, activities for the unemployed, activities for those not interested in traditional sport and parents caring for very young children/infants) |
| Council-wide | Provide in-principle support to not-for-profit community groups applying for grants and funding to improve facilities such as halls (not owned by Council) and services that provide sport and active recreation benefits for residents                                |



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## Section six - Community - town and village priorities

Kingaroy

Nanango

Murgon

Wondai

Blackbutt

Key issues

Villages

Benarkin

Kumbia

Maidenwell

Memerambi

Wooroolin

Tingoora

Hivesville

Proston





## Kingaroy

Kingaroy is the administrative centre of the LGA. With a 2016 population of 10,020 people, limited future growth is projected.

With a median age of 37, Kingaroy's population is only slightly older than Queensland's median age of 35. However, the proportion of children aged 0 to 14 years is slightly higher than the Queensland figures, suggesting there are a number of young families in the area. This is further supported by the fact that there are four primary schools and three high schools in the town.

Kingaroy's central business district is located 'centrally' in the town and includes the town's main sporting grounds, community and cultural facilities, retail and administrative services. The Kingaroy CBD is about to undergo an upgrade including activation of the area with improved vehicle and pedestrian movement as well as furniture to create a community meeting place.

Residential areas surround the CBD to the north, west and south with agricultural and industrial directly to the east.

Overall, Kingaroy is an active town and offers a variety of recreation and sporting opportunities to residents and visitors. The main sporting hub of the LGA, there is a larger sporting precinct including a variety of field sports and tennis courts, showgrounds, a private golf course, netball courts and a public swimming pool adjacent the town's main recreation park and community event space.

Memorial Park, located a city block to the west of the CBD, is a key community asset and a popular location for informal recreation and community events. Swimming for sport and leisure at the pool located at the corner of the park is also popular. A well designed and shaded playground for toddlers through to pre-teens is a popular feature at the park with large shelters, tables and chairs and toilets in close proximity. The park is well shaded by trees with open areas and internal paths make it highly accessible.

Apex Park and Lookout, Mt Wooroolin and Carroll Nature Reserve also provide opportunities for recreation, with netball facilities being located at Lions Park.

The recently developed Kilkivan to Kingaroy Rail Trail provides a recreation corridor extending north, and is fast becoming a popular recreation facility with an all weather sealed surface attracting walkers and cyclists, individually and in groups.

Further development of Kingaroy's recreation and sport parks is required to ensure the needs of the community are met, as well as extension of the town's walk and cycle pathway network to support these popular activities. Overall, Kingaroy's open space network is well established for the existing and future population.



### Snapshot

Current population (2016)	10,020
0 - 14 years	21.7%
15 - 24 years	13.2%
25 - 34 years	12.7%
35 - 44 years	11.5%
45 - 54 years	11.4%
55 - 64 years	11.5%
65 years and over	18.2%
Median age (2016)	37
Households with children	56.6%
Unoccupied private dwellings	10.7%
Do not have a motor vehicle	7.1%

In addition to Kingaroy's open space network, residents and visitors have the opportunity to participate in a number of outdoor recreation activities, offered by the surrounding natural areas:

- » Bjelke-Petersen Dam (Lake Barambah)
- » Boondooma Dam (Lake Boondooma)
- » Gordonbrook Dam
- » Ficks Crossing
- » State and National Parks.



## Recreation and sport in Kingaroy

Map ID	Reserve name	Current classification	Activity
Recreation parks			water
8	O'Neill Square	Town	walking, cycling, resting, trail head
4	Memorial Park	Regional	playground, picnicking, walking,
6	Bjelke-Petersen Recreation Reserve	Local	walking, cycling, exercise stations
18	River Road Park	Local	playground, informal sport
17	Lions Park	Local	playground, picnicking, walking, cycling
12	APEX Park	Local	playground, picnicking, lookout
16	Senior Citizens Park	Local	picnicking, nature appreciation, bird watching, walking, cycling
3	Earle Park	Local	undeveloped
15	Youth Park	Local	wheeled recreation device facility
9	Rotary Park	Local	picnicking
10	Adermann Park	Local	playground
13	Carew Park	Local	undeveloped
14	Carroll Nature Reserve	Local	nature appreciation, bird watching, walking
2	Mt Wooroolin	Local	nature appreciation, bird watching, walking, mountain bike riding, sight seeing
Sports parks			
6	Bjelke-Petersen Recreation Reserve	Town	rugby league, cricket, touch football, tennis, football (soccer), afl
9	Rotary Park	Town	netball
Specialised sports			
-	WJ Lang Memorial Olympic Pool	Aquatic	swimming, learn to swim
7	Kingaroy Showgrounds	Showgrounds	motor sports, equestrian, community halls
20	Kingaroy Soaring Club	Private	gliding
21	Kingaroy Golf Club	Private	golf
-	Kingaroy Pistol Club	Private	pistol shooting
Community facilities			
-	Kingaroy Town Hall	Community facility	indoor bowls, various
-	Kingaroy Town Common Hall	Community facility	yoga, various
-	Kingaroy Satellite Cinema	Private	squash
School facilities			
-	Kingaroy State High School	Education	netball, basketball, futsal, volleyball
-	St Mary's Catholic College	Education	futsal



## Access to experiences

The open space network in Kingaroy offers a number of experiences and activities for residents and visitors. Creating supportive environments for these opportunities is also an important ingredient to facilitating increased use and value of the open space network.

The experiences in the table adjacent are provided in Kingaroy and surrounding areas.

Residents have access to a variety of sport and recreation experiences. However, site inspections identified a lack of infrastructure to support informal recreation, such as connecting pathways, signage, and bench seats along walk cycle routes. Despite this, residents continue to be physically active and participate in a number of organised informal recreation activities.

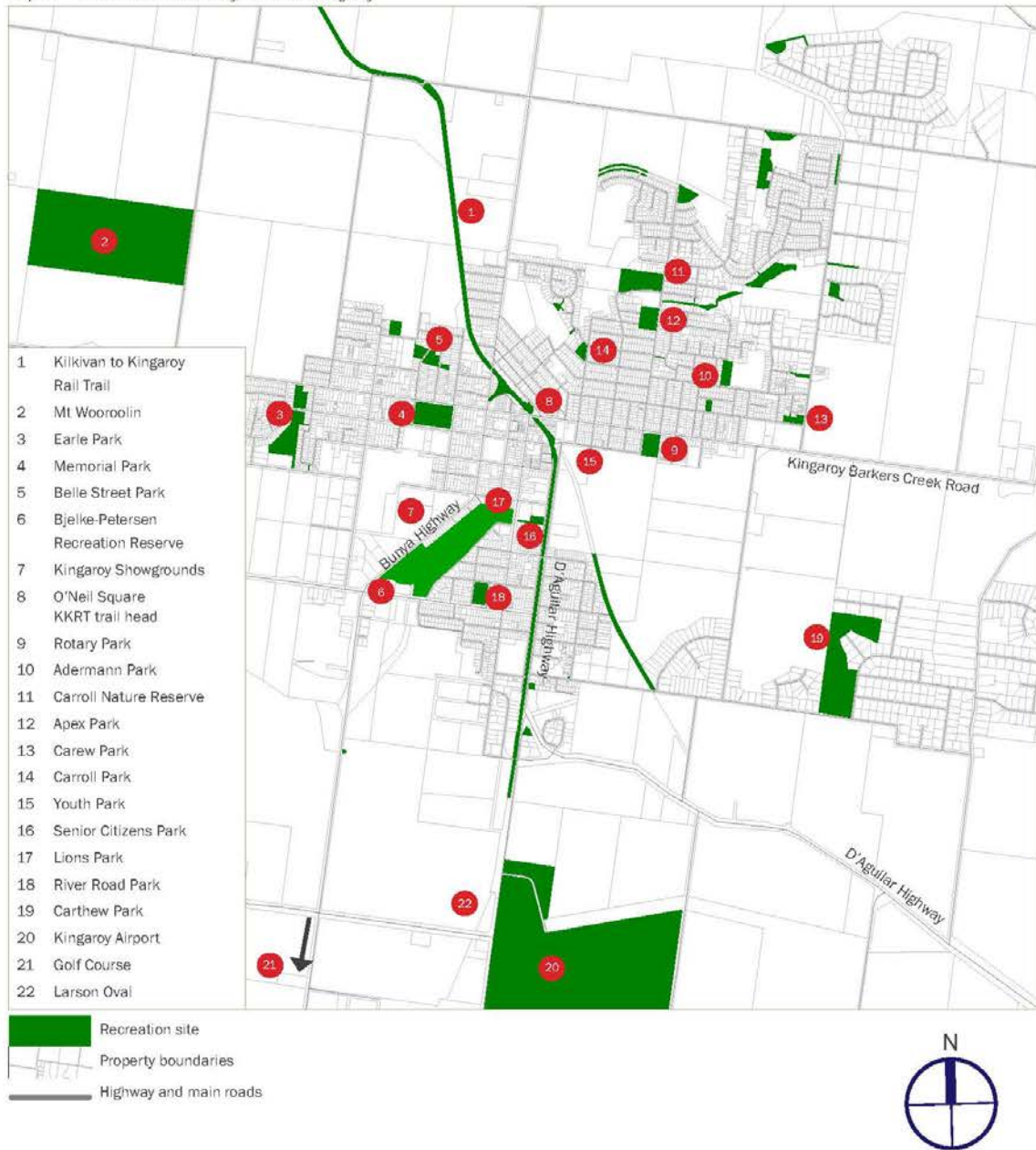
Activity/ Experience	Supporting embellishments/facilities	
Water based	Aquatic facility	●
Access to nature	Undeveloped green space	●
	Natural areas	●
Escape, break-out and recreation areas	Lookout	●
	Shaded seating areas	●
	Formal/structured gardens	
Comfort/safety	Public toilets	●
	Signage	
Indoor recreation/ community meetings	Community halls	●
	Indoor sports hall	
	Indoor community space	●
Outdoor recreation	Bushwalking	●
	Mountain biking	●
	Wheelchair friendly activities	●
Picnics	Covered gazebos to cater for large groups	●
	Table, seats and shade	●
	BBQ facilities (electric)	●
Playgrounds	Toddler	●
	Young children	●
	Youth	
Sport	Fields/ovals/courts (Council)	●
	School fields/ovals/courts (for public use)	●
	Horse friendly facilities	●
	Private	●
Activities	Skate park	●
	BMX track	●
	Outdoor fitness equipment	●
Walking and cycling	Footpaths	●
	Shared paths/cycleways	●
	Bicycle parking	
Cultural/ community events	Open space for markets	●
	Open space for events	●





# Kingaroy

Map 2. Recreation sites and key localities in Kingaroy





## Use and values

Kingaroy’s open space network is well used with two-thirds (66%) of survey respondents using the network once a week or more.

Consistent with State and national trends, walking remains the most popular activity participated in at 51% of respondents; 80% when combined with bushwalking. Other popular activities included:

- » swimming (recreation not club) 39%
- » gardening 36%
- » playing in the park 31%
- » fishing 27%

Of those surveyed, 43% also participated in organised sport.

Interestingly, the most popular place to recreate was at home (50%) followed by:

- » local footpaths 43%
- » swimming pool 41%
- » parks 37%
- » rail trail 34%

South Burnett’s dams, lakes and surrounding natural areas were also important places for recreation (between 20% to 30% of respondents).

Respondents were also asked to note their favourite open space in the LGA. Kingaroy residents’ favourite locations were:

- » Memorial Park 35%
- » APEX Park 10%
- » Mt Wooroolin 10%
- » rail trail 7%
- » Bjelke-Petersen Dam/Lake Barambah 6%

The majority of respondents (90%) rated the importance of open space as either important or very important and valued their surrounding open space because:

- » it allows people to spend time with their family and friends
- » the natural setting and interaction with nature
- » place to unwind and relax and exercise
- » close to home.

The majority of respondents also believed that open space should be a high or very high priority for Council. If given the opportunity to improve open space network, Kingaroy survey respondents would support/improve/develop:

- » more community events in public parks
- » provision of places/facilities for young people
- » shade across all parks and pathways
- » improved picnic facilities and facilities at water bodies
- » infrastructure development along the rail trail
- » enhancement of Senior Citizens Park (‘duck pond park’)

- » upgrade of the swimming pool
- » walk cycle track connection and upgrade of Mt Wooroolin
- » upgrade APEX Park lookout
- » access to sport facilities for social use.

Respondents were also in favour of rationalising small, under utilised parks in favour of larger quality town parks. They would also like to see Mt Wooroolin activated to reduce undesirable behaviour.

When asked if they had experienced any barriers to using open space, the top five responses were:

- » lack of shade
- » they are poor maintained and/or unclean
- » lack of connectivity between walk/cycle paths
- » there is a lack of variety/boring
- » there is a lack of toilets.

Respondents were asked to rate the quality of the LGA’s sport and recreation facilities.

	poor quality	neutral	great quality	don't know
Aquatic facilities	10%	23%	60%	7%
Sportsfields	8%	31%	48%	13%
Equestrian facilities	18%	10%	4%	68%
Playgrounds	9%	29%	54%	8%
Skate parks	18%	22%	28%	32%
Natural bushland	14%	21%	52%	13%
Places to relax and socialise	20%	27%	43%	10%
Community hall / centre	13%	24%	45%	17%
Activities for youth	40%	24%	16%	20%
Activities for seniors	18%	17%	24%	41%
Low cost/free activities	39%	20%	17%	24%

If respondents were in charge of the provision of open space over the next 10 years, the top three priorities identified include:

- » more community events in public parks
- » provision of places/facilities for young people
- » shade across all parks and pathways.



## Analysis of open space

### Land for recreation open space

Kingaroy has a range of recreation parks that provide a range of activities for all ages. However, younger children are seeking more challenging play opportunities while older youth need the skate park to be in a safer location, and generally more shade within parks and an improved path system.

Council has invested in a number of master and concept plans to guide contemporary development of recreation parks. To ensure implementation of these plans it is recommended they are reviewed by the community and Council and formally adopted to allow appropriate budget and resource allocation.

The plan recommends establishment of a Youth Park at Rotary Park including construction of a wheeled recreation device facility (recycling infrastructure from the existing youth park where possible), and development of adjoining picnic facilities. This location is in close walking and cycling distance to schools and shops with excellent visual surveillance from nearby roads, businesses and residential.

Improved connectivity through additional pathways will support activation of recreation parks, and additional directional and information signage and promotion is recommended to assist residents and visitors discover and explore the opportunities on offer.

### Land for sport open space

Kingaroy has an adequate supply of land for outdoor sporting purposes. Some sports have expressed the need for 'home' grounds and these can be accommodated within existing grounds. New arrangements for collocation will require facilitation by Council to ensure equitably access for training and competition. Additional field and court lighting, upgrades or refurbishment of ancillary facilities and provision of spectator facilities will be a key requirement to support participation in sport. The exception to this is Kingaroy netball courts which require redevelopment in the near future.

Access to local high school indoor sport facilities is filling the need for indoor sport, and the PCYC in Murgon is a comparatively short driving distance providing additional opportunities. There is an opportunity for activity providers to arrange 'outreach' expansion of programs to other towns and villages in the LGA (e.g. gymnastics).

## Community facilities

It is not necessarily Council's role to be a provider of activities. However, Council should take a more active role in recognising and promoting the activities that are currently undertaken by private providers particularly within community facilities.

Council facilities such as the town hall, town common hall, showground halls and library should also be further promoted as areas available for indoor community activities.

Kingaroy Airport is a certified airfield with the Civil Aviation and Safety Authority (CASA) for Regular Passenger Transport (RPT) services. Council is obliged under the Commonwealth Government's Aerodrome Local Ownership Plan (ALOP) to maintain and operate the Kingaroy Airport as an airport. Strategically, Council needs to retain certification of the airport for current commercial use, and for RPT or further commercial opportunities in the future.

When considering state and national gliding competitions and events, development at the Kingaroy Airport needs to occur without impacting the primary purpose of the airport.

## Access and experiences

While there are a range of sport and recreation opportunities currently available for residents and visitors, enhanced promotion and activation are required. For example, the town is well-suited as a base to access outdoor recreation opportunities and yet activities such as mountain biking, bushwalking and kayaking have historically received very limited resourcing or attention.

Additionally, greater emphasis is required on the provision of directional and interpretive signage. Areas such as Mt Wooroolin, Apex Park Lookout and Carroll Nature Reserve are well-suited to interpretive signage such as flora and fauna species and other points of interest. As the walk/cycle network continues to be developed across the town, directional signage should be installed so that users understand how far it is to key areas such as the central business district, key sport and recreation facilities and other community facilities.



Memorial Park



Bjelke-Petersen Recreation Reserve



River Road Park



## Kingaroy priority actions

Town-wide		Memorial Park	
K1	Develop and maintain strong working relationships with high schools in Kingaroy to support and facilitate continued use of indoor sport facilities by local sport clubs	K9	Upgrade the dog off-leash area with improved fencing, seating, shade, water and agility equipment. Consider segregated areas for small and large dogs
K2	Actively promote and encourage use of the South Burnett PCYC, supporting community-based solutions (e.g. car pooling to activities)	K10	Identify core infrastructure requirements for community events (e.g. power, water) and make improvements to facilitate easier access for this purpose
K3	Rationalise Adermann Park	K11	Construct internal pathways connecting play nodes, toilet, shelters, water bubblers and entry gate(s) to improve access
Aquatic Centre		Kingaroy Airport	
K4	Within the life of this Plan, Council's public swimming pools will be at the end of their useful asset lives. In the next 3-5 years Council needs to investigate the feasibility of replacing its public pools in Kingaroy, Nanango, Murgon and Wondai in consultation with the community and with a clear picture of the probable capital cost of replacement and ongoing operations year-on-year	K12	Develop clear terms of reference for the Kingaroy Airport Working Group including appropriate Council staff and representatives of the Kingaroy Soaring Club to identify options for redevelopment of facilities at the Airport to support ongoing success of the club, and that contributes to economic benefit to the South Burnett LGA
K5	Commission suitably qualified engineers to undertake a detailed and 'intrusive' investigation of the structural integrity of Council's public swimming pools, and provide a report on the remaining life of pool structures and associated plant and equipment. Include concrete testing of pool structures and balance tanks, intrusive CCTV inspection of in-ground pipe work and pool leak testing. The report should include recommendations to cost effectively extend the life of existing assets	K13	Recognise and support the Kingaroy Soaring Club's efforts to regularly attract and secure state and national events to Kingaroy and leverage these events to promote broader attractions of the South Burnett region
K6	Develop a high level concept plan for redevelopment of WJ Lang Memorial Pool prior to works on the amenities, offices and kiosk, to allow a strategic approach to incorporation of potential future changes to the facility	K14	Develop a high level concept plan over land adjacent the Kingaroy Airport to cater for location/potential relocation of motor sports
K7	When redeveloping the amenities, offices and kiosk for the WJ Lang Memorial Pool consider: <ul style="list-style-type: none"> <li>» orientation of the kiosk to allow a serving window directly facing Memorial Park (preferably in clear sight of the playground)</li> <li>» access to the pool from Memorial Park</li> <li>» consideration and orientation of facilities to accommodate potential future experiences including water-play and leisure pool</li> </ul>	Lions Park	
		K15	Remove old existing signage. As the playground equipment reaches the end of its useful life, remove it and create a rest stop with basic all ages play equipment e.g. swings, as well as information and promotion signage encouraging visitors to explore the South Burnett
Kingaroy Golf Club		Mt Wooroolin	
K8	Support the Kingaroy Golf Club to apply for external funding for improvements including upgrading of greens, irrigation system and refurbishment of the clubhouse (e.g. internal painting)	K16	Install directional and information signage to encourage and promote walking and mountain bike riding on existing trails
		K17	Incorporate allowance for widening of the verge (on Haley Street and Mt Wooroolin Road) in any civil works to allow off-road walking and mountain bike riding to Mt Wooroolin



<b>Bjelke-Petersen Recreation Reserve</b>		<b>Rotary Park</b>	
K18	Continue to implement the 'Town Common Master Plan' including recommendations from this Plan	K32	In consultation with the Rotary Club, rationalise electric BBQs at Rotary Park to a maximum of two
K19	Identify core infrastructure requirements for community events (e.g. power, water) and make improvements to facilitate easier access for this purpose	<b>APEX Park</b>	
K20	Construct internal pathways connecting play nodes, toilet, shelters, water bubblers and entry gate(s) to improve access	K33	Clear vegetation currently impeding the views from APEX lookout
K21	Light an additional field to accommodate rugby league and touch football training	K34	Provide simple directional signage to direct people from either end of APEX park e.g. playground to lookout; lookout to playground.
K22	Investigate the collocation of junior cricket with football (soccer) or alternative sites for junior cricket including use of school facilities	K35	Construct an accessible pathway to connect the car park to the toilet building
K23	Assess the condition of the toilets and canteen at the rugby league/touch football fields and tennis courts to determine if refurbishment or replacement is warranted	K36	Consult with residents in Farr and Modiarimid Streets regarding an additional small car park at the western entry to the park prior to design and costing
K24	Support the tennis club to develop a court lighting design using contemporary technology (e.g. LED), cost the design and support the tennis club to apply for external funding to replace light fittings	<b>Senior Citizens Park</b>	
K25	Support football (Australian rules) to develop unisex or female friendly amenities and upgrade field lighting for training purposes	K37	Remove timber BBQs and park furniture at the end of its useful life
K26	Support the Senior Soccer Club to develop female/unisex change rooms including accessible toilets and showers, baby change facility and lockable shower cubicles	K38	Install park benches with arms to support sitting and standing by older aged people
K27	Support the Senior Soccer Club to upgrade to LED lights on two training fields	K39	Construct pathways to accommodate mobility scooters and connect pathways to bench seating locations
<b>Netball Courts</b>		<b>Carroll Natura Reserve</b>	
K28	Redesign netball courts (in accordance with Netball Australia specifications) to resolve drainage issues and accommodate lighting for at least one court, shade and seating for spectators	K40	Install simple directional signage at key locations to guide people through the site
K29	Install low (500mm) fencing to prevent balls rolling into car parks and nearby roads. Fencing should not prevent access by residents for casual use	K41	Replace the property boundary fence
K30	Review/redesign the car park including entry and exit. Grade the unsealed car park in the short term to limit water damage to courts and consider sealing in the medium to long term	K42	Consider establishment of a 'Friends of Carroll Nature Reserve' group to assist Council to control weeds and plant native endemic specie
K31	Work in partnership with netball to co-fund refurbishment of the clubhouse, toilets and changerooms	<b>Youth Park</b>	
		K43	Investigate and secure tenure of the land that the Youth Park is constructed on
		K44	Collaborate with the South Burnett CTC to develop a transparent agreement with Council regarding cleaning of the Youth Park and repairs and maintenance of assets, for the benefit of users
		K45	Investigate suitable alternate sites for a new skate park in Kingaroy using siting checklists contained in published skate facility guides, to provide options if relocation is required in the future
		<b>Carew Park</b>	
		K46	Clear, level and establish grass cover on the park. Engage members of the Carew family and residents of the surrounding neighbourhood to plant trees and assist them to care for trees until they are established (3-5yrs)



Memorial Park, Kingaroy



Lyle Vidler Oval, Bjelke-Petersen Reserve, Kingaroy



## Nanango



Located on the D’Aguilar Highway, Nanango has a history of timber-felling, farming and mining, and is the fourth oldest town in Queensland. With a population of 3,599 (as at the 2016 Census) Nanango is the LGA’s second largest township.

Overall, the Nanango community is predominantly older, with a median age of 48, 3 years older than the South Burnett’s median age of 45, and 5 years older than Kingaroy’s median age of 37. Compared to the South Burnett (at 50.7%), Nanango has a lower proportion of families with children (48.7%), this is further reflected by two primary schools and single high school.

Similar to the South Burnett’s population trend, Nanango’s population is ageing, with limited growth predicted. The future planning of recreation and sport in the town will need to cater for both the youth and elderly, two different niches. Youth will require access to higher impact activities such as organised sports, interesting play elements that cater for a variety of ages and hang out spaces. The older population will prefer low impact activities such as walking and supporting infrastructure (bench seating, shade and formalised walking paths).

Nanango offers a variety of recreation and sporting opportunities for residents and visitors. There are sport fields and courts, playgrounds, walking tracks, skate park, aquatic centre, showgrounds, golf course, motor sport facility and community halls. A number of State Forests and National Parks are in close proximity to Nanango, most notably the Bunya Mountains to the south-west providing outdoor recreation opportunities for residents.

Recently upgraded, the main street of Nanango is pedestrian friendly and features many historic references and points of interest.

### Snapshot

Current population (2016)	3,599
0 - 14 years	17.9%
15 - 24 years	10.0%
25 - 34 years	8.9%
35 - 44 years	9.3%
45 - 54 years	13.0%
55 - 64 years	14.4%
65 years and over	26.3%
Median age (2016)	48
Households with children	48.7%
Unoccupied private dwellings	12.7%
Do not have a motor vehicle	7.1%



Butter Factory Park,  
Nanango





## Recreation and sport in Nanango

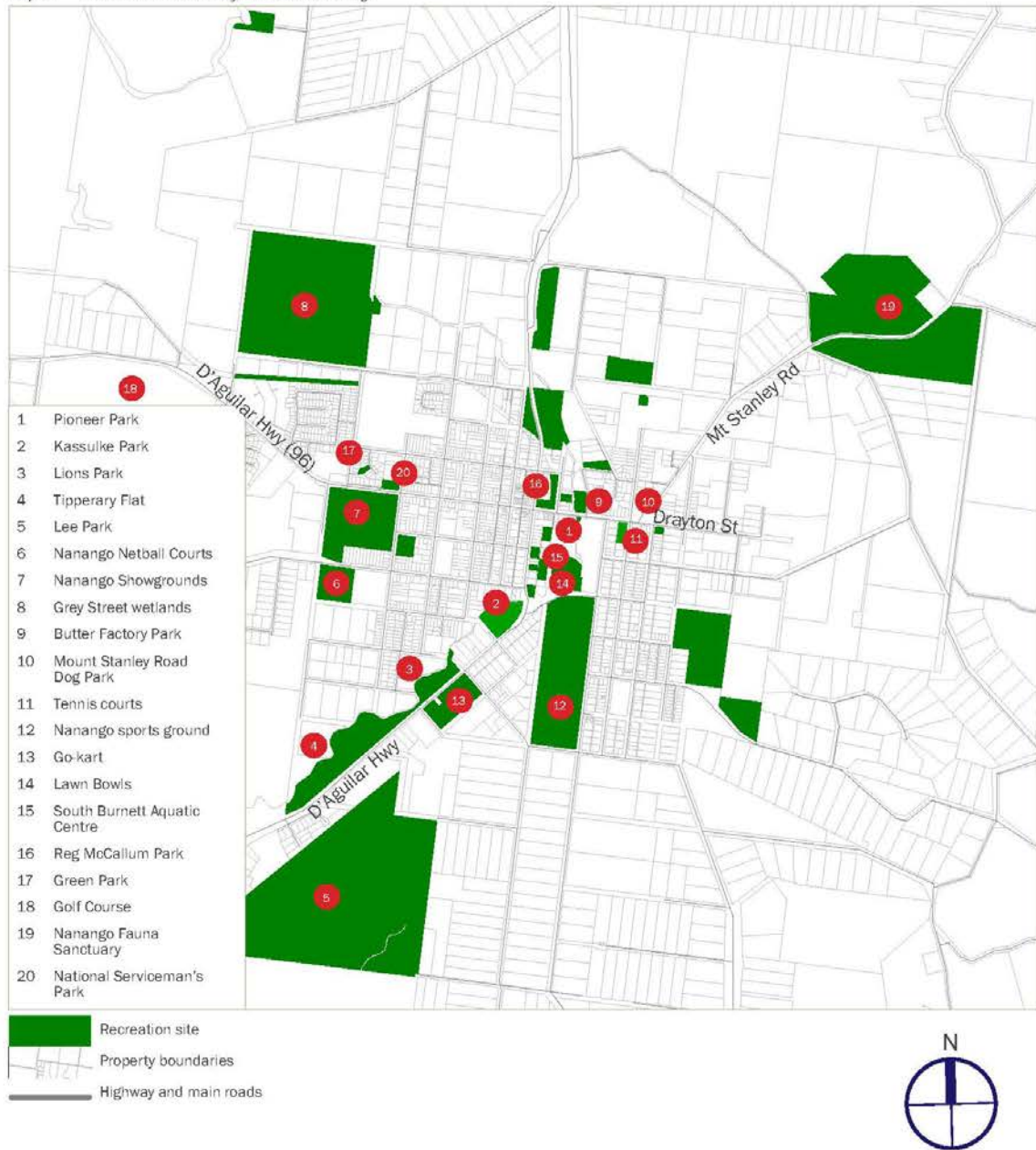
Recreation and sport is well catering for in Nanango with a range of Council and privately provided opportunities available.

Map ID	Reserve name	Current classification	Activity
<b>Recreation parks</b>			
1	Pioneer Park	Town	wheeled recreation devices, picnicking, playground, nature appreciation
3	Lions Park	Local	playground, picnicking, tourist stop
9	Butter Factory Park	Local	playground, children's bike track, bmx, fishing
16	Reg McCallum Park	Local	rest
19	Mt Stanley Road Dog Park	Local	dog off-leash
17	Green Park	Local	playground
4	Tipperary Flat	Local	walking, bushwalking, cycling
20	National Serviceman's Park	Local	memorial
<b>Sports parks</b>			
12	Nanango Sports Ground	Local	cricket, football (soccer), dog obedience
6	Nanango Netball Courts	Local	netball
2	Kassulke Park	Local	rugby league
<b>Specialised sports parks</b>			
18	Nanango Golf Club	Private	golf
15	South Burnett Aquatic Centre	Aquatic	swimming, learn to swim
7	Nanango Showground	Showgrounds	equestrian, markets, dance (hall)
11	The Burnett Courts	Tennis	tennis
-	Burnett Equestrian Group Grounds	Private	equestrian
14	Nanango Bowling Club	Private	lawn bowls
5	Lee Park / Nanango Race Club	Private	equestrian, horse racing
13	Go-kart	Private	go-kart
<b>Community facilities</b>			
-	Nanango Cultural Centre	Community facility	indoor bowls, meetings
-	Nanango Blue Light Disco	Private	disco, skating
-	Nanango Darts Club	Private	darts, playgroup
-	Nanango Squash Courts	Private	squash, fitness
<b>School facilities</b>			
-	Nanango High School	Education	potential for indoor court sports



# Nanango

Map 3. Recreation sites and key localities in Nanango





## Access to experiences

The open space network in Nanango offers a number of experiences and activities for residents and visitors. Creating supportive environments for these opportunities is also an important ingredient to facilitating increased use and value of the open space network.

The following experiences are provided in Nanango and surrounding areas.

Activity/ Experience	Supporting embellishments/facilities		Activity/ Experience	Supporting embellishments/facilities	
Access to nature	Aquatic facility	●	Playgrounds	Toddler	●
	Undeveloped green space	●		Young children	●
	Waterways	●		Youth	
	Escape, break-out and recreation areas	Natural areas	●	Sport	Fields/ovals/courts (Council)
Lookout			School fields/ovals/courts (for public use)		
Shaded seating areas		●	Horse friendly facilities		●
Formal/structured gardens			Private		●
Comfort/safety	Library	●	Activities	Skate park	●
	Public toilets	●		BMX track	●
Indoor recreation/ community meetings	Signage	●		Outdoor fitness equipment	●
	Community hall	●	Walking and cycling	Footpaths	●
	Indoor sports hall	●		Shared paths/cycleways	●
Indoor community space	●	Bicycle parking			
Outdoor recreation	Bushwalking	●	Cultural/ community events	Open space for markets	●
	Mountain biking			Amphitheatre/gazebo/stage	●
	Fishing facilities			Open space for events	●
	Camping	●			
	Wheelchair friendly activities				
Picnics	Covered gazebos to cater for large groups				
	Table, seats and shade	●			
	BBQ facilities (electric)	●			





## Use and values

Overall, open space and recreation is rated as a high priority for Nanango residents (that completed the survey). Approximately 84% indicated this should be a *high to very high* priority for Council, while 72% noted that it was a *high* priority for themselves and their family.

Just over 56% of Nanango respondents visited the open spaces in the area at least once a week. The most popular open spaces to visit were:

1. Pioneer Park 53%
2. Lions Park 47%
3. local footpaths and at home 35%
4. local roads for walking and cycling 29%
5. park 24%

The top five activities that respondents participated in while visiting the open space include:

1. swimming (recreation not club) 56%
2. walking 50%
3. playing in the park and fishing 44%
4. gardening 39%
5. horse riding 28%.

Under half of the respondents indicated that they participated in organised sporting competitions within the LGA.

Consistent with the most popular activities and open space to visit, the residents valued the following attributes of the open space network:

- » they are close to my home
- » they appeal to the whole family
- » then encourage social interaction with the community
- » they allow me to spend quality time with my family
- » they provide me with a place to exercise
- » the interaction with the natural environment
- » the natural setting.

Respondents were asked what their favourite open space/park within the South Burnett was and why. Memorial and Apex Parks in Kingaroy, BP Dam and Butter Factory Park were popular places. Many liked the children’s bike track at Butter Factory Park and the variety of play equipment in Memorial and Apex Parks (flying fox), while others preferred the natural environment and water-based recreation activities provided at BP Dam.

Despite 56% of respondents visiting the open space network at least weekly, some experienced a number of barriers to using the open space. The most common barriers were:

- » they are poorly maintained and/or unclean 39%
- » no public access to sports grounds (football) 39%
- » there is no shade 33%.

Residents were asked to rate the quality of open space and recreation opportunities across the LGA.

	poor quality		great quality
Aquatic facilities	22%	50%	22%
Sports parks	28%	22%	50%
Equestrian facilities	22%	11%	17%
Playgrounds	44%	44%	11%
Skate parks	33%	33%	11%
Natural bushland	22%	17%	50%
Places to relax and socialise	33%	28%	33%
Community hall / centre	50%	22%	11%
Activities for youth	67%	0%	11%
Activities for seniors	33%	22%	11%
Low cost/free activities	61%	17%	6%

It should be noted that the Nanango Cultural Centre is an excellent venue, particularly for town the size of Nanango.

When residents were asked their opinion on what the top three open space priorities should be for Council over the next ten years, priorities included:

- » new/upgraded playgrounds
- » provision of places/facilities for young people
- » more community events in public parks

Respondents also noted the following open spaces in Nanango that they would upgrade:

- » Nanango Showgrounds for equestrian activities
- » Nanango netball courts
- » Pioneer Park.





## Analysis of open space

### Land for recreation open space

Overall, Nanango residents are well supplied with land for recreation. However, the quality and variety of embellishments within these parks is a growing concern among residents and users. Consistent with the results from the community survey, school visits also highlighted that the existing recreation parks did not meet school children's recreation needs. The dirt bmx track is located in a stormwater overflow and separate to the skate park located at Pioneer Park. Pioneer Park's play equipment is only suitable for toddlers and young children.

The creation of three recreation hubs in Nanango would provide separate spaces for the older youth and younger children. Pioneer Park has the opportunity to be developed as a space to cater for older children and teenagers with an upgraded wheeled recreation device facility, dirt bmx track, hang-out areas, and walk and cycle trails throughout the park. It is also recommended that the dog park is relocated from Mt Stanley Road to Pioneer Park, to increase its accessibility and the socialisation benefits of the facility. Lions Park should continue to cater for Nanango's toddlers and young children, along with Butter Factory Park, catering primarily for toddlers and preschool aged children.

The wetland area adjacent to Grey Street and Mount Stanley Nature Reserve are located in close proximity to residential areas in Nanango, however neither have been enhanced to provide informal recreation opportunities for residents. Simple developments such as directional signs and/or recreation paths connecting them to town, picnic facilities and bench seats could activate these spaces.

Green Park is a small 'pocket park' with a play unit for toddlers. Responses to the community survey indicated that this park is not valued, therefore rationalisation is proposed. Once the dog park is relocated to Pioneer Park, rationalisation of Mt Stanley Road Park is also proposed.

### Land for sporting facilities

Nanango is well supplied with land for sporting facilities. The Nanango sports ground provides good local facilities for football (soccer) and cricket although improved irrigation is required to maintain turf to a safe standard. The toilets and change rooms at the sports grounds require refurbishment. Public access to the soccer and cricket grounds should be provided 'after hours'. Rugby league is well catered for at Kassulke Park with plans to develop a mini-mod field in the future for training and juniors. Burnett tennis courts are in good condition with serviceable amenities and clubhouse.

During development of this Plan the Nanango netball courts were identified as requiring urgent works, preferably reconstruction. Having secured a range of funding from different sources, the netball courts are in the process of being replaced. Ancillary facilities such as the clubhouse and toilets also require refurbishment.

Nanango Showgrounds provide facilities for a range of equestrian pursuits, as well as dance in its large hall, community markets, and host community and commercial events. The showgrounds has excellent facilities and is a well-managed and maintained site. Further development of the site has been planned and is recommended in this Plan.

As well as equestrian sports, other specialised sporting activities that are popular in Nanango included golf and lawn bowls.

### Access to experiences

As previously mentioned, Nanango is lacking a variety of play experiences. *New/upgraded playground* and increasing the provision of *places/facilities for young people* were identified as the top two priorities respondents would focus on if they were in charge of Council's open space network planning. The upgrade of Pioneer Park as the older youth park and Lions Park and Butter Factory Park as the toddler and younger youth park will ensure that a variety of play experiences are provided and are age-appropriate for the desired users.

Nanango Showgrounds provides an excellent facility to hold community events. Upgrades to the showgrounds should include additional facilities and services that support community events, such as arena lighting.

Swimming is popular particularly during warmer months, and the hydrotherapy pool is used for learn-to-swim and other programs. All year access to the facility is valuable to users from across the LGA. A relatively new facility, it is recommended that attendance figures are recorded to inform annual operational and service reviews.



## Nanango priority actions

<b>Town-wide</b>		<b>South Burnett Aquatic Centre</b>	
N1	Develop and maintain a strong working relationship with Nanango High School to support and facilitate potential future use of indoor sport facilities by local sport clubs	N13	Implement an accurate method to record the number of visits to the South Burnett Aquatic Centre to inform annual operational and service reviews
N2	Rationalise Green Recreation Reserve	<b>Tipperary Flat</b>	
N3	Rationalise unnamed and undeveloped open space (Lot 90 SP 122591)	N14	Install signage to indicate the distance, time to walk, and markers along the pathway circuit
N4	Rationalise Mt Stanley Road Park after relocation of the dog off-leash facility to Pioneer Park	<b>Showgrounds</b>	
<b>Pioneer Park</b>		N15	Support the Nanango Showgrounds to seek external funding to light the main arena to facilitate sporting and community events
N5	Develop an overall concept plan for Pioneer Park including the following elements: <ul style="list-style-type: none"> <li>» upgraded play node incorporating inclusive elements (paths, sensory garden, tactile)</li> <li>» expand existing skate park</li> <li>» USB recharge points in shelters</li> <li>» circuit of walk/cycle trails throughout the park</li> <li>» off-leash dog area</li> <li>» directional, distance and information signs</li> <li>» gate/bollards to restrict vehicle access</li> <li>» planting plan to create additional shade, define entries and boundaries and create outdoor rooms</li> </ul>	N16	Support the Nanango Showgrounds to seek external funding to reorient the smaller arena to accommodate additional equestrian activities and events
N6	Commence planting additional shade trees throughout the park at key locations where people gather	<b>Nanango Netball Courts</b>	
<b>Butter Factory park</b>		N17	Redesign and construct four netball courts (in accordance with Netball Australia specifications) to resolve drainage issues and accommodate shade and seating for spectators
N7	Construct a pathway to connect the park with the footpath across the road in front of the school	N18	Work in partnership with netball to co-fund refurbishment of the canteen, toilet and change rooms sufficient for local use
N8	Remove the dirt bmx pump track from the drainage reserve adjacent Butter Factory Park	<b>Burnett Courts</b>	
N9	Construct an additional shelter with tables and chairs inside the fenced park area	N19	Liaise with the club to arrange a pedestrian gate to remain unlocked to provide public access to a tennis court for social games
N10	Plant shade trees within the fenced park area and along the creek bank to the rear of the park and install bench seating where people fish	<b>Nanango Cultural Centre</b>	
<b>Mt Stanley Road park</b>		N20	Promote the Cultural Centre as a key venue for recreation activities, meetings, social functions, training courses and wet weather training and exercise
N11	Remove the cricket nets	<b>Nanango Sports Ground</b>	
N12	Relocate the dog park to Pioneer Park	N21	Design and seek external funding for upgrades to the clubhouse to achieve appropriate changerooms, toilets, canteen and storage facilities
		N22	Support the sport clubs at the Nanango sports ground to seek external funding to upgrade the irrigation system for playing fields



Kassulke Park	
N23	Support South Burnett Rugby League to apply for funding to develop a mini-mod field at Kassulke Park
Lions Park	
N24	Develop Lions Park into a feature recreation park with an extended playground for toddlers and young children up to 8 years of age. Ensure embellishments area included to support parents and carers comfort and safety
Mt Stanley Nature Reserve	
N25	Install directional signage to guide people to visit the wetlands at Grey Street and Mt Stanley Nature Reserve. Install bench seating at sight seeing locations

**Priority actions**  
 Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.





## Murgon



Murgon the South Burnett’s third largest town, with an estimated population of 2,378 as at the 2016 Census. It is located near the north-eastern side of the LGA and is the closest town to the neighbouring Cherbourg Aboriginal Shire Council area. Many of the 1,249 residents living in Cherbourg access sport and recreation opportunities in Murgon and planning needs to take this into consideration.

Despite a median age (44 years) higher than the Shire (37 years) average, Murgon is family friendly and boasts diverse and good quality outdoor sport facilities as well as the only indoor sport facility in the LGA.

The town’s nine-hole golf course, sports ground with three turf cricket wickets also accommodating rugby league, soccer and touch football, tennis courts, swimming pool, skate facility, recreation parks and the South Burnett PCYC offer a range of formal and informal opportunities for residents and visitors.

The town is located within easy driving distance to Bjelke-Petersen Dam (Lake Barambah) providing water-based outdoor recreation activities such as boating, kayaking and fishing as well as bushwalking, picnicking and mountain bike riding, for example.

There are a range of services based in Murgon that use sport and recreation activities as a tool to engage youth and build the capacity of individuals and the community. There is an opportunity to improve coordination between these services, potentially through collocation.

An ageing community, residents will be seeking low impact recreation activities and complimentary infrastructure. Future planning needs to include consideration of walk and cycle pathways to support independent non-motorised transport.

### Snapshot

Current population (2016)	2,378
0 - 14 years	12.7%
15 - 24 years	11.9%
25 - 34 years	9.2%
35 - 44 years	10.1%
45 - 54 years	13.5%
55 - 64 years	12.2%
65 years and over	24.8%
Median age (2016)	44
Households with children	49.6%
Unoccupied private dwellings	13.9%
Do not have a motor vehicle	9.8%



Murgon mural

*The mural was a collaborative effort of the South Burnett PCYC, independent arts coordinator Olivia Everitt and artists Bronte Naylor and Kane Brunjes*





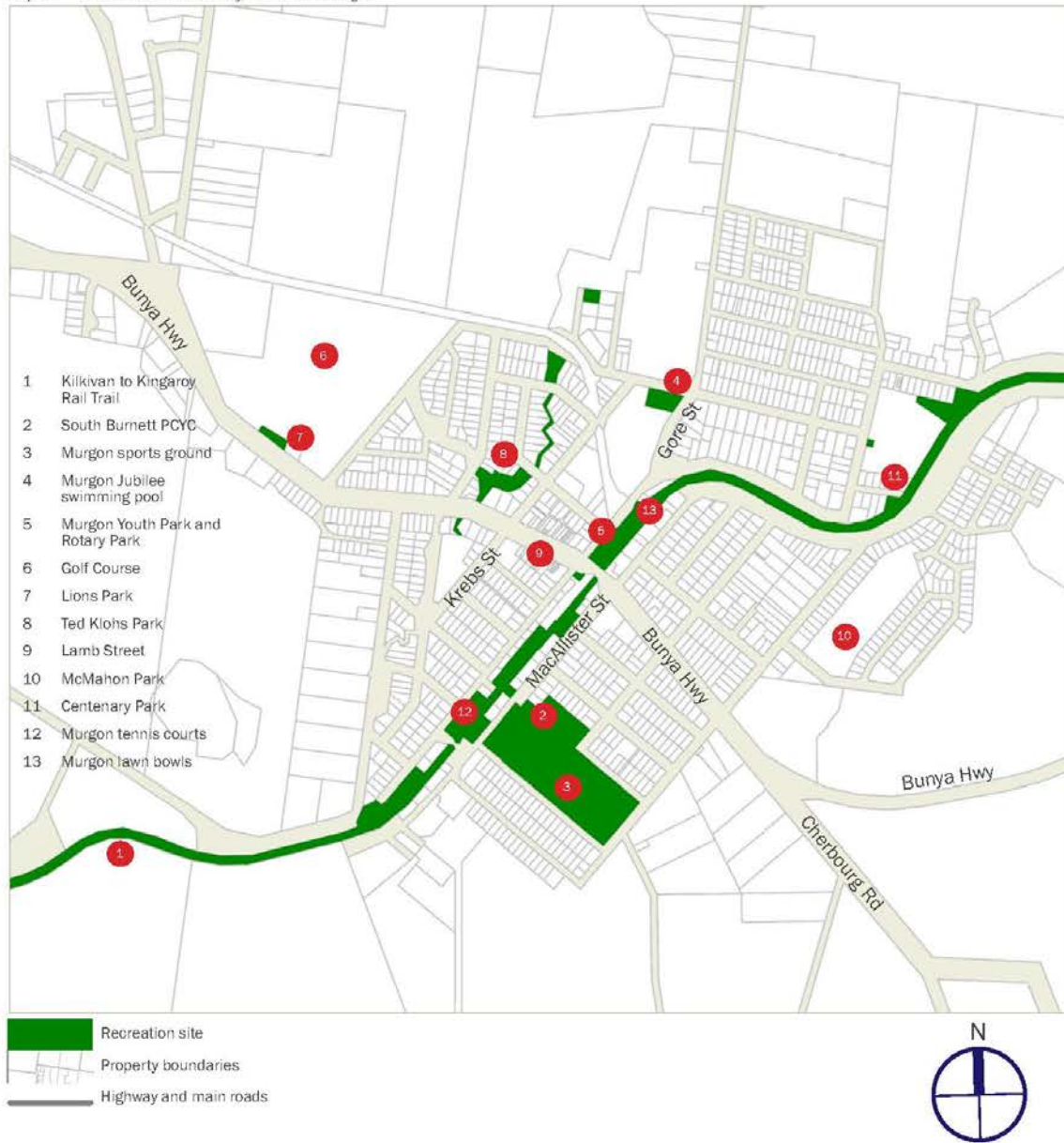
## Recreation and sport in Murgon

Map ID	Reserve name	Current classification	Activities
<b>Recreation parks</b>			
1	Kilkivan to Kingaroy Rail Trail	Regional	walking, cycling, community events, horse riding (Murgon to Kilkivan)
5	Murgon Youth Park and Rotary Park	Town	wheeled recreation device node, playground, picnicking, community events
7	Lions Park	Local	playground, picnicking,
8	Ted Klohs Park	Local	escape, nature appreciation, walking
5	Old Rotary Park	Local	play
9	Lamb Street	Local	escape, community events
11	Centenary Park	Local	
10	McMahon Park	Local	playground, escape, walking
<b>Sports parks</b>			
3	Murgon Sports Ground (showground)	Town	rugby league, cricket, touch football, football (soccer)
<b>Specialised sports parks</b>			
2	South Burnett PCYC	Indoor	aerobics, basketball, bike education, dance, gymnastics, personal training, gym, squash, futsal, boxing, yoga, volleyball, physical activity and health programs
12	Murgon Tennis Club	Private	tennis
6	Murgon Golf Club	Private	golf, nature appreciation, walking
13	Lawn Bowls Club	Private	lawn bowls
4	Murgon Jubilee Swimming Pool	Aquatic	swimming, aquatic programs
<b>Community facilities</b>			
-	Murgon Town Hall	Town	indoor activities, meetings



# Murgon

Map 3. Recreation sites and key localities in Murgon





## Access to experiences

The open space network in Murgon offers a number of experiences and activities for residents and visitors. Creating supportive environments for these opportunities is also an important ingredient to facilitating increased use and value of the open space network.

The following experiences are provided in Murgon and surrounding areas.

Activity/ Experience	Supporting embellishments/facilities		Activity/ Experience	Supporting embellishments/facilities	
Water-based recreation	Boat ramps		Picnics	Covered gazebos to cater for large groups	
	Jetties			Table, seats and shade	●
	Natural swimming holes	●		BBQ facilities (gas)	●
	Aquatic facility	●			
Access to nature	Undeveloped green space	●	Playgrounds	Toddler	●
	Waterways	●		Young children	●
	Natural areas	●		Youth	
Escape, break-out and recreation areas	Lookout		Sport	Fields/ovals/courts (Council)	●
	Shaded seating areas	●		School fields/ovals/courts (for public use)	
	Formal/structured gardens			Horse friendly facilities	●
	Library	●		Private	●
Comfort/safety	Public toilets	●	Activities	Skate park	●
	Signage	●		BMX track	
Indoor recreation/ community meetings	Community building			Outdoor fitness equipment	
	Indoor sports hall		Walking and cycling	Footpaths	●
	Indoor community space			Shared paths/cycleways	●
Outdoor recreation	Bushwalking	●		Bicycle parking	
	Mountain biking	●	Cultural/ community events	Open space for markets	●
	Fishing facilities	●		Amphitheatre/gazebo/stage	
	Camping	●		Open space for events	
	Wheelchair friendly activities				





## Use and values

A community survey was distributed around Murgon (and the entire South Burnett). The number of completed surveys from Murgon residents was almost the same as Nanango, showing an interest in contributing to this Plan and future development of the South Burnett.

Overall, Murgon’s residents have a range of places to support them to be physically active. Walking was recorded as the most popular activity among all age groups, especially senior residents. Swimming for recreation and gardening completed the top three activities residents participated in.

Participation in organised sport, especially at the Murgon sports grounds, PCYC, and tennis courts, is relatively high in Murgon. The junior rugby league competition is strong. Discussions with school children identified that the majority of those that played some form of organised sport, did so at the facilities mentioned earlier.

The PCYC is well supported by the Murgon community, however support from residents of other towns and villages in the South Burnett is not strong. The travel distance (time and fuel cost) was the barrier most identified by people at the community workshops and respondents to the community survey. The range of programs on offer at the PCYC and the active presence of the manager in the community are commendable. Increased utilisation of the PCYC could be enhanced by collocating complementary services in the building, such as the South Burnett CTC, for example.

Murgon Youth Park and Rotary Park have been well developed into a youth space and is well used by the community, especially due to its location adjacent to the school. This ‘hub’ of play experiences creates an environment where children and youth of all ages can play at the same time. Park users require access to toilet facilities to enhance use.

The Murgon Jubilee Swimming Pool is a valued local asset, especially during the summer months. Ancillary facilities were recently updated at the facility and the pool structures, while older, remain in good condition currently. Many children travel from Cherbourg to use the Murgon swimming pool.

A large proportion of Murgon’s parks are connected by the KKRT providing a well-connected and safe walking and cycling corridor between residential areas, health services, school and sport and recreation opportunities.

Residents noted the beauty of the surrounding natural area and the many outdoor recreation opportunities they offered. Improved maintenance at Ficks Crossing was a common comment provided by community survey respondents.



Murgon Golf Club



Murgon Tennis Club



## Analysis of open space

### Land for recreation open space

Murgon is well supplied for land for recreation purposes. Focussing on development of a well-embellished recreation park has resulted in Youth Park and Rotary Park that attracts regular use. Investigations to provide access to well-managed amenities will help complete this area and further enhance its use. Other recreation parks in Murgon are either ageing or predominantly undeveloped and rationalisation of some of these will allow Council to continue the success of its focussed approach to developing key 'feature' recreation parks. McMahon Park is currently relatively undeveloped, however, it is well located and in the longer term will contribute to a well-connected network of diverse opportunities in the town.

### Land for sporting facilities

With access to a quality outdoor fields at Murgon sports ground, indoor courts at the South Burnett PCYC, tennis courts being upgraded and a swimming pool, residents have access to a range of indoor and outdoor sporting opportunities. Targeted upgrades are required at the sports ground to support current sporting activities, including irrigation and lighting.

### Community facilities

The PCYC provides a range of indoor sport, recreation, physical fitness and personal development programs and activities to residents of Murgon and the South Burnett. Greater promotion of the activities and profiling instructors/teachers, as well as dispelling the perception that the travel distance is too great may encourage broader support for this community asset. In a practical sense, collocation of suitable services may enhance utilisation of the PCYC.

## Priority actions

<b>Town-wide</b>		<b>Murgon Jubilee Swimming Pool</b>	
M1	Develop a high level concept plan over McMahon Park recognising that development is proposed in the long term (10+ years)	M7	Implement an accurate method to record the number of visits to the Murgon Jubilee Swimming Pool to inform annual operational and service reviews
M2	Activate the community hall to increase use and provide recreation opportunities for all ages	<b>South Burnett PCYC</b>	
<b>McMahon Park</b>		M8	Investigate options and identify criteria for potential additional tenants to enhance utilisation and program delivery and uptake
M3	Seek feedback from the community on the McMahon Park master plan, incorporate changes and present to Council for formal adoption	M9	Develop a promotional campaign for the South Burnett PCYC advertising the scope of programs on offer and dispelling the 'travel distance' paradigm
M4	Implement the McMahon Park master plan in stages	<b>Murgon Sports Ground</b>	
<b>Lions Park</b>		M10	Upgrade the irrigation system for playing fields
M4	As the playground equipment reaches the end of its useful life, remove it and create a rest stop with basic all ages play equipment, eg swings	M11	Upgrade lighting to training standard on one field for 'large' ball sports
<b>Youth and Rotary Parks</b>		<p><b>Priority actions</b></p> <p>Refer to council-wide actions contained in the <i>Implementation Plan</i> as these apply to all towns and villages in the South Burnett.</p>	
M5	Investigate access to toilet facilities to service the park. Consider CPTED and management considerations to minimise vandalism and misuse		
M6	Continue implementation of the Youth Park concept plan		



## Wondai



Wondai has a population of 1,973 and is located approximately 16km (15 minutes drive) south from Murgon. Two schools provide education for students from primary to years 9 or 10, respectively. Some students travel to Kingaroy or Murgon for schooling.

Wondai sports ground, golf course, netball and tennis courts, showgrounds and recreation parks provide a good range of structured and unstructured recreation activities. In addition, specialised sports including shooting and equestrian are very well catered for by the South Burnett Shooting Complex and the Wondai Showgrounds.

Recreation parks vary in embellishment and condition. Similar to Murgon, Council has focussed on development of key 'feature' parks and increased use is evidence of the success of this approach. A number of undeveloped parks could be rationalised.

Wondai's swimming pool is ageing and further investigation is required to provide Council with information on which to base the future of this facility, particularly given the close proximity of the Murgon swimming pool. Similarly the skate park adjacent the pool is older and lacks interest for youth. While it is shaded, it lacks other support facilities and could be better located.

Wondai residents are fortunate to have access to the KKRT as well as McEuen and Wondai State Forests for walking and mountain bike riding; individually or joining organised club activities. Ficks Crossing, Boondooma Dam (Lake) and Bjelke-Petersen Dam (Lake Barambah) are also short distances from town providing water- and land-based outdoor recreation activities.

### Snapshot

Current population (2016)	1,973
0 - 14 years	17.6%
15 - 24 years	9.5%
25 - 34 years	8.5%
35 - 44 years	8.4%
45 - 54 years	11.7%
55 - 64 years	11.9%
65 years and over	30.5%
Median age (2016)	49
Households with children	49.8%
Unoccupied private dwellings	10.9%
Do not have a motor vehicle	6.1%



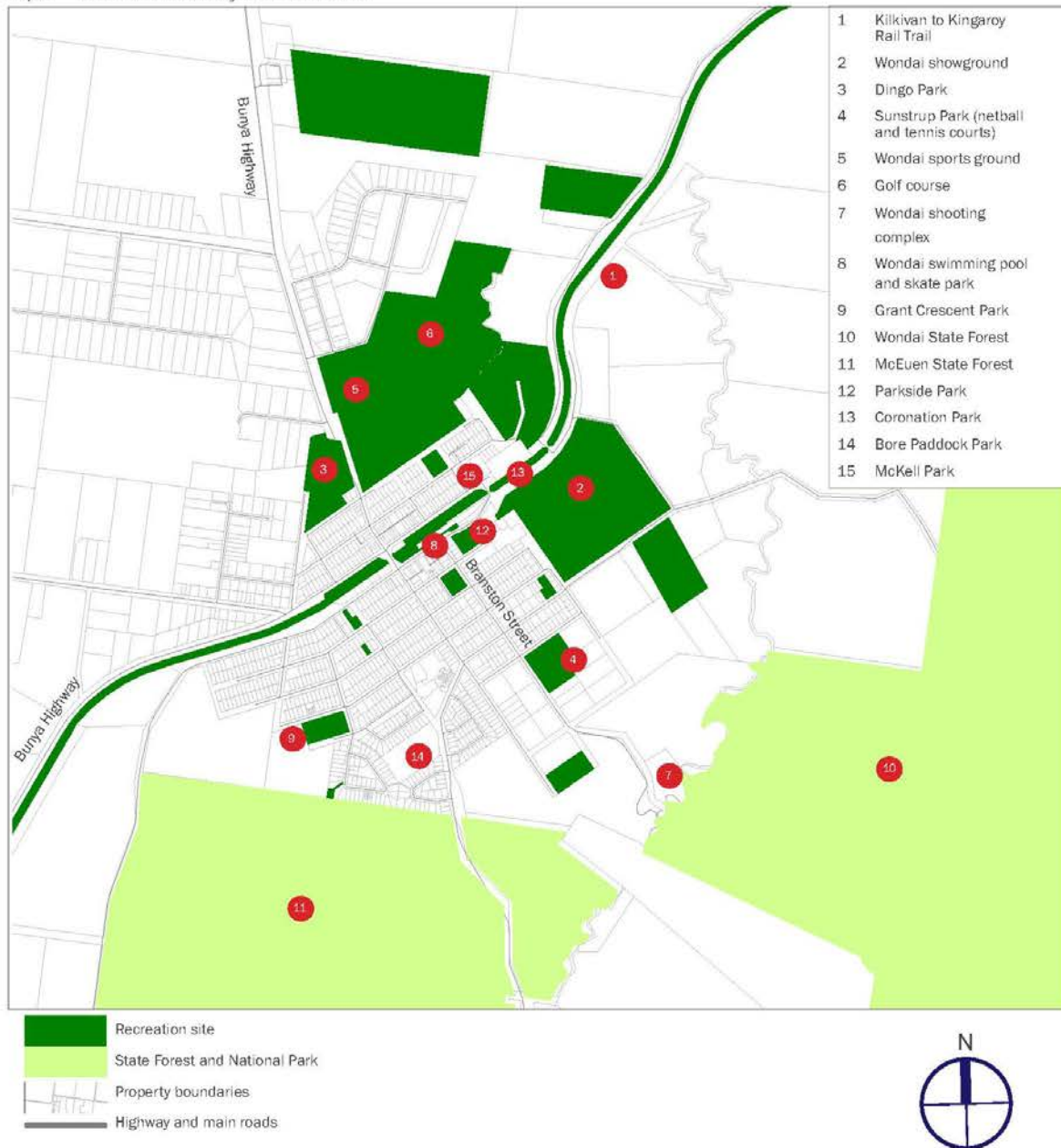
## Recreation and sport in Wondai

ID	Reserve name	Current classification	Activity
<b>Recreation parks</b>			
1	Coronation Park	Town	playground, community events, picnicking, walking, escape, public art appreciation
2	Grant Crescent park	Local	escape
3	Parkside Park	Local	undeveloped
4	Dingo Park	Local	playground, picnicking, nature appreciation
5	Bore Paddock Park	Local	playground, exercise equipment, walking
6	McKell Park	Local	playground, community events, picnicking, walking, escape, public art appreciation
<b>Sports parks</b>			
4	Wondai sports ground	Town	rugby league, motor sport, football (soccer), cricket
5	Sunstrup Park	Town	tennis, netball, cricket
<b>Specialised sports parks</b>			
6	Wondai Swimming Pool	Aquatic	swimming, aquatic programs, wheeled recreation device node adjacent
7	Wondai Golf Club	Private	golf
8	Wondai Showgrounds	Showgrounds	equestrian
9	South Burnett Shooting Complex	Private	shooting
<b>Community facilities</b>			
10	Wondai Memorial Hall	Community facility	indoor activities, meetings



# Wondai

Map 4. Recreation sites and key localities in Wondai







## Access to experiences

The open space network in Wondai offers a number of experiences and activities for residents and visitors. Creating supportive environments for these opportunities is also an important ingredient to facilitating increased use and value of the open space network.

The following experiences are provided in Wondai and surrounding areas.

Activity/ Experience	Supporting embellishments/facilities		Activity/ Experience	Supporting embellishments/facilities	
Water-based activities	Aquatic facility	●	Picnics	Covered gazebos to cater for large groups	●
Access to nature	Undeveloped green space	●		Table, seats and shade	●
	Waterways	●		BBQ facilities (electric)	●
	Natural areas	●	Playgrounds	Toddler	●
Escape, break-out and recreation areas	Lookout			Young children	●
	Shaded seating areas	●		Youth	
	Formal/structured gardens	●	Sport	Fields/ovals/courts (Council)	●
	Library	●		School fields/ovals/courts (for public use)	
Comfort/safety	Public toilets	●		Horse friendly facilities	●
	Signage	●		Private	●
Indoor recreation/ community meetings	Community hall	●	Activities	Skate park	●
		●		BMX track	
Outdoor recreation	Bushwalking	●		Outdoor fitness equipment	●
	Mountain biking	●	Walking and cycling	Footpaths	●
	Fishing facilities			Shared paths/cycleways	
	Camping	●		Bicycle parking	
	Wheelchair friendly activities		Cultural/ community events	Open space for markets	●
		Amphitheatre/gazebo/stage		●	
		Open space for events		●	



## Use and values

Wondai residents provided opinions and insights when responding to the community survey and workshops, particularly school students, sport club administrators and residents. The number of completed surveys from Wondai was relative to its population size, compared with the number of responses from larger towns.

Overall, Murgon's residents have a range of places to support them to be physically active. Consistent with other towns in South Burnett, walking was recorded as the most popular activity among all age groups, especially senior residents. Swimming for recreation and gardening completed the top three activities residents participated in. The popularity and extent of the Wondai Garden Expo is evidence of this activity's popularity.

Participation in organised sport is relative to the population size and age groups, however ageing facilities in need of better maintenance impacts on participants enjoyment of sport. Discussions with school children identified that the majority of those that played some form of organised sport, played either rugby league, football (soccer) and netball.

Dingo Park has been well developed with a playground and picnic facilities located to complement the natural water feature and area shaded by trees to the rear of the park. Removal of old exercise stations, and relocation of the skate park from beside the pool, when the current facility is no longer useful, will further enhance this area. Development of a dirt bmx track could also be considered. Additional bench seating to allow residents and visitors to wander through the park and rest a key locations would encourage use.

Residents noted the outdoor recreation opportunities available to them in the surrounding State Forests, particularly for mountain bike riding. A new club has been formed and is growing quickly and steadily, providing opportunities for people from across the South Burnett to participate. Like Murgon, Wondai is in close proximity to Ficks Crossing and Bjelke-Petersen Dam (Lake Barambah) and therefore a range of water- and land-based outdoor recreation activities.

While the Wondai Swimming Pool is ageing, it remains a valued recreation location for residents, and current management has an impressive range of programs activating the facility. With the Murgon facility only 10 minutes away, Council needs to commence detailed analysis of the cost versus benefit of replacement of this facility in the medium-long term future.

## Analysis of open space

### Land for recreation open space

Wondai has a diverse range of sporting and recreation parks providing a broad scope of recreation opportunities. Most of the sport and recreation facilities and park embellishments in Wondai are ageing and due to the population size and limited growth, some of the undeveloped recreation parks can be rationalised. This will allow Council to focus on development of a well-embellished recreation park, such as Dingo Park.

### Land for sporting facilities

With access to outdoor fields at Wondai sports ground, netball and tennis courts at Sunstrup Park, shooting at the South Burnett Shooting Complex, golf, showgrounds and a swimming pool, residents have access to a range of sporting opportunities. The South Burnett PCYC is located only 10 minutes drive away providing indoor sporting opportunities as well. Targeted upgrades are required at the sports ground to support current sporting activities, including irrigation, lighting and upgraded amenities.

### Community facilities

Similar to all towns and villages in the South Burnett, the Wondai Memorial Hall is under-utilised and further activation of this indoor space would contribute to additional recreation opportunities, particularly (but not only) for preschool and older aged people. With access to the South Burnett PCYC in Murgon, Wondai is well serviced by community facilities.



## Wondai's priority actions

<b>Town-wide</b>		<b>Wondai Swimming Pool</b>	
W1	Rationalise Parkside Park	W12	Implement an accurate method to record the number of visits to the South Burnett Aquatic Centre to inform annual operational and service reviews
W2	Rationalise Grant Crescent Park	<b>South Burnett Shooting Complex</b>	
<b>Dingo Park</b>		W13	Support the organisation to apply for external grants to fund upgrade of targets to required standards
W3	Remove the old exercise stations and timber amphitheatre	<b>McEuen State Forest</b>	
W4	Develop nature play opportunities for children utilising the natural features of the park	W14	Support the South Burnett Mountain Bike Club to apply for external funding to develop mountain bike trails
W5	Install up to four bench seats in locations throughout the treed parts of the park for rest, escape and nature observation	W15	Create a trail connecting the KKRT with McEuen State Forest to facilitate rail trail users exploring mountain bike trails in the State Forest
<b>Skate Park</b>		<b>Coronation Park</b>	
W6	Toward the end of its useful life (within the next 3-5 years) investigate suitable sites for replacement of the skate park using siting checklists contained in published skate facility guides	W16	Plant additional shade trees to create a shaded and cool park environment in the long term
<b>Sunstrup Park</b>		<b>Bore Paddock Park</b>	
W7	Assess the condition of the courts annually and undertake repairs to extend the life of the courts	W17	At the end of its useful life, remove park embellishments including play and picnic facilities from Bore Paddock Park and limit development to walking tracks and bench seating
W8	Install a large shelters and seating for participants and spectators	<b>McKell Park</b>	
W9	Develop a fenced dog off-leash park on part of the park ensuring it does not impact on use of the cricket oval	W18	Plant additional shade trees to create a shaded and cool park environment in the long term
<b>Wondai Sportsground</b>			
W10	Support the Wondai Sportsground Association to investigate sustainable irrigation options including safe use of treated wastewater to support improve playing surfaces		
W11	Support the Wondai Sportsground Association to upgrade field lighting to support training during evenings for 'large' ball sports		

### **Priority actions**

Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.



## Blackbutt



Blackbutt is a small town that is located in the south-eastern most corner of the South Burnett. Travellers from SEQ pass through Benarkin and Yarraman (Toowoomba Regional Council LGA) before reaching Blackbutt.

A key feature of Blackbutt is the continuous parkland created by Les Muller Park, the trail head for the Brisbane Valley Rail Trail, and the showgrounds, to the north of the highway passing through town.

Despite being a small town, Blackbutt offers the community a variety of recreation experiences, including:

- » a local recreation park with a playground, shelters, picnic facilities and access to Council administration and library
- » youth skate park
- » tennis courts (not Council owned/managed)
- » showgrounds (private)
- » community hall
- » swimming pool (managed by Council/owned by Education Queensland).

Discussions with students and staff at the school, and residents who attended the community workshop, highlight a number of key issues and directions for consideration:

- » participation in organised sport is not high
- » children prefer to ride horses and trail bikes on private property
- » families travel to Nanango or Kingaroy to play competition sport or to access more exciting recreation parks
- » when the shade over the skate park was removed (destroyed in bad weather), use of the skate park declined due to heat and exposure
- » the swimming pool is not well patronised by residents and is a cost burden
- » activation of the community hall has commenced with 'yoga by DVD' and other innovative practices.

### Blackbutt's priority actions

**Snapshot**

Current population (2016)	633
0 - 14 years	16.2%
15 - 24 years	6.3%
25 - 34 years	7.5%
35 - 44 years	8.4%
45 - 54 years	11.6%
55 - 64 years	17.2%
65 years and over	32.7%
Median age (2016)	55
Households with children	63.4%
Unoccupied private dwellings	10.4%
Do not have a motor vehicle	2.5%

**Priority actions**

Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.

Recreation	
BL1	Activate the community hall to increase use and provide recreation opportunities for all ages
BL2	Plant additional shade trees in Les Muller Park to enhance the appeal of this park and create a visual cue leading residents and visitors along the corridor of park, trail head, skate park, museum, community hall and showgrounds
BL3	Construct a hard shade structure over the Blackbutt skate park and install a shelter with seats and USB recharge stations
School facilities	
BL4	Implement an accurate method to record the number of visits to the Blackbutt pool to inform annual operational and service reviews



# Blackbutt

Map 5. Recreation sites and key localities in Blackbutt







# Benarkin

## Snapshot

Current population (2016)	217
0 - 14 years	24.8%
15 - 24 years	10.4%
25 - 34 years	7.7%
35 - 44 years	12.2%
45 - 54 years	7.7%
55 - 64 years	19.0%
65 years and over	19.1%
Median age (2016)	41
Households with children	73.8%
Unoccupied private dwellings	25.5%
Do not have a motor vehicle	4.1%

## Priority actions

Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.

Benarkin is located on the far south-eastern side of the South Burnett LGA. The small village includes a public school, a small number of shops and services. The village lies adjacent to the Brisbane Valley Rail Trail and the Bicentennial National Trail with overnight camping facilities at the First Settlers Park.

Recreation options available for residents and visitors have a predominantly outdoor recreation focus:

- » First Settlers Park provides a small range of covered, ageing play opportunities and a picnic node
- » walking, mountain bike riding, horse riding opportunities on the BVRT and Bicentennial National Trail
- » motor and trail bikes, and four wheel driving
- » Benarkin State Forest provides opportunities for nature appreciation, bird watching and approved recreation activities including use of tracks and trails.

## Benarkin's priority actions

Village-wide	
BE1	Liaise with the local principal to 'activate' (outside school hours) the opportunities available at the school for local residents. Consider funding support to the school for upgrades to play or sport facilities available for community use
BE2	Rationalise the old and ageing playground from First Settlers Park
BE3	Identify a suitable site and develop a new nature play area that aligns with master plans for the rail trail
BE4	Upgrade picnic facilities and shelters at First Settlers Park

Map 6. Recreation sites and key localities in Benarkin





## Kumbia

### Snapshot

Current population (2016)	294
0 - 14 years	17%
15 - 24 years	9.3%
25 - 34 years	9%
35 - 44 years	11%
45 - 54 years	12.7%
55 - 64 years	15.4%
65 years and over	14.3%
Median age (2016)	51
Households with children	48.5%
Unoccupied private dwellings	15.5%
Do not have a motor vehicle	2.4%

### Priority actions

Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.

Kumbia is located 32km south-west of Kingaroy, at the foothills of the Bunya Mountains. The statistics highlighted in the adjacent table have been sourced from the 2016 Census data for the 'suburb' of Kumbia. Residents of Kumbia and the surrounding district indicate that approximately 1,500 people access the village regularly.

Kumbia State School provides primary education to approximately 80 children in the school's catchment area. The school includes large open space play areas and a modern covered playground.

Kumbia's residents and visitors have access to a range of play and recreation opportunities including tennis courts, sports ground, community hall, racecourse and a playground. The sports ground may benefit from a community driven planning process to develop a simple concept plan to guide increased use and facility improvements (once demand is demonstrated through increased use).

Apex Park is small park and includes a basic children's playground that is fully fenced and a public toilet. The park has also been approved by Council for overnight camping for people travelling with motor homes and caravans. There are conflicts between these uses, particularly vehicle movement on an internal road within the park that crosses between the playground and toilet. Redesign of the park is proposed to separate people (particularly children) from vehicle movements within the park. Alternatively, consideration could be given to relocating the overnight camping to the sports grounds. Access to toilets would need to be resolved if this option was progressed. As this is a 10 year plan, it is also worthwhile liaising with the school principal regarding community use of school facilities, now and in the future.

A short drive away, outdoor recreation opportunities are available at the Bunya Mountains and include walking, nature appreciation and bird watching, for example.

Residents in Kumbia are currently in the process of forming a community committee to distribute funds generated due to the Coopers Gap AGL wind farm. It is expected these funds will assist with projects identified in this Plan.

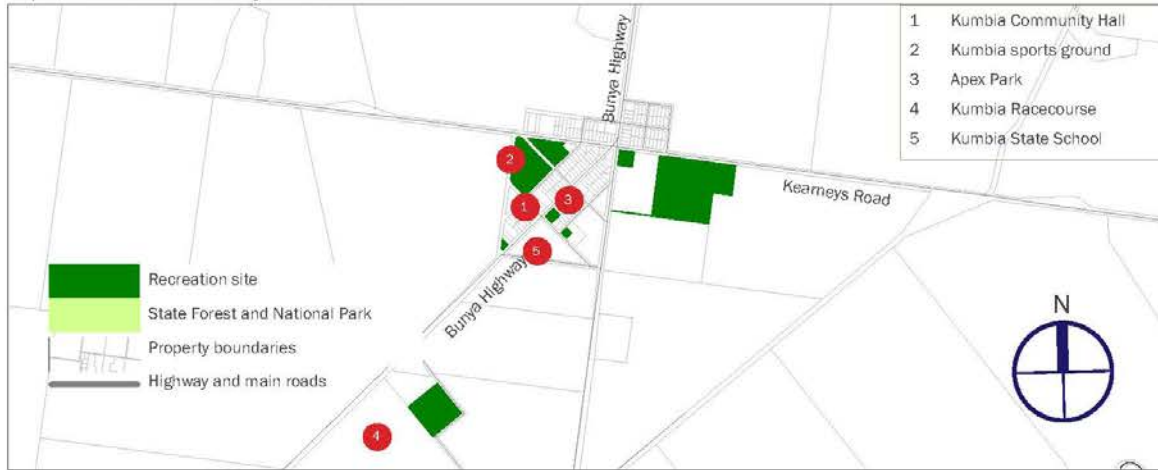
### Kumbia's priority actions

Village-wide	
KU1	Liaise with the local principal to 'activate' (outside school hours) the opportunities available at the school for local residents. Consider funding support to the school for upgrades to play or sport facilities available for community use
KU2	Refurbish two tennis courts (consider marking one as a multi-sport court); rationalise the third court
KU3	Engage the community to collaborative redesign APEX Park to separate internal pedestrian paths of travel from vehicle movements, particularly between the playground and toilet
KU4	As an alternative to KU3, consider relocating the overnight motor home and camping to the sports ground
KU5	Support the Race Club to seek external funding for upgrades to ancillary facilities
KU6	Activate the community hall to increase use and provide recreation opportunities for all ages





Map 7. Recreation sites and key localities in Kumbia





# Maidenwell

## Snapshot

Current population (2016)	199
0 - 14 years	9.9%
15 - 24 years	11.4%
25 - 34 years	4.7%
35 - 44 years	11.8%
45 - 54 years	13.3%
55 - 64 years	24.1%
65 years and over	24.6%
Median age (2016)	54
Households with children	31%
Unoccupied private dwellings	23.3%
Do not have a motor vehicle	0%

## Priority actions

Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.

Maidenwell is located in the southern part of the LGA and has a small population of 199 people. Maidenwell is ageing with a median age of 54 years. Almost half the population are over 55 years old.

Maidenwell is located on the intersection of the Bunya Highway and the Kingaroy-Cooyar Road. Its close proximity to Coomba Falls and the Bunya Mountains make it a destination for outdoor recreation enthusiasts, as either passersby or to obtain supplies. A master plan has been developed for visitor facilities at Coomba Falls.

A master plan has also been developed to guide upgrades and further development of the sports ground and village centre, with the community actively seeking external funding with the support of Council. It is recommended that these efforts are continued.

## Maidenwell's priority actions

Village-wide	
MA1	Support the Maidenwell Community Committee to continue to implement the Maidenwell master plan as funds become available
MA2	Implement the Coomba Falls master plan
MA3	Activate the community hall to increase use and provide recreation opportunities for all ages

Map 8. Recreation sites and key localities in Maidenwell





# Memerambi

## Snapshot

Current population (2016)	272
0 - 14 years	22.7%
15 - 24 years	9.4%
25 - 34 years	8%
35 - 44 years	17.1%
45 - 54 years	10.8%
55 - 64 years	11.5%
65 years and over	20.1%
Median age (2016)	39
Households with children	60.6%
Unoccupied private dwellings	10.3%
Do not have a motor vehicle	5%

## Priority actions

Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.

Memerambi is a small village of 272 people located on the Bunya Highway just under 10km north of Kingaroy. A primary school existed in the village until 2006.

The recently constructed KKRT travels through Memerambi, running parallel with the Bunya Highway and a trail head with embellishments including a toilet, interpretive signs and a sheltered bench seat draw passers by to investigate further. A small general store is located across the road from the KKRT trail head.

Further planning of the KKRT is recommended by this Plan to leverage the recreation, social, tourism and economic benefits of this asset. Memerambi should be included in this planning.

## Memerambi's priority actions

Village-wide	
ME1	Plant shade trees on both sides of the KKRT corridor
ME2	Consider development of a small recreation node near the trail head at Memerambi in conjunction with the KKRT master planning process

Map 9. Recreation sites and key localities in Memerambi





## Wooroolin

### Snapshot

Current population (2016)	315
0 - 14 years	17.3%
15 - 24 years	8.5%
25 - 34 years	6.6%
35 - 44 years	13.4%
45 - 54 years	20%
55 - 64 years	15.1%
65 years and over	19.0%
Median age (2016)	48
Households with children	50%
Unoccupied private dwellings	9.7%
Do not have a motor vehicle	0%



### Priority actions

Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.

Wooroolin's population is 315 people and the village is located almost 18km from Kingaroy and 13km from Wondai. The Wooroolin State School caters for 42 primary aged students.

The recently constructed KKRT travels through Wooroolin, running parallel with the Bunya Highway passing along the south-eastern flank of the village. Wooroolin Wetlands is the dominant natural feature of the village and walking trails and bird hides provides opportunities for nature observation.

Dalton Park is located adjacent the KKRT and includes toilets, shade trees, a fenced playground and caravan parking. A master concept plan has been developed over Dalton Park to guide future embellishment. The Grand Hotel Wooroolin looks over the KKRT and Dalton Park and cafes and stores are located directly across the highway.

Further planning of the KKRT is recommended by this Plan to leverage the recreation, social, tourism and economic benefits of this asset. Wooroolin should be included in this planning.

### Wooroolin's priority actions

Village-wide	
W01	Liaise with the local principal to 'activate' (outside school hours) the opportunities available at the school for local residents. Consider funding support to the school for upgrades to play or sport facilities available for community use
W02	Rationalise the tennis courts and building
W03	Activate the community hall to increase use and provide recreation opportunities for all ages
W04	Identify two locations around the perimeter of the Wooroolin wetlands to construct simple access points for launching non-motorised water craft (kayak/canoe) when conditions are suitable
W05	Install directional and information signage to assist visitors navigate the walking tracks and bird hides at the wetlands



Map 10. Recreation sites and key localities in Wooroolin





# Tingoora

## Snapshot

Current population (2016)	273
0 - 14 years	17.7%
15 - 24 years	10.7%
25 - 34 years	7.6%
35 - 44 years	11.4%
45 - 54 years	11.8%
55 - 64 years	13.5%
65 years and over	27.3%
Median age (2016)	50
Households with children	41.9%
Unoccupied private dwellings	19.2%
Do not have a motor vehicle	0%

## Priority actions

Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.

Tingoora has a population of 273 people and the village is located 22km from Kingaroy and 7km from Murgon. Tingoora has a primary school with approximately 30 students.

Similar to Wooroolin, the recently constructed KKRT travels through Tingoora, running parallel with the Bunya Highway passing along the south-eastern flank of the village. A sports ground (cricket oval) is located adjacent the KKRT and includes a basic amenities building with water tank, shade trees and a small shelter (dug out). Tingoora residents are 8km by walking or cycling from Wondai.

The Tingoora Hotel looks over the KKRT and sports ground from the slope above and is a prominent land mark in this otherwise small village.

Further planning of the KKRT is recommended by this Plan to leverage the recreation, social, tourism and economic benefits of this asset. Tingoora should be included in this planning.

## Tingoora's priority actions

Village-wide	
T1	Plant shade trees on the KKRT corridor between the Bunya Highway and Hoares Road, and additional trees on the perimeter of the sports ground.
T2	Repurpose the oval for use by unmanned aerial vehicles and drones due to its location outside of flight paths. At the end of its useful life, remove the cricket nets and dugout at the sports ground
T3	Activate the community hall to increase use and provide recreation opportunities for all ages

Map 11. Recreation sites and key localities in Tingoora





# Hivesville

## Snapshot

Current population (2016)	169
0 - 14 years	11.5%
15 - 24 years	6.3%
25 - 34 years	9.5%
35 - 44 years	7.0%
45 - 54 years	14.6%
55 - 64 years	23.5%
65 years and over	27.8%
Median age (2016)	56
Households with children	43.1%
Unoccupied private dwellings	8.9%
Do not have a motor vehicle	4.3%

## Priority actions

Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.

Hivesville's population is 169 people and the village is located 33km from Murgon and 11km from Proston. No school is located at Hivesville.

Residents currently use the sports ground for a range of recreation activities (e.g. walking, tai chi, social sport games) and markets, rather than structured competition sport. A relatively new amenities building at the sports ground serves the needs of recreation users and visitors attending the markets. It is recommended that part of the sports ground is planted with trees to repurpose this area into a recreation park, rather than sports park, and reduce maintenance in the longer term (i.e. slashing, mowing and trimming).

The Hivesville Hall was sold by tender and purchased for private use in early 2017. A public toilet is located across the road from the hall and is reported to be well used by travellers passing through the town. It is recommended that this public toilet, at the end of its useful life, the need to replace the toilet is carefully considered.

With a median age of 56 years and over half the community aged 55 years or older, there is very limited need or demand for additional sport and recreation facilities in the village as those provided are deemed sufficient for the current and future projected population.

## Hivesville's priority actions

Village-wide	
H1	Investigate the feasibility of a community bus to transport residents to larger towns to access sport, recreation, swimming pools and other services (e.g. health)
H2	Rationalise the sports ground (cricket oval)

Map 12. Recreation sites and key localities in Hivesville





## Proston

Proston is a small village located in the north-west of the LGA, geographically close to Lake Boondooma. About 20% of Proston’s population is aged between 0-24 years and over a third of the 379 residents are aged 65 years and older. As with other villages in the South Burnett, residents from surrounding rural properties visit Proston regularly and therefore the population size being serviced by this village is larger than the Census data presents.

For its size and population, residents in Proston have access to a range of recreation opportunities and facilities including: a new and large community hall, men’s shed, golf course, lawn bowls, showgrounds, a recreation park adjacent to the community hall that includes a playground, picnic facilities, dirt bmx pump track, and walk and cycle trails. Nearby Conservation Parks and Lake Boondooma provide access to further outdoor recreation opportunities.

Proston State School (prep to year 10) caters for approximately 110 students and school facilities include a 25m 6 lane swimming pool that is accessible by the village residents. While the pool facility is owned by Education Queensland, Council funds a pool manager to facilitate public access.

Activation to increase use of the community hall and provide recreation opportunities for all ages is recommended.

### Snapshot

Current population (2016)	379
0 - 14 years	13.9%
15 - 24 years	6.2%
25 - 34 years	5.1%
35 - 44 years	9.2%
45 - 54 years	15.10%
55 - 64 years	15.9%
65 years and over	34.6%
Median age (2016)	55
Households with children	34.5%
Unoccupied private dwellings	13.0%
Do not have a motor vehicle	5.7%

### Priority actions

Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.

## Proston’s priority actions

Village-wide	
P1	Activate the community hall to increase use and provide recreation opportunities for all ages
P2	Implement more accurate methods to record the number of visits to the Proston pool to inform annual operational and service reviews
P3	Investigate the feasibility of a community bus to transport residents to larger towns to access sport, recreation, swimming pools and other services (e.g. health)





Map 13. Recreation sites and key localities in Proston





Prösten



Wooroolin Wetlands



Tingoora KKRT



Tingoora



Bjelke-Petersen Dam  
Lake Barambah



## Section seven - Local Government collaboration

South Burnett Regional Council shares its boundaries with five separate local government areas. With stretched human and financial resources, opportunities for cross-council collaboration can assist to 'share the load' in developing and promoting quality sport and recreation products for residents and visitors.

The area has been proactive in networking and discussing sport and recreation issues and opportunities through the Wide Bay Burnett Regional Organisation of Councils' Sport and Recreation Committee. As key outcomes, this group has prepared the Water Trails of the Wide Bay Burnett brochure and interactive webpage and led the development of the Wide Bay Burnett Sport and Outdoor Recreation Infrastructure Strategy. Given this cross-council collaboration has proven successful in recent years, it augurs well for potential sub-regional collaboration between South Burnett Regional Council, North Burnett Regional Council and Cherbourg Aboriginal Shire Council (that are all concurrently undertaking council-wide sport and recreation planning activities),

Preference for collaborative projects focuses on those sports and recreation activities where:

- » there is already one key feature facility located between the three councils (and no demand for duplication)
- » opportunity exists to attract regular patronage from outside the region.

The list of sports and recreation activities included below is not restrictive. As community sport and recreation preferences change, or as funding becomes available through additional sources, officers from the three councils can discuss potential additional opportunities.

### Boxing

The Eidsvold Boxing Club has recently been re-formed with the development of a quality training facility. In a collaborative approach, the Club is being registered through South Burnett PCYC (Murgon) and the intention is for boxers to be able to train from the two venues. Further opportunity may exist for training and fights to also include the Gayndah Amateur Boxing Club and the recently established boxing group in Cherbourg.

### Gliding

The Kingaroy Soaring Club is considered one of only three high-level gliding fields in Queensland suitable for hosting State and National Championships. Any future interest or expressed demand for additional gliding facilities in the Burnett area should be re-directed to the Kingaroy facility.

### Motocross

The Central Burnett Motorcycle Club facility (located in Mundubbera) is a well regarded venue in a natural setting. The facility hosts regular motocross training and successful events and is centrally located within the Burnett area. The development of any additional facility for motocross is not supported.

### Rail trails and mountain biking

Clear cross-council collaboration exists where trails travel from one council to another. The development of the Kilkivan to Kingaroy Rail Trail is an example of a quality joint project between South Burnett Regional Council and Gympie Regional Council. Similarly, North Burnett Regional Council is partnering in an investigation of a potential Inland Rail Trail in a project being led by Gladstone Regional Council.

While not focussed on collaborations between the three Burnett councils, further opportunity exists to investigate a rail trail between Bundaberg Regional Council and North Burnett Regional Council (North Bundaberg to Mount Perry) and for extension of the Kilkivan to Kingaroy Rail Trail.

Mountain bikers are key users of rail trails. Where mountain bike parks (natural areas where mountain bike trails are planned and developed) can be established adjoining (or near to) rail trails there is clear scope for high levels of usage. The works undertaken by South Burnett Regional Council and the South Burnett Mountain Bike Club in the McEuan State Forest should be further encouraged and are expected to see this facility become a popular venue for training and events.





As new mountain bike facilities are developed in the area, the councils should take a collaborative approach to ensure that these mountain bike opportunities are included in the relevant promotional publications updated regularly by Organised Grime.

## Speedway

The Kingaroy Speedway (located within the Showgrounds) is a high-quality venue that hosts Australia's largest modified sedans race each year - a 3-day event attracting up to 150 competitors. There are no other speedway facilities in the Burnett area. With the popularity of the Kingaroy facility, the development of any new speedway facilities is not supported.

## Additional considerations

Opportunities for cross-council collaboration extend beyond the planning and development of new facilities.

### **Reduced rates and subsidies**

There is potential for councils to offer each other reduced rates (or subsidies) for asset usage where it is appropriate to do so. For instance, there is no public pool within Cherbourg Aboriginal Shire Council. However, a quality pool is located in Murgon (only 7km from Cherbourg yet owned by South Burnett Regional Council). As recognition of the popularity of this pool for Cherbourg residents, the Cherbourg Aboriginal Shire Council has made contributions in the past toward the maintenance of the Murgon facility. Similarly, if (for example) South Burnett Regional Council was due to host a swimming event and all of its 50m pools were out-of-action for some reason, North Burnett Regional Council may make the Mundubbera or Gayndah pools available at a significantly reduced rate.

### **Joint sponsorship**

Councils may consider joint sponsorship of activities and events that have potential for economic benefit across the Burnett area. For example, Bicycle Queensland conducts a number of multi-day cycle touring events. There may be potential to attract (or establish) an event within the Burnett (or Wide Bay Burnett) Region if a collaborative approach, including joint sponsorship arrangements, was undertaken.

Similar to the manner in which the Australian Campdraft Association conduct 'The Big 3' with events conducted on three consecutive weekends in Warwick, Condamine and Chinchilla, scope may exist to conduct fishing or skiing events across a number of locations throughout the Burnett area on consecutive weekends. Here again, would be an opportunity for joint collaboration and sponsorship that creates economic benefit across council areas.

### **Travel distances**

While the Plan highlights key facilities that should not be duplicated and potential opportunities for facility-sharing, the reality is that the area covered by the three councils is particularly large. There is more than 5 hours drive time between the southern and northern ends of the North and South Burnett Regional Council boundaries. While it may seem a little inequitable that a gliding enthusiast in Biggenden is encouraged to travel to Kingaroy, limited resources dictate the importance of careful planning and development.



# Section eight - Implementation plan

## Council-wide

Operational matters

Rail trail

Lakes, dams and waterways

Community partnerships and activation

Community capacity building

Kingaroy

Nanango

Murgon

Wondai

Blackbutt

Villages

Benarkin

Kumbia

Maidenwell

Memerambi

Wooroolin

Tingora

Hivesville

Proston





The Sport and Recreation Infrastructure and Strategic Plan represents an opportunity for Council to maintain and build upon the diversity of sporting facilities and recreation parks for locals and visitors.

Implementation of the recommendations outlined in this Plan will require strong leadership, appropriate resources from Council and a commitment to making some difficult decisions.

The dominant theme that came through the range of engagement processes and analysis is a direction to maintain and upgrade the existing network without necessarily focussing on building more facilities. There is limited population growth across the South Burnett. As a result, population-related demand for additional facilities is very limited. In essence, the focus of the Plan is to embrace the quality open space facilities that Council (and the community) has achieved - to further activate existing open spaces through programming and tailored facility upgrades and embellishment.

While this Plan presents a key guiding vision for Council (and the community), the overlaying issue will be the capacity to resource it. Exact individual project timing will be dependant on the availability of necessary funding (be it from local clubs, Council, State or Federal Governments).

The recommendations of this study are detailed below and are grouped by planning area - Council-wide first followed by each of the localities within the LGA. This allows interested readers easy access to those actions most directly related to them.

Priorities are assigned for each action. A high recommendation should be undertaken as soon as resources allow while medium (in the next 5 years) and low priorities (in the next 5-10 years) are not as urgent. The information provided is designed as a flexible guide—changes in user priorities or earlier opportunities for funding may alter development.

A project leader is assigned for each action. This indicates the responsible party to take action, form a project team and drive the project to its successful completion. It is recommended that project leaders identify other groups and individuals in the community for assistance and support to achieve projects identified in the Plan.

The term 'rationalise' has been used in recommendations contained in the implementation plan. For the purpose of this plan and depending on the land tenure, this may include re-purposing as an alternate use, 'planting out' with trees to reduce maintenance, sale of the land or returning the land to the State. Where open space parcels are undeveloped, are poorly located, are attracting regular anti-social behaviour and/or are not providing recreation opportunities desired by the nearby catchment (and are thus sitting idle), opportunities may exist to rationalise the land.



Action No.	Action	Priority	Project Leader
<b>COUNCIL-WIDE</b>			
Operational matters			
CW1	Investigate opportunities to establish a new position to oversee planning and development of sport and recreation	High	SBRC
CW2	Ensure that the Sport, Recreation Infrastructure and Strategic Plan becomes the 'work plan' for relevant Council Officer(s), recognising that the lead role for implementation of recommendations requires allocation to the most appropriate officer with the most relevant skill set/area of responsibility	High	SBRC
CW3	Engage operational staff in compiling an accurate list of park assets and embellishments, and utilise their knowledge to identify gaps in available information e.g. year of construction, cost of construction/replacement and remaining life of the asset, to inform the upcoming Parks and Open Space, and Building and Other Structures asset management planning processes. These tasks could potentially be commenced during months when vegetation control reduces (i.e. winter)	High	SBRC
CW4	Develop a campaign to promote specific destinations within the South Burnett to increase awareness and access to existing recreation and outdoor recreation opportunities to residents and potential visitors	High	SBRC
CW5	Develop a campaign to encourage community, sport and recreation organisations to update contact information via Council's website to ensure the Council's Community Directory is updated annually	High	SBRC
CW6	<p>Council has developed master or concept plans for a number of recreation parks. These plans have not been formally adopted by Council and consequently implementation to date has been inconsistent. Develop a simple process (online and hardcopy form) to seek community feedback on existing master/concept plans, collate community feedback and present it with master/concept plans for Council consideration and formal adoption:</p> <ul style="list-style-type: none"> <li>» Memorial Park, Kingaroy</li> <li>» Kingaroy Town Common</li> <li>» Mt Wooroolin, Kingaroy</li> <li>» Blackbutt Rail Trail Head</li> <li>» Bore Paddock, Wondai</li> <li>» Butter Factory, Nanango</li> <li>» Dingo Creek Park, Wondai</li> <li>» McMahon Park, Murgon</li> <li>» Preston Common/Railway Park</li> <li>» Dalton Park and trail head, Wooroolin</li> <li>» Coomba Falls</li> <li>» Ficks Crossing</li> </ul>	High	SBRC
CW7	<p>Develop a shade tree planting program by undertaking a planning process to identify open spaces (particularly recreation and sport parks) and walking routes/circuits in each town that require shade. Identify suitable species (preferably native endemic) to reduce this barrier (lack of shade) to participation in recreation and physical activity.</p> <p>When nature strips or groupings of trees are mulched, this may also contribute to reduced vegetation control (slashing, mowing and trimming). Consider CPTED principles during planning.</p>	High	SBRC



Action No.	Action	Priority	Project Leader
COUNCIL-WIDE (cont)			
CW8	Apply Universal Design principles to guide design of parks including embellishments, buildings, internal pathways and playground equipment	High	SBRC
CW9	Consider development of a Walk and Cycle Strategy for the towns of Kingaroy, Nanango, Murgon, Wondai and Blackbutt. Community engagement will be an essential part of the process to identify suitable routes for shared paths (walk and cycle), footpaths and on-road cycle lanes to overcome barriers to active transport and connecting people to key destinations. Routes through open space and parks should help form the network	High	SBRC
CW10	Conduct a detailed audit of the number and location of public toilets throughout the LGA to determine: <ul style="list-style-type: none"> <li>» adequate provision of public toilets</li> <li>» the location minimises anti-social behaviour</li> <li>» cost effectiveness to provide and maintain</li> <li>» the needs of users are being met.</li> </ul> Consider using a ranking system to assist prioritise refurbishment/upgrade or rationalising including: environmental sustainable design, crime prevention through environmental design (CPTED), accessibility, efficiency, maintenance and features	High	SBRC
CW11	Undertake a structural investigation of Council owned public swimming pools ('pool proper') in Kingaroy, Nanango, Murgon and Wondai to gather factual information on the current asset condition, remaining life and potential remedial work that can be undertaken to extend the life of assets in the short-medium term. Use the report to assist the community understand the problems, alternatives, opportunities and/or solutions. Use the report as evidence-based information to guide Council decision making.	High	SBRC
CW12	Develop a Signage Strategy identifying the style and best locations for name, information, direction, interpretation and wayfinding signage to support independent and confident navigation to sport and recreation parks by residents and visitors.  Standardise park signage across the shire including park naming signs, park directional signs and walk/cycle opportunity signs	Medium	SBRC
CW13	Conduct an information session for councillors, the executive team and senior officers regarding modern play opportunities (consider undertaking site visits of modern play nodes in nearby councils e.g. Toowoomba, Bundaberg or Hervey Bay)	Medium	SBRC
CW14	Identify locations and plan necessary infrastructure (fixed or portable) to support community events across the Shire (e.g. outdoor wedding ceremony on creek bank, family reunion picnic, family activity day, corporate Christmas party). Investigate a partnership approach with service clubs to provide support to community events	Low	SBRC
CW15	Investigate the feasibility and delivery options (Council/private) to provide a community bus (21-28 seat) to transport residents from villages to larger towns to access pools, sport and recreation opportunities (e.g. skate parks)	Medium	SBRC
CW16	In recognition of the value to the community, provide support in principle to not-for-profit community groups applying for grants and funding to improve facilities (not owned by council) and services that provide sport and active recreation benefits for residents	Ongoing	SBRC





Action No.	Action	Priority	Project Leader
COUNCIL-WIDE (cont.)			
Policies			
CW17	Investigate options and implement a system to develop a new, or improve content and maintenance of an existing, Community Directory for the South Burnett to allow residents and visitors to find out about activities and events in the area and how to participate	High	SBRC
CW18	Amend the <i>Community Grants Program Policy</i> to require community, sport and recreation organisations to update contact details for the Community Directory to be deemed eligible to apply.  Council could require online registration of organisations' expression-of-interest to receive the application form, simultaneously updating the Community Directory details required.	High	SBRC
CW19	Encourage qualified sports coaches and fitness instructors/personal trainers to apply for Healthy Communities Sponsorship funding under Council's <i>Community Grants Program Policy</i> to provide fun and engaging physical activity programs in Council's parks and community halls. Funding could be used for portable equipment, marketing, portable signage and relevant insurances, to 'kick-start' establishment/ expansion of small businesses. Aim to initiate privately run programs in different towns across the LGA	High	SBRC
CW20	Proposed new policy (or local law) - <i>Community and Commercial Use of Council Land</i> – to guide individuals and groups on issues such as: approval and building on Council land, donating structures/assets to Council (Rotary, Lions etc.), sporting bodies, welfare organisations, churches, commercial business (e.g. using an open space area for bootcamp, yoga/pilates, marketing or promotional purposes)	Medium	SBRC
CW21	Proposed new policy - <i>Public Art in Open Space</i> – to activate parks and open spaces via murals, light projections on buildings, sculptures (including those that can be incorporated in play nodes as recreation elements). Ensure the policy provides rigour around matters including risk assessment (eg finger entrapment, climbing and fall zones etc), intellectual property, and community awareness of the need to decommission the artwork (asset) at the end of its useful life	Low	SBRC
CW22	Clarify the process for sport, recreation and community organisations to obtain support letters from Council when seeking external funding for projects, particularly for facilities and infrastructure proposed for construction on Council owned or managed land. Ensure the process includes identifying and consulting internal Council stakeholders to ensure projects supported align with Council's adopted strategic, master, operational and other relevant plans.	High	SBRC



Action No.	Action	Priority	Project Leader
COUNCIL-WIDE (Cont)			
Rail Trail			
RT20	<p>Partner with Gympie Regional Council to develop a Master Plan for the Killkivan to Kingaroy Rail Trail to leverage the recreation, social, tourism and economic benefits of this asset. Ensure the following elements are included in the scope of the master planning process:</p> <ul style="list-style-type: none"> <li>» clearly identify and articulate the 'point(s) of difference' that contribute to the uniqueness of the Killkivan to Kingaroy Rail Trail</li> <li>» identify current and potential future private providers of accommodation, cafes, restaurants, bars, camping and recreation and tour activities and opportunities, to support use of the rail trail</li> <li>» identify complimentary activities and recreation opportunities in close proximity to the rail trail, to extend and expand visitor's overall experience</li> <li>» identify trail heads, 'recreation nodes' and key embellishments to support access and use of the trail without over development risking deterioration of the 'naturalness' of the recreation experience being sought</li> <li>» develop a consistent approach for signage identifying locations for trail head, regulatory, warning, behavioural, information, interpretive, promotional and temporary signs</li> <li>» marketing and promotion including identification of target markets, branding, brand awareness and mobile marketing systems</li> <li>» identify indicators and measures that will allow Council to transparently communicate the economic benefit of the rail trail to the community</li> </ul>	Very high	SBRC
RT21	Continue monitoring use of the rail trail by counters and cross-reference gathered data with condition assessments of segments to identify maintenance priorities and potential locations for embellishments and signage (refer to master plan recommendation)	High	SBRC
RT22	Create a succinct (maximum four pages) fact sheet for entrepreneurial people stepping-out the process to apply for Council approval to operate accommodation, cafes, restaurants, bars, recreation and tour activities to support use of the rail trail, and include reference to other approval agencies e.g. liquor licensing	Medium	SBRC



Action No.	Action	Priority	Project Leader
COUNCIL-WIDE (cont)			
Lakes, dams and waterways			
LDW1	Develop a Bjelke-Petersen Dam/Lake Barambah Master Plan focussed on increasing outdoor recreation opportunities including water- and land-based opportunities, particularly: <ul style="list-style-type: none"> <li>» development of a network of tracks and trails for lookouts/sightseeing, walking/ bushwalking, mountain bike riding and trail running as well as complimentary activities (nature appreciation, bird watching, additional picnic areas etc.)</li> <li>» identification of locations for adventure activities including rock climbing for example</li> <li>» identification of commercial opportunities including guided tours and activities (e.g. adventure camps, corporate team building, youth personal development)</li> </ul>	Very high	SBRC
LDW2	Thoroughly and systematically review the location and type of tourist attraction and drive signs across the LGA and develop a detailed plan for replacement and upgrade, carefully considering replacement with the most appropriate tourist attraction signs from those available. The overarching goal of the project should be to make it as easy as possible for locals and visitors to navigate to outdoor recreation opportunities (tourist destinations). Implementation is likely to be prioritised and progressive over a number of years and operational budgets. Approach Sunwater and the Queensland Department of Environment and Science (formerly National Parks) to partner with Council on this project and co-fund relevant signage.	High	SBRC
LDW3	Develop a Boondooma Dam Master Plan focussed on increasing outdoor recreation opportunities including water- and land-based opportunities, particularly: <ul style="list-style-type: none"> <li>» development of a network of tracks and trails for lookouts/sightseeing, walking/ bushwalking, mountain bike riding and trail running as well as complimentary activities (nature appreciation, bird watching, additional picnic areas etc.)</li> <li>» identification of locations for adventure activities including rock climbing for example</li> <li>» identification of commercial opportunities including guided tours and activities</li> </ul>	Very high	SBRC
LDW4	Investigate installation of a non-motorised boat launching facility at Ficks Crossing to support kayaking/canoeing and other water-based recreation activities	High	SBRC
LDW5	Provide basic facilities for day users at Gordonbrook Dam, restrict access to the water and install signs with clear health notices (e.g. water quality), as well as regulatory and information signage (eg advising people to remove rubbish when they leave).	Low	SBRC
LDW6	Implement the Coomba Falls master plan	Medium	SBRC



Action No.	Action	Priority	Project Leader
COUNCIL-WIDE (cont)			
Community, partnerships and activation			
CPA1	Collaborate with user groups to develop master plans over the following sports grounds to ensure a planned approach to future development, avoid ad hoc development and support applications for external funding: <ul style="list-style-type: none"> <li>» Bjelke-Petersen Recreation Reserve</li> <li>» Wondai sports ground</li> <li>» Murgon sports ground.</li> </ul> Ensure sport court and field dimensions including run off clear areas and safety zones are included in master plan layouts.	High	Sports Clubs
CPA2	Collaborate with the WBBROC to develop a regional database of qualified sport coaches (including contact details and school term availability) for distribution to schools to support local principals' implementation of the Sporting Schools program (Australian Sports Commission)	High	SBRC WBBROC
CPA3	Collaborate with the WBBROC to develop a promotion campaign (website, print and digital application) for tracks and trails within the region, particularly the Bicentennial National Trail (BNT), Brisbane Valley Rail Trail (BVRT), Killkivan to Kingaroy Rail Trail (KKRT) and additional walking, mountain biking and horse riding trails throughout the region	High	SBRC WBBROC
CPA4	Partner with TAFE Queensland and local high schools to investigate completion of Certificate II in Sport and Recreation by senior students (years 11 and 12), coordinating practical components with primary schools (Sporting Schools Program) and local recreation and sport clubs/organisations e.g. PCYC, public swimming pools etc. Include qualified students in the database for primary schools, as a resource and to provide youth employment opportunities	Medium	SBRC
CPA5	Liaise with Education Queensland and local principals to 'activate' (outside school hours) the sport and play opportunities available at schools in smaller villages for local residents	Medium	SBRC
CPA6	Continue to activate the open spaces throughout the LGA by hosting and supporting community events	Medium	SBRC
CPA7	Educate sport and recreation organisations regarding the range of available funding opportunities and Council's role in facilitation of quality grant submissions	Medium	SBRC
CPA8	Support golf clubs in the South Burnett to incorporate sustainable design elements into golf course development, upgrades and operations such as waterwise strategies, water reuse and renewable energy sources, for example	Medium	Golf Clubs
CPA9	Support and encourage sport clubs to compile Development Plans detailing governance, membership, participation, land tenure, and facility development goals for the next 3-5 years	Medium	Sport Clubs
CPA10	Support showground management committees to access and leverage external funding by assisting them to secure appropriate land tenure and governance arrangements	Medium	Showground Committees



Action No.	Action	Priority	Project Leader
COUNCIL-WIDE (cont)			
Community capacity building			
CAP1	Identify and promote resources (potentially via links on Council's website) that support community organisation's capacity building, particularly in the following focus areas: <ul style="list-style-type: none"> <li>» improving volunteer recruitment and training</li> <li>» volunteer roles and delegation of tasks</li> <li>» leadership succession</li> <li>» financial management</li> <li>» securing grants and other funding</li> <li>» updating technology</li> <li>» development or business planning</li> <li>» risk planning and management</li> <li>» governance models and arrangements.</li> </ul>	High	SBRC
CAP2	Consider collaborating with key stakeholders, such as sport, recreation and community organisations, South Burnett CTC, high schools and employment agencies (to name some), to hold an annual event(s) aimed at increasing awareness about and encouraging volunteering as well as connecting organisations with potential volunteers	Medium	SBRC
CAP3	Consider promotion and use of <i>Volunteering Queensland</i> ( <a href="https://volunteeringqld.org.au/">https://volunteeringqld.org.au/</a> ) in the South Burnett as a means to connect potential volunteers with organisations that require volunteers	High	SBRC
CAP4	Promote resources available through the Australian Sports Commission ( <a href="https://www.ausport.gov.au/supporting/clubs">https://www.ausport.gov.au/supporting/clubs</a> ) particularly the <i>Club Health Check</i> and other club development tools and resources, and the Queensland Government sport and recreation resource website ( <a href="https://www.npsr.qld.gov.au/clubs-organisations/">https://www.npsr.qld.gov.au/clubs-organisations/</a> )	High	SBRC
CAP5	Collaborate with health promotion agencies and media outlets in the South Burnett to promote <i>Australia's Physical Activity and Sedentary Behaviour Guidelines</i> , highlighting each of the guides applicable to age brackets and distinct groups (e.g. older adults, families), and promote current activities available in towns and villages	Medium	SBRC
CAP6	Maintain awareness of increasing pressures on the administration of community-based sport organisations as accountability increases. Investigate and remain open-minded about options for governance models for community sport organisations, including amalgamation of complementary incorporated organisations and the potential of corporate structures and/or 'umbrella' governance arrangements for multiple activities/sports. Facilitate connections and positive discussions between groups if/when required	Low	SBRC



Action No.	Action	Priority	Project Leader
<b>KINGAROY</b>			
Town-wide			
K1	Develop and maintain a strong working relationship with high schools in Kingaroy to support and facilitate continued use of indoor sport facilities by local sport clubs	High	SBRC
K2	Actively promote and encourage use of the South Burnett PCYC located at Murgon, supporting community-based solutions (e.g. car pooling to activities)	High	PCYC
K3	Rationalise Adermann Park	High	SBRC
Aquatic Centre			
K4	Within the life of this Plan, three of Council's four public swimming pools will be at the end of their useful asset lives. In the next 3-5 years Council needs to investigate the feasibility of replacing its public pools in Kingaroy, Nanango, Murgon and Wondai in consultation with the community and with a clear picture of the probable capital cost of replacement and ongoing operations year-on-year, and how these costs will impact rates.	Medium	SBRC
K5	Commission suitably qualified engineers to undertake a detailed and 'intrusive' investigation of the structural integrity of Council's public swimming pools, and provide a report on the remaining life of pool structures and associated plant and equipment. Include concrete testing of pool structures and balance tanks, intrusive CCTV inspection of in-ground pipe work and pool leak testing. The report should include recommendations to cost-effectively extend the life of existing assets.	High	SBRC
K6	Develop a high level concept plan for redevelopment of WJ Lang Memorial Pool prior to works on the amenities, offices and kiosk, to allow a strategic approach to incorporation of potential future changes to the facility	High	SBRC
K7	When redeveloping the amenities, offices and kiosk for the WJ Lang Memorial Pool consider: <ul style="list-style-type: none"> <li>» orientation of the kiosk to allow a serving window directly facing Memorial Park (preferably in clear sight of the playground)</li> <li>» access to the pool from Memorial Park</li> <li>» consideration and orientation of facilities to accommodate potential future experiences including water-play and leisure pools</li> </ul>	High	SBRC
Kingaroy Golf Club			
K8	Support the Kingaroy Golf Club to apply for external funding for improvements including upgrading of greens, irrigation system and refurbishment of the clubhouse	Medium	SBRC
Memorial Park			
K9	Upgrade the dog off-leash area with improved fencing, seating, shade, water and agility equipment. Consider segregated areas for small and large dogs	Medium	SBRC
K10	Identify core infrastructure requirements for community events (e.g. power, water) and make improvements to facilitate easier access for this purpose	High	SBRC
K11	Construct internal pathways connecting play nodes, toilet, shelters, water bubblers and entry gate(s) to improve access	Medium	SBRC



Action No.	Action	Priority	Project Leader
KINGAROY (cont)			
Kingaroy Airport			
K12	Maintain the working group of appropriate Council staff and representatives of the Kingaroy Soaring Club to identify options for redevelopment of facilities at the Airport to benefit the club in attracting members (regional catchment) and continue to enable hosting of state and national competition events	High	SBRC
K13	Recognise and support the Kingaroy Soaring Club's efforts to regularly attract and secure state and national events to Kingaroy and leverage these events to promote broader attractions of the South Burnett region	High	Kingaroy Soaring Club
K14	Develop a high level concept plan over land adjacent the Kingaroy Airport to cater for location/potential relocation of motor sports	Low	SBRC
Lions Park			
K15	Remove old existing signage. As the playground equipment reaches the end of its useful life, remove it and create a rest stop with basic all ages play equipment eg swings, as well as information and promotion signage encouraging visitors to explore the South Burnett	Medium	Lions Club
Mt Wooroolin			
K16	Install directional and information signage to encourage and promote walking and mountain bike riding on existing trails	Medium	SBRC
K17	Incorporate allowance for widening of the verge (on Haley Street and Mt Wooroolin Road) in any civil works to allow off-road walking and mountain bike riding to Mt Wooroolin	Medium	SBRC
Bjelke-Petersen Recreation Reserve			
K18	Continue to implement the 'Town Common Master Plan' including recommendations from this Plan	High	SBRC
K19	Develop an overall master plan of the sports grounds including the layout of fields to specifications (sport facility dimensions) to accommodate the various field sports at the grounds	High	SBRC User groups
K20	Identify locations for spectator shade and seating, and access points for drinking water	High	SBRC
K21	Light an additional field to accommodate rugby league and touch football training	Medium	SBRC
K22	Facilitate the collocation of junior cricket with football (soccer)	High	Junior Cricket +Football
K23	Assess the condition of the toilets and canteen at the rugby league/touch football fields and tennis courts to determine refurbishment or replacement requirements	Medium	Rugby league club+Tennis club
K24	Support the tennis club to develop a court lighting design using contemporary technology (e.g. LED), cost the design and support the tennis club to apply for external funding to replace light fittings	High	Tennis club
K25	Support football (Australian rules) to develop unisex or female friendly amenities and upgrade field lighting for training purposes	Medium	Football (Australian rules)
K26	Support the Senior Soccer Club to develop unisex or female friendly change rooms including accessible toilets and showers, baby change facility and lockable shower cubicles	Medium	Senior soccer
K27	Support the Senior Soccer Club to upgrade to LED lights on two training fields	Medium	Senior soccer



Action No.	Action	Priority	Project Leader
<b>KINGAROY (cont.)</b>			
<b>Netball Courts</b>			
K28	Redesign netball courts (in accordance with Netball Australia specifications) to resolve drainage issues, and include shade and seating for spectators	High	Netball club
K29	Install low (500mm) fencing to prevent balls rolling into car parks and nearby roads. Fencing should not prevent access by residents for casual use	Medium	Netball club
K30	Review/redesign the car park including entry and exit. Grade the unsealed car park in the short term to limit water damage to courts and consider sealing in the medium to long term	Medium	SBRC
K31	Work in partnership with netball to co-fund refurbishment of the clubhouse, toilets and change rooms	Medium	Netball club
<b>Rotary Park</b>			
K32	Rationalise electric BBQs at Rotary Park to a maximum of two	Medium	SBRC
<b>Apex Park</b>			
K33	Investigate current legislation constraints to determine if vegetation currently impeding the views from Apex lookout can be cleared. If constraints exist to prevent vegetation clearing, investigate removal of the look-out structure	High	SBRC Apex club
K34	Provide simple directional signs from either end of APEX park e.g. playground to lookout and Carroll Nature Reserve; Carroll Nature Reserve and lookout to playground	High	SBRC
K35	Construct an accessible pathway to connect the car park to the toilet building	High	SBRC
K36	Consult with residents in Farr and Modiarimid Streets regarding an additional small car park at the western entry to the park prior to design and costing	Medium	SBRC
<b>Senior Citizens Park</b>			
K37	Remove wood BBQs and park furniture at the end of its useful life	Medium	SBRC
K38	Install park benches with arms to support sitting and standing by older aged people	Medium	SBRC
K39	Upgrade pathways to accommodate mobility scooters and connect pathways to adjoining footpaths, key destinations in close proximity and to bench seating locations	Medium	SBRC
<b>Carroll Nature Reserve</b>			
K40	Install simple directional signs at key locations to guide people through the site	Medium	SBRC
K41	Replace the property boundary fence adjacent the road boundary	Medium	SBRC
K42	Consider establishment of a 'Friends of Carroll Nature Reserve' group to assist Council to control weeds and plant native endemic species	High	SBRC
<b>Youth Park</b>			
K43	Investigate and secure tenure of the land that the Youth Park is constructed on	High	SBRC
K44	Collaborate with the South Burnett CTC to develop a transparent agreement with Council regarding cleaning of the Youth Park and repairs and maintenance of assets, for the benefit of users	Medium	SBRC
K45	Investigate suitable alternate sites for a new skate park in Kingaroy using siting checklists contained in published skate facility guides, to provide options if relocation is required in the future	Medium	SBRC
<b>Carew Park</b>			
K46	Clear, level and establish grass cover on the park. Engage members of the Carew family and residents of the surrounding neighbourhood to plant trees and assist them to care for trees until they are established (3-5yrs)	Low	SBRC





Action No.	Action	Priority	Project Leader
<b>NANANGO</b>			
Town-wide			
N1	Develop and maintain a strong working relationship with Nanango High School to support and facilitate potential future use of indoor sport facilities by local sport clubs	High	SBRC
N2	Rationalise Green Park	High	SBRC
N3	Rationalise unnamed and undeveloped open space (Lot 90 SP 122591)	High	SBRC
N4	Rationalise Mt Stanley Road Park after relocation of the dog park to Pioneer Park	Medium	SBRC
Pioneer Park			
N5	Develop an overall concept plan for Pioneer Park including consideration of the following elements: <ul style="list-style-type: none"> <li>» upgraded play node incorporating inclusive elements (paths, sensory garden, tactile)</li> <li>» expand existing skate park</li> <li>» USB recharge points in shelters</li> <li>» circuit of walk/cycle trails throughout the park</li> <li>» fenced dog off-leash area</li> <li>» directional, distance and information signs</li> <li>» gate/bollards to restrict vehicle access</li> <li>» planting plan to create additional shade, define entries and boundaries and create outdoor rooms.</li> </ul> After adoption by Council, implement the concept plan	High	SBRC
		Medium	
N6	Commence planting additional shade trees throughout the park at key locations where people gather	High	SBRC
Butter Factory Park			
N7	Construct a pathway to connect the park with the footpath across the road in front of the school	High	SBRC
N8	Remove the dirt bmx pump track from the drainage reserve adjacent Butter Factory Park	Medium	SBRC
N9	Construct an additional shelter with tables and chairs inside the fenced park area	High	SBRC
N10	Plant shade trees within the fenced park area and along the creek bank to the rear of the park and install bench seating where people fish	High	SBRC
Mt Stanley Road Park			
N11	Remove the cricket nets	Medium	SBRC
N12	Relocate the dog park to Pioneer Park	Medium	SBRC
Swimming Pool			
N13	Implement an accurate method to record the number of visits to the South Burnett Aquatic Centre to inform annual operational and service reviews	High	SBRC
Tipperary Flat			
N14	Install signage to indicate the distance, time to walk, and markers along the pathway circuit	High	SBRC



Action No.	Action	Priority	Project Leader
<b>NANANGO (cont.)</b>			
<b>Showgrounds</b>			
N15	Support the Nanango Showgrounds to seek external funding to light the main arena to facilitate sporting and community events	Medium	Nanango Show Society
N16	Support the Nanango Showgrounds to seek external funding to reorient the smaller arena to accommodate additional equestrian activities and events	Medium	Nanango Show Society
<b>Nanango Netball</b>			
N17	Redesign and construct four netball courts (in accordance with Netball Australia specifications) to resolve drainage issues and accommodate shade and seating for spectators	High	Netball club
N18	Work in partnership with netball to co-fund refurbishment of the canteen, toilet and change rooms sufficient for local use	High	Netball club
<b>Burnett Courts</b>			
N18	Liaise with the club to arrange a pedestrian gate to remain unlocked to provide public access to a tennis court for social games	High	SBRC
<b>Nanango Cultural Centre</b>			
N19	Promote the Cultural Centre as a key venue for recreation activities, meetings, social functions, training courses and wet weather training and exercise	High	SBRC
<b>Nanango Sports Ground</b>			
N20	Design, apply for external funding and construct a new clubhouse with appropriate change rooms, toilets, canteen and storage facilities	Medium	Cricket, soccer and kennel club
N21	Support the sport clubs at the Nanango sports ground to seek external funding to upgrade the irrigation system for playing fields	High	Cricket + Soccer
<b>Kassulke Park</b>			
N22	Support South Burnett Rugby League to apply for funding to develop a mini-mod field at Kassulke Park	Medium	Rugby league club
<b>Lions Park</b>			
N23	Develop Lions Park into a feature recreation park with an extended playground for toddlers and young children up to 8 years of age. Ensure embellishments are included to support parents' and carers' comfort and safety	Medium	SBRC
<b>Mt Stanley Nature Reserve</b>			
N24	Install directional signage to guide people to visit the wetlands at Grey Street and Mt Stanley Nature Reserve. Install bench seating at sight seeing locations	Low	SBRC



Action No.	Action	Priority	Project Leader
<b>MURGON</b>			
Town-wide			
M1	Develop a high level concept plan over McMahon Park recognising that development is proposed in the long term (10+ years) and potentially beyond the life of this plan	Low	SBRC
M2	Activate the community hall to increase use and provide recreation opportunities for all ages	High	SBRC
McMahon Park			
M3	Seek feedback from the community on the McMahon Park master plan, incorporate changes and present to Council for formal adoption	Low	SBRC
M4	Implement the McMahon Park master plan in stages	Low	SBRC
Lions Park			
M3	As the playground equipment reaches the end of its useful life, remove it and create a rest stop with basic all ages play equipment e.g. swings	Medium	SBRC
Youth and Rotary Park			
M4	Investigate access to toilet facilities to service the park. Consider CPTED and management considerations to minimise vandalism and misuse	High	SBRC
M5	Continue implementation of the Youth Park concept plan	Medium	SBRC
Swimming Pool			
M7	Implement an accurate method to record the number of visits to the South Burnett Aquatic Centre to inform annual operational and service reviews	High	SBRC
South Burnett PCYC			
M8	Investigate options and identify criteria for potential additional tenants to enhance utilisation and program delivery and uptake	High	SBRC PCYC
M9	Partner with the South Burnett PCYC to develop a promotional campaign advertising the scope of programs on offer and dispelling the 'travel distance' paradigm	High	SBRC
Murgon Sports Ground			
M10	Upgrade the irrigation system for playing fields	High	Rugby league+ Cricket
M11	Upgrade lighting to training standard on one field for 'large' ball sports	Medium	Rugby league



Action No.	Action	Priority	Project Leader
<b>WONDAI</b>			
Town-wide			
W1	Rationalise Parkside Park	High	SBRC
W2	Rationalise Grant Crescent Park	High	SBRC
Dingo Park			
W3	Remove the old exercise stations and timber amphitheatre at Dingo Park	High	SBRC
W4	Develop nature play opportunities for children utilising the natural features of Dingo Park	Medium	SBRC
W5	Install up to four bench seats in locations throughout the treed parts of Dingo Park for rest, escape and nature observation	Medium	SBRC
Skate Park			
W6	Toward the end of its useful life (within the next 3-5 years) investigate suitable sites for replacement of the skate park using siting checklists contained in published skate facility guides	Medium	SBRC
Sunstrup Park			
W7	Assess the condition of the courts annually and undertake repairs to extend the life of the courts	High	Netball club SBRC
W8	Install a large shelter and seating for participants and spectators	Medium	Netball club
W9	Develop a fenced dog off-leash park on part of the park ensuring it does not impact on use of the cricket oval	Medium	SBRC
Wondai Sportsground			
W10	Support the Wondai Sportsground Association to investigate sustainable irrigation options including safe use of treated wastewater to improve playing surfaces	High	Wondai Sportsground Association
W11	Support the Wondai Sportsground Association to upgrade field lighting to support training during evenings for 'large' ball sports	Medium	Wondai Sportsground Association
Wondai Swimming Pool			
W12	Implement an accurate method to record the number of visits to the Wondai Swimming Pool to inform annual operational and service reviews	High	SBRC
South Burnett Shooting Complex			
W13	Support shooting sports to apply for external grants to fund upgrade of targets at the South Burnett Shooting Complex to required standards	High	Shooting sports
McEuen State Forest			
W14	Support the South Burnett MTB Club to apply for external funding to develop mountain bike trails	High	Mountain bike club
W15	Create a trail connecting the KKRT with McEuen State Forest to facilitate rail trail users exploring mountain bike trails in the State Forest	Medium	SBRC
Coronation Park			
W16	Plant additional shade trees to create a shaded and cool park environment in the long term	Medium	SBRC



Bore Paddock Park			
W17	At the end of its useful life, remove park embellishments including play and picnic facilities from Bore Paddock Park and limit development to walking tracks and bench seating	Low	SBRC
McKell Park			
W18	Plant additional shade trees to create a shaded and cool park environment in the long term	Medium	SBRC
Action No.	Action	Priority	Project Leader
BLACKBUTT			
Recreation			
BL1	Activate the community hall to increase use and provide recreation opportunities for all ages	Medium	SBRC
BL2	Plant additional shade trees in Les Muller Park to enhance the appeal of this park and create a visual cue leading residents and visitors along the corridor of park, trail head, skate park, museum, community hall and showgrounds	Medium	SBRC
BL3	Construct a hard shade structure over the Blackbutt skate park, install a shelter with seats and USB recharge stations, and plant shade trees	Medium	SBRC
School facilities			
BL4	Implement an accurate method to record the number of visits to the Blackbutt pool to inform annual operational and service reviews	High	SBRC
BENARKIN			
Sport and recreation			
BE1	Liaise with the local principal to 'activate' (outside school hours) the opportunities available at the school for local residents. Consider funding support to the school for upgrades to play or sport facilities available for community use	Medium	SBRC
BE2	Remove the old and ageing playground from First Settlers Park	Medium	SBRC
BE3	Identify a suitable site and develop a new nature play area that aligns with master plans for the rail trail	Medium	
BE4	Upgrade picnic facilities and shelters at First Settlers Park	Low	SBRC
KUMBIA			
Sport and recreation			
KU1	Liaise with the local principal to 'activate' (outside school hours) the opportunities available at the school for local residents. Consider funding support to the school for upgrades to play or sport facilities available for community use	Medium	SBRC
KU2	Refurbish two tennis courts (consider marking one as multi-sport); rationalise the third court	Low	SBRC
KU3	Engage the community to collaboratively redesign APEX park to separate internal pedestrian paths of travel from vehicle movements, particularly between the playground and toilet	Medium	SBRC
KU4	As an alternative to KU3, consider relocating the overnight motor home and camping to the sports ground	Medium	SBRC
KU5	Support the Race Club to seek external funding for upgrades to ancillary facilities	Medium	Race club
KU6	Activate the community hall to increase use and provide recreation opportunities for all ages	Medium	SBRC



Action No.	Action	Priority	Project Leader
<b>MAIDENWELL</b>			
Sport and recreation			
MA1	Support the Maidenwell Community Committee to continue to implement the Maidenwell master plan as funds become available	Medium	Maidenwell community committee
MA2	Implement the Coomba Falls master plan	Low	SBRC
MA3	Activate the community hall to increase use and provide recreation opportunities for all ages	Medium	SBRC
<b>MEMERAMBI</b>			
Sport and recreation			
ME1	Plant shade trees on both sides of the KKRT corridor	High	SBRC
ME2	Consider development of a small recreation node near the trail head at Memerambi in conjunction with the KKRT master planning process	High	SBRC
<b>WOOROOLIN</b>			
Sport and recreation			
W01	Liaise with the local principal to 'activate' (outside school hours) the opportunities available at the school for local residents. Consider funding support to the school for upgrades to play or sport facilities available for community use	High	SBRC
W02	Rationalise the tennis courts and building	Medium	SBRC
W03	Activate the community hall to increase use and provide recreation opportunities for all ages	Medium	SBRC
W04	Identify two locations around the perimeter of the Wooroolin wetlands to construct access points to the water. Construction materials could be road base, with the intent to allow kayak launching when conditions are suitable	Medium	SBRC
W05	Install directional and information signage to assist visitors navigate the walking tracks and bird hides at the wetlands	Medium	SBRC
<b>TINGOORA</b>			
Sport and recreation			
T1	Plant shade trees on the KKRT corridor between the Bunya Highway and Hoares Road, and additional trees on the perimeter of the sports ground	Medium	SBRC
T2	Repurpose the oval for use by unmanned aerial vehicles and drones due to its location outside of flight paths. At the end of its useful life, remove the cricket nets and dugout at the sports ground	Low	SBRC
T3	Activate the community hall to increase use and provide recreation opportunities for all ages	Medium	SBRC
<b>HIVESVILLE</b>			
Sport and recreation			
H1	Investigate the feasibility of a community bus to transport residents to larger towns to access sport, recreation, swimming pools and other services (e.g. health)	Low	SBRC
H2	Rationalise the Hivesville sports ground (cricket oval)	Low	SBRC



Action No.	Action	Priority	Project Leader
PROSTON			
Sport and recreation			
P1	Activate the community hall to increase use and provide recreation opportunities for all ages	Medium	SBRC
P2	Implement more accurate methods to record the number of visits to the Proston pool to inform annual operational and service reviews	High	SBRC
P3	Investigate the feasibility of a community bus to transport residents to larger towns to access sport, recreation, swimming pools and other services (e.g. health)	Low	SBRC



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## Section nine - Appendices

### Appendix one - Open space typologies and levels of service

- Age appropriate play elements
- Accessible play equipment
- Local recreation park
- Town recreation park
- Regional recreation park
- Local sports park
- Town sports park

### Appendix two - Outcomes of community consultation





## Appendix one: Open space typologies and levels of service

Age appropriate play elements

Accessible play equipment

Local recreation park

Town recreation park

Regional recreation park

Local sports park

Town sports park



## Age appropriate play elements

Below is a list a different play park assets that could be considered when trying to diversify the range of opportunities available.

### Toddlers (2-5 year olds)

- » climbing play structures
- » panels or themed elements e.g. kitchen, boat, train, firetruck, shop counter
- » swings
- » slides
- » spring rockers/animal riders
- » stepping stones

### Small children (5-8 year olds)

- » climbing play structures
- » swings
- » slide
- » natural climbers (e.g. rocks)
- » sensory equipment
- » climbing net
- » spinner
- » undulating small bike loop zone
- » balancing elements
- » spinner
- » panels or themed elements e.g. kitchen, boat, train, firetruck, shop counter
- » spring rockers/animal riders
- » tunnels

### Older children (8-12 year olds)

- » flying fox
- » rockclimbing wall/natural climbers (e.g. rocks)
- » climbing nets
- » spinners
- » basketball hoop
- » skate facilities
- » BMX track
- » balancing elements
- » tunnels

### Youth (12-17 year olds)

- » skate facilities
- » BMX track
- » hangout spaces (e.g. outdoor table tennis/ping pong)
- » rockclimbing wall
- » power lift bar and other stationary exercise equipment
- » basketball hoop

### Adults (18+ year old)

- » seating
- » shade
- » picnic and barbecue areas
- » outdoor exercise equipment (stationary and moving parts)



## Accessible Play Equipment Description and Intent

Accessible play equipment can be incorporated into playgrounds and be used where children of all abilities can experience fun and challenging play alongside their friends and family members. 'Play for all' spaces use a range of natural and built elements to encourage different types of play experiences, such as active, exploratory, social and quiet play. Innovative approaches in the design and construction of these spaces create expanded opportunities for children with a disability.



## Design considerations

The following is a list of equipment that can be installed at playgrounds to enhance accessible play in playgrounds:

- » Accessible carousel: high backed merri-go-round where children can play together. Design allows for wheelchairs to be locked in.
- » accessible sand digger: can be operated and accessed by children in wheelchairs to help improve hand-eye coordination and motor skills and encourage imagination.
- » accessible sand pit: allows children to transfer from wheelchairs into the sand pit
- » all abilities swing seat: easy access swing for older children
- » choice boards: allow children of all abilities to communicate with each other and others
- » multi-use spinner/spinning disc: spinning dish that allows for multiple users at the one time. Users can transfer from a wheelchair to the spinning disc and can sit or lay on the disc.
- » sand table: custom designed san table allows access for all wheelchair types, allowing children to play with and mould sand
- » wheelchair accessible swing (Liberty Swing): Often referred to as a Liberty Swing, harnesses a child's wheelchair securely in the swing
- » accessible play facilities should include the following features:
  - adequate shading
  - rubber softfall and under surfacing that is wheelchair and pram accessible
  - access to a water fountain or bubbler
  - adequate toilet amenities
  - adequate access to disabled parking
  - connecting pathways accessible by wheelchair and prams



## Local recreation park

### Description and intent

Local recreation parks provide a range of recreation opportunities for local residents. These parks contain limited infrastructure, yet offer local community benefits.

Local recreation parks are intended to offer residents a complementary open space to their backyards. They are likely to attract users from a small catchment area (about 500m radius) and generally cater for short visits by individuals or small groups.

Local recreation parks will be centrally located to the catchment or as hubs along recreation corridors where such corridors exist. There are many cost and land efficiencies (such as from dual use of land and consolidation of embellishments) that can be gained by developing hubs along pathways that connect key community areas such as: residents to schools, retail hubs etc.

### Design considerations

The following elements should be considered when designing and developing a local recreation park:

- » park to be located in a residential area and easy for residents to walk and ride to
- » recreation facilities to be clustered in an activity area, ideally located under natural shade where possible
- » mix of 3 activity options, such as:
  - basic toddler play (spring toy, slide and swing)
  - rebound wall
  - path circuit
  - flat kick-about area
  - multi-generational equipment to service a range of age groups
  - multi-functional equipment which can be used for both play and exercise (e.g. parkour equipment, monkey bars)
- » picnic table and seats to be located where they can oversee and access the activity area (preferably under a shade tree), along the internal path
- » surveillance of the majority of the park should be available from adjacent properties and from the road
- » internal paths to connect to on-road pathway system and connect to the key activity area in the park. If the park can act as a short cut for pedestrians it may also encourage them to stop and utilise the buildings
- » embellishments in the parks complement those in nearby parks and be relevant to the local area's character and demographic
- » design and embellishment of parks reflect the demographic desires of the local catchment
- » landscape edge treatments in the form of screening shrubs will improve the aesthetics of the park, soften the edges and provide some buffering to nearby residents.





## Town recreation park

### Description and intent

Town recreation parks are larger sized open spaces providing a range of buildings and activity spaces for recreation. These parks have facilities to cater for large groups and are appealing to a wide range of users. Town recreation parks can service several suburbs depending on population density, and are well known destinations for those people living within their catchment. Ideally, town recreation parks are located near social infrastructure such as schools, community centres and halls.



### Design considerations

The following elements should be considered when designing and developing a town recreation park:

- » design should reflect a broad range of needs (i.e. something for all ages and abilities)
- » one main activity node which has clusters of activities for different age groups (i.e. park equipment designed for teenagers to be together, and near to the activity node for younger age groups). This helps separate the age cohorts but keeps all activities in one larger area to assist carers monitoring activities
- » activity area could include (in addition to those listed in the local recreation park type):
  - skate facility, climbing structure, outdoor table tennis
  - bike activity track/learn-to-cycle facility
  - outdoor exercise stations
  - all-abilities play (design and layout should seek to integrate all of the play buildings together to provide social inclusion and integration of all abilities)
  - gazebos for larger groups
  - unisex toilets
  - grouped picnic facilities
- » activity area to be ideally located under natural shade, however, may be supplemented by artificial shade
- » there should be clear sight-lines into the park from nearby road and other land uses, especially the main activity area
- » picnic areas located where they oversee the activity area
- » embellishments in the parks could be themed
- » if there are multiple town recreation parks in the same town each should have a range of (preferably different) recreation opportunities
- » amenities to be near road and active area for surveillance
- » pathways link areas within the park and externally
- » off-street car parking is required.



## Regional recreation park

### Description and intent

These open spaces are major recreation parks that offer a wide variety of opportunities to a broad cross-section of the population and visitors. They are large, embellished for recreation, are well-known amongst residents and are major destinations.

People are usually content spending several hours in these parks. Regional recreation parks offer unique experiences.

They are often used to host large community events such as carols in the park, Australia Day celebrations and other festivals. Regional parks offer exciting and no cost activities for residents and visitors.

### Design considerations

The following elements should be considered when designing and developing a regional recreation open space:

- » undertake a master plan of the park. This is likely to include a long-term vision that can take many years to activate (potentially 10-15 years). The master plan should be staged so that it can be rolled out as demand is generated (and as resources allow)
- » community input into the design of the park should occur (at master plan stage and as changes occur). This is important as the community will have specific thoughts and concerns regarding this level of park
- » design must consider all age groups, people of all abilities and different cultural backgrounds
- » detailed design is often required for specific elements
- » multiple activity nodes may exist. However, these nodes will be unique, not replicated within the park and will add to the overall quality and attractiveness of the park
- » potential to have some low key commercial activity such as kiosks, cafes, museums
- » potential to have an array of buildings that offer some community service such as a nursery offering free street trees, environmental education centres, community training rooms, libraries etc.
- » park to be located where people can access easily
- » park should preferably have a variety of settings, from natural areas to highly-embellished activity areas.





## Local sports park

### Description and intent

Local sports parks are small sports facilities that generally only cater to one sporting code (or one code per sporting season). They typically only include one field/oval. Local sports parks will not have surfaces or facilities at the same level as town sports parks (and will not necessarily meet state sporting body regulations).



### Design considerations

The following elements should be considered when designing and developing local sports parks:

- » keep infrastructure at a basic level - amenity block (with no club facilities such as change rooms or canteen), informal car parking and potentially basic training standard lighting (depending on the sporting code)
- » maximise trees and natural shade around the fields and courts (although careful tree selection for court areas is important to avoid issues associated with root invasion and limb, leaf or seed fall)
- » long benches and spectator areas should be placed under shade trees where possible
- » consideration to be made regarding noise and light spillage with regards to its impact on surrounding land uses
- » all field and court orientation to be north-south (or as close to as possible)
- » consider development of simple play facilities to complement formal sports use.





## Town sports park

### Description and intent

Town sports parks and courts provide the vast majority of the venues for the Shire's training and club fixtures. A range of sports are catered for in these multi-use facilities including both field and court sports. Supporting ancillary facilities provided at town sports parks and courts allow clubs to effectively operate and include amenities, clubhouse, storage, lighting and car parking.



### Design considerations

The following elements should be considered when designing and developing town sport parks:

- » undertake a site master plan to set the direction for the facility
- » where possible, aim for sports facilities to meet state sporting organisation standards (for lower level competition and training)
- » internal path network to allow for connections within and to land adjacent to the facility
- » maximise trees and natural shade around fields and courts (although careful tree selection for court areas is important to avoid issues associated with root invasion and limb, leaf or seed fall)
- » long benches and spectator areas should be placed under shade trees where possible. Shaded spectator grass mounds can also provide good viewing areas
- » hard surfaces should be minimised by developing the minimum number of sealed parking bays, and providing turf/unsealed overflow parking (for bigger spectator games, if required)
- » consideration to be made regarding noise and light spillage with regards to its impact on surrounding land uses
- » all field and court orientation to be north-south (or as close to as possible)
- » facility to include clubhouse with basic infrastructure that is suitable for a variety of uses. Clubhouse to be centrally located where possible. Internal spaces to include:
  - amenities, change rooms and public toilets
  - kitchen/kiosk
  - first aid, massage/strapping areas
  - office and storage
  - social area
- » flexible design to allow for multiple current (e.g. summer and winter sporting season) and future uses of the open space
- » design consideration to allow for potential alternative events and temporary uses (circus, festivals, event registration area)
- » consider collocating with local/town recreation open space - especially in smaller communities to maximise land efficiencies.



## Appendix two: Outcomes of community consultation

Council workshop excerpts



## Outcomes of community consultation - Council workshop excerpts

### Where do people recreate?

- » 50% recreate at home
- » 43% on local footpaths (walk/cycle)
- » 41% at swimming pools
- » 39% use local roads (walk/cycle)
- » Parks (37%) and Rail Trail (34%)
- » Boondooma Lake
- » Private property
- » Playgrounds
- » Lake Barambah
- » Gym/fitness centre
- » National or state park/forest
- » Rivers and creeks (Ficks Crossing)

### Key barriers?

- » 33% of respondents reported no barriers
- » The remaining 67% reported the following:
  - » lack of shade (34%)
  - » poor maintenance or unclean (29%)
  - » lack of connectivity between walk/cycle paths (21%)
  - » lack of variety (20%)
  - » lack of toilets (16%)

### Travel and affordability

- » need for travel was raised
- » affordability of sport participation
- » perception that travel is less in other areas
- » perception that sport is 'cheaper' in other areas

### Highest value open spaces

- » spend quality time with family
- » natural setting
- » place to relax and unwind
- » interaction with natural environment
- » close to home
- » place to exercise
- » spend time with friends
- » appeal to the whole family

### Key upgrades?

- » more shade and shade trees
- » native plants / no annuals
- » Memorial Park, Kingaroy
- » dog off-leash area (fenced) – new and expanded
- » Fick's crossing
- » Boondooma and Bjelke-Petersen Dam

### Community use of schools

- » community access to school facilities varies
- » high school indoor courts valued
- » participation drops at age 14 particularly for females
- » database of sport coaches willing to work in area for active schools program
- » initiatives are school community specific e.g. bike riding
- » trend in declining sport skills (e.g. ball skills) and participation
- » budget impact by pools at Blackbutt and Proston

### Overall quality of opportunities

Percent of respondents rating very good and great:

- » Aquatic facilities 60%
- » Sport facilities 48%
- » Playgrounds 54%
- » Skate parks 29%
- » Natural bushland 52%
- » Places to relax and socialise 43%
- » Community halls/centres 44%
- » Activities for youth 17%
- » Activities for seniors 24%
- » Low cost/free physical activities/programs 17%

### Unnecessary parks/open spaces?

- » free camps – undermining revenue from clubs, commercial parks
- » Senior Citizens Centre ('duck pond park'), Kingaroy
- » Carew Park, Kingaroy
- » Adermann Park, Kingaroy
- » Autumn Park, Nanango
- » small under utilised 'pocket' parks



## Outcomes of sport club consultation - Council workshop excerpts

### Survey responses

- » 38 responses from broad spectrum of organisations including some arts/cultural
- » 71% of respondents have a lease/ license or seasonal user agreement with Council
- » facilities are generally suitable except for shade, water and seating
- » 78% clubs reported that the 'same people volunteering/no new volunteers' was a high or medium issue
- » 63% groups offer social/casual competitions/ activities

### Membership

- » 71% of groups expect membership to increase over the next three years
- » 24% expect membership to remain the same
- » 5% expect membership to decrease
- » 55% reported 'falling membership' as an issue
- » lack of youth participation was a high or medium issue for 63% of clubs
- » lack of female participation was noted by 54%

### Facility improvements

- » Shade
- » Water security / irrigation
- » Field or court lighting
- » Toilet/change room upgrades/ replacement
- » Use of sports grounds and tenure arrangement
- » Spare capacity at some fields and halls identified

### Relationships

- » 60% reported a good or very good relationship with Council
- » 82% reported a good or very good relationship with their peak body
- » 51% stated they did not receive any financial or training/education support from their peak body



## Key Findings - Council workshop excerpts

### Parks and playgrounds

- » Towns and villages have access to good/very good playground(s)
- » Broader range of age groups (5-12 years) catered for at some (e.g. climbing nets)
- » Evidence of 'ad hoc' development e.g. 3 x electric BBQs in one park
- » Quite a few parks and playgrounds are looking 'tired'
- » Lack of consistent signage and cross-promotion of parks and playgrounds
- » Opportunity to promote parks with different settings e.g. Carroll Nature Reserve, Mt Wooroolin

### Sport facilities

- » diverse range of opportunities within 30-40 minutes drive
- » lack of signage and directions – 'local knowledge'
- » Facebook pages, some websites, no Community Directory
- » varying condition of facilities reflecting organisation revenue, management and maintenance
- » facility maintenance and life of assets
- » water for irrigation and field lighting

### Natural areas and lookouts

- » Limited promotion to visitors
- » Mt Wooroolin – walk and mountain bike trails
- » Apex Park lookout – poor signage at playground end of park
- » Improved entry and internal signage to support exploration and navigation of Carroll Nature Reserve – interpretation and nature play - Hide 'n' Seek children's trail, 'Find the Fairies' trail

### Rail trail

- » Excellent facility with huge potential for outdoor recreation, nature-based and ecotourism
- » Use by locals and visitors increasing
- » Leverage economic benefits by supporting private investment in accommodation options, restaurants, cafés, bars, other recreation activities
- » Master planning to avoid ad hoc development and maintain 'point of difference'

### Walk and cycle

- » Most popular and participated in physical activities
- » Good pathway routes and circuits using internal park paths, footpaths and roads
- » PIP identifies 15 additional footpaths (1.5m wide) in Kingaroy, Nanango, Blackbutt, Kumbia and Proston
- » Consideration of shared paths (2.5m wide) and cycle ways to encourage active transport as well as exercise and recreation
- » Recommend additional planning for circuits
- » Residents and visitors don't see property boundaries

### Dams and water courses

- » Extensive opportunities at dams, lakes and natural water courses
- » Activation via private business is very positive e.g. fishing charters, competitions and kayaking
- » 'Get back to nature' / 'Returning to nature'
- » Opportunity to create outdoor recreation adventure parks – trails for walking, mountain biking, orienteering, regaining, ropes, slack line, rock climbing etc.

### National and state parks

- » Outdoor recreation opportunities
- » Partnership approach to offer extensive range of activities beyond what Council can offer
- » Range of settings and recreation experiences – different vegetation communities, trails, water features
- » Increase the number of overnight stays by providing an experience 'trail' through LGA



## Key Findings - Council workshop excerpts

### Challenges and opportunities

- » Current management capacity and resources are over-subscribed
- » Limited communication and promotion
- » Ageing assets and limited funds to renew/replace
- » Lack of planning resulting in ad hoc development and missed opportunities
- » Demographic realities particularly where growth is stagnant
- » Canvas for outstanding sport and recreation
- » commercial use permit system
- » programming and activation
- » walk and cycle paths and circuits
- » outdoor recreation – nature and ecotourism opportunities
- » shade trees and native plants (no annuals)

### Communication and promotion

- » What activities, where do they take place, when, who is welcome, how do I get involved?
- » Community Directory
- » Events – when, where, who, how much, food, parking, accommodation, kid friendly
- » Promotion – websites, Facebook, radio, community directory, Council events page

### Sporting facilities

- » Consistent lease, licence, seasonal agreements – clear policy applied consistently
- » Review grants and subsidies to ensure equity/proportion of community participating in sport
- » Council take increased role in asset condition assessments and maintenance
- » Reduce maintenance schedules on 'excess' sports grounds to reduce cost of service

### Parks and playgrounds

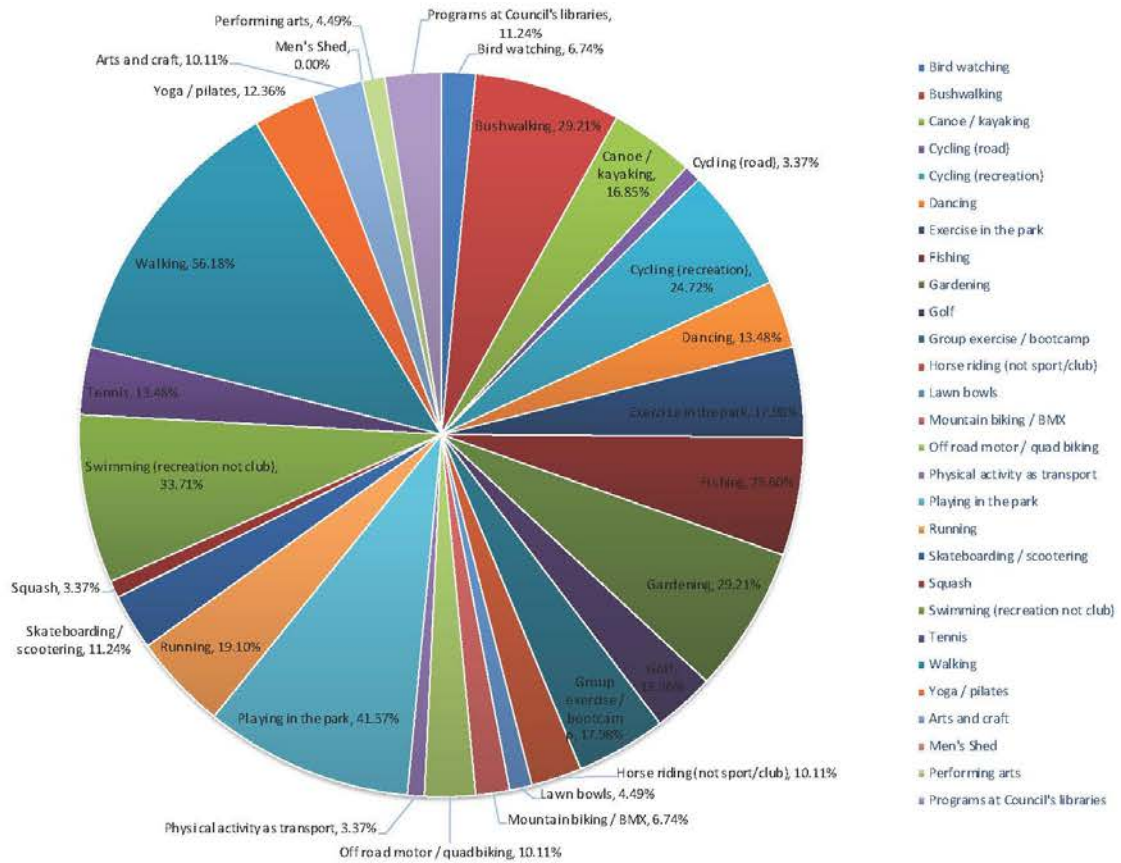
- » Establish a desired standard of service or needs based service for open space particularly sport and recreation parks
- » Establish the level of service (including embellishments) for parks and playground and communicate this to the community
- » Promotion of parks and playgrounds location and key facilities

### Outdoor recreation

- » Develop Master Plans identifying outdoor recreation opportunities for Lake Boondooma and Bjelke-Petersen Dam
- » Develop a brochure map detailing walk, cycle, mountain bike and rail trail opportunities across the LGA (hardcopy and pdf)
- » Partner with NPSR to identify authorised outdoor recreation opportunities and promote via website and hardcopy promotion materials



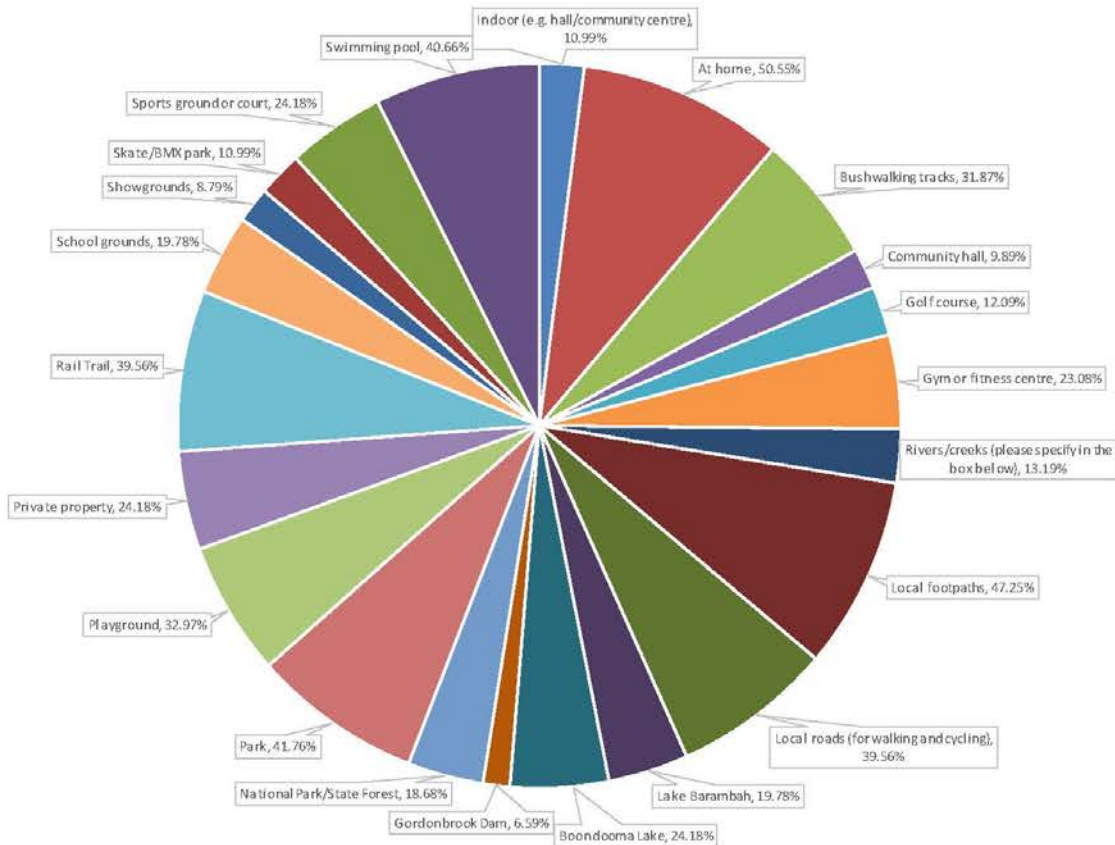
## ‘What do you do for recreation/sport?’ - Council workshop excerpts



Summary of participation preferences as at November 2017



‘At which parks, open space or facilities do you recreate?’  
 - Council workshop excerpts



Summary of park, open space and facility preferences as at November 2017

How often do you visit? (from survey as at November 2017)

- » 68.09% visit one or more times per week
- » 4.26% visit daily
- » 13.83% visit most days
- » 17.02% visit twice per week
- » 32.98% visit weekly
- » 3.19% visit fortnightly
- » 14.98% visit monthly
- » 12.77% visit rarely
- » 1.08% visit never

Top three priorities (from surveys as at November 2017)

- » Provision of places/facilities for young people
- » More community events in public parks
- » Improved quality of sports grounds/ovals/ courts





## Summary of changes to Version 5 – September 2018

Page number	Description of change
	Mayors foreword
	Contents page updated
	Section pages added to easier navigation
4	Defining key terms (glossary)
6	The South Burnett Community – demographic information for LGA
19	Numbering of fundamental directions for easier reference
22	Additional information added on: Accessible playgrounds and places, Universal Design Principles and Community use of school facilities
27	New section: State Government Priorities
36	Numbering of emerging trends for easier reference
41	Priority actions updated to reflect changes to recommendations
43	Priority actions updated to reflect changes to recommendations
47	New page: Brisbane Valley Rail Trail map and text
53	Priority actions updated to reflect changes to recommendations
54	Additional wording relating to community halls providing greater recognition of the role these facilities play in the community
55	Priority actions updated to reflect changes to recommendations
58	Rewording to reflect Council decisions re: CBD;
59	Football (Australian rules) included in Bjelke-Petersen Recreation Reserve
65	K14 – new recommendation: develop a high level concept plan over land adjacent the Kingaroy Airport to cater for location/potential relocation of motor sports
66	K25 – new recommendation: Support football (Australian rules) to develop unisex or female friendly amenities and upgrade field lighting for training purposes K43 – new recommendation: Investigate and secure tenure of the land that the Youth Park is constructed on K44 – new recommendation: Collaborate with the South Burnett CTC to develop a transparent agreement with Council regarding cleaning of the Youth Park and repairs and maintenance of assets, for the benefit of users K45 – new recommendation: Investigate suitable alternate sites for a new skate park in Kingaroy using siting checklists contained in published skate facility guides, to provide options if relocation is required in the future K46 – new recommendation: Carew Park – Clear, level and establish grass cover on the park. Engage members of the Carew family and residents of the surrounding neighbourhood to plant trees and assist them to care for trees until they are established (3-5yrs)
70	Corrections to map
74	N5 – Pioneer Park – removed dirt BMX track; added expand existing skate park
87	W6 amended – Toward the end of its useful life (within the next 3-5 years) investigate suitable sites for replacement of the skate park using siting checklists contained in published skate facility guides

91	BE3 – new recommendation: Identify a suitable site and develop a new nature play area that aligns with master plans for the rail trail
92	Additional wording regarding population catchment size. Amended wording regarding APEX Park redesign.
92	KU3 – new recommendation: Engage the community to collaboratively redesign APEX Park to separate internal pedestrian paths of travel from vehicle movements, particularly between the playground and toilet KU4 – new recommendation: As an alternative to KU3, consider relocating the overnight motor home and camping to the sports ground
98	Amended wording recognising school. T2 – new recommendation: Repurpose the oval for use by unmanned aerial vehicles and drones due to its location outside of flight paths. At the end of its useful life, remove the cricket nets and dugout at the sports ground
99	Additional wording to describe the intent to repurpose the sports ground into a recreation park. Additional wording relating to public toilet and location.
100	P4 deleted
103	New section: Local Government collaboration (standard across Cherbourg, North Burnett and South Burnett LGA plans)
107	CW1 amended – Investigate opportunities to establish a new position to oversee planning and development of sport and recreation
108	CW16 – new recommendation: In recognition of the value to the community, provide in-principle support to not-for-profit community groups applying for grants and funding to improve facilities (not owned by Council) and services that provide sport and active recreation benefits for residents
109	CW22 – new recommendation: Clarify the process for sport, recreation and community organisations to obtain support letters from Council when seeking external funding for projects, particularly for facilities and infrastructure proposed for construction on Council owned or managed land. Ensure the process includes identifying and consulting internal Council stakeholders to ensure projects supported align with Council’s adopted strategic, master, operational and other relevant plans
113	New recommendations relating to community capacity building: CAP1 Identify and promote resources (potentially via links on Council’s website) that support community organisation’s capacity building, particularly in the following focus areas: <ul style="list-style-type: none"> <li>▪ improving volunteer recruitment and training</li> <li>▪ volunteer roles and delegation of tasks</li> <li>▪ leadership succession</li> <li>▪ financial management</li> <li>▪ securing grants and other funding</li> <li>▪ updating technology</li> <li>▪ development or business planning</li> <li>▪ risk planning and management</li> <li>▪ governance models and arrangements</li> </ul> CAP2 Consider collaborating with key stakeholders, such as sport, recreation and community organisations, South Burnett CTC, high schools and employment agencies

	<p>(to name some), to hold an annual event(s) aimed at increasing awareness about and encouraging volunteering as well as connecting organisations with potential volunteers</p> <p>CAP3 Consider promotion and use of <i>Volunteering Queensland</i> (<a href="https://volunteeringqld.org.au/">https://volunteeringqld.org.au/</a>) in the South Burnett as a means to connect potential volunteers with organisations that require volunteers</p> <p>CAP4 Promote resources available through the Australian Sports Commission (<a href="https://www.ausport.gov.au/supporting/clubs">https://www.ausport.gov.au/supporting/clubs</a>) particularly the <i>Club Health Check</i> and other club development tools and resources, and the Queensland Government sport and recreation resource website (<a href="https://www.npsr.qld.gov.au/clubs-organisations/">https://www.npsr.qld.gov.au/clubs-organisations/</a>)</p> <p>CAP5 Collaborate with health promotion agencies and media outlets in the South Burnett to promote <i>Australia's Physical Activity and Sedentary Behaviour Guidelines</i>, highlighting each of the guides applicable to age brackets and distinct groups (e.g. older adults, families) and promote current activities available in towns and villages</p> <p>CAP6 Maintain awareness of increasing pressures on the administration of community-based sport organisations as accountability increases. Investigate and remain open-minded about options for governance models for community sport organisations, including amalgamation of complementary incorporated organisations and the potential of corporate structures and/or 'umbrella' governance arrangements for multiple activities/sports. Facilitate connections and positive discussions between groups if/when require</p>
114-123	Recommendations amended to match those contained within document
128	Additional information relating to accessible play equipment
134-140	Additional appendix: outcomes of community consultation

**10. Portfolio - Natural Resource Management, Parks and Indigenous Affairs**

**10.1 Natural Resource Management, Parks and Indigenous Affairs Portfolio Report**

**Document Information**

**ECM ID** 2539564

**Author** Cr Kathy Duff

**Date** 27 September 2018

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**Précis**

Natural Resource Management, Parks and Indigenous Affairs Portfolio Report

**Summary**

Cr Duff presented her Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council.

**Officer's Recommendation**

That Cr Duff's Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council be received.

## **10.2 Natural Resource Management & Parks (NRM&P)**

### *Officer's Reports*

#### **10.2.1 NRM&P - 2539928 - Approval of the South Burnett Biosecurity Surveillance Program in accordance with the Biosecurity Act 2014.**

### **Document Information**

**ECM ID** 2539928

**Author** Manager NRM & Parks

**Endorsed By** General Manager Corporate Services

**Date** 28 September 2018

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### **Précis**

Approval of the South Burnett Biosecurity Surveillance Program in accordance with the *Biosecurity Act 2014*.

### **Summary**

Under the Biosecurity Act 2014 Council is required to develop and conduct a Biosecurity Surveillance program formerly known as a pest survey program to detect and monitor the treatment of restricted and prohibited weeds and pest animal species within their Local Government area.

A Biosecurity Surveillance program enables authorised local government officers to conduct property inspections to identify and map the extent of outbreaks and monitor treatment programs to assist landholders to meet their general biosecurity obligation under the *Biosecurity Act 2014*.

### **Officer's Recommendation**

That Council approve the commencement of the South Burnett Biosecurity Surveillance Program for restricted and prohibited matter under the *Biosecurity Act 2014* across the South Burnett Regional Council area starting on 26 November 2018 and finishing 25 November 2019.

### **Financial and Resource Implications**

No additional resources required above allocated resources within Natural Resource Management budget.

### **Link to Corporate/Operational Plan**

Corporate Plan ENV1 - Our region's environment assets are promoted, protected and enhanced. Strategy - *Protect and enhance the diverse array of natural assets that exist in the region in accordance with relevant legislation.*

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### **Communication/Consultation (Internal/External)**

Draft program presented at portfolio meeting. Approved draft forwarded to Department of Agriculture and Fisheries for consultation, recommendations were received and adopted in the attached final version.

### **Legal Implications (Statutory Basis, Legal Risks)**

Requirement of Local Government under the *Biosecurity Act 2014*.

### **Policy/Local Law/Delegation Implications**

Consistent with Councils pest management compliance procedures.

### **Asset Management Implications**

No assets required

### **Attachments**

1. South Burnett Biosecurity Surveillance Program.



**South Burnett Biosecurity Surveillance Program for  
Restricted and Prohibited Matter under the *Biosecurity  
Act 2014***



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## 1 Biosecurity Program

### 1.1 Program Name

The surveillance program (pest survey) for invasive plants and animals that are prohibited or restricted biosecurity matter in the South Burnett Local Government Area will be known as the South Burnett Biosecurity Surveillance Program (the program).

The biosecurity matter to which the program may relate includes all invasive biosecurity matter as defined in section 48(1) of the Act.

## 2 Requirement for a Surveillance Program

### 2.1 Purpose and rationale

The *Biosecurity Act 2014* (the Act) provides for the establishment of surveillance programs. Surveillance programs are directed at any of the following—

- (a) monitoring compliance with the Act in relation to a particular matter to which the Act applies;
- (b) confirming the presence, or finding out the extent of the presence, in the State or the parts of the State to which the program applies, of the biosecurity matter to which the program relates;
- (c) confirming the absence, in the State or the parts of the State to which the program applies, of the biosecurity matter to which the program relates;
- (d) monitoring the effects of measures taken in response to a biosecurity risk;
- (e) monitoring compliance with requirements about prohibited matter or restricted matter;
- (f) monitoring levels of biosecurity matter or levels of biosecurity matter in a carrier.

The objectives of the South Burnett Biosecurity Surveillance Program (the Program) are:

- (a) Confirm the presence, and find out the extent of the presence in the South Burnett, of the prohibited or restricted matter to which the program relates;
- (b) Confirm the absence in the South Burnett, of the prohibited matter to which the program relates;
- (c) Monitor the effects of measures taken in response to a biosecurity risk posed by invasive biosecurity matter

Pest Management Programs are a core legislative function of Local Government, prior to the introduction of the *Biosecurity Act 2014*, programs were administered under the *Land Protection (Pest and Stock Route) Management Act 2002*.

Previous pest surveys for declared pests in the South Burnett under the *Land Protection Pest and Stock Route Management Act* have detected restricted biosecurity matter formerly known as class 1 and 2 declared pests.

Ongoing surveillance of these species is required to support spread prevention and control programs.

### 2.2 Measures that are required to achieve the purpose

The key activities undertaken by the Program include but are not limited to;

- Conduct inspections on public and private land to determine the presence, extent and risk posed by prohibited or restricted matter (formerly known as declared weeds and pest animals). Surveillance will be conducted by Authorised Officers predominantly by visual ground inspection. Inspection may also be undertaken by aerial survey or fixed camera traps.
- Provide information and advice to the property owner or relevant party regarding the level of risk and appropriate control measures required to meet the owner or relevant parties general biosecurity obligation.
- Provide information about support programs that may be available
- Monitor treatment programs and enforce compliance where necessary.

## 2.3 Powers of authorised officers

### Entry of place

The Act provides that authorised officers appointed under the Act may, at reasonable times, enter a place situated in an area to which a biosecurity program applies, to take any action authorised by the biosecurity program<sup>1</sup>. These activities must be done in a timely and efficient manner to ensure that the measures are as effective as possible. The Program will authorise entry into places to allow these measures to be undertaken.

In accordance with the Act a reasonable attempt will be made to locate an occupier<sup>2</sup> and obtain the occupier's consent to the entry prior to an authorised officer entering a place to undertake activities under the Program. Nevertheless, an authorised officer may enter the place if<sup>3</sup>—

- (a) The authorised officer is unable to locate an occupier after making a reasonable attempt to do so; or
- (b) the occupier refuses to consent to the entry.

If after entering a place an authorised officer finds an occupier present or the occupier refuses to consent to the entry—an authorised officer will make reasonable attempts to produce an identity card for inspection and inform the occupier of the reason for entering and the authorisation under the Act to enter without the permission of the occupier. An authorised officer under the South Burnett Biosecurity Surveillance Program must make a reasonable attempt to inform the occupier of any steps taken, or to be taken, and if steps have been taken or are to be taken, that it is an offence to do anything that interferes with a step taken or to be taken.

An authorised officer must leave a notice in a conspicuous position and in a reasonably secure way. This notice must state the date and time of entry and information addressing the reason for entry, authorisation to enter a place and the steps undertaken by the authorised officer after entry.

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<sup>1</sup> See section 261 (Power to enter a place under biosecurity program) of the Act.

<sup>2</sup> The Act defines an *occupier*, of a place, generally to include the person who apparently occupies the place (or, if more than 1 person apparently occupies the place, any of the persons); any person at the place who is apparently acting with the authority of a person who apparently occupies the place; or if no-one apparently occupies the place, any person who is an owner of the place.

<sup>3</sup> See section 270 (Entry of place under sections 261 and 262) of the Act.

#### **Power to carry out aerial controls measures**

The power to carry out aerial control measures is authorised by a biosecurity program under the Act<sup>4</sup>. This means that an authorised officer may carry out, or direct another person to carry out, the aerial control measure for a prohibited or restricted biosecurity matter in relation to a place to which the Program relates.

#### **Obligations**

A person must not interfere with cameras or traps placed to detect invasive biosecurity matter.

#### **General powers of authorised officers**

Nothing in the Program or its associated Authorisation limits the powers of authorised officers under Chapter 10 of the Act.

### **2.4 Consultation**

Consultation was undertaken with Department of Agriculture and Fisheries

## **3 Authorisation of a biosecurity surveillance program in the South Burnett Local Government Area**

Authorisation of the South Burnett Biosecurity Surveillance program was made by a resolution of South Burnett Regional Council at a general meeting held on 10 October 2018.

### **3.1 Biosecurity matter**

The biosecurity matter to which the Program relates may include any invasive biosecurity matter as defined in section 48(1) of the Act.

### **3.2 Purpose of the Program**

The purpose of the Program in the South Burnett Local Government Area is to;

- (a) Confirm the presence, and find out the extent of the presence in the South Burnett, of prohibited or restricted biosecurity matter to which the program relates;
- (b) Confirm the absence in the South Burnett, of prohibited or restricted biosecurity matter to which the program relates;
- (c) Monitor the effects of measures taken in response to a biosecurity risk posed by prohibited or restrictive matter
- (d) Conduct inspections on public and private land to determine the presence, extent and risk posed by prohibited or restricted matter (formerly known as declared weeds and pest animals). Surveillance will be conducted by Authorised Officers predominantly by visual ground inspection. Inspection may also be undertaken by aerial survey or fixed camera traps.

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<sup>4</sup> See section 294 (Power to carry out aerial control measures under biosecurity program) of the Act. Section 294(6) of the Act defines **aerial control measure**, for biosecurity matter, to mean an activity, done from the air by an airborne machine or a person in an aircraft, to achieve a purpose of a biosecurity program and includes the following—

- surveying and monitoring the biosecurity matter;
- distributing an agricultural chemical to control the biosecurity matter.

- (e) Provide information and advice to the property owner or relevant party regarding the level of risk and appropriate control measures required to meet the owner or relevant parties general biosecurity obligation.
- (f) Provide information about support programs that may be available
- (g) Monitor treatment programs and enforce compliance where necessary.

### **3.3 Area affected by the Program**

The surveillance program is authorised for the whole of the South Burnett Local Government Area. Individual properties will be selected for inspection based on observation or known presence of prohibited or restricted biosecurity matter, or the receipt of reports or complaints.

### **3.4 Powers of authorised officers**

An authorised officer of the Program appointed under the *Biosecurity Act 2014*, may enter a place—other than a residence<sup>5</sup>—without a warrant and without the occupier's consent within the State of Queensland under the Program<sup>6</sup>. An authorised officer appointed under the *Biosecurity Act 2014* will also have the power to enter a place under the Program.<sup>7</sup>

An authorised officer can exercise the powers of an authorised officer under the Act in relation to the Program, if the authorised officer is appointed by the chief executive<sup>8</sup>. An authorised officer has general powers after entering a place to do any of the following<sup>9</sup>:

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<sup>5</sup> The Act defines a *residence* to mean a premises or a part of a premises that is a residence with the meaning of section 259(2) and 259(3).

<sup>6</sup> See section 259 (General powers to enter places) of the Act.

<sup>7</sup> See section 261 (Power to enter a place under biosecurity program) of the Act.

<sup>8</sup> See section 255 (3) (Powers of particular authorised officers limited) of the Act.

<sup>9</sup> See section 296 (General powers) of the Act.

General powers in the Act	Measures an authorised officer may take under the Program <b>&lt;REVISE AND AMEND AS REQUIRED&gt;</b>
Search any part of the place	<i>Search a place to check for the presence or absence of prohibited or restricted biosecurity matter.</i>
Inspect <sup>10</sup> , examine <sup>11</sup> or film <sup>12</sup> any part of the place or anything at the place	<i>Inspect, examine and film to assist with tracing of carriers to and from a place.</i>
Take for examination a thing, or a sample of or from a thing, at the place	<i>Take samples for the purposes of diagnostic analysis, to ascertain the presence or absence of prohibited or restricted biosecurity matter</i>
Place an identifying mark in or on anything at the place	<i>Establish fixed camera sites.</i>
Place a sign or notice at the place	<i>Produce a written and/or electronic note(s) to support Program activities.</i>
Produce an image or writing at the place from an electronic document or, to the extent it is not practicable, take a thing containing an electronic document to another place to produce an image or writing	<i>Take GPS coordinates to ensure accuracy of location details of carriers or invasive biosecurity matter</i>
Take to, into or onto the place and use any person, detection animal, equipment and materials the authorised officer reasonably requires for exercising the authorised officer's powers under this division	<i>Take a document such as a weed hygiene declaration that is relevant to the objectives of the Program.</i>
Destroy biosecurity matter or a carrier if the authorised officer believes on reasonable grounds the biosecurity matter or carrier presents a significant biosecurity risk; and the owner of the biosecurity matter or carrier consents to its destruction	
Remain at the place for the time necessary to achieve the purpose of the entry	
The authorised officer may take a necessary step to allow the exercise of a general power	
If the authorised officer takes a document from the place to copy it, the authorised officer must copy and return the document to the place as soon as practicable	
If the authorised officer takes from the place an article or device reasonably capable of producing a document from an electronic document to produce the document, the authorised officer must produce the document and return the article or device to the place as soon as practicable.	

An authorised officer may make a requirement (a **help requirement**) of an occupier of the place or a person at the place to give the authorised officer reasonable help to exercise a general power<sup>13</sup>.

An authorised officer may carry out, or direct another person to carry out, aerial surveillance measures for invasive biosecurity matter in relation to a place. Under the Program these measures include surveillance by visual, photographic or electronic observations of the place. The surveillance may be undertaken by manned aircraft or an unmanned aerial vehicle (UAV's)

<sup>10</sup> Section 296(5) defines *inspect*, a thing, to include open the thing and examine its contents.

<sup>11</sup> Section 296(5) defines *examine* to include analyse, test, account, measure, weigh, grade, gauge and identify.

<sup>12</sup> Section 296(5) defines *film* to include photograph, videotape and record an image in another way.

<sup>13</sup> See section 297 (Power to require reasonable help) of the Act.

### **3.5 Obligations imposed on a person under the Program**

The following obligations may be imposed on a person who is an occupier of a place to which the Program relates:

A person must not interfere with cameras or traps placed to detect invasive biosecurity matter.

### **3.6 Commencement and duration of the Program**

The Program will begin on 26 November 2018 and will continue until 25 November 2019. The duration of the program is considered to be reasonably necessary to achieve the Program's purpose.

### **3.7 Consultation with relevant parties**

As required by the Act<sup>14</sup>, South Burnett Regional Council has consulted, prior to the authorisation of the Program, with the Department of Agriculture and Fisheries.

### **3.8 Notification of relevant parties of requirements**

As required by the Act<sup>15</sup>, I will give public notice of the Program 14 days before the Program starts by:

- giving the notice, by way of letter, to each government department or government owned corporation responsible for land in the area to which the Program relates; and
- publishing the notice on the South Burnett Regional Council website.

A copy of the Program (including its Authorisation) is available for inspection at the South Burnett Regional Council Administration Building at Glendon Street, Kingaroy and regional offices. A copy of the Program is also available to view and print at no cost on the South Burnett Regional Council website at [www.southburnett.qld.gov.au](http://www.southburnett.qld.gov.au). A copy of the Program Authorisation will be provided on request by contacting the South Burnett Regional Council Customer Service Centre on (07) 4189 9100.

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<sup>14</sup> See section 239 (Consultation about proposed biosecurity program) of the Act.

<sup>15</sup> See section 240 (Notice of proposed biosecurity program) of the Act.



## 4 PUBLIC NOTICE

### **Notice of a Biosecurity Surveillance Program for Restricted and Prohibited Matter.**

#### ***Biosecurity Act 2014***

#### **South Burnett Regional Council**

### **PURPOSE AND SCOPE OF THE PROGRAM**

#### **Purpose**

The purpose of the Program in the South Burnett Local Government Area is to;

- (h) Confirm the presence, and find out the extent of the presence in the South Burnett, of prohibited or restricted biosecurity matter to which the program relates;
- (i) Confirm the absence in the South Burnett, of prohibited or restricted biosecurity matter to which the program relates;
- (j) Monitor the effects of measures taken in response to a biosecurity risk posed by prohibited or restrictive matter
- (k) Conduct inspections on public and private land to determine the presence, extent and risk posed by prohibited or restricted matter (formerly known as declared weeds and pest animals). Surveillance will be conducted by Authorised Officers predominantly by visual ground inspection. Inspection may also be undertaken by aerial survey or fixed camera traps.
- (l) Provide information and advice to the property owner or relevant party regarding the level of risk and appropriate control measures required to meet the owner or relevant parties general biosecurity obligation.
- (m) Provide information about support programs that may be available
- (n) Monitor treatment programs and enforce compliance where necessary.

#### **Program Area**

The surveillance program is authorised for the whole of the South Burnett Local Government Area. Individual properties will be selected for inspection based on observation or known presence of prohibited or restricted biosecurity matter, or the receipt of reports or complaints.

#### **START DATE AND DURATION OF THE PROGRAM**

Program will commence on 26 November 2018 and extend for a period of twelve (12) months until 25 November 2019.

#### **AVAILABILITY AND PRICE OF A COPY OF THE PROGRAM AUTHORISED BY THE CHIEF EXECUTIVE**

A copy of the Program (including its Authorisation) is available for inspection at the South Burnett Regional Council Administration building at Glendon Street, Kingaroy and regional offices. A copy of the Program is also available to view and print at no cost on the South Burnett Regional Council website at [www.southburnett.qld.gov.au](http://www.southburnett.qld.gov.au). A copy of the Program Authorisation will be provided on request by contacting the South Burnett Regional Council Customer Service Centre on (07) 4189 9122.

**11. Portfolio - Finance, ICT & Human Resources**

**11.1 Finance, ICT and Human Resources Portfolio Report**

**Document Information**

**ECM ID** 2539570

**Author** Cr Ros Heit

**Date** 27 September 2018

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**Précis**

Finance, ICT and Human Resources Portfolio Report

**Summary**

Cr Heit presented her Finance, ICT and Human Resources Portfolio Report to Council.

**Officer's Recommendation**

That Cr Heit's Finance, ICT and Human Resources Portfolio Report to Council be received.

**11.2 Finance (F)*****Officer's Reports*****11.2.1 F - 2539521 - First Quarter Review of Operating and Capital Budgets****Document Information****ECM ID 2539521****Author Manager Finance****Endorsed  
By General Manager Finance****Date 2 October 2018****Précis**

First quarter review of Council's 2018/2019 operating and capital budgets.

**Summary****Operating Budget**

A review of the 2019 Budget has been undertaken as at 30 September 2018. The amended Operational Budget results in an operating surplus of \$ 1,000,149.

The table below shows the projected changes compared to the original budget:

	18/19 Original Budget		18/19 Proposed Budget		Variance	
	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE	REVENUE	EXPENDITURE
General Operations	- 43,988,368	44,039,563	- 44,088,274	44,139,258	99,906	- 99,695
Plant & Fleet	- 58,000	- 397,952	- 58,000	- 397,952	-	-
Sewerage	- 5,484,598	5,349,238	- 5,484,598	5,349,238	-	-
Water	- 9,530,428	9,376,682	- 9,530,428	9,376,682	-	-
Waste	- 5,006,646	4,576,068	- 5,006,646	4,700,571	-	124,503
<b>TOTAL</b>	<b>- 64,068,040</b>	<b>62,943,599</b>	<b>- 64,167,946</b>	<b>63,167,797</b>	<b>99,906</b>	<b>- 224,198</b>
<b>Operating (Surplus)/Deficit</b>	<b>- 1,124,441</b>		<b>- 1,000,149</b>		<b>- 124,292</b>	

**Table of Main Changes**

The first quarter review indicates a decrease in the operating result of \$124,292. A summary of the main changes is listed below. It should be noted that the main reason for the decrease is due to the unwinding of the discount which is finalised each year end. In the past this has not been budgeted for. Finance is now budgeting long term for this expense as it has an impact on the Income Statement.

The net result also indicates a decrease of \$1,439,813. This is mainly on account of a reduction in capital grants being received for the Kingaroy Revitalisation Project.

<b>Table of Main Changes to Operating Result</b>		
<b>Department</b>	<b>Reason</b>	<b>Amount \$ (Inc) / Dec</b>
Waste	Unwinding of Landfill provision. Not previously budgeted.	(124,503)
Roads	Unwinding of Gravel provision. Not previously budgeted.	(41,860)
Finance	Increase in FAGS Grant	74,709
Aerodromes	Decrease in fuel sales due to pump not working	(15,000)
Planning & Land Management	Proposed Increase in Fee Revenue	10,000
NRM & Parks	Proposed Increase in Fee Revenue	1,000
Social & Corporate	Decrease in RADF grant revenue	(7,000)
Social & Corporate	Increase in Expenditure due to "In Kind"	(18,938)
Indigenous Affairs	Increase in Expenditure	(2,700)
	<b>TOTAL</b>	<b>(124,292)</b>

### Capital Budget

The Capital Budget first quarter revision report is attached.

There were some minor changes between projects. The only major change was a decrease in the capital budget of \$3,862M for the Kingaroy Town Revitalisation Project pending its review and further potential funding applications.

In the original budget Council identified two potential borrowings for the 2018/2019 financial year as follows:

- Kingaroy CBD Development \$2m and,
- Water Allocation Purchases \$2m.

Pending a further strategic review of these two projects Council will not be borrowing the \$4M proposed in the debt policy for the 2018/2019 financial year. The long term forecast has been amended accordingly.

### Ratios

The Operating Surplus Ratio and the Net Financial Liability Ratio is tracking within the upper and lower target limits. The Asset Sustainability ratio drops below the threshold limit of 90% in various future years. Senior Management is aware of this trend and is currently working with Council to review its long term financial forecast which includes all financial sustainability ratios.

### Officer's Recommendation

That:

- In accordance with Section 170(3) of the *Local Government Regulation 2012* the revised 2018/2019 operational and capital budgets be adopted.
- Council not continue with the borrowing application for loan funds identified in the original 2018/2019 budget and the Debt Policy 2018/2019.

**Projected Balance Sheet for Period 2018/2019 - 2027/2028**

	2018/2019 YTD Actuals	Original Budget 2018/2019	Projected 2018/2019	Projected 2019/2020	Projected 2020/2021	Projected 2021/2022
			\$	\$	\$	\$
<b>ASSETS</b>						
<b>Current Assets</b>						
Cash and Cash Equivalents	33,100,299	43,021,416	38,778,616	51,325,175	67,536,464	69,853,781
Receivables	23,983,300	4,858,960	4,837,187	4,008,392	4,042,033	4,113,563
Inventories	1,011,255	1,164,711	1,164,711	1,153,582	1,142,565	1,131,658
<b>Total Current Assets</b>	<b>58,094,854</b>	<b>49,045,087</b>	<b>44,780,514</b>	<b>56,487,149</b>	<b>72,721,061</b>	<b>75,099,002</b>
<b>Non-Current Assets</b>						
Receivables - Non-Current	1,887,990	1,999,654	1,999,654	1,776,390	1,553,126	1,331,251
Infrastructure, Property, Plant and Equipment	940,153,196	946,617,628	943,755,414	944,856,746	945,790,875	952,923,218
Intangible Assets	8,739,854	8,678,362	8,678,362	8,667,050	8,649,912	8,626,831
<b>Total Non-Current Assets</b>	<b>950,781,041</b>	<b>957,295,644</b>	<b>954,433,430</b>	<b>955,300,186</b>	<b>955,993,913</b>	<b>962,881,300</b>
<b>Total Assets</b>	<b>1,008,875,894</b>	<b>1,006,340,731</b>	<b>999,213,944</b>	<b>1,011,787,335</b>	<b>1,028,714,974</b>	<b>1,037,980,302</b>
<b>LIABILITIES</b>						
<b>Current Liabilities</b>						
Payables	4,862,060	3,427,716	3,427,975	3,620,737	3,632,822	3,645,765
Borrowings	2,623,849	3,234,879	2,758,080	2,892,080	3,389,000	4,180,000
Provisions	3,330,691	3,582,934	3,582,934	3,654,592	3,727,684	3,802,237
<b>Total Current Liabilities</b>	<b>10,816,600</b>	<b>10,245,529</b>	<b>9,768,989</b>	<b>10,167,409</b>	<b>10,749,506</b>	<b>11,628,002</b>
<b>Non-Current Liabilities</b>						
Payables - Non-Current	1,936,896	1,840,794	1,840,794	1,636,262	1,431,730	1,227,198
Borrowings - Non-Current	35,440,536	39,189,094	33,978,660	41,087,738	55,200,887	61,022,326
Provisions - Non-Current	13,480,023	13,700,835	13,700,835	13,592,321	13,466,308	13,431,293
<b>Total Non-Current Liabilities</b>	<b>50,857,454</b>	<b>54,730,723</b>	<b>49,520,289</b>	<b>56,316,321</b>	<b>70,098,925</b>	<b>75,680,817</b>
<b>Total Liabilities</b>	<b>61,674,054</b>	<b>64,976,252</b>	<b>59,289,278</b>	<b>66,483,730</b>	<b>80,848,431</b>	<b>87,308,819</b>
<b>Net Assets</b>	<b>947,201,840</b>	<b>941,364,479</b>	<b>939,924,666</b>	<b>945,303,605</b>	<b>947,866,543</b>	<b>950,671,483</b>
<b>Equity</b>						
Retained Earnings	440,694,122	433,691,086	432,251,273	437,630,212	440,193,150	442,998,090
Revaluation Reserves	506,507,718	507,673,393	507,673,393	507,673,393	507,673,393	507,673,393
<b>Total Equity</b>	<b>947,201,840</b>	<b>941,364,479</b>	<b>939,924,666</b>	<b>945,303,605</b>	<b>947,866,543</b>	<b>950,671,483</b>

	Projected 2022/2023	Projected 2023/2024	Projected 2024/2025	Projected 2025/2026	Projected 2026/2027	Projected 2027/2028
	\$	\$	\$	\$	\$	\$
<b>ASSETS</b>						
<b>Current Assets</b>						
Cash and Cash Equivalents	56,668,616	47,621,163	44,987,467	56,876,702	47,500,520	39,894,953
Receivables	4,294,112	4,553,359	4,901,076	5,311,863	5,776,438	6,320,498
Inventories	1,120,860	1,110,170	1,099,587	1,089,110	1,078,737	1,068,468
<b>Total Current Assets</b>	<b>62,083,587</b>	<b>53,284,692</b>	<b>50,988,129</b>	<b>63,277,675</b>	<b>54,355,695</b>	<b>47,283,919</b>
<b>Non-Current Assets</b>						
Receivables - Non-Current	1,109,376	887,501	665,626	443,751	221,876	-
Infrastructure, Property, Plant and Equipment	965,099,127	972,371,227	973,895,888	975,786,369	984,085,368	990,141,060
Intangible Assets	8,597,688	8,562,362	8,520,729	8,472,663	8,418,036	8,356,716
<b>Total Non-Current Assets</b>	<b>974,806,191</b>	<b>981,821,090</b>	<b>983,082,243</b>	<b>984,702,783</b>	<b>992,725,280</b>	<b>998,497,776</b>
<b>Total Assets</b>	<b>1,036,889,778</b>	<b>1,035,105,782</b>	<b>1,034,070,372</b>	<b>1,047,980,458</b>	<b>1,047,080,975</b>	<b>1,045,781,695</b>
<b>LIABILITIES</b>						
<b>Current Liabilities</b>						
Payables	3,661,472	3,676,540	3,692,141	3,707,257	3,722,359	3,738,475
Borrowings	4,611,394	4,819,314	4,677,314	4,876,314	5,113,314	5,325,314
Provisions	3,878,282	3,955,848	4,034,965	4,115,664	4,197,978	4,281,938
<b>Total Current Liabilities</b>	<b>12,151,148</b>	<b>12,451,702</b>	<b>12,404,420</b>	<b>12,699,235</b>	<b>13,033,651</b>	<b>13,345,727</b>
<b>Non-Current Liabilities</b>						
Payables - Non-Current	1,022,666	818,134	613,602	409,070	204,538	-
Borrowings - Non-Current	56,411,359	51,591,660	46,915,759	57,042,647	51,929,535	46,603,959
Provisions - Non-Current	13,276,772	12,767,002	12,649,485	12,580,213	12,499,512	11,946,677
<b>Total Non-Current Liabilities</b>	<b>70,710,797</b>	<b>65,176,796</b>	<b>60,178,846</b>	<b>70,031,930</b>	<b>64,633,585</b>	<b>58,550,636</b>
<b>Total Liabilities</b>	<b>82,861,945</b>	<b>77,628,498</b>	<b>72,583,266</b>	<b>82,731,165</b>	<b>77,667,236</b>	<b>71,896,363</b>
<b>Net Assets</b>	<b>954,027,833</b>	<b>957,477,284</b>	<b>961,487,106</b>	<b>965,249,294</b>	<b>969,413,739</b>	<b>973,885,332</b>
<b>Equity</b>						
Retained Earnings	446,354,440	449,803,891	453,813,713	457,575,901	461,740,346	466,211,939
Revaluation Reserves	507,673,393	507,673,393	507,673,393	507,673,393	507,673,393	507,673,393
<b>Total Equity</b>	<b>954,027,833</b>	<b>957,477,284</b>	<b>961,487,106</b>	<b>965,249,294</b>	<b>969,413,739</b>	<b>973,885,332</b>

### Projected Cash Flow for Period 2018/2019 - 2027/2028

	Budget 2018/2019 \$	Projected 2019/2020 \$	Projected 2020/2021 \$	Projected 2021/2022 \$	Projected 2022/2023 \$
<b>Cash Flows from Operating Activities</b>					
<i>Receipts:</i>					
Receipts from Customers	67,343,828	68,267,503	69,308,877	70,974,000	72,543,408
Interest Received	750,000	757,500	765,075	772,726	780,453
Rental Income	473,693	483,166	492,828	502,684	512,737
Non Capital Grants and Contributions	7,483,466	7,432,946	7,509,254	7,586,402	7,664,401
<i>Payments:</i>					
Payment to Suppliers	- 57,037,818	- 56,150,764	- 57,182,562	- 58,152,801	- 59,382,987
Borrowing Costs	- 2,150,197	- 2,257,049	- 2,948,774	- 3,141,855	- 2,943,903
<b>Net Cash Provided (or Used) in Operating Activities</b>	<b>16,862,972</b>	<b>18,533,302</b>	<b>17,944,698</b>	<b>18,541,156</b>	<b>19,174,109</b>
<b>Cash Flows from Investing Activities</b>					
<i>Receipts:</i>					
Proceeds from Sale of PPE	455,100	457,202	459,346	461,533	463,763
Grants, Subsidies, Contributions and Donations	5,229,181	3,231,821	198,235	155,256	111,418
<i>Payments:</i>					
Payments for PPE	- 18,770,373	- 16,918,843	- 17,001,060	- 23,453,067	- 28,754,883
<b>Net Cash Provided (or Used) in Investing Activities</b>	<b>- 13,086,092</b>	<b>- 13,229,820</b>	<b>- 16,343,479</b>	<b>- 22,836,278</b>	<b>- 28,179,702</b>
<b>Cash Flows from Financing Activities</b>					
<i>Receipts:</i>					
Proceeds from Borrowings	-	10,000,000	17,500,000	10,000,000	-
<i>Payments:</i>					
Repayments of Borrowings	- 3,163,801	- 2,756,922	- 2,889,931	- 3,387,561	- 4,179,573
<b>Net Cash Provided (or Used) in Financing Activities</b>	<b>- 3,163,801</b>	<b>7,243,078</b>	<b>14,610,069</b>	<b>6,612,439</b>	<b>- 4,179,573</b>
<b>Net Increase/(Decrease) in Cash and Cash Equivalents</b>	<b>613,079</b>	<b>12,546,560</b>	<b>16,211,288</b>	<b>2,317,317</b>	<b>- 13,185,166</b>
<b>Cash and Cash Equivalents at Beginning of Period</b>	<b>38,165,537</b>	<b>38,778,616</b>	<b>51,325,176</b>	<b>67,536,464</b>	<b>69,853,781</b>
<b>Cash and Cash Equivalents at End of Period</b>	<b>38,778,616</b>	<b>51,325,176</b>	<b>67,536,464</b>	<b>69,853,781</b>	<b>56,668,615</b>
	Projected 2023/2024 \$	Projected 2024/2025 \$	Projected 2025/2026 \$	Projected 2026/2027 \$	Projected 2027/2028 \$
<b>Cash Flows from Operating Activities</b>					
<i>Receipts:</i>					
Receipts from Customers	74,055,699	75,625,664	77,153,922	78,687,065	80,325,401
Interest Received	788,258	796,141	804,102	812,143	820,264
Rental Income	522,990	533,449	544,118	555,001	566,101
Non Capital Grants and Contributions	7,743,258	7,822,984	7,903,591	7,985,089	8,068,177
<i>Payments:</i>					
Payment to Suppliers	- 61,063,132	- 61,619,870	- 62,735,077	- 63,928,941	- 65,814,705
Borrowing Costs	- 2,736,623	- 2,528,126	- 2,865,158	- 2,633,641	- 2,391,805
<b>Net Cash Provided (or Used) in Operating Activities</b>	<b>19,310,450</b>	<b>20,630,242</b>	<b>20,805,498</b>	<b>21,476,716</b>	<b>21,573,433</b>
<b>Cash Flows from Investing Activities</b>					
<i>Receipts:</i>					
Proceeds from Sale of PPE	466,038	468,359	470,726	473,140	475,603
Grants, Subsidies, Contributions and Donations	66,703	21,093	- 25,429	- 72,881	- 121,282
<i>Payments:</i>					
Payments for PPE	- 24,278,864	- 18,935,489	- 19,687,447	- 26,377,045	- 24,419,745
<b>Net Cash Provided (or Used) in Investing Activities</b>	<b>- 23,746,123</b>	<b>- 18,446,037</b>	<b>- 19,242,150</b>	<b>- 25,976,786</b>	<b>- 24,065,424</b>
<b>Cash Flows from Financing Activities</b>					
<i>Receipts:</i>					
Proceeds from Borrowings	-	-	15,000,000	-	-
<i>Payments:</i>					
Repayments of Borrowings	- 4,611,779	- 4,817,901	- 4,674,112	- 4,876,112	- 5,113,576
<b>Net Cash Provided (or Used) in Financing Activities</b>	<b>- 4,611,779</b>	<b>- 4,817,901</b>	<b>10,325,888</b>	<b>- 4,876,112</b>	<b>- 5,113,576</b>
<b>Net Increase/(Decrease) in Cash and Cash Equivalents</b>	<b>- 9,047,452</b>	<b>- 2,633,696</b>	<b>11,889,236</b>	<b>- 9,376,182</b>	<b>- 7,605,567</b>
<b>Cash and Cash Equivalents at Beginning of Period</b>	<b>56,668,615</b>	<b>47,621,163</b>	<b>44,987,467</b>	<b>56,876,703</b>	<b>47,500,521</b>
<b>Cash and Cash Equivalents at End of Period</b>	<b>47,621,163</b>	<b>44,987,467</b>	<b>56,876,703</b>	<b>47,500,521</b>	<b>39,894,954</b>

### Budget Comprehensive Income Statement

	2018/2019 YTD Actuals	2018/2019 Original Budget	Proposed Budget 2018/2019	2019/2020	2020/2021	2021/2022
<b>REVENUE</b>						
<b>Recurrent Revenue</b>						
Fees and Charges	- 1,039,919	- 3,790,662	- 3,816,162	- 3,879,754	- 3,957,345	- 4,036,492
Interest Received	- 209,150	- 1,005,453	- 1,005,453	- 990,063	- 974,790	- 984,635
Other Income	- 313,758	- 417,562	- 421,062	- 425,612	- 433,822	- 442,198
Rates, Levies and Charges	- 25,117,377	- 47,493,748	- 47,493,748	- 49,095,790	- 51,039,538	- 52,680,056
Rental Income	- 103,752	- 473,693	- 473,693	- 483,166	- 492,828	- 502,684
Sales Revenue	- 921,546	- 3,474,362	- 3,474,362	- 2,540,184	- 2,545,288	- 2,550,494
Grants, Subsidies, Contributions and Donations	- 1,113,251	- 7,412,560	- 7,483,466	- 7,432,946	- 7,509,254	- 7,586,402
<b>Total Recurrent Revenue</b>	<b>- 28,818,752</b>	<b>- 64,068,040</b>	<b>- 64,167,946</b>	<b>- 64,847,515</b>	<b>- 66,952,865</b>	<b>- 68,782,961</b>
<b>Capital Revenue</b>						
Grants, Subsidies, Contributions and Donations	- 272,311	- 6,544,702	- 5,229,181	- 3,231,821	- 198,235	- 155,256
<b>Total Revenue</b>	<b>- 29,091,063</b>	<b>- 70,612,742</b>	<b>- 69,397,127</b>	<b>- 68,079,336</b>	<b>- 67,151,100</b>	<b>- 68,938,217</b>
<b>Capital Income</b>						
Capital Income	- 343,537	- 455,100	- 455,100	- 457,202	- 459,346	- 461,533
<b>TOTAL INCOME</b>	<b>- 29,434,600</b>	<b>- 71,067,842</b>	<b>- 69,852,227</b>	<b>- 68,536,538</b>	<b>- 67,610,446</b>	<b>- 69,399,750</b>
<b>EXPENSES</b>						
<b>Recurrent Expenses</b>						
Depreciation	3,894,497	15,577,986	15,577,986	15,828,823	16,084,069	16,343,805
Donations	4,560	556,432	546,374	557,301	568,446	579,815
Employee Benefits	5,290,508	23,530,179	23,500,175	23,975,812	24,453,094	24,939,920
Finance Costs	504,517	2,150,197	2,316,560	2,308,103	3,218,592	3,562,174
Materials and Services	5,792,940	21,128,805	21,226,702	20,487,560	20,723,307	21,169,096
<b>Total Recurrent Expenses</b>	<b>15,487,021</b>	<b>62,943,599</b>	<b>63,167,797</b>	<b>63,157,599</b>	<b>65,047,508</b>	<b>66,594,810</b>
<b>TOTAL EXPENSES</b>	<b>15,487,021</b>	<b>62,943,599</b>	<b>63,167,797</b>	<b>63,157,599</b>	<b>65,047,508</b>	<b>66,594,810</b>
<b>Net Result</b>	<b>- 13,947,579</b>	<b>- 8,124,243</b>	<b>- 6,684,430</b>	<b>- 5,378,939</b>	<b>- 2,562,938</b>	<b>- 2,804,940</b>
<b>Net Operating (Surplus)/Deficit</b>	<b>- 13,331,731</b>	<b>- 1,124,441</b>	<b>- 1,000,149</b>	<b>- 1,689,916</b>	<b>- 1,905,357</b>	<b>- 2,188,151</b>
<b>2022/2023</b>						
<b>REVENUE</b>						
<b>Recurrent Revenue</b>						
Fees and Charges	- 4,117,214	- 4,199,552	- 4,283,544	- 4,369,214	- 4,456,600	- 4,545,737
Interest Received	- 994,599	- 1,004,687	- 1,014,899	- 1,025,236	- 1,035,701	- 1,046,293
Other Income	- 450,738	- 459,451	- 468,338	- 477,403	- 486,647	- 496,081
Rates, Levies and Charges	- 53,963,515	- 55,278,368	- 56,625,381	- 58,005,344	- 59,419,066	- 60,867,372
Rental Income	- 512,737	- 522,990	- 533,449	- 544,118	- 555,001	- 566,101
Sales Revenue	- 2,555,804	- 2,561,220	- 2,566,744	- 2,572,379	- 2,578,127	- 2,583,990
Grants, Subsidies, Contributions and Donations	- 7,664,401	- 7,743,258	- 7,822,984	- 7,903,591	- 7,985,089	- 8,068,177
<b>Total Recurrent Revenue</b>	<b>- 70,259,008</b>	<b>- 71,769,526</b>	<b>- 73,315,339</b>	<b>- 74,897,285</b>	<b>- 76,516,231</b>	<b>- 78,173,751</b>
<b>Capital Revenue</b>						
Grants, Subsidies, Contributions and Donations	- 111,418	- 66,703	- 21,093	25,429	72,881	121,282
<b>Total Revenue</b>	<b>- 70,370,426</b>	<b>- 71,836,229</b>	<b>- 73,336,432</b>	<b>- 74,871,856</b>	<b>- 76,443,350</b>	<b>- 78,052,469</b>
<b>Capital Income</b>						
Capital Income	- 463,763	- 466,038	- 468,359	- 470,726	- 473,140	- 475,603
<b>TOTAL INCOME</b>	<b>- 70,834,189</b>	<b>- 72,302,267</b>	<b>- 73,804,791</b>	<b>- 75,342,582</b>	<b>- 76,916,490</b>	<b>- 78,528,072</b>
<b>EXPENSES</b>						
<b>Recurrent Expenses</b>						
Depreciation	16,608,117	17,042,090	17,452,461	17,845,032	18,132,673	18,425,373
Donations	591,410	603,238	615,301	627,608	640,158	652,960
Employee Benefits	25,436,498	25,942,999	26,459,635	26,986,604	27,524,110	28,072,374
Finance Costs	3,217,133	2,974,260	2,701,626	3,069,072	2,906,310	2,649,401
Materials and Services	21,624,681	22,290,229	22,565,946	23,052,078	23,548,794	24,256,371
<b>Total Recurrent Expenses</b>	<b>67,477,839</b>	<b>68,852,816</b>	<b>69,794,969</b>	<b>71,580,394</b>	<b>72,752,045</b>	<b>74,056,479</b>
<b>TOTAL EXPENSES</b>	<b>67,477,839</b>	<b>68,852,816</b>	<b>69,794,969</b>	<b>71,580,394</b>	<b>72,752,045</b>	<b>74,056,479</b>
<b>Net Result</b>	<b>- 3,356,350</b>	<b>- 3,449,451</b>	<b>- 4,009,822</b>	<b>- 3,762,188</b>	<b>- 4,164,445</b>	<b>- 4,471,593</b>
<b>Net Operating (Surplus)/Deficit</b>	<b>- 2,781,169</b>	<b>- 2,916,710</b>	<b>- 3,520,370</b>	<b>- 3,316,891</b>	<b>- 3,764,186</b>	<b>- 4,117,272</b>

### Statement of Changes in Equity

	2018/2019 YTD Actuals	2018/2019 \$	2019/2020 \$	2020/2021 \$	2021/2022 \$	2022/2023 \$
<b>Asset Revaluation Surplus</b>						
Opening Balance	506,507,718	507,673,393	507,673,393	507,673,393	507,673,393	507,673,393
Increase/(Decrease) in Asset Revaluation Surplus	-	-	-	-	-	-
<b>Closing Balance</b>	<b>506,507,718</b>	<b>507,673,393</b>	<b>507,673,393</b>	<b>507,673,393</b>	<b>507,673,393</b>	<b>507,673,393</b>
<b>Retained Surplus</b>						
Opening Balance	426,746,543	425,566,843	432,251,273	437,630,212	440,193,150	442,998,090
Net Result	13,947,579	6,684,430	5,378,939	2,562,938	2,804,940	3,356,350
<b>Closing Balance</b>	<b>440,694,122</b>	<b>432,251,273</b>	<b>437,630,212</b>	<b>440,193,150</b>	<b>442,998,090</b>	<b>446,354,440</b>
<b>Total Community Equity</b>	<b>947,201,840</b>	<b>939,924,666</b>	<b>945,303,605</b>	<b>947,866,543</b>	<b>950,671,483</b>	<b>954,027,833</b>
	2023/2024 \$	2024/2025 \$	2025/2026 \$	2026/2027 \$	2027/2028 \$	
<b>Asset Revaluation Surplus</b>						
Opening Balance	507,673,393	507,673,393	507,673,393	507,673,393	507,673,393	507,673,393
Increase/(Decrease) in Asset Revaluation Surplus	-	-	-	-	-	-
<b>Closing Balance</b>	<b>507,673,393</b>	<b>507,673,393</b>	<b>507,673,393</b>	<b>507,673,393</b>	<b>507,673,393</b>	<b>507,673,393</b>
<b>Retained Surplus</b>						
Opening Balance	446,354,440	449,803,891	453,813,713	457,575,901	461,740,346	461,740,346
Net Result	3,449,451	4,009,822	3,762,188	4,164,445	4,471,593	4,471,593
<b>Closing Balance</b>	<b>449,803,891</b>	<b>453,813,713</b>	<b>457,575,901</b>	<b>461,740,346</b>	<b>466,211,939</b>	<b>466,211,939</b>
<b>Total Community Equity</b>	<b>957,477,284</b>	<b>961,487,106</b>	<b>965,249,294</b>	<b>969,413,739</b>	<b>973,885,332</b>	<b>973,885,332</b>



## 2018/2019 Capex Report for Council

Project Code	Project Description	2018/2019 Adopted Budget	2017/2018 Budget Carryover	First Quarter Budget Adjustments	Total Available Budget	2018/2019 Commitments	2018/2019 Actual Expenditure
<b>Buildings &amp; Other Structures</b>							
<b>Admin Office - Nanan</b>							
		200,000.00	777,645.00	650,000.00	1,627,645.00	-	-
<b>Admin Office - Wonda</b>							
		10,000.00	-	-	10,000.00	-	-
<b>Cemeteries - Kingaro</b>							
		10,000.00	4,413.00	-	14,413.00	1,440.00	2,131.81
<b>Cemeteries - Nanango</b>							
		10,000.00	-	-	10,000.00	-	-
<b>Cemeteries - Wondai</b>							
		10,000.00	-	-	10,000.00	-	-
<b>Cemeteries - Murgon</b>							
		10,000.00	-	-	10,000.00	-	-
<b>Depot - Nanango</b>							
		-	30,000.00	-	30,000.00	-	-
<b>Hall - Blackbutt Mem</b>							
		-	-	-	-	1,100.00	-
<b>Museum - Nanango Rin</b>							
		10,000.00	305,000.00	-	315,000.00	-	-
<b>Parks &amp; Gardens</b>							
		455,000.00	-	-	455,000.00	-	2,000.00
<b>Priv Hospital - Buil</b>							
		-	170,515.00	-	170,515.00	2,520.00	41,088.50
<b>Saleyards - Coolabun</b>							
		-	-	-	-	3,455.91	-
<b>Swimming Pool - King</b>							
		1,500,000.00	200,000.00	-	1,700,000.00	-	86.23
<b>Swimming Pool - Nana</b>							
		65,000.00	-	-	65,000.00	-	-
<b>Tourism - Yallakool</b>							
		-	-	-	-	445.45	-
<b>Tourism - Lake Boon</b>							
		-	3,202.00	-	3,202.00	-	215.00
<b>Public Conveniences</b>							
		-	94,327.00	-	94,327.00	-	44,895.75
<b>W4Q - Round 1</b>							
		-	-	-	-	28,310.91	3,750.00
<b>W4Q - Round 2</b>							
		-	495,490.00	-	495,490.00	48,160.51	218,224.82
<b>Parks - Kingaroy</b>							
		-	-	-	-	-	172.55
<b>Parks - Murgon</b>							
		-	16,497.00	-	16,497.00	26,500.00	-
<b>General</b>							
		217,511.00	-	-	217,511.00	-	3,318.18
		2,497,511.00	2,097,089.00	650,000.00	5,244,600.00	111,932.78	315,882.84
<b>Intangibles</b>							
<b>Business System</b>							
		280,000.00	588,162.00	-	868,162.00	190,000.49	150,649.21
		280,000.00	588,162.00	-	868,162.00	190,000.49	150,649.21
<b>Plant &amp; Equipment</b>							
<b>Admin Office - Kinga</b>							
		20,000.00	-	-	20,000.00	-	623.10
<b>Info Serv - ICT</b>							
		307,000.00	82,838.00	-	389,838.00	204,472.65	72,234.10
<b>Plant &amp; Fleet Manage</b>							
		2,413,000.00	296,574.00	-	2,709,574.00	294,621.06	131,976.07
		2,740,000.00	379,412.00	-	3,119,412.00	499,093.71	204,833.27
<b>Roads</b>							
<b>W4Q - Round 2</b>							
		430,000.00	1,642,407.00	430,000.00	1,642,407.00	181,972.73	272,531.83
<b>Bridges</b>							
		-	717,882.00	-	717,882.00	90.91	93,443.77
<b>Rural Drainage</b>							
		334,262.00	-	170,000.00	504,262.00	142.73	5,463.52
<b>Pavement Rehab</b>							
		4,784,501.00	32,215.00	650,000.00	4,166,716.00	392,116.46	467,740.77

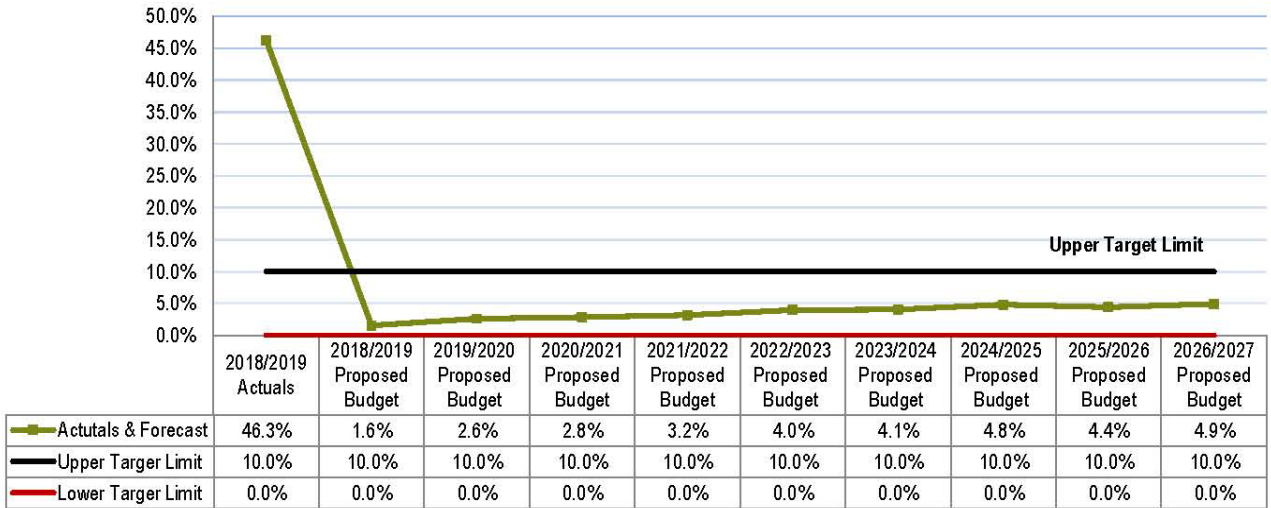
Project Code	Project Description	2018/2019 Adopted Budget	2017/2018 Budget Carryover	First Quarter Budget Adjustments	Total Available Budget	2018/2019 Commitments	2018/2019 Actual Expenditure
<b>Footpaths &amp; Cycleway</b>		-	7,485.00	260,000.00	267,485.00	-	3,190.91
<b>Reseals</b>		3,000,000.00	64,270.00	-	3,064,270.00	63,302.50	15,830.23
<b>Town Development</b>		4,263,000.00	535,852.00	- 3,862,227.00	936,625.00	218,589.18	16,214.00
<b>TIDS - LRRS Projects</b>		555,000.00	93,547.00	-	648,547.00	40,158.46	394,975.98
<b>Roads to Recovery</b>		-	87,376.00	-	87,376.00	44,947.54	325,830.98
<b>General</b>		-	4,960.00	-	4,960.00	-	-
		13,366,763.00	3,185,994.00	- 4,512,227.00	12,040,530.00	941,320.51	1,595,221.99
<b>Water Services</b>							
<b>Water - Blackbutt</b>		98,950.95	66,049.00	-	164,999.95	7,500.00	186.96
<b>Water - Kingaroy</b>		1,862,912.39	3,258,209.00	-	5,121,121.39	184,123.20	265,871.84
<b>Water - Kumbia</b>		-	190,970.00	-	190,970.00	899.89	1,778.84
<b>Water - Murgon</b>		93,000.00	-	-	93,000.00	10,539.77	81,903.04
<b>Water - Nanango</b>		248,907.66	141,094.00	-	390,001.66	19,831.10	96,544.38
<b>Water - Proston</b>		170,000.00	42,265.00	-	212,265.00	18,455.97	622.29
<b>Rural Water - Prosto</b>		-	100,000.00	-	100,000.00	-	-
<b>Water - Wondai</b>		-	222,642.00	-	222,642.00	352.06	3,262.15
<b>Water - Wooroolin</b>		-	100,000.00	-	100,000.00	-	-
		2,473,771.00	4,121,229.00	-	6,595,000.00	241,701.99	450,169.50
<b>Wastewater Services</b>							
<b>Wastewater - Blackbu</b>		86,720.62	253,279.00	-	339,999.62	-	-
<b>Wastewater - Kingaro</b>		629,122.33	273,696.00	-	902,818.33	46,501.78	11,283.06
<b>Wastewater - Murgon</b>		137,343.02	833,495.00	-	970,838.02	-	15,800.11
<b>Wastewater - Nanango</b>		195,344.03	611,656.00	-	807,000.03	-	-
<b>Wastewater - Wondai</b>		-	1,000,607.00	-	1,000,607.00	-	908.59
		1,048,530.00	2,972,733.00	-	4,021,263.00	46,501.78	27,991.76
<b>Waste</b>							
<b>Waste Management - R</b>		226,025.00	322,318.00	-	548,343.00	-	-
		226,025.00	322,318.00	-	548,343.00	-	-
		22,632,600.00	13,666,937.00	- 3,862,227.00	32,437,310.00	2,030,551.26	2,744,748.57

Ratio	Description	Formula	SBRC's Proposed Target	2018/2019 Actuals	2018/2019 Proposed Budget	2019/2020 Proposed Budget	2020/2021 Proposed Budget	2021/2022 Proposed Budget	2022/2023 Proposed Budget
Operating Surplus Ratio	This is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes.	$\frac{\text{Net Operation Surplus}}{\text{Total Operating Revenue}}$	Target between 0% and 10% (on average over the long-term)	46.3%	1.6%	2.6%	2.8%	3.2%	4.0%
			Upper Target Limit	10.0%	10.0%	10.0%	10.0%	10.0%	10.0%
			Lower Target Limit	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Ratio	Description	Formula	SBRC's Proposed Target	2023/2024 Proposed Budget	2024/2025 Proposed Budget	2025/2026 Proposed Budget	2026/2027 Proposed Budget	2027/2028 Proposed Budget
Operating Surplus Ratio	This is an indicator of the extent to which revenues raised cover operational expenses only or are available for capital funding purposes.	$\frac{\text{Net Operation Surplus}}{\text{Total Operating Revenue}}$	Target between 0% and 10% (on average over the long-term)	4.1%	4.5%	4.4%	4.9%	5.3%
			Upper Target Limit	10.0%	10.0%	10.0%	10.0%	10.0%
			Lower Target Limit	0.0%	0.0%	0.0%	0.0%	0.0%

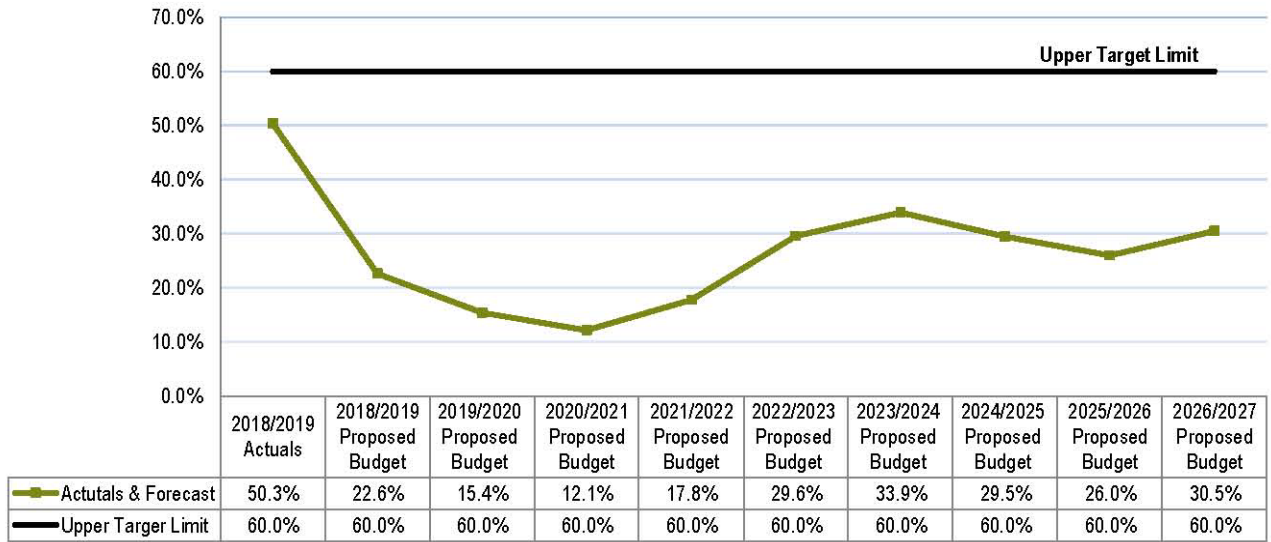
### OPERATING SURPLUS RATIO



Ratio	Description	Formula	SBRC's Proposed Target	2018/2019 Actuals	2018/2019 Proposed Budget	2019/2020 Proposed Budget	2020/2021 Proposed Budget	2021/2022 Proposed Budget	2022/2023 Proposed Budget
Net Financial Liability	This is an indicator of the extent to which the Net Financial Liabilities of Council can be serviced by operating revenues.	$\frac{\text{Total Liabilities} - \text{Current Assets}}{\text{Total Operating Revenue}}$	Target less than 60% (on average over the long-term)	50.3%	22.6%	15.4%	12.1%	17.8%	29.6%
			Upper Target Limit	60.0%	60.0%	60.0%	60.0%	60.0%	60.0%

Ratio	Description	Formula	SBRC's Proposed Target	2023/2024 Proposed Budget	2024/2025 Proposed Budget	2025/2026 Proposed Budget	2026/2027 Proposed Budget	2027/2028 Proposed Budget
Net Financial Liability	This is an indicator of the extent to which the Net Financial Liabilities of Council can be serviced by operating revenues.	$\frac{\text{Total Liabilities} - \text{Current Assets}}{\text{Total Operating Revenue}}$	Target less than 60% (on average over the long-term)	33.9%	29.5%	26.0%	30.5%	31.5%
			Upper Target Limit	60.0%	60.0%	60.0%	60.0%	60.0%

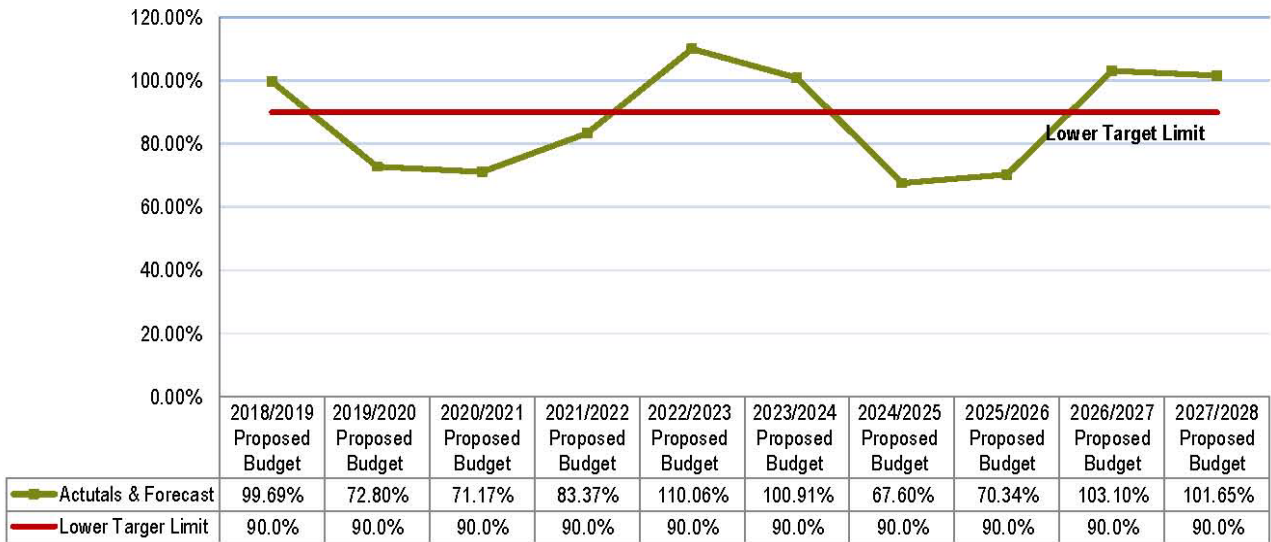
### NET FINANCIAL LIABILITIES



Ratio	Description	Formula	SBRC's Proposed Target	2018/2019 Actuals	2018/2019 Proposed Budget	2019/2020 Proposed Budget	2020/2021 Proposed Budget	2021/2022 Proposed Budget	2022/2023 Proposed Budget
Asset Sustainability Ratio	This ratio indicates whether Council is renewing or replacing existing non-financial assets at the same rate that its overall stock of assets is wearing out.	$\frac{\text{Capital Expenditure on Replacement of Assets (Renewals)}}{\text{Depreciation Expenditure on Assets}}$	Target greater than 50% (on average over the long-term)	N/A	99.69%	72.80%	71.17%	83.37%	110.06%
			Lower Target Limit	90.0%	90.0%	90.0%	90.0%	90.0%	90.0%

Ratio	Description	Formula	SBRC's Proposed Target	2023/2024 Proposed Budget	2024/2025 Proposed Budget	2025/2026 Proposed Budget	2026/2027 Proposed Budget	2027/2028 Proposed Budget
Asset Sustainability Ratio	This ratio indicates whether Council is renewing or replacing existing non-financial assets at the same rate that its overall stock of assets is wearing out.	$\frac{\text{Capital Expenditure on Replacement of Assets (Renewals)}}{\text{Depreciation Expenditure on Assets}}$	Target greater than 50% (on average over the long-term)	100.91%	67.60%	70.34%	103.10%	101.65%
			Lower Target Limit	90.0%	90.0%	90.0%	90.0%	90.0%

### ASSET SUSTAINABILITY RATIO



## **Financial and Resource Implications**

The revised budget maintains the link with achieving the Operational Plan 2018/2019 and is generally in line with the revenue and expenditure priorities of the Original Budget as adopted by Council on 25 June 2018.

## **Link to Corporate/Operational Plan**

EXC1 *Effective financial management*: Ensure Council's financial management planning is based on realistic, sustainable, equitable policies and practices.

## **Communication/Consultation (Internal/External)**

Budgets were reviewed by the relevant budget manager.

## **Legal Implications (Statutory Basis, Legal Risks)**

The budget review has been undertaken in accordance with Section 170(3) of *Local Government Regulation 2012*.

## **Policy/Local Law/Delegation Implications**

Budget reviews allows expenditure to be incurred by delegation or approval of Council.

## **Asset Management Implications**

Depreciation is used as a source of funds to enable capital expenditure. The Asset Registers for all Asset Classes will be adjusted as required for the Capital Expenditure.

### **11.3 ICT**

#### ***Officer's Reports***

No Report.

### **11.4 Human Resources (HR)**

#### ***Officer's Reports***

#### **11.4.1 HR - 2539809 - Staff Christmas Function and Closure**

#### **Document Information**

**ECM ID** 2539809

**Author** Manager Human Resources

**Endorsed  
By** Chief Executive Officer

**Date** 27 September 2018

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#### **Précis**

Discussion regarding proposed Christmas Closedown for 2018 / 2019.

#### **Summary**

It is proposed to hold this year's South Burnett Regional Council's Christmas function in Kingaroy on Friday, 21 December 2018. It is open to all Council employees and all employees are encouraged to attend. It is requested that employees are not rostered to take RDO's on this Friday so they can attend the Christmas function. Employees who do not attend the Christmas function must remain at work until usual closing times as the function is deemed to be part of Council business.

The Corporate Services Department propose to close Council's Libraries and Customer Service Centres from 12:00pm Friday, 21 December 2018, Council Offices will be open Monday, 24 December 2018 from the 8.30am close at 12 noon and re-open on Wednesday, 2 January 2019. Parks staff will be required to work during this period with the exception of Public Holidays.

It is also proposed to close other Council branches over the Christmas period from 12:00pm Friday, 21 December 2018 and re-open on Wednesday, 2 January 2019 with on-call and emergency staff to be rostered on over this period. Outdoor staff (apart from Parks) will operate on skeleton staffing arrangements until Friday, 4 January 2019.

The operating hours for the region's Visitor Information Centres over the Christmas / New Year period are outlined below:-

<b>Blackbutt Visitor Information Centre</b> (Accredited)	<b>Hours:</b> Mon-Sun 9:00am to 3:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
<b>Kingaroy Visitor Information Centre</b> (Accredited)	<b>Hours:</b> Mon-Fri 9:00am to 4:30pm Sat-Sun 10:00am to 4:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
<b>Murgon Visitor Information Centre</b> (Accredited)	<b>Hours:</b> Mon-Sat 9:00am to 4:00pm Sun 10:00am to 1:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
<b>Nanango Visitor Information Centre</b> (Accredited)	<b>Hours:</b> Mon-Fri 9:00am to 4:30pm Sat 10:00am to 4:00pm Sun 10:00am to 2:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day
<b>Wondai Visitor Information Centre</b> (Accredited)	<b>Hours:</b> Mon-Sun 9:00am to 4:00pm Closed - Christmas Day, Saturday Boxing Day, Boxing Public Holiday & New Year's Day

### Officer's Recommendation

It is the Officer's recommendation that:

1. Council closes administration offices, depots and library facilities on Friday, 21 December 2018 at the following times for the purpose of allowing Council employees to attend the staff Christmas function:
  - Blackbutt – 11:30am
  - Kingaroy – 12:30pm
  - Murgon – 11:15am
  - Nanango – 11:45am
  - Proston – 11:15am
  - Wondai – 12:00pm
2. Council will generally be closed from midday Monday, 24 December 2018 and re-open on Wednesday, 2 January 2019.
3. Key skeleton staff are rostered on to undertake on-call and emergency work where required during the Christmas Closedown period.
4. Parks staff will be required to work as advised through the Christmas period with the exception of Public Holidays.
5. Operational/outdoor staff will operate on a skeleton staff arrangement from Friday, 21 December 2018 to Friday, 4 January 2019.
6. Council will advise employees to use leave accrued leave entitlements (eg. annual leave, TOIL, RDO's) during this period with TOIL and RDO's being used in the first instance.



## **Financial and Resource Implications**

Budget funds provided for the costs associated with the office and library closures.

## **Link to Corporate/Operational Plan**

EXC3.4 Develop and promote an environment where our people feel valued and rewarded for their performance.

## **Communication/Consultation (Internal/External)**

Advice of Christmas Closedown will be provided to the relevant Unions by Human Resources.

Human Resources will advise employees of the closedown via newsletter, email, payslip message, intranet and notices in depots etc.

Council will notify the community of the changes to opening times in local newspaper, on Council's website, social media and possibly via radio announcements.

Notices will also be placed in the Customer Service offices and locations in the weeks prior to the closedown.

## **Legal Implications (Statutory Basis, Legal Risks)**

N/A

## **Policy/Local Law/Delegation Implications**

N/A

## **Asset Management Implications**

N/A

## **Report**

In accordance with the Award provisions for an “annual closedown” Council is required to provide a minimum of three (3) months of its intention to close for the Christmas period.

It is proposed to close Council over the Christmas/New Year period from at least 12:00pm on Friday, 21 December 2018 and re-open with a full complement of staff on Wednesday, 2 January 2019.

The Visitor Information Centres and Museums would be closed as per the recommendations from the Corporate Services Department.

The Public Holidays for the Christmas period are as follows:

- Christmas Day - Tuesday, 25 December 2018
- Boxing Day – Wednesday, 26 December 2018
- New Year's Day – Tuesday, 1 January 2018

This would mean for the majority of employees (not including Customer Contact and Library staff), a total of four (4) days annual leave or TOIL/RDO's would need to be used during this period for leave commencing from close of business Friday, 21 December 2018.

Full time employees work a 9 day fortnight roster and would be entitled to one (1) rostered day off during this two (2) week period and this would also reduce the amount of leave/toil required to be used.

Employees would be encouraged to use a combination of existing leave entitlements during this period with rostered days off and TOIL being used in the first instance. For example rostered days off, TOIL, annual leave, long service leave.

Consideration may also be given for employees to work on their scheduled RDO's to accrue time prior to Christmas (where required). This may occur in instances where an employee has been employed with Council for less than twelve months and may not have the necessary accruals available. If an employee does not have adequate leave to cover this period leave without pay may be approved in accordance with Council policy.

A "skeleton" crew is required for emergency/call out work over the entire Christmas Closedown period as per previous years. This skeleton crew would also consist of one (1) Manager and (1) General Manager.

The staff Christmas function is proposed to be held in Kingaroy similar to that of last year, therefore to allow all staff to attend will be necessary to close the administration offices, depots and libraries at the below times.

- Blackbutt – 11:30am
- Kingaroy – 12:30pm
- Murgon – 11:15am
- Nanango – 11:45am
- Proston – 11:15am
- Wondai – 12:00pm

**12. Consideration of Notices of Motion**

No Report.

**13. Information Section (IS)**

**13.1 IS - 2538745 - List of Correspondence Pending Completion of Assessment Report**

**Document Information**

**ECM ID 2538745**

**Author Executive Assistant**

**Endorsed  
By Chief Executive Officer**

**Date 20 September 2018**

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**Précis**

List of Correspondence Pending Completion of Assessment Report

**Summary**

Reports pending completion of assessment

**Officer's Recommendation**

That the List of Correspondence Pending Completion of Assessment Report be received.

**Report**

**2539172** - Operational Works Application for Sewer and Water Infrastructure for Bunnings Kingaroy at 2 & 30 Walter Road Kingaroy - Lot 27& 28 SP233460

**13.2 IS - 2539932 - Delegated Authority Report****Document Information****ECM ID** 2539932**Author** Executive Services**Date** 28 September 2018

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**Précis**

Reports signed by the Chief Executive Officer under Delegated Authority

**Summary**

This report comprises a listing of any reports that have been approved by Delegated Authority.

**Officer's Recommendation**

That the Delegated Authority Report be received.

**Report**

<b>ECM ID</b>	<b>DESCRIPTION AND LOCATION</b>	<b>APPROVAL DATE</b>
2514464	RAL Application - Proposed Subdivision at 19-23 Harris Road Kingaroy - Lot 1 RP843123	6 September 2018
2494948	Material change of use application for Multiple Dwelling Units at 96 Scott Street Wondai - 3 RP897503	19 September 2018
2531305	Extension Application for Reconfiguring a Lot (Boundary Realignment) - 2 & 30 Walter Road Kingaroy - L 27 & 28 SP233460	19 September 2018
2538725	Operational works application for Bulk Earthworks and Erosion and Sediment Control for Bunnings Kingaroy at 2 & 30 Walter Road Kingaroy - Lot 27 & 28 SP233460	25 September 2018
2523602	Request to Extend Development Approval Currency Period - Taabinga Downs Estate - Kelvyn Street Kingaroy - IR: 1309880	27 September 2018
2515602	Development Application - Material Change of Use for secondary dwelling at 211 Lankowskis Road Taabinga - Lot 10 RP183561	28 September 2018

### **13.3 IS - 2540025 - Road Maintenance Expenditure Report**

#### **Document Information**

**ECM ID** 2540025

**Author** General Manager Finance

**Date** 2 October 2018

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#### **Précis**

Report of the Road Maintenance Expenditure of South Burnett Regional Council as at 30 September 2018.

#### **Summary**

The following information provides a snapshot of Council's Road Maintenance Expenditure Report as at 30 September 2018.

#### **Officer's Recommendation**

That the South Burnett Regional Council's Road Maintenance Expenditure Report as at 30 September 2018 be received.

### Road Maintenance Expenditure Report as at 31 September 2018

Task	Task Description	Project Code	Project Description	%Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
<b>Asset Number: 0022459 - Aberdeen Avenue</b>							
OP.028601	Aberdeen Avenue street sweeping	005467	Maintenance 2018/19		473.85	-	473.85
			<b>Subtotal</b>		<b>473.85</b>	<b>-</b>	<b>473.85</b>
<b>Asset Number: 0032774 - Albert Street</b>							
OP.028612	Albert St K'Roy Signage	005467	Maintenance 2018/19		534.23	-	534.23
			<b>Subtotal</b>		<b>534.23</b>	<b>-</b>	<b>534.23</b>
<b>Asset Number: 0032880 - Alford Street</b>							
OP.028898	Alford st premix patching	005467	Maintenance 2018/19		1,095.21	-	1,095.21
OP.028996	Alford st roundabout giveaway sign repair	005467	Maintenance 2018/19		818.55	-	818.55
OP.029096	Alford st repair kerb	005467	Maintenance 2018/19		85.69	227.27	312.96
			<b>Subtotal</b>		<b>1,999.45</b>	<b>227.27</b>	<b>2,226.72</b>
<b>Asset Number: 0015296 - ALFORD STREET CARPARK</b>							
OP.028834	Alford st carpark premix patching	005467	Maintenance 2018/19		3,436.28	-	3,436.28
			<b>Subtotal</b>		<b>3,436.28</b>	<b>-</b>	<b>3,436.28</b>
<b>Asset Number: 0033010 - Alford Street East</b>							
OP.029084	Alford st pavement repair	005467	Maintenance 2018/19		19,150.95	181.82	19,332.77
			<b>Subtotal</b>		<b>19,150.95</b>	<b>181.82</b>	<b>19,332.77</b>
<b>Asset Number: 0033047 - Alice Street</b>							
OP.028981	Alice st premix patching	005467	Maintenance 2018/19		716.11	-	716.11
			<b>Subtotal</b>		<b>716.11</b>	<b>-</b>	<b>716.11</b>
<b>Asset Number: 0038020 - Appin Street East</b>							
OP.029008	Appin st East stop sign	005467	Maintenance 2018/19		180.04	-	180.04
			<b>Subtotal</b>		<b>180.04</b>	<b>-</b>	<b>180.04</b>
<b>Asset Number: 0038033 - Appin Street West</b>							
OP.028826	Appin st west - Jet patch	005467	Maintenance 2018/19		34.20	-	34.20
			<b>Subtotal</b>		<b>34.20</b>	<b>-</b>	<b>34.20</b>
<b>Asset Number: 0033076 - Armstrong Street</b>							
OP.028792	Armstrong St - Replace Give Way sign	005467	Maintenance 2018/19		382.66	-	382.66
			<b>Subtotal</b>		<b>382.66</b>	<b>-</b>	<b>382.66</b>
<b>Asset Number: 0033086 - Arthur Street</b>							
OP.028570	Arthur Street drainage	005467	Maintenance 2018/19		588.31	-	588.31
			<b>Subtotal</b>		<b>588.31</b>	<b>-</b>	<b>588.31</b>
<b>Asset Number: 0022634 - Ballin Road</b>							
OP.028536	Ballin Rd - Hp defects	005467	Maintenance 2018/19		1,054.53	-	1,054.53
			<b>Subtotal</b>		<b>1,054.53</b>	<b>-</b>	<b>1,054.53</b>
<b>Asset Number: 0033175 - Barbara Street</b>							
OP.028830	Barbara st kerb repair	005467	Maintenance 2018/19		2,461.89	-	2,461.89
			<b>Subtotal</b>		<b>2,461.89</b>	<b>-</b>	<b>2,461.89</b>
<b>Asset Number: 0022664 - Barrons Road</b>							
OP.028458	Barrons Rd - Medium Grade	005467	Maintenance 2018/19		22,607.91	-	22,607.91
OP.029123	Barrons Rd - Gravel supply & delivery	005467	Maintenance 2018/19		14,073.96	-	14,073.96
			<b>Subtotal</b>		<b>36,681.87</b>	<b>-</b>	<b>36,681.87</b>
<b>Asset Number: 0039121 - Baynes Street</b>							
OP.028682	Baynes street jetpatching	005467	Maintenance 2018/19		2,188.48	-	2,188.48
OP.029022	Baynes st premix patching	005467	Maintenance 2018/19		1,262.16	-	1,262.16
			<b>Subtotal</b>		<b>3,450.64</b>	<b>-</b>	<b>3,450.64</b>
<b>Asset Number: 0022725 - Beitzel Road</b>							
OP.028518	Beitzel Rd - HP defects	005467	Maintenance 2018/19		4,386.82	-	4,386.82
OP.028825	Beitzel Road Boom Mowing	005467	Maintenance 2018/19		2,375.22	-	2,375.22
			<b>Subtotal</b>		<b>6,762.04</b>	<b>-</b>	<b>6,762.04</b>
<b>Asset Number: 0022734 - Belair Drive</b>							
OP.029034	Belair drv premix patching	005467	Maintenance 2018/19		6,710.03	-	6,710.03
			<b>Subtotal</b>		<b>6,710.03</b>	<b>-</b>	<b>6,710.03</b>
<b>Asset Number: 0022814 - Bells Road</b>							
OP.028933	Bells Road HP repairs	005467	Maintenance 2018/19		989.75	-	989.75
			<b>Subtotal</b>		<b>989.75</b>	<b>-</b>	<b>989.75</b>
<b>Asset Number: 0022817 - Benair Road</b>							
OP.028541	Benair Rd - Medium Grade	005467	Maintenance 2018/19		24,849.84	1,350.00	26,199.84
OP.028543	Benair Rd - Gravel Supply & Delivery	005467	Maintenance 2018/19		14,917.63	-	14,917.63
OP.028655	Benair Road Tree Mulching	005467	Maintenance 2018/19		278.51	-	278.51
			<b>Subtotal</b>		<b>40,045.98</b>	<b>1,350.00</b>	<b>41,395.98</b>
<b>Asset Number: 0022887 - Berlin Road</b>							
OP.028813	Berlins Road Boom Mowing	005467	Maintenance 2018/19		1,686.47	-	1,686.47
			<b>Subtotal</b>		<b>1,686.47</b>	<b>-</b>	<b>1,686.47</b>
<b>Asset Number: 0022971 - Birt Road</b>							
OP.029089	Birt rd premix patching	005467	Maintenance 2018/19		852.71	-	852.71
			<b>Subtotal</b>		<b>852.71</b>	<b>-</b>	<b>852.71</b>
<b>Asset Number: 0023011 - Blackbutt Crows Nest Road</b>							
OP.028511	Blackbutt Crowsnest pothole repairs	005467	Maintenance 2018/19		449.69	-	449.69
			<b>Subtotal</b>		<b>449.69</b>	<b>-</b>	<b>449.69</b>
<b>Asset Number: 0038114 - Blackbutt Street</b>							
OP.028985	Blackbutt st B/Butt- Jet patch	005467	Maintenance 2018/19		1,447.50	-	1,447.50
			<b>Subtotal</b>		<b>1,447.50</b>	<b>-</b>	<b>1,447.50</b>
<b>Asset Number: 0023053 - Boat Mountain Road</b>							
OP.028624	Boat Mountain jetpatching	005467	Maintenance 2018/19		1,656.88	-	1,656.88
			<b>Subtotal</b>		<b>1,656.88</b>	<b>-</b>	<b>1,656.88</b>
<b>Asset Number: 0023142 - Bonds Road</b>							
OP.028664	Bonds road tree removal	005467	Maintenance 2018/19		1,123.64	-	1,123.64
			<b>Subtotal</b>		<b>1,123.64</b>	<b>-</b>	<b>1,123.64</b>
<b>Asset Number: 0023251 - Boole Road</b>							
OP.028540	Boole Road - HP Defects	005467	Maintenance 2018/19		4,255.74	-	4,255.74
OP.028748	Boole Road, Potholes in Shoulders	005467	Maintenance 2018/19		2,370.07	-	2,370.07
			<b>Subtotal</b>		<b>6,625.81</b>	<b>-</b>	<b>6,625.81</b>

Task	Task Description	Project Code	Project Description	%Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
<b>Asset Number: 0023427 - Bowman Road</b>							
OP.029058	Bowmans Road - Jet patch	005467	Maintenance 2018/19	1	3,004.21	-	3,004.21
				<b>Subtotal</b>	<b>3,004.21</b>	<b>-</b>	<b>3,004.21</b>
<b>Asset Number: 0038123 - Brisbane Street</b>							
OP.029009	Brisbane st giveway sign	005467	Maintenance 2018/19	1	75.20	-	75.20
				<b>Subtotal</b>	<b>75.20</b>	<b>-</b>	<b>75.20</b>
<b>Asset Number: 0038174 - Brooklands Peron Road</b>							
OP.028731	Brooklands Peron Rd - Heavy Grade	005467	Maintenance 2018/19	1	8,966.45	-	8,966.45
OP.028732	Brooklands Peron Rd Gravel supply & deliv	005467	Maintenance 2018/19	1	16,529.94	-	16,529.94
				<b>Subtotal</b>	<b>25,496.39</b>	<b>-</b>	<b>25,496.39</b>
<b>Asset Number: 0038176 - Brown Street</b>							
OP.028657	Brown St Nanango Signage	005467	Maintenance 2018/19	1	602.13	-	602.13
				<b>Subtotal</b>	<b>602.13</b>	<b>-</b>	<b>602.13</b>
<b>Asset Number: 0023669 - Buckland Road</b>							
OP.028591	Buckland RD Scoured drain	005467	Maintenance 2018/19	1	9,767.42	-	9,767.42
				<b>Subtotal</b>	<b>9,767.42</b>	<b>-</b>	<b>9,767.42</b>
<b>Asset Number: 0023673 - Bullcamp Road</b>							
OP.028589	Bullcamp Road - HP Defects	005467	Maintenance 2018/19	1	8,698.65	-	8,698.65
OP.028937	Bullcamp rd Heavy Grade	005467	Maintenance 2018/19	1	7,340.61	-	7,340.61
OP.028938	Bullcamp rd - Heavy Grade 6.8-7.9	005467	Maintenance 2018/19	1	17,695.20	-	17,695.20
OP.028939	Bullcamp rd - Resheet 5.5-6.3	005467	Maintenance 2018/19	1	4,109.86	2,021.99	6,131.85
OP.028940	Bullcamp rd - Resheet 6.8-7.9	005467	Maintenance 2018/19	1	21,352.57	-	21,352.57
				<b>Subtotal</b>	<b>59,196.89</b>	<b>2,021.99</b>	<b>61,218.88</b>
<b>Asset Number: 0023700 - Bunya Avenue</b>							
OP.029033	Bunya Ave - Install Guideposts	005467	Maintenance 2018/19	1	1,780.23	-	1,780.23
				<b>Subtotal</b>	<b>1,780.23</b>	<b>-</b>	<b>1,780.23</b>
<b>Asset Number: 0023711 - Bunya Way</b>							
OP.028512	BUNYA WAY BLACKBUTT Repair sign dan	005467	Maintenance 2018/19	1	116.79	-	116.79
				<b>Subtotal</b>	<b>116.79</b>	<b>-</b>	<b>116.79</b>
<b>Asset Number: 0038200 - Burnett Street</b>							
OP.028750	Burnett Street, Damaged Guide Posts	005467	Maintenance 2018/19	1	98.14	-	98.14
				<b>Subtotal</b>	<b>98.14</b>	<b>-</b>	<b>98.14</b>
<b>Asset Number: 0023843 - Burtons Road</b>							
OP.028559	Burtions Rd	005467	Maintenance 2018/19	1	2,668.37	-	2,668.37
				<b>Subtotal</b>	<b>2,668.37</b>	<b>-</b>	<b>2,668.37</b>
<b>Asset Number: 0023895 - Buttsworth Road</b>							
OP.028627	Buttsworth Rd - HP defects	005467	Maintenance 2018/19	1	803.52	-	803.52
				<b>Subtotal</b>	<b>803.52</b>	<b>-</b>	<b>803.52</b>
<b>Asset Number: 0039181 - Cadell Street</b>							
OP.029016	Cadell st giveway sign	005467	Maintenance 2018/19	1	55.00	-	55.00
				<b>Subtotal</b>	<b>55.00</b>	<b>-</b>	<b>55.00</b>
<b>Asset Number: 0023931 - Calvert Road</b>							
OP.028979	Calverts Road - Remove vegetation	005467	Maintenance 2018/19	1	1,053.51	-	1,053.51
				<b>Subtotal</b>	<b>1,053.51</b>	<b>-</b>	<b>1,053.51</b>
<b>Asset Number: 0023955 - Campbells Road</b>							
OP.028667	Campbells Rd Signage	005467	Maintenance 2018/19	1	2,486.71	-	2,486.71
				<b>Subtotal</b>	<b>2,486.71</b>	<b>-</b>	<b>2,486.71</b>
<b>Asset Number: 0023970 - Cants Road</b>							
OP.028816	Cants Road - Pavement Repair & HP Defec	005467	Maintenance 2018/19	1	7,933.62	701.82	8,635.44
				<b>Subtotal</b>	<b>7,933.62</b>	<b>701.82</b>	<b>8,635.44</b>
<b>Asset Number: 0023989 - Carbeen Crescent</b>							
OP.028500	Carbeen Street remove overhanging limb	005467	Maintenance 2018/19	1	175.18	-	175.18
				<b>Subtotal</b>	<b>175.18</b>	<b>-</b>	<b>175.18</b>
<b>Asset Number: 0033517 - Carinya Street</b>							
OP.028997	Carinya st giveways signs	005467	Maintenance 2018/19	1	285.34	-	285.34
				<b>Subtotal</b>	<b>285.34</b>	<b>-</b>	<b>285.34</b>
<b>Asset Number: 0024015 - Cause Road</b>							
OP.028519	Cause Rd - HP defects	005467	Maintenance 2018/19	1	7,193.63	-	7,193.63
				<b>Subtotal</b>	<b>7,193.63</b>	<b>-</b>	<b>7,193.63</b>
<b>Asset Number: 0038274 - Chester Street</b>							
OP.029010	Chester st giveway sign	005467	Maintenance 2018/19	1	223.64	-	223.64
				<b>Subtotal</b>	<b>223.64</b>	<b>-</b>	<b>223.64</b>
<b>Asset Number: 0024053 - Clapperton Road</b>							
OP.028514	Clapperton Rd - HP repairs	005467	Maintenance 2018/19	1	3,716.02	-	3,716.02
				<b>Subtotal</b>	<b>3,716.02</b>	<b>-</b>	<b>3,716.02</b>
<b>Asset Number: 0024056 - Clark and Swendsons Road</b>							
OP.028468	Clarke and Swendson shoulder repair	005467	Maintenance 2018/19	1	5,117.29	-	5,117.29
OP.028973	Clarke and Swendson Jetpatching	005467	Maintenance 2018/19	1	2,173.04	-	2,173.04
				<b>Subtotal</b>	<b>7,290.33</b>	<b>-</b>	<b>7,290.33</b>
<b>Asset Number: 0024136 - Cobby Road</b>							
OP.028745	Cobby Road - Replace name blade	005467	Maintenance 2018/19	1	211.50	-	211.50
				<b>Subtotal</b>	<b>211.50</b>	<b>-</b>	<b>211.50</b>
<b>Asset Number: 0033598 - Collier Street</b>							
OP.028790	Collier st pavement repair	005467	Maintenance 2018/19	1	18,993.69	-	18,993.69
				<b>Subtotal</b>	<b>18,993.69</b>	<b>-</b>	<b>18,993.69</b>
<b>Asset Number: 0024212 - Coomba Waterhole Road</b>							
OP.028921	Coomba Waterhole Road signage repairs	005467	Maintenance 2018/19	1	97.30	-	97.30
				<b>Subtotal</b>	<b>97.30</b>	<b>-</b>	<b>97.30</b>
<b>Asset Number: 0033612 - Coral Street</b>							
OP.028485	Coral Street spot maintenance	005467	Maintenance 2018/19	1	1,424.45	-	1,424.45
				<b>Subtotal</b>	<b>1,424.45</b>	<b>-</b>	<b>1,424.45</b>
<b>Asset Number: 0024225 - Corndale Road</b>							
OP.029083	Corndale rd premix patching	005467	Maintenance 2018/19	1	9,116.17	-	9,116.17
				<b>Subtotal</b>	<b>9,116.17</b>	<b>-</b>	<b>9,116.17</b>
<b>Asset Number: 0024277 - Couchmans Road</b>							
OP.028659	Couchmans Rd Signage	005467	Maintenance 2018/19	1	448.42	-	448.42
				<b>Subtotal</b>	<b>448.42</b>	<b>-</b>	<b>448.42</b>

Task	Task Description	Project Code	Project Description	%Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
<b>Asset Number: 0033674 - Cowle Drive</b>							
OP.028931	Cowle drv premix patching	005467	Maintenance 2018/19		830.96	-	830.96
			<b>Subtotal</b>		<b>830.96</b>	<b>-</b>	<b>830.96</b>
<b>Asset Number: 0024500 - Curtis Road</b>							
OP.028892	Curtis Road Callout	005467	Maintenance 2018/19		826.19	-	826.19
			<b>Subtotal</b>		<b>826.19</b>	<b>-</b>	<b>826.19</b>
<b>Asset Number: 0024567 - Dangore Mountain Road</b>							
OP.028991	Dangore mtn rd guide posts	005467	Maintenance 2018/19		320.24	-	320.24
OP.028992	Dangore mtn rd guide post	005467	Maintenance 2018/19		150.42	-	150.42
			<b>Subtotal</b>		<b>470.66</b>	<b>-</b>	<b>470.66</b>
<b>Asset Number: 0024760 - Denmark Road</b>							
OP.028567	Denmark Rd - Shoulder Spot Maintenance	005467	Maintenance 2018/19		34,308.33	-	34,308.33
			<b>Subtotal</b>		<b>34,308.33</b>	<b>-</b>	<b>34,308.33</b>
<b>Asset Number: 0033740 - Doonkuna Street</b>							
OP.028998	Doonkuna st giveaway sign	005467	Maintenance 2018/19		294.82	-	294.82
			<b>Subtotal</b>		<b>294.82</b>	<b>-</b>	<b>294.82</b>
<b>Asset Number: 0038386 - Douglas Street</b>							
OP.028603	Douglas street Blackbutt foolpath defect	005467	Maintenance 2018/19		99.79	-	99.79
			<b>Subtotal</b>		<b>99.79</b>	<b>-</b>	<b>99.79</b>
<b>Asset Number: 0024856 - East Nanango Road</b>							
OP.028520	East Nanango Rd - HP defects	005467	Maintenance 2018/19		1,527.89	-	1,527.89
OP.028874	East Nanango Rd Boom Mowing	005467	Maintenance 2018/19		1,467.84	-	1,467.84
			<b>Subtotal</b>		<b>2,995.73</b>	<b>-</b>	<b>2,995.73</b>
<b>Asset Number: 0024871 - East Wooroolin Road</b>							
OP.028663	East Wooroolin Drainage	005467	Maintenance 2018/19		5,114.76	-	5,114.76
			<b>Subtotal</b>		<b>5,114.76</b>	<b>-</b>	<b>5,114.76</b>
<b>Asset Number: 0024913 - Edenvale North Road</b>							
OP.028976	Edenvale premix patching	005467	Maintenance 2018/19		1,073.62	-	1,073.62
			<b>Subtotal</b>		<b>1,073.62</b>	<b>-</b>	<b>1,073.62</b>
<b>Asset Number: 0024929 - Edenvale South Road</b>							
OP.029064	Edenvale south rd	005467	Maintenance 2018/19		648.39	-	648.39
			<b>Subtotal</b>		<b>648.39</b>	<b>-</b>	<b>648.39</b>
<b>Asset Number: 0039258 - Edward Street</b>							
OP.028999	Edward st stop sign	005467	Maintenance 2018/19		145.06	-	145.06
OP.029101	Edward st premix patching	005467	Maintenance 2018/19		2,160.04	-	2,160.04
			<b>Subtotal</b>		<b>2,305.10</b>	<b>-</b>	<b>2,305.10</b>
<b>Asset Number: 0038505 - Elk Street</b>							
OP.028719	Elk Street Guide post replacement	005467	Maintenance 2018/19		273.45	-	273.45
			<b>Subtotal</b>		<b>273.45</b>	<b>-</b>	<b>273.45</b>
<b>Asset Number: 0022054 - Ellesmere Road - Formerly Ellesmere North Road and part Glenclyffe Road - Refer Attachment</b>							
OP.029021	Ellesmere rd Jetpatching	005467	Maintenance 2018/19		1,013.79	-	1,013.79
			<b>Subtotal</b>		<b>1,013.79</b>	<b>-</b>	<b>1,013.79</b>
<b>Asset Number: 0038564 - Fern Street</b>							
OP.029145	Fern Street- Clean open drains	005467	Maintenance 2018/19		273.88	-	273.88
			<b>Subtotal</b>		<b>273.88</b>	<b>-</b>	<b>273.88</b>
<b>Asset Number: 0025221 - Ficks Crossing Road</b>							
OP.029061	Ficks Crossing Road	005467	Maintenance 2018/19		3,324.36	-	3,324.36
			<b>Subtotal</b>		<b>3,324.36</b>	<b>-</b>	<b>3,324.36</b>
<b>Asset Number: 0025266 - Finnemores Road</b>							
OP.028461	Finnemores Rd - Hp's repaired	005467	Maintenance 2018/19		3,973.45	-	3,973.45
			<b>Subtotal</b>		<b>3,973.45</b>	<b>-</b>	<b>3,973.45</b>
<b>Asset Number: 0033935 - First Avenue</b>							
OP.028897	First ave premix patching	005467	Maintenance 2018/19		439.57	-	439.57
OP.029005	First Avenue reinstall floodway sign	005467	Maintenance 2018/19		474.67	-	474.67
			<b>Subtotal</b>		<b>914.24</b>	<b>-</b>	<b>914.24</b>
<b>Asset Number: 0033993 - Fisher Street</b>							
OP.028620	Fisher St Kingaroy Signage	005467	Maintenance 2018/19		631.05	-	631.05
OP.028930	Fisher st premix patching	005467	Maintenance 2018/19		4,742.20	-	4,742.20
OP.029109	Fisher st gully pit lid repairs	005467	Maintenance 2018/19		1,828.36	-	1,828.36
			<b>Subtotal</b>		<b>7,201.61</b>	<b>-</b>	<b>7,201.61</b>
<b>Asset Number: 0038571 - Fitzroy Street</b>							
OP.029011	Fitzroy st giveaway sign	005467	Maintenance 2018/19		221.47	-	221.47
			<b>Subtotal</b>		<b>221.47</b>	<b>-</b>	<b>221.47</b>
<b>Asset Number: 0025436 - Freemans Road</b>							
OP.029100	Freemans Road - Remove Dead tree branc	005467	Maintenance 2018/19		602.00	-	602.00
			<b>Subtotal</b>		<b>602.00</b>	<b>-</b>	<b>602.00</b>
<b>Asset Number: 0025543 - G Andersons Road</b>							
OP.028923	G Andersons Rd HP repairs	005467	Maintenance 2018/19		8,612.16	-	8,612.16
			<b>Subtotal</b>		<b>8,612.16</b>	<b>-</b>	<b>8,612.16</b>
<b>Asset Number: 0034200 - Gatto Street</b>							
OP.028888	Gatto st premix patching	005467	Maintenance 2018/19		1,054.72	-	1,054.72
			<b>Subtotal</b>		<b>1,054.72</b>	<b>-</b>	<b>1,054.72</b>
<b>Asset Number: 0034238 - George Street</b>							
OP.028983	George st premix patching	005467	Maintenance 2018/19		1,493.78	-	1,493.78
			<b>Subtotal</b>		<b>1,493.78</b>	<b>-</b>	<b>1,493.78</b>
<b>Asset Number: 0025647 - Gesslers Road</b>							
OP.028522	Gesslers Rd - Shoulder spot mtce	005467	Maintenance 2018/19		17,437.84	-	17,437.84
			<b>Subtotal</b>		<b>17,437.84</b>	<b>-</b>	<b>17,437.84</b>
<b>Asset Number: 0025671 - Gibson Road</b>							
OP.029072	56 Gibson Rd Benarkin- Remove trees	005467	Maintenance 2018/19		390.25	-	390.25
			<b>Subtotal</b>		<b>390.25</b>	<b>-</b>	<b>390.25</b>
<b>Asset Number: 0038631 - Gipps Street</b>							
OP.029012	Gipps st giveaway sign	005467	Maintenance 2018/19		118.98	-	118.98
			<b>Subtotal</b>		<b>118.98</b>	<b>-</b>	<b>118.98</b>
<b>Asset Number: 0034289 - Glendon Street</b>							
OP.028900	Glendon st premix patching	005467	Maintenance 2018/19		186.78	-	186.78
			<b>Subtotal</b>		<b>186.78</b>	<b>-</b>	<b>186.78</b>



Task	Task Description	Project Code	Project Description	%Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
<b>Asset Number: 0025720 - Golf View Drive</b>							
OP.028660	Golf View Drive Signs	005467	Maintenance 2018/19	1	232.04	-	232.04
			<b>Subtotal</b>		<b>232.04</b>	<b>-</b>	<b>232.04</b>
<b>Asset Number: 0025727 - Goodger Kunioon Road</b>							
OP.028812	Goodger Kunioon rd	005467	Maintenance 2018/19	1	2,772.33	-	2,772.33
OP.028820	Goodger-Kunioon rd tree removal	005467	Maintenance 2018/19	1	718.10	-	718.10
			<b>Subtotal</b>		<b>3,490.43</b>	<b>-</b>	<b>3,490.43</b>
<b>Asset Number: 0034353 - Gooyong Street</b>							
OP.029000	Gooyong st giveway signs	005467	Maintenance 2018/19	1	134.91	-	134.91
			<b>Subtotal</b>		<b>134.91</b>	<b>-</b>	<b>134.91</b>
<b>Asset Number: 0037591 - Gore Street</b>							
OP.028619	Gore St - Footpath Repair	005467	Maintenance 2018/19	1	686.43	-	686.43
			<b>Subtotal</b>		<b>686.43</b>	<b>-</b>	<b>686.43</b>
<b>Asset Number: 0025815 - Greenslade Road</b>							
OP.028756	Greenslade Rd- Medium Grade	005467	Maintenance 2018/19	1	4,974.88	-	4,974.88
			<b>Subtotal</b>		<b>4,974.88</b>	<b>-</b>	<b>4,974.88</b>
<b>Asset Number: 0022070 - Greenview Road</b>							
OP.028623	Greenveiw Road - Repair Separated Pipe	005467	Maintenance 2018/19	1	2,376.34	-	2,376.34
OP.028674	Crownthorpe Rd - Repair Separated Pipe	005467	Maintenance 2018/19	1	1,765.24	-	1,765.24
OP.028733	Greenview rd Jetpatching	005467	Maintenance 2018/19	1	11,660.90	-	11,660.90
OP.028774	Greenveiw Rd - Repair Separated Pipes	005467	Maintenance 2018/19	1	9,521.20	-	9,521.20
			<b>Subtotal</b>		<b>25,323.68</b>	<b>-</b>	<b>25,323.68</b>
<b>Asset Number: 0038693 - Grey Street</b>							
OP.029013	Grey st giveway sign	005467	Maintenance 2018/19	1	530.18	-	530.18
			<b>Subtotal</b>		<b>530.18</b>	<b>-</b>	<b>530.18</b>
<b>Asset Number: 0025876 - Grindstone School Road</b>							
OP.028521	Grindstone School Rd - HP defects	005467	Maintenance 2018/19	1	11,637.74	-	11,637.74
			<b>Subtotal</b>		<b>11,637.74</b>	<b>-</b>	<b>11,637.74</b>
<b>Asset Number: 0025904 - Haly Creek Road</b>							
OP.028648	Haly creek pipe separation	005467	Maintenance 2018/19	1	9,836.09	-	9,836.09
			<b>Subtotal</b>		<b>9,836.09</b>	<b>-</b>	<b>9,836.09</b>
<b>Asset Number: 0022072 - Haly Street</b>							
OP.029088	Haly st premix patching	005467	Maintenance 2018/19	1	2,438.37	-	2,438.37
			<b>Subtotal</b>		<b>2,438.37</b>	<b>-</b>	<b>2,438.37</b>
<b>Asset Number: 0025988 - Hamilton Road</b>							
OP.028680	hamilton road remove hanging tree limb	005467	Maintenance 2018/19	1	1,624.07	-	1,624.07
			<b>Subtotal</b>		<b>1,624.07</b>	<b>-</b>	<b>1,624.07</b>
<b>Asset Number: 0026013 - Hansens Road</b>							
OP.028915	Hansen rd blade	005467	Maintenance 2018/19	1	249.62	-	249.62
			<b>Subtotal</b>		<b>249.62</b>	<b>-</b>	<b>249.62</b>
<b>Asset Number: 0026039 - Hardgrave Road</b>							
OP.029074	Hardgrave Road Benarkh-Clean drains	005467	Maintenance 2018/19	1	405.47	-	405.47
			<b>Subtotal</b>		<b>405.47</b>	<b>-</b>	<b>405.47</b>
<b>Asset Number: 0026066 - Harris Road</b>							
OP.028746	Harris rd pavement repair	005467	Maintenance 2018/19	1	26,069.66	-	26,069.66
OP.028835	Harris rd premix patching	005467	Maintenance 2018/19	1	2,859.08	-	2,859.08
			<b>Subtotal</b>		<b>28,928.74</b>	<b>-</b>	<b>28,928.74</b>
<b>Asset Number: 0038723 - Hart Street</b>							
OP.029085	Hart Street B/Butt - Jet patch	005467	Maintenance 2018/19	1	320.31	-	320.31
			<b>Subtotal</b>		<b>320.31</b>	<b>-</b>	<b>320.31</b>
<b>Asset Number: 0038747 - Hay Street</b>							
OP.029014	Hay st giveway sign	005467	Maintenance 2018/19	1	150.25	-	150.25
			<b>Subtotal</b>		<b>150.25</b>	<b>-</b>	<b>150.25</b>
<b>Asset Number: 0026219 - Heights Road</b>							
OP.028503	Heights Road - HP Defect	005467	Maintenance 2018/19	1	952.55	-	952.55
			<b>Subtotal</b>		<b>952.55</b>	<b>-</b>	<b>952.55</b>
<b>Asset Number: 0026294 - Hillsdale Road</b>							
OP.028781	Hillsdale Rd reshape divert drain	005467	Maintenance 2018/19	1	1,061.09	-	1,061.09
OP.029174	Hillsdale rd tree removal	005467	Maintenance 2018/19	1	350.91	-	350.91
			<b>Subtotal</b>		<b>1,412.00</b>	<b>-</b>	<b>1,412.00</b>
<b>Asset Number: 0026331 - Hines Road</b>							
OP.029062	Hines Road - Remove vegetation	005467	Maintenance 2018/19	1	10.51	-	10.51
			<b>Subtotal</b>		<b>10.51</b>	<b>-</b>	<b>10.51</b>
<b>Asset Number: 0026338 - Hivesville Road</b>							
OP.028568	Hivesville Road Jetpatching	005467	Maintenance 2018/19	1	11,507.47	-	11,507.47
OP.028914	Hivesville rd - Keep left sign	005467	Maintenance 2018/19	1	690.17	-	690.17
			<b>Subtotal</b>		<b>12,197.64</b>	<b>-</b>	<b>12,197.64</b>
<b>Asset Number: 0034751 - Hodge Street</b>							
OP.029001	Hodge st giveway sign	005467	Maintenance 2018/19	1	84.61	-	84.61
			<b>Subtotal</b>		<b>84.61</b>	<b>-</b>	<b>84.61</b>
<b>Asset Number: 0026494 - Hoggs Road</b>							
OP.028460	Hoggs Rd - HP's repaired	005467	Maintenance 2018/19	1	8,065.27	-	8,065.27
OP.029031	Hoggs rd reinstall sign	005467	Maintenance 2018/19	1	18.80	-	18.80
			<b>Subtotal</b>		<b>8,084.07</b>	<b>-</b>	<b>8,084.07</b>
<b>Asset Number: 0026603 - Home Creek Loop Road</b>							
OP.028747	Home Creek Loop Rd - HP repairs	005467	Maintenance 2018/19	1	10,413.92	-	10,413.92
			<b>Subtotal</b>		<b>10,413.92</b>	<b>-</b>	<b>10,413.92</b>
<b>Asset Number: 0038819 - Horne Lane</b>							
OP.028928	Horne Lane - Clearing	005467	Maintenance 2018/19	1	13,322.06	-	13,322.06
			<b>Subtotal</b>		<b>13,322.06</b>	<b>-</b>	<b>13,322.06</b>
<b>Asset Number: 0034797 - Industrial Avenue</b>							
OP.028977	Industrial ave premix patching	005467	Maintenance 2018/19	1	834.49	-	834.49
			<b>Subtotal</b>		<b>834.49</b>	<b>-</b>	<b>834.49</b>
<b>Asset Number: 0026683 - Ironbark Road</b>							
OP.028905	Ironbark Rd - Heavy Grade	005467	Maintenance 2018/19	1	4,312.67	-	4,312.67
OP.028906	Ironbark Rd - Gravel supply & delivery	005467	Maintenance 2018/19	1	5,356.23	-	5,356.23
			<b>Subtotal</b>		<b>9,668.90</b>	<b>-</b>	<b>9,668.90</b>

Task	Task Description	Project Code	Project Description	%Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
<b>Asset Number: 0026892 - Izzards Road</b>							
OP.028681	Izzard Road remove dead tree	005467	Maintenance 2018/19	1	2,265.01	-	2,265.01
					<b>Subtotal</b>		<b>2,265.01</b>
<b>Asset Number: 0027031 - Jerrards Road</b>							
OP.028932	Jerrards Rd HP repairs	005467	Maintenance 2018/19	1	1,284.02	-	1,284.02
					<b>Subtotal</b>		<b>1,284.02</b>
<b>Asset Number: 0034968 - John Street</b>							
OP.029002	John st giveway sign	005467	Maintenance 2018/19	1	122.21	-	122.21
					<b>Subtotal</b>		<b>122.21</b>
<b>Asset Number: 0027074 - Jua Road</b>							
OP.028761	Jua Road - HP defects	005467	Maintenance 2018/19	1	4,120.36	-	4,120.36
					<b>Subtotal</b>		<b>4,120.36</b>
<b>Asset Number: 0027133 - Kearneys Road</b>							
OP.028972	Kearneys Road Jelpatching	005467	Maintenance 2018/19	1	2,694.88	-	2,694.88
					<b>Subtotal</b>		<b>2,694.88</b>
<b>Asset Number: 0038881 - King Street</b>							
OP.028642	king street line marking	005467	Maintenance 2018/19	1	429.68	-	429.68
OP.028650	King Street pipe seperation	005467	Maintenance 2018/19	1	2,127.22	-	2,127.22
					<b>Subtotal</b>		<b>2,556.90</b>
<b>Asset Number: 0035163 - Kingaroy Street</b>							
OP.028920	Kingaroy sl premix patching	005467	Maintenance 2018/19	1	885.80	-	885.80
					<b>Subtotal</b>		<b>885.80</b>
<b>Asset Number: 0027235 - Kings Bridge Road</b>							
OP.028670	Kings Bridge Rd Floodway Marker	005467	Maintenance 2018/19	1	287.05	-	287.05
					<b>Subtotal</b>		<b>287.05</b>
<b>Asset Number: 0027273 - Klass and Townes Road</b>							
OP.029030	Klass and Townes rd reinstall sign post	005467	Maintenance 2018/19	1	114.91	-	114.91
					<b>Subtotal</b>		<b>114.91</b>
<b>Asset Number: 0027450 - Kumbia Minmore Road</b>							
OP.029057	Kumbia Minmore spot gravel	005467	Maintenance 2018/19	1	1,149.45	-	1,149.45
					<b>Subtotal</b>		<b>1,149.45</b>
<b>Asset Number: 0027512 - Kumbia Road including former Kumbia Brooklands Road - refer attachment</b>							
OP.028775	Kumbia rd Jelpatching	005467	Maintenance 2018/19	1	1,674.24	-	1,674.24
					<b>Subtotal</b>		<b>1,674.24</b>
<b>Asset Number: 0027552 - Lamperds Road</b>							
OP.028861	Lamperds Road Medium Grade	005467	Maintenance 2018/19	1	5,763.49	-	5,763.49
					<b>Subtotal</b>		<b>5,763.49</b>
<b>Asset Number: 0027573 - Lanigan Road</b>							
OP.028752	Lanigan Road clean out drain	005467	Maintenance 2018/19	1	1,425.45	-	1,425.45
OP.028776	Lanigan Rd - HP defect	005467	Maintenance 2018/19	1	1,333.63	-	1,333.63
					<b>Subtotal</b>		<b>2,759.08</b>
<b>Asset Number: 0027597 - Lawson Road</b>							
OP.028797	Lawson Rd- Medium Grade	005467	Maintenance 2018/19	1	5,572.71	-	5,572.71
					<b>Subtotal</b>		<b>5,572.71</b>
<b>Asset Number: 0027600 - Lawsons Broad Road</b>							
OP.028526	Lawsons Broad Road - Medium Grade	005467	Maintenance 2018/19	1	9,106.07	-	9,106.07
					<b>Subtotal</b>		<b>9,106.07</b>
<b>Asset Number: 0027628 - Liesegangs Road</b>							
OP.028487	Leisagangs Road spot maintenance	005467	Maintenance 2018/19	1	2,108.65	-	2,108.65
OP.028527	Liesegangs Rd - Gravel supply & delivery	005467	Maintenance 2018/19	1	5,283.67	-	5,283.67
OP.028617	Liesegangs Rd - Emulsion seal bus T/A	005467	Maintenance 2018/19	1	3,783.04	-	3,783.04
OP.028618	Liesegangs Rd - Shoulder Grade Bus T/A	005467	Maintenance 2018/19	1	5,464.04	-	5,464.04
OP.028944	Liesegangs Road Shoulders	005467	Maintenance 2018/19	1	18,440.75	-	18,440.75
					<b>Subtotal</b>		<b>35,080.15</b>
<b>Asset Number: 0035474 - Logan Street</b>							
OP.028652	Logan Sl - HP defects	005467	Maintenance 2018/19	1	1,656.65	-	1,656.65
					<b>Subtotal</b>		<b>1,656.65</b>
<b>Asset Number: 0027762 - Lysdale Road</b>							
OP.028795	Lysdale Road - HP Defects	005467	Maintenance 2018/19	1	4,267.11	-	4,267.11
OP.029129	Lysdale Road - Drainage Works	005467	Maintenance 2018/19	1	3,826.01	1,954.55	5,780.56
					<b>Subtotal</b>	<b>8,093.12</b>	<b>10,047.67</b>
<b>Asset Number: 0022109 - Mackenzie Street</b>							
OP.028978	mackenzie st pavement	005467	Maintenance 2018/19	1	87.25	-	87.25
					<b>Subtotal</b>		<b>87.25</b>
<b>Asset Number: 0027823 - Maidenwell Glenclyffe Road</b>							
OP.028515	Maidenwell Glenclyffe Rd - HP repairs	005467	Maintenance 2018/19	1	2,030.39	-	2,030.39
					<b>Subtotal</b>		<b>2,030.39</b>
<b>Asset Number: 0027829 - Maidenwell Upper Yarraman Road</b>							
OP.028517	Maidenwell Upper Yarraman Rd - HP defect	005467	Maintenance 2018/19	1	19,976.55	-	19,976.55
					<b>Subtotal</b>		<b>19,976.55</b>
<b>Asset Number: 0027857 - Malar Road</b>							
OP.029081	Malar rd shoulder and Drainage repairs	005467	Maintenance 2018/19	1	8,758.43	-	8,758.43
OP.029120	Malar rd pavement repair	005467	Maintenance 2018/19	1	9,990.11	-	9,990.11
					<b>Subtotal</b>		<b>18,748.54</b>
<b>Asset Number: 0027988 - Manunbar Road</b>							
OP.028945	Manunbar Road call out	005467	Maintenance 2018/19	1	436.14	-	436.14
OP.028969	Manunbar Road - Jet Patch	005467	Maintenance 2018/19	1	2,425.83	-	2,425.83
OP.028986	Manunbar road - Tree remove	005467	Maintenance 2018/19	1	1,779.00	-	1,779.00
OP.029144	Manunbar Rd- Scours and drainage	005467	Maintenance 2018/19	1	361.71	-	361.71
					<b>Subtotal</b>		<b>5,002.68</b>
<b>Asset Number: 0035574 - Markwell Street</b>							
OP.028595	Removal of Project signs within region a	005467	Maintenance 2018/19	1	2,056.30	-	2,056.30
					<b>Subtotal</b>		<b>2,056.30</b>
<b>Asset Number: 0028057 - Martin Crescent</b>							
OP.028784	remove dead kanaroo 44 Martain Crescent	005467	Maintenance 2018/19	1	107.20	-	107.20
OP.028970	Martlin Cres Benarkin - Jet patch	005467	Maintenance 2018/19	1	95.61	-	95.61
					<b>Subtotal</b>		<b>202.81</b>

Task	Task Description	Project Code	Project Description	%Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
<b>Asset Number: 0035676 - Mary Street</b>							
OP.028600	Mary Street street sweeping	005467	Maintenance 2018/19	1	338.47	-	338.47
OP.028868	Mary St (School loop Rd) - Line mark	005467	Maintenance 2018/19	1	830.91	-	830.91
			<b>Subtotal</b>		<b>1,169.38</b>	<b>-</b>	<b>1,169.38</b>
<b>Asset Number: 0028068 - McAllisters Road</b>							
OP.029080	McAllisters Rd - Heavy Grade	005467	Maintenance 2018/19	1	21,551.72	-	21,551.72
OP.029108	McAllister Rd - Gravel supply & delivery	005467	Maintenance 2018/19	1	8,046.04	3,200.00	11,246.04
			<b>Subtotal</b>		<b>29,597.76</b>	<b>3,200.00</b>	<b>32,797.76</b>
<b>Asset Number: 0028119 - McClymont Road</b>							
OP.028916	Mc Clymonts rd- Jet patch	005467	Maintenance 2018/19	1	1,165.91	-	1,165.91
			<b>Subtotal</b>		<b>1,165.91</b>	<b>-</b>	<b>1,165.91</b>
<b>Asset Number: 0039480 - McCord Street</b>							
OP.028466	McCord street premix patching	005467	Maintenance 2018/19	1	3,276.50	-	3,276.50
			<b>Subtotal</b>		<b>3,276.50</b>	<b>-</b>	<b>3,276.50</b>
<b>Asset Number: 0028153 - McEwans Road</b>							
OP.029132	McEwans Rd - Signage as per attached	005467	Maintenance 2018/19	1	64.00	-	64.00
			<b>Subtotal</b>		<b>64.00</b>	<b>-</b>	<b>64.00</b>
<b>Asset Number: 0028294 - Memerambi Barkers Creek Road</b>							
OP.028936	Memerambi Barkers Creek Rd medium gra	005467	Maintenance 2018/19	1	28,485.65	454.55	28,940.20
			<b>Subtotal</b>		<b>28,485.65</b>	<b>454.55</b>	<b>28,940.20</b>
<b>Asset Number: 0028325 - Mercer Springate Road</b>							
OP.028877	Mercer Springer Rd Boom Mowing	005467	Maintenance 2018/19	1	1,070.15	-	1,070.15
			<b>Subtotal</b>		<b>1,070.15</b>	<b>-</b>	<b>1,070.15</b>
<b>Asset Number: 0028443 - Mondure Crossing Road</b>							
OP.028538	Mondure Crossing Road - HP Defects	005467	Maintenance 2018/19	1	10,010.36	-	10,010.36
			<b>Subtotal</b>		<b>10,010.36</b>	<b>-</b>	<b>10,010.36</b>
<b>Asset Number: 0028446 - Mondure Road</b>							
OP.028647	Mondure Road Jelpatching	005467	Maintenance 2018/19	1	3,195.67	-	3,195.67
			<b>Subtotal</b>		<b>3,195.67</b>	<b>-</b>	<b>3,195.67</b>
<b>Asset Number: 0028463 - Mondure Wheatlands Road</b>							
OP.028772	Mondure Wheatlands Road - Remove tree	005467	Maintenance 2018/19	1	1,848.11	-	1,848.11
			<b>Subtotal</b>		<b>1,848.11</b>	<b>-</b>	<b>1,848.11</b>
<b>Asset Number: 0035747 - Moonya Street</b>							
OP.028899	Moonya st premix patching	005467	Maintenance 2018/19	1	907.05	-	907.05
			<b>Subtotal</b>		<b>907.05</b>	<b>-</b>	<b>907.05</b>
<b>Asset Number: 0028642 - Mt Stanley Road</b>							
OP.028547	REMOVE TREE MT Stanley Road	005467	Maintenance 2018/19	1	2,027.62	-	2,027.62
OP.029133	Mt Stanley Rd - Med Grade	005467	Maintenance 2018/19	1	6,548.97	1,189.42	7,738.39
			<b>Subtotal</b>		<b>8,576.59</b>	<b>1,189.42</b>	<b>9,766.01</b>
<b>Asset Number: 0038958 - Muir Street</b>							
OP.028611	Muir St Blackbutt Signage	005467	Maintenance 2018/19	1	97.30	-	97.30
			<b>Subtotal</b>		<b>97.30</b>	<b>-</b>	<b>97.30</b>
<b>Asset Number: 0035848 - Murphy Street</b>							
OP.029003	Murphy st g/eway sign	005467	Maintenance 2018/19	1	134.92	-	134.92
			<b>Subtotal</b>		<b>134.92</b>	<b>-</b>	<b>134.92</b>
<b>Asset Number: 0038977 - Myletts Lane</b>							
OP.028593	Myletts Lane - HP defects	005467	Maintenance 2018/19	1	6,756.62	-	6,756.62
OP.029134	Myletts Lane - Grading	005467	Maintenance 2018/19	1	3,554.66	-	3,554.66
			<b>Subtotal</b>		<b>10,311.28</b>	<b>-</b>	<b>10,311.28</b>
<b>Asset Number: 0028704 - Nanango Brooklands Road</b>							
OP.028499	Nanango Brooklands repair damaged signs	005467	Maintenance 2018/19	1	175.18	-	175.18
			<b>Subtotal</b>		<b>175.18</b>	<b>-</b>	<b>175.18</b>
<b>Asset Number: 0028776 - Nanango Neumgna Road</b>							
OP.028484	Nanango Neumgna Road - HP Defects	005467	Maintenance 2018/19	1	8,636.36	-	8,636.36
			<b>Subtotal</b>		<b>8,636.36</b>	<b>-</b>	<b>8,636.36</b>
<b>Asset Number: 0028779 - Nangur Road</b>							
OP.029093	Nangur Road - Repair separated pipe	005467	Maintenance 2018/19	1	1,909.92	-	1,909.92
			<b>Subtotal</b>		<b>1,909.92</b>	<b>-</b>	<b>1,909.92</b>
<b>Asset Number: 0028800 - Neale Road</b>							
OP.028738	Neale Rd - Medium Grade	005467	Maintenance 2018/19	1	21,628.24	-	21,628.24
			<b>Subtotal</b>		<b>21,628.24</b>	<b>-</b>	<b>21,628.24</b>
<b>Asset Number: 0038979 - Normanby Street</b>							
OP.028890	Normanby street. Clean open drains	005467	Maintenance 2018/19	1	83.28	-	83.28
			<b>Subtotal</b>		<b>83.28</b>	<b>-</b>	<b>83.28</b>
<b>Asset Number: 0029075 - Nystrom Duffey Road</b>							
OP.028516	Nystrom Duffey Rd - HP defects	005467	Maintenance 2018/19	1	9,124.88	-	9,124.88
			<b>Subtotal</b>		<b>9,124.88</b>	<b>-</b>	<b>9,124.88</b>
<b>Asset Number: 0029143 - Oaky Creek Back Road</b>							
OP.028757	Oaky Creek Back Rd - Medium Grade	005467	Maintenance 2018/19	1	7,688.86	-	7,688.86
			<b>Subtotal</b>		<b>7,688.86</b>	<b>-</b>	<b>7,688.86</b>
<b>Asset Number: 0029234 - Old Esk North Road</b>							
OP.028836	Old Esk North rd Clean and reshape drain	005467	Maintenance 2018/19	1	9,219.78	-	9,219.78
			<b>Subtotal</b>		<b>9,219.78</b>	<b>-</b>	<b>9,219.78</b>
<b>Asset Number: 0029258 - Old Esk Road</b>							
OP.028984	Old Esk Road B/Butt- Jet patch	005467	Maintenance 2018/19	1	1,023.98	-	1,023.98
OP.029071	Old Esk Road - Drainage other	005467	Maintenance 2018/19	1	413.31	-	413.31
OP.029075	Old Esk rd - Remove tree	005467	Maintenance 2018/19	1	220.38	-	220.38
OP.029092	Old Esk Rd B/Butt - Jet Patch	005467	Maintenance 2018/19	1	2,028.09	-	2,028.09
			<b>Subtotal</b>		<b>3,685.76</b>	<b>-</b>	<b>3,685.76</b>
<b>Asset Number: 0029324 - Old Rifle Range Road</b>							
OP.028749	Old Rifle Range Road, Blocked culvert	005467	Maintenance 2018/19	1	672.84	-	672.84
			<b>Subtotal</b>		<b>672.84</b>	<b>-</b>	<b>672.84</b>
<b>Asset Number: 0022132 - Old Station Road</b>							
OP.028753	Old Station Rd - Medium Grade	005467	Maintenance 2018/19	1	6,626.59	-	6,626.59
			<b>Subtotal</b>		<b>6,626.59</b>	<b>-</b>	<b>6,626.59</b>

Task	Task Description	Project Code	Project Description	%Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
<b>Asset Number: 0029333 - Old Taabinga Road</b>							
OP.028481	Old Taabinga Rd - HP repair	005467	Maintenance 2018/19	1	6,993.99	-	6,993.99
OP.028742	Old Taabinga Road Boom Mowing	005467	Maintenance 2018/19	1	1,193.54	-	1,193.54
			<b>Subtotal</b>		<b>8,187.53</b>	<b>-</b>	<b>8,187.53</b>
<b>Asset Number: 0029340 - Old Wondal Road</b>							
OP.028523	Old Wondal Road premix patching	005467	Maintenance 2018/19	1	5,431.87	-	5,431.87
OP.028573	Old Wondal Rd - HP defects	005467	Maintenance 2018/19	1	20,144.30	-	20,144.30
OP.028575	Old Wondal Rd - HP defects	005467	Maintenance 2018/19	1	14,093.98	-	14,093.98
OP.028666	Old Wondal rd Jetpatching	005467	Maintenance 2018/19	1	5,030.81	-	5,030.81
OP.028788	Old Wondal Road - Repair Scour	005467	Maintenance 2018/19	1	10,442.90	-	10,442.90
			<b>Subtotal</b>		<b>55,143.86</b>	<b>-</b>	<b>55,143.86</b>
<b>Asset Number: 0035964 - Oliver Bond Street</b>							
OP.029059	Oliver bond st sign repair	005467	Maintenance 2018/19	1	96.91	-	96.91
			<b>Subtotal</b>		<b>96.91</b>	<b>-</b>	<b>96.91</b>
<b>Asset Number: 0039617 - Outridge Street</b>							
OP.028524	Outridge Street premix patching	005467	Maintenance 2018/19	1	1,589.15	-	1,589.15
			<b>Subtotal</b>		<b>1,589.15</b>	<b>-</b>	<b>1,589.15</b>
<b>Asset Number: 0029412 - Paines Road</b>							
OP.028828	Paines Rd - Med Grade	005467	Maintenance 2018/19	1	7,918.48	-	7,918.48
			<b>Subtotal</b>		<b>7,918.48</b>	<b>-</b>	<b>7,918.48</b>
<b>Asset Number: 0029481 - Paul Holznel Road - Spot maintenance</b>							
OP.029076	Paul Holznel Road - Spot maintenance	005467	Maintenance 2018/19	1	4,958.75	2,727.27	7,686.02
			<b>Subtotal</b>		<b>4,958.75</b>	<b>2,727.27</b>	<b>7,686.02</b>
<b>Asset Number: 0029564 - Perrett Road</b>							
OP.028968	Perrett Rd HP pothole repair	005467	Maintenance 2018/19	1	1,916.37	-	1,916.37
			<b>Subtotal</b>		<b>1,916.37</b>	<b>-</b>	<b>1,916.37</b>
<b>Asset Number: 0029591 - Phipps Street East</b>							
OP.028758	phipps street east repair drains	005467	Maintenance 2018/19	1	16,794.16	-	16,794.16
			<b>Subtotal</b>		<b>16,794.16</b>	<b>-</b>	<b>16,794.16</b>
<b>Asset Number: 0029623 - Pointons Road</b>							
OP.028862	Pointons Road Medium Grade	005467	Maintenance 2018/19	1	25,223.74	-	25,223.74
			<b>Subtotal</b>		<b>25,223.74</b>	<b>-</b>	<b>25,223.74</b>
<b>Asset Number: 0036131 - Pound Street</b>							
OP.028895	Pound st pavement repair	005467	Maintenance 2018/19	1	43,163.56	-	43,163.56
OP.029176	Pound st replace missing bollards	005467	Maintenance 2018/19	1	25.80	-	25.80
			<b>Subtotal</b>		<b>43,189.36</b>	<b>-</b>	<b>43,189.36</b>
<b>Asset Number: 0036189 - Princess Court</b>							
OP.028513	Princess Court kerb repair	005467	Maintenance 2018/19	1	1,694.80	-	1,694.80
			<b>Subtotal</b>		<b>1,694.80</b>	<b>-</b>	<b>1,694.80</b>
<b>Asset Number: 0029763 - Radunzs Road</b>							
OP.029119	Radunzs road- Clean open drains	005467	Maintenance 2018/19	1	3,205.32	-	3,205.32
			<b>Subtotal</b>		<b>3,205.32</b>	<b>-</b>	<b>3,205.32</b>
<b>Asset Number: 0029821 - Raymond Road</b>							
OP.028759	Raymond Road - sign repair	005467	Maintenance 2018/19	1	1,961.66	-	1,961.66
			<b>Subtotal</b>		<b>1,961.66</b>	<b>-</b>	<b>1,961.66</b>
<b>Asset Number: 0029885 - Red Hill Road</b>							
OP.028755	Red Hill rd Jetpatching	005467	Maintenance 2018/19	1	7,717.53	-	7,717.53
			<b>Subtotal</b>		<b>7,717.53</b>	<b>-</b>	<b>7,717.53</b>
<b>Asset Number: 0029954 - Redmans Road</b>							
OP.028626	Redmans Road spot gravel	005467	Maintenance 2018/19	1	6,948.77	-	6,948.77
			<b>Subtotal</b>		<b>6,948.77</b>	<b>-</b>	<b>6,948.77</b>
<b>Asset Number: 0030015 - Redvale Road</b>							
OP.028588	Redvale Rd - Medium Grade	005467	Maintenance 2018/19	1	4,821.59	-	4,821.59
			<b>Subtotal</b>		<b>4,821.59</b>	<b>-</b>	<b>4,821.59</b>
<b>Asset Number: 0030039 - Reedy Creek Road</b>							
OP.028787	Reedy creek rd Tree removal	005467	Maintenance 2018/19	1	1,576.49	-	1,576.49
OP.029025	Reedy Creek Rd HP pothole repairs	005467	Maintenance 2018/19	1	2,180.89	-	2,180.89
OP.029028	Reedy crk rd tree removal	005467	Maintenance 2018/19	1	350.87	-	350.87
			<b>Subtotal</b>		<b>4,108.25</b>	<b>-</b>	<b>4,108.25</b>
<b>Asset Number: 0036424 - Reservoir Street</b>							
OP.028744	Reservoir st premix patching	005467	Maintenance 2018/19	1	804.25	-	804.25
			<b>Subtotal</b>		<b>804.25</b>	<b>-</b>	<b>804.25</b>
<b>Asset Number: 0030203 - Rex Schultz Road</b>							
OP.029121	Rex Schultz Rd - Heavy Grade	005467	Maintenance 2018/19	1	2,648.76	-	2,648.76
			<b>Subtotal</b>		<b>2,648.76</b>	<b>-</b>	<b>2,648.76</b>
<b>Asset Number: 0022158 - Rickert Road</b>							
OP.028605	Ricket Road clean debris out of culvert	005467	Maintenance 2018/19	1	7,883.26	-	7,883.26
			<b>Subtotal</b>		<b>7,883.26</b>	<b>-</b>	<b>7,883.26</b>
<b>Asset Number: 0030209 - Ridge Road</b>							
OP.028902	Ridge Rd - Heavy Grade	005467	Maintenance 2018/19	1	13,668.63	-	13,668.63
OP.028904	Ridge Rd - Gravel supply & delivery	005467	Maintenance 2018/19	1	10,584.01	-	10,584.01
OP.028943	Ridge Road Drain Repair	005467	Maintenance 2018/19	1	7,982.79	-	7,982.79
			<b>Subtotal</b>		<b>32,235.43</b>	<b>-</b>	<b>32,235.43</b>
<b>Asset Number: 0030217 - Rippingale Street</b>							
OP.028599	Rippingale street street sweeping	005467	Maintenance 2018/19	1	1,150.79	-	1,150.79
			<b>Subtotal</b>		<b>1,150.79</b>	<b>-</b>	<b>1,150.79</b>
<b>Asset Number: 0030226 - River Road</b>							
OP.028669	River Road Sign	005467	Maintenance 2018/19	1	275.93	-	275.93
OP.028791	River Rd Kingaroy Street Desil Spill	005467	Maintenance 2018/19	1	487.72	-	487.72
OP.028833	River rd Jetpatching	005467	Maintenance 2018/19	1	2,361.93	-	2,361.93
OP.028885	River rd premix patching	005467	Maintenance 2018/19	1	530.57	-	530.57
OP.028995	River rd 1m depth marker	005467	Maintenance 2018/19	1	265.19	-	265.19
			<b>Subtotal</b>		<b>3,921.34</b>	<b>-</b>	<b>3,921.34</b>
<b>Asset Number: 0039684 - Rodney Street</b>							
OP.028654	Rodney St - Cut Footpath around powerpol	005467	Maintenance 2018/19	1	1,481.63	-	1,481.63
OP.029019	Rodney st repair school sign	005467	Maintenance 2018/19	1	81.80	-	81.80
			<b>Subtotal</b>		<b>1,563.43</b>	<b>-</b>	<b>1,563.43</b>

Task	Task Description	Project Code	Project Description	%Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
<b>Asset Number: 0030396 - Runnymede Road</b>							
OP.028896	Runnymede rd - Seal pavement repair	005467	Maintenance 2018/19	1	3,938.67	-	3,938.67
OP.029137	Runnymede Road - Grading	005467	Maintenance 2018/19	1	251.97	4,809.55	5,061.52
			<b>Subtotal</b>		<b>4,190.64</b>	<b>4,809.55</b>	<b>9,000.19</b>
<b>Asset Number: 0039716 - Scott Street</b>							
OP.029023	Scott st premix patching	005467	Maintenance 2018/19	1	2,552.81	-	2,552.81
OP.029107	Scott Street EdgeRepair	005467	Maintenance 2018/19	1	682.95	-	682.95
OP.029110	Dalby Street - Street Sweep	005467	Maintenance 2018/19	1	270.77	-	270.77
			<b>Subtotal</b>		<b>3,506.53</b>	<b>-</b>	<b>3,506.53</b>
<b>Asset Number: 0030675 - Scotts Lane</b>							
OP.029032	Scotts Lane - HP Defects	005467	Maintenance 2018/19	1	8,708.49	-	8,708.49
			<b>Subtotal</b>		<b>8,708.49</b>	<b>-</b>	<b>8,708.49</b>
<b>Asset Number: 0022172 - Selby Lane</b>							
OP.028501	Selby Lane trim trees for sight distance	005467	Maintenance 2018/19	1	116.79	-	116.79
			<b>Subtotal</b>		<b>116.79</b>	<b>-</b>	<b>116.79</b>
<b>Asset Number: 0030754 - Siefert Street</b>							
OP.028891	Siefert st Jelpatching	005467	Maintenance 2018/19	1	1,872.88	-	1,872.88
			<b>Subtotal</b>		<b>1,872.88</b>	<b>-</b>	<b>1,872.88</b>
<b>Asset Number: 0030758 - Silverleaf Road</b>							
OP.029095	Silverleaf Road - Pavement Repair	005467	Maintenance 2018/19	1	6,047.01	-	6,047.01
OP.029125	Silverleaf rd premix patching	005467	Maintenance 2018/19	1	10,383.09	-	10,383.09
			<b>Subtotal</b>		<b>16,430.10</b>	<b>-</b>	<b>16,430.10</b>
<b>Asset Number: 0030836 - Simpsons Road</b>							
OP.028668	Simpsons Rd Signs	005467	Maintenance 2018/19	1	225.35	-	225.35
			<b>Subtotal</b>		<b>225.35</b>	<b>-</b>	<b>225.35</b>
<b>Asset Number: 0030855 - Slaters Road</b>							
OP.029090	Slaters rd premix patching	005467	Maintenance 2018/19	1	1,090.97	-	1,090.97
			<b>Subtotal</b>		<b>1,090.97</b>	<b>-</b>	<b>1,090.97</b>
<b>Asset Number: 0039779 - Smith Street</b>							
OP.028760	Smith Street - Signage repairs	005467	Maintenance 2018/19	1	425.54	-	425.54
			<b>Subtotal</b>		<b>425.54</b>	<b>-</b>	<b>425.54</b>
<b>Asset Number: 0036645 - Somerset Street</b>							
OP.028613	Somerset St Kingaroy Signage	005467	Maintenance 2018/19	1	135.65	-	135.65
OP.028785	Somerset st pavement repair	005467	Maintenance 2018/19	1	8,049.04	-	8,049.04
OP.029060	Somerset st pavement repair	005467	Maintenance 2018/19	1	11,608.50	181.82	11,790.32
			<b>Subtotal</b>		<b>19,793.19</b>	<b>181.82</b>	<b>19,975.01</b>
<b>Asset Number: 0030968 - Speedwell School Road</b>							
OP.028922	Speedwell School Rd - Repair Sep Pipe	005467	Maintenance 2018/19	1	461.99	-	461.99
			<b>Subtotal</b>		<b>461.99</b>	<b>-</b>	<b>461.99</b>
<b>Asset Number: 0030971 - Spencers Road</b>							
OP.028662	Spencers road clean out culverts	005467	Maintenance 2018/19	1	1,370.46	-	1,370.46
			<b>Subtotal</b>		<b>1,370.46</b>	<b>-</b>	<b>1,370.46</b>
<b>Asset Number: 0030984 - Sportsground Road</b>							
OP.028462	Sports Ground Rd - Hp defects	005467	Maintenance 2018/19	1	6,899.35	-	6,899.35
			<b>Subtotal</b>		<b>6,899.35</b>	<b>-</b>	<b>6,899.35</b>
<b>Asset Number: 0031015 - Staines Road</b>							
OP.028502	Staines Rd - Hp defects	005467	Maintenance 2018/19	1	2,710.57	-	2,710.57
			<b>Subtotal</b>		<b>2,710.57</b>	<b>-</b>	<b>2,710.57</b>
<b>Asset Number: 0037920 - Stephens Street West</b>							
OP.028587	Stephen Street West - Repair Sign	005467	Maintenance 2018/19	1	281.44	-	281.44
			<b>Subtotal</b>		<b>281.44</b>	<b>-</b>	<b>281.44</b>
<b>Asset Number: 0031055 - Stonelands Road</b>							
OP.028614	Stonelands Rd Signage	005467	Maintenance 2018/19	1	1,132.12	-	1,132.12
			<b>Subtotal</b>		<b>1,132.12</b>	<b>-</b>	<b>1,132.12</b>
<b>Asset Number: 0031129 - Stuart Valley Drive</b>							
OP.028980	Stuart Valley Jelpatching	005467	Maintenance 2018/19	1	3,748.17	-	3,748.17
OP.028993	Stuart Valley drive guidepost	005467	Maintenance 2018/19	1	251.22	-	251.22
			<b>Subtotal</b>		<b>3,999.39</b>	<b>-</b>	<b>3,999.39</b>
<b>Asset Number: 0031142 - Stubbs Armstrong Road</b>							
OP.028886	Stubbs Armstrong Road - Separated Pipe	005467	Maintenance 2018/19	1	2,129.45	-	2,129.45
			<b>Subtotal</b>		<b>2,129.45</b>	<b>-</b>	<b>2,129.45</b>
<b>Asset Number: 0031211 - Tanduringie School Road</b>							
OP.028602	Tanduringie school road street sweeping	005467	Maintenance 2018/19	1	270.77	-	270.77
			<b>Subtotal</b>		<b>270.77</b>	<b>-</b>	<b>270.77</b>
<b>Asset Number: 0036860 - Tessmanns Road</b>							
OP.028780	Tessemans Rd Boom Mowing	005467	Maintenance 2018/19	1	1,338.01	-	1,338.01
			<b>Subtotal</b>		<b>1,338.01</b>	<b>-</b>	<b>1,338.01</b>
<b>Asset Number: 0022193 - Tim Shea Creek Road</b>							
OP.028935	Tim Shae Creek Rd burnt tree on roadside	005467	Maintenance 2018/19	1	325.40	909.09	1,234.49
			<b>Subtotal</b>		<b>325.40</b>	<b>909.09</b>	<b>1,234.49</b>
<b>Asset Number: 0031506 - Transmitter Road</b>							
OP.028566	Transmitter Rd - HP defects	005467	Maintenance 2018/19	1	8,181.90	-	8,181.90
			<b>Subtotal</b>		<b>8,181.90</b>	<b>-</b>	<b>8,181.90</b>
<b>Asset Number: 0031584 - Underwoods Road</b>							
OP.028798	Underwoods Rd - Medium Grade	005467	Maintenance 2018/19	1	7,375.68	-	7,375.68
			<b>Subtotal</b>		<b>7,375.68</b>	<b>-</b>	<b>7,375.68</b>
<b>Asset Number: 0031594 - Ushers Road</b>							
OP.028631	Ushers Rd - Medium Grade	005467	Maintenance 2018/19	1	19,903.14	-	19,903.14
			<b>Subtotal</b>		<b>19,903.14</b>	<b>-</b>	<b>19,903.14</b>
<b>Asset Number: 0036955 - Venman Street</b>							
OP.029078	Venman st premix patching	005467	Maintenance 2018/19	1	335.64	-	335.64
			<b>Subtotal</b>		<b>335.64</b>	<b>-</b>	<b>335.64</b>
<b>Asset Number: 0031626 - Walkers Road</b>							
OP.028765	Walkers Road -grading	005467	Maintenance 2018/19	1	19,325.48	-	19,325.48
OP.028767	Walkers Road - supply & deliver gravel	005467	Maintenance 2018/19	1	15,854.06	-	15,854.06
			<b>Subtotal</b>		<b>35,179.54</b>	<b>-</b>	<b>35,179.54</b>

Task	Task Description	Project Code	Project Description	%Allocation	YTD Actuals	YTD Commitments	TOTAL YTD ACTUALS
<b>Asset Number: 0036988 - Warren Truss Drive</b>							
OP.029004	Warren Truss drive replace r curve	005467	Maintenance 2018/19	1	123.74	-	123.74
<b>Subtotal</b>					<b>123.74</b>	<b>-</b>	<b>123.74</b>
<b>Asset Number: 0037016 - Waterview Drive</b>							
OP.028821	Waterview Drive - HP Defect	005467	Maintenance 2018/19	1	1,516.41	-	1,516.41
<b>Subtotal</b>					<b>1,516.41</b>	<b>-</b>	<b>1,516.41</b>
<b>Asset Number: 0031730 - Wattlegrove Road</b>							
OP.028656	Wattlegrove Road tree mulching	005467	Maintenance 2018/19	1	977.30	-	977.30
<b>Subtotal</b>					<b>977.30</b>	<b>-</b>	<b>977.30</b>
<b>Asset Number: 0037042 - Webster Street</b>							
OP.029006	Webster st giveway signs	005467	Maintenance 2018/19	1	265.43	-	265.43
<b>Subtotal</b>					<b>265.43</b>	<b>-</b>	<b>265.43</b>
<b>Asset Number: 0031860 - Weeks Road</b>							
OP.029118	Weeks Road Boom Mowing	005467	Maintenance 2018/19	1	3,356.95	-	3,356.95
OP.029143	Weeks rd clean out drains	005467	Maintenance 2018/19	1	3,776.36	-	3,776.36
<b>Subtotal</b>					<b>7,133.31</b>	<b>-</b>	<b>7,133.31</b>
<b>Asset Number: 0031889 - Weens Road</b>							
OP.029103	Weens Road Shoulder Resheeting	005467	Maintenance 2018/19	1	4,391.77	-	4,391.77
<b>Subtotal</b>					<b>4,391.77</b>	<b>-</b>	<b>4,391.77</b>
<b>Asset Number: 0031965 - Wellers Road</b>							
OP.028661	Wellers Road Signage	005467	Maintenance 2018/19	1	379.35	-	379.35
<b>Subtotal</b>					<b>379.35</b>	<b>-</b>	<b>379.35</b>
<b>Asset Number: 0037064 - West Street</b>							
OP.028486	West street spot maintenance	005467	Maintenance 2018/19	1	1,985.39	-	1,985.39
OP.028884	West st premix patching	005467	Maintenance 2018/19	1	3,368.25	-	3,368.25
<b>Subtotal</b>					<b>5,353.64</b>	<b>-</b>	<b>5,353.64</b>
<b>Asset Number: 0032097 - West Wooroolin Road</b>							
OP.028539	West Wooroolin Road - Shoulder Spot Mal	005467	Maintenance 2018/19	1	9,235.55	-	9,235.55
OP.028665	West Wooroolin silt removal	005467	Maintenance 2018/19	1	4,392.98	-	4,392.98
<b>Subtotal</b>					<b>13,628.53</b>	<b>-</b>	<b>13,628.53</b>
<b>Asset Number: 0032177 - Wheatlands Loop Road</b>							
OP.028598	Wheatlands Loop Road street sweeping	005467	Maintenance 2018/19	1	135.39	-	135.39
<b>Subtotal</b>					<b>135.39</b>	<b>-</b>	<b>135.39</b>
<b>Asset Number: 0032204 - Whiterock Road</b>							
OP.028628	Whiterock Rd - HP defects	005467	Maintenance 2018/19	1	858.60	-	858.60
<b>Subtotal</b>					<b>858.60</b>	<b>-</b>	<b>858.60</b>
<b>Asset Number: 0022202 - Wickham Street</b>							
OP.028594	Wickham st lane way pothole repairs	005467	Maintenance 2018/19	1	356.07	-	356.07
OP.028994	Wickham st giveway sign	005467	Maintenance 2018/19	1	112.82	-	112.82
<b>Subtotal</b>					<b>468.89</b>	<b>-</b>	<b>468.89</b>
<b>Asset Number: 0037131 - William Street</b>							
OP.028558	William street sub soil drainage	005467	Maintenance 2018/19	1	4,232.88	-	4,232.88
OP.028919	William st premix patching	005467	Maintenance 2018/19	1	1,517.33	-	1,517.33
OP.029007	William st giveway sign	005467	Maintenance 2018/19	1	550.15	-	550.15
<b>Subtotal</b>					<b>6,300.36</b>	<b>-</b>	<b>6,300.36</b>
<b>Asset Number: 0032276 - William Webber Road - formerly Cloyna East Road, changed by resolution 18/3/2004.</b>							
OP.028596	William Webber Road	005467	Maintenance 2018/19	1	203.08	-	203.08
<b>Subtotal</b>					<b>203.08</b>	<b>-</b>	<b>203.08</b>
<b>Asset Number: 0032380 - Wilsons Road</b>							
OP.028459	Wilsons Rd - HP's repaired	005467	Maintenance 2018/19	1	24,629.81	-	24,629.81
OP.028597	Wilsons Road Street Sweeping	005467	Maintenance 2018/19	1	270.77	-	270.77
OP.028604	Wilson Rd - Medium Grade	005467	Maintenance 2018/19	1	20,953.53	-	20,953.53
<b>Subtotal</b>					<b>45,854.11</b>	<b>-</b>	<b>45,854.11</b>
<b>Asset Number: 0037217 - Windsor Circle</b>							
OP.028982	Windsor circle premix patching	005467	Maintenance 2018/19	1	475.07	-	475.07
<b>Subtotal</b>					<b>475.07</b>	<b>-</b>	<b>475.07</b>
<b>Asset Number: 0032464 - Wingfields Road</b>							
OP.028488	Wingfields Road spot maintenance	005467	Maintenance 2018/19	1	2,587.80	-	2,587.80
<b>Subtotal</b>					<b>2,587.80</b>	<b>-</b>	<b>2,587.80</b>
<b>Asset Number: 0032533 - Wolff Road</b>							
OP.028740	Wolff Rd - Medium Grade	005467	Maintenance 2018/19	1	3,442.91	-	3,442.91
<b>Subtotal</b>					<b>3,442.91</b>	<b>-</b>	<b>3,442.91</b>
<b>Asset Number: 0032544 - Woltmanns Road</b>							
OP.028929	Woltmanns Rd - Med Grade	005467	Maintenance 2018/19	1	20,357.76	13,650.00	34,007.76
<b>Subtotal</b>					<b>20,357.76</b>	<b>13,650.00</b>	<b>34,007.76</b>
<b>Asset Number: 0032643 - Woolletts Road</b>							
OP.028876	Woolletts Road - Repair Separated Pipes	005467	Maintenance 2018/19	1	2,817.18	-	2,817.18
<b>Subtotal</b>					<b>2,817.18</b>	<b>-</b>	<b>2,817.18</b>
<b>Asset Number: 0032653 - Wooroonden Road</b>							
OP.029094	Wooroonden Rd - Repair Separated pipes	005467	Maintenance 2018/19	1	4,954.92	-	4,954.92
<b>Subtotal</b>					<b>4,954.92</b>	<b>-</b>	<b>4,954.92</b>
<b>Asset Number: 0032698 - Wyatts Road</b>							
OP.028934	Wyatts Road HP repairs	005467	Maintenance 2018/19	1	2,598.41	-	2,598.41
<b>Subtotal</b>					<b>2,598.41</b>	<b>-</b>	<b>2,598.41</b>
<b>Subtotal</b>					<b>1,369,230.10</b>	<b>33,559.15</b>	<b>1,402,789.25</b>
<b>Work Orders Not Linked to Assets</b>							
OP.028478	North Slashing	LAB100	RSUP		16,881.89		
OP.028479	South Slashing	LAB100	RLAB		353.49		
OP.028480	Central Slashing	LAB100	RPLT		4,756.32		
OP.028482	Kingaroy Street Banner	LAB100	RSUP		2,566.39		
OP.028489	Blackbutt Township Street Sweeping	LAB524.2	RPLT		1,895.42		
OP.028490	Nanango Township Street Sweeping	LAB100	RPLT		6,904.75		
OP.028491	Proston Township Street Sweeping	LAB100	RPLT		880.02		
OP.028492	Murgon Township Street Sweeping	LAB100	RPLT		6,092.42		
OP.028493	Wondal Township Street Sweeping	LAB100	RPLT		3,249.30		



**13.4 IS - 2540024 - Works for Queensland (W4Q) Grant Project - Round Two**

**Document Information**

**ECM ID 2540024**

**Author General Manager Finance**

**Date 2 October 2018**

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**Précis**

Report on the Works for Queensland (W4Q) Grant Project - Round Two as at 30 September 2018.

**Summary**

The following information provides a snapshot of the Works for Queensland (W4Q) Grant Project - Round Two as at 30 September 2018.

**Officer's Recommendation**

That the Works for Queensland (W4Q) Grant Project - Round 2 Report as at 30 September 2018 be received.



**W4Q Grant Projects Report - Round 2**

as at 30 September 2018

**Capital Projects**

Financial Project Number	Project Number	Project Description	Project Budget	YTD ACTUAL EXPENDITURE as at 30-Sep-2018	Commitments	TOTAL PROJECT COST (including commitments)
100621	005341	W4Q R02 - DW - Parker Road, Ellesmere	5,314.00	94,686.29	-	94,686.29
100621	005342	W4Q R02 - DW - Mant Street, Kingaroy	2,642.00	17,357.59	-	17,357.59
100621	005343	W4Q R02 - DW - Williams Road, Bernarkin	11,393.00	38,129.97	-	38,129.97
100621	005344	W4Q R02 - DW - Mt Stanley Road, Nanango	-	10,477.01	-	10,477.01
100621	005345	W4Q R02 - DW - Ironpot Roads	2,402.00	17,597.57	-	17,597.57
100621	005346	W4Q R02 - DW - Mustons Road, Haly Creek	5,250.00	24,750.28	-	24,750.28
100621	005348	W4Q R02 - DW - Premier Drive, Kingaroy	298,782.00	2,378.94	-	2,378.94
100621	005349	W4Q R02 - DW - Booneme Road, Goodger	10,105.00	9,894.67	-	9,894.67
100622	005350	W4Q R02 - DW - Coventry Road, Ballogie	39,130.00	342.85	-	342.85
100622	005351	W4Q R02 - DW - T H Burns Rd/Coventry	162,527.00	280,286.18	139,000.00	419,286.18
100622	005352	W4Q R02 - GR - Alice Creek Road	56,305.00	143,694.73	-	143,694.73
100622	005353	W4Q R02 - GR - Wessings Road, Murgon	11,732.00	39,269.29	-	39,269.29
100622	005354	W4Q R02 - GR - Bulcamp Road, Bulcamp	49,985.00	19,150.17	-	19,150.17
100622	005355	W4Q R02 - GR - Bulcamp Runnymede Road	39,368.00	85,632.42	-	85,632.42
100622	005356	W4Q R02 - GR - Dangore Mt Road	99,365.00	635.32	-	635.32
100622	005357	W4Q R02 - GR - Farrants Road	10,857.00	39,143.20	-	39,143.20
100622	005358	W4Q R02 - GR - Haly Creek Road, Goodger	-	105,141.69	-	105,141.69
100622	005359	W4Q R02 - GR - Kumbia Back Road, Benair	-	73,824.97	-	73,824.97
100622	005360	W4Q R02 - GR - Maidenwell Upper Yarraman	20,968.00	29,031.92	-	29,031.92
100622	005361	W4Q R02 - GR - Redvale Road, Bonnie	8,003.00	66,196.78	-	66,196.78
100622	005362	W4Q R02 - GR - Weens Road, Kingaroy	38,736.00	61,260.67	-	61,260.67
100622	005363	W4Q R02 - GR - Wicks Road, Gordonbrook	-	53,843.35	-	53,843.35
100622	005501	W4Q R02 - GR - To Be Allocated	617,190.00	-	-	-
100623	005364	W4Q R02 - FP - Haly Street, Kingaroy	13,120.00	245,463.36	1,181.82	248,845.18
100623	005365	W4Q R02 - FP - Horne Street, Nanango	73,301.00	8,531.48	-	8,531.48
100623	005366	W4Q R02 - FP - Rodney Street, Proston	-	50,696.91	-	50,696.91
100623	005367	W4Q R02 - FP - Haly Street, Wondai	22,675.00	77,324.84	25,080.91	102,395.75
100623	005368	W4Q R02 - FP - Murgon Footpath	461,874.00	15,921.49	17,730.00	33,651.49
100624	005369	W4Q R02 - KTH - Hart Street, Blackbutt	-	69,338.47	-	69,338.47
100624	005370	W4Q R02 - KTH - Forecourt	20,256.00	69,744.07	-	69,744.07
100624	005370	W4Q R02 - KTH - Stage lights upgrade	4,647.00	40,353.49	-	40,353.49
100625	005371	W4Q R02 - Kroy Depot - lights to LED	3,672.00	31,329.17	-	31,329.17
100626	005372	W4Q R02 - Kingaroy VIC - Re-sheet roof	59,834.00	142,239.00	-	142,239.00
100627	005373	W4Q R02 - WSP - Replace disabled chair	58,171.00	58,637.10	-	58,637.10
100627	005374	W4Q R02 - NSP - General building repairs	23,968.00	68,476.71	19,506.00	89,882.71
100628	005375	W4Q R02 - Wondai Admin - Replace roof	50,293.00	45,907.21	10,800.87	56,708.18
100629	005376	W4Q R02 - Ringsfield House - Gen repairs	34,104.00	34,131.06	13,235.27	47,366.33
100630	005377	W4Q R02 - Nanango Admin & Library	-	145,434.93	2,843.86	148,278.79
100631	005378	W4Q R02 - Boondooma Homestead	47,360.00	46,903.69	-	46,903.69
100632	005379	W4Q R02 - LBPCH - Telehealth capacity	-	14.55	-	14.55
100633	005380	W4Q R02 - O'Neil Square - Stage area	14,104.00	7,896.03	-	7,896.03
100634	005381	W4Q R02 - Kroy Aerodrome - Relocate gen	3,335.00	26,664.70	-	26,664.70
100634	005382	W4Q R02 - Kroy Aerodrome - Replace tile	1,501.00	8,498.96	-	8,498.96
100634	005383	W4Q R02 - Kroy Aerodrome - Replace roof	78,594.00	18,789.04	-	18,789.04
100635	005384	W4Q R02 - Gordonbrook Dam - day use area	14,985.00	14.55	-	14.55
100636	005385	W4Q R02 - Dingo Park - shelters & paths	-	86,941.23	-	86,941.23
100636	005386	W4Q R02 - Murgon Youth Park - pathing	-	30,712.26	-	30,712.26
100637	005387	W4Q R02 - Bollards - Vwooroolin Carpark	71,304.00	7,776.46	-	7,776.46
100637	005388	W4Q R02 - Bollards - Rest areas	-	20,919.09	-	20,919.09
100637	005389	W4Q R02 - Bollards - Mt Vwooroolin	654.00	12,345.95	-	12,345.95
100637	005390	W4Q R02 - Bollards - Rotary Park	1,445.00	10,555.33	-	10,555.33
100638	005391	W4Q R02 - Boondooma Dam	6,380.00	53,847.98	1,774.41	55,422.39
100638	005392	W4Q R02 - BP Walking Track - rubber	893.00	34,107.05	-	34,107.05
<b>TOTAL CAPITAL PROJECTS</b>			<b>2,667,897.00</b>	<b>2,648,937.81</b>	<b>230,133.24</b>	<b>2,879,071.05</b>
			Variance			

**Operational Projects**

Financial Project Number	Project Number	Project Description	Project Budget	YTD ACTUAL EXPENDITURE as at 30-Sep-2018	Commitments	TOTAL PROJECT COST (including commitments)
100640	005393	W4Q R02 - MTH - Replace loading dock, security lighting & security fencing repairs	10,000.00	9,233.64	-	9,233.64
<b>TOTAL OPERATIONAL PROJECTS</b>			<b>10,000.00</b>	<b>9,233.64</b>	<b>-</b>	<b>9,233.64</b>
<b>TOTAL W4Q GRANTS</b>			<b>2,677,897.00</b>	<b>2,658,171.45</b>	<b>230,133.24</b>	<b>2,888,304.69</b>

**14. Confidential Section**

**14.1 CONF - 2540022 - SBRC 18/19-03 Supply & Delivery Quarry Materials - TH Burns & Coverty Road, Ballogie**

**Document Information**

**ECM ID 2540022**

**Author Manager Works**

**Endorsed  
By General Manager Infrastructure**

**Date 2 October 2018**

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**Reason for Confidentiality**

This report is **CONFIDENTIAL** in accordance with Section 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following:

(e) contracts proposed to be made by it

