



SOUTH BURNETT

REGIONAL COUNCIL

Agenda

of the

General Meeting

Held in the Warren Truss Chamber 45 Glendon Street Kingaroy

on Wednesday, 12 December 2018

Commencing at 9.00 am

Chief Executive Officer: Mark Pitt

Our Vision

"South Burnett Region, working together building a strong, vibrant and safe community"

Our Values

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



SOUTH BURNETT REGIONAL COUNCIL AGENDA

Wednesday, 12 December 2018

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1. Leave Of Absence

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2. Prayers

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

2.1 Petitions

2.1.1 PET - 2553047 - Petition to keep Murgon Swimming Pool open to the public every morning

Document Information

ECM ID 2553047

Author Executive Assistant

**Endorsed
By Chief Executive Officer**

Date 30 November 2018

Précis

Petition to keep Murgon Swimming Pool open to the public every morning

Summary

A petition has been received requesting Council keep the Murgon Swimming Pool open to the public every morning

Officer's Recommendation

That the petition be received and referred to General Manager Finance for consideration and relevant action.

Financial and Resource Implications

N/A

Link to Corporate/Operational Plan

N/A

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

2.1.2 PET - 2555752 - Petition urging Council to seriously consider their requests to work along with the Carew family and other community organisations to provide the necessary improvements and care to Carew Park

Document Information

ECM ID 2555752

Author Executive Assistant

Endorsed By Chief Executive Officer

Date 4 December 2018

Précis

Petition urging Council to seriously consider their requests to work along with the Carew family and other community organisations to provide the necessary improvements and care to Carew Park

Summary

A petition has been received urging Council to seriously consider their requests to work along with the Carew family and other community organisations to provide the necessary improvements and care to Carew Park.

Officer's Recommendation

That the petition be received and referred to General Manager Corporate Services for consideration and relevant action.

Financial and Resource Implications

N/A

Link to Corporate/Operational Plan

N/A

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

2.1.3 PET - 2551500 - Forwarding a Petition requesting Council construct a multi-aged playground at Bjelke-Peterson Dam Day Use area

Document Information

ECM ID 2551500

Author Executive Assistant

Endorsed By Chief Executive Officer

Date 9 November 2018

Précis

Forwarding a Petition requesting Council construct a multi-aged playground at Bjelke-Peterson Dam Day Use area.

Summary

A petition has been received requesting Council construct a multi-aged playground at Bjelke-Peterson Dam Day Use area.

Officer's Recommendation

That the petition be received and referred to General Manager Corporate Services for consideration relevant action.

Financial and Resource Implications

N/A

Link to Corporate/Operational Plan

N/A

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

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 21 November 2018 as recorded be confirmed.



Minutes
Of The
General Council Meeting

Held in the Warren Truss Chamber, 45 Glendon Street Kingaroy

On Wednesday 21 November 2018

Chief Executive Officer: **Mark Pitt**

Our Vision

"South Burnett Region, working together building a strong, vibrant and safe community"

Our Values

- | | | |
|----------|---------------------------|---|
| A | Accountability: | <i>We accept responsibility for our actions and decisions in managing the regions resources.</i> |
| C | Community: | <i>Building partnerships and delivering quality customer service.</i> |
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Cr K/M Campbell (Mayor)

SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday 21 November 2018

ORDER OF BUSINESS:

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Cr KM Campbell (Mayor)

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

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Cr KM Campbell (Mayor)

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

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Cr KM Campbell (Mayor)

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

Minutes of the meeting of the South Burnett Regional Council, held in the Warren Truss Chamber, 45 Glendon Street Kingaroy on 21 November 2018 at 9.01am

PRESENT:

Councillors:

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

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.

2. (a) Prayers

Nil

2. (b) Petitions

2. (b).1 PET - 2550195 - Forwarding Petition by Residents and Business people of Wondai requesting Council to relocate the Christmas tree to Coronation Park

Officer's Recommendation

That the petition be received and referred to staff for consideration and report to Council.

Resolution:

Moved Cr RLA Heil, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

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

ATTENDANCE:

Mike Bishop addressed the Council in relation to the proposed Solar Farm.

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 10 October 2018 as recorded be confirmed.

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

Resolution:

Moved Cr RJ Frohloff, seconded Cr TW Fleischfresser.

That the Officer's Recommendation be adopted.

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

3.2 South Burnett Regional Council Special Meeting Minutes

Officer's Recommendation

That the minutes of the Special meeting held on Wednesday 7 November 2018 as recorded be confirmed.

Resolution:

Moved Cr GA Jones, seconded Cr KA Duff.

That the Officer's Recommendation be adopted

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

4. Declaration of Interest

The Chief Executive Officer advised that there were three (3) perceived or real conflicts of interest were received prior to the meeting in relation to Items 8.2.3 - 'P&LM - 2409773 - Development Permit - MCU Major Utility (Solar Farm) & RAL(Proposed Access Easement & Subdivision by Lease) Lots 4&5 SP219361 & Lot 228 FTZ37463 - Applicant: Terrain Solar P/L - MCU17/0008 & RAL17/0005', 8.2.4 - 'P&LM - 2549991 - Request for fee waiver Peace Lutheran Church Hall at 8965 Bunya Highway, Benair on Lot 187 FY872' and 9.2.1 - 'W&WW - 2550520 - Requesting Council consider waiving the water connection fees for the Murgon Sports Association' being Cr Frohloff, Cr Campbell and Cr Duff.

One (1) perceived or real conflict of interest was received during the meeting from Cr GA Jones in relation to Item 8.3.2 - 'P - 2549775 - Proposed lease to the Maidenwell Community Committee Inc over Maidenwell Sportsground, being part of Lot 16 on SP187861, on Kingaroy-Cooyar Road'.

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

See Business Function Headings

5. Portfolio - Economic Development and Corporate Performance

5.1 Economic Development and Corporate Performance Portfolio Report

Officer's Recommendation

That Mayor Campbell's Economic Development and Corporate Performance Portfolio Report to Council be received.

Resolution:

Moved Cr KM Campbell, seconded Cr TW Fleischfresser,

That Mayor Campbell's Economic Development and Corporate Performance Portfolio Report to Council be received.

Economic Development

Wide Bay Burnett Regional Growth Forum (Bundaberg)

The Wide Bay Burnett Regional Growth Forum was held in Bundaberg this year and attracted a record crowd of over 200. The event featured a range of presentations with highlights being the Swickers rebuild story and the launch of 'Building the future trade potential of the Wide Bay Burnett' report and summary document.

The importance of insurance and having a comprehensive understanding of insurance coverage was a key takeaway from the Swickers rebuild story. Since the 2016 fires, the business has placed a higher level of importance on items such as insurance and incorporates these activities in to the strategic and operational actions of the business.

The launch of the 'Building the future trade potential of the Wide Bay Burnett' report could be viewed as a game changer in the region, calling for the extension of the Inland Rail to the Port of Bundaberg and investment of over \$2.5 billion in trade generating infrastructure. Analysis shows that this spend would generate over 24,000 jobs and \$6 billion in additional economic activity. The 'Building the future trade potential of the Wide Bay Burnett' report is being discussed with Queensland and Australian Government to develop support for implementation.

BIEDO, with the assistance of DSDMIP, once again hosted the bus trip. The bus was a great networking opportunity and these trips never fail to disappoint. Everything from cosmetics sales to forward strategy and a little Pork Jerky thrown in, the opportunity to discuss regional activity and debrief on the day's events was once again appreciated by all. Great job BIEDO.

South Burnett Storm & Economic Recovery

Three intense storm cells crossed the region on 11 October, causing major damage to public infrastructure, crops and property. Council's Disaster Management Group was activated and shortly after the Disaster Recovery Group was activated. The Economic Recovery Working Group immediately sent communication to Working Group members and held a Working Group meeting in Kumbia on 22 October. The South Burnett storm triggered Category B support under Natural Disaster Relief Recovery Arrangement (NDRRA) enabling agricultural producers affected between 11-14 October 2018, access to concessional loans and subsidies.

Economic Development Australia National Economic Development Conference (Rockhampton)

Council's Economic Development Officer attended the National Economic Development Conference held in Rockhampton. The event attracts Economic Development practitioners from across Australia annually, integrating industry relevant products/services, key learnings and sharing of stories from other parts of Australia and the National Economic Development Awards.

Food Horizon

The event where artisan food producers came together to share development stories and hurdles and be inspired by those from outside the region who have done it before was well received. The local produce grazing table served for lunch will be remembered for a long time and the calibre of

speakers at the Brisbane marketing supported event meant that attendees were able to generate new ideas and identify potential collaboration partners for new opportunities and markets. Attendees have also had the opportunity to follow up with key speakers for individual consultation on business growth. Actions are currently being delivered post event with measurement of activity and subsequent impact expected to be reported to the Food Horizon event to be held in October 2019.

Community Recovery Workshops (Brisbane)

The Queensland Government hosted two major Economic, Social and Human Recovery Workshops in Brisbane in October, attended by Economic Development staff as part of the continued learning for Disaster Recovery roles. The first day's workshop reviewed communications and community relationships in a Masterclass facilitated by a Community Development professional from Western Australia. The second day was the Queensland Community Recovery Forum with attendance from across Queensland. This event had multiple speakers and provided great insight to some of the activities being undertaken in other areas and the actions of Government in supporting communities, especially post disaster.

DSDMIP Economic Development Practitioners Network & TIQ Trade & Investment Group (Maryborough)

Council's Economic Development staff supported the second regional practitioners network meeting hosted by Queensland Government Department of State Development, Manufacturing, Infrastructure & Planning (DSDMIP). This event was a great opportunity to get some more detail on the 'Building the future trade potential of the Wide Bay Burnett' report directly from Bundaberg Regional Council representatives and hear of the activity that is occurring across the Wide Bay Burnett region.

Corporate Performance:

Council's Annual Report for 2017/18

At the Special Meeting of Council earlier this month, the Annual report 2017/18 was adopted pursuant to section 182 of the Local Government Regulation 2012. This document is Council's report card to our community and stakeholders on our performance, achievements and planned activities. I would like to take this opportunity to highlight some information within the report.

During 2017/18 Council:

- developed the Corporate Plan 2018/19 to 2022/23;
- reviewed and adopted the South Burnett Disaster Management Plan;
- developed and commenced the 2020 South Burnett Economic Development Strategy;
- developed and implemented the Fraud and Corruption Prevention Management Framework;
- actioned 1,478 animal management requests;
- emptied 13,839 wheelie bins every week;
- generated 17,400m³ of mulch from green waste disposal at our tips;
- gravel re-sheeted 65km of unsealed roads;
- spent \$5.750 million on road maintenance and \$12.557 million on construction including roads, drainage, footpaths and bridges.

Hard copies of the report are available for viewing and purchase at Council's customer service centres with an electronic version available on Council's website. I encourage the community peruse the report.

Customer Contact Statistics

Customer Contact staff work across the six (6) customer service centres in the region handling telephone, email and over the counter enquiries. Over the past three (3) months, staff have answered telephone enquiries in the following categories:

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

| Branch | Number |
|--|---------------|
| <i>Corporate Services – Corporate / Social Performance, Environment, Waste, NRM Parks and Planning Land Management</i> | 4825 |
| <i>Finance – Finance, Procurement, Rates, Property Management, Information Technology</i> | 2441 |
| <i>Infrastructure – Roads, Drainage, Water / Waste Water, Design</i> | 1077 |
| <i>Executive Services – Economic Development, Office of the Mayor and Chief Executive Officer</i> | 450 |
| <i>Non Council related enquiry</i> | 548 |

Mayor's Community Christmas Luncheon

I would like to extend an invitation to our community to come along to the Mayor's Community Christmas Luncheon on Friday 7 December at 12noon in the Kingaroy Town Hall. This year's guest speaker will be Matt Golinski who is a highly regarded professional chef, accomplished food writer and popular motivational speaker. Tickets are on sale now for \$25 per person and can be purchased at any Council customer service centre. All proceeds from this event will be used to purchase food vouchers which will be donated to local service providers to pass onto South Burnett families in need this Christmas. This is a popular event so I encourage everyone who is wanting to come along to purchase tickets early to avoid being disappointed if sold out.

*Carried 7/0**FOR VOTE - Councillors voted unanimously***5.2 Economic Development (ED)***Officer's Report***5.2.1 ED - 2550680 - Economic Development September 2018 Quarterly Report****Officer's Recommendation**

That Council accept the South Burnett Economic Development Quarterly Report – September 2018 and allow public distribution.

Resolution:

Moved Cr KA Duff, seconded Cr RJ Frohloff.

That the Officer's Recommendation be adopted.

*Carried 7/0**FOR VOTE - Councillors voted unanimously***5.2.2 ED - 2550678 - Boondooma Homestead Management Advisory Committee Report****Officer's Recommendation**

That Council receive the minutes of the Boondooma Homestead Management Advisory Committee (MAC) meetings held on 7 August and 9 October, 2018.

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Resolution:

Moved Cr KA Duff, seconded Cr DA Potter:

That the Officer's Recommendation be adopted.

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

5.2.3 ED - 2551394 - Presentation of the Minutes of the South Burnett Rail Trail Management Advisory Committee (SBRT MAC)

Officer's Recommendation

That Council receive the Minutes of the South Burnett Rail Trail Management Advisory Committee held on 2 August 2018, 6 September 2018, 4 October 2018 and 1 November 2018.

Resolution:

Moved Cr RLA Heit, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

FORESHADOWED MOTION

Cr KM Campbell foreshadowed that if the Motion on the floor failed he would move

That a full review of the Rail Trail MAC and Boondooma MAC be undertaken with a report to be brought back to a future Council Meeting.

The **ORIGINAL MOTION** was **PUT** and **LOST 3/4**
FOR VOTE - Cr DA Potter, Cr KA Duff, Cr RLA Heit
AGAINST VOTE - Cr KM Campbell (Mayor), Cr RJ Frohloff, Cr GA Jones, Cr TW Fleischfresser

Foreshadowed Motion Moved:

As foreshadowed Cr KM Campbell moved and seconded Cr TW Fleischfresser.

That a full review of the Rail Trail MAC and Boondooma MAC be undertaken with a report to be brought back to a future Council Meeting.

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

5.3 Corporate Performance (CP)

Officer's Report

5.3.1 CP - 2539266 - Advising details regarding the Local Government Change Commission; the process for submitting Local Government change proposals to the Minister and Council's key contacts during the LGCC process

Officer's Recommendation

That the South Burnett Regional Council maintain a divisional system for the election of Councillors for the 2020 Local Government Quadrennial Election.

Resolution:

Moved Cr DA Potter, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

Carried 6/1
FOR VOTE - Cr KM Campbell (Mayor), Cr RJ Frohloff, Cr GA Jones, Cr DA Potter,
Cr KA Duff, Cr RLA Heit
AGAINST VOTE - Cr TW Fleischfresser

- 5.3.2 CP- 2543168 - Council Delegations from Council to the CEO under the Waste Reduction and Recycling Act 2011, Integrity Act 2009, Workplace Health and Safety Act 2011 and Public Health Regulation 2018**

Officer's Recommendation

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

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

Resolution:

Moved Cr RJ Frohloff, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

Carried 7/0
FOR VOTE - Councillors voted unanimously

- 5.3.3 CP - 2542048 - Minutes of the Audit Committee Meeting held on Thursday 4 October 2018.**

Officer's Recommendation

That Council receive the minutes of the Audit Committee Meeting held on Thursday 4 October 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

5.3.4 CP - 2550585 - Meeting Dates for the Ordinary Meetings of Council**Officer's Recommendation**

That Council:

1. Fix the day and time for the ordinary meetings of South Burnett Regional Council as the third Wednesday of the month (except for the June and December meetings which will be the second Wednesday) commencing at 9.00am.
2. Adopt the dates, times and locations for Council meetings to December 2019 as follows:

| Date | Time | Location |
|-----------------------------|--------|---|
| Wednesday 16 January 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |
| Wednesday 20 February 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |
| Wednesday 20 March 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |
| Wednesday 17 April 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |
| Wednesday 15 May 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |
| Wednesday 12 June 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |
| Wednesday 17 July 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |
| Wednesday 21 August 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |
| Wednesday 18 September 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |
| Wednesday 16 October 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |
| Wednesday 20 November 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |
| Wednesday 11 December 2019 | 9.00am | Warren Truss Chamber Glendon Street Kingaroy |

Resolution:

Moved Cr RJ Frohloff, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

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

5.3.5 CP - 2551497 - Adoption of proposed projects for submission to the Drought Communities Programme

Officer's Recommendation

That Council adopt the proposed projects for submission to the Drought Communities Programme:

1. "Rural Road Gravel Re-sheeting" - \$500,000 – To assist rural property owners conducting their business through the rural transport corridors.
2. "On-Farm Improvements" - \$250,000 - To assist rural property owners to invest in on-farm improvements to minimise the impact of drought and prepare for future business impacts.
3. "Durong Truck Breakdown Infrastructure Improvements" - \$100,000 – To assist rural property owners and commercial transport operators.
4. "Rural Community Infrastructure Upgrade" - \$150,000 – To support social cohesion and inclusion activities in our rural communities:
 - Wondai showgrounds grandstand renovations;
 - Maidenwell sportsground toilet & power upgrades; and
 - Hivesville water standpipe installation.

Resolution:

Moved Cr KA Duff, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

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

6. Portfolio - Roads & Drainage

6.1 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 DA Potter.

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

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Construction Crews – Oct/Nov Works:

Niagara Rd – Reconstruction of sealed and unsealed road – Council construction crews have commenced on the upgrade of Niagara Rd with widening of the road formation and drainage pipe extensions currently underway.

Mant St/ Alford St, Kingaroy (TIDS) – Concrete Footpath – Installation of a new concrete footpath linking the Kingaroy State School in Alford St to the High School access in Markwell St is to commence in November.

Blackbutt Drainage Improvements – Stormwater pipes have been ordered and the concrete crew is anticipating commencing work early December.

Logan St, Kingaroy – Road upgrade work is to commence in November on Logan St.

Maintenance Crews - Works Planned for Nov/Dec:

Maintenance Grading – Heavy Formation

Beutel's Rd
Nords Rd
Redtank Rd
Youngman Rd

Gravel Resheeting

Memerambi Barkers Creek Rd
Coverty Rd

Storm Damage

Tree mulching crews have commenced work on various roads removing fallen branches and trees resulting from the October storms

Completed – Oct Work:

Construction Crews:

Haly St, Wondai – Installation of Pedestrian Bridge – The new pedestrian footbridge has been installed.

Fitzroy St, Kingaroy (TIDS) – Concrete Footpath – Installation of a new concrete footpath near St Marys School has been completed.

Maintenance Crews – Heavy Formation Grading & Gravel Resheeting:

Jorgensens Rd
Weeks Rd
Memerambi Barkers Creek Rd – Grading only (Resheet underway)
Rex Shultzs Rd

Contract Work – Oct/Nov:

Rogers Drive roundabout – Kingaroy

The final stage of asphalt works has been completed, and the roundabout is now open.

A small section of Rogers Drive has also been resurfaced in conjunction with the roundabout work. Street lighting has been installed. Landscaping is largely completed

RMPC:

Mundubbera-Durong Rd - shoulder grading on narrow sections has been completed

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Bunya Hwy, Kingaroy Barkers Creek Rd, and Kingaroy Cooyar Rd - shoulder grading at various locations is underway on these roads.

Pavement repairs on various roads are to commence this month in preparation for the annual bitumen reseal programme.

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

6.2 Roads & Drainage (R&D)

Officer's Reports

6.2.1 R&D - 2550600 - 2019/20 Budget Allocation Murgon CBD Footpath

Officer's Recommendation

That Council allocate \$500,000 from its infrastructure renewal budget and allocate \$500,000 from its next round of "Works for Queensland" for the replacement of the Murgon CBD footpath in its 2019/20 budget.

Resolution:

Moved Cr KA Duff, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

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

ADJOURNMENT:

Motion:

Moved Cr GA Jones, seconded Cr DA Potter.

That the meeting adjourn for a Citizenship Ceremony and Morning Tea.

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

CITIZENSHIP CEREMONY:

During the adjournment a Citizenship Ceremony was held for:

Rogel Balenga
Brittany O'Neill
Aaron Castro
Darlene Castro
Alexa Casto

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RESUMPTION:

Motion:

Moved Cr RJ Frohloff, seconded Cr RLA Heit.

That the meeting resume at 11.02am with attendance as previous to the adjournment.

Carried 7/0

FOR VOTE - Councillors voted unanimously

6.3 Design & Technical Services (D&TS)

Officer's Reports

6.3.1 D&TS - 2550599 - Minutes of the Traffic Advisory Committee Meeting held on Monday 10 September 2018

Officer's Recommendation

That Council receive the minutes of the Traffic Advisory Committee held on Monday 10 September 2018.

Resolution:

Moved Cr GA Jones, seconded Cr TW Fleischfresser.

That the Officer's Recommendation be adopted.

Carried 7/0

FOR VOTE - Councillors voted unanimously

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

7.1 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 GA Jones.

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

Community:

South Burnett Libraries

During Mental Health Week in October, the Nanango library displayed a range of books to support good mental health. Also on display were printouts from the Queensland Health website under this year's theme of 'Value Mental Health, six steps to help achieve good mental health'. In addition,

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the Kingaroy Library partnered with a mental health expert to present an interactive discussion on the topic.

This month at the 'South Burnett Unpacked' economic development session held in Nanango, the Nanango library staff delivered an information session about the extensive range of services and programs offered through the library. Participants were keen to let library staff know that this session was engaging and informative.

The South Burnett Mums and Bubs Information Support Group sessions continue to be held at the Kingaroy Library after Rhyme Time each Monday. New Mums are given the opportunity to meet other new mums and share experiences. Guest speakers present information to the group on various aspects of health and safety for young children and I encourage any new mums or carers of babies to come along.

World Nursery Rhyme this week 19-23 November is in full swing with the Nanango Library holding a special Story time today at 10.30am where there will be singing of rhymes and finger plays, finishing off with a craft to take home.

The artist of the month program in our libraries has been well received by library patrons and I would like to extend an invitation to local artists to exhibit their artwork in Kingaroy and Nanango libraries for 2019. This program has been very popular so I encourage anyone who is interested to make contact with the libraries as soon as possible.

Who doesn't love a free card making workshop, especially at this time of year? Well the Murgon library has the answer hosting a workshop on 29 November. Spaces are limited and bookings are essential.

November is National Novel Writing Month and the Kingaroy Library provided an opportunity for local budding writers to participate in a 'write-in' session held weekly at the Kingaroy Library. The sessions encourage aspiring writing writers and emerging authors to write. Thanks to local author Imogene Nix who is the mentor for our region.

As the year draws to a close the Kingaroy Library will hold their annual 'Groups Christmas Get-together' on Tuesday 4 December at 9.30am. This is an acknowledgment and thank you to community members who make up the nine (9) different groups that meet regularly at the library, some weekly and some monthly. Over 50 people are expected to attend. Attendees have been invited to be creative and come in their best Christmas hats. There will be live entertainment with a surprise invited entertainer. The morning will conclude with a morning tea.

4610 Partnerships for Kids

This passionate group of professionals volunteering their time, skill and knowledge continue to meet regularly to discuss and implement local partnership programs to build the literacy and numeracy skills of the children in our community. As the Council representative on this group my role is to promote and advocate for early childhood literacy and numeracy support from the various levels of government and service providers.

Community Grants Program

The Community Grants Program, in the lead up to Christmas, is very busy supporting our local not for profit community groups organising Christmas carnivals and carol events. Council supports, through Community Grants Program, the following Christmas events:

| Event | Sponsorship |
|--|--------------------------------|
| Blackbutt Community Christmas Carnival | \$2,000 cash contribution |
| Nanango Community Christmas Carols Breakup Party and Hangi | \$1,500 cash contribution |
| Kumbia Christmas Carnival | \$1,200 cash contribution |
| Kingaroy Christmas Carnival | up to \$2,000 in-kind services |

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| | |
|---|---|
| <i>Kingaroy Community Carols by Candlelight</i> | <i>\$1,500 cash contribution</i> |
| <i>Proston Lions Community Christmas Carnival</i> | <i>\$500 cash contribution</i> |
| <i>Wondai Christmas Carnival</i> | <i>Anticipated application for up to \$2,000 in-kind services</i> |
| <i>Murgon Christmas Carnival</i> | <i>up to \$2,000 in-kind services</i> |

Tourism Update:

Over the past month there has been work undertaken to align the hours of operation for the South Burnett Visitor Information Centre (VIC) network across region. The five (5) Council operated VICs now open 9am to 4pm Monday to Friday and 9am to 1pm weekends and public holidays. This alignment will make it easier for locals and tourists to plan their visit.

The last 'destination event' of 2018 rock 'n' rolled in October. 'Waterhole Rocks' was held in Nanango and this year visitors arrived in the region earlier to enjoy an extra day or two (2) in the South Burnett.

Arts Update:

I am excited to announce that Council is partnering with Arts Queensland to host a consultation forum on 11 December at the Kingaroy Town Hall supper room from 3.30pm to 6.30pm. Council will host organisations, groups, associations and individuals to come together and share their insights and views on how the arts, cultural and creative sector can best deliver positive social and economic outcomes for Queensland. This forum will provide a regional response to the Queensland Government's Creating Queensland's Future: 10-Year Roadmap for the arts, cultural and creative sector discussion paper. I would like to encourage anyone who has an interest in the arts to come along.

A free family storm recovery bbq will be hosted by South Burnett Regional Council this Sunday from 11.00am to 2.00pm for all those affected by the storm event in our region. All welcome. There will be information sessions held on the day and it is being catered for by the Coolabunia P&C.

Carried 7/0

FOR VOTE - Councillors voted unanimously

8. Portfolio - Planning & Property**8.1 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

Property Section has been assisting the new pool managers with pool plant operations and maintenance to ensure water quality in the pools is safe for our swimmers. New water testing device called a Waterlink Spintouch photometer has recently been purchased. This device requires one water sample to be collected and within 60 seconds the test results are uploaded into DataMate software and analysed to display results and recommend precise treatment instructions.

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This device is an advanced system for precise use of wet chemistry testing and removes any guessing or adjusting of chemical results. The data is then kept and analysed by Council's Property staff and pool managers.

Property Section has engaged a local electrician to assist in the electrical upgrades to Ringsfield house to stop further black outs and disruptions to the café. The large outdoor shade sails were damaged in the recent storm events and will be replaced in coming weeks.

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

8.2 Planning (P&LM)

Officer's Reports

8.2.1 P&LM - 2543877 - Adoption of Council Policy - Demolish, Remove or Relocation of Building

Officer's Recommendation

That Council adopt the policy to Demolish, Remove or Relocate Buildings.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr RJ Frohloff.

That the Officer's Recommendation be adopted.

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

8.2.2 P&LM - 2539399 - Request to Change an Existing Approval - remove/ amend development conditions and update the approved plans and drawings to reflect the constructed outcomes of the Centre approval at 48-50 Coulson St Blackbutt - MCUC2016/0004 - MCU18/0019

Officer's Recommendation

That Council:

Approve the minor change request and make changes to the conditions of approval as follows:

Stage 1 Development Permit Conditions

Amended Plans

GEN1. Prior to the issue of a development permit for building work or operational work related to stage 1 of this approval, the applicant must submit to Council for approval amended proposal plans identifying the following amendments:

- (a) A maximum road frontage setback to Coulson Street of 3 metres;
- (b) A minimum of 65% of the Coulson Street façade of Stage 1 as glass;
- (c) ~~Provision of pedestrian shelter at the Coulson Street frontage of buildings (Muir Street frontage need not comply) in compliance with Probable Solution S11.7 of the Nanango Planning Scheme 2006, specifically:~~

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- ~~(i) minimum width of 3.2 metres; or otherwise replicating the width for adjoining buildings, but not more than 600mm off the kerb, and~~
- ~~(ii) head height clearance of 3.0 to 4.2 metres above pavement height;~~
- (c) **Provision of pedestrian shelter at the Coulson Street frontage of buildings (Muir Street frontage need not comply), specifically:**
 - i. **Minimum width of 3.2m; or otherwise replicating the width for adjoining buildings; and**
 - ii. **Head height clearance of 3.0m to 4.2m above pavement height;**
- (d) Property access sufficient to allow servicing for an Articulated Vehicle (AV);
- (e) Car parking for Stage 1 in compliance with the car parking rates required by the Nanango Shire Planning Scheme 2006, as specified by Condition ENG 5;
- (f) Gross floor area must remain no greater than 499sqm for Stage 1

The amended plans/drawings must be submitted to Council for approval by the Chief Executive Officer. The amended plans/drawings, when approved by the Chief Executive Officer, will be the approved plans/drawings forming part of this approval and a stamped copy will be returned to the applicant. The development must be carried out in general accordance with the approved plans/drawings.

General

- GEN2. The subject site must be developed generally in accordance with the plans and information submitted with the application as amended by these conditions:
- PROPOSED STAGE 01_SITE PLAN – Drawing Number DA 01.03 Issue ~~P Z~~ dated ~~3/8/2016~~ **December 2016**
 - PROPOSED STAGE 01_ROOF PLAN – Drawing Number DA 01.04 Issue ~~P Z~~ dated ~~3/8/2016~~ **December 2016**
 - PROPOSED STAGE 01_ELEVATIONS – Drawing Number DA 01.05 Issue ~~P Z~~ dated ~~3/8/2016~~ **December 2016**
 - PROPOSED STAGE 01_ELEVATIONS – Drawing Number DA 01.06 Issue ~~P Z~~ dated ~~3/8/2016~~ **December 2016**
 - ~~SECTION – Drawing Number DA 02.09 Issue P dated 3/8/2016~~

Development in Stages

- GEN3. Unless otherwise varied by a subsequent Development Permit for a Material Change of Use, develop the site in accordance with the staging identified on the approved plans, in numeric order.

Further Development Permits

- GEN4. The development herein approved for Stage 1 must not start until the following development permits have been issued and complied with as required:
- Development Permit for Building Work;
 - Development Permit for Operational Work;
 - Development Permit for Plumbing and Drainage Work.
- GEN5. The applicant must submit a completed *Permit to Work on Council Roads-Footpaths Application* form available from <http://www.southburnett.qld.gov.au/infrastructure-roads-and-drainage> for approval by Council before commencing and works within the Council road reserve (i.e., in this case, the required property access).
- GEN6. All works, including the repair or relocation of services (Telstra, lighting) must be completed at no cost to Council.
- GEN7. Dust prevention measures must be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent properties.
- GEN8. Maintain the site in a clean and orderly state at all times.

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GEN9. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.

Compliance Assessment

GEN10. All conditions of this approval must be satisfied prior to Council issuing a Compliance Certificate for the commencement of the use, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

A Compliance Certificate fee will be charged, with payment required prior to Council approval of the associated documentation requiring compliance assessment.

Amalgamation

MCU1. Prior to the commencement of use, the applicant must amalgamate the subject lots, Lot 8 on SP105981 and Lot 9 on RP32384, into one allotment and submit evidence of such to Council.

Fencing

MCU2. Provide a minimum 1.8m high screen fence along the side and rear property boundaries of the site, tapered to 1.2m in height over a length of 4m toward Coulson Street and Muir Street frontages.

MCU3. ~~Road frontage fences or walls are not permitted.~~ **Submit to Council for endorsement external details of the building, façade treatment and materials with colours and finishes that are not reflective materials, generally consistent with the approved plans and drawings.**

Elevations with a Road Frontage, should present an attractive design and interface to any pedestrian environment and may include light boxes/ public artwork or similar (Muir Road Frontage) that contributes to an appropriate and active streetscape frontage.

Note: This condition is imposed to reflect the changes to the plans which have limited opportunity for landscaping and activation through tenancy access from a major road frontage.

Lighting

MCU4. Design all external lighting in accordance with AS4282-1997 "Control of the Obtrusive Effects of Outdoor Lighting".

Artificial illumination is not to cause a nuisance to occupants of nearby premises and any passing traffic. Direct security and flood lighting away from adjacent premises to minimise the protrusion of light outside the street.

Landscaping

MCU5. ~~A detailed landscaping plan prepared in accordance with Planning Scheme Policy No.5 – Landscaping must be submitted to Council for Compliance Assessment prior to any work commencing on site.~~

~~Landscaping must be planted, maintained and irrigated in accordance with the approved Landscaping Plan prior to commencement of the use.~~

A detailed landscaping plan prepared in accordance with Planning Scheme Policy No.5 – Landscaping (for both Stages) must be submitted to Council for Compliance Assessment prior to any work commencing on site. Landscaping must be planted, maintained and irrigated in accordance with the approved Landscaping Plan prior to commencement of the use.

Muir Street Frontage fencing is to be shown on the landscape plan and must be a minimum 60% transparent and no greater than 1.5m in height (where combined with retaining walls, the same height limit applies). Landscaping, lighting and pedestrian wayfinding are to be outlined on the plans.

Refuse Storage Collection

- MCU6. Any areas that are dedicated for the collection and/or storage of solid waste on the premises must be:
- (a) level;
 - (b) provided with impervious hard stand and drained; and
 - (c) screened from view from the street or adjoining properties.
- MCU7. Dedicated refuse bin areas must be provided for the washing out of the refuse bins and:
- (a) all tap outlets must be fitted with backflow prevention devices;
 - (b) the floor areas must be drained to sewer; and
 - (c) must be covered so that water not associated with the washing out process (e.g. rainfall) does not enter the sewer.

Property Access

- ENG1. Property access shall be provided in accordance with the details in table S2.7 – *Design and Construction Standards* of the Nanango Shire Council IPA Planning Scheme; and IPWEAQ standard Drawing No. RS-051 *Driveways Heavy Duty Vehicle Crossing, Type A*, with dimension W1 being the greatest of:
- (a) 6.0m; and
 - (b) the minimum value necessary to meet the swept path requirements of the Articulated Vehicle (AV) as defined in AS/NZS 2890.2.
- ENG2. Only one access to the site will be permitted, which must be from Muir Street.
- ENG3. Fencing, landscaping, signs and letterboxes must not impede sight lines for vehicles entering or leaving the site or travelling along Muir Street.
- ENG4. Road works and entrances must be constructed so as to:
- (a) remove all disused vehicle entrances and reinstate kerbing consistent with the adjacent kerb profile;
 - (b) permit all vehicles to enter and leave the site in a forward gear;
 - (c) avoid a trip hazard to pedestrians; and
 - (d) ensure that low-clearance vehicles can clear the cross-over pavement upon entering and leaving the property

Car Parking & Manoeuvrability

- ENG5. The applicant must provide line-marked vehicular parking spaces for Stage 1 in accordance with the requirements of Schedule 1 and Table S1.1 of the Nanango Shire IPA Planning Scheme, comprising of:
- (a) Twenty-five (25) spaces for B99 vehicles including one (1) disabled bay, in compliance with the requirements of the current version of AS/NZS 2890.1; and
 - (b) one (1) parking space to suit an Articulated Vehicle (AV) in compliance with the requirements of the current version of AS/NZS 2890.2.
- ENG6. The applicant must provide the number of marked car parking spaces at Stage 2 for B99 vehicles including one (1) disabled bay as required by Schedule 1 and Table S1.1 of the Nanango Shire IPA Planning Scheme, or otherwise submit a technical report that provides an assessment of; and justification for another proposed number of car parks, for compliance assessment by Council's General Manager of Infrastructure.
- ENG7. As part of a separate development application for an Operational Works permit, the applicant must provide a Signage and Linemarking Plan for compliance assessment by

Council's General Manager of Infrastructure and install the traffic management devices required in accordance with the *Manual of Uniform Traffic Control Devices* (MUTCD); ensuring that the plan provides for the use of vehicles, pedestrians and mobility aids for disabled access. Driveways and vehicular parking areas must be adequately sign-posted including indicating combined usage by pedestrians and vehicles.

- ENG8. Disabled car parks shall be designed and constructed in accordance with the requirements of the current version of AS/NZS 2890.6.
- ENG9. All driveways, vehicle manoeuvring areas and turning radii shall be designed and constructed in all other respects in accordance with the requirements of Table S2.7 – *Design and Construction Standards* of the Nanango Shire IPA Planning Scheme and the current version of AS/NZS 2890.1 for a B99 vehicle, except that the turning radii and areas used by the HRV to service refuse collection and the AV to services goods delivery including the Muir Street access, internal driveways, parking and manoeuvring areas shall be designed and constructed in accordance with the requirements of the current version of AS/NZS 2890.2 to suit both the HRV and AV as appropriate.
- ENG10. As part of a separate application for an Operational Works permit, the applicant must provide for compliance assessment by Council's General Manager of Infrastructure, .DWG format drawings demonstrating the turning templates required to both enter and exit the property at the proposed cross-over in a forward direction and to enter and exit:
- (a) all proposed parking bays using a B99 class vehicle, meeting the requirements of Australian Standard AS/NZS 2890.1, including a clearance of 300mm to both sides of the turning path as required by clause B3.2 of AS/NZS 2890.1
 - (b) the proposed parking bays for a HRV and an AV as defined in AS/NZS 2890.2; including a clearance of 300mm to both sides of the turning path as required by clause 5.4 of AS/NZS 2890.2.
- EGN11. Kerbing associated with the car parking bays shall be low enough to provide for clearance under vehicles as a B99 swept vehicle path protrudes over them.
- ENG12. Car parking areas and internal driveways shall be constructed, drained and surfaced with either asphaltic concrete or reinforced concrete; or where such surfacing exists but is damaged, repaired to the requirements of the Nanango Shire IPA Planning Scheme or another standard agreed to by Council's General Manager of Infrastructure, so as to minimise dust emissions, erosion and sediment run-off. The construction and design shall be in accordance with the relevant part of current version of either AS 2890 or AS/NZS 2890 and to the requirements of the Nanango Shire IPA Planning Scheme.
- Roads
- ENG13. Any alterations or improvements to roads must be designed and constructed in accordance with the requirements of the Nanango Shire IPA Planning Scheme and of the MUTCD.
- ENG14. The applicant must submit all required engineering drawings related to roadworks for compliance assessment to Council's General Manager of Infrastructure under a separate development application for an Operational Works permit.
- Kerb and Channel
- ENG15. Any damage to existing kerb & channel must be repaired or replaced to a profile matching the existing profile in Coulson Street and Muir Street as appropriate, for the full road frontages of Lot 8 SP105981 and Lot 9 RP32384.
- Footpaths
- ENG16. The Applicant must construct a concrete footpath at least 2.0m wide along the frontage of Lot 9 on RP32384 (the western side of Muir Street between Coulson Street and joining to the existing footpath) at Stage 1 in accordance with the details in IPWEA

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Standard Drawing RS-065. *Concrete Pathway Construction Details*, and the requirements of Table S2.7 – *Design and Construction Standards* of the Nanango Shire IPA Planning Scheme.

- ENG17. Kerb ramps complete with TGSIs must be installed at Stage 1 at locations agreed to by Council in accordance with IPWEA Standard Drawing RS-090. A kerb ramp must be provided adjacent to all disabled car parking bays to provide access to the footpath if they are required to be through kerb and channel.

Water Supply

- ENG18. The proposed development must connect to Council's reticulated water supply system at the nearest practicable location as advised by Council's General Manager of Infrastructure and in accordance with Schedule 2, Division 3.2 – *Design and Construction Standards*, Table S2.10 of the Nanango Shire IPA Planning Scheme and the *South-east Queensland Water Supply & Sewerage Design & Construction Code* (SEQ Code) requirements at no cost to Council.

- ENG19. The applicant must advise Council of its expected water supply demand for Stages 1 and 2 and any water reticulation main upgrades required to meet this additional demand must be installed at no cost to Council.

- ENG20. Design details and engineering drawings required to comply with water supply conditions, prepared and certified by a RPEQ Civil Engineer must be submitted for compliance assessment to Council's General Manager of Infrastructure.

- ENG21. All required water supply works will be subject to approval under a separate development application for an Operational Works permit.

Sewerage

- ENG22. The proposed development shall connect to Council's sewerage system at the nearest practicable location as advised by Council's General Manager of Infrastructure and in accordance with Schedule 2, Division 3.2 – *Design and Construction Standards*, Table S2.10 of the Nanango Shire IPA Planning Scheme and the *South-east Queensland Water Supply & Sewerage Design & Construction Code* (SEQ Code) requirements. at no cost to Council.

- ENG23. Engineering drawings required to comply with sewerage conditions including required changes to Council's sewers, prepared and certified by a RPEQ Civil Engineer must be submitted for compliance assessment to Council's General Manager of Infrastructure.

- ENG24. All required sewerage works will be subject to approval under separate development application for an Operational Works permit.

- ENG25. Buildings must not be located over the existing sewer, or the existing sewer must be relocated through the site so that it is clear of proposed buildings.

Building Over and Adjacent to Sewer

- ENG26. Relocation or alteration of Council's existing sewer passing through Lot 9 RP 32384 and Lot 8 SP105981 necessary to comply with the requirements of MP1.4 *Building over or near relevant infrastructure*, will be subject to a separate development application for an Operational Works permit.

- ENG27. Where vehicular access pavement is proposed to be built over an existing or proposed sewer, construction jointed sections must be incorporated to facilitate future Council access for maintenance/service purposes. The joints shall be located symmetrically about the centre-line of the sewer and at least 600mm apart. The location of the existing sewer may be inferred from the location of the nearest manholes to each side of the pavement.

Trade Waste Facilities

ENG28. Trade waste facilities to service any food processing must be provided by the applicant at its cost, in compliance with Council's Trade Waste Management Policy.

Stormwater

ENG29. The stormwater drainage system serving the site including all surface, underground and roof water components must be designed in accordance with the requirements of the *Queensland Urban Drainage Manual (QUDM)* for Level III roof and allotment drainage and certified by a RPEQ engineer; and so that the development will not make material changes to the pre-development location, duration, frequency or concentration of overland stormwater flow at the point of discharge to all downstream properties including road reserves. In the event that a material change to the pre-development stormwater flows will occur, the applicant must produce evidence to the satisfaction of Council's General Manager of Infrastructure of a lawful right as to the method for stormwater discharge over the downstream land.

ENG30. The development must have as its Lawful Point of Discharge, the stormwater manhole provided by Council opposite the south-western corner of lot 8 SP105981 which shall be nominated in the Stormwater Management Plan and shown on the drawings submitted for compliance assessment to Council's General Manager of Infrastructure as part of a development application for an operational works permit.

ENG31. All stormwater drainage systems, including all surface, underground and roof water components:

- (a) shall effectively drain all stormwater falling onto the proposed development to Council's stormwater manhole, rain water tanks, or another lawful point of discharge agreed to by Council's General Manager of Infrastructure;
- (b) shall enable the post-development flows at the point of discharge to all downstream properties including road reserves to remain consistent with the pre-developed case; and
- (c) shall be designed such that no restriction to existing or developed stormwater flow from upstream properties or ponding of stormwater within upstream properties occurs as a result of the development.

ENG32. The Applicant must submit for Stage 1 an on-site Stormwater Management Plan (SMP) report for Compliance Assessment by Council's General Manager of Infrastructure, indicating drainage paths for all roofed and impervious areas. The on-site SMP shall also provide the following:

- (a) Hydraulic design for all 1% AEP and 50% AEP AR&R design storms from 5 minutes to 450 minutes duration; and provision of all software data files for both pre-development and post-development scenarios
- (b) Preliminary design showing sizes, levels and location of all proposed pipes and channels; on-site storage tanks; roof drainage, gully pits, manholes and field inlets, etc.;
- (c) Details of all pre and post development flows; and
- (d) Details of any cut or fill required to direct stormwater to a lawful point of discharge.

ENG33. Detailed engineering design drawings of the proposed stormwater system showing plans and longitudinal sections for stormwater infrastructure, including hydraulic grade lines, stormwater flow rates and velocities, proposed locations and details of all stormwater pipelines, manholes, gully pits, field inlet pits, culverts, channels, on-site detention/ retention tanks and/or detention basins including inlet and outlet details, guttering and downpipes must be submitted for compliance assessment to Council's General Manager of Infrastructure under a separate development application for an Operational Works permit.

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- ENG34. All stormwater systems must be constructed in accordance with the approved drawing details before commencing any approved use.
- ENG35. Any damage to existing stormwater infrastructure shall be repaired or replaced equivalent to its existing condition or better at no cost to Council.
- ENG36. Any new earthworks, landscaping, pavements or structures shall not concentrate or impede the natural flow of water across property boundaries and onto any other properties or road reserve.

Earthworks

- ENG37. Any proposed earthworks shall be undertaken in accordance with the *Urban Locality Code*, Element (g) within the Nanango Shire IPA Planning Scheme Part 3 Division 2 unless approved separately under a Development Permit for Operational Works; and strictly in accordance with the requirements of Australian Standard 3798; other relevant Australian Standards; and accepted engineering Codes of Practice and Industry Guidelines. A certificate of quality and uniformity of fill shall be provided by the Supervising RPEQ for all filled areas.

Standard of Works

- ENG38. Works shall be constructed generally in accordance with the specification requirements outlined in Aus-Spec #1 and the IPWEAQ Standard Drawings unless otherwise agreed by Council's General Manager of Infrastructure.

Maintenance Bond

- ENG39. A Maintenance Bond, equal to 5% of the total cost of construction of the civil works, including landscaping where applicable, must be lodged with the Council for a period of twelve (12) months from the date of acceptance "on maintenance" of any donated assets which are the subject of an Operational Works application.

Advice

- ADV1. All engineering designs submitted to Council for compliance assessment approval must be certified by an appropriate Registered Professional Engineer of Queensland.
- ADV2. Council will check its existing water supply system to determine whether any reticulation upgrades are necessary to meet the water supply and firefighting demand from the development, for which it will require advice from the applicant on its expected demand at Stages 1 and 2. A water connection upgrade may be required at Stage 1 based on the applicant's requirements and this will be at the applicant's cost.
- ADV3. The applicant is advised that the existing water mains passing the site along Coulson Street and Muir Street are of asbestos cement manufacture and appropriate safety measures and methodology are required when working at or near these mains. All live works including new connections and capping off of any connection no longer required will be carried out by Council at the applicant's cost.
- ADV4. Any work over or adjacent to Council's sewerage infrastructure, including the construction/rebuilding/alteration of buildings, pavements, or other structures; and filling or excavation of material is subject to the requirements of the *Queensland Development Code MP1.4 Building over or near relevant infrastructure*.
- ADV5. The proposed sewerage relocation concept in Lenecon drawing No. S-0131617-01 Revision A dated 10/6/2015, "Sewer Diversion" is not acceptable and it is expected that the sewer will require relocation along the northern boundaries of Lot 9 RP 32384 and Lot 8 SP105981.
- ADV6. It is expected that Muir Street from the intersection with Coulson Street to the northern boundary of Lot 9 RP32384 will require resurfacing with AC in order to meet the additional service requirements of the proposed development.

- ADV7. At the time of application for Operational Works approval and before construction works may commence, the applicant will be required to submit the following design drawings for compliance assessment by Council's General Manager of Infrastructure: –
- (a) roadworks plans, cross-sections, typical detailed cross-section and pavement design details;
 - (b) Water supply internal reticulation plans and design details;
 - (c) Sewerage layout plans, longitudinal sections and design details;
 - (d) Stormwater layout plans longitudinal sections and design details;
 - (e) Landscaping plan and detailed planting schedule;
 - (f) Electricity layout; and
 - (g) Environmental management works.
- ADV8. The coordinate system to be adopted for drawings submitted by the applicant in relation to future and completed operational works shall be GDA94 MGA Zone 56.
- ADV9. Council expects that as-constructed revisions of all drawings submitted for operational works will be provided in DWG or DXF format and one (1) hard copy wet-signed on reinforced paper or film; and in accordance with the IPWEAQ Asset Design As Constructed (ADAC) Guidelines for Creation and Submission of ADAC XML Files. All text should be easily legible at A3 size.
- ADV10. *State Planning Policy (July 2014) Appendix 3 Table B* does not require any water quality treatment within Council's region since no population centres exceed 25,000 people; and there are no requirements in Council's Planning Scheme, but the proponent is encouraged to provide such facilities on its site and if required to meet its General Environmental Duty. However, Council will not accept such facilities as donated assets, due to the potential maintenance burden.
- ADV11. In analysing the stormwater system to meet QUDM Level III requirements, calculation of the contribution to on-site detention (OSD) volumes of roofwater should not assume that more than Q20 flow is contributed to the OSD, unless the roofwater design (gutters and downpipes) has actually been designed to contribute a greater amount (for example, if these are designed for Q100).
- ADV12. Stormwater calculations should not assume that rainwater tank retention storage contributes to the required detention volume.
- ADV13. The applicant should consider the effects of any proposed Stage 2 works (should they be approved) upon the stormwater management plan for the site. Provision for Stage 2 stormwater drainage works at stage 1 such that minimal modification of Stage 1 works would be required has the potential for saving significant costs.

Stage 2 Preliminary Approval Conditions

- GEN1. Subject to the requirements of the planning scheme in effect at the time, an amended proposal for Stage 2 must be submitted to Council for assessment and must comply with the following requirements:
- A maximum road frontage setback to Coulson Street of 3 metres;
 - A minimum of 65% of the Coulson Street façade of Stage 1 as glass;
 - Provision of pedestrian shelter at the Coulson Street frontage of buildings (Muir Street frontage need not comply) ~~in compliance with Probable Solution S11.7 of the Nanango Planning Scheme 2006, specifically:~~
 - ◊ minimum width of 3.2 metres; or otherwise replicating the width for adjoining buildings, ~~but not more than 600mm off the kerb~~, and
 - ◊ head-height clearance of 3.0 to 4.2 metres above pavement height;
 - Gross floor area must remain no greater than 923 sqm for the combined total of Stage 1 and Stage 2.

Further Development Permits

- GEN2. The development herein given preliminary approval for Stage 2 must not start until the required development permits have been issued and conditions complied with, particularly:
- Development Permit for Material Change of Use.

Car Parking & Manoeuvrability

- ENG1. The applicant must provide the number of marked car parking spaces at Stage 2 for B99 vehicles including one (1) disabled bay as required by Schedule 1 and Table S1.1 of the Nanango Shire IPA Planning Scheme, or otherwise submit a technical report that provides an assessment of, and justification for another proposed number of car parks, for compliance assessment by Council's General Manager of Infrastructure.

Sewerage

- ENG2. Buildings must not be located over the existing sewer, or the existing sewer must be relocated through the site so that it is clear of proposed buildings.
- ENG3. Engineering drawings required to comply with sewerage conditions including required changes to Council's sewers, prepared and certified by a RPEQ Civil Engineer must be submitted for compliance assessment to Council's General Manager of Infrastructure.
- ENG4. All required sewerage works will be subject to approval under separate development application for an Operational Works permit.

Trade Waste Facilities

- ENG5. Trade waste facilities to service any food processing must be provided by the applicant at its cost, in compliance with Council's Trade Waste Management Policy.

Stormwater

- ENG6. The Applicant must submit at Stage 2 an amended on-site Stormwater Management Plan (SMP) report based upon the approved Stage 1 report, for Compliance Assessment by Council's General Manager of Infrastructure, indicating drainage paths for all roofed and impervious areas. The on-site SMP shall also provide the following:
- (a) Hydraulic design for all 1% AEP and 50% AEP AR&R design storms from 5 minutes to 450 minutes duration; and provision of all software data files for both pre-development and post-development scenarios
 - (b) Preliminary design showing sizes, levels and location of all proposed pipes and channels; on-site storage tanks; roof drainage, gully pits, manholes and field inlets, etc.;
 - (c) Details of all pre and post development flows; and
 - (d) Details of any cut or fill required to direct stormwater to a lawful point of discharge.

Advice – Both Stages

- ADV1. 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.
- ADV2. 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

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<https://www.datsip.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form.

ADV3. Infrastructure charges are now levied by way of an infrastructure charges notice, issued pursuant to Section 119 of the *Planning Act 2016*.

Appeal Rights

ADV4. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr GA Jones.

That the Officer's Recommendation be adopted.

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

DECLARATION OF CONFLICT OF INTEREST:

Cr Roz Frohloff declared a conflict of interest (as defined in section 175D of the *Local Government Act 2009*) in agenda item 8.2.3 - 'P&LM - 2409773 - Development Permit - MCU Major Utility (Solar Farm) & RAL (Proposed Access Easement & Subdivision by Lease) Lots 4&5 SP219361 & Lot 228 FTZ37463 - Applicant: Terrain Solar P/L - MCU17/0008 & RAL17/0005'

Cr Frohloff's sister Joan Price and brother in law Carl Price are adjoining property owners and have signed a petition objecting to this project.

Cr RJ Frohloff voluntarily left the meeting at 11:32am while the matter was discussed and voted on.

8.2.3 P&LM - 2409773 - Development Permit - MCU Major Utility (Solar Farm) & RAL(Proposed Access Easement & Subdivision by Lease) Lots 4&5 SP219361 & Lot 228 FTZ37463 - Applicant: Terrain Solar P/L - MCU17/0008 & RAL17/0005

Officer's Recommendation

It is recommended the application for Material Change of Use for *Major Utility* (Solar Farm) and Reconfiguring a Lot (Access Easement and Subdivision by Lease) be refused on the following grounds:

- (1) Approval of the proposed development would conflict with or compromise the achievement of the following principles of the *Wide Bay Burnett Regional Plan*:
 - (a) Principle 2.4 in that it does not manage, maintain or enhance the regional landscape, with respect to the removal of good quality agricultural land, such that it contributes toward the Region's liveability or economy.
 - (b) Principle 3.4 in that it does not protect the Region's primary production areas to ensure their continuing contribution to the economy.
- (2) Approval of the proposed development would conflict with or compromise the achievement of the following principles of the *State Planning Policy*:

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- (a) State Interest – Agriculture (1) in that the proposed development does not promote or enhance agriculture and agricultural development in important agricultural areas.
 - (b) State Interest – Agriculture (2) in that the proposed development does not protect Class A GQAL for sustainable agricultural use because it will have an avoidable unacceptable impact for 50 years, which is a time frame akin to being irreversible.
 - (c) State Interest – Agriculture (4)(d) in that the proposed development would not promote growth in agricultural production and a strong agriculture industry as it does not facilitate opportunities for co-existence with development that is complementary to agricultural uses that do not reduce agricultural productivity.
- (3) Approval of the proposed development would conflict with or compromise the achievement of the following Desired Environmental Outcomes of the *Planning Scheme for the Shire of Kingaroy (Amendment No. 1) 2006*:
- (a) DEO (a) in that it does not protect the Region's land resources from adverse effects from disturbance in the short-term;
 - (b) DEO (d) in that it does not protect the economic value of good quality agricultural land or promote its sustainable use for the Region;
 - (c) DEO (e) in that it does not provide benefit to, or fulfils an economic demand, from the community.
- (4) Approval of the proposed development would conflict with the following provisions of the Rural Locality Code:
- (a) Overall outcome (iii) in that there is not a demonstrable need for it, particularly on the proposed site, such that it would support rural activities and rural communities.
- (5) Approval of the proposed development would conflict with the following provisions of the Natural Features and Resources Overlay Code (element (f)):
- (a) Specific outcome (1) in that while the use does not involve the "permanent" alienation of GQAL, to the extent it is "temporary", a 50-year period is an unacceptable long term loss of the land (akin to permanency) for productive rural use of the soil.
 - (b) Specific Outcome (2) in that the Applicant has failed to sufficiently demonstrate that:
 - (i) the land is not actually GQAL;
 - (ii) the development is for farm restructuring to optimise productive usage;
 - (iii) the development is essential for better management of land and water resources to prevent degradation or waste;
 - (iv) there is an overriding community need in terms of public benefit for the proposal and the proposal cannot be located on alternative sites that are not identified as GQAL.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

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

ATTENDANCE:

Cr RJ Frohloff returned to the meeting at 11.47am
Cr GA Jones left the meeting at 11.49am
Cr GA Jones returned to the meeting at 11:51am

DECLARATION OF CONFLICT OF INTEREST:

Cr KM Campbell (Mayor) declared a conflict of interest (as defined in section 175D of the *Local Government Act 2009*) in agenda item 8.2.4 - 'P&LM - 2549991 - Request for fee waiver Peace Lutheran Church Hall at 8965 Bunya Highway, Benair on Lot 187 FY872'

Cr Campbell has family members on the executive of the church and is a former member of that Church.

Cr Campbell voluntarily left the meeting at 11:51am while the matter was discussed and voted on.

The Deputy Mayor assumed the chair.

8.2.4 P&LM - 2549991 - Request for fee waiver Peace Lutheran Church Hall at 8965 Bunya Highway, Benair on Lot 187 FY872.

Officer's Recommendation

That Council *refuse* the request from the Peace Lutheran Church to waive the application fee of \$547.00 for the development application to remove the church hall from the site at 8965 Bunya Highway, Benair.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

Lost 1/5
FOR VOTE - Cr TW Fleischfresser
AGAINST VOTE - Cr RJ Frohloff, Cr GA Jones, Cr DA Potter, Cr KA Duff, Cr RLA Heit
ABSENT. DID NOT VOTE - Cr KM Campbell (Mayor)

Motion:

Moved Cr DA Potter, seconded Cr RLA Heit.

That South Burnett Regional Council allows the exception to waive the fee of \$547 for the development application to remove the church hall from the site at 8965 Bunya Highway, Benair for the following reason:

- *The confusion generated by the Land Heritage Register listing.*

Carried 5/1
FOR VOTE - Cr RJ Frohloff, Cr GA Jones, Cr DA Potter, Cr KA Duff, Cr RLA Heit
AGAINST VOTE - Cr TW Fleischfresser
ABSENT. DID NOT VOTE - Cr KM Campbell (Mayor)

In accordance with Section 260(d) of the *Local Government Regulation 2012* if a Councillor present fails to vote, the Councillor is taken to have voted in the negative.

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ATTENDANCE:

Cr KM Campbell (Mayor) returned to the meeting at 12:11pm and resumed the chair.

8.3 Property (P)

Officer's Reports

8.3.1 P - 2549645 - Kingaroy State Primary School proposed Pool Entry Fees and Charges for 2018/2019

Officer's Recommendation

That Council declines Kingaroy State Primary School request to pay a reduced fee for school children to gain entry to Kingaroy Swimming Pool.

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 GA Jones declared a conflict of interest (as defined in section 175D of the *Local Government Act 2009*) in agenda item 8.3.2 P - 2549775 - Proposed lease to the Maidenwell Community Committee Inc over Maidenwell Sportsground, being part of Lot 16 on SP187861, on Kingaroy-Cooyar Road

Cr Jones is President of the Maidenwell Community Committee.

Cr Jones voluntarily left the meeting at 12.16pm while the matter was discussed and voted on.

8.3.2 P - 2549775 - Proposed lease to the Maidenwell Community Committee Inc over Maidenwell Sportsground, being part of Lot 16 on SP187861, on Kingaroy-Cooyar Road

Officer's Recommendation

That Council enter into a lease with the Maidenwell Community Committee for the continued occupation of a shed at the Maidenwell Sportsground for the benefit of the community.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

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

ATTENDANCE:

Cr GA Jones returned to the meeting at 12:17pm

- 8.3.3 P - 2549967 - Approving Kingaroy Regional Enterprise Centre Association Inc (KRECA) request to enter into a sublease with South Burnett Antique Car Club over a part of Lot 5 on SP106946, at 6 Cornish Street Kingaroy**

Officer's Recommendation

That Council approve Kingaroy Regional Enterprise Centre Association Inc's (KRECA) to enter into a sublease with the South Burnett Antique Car Club for an area of approximately 54 square metres to construct and occupy a 6 x 9m storage shed.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

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

- 8.3.4 P - 2550047 - Proposed realignment of boundary between the Nanango office building and adjoining Nanango Court House to formalise the encroachment of the office building and carpark onto the adjoining property**

Officer's Recommendation

That Council acquire the area of land encroached by Council facility by realigning the boundary between Lot 346 on SP276543 and Lot 185 on FY1534.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr RJ Frohloff.

That the Officer's Recommendation be adopted.

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

- 8.3.5 P - 2551170 - Proposed lease of land - Proston Boondooma Road - Part of Lot 60 on BO424 - Reserve for Recreation to Proston Golf Club**

Officer's Recommendation

That Council enter into a lease with the Proston Golf Club for the continued operation of the Proston Golf Course for the benefit of the community.

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Resolution:

Moved Cr KA Duff, seconded Cr TW Fleischfresser.

That the Officer's Recommendation be adopted.

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

8.3.6 P - 2551172 - Proposed lease of land - 42 Macalister Street, Murgon - Lot 618 on M5513 to the Creche and Kindergarten Association of Queensland Ltd

Officer's Recommendation

That Council enter into a lease with the Crèche and Kindergarten Association of Queensland Ltd for the continued operation of the C&K Murgon Community Kindergarten for the benefit of the community.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

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

ADJOURNMENT:

Motion:

Moved Cr DA Potter, seconded Cr RJ Frohloff.

That the meeting adjourn for lunch.

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

RESUMPTION:

Motion:

Moved Cr RLA Heit, seconded Cr GA Jones.

That the meeting resume at 1.10pm with attendance as previous to the adjournment.

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

9. Portfolio - Water, Waste Water, Waste Management, Sport & Recreation

9.1 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.

Deakin Street Water Main Replacement - Nanango

Stage 2 Chester St commenced on 19th September and is 60% complete

Watt Street Water Main Replacement - Murgon

Water main construction commenced on 20 August and is 100% complete

Future works:

Brisbane Street Water Main Replacement - Nanango

Works programmed to start in December

Middle Road Water Main Replacement – Proston

Works Programmed to start October 29

Reen Street Main Replacement - Kingaroy

Works Programmed to start December 5

Class A Recycled Water Plants – Murgon and Wondai

Wondai and Murgon recycle water scheme options have been developed.

Hydrant Maintenance

Ongoing hydrant testing and maintenance is being undertaken as time permits across all towns within the region. All areas have been completed except Kingaroy which has now completed approx. 40 %

Dam Levels

Dam levels have had inflows however 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.

Hivesville Standpipe

The identified site for Hivesville Standpipe, network analysis has confirmed water supply and signal reception is good.

Carried 7/0

FOR VOTE - Councillors voted unanimously

9.2 Water & Waste Water (W&WW)

Officer's Reports

DECLARATION OF CONFLICT OF INTEREST:

Cr KA Duff declared a conflict of interest (as defined in section 175D of the *Local Government Act 2009*) in agenda item 9.2.1 - W&WW - 2550520 - Requesting Council consider waiving the water connection fees for the Murgon Sports Association.

Cr Duff is the chair of the Murgon Sports Association.

Cr Duff voluntarily left the meeting at 1.14pm while the matter was discussed and voted on.

9.2.1 W&WW - 2550520 - Requesting Council consider waiving the water connection fees for the Murgon Sports Association

Officer's Recommendation

That Council accepts the request from the Murgon Sports Association to waive the water connection fees of \$1,490.

Resolution:

Moved Cr RJ Frohloff, seconded Cr GA Jones.

That the Officer's Recommendation be adopted.

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

ATTENDANCE:

Cr KA Duff returned to the meeting at 1.16pm

10. Portfolio - Natural Resource Management, Rural Services, Parks and Indigenous Affairs

10.1 Natural Resource Management, Rural Services, Parks and Indigenous Affairs Portfolio Report

Officer's Recommendation

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

Resolution:

Moved Cr KA Duff, seconded Cr RJ Frohloff.

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

Natural Resource Management:

Weed Control

October rainfall allowed Pest management contractors to commence lantana control at Tarong, Proston, Abbeywood, Speedwell and Hivesville. Tree pear treatment continued in Benair and Hivesville, Proston and Speedwell. Cats Claw Creeper was treated at Carroll Nature Area reserve and Kingaroy Heights Environmental area.

Equipment loan

Feral animal traps were provided in Nanango and Gordonbrook areas and a monitoring camera in the Maidenwell area.

The loan of quick spray trailers enabled landholders to undertake an additional 115 hours of weed control targeting Giant Rats Tail Grass and Lantana. Rabbit traps were used by landholders in Coolabunia.

Regional Wild Dog and Feral Pig Control Program

During October there were 60 dog baits provided to landholder/s in the Proston and Nanango areas. In addition, there was 12 Doggone dog baits delivered to the Cobbs Hill area.

Rabbit Control

Rabbits were trapped and injected with Calici virus on properties in the Coolabunia area.

Wandering Livestock

Councils stock route officer attended to reports of wandering livestock in Ballogie, Kingaroy, Boobie, Wooroolin, Wilksdale and Windera areas.

Stock Route Grazing permits

Council stock route officer received and approved one stock route grazing permit in October.

Pest Management Services tender

A tender briefing session was held at the Wondai Council chambers on the 10th October. Tender submission period closed on 26 October, applications will now be assessed with a recommendation report to be submitted to Council at the December meeting.

Proston Flying fox roost

Botanists and wildlife researchers have been engaged to assess the roost and its location to determine management options available, the risks associated with each option and their potential for success.

Information has been disseminated via media and factsheets regarding health and biosecurity concerns raised by residents.

An information session was held at Proston Town hall on 20 November with presentations from Queensland health and veterinary epidemiologist from Biosecurity Queensland to discuss concerns regarding Hendra Virus and Lyssa Virus.

Parks:

Kingaroy, Kumbia and Maidenwell areas

October was busier than normal for Kingaroy Parks staff with clean up from the severe hail storm at the Coolabunia Saleyards and the D'Aguilar Hwy Rest Area. Also a little outside their normal routine was the request to assist with maintenance work on the old Black Bean tree and gardens at Boondooma Homestead. With the recent storm rain across the region the mowing program is now in full swing across all areas. Planting of the new roundabout at the entrance to Kingaroy on the D'Aguilar Hwy and replacement of Security camera's in Memorial Park.

Wondai, Murgon and Proston areas

There has been a focus on the Wondai main street in readiness for the Christmas carnival. The erection of the Christmas Tree is planned for next week as well as street decorations. General mowing and maintenance occurring in all areas.

Nanango, Blackbutt and Maidenwell areas

Remembrance day banners were erected. Maidenwell received a clean-up for the music weekend. Recent rain has the general mowing and maintenance in full swing across all areas.

Saleyards:

The saleyards were extensively damaged by a severe hail storm on the 11 October. The office was damaged when a large tree fell on the eastern side of the building and many of the trees within the compound were stripped and the debris was scattered all through the facility. The underground power mains between the main switch board and the Ergon supply pole were destroyed as a result of a lightning strike. This power surge also destroyed a pump and some of the flood lights.

Council staff and contractors have undertaken repairs to the facility and managed to restore it to a usable state however further work is still required to return it to pre-storm condition.

Dams:

Boondooma

Fishing Freshwater conducted the Golden Lure fishing tournament at Boondooma on the 19-21 October this was a very well run event with 47 teams participating. This event is a semi-professional event with a heavy focus on family involvement over 250 people attended this event. This event boosted accommodation bookings and Kiosk takings. Very positive feedback was received back to Dam staff by organisers and competitors.

Yallakool

The Bjelke-Petersen fish stocking committee held their fishing competition on the 6 October this has returned after a 5year break. They received 270 nominations for the weekend which was a pleasing and successful result for the committee.

Monthly Visitor Numbers (Facility Usage Report October)

| | Boondooma | | Yallakool | |
|--------------------------|-----------|------|-----------|------|
| | 2017 | 2018 | 2017 | 2018 |
| Cabins | 126 | 167 | 239 | 282 |
| Bunkhouse | 290 | 530 | N/A | N/A |
| Powered Sites | 274 | 207 | 499 | 580 |
| Unpowered Camping | 982 | 1777 | 246 | 363 |

Both Dams received a small flow following the recent rain event on the 11-14 October. Boondooma Dam reached 42%
Bjelke-Petersen Dam reached 17.7%

Airports

The annual technical inspection of the Kingaroy Airport has been scheduled for November. The procurement process for the W4Q(2) project to the replacement of the old WW2 Hanger roof has been finalised with work starting 19th November.

Rail Trail

The procurement process on behalf of the Ambassadors of the BVRT to undertake maintenance work between Blackbutt and Moore has been completed. Blackbutt Sand and Gravel has been

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

successful with their quote and works to the value of \$50,000 will start in the coming weeks. The funding was provided to the ambassadors by the QLD Department of Main Roads, (rail corridor) section.

The Wondai counter for the South Burnett Rail Trail for the month of October was 1620.

Rural:

The BlazeAid Camp is finishing up this week. The Mayor and I attended a Thankyou Dinner with around 110 people at the Campsite. We handed out South Burnett hampers to all of the workers. Kingsley Grove donated two bottles of wine for the Coordinator, John Lillico and we presented Lynne Walters, John's assistant, with flowers. A local Church group provided Aldi vouchers to the value of \$100 for all of the farming families that attended on the night.

There were enough for all of the families that BlazeAid helped and we will make sure the other vouchers are distributed to the remaining farmers. A big thank you has been extended to the Kingaroy Men's Shed for coordinating the meals and to the Kingaroy Vintage Machinery Club for providing the venue.

BlazeAid have worked on 53 properties, cleared 45kms of fences and repaired 41kms. They have cleared debris on 82 acres of land and provided 503 days worth of volunteer labour. The locals have provided 14 teams of caterers to feed the workers and these teams have provided 589 meals. It has been a huge effort from a lot of people. John Lillico said that the devastation in our region was the worst he has seen at any BlazeAid camp and that this community is the best community he has ever worked with.

I think this whole effort has really given our farmers a tremendous help along and I would like to say another huge thank you to everyone involved. BIEDO and Council are coordinating a luncheon this coming Sunday at the Coolabunia School for farmers. There will be a free meal and information available to help any farmers who have been affected by any of the past severe weather events.

Carried 7/0

FOR VOTE - Councillors voted unanimously

11. Portfolio - Finance, ICT & Human Resources

11.1 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 October 2018

Operating Budget

The financial reports presented to this meeting are as at 31 October 2018.

All financial indicators are in within target or exceeding target in the case of the Operating Ratio.

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

Statement of Financial Position

In terms of the Statement of Financial Position or the Balance Sheet the numbers are also as at 31 October.

Cash levels will improve particularly up to the close of discount (7 November), this result will be reflected in the November report.

Capital Expenditure

Actual expenditure together with committed costs at the end of October is \$6.14m.

External Audit

The audited 2017/18 Financial Statements were unqualified and signed off by the Queensland Audit Office.

Works for Queensland

Total expenditure along with committed expenditure to date on all projects currently is \$3.042m.

Road Maintenance

Total expenditure plus committed expenditure across the region as of reporting date is \$2.014m.

Other Projects

- The budget managers are currently working on the second quarter review of the 2018/19 financial year budget. While this is a little early, the review coincides with the Christmas period and a time when staff traditionally start to take recreation leave. The revised budget will be on the agenda for consideration at the January 2019 General Meeting.
- Some underlying reports have been prepared to facilitate the first meeting for the preparation of the 2019/2020 financial year budget with that meeting to be held today following the General Meeting.

Carried 7/0
FOR VOTE - Councillors voted unanimously

11.2 Finance (F)

Officer's Reports

11.2.1 F -2550439 - Monthly Financial Statements

Officer's Recommendation

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

Cr KM Campbell (Mayor) Page 36

| Ratio | Description | Formula | SBR's Target | Status | Date | 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 | ✓ | 8.5 | |
| 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 | ✓ | 4.3 | |
| 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 | ✗ | 5.36 | Significant Current assets due to large amount of Trade and Other receivables (\$17,465,404). This is because first 6 month Rates, Levies and Charges are not been raised and waiting to be collected. The ratio will come back into range in later periods. |
| Funded Long Term Liabilities | Percentage of Restricted Cash and Long Term Liabilities backed by Cash | $\frac{\text{Cash Held}}{\text{Restricted Cash} + \text{Net Current Borrowings}}$ | Target: greater than or equal to 50% | ✓ | 68% | |
| Debt Servicing Ratio | This indicates Council's ability to meet current debt repayments with recurrent revenue | $\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue}}$ | Target: less than or equal to 10% | ✓ | 3.5% | |
| Cash Balance - \$M | Total Cash held Council held | Cash Held as Perpet End | Target: greater than or equal to \$23M | ✓ | \$4.83 | |
| Debt to Asset Ratio | To what extent Council will be covered by total assets | $\frac{\text{Current and Non-Current Loans}}{\text{Total Assets}}$ | Target: less than or equal to 10% | ✓ | 3.8% | |
| 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% | ✓ | 4.5% | |
| 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% | ✓ | 2.0% | |

Statement of Comprehensive Income

as at 31 October 2018
33% of Year Complete

| | 2018/2019 | Original Budget | Amended Budget |
|---|-------------------|-------------------|-------------------|
| | \$ | \$ | \$ |
| Income | | | |
| Revenue | | | |
| Recurrent Revenue | | | |
| Rates, Levies and Charges | 24,620,951 | 47,493,748 | 47,493,748 |
| Fees and Charges | 1,708,820 | 3,790,662 | 3,816,162 |
| Rental Income | 141,904 | 473,693 | 473,693 |
| Interest Received | 284,001 | 1,005,453 | 1,005,453 |
| | | | |
| Sales Revenue | 1,360,680 | 3,474,362 | 3,474,362 |
| | | | |
| Other Income | 326,505 | 417,562 | 421,062 |
| Grants, Subsidies, Contributions and Donations | 2,183,769 | 7,412,560 | 7,483,466 |
| | <u>30,626,629</u> | <u>64,068,040</u> | <u>64,167,946</u> |
| Capital Grants, Subsidies, Contributions and Donations | 329,542 | 6,544,702 | 5,229,181 |
| | | | |
| Capital Revenue | 349,086 | 455,100 | 455,100 |
| | | | |
| Total Revenue | <u>31,305,256</u> | <u>71,067,842</u> | <u>69,852,227</u> |
| | | | |
| Total Income | <u>31,305,256</u> | <u>71,067,842</u> | <u>69,852,227</u> |
| Expenses | | | |
| Recurrent Expenses | | | |
| Employee Benefits | 7,932,817 | 23,530,179 | 23,500,175 |
| Materials and Services | 7,766,495 | 21,685,237 | 21,773,076 |
| Finance Costs | 652,966 | 2,150,197 | 2,316,560 |
| Depreciation and Amortisation | 5,192,662 | 15,577,986 | 15,577,986 |
| | <u>21,544,940</u> | <u>62,943,599</u> | <u>63,167,797</u> |
| | | | |
| Total Expense | <u>21,544,940</u> | <u>62,943,599</u> | <u>63,167,797</u> |
| | | | |
| Net Result | <u>9,760,316</u> | <u>8,124,243</u> | <u>6,684,430</u> |

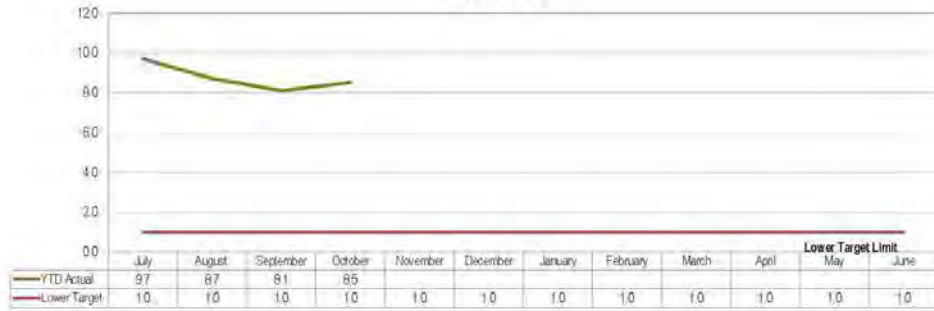
Statement of Financial Position

as at 31 October 2018

| | 2018/2019 | Original Budget | Amended Budget |
|--------------------------------------|----------------------|----------------------|--------------------|
| | \$ | \$ | \$ |
| Current Assets | | | |
| Cash and Cash Equivalents | 34,829,545 | 43,021,415 | 38,778,616 |
| Trade and Other Receivables | 17,465,404 | 4,858,960 | 4,837,187 |
| Inventories | 1,028,316 | 1,164,711 | 1,164,711 |
| Investments | - | - | - |
| Total Current Assets | 53,323,265 | 49,045,087 | 44,780,514 |
| Non-Current Assets | | | |
| Trade and Other Receivables | 1,897,174 | 1,999,654 | 1,999,654 |
| Property, Plant and Equipment | 940,030,887 | 946,617,628 | 943,755,414 |
| Intangible Assets | 8,727,808 | 8,678,362 | 8,678,362 |
| Total Non-Current Assets | 950,655,869 | 957,295,644 | 954,433,430 |
| TOTAL ASSETS | 1,003,979,134 | 1,006,340,731 | 999,213,944 |
| Current Liabilities | | | |
| Trade and Other Payables | 3,889,886 | 3,427,717 | 3,427,975 |
| Borrowings | 2,623,849 | 3,234,879 | 2,758,080 |
| Provisions | 3,309,612 | 3,582,934 | 3,582,934 |
| Unearned Revenue | 127,440 | - | - |
| Total Current Liabilities | 9,950,786 | 10,245,529 | 9,768,989 |
| Non-Current Liabilities | | | |
| Borrowings | 35,581,336 | 41,029,888 | 33,978,660 |
| Provisions | 13,495,265 | 13,700,835 | 13,700,835 |
| Unearned Revenue | 1,936,896 | - | 1,840,794 |
| Total Non-Current Liabilities | 51,013,496 | 104,251,012 | 49,520,289 |
| TOTAL LIABILITIES | 60,964,282 | 64,976,253 | 59,289,278 |
| NET COMMUNITY ASSETS | 943,014,852 | 941,364,479 | 939,924,666 |
| Community Equity | | | |
| Retained Surplus/(Deficiency) | 436,506,859 | 433,691,086 | 432,251,273 |
| Asset Revaluation Surplus | 506,507,718 | 507,673,393 | 507,673,393 |
| TOTAL COMMUNITY EQUITY | 943,014,577 | 941,364,479 | 939,924,666 |

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

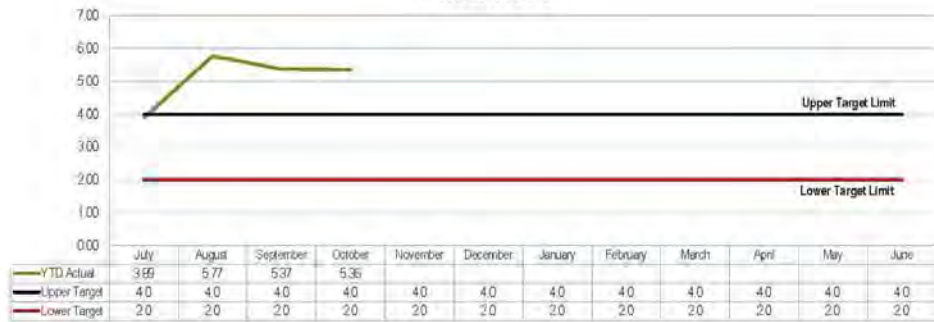
CASH RATIO



OPERATING CASH RATIO

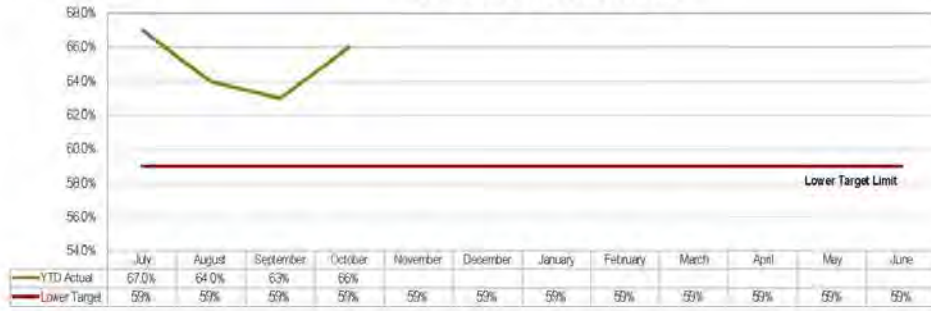


CURRENT RATIO

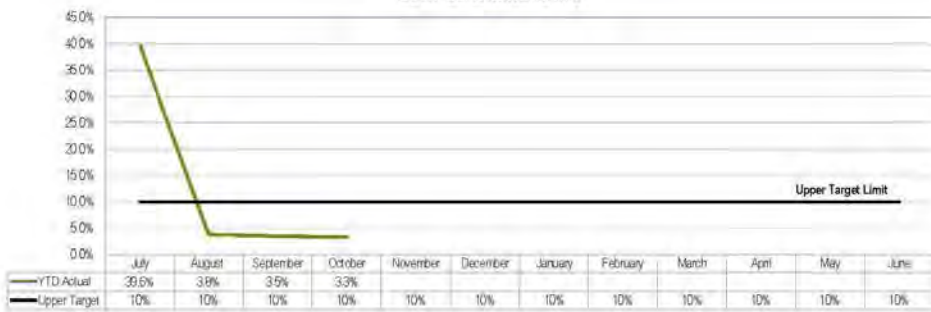


SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

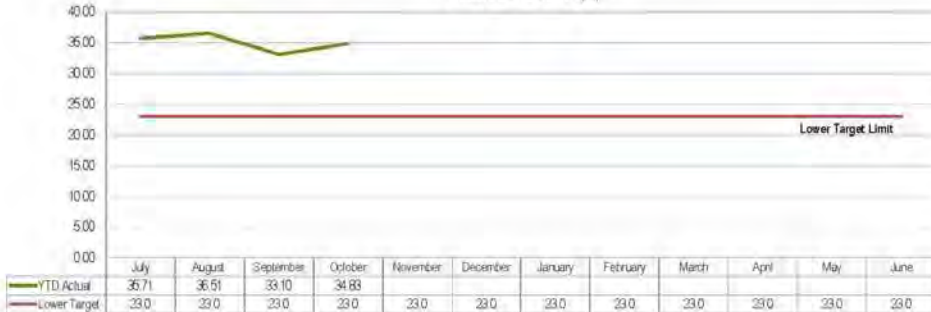
FUNDED LONG TERM LIABILITIES



DEBT SERVICING RATIO

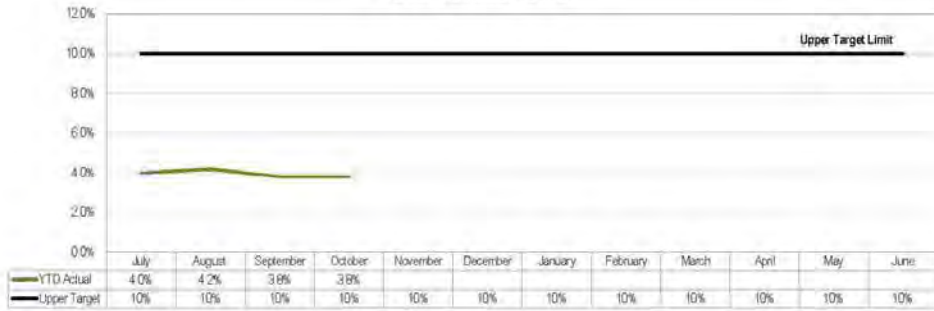


CASH BALANCE (M)



SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

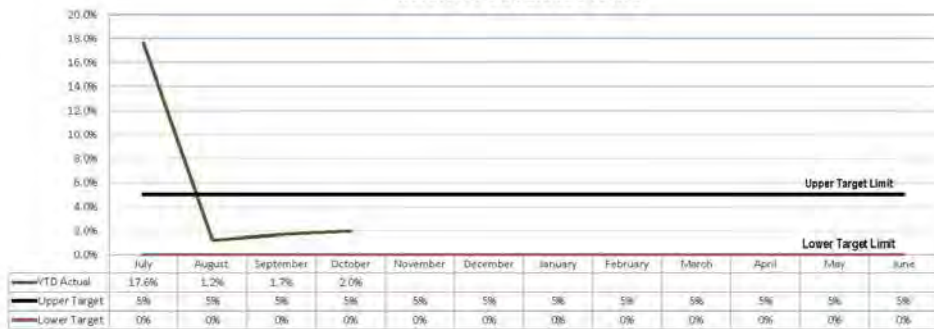
DEBT TO ASSET RATIO



OPERATING PERFORMANCE



INTEREST COVERAGE RATIO



SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

Resolution:

Moved Cr RLA Heit, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

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

- 11.2.2 F - 2546655 - Isabelle Johnson-Lear Requesting that Council Provide an Exemption or Concession on Rates for Property Situated at 4 Mary Street, Kingaroy (Kingaroy Christian Fellowship) [11549-00000-000]

Officer's Recommendation

That Council approve the request and provide a rate exemption (religious purposes) for the property situated at 4 Mary Street, Kingaroy commencing from 1 July 2015, despite the ownership of the land not being in the name of a Religious Entity, as follows:

- Exemption from General Rates by *Local Government Regulation 2012* Section 120 1(b)(i) and (c)
- Exemption from Waste Management Levy, Community Rescue and Evacuation Levy and the previous Road Levy and Environmental Levy.

Resolution:

Moved Cr DA Potter, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted.

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

- 11.2.3 F - 2551282 - Cam Barrie on Behalf of Patricia M Barrie Requesting Council Provide a Reduction in Water Consumption Charges for Property at 99 Moore Street, Kingaroy [P12624-00000-000]

Officer's Recommendation

That Council agree to reduce the water charges and write-off \$16,142.14 - an amount equivalent to 100% of the difference between Patricia Barries' water bill from August 2018 and the normal averaged water usage.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

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

11.2.4 F - 2551171 - Rate Exemptions and Remissions - Additions to Approved List - Blackbutt and District Tourism and Heritage Association - 2 Bowman Road, Blackbutt [20101-00000-001]

Officer's Recommendation

That Council agree to provide a rate remission for the Blackbutt and District Tourism and Heritage Association on their property situated at 2 Bowman Road, Blackbutt effective from 1 July 2018.

Resolution:

Moved Cr RJ Frohloff, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

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

12. Consideration of Notices of Motion

No Report.

13. Information Section (IS)

13.1 IS - 2540308 - 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 RLA Heit, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

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

13.2 IS - 2547088 - Delegated Authority Report

Officer's Recommendation

That the Delegated Authority Report be received.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

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

13.3 IS - 2550462 - Monthly Road Maintenance Expenditure Report

Officer's Recommendation

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

Resolution:

Moved Cr GA Jones, seconded Cr RJ Frohloff.

That the Officer's Recommendation be adopted.

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

13.4 IS - 2550454 - Monthly Capital Works Report

Officer's Recommendation

That the South Burnett Regional Council's Monthly Capital Works Report as at 31 October 2018 be received.

Resolution:

Moved Cr RLA Heit, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

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

13.5 IS - 2550466 - Monthly Works for Queensland (W4Q) Grant Projects Report - Round Two

Officer's Recommendation

That the Works for Queensland (W4Q) Grant Projects Report - Round Two as at 31 October 2018 be received.

Resolution:

Moved Cr GA Jones, seconded Cr TW Fleischfresser.

That the Officer's Recommendation be adopted.

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

CLOSED SESSION:

Motion:

Moved Cr DA Potter, seconded Cr TW Fleischfresser.

That the meeting be closed to the public for Council discussions in accordance with Section 275(1)(c) the local government's budget and Section 275(1)(e) contracts proposed to be made by it, of the Local Government Regulation 2012.

Carried 7/0
FOR VOTE - Councillors voted unanimously

OPEN COUNCIL:

Motion:

Moved Cr R.J Frohloff, seconded Cr KA Duff.

That the meeting resume in Open Council.

Carried 7/0
FOR VOTE - Councillors voted unanimously

Report:

The Mayor reported that whilst in Closed Session, in accordance with Section 275(1)(c) the local government's budget and Section 275(1)(e) contracts proposed to be made by it, of the Local Government Regulation 2012, Council considered matters concerning tenders and Council's budget.

Motion:

Moved Cr TW Fleischfresser, seconded Cr RLA Heit.

That the Mayor's report be received

Carried 7/0
FOR VOTE - Councillors voted unanimously

14. Confidential Section

- 14.1 CONF - 2550523 - Tenders (SBRC-17/18-18, SBRC-17/18-19 and SBRC-17/18-23) for Dry and Wet Hire of Plant and Equipment, and Quarry and Road Making Materials**

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

Recommendation

That Council approve the list of providers to be included in the:

- Prequalified Supplier Register for the Dry Hire of Plant and Equipment for the period 1 December 2018 to 30 November 2023
- Prequalified Supplier Register for the Wet Hire of Plant and Equipment for the period 1 December 2018 to 30 November 2023
- Prequalified Supplier Register for the Quarry and Road Making Materials for the period 1 December 2018 to 30 November 2023

That the providers who are partially compliant with the necessary documentation will be required to submit these documents within a given time frame for the specific compliance requirement and will remain suspended until the required compliance is provided.

Resolution:

Moved Cr RJ Frohloff, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

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

14.2 CONF - 2550611 - Wondai/Murgon Recycled Water Options Assessment

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

Recommendation

That Council proceed to further design and tender with upgrade Option one (1) - Clarified (Lamella Plate) Settling, Direct Pressure Filtration and Chlorine Disinfection for the Wondai Recycled Water Treatment Plant to provide Class A recycled water.

Resolution:

Moved Cr RLA Heit, seconded Cr KA Duff.

That the Officer's Recommendation be adopted.

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

14.3 CONF - 2550503 - Tender SBRC 17/18-25 Mount Wooroolin, Orana and Scott Street Reservoir Roof Replacements.

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

Recommendation

That Council

- delegate the Chief Executive Officer to negotiate with tenders on a revised scope of works for Orana and Scott Street Reservoirs to align with the approved budget and;
- postpone the Mount Wooroolin Re-roofing Project to align with the future New Reservoir project.

Resolution:

Moved Cr RJ Frohloff, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

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

14.4 CONF - 2550177 - Council to call for tenders for the construction of Nanango Library and Administration Building Refurbishment and Modifications.

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

Recommendation

That Council calls for tenders for the construction of Nanango Library and Administration Building Refurbishment and Modifications.

Resolution:

Moved Cr RJ Frohloff, seconded Cr GA Jones.

That the Officer's Recommendation be adopted.

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

14.5 CONF - 2550044 - Appointment of Successful Tenderer for the Building Asset Condition Assessments

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

Recommendation

That Council accepts the tender for \$133,305 (excl GST) from CT Management Group and enters into a contract to deliver the Building Asset Condition Assessments Project.

Resolution:

Moved Cr TW Fleischfresser, seconded Cr RLA Heit.

That the Officer's Recommendation be adopted.

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

14.6 CONF - 2548003 - Consideration of additional budget for hiring Swimming Pool Managers for additional hours of operation.

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 275(1)(c) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the following:

- (c) the local government's budget

Recommendation

That Council provides eleven thousand, two hundred dollars (\$11,200.00) for extending the school holiday opening hours at Wondai, Murgon and Kingaroy swimming pools.

SOUTH BURNETT REGIONAL COUNCIL GENERAL MEETING – MINUTES - WEDNESDAY 21 NOVEMBER 2018

Resolution:

Moved Cr GA Jones, seconded Cr DA Potter.

That the Officer's Recommendation be adopted.

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

There being no further business the meeting was declared closed at 2.38pm.

Confirmed before me this day of 2018

..... MAYOR

Cr KM Campbell (Mayor) Page 50

4. Declaration of Interest

Nil.

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

See Business Function Headings

5. Portfolio - Economic Development and Corporate Performance

5.1 Economic Development and Corporate Performance Portfolio Report

Document Information

ECM ID 2556118

Author Mayor, South Burnett Regional Council

Date 7 December 2018

Précis

Economic Development and Corporate Performance Portfolio Report

Summary

Mayor Campbell presented his Economic Development and Corporate Performance Portfolio Report to Council.

Officer's Recommendation

That Mayor Campbell's Economic Development and Corporate Performance Portfolio Report to Council be received.

5.2 Economic Development (ED)

Officer's Report

No Report.

5.3 Corporate Performance (CP)

Officer's Report

5.3.1 CP - 2557089 - Council to apply for the proposed projects for submission to the Drought Communities Programme

Document Information

ECM ID 2557089

Author Manager Social & Corporate Performance

**Endorsed
By** Chief Executive Officer

Date 5 December 2018

Précis

Council to apply for the proposed projects for submission to the Drought Communities Programme

Summary

The Drought Communities Programme is an initiative of the Federal government providing eligible Councils with up to \$1 million for local community infrastructure and other drought relief projects for communities impacted by drought.

Council has been invited to apply for the grant funding which will provide 100% of eligible project costs.

The projects Council identifies need to:

- provide employment for people whose work opportunities have been impacted by drought;
- stimulate local community spending;
- use local resources, businesses and suppliers; and
- provide a long-lasting benefit to communities and the agricultural industries on which they depend.

Council Officers received advice from the Department that the 'On-Farm Improvements' project was unachievable within the time frames, therefore Council to submit an alternative project to the value of \$250,000.00.

The alternative project is 'Building Improvement Program' to the value of \$250,000.00 to support social cohesion and inclusion activities in our rural communities:

1. Proston Showgrounds – reroofing Pavilion/Hall
2. Murgon SES replace and upgrade toilet and shower
3. Kingaroy Pool Hydraulic chair lift
4. Nanango Swimming Pool Heat Blankets
5. Wondai Swimming Pool Equipment shed
6. Wondai Dingo Statue replacement
7. Nanango Appin St Aged Care units external repainting

Officer's Recommendation

That Council apply for the following building improvement projects to the value of \$250,000 in lieu of the previously approved 'On-farm Improvements' project;

1. Proston Showgrounds – reroofing Pavilion/Hall
2. Murgon SES replace and upgrade toilet and shower
3. Kingaroy Pool Hydraulic chair lift
4. Nanango Swimming Pool Heat Blankets
5. Wondai Swimming Pool Equipment shed
6. Wondai Dingo Statue replacement
7. Nanango Appin St Aged Care units external repainting

Financial and Resource Implications

No additional financial and resource implications arise from the delivery of the proposed projects. Funded projects need to be completed by 30 June 2019.

Link to Corporate/Operational Plan

| | |
|------|--|
| EC3 | An active, safe and healthy community |
| EC4 | Our community is prepared and resilient to disasters |
| GO1 | Strong and sustainable regional economy |
| INF1 | Infrastructure that meets our communities needs |

Communication/Consultation (Internal/External)

Contributions were sourced from relevant members of the Senior Management Team and Property Team Members.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

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

Asset Management Implications

Direct asset management implications will be managed within Council's Asset Management Program.

Report

The Drought Communities Programme is an initiative of the Federal government providing eligible Councils with up to \$1 million for local community infrastructure and other drought relief projects for communities impacted by drought.

Council has been invited to apply for the grant funding which will provide 100% of eligible project costs.

The projects Council identifies need to:

- provide employment for people whose work opportunities have been impacted by drought;
- stimulate local community spending;
- use local resources, businesses and suppliers; and
- provide a long-lasting benefit to communities and the agricultural industries on which they depend.

Council Officers received advice from the Department that the 'On-Farm Improvements" project was unachievable within the time frames, therefore Council to submit an alternative project to the value of \$250,000.00.

The alternative project is 'Community Infrastructure Improvement Program' to the value of \$250,000.00 to support social cohesion and inclusion activities in our rural communities:

1. Proston Showgrounds – reroofing Pavilion/Hall \$50,000
2. Murgon SES replace and upgrade toilet and shower \$50,000
3. Kingaroy Pool Hydraulic chair lift \$20,000
4. Nanango Swimming Pool Heat Blankets \$35,000
5. Wondai Swimming Pool Equipment shed \$20,000
6. Wondai Dingo Statue replacement \$25,000
7. Nanango Appin St Aged Care units external repainting \$50,000

Total Cost: \$250,000

5.3.2 CP - 2551367 - Delegations to the Chief Executive Officer under the Heavy Vehicle National Law (Queensland), Heavy Vehicle (Mass, Dimension and Loading) National Regulation, Environmental Protection Regulation 2008 - Dated 12 December 2018

Document Information

ECM ID 2551367

Author Senior Governance Officer

**Endorsed
By Manager Social & Corporate Performance
General Manager Corporate Services**

Date 10 December 2018

Précis

Delegate powers to the Chief Executive Officer (CEO) under the Heavy Vehicle National Law (Queensland), Heavy Vehicle (Mass, Dimension and Loading) National Regulation. Review and update the delegated powers to the CEO under the Environmental Protection Regulation 2008 and the Planning Regulation 2017.

Summary

Council subscribes to a delegation update service provided by MacDonnells Law. Council has been advised that the following legislation has been reviewed and the delegations under the relevant pieces of legislation are to be delegated or updated accordingly.

1. *Heavy Vehicle National Law (Queensland)* – new delegation
2. *Heavy Vehicle (Mass, Dimension and Loading) National Regulation* – new delegation
3. *Environmental Protection Regulation 2008* - updated
4. *Planning Regulation 2017* – reviewed no updates required

Officer's Recommendation

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

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

Financial and Resource Implications

The delegation update service is funded in the current budget; however, delegated authority must be appropriately granted and periodically reviewed to ensure that any expenditure incurred by staff acting on Council's behalf is legislatively compliant.

Link to Corporate/Operational Plan

EXC2.1 Deliver governance that provides sound organisational management and complies with relevant legislation.

Communication/Consultation (Internal/External)

The CEO, Senior Executive Team (SET), Manager Environment and Waste, Manager Planning and Land Management, Senior Governance Officer and MacDonnells Law have been consulted in regards to the delegation of powers under the above listed legislation.

Legal Implications (Statutory Basis, Legal Risks)

The delegation of Local Government powers is important and necessary for the effective operation of Council.

Council in delegating its powers to the CEO does not in any way relinquish or limit its own authority to maintain and utilise all of the powers conferred upon it under legislation. Delegated authority granted by Council to the CEO can further be amended or revoked via Council resolution at any time.

Policy/Local Law/Delegation Implications

This report has been provided in compliance with section 257(1) of the *Local Government Act 2009* (LOGA), which allows Council by resolution, to delegate a power under the LOGA or another Act to the CEO.

Council's Employee Code of Conduct also requires all employees to ensure that appropriate delegated authority is in place prior to undertaking any action, or exercising any power, that requires a delegation under State legislation.

Asset Management Implications

No direct asset management implications arise from this report.

Report

Section 257 of the LOGA allows Council to delegate its powers under State and other laws to the CEO.

While delegations are currently in place, MacDonnells Law have provided Council with updated delegable powers based on the recent changes to the relevant legislation under their update service.

The instruments attached as appendixes to this report reflect the delegations that required delegation from Council to the CEO. All other legislation that has been reviewed don't require delegation from the Council.

Heavy Vehicle National Law (Queensland) ('HVNL')

New delegations have been identified under the *Heavy Vehicle National Law (Queensland)*. The Law is applied (with modifications) as a law of Queensland by the *Heavy Vehicle National Law Act 2012*.

The object of this Law is to establish a national scheme for facilitating and regulating the use of heavy vehicles on roads and came into effect on 1 October 2018.

Heavy Vehicle (Mass, Dimension and Loading) National Regulation ('HVNR')

New delegations have been identified under the *Heavy Vehicle (Mass, Dimension and Loading) National Regulation* is a law of Queensland under the *Heavy Vehicle National Law (Queensland)*.

The regulation commences on 1 October 2018 in line with the *Heavy Vehicle National Law (Queensland)*.

Environmental Protection Regulation 2008 ('ENPR')

The ENPR has been amended by the *Environmental Protection (Regulated Waste) Amendment Regulation 2018*. The amendment resulted in a number of new delegable powers, however these powers are not yet in force, and will only come into force from 4 February 2019.

These changes relate to a number of new powers in relation to tested waste, in circumstances where Council is the generator or receiver of tested waste.

Planning Regulation 2017 ('PLAR')

The powers under the *Planning Regulation 2017* have been reviewed in the MacDonnells Law monthly update however no changes have been noted.

Attachments

1. Appendix A - Instrument of Delegation under the *Heavy Vehicle National Law (Queensland)* to the Chief Executive Officer.
2. Appendix B - Instrument of Delegation under the *Heavy Vehicle (Mass, Dimension and Loading) National Regulation* to the Chief Executive Officer.
3. Appendix C - Instrument of Delegation under the *Environmental Protection Regulation 2008* to the Chief Executive Officer.

INSTRUMENT OF DELEGATION

South Burnett Regional Council Heavy Vehicle National Law (Queensland) ("HVNL")

Under section 257 of the *Local Government Act 2009*, South Burnett Regional Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Heavy Vehicle National Law (Queensland) ("HVNL")**CHAPTER 4 – VEHICLE OPERATIONS – MASS, DIMENSION AND LOADING****Part 4.5 – Exemptions for particular overmass or oversize vehicles****Division 3 – Exemptions by permit**

| Entity power given to | Section of HVNL | Description |
|-----------------------|-----------------|--|
| Relevant Road Manager | 124(1)(b) | Power to consent to the grant of an exemption. |

Part 4.6 – Restricting access to roads by large vehicles that are not overmass or oversize vehicles**Division 3 – Authorisation by Commonwealth Gazette notice**

| Entity power given to | Section of HVNL | Description |
|-----------------------|-----------------|---|
| Relevant Road Manager | 139(1)(b) | Power to consent to a grant for an authorisation. |

Division 4 – Authorisation by permit

| Entity power given to | Section of HVNL | Description |
|-----------------------|-----------------|---|
| Relevant Road Manager | 145(1)(b) | Power to consent to a grant under this section. |

Part 4.7 – Particular provision about mass or dimensions authority**Division 2 – Obtaining consent of a relevant road manager**

| Entity power given to | Section of HVNL | Description |
|----------------------------|-----------------|---|
| Road Manager | 156(1) | Power to decide to give consent within the time specified and agree to a longer period for providing consent. |
| Road Manager | 156(2)(b) | Power to ask the Regulator for a longer period under subsection 156(1)(b) and power to consider a route assessment is necessary for deciding whether or not to give the consent under section 156(1). |
| Local Government Authority | 156(2)(c) | Power to be consulted about a Road Manager's decision to grant consent to the grant of a mass or dimension authority. |
| Road Manager | 156(3) | Power to decide not to give consent to the grant of a mass or dimension authority and power to be satisfied of the things stated in section 156(3)(a) and (b). |
| Relevant Road Manager | 156(6) | Power to give the Regulator a written statement that explains the Road Manager's decision and complies with section 172. |
| Road Manager | 158(4)(c) | Power to decide not to give the consent on the ground that the consent would be inoperative. |

| | | |
|-----------------------|-----------|--|
| Road Manager | 158(4)(d) | Power to decide to give the consent but the consent is inoperative without the other entity's approval. |
| Road Manager | 159(2) | Power to notify the Regulator of the things stated in section 159(2)(a) and (b). |
| Relevant Road Manager | 161(1) | Power to consent to the grant of an authority subject to conditions. |
| Relevant Road Manager | 161(2) | Power to give a Regulator a written statement that explains the Road Manager's decision to consent to the grant of an authority subject to conditions which complies with section 172. |
| Relevant Road Manager | 162(1) | Power to ask the Regulator to impose stated vehicle conditions on an authority. |
| Relevant Road Manager | 167(2)(b) | Power to give the Regulator a Notice of Objection to the application under section 167 to a proposed replacement authority within the time specified. |
| Relevant Road Manager | 167(3) | Power to give written notice to the Regulator that the Road Manager gives or refuses consent. |
| Relevant Road Manager | 169(1) | Power to give consent to the grant of a mass or dimension authority for a trial period as set in that section. |

Division 3 – Amendment, cancellation or suspension of mass or dimension authority granting by Commonwealth Gazette Notice

| Entity power given to | Section of HVNL | Description |
|-----------------------|-----------------|---|
| Relevant Road Manager | 174(1) | Power to be satisfied the use of heavy vehicles on a road under the Authority in the circumstances set out in section 174(1)(a) – (c) |
| Relevant Road Manager | 174(2) | Power to ask the Regulator about the matters stated in section 174(2)(a)(ia) – (iii) and (2)(b). |

Division 4 – Amendment, cancellation or suspension of mass or dimension authority granted by permit

| Entity power given to | Section of HVNL | Description |
|-----------------------|-----------------|--|
| Relevant Road Manager | 178(1) | Power to be satisfied the use of heavy vehicles on a road under the Authority will do the things stated in section 178(1)(a) –(c). |
| Relevant Road Manager | 178(2) | Power to ask the Regulator about the things stated in section 178(2)(a) and (b). |

CHAPTER 10 – SANCTIONS AND PROVISIONS ABOUT LIABILITY FOR OFFENCES

Part 10.1 – Formal Warnings

| Entity power given to | Section of HVNL | Description |
|-----------------------|-----------------|---|
| Person | 590A(2) | Power to provide undertaking to the Regulator or an authorised officer (the promisee) in relation to a contravention or alleged contravention of the Law. |

| | | |
|--------|---------|---|
| Person | 590C(1) | Power to at any time, with the written agreement of the promisee to withdraw the undertaking or change the undertaking. |
|--------|---------|---|

Part 10.4 – Provisions about liability

| Entity power given to | Section of HVNL | Description |
|-----------------------|-----------------|--|
| Person | 632(A)(4) | Power to introduce evidence of complying with this Law in a way that differs from the code but that provides a standard of safety or protection equivalent to or higher than the standard required in the code |

CHAPTER 11 – REVIEWS AND APPEALS

Part 11.2 – Internal review

| Entity power given to | Section of HVNL | Description |
|-----------------------|-----------------|--|
| Reviewer | 664(2) | Power to conduct the review as set out in section 664(2). |
| Reviewer | 664(3) | Power to give an applicant a reasonable opportunity to make written or oral representations to the Reviewer. |
| Reviewer | 645(1) | Power to make a review decision. |
| Reviewer | 645(5) | Power to give the Regulator notice of a review decision stating the decision and the reasons for the decision. |
| Road Manager | 645(6)(ii) | Power to agree with the Regulator to a longer period for a review of a reviewable decision. |

Schedule 2

Limitations to the Exercise of Power

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2018 07 01 - HVNL - Delegation Instrument]

INSTRUMENT OF DELEGATION

South Burnett Regional Council *Heavy Vehicle (Mass, Dimension and Loading) National Regulation ("HVNR")*

Under section 257 of the *Local Government Act 2009*, South Burnett Regional Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Heavy Vehicle (Mass, Dimension and Loading) National Regulation ("HVNR")**Part 2 – Mass Requirements****Division 3 – Additional provisions relating to a higher mass limits****Subdivision 1 – HML declarations**

| Entity power given to | Section of HVNR | Description |
|-----------------------|-----------------|---|
| Relevant Road Manager | 13(1)(b) | Power to consent to the making of the declaration. |
| Relevant Road Manager | 13(3) | Power to consent to the declarations subject to conditions. |
| Relevant Road Manager | 13(4) | Power to give the Regulator written reasons for the Road Manager's decision to give consent to the making of the declaration subject to the conditions. |
| Relevant Road Manager | 18(1) | Power to be satisfied of the matters stated in section 18(1)(a) to (c). |
| Road Manager | 18(2)(a) | In certain circumstances, power to ask the Regulator to amend the declaration. |
| Road Manager | 18(2)(b) | In certain circumstances, power to ask the Regulator to cancel a declaration. |

Subdivision 2 – HML permits

| Entity power given to | Section of HVNR | Description |
|-----------------------|-----------------|---|
| Relevant Road Manager | 24(1)(a) | Power to require road conditions or travel conditions be imposed for a HML permit. |
| Relevant Road Manager | 29(4)(c) | Power to be consulted by the Regulator about giving consent to an amendment of a HML permit and power to consent to an amendment of the HML permit. |
| Relevant Road Manager | 31(1) | Power to be satisfied of the matters stated in section 31(1)(a) to (c). |
| Relevant Road Manager | 31(2)(a) | Power to ask the Regulator to amend the HML permit in certain circumstances |
| Relevant Road Manager | 31(2)(b) | In certain circumstances, power to ask the Regulator to cancel a HML permit. |

Part 5 – Exemptions for particular overmass or oversize vehicles**Division 2 – Declaration of areas, roads and routes and major roads**

| Entity power given to | Section of HVNR | Description |
|-----------------------|-----------------|--|
| Relevant Road Manager | 41(1) | Power to consent to a declaration made under section 40. |

Schedule 2

Limitations to the Exercise of Power

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2018 07 01 - HVNR - Delegation Instrument]

INSTRUMENT OF DELEGATION

South Burnett Regional Council ***Environmental Protection Regulation 2008 ("ENPR")***

Under section 257 of the *Local Government Act 2009*, South Burnett Regional Council resolves to delegate the exercise of the powers contained in Schedule 1 to the Chief Executive Officer.

These powers must be exercised subject to the limitations contained in Schedule 2.

All prior resolutions delegating the same powers to the Chief Executive Officer are repealed.

Schedule 1

Environmental Protection Regulation 2008 ("ENPR")**CHAPTER 3 – ENVIRONMENTALLY RELEVANT ACTIVITIES****Part 1 – Environmentally Relevant Activities – General Matters****Division 3A – Development application relating to concurrence ERAs**

| Entity power given to | Section of ENPR | Description |
|---|-----------------|---|
| Local Government (as Assessment Manager or Referral Agency) | 19B | Power to consider the following assessment benchmarks (a) an environmental objective assessment against the environmental objectives and performance outcomes stated in schedule 5, part 3, table 2; (b) the standard criteria; (c) if the concurrence ERA is to be carried out in a strategic environmental area – the impacts of the activity on the environmental attributes for the area under the <i>Regional Planning Interests Act 2014</i> . |

CHAPTER 4 – REGULATORY REQUIREMENTS**Part 2 – Regulatory Requirements for all Environmental Management Decisions**

| Entity power given to | Section of ENPR | Description |
|-------------------------|-----------------|---|
| Administering Authority | 51(1) | When making an environmental management decision relating to an activity, other than a prescribed ERA, power to: (a) carry out an environmental objective assessment (to be carried out in accordance with Schedule 5, Part2) against the environmental objective and performance outcomes mentioned in schedule 5, part 3, tables 1 and 2; (b) consider the environmental values declared under this regulation; (ba) if the activity is to be carried out in a strategic environmental area – consider the impacts of the activity on the environmental attributes for the area under the <i>Regional Planning Interests Act 2014</i> ; (c) consider each of the following under any relevant environmental protection policies: (i) the management hierarchy, (ii) environmental values; (iii) quality objectives; (iv) the management intent; and (d) consider the matters of national environmental significance. |
| Administering Authority | 51(2) | For an environmental management decision relating to a prescribed ERA, power to: (a) carry out an environmental objective assessment (to be carried out in accordance with Schedule 5, Part2) against the environmental objective and performance |

| | | |
|-------------------------|-------|--|
| | | (b) outcomes mentioned in schedule 5, part 3, table 1, and consider the matters mentioned in subsection (1)(b), (ba) and (c). |
| Administering Authority | 52(1) | When making an environmental management decision relating to an activity, power to consider imposing conditions about the specified matters. |
| Administering Authority | 53(1) | When making an environmental management decision relating to an activity, power to consider whether to impose conditions about the release of contaminants from the activity on the receiving environment. |
| Administering Authority | 53(2) | Power to consider the specified matters when considering whether to impose a monitoring condition. |

Part 3 – Additional Regulatory Requirements for Particular Environmental Management Decisions

| Entity power given to | Section of ENPR | Description |
|-------------------------|-----------------|---|
| Administering Authority | 58(2) | When making an environmental management decision relating to an activity that involves, or may involve the release of water or waste to a referable wetland or a significant coastal wetland for treatment, power to refuse to grant the application after considering the specified matters. |
| Administering Authority | 63(2) | When making an environmental management decision relating to an activity that involves, or may involve, the release of waste directly to groundwater, power to refuse to grant the application after consideration of the specified matters. |

CHAPTER 5 – MATTERS RELATING TO ENVIRONMENTAL MANAGEMENT AND ENVIRONMENTAL OFFENCES

Part 1 – Categorisation of commercial and industrial waste¹

Division 3 – Notification, reporting and record keeping

| Entity power given to | Section of ENPR | Description |
|---------------------------|-----------------|--|
| Generator of Waste | 64I(2) | <i>In certain circumstances the power to notify the administering authority of the change in the waste type within 24 hours after receiving the test results for the retesting.</i> |
| Generator of Waste | 64I(3)(a)-(e) | <i>In certain circumstances, the power within 10 business days after receiving the test results for the retesting of the waste, to prepare and give the administering authority a written report specifying state matters.</i> |
| Generator of Tested Waste | 64J(1) | <i>Power for each load of tested waste transported to a receiver to record the prescribed information for the load in the approved form.</i> |
| Generator of Tested Waste | 64J(2) | <i>Power to in certain circumstances, to give the prescribed information for the load to the receiver.</i> |

¹ This part does not come into force until 4 February 2019

| | | |
|--------------------------|-------|---|
| Receiver of Tested Waste | 65(2) | Power to, in certain circumstances, make a record of the prescribed information for the load in the approved form. |
| Receiver of Tested Waste | 65(3) | Power to, in certain circumstances, give written notice of the omission or inaccuracy to the administering authority. |

Part 9 – Waste Tracking**Division 4 – Miscellaneous**

| Entity power given to | Section of ENPR | Description |
|-----------------------|-----------------|--|
| Waste Handler | 81U(1)(b) | Power to enter a written agreement with another person (the agent) to do the thing for the waster handler. |
| Person | 81W(1) | Power to apply to the administering executive for approval of a particular way of giving prescribed information to the administering authority under division 3. |
| Person | 81X(1) | Power to apply to the administering executive for a consignment number for a number of matters. |
| Person | 81Y(1) | Power to apply to the administering authority for an exemption for the transportation of trackable waste to this part applies. |

CHAPTER 5A – WASTE MANAGEMENT BY LOCAL GOVERNMENTS²**Part 2 – Waste Management in Local Government Areas****Division 1 – Storage of general waste**

| Entity power given to | Section of ENPR | Description |
|-----------------------|-----------------|--|
| Local Government | 81ZF(1)(b) | Power to require the owner or occupier of relevant premises in the local government area, to supply at the relevant premises, enough waste containers, other than standard general waste containers, to contain the general waste produced at the relevant premises. |
| Local Government | 81ZF(2) | Power to consider reasonable, the number of standard general waste containers required at the relevant premises. |
| Local Government | 81ZG(1)(a) | Power to require the occupier of the relevant premises to store general waste at the relevant premises in another type of waste container other than a standard general waste container. |
| Local Government | 81ZH(1)(a) | Power to require a waste container supplied for the premises to be kept at a particular place at the premises. |
| Local Government | 81ZH(2)(a) | Power to arrange to collect waste from the container at the place. |
| Local Government | 81ZI(2) | Power to require the prescribed person to ensure certain things are supplied at the premises. |
| Local Government | 81ZI(2)(a)(i) | Power to require the level of an elevated stand for the holding of all waste containers. |

² Section 81ZS – Devolution – Waste Management in Local Government Areas – Act, 514, the administration and enforcement of Part 2 is devolved to each local government for its local government area.

Section 81ZT – Devolution – Receiving and Disposing of Waste – Act, 514, the administration and enforcement of Part 3, to the extent it relates to a waste facility owned, operated or otherwise controlled by a local government, is devolved to the local government.

| | | |
|------------------|--------------------|---|
| Local Government | 81ZI(2)(a) (ii) | Power to require drainage of an imperviously paved area where all waste containers can be placed. |
|------------------|--------------------|---|

Division 2 – Removal of general waste

| Entity power given to | Section of ENPR | Description |
|-----------------------|-----------------|--|
| Local Government | 81ZJ(2) | Power to give a written notice to the occupier of the relevant premises stating a number of matters listed in s81ZJ(2)(a) – (c) |
| Local Government | 81ZK(2)(a) | Power to approve and give written approval to the owner or occupier of the relevant premises for depositing or disposing of the waste. |
| Local Government | 81ZK(2)(b) | Power to impose conditions on the approval. |

Division 3 – Storage and treatment of industrial waste

| Entity power given to | Section of ENPR | Description |
|-----------------------|-----------------|---|
| Local Government | 81ZL(1) | Power to require the occupier of the relevant premises where there is industrial waste to do a number of things as set out in section 81ZL(1)(a) – (c). |
| Local Government | 81ZL(1)(a) | Power to require the number of industrial waste containers to be supplied at the premises for storing the waste at the premises safely, efficiently and without causing a nuisance. |
| Local Government | 81ZL(1)(b) | Power to require the occupier of the relevant premises to keep the waste containers at a place at the premises. |
| Local Government | 81ZL(4) | Power to approve a type of container as an industrial waste container for the storing of industrial waste at the premises within the local government area. |
| Local Government | 81ZM | Power to require the occupier of the relevant premises where there is industrial waste to treat the waste to a standard. |
| Local Government | 81ZM | Power to approve the standard to treat waste for the occupier of the relevant premises where there is industrial waste. |

Part 3 – Receiving and Disposing of Waste

| Entity power given to | Section of ENPR | Description |
|----------------------------------|-----------------|---|
| Waste Facility Owner or Operator | 81ZQ(1) | Power to consent to the matters set out in section 81ZQ(1)(a) – (c). |
| Waste Facility Owner or Operator | 81ZR(2)(b) | Power to give reasonable instructions to a person to deal with waste. |

CHAPTER 8 – FEES**Part 3 –****Annual Fees****Division 2 – Reduced annual fees in particular circumstances****Subdivision 3 – Offences and record keeping**

| Entity power given to | Section of ENPR | Description |
|-------------------------|-----------------|--|
| Administering Authority | 133 | Power to require the holder of a relevant authority to pay the authority the difference between the annual fee and the reduced annual fee. |

CHAPTER 9 – REPEAL, TRANSITIONAL AND SAVINGS PROVISIONS**Part 2 –****Transitional and Savings Provisions****Division 2 – Transitional provisions about environmentally relevant activities****Subdivision 1 – General**

| Entity power given to | Section of ENPR | Description |
|-------------------------|-----------------|---|
| Administering Authority | 150(3) | In the specified circumstances, as soon as practicable after commencement, power to: <ul style="list-style-type: none"> (a) give the holder of the registration certificate a notice stating that, under this regulation, the activity is no longer an environmentally relevant activity; and (b) from the anniversary day of the registration certificate, the holder no longer needs a registration certificate to carry out the activity. |
| Administering Authority | 151(2) | In the specified circumstances, as soon as practicable after commencement, power to give the holder of a relevant authority a notice stating that: <ul style="list-style-type: none"> (a) under this regulation, the activity is still an environmentally relevant activity; (b) the provision of schedule 2 applicable to the holder's activity; (c) from the anniversary day of the relevant authority, the holder is taken to have a relevant authority to carry out the activity mentioned in the provision of schedule 2 applicable to the holder's activity. |
| Administering Authority | 153(2) | In the specified circumstances, as soon as practicable after commencement, power to give the holder of an environmental authority a notice stating that: <ul style="list-style-type: none"> (a) under this regulation, the activity is still an environmentally relevant activity; (b) the provision of schedule 5 or 6 applicable to the holder's activity; (c) from the anniversary day of the former environmental authority, the holder is taken to have an environmental authority to carry out the activity mentioned in the provision of schedule 5 or 6 applicable to the holder's activity. |

Schedule 2

LIMITATIONS TO THE EXERCISE OF POWER

1. Where Council in its budget or by resolution allocates an amount for the expenditure of Council funds in relation to a particular matter, in exercising delegated power in relation to that matter, the delegate will only commit Council to reasonably foreseeable expenditure up to the amount allocated.
2. The delegate will not exercise any delegated power in relation to a matter which, to the delegate's knowledge, adversely affects, or is likely to adversely affect, Council's relations with the public at large.
3. The delegate will not exercise any delegated power contrary to a resolution or other decision of Council (including a policy decision relating to the matter).
4. The delegate will not exercise any delegated power in a manner, or which has the foreseeable effect, of being contrary to an adopted Council policy or procedure.
5. The delegate will only exercise a delegated power under this resolution in a manner which complies with the requirements of Council's Planning Scheme, and any exercise of power which involves a departure from or variation of those requirements will only be undertaken by Council.
6. The delegate will not exercise any delegated power which cannot lawfully be the subject of delegation by Council.

[2018 07 01 - ENPR - Delegation Instrument]

5.3.3 CP - 2556403 - Adoption of the Councillor Conduct Complaints Investigation Policy

Document Information

ECM ID 2556403

Author Manager Social & Corporate Performance

**Endorsed
By General Manager Corporate Services**

Date 3 December 2018

Précis

Adoption of the Councillor Conduct Complaints Investigation Policy

Summary

Council has developed a Councillor conduct complaints management process in accordance with the *Local Government Act 2009* (the Act) which is intended to ensure that breaches of Council's Councillor Code of Conduct Policy or any other inappropriate Councillor conduct are handled in accordance with legislative and regulatory requirements.

The Councillor Conduct Complaints Investigation Policy states how complaints about the inappropriate conduct of Councillors will be dealt with as required by the section 150AE of the Act.

Officer's Recommendation

That Council adopt the Councillor Conduct Complaints Investigation Policy

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 provides sound organisational management and complies with relevant legislation.

Communication/Consultation (Internal/External)

This policy has been based on the Department of Local Government, Racing and Multicultural Affairs "Example Investigation Policy" available for Queensland Local Governments to adopt as a mandatory investigations policy for dealing with complaints about Councillor conduct in Queensland.

Internal consultation was undertaken with the Senior Management Team and Elected Members.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

Direct policy implications which arise from this report have been addressed in the review of the relevant Councillor policies.

Asset Management Implications

No direct asset management implications arise from this report.

Report

Council has developed a Councillor conduct complaints management process in accordance with the *Local Government Act 2009* (the Act) which is intended to ensure that breaches of Council's Councillor Code of Conduct Policy or any other inappropriate Councillor conduct are handled in accordance with legislative and regulatory requirements.

The Councillor Conduct Complaints Investigation Policy states how complaints about the inappropriate conduct of Councillors will be dealt with as required by the section 150AE of the Act.



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

Councillor Conduct Complaints Investigation Policy

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1. POLICY STATEMENT

This policy states how complaints about the inappropriate conduct of Councillors will be dealt with as required by the section 150AE of the *Local Government Act 2009* (LGA2009).

2. SCOPE

This policy applies to investigations and determinations of a complaint about the alleged inappropriate conduct of a Councillor/s which has been referred by the Independent Assessor.

3. POLICY OBJECTIVES

South Burnett Regional Council (Council) has developed a Councillor conduct complaints management process in accordance with the LGA2009 which is intended to ensure that breaches of Council's Councillor Code of Conduct Policy or any other inappropriate Councillor conduct are handled in accordance with legislative and regulatory requirements.

4. BACKGROUND AND/OR PRINCIPLES

To ensure the system of local government is accountable, effective, efficient and sustainable, the Councillors are responsible for performing their duties under section 12 of the LGA2009 in accordance with the local government principles pursuant to section 4(2) of LGA2009.

The local government principles are:

- (a) transparent and effective processes, and decision-making in the public interest; and
- (b) sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) democratic representation, social inclusion and meaningful community engagement; and
- (d) good governance of, and by, local government; and
- (e) ethical and legal behaviour of Councillors and local government employees.

5. GENERAL INFORMATION

5.1. Confidentiality

Matters of suspected inappropriate conduct of a Councillor are confidential except as otherwise specifically provided for either in the LGA2009 or this policy.

Note: It must be kept in mind that the matter is an allegation only and not yet proven. Further, there will be circumstances where the detail of the referral will need to remain confidential to the local government. Any release of confidential information that a Councillor knows, or should reasonably know, to be confidential to the local government may be contrary to section 171(3) of the LGA2009 and dealt with as misconduct.

5.2. Natural Justice

Any investigation of suspected inappropriate conduct of a Councillor/s must be carried out in accordance with natural justice. An overview of the principles of natural justice follows.

"Natural justice" or procedural fairness, refers to three key principles:

- the person being investigated has a chance to have his or her say before adverse formal findings are made and before any adverse action is taken (fair hearing);
- the investigator(s) should be objective and impartial (absence of bias); and
- any action taken is based on evidence (not suspicion or speculation).

A fair hearing means the Councillor who is the subject of the suspected inappropriate conduct matter must be told of the case against them including any evidence and be provided, with an opportunity to put their case in writing at least two business days before the investigation report is provided to the Councillors as part of the meeting agenda.

An absence of bias means that any investigation must not be biased or be seen to be biased in any way. This principle embodies the concept of impartiality.

Decisions based on evidence requires that the investigation should not be based on mere speculation or suspicion but instead must be based upon logical proof or evidence material.

A proper examination of all issues means the investigation must give a proper and genuine consideration to each party's case.

5.3. Protection from Reprisal

As part of the system of Councillor complaints management, another Councillor or local government employee who makes a complaint or notification or intends to make a complaint or notification against a Councillor, are protected from acts of reprisal, payback or revenge.

5.4. Independent Assessor's Referral

The Council may receive from the Independent Assessor a referral notice about the suspected inappropriate conduct of a Councillor/s. Council may also receive referrals directly.

5.5. Receipt of the Independent Assessor's Referral

On receipt of a referral notice about the suspected inappropriate conduct of a Councillor/s from the Independent Assessor, the Council's Chief Executive Officer (CEO) will forward a copy of that referral notice to the Mayor and all Councillors as a confidential document.

Should the Mayor or a Councillor/s (other than the subject of the complaint or the complainant) disagree with any recommendation accompanying the Independent Assessor's referral notice or form the opinion that the complaint should be dealt with in a way other than under this policy, the Mayor or Councillor may request the matter be placed on the agenda of the next Council meeting to decide on the appropriate process to investigate the complaint. Such a request must be made in accordance with the Council's Conduct of Council & Committee Meetings Policy.

5.6. Investigator

Unless otherwise resolved by Council, the Mayor will manage the investigation of suspected inappropriate conduct of other Councillors.

If the suspected inappropriate conduct involves conduct that in the circumstances, the Mayor believes, it is in the best interests of the investigation to refer the matter for external investigation,

then the CEO must refer the suspected inappropriate conduct to the President of the Tribunal to investigate and make recommendations to the Council about dealing with the conduct.

If the suspected inappropriate conduct involves:

- an allegation about the conduct of the Mayor, or
- the Mayor as the complainant, then

the CEO must refer the suspected inappropriate conduct to the President of the Tribunal to investigate and make recommendations to the Council about dealing with the conduct.

5.7. Early Resolution

Before beginning an investigation, the investigator must consider whether the matter is appropriate for resolution prior to the investigation. This consideration includes any recommendation made by the Independent Assessor.

A matter is only appropriate for early resolution if the parties to the matter agree to explore early resolution.

The investigator may engage an independent person with suitable qualifications or experience to facilitate this process.

If the matter cannot be resolved, the matter will then be investigated as outlined in this policy.

If the matter is resolved prior to investigation, the investigator will advise the CEO of this outcome. In turn, the CEO will advise the Mayor (if the Mayor is not the investigator) and all Councillors that the matter has been resolved. The CEO will also ensure that the Councillor Conduct Register is updated to reflect this outcome.

5.8. Timeliness

The investigator will make all reasonable endeavours to complete the investigation and provide a report for inclusion on the agenda of a Council meeting no more than eight (8) weeks after the receipt of the complaint.

Note: If the investigator is of the opinion that it may take longer than eight (8) weeks to complete the investigation, the matter should be raised with the Mayor (if the Mayor is not the investigator) to seek an extension of time.

5.9. Assistance for investigator

If the Mayor is the investigator of a matter of suspected inappropriate conduct, the Mayor may use section 170A of the LGA2009 to seek assistance during the investigation.

The Mayor is authorised by Council to expend money as reasonably needed to engage contractors in accordance with the Council's procurement policy.

5.10. Possible misconduct or corrupt conduct

If during the course of an investigation the investigator obtains information which indicates a Councillor/s may have engaged in misconduct, the investigator must cease the investigation and advise the CEO. The CEO will then notify the Independent Assessor of the possible misconduct.

If during the course of an investigation, the investigator obtains information which indicates a Councillor/s may have engaged in corrupt conduct, the investigator must cease the investigation and advise the CEO. The CEO will then notify the Crime and Corruption Commission of the possible corrupt conduct.

Instances of suspected misconduct or corrupt conduct may be referred back to the Council if determined by the Independent Assessor or Crime and Corruption Commission to be inappropriate conduct.

5.11. Completion of investigation

On the completion of an investigation, the investigator will provide a report to the Council outlining the investigation process, the investigation findings, any recommendations about dealing with the conduct and a record of the investigation costs.

The Council will consider the findings and recommendations of the investigator's report and decide whether the Councillor has engaged in inappropriate conduct and, if so, what action it will take under section 150AH of the LGA2009.

Provisions for internal and external review of decisions are set out in sections 150CO to 150CS of the LGA2009.

5.12. Notice about the outcome of investigation

After an investigation is finalised, the Council must give notice about the outcome of the investigation to the person who made the complaint about the Councillor/s' conduct that was the subject of the investigation.

5.13. Councillor conduct register

The CEO must ensure decisions about suspected inappropriate conduct of a Councillor/s must be entered into the Councillor Conduct Register.

Where a complaint has been resolved under section 5.7 of this policy, the CEO will update the register to reflect that the complaint was withdrawn.

5.14. Expenses

Council must pay any reasonable expenses of Council associated with the informal early resolution or investigation of suspected inappropriate conduct of a Councillor including any costs of:

- the president of the Tribunal in undertaking an investigation for Council;
- a mediator engaged under this investigation policy;
- a private investigator engaged on behalf of or by the investigator;
- travel where the investigator needed to travel to undertake the investigation or to interview witnesses;
- seeking legal advice; and
- engaging an expert.

Council may order the subject Councillor reimburse it for all or some of the costs arising from the Councillor's inappropriate conduct.

Any costs incurred by complainants or the subject Councillors will not be met by Council.

6. DEFINITIONS

Independent Assessor means the Independent Assessor appointed under section 150CV of the LGA2009.

Behavioural standard means a standard of behaviour for Councillors set out in the Councillor Code of Conduct Policy approved under section 150E of the LGA2009.

conduct includes -

- a) failing to act; and
- b) a conspiracy, or attempt, to engage in conduct.

Councillor conduct register means the register required to be kept by Council as set out in section 150DX of the LGA2009.

Inappropriate conduct see section 150K of the LGA2009.

Investigator means the person responsible under this policy for carrying out the investigation of the suspected inappropriate conduct of a Councillor or Mayor.

LGA2009 means the *Local Government Act 2009*

Local government meeting means a meeting of -

- a) a local government; or
- b) a committee of a local government.

Misconduct see section 150L of the LGA2009 model procedures see section 150F of the LGA2009.

Natural justice - a set of principles to ensure fair and just decision making, including a fair hearing, an absence of bias, decisions based on evidence, and the proper examination of all issues.

Referral notice see section 150AC of the LGA2009.

Tribunal means the Councillor Conduct Tribunal as established under section 150DK of the LGA2009.

Unsuitable meeting conduct see section 150H of the LGA2009.

7. LEGISLATIVE REFERENCE

Local Government Act 2009
Crime and Corruption Act 2001

8. RELATED POLICIES/PROCEDURES

Councillor Code of Conduct Policy
 Conduct of Council & Committee Meetings Policy
 Acceptable Request Guidelines
 Expenses Reimbursement Policy for Councillors

9. NEXT REVIEW

December 2020

10. VERSION CONTROL

| Version | Revision Description | Approval Date |
|---------|--|---------------------------------|
| 1 | Adoption of policy | 8 April 2008 |
| 2 | Revision of policy | 24 June 2014 |
| 3 | Revision of policy | 15 February 2017 |
| 4 | Creation of separate complaints policy for Councillors | Anticipated 12 December 2018 |

Mark Pitt
CHIEF EXECUTIVE OFFICER

 Date

5.3.4 CP - 2556511 - Adoption of the Councillor Code of Conduct Policy

Document Information

ECM ID 2556511

Author Manager Social & Corporate Performance

Endorsed By General Manager Corporate Services

Date 3 December 2018

Précis

Adoption of the Councillor Code of Conduct Policy.

Summary

The *Local Government Act 2009* (the Act) provides a regulatory framework for the adoption and enforcement of a Councillor code of conduct in Queensland.

The Councillor Code of Conduct Policy once adopted by resolution of Council is considered to be a "local government procedure" for the purposes of section 176(4)(a) of the Act, meaning breaches of this policy are considered to be breaches of the Act.

Whilst it is recognised that this policy is not exhaustive, it sets out the standards of behaviour expected of the Councillors and the Mayor ('Councillors') when carrying out their roles, responsibilities and obligations as elected representatives for the South Burnett Regional Council.

Officer's Recommendation

That Council adopt the Councillor Code of Conduct Policy.

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 provides sound organisational management and complies with relevant legislation.

Communication/Consultation (Internal/External)

This policy has been based on the Department of Local Government, Racing and Multicultural Affairs documents which are provided to assist local governments to develop policies that align with the changes to the Act.

Internal consultation was undertaken with the Senior Management Team and Elected Members.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

Direct policy implications which arise from this report have been addressed in the review of the relevant Councillor policies.

Asset Management Implications

No direct asset management implications arise from this report.

Report

The *Local Government Act 2009* (the Act) provides a regulatory framework for the adoption and enforcement of a Councillor code of conduct in Queensland.

The Councillor Code of Conduct Policy once adopted by resolution of Council is considered to be a "local government procedure" for the purposes of section 176(4)(a) of the Act, meaning breaches of this policy are considered to be breaches of the Act.

Whilst it is recognised that this policy is not exhaustive, it sets out the standards of behaviour expected of the Councillors and the Mayor ('Councillors') when carrying out their roles, responsibilities and obligations as elected representatives for the South Burnett Regional Council.



ECM ID:
MINUTE NUMBER:
ADOPTED ON:

Councillor Code of Conduct Policy

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1. POLICY STATEMENT

This Councillor Code of Conduct Policy sets out the standards of behaviour expected of the Councillors and the Mayor ('Councillors') when carrying out their roles, responsibilities and obligations as elected representatives for the South Burnett Regional Council.

2. SCOPE

This Councillor Code of Conduct Policy applies to the Councillors of the South Burnett Regional Council.

3. POLICY OBJECTIVES

To ensure the system of local government is accountable, effective, efficient and sustainable, the Councillors are responsible for performing their duties under section 12 of the *Local Government Act 2009* (the Act) in accordance with the local government principles pursuant to section 4(2) of the Act.

The local government principles are:

- (a) transparent and effective processes, and decision-making in the public interest; and
- (b) sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) democratic representation, social inclusion and meaningful community engagement; and
- (d) good governance of, and by, local government; and
- (e) ethical and legal behaviour of Councillors and local government employees.

4. BACKGROUND AND/OR PRINCIPLES

The requirements of this policy are in addition to the roles, responsibilities and obligations of the Councillors, as set out in the Act.

This policy has been adopted by resolution of Council and accordingly is considered to be a "local government procedure" for the purposes of section 176(4)(a) of the Act, meaning breaches of this policy are considered to be breaches of the Act. While it is recognised that this policy is not exhaustive, it does identify the main responsibilities of Councillors. Where there is any inconsistency between this policy and the Code of Conduct for Councillors in Queensland (CCCQ) and the Act, the CCCQ and the Act take precedence.

5. GENERAL INFORMATION

This policy provides a set of values that describe the types of conduct Councillors should demonstrate under each principle. These values are listed below:

1. In making decisions in the public interest, Councillors will:
 - make decisions in open council meetings;
 - properly inform relevant personnel of all relevant information;
 - make decisions in accordance with law and policy; and
 - commit to exercising proper diligence, care and attention.
2. To ensure the effective and economical delivery of services, Councillors will:
 - manage Council resources effectively, efficiently and economically; and
 - foster a culture of excellence in service delivery.
3. In representing and meaningfully engaging with the community, Councillors will:
 - show respect to all persons;
 - clearly and accurately explain Council's decisions; and
 - accept and value differences of opinion.
4. In exercising good governance, Councillors are committed to:
 - the development of open and transparent processes and procedures; and
 - keeping clear, concise and accessible records of decisions.
5. To meet the community's expectations for high level leadership, Councillors will:
 - be committed to the highest ethical standards; and
 - uphold the system of Local Government and relevant laws applicable.

This policy also sets out standards of behaviour aimed at helping Councillors understand how the principles and values are put into practice while performing their official duties as elected representatives.

Each standard of behaviour is not intended to cover every possible scenario. However, they provide general guidance about the manner in which Councillors are expected to conduct themselves.

All councillors must demonstrate the three (3) Standards of behaviour summarised as the three (3) R's being:

1. **RESPONSIBILITIES**
2. **RESPECT**
3. **REPUTATION**

Each standard of behaviour includes, but is not limited to, several examples to guide Councillors in complying with the Code of Conduct when carrying out their role as elected officials. Councillors are to understand and comply with the following standards of behaviour as set out in the Code of Conduct listed below.

1. **Carry out RESPONSIBILITIES conscientiously and in the best interests of the Council and the community**
 - 1.1 Attend and participate meaningfully in all Council meetings, briefings, relevant workshops and training opportunities to assist Councillors in fulfilling their roles other than in exceptional circumstances and/or where prior leave is given;
 - 1.2 Respect and comply with all policies, procedures and resolutions of Council;
 - 1.3 Use only official Council electronic communication accounts (e.g. email accounts) when conducting Council business;
 - 1.4 Report any suspected wrongdoing to the appropriate entity in a timely manner;
 - 1.5 Ensure that their behaviour or capacity to perform their responsibilities as a Councillor is not impaired by the use of substances that may put them or others at

- risk while performing their duties (for example, alcohol, illegal drugs or prescribed/non-prescribed and/or restricted substances); and
- 1.6 Cooperate with any investigation being undertaken by the local government or other entity.
2. **Treat people in a reasonable, just, RESPECTFUL and non-discriminatory way**
 - 2.1 Show respect for fellow Councillors, Council employees and members of the public;
 - 2.2 Not bully, harass, intimidate or act in a way that the public would reasonably perceive a Councillor's behaviour to be derogatory towards other Councillors, Council employees and members of the public; and
 - 2.3 Be respectful of other people's rights, views and opinions.
 3. **Ensure conduct does not reflect adversely on the REPUTATION of Council**
 - 3.1 When expressing an opinion dissenting with the majority decision of Council, respect the democratic process by acknowledging that the Council decision represents the majority view of the Council;
 - 3.2 When making public comment, clearly state whether they are speaking on behalf of Council or expressing their personal views;
 - 3.3 Avoid making unnecessary or irrelevant comments or accusations about Councillors or Council employees in order to undermine them or their position; and
 - 3.4 Ensure behaviour and presentation is appropriate to maintain the dignity of the office of the Councillor.

A complaint about the conduct of a Councillor must be submitted to the Independent Assessor who will assess the complaint and determine the category of the allegation. In order of most to least serious, the categories of complaint are corrupt conduct, misconduct, inappropriate conduct and then unsuitable meeting conduct.

Unsuitable meeting conduct

Under section 150H of the Act, any conduct by a Councillor that is contrary to the standards of behaviour in the Code of Conduct that occurs within a meeting of Council (including standing committee meetings), is dealt with as **unsuitable meeting conduct**.

Unsuitable meeting conduct by a Councillor is dealt by the Chairperson of the meeting. It is important that the Chairperson deal with matters of unsuitable meeting conduct locally, and as efficiently and effectively as possible so that Council can continue with their business of making effective decisions in the public interest.

Note: Chairpersons of meetings are carrying out a statutory responsibility under the Act to manage and lead the meeting. As such, where a Chairperson behaves inappropriately in a meeting this involves a serious breach of the trust placed in them as the Chairperson of the meeting and may be dealt with as misconduct.

Inappropriate conduct

Under section 150K of the Act, any conduct by a Councillor that is contrary to the standards of behaviour in the Code of Conduct or a policy, procedure or resolution of a Council, and is not unsuitable meeting conduct, misconduct or corrupt conduct (i.e. occurs outside of a meeting of Council) is dealt with as inappropriate conduct.

The conduct of a Councillor is also inappropriate conduct if the conduct contravenes an order by the Chairperson of a meeting of Council for the Councillor to leave the meeting, or is conduct at Council meetings that leads to orders for the Councillor's unsuitable meeting conduct being made on three (3) occasions within a period of one (1) year.

The Independent Assessor is responsible for assessing allegations of suspected inappropriate conduct. If the Independent Assessor chooses to refer the matter to the Council to deal with, the Council must deal with the matter as quickly and effectively as possible.

Misconduct

Councillors are required to comply with all laws that apply to local governments. This includes refraining from engaging in misconduct.

The Independent Assessor is responsible for assessing and investigating instances of suspected misconduct. The Independent Assessor may then refer the matter to the Councillor Conduct Tribunal to be heard and determined.

The conduct of a Councillor is misconduct if the conduct:

- adversely affects, directly or indirectly, the honest and impartial performance of the Councillor's functions or exercise of powers, or
- is, or involves:
 - a breach of trust placed in the Councillor;
 - misuse of information or material acquired by the Councillor, whether the misuse is for the benefit of the Councillor or for the benefit or to the detriment of another person;
 - a Councillor giving a direction to any Council employee (other than the Mayor giving direction to the Chief Executive Officer and senior executive employees)
 - a release of confidential information outside of the Council;
 - failure by a Councillor to report a suspected material personal interest, conflict of interest or perceived conflict of interest of another Councillor; or
- is a failure by the Councillor to comply with:
 - an order made by the Council or Tribunal;
 - any acceptable request guidelines of the Council made under section 170A of the Act; or
 - the reimbursement of expenses policy of the Council.

The conduct of a Councillor is also misconduct if the conduct leads to the Councillor being disciplined for inappropriate conduct on three occasions within a period of one year, or is conduct that is identified in an order of Council that will be dealt with as misconduct if the Councillor engages in the conduct again.

Corrupt conduct

Corrupt conduct is defined by, and dealt with, under the *Crime and Corruption Act 2001* and must be referred to the Crime and Corruption Commission. For a Councillor, corrupt conduct involves behaviour that:

- adversely affects or could adversely affect the performance of the Councillors responsibilities; and
- involves the performance of the Councillors responsibilities in a way that:
 - is not honest or impartial; or
 - involves a breach of the trust placed in the Councillor; or
 - involves the misuse of information acquired by the Councillor; and
- is engaged in for the purpose of providing a benefit or a detriment to a person; and
- if proven would be a criminal offence.

Failure to comply with the standards of behaviour in this Code of Conduct, or other conduct prescribed in this Code of Conduct may give rise to a complaint against a Councillor's conduct and subsequent disciplinary action under the Act.

6. DEFINITIONS

Independent Assessor means the person who will investigate all Councillor complaints (other than unsuitable meeting conduct).

Crime and Corruption Commission means the organisation that will investigate complaints about corrupt conduct.

Councillor Conduct Tribunal means a body, created under the Act that is responsible for hearing and deciding a complaint of misconduct by a Councillor.

7. LEGISLATIVE REFERENCE

Local Government Act 2009

Crime and Corruption Act 2001

8. RELATED POLICIES/PROCEDURES

South Burnett Regional Council

Acceptable Request Guidelines

Conduct of Council and Committee Meetings Policy

Expenses Reimbursement Policy for Councillors

Councillor Conduct Complaints Investigation Policy

Media Relations Policy

Portfolio Representative Policy

Department of Local Government, Racing and Multicultural Affairs

Code of Conduct for Councillors in Queensland

Councillor Conduct Examples for Queensland Local Governments

Example Investigation Policy

9. NEXT REVIEW

December 2020

10. VERSION CONTROL

| Version | Revision Description | Approval Date |
|---------|----------------------|---------------------------------|
| 1 | Adoption of Policy | 9 April 2008 |
| 2 | Revision of Policy | 6 October 2010 |
| 3 | Revision of Policy | 16 May 2012 |
| 4 | Revision of Policy | 7 April 2016 |
| 5 | Revision of Policy | 13 June 2018 |
| 6 | Legislation Update | Anticipated 12 December 2018 |

Mark Pitt

CHIEF EXECUTIVE OFFICER

Date

5.3.5 CP - 2556569 - Adoption of the Administrative Action Complaints Management Policy

Document Information

ECM ID 2556569

Author Manager Social & Corporate Performance

Endorsed By General Manager Corporate Services

Date 3 December 2018

Précis

Adoption of the Administrative Action Complaints Management Policy.

Summary

Pursuant to section 306 of the *Local Government Regulation 2012*, Council must adopt a complaints management process that effectively manages administrative action complaints from receipt to resolution; and implement written policies and procedures supporting the complaints management process.

On 15 February 2015, Council adopted the Administrative Action and Councillor Conduct Complaints Management Policy.

Due to changes to the *Local Government Act 2009* relating to how Councillor conduct complaints are managed, the scope of this policy has been revised accordingly to only cover complaints of an administrative action nature.

Officer's Recommendation

That Council adopt the Administrative Action Complaints Management Policy

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 provides sound organisational management and complies with relevant legislation.

Communication/Consultation (Internal/External)

Internal consultation was undertaken with the Senior Management Team and Elected Members.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

Direct policy implications which arise from this report have been addressed in the review of the relevant Councillor policies.

Asset Management Implications

No direct asset management implications arise from this report.

Report

Pursuant to section 306 of the *Local Government Regulation 2012*, Council must adopt a complaints management process that effectively manages administrative action complaints from receipt to resolution; and implement written policies and procedures supporting the complaints management process.

On 15 February 2015, Council adopted the Administrative Action and Councillor Conduct Complaints Management Policy.

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Administrative Action Complaint Management Policy

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1. POLICY STATEMENT

This policy has been developed in accordance with the obligations of local government as provided for in the *Local Government Act 2009* (LGA2009) and *Local Government Regulation 2012* (LGR2012) and should be viewed in line with Council's Administrative Action Complaint Management Process.

2. SCOPE

This policy applies to all complaints relating to an Administrative Action of Council made to South Burnett Regional Council.

This policy does not apply to a complaint:

- which is a request for service, or information;
- in relation to Fraud and Corruption allegations. Complaints made about alleged Fraud and Corruption matters will be investigated in accordance with Council's Fraud and Corruption Framework;
- in relation to the conduct of a Councillor. Complaints made about alleged Councillor conduct matters will be investigated in accordance with Council's Councillor Complaints Investigation Policy;
- regarding a decision made under a Local Law which is reviewable under a local law process;
- about Council employee conduct. Complaints about Council employee conduct will be investigated by the Chief Executive Officer in accordance with Council's Employee Code of Conduct;
- regarding any matter already covered by a separate statutory review process, for example, planning complaints covered under the *Sustainable Planning Act 2009* or competitive neutrality complaints covered under the LGA2009.
- regarding Public Interest Disclosures made under the *Public Interest Disclosure Act 2010*; or
- about a court decision.

3. POLICY OBJECTIVES

Complaints are an essential part of any accountability process and South Burnett Regional Council (Council) has developed an Administrative Action Complaint Management Process (CMP) intended to:

- enable poor decisions to be rectified quickly and efficiently;

- identify and rectify defective business processes;
- promote customer satisfaction; and
- develop good administrative practice.

4. BACKGROUND AND/OR PRINCIPLES

Council believes that good complaints management is an integral part of quality customer service, as it provides tangible benefits for Council, its employees and in particular the public.

Council encourages discussion as a first step in resolving issues, failing which a Preliminary Assessment of the complaint is carried out, and if necessary, an investigation follows.

By implementing its CMP, Council seeks to: -

- ensure that, to the greatest practical extent, all complaints are dealt with fairly, promptly, professionally, in confidence (subject to any legal requirements) and in a manner respectful to the Complainant;
- encourage feedback along with a culture that respects a person's right to complain about any aspect of Council's operations;
- identify appropriate remedies for complaint issues;
- adopt internal accountability for the effective operation of the CMP;
- use complaint data captured on the Administrative Action Complaint Management Database to identify and rectify systematic and recurring problems; and
- promote and support the handling of complaints as well as acknowledging their value by ensuring that complainants are provided with information on this policy and ensuring the policy is available on Council's website.

5. GENERAL INFORMATION

Feedback and complaints are valued so that Council can continually improve its processes and service delivery. Complainants can be assured that their complaint will be readily received, they will be treated with respect, their issues will be taken seriously and they will receive a meaningful response. Complainants will not suffer any reprisal from Council or its officers for making a complaint. Council equips employees with the necessary skills to appropriately receive and record the complaint, consider the issues, adopt appropriate investigation methods, refer the complaint to an external agency (where necessary and legislatively required), make decisions, communicate progress and convey the decision - all within reasonable timeframes.

The process adopted:-

- recommends discussion as a first step in attempting to resolve issues;
- ensures employees make themselves available to provide reasonable assistance to Complainants in submitting Complaints; and advising on any additional information or material which may be required;
- provides a structured process to receive, record, understand, investigate, manage and make a decision on a complaint;
- provides a mechanism for an Internal Review of a complaint Decision; and
- advises a Complainant of the decision and any appeal options available, should they remain unsatisfied with the complaint Decision and/or Review Decision.

Types of complaints which can be made:

Administrative Action Complaint

This type of complaint is about an administrative action, inaction, decision, failure to make a decision or the formulation or a proposal or intention of a local government. This type of complainant can be made by a person directly affected by that action or by another person on behalf of a complainant, provided written authority to do so is provided with the Complaint Form.

An Administrative Action Complaint must be made no later than six (6) months after the Complainant was notified or made aware of the decision or action in question.

Councillor Conduct Complaint

This type of complaint is about the conduct of a Councillor (including the Mayor or Deputy Mayor) and could relate to unsuitable meeting conduct, inappropriate conduct, misconduct, corrupt conduct or another matter, such as a breach of Council's Councillor Code of Conduct Policy. These matters are dealt with under Council's Councillor Complaints Investigation Policy and is not part of Council's CMP.

Petition

Petitions are dealt with pursuant to the Council's Conduct of Council & Committee Meetings Policy and is not part of Council's CMP.

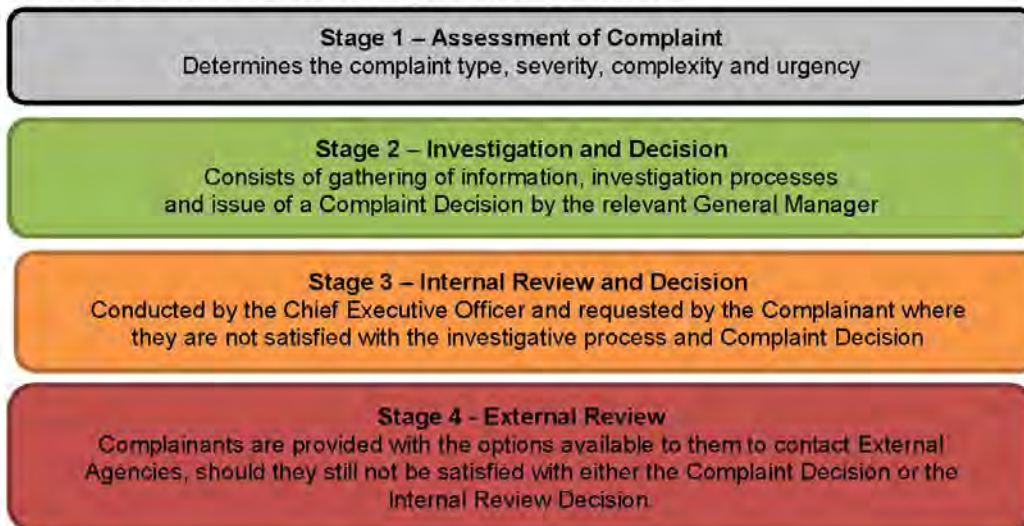
Employee Conduct Complaints

Employee Conduct Complaints are dealt with pursuant to the Council's Employee Conduct of Conduct Policy and is not part of Council's CMP.

Notwithstanding the above, it is the right of an individual to lodge a complaint at any time, with an external agency relative to the nature of the complaint.

Administrative Action Complaint Management Process (CMP)

Council's CMP consists of the following four (4) stage process: -



6. DEFINITIONS

Terms used in this document have the following meanings:

Administrative Action Complaint is an expression of dissatisfaction made in person, by telephone, email, online form, mail, fax, anonymously or by representative for a person affected by:

- a decision, or a failure to make a decision, including a failure to provide a written statement of reasons for a decision;
- an act, or a failure to do an act;
- the formulation of a proposal or intention by Council; or
- the making of a recommendation by Council.

Administrative Action Complaint Management Database means a database managed by Council for recording complaint details and outcomes as well as details required for statutory and Council reporting.

Complainant means the person or party making a Complaint.

Complaint Decision means the decision by the Investigating Officer in relation to the complaint.

Council means the South Burnett Regional Council.

Councillor means an elected representative of a local government, including the Mayor and Deputy Mayor.

Employee means a person employed by or contracted to Council - whether a permanent, part-time, temporary or casual.

External Agency means an organisation or company external to Council that interact with Council and may influence Council decision but are not under its direct control.

Internal Review means a review by the CEO (or delegated person) of the complaint, investigation process/methods and Complaint Decision.

Request for Service means a requirement for Council to carry out action on an operational issue.

7. LEGISLATIVE REFERENCE

Local Government Act 2009

Local Government Regulation 2012

8. RELATED POLICIES/PROCEDURES

Administrative Action Complaint Procedure

Councillor Code of Conduct Policy

Councillor Complaints Investigation Policy

Conduct of Council & Committee Meetings Policy

Employee Code of Conduct Policy

Fraud & Corruption Prevention Management Framework

9. NEXT REVIEW

December 2020

10. VERSION CONTROL

| Version | Revision Description | Approval Date |
|---------|----------------------|-----------------------------------|
| 1 | Adoption of policy | 8 April 2008 |
| 2 | Revision of policy | 24 June 2014 |
| 3 | Revision of policy | 15 February 2017 |
| 4 | Revision of policy | Anticipated - 12 December 2018 |

Mark Pitt
CHIEF EXECUTIVE OFFICER

Date

5.3.6 CP - 2556588 - Adoption of Council's Conduct of Council & Committee Meetings Policy

Document Information

ECM ID 2556588

Author Manager Social & Corporate Performance

Endorsed By General Manager Corporate Services

Date 3 December 2018

Précis

Adoption of Council's Conduct of Council & Committee Meetings Policy.

Summary

A good governance approach congruent with ethical, accountable and transparent decision making is a mandate of Council. The purpose of the Conduct of Council & Committee Meetings Policy is to set out the arrangements that govern the conduct of business and proceedings at Council and Committee meetings.

The Conduct of Council & Committee Meetings Policy is to be regularly reviewed as part of Council's commitment to good governance.

Officer's Recommendation

That the Conduct of Council & Committee Meetings Policy be adopted.

Financial and Resource Implications

No direct financial or resource implications arise from this report.

Link to Corporate/Operational Plan

EXC1 Effective financial management
EXC2 Effective business management
EXC4 Ethical, accountable and transparent decision-making

Communication/Consultation (Internal/External)

The Conduct of Council & Committee Meetings Policy was circulated to Councillors and the Senior Management Team providing suitable time for review and response. The Conduct of Council & Committee Meetings Policy was tabled for discussion at Council's Portfolio Meeting in November 2018.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

Direct policy implications which arise from this report have been addressed in the review of the relevant Councillor policies.

Asset Management Implications

No direct asset management implications arise from this report.

Report

A good governance approach congruent with ethical, accountable and transparent decision making is a mandate of Council. The purpose of the Conduct of Council & Committee Meetings Policy is to set out the arrangements that govern the conduct of business and proceedings at Council and Committee meetings.

The Conduct of Council & Committee Meetings Policy is to be regularly reviewed as part of Council's commitment to good governance.



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Conduct of Council & Committee Meetings Policy

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1. POLICY STATEMENT

This policy has been developed in accordance with the obligations of local government as provided for in the *Local Government Act 2009* (LGA2009) and *Local Government Regulation 2012* (LGR2012).

2. SCOPE

This policy applies to all Councillors and Council employees, Council committee members, invited guests, media representatives and the general public.

3. POLICY OBJECTIVES

The object of this policy is to establish procedures for the conduct of Council and committee meetings, including the post-election meeting and to provide for the orderly and proper conduct of Council and committee meetings.

4. BACKGROUND AND/OR PRINCIPLES

This policy supports the State government prescribed:

- Local Government Principles under section 4 of the LGA2009;
- Model Meeting Procedures for local government; and
- Standing Orders of Council Meetings including Standing Committees Best Practice Guide.

5. GENERAL INFORMATION

PART 1 MEETINGS OF THE COUNCIL

Division 1 - Time of Meetings

1. Times of Ordinary Meetings

- 1.1 The days and times of ordinary meetings of the Council will be as resolved at the post-election meeting and from time to time thereafter.
- 1.2 All ordinary meetings of the Council will be held at its public office unless otherwise resolved at an ordinary meeting.
- 1.3 Council must, at least once in each year, publish in a newspaper circulating generally in the South Burnett area and the on the Council website, a notice of the days and times when its ordinary meetings will be held.

- 1.4 Council must display in a conspicuous place in its public office a notice of the days and times when its meetings will be held and meeting of its committees will be held.

2. Special Meetings

- 2.1 The Chief Executive Officer (CEO) will call a special meeting of the Council if –
- (a) the special meeting is required by a resolution of the Council; or
 - (b) a written request for the special meeting is lodged with the CEO under section 2.2 (Special Meetings) of this policy; or
 - (c) a special meeting is required to comply with the LGA2009 or some other legislation; or
 - (d) where the CEO determines it is in the interests of the Council that a special meeting be held.
- 2.2 A written request for a special meeting of the Council will –
- (a) be signed by the Mayor or three (3) or more Councillors; and
 - (b) specify the object of the special meeting; and
 - (c) propose a day and time for the holding of the special meeting.
- 2.3 The CEO calls a special meeting by giving written notice of the date and the time of the meeting, and the business to be conducted at the meeting, to each Councillor, (see section 258 of the LGR2012).

Division 2 - Agenda for Council Meetings

3. Notice and Agenda for Council Meetings

- 3.1 The CEO will distribute a written notice of the meeting at least two (2) days prior to each meeting. The only business that may be conducted at a special meeting is the business specified in the notice of meeting (see section 258 LGR2012).
- 3.2 Any notice of meeting or agenda will be given to a Councillor by –
- (a) personal delivery; or
 - (b) delivery to a nominated address; or
 - (c) post; or
 - (d) facsimile transmission; or
 - (e) electronic mail.

Division 3 – Procedures for Meetings of Council

4. Presiding Officer

- 4.1 The Mayor will preside at a meeting of the Council.
- 4.2 If the Mayor is absent or unavailable to preside, the Deputy Mayor will preside.
- 4.3 If both the Mayor and Deputy Mayor are absent or unavailable to preside, a Councillor chosen by the Councillors present at the meeting will preside at the meeting.

5. Order of Business for Meetings of Council

- 5.1 Before proceeding with the business of the meeting, the person presiding at the meeting shall undertake the acknowledgement and/or greetings deemed appropriate by the Council.
- 5.2 The order of business will be determined by resolution of the Council from time to time.
- 5.3 However, the Council may, by resolution and without notice of that motion, alter the order in which it proceeds with the business for a particular meeting.
- 5.4 Unless otherwise resolved under sub-clause 5.2 or 5.2 above, the order of business will be as follows:

- (a) Opening of Meeting
- (b) Attendance including apologies
- (c) Leave of Absence
- (d) Prayers
- (e) Presentation of Petitions
- (f) Confirmation of Minutes of the Previous Meeting
- (g) Declaration of Interest
- (h) Consideration of Business Sections including:
 - (i) Business arising out of the minutes of previous meeting
 - (ii) Councillor Portfolio Reports
 - (iii) Reception and consideration of correspondence
 - (iv) Committees' reports to Council referred to the meeting by the CEO
 - (v) Officers' reports to Council referred to the meeting by the CEO
- (i) Consideration of Notices of Motion
- (j) Reception of Notices of Motion for Next Meeting
- (k) Reports for Information of Council
- (l) Confidential Reports.

5.5 The CEO determines the business paper content for any meeting.

5.6 Business not on the Agenda or not fairly arising from the Agenda shall not be considered at any Meeting unless permission for that purpose is given by Council at such meeting. Business must be in accordance with the adopted Terms of Reference for each Committee.

6. Time and Recording of Meetings

Council meetings must not start before the time provided in the notice of the Council meeting. Council will electronically record Council meetings for the purpose of accurate record keeping and where Council consents a recording will be made available to the public.

7. Confirmation of Minutes

7.1 The minutes of any preceding meeting, whether an ordinary or a special meeting, not previously confirmed, will be taken into consideration at every ordinary meeting of the Council, so that they can be confirmed.

7.2 No discussion will be permitted on the Minutes except to confirm the accuracy as a record of proceedings.

8. Clarification – Members

A Councillor feeling aggrieved by a matter which has transpired between the termination of one meeting and the commencement of the next may, immediately after the confirmation of the minutes of the preceding meeting and with the consent of the Chairperson, raise a matter for clarification and which may require discussion.

9. Matter Arising

Where, at an ordinary meeting of the Council, a matter arises which is not provided for in these standing orders, the matter will be determined by resolution of the Council upon a motion which may be put without notice but otherwise in conformity with these standing orders, the LGA2009 / LGR2012 and Model Meeting Procedures for local government.

10. Objectionable Business

If the Chairperson or a Councillor considers that a matter or motion before a meeting is of an objectionable nature or outside the powers of the Council, the Chairperson may on their own motion or that of another Councillor, declare on a point of order that the matter not be considered further.

11. Business Confined to Agenda

- 11.1 Business not on the agenda or arising from the agenda will not be considered at any meeting unless permission for that purpose is given by resolution of the Council at that meeting.
- 11.2 A matter considered under sub-clause 11.1 will be considered during that part of the meeting set aside under sub-clause 15.11(f).

12. Petitions

- 12.1 Any petition presented to a meeting of the Council will be:
 - (a) in legible writing or typewritten and contain a minimum of ten (10) signatures
 - (b) include the name and contact details of the Principal Petitioner (i.e., one person who is the organiser and who will act as the key contact for the issue)
 - (c) include the postcode of all petitioners, and
 - (d) have the details of the specific request/matter appear on each page of the petition.
- 12.2 A petition may be presented to a meeting of the Council by a Councillor who before presenting the petition will, as far as practicable, become acquainted with the subject matter of the petition.
- 12.3 A Councillor, on presenting a petition to a meeting, will –
 - (a) state the nature of the petition.
 - (b) read the petition.
- 12.4 Where a Councillor presents a petition to a meeting of Council no debate on or in relation to it shall be allowed and the only motion which may be moved is that the petition be received; or received and referred to a committee or officer for consideration and a report to Council; or not be received because it is deemed invalid.
- 12.5 The only motion which will be moved is that –
 - (a) the petition be received and referred to a committee or an officer for consideration and relevant action; or
 - (b) the petition not be received.
- 12.6 A petition may be forwarded or handed to the Chief Executive Officer who will present it at the first ordinary meeting of the Council as an item of correspondence.
- 12.7 Council will respond to the Principal Petitioner in relation to all petitions deemed valid.

13. Deputations and Presentations

- 13.1 A deputation wishing to attend and address a meeting of Council shall apply in writing to the CEO not less than five (5) business days before the meeting.
- 13.2 The CEO, on receiving an application for a deputation shall notify the Chairperson who shall determine whether the deputation may be heard. The CEO shall inform the deputation of the determination in writing. Where it has been determined the deputation will be heard, a convenient time shall be arranged for that purpose, and an appropriate time period allowed.
- 13.3 For deputations comprising three (3) or more persons, only three persons shall be at liberty to address Council unless the Councillors at the meeting determine otherwise by resolution. A deputation shall be given adequate opportunity to explain the purpose of the deputation.
- 13.4 If a member of the deputation other than the appointed speakers interjects or attempts to address the Council, the Chairperson may finalise the deputation.

- 13.5 The Chairperson may terminate an address by a person in a deputation at any time where:
- the Chairperson is satisfied that the purpose of the deputation has been sufficiently explained to the Councillors at the meeting
 - the time period allowed for a deputation has expired, or
 - the person uses insulting or offensive language or is derogatory towards Councillors, Council officers or members of the gallery / media representatives.
- 13.6 The CEO is responsible for the deputation including that the appointed speaker/s are notified in writing of developments or future actions as appropriate.

Division 4 – Motions

14. Notices of Motion - Rescinding or Repealing Previous Resolutions

- 14.1 A resolution of the Council can be rescinded or repealed only if written notice, in the correct format, of intention to propose the repeal is given to each Councillor at least five (5) days before the meeting at which the proposal is to be made.
- 14.2 At the meeting to decide the rescission motion, the proposed motion is taken to have been defeated unless it is agreed to by –
- (a) the number of Councillors present at the meeting is more than the number present at the meeting at which the resolution was adopted - a majority of the Councillors present; or
 - (b) in any other case - a majority of all Councillors.
- 14.3 A resolution of the Council can only be rescinded or repealed if it has not been acted upon. If an alternative resolution is proposed to be moved, notice of intention to move the alternative motion is to also be provided.
- 14.4 The Chairperson must call notices of motion in the order they appear on an agenda. Where there is no objection to a motion to rescind or repeal a previous resolution being taken as a formal motion, the Chairperson may put the motion to rescind or repeal to the vote without discussion.
- 14.5 If the motion to rescind or repeal a previous resolution of Council is carried then, if there is an alternative motion, it will be moved and seconded for discussion and voting thereon.
- 14.6 Where a Councillor who has given notice of a motion is absent from the meeting of the Council at which the motion is to be considered, the motion may be –
- (a) moved by another Councillor at the meeting; or
 - (b) deferred to the next ordinary meeting of Council.
- 14.7 Councillors present at the meeting at which a motion to repeal or amend a resolution is put, may defer consideration of that motion. Such deferral shall not be longer than three (3) months.
- 14.8 Where a motion to rescind or repeal a previous resolution is lost, a motion of the same or like effect is not to be moved until at least three (3) months after the date on which the first mentioned motion to rescind was lost unless the Council, by resolution, decides otherwise.

15. Consideration of Motions and Amendments

- 15.1 A motion or an amendment to a motion will not be debated at a meeting of the Council unless or until the motion or the amendment is seconded, with the exception of procedural motions which are not debated.
- 15.2 A motion or an amendment to a motion (other than a procedural motion relating to a point of order) that is not seconded, lapses for want of a seconder.

- 15.3 Notwithstanding sub-clause 15.1, a Councillor who moves a motion or an amendment to a motion may speak with the permission of the Chairperson for the purpose of explaining the purport of that motion before it is seconded.
 - 15.4 A motion may not be withdrawn where a Councillor at the meeting objects to its removal.
 - 15.5 When a motion has been moved and seconded, it is subject to the control of the Council and may not be withdrawn without the consent of the Council.
 - 15.6 Only one motion, or one proposed amendment to a motion, may be put at any one time.
 - 15.7 An amendment to a motion will be in terms which retain the identity of the original motion and does not directly negative the motion.
 - 15.8 Where an amendment to a motion is put before a meeting of the Council, no other amendment to the motion will be considered until after the first amendment has been determined.
 - 15.9 A Councillor who proposes or seconds a motion may propose or second an amendment to that motion.
 - 15.10 Where a motion is amended by another motion and determined, the original motion will not be put as a subsequent motion to amend the substantive motion.
 - 15.11 The following items of business on the agenda of a Council meeting requires the movement of a motion:
 - (a) Confirmation of Minutes
 - (b) Reception of correspondence
 - (c) Receipt of petitions
 - (d) Consideration of Notices of Motion
 - (e) Reception and adoption of reports from Council Standing Committees and Advisory Committees
 - (f) Matters resolved by the Council to be placed on the agenda
 - (g) General Business including leave of absence
- 16. Withdrawal of a Motion**
- 16.1 A Councillor who has moved or seconded a motion may elect to withdraw the motion:
 - (a) before an amendment to the motion is moved and seconded; or
 - (b) after an amendment is seconded but not adopted.
 - 16.2 A modification to a motion may be accepted by the Councillors who have moved and seconded the motion in which case the original motion is deemed to be withdrawn and the motion, as accepted, becomes the motion.
- 17. Speaking to Motions and Amendments**
- 17.1 Subject to sub-clause 15.2 above, the mover of a motion or amendment will read it and will state that it is so moved but will not speak to it until the motion is seconded.
 - 17.2 A Councillor may request the Chairperson for further information before or after the motion or amendment is seconded.
 - 17.3 The Chairperson will manage the debate by allowing the following order of speakers to be:
 - (a) the Councillor moving the motion.
 - (b) Councillors alternatively against and for the motion
 - (c) the mover of the motion who has the final right of reply provided there has been a speaker against the motion or amendment.

- 17.4 A motion or amendment may be withdrawn by the mover with the consent of the Council, which will be signified without debate, and a Councillor will not speak to the motion or amendment after the mover has been granted permission by the Council for its withdrawal.
 - 17.5 The mover of any amendment will have no right of reply.
 - 17.6 Once the right of reply has been exercised on a motion, debate on the motion is closed.
 - 17.7 Each speaker, including when exercising a right of reply, will be restricted to not more than five (5) minutes and will speak directly to the motion.
 - 17.8 Any extension of time for a Councillor to speak in accordance with sub-clause 17.9, will only be granted by the Chairperson and any extension will be for a period of not more than three (3) minutes.
 - 17.9 When two (2) or more Councillors rise or motion to speak at the same time, the Chairperson will determine who is entitled to priority.
 - 17.10 In accordance with Section 273 of the LGR2012, if a decision made at a meeting is inconsistent with a recommendation or advice given to Council by an advisor of the Council, the minutes of the meeting must include a statement of the reasons for not adopting the recommendation or advice.
- 18. Method of Taking Vote**
- 18.1 Before any matter is put to the vote, the Chairperson may direct the motion or amendment to be read again by the CEO or other officer who is taking the minutes of the meeting.
 - 18.2 The Chairperson will call for all Councillors in favour of the motion to indicate their support. The Chairperson will then call for all Councillors against the motion to indicate their objection.
 - 18.3 A Councillor may call for a 'division' to ensure their objection to the motion is recorded in the minutes. A Councillor may call for a division on an item by requesting that the item be voted on separately. If a division is taken, the minute secretary shall record the names of Councillors voting in the affirmative and of those voting in the negative.
 - 18.4 The Council will vote by a show of hands.
 - 18.5 The Chairperson shall declare the result of a vote or a division as soon as it has been determined.
 - 18.6 Except upon a motion to rescind or alter it, the resolution will not be discussed after the vote on it has been declared.
- 19. Points of Order**
- 19.1 A Councillor may ask the Chairperson to decide on a 'point of order' where it is believed that –
 - (a) another Councillor has failed to comply with proper meeting procedures.
 - (b) a matter before the Council is in contravention of the local laws or the LGA2009/LGR2009.
 - (c) a matter before the Council is beyond the Council's jurisdiction.
 - 19.2 Points of order cannot be used as a means of contradicting a statement made by the Councillor speaking.
 - 19.3 Where a 'point of order' is moved, consideration of the matter to which the motion was moved will be suspended.
 - 19.4 The Chairperson will determine whether the point of order is upheld.

- 19.5 Upon a question of order arises during the process of a debate, a Councillor may raise a point of order, and thereupon the Councillor against whom the point of order is raised, will immediately cease speaking and be seated when the point of order is submitted.
- 19.6 Notwithstanding anything contained in these standing orders or the Local Law No. 1 (Administration) 2011 to the contrary, all questions of order at any time arising will, until decided, suspend the consideration and decision of every other question.

20. Procedural Motions

- 20.1 A Councillor at a meeting of the Council may, during the debate of a matter at the meeting, move as a procedural motion the following motions:
- (a) that the motion be now put; or
 - (b) that the debate on the motion and/or amendment now before the meeting be adjourned; or
 - (c) that the meeting proceed to the next item of business on the agenda; or
 - (d) that the question lie on the table or that the matter be taken from the table; or
 - (e) that the matter be referred to a committee; or
 - (f) that this report/document be tabled; or
 - (g) submission of a 'point of order' (see clause 19); or
 - (h) that the Chairperson's ruling on a point of order be dissented from; or
 - (i) that the meeting be closed or opened to the public in accordance with the provisions of sections 274-275 of the LGR2012; or
 - (j) that the meeting stand adjourned.
- 20.2 A procedural motion will be seconded.
- 20.3 A procedural motion will not be debated and will be immediately put to the vote by the Chairperson.
- 20.4 Where a procedural motion is lost, the Chairperson will not accept a similar motion until the expiration of fifteen (15) minutes after the time the motion was lost.

21. Motion - That the Motion be Now Put [Clause 20.1(a)]

- 21.1 A procedural motion "that the motion be now put" may be moved without notice and without comment, at the conclusion of the speech of any member, to the motion or amendment before the meeting, to bring on the finalisation of a motion.
- 21.2 Where such a procedural motion is carried, the Chairperson will immediately put the motion or amendment under consideration, subject to the right of reply.
- 21.3 Where a procedural motion is lost, debate on the motion or amendment to that motion may continue.
- 21.4 Any mover or seconder or speaker to the original motion or amendment to the motion, cannot move a procedural motion that the motion be put.

22. Motion - That Debate be Adjourned [Clause 20.1(b)]

- 22.1 A procedural motion "that the debate on the motion and/or amendment now before the meeting be adjourned" will specify a time or date to which the debate is to be adjourned.
- 22.2 A procedural motion may not adjourn debate for a period more than two (2) months after the date of that procedural motion.
- 22.3 Where no date or time is specified in the procedural motion –
- (a) a further motion may be moved to specify such a time or date; or
 - (b) the matter about which the debate is to be adjourned will be included in the agenda for the next meeting of the Council.

23. Motion - That the Meeting Proceed to the Next Item of Business [Clause 20.1(c)]

Where a procedural motion "that the meeting proceed to the next item of business" is carried, debate on the matter being considered will cease and the motion is deemed to have lapsed.

24. Motion - That the Question Lay on the Table [Clause 20.1(d)]

- 24.1 A procedural motion "that the question lay on the table" will only be moved where the Chairperson or a Councillor requires additional information on the matter being considered or the result of some other action of the Council or person is required before the matter may be concluded at the meeting.
- 24.2 If the motion is carried, the matter is disposed of unless and until a motion is carried "that the matter be taken from the table" Once the matter is taken off the table, all members, whether or not they have previously spoken, have the right to speak.
- 24.3 If the motion for the question to lay on the table is lost, debate continues and the "Tabling Motion" cannot be moved again in respect to that substantive motion.
- 24.4 If the motion for the question to lay on the table is moved and carried whilst an amendment is before the Chair, both the motion and the amendment are laid on the table.
- 24.5 A procedural motion "that the matter be taken from the table" may be moved at the meeting at which the procedural motion to lay the question on the table was carried or at any later meeting.

25. Motion - That the Matter be Referred to a Committee [Clause 20.1(e)]

- 25.1 If a procedural motion "that the matter be referred to a committee for consideration" is carried, debate on the matter will cease and the Council will proceed with the next matter on the agenda.
- 25.2 Any Councillor may move to amend the procedural motion in order to specify or clarify the terms of reference under which the matter is referred or the composition or identity of the committee to which the matter is to be referred.

26. Motion - That This Report/Document be Tabled [Clause 20.1(f)]

A motion "that this report/document be tabled" may be used by a Councillor to introduce a report or other document to the meeting. Once the document is tabled, it ceases to be a confidential document and forms part of the minutes of the Council meeting, unless otherwise resolved by the Council.

27. Motion - That the Chairperson's Ruling Be Dissented From [Clause 25.1(h)]

- 27.1 A Councillor may move "a motion of dissent" in relation to a ruling of the Chairperson.
- 27.2 Where such a motion is moved, further consideration of any matter will be suspended until after the motion of dissent is determined.
- 27.3 Only the mover of the motion of dissent and the Chairperson will speak to the motion. The mover of the motion and the Chairperson will speak only once to the motion with the mover speaking first and the Chairperson second.
- 27.4 Where a motion of dissent is carried, the matter to which the ruling of the Chairperson was made will proceed as though that ruling had not been made.
- 27.5 Where, as a result of that ruling, a matter was discharged as out of order, it will be restored to the agenda and be dealt with in the normal course of business.
- 27.6 Where a motion of dissent is not carried, the ruling of the Chairperson will stand.

28. Motion - That the Meeting be Closed or Opened [Clause 20.1(i)]

- 28.1 Where a procedural motion "that the meeting be closed to the public" is carried, the public will leave and not re-enter the room where the Council meeting is being held until a procedural motion "that the meeting be opened", is carried.
- 28.2 No motion can be moved and seconded and voted on while the meeting is closed to the public.
- 28.3 Where the Council has resolved to close a meeting, all debate in the course of the closed meeting will be considered to be confidential.

29. Motion - That the Meeting Stand Adjourned [Clause 20.1(j)]

- 29.1 A procedural motion "that the meeting stand adjourned" may be moved by a Councillor at the conclusion of debate on any matter on the agenda or at the conclusion of a Councillor's time for speaking to the matter, and will be put without debate.
- 29.2 The procedural motion must specify a time for the resumption of the meeting and, on resumption, will continue with the business before the meeting at the point where it was discontinued on the adjournment.

Division 5 – Questions

30. Questions Without Notice

- 30.1 A Councillor may ask a question, without notice, for reply by another Councillor or an officer regarding any item of business under consideration at the meeting of the Council. A question shall be asked categorically and without argument and no discussion shall be permitted at the meeting of Council in relation to a reply or a refusal to reply to the question.
- 30.2 A Councillor to whom a question is asked without notice may request that the question be taken on notice at the next Council meeting.
- 30.3 An officer to whom a question is asked without notice may:
 - (a) request that the question be taken on notice for the next Council meeting; or
 - (b) request that the question be the subject of a report to a Council committee.
- 30.4 Any Councillor wishing to ask a question relating to the general work or procedure of the Council but not related to any matter under consideration at the meeting, will provide the question in writing to the Chief Executive Officer at least four (4) days prior to the day of the meeting at which it is to be asked.
- 30.5 A Councillor who asks a question at a meeting, whether or not upon notice, will be deemed not to have spoken to the debate of the motion to which the question relates.
- 30.6 The Chairperson may disallow a question which the Chairperson considers inconsistent with good order.
- 30.7 A Councillor may move a motion of dissent against the Chairperson's ruling and, if the motion is carried, the Chairperson will allow the question.

Division 6 – Record of Decision-making

31. Recording of reasons for particular decisions

Pursuant to section 273 LGR2012, if a decision made at a meeting is inconsistent with a recommendation or advice given to the local government by an advisor of the local government and either or both the following apply to the decision:

- (a) the decision is about entering into a contract the total value of which is more than the greater of the following:
 - (i) \$200,000 exclusive of GST; or

- (ii) 1% of the local government's net rate and utility charges as stated in the local government's audited financial statements included in the local government's most recently adopted annual report.
- (b) The decision is inconsistent with:
 - (i) the policy or approach ordinarily followed by the local government for the type of decision; or
 - (ii) a policy previously adopted by the local government by resolution, whether or not as required by the LGA2009, and still in force.

The Chief Executive Officer must ensure the minutes of the meeting include a statement of the reasons for not adopting the recommendation or advice.

PART 2 COUNCIL STANDING COMMITTEE/S

Division 1 - Appointment and Function of Standing Committee/s

32. Standing Committee/s

- 32.1 The Council may, by resolution, appoint from its Councillors one or any number of standing committees of the Council and determine the name of the committee or committees.
- 32.2 The Council may, by resolution, appoint the number of members to each appointed committee.
- 32.3 Where one (1) committee only is appointed, the committee will comprise all members of Council with the Mayor as Chairperson. Each Councillor will be assigned a portfolio and will be referred to as the Spokesperson for that particular portfolio.
- 32.4 The Chief Executive Officer will decide the order of business for the agenda.

33. Function of a Standing Committee

- 33.1 The function of a committee is to consider, report upon and make recommendations to the Council in respect of matters comprised within or related to the business with which that committee is charged by the Council. A committee can also exercise powers of the Council if those powers have been delegated to it under section 257 of the LGA2009.
- 33.2 The reports and recommendations of every committee must, except where power has been delegated to the committee to implement its decisions, be submitted to the Council for consideration.
- 33.3 This section does not limit the power of the Council itself to deal with any matter which has been referred to or delegated to a committee.

Division 2 - Time of Standing Committee Meetings

34. Times and Places of Standing Committee Meetings

- 34.1 The days and times of ordinary meetings of standing committees will be as resolved at the post-election meeting and from time to time thereafter.
- 34.2 All meetings of standing committees will be held at the Council's public office unless otherwise resolved by Council.
- 34.3 Council must, at least once in each year, publish in a newspaper circulating generally in the South Burnett area and the on the Council website, a notice of the days and times when its ordinary meetings of its standing committees will be held.
- 34.4 Council must display in a conspicuous place in its public office a notice of the days and times when its meetings will be held and meeting of its committees will be held.

35. Special Standing Committee Meetings

- 35.1 The CEO will call a special meeting of a standing committee if –
 - (a) the special meeting is required by a resolution of the Council; or
 - (b) a written request for the special meeting is lodged with the CEO under sub-clause 35.2.
- 35.2 A written request for a special meeting of a standing committee will –
 - (a) be signed by the Mayor or three (3) or more Councillors; and
 - (b) specify the object of the special meeting; and
 - (c) propose a day and time for the holding of the special meeting.
- 35.3 The CEO calls a special meeting by giving written notice of the date and the time of the meeting, and the business to be conducted at the meeting, to each Councillor.
- 35.4 Council must, where possible, publish in a newspaper circulating generally in the South Burnett area and the on the Council website, a notice of the day and time when its special meeting will be held.
- 35.5 Council must display in a conspicuous place in its public office a notice of the day and time when its special meeting will be held.

Division 3 - Notice of Standing Committee Meetings

Notice of Standing Committee Meetings

- 1 The CEO will distribute a written notice of the meeting at least two (2) days prior to each meeting. The only business that may be conducted at a special meeting is the business specified in the notice of meeting (see section 258 of the LGR2012).
- 2 Any notice of meeting or agenda will be given to a Councillor by –
 - (a) personal delivery; or
 - (b) delivery to a nominated address; or
 - (c) post; or
 - (d) facsimile transmission; or
 - (e) electronic mail.
- 3 If the notice relates to a special meeting, it must also specify the object of the meeting.

Division 4 - Conduct of Standing Committee Meetings

36. Chairperson

- 36.1 The Chairperson of a committee will preside at a meeting of a Council committee.
- 36.2 If the Chairperson is not present at a meeting, the members present will appoint a chairperson for the meeting (see section 267 of the LGR2012).

37. Procedure at Standing Committee Meetings

- 37.1 A Committee will deal with the items of business on its agenda in accordance with:
 - (a) procedural directions given to the committee by resolution of the Council; or
 - (b) procedural directions specified in these Standing Orders; or
 - (c) if there is no procedural direction governing a particular matter, the Chairperson's decision.
- 37.2 However, a committee may, by resolution, overrule a decision on a procedural question made by the Chairperson.
- 37.3 If an appropriate or adequate method of dealing with any matter is not provided for in these Standing Orders, the method of dealing with the matter may be determined by the Chairperson or by resolution upon a motion which may be put without notice.

38. Deputations and Presentations at Standing Committee Meetings

- 38.1 A deputation or presentation group wishing to address a meeting of a committee on any matter relevant to the committee will apply in writing to the CEO not less than five (5) working days before the day of the meeting.
- 38.2 The CEO, on receiving an application for a deputation or presentation, will notify the Mayor and/or the Chairperson of the committee who will determine whether the deputation or presentation may be heard.
- 38.3 The CEO, or his delegate, will inform the deputation or presentation group of the determination under sub-clause 39.2.
- 38.4 Where it has been determined under sub-clause 39.2 that the deputation or presentation will be heard, a convenient time will be arranged for that purpose and a time period allowed.
- 38.5 A deputation or presentation will not exceed fifteen (15) minutes unless otherwise agreed by the Chairperson.
- 38.6 A maximum of three (3) persons from a deputation or presentation will be at liberty to address the committee.
- 38.7 The Chairperson may terminate an address by a person in a deputation or presentation at any time where:
 - (a) the Chairperson is satisfied that the purpose of the deputation or presentation has been sufficiently explained to the Councillors at the meeting; or
 - (b) the person uses insulting or offensive language; or
 - (c) if a member of the deputation or presentation, other than the appointed speakers, continues to interject or attempt to address the Council after the Chairperson has warned the member of the deputation or presentation.

39. Reports by Standing Committee/s

- 39.1 All Committees, unless otherwise resolved by Council pursuant to Section 272 of the LGR2012, will submit reports and/or recommendations to the CEO who will list them on the agenda for the next available ordinary meeting of Council.
- 39.2 All Committee reports submitted to the Council will be signed by the Chairperson of the committee or the person presiding over the meeting at which the report was authorised.
- 39.3 Where Council has one standing committee only, the report will be signed by all Councillors present at the meeting.
- 39.4 If in a report of a committee distinct recommendations are made, the decision of the Council may be taken separately on each recommendation.
- 39.5 The Chairperson of the ordinary meeting of the Council will decide whether the distinct recommendations or parts of recommendations are considered separately by the meeting of the Council.
- 39.6 The committee recommendations adopted by Council are resolutions of the Council.

PART 3 ADVISORY COMMITTEES

Division 1 - Appointment of Advisory Committees

40. Appointment of Advisory Committees

- 40.1 The Council may, by resolution, appoint advisory committees for the performance of any duty, not of a permanent nature, for which in the opinion of the Council an advisory committee ought to be appointed.
- 40.2 The appointment of every advisory committee will be made by resolution of the Council and the motion to appoint the advisory committee will include the following:

- (a) the duties proposed to be entrusted to the committee; and
- (b) the term of the appointment of the committee; and
- (c) the committee membership, including Councillors and, where applicable, persons who are not Councillors; and
- (d) Council senior staff who provide technical operational expertise and who are non-voting members; and
- (d) the committee Chairperson will be a Councillor unless the Council decides otherwise.

40.3 The Council will provide reasonable administrative assistance for the conduct of advisory committee meetings however, the staff providing the administrative assistance will not be members of the advisory committee or have voting entitlements.

Division 2 - Conduct of Advisory Committee Meetings

41. Conduct of Meetings

- 41.1 The advisory committee, through the Chairperson, may determine the dates, times and places for its meetings pursuant to section 265 of the LGR2012, subject to operational resources.
- 41.2. The Chairperson will preside at an advisory committee meeting pursuant to section 267 ('Chairperson of committee') of the LGR2012. However, if the Chairperson is absent or unavailable to preside, a Councillor will be chosen by the Mayor to preside. Should a Councillor be unavailable to preside, the CEO will nominate a member of the senior management team to preside.
- 41.3 With the permission of the Chairperson, a non-member may attend an advisory committee meeting and, with the permission of the Chairperson, address the advisory committee on any item of business listed on the agenda.
- 41.4 A non-member will not vote on any matter at an advisory committee meeting.

Division 3 - Conduct of Members of Advisory Committees

42. Conduct of Members

- 42.1 A member of an advisory committee must ensure that there is no conflict or possible conflict between the member's private interests and the honest performance of the member's role of advising or making a recommendation to the Council.
- 42.2 A member of an advisory committee will not:
 - (a) make improper use of information acquired as a member of the advisory committee to gain directly or indirectly a financial advantage for that person or someone else; or
 - (b) make improper use of information acquired as a member of the advisory committee to harm the Council; or
 - (c) release information that the person knows or should reasonably know is information that is confidential to the Council; or
- 42.3 Termination of membership of a committee member for in appropriate conduct will be determined by Council.

Division 4 - Reports by Advisory Committees

43. Reports by Advisory Committees

- 43.1 An advisory committee through the Department responsible for the function will submit a report to Council of each of its meetings, namely the minutes of the meeting. The report will list the recommendations for Council consideration and be tabled on an agenda for an ordinary meeting of Council. Council is to have adopted

the recommendation/s prior to any action being taken operationally to deliver on the recommendations.

Division 5 - Termination of Advisory Committees

44. Tenure of Advisory Committee Membership

- 44.1 Subject to any resolution to the contrary, if a committee is appointed for a particular purpose or for a limited time, the committee is abolished and appointment of members to the committee is terminated upon the fulfilment of that purpose or the expiration of that time.
- 44.2 If any member of a committee is absent from three (3) consecutive meetings without having obtained a leave of absence from the committee, the member's continued membership of that committee will be referred to Council for determination.
- 44.3 Individual membership is for a period of two (2) years unless for a shorter period as stated in the establishment of the committee. At the conclusion of the two (2) year appointment, the committee member is released from the committee. For Councillors and Council staff membership positions, the membership will be reinstated unless otherwise decided by Council. For external membership positions, nominations will be called for from relevant community groups / sectors to fill the vacant positions. The process to assess the applications will be formalised operationally in consultation with Council.
- 44.4 A report will be tabled for Council to adopt the committee membership at an ordinary meeting of Council.

PART 4 PUBLIC PARTICIPATION IN COUNCIL MEETINGS

45. Attendance of Public and Media at Council Meetings

- 45.1 Every ordinary meeting of the Council, other than a closed meeting pursuant to section 275 of the LGR2012, will be open to media representatives and to the public.
- 45.2 Copies of the Council meeting agenda, excluding confidential items, will be made available to the representatives of the press, radio and television. Reasonable access will be allowed to the representatives to correspondence and reports laid on the table or submitted to the meeting. However, access will be withheld where the Council by resolution so decides on the grounds that publication may prejudice the Council's interests.
- 45.3 An area shall be made available at the place where any meeting of Council is to take place for members of the public and representatives of the media to attend the meeting and as many members of the public as reasonably can be accommodated in that area shall be permitted to attend the meeting.
- 45.4 Subject to Part 7, when the Council or a committee proposes to close a meeting pursuant to section 275 of the LGR2012, the Chairperson will direct all persons, other than members of the Council or the committee, to leave the meeting and every person will immediately comply with the direction.
- 45.5 Unless resolved otherwise, sub-clause 45.4 above does not apply to the officers of the Council or its legal and technical advisers who are required to be in attendance for the matters under discussion.
- 45.6 The resolution that Council proceed into Closed Session must specify the nature of the matters to be considered and these matters must be in accordance with Section 275 Local Government Regulation 2012. The Chairperson may direct any persons improperly present to withdraw immediately. Council must not make a resolution (other than a procedural resolution) in a closed session. Council must resolve to move out of closed session so that a resolution can be passed on the matters considered in Closed Session.

46. Public Participation at Council Meetings

- 46.1 Except when invited to do so by the Chairperson, a member of the public will not take or attempt to take part in the proceedings of a Council meeting.
- 46.2 Any person addressing the Council will stand and act and speak with decorum and frame any remarks in respectful and courteous language.
- 46.3 Any person who is considered by the Council or the Mayor to be unsuitably dressed may be directed by the Mayor or Chairperson to immediately withdraw from the meeting.
- 46.4 Failure to comply with a request under sub-clause 47.3 above will be considered an act of disorder.
- 46.5 The Council Chairperson may, as a mark of distinction, admit a non-member to a part of the Council Chambers normally reserved for Councillors during the conduct of a Council meeting to participate in the discussion of a particular item of business, on conditions decided by the Council.

PART 5 MAINTENANCE OF GOOD ORDER AT COUNCIL AND COMMITTEE MEETINGS

47. Conduct During Council and Committee Meetings

- 47.1 After a meeting of the Council or a committee has been formally constituted and the business commenced, a Councillor or committee member will not enter or leave the meeting without first notifying the Chairperson.
- 47.2 A Councillor or committee member is not deemed to be present at any meeting of the Council or committee unless the Councillor or committee member is inside the meeting room or in attendance via teleconference in accordance with section 276 of the LGR2012.
- 47.3 At ordinary and special meetings of the Council, unless exempted by the Chairperson, Councillors will stand and address the Chairperson while:
 - (a) moving any motion or amendment; or
 - (b) seconding any motion or amendment; or
 - (c) taking part in any discussion; or
 - (d) replying to any question; or
 - (e) addressing the Council for any other purpose.
- 47.4 Councillors and committee members will, during a meeting of the Council or a committee, address:
 - (a) other Councillors by their respective titles, "Mayor" or "Councillor"; and
 - (b) officers by designating them by their respective official or departmental title.
- 47.5 Councillors and committee members will confine their remarks to the matter under consideration.
- 47.6 Councillors and committee members will remain seated and silent while a vote is being taken.
- 47.7 Councillors and committee members will act with due decorum during meetings in order that the meeting is conducted in an efficient and effective manner. Councillors and committee members will not make a noise or disturbance except to raise a point of order, nor converse aloud, while another person is addressing the Council or a committee.
- 47.8 The Chairperson may specify orally or in writing appropriate standards of decorum which will be observed by all Councillors and other persons attending a meeting of the Council or a committee.

- 47.9 Councillors and committee members will not make personal reflections on or impute improper motives to any other Councillor, committee member or an officer of the Council.
- 47.10 A Councillor or committee member who is speaking will not be interrupted except upon a point of order being raised either by the Chairperson or Councillor or committee member.
- 47.11 When the Chairperson speaks during the process of a debate, the Councillor then speaking or offering to speak, will immediately cease speaking and resume their seat, and each Councillor and committee member present will preserve strict silence so that the Chairperson may be heard without interruption.
- 47.12 The Chairperson may:
 - (a) call the attention of the meeting to continued irrelevance or tedious repetition on the part of any Councillor or committee member; and
 - (b) direct a Councillor or committee member to discontinue a speech.

48. Lapse of a Quorum

- 48.1 If during the conduct of a meeting, the Chairperson becomes aware that a quorum is no longer present; the meeting will be adjourned to a date and time to be determined by the Chairperson but no later than fourteen days from the date of the adjournment.
- 48.2 However, the meeting may be adjourned to a later time on the same day.
- 48.3 When the conduct of a meeting is interrupted as a result of the loss of a quorum, the business of the resumed meeting must commence at the point in the meeting agenda at which the interruption occurred.

49. Declaration of Material Personal Interest

Councillors are ultimately responsible for informing of a material personal interest on matters to be discussed at a Council or committee meeting. When dealing with a material personal interest, Councillors must abide by the following procedures:

- 49.1 A Councillor with a material personal interest must inform the meeting of the Local Government of their material personal interest and set out the nature of the interest, including:
 - (a) The name of the person or other entity who stands to gain a benefit, or suffer a loss, depending on the outcome of the consideration of the matter at the meeting
 - (b) How a person or other entity stands to gain the benefit or suffer the loss
 - (c) If the person or other entity who stands to gain the benefit or suffer the loss is not the Councillor – the nature of the Councillor's relationship to the person or entity.
- 49.2 The Councillor must then leave the place of the meeting and stay away while the matter is being discussed and voted on unless the subject Councillor has Ministerial approval to participate in the matter. The Councillor must not influence or attempt to influence the remaining Councillors to vote on the matter in a particular way.
- 49.3 Once the Councillor has left the area where the meeting is being conducted, the Local Government can continue discussing and deciding on the matter at hand.
- 49.4 If a Councillor at a meeting reasonably believes, or reasonably suspects that another Councillor has a material personal interest in a matter to be discussed at the meeting and has not informed the meeting about the interest, the Councillor must advise the Chairperson of the meeting, as soon as practicable, about their belief or suspicion, and the facts and circumstances that form the basis of the belief or suspicion.

- 49.5 The Chairperson then should ask the Councillor with the suspected material personal interest whether they do in fact have a material personal interest. If that is the case, the Councillor must follow the above procedures from item 49.1.
- 49.6 In the event the majority of Councillors inform a meeting of a material personal interest regarding a matter:
- (a) the Local Government must resolve to delegate the consideration and decision on the matter, pursuant to section 257 of the LGA; or
 - (b) if the matter cannot be delegated under section 257 of the LGA, the Local Government should seek Ministerial approval for the Councillors to be able to consider and vote on the matter, subject to any conditions the Minister for Local Government may impose.
- 49.7 Where a Councillor informs a meeting of a material personal interest in a matter, the Chairperson must ensure the minutes of the meeting (to be posted on the Council's website) record:
- (a) The name of the Councillor who has a material personal interest in the matter
 - (b) The material personal interest, including the particulars mentioned by the Councillor regarding the material personal interest
 - (c) Whether the Councillor participated in the meeting, or was present during the meeting, under an approval granted by the Minister for Local Government.

50. Declaration of Conflict of Interest

Councillors are ultimately responsible for informing of any personal interest where they have a real or perceived conflict of interest on matters to be discussed at Council or committee meetings (other than ordinary business matters). When dealing with a conflict of interest, Councillors must abide by the following procedures:

- 50.1 A Councillor with a real or perceived conflict of interest must inform the meeting of the Local Government of their personal interest and set out the nature of the interest, including:
- (a) The nature of the interest
 - (b) If the Councillor's personal interest arises because of the Councillor's relationship with, or receipt of a gift or benefit from, another person:
 - (i) the name of the other person
 - (ii) the nature of the relationship or value and date of receipt of the gift or benefit received, and
 - (iii) the nature of the other person's interests in the matter.
- 50.2 The subject Councillor may themselves elect to leave the meeting while the matter is being discussed and voted on due to a perceived conflict of interest or conflict of interest. If the Councillor does not leave the meeting, they may advise the other Councillors why they believe they are able to act in the public interest while remaining in the meeting. This could include prior advice from the Integrity Commissioner on the personal interest.
- 50.3 The other Councillors entitled to vote at the meeting must then decide whether the subject Councillor has a conflict of interest (including a perceived conflict of interest) in the matter due to their personal interest. A Councillor who has declared a personal interest in relation to a matter, must not vote under section 175E(4) LGA2009 as to whether another Councillor may stay in the meeting.
- 50.4 If the other Councillors decide there is no conflict of interest or a perceived conflict of interest, the subject Councillor may remain in the meeting and the meeting may continue.
- 50.5 If the other Councillors decide there is a conflict of interest they must then decide whether the subject Councillor must leave the meeting while the matter is being

discussed and voted on or can participate in the meeting in relation to the matter including voting on the matter. If the Councillor must leave the place of the meeting the Councillor must not influence or attempt to influence the remaining Councillors to vote on the matter in a particular way.

- 50.6 When deciding whether a Councillor may stay in a meeting and vote following the decision of a conflict of interest, the other Councillors must consider significant variables including, but not limited to:
- (a) The size or significance of the benefit the subject Councillor stands to receive or benefit
 - (b) The benefit the subject Councillor stands to receive versus the benefit the community stands to receive from the potential decision
 - (c) The closeness of any relationship the subject Councillor may have with a given person or group.
- 50.7 In making the decision under 50.6, it is irrelevant how the subject Councillor intended to vote on the issue or any other issue (if known or suspected).
- 50.8 If a Councillor at a meeting reasonably believes, or reasonably suspects that another Councillor has a real or perceived conflict of interest in a matter to be discussed at the meeting and has not informed the meeting about the interest, the Councillor must advise the Chairperson of the meeting, as soon as practicable, about their belief or suspicion, and the facts and circumstances that form the basis of the belief or suspicion.
- 50.9 The Chairperson then should ask the Councillor with the suspected conflict of interest to inform the meeting of any personal interest they have in the matter and follow the above procedures from item 50.1.
- 50.10 In the event the majority of Councillors inform of a personal interest in a matter:
- (a) the Local Government must resolve to delegate the consideration and decision on the matter, pursuant to section 257 of the LGA2009, or
 - (b) if the matter cannot be delegated under the section 257 of the LGA2009, the Local Government should seek Ministerial approval for the Councillors to be able to consider and vote on the matter, subject to any conditions the Minister for Local Government may impose.
- 50.11 Where a Councillor informs a meeting of a personal interest in a matter, the Chairperson must ensure the minutes of the meeting (to be posted on the Council's website) record:
- (a) the name of the Councillor who has declared the conflict of interest
 - (b) The nature of the personal interest, as described by the Councillor
 - (c) The decisions made under 50.3 and 50.5 above
 - (d) Whether the Councillor participated in the meeting under an approval by the Minister
 - (e) If the Councillor voted on the matter, how they voted
 - (f) How the majority of Councillors voted on the matter.

51. Acts of Unsuitable Meeting Conduct by a Councillor in a Meeting

When dealing with an instance of unsuitable conduct by a Councillor in a meeting, the following procedures must be followed:

- 51.1 The Chairperson must decide whether or not unsuitable meeting conduct has been displayed by a Councillor.
- 51.2 If the Chairperson decides the unsuitable meeting conduct has occurred, the Chairperson must consider the severity of the conduct and whether the Councillor has had any previous warnings for unsuitable meeting conduct issued. If the

Chairperson decides the conduct is of a serious nature, refer to 51.7 for the steps to be taken.

- 51.3 If the Chairperson decides unsuitable meeting conduct has occurred but is of a less serious nature, the Chairperson may request the Councillor take remedial actions such as:
- (a) Ceasing the unsuitable meeting conduct and refraining from exhibiting the conduct
 - (b) Apologising for their conduct
 - (c) Withdrawing their comments.
- 51.4 If the Councillor complies with the Chairperson's request for remedial action, no further action is required.
- 51.5 If the Councillor fails to comply with the Chairperson's request for remedial action, the Chairperson may warn the Councillor that failing to comply with the request may result in an order being issued.
- 51.6 If the Councillor complies with the Chairperson's warning and request for remedial action, no further action is required.
- 51.7 If the Councillor still continues to fail to comply with the Chairperson's request for remedial actions, the Chairperson may make one or more of the orders below:
- (a) an order reprimanding the Councillor for the conduct
 - (b) an order requiring the Councillor to leave the meeting, including any area set aside for the public and stay out for the duration of the meeting pursuant to section 150I (2) LGA2009.
- 51.8 If the Councillor fails to comply with an order to leave and stay away from the meeting, the Chairperson can issue an order that the Councillor be removed from the meeting by an appropriate officer. The meeting must be adjourned whilst the Councillor is being removed pursuant to section 150I(2)(c) of the LGA2009.
- 51.9 Following the completion of the meeting, the Chairperson must ensure:
- (a) details of any order issued is recorded in the minutes of the meeting pursuant to section 150I(3) of the LGA2009.
 - (b) if it is the third (3rd) or more order within a 12-month period made against a Councillor or the Councillor has refused to leave following an order issued to leave the meeting, these matters are to be dealt with at the next meeting of the Local Government and treated as inappropriate conduct pursuant to section 150J of the LGA2009.
 - (c) the Local Government's Chief Executive Officer is advised to ensure details of any order made must be updated in the Local Governments Councillor Conduct Register pursuant to the LGA2009.

Any Councillor aggrieved with an order issued by the Chairperson can move a motion of dissent for parts 51.1, 51.7 and 51.8 above.

52. Acts of Disorder by Members of a Committee of Council

- 52.1 A member of the Council or a committee commits an act of disorder at a meeting of the Council or a committee if the member:
- (a) obstructs or interrupts the proper conduct of the meeting; or
 - (b) uses indecent or offensive language; or
 - (c) makes a statement reflecting adversely on the reputation of the Council; or
 - (d) makes an intemperate statement reflecting adversely on the character or motives of a member or officer of the Council; or
 - (e) refuses or wilfully fails to comply with a direction given by the Chairperson of the meeting; or

- (f) commits an act which, in the Chairperson's opinion, constitutes an act of disorder; or
 - (g) fails to comply with the South Burnett Regional Council's Code of Conduct for Councillors.
- 52.2 If a member of the Council or a committee has, in the Chairperson's opinion, committed an act of disorder; the Chairperson may direct the member to make a retraction or apology.
- 52.3 If the member does not comply immediately with a direction under sub-clause 52.2, the Chairperson may immediately move a motion (a "suspension motion") that the member be suspended for the remainder of the meeting or a lesser time fixed by the Chairperson.
- 52.4 If the Chairperson moves a suspension motion:
 - (a) the motion will be put to the vote immediately without discussion; and
 - (b) if the motion is passed, the member will immediately leave the meeting place and will remain away for the period of the suspension.
- 52.5 A member will comply with sub-clause 52.4(b).
- 52.6 The use of mobile phones in the area set aside for Councillors and committee members in the Council Chambers or other meeting places is not permitted unless authorised by the Chairperson.
- 53. Acts of Disorder by a Person Other Than a Member**
 - 53.1 A person who is not a member of the Council or a committee will not interrupt or obstruct the proper conduct of a meeting of the Council or a committee. Maximum penalty - 20 penalty units Local Law No.1 (Administration) 2011.
 - 53.2 If a person (other than a member) interrupts or obstructs the proper conduct of a meeting of the Council or a Committee, the Chairperson may ask the person to withdraw from the meeting place.
 - 53.3 A person asked to withdraw from a meeting place under sub-clause 53.2 will immediately withdraw from the place and will remain away until the end of the meeting or for a lesser period fixed by the Chairperson. Maximum penalty - 20 penalty units Local Law No. 1 (Administration) 2011.
 - 53.4 If a person contravenes sub-clause 53.3, an authorised person may, at the request of the Chairperson, exercise reasonable force to remove the person and keep the person away from the meeting place.
 - 53.5 The use of mobile phones in the area set aside for the representatives of the press, radio and television and the public in the Council Chambers or other meeting places is not permitted unless authorised by the Chairperson.
- 54. Adjournment for Disorder**
 - 54.1 The Chairperson may adjourn a meeting of the Council or a committee for not more than thirty (30) minutes and quit the Chair if an act of disorder arises at a Council or committee meeting and the meeting cannot properly continue.
 - 54.2 On resumption of the meeting, the Chairperson will move a motion, which will be put without debate, to determine whether the meeting will proceed.
 - 54.3 Where a motion under sub-clause 53.2 is lost, the Chairperson will declare the meeting closed, and any outstanding matters will be referred to a future meeting.
- 55. Council Officers - Attendance at Council and Standing Committee Meetings**
 - 55.1 The CEO and General Managers will be available to attend all ordinary and special meetings of the Council.

- 55.2 Every Standing Committee may, before entering into discussion on any matter, call on the relevant General Manager and/or the General Manager's nominee to be present at the discussion and the General Manager or the General Manager's nominee will attend.

PART 6 RECORD OF MEETINGS

56. Agenda and Minutes of Meetings

Agenda of a meeting of the Council or a committee will include:

- (a) a copy of any report whether by a committee or an officer adopted by the meeting, excluding confidential reports; and
- (b) a copy of any other documentary material necessary for a proper understanding of the proceedings of the meeting.

Minutes of a meeting of the Council or a committee must comply with section 272 and 273 LGR2012.

57. Audio and Video Recording of Meetings

57.1 The Council may direct that an audio or video recording of a meeting of the Council or a Committee be made for the purpose of verifying the accuracy of the minutes of the meeting.

57.2 An audio or video recording made under this section:

- (a) will only be used for the purpose of verifying the accuracy of the minutes of the meeting; and
- (b) after being used for that purpose will be dealt with as directed by the CEO.
- (c) where Council consents, will be made available to the public.

57.3 A person (other than the Council) will not, without the approval of the Chairperson, use an electronic recording or transmitting device or a mobile phone in the public gallery of a meeting place of a meeting of the Council or a committee.

58. Meeting process for dealing with suspected Inappropriate Conduct which has been referred to a Local Government

Pursuant to section 150AF of the LGA, after receiving a referral by the Independent Assessor or under paragraph 51.9 (b) of this document of an instance of suspected inappropriate conduct, the Local Government must complete an investigation into the alleged conduct.

After the completion of the investigation, the Local Government must decide whether the Councillor has engaged in inappropriate conduct in a Council meeting, unless it has delegated responsibility for this decision under section 257 of the LGA.

When dealing with an instance of suspected inappropriate conduct which has been referred to a Local Government by the Independent Assessor, the Local Government must:

- 58.1 Be consistent with the Local Government principle of transparent and accountable decision making in the public interest, by dealing with suspected inappropriate conduct in an open meeting of the Council. Where the complainant or other parties may be adversely affected due to the nature of the complaint, the Council may resolve to go into closed session under section 275 of the Local Government Regulation 2012 (the LGR).
- 58.2 When deliberating on the issue the subject Councillor must leave the place where the meeting is being held, including any area set aside for the public. Should the complainant be a Councillor, that Councillor must inform the meeting of a personal interest and follow the conflict of interest procedures in Section 4.
- 58.3 The Local Government should then debate the issue and decide whether the accused Councillor engaged in inappropriate conduct.

- 58.4 If the Local Government decides that the subject Councillor has engaged in inappropriate conduct, the Local Government is then required to decide what penalty or penalties from the following orders, if any, to impose on the subject Councillor: 2.4.1 an order that the Councillor make a public admission that the Councillor has engaged in inappropriate conduct
- (a) an order reprimanding the Councillor for the conduct
 - (b) an order that the Councillor attend training or counselling to address the Councillor's conduct, including at the Councillor's expense
 - (c) an order that the Councillor be excluded from a stated Local Government meeting
 - (d) an order that the Councillor is removed, or must resign, from a position representing the Local Government, other than the office of Councillor, for example, the Councillor is ordered to resign from an appointment representing the Local Government on a State board or committee
 - (e) an order that if the Councillor engages in the same type of conduct again, it will be treated as misconduct
 - (f) an order that the Councillor reimburse the Local Government for all or some of the costs arising from the Councillor's inappropriate conduct.
- 58.5 When making an order, the Local Government can take into consideration any previous inappropriate conduct of the Councillor, and any allegation made in the investigation that was admitted, or not challenged and that the Local Government is reasonably satisfied is true.
- 58.6 The subject Councillor and where relevant the complainant Councillor, must be invited back into the place where the meeting is being held once a decision has been made.
- 58.7 The Local Government must ensure the meeting minutes reflect the resolution made.

PART 7 CLOSED MEETING

Local government and standing committees may resolve that a meeting be closed to the public if its Councillors or members consider it necessary to discuss any of the following matters:

- (a) Appointment, dismissal or discipline of employees
- (b) Industrial matters affecting employees
- (c) Local government's budget
- (d) Rating concessions or contracts proposed to be made by the Local government or starting or defending legal proceedings involving the local government
- (e) Any action to be taken by the local government under the *Planning Act 2016*, including applications made to it under the *Planning Act 2016*
- (f) Business for which a public discussion would be likely to prejudice the interests of the local government or someone else or enable a person to gain a financial advantage.

59. Procedure

A local government or committee must not make a resolution (other than procedural) in a closed session meeting. If a closed session includes attendance by teleconference, the Councillor/s attending by teleconference must maintain confidentiality by ensuring no other person can hear their conversation.

- 59.1 To take an issue into a closed session, the local government must first pass a resolution to do so.

- 59.2 In the interests of accountability and transparency, the local government must specify the nature of the matter to be discussed and the reasoning of the Councillors for going into closed session.
- 59.3 If the matter is known in advance, the agenda should clearly identify that the matter will be considered in closed session and name the topic to be discussed and a brief explanation of why it is deemed necessary to take the issue into closed session.
- 59.4 The minutes of a local government must detail the matter discussed and reasoning for discussing the matter in closed session. The local government must also ensure that it complies with the statutory obligations associated with recording of passed resolutions.

60. Confidentiality

For the purposes of section 275 of the LGR2012, information obtained by a Councillor or officer at or during a closed meeting of the Council or a committee is deemed to be information that he or she knows or should reasonably know is information that:

- (a) is confidential to the Council, and
- (b) the Council wishes to keep confidential.

6. DEFINITIONS

"**standing committee**" means a standing committee appointed by the Council pursuant to section 264 (Appointment of Committees) of the LGR2012.

"**advisory committee**" means an advisory committee appointed by the Council pursuant to section 264 (Appointment of Committees) of the LGR2012.

"**advisor**" means a person who is an employee of the local government or is otherwise engaged to provide services to the local government and whose duties include giving a recommendation or advice.

"**authorised person**" means a person authorised by the CEO for the purpose of enforcing and maintaining order at a Council or committee meeting.

"**Chief Executive Officer**" (**CEO**) means the person appointed and employed by the Council as its chief executive officer pursuant to section 194 (Local Government Employees) of the LGA2009.

"**Chairperson**" means:

- a) the Mayor in the case of a Council meeting; or
- b) the person appointed by the Council pursuant to section 267 (Chairperson of committee) of the LGR2012 as chairperson of the Council committee or the advisory committee; or
- c) a person acting in the position of chairperson pursuant to this policy.

"**deputation**" means a group of people appointed to undertake a mission or take part in a formal process on behalf of a larger group.

"**Mayor**" means the Mayor of the Council and includes any person acting in the position of the Mayor pursuant to the LGA2009 or this policy.

"**media**" means regionally recognised media from a registered publication with a public distribution.

"**member**" means in the case of:

- a) a Council meeting, Councillors of the Council; and
- b) a Council standing committee meeting, Councillors appointed to the standing committee by the Council; and
- c) an advisory committee, persons appointed to the advisory committee by the Council.

"**non-member**" means:

- a) the Chief Executive Officer; or
- b) an officer nominated by the Chief Executive Officer; or
- c) an officer invited to a Council or standing committee or advisory committee meeting by the Chairperson of that meeting; or
- d) in the case of a Council meeting, a standing committee meeting or an advisory committee meeting, a person admitted to the meeting by the respective Council, standing committee or advisory committee; or
- e) in the case of a standing committee meeting or an advisory committee meeting, a Councillor who is not a member of that committee.

"ordinary meeting" of the Council means –

- a) a post-election meeting of the Council which is required to be held under section 175 (Post-election meetings) of the LGA2009; or
- b) a periodic meeting of the Council which is required to be held under section 257 (Frequency and place of meetings) of the LGR2012.

"presentation" means a speech or talk in which a new product, idea or piece of work is shown and explained to the audience.

"point of order" means an objection to an action which:

- a) is in contravention of the LGA2009; or
- b) is irrelevant; or
- c) was the matter the subject of discussion at a closed meeting of the local government; or
- d) otherwise prejudices the interests of the Council.

"procedural motion" means a motion set out in clause 20 of this policy.

"quorum" means a majority of Local Government Councillors as prescribed under section 259 of the LGR2012.

"statutory notice of meeting" means a notice of meeting to be given under section 258 (Notice of meetings) of the LGR2012.

"suspension motion" means a motion moved pursuant to clause 52 (Acts of Disorder by Members of the Council or a Committee) of this policy

7. LEGISLATIVE REFERENCE

Local Government Act 2009

Local Government Regulation 2012

8. RELATED POLICIES/PROCEDURES

South Burnett Regional Council

Acceptable Request Guidelines
Conduct of Council and Committee Meetings Policy
Councillor Conduct Complaints Investigation Policy
Employee Code of Conduct
Expenses Reimbursement Policy for Councillors
Investigation Policy
Media Relations Policy
Portfolio Representative Policy

Department of Local Government, Racing and Multicultural Affairs

Code of Conduct for Councillors in Queensland
Councillor Conduct Examples for Queensland Local Governments
Model Meeting Procedures
Standing Orders of Council Meetings including Standing Committees Best Practice Guide

9. NEXT REVIEW

December 2020

10. VERSION CONTROL

| Version | Revision Description | Approval Date |
|---------|--------------------------------------|------------------------------|
| 1 | Adopted by Council | 9 December 2015 |
| 2 | Review in line with policy framework | 15 November 2017 |
| 3 | Legislation update | Anticipated 12 December 2018 |

Mark Pitt
CHIEF EXECUTIVE OFFICER

Date

5.3.7 CP - 2556632 - Adoption of the Acceptable Request Guidelines

Document Information

ECM ID 2556632

Author Manager Social & Corporate Performance

Endorsed
By General Manager Corporate Services

Date 3 December 2018

Précis

Adoption of the Acceptable Request Guidelines

Summary

Under section 170A of the *Local Government Act 2009*, the Chief Executive Officer is required to prepare Acceptable Request Guidelines that set out the procedure that Councillors must follow when requesting help or advice from Council employees.

The Acceptable Request Guidelines for South Burnett Regional Council are based on both the requirements of *Local Government Act 2009* and best practice guidelines developed by the Local Government Association of Queensland.

The Acceptable Request Guidelines are to be regularly reviewed as part of Council's commitment to good governance.

Officer's Recommendation

That Council adopt the Acceptable Request Guidelines

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 provides sound organisational management and complies with relevant legislation.

Communication/Consultation (Internal/External)

Internal consultation was undertaken with the Senior Management Team and Elected Members.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

Direct policy implications which arise from this report have been addressed in the review of the relevant Councillor policies.

Asset Management Implications

No direct asset management implications arise from this report.

Report

Under section 170A of the *Local Government Act 2009*, the Chief Executive Officer is required to prepare Acceptable Request Guidelines that set out the procedure that Councillors must follow when requesting help or advice from Council employees.

The Acceptable Request Guidelines for South Burnett Regional Council are based on both the requirements of *Local Government Act 2009* and best practice guidelines developed by the Local Government Association of Queensland.

The Acceptable Request Guidelines are to be regularly reviewed as part of Council's commitment to good governance.



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

Acceptable Requests Guidelines

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1. POLICY STATEMENT

The Acceptable Requests Guidelines are intended to provide clear guidelines to Councillors and Council employees about the way in which a Councillor may:

- ask a Council employee for advice to assist the Councillor carry out his or her responsibilities under section 170A(1) of the *Local Government Act 2009* (LGA2009); and
- ask the Chief Executive Officer (CEO) to provide information, that the local government has access to, relating to the local government in accordance with 170A(2) of the LGA2009.

It is the responsibility of all Council employees to abide by these Acceptable Requests Guidelines.

These Guidelines are considered to be a local government "procedure" under Section 176 of LGA2009, a breach of these Guidelines will be considered to be a breach of the LGA2009 under section 150L.

2. SCOPE

The Acceptable Requests Guidelines apply to all Councillors and Council employees, when a Councillor is requesting advice or information.

3. POLICY OBJECTIVES

The guidelines specifically assist Councillors, the CEO and Council employees in meeting:

- their statutory obligations under section 170A of LGA2009 - "Requests for assistance or information"; and
- the CEO's statutory obligation under section 13(3)(f) of LGA2009 to comply with requests from Councillors.

4. BACKGROUND AND/OR PRINCIPLES

It is a requirement of LGA2009 section 170A(6) for Council to adopt acceptable requests guidelines about:

- (a) the way in which a Councillor may ask a local government employee for advice to help the Councillor to carry out his or her responsibilities under the LGA2009; and
- (b) reasonable limits on requests that a Councillor may make.

5. GENERAL INFORMATION

- 5.1 Communications between Councillors and Council employees must;
- (a) be conducted in accordance with the Local Government Principles prescribed in section 4(2) of the LGA2009;
 - (b) be conducted in accordance with the Councillor Code of Conduct Policy;
 - (c) comply with the law and Council policies, procedures and guidelines;
 - (d) be conducted in good faith; and
 - (e) be conducted in a respectful, reasonable and professional manner.
- 5.2 Councillors shall consider the likely cost implications in making requests for advice or information, and shall not make requests where the costs could not be justified as being in the public interest.
- 5.3 Councillors may request, from any Council employee, advice or information of a similar nature and in a similar manner to that which the Council employee ordinarily gives similar advice to the public (e.g. a Customer Contact Officer at a Customer Service Centre).
- 5.4 Councillor's requests for access to confidential information shall only be made to the relevant Manager, General Manager or CEO and shall be put in writing if requested.
- 5.5 In respect to advice and information provided by Council employees to Councillors, Councillors may refer complaints to the CEO in writing. All written complaints will be referred to the Office of the Independent Assessor or dealt with under Council's Administrative Action Complaints Policy, Councillor Conduct Complaints Investigation Policy and associated procedures.
- 5.6 Councillor's requests for advice or information during the caretaker period of a local government election shall be restricted to information or advice that is available to members of the public and/or any other candidates in the election, other than in accordance with matters being formally considered by Council.
- 5.7 Any Councillor's decision to rely on verbal advice given by a Council employee shall be the responsibility of the Councillor and shall be made entirely at the discretion of the Councillor. Any such decision to rely on verbal advice given shall be made with due regard for the level of knowledge and experience of the Council employee providing the advice and shall be made with due regard for alternative advice available from other sources.
- 5.8 Councillors must not breach conflict of interest or material personal interest's provisions as described in Division 5A the LGA2009 when requesting information from Council employees.
- 5.9 Other than in emergency situations, as detailed in section 5.10 and 5.11 hereunder, Councillors are not to contact a Council employee outside working hours other than with the prior approval of the Council employee.
- 5.10 If an afterhours matter is of a non-emergency operational nature Councillors should, as far as possible, defer the matter for consideration during business hours. Otherwise, Councillors must log a request through the general Council phone number (4189 9100) - which is also Council's after hours emergency number.
- 5.11 When a matter occurs after hours and is of such urgency that to delay contact will bring harm to the Council or damage the reputation of Council, Councillors may successfully contact one (1) of the Council employees listed below:
- (a) CEO;
 - (b) General Manager; or
 - (c) Manager.
- 5.12 When referring service requests, Councillors shall use the Customer Request Management system rather than directly referring requests to any Council employee individually. This will ensure the matter is recorded and can be appropriately actioned.

- 5.13 Councillors may request advice or information from a Council employee only in accordance with these Acceptable Requests Guidelines and Appendix 1 hereto - "Table of Authorised Employees". Where the nominated officer is not available when the contact or request is made, another suitably qualified Council employee may, entirely at the Council employee's discretion, determine either to provide the advice or information requested or decide to take a message for the nominated officer to respond in person to the Councillor.
- 5.14 Councillors may be given approval by the CEO to request advice and information from a Council employee other than General Managers and Managers, in specific circumstances; for example where a Council employee is a member or support officer to an Advisory Committee. In these specific circumstances, written approval will be provided to both the Councillor and the Council employee. This written approval will be provided by the CEO and recorded electronically in Council's Enterprise Content Management system.
- 5.15 Pursuant to section 170A(3) of the LGA2009 Councillors may not ask for information that:
- (a) is a record of the regional conduct review panel or the tribunal;
 - (b) if disclosure of the information to the Councillor would be contrary to an order of a court or tribunal; or
 - (c) would be privileged from production in a legal proceeding on the grounds of legal professional privilege.
- 5.16 Other than in accordance with these guidelines, Councillors shall:
- (a) not direct, or attempt to direct any Council employee to do anything (except for the Mayor, who is entitled to direct the CEO and senior executive employees in accordance with Section 170(1) of the LGA2009); and
 - (b) not behave towards Council employees in an overbearing or threatening manner; and
 - (c) not coerce or entice, or attempt to coerce or entice any Council employee to do anything that does not comply with these Acceptable Requests Guidelines; and
 - (d) not unduly disrupt a Council employee in the undertaking of that Council employee's routine employment obligations, nor during a Council employee's meal breaks, nor shall Councillors unduly disrupt that Council employee's workplace e.g. lengthy, unscheduled discussions with a Council employee in the corridor or unplanned attendance at the Council employee's work station; and
 - (e) not place, or attempt to place any Council employee in a position that would create a conflict of interest for that Council employee, or that would compromise the integrity and honest performance of that Council employee; and
 - (f) not direct or pressure a Council employee in relation to their work or recommendations they should make or action they should take.
- 5.17 A Mayoral direction may be given to the CEO and General Managers but only in fulfilling the Mayoral responsibilities outlined in section 12(4)(d) of the LGA2009.
- 5.18 All Council employees are bound by Council's Employee Code of Conduct and the LGA2009 principles and the *Public Sector Ethics Act 1994* principles. Council employees will maintain an awareness of their role as a public service provider. They will seek to maintain and enhance public confidence in the integrity of public administration, and to advance the common good of the community served by Council.
- Specifically, Council employees will not:
- make improper use of information acquired as a Council employee to gain, directly or indirectly, an advantage for themselves (or someone else); or to cause detriment to the Council; and
 - release information that the employee knows, or should reasonably know, is information that is confidential to Council, and which the Council wishes to keep confidential; and

- improperly use, or allow the improper use of, their official powers or position.

Council employees must ensure that any conflict that may arise between their personal interests and their official responsibilities is recorded on the Conflicts of Interest form and resolved in favour of the public interest.

Where a Council employee is uncertain about whether or not they should respond to a Councillor enquiry, or how to respond to a Councillor enquiry, then they must not provide a response, but rather refer the matter to their Manager, General Manager or the CEO who may then action the Councillor request.

Council employees must keep records of advice given to Councillors as they would do when advising a member of the public. This should be recorded electronically in Council's Enterprise Content Management system.

- 5.19 Where Councillors are dissatisfied with the response from a Council employee (for a request for advice or information) the Councillor may report their dissatisfaction to the Council employee's Manager or General Manager. Councillors may seek a further review if they are dissatisfied with the Manager or General Manager's response, by putting their concerns in writing to the CEO.
- 5.20 If the Mayor or a Councillor behaves inappropriately or asks for help or advice from a Council employee other than under these guidelines, the Council employee must inform their Manager, General Manager or the CEO about the request as soon as is practicable as outlined under section 170A(4) of the LGA2009.

An allegation of a breach of these Acceptable Requests Guidelines will be dealt with in accordance with section 176 – 182 of the LGA2009 and recorded in the Councillor Conduct Register.

Failure to comply with the Acceptable Requests Guidelines by the Mayor or a Councillor will be defined as misconduct under 150L(c) of the LGA2009 and will be referred to the Independent Assessor to be investigated under 150S of the LGA2009. If the Independent Assessor is reasonably satisfied the conduct is misconduct the Independent Assessor will make an application to the conduct tribunal about the conduct.

6. DEFINITIONS

conduct includes -

- a) failing to act; and
- b) a conspiracy, or attempt, to engage in conduct

Council employee means a person employed by or contracted to Council - whether a permanent, part-time, temporary or casual.

Councillor conduct register means the register required to be kept by Council as set out in section 150DX of the LGA2009

Inappropriate conduct see section 150K of the LGA2009

Independent Assessor means the Independent Assessor appointed under section 150CV of the LGA2009

Acceptable Requests Guidelines, refers to this policy, as required by section 170A of the LGA2009

LGA2009 means the *Local Government Act 2009*

Local government meeting means a meeting of -

- a) a local government; or
- b) a committee of a local government.

Misconduct see section 150L of the LGA2009 model procedures see section 150F of the LGA2009

Senior Executive Employee – is the equivalent of a General Manager within the Council organisational structure.

Tribunal means the Councillor Conduct Tribunal as established under section 150DK of the LGA2009

7. LEGISLATIVE REFERENCE

Local Government Act 2009 (LGA2009)

Public Sector Ethics Act 1994

8. RELATED POLICIES/PROCEDURES

Administrative Action Complaints Policy

Councillors Code of Conduct Policy

Councillor Conduct Complaints Investigation Policy

Employee Code of Conduct Policy

9. NEXT REVIEW

December 2020

10. VERSION CONTROL

| Version | Revision Description | Approval Date |
|---------|---|---------------------------------|
| 1 | Adopted by Council | 15 April 2014 |
| 2 | Review in line with term of office – Adopted by Council | 7 April 2016 |
| 3 | Review in line with policy framework – Proposed adoption by Council | 15 November 2017 |
| 4 | Reviewed in relation to the Local Government Legislation Amendments | Anticipated 12 December 2018 |

Mark Pitt

CHIEF EXECUTIVE OFFICER

Date



Acceptable Requests Guidelines

Appendix 1

Issued: December 2018

Table of Authorised Employees

The following Council employees are authorised to provide information and/or advice to Councillors in accordance with the "Acceptable Requests Guidelines – South Burnett Regional Council".

Advice on any matter

Chief Executive Officer

Advice on Departmental matters

General Managers (relevant to their departments)

- Corporate Services
- Finance
- Infrastructure

Advice on matters relating to programs in specific Branches

| AUTHORISED OFFICER | MATTER |
|---|--|
| General Manager Corporate Services | Indigenous Affairs Libraries Local Disaster Recovery |
| General Manager Finance | Budget Preparation Business Systems Plant & Fleet |
| General Manager Infrastructure | Disaster Management Infrastructure Management |
| Manager Human Resources | Employee Relations Learning & Development Payroll Functions Performance Management Recruitment & Selection Workplace Health & Safety Workplace Relations |

| AUTHORISED OFFICER | MATTER |
|--|---|
| Senior Economic Development Officer | Art Gallery Associations Arts Development Boondooma Homestead Management Advisory Committee Museum Associations SB Community Hospital Foundation Ltd SB Directions Advisory Board SB Tourism Advisory Board Ringsfield House Advisory Committee Tourism Development & Marketing Visitor Information Centres |
| Manager Finance | Accounts Payable Accounts Receivable Budget monitoring Budget preparation Cash Management Contract Compliance Finance Registers Financial Compliance Financial Planning Financial Reporting Insurance Preferred Suppliers Prequalified Suppliers Rates / Revenue Stores Taxation Trust Accounts |
| Manager Information & Communications Technology | Computer Hardware GIS System Administration Internet Operating Systems Intranet Operating Systems Network Systems Operating Software Telecommunications |

| AUTHORISED OFFICER | MATTER |
|--|---|
| Manager Property | Building Maintenance <ul style="list-style-type: none"> - Administration Buildings - Aerodrome Buildings - Art Galleries Facilities - Boondooma Homestead Facilities - Heritage Buildings - Library Facilities - Museum Facilities - PCYC Facility - Private Hospital Facility - Ringsfield House Facilities - Showground Facilities - Sport Ground Facilities Council Depots Facility Operations <ul style="list-style-type: none"> - Caravan Parks - Commercial Housing - Commercial Shops - Community Housing - Halls Land Management (Sales) Leases and Licences Swimming Pools |
| Manager Works | Bridges Cycleways Drainage Flood Mitigation Footpaths Roads Road Mowing & Slashing Streetscapes Traffic Facilities |
| Manager Water & Wastewater | Bulk Water Storage Bulk Water Treatment Waste Water Treatment Waste Water Service Delivery Water Service Delivery |
| Manager Design & Technical Services | Asset Management Design Services & Infrastructure Planning Infrastructure Charges Quality Assurance Road Naming Soil Laboratory State Emergency Services Street Lighting Traffic Assessments |

| AUTHORISED OFFICER | MATTER |
|--|--|
| <p>Manager Social & Corporate Performance</p> | <p>Complaint Management Process Corporate Brand Corporate Communications Community Consultation Community Development Community Engagement Community Grants Program Corporate Registers Corporate Risk Management Corporate Strategic Planning & Performance Council Community Events Customer Service Delegations & Authorisations Fraud & Corruption Control Information Privacy Intranet Internal Audit Local Laws Coordination Legal Operational Planning & Performance Quality Management Records Management Right to Information</p> |
| <p>Manager Environment & Waste</p> | <p>Animal Management Environmental Protection Health Services Landfills & Transfer Stations Local Laws policing Nuisance Control Waste Collection</p> |
| <p>Manager Planning & Land Management</p> | <p>Building Assessment Building Compliance/ Inspection Development Assessment Planning Compliance/ Inspection Plumbing Assessment Plumbing Compliance/ Inspection Strategic Land Use Planning Strategic Planning</p> |

| AUTHORISED OFFICER | MATTER |
|---|--|
| <p>Manager Natural Resource Management (NRM) & Parks</p> | <p>Weeds & Pest Management</p> <ul style="list-style-type: none"> - Boondooma Tourist Park - Cemetery Management - Coolabunia Saleyard - Ficks Crossing - Natural Resources - Parks & Gardens - Public Conveniences - Rail Trails - Recreational Reserves - Sporting Grants - Sports Development - Stock Routes - Straying Livestock - Tick Facilities - Yallakool Tourist Park |

Mark Pitt
CHIEF EXECUTIVE OFFICER

Date _____

5.3.8 CP - 2556641 - Adoption of the Expenses Reimbursement Policy for Councillors

Document Information

ECM ID 2556641

Author Manager Social & Corporate Performance

Endorsed
By General Manager Corporate Services

Date 3 December 2018

Précis

Adoption of the Expenses Reimbursement Policy for Councillors

Summary

Under section 250 of the *Local Government Regulation 2012*, a local government is required to adopt a Councillor expenses reimbursement policy to deal with the reimbursement of reasonable expenses and the provision of facilities to Councillors in their roles as elected representatives.

The Expenses Reimbursement Policy for Councillors must also be consistent with the five (5) Local Government Principles under section 4(2) of the *Local Government Act 2009* (the Act) and meet the financial sustainability criteria under section 104 of the Act.

This policy is to be regularly reviewed as part of Council's commitment to good governance.

Officer's Recommendation

That Council adopt the Expenses Reimbursement Policy for Councillors

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 provides sound organisational management and complies with relevant legislation.

Communication/Consultation (Internal/External)

Internal consultation was undertaken with the Senior Management Team and Elected Members.

Legal Implications (Statutory Basis, Legal Risks)

No direct legal implications arise from this report.

Policy/Local Law/Delegation Implications

Direct policy implications which arise from this report have been addressed in the review of the relevant Councillor policies.

Asset Management Implications

No direct asset management implications arise from this report.

Report

Under section 250 of the *Local Government Regulation 2012*, a local government is required to adopt a Councillor expenses reimbursement policy to deal with the reimbursement of reasonable expenses and the provision of facilities to Councillors in their roles as elected representatives.

The Expenses Reimbursement Policy for Councillors must also be consistent with the five (5) Local Government Principles under section 4(2) of the *Local Government Act 2009* (the Act) and meet the financial sustainability criteria under section 104 of the Act.

This policy is to be regularly reviewed as part of Council's commitment to good governance.



ECM ID:
MINUTE NUMBER:
ADOPTED ON:

Expenses Reimbursement Policy for Councillors

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1. POLICY STATEMENT

This policy ensures that Council's reimbursement of expenses incurred by Councillors and facilities provided to Councillors is consistent with the local government principles and financial sustainability criteria as defined in the *Local Government Act 2009* (LGA2009).

The local government principles are:

- (a) transparent and effective processes, and decision-making in the public interest; and
- (b) sustainable development and management of assets and infrastructure, and delivery of effective services; and
- (c) democratic representation, social inclusion and meaningful community engagement; and
- (d) good governance of, and by, local government; and
- (e) ethical and legal behaviour of councillors and local government employees.

Furthermore, additional principles that underpin this policy are: -

(a) Public Interest

The use of public monies in the public interest by responsible budgeting and accounting.

(b) Fair and Reasonable

Fair and reasonable allocation of Council resources in the form of allowances, facilities and other benefits, to enable all Councillors to conduct the duties of their office.

(c) Accountability

Accountability for expenditure and use of facilities through full justification and acquittal.

Councillors should not be financially disadvantaged when carrying out their roles and should be fairly and reasonably compensated in accordance with statutory requirements and community expectations. Councillors should not receive a private benefit through their role as a Councillor and as such this policy provides for actual reimbursement of legitimate expenses and full disclosure through appropriate accountability requirements.

2. SCOPE

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

This policy does not provide for Councillor Remuneration.

3. POLICY OBJECTIVES

This policy is to provide for the proper control of the reimbursement of reasonable expenses incurred, or to be incurred by Councillors in discharging their duties and responsibilities.

The policy covers: -

- the reimbursement to Councillors of legitimate expenses incurred; and
- the facilities to be provided to Councillors.

4. BACKGROUND AND/OR PRINCIPLES

Pursuant to section 250 of the *Local Government Regulation 2012* (LGR2012) Council is required to adopt an Expenses Reimbursement Policy that provides the payment of reasonable expenses incurred, or to be incurred, by Councillors for discharging their duties and responsibilities as Councillors and the provision of facilities to Councillors for that purpose.

5. GENERAL INFORMATION

The Expenses Reimbursement Policy for Councillors must be consistent with the five (5) local government principles under section 4(2) of LGA2009 and meet the financial sustainability criteria under section 104 of the LGA2009.

The *Local Government Regulation 2009* (LGR2012) legislates that Council must in its Annual Report detail the expenses incurred by each Councillor during the year under the local government's expenses reimbursement policy.

5.1 Payment of Expenses

Expenses will be paid to Councillors in accordance with the relevant administrative processes as approved by the Chief Executive Officer (CEO). Wherever possible most expenses will be booked and paid for by Council in advance. Councillors making a claim for legitimate expenses incurred for Council business must submit the appropriate form detailing the relevant expense within one (1) month of the expense being incurred or invoiced.

Professional Development

Council will pay for/reimburse expenses incurred for:

- mandatory professional development; and
- discretionary professional development deemed essential for the Councillor's role and approved by Council.

Corporate Uniform

Council will make available a professional Corporate Uniform pack (one (1) blouse/shirt, one (1) skirt/trouser, and one (1) jacket at the commencement of the elected term and thereafter an allowance of \$330 per annum (exclusive of GST) to purchase uniform items from Council's corporate uniform range.

Legal Assistance and Insurance Cover

Council shall pay any reasonable expenses of Council associated with the informal resolution or investigation of suspected inappropriate conduct of a Councillor including any costs of:

- the president of the Tribunal in undertaking an investigation for Council;
- a mediator engaged under this investigation policy;
- a private investigator engaged by the investigator;
- travel where the investigator needed to travel to undertake the investigation or to interview witnesses;

- seeking legal advice; or
- engaging an expert.

The provision of legal assistance/payment of legal costs incurred by a Councillor shall be provided subject to prior approval being granted by the CEO by resolution of Council. Where it has been found that the Councillor has acted dishonestly or neglectfully or breached the provisions of the LGA2009, the Councillor will, by resolution of Council, reimburse Council with all associated costs incurred by Council.

Councillors will be covered under Council insurance policies while discharging civic duties. Specifically, insurance cover will be provided for public liability, professional indemnity, Councillor's liability, personal accident and/or workers' compensation, international and domestic travel insurance.

Travel as Required to Represent Council

Council may reimburse local and in some cases interstate and overseas travel expenses (e.g. flights, car, accommodation, meals and associated registration fees) deemed necessary to achieve the business of Council where:

- a Councillor is an official representative of Council; and
- the activity/event and travel have been endorsed by resolution of Council.

Councillors are to travel via the most direct route, using the most economical and efficient mode of transport. Council will pay for reasonable expenses incurred for overnight accommodation when a Councillor is required to stay outside the South Burnett region.

Note: Any fines incurred while travelling in Council-owned vehicles or privately owned vehicles when attending Council business, will be the responsibility of the Councillor (driving or in charge of the motor vehicle) incurring the fine.

Travel Bookings

All Councillor travel approved by Council will be booked and paid for by Council. Economy class is to be used where possible although Council may approve business class in certain circumstances. Airline tickets are not transferable and can only be procured for the Councillor's travel on Council business. Travel costs cannot be used to offset other unapproved expenses (e.g. cost of partner or spouse accompanying the Councillor).

Travel Transfer Costs

All travel transfer expenses associated with Councillors travelling for Council approved business will be reimbursed, e.g. trains, taxis, road tolls, buses and ferry fares. Cab charge vouchers may also be used if approved by the CEO where Councillors are required to undertake duties relating to the business of Council.

Accommodation

All Councillor accommodation for Council business will be booked and paid for by Council. Council will pay for the most economical deal available. Where possible, the minimum standards for Councillors' accommodation should be three (3) star rating. Where particular accommodation is recommended by conference organisers, Council will take advantage of the package deal that is the most economical and convenient to the event.

Meals

Council will reimburse costs of meals for a Councillor when:

- the Councillor incurs the cost personally and can produce original documents sufficient to verify the actual meal cost; and
- the meal was not provided within the registration costs of the approved activity/event, or during a funded flight.

The following limits (inc GST) are considered to be reasonable for reimbursement by Council.

- Breakfast- \$25.00
- Lunch- \$35.00
- Dinner- \$70.00

Note: Alcoholic beverages will not be reimbursed under this policy.

Should the cost be for a greater value than those listed above and the cost is deemed reasonable by the CEO, then reimbursement for the full cost may be provided.

Hospitality

The Mayor may claim up to \$2,000.00 per annum for hospitality expenses deemed necessary in the conduct of Council business. Each Councillor may claim up to \$500.00 per annum for hospitality expenses deemed necessary in the conduct of Council business. In claiming hospitality expenses, a Councillor or the Mayor, will be required to complete the relevant form to identify why the hospitality occurred and who attended with authorisation by the CEO.

Responsibility

Councillors accept full responsibility for the accuracy of each claim. Failure to comply with this policy, falsifying claims or the misuse of facilities may represent official misconduct and be referred to the Office of the Independent Assessor or Crime and Corruption Commission.

5.2 Facilities

All facilities provided to Councillors remain the property of Council and must be returned to Council when a Councillor's term expires.

Private Use of Council Owned Facilities

Based on the principle that no private benefit is to be gained, the facilities provided to Councillors by Council are to be used only for Council business unless prior approval has been granted by resolution of Council. The Council resolution authorising private use of Council owned facilities will set out the terms under which the Councillor will reimburse Council for the percentage of private use. This would apply to Council vehicles and mobile telecommunication devices.

Councillors will be provided facilities as detailed below which have been based on the principle that no private benefit is to be gained from the facilities provided.

Administrative Tools

Administrative tools will be provided to Councillors as required to assist Councillors in their role. Administrative tools include:

- designated office space and access to meeting rooms;
- computer including internet access and wireless remote access where appropriate;
- stationery;
- access to photocopiers, printers, and facsimile machines;
- copies of publications; and
- use of Council landline telephones and internet in Council offices.

Administration support will be provided to the Mayor with limited administration support provided to Councillors with approval from the CEO.

Maintenance costs of Council owned equipment

Council will be responsible for the ongoing maintenance and reasonable wear and tear costs of Council owned equipment that is supplied to Councillors for official business use. This includes the replacement of any facilities, which fall under Council's asset replacement program.

Name Badge & Safety Equipment for Councillors

Council will provide Councillors with one (1) Identification Card and up to two (2) name badges. Councillors will be provided the necessary safety equipment for use on official business when

needed (i.e. safety helmet, vest and boots). Councillors are expected to observe the appropriate Workplace Health and Safety policies and procedures while at any workplace.

Use of Council Vehicles on Council Business

Councillors may have access to a Council vehicle for official business in emergent or exceptional circumstances as approved by the CEO.

Private Use of Mayors Council Vehicle

The Mayor will be provided with a Council vehicle with full private use.

Telecommunication Needs - Mobile Devices

Mobile telecommunication devices owned by Council will be provided to each Councillor for official Council business.

Contribution to Councillors Telephone Costs

Council will contribute up to \$2,000.00 per annum to each Councillor (excluding the Mayor) to offset the cost of fixed and mobile telephone costs. This will only be reimbursed on the production of appropriate invoices/tax receipts. For the Council supplied mobile telephone Council will pay the monthly account.

Contribution to Mayors Telephone Costs

Council will contribute up to \$3,000.00 per annum to the Mayor to offset the cost of fixed and mobile telephone costs. This will only be reimbursed on the production of appropriate invoices/tax receipts. For the Council supplied mobile telephone Council will pay the monthly account.

Vehicle Fuel and Operation Costs

A weekly amount will be paid to each Councillor covering the cost of fuel and fair wear and tear on the private vehicle of the Councillor as follows:

- Division Three (3) & Four (4) - \$140.00
- Division One (1), Two (2) - \$200.00
- Division Five (5) and Six (6) - \$250.00

Car Parking Amenities

Councils will reimburse Councillors for parking costs paid by Councillors while attending to official Council business.

Limit

Council may by resolution reduce or limit benefits receivable under this policy.

6. DEFINITIONS

To assist in interpretation, the following definitions shall apply:

Council business: shall mean official business conducted on behalf of Council, where a Councillor is required to undertake certain tasks to satisfy legislative requirements or achieve business continuity for the Council, for example official Council meetings, Councillor forums and workshops, Committees/Boards as Council's official representative, scheduled meetings relating to portfolios or Council appointments.

Council Business should result in a benefit being achieved either for the local government and/or the local government area, for example Council may decide that Council business includes civic ceremony duties such as opening a school fete.

Participating in a community group event or being a representative on a Board not associated with Council is not regarded as Council business

Councillors: shall mean the Mayor, Deputy Mayor and Councillors unless otherwise specified.

Expenses: shall mean costs reasonably incurred, or to be incurred, in connection with Councillors discharging their duties. The expenses may be either reimbursed to Councillors or paid direct by Council for something that is deemed a necessary cost or charge. Expenses are not included as remuneration.

Facilities: shall mean the facilities deemed necessary to assist Councillors in their role.

Reasonable: shall mean Council must make sound judgements and consider what is prudent, responsible and acceptable to the community when determining reasonable levels of facilities and expenditure.

7. LEGISLATIVE REFERENCE

Local Government Act 2009

Local Government Regulation 2012

8. RELATED POLICIES/PROCEDURES

Councillor Code of Conduct Policy

9. NEXT REVIEW

April 2021

10. VERSION CONTROL

| Version | Revision Description | Approval Date |
|---------|------------------------|---------------------------------|
| 1 | Policy Adopted | 27 May 2009 |
| 2 | Revision of Policy | 16 May 2012 |
| 3 | Revision of Policy | 27 August 2014 |
| 4 | Revision of Policy | 7 April 2016 |
| 5 | Revision of Policy | 15 March 2017 |
| 6 | Revision of Policy | 13 June 2018 |
| 7 | Legislation Amendments | Anticipated 12 December 2018 |

Mark Pitt
CHIEF EXECUTIVE OFFICER

Date

6. Portfolio - Roads & Drainage

6.1 Roads & Drainage Portfolio Report

Document Information

ECM ID 2556119

Author Cr Gavin Jones

Date 7 December 2018

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.

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

7.1 Community, Arts, Tourism and Health Services Portfolio Report

Document Information

ECM ID 2555980

Author Cr Danita Potter

Date 7 December 2018

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.

8. Portfolio - Planning & Property

8.1 Planning and Property Portfolio Report

Document Information

ECM ID 2556117

Author Cr Terry Fleischfresser

Date 7 December 2018

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 - 2345073 - IDAS Material Change of Use Development Permit to Increase Current Extraction Rates for Existing Quarry from <5000t/yr to 100,000t/yr - 1304 Wattlegrove Road & Half Mile Creek Road, Wattlegrove - L459 FY1925 & L425 FY2482 - MCUI2017/0003

Document Information

IR No 2345073

Author Planning Officer

Endorsed
By Manager Planning & Land Management
General Manager Corporate Services

Date 26 November 2018

Précis

IDAS Material Change of Use Development Permit to Increase Current Extraction from Rates for Existing Quarry from <5000t/yr to 100,000t/yr – 1304 Wattlegrove Road and Half Mile Creek Road, Wattlegrove - L459 FY1925 & L425 FY2482 - MCUI2017/0003

Summary

- Application for a material change of use to increase the extractive capacity of the existing Extractive Industry (up to 100,000 tonne/year) which falls within the Industrial Use Class under the Kingaroy Shire IPA Planning Scheme;
- An environmental authority for ERA 16 Extractive and Screening Activities is also required:
ERA16(2)(b) extracting, other than by dredging, a total of 5,000tonne up to 100,000tonne of material, in a year, from an area;
- The applicant is responsible to obtain the environmental authority via separate application to the Department of Environment and Science prior to the use commencing;
- Subject site area for the proposed activity is in the Rural zone;
- Application is subject to Impact Assessment under the *Sustainable Planning Act 2009* as the application as submitted prior to the commencement of the *Planning Act 2016*;
- Proposal triggers assessment against the entire Planning Scheme including but not limited to the:
 - Rural Locality Code
 - Natural Features and Resources Overlay Code
 - Extractive Industry and Borrow Pit Code
- No public submissions were received within the period of Public Notification; and
- Application recommended for approval subject to reasonable and relevant conditions.

Officer's Recommendation

That Council *approve* the Development Application for a Material Change of Use (Extractive Industry up to 100,000 t/year) at 1304 Wattlegrove Road & Half Mile Creek Road (and described as Lot 459 on FY1925 & Lot 425 on FY2482) subject to the following conditions:

GENERAL

APPROVED PLANS AND DOCUMENTATION

GEN1. 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 | | Reference no & Revision | Date |
|------------------|-----------------------------------|-------------------------|------|
| Site Layout Plan | Crawford Sand and Gravel Supplies | DWG001_SLP_RevA | - |

- a) Planning and Environmental Assessment Report, 3 November 2017, Revision C.
- b) Crawford's Sand and Gravel Supplies Site Based Management Plan, 3 November 2017, Revision B.
- c) Traffic Impact Assessment Report, prepared by McMurtrie Consulting Engineers, Job No. 004-18-19, September 2018, Revision A.

Note: Where there is any conflict between the conditions of development approval and the details shown on the approved plans and documents, the conditions of approval prevail.

APPROVED USE

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

GEN3. Conditions within this approval are applicable to each stage of the development unless otherwise specified.

GEN4. 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 PERMITS REQUIRED

GEN5. The following further Development Permits must be obtained prior to the commencement of any works associated with its purpose.

- a) Operational Works.

NATURE AND EXTENT OF APPROVED USE

GEN6. Extraction activities must not extend outside of the areas nominated and as shown on the approved plans (refer to GEN1 and GEN3).

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

KEEPING OF RECORDS

GEN7. 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 ten (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

GEN8. If angle or shade lighting is to be used to illuminate the premises, ensure light does not directly illuminate or cause any environmental nuisance (eg. glare) to nearby premises or roads.

GEN9. Lighting must be provided in accordance with AS4282:1997 *Control of the Obtrusive 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

GEN10. 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

GEN11. Extraction, crushing, screening, loading, operation of plan equipment, ancillary activities and haulage are limited to Monday to Friday between the hours of 6am to 6pm and Saturdays between the hours of 9am to 1pm.

No operation on Sundays and/or Public Holidays.

WORKS – APPLICANT’S EXPENSE

GEN12. 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

GEN13. 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

GEN14. 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.

ENGINEERING WORKS

ENG1. Submit to Council, an Operational Work application for roadworks.

- ENG2. 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.
- ENG3. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's Development Manual and Standard Drawings and relevant Australian Standards.
- ENG4. 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.

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

- ENG5. 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.
- ENG6. 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

- ENG7. 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.
- ENG8. 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.
- ENG9. 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).

HAUL ROUTE

- ENG10. The approved haul route is:
- from the quarry entrance along Wattlegrove Road to Minmore Road;
 - Minmore Road to Deep Creek Road;
 - Deep Creek Road to River Road;
 - River Road to the Bunya Highway, and vice versa.

No other haul routes shall be used except for local deliveries.

ROAD UPGRADES

- ENG11. The applicant shall undertake the upgrades described below (where applicable) on the approved haul route to South Burnett Regional Council standards, for the relevant trigger levels shown below:

Trigger 1: Prior to haulage over 10,000 tonnes but less than 20,000 tonnes of material in a single 12 month period:

Summary of Works Required:

- Wattlegrove Road -The existing pavement, from the quarry access to Minmore Road, shall be shaped, widened, and gravel added, where necessary, to provide an all-weather 6 metre wide (minimum) gravel pavement.

Timing: Once the trigger level has been exceeded

Trigger 2: Haulage of material over 20,001 tonnes of material in a single 12 month period.

Summary of Works Required:

- The existing unsealed section of Minmore Road (Wattlegrove Road to Deep Creek Road) shall be graded, and pavement added (where necessary), to provide a 6 metre wide gravelled pavement with a minimum depth of 100mm.
- The Minmore Road pavement in front of the house located approximately 730m west of the intersection of Minmore Road and Deep Creek Road shall be further upgraded. The upgrade shall comprise a bitumen sealed 6m wide pavement on an 8m formation, for a distance of 100m either side of the house. The minimum pavement depth in this section shall be 150mm.

Timing: Once the trigger level has been exceeded

Advice: An Operational Work application, or a Permit to Work on Council Roads or Footpaths, for roadworks is required for each trigger level. A maintenance period of one (1) years will apply to each Operational Work approval, and the applicant will be required to maintain the road for this period.

It is noted that the requirement for maintenance, after the 1 year maintenance period, on the section of roadworks to be constructed under this approval is not addressed under the conditions forming part of this approval.

Where applicable, 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.

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.

TRAFFIC MANAGEMENT

ENG12. Haulage shall to be managed through implementation of a traffic management plan for the operation, commensurate with the risks and campaign intensity, including but not limited to:

- a Driver Code of Conduct;
- extraction during ‘dry’ weather only;
- route assessment and maintenance;
- implementing strict in-vehicle management to allow monitoring during haulage periods;
- school bus route considerations and timing.

ROAD SIGNAGE

ENG13. Install road signage at the following locations. All signage to be installed as specified in the Manual of Uniform Traffic Control Devices.

| Road | Sign | Location |
|------------------|---|---------------------------------------|
| Wattlegrove Road | “Crest” Sign (W5-11) | Both approaches to the vertical crest |
| Minmore Road | “Trucks (crossing or entering)” (W5-22) | Both approaches to Wattlegrove Road |

EROSION AND SEDIMENT CONTROL - GENERAL

- ENG14. 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.
- ENG15. 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

- ADV1. Section 341(1)(b) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of six (6) years the approval will lapse.
- ADV2. 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 and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form.
- ADV3. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.
- ADV4. The applicant is advised that the extraction, other than by dredging and screening of more than 5,000 tonne of material from the subject site requires an Environmental Authority for ERA 16. The applicant is advised to contact the Department of Environment and Science to obtain the relevant authority prior to the use commencing on site.

Locality Plan



Aerial Image



PROPOSAL PLAN

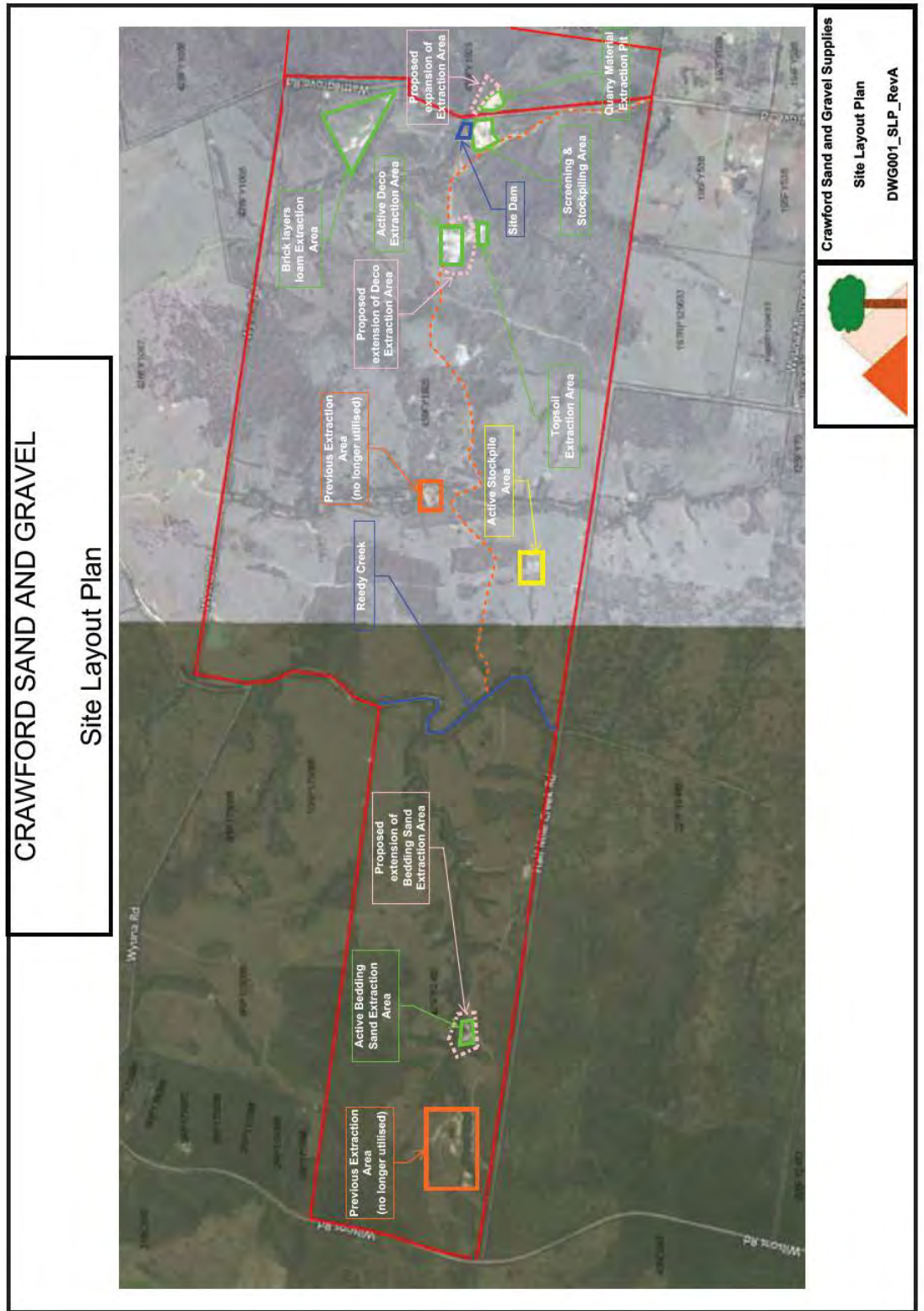


Figure 1 Source: Applicant

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)

Refer to 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

No implication can be identified.

Report

The applicant seeks approval for a Material Change of Use – Development Permit to conduct an Extractive Industry between 5,000 tonne/year up to 100,000 tonne/year.

| APPLICATION SUMMARY | |
|---------------------------------------|---|
| Applicant: | CRAWFORD SAND AND GRAVEL SUPPLY KEITH AND LINDA CRAWFORD |
| Proposal: | EXTRACTIVE INDUSTRY |
| Properly Made Date: | 12 APRIL 2017 |
| Level of Assessment | IMPACT ASSESSABLE |
| Number of Submissions: | NIL |
| State Referral Agencies: | SARA – 19 MARCH 2018 (ATTACHMENT A) |
| Referred Internal Specialists: | DEVELOPMENT ENGINEER (REFER TO CONSULTATION) |
| Infrastructure Charges: | N/A |

| PROPOSED DEVELOPMENT | |
|------------------------------|---|
| Proposed Development: | EXTRACTIVE INDUSTRY (UP TO 100,000 TONNE/YEAR) ERA 16(2) EXTRACTING, OTHER THAN BY DREDGING, IN A YEAR, THE FOLLOWING QUANTITY OF MATERIAL – (A) 5,000 TONNE TO 100,000 TONNE |
| Variations Sought: | N/A |
| Gross Floor Area: | N/A |
| Impervious Area: | N/A |

| | |
|-------------------------------------|---|
| Site Cover: | REFER TO SITE LAYOUT PLAN DWG001_SLP_REVA |
| Car Parking Spaces: | NONE PROPOSED |
| Service Vehicle Provision: | NOT ADDRESSED |
| Hours of Operation: | 6AM TO 6PM MONDAY TO FRIDAY 6AM TO 1PM SATURDAY NO WORKS ON SUNDAYS OR PUBLIC HOLIDAYS |
| Decision Making Period Ends: | 4 JANUARY 2019 |

The following table describes site details and key development parameters for the proposal:

| SITE DETAILS | |
|-------------------------------------|---|
| Street Address: | 1304 WATTLEGROVE ROAD & HALF MILE CREEK ROAD |
| RP Description: | LOT 459 ON FY1925 & LOT 425 ON FY2482 |
| Land Area: | LOT 459 – 1,081.30 & 138.69HA LOT 425 – 472.62HA |
| Existing Use of Land: | EXTRACTIVE INDUSTRY AND CATTLE GRAZING |
| Road Frontage: | ACCESS TO THE QUARRY ENTRANCE VIA WATTLEGROVE ROAD |
| Road Network Usage: | WATTLEGROVE ROAD, LEFT INTO MINMORE ROAD, MINMORE ROAD TO DEEP CREEK ROAD, LEFT INTO DEEP CREEK ROAD TO RIVER ROAD THROUGH TO THE BUNYA HIGHWAY. RETURN TRIP USING SAME ROAD CONFIGURATION. |
| Significant Site Features: | GENERAL PROPERTY HAS BEEN LARGELY DISTURBED BY EXTRACTIVE AND SCREENING ACTIVITIES FOR THE LAST THREE DECADES |
| Surrounding Land Uses: | RURAL ACTIVITIES SURROUNDING |
| PLANNING SCHEME SITE DETAILS | |
| Planning Scheme: | KINGAROY SHIRE IPA PLANNING SCHEME |
| Zone: | RURAL |
| PLU: | NIL |
| Overlays: | 2B - NATURAL HAZARD RISK MANAGEMENT AREAS 2C - ENVIRONMENTAL MANAGEMENT AREAS 2D - ECONOMIC RESOURCES |
| Applicable Codes | RURAL CODE, EXTRACTIVE INDUSTRY AND BORROW PIT CODE AND NATURAL FEATURES AND RESOURCES OVERLAY CODE. |

Background / Site History

| APPLICATION NO. | DECISION AND DATE |
|------------------------|---|
| IR1163983 | Negotiated Decision Notice dated 17 May 2013 references extracted material from watercourse (Boyne River) to be screened at a different location ie. Lot 459 on FY1925. Extractive Industry to extract up to a maximum of 10,000 tonnes of material per annum from Lot 39 on BO150. |
| IR193626 | Application for Riverbed Bed Extraction and Screening at Lot 459 on FY1925 and Lot 425 on FY2482 received 29 |

| | |
|--|---|
| | April 2005 however, the application lapsed as the applicant did not respond to the Information Request which formed part of the Acknowledgement Notice dated 10 May 2005. |
|--|---|

Extractive operations described the sequence of activities or events involving winning the rock and other materials from the ground and transporting it from the site and for sale. Extractive operations at the site are undertaken using proven extraction techniques.

Operations will comprise of the following basic elements:

- Progressive removal vegetation as required stripping of topsoil. Topsoil will be used for rehabilitation and general site civil works;
- Stripping of weathered rock (overburden) by dozer to reveal harder, fresher and competent gravel;
- Winning (or ripping) the harder, fresher and competent gravel resource by bulldozer to further fragment the material. Extraction takes place sequentially both laterally and vertically resulting in the development of an open cut pit;
- Blasting activities utilised where material hardness is in excess and machines cannot remove material;
- Screening of extracted material via on site screening processes; and
- Stockpiling the material sale.

Access and haulage routes are designated by the applicant and conditioned as part of the approval. No additional access or haulage routes are proposed with the increase in extractive quantities.

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

1.0 STATUTORY REQUIREMENTS

Kingaroy Shire IPA Planning Scheme

The overall outcomes for the Rural Locality is to locate development comprising predominantly rural and non-urban uses supported by rural industries and provided with utility services reasonably expected to service or locate in a rural area.

An extractive industry of this size is suited to a larger parcel of land with safe access to local roads (refer to Traffic Impact Assessment Report Revision A).

The proposed development generally complies with the Desired Environmental Outcomes contained within the Kingaroy Shire IPA Planning Scheme namely:

- Protects economic values of extractive and mineral resources;
- Provides economic benefit, thus fulfilling local demand;
- Protects the environmental values of the Shire through the Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP) Concurrence Agency Conditions and Department of Natural Resources, Mines and Energy (DNRME).

The size of the subject site and location of the proposed extraction and stockpiling areas are at a sufficient distance to property boundaries.

Non-Compliance of the Codes are addressed below:-

Rural Locality Code

The proposed development generally complies with the requirements of the Rural Locality Code and represents an extension to an existing land use. Suitable conditions will be imposed to ensure

minimal impacts on adjoining properties and allow for future agricultural land activities to occur once pits have been exhausted and rehabilitated in accordance with ERA conditions and Site Management Plan.

Natural Features and Resources Overlay Code

The proposed development generally complies with the requirements of the Natural Features and Resources Overlay Code and allows for the protection of significant vegetation and natural features whilst allowing for the availability of resources without long term environmental impacts through on-site operations and environmental management (refer to Site Based Management Plan Revision B).

Extractive Industry and Borrow Pit Code

Overall Outcomes

The proposed development addresses the character, water and environmental issues in the submitted Site Management Plan and Traffic Management Plan and will be conditioned in accordance with the submitted report.

It is noted that a dwelling house is within 30m and adjacent to Minmore Road. Due to the increased volume of trucks on Minmore Road it would be appropriate to condition a sealed section of this road in front of the dwelling to reduce the amount of dust generated as a result of the increased truck volume to and from the site (refer to Condition Road Upgrade ENG11 triggers). This condition will address the expectations of the Code which includes amenity, safety and the lifestyle of communities within close proximity to the site from adverse effects.

Probable Solutions S1.1, S1.2, S1.3 – based on the prepared site layout, proposed extraction activities including stockpiling at located in excess of the required minimum setbacks of the code. The extractive industries are not visible by adjacent properties.

Probable Solutions S2.1 and S2.2 – hours of operation will be conditioned in accordance with the Planning Scheme.

“Blasting operations are limited to the hours of 9am to 5pm Monday to Friday. Other operations including haulage, are limited to the hours of: (1) 6am to 6pm, Monday to Friday and 8am to 1pm on Saturdays. No operations are conducted on Sundays or public holidays”.

Given the location of dwelling houses adjacent to the nominated haul route, the increased volume of trucks may trigger a greater impact than that of an extractive industry located in a relatively isolated area. The hours of operation should reflect those stated in the Planning Scheme to minimise the negative impact/s to the surrounding sensitive receptors.

Probable Solutions S3.1 and S3.2, S4.1 and S4.2 – operational aspects in relation to land and water resource management have been identified and addressed within the Site Management Plan and will be imposed as part of the conditions of approval.

Flooding

The subject property is affected by the State Government Indicative Interim Floodplain Assessment Overlay. As shown in the image below the primary extraction area is outside of the Indicative floodplain. The Site Based Management Plan submitted by the applicant identified key mitigation measures to be implemented to minimise impacts to soil and water quality during site operations. Part of the mitigation measures include *“surface water diversion systems and erosion control measure may be in place during all site activities that are directly adjacent to waterways and drainage lines, until such time as the relevant area has been fully reinstated and/or rehabilitated”*.



Figure 2 Source: Applicant

Wide Bay Burnett Regional Plan

The proposal is broadly consistent with the provisions of the regional plan for development in non-urban areas and does not compromise the future use of the land for rural and/or agricultural purposes.

Site Access and Traffic

As stated in the Site Details table the applicant will utilise the haulage route for extracted material via Wattlegrove Road – Minmore Road – Deep Creek – River Road to Bunya Highway.

Contributions / Charges

The subject site is not located within a rural area not serviced by reticulated sewer and water under Infrastructure Charges Resolution.

2.0 PUBLIC NOTIFICATION

The proposed development was publicly notified for a period of 16 days between 12 October 2018 to 5 November 2018.

No submissions were received by Council during the public notification period.

3.0 CONSULTATION

a) Council’s Development Engineer

Council’s Development Engineer applied conditions relating to works, stormwater management, haul route, road upgrades, signage and erosion control as a result of the haulage route associated with the extractive industry.

b) Department of State Development, Infrastructure, Manufacturing and Planning

The development application was referred to DSDMIP as a concurrence agency under the provisions of the Sustainable Planning Regulation 2009.

Referral Trigger – Schedule 7, Table 3, Item 2 (Development impacting on State Transport Infrastructure).

Conditions were provided by DSDMIP to be included to the development approval (refer Attachment A).

Extracting, other than by dredging, in a year, between 5,000 tonne up to 100,000 tonne of material in a year requires an environmental authority for ERA 16 under the Environmental protection Regulation, 2008. This ERA application is not listed as a concurrence ERA and no referral was triggered as part of the application assessment process. The applicant is required to obtain the ERA approval prior to the extracting activities exceeding 5,000 tonne per year.

4.0 CONCLUSION

The proposed development is appropriate given the existing land use, combined lot size of 1,585ha, rural zoning of the property and approximate location 13km west of Kingaroy.

Assessment against the Rural Locality Code, Natural Features and Resources Overlay Code and Extractive Industry and Borrow Pit Code results in general compliance with key Desired Environmental Outcomes and Specific Outcomes of the stated Codes.

It is recommended that Council issue a Development Permit for Material Change of Use (Extractive Industry >100,000 tonne) pursuant to Section 324 of the *Sustainable Planning Act 2009* and subject to reasonable and relevant conditions.

ATTACHMENT A - CONCURRENCE AGENCY CONDITIONS



Department of
**State Development,
Manufacturing,
Infrastructure and Planning**

Our reference: SDA-0218-041529
Your reference: MCUI2017/0003 SD:LA

19 March 2018

The Chief Executive Officer
South Burnett Regional Council
PO Box 336
KINGAROY QLD 4610
info@southburnett.qld.gov.au

Attention: Ms Sam Dunstan

Dear Ms Dunstan

Concurrence agency response—with conditions

Half Mile Creek Road, GORDONBROOK (Lot 459 on FY1925 & Lot 425 on FY2482)
(Given under Section 285 of the *Sustainable Planning Act 2009*)

The referral agency material for the development application described below was received by the State Assessment and Referral Agency (SARA), administered by the Department of State Development, Manufacturing, Infrastructure and Planning under Section 272 of the *Sustainable Planning Act 2009* on 15 February 2018.

Applicant details

Applicant name: Crawford's Sand and Gravel Supply
Applicant contact details: 953 Kingaroy Burrandowan Road
KINGAROY QLD 4610
crawfordssand@gmail.com

Site details

Street address: Half Mile Creek Road, GORDONBROOK
Lot on plan: Lot 459 on FY1925 and Lot 425 on FY2482
Local government area: South Burnett Regional Council

Application details

Page 1

Wide Bay – Burnett Region
PO Box 979 Bundaberg
Queensland 4670 Australia
Telephone (07) 4331 5614
Website www.dsdmp.qld.gov.au

SDA-0218-041529

Proposed development: Development Permit for Material Change of Use (Extractive Industry up to 100,000 tonnes per annum)

Aspects of development and type of approval being sought

| Nature of Development | Approval Type | Brief Proposal of Description | Level of Assessment |
|------------------------|--------------------|--|---------------------|
| Material Change of Use | Development Permit | Extractive Industry (up to 100,000 tonnes per annum) | Impact Assessment |

Referral triggers

The development application was referred to the department under the following provisions of the *Sustainable Planning Regulation 2009*:

Referral triggers Schedule 7, Table 3, Item 2 (Development impacting on State transport infrastructure)

Conditions

Under Section 287(1)(a) of the *Sustainable Planning Act 2009*, the conditions set out in Attachment 1 must be attached to any development approval.

Reasons for decision to impose conditions

Under Section 289(1) of the *Sustainable Planning Act 2009*, the department must set out the reasons for the decision to impose conditions. These reasons are set out in Attachment 2.

Approved plans and specifications

The department requires that the following plans and specifications set out below must be attached to any development approval.

| Drawing/Report Title | Prepared by | Date | Reference no. | Version/Issue |
|--|--------------------------|-----------------|------------------------------|---------------|
| Aspect of development: Development Permit for Material Change of Use – Extractive Industry (up to 100,000 tonnes per annum) | | | | |
| <i>Site Layout Plan</i> | Crawford's Sand & Gravel | - | Drawing No. DWG001_SP L_RevA | Revision A |
| <i>Planning & Environmental Assessment Report</i> | Crawford's Sand & Gravel | 3 November 2017 | - | Revision C |
| <i>Traffic Impact Report</i> | One Eng | 10 August 2017 | - | Version 1.2 |

A copy of this response has been sent to the applicant for their information.

SDA-0218-041529

For further information, please contact Peter Mulcahy, Principal Planning Officer, SARA Wide Bay Burnett on (07) 4331 5614, or email WBBSARA@dilgp.qld.gov.au who will be pleased to assist.

Yours sincerely



Luke Lankowski
Manager, Planning

cc: Crawford's Sand and Gravel Supply
953 Kingaroy Burrandowan Road
KINGAROY QLD 4610
crawfordssand@gmail.com

Department of Transport and Main Roads
Wide.Bay.Burnett.IDAS@tmr.qld.gov.au

enc: Attachment 1—Conditions to be imposed
Attachment 2—Reasons for decision to impose conditions
Attachment 3—Approved plans and specifications

SDA-0218-041529

Our reference: SDA-0218-041529
 Your reference: MCUI2017/0003 SD:LA

Attachment 1—Conditions to be imposed

| No. | Conditions | Condition timing |
|---|---|---|
| Development Permit for Material Change of Use – Extractive Industry (up to 100,000 tonnes per annum) | | |
| Schedule 7, Table 3, Item 2—Pursuant to Section 255D of the <i>Sustainable Planning Act 2009</i> , the chief executive administering the Act nominates the Director-General of the Department of Transport and Main Roads (TMR) to be the assessing authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following conditions: | | |
| In accordance with the approved plan | | |
| 1. | The development must be carried out generally in accordance with the following: <ul style="list-style-type: none"> • <i>Site Layout Plan</i> prepared by Crawford Sand and Gravel, Drawing No. DWG001_SLP_RevA. | Prior to the commencement of use and to be maintained at all times. |
| In accordance with the submitted report | | |
| 2. | The development must be generally in accordance with the <i>Planning & Environmental Assessment Report</i> prepared by Crawford Sand and Gravel, Revision C dated 3 November 2017, in particular Section 1.3 whereby: <ul style="list-style-type: none"> • Annual extraction operations are limited to no more than 100,000 tonnes per annum. | Prior to the commencement of use and to be maintained at all times. |
| Haulage on State-controlled roads | | |
| 3. | For access between the subject land (Lot 425 on FY2482 and Lot 459 on FY1925) and the state-controlled road network, vehicles associated with the proposed development must only use the haulage route, shown in red on Appendix A of the <i>Traffic Impact Report</i> prepared by One Eng, Revision 1.2 dated 10 August 2017 and amended in red by the Department of Transport and Main Roads on 12 March 2018 as the haulage route. | At all times. |

SDA-0218-041529

Our reference: SDA-0218-041529
Your reference: MCUI2017/0003 SD:LA

Attachment 2—Reasons for decision to impose conditions

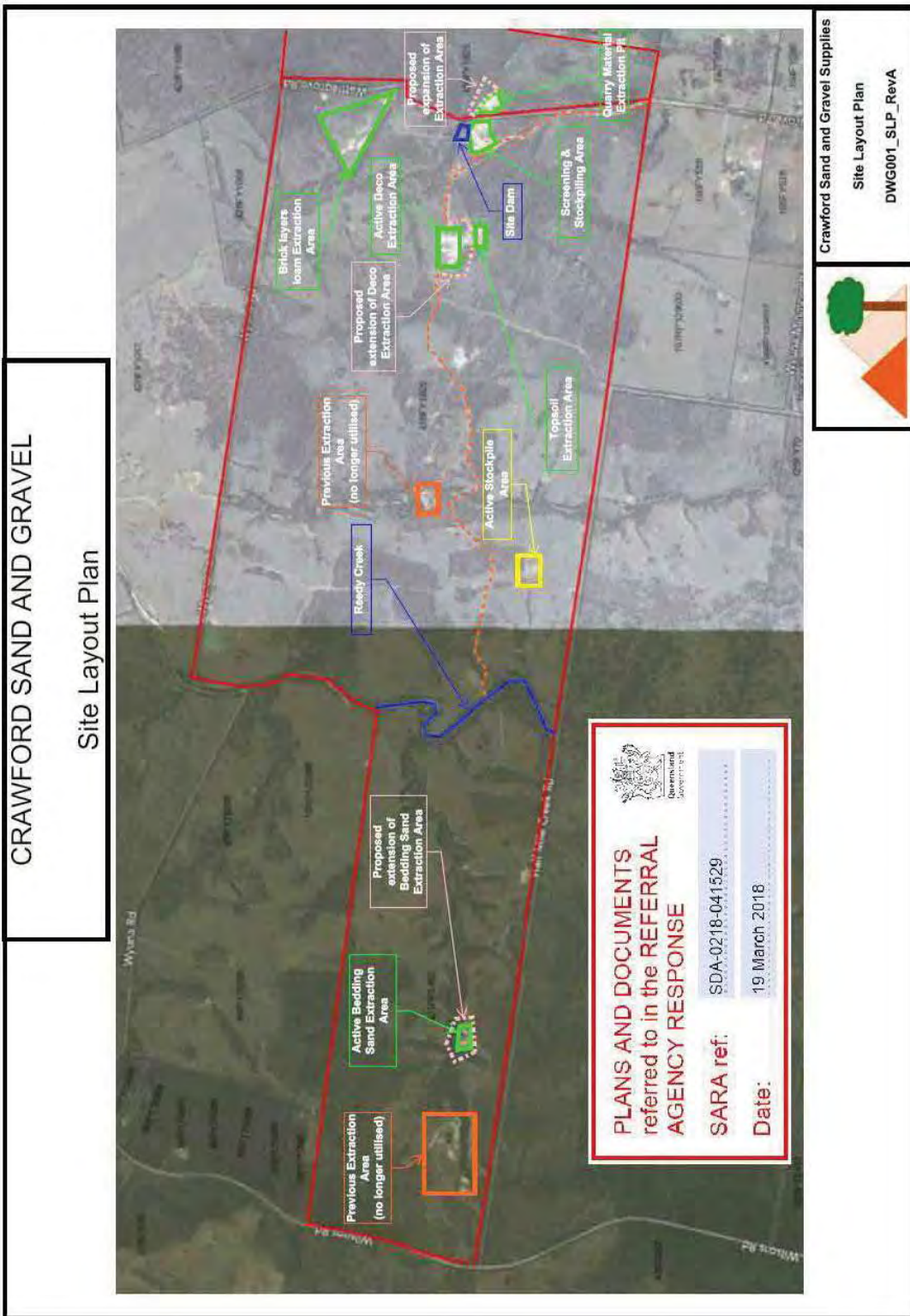
The reasons for this decision are:

- To ensure the development is carried out generally in accordance with the plan of development submitted with the application.
- To ensure the development is carried out in accordance with the maximum extraction output of 100,000 tonnes per annum.
- To ensure the development does not compromise the safe and efficient management or operation of state-controlled roads.

SDA-0218-041529

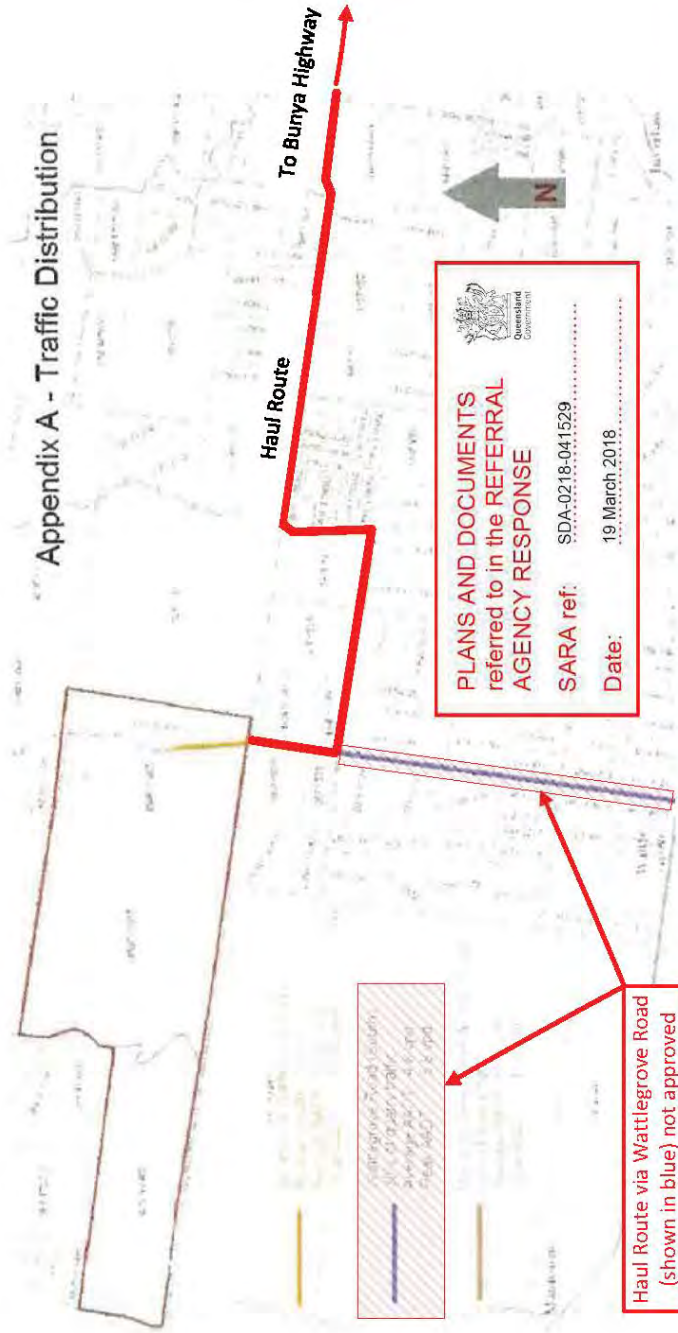
Our reference: SDA-0218-041529
Your reference: MCUI2017/0003 SD-LA

Attachment 3—Approved Plans and Specifications



Appendix A – Traffic Distribution

The figure below provides a summary of the proportional traffic distribution and the associated AADT generated by the operation of the facility. Refer to Section 2 of this report for a detailed analysis.



Amended in red by the Department of Transport and Main Roads dated 12 March 2018 Not to scale

8.2.2 P&LM - 2529551 - Requesting a Negotiated Decision - Material Change of Use for Extractive Industry & Environmentally Relevant Activities at 1551 Manar Road Boondooma - Lot 7 BO179 - MCUI2016/0009

Document Information

ECM ID 2529551 / MCUI2016/0009

Author Planning Officer

**Endorsed
By Manager Planning & Land Management
General Manager Corporate Services**

Date 26 November 2018

Précis

Requesting a Negotiated Decision - Material Change of Use for Extractive Industry & Environmentally Relevant Activities at 1551 Manar Road Boondooma - Lot 7 BO179 - MCUI2016/0009

Summary

- Applicant submitted representations on 9 August 2018 requesting a Negotiated Decision Notice in relation to the Development Permit for a Material Change of Use – Extractive Industry & ERAs under the appeal provisions of the *Sustainable Planning Act 2009*
 - Original application was lodged on 28 November 2016 and approved at the General Meeting held on Wednesday 13 June 2018 with a Decision Notice forwarded to the applicant on Friday 15 June 2018;
 - Six (6) submissions were received in objection to the original development application;
 - Representations include (Refer to Attachment A):
 - Condition MCU 6 (Keeping of Records), applicant requested deletion of this condition as ENG 23 also requires record-keeping;
 - Condition ENG23 (Road Upgrading), applicant request this condition is retained and Council recommend minor amendments to the wording to reflect the amended road upgrading as required under the amended ENG 24;
 - Condition ENG7 and Advice ADV4 (Maintenance), applicant requested this condition is deleted as the bond can be dealt with as a condition of Operational Works approval and the special rating referred to in ADV4 is considered sufficient to ensure Manar Road is maintained;
 - Condition ENG24 (Road Upgrading), applicant suggested alternative trigger levels of requiring road upgrades to Manar Road;
 - Condition ENG25 (Traffic Management) and Advice 1, applicant requested alternative issues to be addressed in the required Traffic Management Plan to reflect amended condition ENG24; and
 - Applicant requested a six (6) year currency period under section 341(1)(b) of the *Sustainable Planning Act 2009* and reference to appeal rights under Chapter 6 of the *Planning Act 2016*.
 - It is recommended that Council amend conditions as outlined in the Officer's Recommendation below.
-

Officer's Recommendation

- A. That Council **approve** amendments to the following conditions of the Material Change of Use (deleted text in strikethrough and new text in bold):

General

GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:

Plans

- Drawing Number 1677.023 Revision – N/A, Title – Overall Site Layout Plan;
- Drawing Number 1677.024 Revision – 3, Title – Conceptual Longer Term Layout Plan;
- Drawing Number 1677.026 Revision 2, Title – Conceptual Short Term Layout Plan.

Associated Reports

- Boondooma Quarry Environmental Assessment Report – Prepared for: Sabre Resources Pty Ltd, Date: October 2016, Reference: 1677.620.001
- Boondooma Quarry Environmental Management Plan – Prepared for: Sabre Resources Pty Ltd, Date: October 2016, Reference: 1677.610.002
- Bushfire hazard assessment and management plan – prepared for Sabre Resource Industries. Date 29 March 2017.

A full set of the approved plans and supporting documentation must be held on-site and available for inspection for the duration of the construction phase.

The development must implement the recommendations outlined in the above reports prior to the commencement of the use.

- GEN2. The applicant is required to maintain the site in a clean and orderly state at all times.
- GEN3. Dust prevention measures are to be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent premises during extraction operations.
- GEN4. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.

Hours of Operation

MCU1. Unless otherwise approved by Council, the activities associated with the use including haulage must only be conducted between 6am and 6pm Monday to Friday and 8am to 1pm Saturday.

The use is not to operate on Sundays or Public Holidays.

Blasting

MCU2. All blasting activities must be limited between the hours of 9am and 5pm Monday to Friday.

Waste Storage

MCU3. Provision must be made for the storage and removal of refuse in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.

Washing and Maintenance Areas

MCU4. Any areas used for maintenance and washing down of plant, equipment and vehicles are to be roofed, sealed and bunded, draining to a sump for first flush holding (including collection of oils and greases from vehicle servicing) to remove suspended

sediment and neutralise contaminants, prior to discharge of treated waters to settlement ponds.

Notice of Intention to Commence

MCU5. Prior to commencement of the use on the site, written notice must be given to Council that the use (development and/or works) fully complies with Council’s Decision Notice issued in respect to this development.

Keeping of Records

~~MCU6. 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 ten (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.~~

Amenity – Dampening of Grills or Metal Plates

MCU7. All metal grilles, metal plates or similar subject to vehicular traffic must be acoustically damped to prevent environmental nuisance and maintained at all times.

Amenity – Service Equipment

MCU8. All service equipment, including air conditioning units, waste disposal units (bins) and lighting must be located so as not to cause a nuisance to the occupants of adjoining and neighbouring premises.

All mechanical plant must comply with the noise criteria below:

| Period | Time | Maximum noise limits at noise sensitive receiver (measured as LA90) |
|---------|------------|---|
| Day | 7am – 6pm | 51dB(A) + 5dB(A) = 56dB(A) |
| Evening | 6pm – 10pm | 46dB(A) + 5dB(A) = 51dB(A) |
| Night | 10pm – 7am | 42dB(A) + 5dB(A) = 45dB(A) |

Amenity – Lighting

MCU9. Design all external lighting in accordance with AS4282-1997 “Control of the Obtrusive Effects of Outdoor Lighting”.

Amenity – Dust Suppression

MCU10. 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.

Engineering Works

ENG1. Submit to Council, an Operational Work application for all civil works including roadworks.

ENG2. 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.

ENG3. Undertake Engineering designs and construction in accordance with the Planning Scheme, Austroads Standards, Council Standards and relevant Australian Standards.

- ENG4. 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.
- ENG5. Submit to Council, certification from a Registered Professional Engineer of Queensland (RPEQ-Civil) that all works authorised by this development approval and any related approval issued by Council have been designed and constructed in accordance with the requirements of the development approval:
- a. submit a Design Certificate with an application for Operational Work; and
 - b. submit a Construction Supervision Certificate at completion of the approved works and/or prior to Council's acceptance of the works on-maintenance.

Maintenance

- ENG6. Maintain all works that will become Council infrastructure for a period of 12 months (maintenance period) from the date of on-maintenance. Any defective works must be rectified within the maintenance period.
- ~~ENG7. Provide Council with a maintenance bond in an acceptable form equal to 5% of the value of Council's infrastructure prior to commencement of the maintenance period.~~

Location, protection and repair of damage to Council and public utility services infrastructure and assets

- ENG8. 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.
- ENG9. 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

- ENG10. Provide stormwater management generally in accordance with the Environmental Management Plan prepared by Groundworks plus, Revision, dated October 2016, except as altered by conditions of this development approval.
- ENG11. Design and construct stormwater drainage to ensure that the development will achieve "no worsening" as described in the Queensland Urban Drainage Manual (QUDM) to all downstream properties including road reserves and the like for design storms of ARI 2, ARI 5, ARI 10, ARI 20, ARI 50 and ARI 100.
- ENG12. 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.
- ENG13. 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

- ENG14. 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

- ENG15. Provide a potable water supply, sufficient to meet the demands of the development.

On-site Sewerage

ENG16. Connect the development to an on-site effluent disposal system, in accordance with Schedule 1, Division 4: Standards for Sewerage Supply, Section 4.2; Standards for On-site Sewerage, AS1547 and the Queensland Plumbing and Waste Water Code, or provide temporary facilities to be periodically pumped out by a licensed waste operator.

Hazardous chemical & fuel storage

ENG17. Ensure that all hazardous chemicals are stored and handled in accordance to the Work Health and Safety Act 2011

ENG18. Diesel is to be stored and handled in accordance with *Australian Standard 1940-2004 - The storage and handling of flammable and combustible liquids*.

Parking and access - general

ENG19. Provide a minimum of two car parking spaces.

ENG20. Maintain dust suppression treatment to all internal roadways, and vehicle manoeuvring areas ensuring not to have an adverse impact on adjoining properties.

Haul Route

ENG21. The approved haul route (Council roads) is from the quarry access along Manar Road to the Mundubbera-Durong Rd.

No other roads shall be used except for local deliveries.

Vehicle access - turnout

ENG22. Design and construct a vehicle turnout in accordance with Council's Standard Drawing No. 49 Rev B.

Road Upgrading

ENG23. Provide Council with a statement of the weighbridge data **for the number of trucks exiting the site and** material tonnage transported from the site at six (6) monthly intervals, for the previous six (6) monthly period. **Data for the number of trucks is to be broken down into weekly periods.** Such data is to be provided within 20 business days from the 30 June (end of financial year) and each period thereafter. Once the works to Manar Road and the associated maintenance period is over, such reporting is to be reduced to twelve (12) monthly reporting.

ENG24. ~~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) Existing grids shall be upgraded to a minimum width of 8 metres.~~
- ~~b) Signage shall be installed at each one lane creek crossings to control two-way movement.~~
- ~~c) Signage shall be installed at the site entry and within 100m either side of the site entry to advise that "quarry trucks turn ahead".~~
- ~~d) Signage shall be installed at the intersection of Manar Road and Mundubbera-Durong Road to advise that "quarry trucks use this road".~~
- ~~e) 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;~~
- ~~f) The pavement shall be upgraded to have a minimum gravel depth of 125mm, comprising Type 3.4 material.~~

~~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 150,000t.~~

~~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, comprising Type 3.4 material.~~
- ~~c) Existing floodways shall be upgraded to a minimum width of 8 metres, in accordance with SBRC Standards, and provide signage in accordance with relevant requirements.~~

~~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~~

~~Trigger: Haulage of material over 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 150,000t.~~

~~Summary of Works Required:~~

- ~~a) Haul Route – Provide a 7 metre wide gravelled pavement on an 8 metre formation;~~
- ~~b) Provide a bitumen sealed gravel pavement comprising a minimum 100mm Type 3.2 base, and 200mm Type 3.4 subbase, with 2 coat bitumen seal.~~
- ~~c) Upgrades to the road alignment shall be made where required, in accordance with South Burnett Regional Council standards.~~

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

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

The applicant shall undertake the upgrades described below (where applicable and as a direct result of the operation) on the approved haul route to South Burnett Regional Council standards, for the relevant trigger levels shown below:

(1) Roadworks to be undertaken prior to commencement of the use;

- (a) All works identified in the “Draft identified locations for works” prepared by Traffic and Transport Plus and received by Council on 11 May 2018.**
- (b) For the timber bridge at the creek crossing at ~Ch 2520, carry out widening, clearing, signage, and provide a layby location, to ensure adequate sight distance is available, and that safe two-way traffic operation is achieved.**
- (c) An initial grading of the haul route shall be carried out, and then annually, or at such intervals necessary to ensure damage to the pavement surface (as a result of the operation) is appropriately managed. Gravel patching (initial and periodic) of the existing road pavement may be required to be carried out by the quarry operator, and the locations to be patched shall be determined in collaboration with Council. Rectification of damage also applies to the concrete floodways and creek crossings.**

- (2) Roadworks required prior to extraction of over 100,000 tonnes per annum averaged over 3 consecutive annual periods (Maximum of 150,000 tonnes in any 1 year, or 300 truckloads in any one calendar week occurring for 3 consecutive years, or 450 truckloads in any one calendar week;
- (a) Haul Route – a 4.0 wide pavement on a 6.0m formation, and a gravel re-sheet shall be provided in critical locations as agreed with Council.
 - (b) The pavement re-sheet shall have a minimum gravel depth of 150mm, comprising Type 3.4 material.
 - (c) Grading of the Haul Route shall occur annually, or at such intervals necessary to ensure damage to the pavement surface (as a result of the operation) is appropriately managed. Gravel shall be added as required to ensure that the gravel depth is maintained at a depth of 150mm. Rectification of damage also applies to the concrete floodways and creek crossings.

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.

- (3) Roadworks required prior to extraction of over 350,000 tonnes per annum averaged over 3 consecutive annual periods (Maximum of 500,000 tonnes in any 1 year), or 1,050 truckloads in any one calendar week occurring for 3 consecutive years, or 1,500 truckloads in any one calendar week;
- (a) Haul Route - The existing formation and pavement shall be shaped and re-sheeted with gravel added, where necessary, to provide an all-weather 6 metre wide (minimum) gravel pavement on a 7 metre (minimum) formation (with the exception of the one lane, two-way, creek crossings).
 - (b) Existing floodways shall be upgraded to a minimum width of 8 metres, in accordance with SBRC Standards, and provide signage in accordance with relevant requirements.
 - (c) The pavement shall have a minimum gravel depth of 150mm, comprising Type 3.4 material.

Grading of the Haul Route shall occur annually, or at such intervals necessary to ensure damage to the pavement surface (as a result of the operation) is appropriately managed. Gravel shall be added as required to ensure that the gravel depth is maintained at a depth of 150mm.

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.

- (4) Roadworks required prior to the extraction of over 500,000 tonnes in any 1 year, or greater than 1,500 truckloads in any one calendar week;
- (a) Provide a bitumen sealed gravel pavement comprising a minimum 100mm Type 3.2 base, and 150mm Type 3.4 subbase, with 2 coat bitumen seal, to a schedule as agreed with Council.

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.

Traffic Management

ENG25. ~~Each extraction campaign to be managed through implementation of a~~ A traffic management plan (TMP) for the site, commensurate with the risks and campaign intensity, including but not limited to: shall be prepared for the management of quarry traffic on Council's haul route. At a minimum the TMP shall address:

- **traffic management commensurate to risk, considering the volume of haulage**
- reduced road speed limits;
- ~~establishing~~ **establishment** ~~strict of~~ speed and ~~signage~~ **sign** conditions; ~~along the haulage route to facilitate contraflow at narrow sections of road;~~
- **climatic (wet weather) protocols;**
- ~~extraction during 'dry' weather only;~~
- route assessment and maintenance;
- **establishment of a driver code of conduct.**
- ~~implementing strict in-vehicle management to allow monitoring during haulage periods;~~

Advice: An Operational Work application for roadworks is required for each trigger level. A maintenance period of 1 year will apply to each Operational Work approval, and the applicant **operator** will be required to maintain the road for this period. **For ongoing maintenance the operators attention is drawn to Advice Note ADV4.**

~~It is noted that the requirement for maintenance, after the 1 year maintenance period, on the section of roadworks to be constructed under this approval is not addressed under the conditions forming part of this approval.~~

Roadworks - signage

ENG26. 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.

B-Double route

ENG27. The section of Manar Road between the Mundubbera-Durong Road and the site entrance to the property is not currently an approved B-Double Route, hence B-Doubles are not permitted on Manar Road.

Erosion and sediment control - general

ENG28. 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.

ENG29. 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

ADV1. Section 341(1)(~~a~~) **(b)** of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of ~~four (4)~~ **six (6)** years the approval will lapse. ~~Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.~~

ADV2. 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.

- ADV3. ~~Attached for your information is a copy of Division 8 of the Sustainable Planning Act 2009 as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention—~~
- ~~a) the applicant's Appeal Period commences upon receipt of this advice and expires twenty (20) business days thereafter.~~
 - ~~b) should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.~~

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

- ADV4. Where applicable, maintenance costs of the approved haul route 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.

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)

Council's Development Engineer addressed the applicant's representations relating to the engineering conditions. Refer to Section 1 of this report and Council Officer Comments.

Legal Implications (Statutory Basis, Legal Risks)

No implication can be identified.

Policy/Local Law/Delegation Implications

No implication can be identified.

Asset Management Implications

No implication can be identified.

Report

| SITE DETAILS | |
|-------------------------------------|---|
| Street Address: | 1551 MANAR ROAD, BOONDOOMA |
| RP Description: | LOT 7 ON BO179 |
| Applicant: | SABRE RESOURCES (C/- GROUNDWORK PLUS PTY LTD) |
| Land Area: | 1,434HA (QUARRY FOOTPRINT APPROX 39HA) |
| Existing Use of Land: | RURAL / GRAZING |
| Road Frontage: | MANAR ROAD |
| Significant Site Features: | NIL |
| Surrounding Land Uses: | RURAL LAND USES SURROUNDING |
| PLANNING SCHEME SITE DETAILS | |
| Planning Scheme | WONDAI SHIRE IPA PLANNING SCHEME |
| Zone | RURAL |
| PLU | NIL |
| Overlays | NATURAL FEATURES AND RESOURCES OVERLAY CODE |

| APPROVED DEVELOPMENT | |
|----------------------------------|---|
| Type of Approval | DEVELOPMENT PERMIT – MATERIAL CHANGE OF USE |
| Approved Development | EXTRACTIVE INDUSTRY |
| Variations Sought | N/A |
| Level of Assessment | IMPACT ASSESSABLE |
| Gross Floor Area | N/A |
| Impervious Area | N/A |
| Site Cover | QUARRY FOOTPRINT APPROXIMATELY 39HA |
| Car Parking Spaces | TWO (2) |
| Service Vehicle Provision | N/A |
| Submissions Received | SIX (6) |
| | |

| CHANGE REPRESENTATIONS | |
|---------------------------------|---|
| Applicant Name | SABRE RESOURCES (C/- GROUNDWORK PLUS PTY LTD) |
| Type of Application | REQUEST FOR NEGOTIATED DECISION NOTICE |
| Appeal Period Suspended | 15 JUNE 2018 |
| Representations Received | 9 AUGUST 2018 |

1.0 REPRESENTATIONS

| Original Condition/s | |
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| Keeping of Records MCU6. | 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 ten (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. |
| Road Upgrading ENG23. | 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. Once the works to Manar Road and the associated maintenance period is over, such reporting is to be reduced to twelve (12) monthly reporting. |
| APPLICANT'S REPRESENTATIONS | Both conditions MCU6 and ENG23 require the applicant to keep records at different times of the year. For consistency and given that ENG23 contains more elements that needs to be reported on, the applicant requested that MCU6 is deleted. Refer to Attachment A of this report. |
| COUNCIL OFFICER COMMENTS | It is acknowledged that there is a duplicate of conditions and it is recommended that the applicant's request to delete MCU6 and amend condition ENG23 to reflect the changes to the Road Upgrading conditions which include the number of trucks hauling material and also the material tonnage transported from the site. |
| AMENDED CONDITION | |
| Road Upgrading ENG23. | Provide Council with a statement of the weighbridge data for the number of trucks exiting the site and material tonnage transported from the site at six (6) monthly intervals, for the previous six (6) monthly period. Data for the number of trucks is to be broken down into weekly periods. Such data is to be provided within 20 business days from the 30 June (end of financial year) and each period thereafter. Once the works to Manar Road and the associated maintenance period is over, such reporting is to be reduced to twelve (12) monthly reporting. |

| Original Condition/s | |
|------------------------------|--|
| Maintenance ENG7. | Provide Council with a maintenance bond in an acceptable form equal to 5% of the value of Council's infrastructure prior to commencement of the maintenance period. |
| Advice ADV4. | Where applicable, maintenance costs of the approved haul route 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. These approaches allow for charges to be based on actual |

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| | <p>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.</p> |
| APPLICANT'S REPRESENTATIONS | <p>Applicant requested this condition is deleted as the bond can be dealt with as a condition of Operational Works approval and the special rating referred to in ADV4 is considered sufficient to ensure Manar Road is maintained. Refer to Attachment A of this report.</p> |
| COUNCIL OFFICER COMMENTS | <p>The request to delete ENG7 is supported as it is not required at this stage and will be subsequently conditioned in future Operational Works Development Permit.</p> |
| DELETE CONDITION | <p>Where applicable, maintenance costs of the approved haul route 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.</p> <p>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.</p> |

| Original Condition/s | |
|------------------------------|---|
| Road Upgrading ENG24. | <p>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:</p> <p><u>Trigger:</u> Works to be completed prior to the commencement of the use.</p> <p>Summary of Works Required:</p> <ol style="list-style-type: none"> Existing grids shall be upgraded to a minimum width of 8 metres. Signage shall be installed at each one lane creek crossings to control two-way movement. Signage shall be installed at the site entry and within 100m either side of the site entry to advise that "quarry trucks turn ahead". Signage shall be installed at the intersection of Manar Road and Mundubbera-Durong Road to advise that "quarry trucks use this road". 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; The pavement shall be upgraded to have a minimum gravel depth of 125mm, comprising Type 3.4 material. <p><u>Trigger:</u> 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 150,000t.</p> |

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| | <p>Summary of Works Required:</p> <ul style="list-style-type: none"> 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, comprising Type 3.4 material. c) Existing floodways shall be upgraded to a minimum width of 8 metres, in accordance with SBRC Standards, and provide signage in accordance with relevant requirements. <p>A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified in (a) and (b)</p> <p>Timing: Once the trigger level has been exceeded</p> <p><u>Trigger:</u> Haulage of material over 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 150,000t.</p> <p>Summary of Works Required:</p> <ul style="list-style-type: none"> a) Haul Route - Provide a 7 metre wide gravelled pavement on an 8 metre formation; b) Provide a bitumen sealed gravel pavement comprising a minimum 100mm Type 3.2 base, and 200mm Type 3.4 subbase, with 2 coat bitumen seal. c) Upgrades to the road alignment shall be made where required, in accordance with South Burnett Regional Council standards. <p>A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified in (a), (b) and (c)</p> <p><u>Timing:</u> Once the trigger level has been exceeded</p> |
| <p>APPLICANT'S REPRESENTATIONS</p> | <p>To address the economic viability and seasonality of the proposed quarry the applicant suggested alternative trigger levels of requiring road upgrades to Manar Road. Refer to Attachment A of this report.</p> |
| <p>COUNCIL OFFICER COMMENTS</p> | <p>Traditionally, trigger levels for road upgrading works are based on tonnages extracted, however as Council had some concerns about the existing width of Manar Rd, and the ability for vehicles to pass safely, a vehicle volume trigger has also been added. If either the tonnage trigger, or the volume trigger is reached, then road upgrading works are required to be implemented.</p> <p>Further to the changes proposed, a statement from Bryce Trevilyan (Principal Traffic Engineer – RPEQ #7745), has provided a statement confirming that in his professional opinion, that the traffic movements and proposed level of works at each of the trigger levels will provide for the safe and efficient operation of Manar Road (see below).</p> <p><i>“.....However, in my capacity as an RPEQ certified traffic</i></p> |

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| | <p><i>engineer, I consider that the proposed suite of up-front ameliorative works not only significantly improves the operational performance of Manar Road, but also improves the safety for all road users. I consider that these works, with the initial level of use of Manar Road by quarry-related vehicles provides an holistic net improvement from both operational and safety perspectives. Whilst it is not possible to remove all risk, the proposed initial suite of work and levels of work at the thresholds identified in the condition, in combination with the recommended maintenance work and drivers’ code of conduct, are considered to be commensurate to the additional burden placed upon the road, and sufficient to accommodate safe and efficient operation of Manar Road at all levels of haulage identified.”</i></p> <p>It is proposed for ease of readability that Council amend the condition and also include provisions about ongoing maintenance responsibilities.</p> |
| <p>AMENDED CONDITION</p> | |
| <p>Road Upgrading ENG24.</p> | <p>The applicant shall undertake the upgrades described below (where applicable and as a direct result of the operation) on the approved haul route to South Burnett Regional Council standards, for the relevant trigger levels shown below:</p> <p>(1) Roadworks to be undertaken prior to commencement of the use;</p> <p>(a) All works identified in the “Draft identified locations for works” prepared by Traffic and Transport Plus and received by Council on 11 May 2018.</p> <p>(b) For the timber bridge at the creek crossing at ~Ch 2520, carry out widening, clearing, signage, and provide a layby location, to ensure adequate sight distance is available, and that safe two-way traffic operation is achieved.</p> <p>(c) An initial grading of the haul route shall be carried out, and then annually, or at such intervals necessary to ensure damage to the pavement surface (as a result of the operation) is appropriately managed. Gravel patching (initial and periodic) of the existing road pavement may be required to be carried out by the quarry operator, and the locations to be patched shall be determined in collaboration with Council. Rectification of damage also applies to the concrete floodways and creek crossings.</p> <p>(2) Roadworks required prior to extraction of over 100,000 tonnes per annum averaged over 3 consecutive annual periods (Maximum of 150,000 tonnes in any 1 year, or 300 truckloads in any one calendar week occurring for 3 consecutive years, or 450 truckloads in</p> |

any one calendar week;

- (a) Haul Route – a 4.0 wide pavement on a 6.0m formation, and a gravel re-sheet shall be provided in critical locations as agreed with Council.**
- (b) The pavement re-sheet shall have a minimum gravel depth of 150mm, comprising Type 3.4 material.**
- (c) Grading of the Haul Route shall occur annually, or at such intervals necessary to ensure damage to the pavement surface (as a result of the operation) is appropriately managed. Gravel shall be added as required to ensure that the gravel depth is maintained at a depth of 150mm. Rectification of damage also applies to the concrete floodways and creek crossings.**

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.

- (3) Roadworks required prior to extraction of over 350,000 tonnes per annum averaged over 3 consecutive annual periods (Maximum of 500,000 tonnes in any 1 year), or 1,050 truckloads in any one calendar week occurring for 3 consecutive years, or 1,500 truckloads in any one calendar week;**

- (a) Haul Route - The existing formation and pavement shall be shaped and re-sheeted with gravel added, where necessary, to provide an all-weather 6 metre wide (minimum) gravel pavement on a 7 metre (minimum) formation (with the exception of the one lane, two-way, creek crossings).**
- (b) Existing floodways shall be upgraded to a minimum width of 8 metres, in accordance with SBRC Standards, and provide signage in accordance with relevant requirements.**
- (c) The pavement shall have a minimum gravel depth of 150mm, comprising Type 3.4 material.**

Grading of the Haul Route shall occur annually, or at such intervals necessary to ensure damage to the pavement surface (as a result of the operation) is appropriately managed. Gravel shall be added as required to ensure that the gravel depth is maintained at a depth of 150mm.

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.

- (4) Roadworks required prior to the extraction of**

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| | <p>over 500,000 tonnes in any 1 year, .or greater than 1,500 truckloads in any one calendar week;</p> <p>(a) Provide a bitumen sealed gravel pavement comprising a minimum 100mm Type 3.2 base, and 150mm Type 3.4 subbase, with 2 coat bitumen seal, to a schedule as agreed with Council.</p> <p>A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.</p> |
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| Original Condition/s | |
|------------------------------------|---|
| Traffic Management ENG25. | <p>Each extraction campaign to be managed through implementation of a traffic management plan for the site, commensurate with the risks and campaign intensity, including but not limited to:</p> <ul style="list-style-type: none"> • reduced road speed limits; • establishing strict speed and signage conditions along the haulage route to facilitate contraflow at narrow sections of road; • extraction during ‘dry’ weather only; • route assessment and maintenance; • implementing strict in-vehicle management to allow monitoring during haulage periods; <p><u>Advice:</u> An Operational Work application for roadworks is required for each trigger level. A maintenance period of 1 year will apply to each Operational Work approval, and the applicant will be required to maintain the road for this period.</p> <p>It is noted that the requirement for maintenance, after the 1 year maintenance period, on the section of roadworks to be constructed under this approval is not addressed under the conditions forming part of this approval.</p> |
| APPLICANT’S REPRESENTATIONS | The applicant requested an alternative Traffic Management Plan to align with the different upgrade trigger of amended condition ENG24 and reflect the upgrading activities proposed for each stage. Refer to Attachment A of this report. |
| COUNCIL OFFICER COMMENTS | The intention of the condition is for the ongoing management of quarry traffic during its operation not whilst road works is being carried out. The requested changes by the applicant are supported with additional amendments required to reflect the intention of the condition. |
| AMENDED CONDITION | |
| Traffic Management ENG25. | <p>Each extraction campaign to be managed through implementation of a A traffic management plan (TMP) for the site, commensurate with the risks and campaign intensity, including but not limited to:</p> <p>shall be prepared for the management of quarry traffic on Council’s haul route. At a minimum the TMP shall address:</p> <ul style="list-style-type: none"> • traffic management commensurate to risk, considering the volume of haulage |

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| | <ul style="list-style-type: none"> • reduced road speed limits; • establishing establishment strict of speed and signage sign conditions; along the haulage route to facilitate contraflow at narrow sections of road; • climatic (wet weather) protocols; • extraction during 'dry' weather only; • route assessment and maintenance; • establishment of a driver code of conduct. • implementing strict in-vehicle management to allow monitoring during haulage periods; <p><u>Advice:</u> An Operational Work application for roadworks is required for each trigger level. A maintenance period of 1 year will apply to each Operational Work approval, and the applicant operator will be required to maintain the road for this period. For ongoing maintenance the operators attention is drawn to Advice Note ADV4.</p> <p>It is noted that the requirement for maintenance, after the 1 year maintenance period, on the section of roadworks to be constructed under this approval is not addressed under the conditions forming part of this approval.</p> |
|--|--|

| Original Condition/s | |
|------------------------------------|--|
| Advice ADV1. | Section 341(1)(a) of the <i>Sustainable Planning Act 2009</i> provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period. |
| APPLICANT'S REPRESENTATIONS | Refer to Attachment A of this report. |
| COUNCIL OFFICER COMMENTS | The applicant's representations align with the new Act and is considered relevant to establish this level of use. The condition is to be amended to reflect the Planning Act currency period for a Material Change of Use. |
| AMENDED CONDITION | |
| Advice ADV1. | Section 341(1) (a) (b) of the <i>Sustainable Planning Act 2009</i> provides that, if this approval is not acted upon within the period of four (4) six (6) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period. |

2.0 CONCLUSION

On this basis of this report, it is recommended that Council pursuant to Section 363 of the *Sustainable Planning Act 2009* issue a Negotiated Decision Notice.

All other conditions of development approval have been retained as per Council's Decision Notice dated 13 June 2018 with a currency period of six (6) years.

ATTACHMENT A – NEGOTIATED DECISION NOTICE REQUEST



Department Principal:
Tegan Smith
Project Contact:
Megan Benham

9 August 2018
Ref: 1677.DA1.320.012

Chief Executive Officer
South Burnett Regional Council
PO Box 159
Caboolture QLD 4510

Via email: info@southburnett.qld.gov.au
Attention: Chris Du Plessis, Manager Planning and Land Management

ABN: 13 609 422 791

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E: info@groundwork.com.au

Dear Chris

DEVELOPMENT APPROVAL REFERENCE: MCUI2016/0009

MATERIAL CHANGE OF USE – DEVELOPMENT PERMIT FOR EXTRACTIVE INDUSTRY AND ASSOCIATED ACTIVITIES AND ENVIRONMENTALLY RELEVANT ACTIVITIES AT 1551 MANAR ROAD, BOONDOOMA QLD 4613, PROPERLY DESCRIBED AS LOT 7 B0179

Groundwork Plus continue to act on behalf of Sabre Resource Industries with regards to the approved Material Change of Use – Development Permit for Extractive Industry and associated environmentally relevant activities at Manar Road, Boondooma properly described as Lot 7 B0179. Council approved the development on 13 June 2018, with the decision notice received via email on 15 June 2018.

In accordance with section 361(1) of the *Sustainable Planning Act 2009* ("SPA") we provide representations to conditions included within the decision notice.

1. CONDITIONS MCU6 AND ENG23

Keeping of Records

MCU6. 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 ten (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.

Road Upgrading

ENG23. 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. Once the works to Manar Road and the associated maintenance period is over, such reporting is to be reduced to twelve (12) monthly reporting.

Request:

Conditions MCU6 and ENG23 both seek for records to be kept of the total tonnage of material transported from the site. No objection is held to providing this information to Council. However, Conditions MCU6 and ENG23 require the operator to provide data at different times throughout the year.

For consistency, and given that ENG23 contains additional elements, it is requested that Condition MCU6 be deleted and Condition ENG23 remain unchanged.

2. CONDITION ENG7

ENG7. Provide Council with a maintenance bond in an acceptable form equal to 5% of the value of Council's infrastructure prior to commencement of the maintenance period

ADV4. Where applicable, maintenance costs of the approved haul route 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.

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.

Request:

It is accepted that works are required to Manar Road, prior to the commencement of use and at practical intervals commensurate to the scale and intensity of the operation. Condition ENG7 requires a maintenance bond to be provided prior to commencement of a maintenance period. It is our view that this condition would be more appropriately applied to a subsequent operational works permit for road works.

Notwithstanding this, it is noted that Advice Note ADV4 allows Council to recoup any maintenance costs on the haulage route (where maintenance works are as a direct result of the operation). It is considered that the special rating system is sufficient to ensure that Manar Road is appropriately maintained at all times during the life of the operation. It is therefore requested that Condition ENG7 be deleted.

3. CONDITION ENG24

ENG24. 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) Existing grids shall be upgraded to a minimum width of 8 metres
- b) Signage shall be installed at each one-lane creek crossings to control two-way movement
- c) Signage shall be installed at the site entry and within 100m either side of the site entry to advise that "quarry trucks turn ahead".
- d) Signage shall be installed at the intersection of Manar Road and Mundubbera-Durong Road to advise that "quarry trucks use this road".
- e) 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;
- f) The pavement shall be upgraded to have a minimum gravel depth of 125mm comprising Type 3-4 material.

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 150,000t.

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, comprising Type 3-4 material
- c) Existing floodways shall be upgraded to a minimum width of 8 metres, in accordance with SBRC Standards, and provide signage in accordance with relevant requirements

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

Trigger: Haulage of material over 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 150,000t.

Summary of Works Required:

- a) Haul Route - Provide a 7 metre wide gravelled pavement on an 8 metre formation;
- b) Provide a bitumen sealed gravel pavement comprising a minimum 100mm Type 3.2 base, and 200mm Type 3.4 subbase, with 2 coat bitumen seal.
- c) Upgrades to the road alignment shall be made where required, in accordance with South Burnett Regional Council standards.

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

Timing: Once the trigger level has been exceeded

Request:

In its current form Condition ENG24 requires a number of roadworks along Manar Road including, but not limited to:

- 4m wide and 6m formation gravel road (125mm gravel depth, type 3.4 material) prior to the commencement of the use;
- 6m wide and 8m formation gravel road (200mm gravel depth, type 3.4 material) after haulage in excess of 20,001 tonnes per annum; and
- 7m wide and 8m formation (200mm gravel depth, type 3.4 material with additional 100mm, type 3.2 material) plus 2 coat bitumen seal after haulage in excess of 100,000 tonnes per annum (averaged over 2 years).

Condition ENG24 includes other requirements such as signage and grid upgrades.

Production of quarry materials is solely dependent on market demand and therefore annual production will fluctuate over the life of the operation. Large up-front capital expenditure prior to any production occurring can result in the operation not being feasible. It is important that road upgrades are commensurate to impacts and therefore a level of flexibility is required to ensure that the use can establish, and that the ongoing feasibility of production is maintained.

In collaboration with Bryce Trevilyan (Principal Traffic Engineer – RPEQ #7745) of Traffic and Transport Plus, it is suggested that an holistic approach to roadworks is warranted. This approach must be cognisant of, and commensurate to, the actual impact generated by the operation as well as the current operated characteristics of Manar Road.

Table 1 below provides an estimate of the number of trucks generated by the operation, with reduced vehicle mass based on Council conditions. Table 1 has been prepared based on previously provided parameters. These parameters are based on assumptions, which are considered reasonable, if not conservatively high, and reflective of an appropriate 'design' level of operation:¹

- Working weeks per year: 50 weeks
- Working days per week: 5.42 days (= 5 week days + 5 hours on Saturday)
- Working hours per day: 12 hours (weekdays)
- Weighted average mass per vehicle: 20 tonne per vehicle

Note: As per Condition ENG27 of the decision notice B-Doubles are not permitted on Manar Road. Therefore, 20t payload truck will primarily be used to transport the quarried products.

Table 1: Truck movements

| Maximum production rate per annum | Daily truck volumes (two way = (production rate / weeks / days / mass) x 2) <i>*Note: assumed truck volumes in & out of site are the same</i> | Average truck movements per hour (= Daily truck volumes / 12) |
|-----------------------------------|---|--|
| 40,000 | 15 | 1.23 |
| 100,000 | 37 | 3.08 |
| 200,000 | 74 | 6.15 |
| 300,000 | 111 | 9.23 |
| 400,000 | 148 | 12.30 |
| 500,000 | 185 | 15.38 |
| 600,000 | 221 | 18.45 |
| 700,000 | 258 | 21.53 |
| 800,000 | 295 | 24.60 |

¹ Traffic and Pavement Impact Assessment Report, prepared by Traffic and Transport Plus, dated 7 June 2017 (Page 7)

1677.DA1.340.012r1_LTRO_Council_Representations on decision notice

As previously suggested to Council, the Rockhampton Council's *Upgrading of Unsealed Rural Roads to Sealed Road Standard*² ('Rockhampton standard') states that "...An unsealed rural road must be in the range of 150-500 AADT (Annual Average Daily Traffic). A road will not be considered for a minimum standard if there is less than 150 AADT unless there are significant issues shown in assessment score. A road that has an AADT greater than 500 will qualify for a full road design".³ This standard is based on Austroads design standards.⁴

Further, the Lower Order Road Design Guidelines⁵ ('LORDG') asset classification and usage are generally:

- Minor road: 50-150vpd
- Local access road: 10-50vpd
- Formed track: <10vpd

The tube count survey undertaken at Manar Road in April 2017 observed an average daily traffic volume of 34vpd.⁶

Applying the LORDG, a local access road standard would be commensurate to the scale of the operation up to 40,000 tonnes per annum. After this, a minor road standard would be commensurate to the scale of the operation for up to 350,000 tonnes per annum. As per the Rockhampton Standard, it is our view that the sealing of Manar Road is not warranted.

Notwithstanding the above, and being cognisant of the aforementioned desire to identify works commensurate with impact in an economically plausible way, four (4) trigger levels are provided for Council consideration, as outlined below:

ENG24: *The applicant shall undertake the upgrades described below (where applicable and as a direct result of the operation) on approved haul routes to South Burnett Regional Council standards, for the relevant trigger levels shown below:*

(1) *Roadworks to be undertaken prior to commencement of the use;*

- (a) *All works identified in the "Draft identified locations for works" prepared by Traffic and Transport Plus and received by Council on 11 May 2018.*
- (b) *Grading of the Haul Route shall occur annually, or at such intervals necessary to ensure damage to the pavement surface (as a result of the operation) is appropriately managed. Gravel patching of the existing road pavement may be required and should be undertaken in collaboration with Council.*

(2) *Roadworks required prior to extraction of over 100,000 tonnes per annum averaged over 3 consecutive annual periods (Maximum of 150,000 tonnes in any 1 year);*

- (a) *Haul Route – a gravel re-sheet shall be provided in critical locations as agreed with Council.*
- (b) *The pavement shall have a minimum gravel depth of 150mm, comprising Type 3.4 material.*

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.

(3) *Roadworks required prior to extraction of over 350,000 tonnes per annum averaged over 3 consecutive annual periods (Maximum of 500,000 tonnes in any 1 year)*

- (a) *Haul Route - The existing formation and pavement shall be shaped and re-sheeted with gravel added, where necessary, to provide an all-weather 6 metre wide (minimum) gravel*

² Upgrading of Unsealed Rural Roads to Sealed Standard – Procedure No. Pro.11.4*, Rockhampton Regional Council, October 2011

³ Traffic and Pavement Impact Assessment Report, prepared by Traffic and Transport Plus, dated 7 June 2017 (Page 15)

⁴ Guide to the Geometric Design of Rural Roads, Urban Road Design – Geometric Design for Major Urban Roads, Pavement Design – A Guide to the Structural Design of Road Pavements, Austroads, various dates

⁵ Lower Order Road Design Guidelines, Institute of Public Works Engineering Australasia Queensland, dated 2016

⁶ Traffic and Pavement Impact Assessment Report, prepared by Traffic and Transport Plus, dated 7 June 2017 (Page 15)

- pavement on a 7 metre (minimum) formation (with the exception of the one lane, two-way, creek crossings).*
- (b) Existing floodways shall be upgraded to a minimum width of 8 metres, in accordance with SBRC Standards, and provide signage in accordance with relevant requirements.*
 - (c) The pavement shall have a minimum gravel depth of 150mm, comprising Type 3.4 material.*

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.

- (4) Roadworks required prior to the extraction of over 500,000 tonnes in any 1 year.*
 - (a) Provide a bitumen sealed gravel pavement comprising a minimum 100mm Type 3.2 base, and 150mm Type 3.4 subbase, with 2 coat bitumen seal, to a schedule as agreed with Council.*

A staging/implementation plan shall be prepared and approved by Council to stage and prioritise the works identified for this trigger.

The above conditions encapsulate:

- "up-front" works;
- scheduled maintenance strategy/works; and
- staged upgrading works.

An important observation with respect to the second trigger level is that at a haulage level of 100,000 tonnes per annum an average of approximately 3 haulage truck movements per hour (total two-way) would utilise Manar Road (refer to Table 1). This indicates approximately 1.5 haulage truck movements per hour each way, which for an approximately 15 minute drive distance would constitute a less than 50% chance of any one driver actually passing a quarry truck while travelling along Manar Road.

It is considered that these works, along with works and contributions conditioned by the Department of Transport and Main Roads will holistically provide for safe and efficient use of the external road network for all road users, including Manar Road and the State-controlled road network.

It has been confirmed with Bryce Trevilyan (Principal Traffic Engineer – RPEQ #7745) that the proposed suite of conditions, which include significant immediate improvements to portions of Manar Road benefitting all road users, along with cognisance of the additional use of road infrastructure by both light and heavy vehicles associated with the proposed Boondooma Quarry site, will provide for an holistic nett benefit to the overall safe and efficient use of the road infrastructure. It is considered that with suitable management, the use of Manar Road for vehicles associated with the operation, at the forecast staged volumes, would be satisfactory.

It is acknowledged that whilst not all risk associated with the increased use of the roads and intersections can be removed, that the elements of up-front works, staged improvement works, proposed ongoing maintenance and other operational procedures will provide for an holistic improvement in overall safety, most notably by way of providing significant safety improvements to existing sub-standard elements of Manar Road.

Furthermore, it is noted that Advice Note ADV4 allows Council to recoup any maintenance costs on the haulage route (where maintenance works are as a direct result of the operation). It is considered that the special rating system is sufficient to ensure that Manar Road is appropriately maintained at all times during the life of the operation.

In summary, it is requested that Condition ENG24 be amended as detailed above. No objection is held to an additional condition being imposed which requires a RPEQ to certify that the alignment of the road (width and geometry) is suitable for the anticipated number of truck haulage movements generated per day, at each threshold.

4. CONDITION ENG25

- ENG25. Each extraction campaign to be managed through 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;
 - establishing strict speed and signage conditions along the haulage route to facilitate contraflow at narrow sections of road;
 - extraction during 'dry' weather only;
 - route assessment and maintenance;
 - implementing strict in-vehicle management to allow monitoring during haulage periods;

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

It is noted that the requirement for maintenance, after the 1 year maintenance period, on the section of roadworks to be constructed under this approval is not addressed under the conditions forming part of this approval.

Request:

No objection is held to providing a Traffic Management Plan ("TMP") during roadworks which is commensurate with the scale and intensity of the operation at the time. It is understood that the intent of this condition is to ensure that traffic associated with the operation, and other road users, are not unreasonably disrupted while roadworks are being undertaken on Manar Road.

As contemplated by Condition ENG24 roadworks may occur in a staged manner. It is therefore suggested that the TMP needs to allow for flexibility in management measures which respond to the on-ground situation.

In this respect, the following comments are provided:

- Traffic management will be reflective of the volume of haulage from the operation at the time of works;
- The location and duration of roadworks may not necessitate the reduction of speed limits for all, or parts, of the haulage route;
- The location, type and number of signs required along the haulage route will be determined during the preparation of the TMP;
- Ongoing extraction, within the site, does not affect the traffic generation along the haulage route;
- Climatic, including wet weather, protocols will be considered during the preparation of the TMP (the current condition inadvertently limits extraction in wet weather);
- A Drivers Code of Conduct has been prepared and is attached for Council's reference. This Drivers Code of Conduct will apply to all employees or contractors associated with the operation.

It is therefore requested that Condition ENG25 be amended to read as follows:

- ENG25.** A Traffic Management Plan (TMP) shall be prepared prior to each identified trigger point. At a minimum the TMP shall address:
- traffic management commensurate to risk, considering the volume of haulage;
 - road speed limits;
 - establishment of speed and sign conditions;
 - climatic (wet weather) protocols;
 - route assessment and maintenance;
 - establishment of a driver code of conduct.

Advice: An Operational Work application for roadworks is required for each trigger level. A maintenance period of 1 year will apply to each Operational Work approval, and the operator will be required to maintain the road for this period. For ongoing maintenance the operators attention is draw to Advice Note ADV4.

5. CONDITION ENG25

ADV1. Section 341(1)(a) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.

Request:

In accordance with section 341(1)(b) of the *Sustainable Planning Act 2009* ('SPA') an approval lapses if the development is not started within the stated period from when the development takes effect.

Under the SPA, the relevant period was taken to restart on the day of the latest related approval. However, as the SPA is now repealed any future operational works would not have the opportunity to make use of this provision as these would be lodged under the *Planning Act 2016*.

Under section 85(1)(a)(ii) of the *Planning Act 2016* the default currency period for a material change of use is 6 years.

It is therefore requested that Advice Note ADV1 be amended to identify a relevant period of 6 years.

Should you have any queries in relation to the above, please contact me by telephone: (07) 3871 0411 or by email: mbenham@groundwork.com.au.

Yours faithfully
Groundwork Plus



Megan Benham
Senior Town Planning Consultant

8.3 Property (P)

Officer's Reports

- 8.3.1 P - 2555714 - Proposed lease to Motors in Motion Inc over freehold, Council-owned land, being part of Lot 19 on SP156297, Bunya Avenue, Wondai, to store equipment and hold the Wondai Street Sprints annual event**

Document Information

ECM ID 2555714

Author Manager Property

**Endorsed
By General Manager Finance**

Date 29 November 2018

Précis

Proposed lease to Motors in Motion Inc over freehold, Council-owned land, being part of Lot 19 on SP156297, Bunya Avenue, Wondai, to store equipment and hold the Wondai Street Sprints annual event.

Summary

Council to provide security of tenure to Motors in Motion Inc by offering a lease to occupy land adjacent to Council's Wondai Water Treatment Plant, on Bunya Avenue, Wondai, in accordance with Section 236 of the Local Government Regulation 2012.

Officer's Recommendation

That Council enter into a lease with Motors in Motion Inc to store equipment, and licence the use of the property for the annual event, Wondai Sprints.

Financial and Resource Implications

Rent for the lease will be a concessional rent applied to all community and not for profit groups of \$75.00 per year (excluding GST). The Motors in Motion Inc will be responsible for all other charges levied against the property including rates, water and waste charges.

Council will bear the cost of survey, lease preparation and fees associated with registration of the survey plan and the lease on the property titles.

Ongoing management of the lease will be undertaken by Senior Lease Officer within the Property Department of Council.

Link to Corporate/Operational Plan

- ECS2.1 Encourage and support community organisations to enhance their sustainability.
GO3.1 Promote and support the development of the South Burnett as a premier tourist destination

Communication/Consultation (Internal/External)

Council has been in ongoing discussions with the Motors in Motion Inc and will draft a lease for their consideration.

Council's Wondai Water Treatment Plant has offered no objection for the location of the storage of the equipment by Motors in Motion Inc.

Legal Implications (Statutory Basis, Legal Risks)

Offer of lease is in accordance with Section 236 of the Local Government Regulation 2012.

Policy/Local Law/Delegation Implications

No policy implications.

Asset Management Implications

Offer of lease to Motors in Motion Inc formalises occupation of property which will be maintained by the lessee.

Report

Property Details:

- RPD: Lease and licence over part of Lots 19 on SP156297 and 100 on SP186437 (as shown approximately on the attached plan)
Area: about 9,000 square metres (lease)
about 7,500 square metres (licence)
Tenure: Freehold
Owner: South Burnett Regional Council
Zone: Under the South Burnett Regional Council Planning Scheme v.1.2
Lot 19 – Low impact Industry and Lot 100 – Medium Impact Industry

The Wondai Street Sprints inaugural event was in 2016 and has grown over the past 2 years. Equipment, such as bollards and concrete barriers used for the street sprints, has been stored on the land since 2016. A lease will formalise the use of the area to store equipment and also licence a portion of the property to be used by Motors in Motion Inc during the event. The lease area and licence areas are shown on the attached map.

Access for the lease will be from Bunya Avenue.

The area of the lease is not required by Council for any purpose at this time. However, expansion of the Wondai Water Treatment Plant within the lot may be required by Council in the future. There are no improvements on the area of the lease and licence. The lease conditions will prohibit building structures or permanent improvements on the lease area include a clause to ensure the lease can be amended or terminated in the event the land is required by Council.

Attachments

1. *Proposed Lease aerial map*



8.3.2 P - 2557227 - Proposed lease to Burnett Inland Economic Development Organisation Inc (BIEDO) for commercial space at Council-owned building, 80 Gore Street, Murgon to occupy as the head office of BIEDO

Document Information

ECM ID 2557227

Author Manager Property

**Endorsed
By General Manager Finance**

Date 4 December 2018

Précis

Proposed lease to Burnett Inland Economic Development Organisation Inc (BIEDO) for commercial space at Council-owned building, 80 Gore Street, Murgon to occupy as the head office of BIEDO.

Summary

Council to provide commercial space to BIEDO by offering a lease to occupy commercial space within the building at 80 Gore Street, Murgon. The lease is offered in accordance with Section 236 of the Local Government Regulation 2012.

Officer's Recommendation

That Council enter into a lease with BIEDO for their head office at 80 Gore Street, Murgon.

Financial and Resource Implications

Rent for the lease will be a concessional rent applied to all community and not for profit groups of \$75.00 per year (excluding GST). BIEDO will be responsible for all other charges levied against the property including rates, water and waste charges, and utilities and services connected to or used by BIEDO at the premises.

Ongoing management of the lease will be undertaken by Senior Lease Officer within the Property Department of Council.

Link to Corporate/Operational Plan

ECS2.1 Encourage and support community organisations to enhance their sustainability.

Communication/Consultation (Internal/External)

Council has been in ongoing discussions with BIEDO and lease will be drafted for their consideration.

Legal Implications (Statutory Basis, Legal Risks)

Offer of lease is in accordance with Section 236 of the Local Government Regulation 2012.

Policy/Local Law/Delegation Implications

No policy implications.

Asset Management Implications

Offer of lease to BIEDO extends the current occupancy of part of the commercial space and will allow for expansion of the BIEDO head office to include meeting space. The lease will formalise occupation of premises which will be maintained by the lessee.

Report

Property Details:

RPD: Lease over part of the building on Lot 1 on M55124 (as shown approximately on the attached plans)
Area: about 51.6 square metres
Tenure: Freehold
Owner: South Burnett Regional Council
Zone: Local Centre under the South Burnett Regional Council Planning Scheme v.1.2

BIEDO are a community organisation that supports economic development across the South Burnett and North Burnett regions and has been established for over twenty years.

Previously located at Wondai, BIEDO moved its offices to Murgon in 2016 into offices at 80 Gore Street. Adjoining offices became vacant and BIEDO have expressed an interest in expanding and take up that vacant office space.

Improvements made to the office space includes new floor coverings and painting.

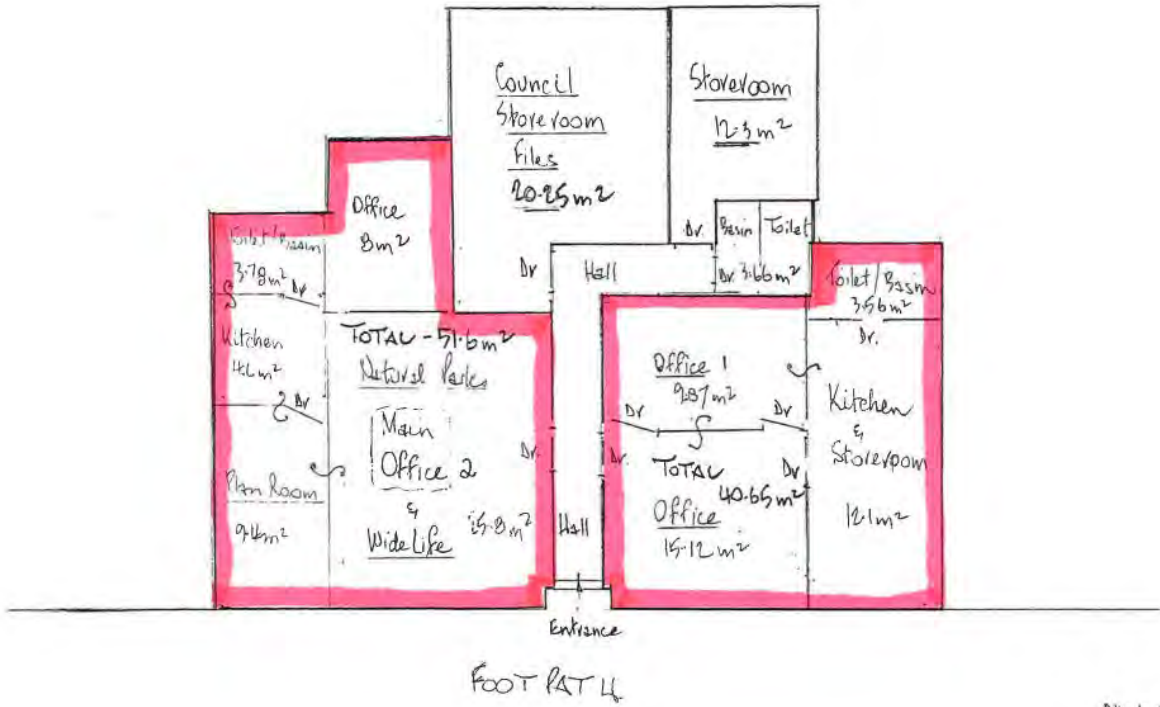
BIEDO will use the office space as a meeting room and adjoining small office and facilities.

The 80 Gore Street building forms part of Murgon Public Hall complex which is registered under the Queensland Heritage Act 1992.

Attachments



- 1. Proposed Lease Area – floor plan – 80 Gore Street**

OLD COUNCIL OFFICES
GORE ST.
1:100



1. Aerial Map – 80 Gore Street, Murgon



| | | | | |
|--|---|---|------------------|---|
|  <p>SOUTH BURNETT REGIONAL COUNCIL</p> | <p>South Burnett Regional Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that SBRC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.</p> | <p>PROPOSED LEASE BIEDO 80 Gore Street (pink)</p> | <p>4/12/2018</p> |  |
| | | | <p>1:500</p> | |

9. Portfolio - Water, Waste Water, Waste Management, Sport & Recreation

9.1 Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report

Document Information

ECM ID 2556120

Author Cr Roz Frohloff

Date 12 December 2018

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 - 2557027 - Adoption of the South Burnett Sport and Recreation Infrastructure and Strategic Plan 2018-2028

Document Information

ECM ID 2557027

Author Manager Natural Resource Management and Parks

Endorsed By General Manager Corporate Services

Date 4 December 2018

Précis

Adoption of the South Burnett Sport and Recreation Infrastructure and Strategic Plan 2018-2028.

Summary

In August 2017, Council commissioned ROSS Planning Pty Ltd to assist Council in the development of a Sport and Recreation Infrastructure and Strategic Plan. Substantial research and community consultation has been undertaken over the past 15 months as part of the development of the plan.

Following the initial release of a draft plan for public consultation in May 2018, feedback was considered and an amended draft plan was released for a further period of public consultation during October/November 2018. Final feedback received has been collated, and considered by Council prior to the plan being finalised and presented for adoption.

The Plan will assist Council to:

- evaluate community requests for support and financial assistance within a strategic framework;
 - prepare operational plans and project relevant expenditure for the next 10 years; and
-

- ensure 'shovel ready' projects to leverage external funding sources when they become available.

This report presents and seeks adoption of the Plan.

Officer's Recommendation

That the South Burnett Sport and Recreation Infrastructure and Strategic Plan 2018-2028 be received and adopted.

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 Plan will be considered by Council in future planning and 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"> • Benarkin (2) • Brisbane (3) • Ellesmere (1) • Hivesville (5) • Kingaroy (13) • Kumbia (12) • Mondure (1) • Murgon (1) • Nanango (1) • Proston (3) • Stonelands (1) • Wondai (10) • Wooroolin (2) • Unknown (3) |
| One-on-one meetings / group meetings | Blackbutt (Sunday 20 May 2018) – approximately - 7 people 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 workshop | 19 September 2018 – review submissions on draft Plan |
| Council Meeting | 10 October 2018 - Endorsement of draft plan for release |

| | |
|---|--|
| | for further public consultation |
| <i>Consultation post draft Plan release</i> | |
| Community comment invited | 11 October 2018 – 7 November 2018 |
| Written submissions | 10 x written submissions from: <ul style="list-style-type: none"> • Blackbutt (1) • Chelmsford (1) • Kingaroy (3) • Nanango (2) • Moffatdale (1) • Unknown (2) |
| Portfolio / Councillor workshop | 28 November 2018 – review submissions on draft Plan |
| <i>Council Meeting</i> | <i>12 December 2018 - proposed adoption of final plan</i> |

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 Plan to address the expressed aspirations, concerns and needs. The summary of changes to the draft plan(V5.1), which now form part of the plan presented for adoption, 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 15 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

- Shade is provided in key activity areas, in green corridors and along walk and cycle routes.
- Informal recreation and physical activity:
 - 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. change rooms 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.

Adoption of Plan

This report presents and seeks adoption of the Plan

Sport and Recreation Infrastructure and Strategic Plan 2018-2028

Summary of changes 04/12/2018

| | |
|--------|---|
| PG 6 | Population Figures changed to 32168 as per 2016 census |
| PG 8 | Regionally Significant – wording removed |
| PG 14 | Toowoomba – word added |
| PG 20 | Capital Letters – changed |
| PG 41 | Demolish the third court - removed |
| PG 53 | Council-Wide – Added word Nanango (all Council owned pools now listed) Kingaroy – Added word Support the ... Nanango – Reconstruct the Nanango Netball court wording (removed) and change to Support Nanango Netball Club with further development of court and facilities. |
| PG 62 | Capital Letters Needed – Rail Trail – changed word to KKRT |
| PG 66 | K46 – Carew Park – changed wording K47 – Earle Park – new to document |
| PG 74 | N17 - wording changed – redevelopment of existing grass courts |
| PG 87 | W17 – changed wording from remove to review |
| PG 88 | Current Population changed from 633 to 836 as per census 2016 |
| PG 91 | Current Population changed from 217 to 61 as per census 2016 |
| PG 92 | KU2 - Wording removed – Rationalised the third court |
| PG 94 | Map amended (Hall & Sports Ground) |
| PG 95 | Green space removed from bottom of map |
| PG 98 | 7km from Murgon removed – replace with 7 km from Wondai |
| PG 98 | Map amended – (Hall & Sports Ground) |
| PG 99 | Removed wording swimming pools |
| PG 100 | Removed wording swimming pools |
| PG 107 | CW2 – Wording changed |
| PG 109 | CW23 – HTLS – Wording added |
| PG 116 | Apex Club wording removed |
| PG 118 | N17 - wording changed – redevelopment of existing grass courts |
| PG 119 | M8 – wording changed to Murgon Swimming Pool |
| PG 121 | KU2 - Wording removed – Rationalised the third court |
| PG 120 | W7 & W8 – Netball Club removed as project leader |
| PG 122 | H1- removed word swimming pool |
| PG 123 | P3 – removed word swimming pool |



SOUTH BURNETT
REGIONAL COUNCIL



Sport and
Recreation
Infrastructure and
Strategic Plan
2018-2028



ross
planning





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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.

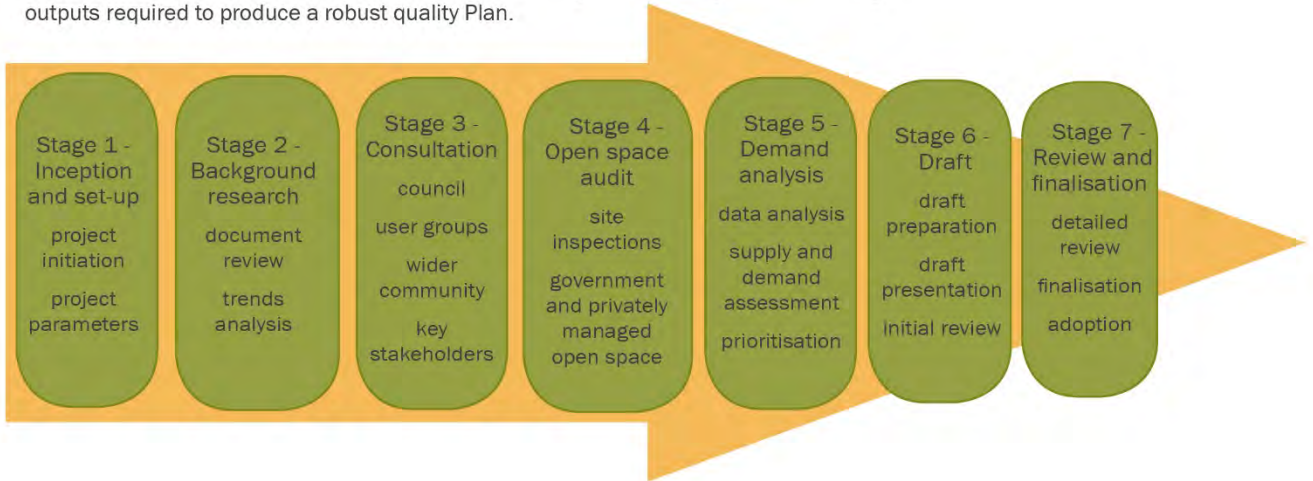
Wide-ranging engagement was undertaken to ensure community and Council perception and preference assisted to identify demand. A summary of the engagement strategy and key outcomes is included in a separate section.

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 activity¹

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

¹ 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

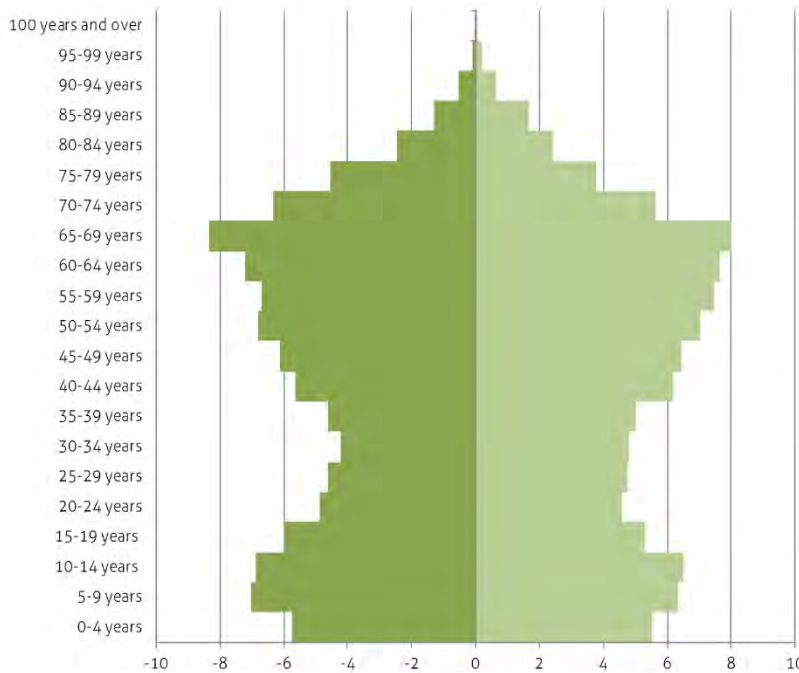
The estimated resident population of South Burnett was 32,186 in 2016. Population projections developed by the State Government in 2012 project that South Burnett will be home to 36,439 residents by 2026 (low series). This represents an additional 3,692 residents over a ten year period, or low steady growth.

| Year | 2011 | 2016 | 2021 | 2026 | 2031 |
|---------------------------------|--------|--------|--------|--------|--------|
| Population (recorded/projected) | 31,803 | 32,186 | 35,283 | 36,439 | 37,599 |

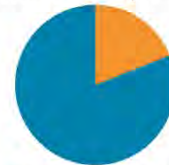
Age and life cycle stage

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

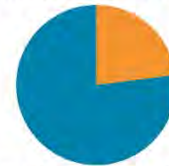


Children (0-14)



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

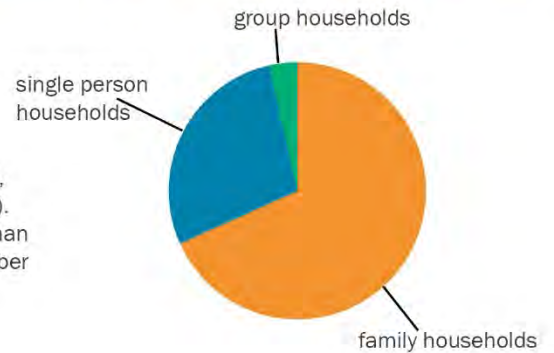
families in South Burnett
1.9 children per family with children



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 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 Federation¹.

¹ 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 |

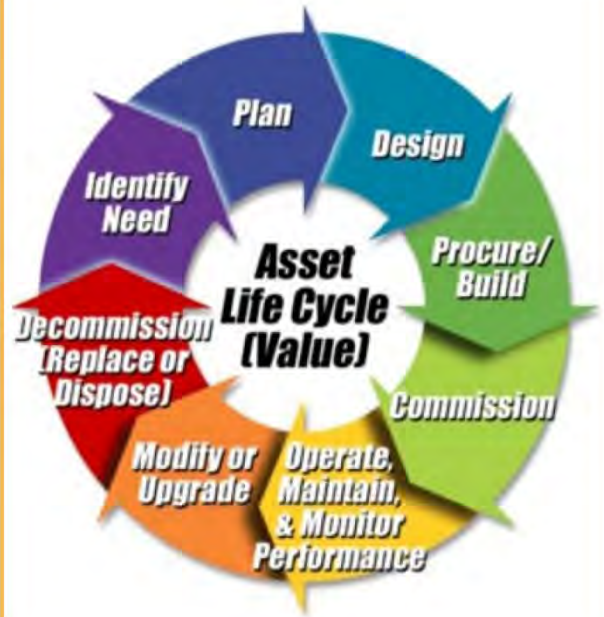


Asset management

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'¹. 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 Kilkivan 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.'*²

¹ *South Burnett Healthy Communities Plan 2010*
² *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

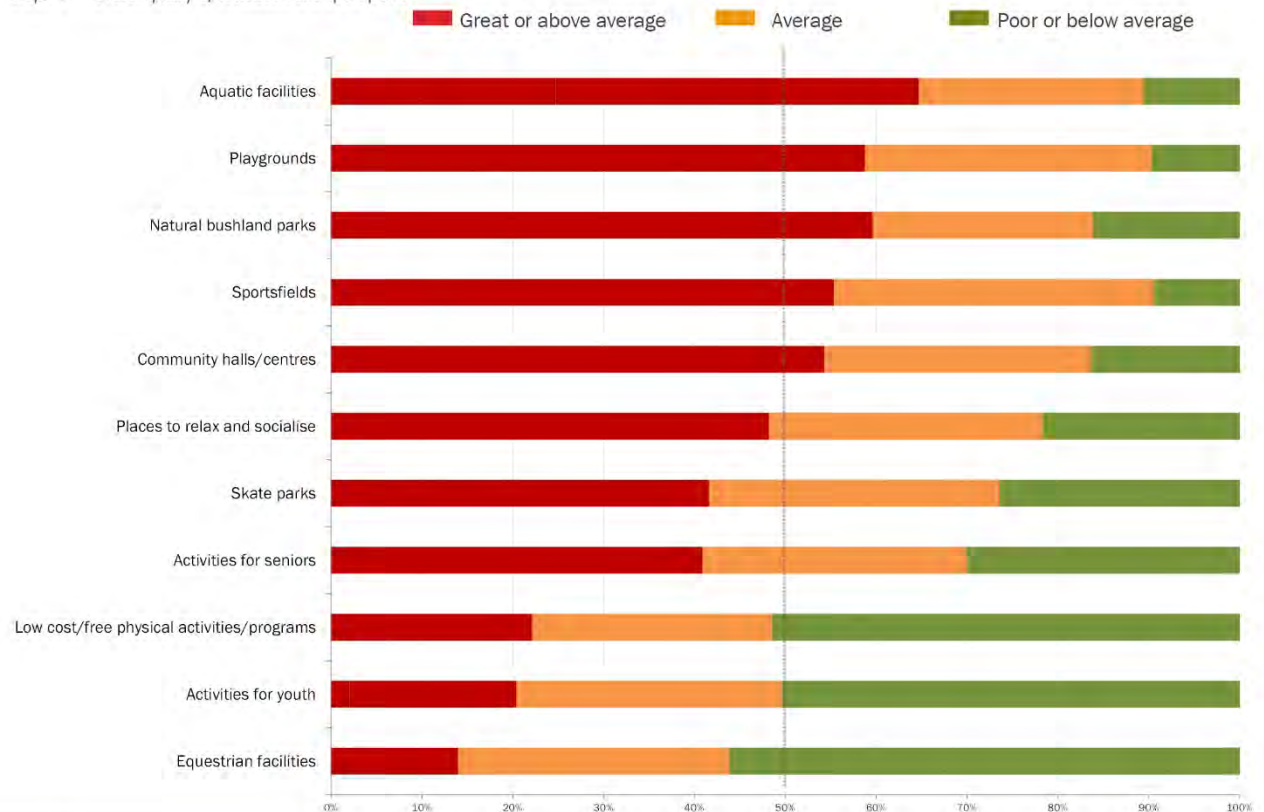
Community engagement to inform this Plan included a community survey. Survey responses revealed that Council has created an environment where:

- » 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 Council¹.

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.

¹ 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 Kilkivan 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 Kilkivan 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 Kilkivan 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, Toowoomba, South Burnett and Gympie local government areas².

² *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

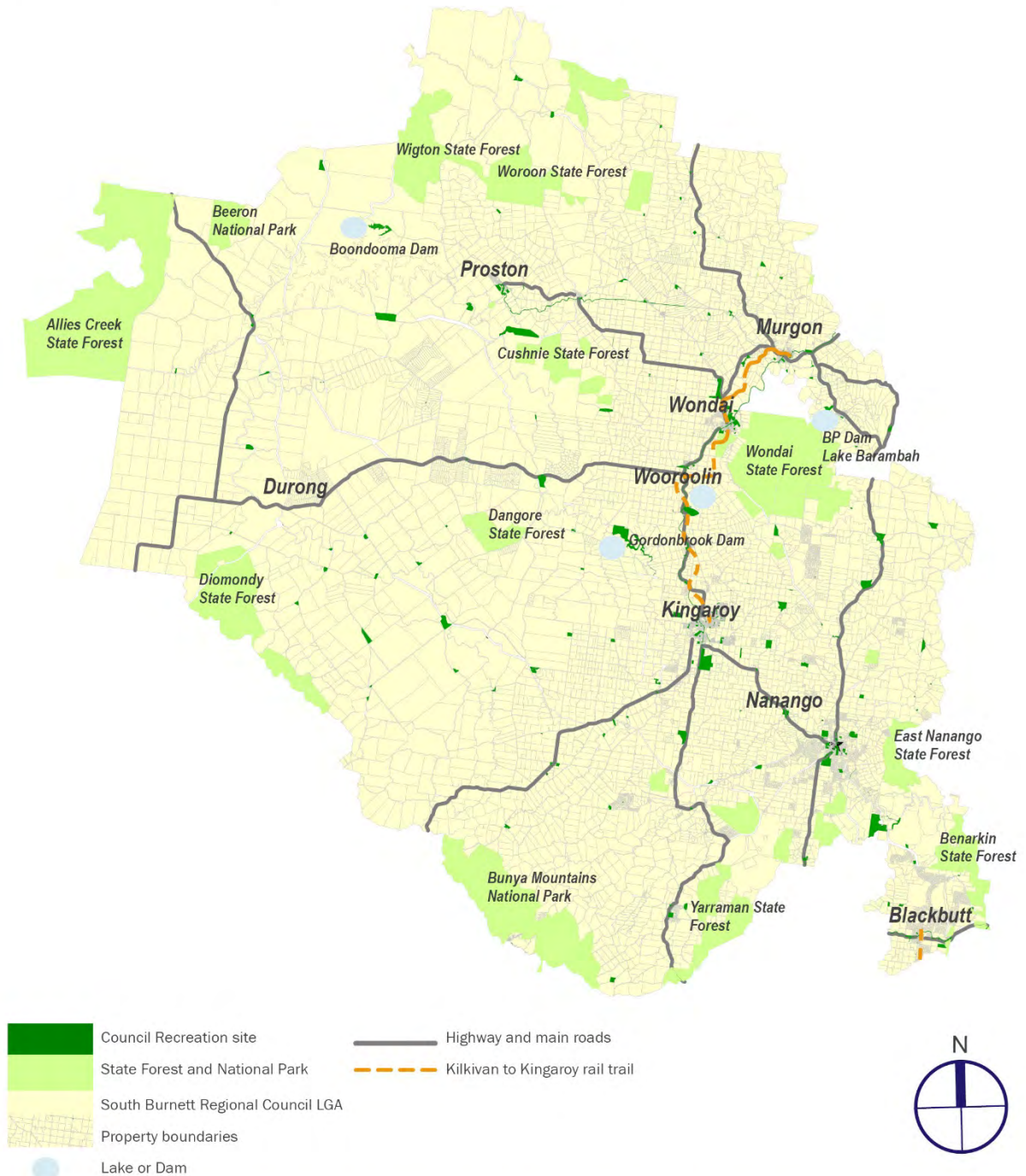
State Forests as well as National and Conservation Parks exist within easy access to many villages and towns within the South Burnett and include opportunities for outdoor recreation. The increasing trend in unstructured activities compared with traditional activities such as sport, is leading more people 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 experiences¹.

¹ *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 results¹ 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).

¹ 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 | <p>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.</p> |  <p>Butter Factory Park, Nanango</p> |
| 2 | Town recreation park | <p>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.</p> <p>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.</p> <p>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.</p> |  <p>Memorial Park, Kingaroy</p> |
| 3 | Regional recreation park | <p>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.</p> <p>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.</p> <p>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.</p> <p>Regional Parks generally require good public transport and pedestrian/cycle access or be capable of supporting significant car parking.</p> |  <p>Bjelke-Petersen Dam, Lake Barambah</p> |



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.


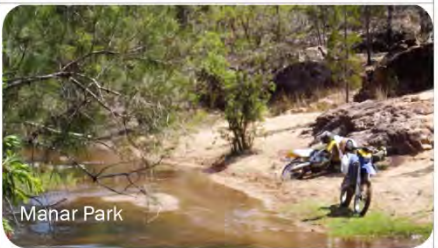


There are three hierarchies within the sports parks classification. Detailed park typologies are included in the Appendix.

| | | | |
|---|-------------------------|---|---|
| 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"> » amenity block with no club facilities (e.g. no changerooms or canteen) » informal car parking » simple play node. |  <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"> » basic spectator seating » amenities and canteen building » storage facilities » formalised car parking » floodlights that enable evening training » floodlights that enable evening competition games on at least one field/oval/court. <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"> » aquatic facilities » indoor sports facilities » tennis facilities. |  <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 | <p>Land acquired or zoned for open space purposes to protect assets, or to be embellished in the future to meet community demand.</p> <p>The land may be a vacant (mown) or covered with vegetation (not of ecological significance).</p> |  <p>Earle Park, Kingaroy</p> |
| 2 | Private | <p>Privately owned open space facility that may provide frequent or infrequent access for sport and recreation purposes.</p> |  <p>Manar Park</p> |
| 3 | Camping | <p>Council-owned or -managed land developed as a camping (or caravan) facility.</p> |  <p>Proston overnight camping</p> |
| 4 | Utility | <p>Typically constrained open space with limited formal recreation value. May include telecommunication and electrical infrastructure easements, drainage corridors and water bodies.</p> |  <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)¹.

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

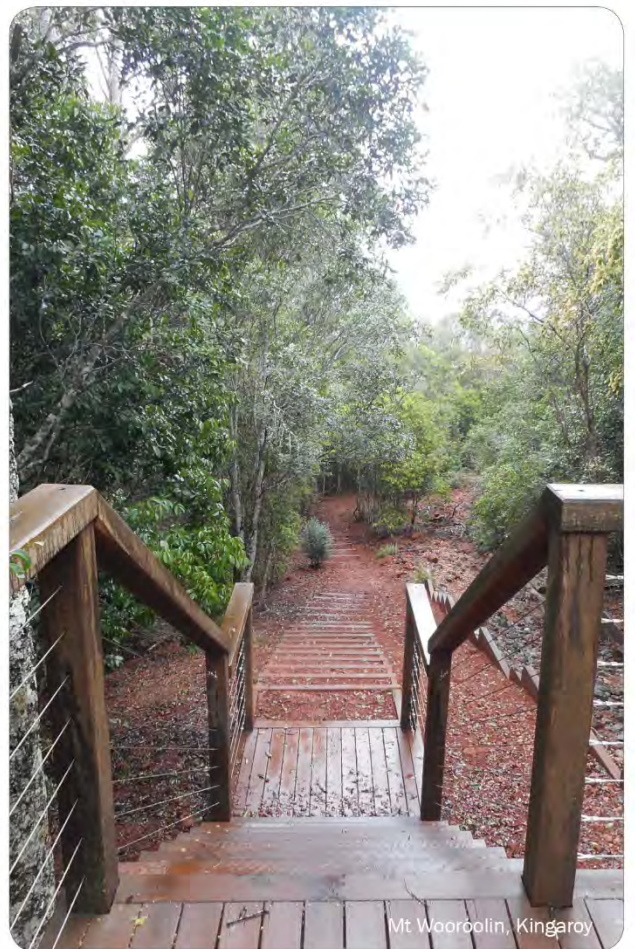
Where open space parcels are undeveloped, are poorly located, are attracting regular anti-social behaviour and/or are not providing recreation opportunities desired by the nearby catchment (and are thus sitting idle), opportunities may exist to rationalise the land. Depending on the land tenure, this 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.

¹ ABS, Census data, 2016



Memorial Park, Kingaroy



Mt Wooroolin, 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 club¹. 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.

¹ 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)¹ (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 geo-caching 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 overall². 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 2012³.

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.

¹ SKM 2006, *Recreation Implication from Residential Densification*

² *Tourism Australia, 2015*

³ *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

Open space 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 |
| ONE | | | | | | | | | |
| Kingaroy | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| TWO | | | | | | | | | |
| Nanango | | ✓ | ✓ | ✓ | | ✓ [^] | ✓ | ✓ | ✓ |
| Murgon | | ✓ | ✓ | ✓ | | ✓ [^] | ✓ | ✓ | ✓ |
| Wondai | | ✓ | ✓ | ✓ | | ✓ [^] | ✓ | ✓ | ✓ |
| Blackbutt | | ✓ | ✓ | ✓ | | ✓ [^] | ✓ | ✓ | ✓ |
| THREE | | | | | | | | | |
| Benarkin | | | ✓ [*] | | ✓ [*] | ✓ ^{^*} | ✓ | ✓ | ✓ |
| Kumbia | | | ✓ [*] | | ✓ [*] | ✓ [*] | ✓ | ✓ | ✓ |
| Maidenwell | | | ✓ [*] | | ✓ [*] | ✓ [*] | ✓ | ✓ | ✓ |
| Memerambi | | | ✓ [*] | | | | | | |
| Wooroolin | | | ✓ [*] | | ✓ [*] | ✓ [*] | ✓ | ✓ | ✓ |
| Tingoora | | | ✓ [*] | | ✓ [*] | ✓ [*] | ✓ | ✓ | ✓ |
| Hivesville | | | ✓ [*] | | ✓ [*] | ✓ [*] | ✓ | ✓ | ✓ |
| Proston | | | ✓ [*] | | ✓ [*] | ✓ [*] | ✓ | ✓ | ✓ |

* preferably shared use of the playground/oval at the local school (where they exist)

[^] 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 | | | | | | | | |
| Goodger | | 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 |
| 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 |
| Tingoorra | 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.

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 Kilkivan 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 Lake Boondooma 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# | 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



Kilkilvan to Kingaroy Rail Trail

The Kilkilvan 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

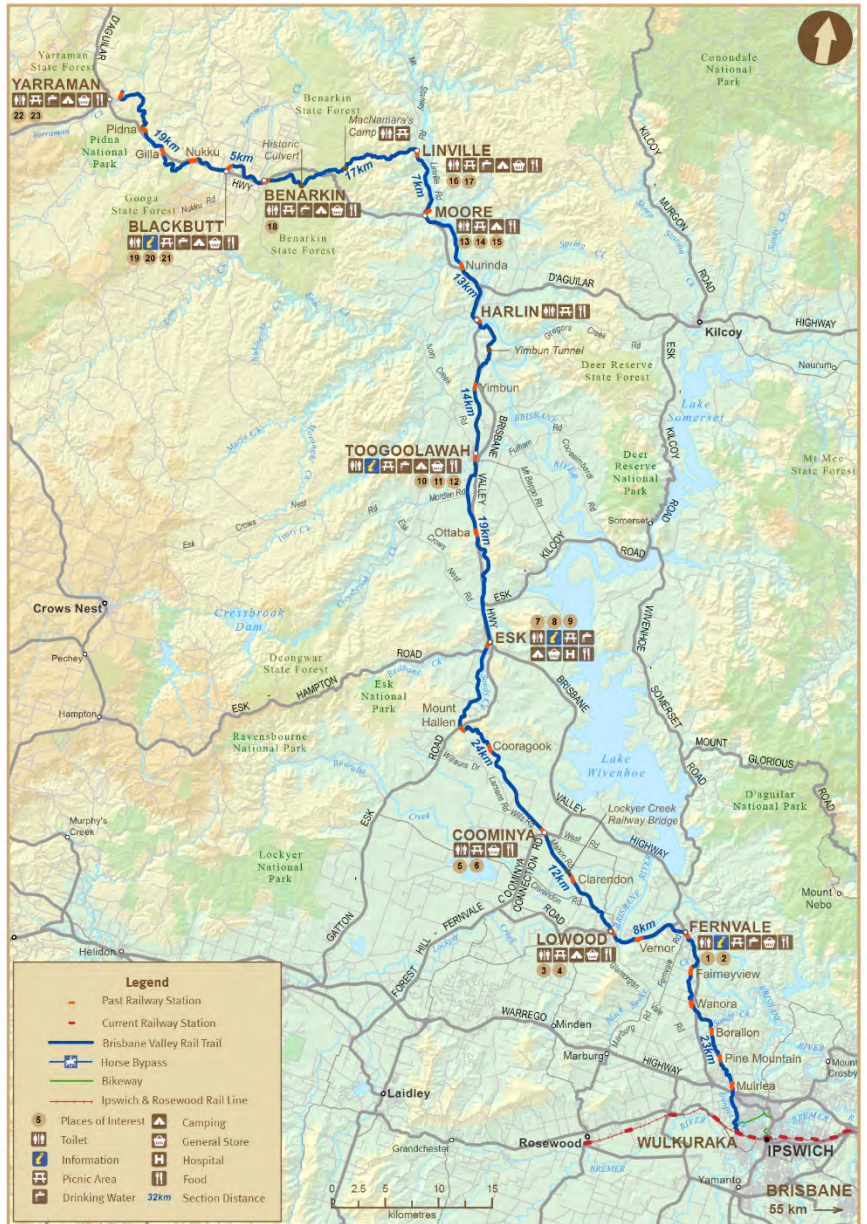
The Brisbane Valley Rail Trail (BVRT) is now the longest rail trail in Australia extending for 161km, following the disused Brisbane Valley rail line from Wulkuraka near Ipswich to Yarraman.

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 Kilkivan 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 Kilkivan 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 Kilkivan 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.

Hard To Locate Sports (HTLS)

South Burnett will recognise the opportunities available for Hard To Locate Sports (HTLS) within the region. Hard to Locate Sports are defined as sports/recreation activities which do not traditionally or easily fit within an urban environment due to noise, dust, visual impact, or safety risks that are inherent in the activity.

Council will support a diverse range of accessible HTLS opportunities relevant to the targeted needs of the community and will support partnerships and external investment in existing facilities and future opportunities and precincts where they are deemed sustainable and appropriately located. Council encourages and supports HTLS to co-locate with compatible activities and facilities where possible.



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 Council owned public swimming pools ('pool proper') in Kingaroy, Nanango, 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 | Support the 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 amenities |
| Nanango | Support Nanango Netball Club with further redevelopment of courts and facilities |
| 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. Upgrades to the Kingaroy CBD are being considered that include activation of the area with improved vehicle and pedestrian movement as well as furniture to create an enhanced community meeting place.

Residential areas surround the CBD to the north, west and south with agricultural and industrial activities 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 large 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 Rotary 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), football (Australian rules) |
| 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.

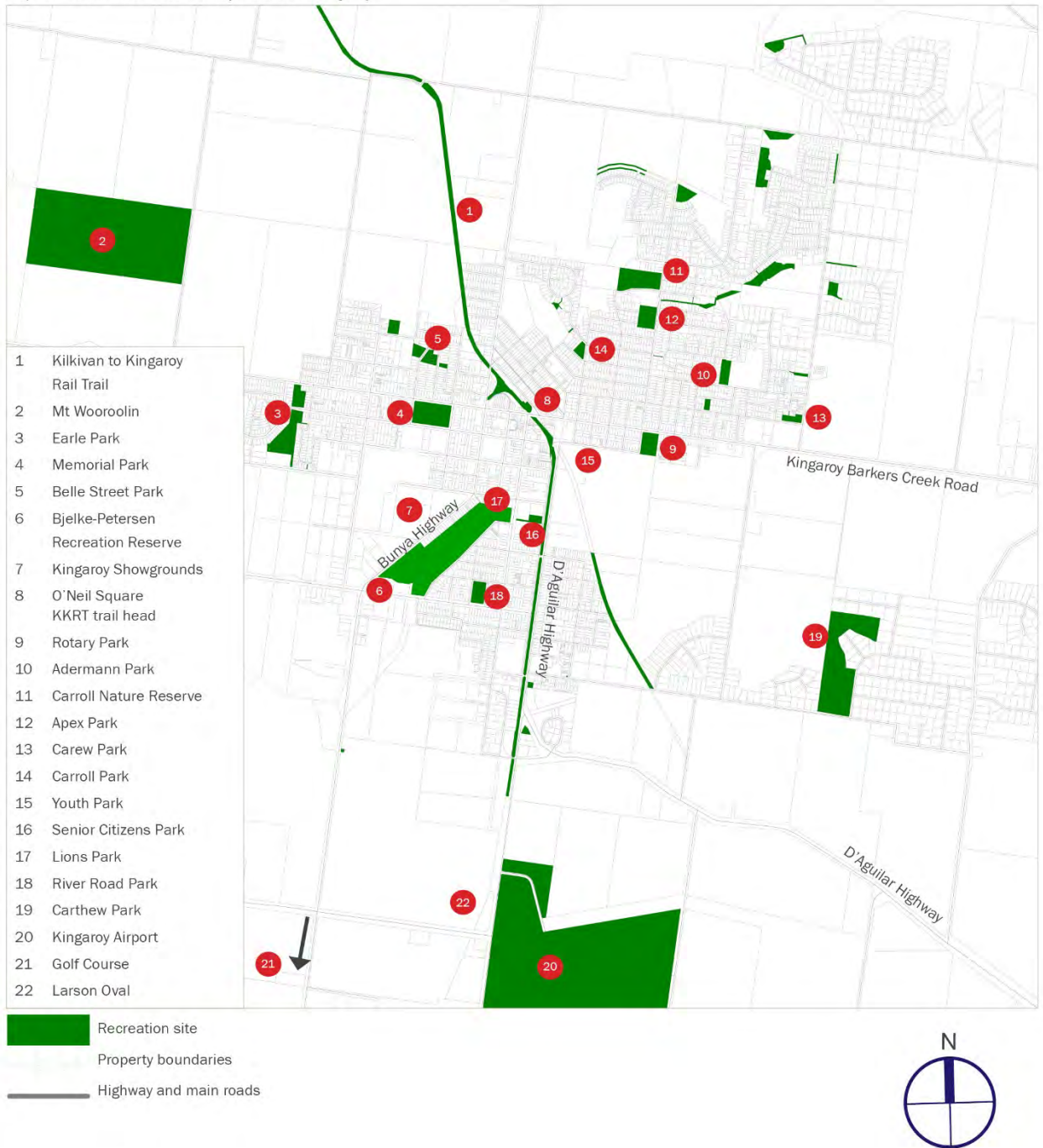
Residents have access to a variety of sport and recreation experiences. However, site inspections identified a lack of infrastructure to support informal recreation, such as connecting pathways, signage, and bench seats along walk cycle routes. Despite this, residents continue to be physically active 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%
- » Kilkivan to Kingaroy 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.

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 equitable 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 court 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"> » orientation of the kiosk to allow a serving window directly facing Memorial Park (preferably in clear sight of the playground) » access to the pool from Memorial Park » consideration and orientation of facilities to accommodate potential future experiences including water-play and leisure pool | 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 Haly Street and Mt Wooroolin Road) in any civil works to allow off-road walking and mountain bike riding to Mt Wooroolin |

| Bjelke-Petersen Recreation Reserve | | APEX Park | |
|------------------------------------|--|------------------------|---|
| K18 | Continue to implement the 'Town Common Master Plan' including recommendations from this Plan | K33 | Clear vegetation currently impeding the views from APEX lookout |
| K19 | Identify core infrastructure requirements for community events (e.g. power, water) and make improvements to facilitate easier access for this purpose | K34 | Provide simple directional signage to direct people from either end of APEX park e.g. playground to lookout; lookout to playground. |
| K20 | Identify locations for spectator shade and seating, and access points for drinking water | K35 | Construct an accessible pathway to connect the car park to the toilet building |
| K21 | Light an additional field to accommodate rugby league and touch football training | K36 | Consult with residents in Farr and Mcdiarmid Streets regarding an additional small car park at the western entry to the park prior to design and costing |
| K22 | Investigate the collocation of junior cricket with football (soccer) or alternative sites for junior cricket including use of school facilities | Senior Citizens Park | |
| 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 | K37 | Remove timber BBQs and park furniture at the end of its useful life |
| 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 | K38 | Install park benches with arms to support sitting and standing by older aged people |
| K25 | Support football (Australian rules) to develop unisex or female friendly amenities and upgrade field lighting for training purposes | K39 | Construct pathways to accommodate mobility scooters and connect pathways to bench seating locations |
| K26 | Support the Senior Soccer Club to develop female/unisex change rooms including accessible toilets and showers, baby change facility and lockable shower cubicles | Carroll Nature Reserve | |
| K27 | Support the Senior Soccer Club to upgrade to LED lights on two training fields | K40 | Install simple directional signage at key locations to guide people through the site |
| Netball Courts | | K41 | Replace the property boundary fence |
| K28 | Support the redesign of netball courts (in accordance with Netball Australia specifications) to include required run off clear space at sides and end lines, resolve drainage issues and accommodate lighting and for at least one court, shade and spectator seating. | K42 | Consider establishment of a 'Friends of Carroll Nature Reserve' group to assist Council to control weeds and plant native endemic specie |
| 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 | Youth Park | |
| K30 | Review/redesign the car park including entry and exit. Grade the unsealed car park in the short term to limit water pooling and potential damage to courts and consider sealing in the medium to long term | K43 | Investigate and secure tenure of the land that the Youth Park is constructed on |
| K31 | Work in partnership with netball to co-fund refurbishment of the clubhouse, toilets and changerooms, particularly measures to increase security. | 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 |
| Rotary Park | | 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 |
| K32 | In consultation with the Rotary Club, rationalise electric BBQs at Rotary Park to a maximum of two | Carew Park | |
| | | K46 | Investigate the development of a green space with the members of the Carew family and other community organisations. |
| | | Earle Park | |
| | | K47 | Investigate the development of a green space in partnership community organisations. |
| | | Community Halls | |
| | | K48 | Provide 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. |



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

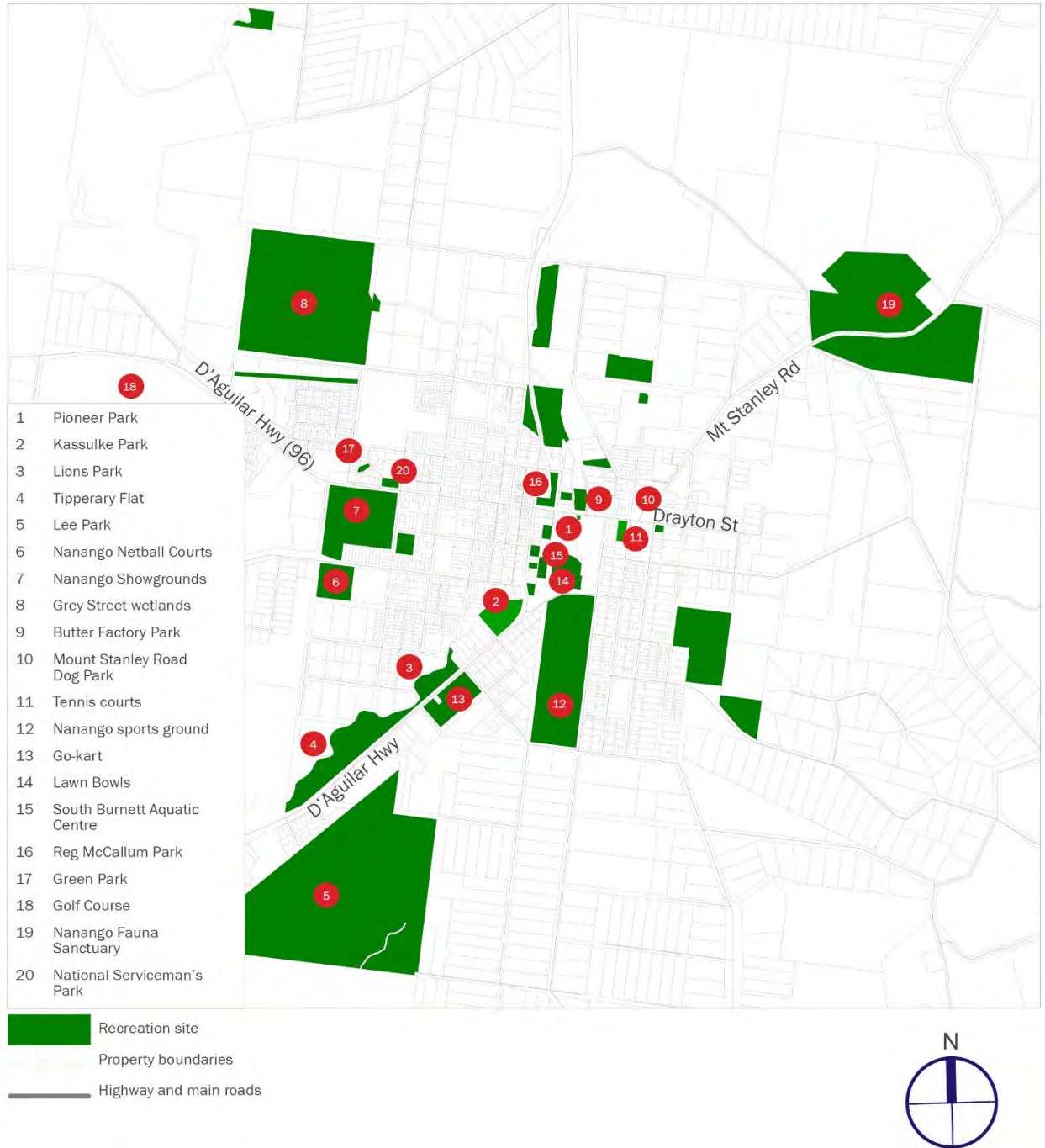
Recreation and sport is well catering for in Nanango with a range of Council and privately provided opportunities available.

| Map ID | Reserve name | Current classification | Activity |
|---------------------------------|----------------------------------|------------------------|---|
| Recreation parks | | | |
| 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 |
| Sports parks | | | |
| 12 | Nanango Sports Ground | Local | cricket, football (soccer), dog obedience |
| 6 | Nanango Netball Courts | Local | netball |
| 2 | Kassulke Park | Local | rugby league |
| Specialised sports parks | | | |
| 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 |
| Community facilities | | | |
| - | 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 |
| School facilities | | | |
| - | 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 | |
|--|---|---|
| | Aquatic facility | ● |
| Access to nature | Undeveloped green space | ● |
| | Waterways | ● |
| | Natural areas | ● |
| Escape, break-out and recreation areas | Lookout | |
| | Shaded seating areas | ● |
| | Formal/structured gardens | |
| | Library | ● |
| Comfort/safety | Public toilets | ● |
| | Signage | ● |
| Indoor recreation/ community meetings | Community hall | ● |
| | Indoor sports hall | ● |
| | Indoor community space | ● |
| Outdoor recreation | Bushwalking | ● |
| | Mountain biking | |
| | Fishing facilities | |
| | Camping | ● |
| | Wheelchair friendly activities | |
| Picnics | Covered gazebos to cater for large groups | |
| | Table, seats and shade | ● |
| | BBQ facilities (electric) | ● |

| Activity/ Experience | Supporting embellishments/facilities | |
|-------------------------------|---|---|
| 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 | ● |
| | Amphitheatre/gazebo/stage | ● |
| | Open space for events | ● |





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.



Green Park, Nanango



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. 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

| Town-wide | | South Burnett Aquatic Centre | |
|-----------------------------|---|--------------------------------|--|
| 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 | Tipperary Flat | |
| 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 | Showgrounds | |
| Pioneer Park | | 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"> » upgraded play node incorporating inclusive elements (paths, sensory garden, tactile) » expand existing skate park » USB recharge points in shelters » circuit of walk/cycle trails throughout the park » off-leash dog area » directional, distance and information signs » gate/bollards to restrict vehicle access » planting plan to create additional shade, define entries and boundaries and create outdoor rooms | 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 | Nanango Netball Courts | |
| Butter Factory park | | N17 | Redevelopment of existing grass courts |
| 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 | Burnett Courts | |
| 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 | Nanango Cultural Centre | |
| Mt Stanley Road park | | 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 | Nanango Sports Ground | |
| 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.



Indoor bowls at Nanango Cultural Centre



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% |



The mural was a collaborative effort of the South Burnett PCYC, independent arts coordinator Olivia Everitt and artists Bronte Naylor and Kane Brunjes

Murgon mural



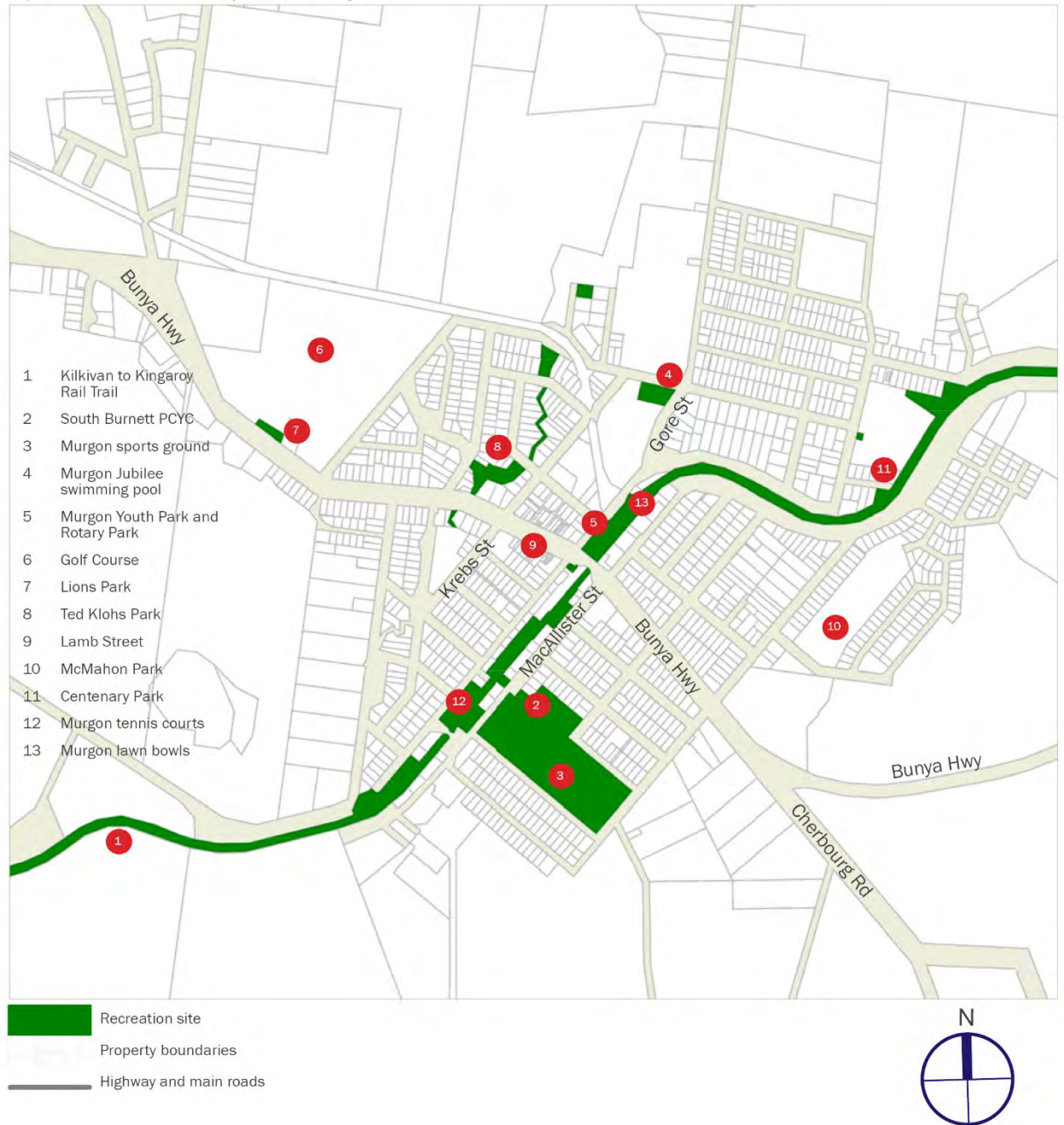
Recreation and sport in Murgon

| Map ID | Reserve name | Current classification | Activities |
|---------------------------------|-----------------------------------|------------------------|--|
| Recreation parks | | | |
| 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 |
| Sports parks | | | |
| 3 | Murgon Sports Ground (showground) | Town | rugby league, cricket, touch football, football (soccer) |
| Specialised sports parks | | | |
| 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 |
| Community facilities | | | |
| - | 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 | Playgrounds | Toddler |
| Access to nature | Undeveloped green space | Young children | Youth |
| | Waterways | Sport | Fields/ovals/courts (Council) |
| | Natural areas | | School fields/ovals/courts (for public use) |
| Escape, break-out and recreation areas | Lookout | | Horse friendly facilities |
| | Shaded seating areas | | Private |
| Comfort/safety | Formal/structured gardens | Activities | Skate park |
| | Library | BMX track | Outdoor fitness equipment |
| Indoor recreation/ community meetings | Community building | 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 | | |





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

| | | | |
|-------------------------------|--|--|--|
| Town-wide | | Murgon Jubilee Swimming Pool | |
| M1 | Develop a high level concept plan over McMahon Park recognising that development is proposed in the long term (10+ years) | M8 | 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 | South Burnett PCYC | |
| McMahon Park | | M9 | 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 | M10 | 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 | Murgon Sports Ground | |
| Lions Park | | M11 | Upgrade the irrigation system for playing fields |
| M5 | 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 | M12 | Upgrade lighting to training standard on one field for 'large' ball sports |
| Youth and Rotary Parks | | <p>Priority actions</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> | |
| M6 | Investigate access to toilet facilities to service the park. Consider CPTED and management considerations to minimise vandalism and misuse | | |
| M7 | 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. A school provides education for students from primary to year 10. 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% |



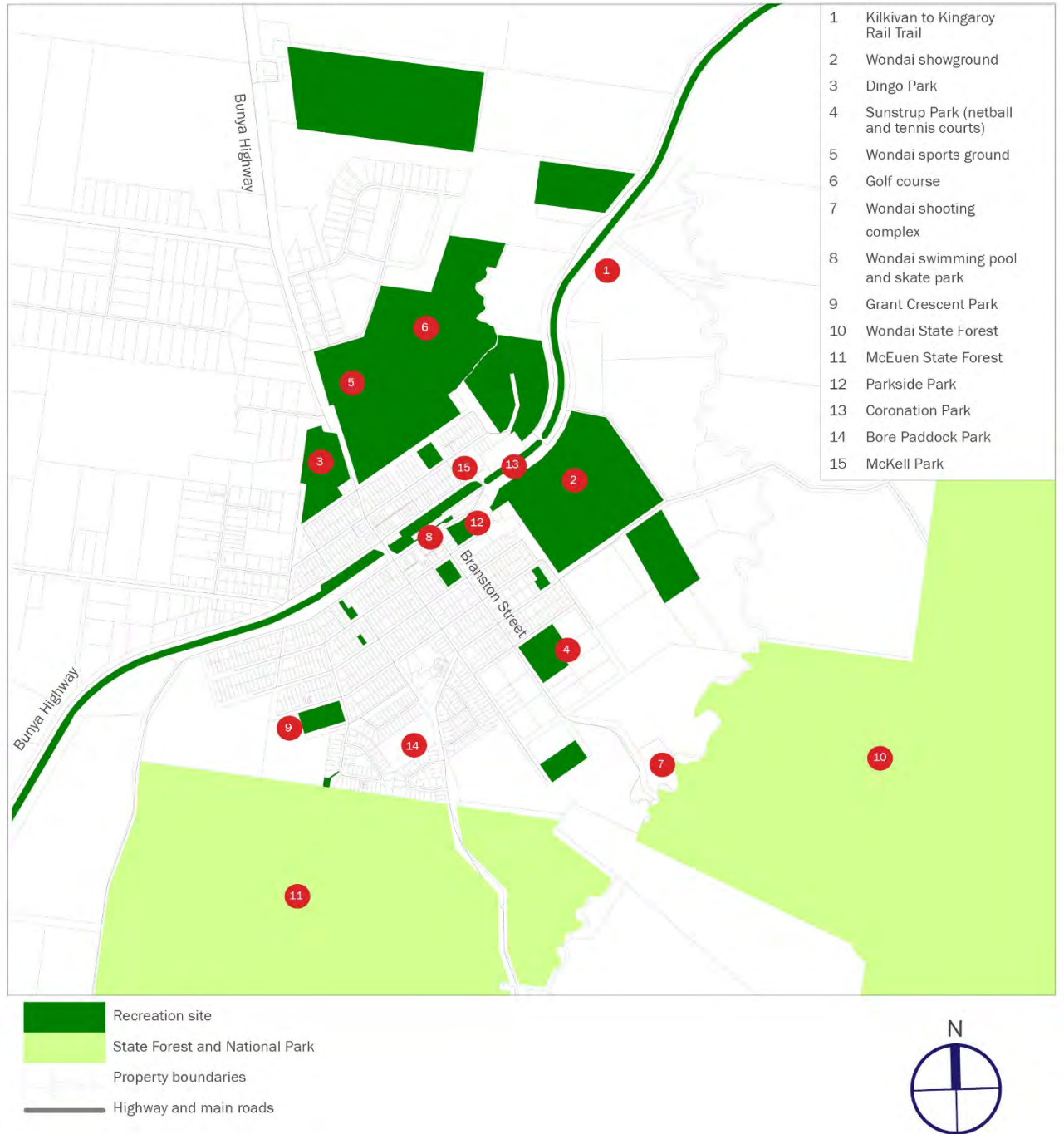
Recreation and sport in Wondai

| ID | Reserve name | Current classification | Activity |
|---------------------------------|--------------------------------|------------------------|--|
| Recreation parks | | | |
| 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 |
| Sports parks | | | |
| 4 | Wondai sports ground | Town | rugby league, motor sport, football (soccer), cricket |
| 5 | Sunstrup Park | Town | tennis, netball, cricket |
| Specialised sports parks | | | |
| 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 |
| Community facilities | | | |
| 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 | |
|--|--------------------------------------|---|
| Water-based activities | Aquatic facility | ● |
| Access to nature | Undeveloped green space | ● |
| | Waterways | ● |
| | Natural areas | ● |
| Escape, break-out and recreation areas | Lookout | |
| | Shaded seating areas | ● |
| | Formal/structured gardens | ● |
| | Library | ● |
| Comfort/safety | Public toilets | ● |
| | Signage | ● |
| Indoor recreation/ community meetings | Community hall | ● |
| Outdoor recreation | Bushwalking | ● |
| | Mountain biking | ● |
| | Fishing facilities | |
| | Camping | ● |
| | Wheelchair friendly activities | |

| Activity/ Experience | Supporting embellishments/facilities | |
|-------------------------------|---|---|
| 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 | ● |
| | 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 at 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. Council needs to commence detailed analysis of the cost 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 served by community facilities.



Wondai's priority actions

| | | | |
|----------------------------|---|---------------------------------------|---|
| Town-wide | | Wondai Swimming Pool | |
| W1 | Rationalise Parkside Park | W12 | Implement an accurate method to record the number of visits to the Wondai Swimming Pool to inform annual operational and service reviews |
| W2 | Rationalise Grant Crescent Park | South Burnett Shooting Complex | |
| Dingo Park | | 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 | McEuen State Forest | |
| 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 |
| Skate Park | | Coronation 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 | W16 | Plant additional shade trees to create a shaded and cool park environment in the long term |
| Sunstrup Park | | Bore Paddock Park | |
| 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 | McKell Park | |
| 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 |
| Wondai Sportsground | | | |
| 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) | 836 |
| 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

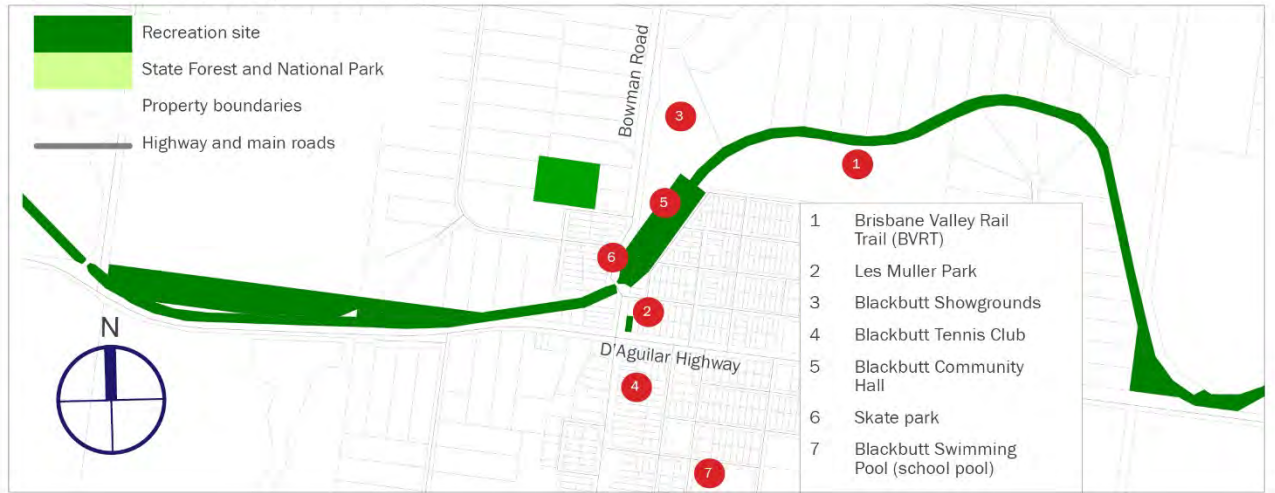
Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.

| 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





Les Muller Park



Blackbutt tennis



Blackbutt skate park



Benarkin

Snapshot

| | |
|------------------------------|-------|
| Current population (2016) | 61 |
| 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 at end of useful life and consider replacement with a new nature play area that aligns with master plans for the rail trail |
| BE3 | 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) |
| 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 |
| KU7 | Support the community to drive development of a single concept plan over the sports ground including a walking/cycling track |



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.

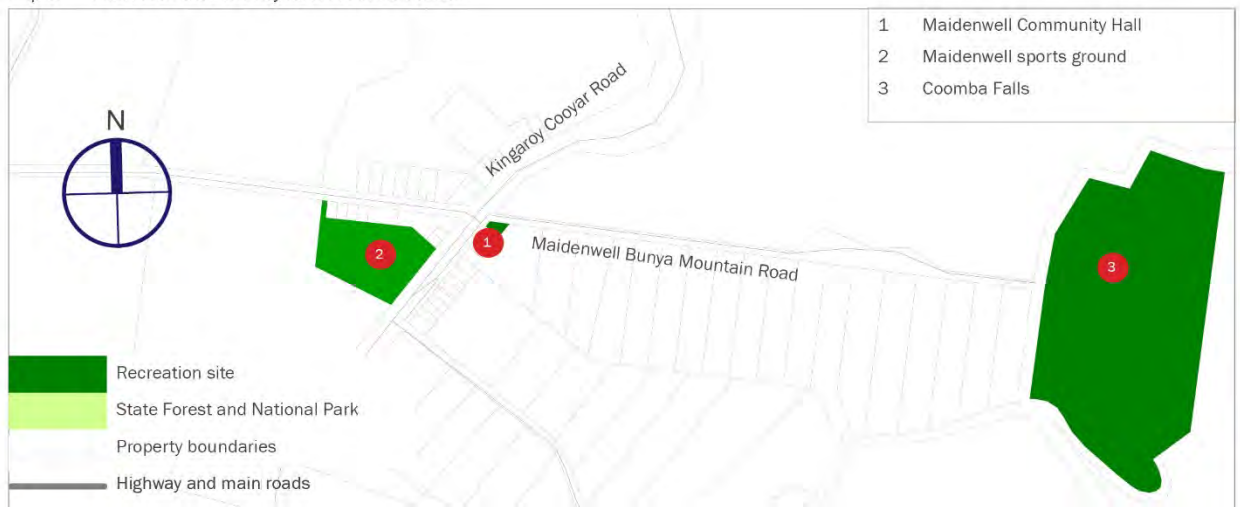
Maidenwell is located on the intersection of the Bunya Highway and the Kingaroy-Cooyar Road. Its close proximity to Coomba Falls and the Bunya Mountains make it a destination for outdoor recreation enthusiasts, as either passersby or to obtain supplies. A master plan has been developed for visitor facilities 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.

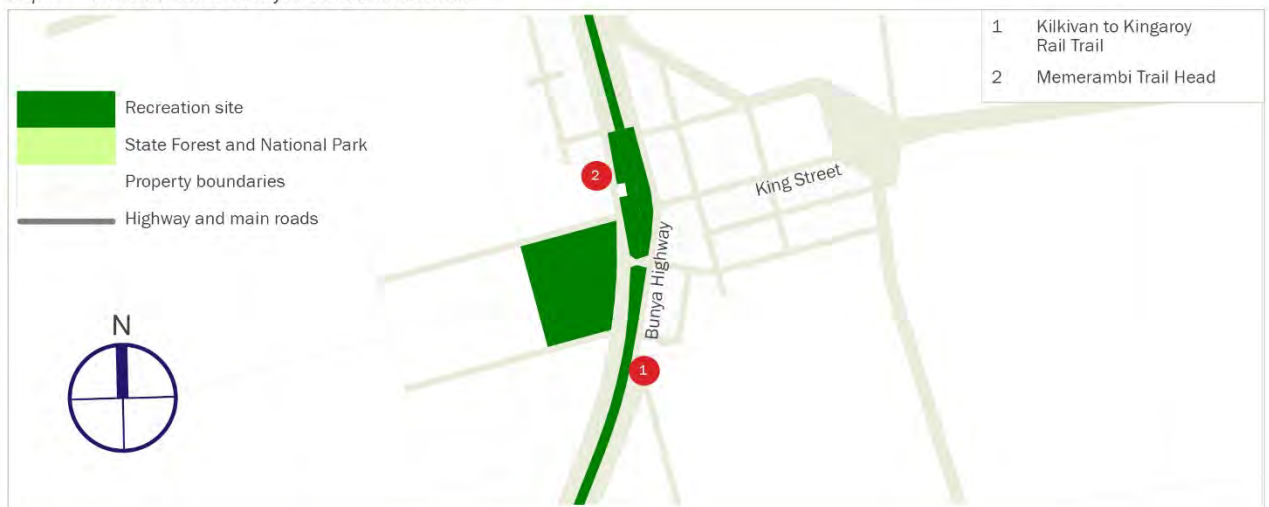
The recently constructed KKRT travels through Memerambi, running parallel with the Bunya Highway and a trail head with embellishments including a toilet, interpretive signs and a sheltered bench seat draw passers by to investigate further. A small general store is located across the road from the KKRT 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 area 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 | Activate the community hall to increase use and provide recreation opportunities for all ages |
| W03 | 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 |
| W04 | Install directional and information signage to assist visitors navigate the walking tracks and bird hides at the wetlands |
| W05 | Investigate the construction of a boardwalk in the Wooroolin 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 Wondai. 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.

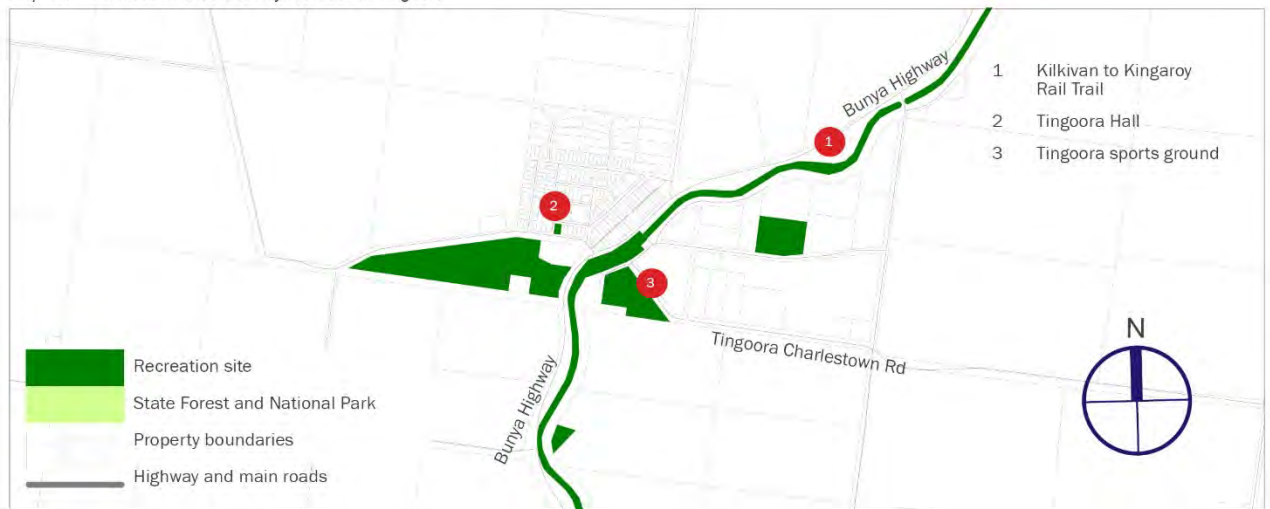
The Tingoora Hotel looks over the KKRT and sports ground from the slope above and is a prominent land mark in this otherwise small village.

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 |

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.

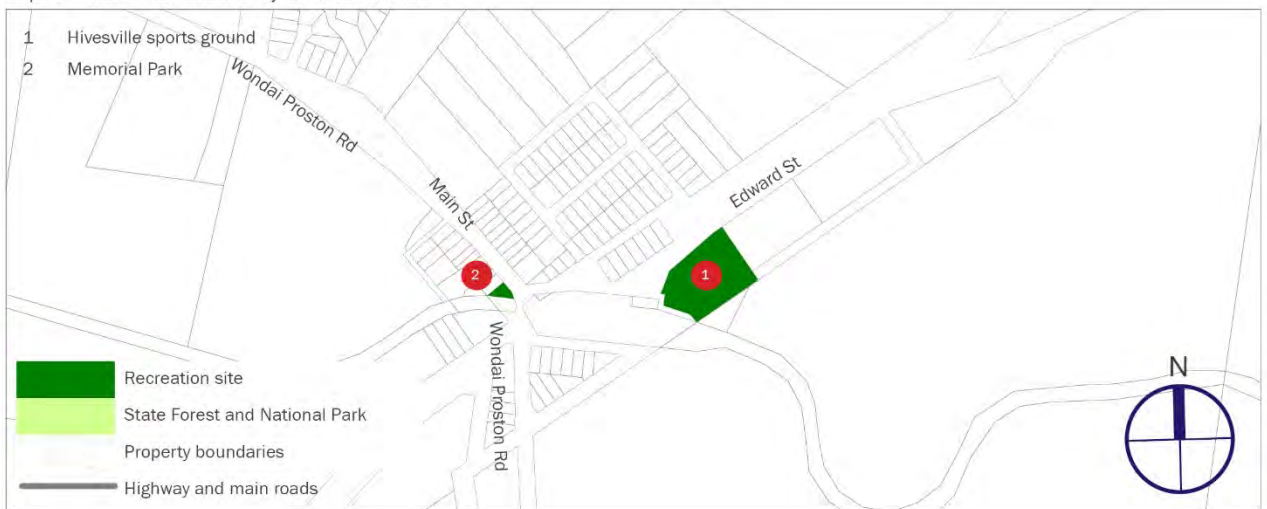
With a median age of 56 years and over and half the community aged 55 years or older, there is very limited need or demand for additional sport and recreation facilities in the village as those provided are deemed sufficient for the current and future projected population.

Hivesville’s priority actions

Village-wide

| | |
|----|--|
| H1 | Investigate the feasibility of a community bus to transport residents to larger towns to access sport, recreation and other services |
| H2 | Repurpose 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

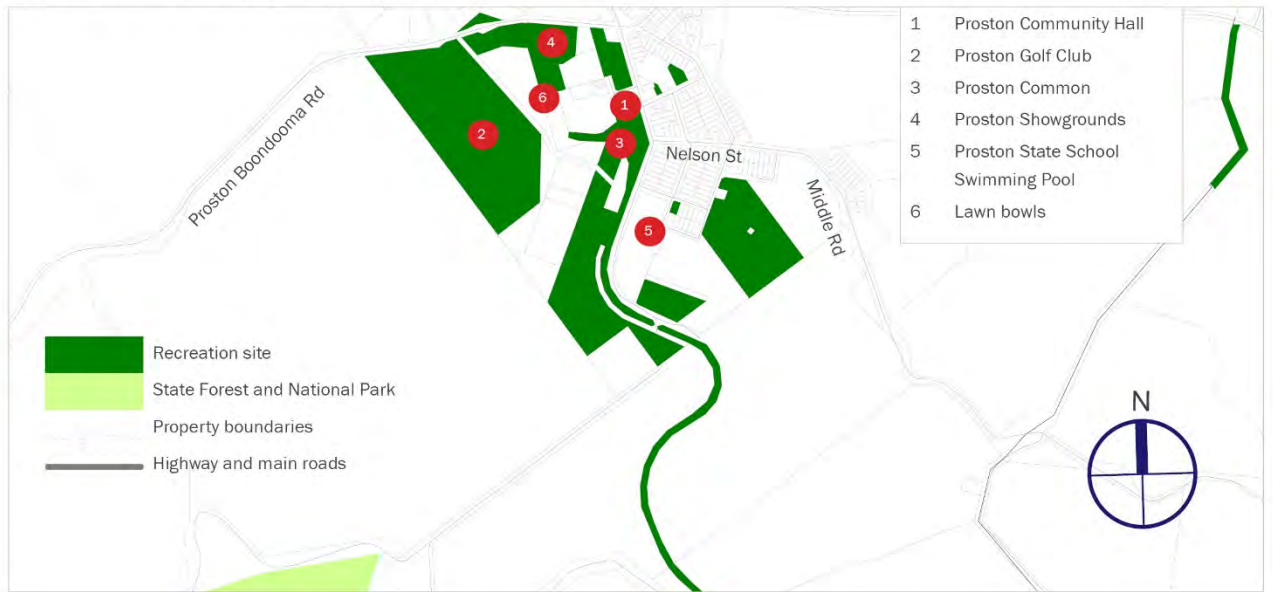
Refer to council-wide actions contained in the *Implementation Plan* as these apply to all towns and villages in the South Burnett.

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 and other services |



Map 13. Recreation sites and key localities in Proston





Proston



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 | Project Leader |
|---------------------|---|----------------|
| COUNCIL-WIDE | | |
| Operational matters | | |
| CW1 | Investigate opportunities to establish a new position to oversee planning and development of sport and recreation | SBRC |
| CW2 | Ensure that the Sport, Recreation Infrastructure and Strategic Plan informs Council's future Operational Plans and Budgets, 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 | 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) | 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 | 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 | 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"> » Memorial Park, Kingaroy » Kingaroy Town Common » Mt Wooroolin, Kingaroy » Blackbutt Rail Trail Head » Bore Paddock, Wondai » Butter Factory, Nanango » Dingo Creek Park, Wondai » McMahon Park, Murgon » Proston Common/Railway Park » Dalton Park and trail head, Wooroolin » Coomba Falls » Ficks Crossing | 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> | SBRC |



| Action No. | Action | Project Leader |
|---------------------|--|----------------|
| COUNCIL-WIDE (cont) | | |
| CW8 | Apply Universal Design principles to guide design of parks including embellishments, buildings, internal pathways and playground equipment | 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 | 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"> » adequate provision of public toilets » the location minimises anti-social behaviour » cost effectiveness to provide and maintain » the needs of users are being met. 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 | 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. | 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. <p>Standardise park signage across the region including park naming signs, park directional signs and walk/cycle opportunity signs</p> | 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) | SBRC |
| CW14 | Identify locations and plan necessary infrastructure (fixed or portable) to support community events across the region (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 | 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) | SBRC |
| CW16 | In recognition of the value to the community, provide support 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 | SBRC |



| Action No. | Action | 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 | 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. | 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 | 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.), lease, licence or permit to occupy agreements between Council and sporting bodies, welfare organisations, churches, commercial business (e.g. using an open space area for bootcamp, yoga/pilates, marketing or promotional purposes) | 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 | 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. | SBRC |
| CW23 | Encourage and support a diverse range of accessible HTLS opportunities relevant to the targeted needs of the community and support partnerships and external investment in existing facilities and future opportunities and precincts where they are deemed sustainable and appropriately located. Encourage and support HTLS to co-locate with compatible activities and facilities where possible. | SBRC |



| Action No. | Action | Project Leader |
|---------------------|--|----------------|
| COUNCIL-WIDE (Cont) | | |
| Rail Trail | | |
| RT20 | <p>Partner with Gympie Regional Council to develop a Master Plan for the Kilkivan 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"> » clearly identify and articulate the 'point(s) of difference' that contribute to the uniqueness of the Kilkivan to Kingaroy Rail Trail » 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 » identify complimentary activities and recreation opportunities in close proximity to the rail trail, to extend and expand visitor's overall experience » 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 » develop a consistent approach for signage identifying locations for trail head, regulatory, warning, behavioural, information, interpretive, promotional and temporary signs » marketing and promotion including identification of target markets, branding, brand awareness and mobile marketing systems » identify indicators and measures that will allow Council to transparently communicate the economic benefit of the rail trail to the community | 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) | 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 | SBRC |



| Action No. | Action | Project Leader |
|---------------------------|---|----------------|
| COUNCIL-WIDE (cont) | | |
| Lakes, dams and waterways | | |
| LDW1 | <p>Develop a Bjelke-Petersen Dam/Lake Barambah Master Plan focussed on increasing outdoor recreation opportunities including water- and land-based opportunities, particularly:</p> <ul style="list-style-type: none"> » 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.) » identification of locations for adventure activities including rock climbing for example » identification of commercial opportunities including guided tours and activities (e.g. adventure camps, corporate team building, youth personal development) | SBRC |
| LDW2 | <p>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.</p> | SBRC |
| LDW3 | <p>Develop a Boondooma Dam Master Plan focussed on increasing outdoor recreation opportunities including water- and land-based opportunities, particularly:</p> <ul style="list-style-type: none"> » 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.) » identification of locations for adventure activities including rock climbing for example » identification of commercial opportunities including guided tours and activities | SBRC |
| LDW4 | <p>Investigate installation of a non-motorised boat launching facility at Ficks Crossing to support kayaking/canoeing and other water-based recreation activities</p> | SBRC |
| LDW5 | <p>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).</p> | SBRC |
| LDW6 | <p>Implement the Coomba Falls master plan</p> | SBRC |



| Action No. | Action | Project Leader |
|--|--|-----------------------|
| COUNCIL-WIDE (cont) | | |
| Community, partnerships and activation | | |
| CPA1 | <p>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:</p> <ul style="list-style-type: none"> » Bjelke-Petersen Recreation Reserve » Wondai sports ground » Murgon sports ground. <p>Ensure sport court and field dimensions including run off clear areas and safety zones are included in master plan layouts.</p> | 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) | 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), Kilkivan to Kingaroy Rail Trail (KKRT) and additional walking, mountain biking and horse riding trails throughout the region | 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 | 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 | SBRC |
| CPA6 | Continue to activate the open spaces throughout the LGA by hosting and supporting community events | SBRC |
| CPA7 | Educate sport and recreation organisations regarding the range of available funding opportunities and Council's role in facilitation of quality grant submissions | 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 | 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 | Sport Clubs |
| CPA10 | Support showground management committees to access and leverage external funding by assisting them to secure appropriate land tenure and governance arrangements | Showground Committees |



| Action No. | Action | Project Leader |
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| 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"> » improving volunteer recruitment and training » volunteer roles and delegation of tasks » leadership succession » financial management » securing grants and other funding » updating technology » development or business planning » risk planning and management » governance models and arrangements. | 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 | SBRC |
| CAP3 | Consider promotion and use of <i>Volunteering Queensland</i> (https://volunteeringqld.org.au/) in the South Burnett as a means to connect potential volunteers with organisations that require volunteers | SBRC |
| CAP4 | Promote resources available through the Australian Sports Commission (https://www.ausport.gov.au/supporting/clubs) particularly the <i>Club Health Check</i> and other club development tools and resources, and the Queensland Government sport and recreation resource website (https://www.npsr.qld.gov.au/clubs-organisations/) | 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 | 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 | SBRC |



| Action No. | Action | Project Leader |
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| KINGARROY | | |
| Town-wide | | |
| K1 | Develop and maintain strong working relationships with high schools in Kingarroy to support and facilitate continued use of indoor sport court facilities by local sport clubs | 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) | PCYC |
| K3 | Rationalise Adermann Park | 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 Kingarroy, 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. | 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. | 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 | SBRC |
| K7 | When redeveloping the amenities, offices and kiosk for the WJ Lang Memorial Pool consider: <ul style="list-style-type: none"> » orientation of the kiosk to allow a serving window directly facing Memorial Park (preferably in clear sight of the playground) » access to the pool from Memorial Park » consideration and orientation of facilities to accommodate potential future experiences including water-play and leisure pools | SBRC |
| Kingarroy Golf Club | | |
| K8 | Support the Kingarroy Golf Club to apply for external funding for improvements including upgrading of greens, irrigation system and refurbishment of the clubhouse (e.g. internal painting) | 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 | SBRC |
| K10 | Identify core infrastructure requirements for community events (e.g. power, water) and make improvements to facilitate easier access for this purpose | SBRC |
| K11 | Construct internal pathways connecting play nodes, toilet, shelters, water bubblers and entry gate(s) to improve access | SBRC |



| Action No. | Action | Project Leader |
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| KINGAROY (cont) | | |
| Kingaroy Airport | | |
| 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 | 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 | 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 | 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 | Lions Club |
| Mt Wooroolin | | |
| K16 | Install directional and information signage to encourage and promote walking and mountain bike riding on existing trails | SBRC |
| K17 | Incorporate allowance for widening of the verge (on Haly Street and Mt Wooroolin Road) in any civil works to allow off-road walking and mountain bike riding to Mt Wooroolin | SBRC |
| Bjelke-Petersen Recreation Reserve | | |
| K18 | Continue to implement the 'Town Common Master Plan' including recommendations from this Plan | SBRC |
| K19 | Identify core infrastructure requirements for community events (e.g. power, water) and make improvements to facilitate easier access for this purpose | SBRC User groups |
| K20 | Identify locations for spectator shade and seating, and access points for drinking water | SBRC |
| K21 | Light an additional field to accommodate rugby league and touch football training | SBRC |
| K22 | Investigate the collocation of junior cricket with football (soccer) or alternative sites for junior cricket including use of school facilities | Junior Cricket +Football |
| 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 | 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 | Tennis club |
| K25 | Support football (Australian rules) to develop unisex or female friendly amenities and upgrade field lighting for training purposes | 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 | Senior soccer |
| K27 | Support the Senior Soccer Club to upgrade to LED lights on two training fields | Senior soccer |

| Action No. | Action | Project Leader |
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| KINGAROY (cont.) | | |
| Netball Courts | | |
| K28 | Support the redesign of netball courts (in accordance with Netball Australia specifications) to include required run off clear space at sides and end lines, resolve drainage issues and accommodate lighting and for at least one court, shade and spectator seating. | 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 | Netball club |
| K30 | Review/redesign the car park including entry and exit. Grade the unsealed car park in the short term to limit water pooling and potential damage to courts and consider sealing in the medium to long term | SBRC |
| K31 | Work in partnership with netball to co-fund refurbishment of the clubhouse, toilets and changerooms, particularly measures to increase security. | Netball club |
| Rotary Park | | |
| K32 | Rationalise electric BBQs at Rotary Park to a maximum of two | SBRC |
| Apex Park | | |
| 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 | SBRC |
| 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 | SBRC |
| K35 | Construct an accessible pathway to connect the car park to the toilet building | SBRC |
| K36 | Consult with residents in Farr and Mcdiarmid Streets regarding an additional small car park at the western entry to the park prior to design and costing | SBRC |
| Senior Citizens Park | | |
| K37 | Remove wood BBQs and park furniture at the end of its useful life | SBRC |
| K38 | Install park benches with arms to support sitting and standing by older aged people | SBRC |
| K39 | Upgrade pathways to accommodate mobility scooters and connect pathways to adjoining footpaths, key destinations in close proximity and to bench seating locations | SBRC |
| Carroll Nature Reserve | | |
| K40 | Install simple directional signs at key locations to guide people through the site | SBRC |
| K41 | Replace the property boundary fence | SBRC |
| K42 | Consider establishment of a 'Friends of Carroll Nature Reserve' group to assist Council to control weeds and plant native endemic species | SBRC |
| Youth Park | | |
| K43 | Investigate and secure tenure of the land that the Youth Park is constructed on | 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 | 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 | SBRC |
| Carew Park | | |
| K46 | Investigate the development of a green space with the members of the Carew family and other community organisations. | SBRC |
| Earle Park | | |
| K47 | Investigate the development of a green space in partnership community organisations. | SBRC |
| Community Halls | | |
| K48 | Provide 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. | SBRC |



| Action No. | Action | Project Leader |
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| NANANGO | | |
| 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 | SBRC |
| N2 | Rationalise Green Recreation Reserve | SBRC |
| N3 | Rationalise unnamed and undeveloped open space (Lot 90 SP 122591) | SBRC |
| N4 | Rationalise Mt Stanley Road Park after relocation of the dog park to Pioneer Park | SBRC |
| Pioneer Park | | |
| N5 | Develop an overall concept plan for Pioneer Park including the following elements: <ul style="list-style-type: none"> » upgraded play node incorporating inclusive elements (paths, sensory garden, tactile) » expand existing skate park » USB recharge points in shelters » circuit of walk/cycle trails throughout the park » off-leash dog area » directional, distance and information signs » gate/bollards to restrict vehicle access » planting plan to create additional shade, define entries and boundaries and create outdoor rooms | SBRC |
| N6 | Commence planting additional shade trees throughout the park at key locations where people gather | SBRC |
| Butter Factory Park | | |
| N7 | Construct a pathway to connect the park with the footpath across the road in front of the school | SBRC |
| N8 | Remove the dirt bmx pump track from the drainage reserve adjacent Butter Factory Park | SBRC |
| N9 | Construct an additional shelter with tables and chairs inside the fenced park area | 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 | SBRC |
| Mt Stanley Road Park | | |
| N11 | Remove the cricket nets | SBRC |
| N12 | Relocate the dog park to Pioneer Park | 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 | SBRC |
| Tipperary Flat | | |
| N14 | Install signage to indicate the distance, time to walk, and markers along the pathway circuit | SBRC |



| Action No. | Action | Project Leader |
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| NANANGO (cont.) | | |
| Showgrounds | | |
| N15 | Support the Nanango Showgrounds to seek external funding to light the main arena to facilitate sporting and community events | Nanango Show Society |
| N16 | Support the Nanango Showgrounds to seek external funding to reorient the smaller arena to accommodate additional equestrian activities and events | Nanango Show Society |
| Nanango Netball | | |
| N17 | Redevelopment of existing grass courts | Netball club |
| N18 | Work in partnership with netball to co-fund refurbishment of the canteen, toilet and change rooms sufficient for local use | Netball club |
| Burnett Courts | | |
| N18 | Liaise with the club to arrange a pedestrian gate to remain unlocked to provide public access to a tennis court for social games | SBRC |
| Nanango Cultural Centre | | |
| N19 | Promote the Cultural Centre as a key venue for recreation activities, meetings, social functions, training courses and wet weather training and exercise | SBRC |
| Nanango Sports Ground | | |
| N20 | Design, apply for external funding and construct a new clubhouse with appropriate change rooms, toilets, canteen and storage facilities | 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 | Cricket + Soccer |
| Kassulke Park | | |
| N22 | Support South Burnett Rugby League to apply for funding to develop a mini-mod field at Kassulke Park | Rugby league club |
| Lions Park | | |
| 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 | SBRC |
| Mt Stanley Nature Reserve | | |
| 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 | SBRC |



| Action No. | Action | Project Leader |
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| MURGON | | |
| 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 | SBRC |
| M2 | Activate the community hall to increase use and provide recreation opportunities for all ages | SBRC |
| McMahon Park | | |
| M3 | Seek feedback from the community on the McMahon Park master plan, incorporate changes and present to Council for formal adoption | SBRC |
| M4 | Implement the McMahon Park master plan in stages | SBRC |
| Lions Park | | |
| M5 | 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 | SBRC |
| Youth and Rotary Park | | |
| M6 | Investigate access to toilet facilities to service the park. Consider CPTED and management considerations to minimise vandalism and misuse | SBRC |
| M7 | Continue implementation of the Youth Park concept plan | SBRC |
| Swimming Pool | | |
| M8 | Implement an accurate method to record the number of visits to the Murgon Swimming Pool to inform annual operational and service reviews | SBRC |
| South Burnett PCYC | | |
| M9 | Investigate options and identify criteria for potential additional tenants to enhance utilisation and program delivery and uptake | SBRC PCYC |
| M10 | Partner with the South Burnett PCYC to develop a promotional campaign advertising the scope of programs on offer and dispelling the 'travel distance' paradigm | SBRC |
| Murgon Sports Ground | | |
| M11 | Upgrade the irrigation system for playing fields | Rugby league+ Cricket |
| M12 | Upgrade lighting to training standard on one field for 'large' ball sports | Rugby league |

| Action No. | Action | Project Leader |
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| WONDAI | | |
| Town-wide | | |
| W1 | Rationalise Parkside Park | SBRC |
| W2 | Rationalise Grant Crescent Park | SBRC |
| Dingo Park | | |
| W3 | Remove the old exercise stations and timber amphitheatre | SBRC |
| W4 | Develop nature play opportunities for children utilising the natural features of the park | SBRC |
| W5 | Install up to four bench seats in locations throughout the treed parts of Dingo Park for rest, escape and nature observation | 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 | SBRC |
| Sunstrup Park | | |
| W7 | Assess the condition of the courts annually and undertake repairs to extend the life of the courts | SBRC |
| W8 | Install a large shelter and seating for participants and spectators | SBRC |
| W9 | Develop a fenced dog off-leash park on part of the park ensuring it does not impact on use of the cricket oval | SBRC |
| W10 | Support the Wondai Sportsground Association to investigate sustainable irrigation options including safe use of treated wastewater to improve playing surfaces | Wondai Sportsground Association |
| W11 | Support the Wondai Sportsground Association to upgrade field lighting to support training during evenings for 'large' ball sports | 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 | SBRC |
| South Burnett Shooting Complex | | |
| W13 | Support the organisation to apply for external grants to fund upgrade of targets to required standards | Shooting sports |
| McEuen State Forest | | |
| W14 | Support the South Burnett MTB Club to apply for external funding to develop mountain bike trails | 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 | SBRC |
| Coronation Park | | |
| W16 | Plant additional shade trees to create a shaded and cool park environment in the long term | 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 | SBRC |
| McKell Park | | |
| W18 | Plant additional shade trees to create a shaded and cool park environment in the long term | SBRC |



| Action No. | Action | Project Leader |
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| BLACKBUTT | | |
| Recreation | | |
| BL1 | Activate the community hall to increase use and provide recreation opportunities for all ages | 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 | 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 | 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 | 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 | SBRC |
| BE2 | Rationalise the old and ageing playground from First Settlers Park at end of useful life and consider replacement with a new nature play area that aligns with master plans for the rail trail | SBRC |
| BE3 | Upgrade picnic facilities and shelters at First Settlers Park | 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 | SBRC |
| KU2 | Refurbish two tennis courts (consider marking one as multi-sport) | 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 | SBRC |
| KU4 | As an alternative to KU3, consider relocating the overnight motor home and camping to the sports ground | SBRC |
| KU5 | Support the Race Club to seek external funding for upgrades to ancillary facilities | Race club |
| KU6 | Activate the community hall to increase use and provide recreation opportunities for all ages | SBRC |
| KU7 | Support the community to drive development of a single concept plan over the sports ground including a walking/cycling track | SBRC |



| Action No. | Action | Project Leader |
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| MAIDENWELL | | |
| Sport and recreation | | |
| MA1 | Support the Maidenwell Community Committee to continue to implement the Maidenwell master plan as funds become available | Maidenwell community committee |
| MA2 | Implement the Coomba Falls master plan | SBRC |
| MA3 | Activate the community hall to increase use and provide recreation opportunities for all ages | SBRC |
| MEMERAMBI | | |
| Sport and recreation | | |
| ME1 | Plant shade trees on both sides of the KKRT corridor | SBRC |
| ME2 | Consider development of a small recreation area node near the trail head at Memerambi in conjunction with the KKRT master planning process | SBRC |
| WOOROLIN | | |
| Sport and recreation | | |
| WO1 | 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 | SBRC |
| WO2 | Activate the community hall to increase use and provide recreation opportunities for all ages | SBRC |
| WO3 | 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 | SBRC |
| WO4 | Install directional and information signage to assist visitors navigate the walking tracks and bird hides at the wetlands | SBRC |
| WO5 | Investigate the construction of a boardwalk in the Wooroolin Wetlands | SBRC |
| TINGOORA | | |
| 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 | 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 | SBRC |
| HIVESVILLE | | |
| Sport and recreation | | |
| H1 | Investigate the feasibility of a community bus to transport residents to larger towns to access sport, recreation and other services | SBRC |
| H2 | Repurpose the sports ground (cricket oval) | SBRC |



| Action No. | Action | Project Leader |
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| PROSTON | | |
| Sport and recreation | | |
| P1 | Activate the community hall to increase use and provide recreation opportunities for all ages | SBRC |
| P2 | Implement more accurate methods to record the number of visits to the Proston pool to inform annual operational and service reviews | SBRC |
| P3 | Investigate the feasibility of a community bus to transport residents to larger towns to access sport, recreation and other services | 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, fire truck, 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, fire truck, shop counter
- » spring rockers/animal riders
- » tunnels

Older children (8-12 year olds)

- » flying fox
- » rock climbing 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)
- » rock climbing 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 sand 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 region's training and club fixtures. A range of sports are catered for in these multi-use facilities including both field and court sports.

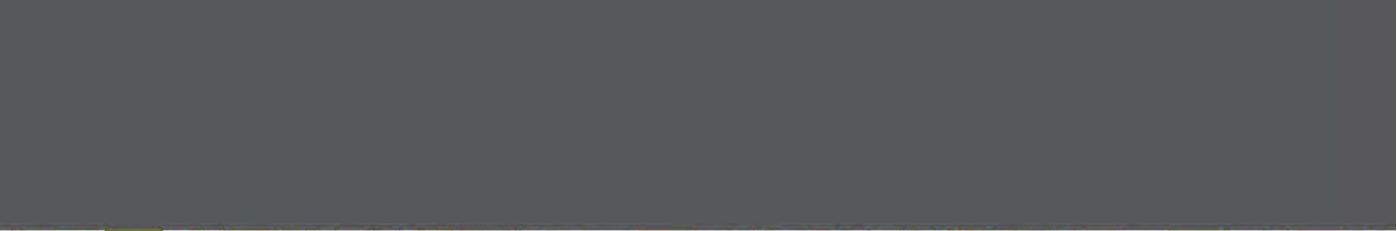
Supporting ancillary facilities provided at town sports parks and courts allow clubs to effectively operate and include amenities, clubhouse, storage, lighting and car parking.



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

The following information is material copied from workshops with Council held during development of the plan to inform them of community consultation results that were emerging. Additional information (surveys completed, survey results etc.) may have been compiled after presentation of this material, therefore some statistics quoted in the Plan may not match those provided in this appendix.



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

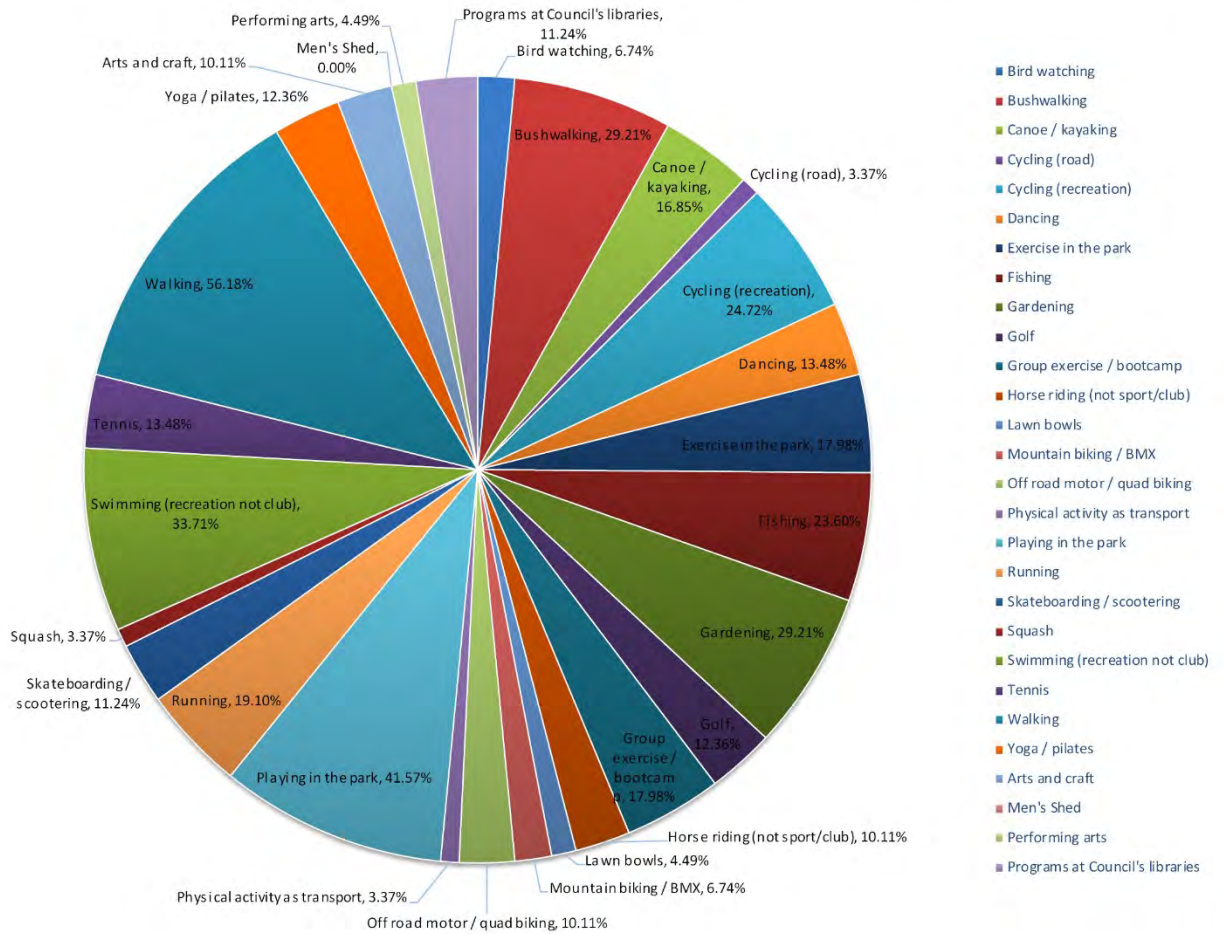
- » Establish a desired standard of service or needs based service for open space particularly sport and recreation parks
- » Establish the level of service (including embellishments) for parks and playground and communicate this to the community
- » Promotion of parks and playgrounds location and key 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



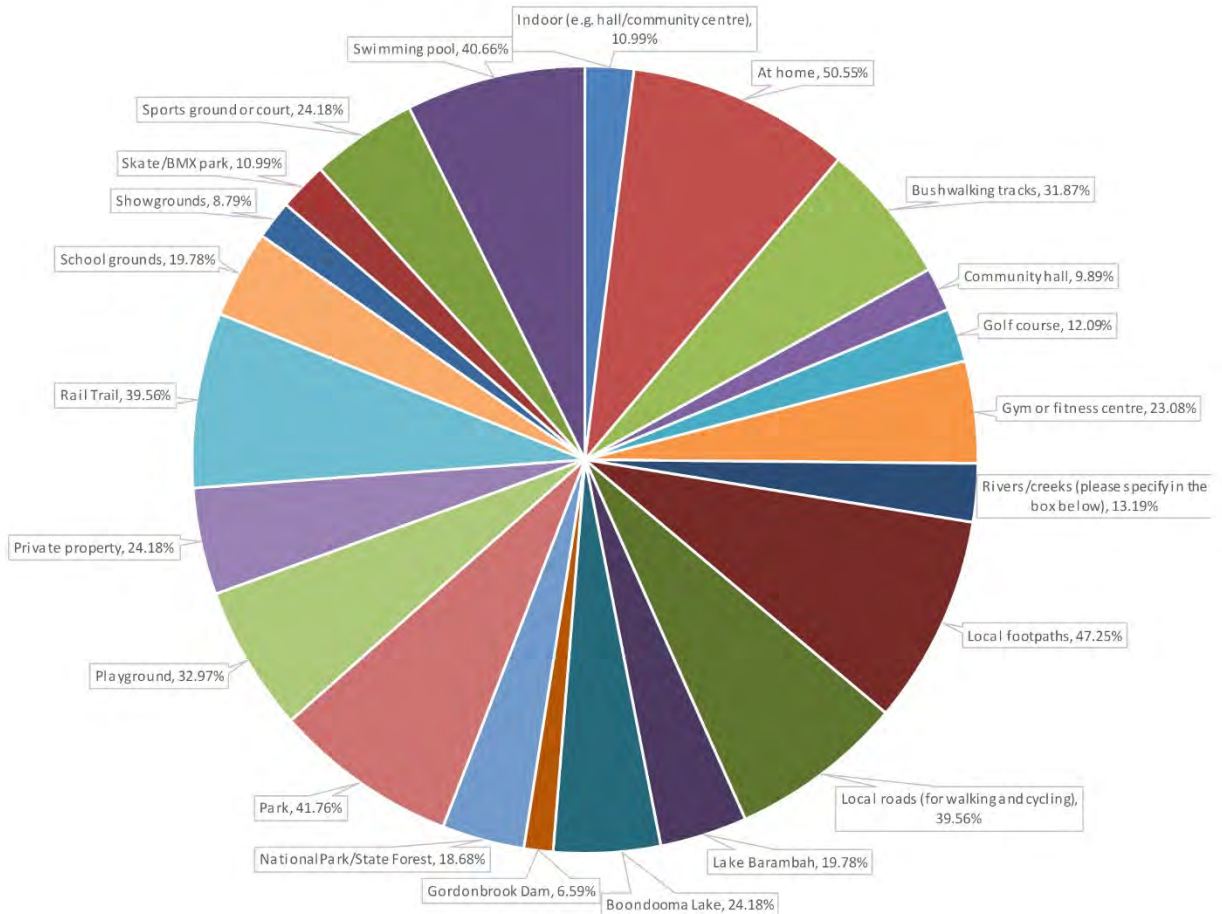
‘What do you do for recreation/sport?’ - Council workshop excerpts



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



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10. Portfolio - Natural Resource Management, Rural Services, Parks and Indigenous Affairs

10.1 Natural Resource Management, Rural Services, Parks and Indigenous Affairs Portfolio Report

Document Information

ECM ID 2556122

Author Cr Kathy Duff

Date 7 December 2018

Précis

Natural Resource Management, Rural Services, Parks and Indigenous Affairs Portfolio Report

Summary

Cr Duff presented her Natural Resource Management, Rural Services, Parks and Indigenous Affairs Portfolio Report to Council.

Officer's Recommendation

That Cr Duff's Natural Resource Management, Rural Services, 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 - 2556723 - Requesting consideration for naming the new Columbarium Walls in Taabinga Cemetery Kingaroy

Document Information

ECM ID 2556723

Author Manager Natural Resources and Parks

Endorsed
By General Manager Corporate Services

Date 1 December 2018

Précis

Requesting consideration for naming the new Columbarium Walls in Taabinga Cemetery Kingaroy.

Summary

With the construction of the new Columbarium Walls at Taabinga now completed the 3 double sided walls need naming for mapping and identification purposes. The existing wall opposite has been named after local districts however this has caused some confusion with families when reserving or acquiring a niche. Many either feel they have to be a resident of that district, or prefer to reserve in a district that their family is associated with.

Taabinga is the only cemetery that has its walls named after districts. Some of the other columbarium walls in the region have used plant names which seems to work well as it aligns better to identifiable generic local features that are more easily related to by families.

Officer's Recommendation

That Council names the walls at the new columbarium at Taabinga Cemetery.

| | |
|------------|-----------|
| Blue Gum | Iron Bark |
| Silky Oak | Red Cedar |
| Bunya Pine | Hoop Pine |

Financial and Resource Implications

The only financial implication anticipated from this report is for the provision of the appropriate signs for the walls.

Link to Corporate/Operational Plan

INF 1 Infrastructure that meets our community's needs

Communication/Consultation (Internal/External)

This report has been discussed with the Division 3 Councillor and General Manager Corporate Services, both support the recommendation.

Legal Implications (Statutory Basis, Legal Risks)

There are no legal implications from this report.

Policy/Local Law/Delegation Implications

There are no Policy/Local Law/Delegation implications from this report.

Asset Management Implications

The columbarium wall will be added to Council's asset register and there are no additional asset management implications as a result of this report.

Report

The construction of the new columbarium walls at Taabinga now complete the 3 double sided walls require 6 names for mapping and location identification purposes.

10.2.2 NRM&P - 2557036 - Endorsement of a project to provide a signed cycling route between Yarraman and Kingaroy to link the Brisbane Valley Rail trail (BVRT) to the Kilkivan to Kingaroy Rail Trail (KKRT)

Document Information

ECM ID 2557036

Author General Manager – Corporate Services

Endorsed

By Chief Executive Officer

Date 4 December 2018

Précis

Endorsement of a project to provide a signed cycling route between Yarraman and Kingaroy to link the Brisbane Valley Rail trail (BVRT) to the Kilkivan to Kingaroy Rail Trail (KKRT)

Summary

Following an approach from the Heritage Nanango Community Fund Board to undertake a project to provide a signed cycling route between Yarraman and Kingaroy to link the Brisbane Valley Rail Trail (BVRT) to the Kilkivan to Kingaroy Rail Trail (KKRT), Council's consideration on endorsement for the project and proposed route is requested.

Officer's Recommendation

That Council endorse the Heritage Nanango Community Fund project to provide a signed cycling route between Yarraman and Kingaroy to link the Brisbane Valley Rail Trail (BVRT) to the Kilkivan to Kingaroy Rail Trail (KKRT) and that the proposed route be approved.

Financial and Resource Implications

Funding for this project is to be provided by the Heritage Nanango Community Fund.

Link to Corporate/Operational Plan

EC3 An active, safe and healthy community

GO3 The South Burnett is a recognised tourism destination

Communication/Consultation (Internal/External)

- Heritage Nanango Community Fund Board members met with Council representatives to outline the proposal. (Chief Executive Officer, General Manager Infrastructure, Manager Infrastructure Planning, General Manager Corporate Services, Cr Frohloff).
 - David Littleproud MP (Federal Member for Maranoa) has provided a letter of support to this project.
 - Deb Frecklington MP (State Member for Nanango) has provided a letter of support to this project.
-

- Toowoomba Regional Council. (*underway*)
- Department of Transport & Main Roads. (*underway*)

Legal Implications (Statutory Basis, Legal Risks)

The route utilises the current road network - standard road rules remain applicable to patrons utilising the trail.

Policy/Local Law/Delegation Implications

Not applicable

Asset Management Implications

No asset management implications

Report

Council has received a request from the Heritage Nanango Community Fund (HNCF) Board to undertake a project to provide a signed route to link the Brisbane Valley Rail Trail (BVRT) to the Kilkivan to Kingaroy Rail Trail (KKRT).

HNCF seek to install signage between Yarraman and Kingaroy to link the two existing rail trails.

The idea is to utilise the old stock route between Yarraman and Nanango and use low traffic roads where possible between Nanango and Kingaroy.

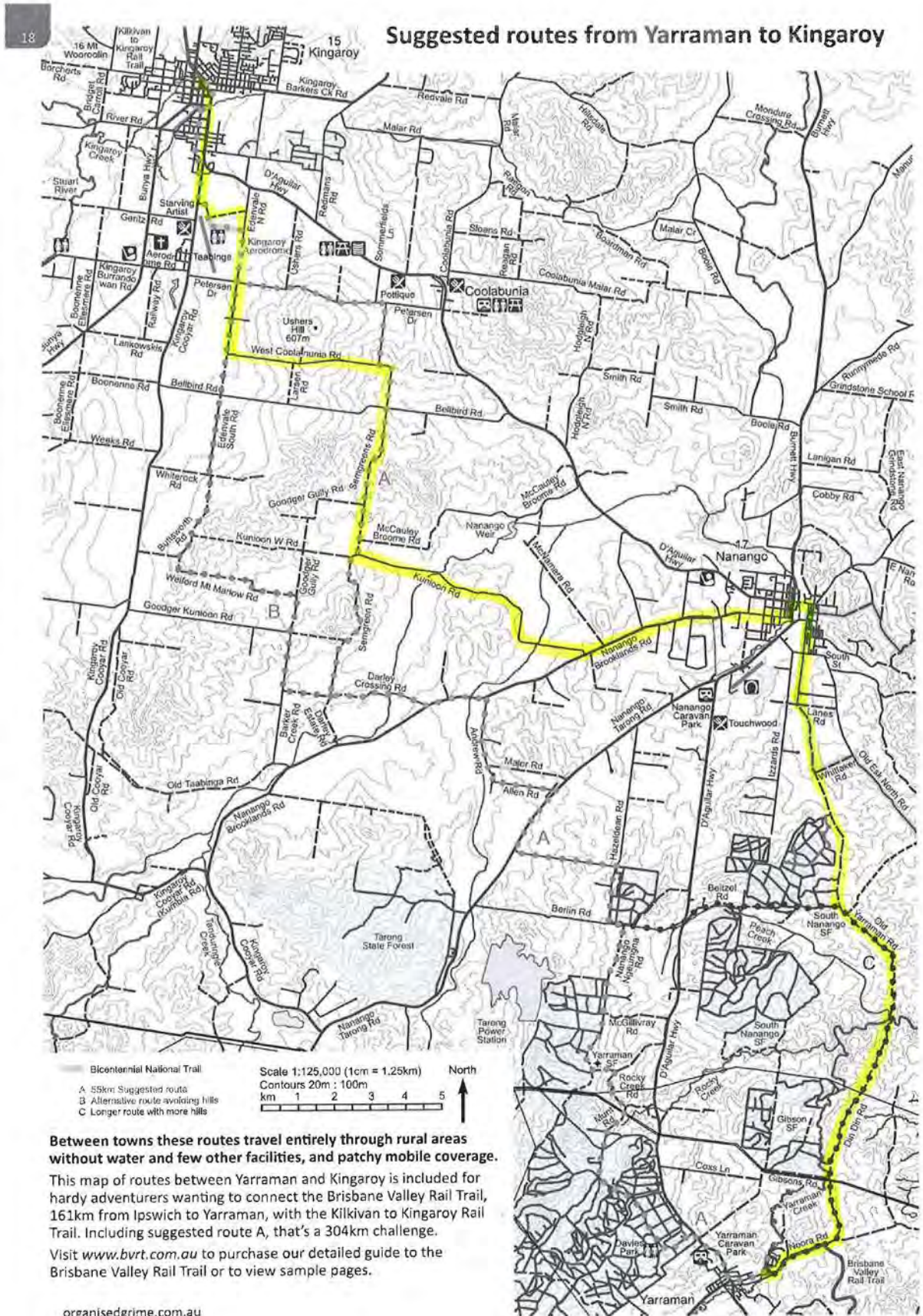
Signage would be installed below existing road/street signs. A standard design/template is to be utilised to ensure consistency.

Consultation with Toowoomba Regional Council is being undertaken in relation to the portion of the proposed route that passes through the Toowoomba Regional Council area. Consultation with the Department of Transport & Main Roads is also being undertaken in relation to any requirements the Department may have in relation to State controlled roads.

No track alterations or improvements to road surfaces are proposed at this stage merely signage to indicate a route to follow. Any future upgrades or improvements may incur capital or maintenance costs, however Council will need to consider and approve any level of investment in this area going forward.

A copy of the request and plan of the proposed route is attached.

Council's consideration on endorsement for the project and proposed route is requested.

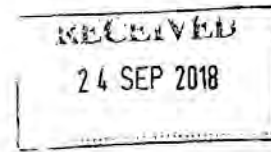


Heritage Nanango Community Funding Ltd.

PO Box 541,

Nanango , Qld 4615

05/ 09/18



South Burnett Regional Council,

Dear Mayor and Councillors,

My name is David Kenny and I am writing on behalf of the Board of Nanango HNCF.

We seek to bring your attention a matter that we feel needs urgent consideration.

Until now,the 2 cycling trails ,Brisbane Valley Rail Trail and the Kingaroy to Kilkivan Rail Trail have been successful, especially on weekends for many riders. H.N.C.F now seeks your support to install signage from Yarraman to Kingaroy to link both trails, and they are fully funded by HNCF.

This will utilize the old stock route between Yarraman and Nanango, and the quieter roads between Nanango and Kingaroy .This will turn the ride into a 320km ride through the Australian bush from Wulkaraka(Ipswich) to Kilkivan, enabling it to become one of the premier Cyclotourism destinations in Australia.

The increase in distance will mean more people holidaying for longer in the South Burnett.

The Benefits are obvious.

Firstly, the Nanango area lies between the two trails, and will benefit hugely from the linkage, in money spent in the area. The average cyclist spends \$ 80 to \$100 /day on accommodation ,food ,drink and general needs (reference : New Zealand Govt. Dept of Tourism 2016), and the flow on effect to hotels, cafes, restaurants, B and B's , and supermarkets is obvious also .

The Second Benefit is that at no cost to any level of government, there is a good return on investment which will be ongoing into the future as it is fully funded by the HNCF. Ltd.

The options for the Future are exciting as well . The HNCF would be happy to promote the Publicity for the Rail Trails both in Australia and Internationally.

At present the majority of Cyclotourism trails are in Victoria and Tasmania. We feel with the creation of a Northern Rail Trail route, and its closer access to the Great Barrier Reef and Gold Coast, the Tourist potential would be enormous.

HNCF again would be happy to cover cost of advertising and the creation of an App that could be placed in the advertisements in national and international cycling and tourism magazines. The App links the adds to all service providers related to the Trail eg hotels , cafes etc.

| | | | | | | |
|----------|---------------|-------------|-------|---|--------|--|
| MEETING: | CC | POM | CFO | V | GMC&ED | |
| | VIEW | G Griffiths | MAYOR | V | GMP&IS | |
| | | | | | GMI | |
| | ATTACHMENTS → | | | | GMP&E | |

LG 21.5.1 R30

.The Council may wish to be an active player in the future, by improving the Stock Route with a bit of minor road maintenance, and either by a grant or within their Budgetry process , create a small pedestrian (cyclist) bridge across Yarraman Creek on the Stock Route.

In the short term , we seek the support of the Council's Work Dept to provide advise and cooperation to the private contractors so the signage can be installed.

Yours Faithfully,

A handwritten signature in blue ink, appearing to read 'D. Kenny', written in a cursive style.

David Kenny

Board Member HNCf Pty Ltd.

Phone contact : 0457327342



DAVID LITTLEPROUD MP
FEDERAL MEMBER FOR MARANOA

Nanango Heritage Community Fund
c/- Mr David Kenny
PO Box 16
NANANGO QLD 4615

By email: dlkenny@bigpond.net.au

Dear Mr Kenny,

I am writing in support of the Nanango Heritage Community Fund's (NHCF) endeavours to fund the cost of cycling signage between Yarraman and Kingaroy, linking the Brisbane Valley Rail Trail and the Kingaroy to Kilkivan Trail creating a 320km non-stop trail for cyclists and with that expand tourism opportunities in the area.

I understand the NHCF is advocating for this upgrade in cycling signage to increase tourism and economic activity across the region through connecting established routes and access points. I understand the NHCF is envisaging that the new cycling trail would create a "cyclotourism" destination, creating a proper cycling tourism holiday opportunity. Furthermore, this will enable them to compete with other major cycling tourism destinations across the country, including prominent locations in Victoria and Tasmania.

I support the NHCF in funding this project themselves through the Heritage Bank Nanango. I commend the NHCF in recognising the importance of this project and stepping up themselves to fund the Yarraman to Kingaroy trail. I understand they are asking South Burnett Regional Council to support their project by maintaining the upgrade once NHCF has completed the initial signage.

We know our region is vibrant and exciting and this project will help the South Burnett region to better engage with, attract and increase tourism in our region.

A recent Tourism Research Australia survey (2017) found domestic and international tourism spending has hit a record of \$121 billion dollars. This is great news for the Australian economy, workers and small business so I anticipate this project will help our region to grab a larger piece of this tourism action.

Tourism is driving our economy and will continue to into the future. It is creating and supporting jobs right across the country.

Whether it's enjoying the great outdoors or dining in one of our local café's in the South Burnett, there is something for everyone with a diverse range of local attractions and experiences. In addition, supporting our local hospitality industry and bringing new tourism activities to the region.

DALBY ELECTORATE OFFICE: PO Box 641, Dalby QLD 4405 P 07 4662 2715 | WWW.DAVIDLITTLEPROUD.COM.AU

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The record spending by Australian tourists is being driven by more people holidaying at home in Australia. Overnight trips by Australians have increased to a record 93.7 million, up five per cent, while nights reached a record 338 million, up four per cent (2017 data).

I strongly support and commend the Nanango Heritage Community Fund's advocacy and endeavours to deliver cycling signage for the Yarraman to Kingaroy trail and the opportunities it will bring to the region.

Yours sincerely,



THE HON DAVID LITTLEPROUD MP
28 August, 2018

DLP:hcr

Deb Frecklington MP

Member for Nanango



5 September 2018

To Whom it May Concern,

RE: Linking the Rail Trail between Kingaroy and Yarraman

I write in support of the **Heritage Nanango Community Fund** who are seeking to install signage to mark a cycling/hiking route connecting the Brisbane Valley Rail Trail and the Kingaroy-Kilkivan Rail Trail.

With the recent completion of the 161km Brisbane Valley Rail Trail (BVRT), starting at Wulkuraka, west of Ipswich, and running to Yarraman, interest in riding, hiking and horse riding on the BVRT has grown substantially. The same has occurred following the opening of the Kingaroy-Kilkivan Rail Trail, and the region is seeing an increased focus on tourism, generated by the Rail Trail and the opportunities it has to offer.

Unfortunately, there is no connecting rail trail between Yarraman and Kingaroy. The Heritage Nanango Community Fund (HNCF) is actively involved in community projects and has helped to improve services and infrastructure in the region. They have identified an opportunity to map and signpost a cycling route to connect the two trails, therefore offering visitors and locals the chance to ride from Kilkivan right through to Wulkuraka. This will allow the township of Nanango to also be a part of the economic boost the rail trail is achieving.

The HNCF will fully fund the cost of the signage. The section between Yarraman and Nanango will be marked along the current Stock Route linking the two towns. The second section, between Nanango and Kingaroy will be marked along quieter roads and tracks. This will fully connect the two Rail Trails and provide a continuity of flow and a cycling experience unmatched in Australia.

I would like to offer my support for this project and acknowledge the funding HNCF is offering to make the project a reality. If I can be of any further assistance, please do not hesitate to contact my office on 4190 7100.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Deb Frecklington'.

Deb Frecklington MP
Member for Nanango



11. Portfolio - Finance, ICT & Human Resources

11.1 Finance, ICT and Human Resources Portfolio Report

Document Information

ECM ID 2556121

Author Cr Ros Heit

Date 7 December 2018

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 - 2556737 - Monthly Financial Statements

Document Information

ECM ID 2556737

Author Acting Manager Finance

**Endorsed
By General Manager Finance**

Date 4 December 2018

Précis

Monthly Financial Report as at 30 November 2018.

Summary

The following information provides a Council's position as at 30 November 2018.

Officer's Recommendation

That the Monthly Financial Report as at 30 November 2018 be received and noted.

Key Performance Indicators - Monthly Reporting

| Ratio | Description | Formula | SBRC's Target | Status | Nov-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 | ✓ | 10.4 | |
| 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 | ✓ | 6.1 | |
| 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 | ✗ | 4.32 | Significant Current assets due to large amount of Trade and Other receivables (\$8,506,288). This is because first 6 month Rates, Levies and Charges are still 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 59% | ✓ | 80% | |
| Debt Servicing Ratio | This indicates Council's ability to meet current debt instalments with recurrent revenue | $\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue}}$ | Target less than or equal to 10% | ✓ | 3.5% | |
| Cash Balance - \$M | Total Cash that Council held | $\text{Cash Held at Period End}$ | Target greater than or equal to \$23M | ✓ | 42.37 | |
| 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% | ✓ | 3.8% | |
| 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% | ✓ | 34% | |
| 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% | ✓ | 2.4% | |

Statement of Comprehensive Income

as at 30 November 2018

42% of Year Complete

| | 2018/19 | Original Budget | Amended Budget |
|---|-------------------|-------------------|-------------------|
| | \$ | \$ | \$ |
| Income | | | |
| Revenue | | | |
| Recurrent Revenue | | | |
| Rates, Levies and Charges | 23,804,603 | 47,493,748 | 47,493,748 |
| Fees and Charges | 2,071,315 | 3,790,662 | 3,816,162 |
| Rental Income | 156,914 | 473,693 | 473,693 |
| Interest Received | 410,321 | 1,005,453 | 1,005,453 |
| Sales Revenue | 1,537,513 | 3,474,362 | 3,474,362 |
| Other Income | 351,582 | 417,562 | 421,062 |
| Grants, Subsidies, Contributions and Donations | 3,130,646 | 7,412,560 | 7,483,466 |
| | <u>31,462,893</u> | <u>64,068,040</u> | <u>64,167,946</u> |
| Capital Grants, Subsidies, Contributions and Donations | 846,617 | 6,544,702 | 5,229,181 |
| Capital Revenue | 445,532 | 455,100 | 455,100 |
| Total Revenue | <u>32,755,042</u> | <u>71,067,842</u> | <u>69,852,227</u> |
| Total Income | <u>32,755,042</u> | <u>71,067,842</u> | <u>69,852,227</u> |
| Expenses | | | |
| Recurrent Expenses | | | |
| Employee Benefits | 9,622,266 | 23,530,179 | 23,500,175 |
| Materials and Services | 9,934,166 | 21,685,237 | 21,773,076 |
| Finance Costs | 813,501 | 2,150,197 | 2,316,560 |
| Depreciation and Amortisation | 6,490,828 | 15,577,986 | 15,577,986 |
| | <u>26,860,761</u> | <u>62,943,599</u> | <u>63,167,797</u> |
| Total Expense | <u>26,860,761</u> | <u>62,943,599</u> | <u>63,167,797</u> |
| Net Result | <u>5,894,282</u> | <u>8,124,243</u> | <u>6,684,430</u> |

Statement of Financial Position

as at 30 November 2018

| | 2018/19 | Original Budget | Amemded Budget |
|--------------------------------------|----------------------|----------------------|--------------------|
| | \$ | \$ | \$ |
| Current Assets | | | |
| Cash and Cash Equivalents | 42,372,387 | 43,021,415 | 38,778,616 |
| Trade and Other Receivables | 8,506,228 | 4,858,960 | 4,837,187 |
| Inventories | 1,017,985 | 1,164,711 | 1,164,711 |
| Investments | - | - | - |
| Total Current Assets | <u>51,896,601</u> | <u>49,045,087</u> | <u>44,780,514</u> |
| Non-Current Assets | | | |
| Trade and Other Receivables | 1,896,757 | 1,999,654 | 1,999,654 |
| Property, Plant and Equipment | 939,816,214 | 946,617,628 | 943,755,414 |
| Intangible Assets | 8,720,694 | 8,678,362 | 8,678,362 |
| Total Non-Current Assets | <u>950,433,665</u> | <u>957,295,644</u> | <u>954,433,430</u> |
| TOTAL ASSETS | <u>1,002,330,266</u> | <u>1,006,340,731</u> | <u>999,213,944</u> |
| Current Liabilities | | | |
| Trade and Other Payables | 4,294,678 | 3,427,717 | 3,427,975 |
| Borrowings | 2,623,849 | 3,234,879 | 2,758,080 |
| Provisions | 3,318,194 | 3,582,934 | 3,582,934 |
| Unearned Revenue | 1,777,273 | - | - |
| Total Current Liabilities | <u>12,013,994</u> | <u>10,245,529</u> | <u>9,768,989</u> |
| Non-Current Liabilities | | | |
| Borrowings | 35,732,440 | 41,029,888 | 33,978,660 |
| Provisions | 13,498,085 | 13,700,835 | 13,700,835 |
| Unearned Revenue | 1,936,896 | - | 1,840,794 |
| Total Non-Current Liabilities | <u>51,167,420</u> | <u>104,251,012</u> | <u>49,520,289</u> |
| TOTAL LIABILITIES | <u>63,181,414</u> | <u>64,976,253</u> | <u>59,289,278</u> |
| NET COMMUNITY ASSETS | <u>939,148,852</u> | <u>941,364,479</u> | <u>939,924,666</u> |
| Community Equity | | | |
| Retained Surplus/(Deficiency) | 431,374,473 | 433,691,086 | 432,251,273 |
| Asset Revaluation Surplus | 507,774,104 | 507,673,393 | 507,673,393 |
| TOTAL COMMUNITY EQUITY | <u>939,148,577</u> | <u>941,364,479</u> | <u>939,924,666</u> |

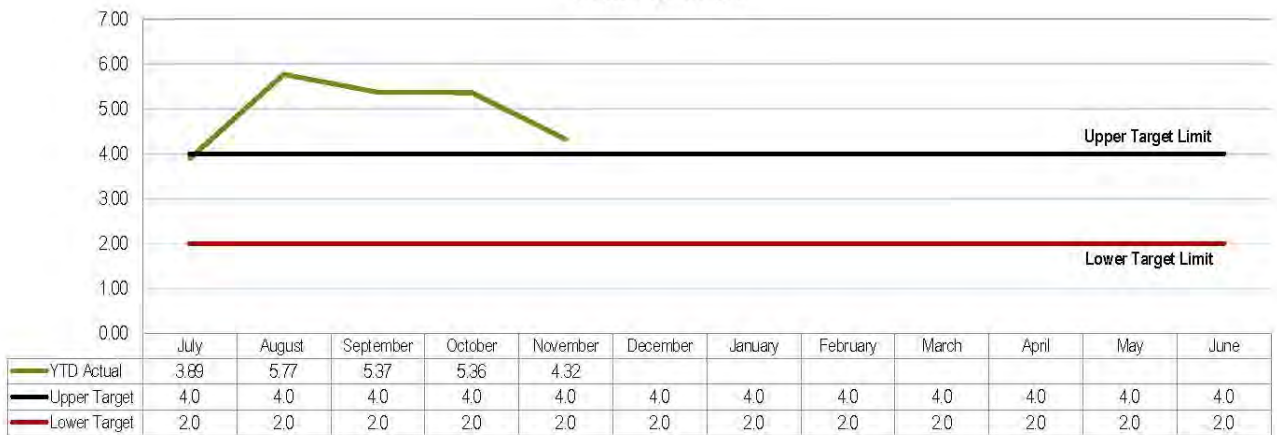
CASH RATIO



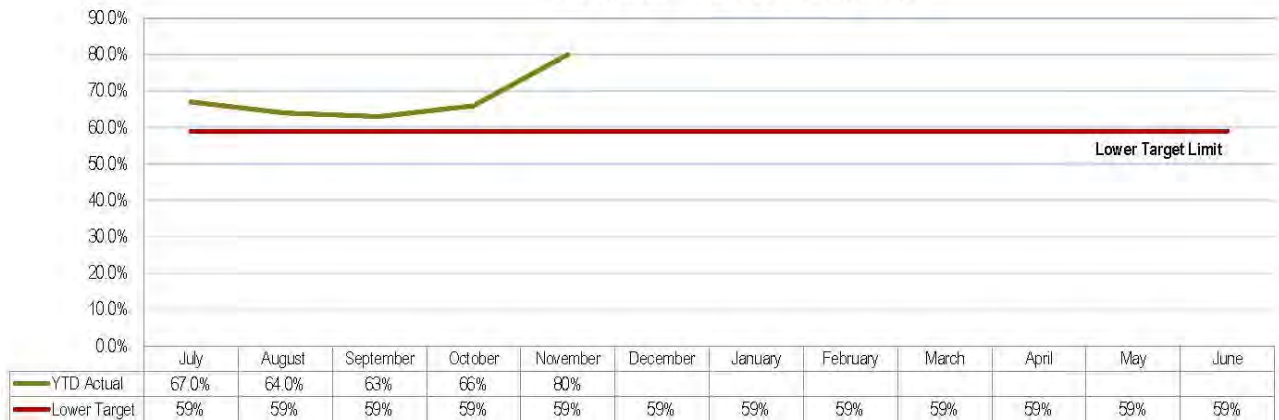
OPERATING CASH RATIO



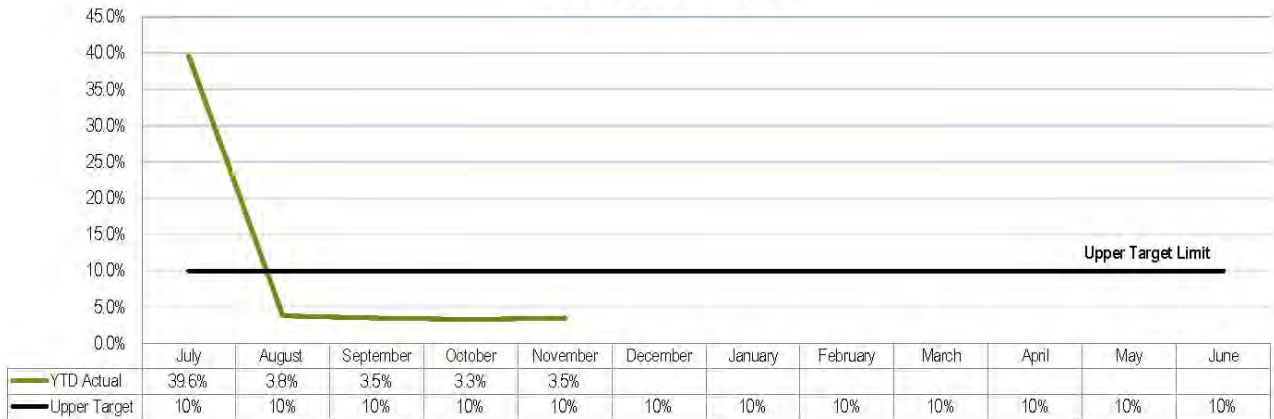
CURRENT RATIO



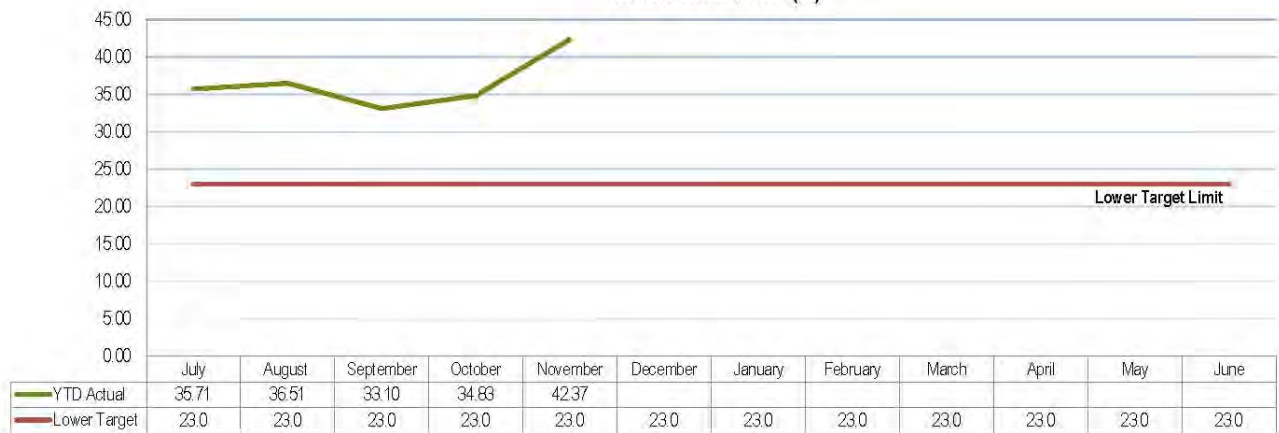
FUNDED LONG TERM LIABILITIES



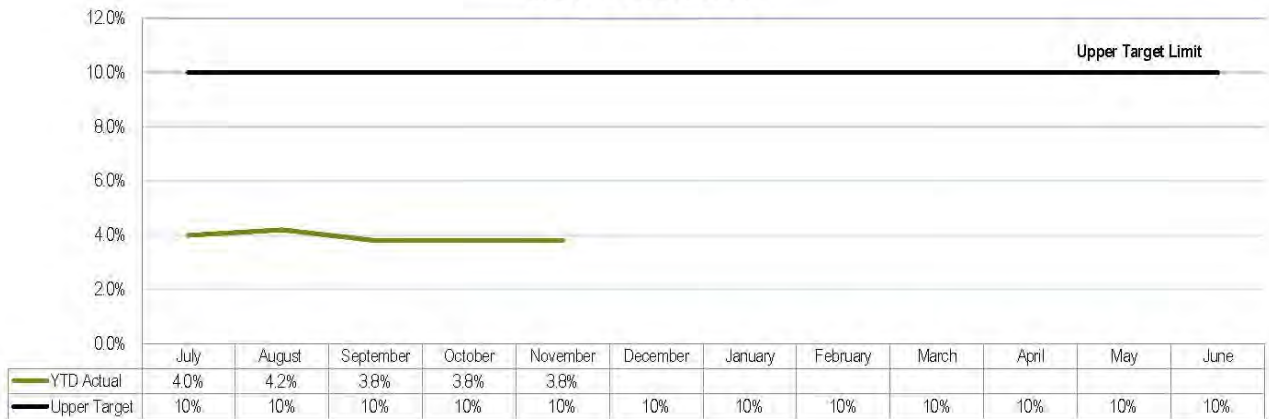
DEBT SERVICING RATIO



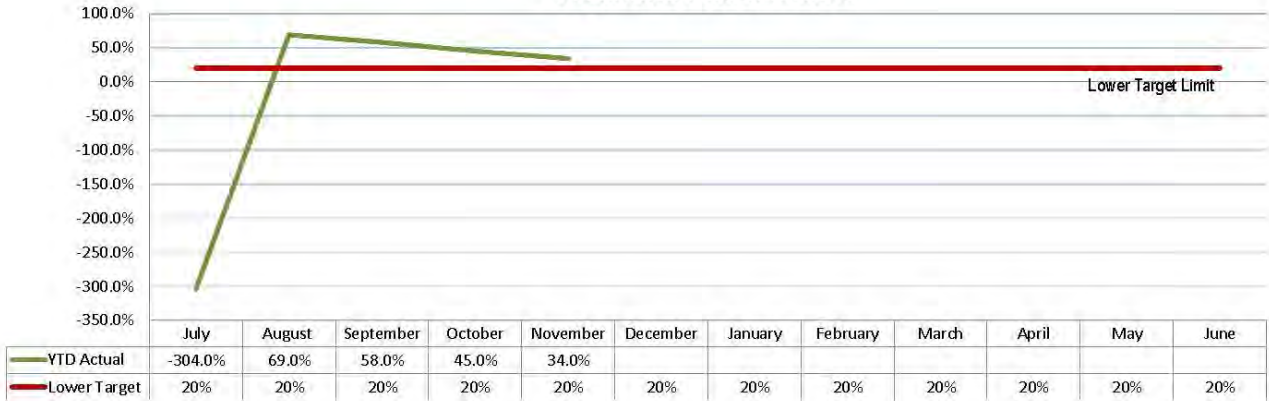
CASH BALANCE (M)



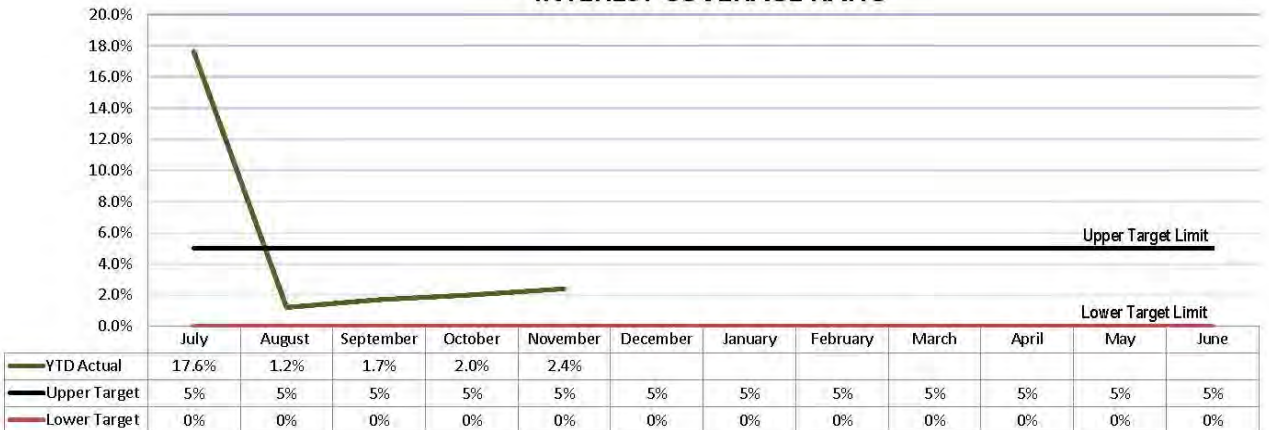
DEBT TO ASSET RATIO



OPERATING PERFORMANCE



INTEREST COVERAGE RATIO



Financial and Resource Implications

Tracking actual revenue and expenditure compared to budget as adopted at the Council meeting held 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)

Monitored by budget managers.

Legal Implications (Statutory Basis, Legal Risks)

Monthly financial report prepared in accordance with Section 204 of the *Local Government Regulation 2012*.

Policy/Local Law/Delegation Implications

Budget prepared taking into account the Revenue Policy, Debt Policy and Investment Policy actual result is compared to budget.

Asset Management Implications

Depreciation levels adopted with budget with assets in all asset classes maintained to appropriate standards and service levels.

12. Consideration of Notices of Motion

No Report.

13. Information Section (IS)

13.1 IS - 2552115 - List of Correspondence Pending Completion of Assessment Report

Document Information

ECM ID 2552115

Author Executive Assistant

**Endorsed
By Chief Executive Officer**

Date 4 December 2018

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

2550753 - Material Change of Use Development Application for proposed Medical Centre & Office at 113-117 Lamb Street Murgon - Lot 1 SP301859

2553060 - Material change of use application for Alkaloids Processing Plant (Staged) at Oil Seed Road & Postles Road Memerambi - Lot 100 SP285938 - MCU18/0020

2553809 - Forwarding Development Application - Operational Work - Crumpton Holdings Pty Ltd - Crumpton's Peanut Processing Plant at 11155 Bunya Highway Kingaroy - Lot 18 SP186414 - ROLC2017/0005 - OPW18/0015

13.2 IS - 2557103 - Delegated Authority Report**Document Information****ECM ID 2557103****Author Executive Services****Date 4 December 2018****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.

| ReportECM ID | DESCRIPTION AND LOCATION | APPROVAL DATE |
|---------------------|--|----------------------|
| 2517102 | Reconfiguration of a Lot Application Staged (Boundary Realignment, Easement Realignment & Subdivision) at Boat Mountain Road & Levers Road Tablelands - Lots 1 RP229998 & 2 RP848466 - RAL18/0014 | 29 November 2018 |
| 2528293 | Reconfiguration of a Lot application - 2 Lots into 3 Lots at Braithwaites Road Murgon - Lot 4 SP175184 & 6 SP207668 - RAL18/0017 | 28 November 2018 |
| 2539980 | Reconfiguration of a Lot application - Boundary Realignment at Old Wondai Road Charlestown - Lots 10 FY2640 Lot 11 FY767 & Lots 176-181 FY714 - RAL18/0021 | 19 November 2018 |
| 2543232 | Operational works application for Earthworks for Stormwater, pavement and carpark at proposed Bunnings site at 2 & 30 Walter Road Kingaroy - Lots 27 & 28 SP233460 - OPW18/0014 | 29 November 2018 |
| 2545688 | Reconfiguration of a Lot application - 3 Lots into 3 Lots at 7-9 Gipps Street Coolabunia - Lot 18 & 19 RP15177 & Lot 224 FY2121 - RAL18/0028 | 19 November 2018 |
| 2551637 | Requesting Negotiated Decision Notice - Conditions RAL3, RAL4 & RAL5 - Boundary Realignment - Reconfiguration of a Lot at 225 Beils Road and Woodalls Road Inverlaw - Lot 120 FY330 & 118 FY449 - RAL18/0019 | 29 November 2018 |

13.3 IS - 2556644 - Monthly Capital Works Report

Document Information

ECM ID 2556644

Author General Manager Finance

Date 4 December 2018

Précis

Report of the Capital Works of South Burnett Regional Council as at 30 November 2018.

Summary

The following information provides a snapshot of Council's Capital Works as at 30 November 2018.

Officer's Recommendation

That the South Burnett Regional Council's Monthly Capital Works Report as at 30 November 2018 be received.

2018/2019 Capex Report for Council

as at 30 November 2018

| Project Code | 2018/2019 Adopted Budget | 2017/2018 Budget Carryover | First Quarter Budget Adjustments | Total Available Budget | 2018/2019 Commitments | 2018/2019 Actual Expenditure | 2018/2019 Actual Expenditure & Commitments |
|---|-----------------------------|----------------------------------|--|---------------------------|--------------------------|------------------------------------|---|
| Buildings & Other Structures | | | | | | | |
| Admin Office - Nanan | 200,000.00 | 777,645.00 | 650,000.00 | 1,627,645.00 | - | 202,584.93 | 202,584.93 |
| Admin Office - Wonda | 10,000.00 | - | - | 10,000.00 | - | - | - |
| Cemeteries - Kingaro | 10,000.00 | 4,413.00 | - | 14,413.00 | 1,440.00 | 2,131.81 | 3,571.81 |
| Cemeteries - Nanango | 10,000.00 | - | - | 10,000.00 | - | - | - |
| Cemeteries - Wondai | 10,000.00 | - | - | 10,000.00 | - | - | - |
| Cemeteries - Murgon | 10,000.00 | - | - | 10,000.00 | - | - | - |
| Depot - Nanango | - | 30,000.00 | - | 30,000.00 | - | - | - |
| Hall - Blackbutt Mem | - | - | - | - | - | 1,100.00 | 1,100.00 |
| Museum - Nanango Rin | 10,000.00 | 305,000.00 | - | 315,000.00 | - | 140,000.00 | 140,000.00 |
| Parks & Gardens | 455,000.00 | - | - | 455,000.00 | 8,046.34 | 3,044.56 | 11,090.90 |
| Priv Hospital - Buil | - | 170,515.00 | - | 170,515.00 | 2,520.00 | 41,088.50 | 43,608.50 |
| Saleyards - Coolabun | - | - | - | - | 3,455.91 | - | 3,455.91 |
| Swimming Pool - King | 1,500,000.00 | 200,000.00 | - | 1,700,000.00 | - | 86.23 | 86.23 |
| Swimming Pool - Nana | 65,000.00 | - | - | 65,000.00 | - | - | - |
| Tourism - Yallakool | - | - | - | - | 445.45 | 246.66 | 692.11 |
| Tourism - Lake Boon | - | 3,202.00 | - | 3,202.00 | - | 215.00 | 215.00 |
| Public Conveniences | - | 94,327.00 | - | 94,327.00 | - | 44,895.75 | 44,895.75 |
| W4Q - Round 1 | - | - | - | - | 29,510.91 | 4,349.93 | 33,860.84 |
| W4Q - Round 2 | - | 495,490.00 | - | 495,490.00 | 43,424.90 | 145,079.13 | 188,504.03 |
| Parks - Kingaroy | - | - | - | - | - | 172.55 | 172.55 |
| Parks - Murgon | - | 16,497.00 | - | 16,497.00 | - | 26,500.00 | 26,500.00 |
| General | 217,511.00 | - | - | 217,511.00 | - | 3,318.18 | 3,318.18 |
| | 2,497,511.00 | 2,097,089.00 | 650,000.00 | 5,244,600.00 | 88,843.51 | 614,813.23 | 703,656.74 |
| Intangibles | | | | | | | |
| Business System | 280,000.00 | 588,162.00 | - | 868,162.00 | 154,616.37 | 179,089.21 | 333,705.58 |
| | 280,000.00 | 588,162.00 | - | 868,162.00 | 154,616.37 | 179,089.21 | 333,705.58 |
| Plant & Equipment | | | | | | | |
| Admin Office - Kinga | 20,000.00 | - | - | 20,000.00 | - | 623.10 | 623.10 |
| Info Serv - ICT | 307,000.00 | 82,838.00 | - | 389,838.00 | 107,804.71 | 193,936.74 | 301,741.45 |
| Plant & Fleet Manage | 2,413,000.00 | 296,574.00 | - | 2,709,574.00 | 407,192.07 | 302,627.07 | 709,819.14 |
| | 2,740,000.00 | 379,412.00 | - | 3,119,412.00 | 514,996.78 | 497,186.91 | 1,012,183.69 |
| Roads | | | | | | | |
| W4Q - Round 2 | 430,000.00 | 1,642,407.00 | 430,000.00 | 1,642,407.00 | 147,600.00 | 329,648.82 | 477,248.82 |
| Bridges | - | 717,882.00 | - | 717,882.00 | 90.91 | 99,802.92 | 99,893.83 |
| Rural Drainage | 334,262.00 | - | 170,000.00 | 504,262.00 | 142.73 | 5,463.52 | 5,606.25 |

| Project Code | 2018/2019 Adopted Budget | 2017/2018 Budget Carryover | First Quarter Budget Adjustments | Total Available Budget | 2018/2019 Commitments | 2018/2019 Actual Expenditure | 2018/2019 Actual Expenditure & Commitments |
|---------------------------------|-----------------------------|----------------------------------|--|---------------------------|--------------------------|------------------------------------|---|
| Pavement Rehab | 4,784,501.00 | 32,215.00 | - 650,000.00 | 4,166,716.00 | 496,740.85 | 1,390,963.92 | 1,887,704.77 |
| Footpaths & Cycleway | - | 7,485.00 | 260,000.00 | 267,485.00 | - | 3,398.92 | 3,398.92 |
| Reseals | 3,000,000.00 | 64,270.00 | - | 3,064,270.00 | 35,789.32 | 161,361.89 | 197,151.21 |
| Town Development | 4,263,000.00 | 535,852.00 | - 3,862,227.00 | 936,625.00 | 205,589.72 | 41,147.90 | 246,737.62 |
| TIDS - LRRS Projects | 555,000.00 | 93,547.00 | - | 648,547.00 | 10,242.60 | 500,482.68 | 510,725.28 |
| Roads to Recovery | - | 87,376.00 | - | 87,376.00 | - | 375,895.50 | 375,895.50 |
| General | - | 4,960.00 | - | 4,960.00 | - | - | - |
| | 13,366,763.00 | 3,185,994.00 | - 4,512,227.00 | 12,040,530.00 | 896,196.13 | 2,908,166.07 | 3,804,362.20 |
| Water Services | | | | | | | |
| Water - Blackbutt | 98,950.95 | 66,049.00 | - | 164,999.95 | 12,395.51 | 11,675.85 | 24,071.36 |
| Water - Kingaroy | 1,815,412.39 | 3,258,209.00 | - | 5,073,621.39 | 164,754.37 | 478,943.26 | 643,697.63 |
| Water - Kumbia | - | 190,970.00 | - | 190,970.00 | 7,809.50 | 7,259.76 | 15,069.26 |
| Water - Murgon | 93,000.00 | - | - | 93,000.00 | - | 115,484.49 | 115,484.49 |
| Water - Nanango | 248,907.66 | 141,094.00 | - | 390,001.66 | 45,038.26 | 126,381.89 | 171,420.15 |
| Water - Proston | 170,000.00 | 42,265.00 | - | 212,265.00 | 545.45 | 49,397.17 | 49,942.62 |
| Rural Water - Prosto | - | 100,000.00 | - | 100,000.00 | - | - | - |
| Water - Wondai | - | 222,642.00 | - | 222,642.00 | - | 4,350.82 | 4,350.82 |
| Water - Wooroolin | - | 100,000.00 | - | 100,000.00 | - | - | - |
| | 2,426,271.00 | 4,121,229.00 | - | 6,547,500.00 | 230,543.09 | 793,493.24 | 1,024,036.33 |
| Wastewater Services | | | | | | | |
| Water - Kingaroy | 47,500.00 | - | - | 47,500.00 | 2,650.00 | 1,886.87 | 4,536.87 |
| Wastewater - Blackbu | 86,720.62 | 253,279.00 | - | 339,999.62 | - | - | - |
| Wastewater - Kingaro | 629,122.33 | 273,696.00 | - | 902,818.33 | - | 11,283.06 | 11,283.06 |
| Wastewater - Murgon | 137,343.02 | 833,495.00 | - | 970,838.02 | - | 15,800.11 | 15,800.11 |
| Wastewater - Nanango | 195,344.03 | 611,656.00 | - | 807,000.03 | - | - | - |
| Wastewater - Wondai | - | 1,000,607.00 | - | 1,000,607.00 | - | 908.59 | 908.59 |
| | 1,096,030.00 | 2,972,733.00 | - | 4,068,763.00 | 2,650.00 | 29,878.63 | 32,528.63 |
| Waste | | | | | | | |
| Waste Management - R | 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 | 1,887,845.88 | 5,022,627.29 | 6,910,473.17 |

13.4 IS - 2556658 - Road Maintenance Expenditure Report

Document Information

ECM ID 2556658

Author General Manager Finance

Date 4 December 2018

Précis

Report of the Road Maintenance Expenditure of South Burnett Regional Council as at 30 November 2018.

Summary

The following information provides a snapshot of Council's Road Maintenance Expenditure Report as at 30 November 2018.

Officer's Recommendation

That the South Burnett Regional Council's Road Maintenance Expenditure Report as at 30 November 2018 be received.

Road Maintenance Expenditure Report as at 30 November 2018

| Task | Task Description | Project Code | Project Description | % Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|---|---|--------------|---------------------|--------------|------------------|-----------------|-------------------|
| Asset Number: 0022450 - Aberdeen Avenue | | | | | | | |
| OP.028601 | Aberdeen Avenue street sweeping | 005467 | Maintenance 2018/19 | 1 | 473.85 | - | 473.85 |
| | | | Subtotal | | 473.85 | - | 473.85 |
| Asset Number: 0022476 - Aerodrome Road | | | | | | | |
| OP.029422 | Aerodrome Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0032774 - Albert Street | | | | | | | |
| OP.028612 | Albert St K'Roy Signage | 005467 | Maintenance 2018/19 | 1 | 534.23 | - | 534.23 |
| OP.029260 | Albert street premix patching | 005467 | Maintenance 2018/19 | 1 | 1,364.02 | - | 1,364.02 |
| | | | Subtotal | | 1,898.25 | - | 1,898.25 |
| Asset Number: 0022486 - Alcocks Road | | | | | | | |
| OP.029169 | Alcocks Rd - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 5,013.25 | - | 5,013.25 |
| | | | Subtotal | | 6,013.25 | - | 6,013.25 |
| Asset Number: 0000145 - Alexander and Lawson Road - refer attachment | | | | | | | |
| OP.029647 | Alexander & Lawson Rd Medium Grade | 005467 | Maintenance 2018/19 | 1 | 2,614.85 | - | 2,614.85 |
| | | | Subtotal | | 2,614.85 | - | 2,614.85 |
| Asset Number: 0032880 - Alford Street | | | | | | | |
| OP.028898 | Alford st premix patching | 005467 | Maintenance 2018/19 | 1 | 1,632.04 | - | 1,632.04 |
| OP.028996 | Alford st roundabout giveaway sign repair | 005467 | Maintenance 2018/19 | 1 | 818.55 | - | 818.55 |
| OP.029096 | Alford st repair kerb | 005467 | Maintenance 2018/19 | 1 | 840.65 | - | 840.65 |
| OP.029240 | Alford Street Drainage | 005467 | Maintenance 2018/19 | 1 | 873.97 | - | 873.97 |
| OP.029258 | Alford Street premix patching | 005467 | Maintenance 2018/19 | 1 | 803.16 | - | 803.16 |
| OP.029321 | Alford st footpath repairs | 005467 | Maintenance 2018/19 | 1 | 282.18 | - | 282.18 |
| OP.029926 | Alford Street - Clean out open drains | 005467 | Maintenance 2018/19 | 1 | 4,928.11 | 181.82 | 5,109.93 |
| | | | Subtotal | | 10,178.66 | 181.82 | 10,360.48 |
| Asset Number: 0015296 - ALFORD STREET CARPARK | | | | | | | |
| OP.028634 | Alford st carpark premix patching | 005467 | Maintenance 2018/19 | 1 | 3,436.28 | - | 3,436.28 |
| | | | Subtotal | | 3,436.28 | - | 3,436.28 |
| Asset Number: 0033010 - Alford Street East | | | | | | | |
| OP.029084 | Alford st pavement repair | 005467 | Maintenance 2018/19 | 1 | 23,177.61 | - | 23,177.61 |
| OP.030043 | Alford st pipe sepration | 005467 | Maintenance 2018/19 | 1 | 225.74 | - | 225.74 |
| | | | Subtotal | | 23,403.35 | - | 23,403.35 |
| Asset Number: 0033047 - Alice Street | | | | | | | |
| OP.028981 | Alice st premix patching | 005467 | Maintenance 2018/19 | 1 | 716.11 | - | 716.11 |
| | | | Subtotal | | 716.11 | - | 716.11 |
| Asset Number: 0022533 - Allen Road | | | | | | | |
| OP.029604 | Allen Rd - Replace name blade | 005467 | Maintenance 2018/19 | 1 | 103.00 | - | 103.00 |
| | | | Subtotal | | 103.00 | - | 103.00 |
| Asset Number: 0022555 - Althause Road | | | | | | | |
| OP.029680 | Althause Rd - Tree removal | 005467 | Maintenance 2018/19 | 1 | 137.13 | - | 137.13 |
| | | | Subtotal | | 137.13 | - | 137.13 |
| Asset Number: 0022562 - Anderson Road | | | | | | | |
| OP.029920 | Anderson Road- Remove Trees/Saplings | 005467 | Maintenance 2018/19 | 1 | 481.81 | - | 481.81 |
| | | | Subtotal | | 481.81 | - | 481.81 |
| Asset Number: 0022569 - Andrews Road | | | | | | | |
| OP.029605 | Andrews Rd - Replace name blade | 005467 | Maintenance 2018/19 | 1 | 267.18 | - | 267.18 |
| OP.029612 | Andrews Road - Jet patch | 005467 | Maintenance 2018/19 | 1 | 1,323.48 | - | 1,323.48 |
| | | | Subtotal | | 1,590.66 | - | 1,590.66 |
| Asset Number: 0038020 - Appin Street East | | | | | | | |
| OP.029008 | Appin st East stop sign | 005467 | Maintenance 2018/19 | 1 | 180.04 | - | 180.04 |
| | | | Subtotal | | 180.04 | - | 180.04 |
| Asset Number: 0038033 - Appin Street West | | | | | | | |
| OP.028826 | Appin st west - Jet patch | 005467 | Maintenance 2018/19 | 1 | 34.20 | - | 34.20 |
| | | | Subtotal | | 34.20 | - | 34.20 |
| Asset Number: 0033076 - Armstrong Street | | | | | | | |
| OP.028792 | Armstrong St - Replace Give Way sign | 005467 | Maintenance 2018/19 | 1 | 382.66 | - | 382.66 |
| | | | Subtotal | | 382.66 | - | 382.66 |
| Asset Number: 0033086 - Arthur Street | | | | | | | |
| OP.028570 | Arthur Street drainage | 005467 | Maintenance 2018/19 | 1 | 588.31 | - | 588.31 |
| | | | Subtotal | | 588.31 | - | 588.31 |
| Asset Number: 0039111 - Bailey Street | | | | | | | |
| OP.029516 | Bailey Street - Repair Edge Drop Off | 005467 | Maintenance 2018/19 | 1 | 1,140.89 | - | 1,140.89 |
| | | | Subtotal | | 1,140.89 | - | 1,140.89 |
| Asset Number: 0022634 - Ballin Road | | | | | | | |
| OP.028536 | Ballin Rd - Hp defects | 005467 | Maintenance 2018/19 | 1 | 1,054.53 | - | 1,054.53 |
| | | | Subtotal | | 1,054.53 | - | 1,054.53 |
| Asset Number: 0033175 - Barbara Street | | | | | | | |
| OP.028830 | Barbara st kerb repair | 005467 | Maintenance 2018/19 | 1 | 2,461.89 | - | 2,461.89 |
| | | | Subtotal | | 2,461.89 | - | 2,461.89 |
| Asset Number: 0022664 - Barrons Road | | | | | | | |
| OP.028458 | Barrons Rd - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 22,607.91 | - | 22,607.91 |
| OP.029123 | Barrons Rd - Gravel supply & delivery | 005467 | Maintenance 2018/19 | 1 | 14,073.96 | - | 14,073.96 |
| | | | Subtotal | | 36,681.87 | - | 36,681.87 |
| Asset Number: 0022675 - Barsbys Road | | | | | | | |
| OP.029290 | Barsby's rd tree removal | 005467 | Maintenance 2018/19 | 1 | 237.61 | - | 237.61 |
| OP.029365 | Barsbys Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029423 | Barsbys Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 237.61 | - | 237.61 |
| Asset Number: 0039121 - Baynes Street | | | | | | | |
| OP.028682 | Baynes street jelpatching | 005467 | Maintenance 2018/19 | 1 | 2,188.48 | - | 2,188.48 |
| OP.029015 | Baynes st giveaway sign | 005467 | Maintenance 2018/19 | 1 | 153.80 | - | 153.80 |
| OP.029022 | Baynes st premix patching | 005467 | Maintenance 2018/19 | 1 | 1,262.16 | - | 1,262.16 |
| | | | Subtotal | | 3,604.44 | - | 3,604.44 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|--|---|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0022725 - Beltzel Road | | | | | | | |
| OP.028518 | Beltzel Rd - HP defects | 005467 | Maintenance 2018/19 | 1 | 4,386.82 | - | 4,386.82 |
| OP.028825 | Beltzel Road Boom Mowing | 005467 | Maintenance 2018/19 | 1 | 2,375.22 | - | 2,375.22 |
| | | | Subtotal | | 6,762.04 | - | 6,762.04 |
| Asset Number: 0022734 - Belair Drive | | | | | | | |
| OP.029034 | Belair drv premix patching | 005467 | Maintenance 2018/19 | 1 | 6,710.03 | - | 6,710.03 |
| | | | Subtotal | | 6,710.03 | - | 6,710.03 |
| Asset Number: 0022744 - Bellbird Road | | | | | | | |
| OP.029367 | Bellbird Road storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029424 | Bellbird Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0022814 - Bells Road | | | | | | | |
| OP.028933 | Bells Road HP repairs | 005467 | Maintenance 2018/19 | 1 | 1,343.24 | - | 1,343.24 |
| | | | Subtotal | | 1,343.24 | - | 1,343.24 |
| Asset Number: 0022817 - Benair Road | | | | | | | |
| OP.028541 | Benair Rd - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 24,849.84 | - | 24,849.84 |
| OP.028543 | Benair Rd - Gravel Supply & Delivery | 005467 | Maintenance 2018/19 | 1 | 14,917.63 | - | 14,917.63 |
| OP.028655 | Benair Road Tree Mulching | 005467 | Maintenance 2018/19 | 1 | 278.51 | - | 278.51 |
| | | | Subtotal | | 40,045.98 | - | 40,045.98 |
| Asset Number: 0022887 - Berlin Road | | | | | | | |
| OP.028813 | Berlins Road Boom Mowing | 005467 | Maintenance 2018/19 | 1 | 1,686.47 | - | 1,686.47 |
| | | | Subtotal | | 1,686.47 | - | 1,686.47 |
| Asset Number: 0022914 - Beutels Road | | | | | | | |
| OP.029122 | Beutels Rd - Heavy Grade | 005467 | Maintenance 2018/19 | 1 | 28,162.39 | - | 28,162.39 |
| OP.029302 | Beutels Rd - Gravel Supply & Delivery | 005467 | Maintenance 2018/19 | 1 | 14,619.11 | - | 14,619.11 |
| | | | Subtotal | | 42,781.50 | - | 42,781.50 |
| Asset Number: 0022971 - Birt Road | | | | | | | |
| OP.029089 | Birt rd premix patching | 005467 | Maintenance 2018/19 | 1 | 852.71 | - | 852.71 |
| | | | Subtotal | | 852.71 | - | 852.71 |
| Asset Number: 0022998 - Bishops Road | | | | | | | |
| OP.029343 | Bishops rd signage road ends | 005467 | Maintenance 2018/19 | 1 | 96.80 | - | 96.80 |
| | | | Subtotal | | 96.80 | - | 96.80 |
| Asset Number: 0023011 - Blackbutt Crows Nest Road | | | | | | | |
| OP.028511 | Blackbutt Crowsnest pothole repairs | 005467 | Maintenance 2018/19 | 1 | 449.69 | - | 449.69 |
| OP.029572 | Blackbutt Crows Nest rd- jet patch | 005467 | Maintenance 2018/19 | 1 | 4,666.57 | - | 4,666.57 |
| | | | Subtotal | | 5,116.26 | - | 5,116.26 |
| Asset Number: 0038114 - Blackbutt Street | | | | | | | |
| OP.028985 | Blackbutt st B/Butt- Jet patch | 005467 | Maintenance 2018/19 | 1 | 1,447.50 | - | 1,447.50 |
| | | | Subtotal | | 1,447.50 | - | 1,447.50 |
| Asset Number: 0039156 - Blake Street | | | | | | | |
| OP.028903 | Blake Street - Repair trip hazard | 005467 | Maintenance 2018/19 | 1 | 4,089.84 | - | 4,089.84 |
| | | | Subtotal | | 4,089.84 | - | 4,089.84 |
| Asset Number: 0023050 - Boardman Road | | | | | | | |
| OP.029368 | Boardman Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029425 | Boardman Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0023053 - Boat Mountain Road | | | | | | | |
| OP.028624 | Boat Mountain jetpatching | 005467 | Maintenance 2018/19 | 1 | 1,656.88 | - | 1,656.88 |
| | | | Subtotal | | 1,656.88 | - | 1,656.88 |
| Asset Number: 0023142 - Bonds Road | | | | | | | |
| OP.028664 | Bonds road tree removal | 005467 | Maintenance 2018/19 | 1 | 1,123.64 | - | 1,123.64 |
| | | | Subtotal | | 1,123.64 | - | 1,123.64 |
| Asset Number: 0023251 - Boole Road | | | | | | | |
| OP.028540 | Boole Road - HP Defects | 005467 | Maintenance 2018/19 | 1 | 4,255.74 | - | 4,255.74 |
| OP.028748 | Boole Road - Potholes in Shoulders | 005467 | Maintenance 2018/19 | 1 | 2,370.07 | - | 2,370.07 |
| OP.029189 | Boole Rd - Pre-mix various location | 005467 | Maintenance 2018/19 | 1 | 2,960.29 | - | 2,960.29 |
| OP.029306 | Boole Road - Tree removal | 005467 | Maintenance 2018/19 | 1 | 2,191.24 | - | 2,191.24 |
| OP.029314 | Boole Road Call out | 005467 | Maintenance 2018/19 | 1 | 142.21 | - | 142.21 |
| OP.029344 | Boole rd signage | 005467 | Maintenance 2018/19 | 1 | 140.58 | - | 140.58 |
| OP.029369 | Boole Road storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029427 | Boole Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029608 | Boole Road - Jet patch | 005467 | Maintenance 2018/19 | 1 | 557.70 | - | 557.70 |
| | | | Subtotal | | 12,617.83 | - | 12,617.83 |
| Asset Number: 0023330 - Boonenne Ellesmere Road | | | | | | | |
| OP.029370 | Boonenne Ellesmere Rd storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029429 | Boonenne Ellesmere Rd Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0023427 - Bowman Road | | | | | | | |
| OP.029058 | Bowmans Road - Jet patch | 005467 | Maintenance 2018/19 | 1 | 3,004.21 | - | 3,004.21 |
| | | | Subtotal | | 3,004.21 | - | 3,004.21 |
| Asset Number: 0023468 - Bradleys Road | | | | | | | |
| OP.029974 | Bradleys rd premix patching | 005467 | Maintenance 2018/19 | 1 | 5,033.46 | - | 5,033.46 |
| | | | Subtotal | | 5,033.46 | - | 5,033.46 |
| Asset Number: 0023524 - Brights Road | | | | | | | |
| OP.029911 | Callout Brights rd | 005467 | Maintenance 2018/19 | 1 | 292.41 | - | 292.41 |
| | | | Subtotal | | 292.41 | - | 292.41 |
| Asset Number: 0038123 - Brisbane Street | | | | | | | |
| OP.029009 | Brisbane st giveway sign | 005467 | Maintenance 2018/19 | 1 | 75.20 | - | 75.20 |
| | | | Subtotal | | 75.20 | - | 75.20 |
| Asset Number: 0023536 - Broad Creek Road | | | | | | | |
| OP.029172 | Broad Creek Rd - HP potholes and washou | 005467 | Maintenance 2018/19 | 1 | 492.59 | - | 492.59 |
| | | | Subtotal | | 492.59 | - | 492.59 |
| Asset Number: 0038174 - Brooklands Peron Road | | | | | | | |
| 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 |
| | | | Subtotal | | 25,496.39 | - | 25,496.39 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|---|--|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0023617 - Brooklands Pimpimbudgee Road | | | | | | | |
| OP.029286 | Brooklands pimpimbudgee- Jel Palch | 005467 | Maintenance 2018/19 | 1 | 6,391.05 | - | 6,391.05 |
| | | | Subtotal | | 6,391.05 | - | 6,391.05 |
| Asset Number: 0038176 - Brown Street | | | | | | | |
| OP.028657 | Brown St Nanango Signage | 005467 | Maintenance 2018/19 | 1 | 602.13 | - | 602.13 |
| | | | Subtotal | | 602.13 | - | 602.13 |
| Asset Number: 0023669 - Buckland Road | | | | | | | |
| OP.028591 | Buckland RD Scoured drain | 005467 | Maintenance 2018/19 | 1 | 9,767.42 | - | 9,767.42 |
| | | | Subtotal | | 9,767.42 | - | 9,767.42 |
| Asset Number: 0023673 - Bulcamp Road | | | | | | | |
| OP.028589 | Bulcamp Road - HP Defects | 005467 | Maintenance 2018/19 | 1 | 8,698.65 | - | 8,698.65 |
| OP.028937 | Bulcamp rd Heavy Grade | 005467 | Maintenance 2018/19 | 1 | 7,340.61 | - | 7,340.61 |
| OP.028938 | Bulcamp rd - Heavy Grade 6.8-7.9 | 005467 | Maintenance 2018/19 | 1 | 17,695.20 | - | 17,695.20 |
| OP.028939 | Bulcamp rd - Resheet 5.5-6.3 | 005467 | Maintenance 2018/19 | 1 | 4,109.86 | 2,021.99 | 6,131.85 |
| OP.028940 | Bulcamp rd - Resheet 6.8-7.9 | 005467 | Maintenance 2018/19 | 1 | 21,352.57 | - | 21,352.57 |
| OP.028941 | Bulcamp Road heavy grade | 005467 | Maintenance 2018/19 | 1 | 3,136.30 | - | 3,136.30 |
| | | | Subtotal | | 62,333.19 | 2,021.99 | 64,355.18 |
| Asset Number: 0023697 - Bulcamp Runnymede Road | | | | | | | |
| OP.029135 | Bulcamp Runnymede Rd - Grading | 005467 | Maintenance 2018/19 | 1 | 6,952.65 | - | 6,952.65 |
| | | | Subtotal | | 6,952.65 | - | 6,952.65 |
| Asset Number: 0023700 - Bunya Avenue | | | | | | | |
| OP.029033 | Bunya Ave - Install Guideposts | 005467 | Maintenance 2018/19 | 1 | 1,780.23 | - | 1,780.23 |
| | | | Subtotal | | 1,780.23 | - | 1,780.23 |
| Asset Number: 0023711 - Bunya Way | | | | | | | |
| OP.028512 | BUNYA WAY BLACKBUTT Repair sign dan | 005467 | Maintenance 2018/19 | 1 | 116.79 | - | 116.79 |
| | | | Subtotal | | 116.79 | - | 116.79 |
| Asset Number: 0038200 - Burnett Street | | | | | | | |
| OP.028750 | Burnett Street, Damaged Guide Posts | 005467 | Maintenance 2018/19 | 1 | 98.14 | - | 98.14 |
| OP.029662 | Burnett Street Edge drop off repairs | 005467 | Maintenance 2018/19 | 1 | 1,729.46 | - | 1,729.46 |
| OP.029664 | Burnett Street Drainage | 005467 | Maintenance 2018/19 | 1 | 991.17 | - | 991.17 |
| | | | Subtotal | | 2,818.77 | - | 2,818.77 |
| Asset Number: 0039175 - Burns Road | | | | | | | |
| OP.029178 | Burns Rd - Rural Addressing | 005467 | Maintenance 2018/19 | 1 | 99.71 | - | 99.71 |
| | | | Subtotal | | 99.71 | - | 99.71 |
| Asset Number: 0023843 - Burtons Road | | | | | | | |
| OP.028559 | Burtons Rd | 005467 | Maintenance 2018/19 | 1 | 2,668.37 | - | 2,668.37 |
| OP.029373 | Burtons Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029430 | Burtons Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 2,668.37 | - | 2,668.37 |
| Asset Number: 0023881 - Bushnells Road | | | | | | | |
| OP.029710 | Bushnells Road - Pre-mix | 005467 | Maintenance 2018/19 | 1 | 505.25 | - | 505.25 |
| | | | Subtotal | | 505.25 | - | 505.25 |
| Asset Number: 0023895 - Buttsworth Road | | | | | | | |
| OP.028627 | Buttsworth Rd - HP defects | 005467 | Maintenance 2018/19 | 1 | 803.52 | - | 803.52 |
| OP.029602 | Buttsworth Rd - Gravel supply & delivery | 005467 | Maintenance 2018/19 | 1 | 1,784.84 | - | 1,784.84 |
| OP.029624 | Buttsworth Rd - Heavy Grade | 005467 | Maintenance 2018/19 | 1 | 27,387.89 | - | 27,387.89 |
| | | | Subtotal | | 29,976.25 | - | 29,976.25 |
| Asset Number: 0039161 - Cadell Street | | | | | | | |
| OP.029016 | Cadell st giveway sign | 005467 | Maintenance 2018/19 | 1 | 253.02 | - | 253.02 |
| | | | Subtotal | | 253.02 | - | 253.02 |
| Asset Number: 0023923 - Cairns Road | | | | | | | |
| OP.029345 | Cairns rd Signage | 005467 | Maintenance 2018/19 | 1 | 151.70 | - | 151.70 |
| | | | Subtotal | | 151.70 | - | 151.70 |
| Asset Number: 0038230 - Cairns Street | | | | | | | |
| OP.029707 | Cairns Street - Pre-Mix | 005467 | Maintenance 2018/19 | 1 | 406.25 | - | 406.25 |
| | | | Subtotal | | 406.25 | - | 406.25 |
| Asset Number: 0023931 - Calvert Road | | | | | | | |
| OP.028979 | Calverts Road - Remove vegetation | 005467 | Maintenance 2018/19 | 1 | 1,053.51 | - | 1,053.51 |
| | | | Subtotal | | 1,053.51 | - | 1,053.51 |
| Asset Number: 0033494 - Campbell Street | | | | | | | |
| OP.029925 | Campbells st sign post repair | 005467 | Maintenance 2018/19 | 1 | 261.84 | - | 261.84 |
| | | | Subtotal | | 261.84 | - | 261.84 |
| Asset Number: 0023955 - Campbells Road | | | | | | | |
| OP.028667 | Campbells Rd Signage | 005467 | Maintenance 2018/19 | 1 | 3,271.54 | - | 3,271.54 |
| OP.029360 | Campbells Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029419 | Campbells Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 3,271.54 | - | 3,271.54 |
| Asset Number: 0023970 - Cants Road | | | | | | | |
| OP.028816 | Cants Road - Pavement Repair & HP Defec | 005467 | Maintenance 2018/19 | 1 | 11,838.49 | - | 11,838.49 |
| | | | Subtotal | | 11,838.49 | - | 11,838.49 |
| Asset Number: 0023989 - Carbeen Crescent | | | | | | | |
| OP.028500 | Carbeen Street remove overhanging limb | 005467 | Maintenance 2018/19 | 1 | 175.18 | - | 175.18 |
| | | | Subtotal | | 175.18 | - | 175.18 |
| Asset Number: 0033517 - Carinya Street | | | | | | | |
| OP.028997 | Carinya st giveways signs | 005467 | Maintenance 2018/19 | 1 | 285.34 | - | 285.34 |
| OP.029167 | Carinya st ped crossing | 005467 | Maintenance 2018/19 | 1 | 1,643.03 | - | 1,643.03 |
| | | | Subtotal | | 1,928.37 | - | 1,928.37 |
| Asset Number: 0033546 - Carroll Street | | | | | | | |
| OP.029966 | Carroll st stop signs | 005467 | Maintenance 2018/19 | 1 | 442.23 | - | 442.23 |
| | | | Subtotal | | 442.23 | - | 442.23 |
| Asset Number: 0024015 - Cause Road | | | | | | | |
| OP.028519 | Cause Rd - HP defects | 005467 | Maintenance 2018/19 | 1 | 7,193.63 | - | 7,193.63 |
| | | | Subtotal | | 7,193.63 | - | 7,193.63 |
| Asset Number: 0038274 - Chester Street | | | | | | | |
| OP.029010 | Chester st giveway sign | 005467 | Maintenance 2018/19 | 1 | 223.64 | - | 223.64 |
| | | | Subtotal | | 223.64 | - | 223.64 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|---|--|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0024053 - Clapperton Road | | | | | | | |
| OP.028514 | Clapperton Rd - HP repairs | 005467 | Maintenance 2018/19 | 1 | 3,716.02 | - | 3,716.02 |
| | | | Subtotal | | 3,716.02 | - | 3,716.02 |
| Asset Number: 0024056 - Clark and Swendsons Road | | | | | | | |
| 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 |
| | | | Subtotal | | 7,290.33 | - | 7,290.33 |
| Asset Number: 0024136 - Cobby Road | | | | | | | |
| OP.028745 | Cobby Road - Replace name blade | 005467 | Maintenance 2018/19 | 1 | 211.50 | - | 211.50 |
| | | | Subtotal | | 211.50 | - | 211.50 |
| Asset Number: 0024143 - Cobby Service Road | | | | | | | |
| OP.029513 | 11 Coby service rd- clean drains | 005467 | Maintenance 2018/19 | 1 | 913.68 | - | 913.68 |
| | | | Subtotal | | 913.68 | - | 913.68 |
| Asset Number: 0033598 - Collier Street | | | | | | | |
| OP.028790 | Collier st pavement repair | 005467 | Maintenance 2018/19 | 1 | 18,993.69 | - | 18,993.69 |
| | | | Subtotal | | 18,993.69 | - | 18,993.69 |
| Asset Number: 0024154 - Coolabunia Malar Road | | | | | | | |
| OP.029374 | Coolabunia Malar Rd storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029432 | Coolabunia Malar Rd Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0024155 - Coolabunia Road | | | | | | | |
| OP.029474 | Coolabunia Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029480 | Coolabunia Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0024212 - Coomba Waterhole Road | | | | | | | |
| OP.028921 | Coomba Waterhole Road signage repairs | 005467 | Maintenance 2018/19 | 1 | 97.30 | - | 97.30 |
| | | | Subtotal | | 97.30 | - | 97.30 |
| Asset Number: 0033612 - Coral Street | | | | | | | |
| OP.028485 | Coral Street spot maintenance | 005467 | Maintenance 2018/19 | 1 | 1,424.45 | - | 1,424.45 |
| | | | Subtotal | | 1,424.45 | - | 1,424.45 |
| Asset Number: 0024225 - Corndale Road | | | | | | | |
| OP.029063 | Corndale rd premix patching | 005467 | Maintenance 2018/19 | 1 | 14,346.28 | - | 14,346.28 |
| | | | Subtotal | | 14,346.28 | - | 14,346.28 |
| Asset Number: 0033650 - Coronation Drive | | | | | | | |
| OP.029346 | Coronation Drive signage | 005467 | Maintenance 2018/19 | 1 | 278.52 | - | 278.52 |
| | | | Subtotal | | 278.52 | - | 278.52 |
| Asset Number: 0024277 - Couchmans Road | | | | | | | |
| OP.028659 | Couchmans Rd Signage | 005467 | Maintenance 2018/19 | 1 | 448.42 | - | 448.42 |
| | | | Subtotal | | 448.42 | - | 448.42 |
| Asset Number: 0022036 - Coulson Street | | | | | | | |
| OP.029293 | Coulson Street Blackbutt-Remove tree | 005467 | Maintenance 2018/19 | 1 | 261.86 | - | 261.86 |
| | | | Subtotal | | 261.86 | - | 261.86 |
| Asset Number: 0024325 - Covertly Road | | | | | | | |
| OP.029434 | Covertly Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0033674 - Cowie Drive | | | | | | | |
| OP.028931 | Cowie drv premix patching | 005467 | Maintenance 2018/19 | 1 | 830.96 | - | 830.96 |
| | | | Subtotal | | 830.96 | - | 830.96 |
| Asset Number: 0024508 - Curtis Road | | | | | | | |
| OP.028892 | Curtis Road Callout | 005467 | Maintenance 2018/19 | 1 | 826.19 | - | 826.19 |
| | | | Subtotal | | 826.19 | - | 826.19 |
| Asset Number: 0024566 - Cushnie Road | | | | | | | |
| OP.029336 | Cushnie Road -Repair Headwall & Sep pipe | 005467 | Maintenance 2018/19 | 1 | 4,239.53 | - | 4,239.53 |
| | | | Subtotal | | 4,239.53 | - | 4,239.53 |
| Asset Number: 0024567 - Dangore Mountain Road | | | | | | | |
| OP.028991 | Dangore mtn rd guide posts | 005467 | Maintenance 2018/19 | 1 | 320.24 | - | 320.24 |
| OP.028992 | Dangore mtn rd guide post | 005467 | Maintenance 2018/19 | 1 | 150.42 | - | 150.42 |
| | | | Subtotal | | 470.66 | - | 470.66 |
| Asset Number: 0024674 - David Road | | | | | | | |
| OP.029609 | David Road - Jet patch | 005467 | Maintenance 2018/19 | 1 | 753.38 | - | 753.38 |
| OP.029980 | David Road Blackbutt - Tree removal | 005467 | Maintenance 2018/19 | 1 | 310.11 | - | 310.11 |
| | | | Subtotal | | 1,063.49 | - | 1,063.49 |
| Asset Number: 0037521 - Davidson Street | | | | | | | |
| OP.029625 | Davidson St - Pothole patch various | 005467 | Maintenance 2018/19 | 1 | 297.81 | - | 297.81 |
| | | | Subtotal | | 297.81 | - | 297.81 |
| Asset Number: 0024760 - Denmark Road | | | | | | | |
| OP.028567 | Denmark Rd - Shoulder Spot Maintenance | 005467 | Maintenance 2018/19 | 1 | 34,308.33 | - | 34,308.33 |
| OP.029580 | Denmark Rd - Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029581 | Denmark Rd - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 34,308.33 | - | 34,308.33 |
| Asset Number: 0022048 - Dip Road | | | | | | | |
| OP.029499 | Dip Rd - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.030019 | Dip Road, Keysland - HP Defects | 005467 | Maintenance 2018/19 | 1 | 2,272.03 | 3,200.00 | 5,472.03 |
| | | | Subtotal | | 2,272.03 | 3,200.00 | 5,472.03 |
| Asset Number: 0033740 - Doonkuna Street | | | | | | | |
| OP.028998 | Doonkuna st giveway sign | 005467 | Maintenance 2018/19 | 1 | 294.82 | - | 294.82 |
| OP.029924 | Doonkuna st Jetpatch graffiti | 005467 | Maintenance 2018/19 | 1 | 586.70 | - | 586.70 |
| | | | Subtotal | | 881.52 | - | 881.52 |
| Asset Number: 0038386 - Douglas Street | | | | | | | |
| OP.028603 | Douglas street Blackbutt footpath defect | 005467 | Maintenance 2018/19 | 1 | 99.79 | - | 99.79 |
| OP.029185 | Douglas St - RSL footpaths new handrail | 005467 | Maintenance 2018/19 | 1 | 1,970.96 | - | 1,970.96 |
| OP.029979 | Douglas Street- Tree Removal | 005467 | Maintenance 2018/19 | 1 | 310.11 | - | 310.11 |
| | | | Subtotal | | 2,380.86 | - | 2,380.86 |
| Asset Number: 0038415 - Drayton Street | | | | | | | |
| OP.029247 | Drayton street - clean pipes | 005467 | Maintenance 2018/19 | 1 | 1,566.06 | - | 1,566.06 |
| | | | Subtotal | | 1,566.06 | - | 1,566.06 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|---|--------------------------------------|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0022050 - Duffs Boundary Road | | | | | | | |
| OP.029269 | duffs boundary rd tree removal | 005467 | Maintenance 2018/19 | 1 | 167.07 | - | 167.07 |
| OP.029292 | Duffs Boundary Rd - Remove Tree | 005467 | Maintenance 2018/19 | 1 | 714.94 | - | 714.94 |
| | | | Subtotal | | 882.01 | - | 882.01 |
| Asset Number: 0024853 - East Nanango Grindstone Road | | | | | | | |
| OP.029136 | East Nanango Grindstone Rd - Grading | 005467 | Maintenance 2018/19 | 1 | 16,434.25 | 2,340.00 | 18,774.25 |
| | | | Subtotal | | 16,434.25 | 2,340.00 | 18,774.25 |
| Asset Number: 0024856 - East Nanango Road | | | | | | | |
| OP.028520 | East Nanango Rd - HP defects | 005467 | Maintenance 2018/19 | 1 | 1,527.89 | - | 1,527.89 |
| OP.028874 | East Nanango Rd Boom Mowing | 005467 | Maintenance 2018/19 | 1 | 2,639.77 | - | 2,639.77 |
| OP.029308 | East Nanango Rd - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 8,226.74 | - | 8,226.74 |
| OP.029338 | East Ngo - Storm damage | 005467 | Maintenance 2018/19 | 1 | 1,130.72 | - | 1,130.72 |
| | | | Subtotal | | 13,525.12 | - | 13,525.12 |
| Asset Number: 0024871 - East Woooloolin Road | | | | | | | |
| OP.028663 | East Woooloolin Drainage | 005467 | Maintenance 2018/19 | 1 | 5,114.76 | - | 5,114.76 |
| | | | Subtotal | | 5,114.76 | - | 5,114.76 |
| Asset Number: 0024913 - Edenvale North Road | | | | | | | |
| OP.028976 | Edenvale premix patching | 005467 | Maintenance 2018/19 | 1 | 1,073.62 | - | 1,073.62 |
| | | | Subtotal | | 1,073.62 | - | 1,073.62 |
| Asset Number: 0024929 - Edenvale South Road | | | | | | | |
| OP.029064 | Edenvale south rd | 005467 | Maintenance 2018/19 | 1 | 648.39 | - | 648.39 |
| OP.029347 | Edenvale south rd Signage | 005467 | Maintenance 2018/19 | 1 | 146.69 | - | 146.69 |
| OP.029377 | Edenvale South Rd Storm 11/12 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029435 | Edenvale South Rd Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029960 | Edenvale south premix patching | 005467 | Maintenance 2018/19 | 1 | 3,609.75 | - | 3,609.75 |
| | | | Subtotal | | 4,404.83 | - | 4,404.83 |
| Asset Number: 0024983 - Edward Lane | | | | | | | |
| OP.029922 | Edward Lane - HP Defects | 005467 | Maintenance 2018/19 | 1 | 934.03 | - | 934.03 |
| | | | Subtotal | | 934.03 | - | 934.03 |
| Asset Number: 0039258 - Edward Street | | | | | | | |
| OP.028999 | Edward st stop sign | 005467 | Maintenance 2018/19 | 1 | 145.06 | - | 145.06 |
| OP.029101 | Edward st premix patching | 005467 | Maintenance 2018/19 | 1 | 2,160.04 | - | 2,160.04 |
| | | | Subtotal | | 2,305.10 | - | 2,305.10 |
| Asset Number: 0038505 - Elk Street | | | | | | | |
| OP.028719 | Elk Street Guide post replacement | 005467 | Maintenance 2018/19 | 1 | 273.45 | - | 273.45 |
| | | | Subtotal | | 273.45 | - | 273.45 |
| Asset Number: 0022054 - Ellesmere Road - Formerly Ellesmere North Road and part Glencliffe Road - Refer Attachment | | | | | | | |
| OP.029021 | Ellesmere rd Jetpatching | 005467 | Maintenance 2018/19 | 1 | 1,013.79 | - | 1,013.79 |
| OP.029281 | Ellesmere Road Guideposts | 005467 | Maintenance 2018/19 | 1 | 803.53 | - | 803.53 |
| OP.029559 | Ellesmere Rd - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 1,817.32 | - | 1,817.32 |
| Asset Number: 0025120 - Evans Road | | | | | | | |
| OP.030022 | Evans Road - HP Defects | 005467 | Maintenance 2018/19 | 1 | 896.50 | 840.00 | 1,736.50 |
| | | | Subtotal | | 896.50 | 840.00 | 1,736.50 |
| Asset Number: 0025167 - Farmers Road | | | | | | | |
| OP.029488 | Farmers Rd - Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029498 | Farmers Rd- Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0033923 - Farr Street | | | | | | | |
| OP.029965 | Farr st road ends/ sight board | 005467 | Maintenance 2018/19 | 1 | 416.15 | - | 416.15 |
| | | | Subtotal | | 416.15 | - | 416.15 |
| Asset Number: 0039564 - Fern Street | | | | | | | |
| OP.029073 | 16Fern Street B/Built- Clean drain | 005467 | Maintenance 2018/19 | 1 | 878.19 | - | 878.19 |
| OP.029145 | Fern Street.- Clean open drains | 005467 | Maintenance 2018/19 | 1 | 8,594.09 | - | 8,594.09 |
| | | | Subtotal | | 9,472.28 | - | 9,472.28 |
| Asset Number: 0025200 - Ferris Road | | | | | | | |
| OP.029268 | Feris rd pothole patching | 005467 | Maintenance 2018/19 | 1 | 500.46 | - | 500.46 |
| | | | Subtotal | | 500.46 | - | 500.46 |
| Asset Number: 0025221 - Ficks Crossing Road | | | | | | | |
| OP.029061 | Ficks Crossing Road | 005467 | Maintenance 2018/19 | 1 | 3,324.36 | - | 3,324.36 |
| | | | Subtotal | | 3,324.36 | - | 3,324.36 |
| Asset Number: 0025266 - Finnmores Road | | | | | | | |
| OP.028461 | Finnmores Rd - Hp's repared | 005467 | Maintenance 2018/19 | 1 | 3,973.45 | - | 3,973.45 |
| | | | Subtotal | | 3,973.45 | - | 3,973.45 |
| Asset Number: 0033935 - First Avenue | | | | | | | |
| OP.028897 | First ave premix patching | 005467 | Maintenance 2018/19 | 1 | 439.57 | - | 439.57 |
| OP.029005 | First Avenue reinstall floodway sign | 005467 | Maintenance 2018/19 | 1 | 474.67 | - | 474.67 |
| OP.029985 | Call out st Anvenue | 005467 | Maintenance 2018/19 | 1 | 123.12 | - | 123.12 |
| | | | Subtotal | | 1,037.36 | - | 1,037.36 |
| Asset Number: 0033993 - Fisher Street | | | | | | | |
| OP.028620 | Fisher St Kingaroy Signage | 005467 | Maintenance 2018/19 | 1 | 631.05 | - | 631.05 |
| OP.028930 | Fisher st premix patching | 005467 | Maintenance 2018/19 | 1 | 4,742.20 | - | 4,742.20 |
| OP.029109 | Fisher st gully pit lid repairs | 005467 | Maintenance 2018/19 | 1 | 1,828.36 | - | 1,828.36 |
| OP.029157 | Fisher St - Replace keep left sign | 005467 | Maintenance 2018/19 | 1 | 588.21 | - | 588.21 |
| OP.029529 | Fisher premix patching | 005467 | Maintenance 2018/19 | 1 | 269.77 | - | 269.77 |
| | | | Subtotal | | 8,059.59 | - | 8,059.59 |
| Asset Number: 0038571 - Filzroy Street | | | | | | | |
| OP.029011 | Filzroy st giveaway sign | 005467 | Maintenance 2018/19 | 1 | 221.47 | - | 221.47 |
| | | | Subtotal | | 221.47 | - | 221.47 |
| Asset Number: 0025275 - Flagstone Creek Road | | | | | | | |
| OP.029436 | Flagstone Crk Rd Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0025399 - Franklins Road | | | | | | | |
| OP.029379 | Franklins Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029437 | Franklins Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|--|---|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0025436 - Freemans Road | | | | | | | |
| OP.029100 | Freemans Road - Remove Dead tree branch | 005467 | Maintenance 2018/19 | 1 | 602.00 | - | 602.00 |
| OP.029148 | Freemans Rd - Install sign as attached | 005467 | Maintenance 2018/19 | 1 | 250.59 | - | 250.59 |
| OP.029316 | Freemans rd Jetpatching | 005467 | Maintenance 2018/19 | 1 | 13,283.97 | - | 13,283.97 |
| OP.029348 | Freemans rd Signage | 005467 | Maintenance 2018/19 | 1 | 807.47 | - | 807.47 |
| | | | Subtotal | | 14,944.03 | - | 14,944.03 |
| Asset Number: 0025529 - Friebergs Road | | | | | | | |
| OP.029339 | Friebergs Road | 005467 | Maintenance 2018/19 | 1 | 311.42 | - | 311.42 |
| OP.029380 | Friebergs Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029439 | Friebergs Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 311.42 | - | 311.42 |
| Asset Number: 0025543 - G Andersons Road | | | | | | | |
| OP.028923 | G Andersons Rd HP repairs | 005467 | Maintenance 2018/19 | 1 | 8,612.16 | - | 8,612.16 |
| | | | Subtotal | | 8,612.16 | - | 8,612.16 |
| Asset Number: 0034200 - Gallo Street | | | | | | | |
| OP.028988 | Gallo st premix patching | 005467 | Maintenance 2018/19 | 1 | 1,054.72 | - | 1,054.72 |
| | | | Subtotal | | 1,054.72 | - | 1,054.72 |
| Asset Number: 0025565 - Gayndah Hivesville Road | | | | | | | |
| OP.029317 | Gayndah Hivesville Rd - Tree over road | 005467 | Maintenance 2018/19 | 1 | 93.59 | - | 93.59 |
| OP.029325 | Gayndah Hivesville Rd - Repair Separated | 005467 | Maintenance 2018/19 | 1 | 1,756.05 | - | 1,756.05 |
| | | | Subtotal | | 1,849.64 | - | 1,849.64 |
| Asset Number: 0034211 - Geale Street | | | | | | | |
| OP.029349 | Geale st Guide posts | 005467 | Maintenance 2018/19 | 1 | 355.00 | - | 355.00 |
| | | | Subtotal | | 355.00 | - | 355.00 |
| Asset Number: 0038604 - George Street | | | | | | | |
| OP.028983 | George st premix patching | 005467 | Maintenance 2018/19 | 1 | 1,493.78 | - | 1,493.78 |
| OP.029161 | George Street, Blackbutt Clean out drains | 005467 | Maintenance 2018/19 | 1 | 895.64 | - | 895.64 |
| OP.029162 | George St, Blackbutt Scour in shoulder | 005467 | Maintenance 2018/19 | 1 | 1,176.82 | - | 1,176.82 |
| OP.029303 | George Street - Clean open drains | 005467 | Maintenance 2018/19 | 1 | 1,204.53 | - | 1,204.53 |
| | | | Subtotal | | 4,770.77 | - | 4,770.77 |
| Asset Number: 0025647 - Gesslers Road | | | | | | | |
| OP.028522 | Gesslers Rd - Shoulder spot mlce | 005467 | Maintenance 2018/19 | 1 | 17,437.84 | - | 17,437.84 |
| | | | Subtotal | | 17,437.84 | - | 17,437.84 |
| Asset Number: 0025671 - Gibson Road | | | | | | | |
| OP.029072 | 56 Gibson Rd Benarkin- Remove trees | 005467 | Maintenance 2018/19 | 1 | 390.25 | - | 390.25 |
| | | | Subtotal | | 390.25 | - | 390.25 |
| Asset Number: 0038631 - Glipps Street | | | | | | | |
| OP.029012 | Glipps st giveway sign | 005467 | Maintenance 2018/19 | 1 | 118.98 | - | 118.98 |
| OP.029515 | 12 Glipps Street - reshape drain | 005467 | Maintenance 2018/19 | 1 | 829.02 | - | 829.02 |
| | | | Subtotal | | 948.00 | - | 948.00 |
| Asset Number: 0025702 - Glencoe Road | | | | | | | |
| OP.029381 | Glencoe Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029440 | Glencoe Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0034289 - Glendon Street | | | | | | | |
| OP.028754 | Glendon Street Footpath Repairs | 005467 | Maintenance 2018/19 | 1 | 750.00 | - | 750.00 |
| OP.028900 | Glendon st premix patching | 005467 | Maintenance 2018/19 | 1 | 186.78 | - | 186.78 |
| | | | Subtotal | | 936.78 | - | 936.78 |
| Asset Number: 0025705 - Glenmore Road | | | | | | | |
| OP.029508 | Glenmore Rd - Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029509 | Glenmore Rd - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0025720 - Golf View Drive | | | | | | | |
| OP.028660 | Golf View Drive Signs | 005467 | Maintenance 2018/19 | 1 | 232.04 | - | 232.04 |
| | | | Subtotal | | 232.04 | - | 232.04 |
| Asset Number: 0025724 - Goodger Gully Road | | | | | | | |
| OP.029324 | Goodger Gully Road - Pot holes | 005467 | Maintenance 2018/19 | 1 | 1,685.40 | - | 1,685.40 |
| OP.029485 | Goodger Gully Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029486 | Goodger Gully Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 1,685.40 | - | 1,685.40 |
| Asset Number: 0025727 - Goodger Kunloon Road | | | | | | | |
| OP.028812 | Goodger Kunloon rd | 005467 | Maintenance 2018/19 | 1 | 2,772.33 | - | 2,772.33 |
| OP.028820 | Goodger-Kunloon rd tree removal | 005467 | Maintenance 2018/19 | 1 | 718.10 | - | 718.10 |
| | | | Subtotal | | 3,490.43 | - | 3,490.43 |
| Asset Number: 0034353 - Gooyong Street | | | | | | | |
| OP.029000 | Gooyong st giveway signs | 005467 | Maintenance 2018/19 | 1 | 134.91 | - | 134.91 |
| | | | Subtotal | | 134.91 | - | 134.91 |
| Asset Number: 0037591 - Gore Street | | | | | | | |
| OP.028619 | Gore St - Footpath Repair | 005467 | Maintenance 2018/19 | 1 | 686.43 | - | 686.43 |
| OP.029350 | Gore st signage | 005467 | Maintenance 2018/19 | 1 | 612.62 | - | 612.62 |
| OP.029653 | 90 Gore St - Clean out & Reshape Drain | 005467 | Maintenance 2018/19 | 1 | 1,790.01 | - | 1,790.01 |
| | | | Subtotal | | 3,089.06 | - | 3,089.06 |
| Asset Number: 0025815 - Greenlade Road | | | | | | | |
| OP.028756 | Greenlade Rd-Medium Grade | 005467 | Maintenance 2018/19 | 1 | 4,974.88 | - | 4,974.88 |
| | | | Subtotal | | 4,974.88 | - | 4,974.88 |
| Asset Number: 0022070 - Greenview Road | | | | | | | |
| OP.028623 | Greenview 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 | Greenview Rd - Repair Separated Pipes | 005467 | Maintenance 2018/19 | 1 | 9,521.20 | - | 9,521.20 |
| OP.029677 | Greenview Rd - Repair Drain Scouring | 005467 | Maintenance 2018/19 | 1 | 109.06 | - | 109.06 |
| | | | Subtotal | | 25,432.74 | - | 25,432.74 |
| Asset Number: 0025818 - Greenwood Creek Road | | | | | | | |
| OP.029187 | Greenwood Creek Rd - HP corrugations | 005467 | Maintenance 2018/19 | 1 | 2,664.34 | - | 2,664.34 |
| | | | Subtotal | | 2,664.34 | - | 2,664.34 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|--|--|--------------|---------------------|-------------|-----------------|-----------------|-------------------|
| Asset Number: 0038693 - Grey Street | | | | | | | |
| OP.029013 | Grey st gateway sign | 005467 | Maintenance 2018/19 | 1 | 530.18 | - | 530.18 |
| | | | | | Subtotal | - | 530.18 |
| Asset Number: 0025876 - Grindstone School Road | | | | | | | |
| OP.028521 | Grindstone School Rd - HP defects | 005467 | Maintenance 2018/19 | 1 | 11,637.74 | - | 11,637.74 |
| OP.029139 | Grindstone School Rd - Grading | 005467 | Maintenance 2018/19 | 1 | 6,570.82 | - | 6,570.82 |
| | | | | | Subtotal | - | 18,208.56 |
| Asset Number: 0025889 - Haager Drive | | | | | | | |
| OP.029627 | Haager Dve - Pothole patch various | 005467 | Maintenance 2018/19 | 1 | 256.38 | - | 256.38 |
| | | | | | Subtotal | - | 256.38 |
| Asset Number: 0025904 - Haly Creek Road | | | | | | | |
| OP.028648 | Haly creek pipe seperation | 005467 | Maintenance 2018/19 | 1 | 9,836.09 | - | 9,836.09 |
| OP.029234 | Haly Creek remove debris | 005467 | Maintenance 2018/19 | 1 | 1,972.19 | - | 1,972.19 |
| OP.029441 | Haly Crk Rd Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029586 | Haly ck road - Call out | 005467 | Maintenance 2018/19 | 1 | 381.73 | - | 381.73 |
| | | | | | Subtotal | - | 12,190.01 |
| Asset Number: 0034433 - Haly Street | | | | | | | |
| OP.028751 | Haly Street footpath repairs | 005467 | Maintenance 2018/19 | 1 | 1,125.00 | - | 1,125.00 |
| OP.029088 | Haly st premix patching | 005467 | Maintenance 2018/19 | 1 | 2,438.37 | - | 2,438.37 |
| OP.029098 | Haly Street - Level out trip hazards | 005467 | Maintenance 2018/19 | 1 | 759.05 | - | 759.05 |
| OP.029156 | Haly St - Caravan driveway Access Repair | 005467 | Maintenance 2018/19 | 1 | 1,449.37 | - | 1,449.37 |
| OP.029259 | Haly street premix patching | 005467 | Maintenance 2018/19 | 1 | 1,215.02 | - | 1,215.02 |
| OP.029510 | Haly st premix patching | 005467 | Maintenance 2018/19 | 1 | 1,369.28 | - | 1,369.28 |
| OP.029977 | Haly Street - Installation of signs | 005467 | Maintenance 2018/19 | 1 | 492.32 | - | 492.32 |
| | | | | | Subtotal | - | 8,848.41 |
| Asset Number: 0025988 - Hamilton Road | | | | | | | |
| OP.028680 | hamilton road remove hanging tree limb | 005467 | Maintenance 2018/19 | 1 | 1,624.07 | - | 1,624.07 |
| OP.029309 | Hamilton Rd - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 15,517.67 | - | 15,517.67 |
| | | | | | Subtotal | - | 17,141.74 |
| Asset Number: 0026013 - Hansens Road | | | | | | | |
| OP.028916 | Hansen rd blade | 005467 | Maintenance 2018/19 | 1 | 545.28 | - | 545.28 |
| | | | | | Subtotal | - | 545.28 |
| Asset Number: 0026039 - Hardgrave Road | | | | | | | |
| OP.029074 | Hardgrave Road Benarkin-Clean drains | 005467 | Maintenance 2018/19 | 1 | 1,915.18 | - | 1,915.18 |
| | | | | | Subtotal | - | 1,915.18 |
| Asset Number: 0034703 - Harm Street | | | | | | | |
| OP.029351 | Harm st signaga | 005467 | Maintenance 2018/19 | 1 | 141.74 | - | 141.74 |
| | | | | | Subtotal | - | 141.74 |
| Asset Number: 0026066 - Harris Road | | | | | | | |
| 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 |
| OP.029383 | Harris Road storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029443 | Harris Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029511 | Harris rd premix patching | 005467 | Maintenance 2018/19 | 1 | 1,197.89 | - | 1,197.89 |
| | | | | | Subtotal | - | 30,126.63 |
| Asset Number: 0038723 - Hart Street | | | | | | | |
| OP.029085 | Hart Street B/Bull - Jet patch | 005467 | Maintenance 2018/19 | 1 | 3,521.03 | - | 3,521.03 |
| | | | | | Subtotal | - | 3,521.03 |
| Asset Number: 0038747 - Hay Street | | | | | | | |
| OP.029014 | Hay st gateway sign | 005467 | Maintenance 2018/19 | 1 | 150.25 | - | 150.25 |
| | | | | | Subtotal | - | 150.25 |
| Asset Number: 0026178 - Haynes Kite Millar Road | | | | | | | |
| OP.029568 | Haynes Kite Millar - Pot holes | 005467 | Maintenance 2018/19 | 1 | 1,220.94 | - | 1,220.94 |
| | | | | | Subtotal | - | 1,220.94 |
| Asset Number: 0026194 - Hays Road | | | | | | | |
| OP.029663 | Hays Road - HP Defects | 005467 | Maintenance 2018/19 | 1 | 2,843.19 | - | 2,843.19 |
| | | | | | Subtotal | - | 2,843.19 |
| Asset Number: 0026210 - Heights Road | | | | | | | |
| OP.028503 | Heights Road - HP Defect | 005467 | Maintenance 2018/19 | 1 | 952.55 | - | 952.55 |
| | | | | | Subtotal | - | 952.55 |
| Asset Number: 0026231 - Henderson Road | | | | | | | |
| OP.028653 | Henderson Rd - HP repairs | 005467 | Maintenance 2018/19 | 1 | 1,333.47 | 58.50 | 1,391.97 |
| | | | | | Subtotal | 58.50 | 1,391.97 |
| Asset Number: 0026294 - Hillsdale Road | | | | | | | |
| 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 | 1,471.21 | - | 1,471.21 |
| OP.029304 | Hillsdale Road - Edge drop off repairs | 005467 | Maintenance 2018/19 | 1 | 15,680.11 | - | 15,680.11 |
| OP.029384 | Hillsdale Road storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029445 | Hillsdale Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | | | Subtotal | - | 18,212.41 |
| Asset Number: 0026331 - Hines Road | | | | | | | |
| OP.029062 | Hines Road - Remove vegetation | 005467 | Maintenance 2018/19 | 1 | 751.46 | - | 751.46 |
| | | | | | Subtotal | - | 751.46 |
| Asset Number: 0026338 - Hivesville Road | | | | | | | |
| OP.028568 | Hivesville Road Jelpatching | 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 |
| | | | | | Subtotal | - | 12,197.64 |
| Asset Number: 0034751 - Hodge Street | | | | | | | |
| OP.029001 | Hodge st gateway sign | 005467 | Maintenance 2018/19 | 1 | 84.61 | - | 84.61 |
| | | | | | Subtotal | - | 84.61 |
| Asset Number: 0026382 - Hodgeleigh North Road | | | | | | | |
| OP.029471 | Hodgeleigh Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029473 | Hodgeleigh Road Storm Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | | | Subtotal | - | - |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|--|---|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0026494 - Hoggs Road | | | | | | | |
| 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 |
| | | | Subtotal | | 8,084.07 | - | 8,084.07 |
| Asset Number: 0026603 - Home Creek Loop Road | | | | | | | |
| OP.028747 | Home Creek Loop Rd - HP repairs | 005467 | Maintenance 2018/19 | 1 | 10,413.92 | - | 10,413.92 |
| | | | Subtotal | | 10,413.92 | - | 10,413.92 |
| Asset Number: 0026610 - Hoopers Road | | | | | | | |
| OP.029584 | Callout Hoopers Road | 005467 | Maintenance 2018/19 | 1 | 335.47 | - | 335.47 |
| | | | Subtotal | | 335.47 | - | 335.47 |
| Asset Number: 0038819 - Horrie Lane | | | | | | | |
| OP.028928 | Horrie Lane - Clearing | 005467 | Maintenance 2018/19 | 1 | 13,322.06 | - | 13,322.06 |
| OP.029337 | Horrie lane - Storm damage | 005467 | Maintenance 2018/19 | 1 | 932.21 | - | 932.21 |
| | | | Subtotal | | 14,254.27 | - | 14,254.27 |
| Asset Number: 0034797 - Industrial Avenue | | | | | | | |
| OP.028977 | Industrial ave premix patching | 005467 | Maintenance 2018/19 | 1 | 834.49 | - | 834.49 |
| OP.029961 | Industrial ave premix patching | 005467 | Maintenance 2018/19 | 1 | 138.35 | - | 138.35 |
| | | | Subtotal | | 972.84 | - | 972.84 |
| Asset Number: 0026683 - Ironbark Road | | | | | | | |
| 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 |
| | | | Subtotal | | 9,668.90 | - | 9,668.90 |
| Asset Number: 0026686 - Ironpot Road | | | | | | | |
| OP.029585 | Callout Ironpot Road | 005467 | Maintenance 2018/19 | 1 | 560.07 | - | 560.07 |
| | | | Subtotal | | 560.07 | - | 560.07 |
| Asset Number: 0026892 - Izzards Road | | | | | | | |
| OP.028661 | Izzard Road remove dead tree | 005467 | Maintenance 2018/19 | 1 | 2,265.01 | - | 2,265.01 |
| OP.029957 | Izzards road remove tree saplings | 005467 | Maintenance 2018/19 | 1 | 566.97 | - | 566.97 |
| | | | Subtotal | | 2,831.98 | - | 2,831.98 |
| Asset Number: 0022087 - Jacksons Road | | | | | | | |
| OP.029340 | Jacksons Road | 005467 | Maintenance 2018/19 | 1 | 1,133.62 | - | 1,133.62 |
| | | | Subtotal | | 1,133.62 | - | 1,133.62 |
| Asset Number: 0034802 - Jarrah Street | | | | | | | |
| OP.029645 | Jarrah st footpath repair | 005467 | Maintenance 2018/19 | 1 | 378.15 | 191.00 | 569.15 |
| | | | Subtotal | | 378.15 | 191.00 | 569.15 |
| Asset Number: 0034956 - Jefferies Street | | | | | | | |
| OP.029352 | Jefferies st Signage | 005467 | Maintenance 2018/19 | 1 | 153.88 | - | 153.88 |
| | | | Subtotal | | 153.88 | - | 153.88 |
| Asset Number: 0027031 - Jerrards Road | | | | | | | |
| OP.028932 | Jerrards Rd HP repairs | 005467 | Maintenance 2018/19 | 1 | 3,493.60 | - | 3,493.60 |
| | | | Subtotal | | 3,493.60 | - | 3,493.60 |
| Asset Number: 0034968 - John Street | | | | | | | |
| OP.029002 | John st giveway sign | 005467 | Maintenance 2018/19 | 1 | 122.21 | - | 122.21 |
| | | | Subtotal | | 122.21 | - | 122.21 |
| Asset Number: 0039407 - Jones Street | | | | | | | |
| OP.029017 | Jones st giveway sign | 005467 | Maintenance 2018/19 | 1 | 153.80 | - | 153.80 |
| | | | Subtotal | | 153.80 | - | 153.80 |
| Asset Number: 0027074 - Jua Road | | | | | | | |
| OP.028761 | Jua Road - HP defects | 005467 | Maintenance 2018/19 | 1 | 4,120.36 | - | 4,120.36 |
| | | | Subtotal | | 4,120.36 | - | 4,120.36 |
| Asset Number: 0027090 - Kahler Road | | | | | | | |
| OP.029385 | Kahler Road storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029447 | Kahler Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0027093 - Kangaroo Yard Road | | | | | | | |
| OP.029362 | Kangaroo Road Yard Rd- storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029420 | Kangaroo Road Yard Rd Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0027133 - Kearneys Road | | | | | | | |
| OP.028972 | Kearneys Road Jelpatching | 005467 | Maintenance 2018/19 | 1 | 2,694.88 | - | 2,694.88 |
| OP.029285 | Kearneys road tree removal | 005467 | Maintenance 2018/19 | 1 | 294.52 | - | 294.52 |
| OP.029386 | Kearneys Road storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029448 | Kearneys Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029934 | Kearneys rd depth marker | 005467 | Maintenance 2018/19 | 1 | 632.89 | - | 632.89 |
| | | | Subtotal | | 3,622.29 | - | 3,622.29 |
| Asset Number: 0035061 - Keith Shaw Drive | | | | | | | |
| OP.029363 | Keith Shaw drive Guideposts | 005467 | Maintenance 2018/19 | 1 | 355.00 | - | 355.00 |
| | | | Subtotal | | 355.00 | - | 355.00 |
| Asset Number: 0035089 - Kent Street | | | | | | | |
| OP.029634 | Kent st premix patching | 005467 | Maintenance 2018/19 | 1 | 182.94 | - | 182.94 |
| | | | Subtotal | | 182.94 | - | 182.94 |
| Asset Number: 0038881 - King Street | | | | | | | |
| 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 |
| OP.029354 | King st signage | 005467 | Maintenance 2018/19 | 1 | 66.30 | - | 66.30 |
| OP.029633 | King st premix patching | 005467 | Maintenance 2018/19 | 1 | 734.28 | - | 734.28 |
| | | | Subtotal | | 3,357.48 | - | 3,357.48 |
| Asset Number: 0035163 - Kingaroy Street | | | | | | | |
| OP.028920 | Kingaroy st premix patching | 005467 | Maintenance 2018/19 | 1 | 885.80 | - | 885.80 |
| | | | Subtotal | | 885.80 | - | 885.80 |
| Asset Number: 0027235 - Kings Bridge Road | | | | | | | |
| OP.028670 | Kings Bridge Rd Floodway Marker | 005467 | Maintenance 2018/19 | 1 | 287.05 | - | 287.05 |
| | | | Subtotal | | 287.05 | - | 287.05 |
| Asset Number: 0027273 - Klass and Townes Road | | | | | | | |
| OP.029030 | Klass and Townes rd reinstall sign post | 005467 | Maintenance 2018/19 | 1 | 114.91 | - | 114.91 |
| | | | Subtotal | | 114.91 | - | 114.91 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|---|--|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0035328 - Krebs Street | | | | | | | |
| OP.029355 | Krebs st signage | 005467 | Maintenance 2018/19 | 1 | 303.66 | - | 303.66 |
| Subtotal | | | | | 303.66 | - | 303.66 |
| Asset Number: 0027450 - Kumbia Minmore Road | | | | | | | |
| OP.029057 | Kumbia Minmore spot gravel | 005467 | Maintenance 2018/19 | 1 | 1,149.45 | - | 1,149.45 |
| OP.029635 | Kumbia Minmore Rd - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 27,862.51 | - | 27,862.51 |
| Subtotal | | | | | 29,011.96 | - | 29,011.96 |
| Asset Number: 0027512 - Kumbia Road including former Kumbia Brooklands Road - refer attachment | | | | | | | |
| OP.028775 | Kumbia rd Jelpatching | 005467 | Maintenance 2018/19 | 1 | 1,674.24 | - | 1,674.24 |
| Subtotal | | | | | 1,674.24 | - | 1,674.24 |
| Asset Number: 0027531 - Kunioon Road | | | | | | | |
| OP.029455 | Kunioon Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| Subtotal | | | | | - | - | - |
| Asset Number: 0035394 - Lamb Street | | | | | | | |
| OP.029595 | Lamb St - Call out, fix sign | 005467 | Maintenance 2018/19 | 1 | 175.66 | - | 175.66 |
| Subtotal | | | | | 175.66 | - | 175.66 |
| Asset Number: 0027552 - Lamperds Road | | | | | | | |
| OP.028861 | Lamperds Road Medium Grade | 005467 | Maintenance 2018/19 | 1 | 5,763.49 | - | 5,763.49 |
| Subtotal | | | | | 5,763.49 | - | 5,763.49 |
| Asset Number: 0027563 - Langan Road | | | | | | | |
| OP.029294 | Langans Road - Edge drop offs | 005467 | Maintenance 2018/19 | 1 | 9,023.75 | - | 9,023.75 |
| Subtotal | | | | | 9,023.75 | - | 9,023.75 |
| Asset Number: 0027573 - Lanigan Road | | | | | | | |
| 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 |
| Subtotal | | | | | 2,759.08 | - | 2,759.08 |
| Asset Number: 0027576 - Lankowskis Road | | | | | | | |
| OP.029392 | Lankowskis Road storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029459 | Lankowskis Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029590 | Lankowskis Road intersection | 005467 | Maintenance 2018/19 | 1 | 287.02 | - | 287.02 |
| Subtotal | | | | | 287.02 | - | 287.02 |
| Asset Number: 0027597 - Lawson Road | | | | | | | |
| OP.028797 | Lawson Rd- Medium Grade | 005467 | Maintenance 2018/19 | 1 | 5,572.71 | - | 5,572.71 |
| Subtotal | | | | | 5,572.71 | - | 5,572.71 |
| Asset Number: 0027600 - Lawsons Broad Road | | | | | | | |
| OP.028526 | Lawsons Broad Road - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 9,106.07 | - | 9,106.07 |
| Subtotal | | | | | 9,106.07 | - | 9,106.07 |
| Asset Number: 0027628 - Liesegangs Road | | | | | | | |
| OP.028487 | Liesagangs 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 |
| Subtotal | | | | | 35,080.15 | - | 35,080.15 |
| Asset Number: 0038899 - Locke Lane | | | | | | | |
| OP.029287 | Locke Lanes - Remove trees | 005467 | Maintenance 2018/19 | 1 | 1,850.19 | - | 1,850.19 |
| Subtotal | | | | | 1,850.19 | - | 1,850.19 |
| Asset Number: 0036474 - Logan Street | | | | | | | |
| OP.028652 | Logan St - HP defects | 005467 | Maintenance 2018/19 | 1 | 1,656.65 | - | 1,656.65 |
| Subtotal | | | | | 1,656.65 | - | 1,656.65 |
| Asset Number: 0027733 - Lucas Road | | | | | | | |
| OP.029478 | Lucas Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029484 | Lucas Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| Subtotal | | | | | - | - | - |
| Asset Number: 0027762 - Lysdale Road | | | | | | | |
| 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 | 12,188.41 | - | 12,188.41 |
| Subtotal | | | | | 16,455.52 | - | 16,455.52 |
| Asset Number: 0037712 - MacAlister Street | | | | | | | |
| OP.029356 | Mcalister st signage | 005467 | Maintenance 2018/19 | 1 | 575.22 | - | 575.22 |
| Subtotal | | | | | 575.22 | - | 575.22 |
| Asset Number: 0035503 - MacDiarmid Street | | | | | | | |
| OP.029963 | MacDiarmid st road ends/ end board | 005467 | Maintenance 2018/19 | 1 | 289.51 | - | 289.51 |
| Subtotal | | | | | 289.51 | - | 289.51 |
| Asset Number: 0022109 - Mackenzie Street | | | | | | | |
| OP.028978 | mackenzie st pavement | 005467 | Maintenance 2018/19 | 1 | 87.25 | - | 87.25 |
| OP.029184 | Mackenzie St - Storm water drain hazard | 005467 | Maintenance 2018/19 | 1 | 1,975.61 | - | 1,975.61 |
| Subtotal | | | | | 2,062.86 | - | 2,062.86 |
| Asset Number: 0027823 - Maidenwell Glenclyffe Road | | | | | | | |
| OP.028515 | Maidenwell Glenclyffe Rd - HP repairs | 005467 | Maintenance 2018/19 | 1 | 2,030.39 | - | 2,030.39 |
| Subtotal | | | | | 2,030.39 | - | 2,030.39 |
| Asset Number: 0027829 - Maidenwell Upper Yarraman Road | | | | | | | |
| OP.028517 | Maidenwell Upper Yarraman Rd - HP defect | 005467 | Maintenance 2018/19 | 1 | 19,976.55 | - | 19,976.55 |
| Subtotal | | | | | 19,976.55 | - | 19,976.55 |
| Asset Number: 0027850 - Malar Crescent | | | | | | | |
| OP.029393 | Malar Crescent Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029457 | Malar Crescent Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| Subtotal | | | | | - | - | - |
| Asset Number: 0027857 - Malar Road | | | | | | | |
| OP.029081 | Malar rd shoulder and Drainage repairs | 005467 | Maintenance 2018/19 | 1 | 8,758.43 | - | 8,758.43 |
| OP.029082 | Malar rd premix patching | 005467 | Maintenance 2018/19 | 1 | 3,910.83 | - | 3,910.83 |
| OP.029120 | Malar rd pavement repair | 005467 | Maintenance 2018/19 | 1 | 10,406.74 | - | 10,406.74 |
| OP.029395 | Malar Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029462 | Malar Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| Subtotal | | | | | 23,076.00 | - | 23,076.00 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|--|---|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0027988 - Manumbar Road | | | | | | | |
| OP.028945 | Manumbar Road call out | 005467 | Maintenance 2018/19 | 1 | 436.14 | - | 436.14 |
| OP.028969 | Manumbar Road - Jet Patch | 005467 | Maintenance 2018/19 | 1 | 4,290.48 | - | 4,290.48 |
| OP.028966 | Manumbar road - Tree remove | 005467 | Maintenance 2018/19 | 1 | 1,779.00 | - | 1,779.00 |
| OP.029144 | Manumbar Rd- Scours and drainage | 005467 | Maintenance 2018/19 | 1 | 3,601.85 | - | 3,601.85 |
| OP.029396 | Manumbar Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029463 | Manumbar Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029567 | Manumbar Road - Repair floodway | 005467 | Maintenance 2018/19 | 1 | 4,541.91 | - | 4,541.91 |
| | | | Subtotal | | 14,649.38 | - | 14,649.38 |
| Asset Number: 0035574 - Markwell Street | | | | | | | |
| OP.028595 | Removal of Project signs within region a | 005467 | Maintenance 2018/19 | 1 | 2,056.30 | - | 2,056.30 |
| OP.029909 | Markwell St - Replace hazard sign w RRRPM | 005467 | Maintenance 2018/19 | 1 | 788.59 | - | 788.59 |
| | | | Subtotal | | 2,844.89 | - | 2,844.89 |
| Asset Number: 0028057 - Martin Crescent | | | | | | | |
| OP.028784 | remove dead kanaroo 44 Martain Crescent | 005467 | Maintenance 2018/19 | 1 | 1,991.62 | - | 1,991.62 |
| OP.028970 | Martin Cres Benarkin - Jet patch | 005467 | Maintenance 2018/19 | 1 | 95.61 | - | 95.61 |
| | | | Subtotal | | 2,087.23 | - | 2,087.23 |
| Asset Number: 0035676 - Mary Street | | | | | | | |
| OP.028600 | Mary Street street sweeping | 005467 | Maintenance 2018/19 | 1 | 338.47 | - | 338.47 |
| OP.028968 | Mary St (School loop Rd) - Line mark | 005467 | Maintenance 2018/19 | 1 | 830.91 | - | 830.91 |
| OP.029482 | Mary Street Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 1,169.38 | - | 1,169.38 |
| Asset Number: 0028068 - McAllisters Road | | | | | | | |
| OP.029080 | McAllisters Rd - Heavy Grade | 005467 | Maintenance 2018/19 | 1 | 24,914.97 | - | 24,914.97 |
| OP.029108 | McAllister Rd - Gravel supply & delivery | 005467 | Maintenance 2018/19 | 1 | 11,958.84 | - | 11,958.84 |
| | | | Subtotal | | 36,873.81 | - | 36,873.81 |
| Asset Number: 0028119 - McClymont Road | | | | | | | |
| OP.028916 | Mc Clymonts rd - Jet patch | 005467 | Maintenance 2018/19 | 1 | 1,165.91 | - | 1,165.91 |
| | | | Subtotal | | 1,165.91 | - | 1,165.91 |
| Asset Number: 0039460 - McCord Street | | | | | | | |
| OP.028466 | McCord street premix patching | 005467 | Maintenance 2018/19 | 1 | 3,276.50 | - | 3,276.50 |
| OP.029018 | McCord st giveaway sign | 005467 | Maintenance 2018/19 | 1 | 198.02 | - | 198.02 |
| | | | Subtotal | | 3,474.52 | - | 3,474.52 |
| Asset Number: 0028153 - McEwans Road | | | | | | | |
| OP.029132 | McEwans Rd - Signage as per attached | 005467 | Maintenance 2018/19 | 1 | 282.46 | - | 282.46 |
| | | | Subtotal | | 282.46 | - | 282.46 |
| Asset Number: 0028165 - McGills Road | | | | | | | |
| OP.029168 | McGills Rd - Heavy Grade | 005467 | Maintenance 2018/19 | 1 | 15,485.81 | - | 15,485.81 |
| OP.029170 | McGills Rd - Gravel supply & delivery | 005467 | Maintenance 2018/19 | 1 | 7,084.87 | - | 7,084.87 |
| | | | Subtotal | | 22,570.68 | - | 22,570.68 |
| Asset Number: 0035735 - McLucas Street | | | | | | | |
| OP.029155 | McLucas Street - Street Sweep | 005467 | Maintenance 2018/19 | 1 | 338.47 | - | 338.47 |
| | | | Subtotal | | 338.47 | - | 338.47 |
| Asset Number: 0028294 - Memerambi Barkers Creek Road | | | | | | | |
| OP.028936 | Memerambi Barkers Creek Rd medium gra | 005467 | Maintenance 2018/19 | 1 | 42,623.95 | - | 42,623.95 |
| OP.029994 | Memerambi Barkers Ck Rd - Shoulder Grac | 005467 | Maintenance 2018/19 | 0 | 0.00 | - | - |
| | | | Subtotal | | 42,623.95 | - | 42,623.95 |
| Asset Number: 0028305 - Memerambi Barkers Creek Road (Ch 7.4 - 7.779) | | | | | | | |
| OP.029994 | Memerambi Barkers Ck Rd - Shoulder Grac | 005467 | Maintenance 2018/19 | 1 | 549.14 | - | 549.14 |
| | | | Subtotal | | 549.14 | - | 549.14 |
| Asset Number: 0028325 - Mercer Springate Road | | | | | | | |
| OP.028877 | Mercer Spring Rd Boom Mowing | 005467 | Maintenance 2018/19 | 1 | 1,070.15 | - | 1,070.15 |
| OP.029190 | Mercer Springate Rd - HP scours | 005467 | Maintenance 2018/19 | 1 | 15,481.05 | 2,059.20 | 17,540.25 |
| | | | Subtotal | | 16,551.20 | 2,059.20 | 18,610.40 |
| Asset Number: 0038911 - Mill Flat Road | | | | | | | |
| OP.029526 | Mill Flat Road - Signs | 005467 | Maintenance 2018/19 | 1 | 234.78 | - | 234.78 |
| | | | Subtotal | | 234.78 | - | 234.78 |
| Asset Number: 0028364 - Millards Road | | | | | | | |
| OP.029528 | Millards Rd - Name blade | 005467 | Maintenance 2018/19 | 1 | 235.50 | - | 235.50 |
| | | | Subtotal | | 235.50 | - | 235.50 |
| Asset Number: 0028443 - Mondure Crossing Road | | | | | | | |
| OP.028538 | Mondure Crossing Road - HP Defects | 005467 | Maintenance 2018/19 | 1 | 10,010.36 | - | 10,010.36 |
| OP.029493 | Mondure Crossing Rd - Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029503 | Mondure Crossing Rd - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029967 | Mondure Crossing rd sign repair | 005467 | Maintenance 2018/19 | 1 | 394.63 | - | 394.63 |
| | | | Subtotal | | 10,404.99 | - | 10,404.99 |
| Asset Number: 0028446 - Mondure Road | | | | | | | |
| OP.028647 | Mondure Road Jetpatching | 005467 | Maintenance 2018/19 | 1 | 3,195.67 | - | 3,195.67 |
| | | | Subtotal | | 3,195.67 | - | 3,195.67 |
| Asset Number: 0028463 - Mondure Wheatlands Road | | | | | | | |
| OP.028772 | Mondure Wheatlands Road - Remove tree | 005467 | Maintenance 2018/19 | 1 | 1,848.11 | - | 1,848.11 |
| OP.029357 | Mondure Wheatlands Road - Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029412 | Mondure Wheatlands Rd Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 1,848.11 | - | 1,848.11 |
| Asset Number: 0035747 - Moonya Street | | | | | | | |
| OP.028899 | Moonya st premix patching | 005467 | Maintenance 2018/19 | 1 | 907.05 | - | 907.05 |
| | | | Subtotal | | 907.05 | - | 907.05 |
| Asset Number: 0035799 - Moore Street | | | | | | | |
| OP.029261 | Moore St - New 50km sign required | 005467 | Maintenance 2018/19 | 1 | 450.08 | - | 450.08 |
| | | | Subtotal | | 450.08 | - | 450.08 |
| Asset Number: 0028619 - Mount McEuen Road | | | | | | | |
| OP.029363 | Mt McEuen Road storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029421 | Mt McEuen Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029923 | Mt McEuen Rd - Separated Pipe | 005467 | Maintenance 2018/19 | 1 | 2,479.31 | - | 2,479.31 |
| | | | Subtotal | | 2,479.31 | - | 2,479.31 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|--|--|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0028608 - MP Creek Road | | | | | | | |
| OP.029932 | MP Creek Rd - Heavy Grade | 005467 | Maintenance 2018/19 | 1 | 16,315.32 | - | 16,315.32 |
| OP.029933 | MP Creek Rd - Gravel Supply & Delivery | 005467 | Maintenance 2018/19 | 1 | 7,403.05 | 4,000.00 | 11,403.05 |
| | | | Subtotal | | 23,718.37 | 4,000.00 | 27,718.37 |
| Asset Number: 0028642 - Mt Stanley Road | | | | | | | |
| 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 | 7,748.97 | 1,189.42 | 8,938.39 |
| OP.029296 | Mt Stanley - Storm damage | 005467 | Maintenance 2018/19 | 1 | 1,000.61 | - | 1,000.61 |
| OP.029315 | Mt Stanley Road Call Out | 005467 | Maintenance 2018/19 | 1 | 357.86 | - | 357.86 |
| OP.029731 | Mt Stanley Road - Heavy Grade | 005467 | Maintenance 2018/19 | 1 | 26,390.72 | - | 26,390.72 |
| OP.029732 | Mt Stanley Road Gravel Supply & Delivery | 005467 | Maintenance 2018/19 | 1 | 8,775.31 | 3,750.00 | 12,525.31 |
| | | | Subtotal | | 46,301.09 | 4,939.42 | 51,240.51 |
| Asset Number: 0028669 - Muir Drive | | | | | | | |
| OP.029613 | Muir Drive Jet Patch | 005467 | Maintenance 2018/19 | 1 | 682.42 | - | 682.42 |
| | | | Subtotal | | 682.42 | - | 682.42 |
| Asset Number: 0038958 - Muir Street | | | | | | | |
| OP.028611 | Muir St Blackbutt Signage | 005467 | Maintenance 2018/19 | 1 | 97.30 | - | 97.30 |
| | | | Subtotal | | 97.30 | - | 97.30 |
| Asset Number: 0035848 - Murphy Street | | | | | | | |
| OP.029003 | Murphy st gateway sign | 005467 | Maintenance 2018/19 | 1 | 134.92 | - | 134.92 |
| | | | Subtotal | | 134.92 | - | 134.92 |
| Asset Number: 0038977 - Myletts Lane | | | | | | | |
| 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 | 5,894.43 | - | 5,894.43 |
| | | | Subtotal | | 12,651.05 | - | 12,651.05 |
| Asset Number: 0029704 - Nanango Brooklands Road | | | | | | | |
| OP.028499 | Nanango Brooklands repair damaged signs | 005467 | Maintenance 2018/19 | 1 | 175.18 | - | 175.18 |
| OP.029652 | Nanango Brooklands - pot holes | 005467 | Maintenance 2018/19 | 1 | 5,318.13 | - | 5,318.13 |
| | | | Subtotal | | 5,493.31 | - | 5,493.31 |
| Asset Number: 0028776 - Nanango Neungna Road | | | | | | | |
| OP.028484 | Nanango Neungna Road - HP Defects | 005467 | Maintenance 2018/19 | 1 | 8,636.36 | - | 8,636.36 |
| | | | Subtotal | | 8,636.36 | - | 8,636.36 |
| Asset Number: 0028779 - Nangur Road | | | | | | | |
| OP.029093 | Nangur Road - Repair separated pipe | 005467 | Maintenance 2018/19 | 1 | 1,909.92 | - | 1,909.92 |
| OP.029640 | Nangur Rd - Remove Fallen Tree | 005467 | Maintenance 2018/19 | 1 | 311.84 | - | 311.84 |
| | | | Subtotal | | 2,221.76 | - | 2,221.76 |
| Asset Number: 0028800 - Neale Road | | | | | | | |
| OP.028738 | Neale Rd - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 23,119.94 | - | 23,119.94 |
| | | | Subtotal | | 23,119.94 | - | 23,119.94 |
| Asset Number: 0028970 - Nords Road | | | | | | | |
| OP.029278 | Nords Road - HP Defects | 005467 | Maintenance 2018/19 | 1 | 1,135.57 | - | 1,135.57 |
| OP.029298 | Nords Rd - Heavy Grade | 005467 | Maintenance 2018/19 | 1 | 3,854.80 | 8,190.91 | 12,045.71 |
| | | | Subtotal | | 4,990.37 | 8,190.91 | 13,181.28 |
| Asset Number: 0038979 - Normanby Street | | | | | | | |
| OP.028890 | Normanby street. Clean open drains | 005467 | Maintenance 2018/19 | 1 | 19,107.19 | - | 19,107.19 |
| | | | Subtotal | | 19,107.19 | - | 19,107.19 |
| Asset Number: 0029022 - North Branch Road | | | | | | | |
| OP.029681 | North Branch rd premix patching | 005467 | Maintenance 2018/19 | 1 | 1,853.54 | - | 1,853.54 |
| | | | Subtotal | | 1,853.54 | - | 1,853.54 |
| Asset Number: 0029075 - Nystrom Duffey Road | | | | | | | |
| OP.028516 | Nystrom Duffey Rd - HP defects | 005467 | Maintenance 2018/19 | 1 | 9,124.88 | - | 9,124.88 |
| | | | Subtotal | | 9,124.88 | - | 9,124.88 |
| Asset Number: 0029143 - Oaky Creek Back Road | | | | | | | |
| OP.028757 | Oaky Creek Back Rd - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 7,688.86 | - | 7,688.86 |
| | | | Subtotal | | 7,688.86 | - | 7,688.86 |
| Asset Number: 0029216 - Old Chelmsford Road | | | | | | | |
| OP.029591 | Old Chelmsford Rd - Remove Fallen Tree | 005467 | Maintenance 2018/19 | 1 | 2,337.44 | - | 2,337.44 |
| | | | Subtotal | | 2,337.44 | - | 2,337.44 |
| Asset Number: 0029234 - Old Esk North Road | | | | | | | |
| OP.028836 | Old Esk North rd Clean and reshape drain | 005467 | Maintenance 2018/19 | 1 | 9,219.78 | - | 9,219.78 |
| | | | Subtotal | | 9,219.78 | - | 9,219.78 |
| Asset Number: 0029258 - Old Esk Road | | | | | | | |
| 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 | 3,040.73 | - | 3,040.73 |
| OP.029075 | Old Esk rd - Remove tree | 005467 | Maintenance 2018/19 | 1 | 869.86 | - | 869.86 |
| OP.029092 | Old Esk Rd B/Butt - Jet Patch | 005467 | Maintenance 2018/19 | 1 | 2,028.09 | - | 2,028.09 |
| OP.029986 | Call Out Old Esk Road Blackbutt | 005467 | Maintenance 2018/19 | 1 | 164.16 | - | 164.16 |
| | | | Subtotal | | 7,126.82 | - | 7,126.82 |
| Asset Number: 0029324 - Old Rifle Range Road | | | | | | | |
| OP.028749 | Old Rifle Range Road, Blocked culvert | 005467 | Maintenance 2018/19 | 1 | 672.84 | - | 672.84 |
| | | | Subtotal | | 672.84 | - | 672.84 |
| Asset Number: 0022132 - Old Station Road | | | | | | | |
| OP.028753 | Old Station Rd - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 6,626.59 | - | 6,626.59 |
| | | | Subtotal | | 6,626.59 | - | 6,626.59 |
| Asset Number: 0029333 - Old Taabinga Road | | | | | | | |
| 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 |
| | | | Subtotal | | 8,187.53 | - | 8,187.53 |
| Asset Number: 0029340 - Old Wondal Road | | | | | | | |
| 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.028586 | Old Wondal Rd - Med Grade | 005467 | Maintenance 2018/19 | 1 | 13,754.20 | - | 13,754.20 |
| 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 |
| | | | Subtotal | | 68,898.06 | - | 68,898.06 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|--|--|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0029374 - Old Yarraman Road | | | | | | | |
| OP.028971 | Old Yarraman Rd HP scours & potholes | 005467 | Maintenance 2018/19 | 1 | 2,210.28 | 468.00 | 2,678.28 |
| | | | Subtotal | | 2,210.28 | 468.00 | 2,678.28 |
| Asset Number: 0035964 - Oliver Bond Street | | | | | | | |
| OP.029059 | Oliver bond st sign repair | 005467 | Maintenance 2018/19 | 1 | 96.91 | - | 96.91 |
| | | | Subtotal | | 96.91 | - | 96.91 |
| Asset Number: 0039617 - Outridge Street | | | | | | | |
| OP.028524 | Outridge Street premix patching | 005467 | Maintenance 2018/19 | 1 | 1,589.15 | - | 1,589.15 |
| | | | Subtotal | | 1,589.15 | - | 1,589.15 |
| Asset Number: 0029412 - Paines Road | | | | | | | |
| OP.028828 | Paines Rd - Med Grade | 005467 | Maintenance 2018/19 | 1 | 7,918.48 | - | 7,918.48 |
| | | | Subtotal | | 7,918.48 | - | 7,918.48 |
| Asset Number: 0029436 - Parishes Road | | | | | | | |
| OP.029971 | Parishes Road - HP Defects | 005467 | Maintenance 2018/19 | 1 | 2,795.95 | - | 2,795.95 |
| | | | Subtotal | | 2,795.95 | - | 2,795.95 |
| Asset Number: 0029478 - Pates Road | | | | | | | |
| OP.029397 | Pates Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029464 | Pates Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0029481 - Paul Holznagel Road | | | | | | | |
| OP.029076 | Paul Holznagel Road - Spot maintenance | 005467 | Maintenance 2018/19 | 1 | 6,526.43 | - | 6,526.43 |
| | | | Subtotal | | 6,526.43 | - | 6,526.43 |
| Asset Number: 0029551 - Pedersons Road | | | | | | | |
| OP.029582 | Pederson Road - HP Defect | 005467 | Maintenance 2018/19 | 1 | 542.56 | - | 542.56 |
| | | | Subtotal | | 542.56 | - | 542.56 |
| Asset Number: 0036005 - Perkins Street | | | | | | | |
| OP.029358 | Perkins st signage | 005467 | Maintenance 2018/19 | 1 | 186.80 | - | 186.80 |
| | | | Subtotal | | 186.80 | - | 186.80 |
| Asset Number: 0022139 - Peron Road | | | | | | | |
| OP.030016 | Call out Peron Road | 005467 | Maintenance 2018/19 | 1 | 266.43 | - | 266.43 |
| | | | Subtotal | | 266.43 | - | 266.43 |
| Asset Number: 0029564 - Perrett Road | | | | | | | |
| OP.028968 | Perrett Rd HP pothole repair | 005467 | Maintenance 2018/19 | 1 | 1,916.37 | - | 1,916.37 |
| | | | Subtotal | | 1,916.37 | - | 1,916.37 |
| Asset Number: 0029574 - Peterson Drive | | | | | | | |
| OP.029319 | Peterson Drive - Rural Addressing | 005467 | Maintenance 2018/19 | 1 | 66.46 | - | 66.46 |
| OP.029398 | Peterson Road - storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029465 | Peterson Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 66.46 | - | 66.46 |
| Asset Number: 0029591 - Phipps Street East | | | | | | | |
| OP.028758 | phipps street east repair drains | 005467 | Maintenance 2018/19 | 1 | 16,794.16 | - | 16,794.16 |
| | | | Subtotal | | 16,794.16 | - | 16,794.16 |
| Asset Number: 0039010 - Pine Street | | | | | | | |
| OP.029655 | Pine street Blackbutt- Jet patch | 005467 | Maintenance 2018/19 | 1 | 761.06 | - | 761.06 |
| | | | Subtotal | | 761.06 | - | 761.06 |
| Asset Number: 0029623 - Pointons Road | | | | | | | |
| OP.028862 | Pointons Road Medium Grade | 005467 | Maintenance 2018/19 | 1 | 25,223.74 | - | 25,223.74 |
| | | | Subtotal | | 25,223.74 | - | 25,223.74 |
| Asset Number: 0022145 - Pool Street | | | | | | | |
| OP.029714 | Pool Street- Pre-mix | 005467 | Maintenance 2018/19 | 1 | 562.18 | - | 562.18 |
| | | | Subtotal | | 562.18 | - | 562.18 |
| Asset Number: 0036131 - Pound Street | | | | | | | |
| OP.028895 | Pound st pavement repair | 005467 | Maintenance 2018/19 | 1 | 43,669.99 | - | 43,669.99 |
| OP.029176 | Pound st replace missing bollards | 005467 | Maintenance 2018/19 | 1 | 542.60 | - | 542.60 |
| | | | Subtotal | | 44,212.59 | - | 44,212.59 |
| Asset Number: 0036153 - Power Street | | | | | | | |
| OP.029931 | Power st footpath repairs | 005467 | Maintenance 2018/19 | 1 | 245.28 | - | 245.28 |
| | | | Subtotal | | 245.28 | - | 245.28 |
| Asset Number: 0036189 - Princess Court | | | | | | | |
| OP.028513 | Princess Court kerb repair | 005467 | Maintenance 2018/19 | 1 | 1,694.80 | - | 1,694.80 |
| | | | Subtotal | | 1,694.80 | - | 1,694.80 |
| Asset Number: 0039640 - Pring Street | | | | | | | |
| OP.029164 | Pring st no through rd | 005467 | Maintenance 2018/19 | 1 | 307.01 | - | 307.01 |
| | | | Subtotal | | 307.01 | - | 307.01 |
| Asset Number: 0022148 - Quarry Road | | | | | | | |
| OP.029177 | Quarry Rd - Rural Addressing | 005467 | Maintenance 2018/19 | 1 | 27.43 | - | 27.43 |
| | | | Subtotal | | 27.43 | - | 27.43 |
| Asset Number: 0029729 - Quires Road | | | | | | | |
| OP.029659 | Quires Road - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 140.47 | 909.09 | 1,049.56 |
| | | | Subtotal | | 140.47 | 909.09 | 1,049.56 |
| Asset Number: 0029763 - Radunzs Road | | | | | | | |
| OP.029119 | Radunzs road- Clean open drains | 005467 | Maintenance 2018/19 | 1 | 3,205.32 | - | 3,205.32 |
| OP.029466 | Randunzs Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 3,205.32 | - | 3,205.32 |
| Asset Number: 0036204 - Rae Street | | | | | | | |
| OP.029607 | Rae st signage | 005467 | Maintenance 2018/19 | 1 | 96.80 | - | 96.80 |
| | | | Subtotal | | 96.80 | - | 96.80 |
| Asset Number: 0029812 - Rankins Road | | | | | | | |
| OP.029644 | Rankins Road - Tree Removal | 005467 | Maintenance 2018/19 | 1 | 657.46 | - | 657.46 |
| OP.029646 | Rankins Road - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 1,551.95 | - | 1,551.95 |
| | | | Subtotal | | 2,209.41 | - | 2,209.41 |
| Asset Number: 0029821 - Raymond Road | | | | | | | |
| OP.028759 | Raymond Road - sign repair | 005467 | Maintenance 2018/19 | 1 | 1,961.66 | - | 1,961.66 |
| | | | Subtotal | | 1,961.66 | - | 1,961.66 |
| Asset Number: 0029825 - Reagon Road | | | | | | | |
| OP.029483 | Reagon Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|---|--|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 002985 - Red Hill Road | | | | | | | |
| OP.028755 | Red Hill rd jelpatching | 005467 | Maintenance 2018/19 | 1 | 7,717.53 | - | 7,717.53 |
| OP.029151 | Red Hill Rd - HP spot maintenance | 005467 | Maintenance 2018/19 | 1 | 3,341.40 | - | 3,341.40 |
| | | | Subtotal | | 11,058.93 | - | 11,058.93 |
| Asset Number: 0029907 - Red Tank Road | | | | | | | |
| OP.029300 | Red Tank Rd - Heavy Grade | 005467 | Maintenance 2018/19 | 1 | 568.05 | - | 568.05 |
| | | | Subtotal | | 568.05 | - | 568.05 |
| Asset Number: 0029954 - Redmans Road | | | | | | | |
| OP.028626 | Redmans Road spot gravel | 005467 | Maintenance 2018/19 | 1 | 6,948.77 | - | 6,948.77 |
| OP.029231 | Redmans Rd - Tree down on road | 005467 | Maintenance 2018/19 | 1 | 245.03 | - | 245.03 |
| OP.029361 | Redmans rd signage | 005467 | Maintenance 2018/19 | 1 | 1,102.76 | - | 1,102.76 |
| OP.029366 | Redmans rd guideposts | 005467 | Maintenance 2018/19 | 1 | 2,950.11 | - | 2,950.11 |
| OP.029472 | Redmans Road storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029479 | Redmans Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 11,246.67 | - | 11,246.67 |
| Asset Number: 0030015 - Redvale Road | | | | | | | |
| OP.028588 | Redvale Rd - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 4,821.59 | - | 4,821.59 |
| OP.029494 | Redvale Rd - Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029504 | Redvale Rd - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 4,821.59 | - | 4,821.59 |
| Asset Number: 0030039 - Reedy Creek Road | | | | | | | |
| 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 |
| | | | Subtotal | | 4,108.25 | - | 4,108.25 |
| Asset Number: 0030102 - Reids Road | | | | | | | |
| OP.029147 | Reids Rd - Install sign as per attache | 005467 | Maintenance 2018/19 | 1 | 254.24 | - | 254.24 |
| OP.029320 | Reids rd premix patching | 005467 | Maintenance 2018/19 | 1 | 10,473.10 | - | 10,473.10 |
| | | | Subtotal | | 10,727.34 | - | 10,727.34 |
| Asset Number: 0030187 - Remingtons Road | | | | | | | |
| OP.029900 | Remingtons Road - HP Defects | 005467 | Maintenance 2018/19 | 1 | 1,362.92 | - | 1,362.92 |
| | | | Subtotal | | 1,362.92 | - | 1,362.92 |
| Asset Number: 0036424 - Reservoir Street | | | | | | | |
| OP.028744 | Reservoir st premix patching | 005467 | Maintenance 2018/19 | 1 | 804.25 | - | 804.25 |
| | | | Subtotal | | 804.25 | - | 804.25 |
| Asset Number: 0030200 - Retschlag Road | | | | | | | |
| OP.029138 | Retschlag Road - Grading | 005467 | Maintenance 2018/19 | 1 | 6,961.95 | - | 6,961.95 |
| OP.029219 | Retschlag Rd - Heavy grade | 005467 | Maintenance 2018/19 | 1 | 4,388.34 | - | 4,388.34 |
| OP.029220 | Retschlag Rd Gravel supply & delivery | 005467 | Maintenance 2018/19 | 1 | 1,363.40 | 3,510.00 | 4,873.40 |
| | | | Subtotal | | 12,713.69 | 3,510.00 | 16,223.69 |
| Asset Number: 0030203 - Rex Schultz Road | | | | | | | |
| OP.029121 | Rex Schultz Rd - Heavy Grade | 005467 | Maintenance 2018/19 | 1 | 4,279.63 | - | 4,279.63 |
| OP.029149 | Rex Schultz Rd - Gravel supply & deliver | 005467 | Maintenance 2018/19 | 1 | 4,881.46 | - | 4,881.46 |
| | | | Subtotal | | 9,161.09 | - | 9,161.09 |
| Asset Number: 0022158 - Rickert Road | | | | | | | |
| OP.028605 | Ricket Road clean debris out of culvert | 005467 | Maintenance 2018/19 | 1 | 7,883.26 | - | 7,883.26 |
| | | | Subtotal | | 7,883.26 | - | 7,883.26 |
| Asset Number: 0030209 - Ridge Road | | | | | | | |
| 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 |
| | | | Subtotal | | 32,235.43 | - | 32,235.43 |
| Asset Number: 0030217 - Rippingale Street | | | | | | | |
| OP.028599 | Rippingale street street sweeping | 005467 | Maintenance 2018/19 | 1 | 1,150.79 | - | 1,150.79 |
| | | | Subtotal | | 1,150.79 | - | 1,150.79 |
| Asset Number: 0030226 - River Road | | | | | | | |
| 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 jelpatching | 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 |
| OP.029289 | River rd premix patching | 005467 | Maintenance 2018/19 | 1 | 5,988.91 | - | 5,988.91 |
| | | | Subtotal | | 9,910.25 | - | 9,910.25 |
| Asset Number: 0022164 - Roberts Road | | | | | | | |
| OP.029468 | Roberts Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0030372 - Robin & Lee Road | | | | | | | |
| OP.029411 | Robin & Lee Rd Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029469 | Robin & Lee Rd Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0039684 - Rodney Street | | | | | | | |
| 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 |
| | | | Subtotal | | 1,563.43 | - | 1,563.43 |
| Asset Number: 0030384 - Royles Road | | | | | | | |
| OP.029409 | Royles Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029467 | Royles Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0030396 - Runnymede Road | | | | | | | |
| 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 | 9,085.21 | 3,229.20 | 12,314.41 |
| | | | Subtotal | | 13,023.88 | 3,229.20 | 16,253.08 |
| Asset Number: 0000140 - Russell Lane | | | | | | | |
| OP.029152 | Russle Lane - Rural Addressing | 005467 | Maintenance 2018/19 | 1 | 99.77 | - | 99.77 |
| | | | Subtotal | | 99.77 | - | 99.77 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS | |
|--|--|--------------|---------------------|-------------|-----------------|------------------|-------------------|------------------|
| Asset Number: 0030441 - Ryan Reagon Road | | | | | | | | |
| OP.028938 | Ryan Reagon Rd - HP Defects | 005467 | Maintenance 2018/19 | 1 | 4,645.45 | 912.60 | 5,558.05 | |
| | | | | | Subtotal | 4,645.45 | 5,558.05 | |
| Asset Number: 0030455 - Sakrzewski Road | | | | | | | | |
| OP.029175 | Sakrzewski Rd - Install "No Through Rd" | 005467 | Maintenance 2018/19 | 1 | 253.44 | - | 253.44 | |
| | | | | | Subtotal | 253.44 | 253.44 | |
| Asset Number: 0030467 - Sandy Ridges Road | | | | | | | | |
| OP.029470 | Sandy Ridges Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - | |
| | | | | | Subtotal | - | - | |
| Asset Number: 0022178 - Schloss Road | | | | | | | | |
| OP.029628 | Schloss Rd - pothole Patch Various | 005467 | Maintenance 2018/19 | 1 | 288.34 | - | 288.34 | |
| | | | | | Subtotal | 288.34 | 288.34 | |
| Asset Number: 0039716 - Scott Street | | | | | | | | |
| 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 | Daby Street - Street Sweep | 005467 | Maintenance 2018/19 | 1 | 270.77 | - | 270.77 | |
| OP.029158 | Scott St Benarkin- Line marking | 005467 | Maintenance 2018/19 | 1 | 227.27 | - | 227.27 | |
| OP.029246 | Scotts Street - scopurs in drains | 005467 | Maintenance 2018/19 | 1 | 1,282.98 | - | 1,282.98 | |
| OP.029657 | Scott Street - Footpath Repairs | 005467 | Maintenance 2018/19 | 1 | 4,519.20 | 32.73 | 4,551.93 | |
| OP.029713 | Scott st - Benarkin - Pavers | 005467 | Maintenance 2018/19 | 1 | 895.56 | - | 895.56 | |
| OP.029978 | Scott Street - Installation of signs | 005467 | Maintenance 2018/19 | 1 | 492.32 | - | 492.32 | |
| | | | | | Subtotal | 10,913.86 | 32.73 | 10,946.59 |
| Asset Number: 0030675 - Scotts Lane | | | | | | | | |
| OP.029032 | Scotts Lane - HP Defects | 005467 | Maintenance 2018/19 | 1 | 8,708.49 | - | 8,708.49 | |
| | | | | | Subtotal | 8,708.49 | 8,708.49 | |
| Asset Number: 0022172 - Selby Lane | | | | | | | | |
| OP.028501 | Selby Lane trim trees for sight distance | 005467 | Maintenance 2018/19 | 1 | 116.79 | - | 116.79 | |
| OP.029566 | Selby Lane spoil Maintenance | 005467 | Maintenance 2018/19 | 1 | 7,269.53 | - | 7,269.53 | |
| | | | | | Subtotal | 7,386.32 | 7,386.32 | |
| Asset Number: 0039031 - Selection Lane | | | | | | | | |
| OP.029958 | Seleclon Lane - Heavy Grade | 005467 | Maintenance 2018/19 | 1 | 2,960.90 | - | 2,960.90 | |
| OP.029972 | Selection Lane - Gravel supply & deliver | 005467 | Maintenance 2018/19 | 1 | 2,209.30 | 1,755.00 | 3,964.30 | |
| | | | | | Subtotal | 5,170.20 | 1,755.00 | 6,925.20 |
| Asset Number: 0030687 - Semgreens Road | | | | | | | | |
| OP.029415 | Semgreens Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - | |
| OP.029461 | Semgreens Road - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - | |
| | | | | | Subtotal | - | - | |
| Asset Number: 0030754 - Siefert Street | | | | | | | | |
| OP.028991 | Siefert st Jelpatching | 005467 | Maintenance 2018/19 | 1 | 1,872.88 | - | 1,872.88 | |
| OP.029557 | Siefert st premix patching | 005467 | Maintenance 2018/19 | 1 | 981.15 | - | 981.15 | |
| | | | | | Subtotal | 2,854.03 | 2,854.03 | |
| Asset Number: 0030758 - Silverleaf Road | | | | | | | | |
| OP.029095 | Silverleaf Road - Pavement Repair | 005467 | Maintenance 2018/19 | 1 | 6,492.59 | - | 6,492.59 | |
| OP.029125 | Silverleaf rd premix patching | 005467 | Maintenance 2018/19 | 1 | 10,383.09 | - | 10,383.09 | |
| OP.029270 | silverleaf rd pothole patching | 005467 | Maintenance 2018/19 | 1 | 176.82 | - | 176.82 | |
| OP.029358 | Silverleaf Road - Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - | |
| OP.029417 | Silverleaf Road - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - | |
| OP.029460 | Silverleaf Road - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - | |
| OP.029728 | Silverleaf Road Potholes | 005467 | Maintenance 2018/19 | 1 | 10,895.26 | 570.23 | 11,465.49 | |
| | | | | | Subtotal | 27,947.76 | 570.23 | 28,517.99 |
| Asset Number: 0030836 - Simpsons Road | | | | | | | | |
| OP.028668 | Simpsons Rd Signs | 005467 | Maintenance 2018/19 | 1 | 225.35 | - | 225.35 | |
| | | | | | Subtotal | 225.35 | 225.35 | |
| Asset Number: 0030855 - Slaters Road | | | | | | | | |
| OP.029090 | Slaters rd premix patching | 005467 | Maintenance 2018/19 | 1 | 1,090.97 | - | 1,090.97 | |
| | | | | | Subtotal | 1,090.97 | 1,090.97 | |
| Asset Number: 0030875 - Sloans Road | | | | | | | | |
| OP.029477 | Sloans Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - | |
| OP.029481 | Sloans Road Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - | |
| | | | | | Subtotal | - | - | |
| Asset Number: 0030878 - Smith Road | | | | | | | | |
| OP.029277 | Smith Road - HP Defects | 005467 | Maintenance 2018/19 | 1 | 3,885.17 | - | 3,885.17 | |
| OP.029311 | Smith Road - Tree Removal | 005467 | Maintenance 2018/19 | 1 | 379.95 | - | 379.95 | |
| | | | | | Subtotal | 4,265.12 | 4,265.12 | |
| Asset Number: 0039779 - Smith Street | | | | | | | | |
| OP.028760 | Smith Street - Signage repairs | 005467 | Maintenance 2018/19 | 1 | 425.54 | - | 425.54 | |
| | | | | | Subtotal | 425.54 | 425.54 | |
| Asset Number: 0030899 - Smiths Road | | | | | | | | |
| OP.029414 | Smiths Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - | |
| OP.029458 | Smiths Road - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - | |
| | | | | | Subtotal | - | - | |
| Asset Number: 0036645 - Somerset Street | | | | | | | | |
| 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 | 13,743.13 | - | 13,743.13 | |
| OP.029288 | Somerset premix patching | 005467 | Maintenance 2018/19 | 1 | 860.42 | - | 860.42 | |
| | | | | | Subtotal | 22,788.24 | 22,788.24 | |
| Asset Number: 0030968 - Speedwell School Road | | | | | | | | |
| OP.028922 | Speedwell School Rd - Repair Sep Pipe | 005467 | Maintenance 2018/19 | 1 | 3,070.55 | - | 3,070.55 | |
| | | | | | Subtotal | 3,070.55 | 3,070.55 | |
| Asset Number: 0030971 - Spencers Road | | | | | | | | |
| OP.028662 | Spencers road clean out culverts | 005467 | Maintenance 2018/19 | 1 | 1,370.46 | - | 1,370.46 | |
| | | | | | Subtotal | 1,370.46 | 1,370.46 | |
| Asset Number: 0030984 - Sportsground Road | | | | | | | | |
| OP.028462 | Sports Ground Rd - Hp defects | 005467 | Maintenance 2018/19 | 1 | 6,899.35 | - | 6,899.35 | |
| OP.029501 | Sportsground Rd - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - | |
| | | | | | Subtotal | 6,899.35 | 6,899.35 | |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|---|--|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0036717 - St Josephs Passover | | | | | | | |
| OP.029371 | St Josephs passover signage | 005467 | Maintenance 2018/19 | | 231.28 | - | 231.28 |
| Subtotal | | | | | 231.28 | - | 231.28 |
| Asset Number: 0031015 - Staines Road | | | | | | | |
| OP.028502 | Staines Rd - Hp defects | 005467 | Maintenance 2018/19 | | 2,710.57 | - | 2,710.57 |
| Subtotal | | | | | 2,710.57 | - | 2,710.57 |
| Asset Number: 0037905 - Stephens Street East | | | | | | | |
| OP.029630 | Stephens St East - Pothole Patch Various | 005467 | Maintenance 2018/19 | | 412.42 | - | 412.42 |
| Subtotal | | | | | 412.42 | - | 412.42 |
| Asset Number: 0037920 - Stephens Street West | | | | | | | |
| OP.028567 | Stephen Street West - Repair Sign | 005467 | Maintenance 2018/19 | | 281.44 | - | 281.44 |
| Subtotal | | | | | 281.44 | - | 281.44 |
| Asset Number: 0031055 - Stonelands Road | | | | | | | |
| OP.028614 | Stonelands Rd Signage | 005467 | Maintenance 2018/19 | | 1,132.12 | - | 1,132.12 |
| Subtotal | | | | | 1,132.12 | - | 1,132.12 |
| Asset Number: 0031129 - Stuart Valley Drive | | | | | | | |
| OP.028980 | Stuart Valley Jetpatching | 005467 | Maintenance 2018/19 | | 3,748.17 | - | 3,748.17 |
| OP.028993 | Stuart Valley drive guldepost | 005467 | Maintenance 2018/19 | | 251.22 | - | 251.22 |
| OP.029416 | Stuart Valley Drive Storm 11/10 | 005467 | Maintenance 2018/19 | | 0.00 | - | - |
| OP.029456 | Stuart Valley Drive - Supervision | 005467 | Maintenance 2018/19 | | 0.00 | - | - |
| Subtotal | | | | | 3,999.39 | - | 3,999.39 |
| Asset Number: 0031142 - Stubbs Armstrong Road | | | | | | | |
| OP.028886 | Stubbs Armstrong Road - Separated Pipe | 005467 | Maintenance 2018/19 | | 2,129.45 | - | 2,129.45 |
| Subtotal | | | | | 2,129.45 | - | 2,129.45 |
| Asset Number: 0031180 - Sutherland Drive | | | | | | | |
| OP.029610 | Sulherland Drive - Jet patch | 005467 | Maintenance 2018/19 | | 1,933.58 | - | 1,933.58 |
| Subtotal | | | | | 1,933.58 | - | 1,933.58 |
| Asset Number: 0031197 - Swenson Road | | | | | | | |
| OP.029495 | Swenson Rd - Storm 11/10 | 005467 | Maintenance 2018/19 | | 0.00 | - | - |
| OP.029505 | Swensons Rd - Supervision | 005467 | Maintenance 2018/19 | | 0.00 | - | - |
| Subtotal | | | | | - | - | - |
| Asset Number: 0031211 - Tanduringie School Road | | | | | | | |
| OP.028602 | Tanduringie school road street sweeping | 005467 | Maintenance 2018/19 | | 270.77 | - | 270.77 |
| Subtotal | | | | | 270.77 | - | 270.77 |
| Asset Number: 0031237 - Tarong Yarraman Road | | | | | | | |
| OP.028837 | Tarong Yarraman Road - HP Defect | 005467 | Maintenance 2018/19 | | 3,033.74 | 351.00 | 3,384.74 |
| Subtotal | | | | | 3,033.74 | 351.00 | 3,384.74 |
| Asset Number: 0036860 - Tessmanns Road | | | | | | | |
| OP.028780 | Tessemans Rd Boom Mowing | 005467 | Maintenance 2018/19 | | 1,338.01 | - | 1,338.01 |
| Subtotal | | | | | 1,338.01 | - | 1,338.01 |
| Asset Number: 0031374 - Tigells Road | | | | | | | |
| OP.029496 | Tigells Rd - Storm 11/10 | 005467 | Maintenance 2018/19 | | 0.00 | - | - |
| OP.029506 | Tigells Rd - Supervision | 005467 | Maintenance 2018/19 | | 0.00 | - | - |
| Subtotal | | | | | - | - | - |
| Asset Number: 0022193 - Tim Shea Creek Road | | | | | | | |
| OP.028935 | Tim Shae Creek Rd burnt tree on roadside | 005467 | Maintenance 2018/19 | | 325.40 | 909.09 | 1,234.49 |
| Subtotal | | | | | 325.40 | 909.09 | 1,234.49 |
| Asset Number: 0031407 - Tingooro Chelmsford Road | | | | | | | |
| OP.029964 | Tingooro Chelmsford rd jetpatcher | 005467 | Maintenance 2018/19 | | 1,211.27 | - | 1,211.27 |
| Subtotal | | | | | 1,211.27 | - | 1,211.27 |
| Asset Number: 0031506 - Transmitter Road | | | | | | | |
| OP.028566 | Transmitter Rd - HP defects | 005467 | Maintenance 2018/19 | | 8,181.90 | - | 8,181.90 |
| Subtotal | | | | | 8,181.90 | - | 8,181.90 |
| Asset Number: 0031547 - Trentham Lane | | | | | | | |
| OP.029982 | Trentham Lane - Drain scour | 005467 | Maintenance 2018/19 | | 1,084.22 | - | 1,084.22 |
| Subtotal | | | | | 1,084.22 | - | 1,084.22 |
| Asset Number: 0030919 - Trussell Street | | | | | | | |
| OP.029930 | Trussell st footpath repair | 005467 | Maintenance 2018/19 | | 116.95 | - | 116.95 |
| Subtotal | | | | | 116.95 | - | 116.95 |
| Asset Number: 0031584 - Underwoods Road | | | | | | | |
| OP.028798 | Underwoods Rd - Medium Grade | 005467 | Maintenance 2018/19 | | 7,375.68 | - | 7,375.68 |
| Subtotal | | | | | 7,375.68 | - | 7,375.68 |
| Asset Number: 0031594 - Ushers Road | | | | | | | |
| OP.028631 | Ushers Rd - Medium Grade | 005467 | Maintenance 2018/19 | | 20,817.01 | - | 20,817.01 |
| Subtotal | | | | | 20,817.01 | - | 20,817.01 |
| Asset Number: 0036955 - Venman Street | | | | | | | |
| OP.029078 | Venman st premix patching | 005467 | Maintenance 2018/19 | | 335.64 | - | 335.64 |
| Subtotal | | | | | 335.64 | - | 335.64 |
| Asset Number: 0031626 - Walkers Road | | | | | | | |
| OP.028765 | Walkers Road -grading | 005467 | Maintenance 2018/19 | | 19,325.48 | - | 19,325.48 |
| OP.028767 | Walkers Road - supply & deliver gravel | 005467 | Maintenance 2018/19 | | 15,854.06 | - | 15,854.06 |
| Subtotal | | | | | 35,179.54 | - | 35,179.54 |
| Asset Number: 0031633 - Walsh Road | | | | | | | |
| OP.029418 | Walsh Road Storm 11/10 | 005467 | Maintenance 2018/19 | | 0.00 | - | - |
| OP.029656 | Walsh Rd - Rural Addressing | 005467 | Maintenance 2018/19 | | 27.42 | - | 27.42 |
| Subtotal | | | | | 27.42 | - | 27.42 |
| Asset Number: 0036988 - Warren Truss Drive | | | | | | | |
| OP.029004 | Warren Truss drive replace r curve | 005467 | Maintenance 2018/19 | | 123.74 | - | 123.74 |
| Subtotal | | | | | 123.74 | - | 123.74 |
| Asset Number: 0037016 - Waterview Drive | | | | | | | |
| OP.028821 | Waterview Drive - HP Defect | 005467 | Maintenance 2018/19 | | 1,516.41 | - | 1,516.41 |
| Subtotal | | | | | 1,516.41 | - | 1,516.41 |
| Asset Number: 0037021 - Watt Street | | | | | | | |
| OP.029342 | Watt st giveway signs | 005467 | Maintenance 2018/19 | | 366.46 | - | 366.46 |
| Subtotal | | | | | 366.46 | - | 366.46 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|--|---|--------------|---------------------|-------------|------------------|-----------------|-------------------|
| Asset Number: 0031730 - Wattlegrove Road | | | | | | | |
| OP.028666 | Wattlegrove Road tree mulching | 005467 | Maintenance 2018/19 | 1 | 977.30 | - | 977.30 |
| OP.029183 | Wattlegrove road drainage | 005467 | Maintenance 2018/19 | 1 | 2,288.43 | - | 2,288.43 |
| OP.029636 | Wattlegrove Road - Clean Drains | 005467 | Maintenance 2018/19 | 1 | 15,053.33 | - | 15,053.33 |
| OP.029725 | Wattlegrove Road - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 37,330.85 | - | 37,330.85 |
| OP.030017 | Wattlegrove road drainage | 005467 | Maintenance 2018/19 | 1 | 1,466.66 | - | 1,466.66 |
| | | | Subtotal | | 57,116.57 | - | 57,116.57 |
| Asset Number: 0037042 - Webster Street | | | | | | | |
| OP.029006 | Webster st giveway signs | 005467 | Maintenance 2018/19 | 1 | 265.43 | - | 265.43 |
| | | | Subtotal | | 265.43 | - | 265.43 |
| Asset Number: 0031860 - Weeks Road | | | | | | | |
| 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 | 5,949.44 | - | 5,949.44 |
| OP.029442 | Weeks Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029453 | Weeks Road - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 9,306.39 | - | 9,306.39 |
| Asset Number: 0031889 - Weens Road | | | | | | | |
| OP.029103 | Weens Road Shoulder Resheeling | 005467 | Maintenance 2018/19 | 1 | 4,391.77 | - | 4,391.77 |
| | | | Subtotal | | 4,391.77 | - | 4,391.77 |
| Asset Number: 0031965 - Wellers Road | | | | | | | |
| OP.028661 | Wellers Road Signage | 005467 | Maintenance 2018/19 | 1 | 379.35 | - | 379.35 |
| | | | Subtotal | | 379.35 | - | 379.35 |
| Asset Number: 0032083 - West Coolabunia Road | | | | | | | |
| OP.029446 | West Coolabunia Road storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029452 | West Coolabunia Road - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0037064 - West Street | | | | | | | |
| 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 |
| OP.029556 | West st premix patching | 005467 | Maintenance 2018/19 | 1 | 4,257.59 | - | 4,257.59 |
| OP.029970 | West st 80km speed sign | 005467 | Maintenance 2018/19 | 1 | 501.56 | - | 501.56 |
| | | | Subtotal | | 10,112.79 | - | 10,112.79 |
| Asset Number: 0032097 - West Wooroolin Road | | | | | | | |
| OP.028539 | West Wooroolin Road - Shoulder Spot Mai | 005467 | Maintenance 2018/19 | 1 | 9,235.55 | - | 9,235.55 |
| OP.028665 | West Wooroolin sill removal | 005467 | Maintenance 2018/19 | 1 | 4,392.98 | - | 4,392.98 |
| | | | Subtotal | | 13,628.53 | - | 13,628.53 |
| Asset Number: 0032177 - Wheatlands Loop Road | | | | | | | |
| OP.028598 | Wheatlands Loop Road street sweeping | 005467 | Maintenance 2018/19 | 1 | 135.39 | - | 135.39 |
| | | | Subtotal | | 135.39 | - | 135.39 |
| Asset Number: 0022201 - Whelan Street | | | | | | | |
| OP.029518 | Whelan St - Name Blade | 005467 | Maintenance 2018/19 | 1 | 334.84 | - | 334.84 |
| | | | Subtotal | | 334.84 | - | 334.84 |
| Asset Number: 0032201 - Whitaker Road | | | | | | | |
| OP.029514 | Whitakers rd - Remove trees | 005467 | Maintenance 2018/19 | 1 | 145.17 | - | 145.17 |
| | | | Subtotal | | 145.17 | - | 145.17 |
| Asset Number: 0032204 - Whiterock Road | | | | | | | |
| OP.028628 | Whiterock Rd - HP defects | 005467 | Maintenance 2018/19 | 1 | 858.60 | - | 858.60 |
| OP.029449 | Whiterock Road storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029450 | Whiterock Road - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029654 | Whiterock Road - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 7,209.43 | - | 7,209.43 |
| | | | Subtotal | | 8,068.03 | - | 8,068.03 |
| Asset Number: 0022202 - Wickham Street | | | | | | | |
| 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 |
| | | | Subtotal | | 468.89 | - | 468.89 |
| Asset Number: 0032266 - Wledens Road | | | | | | | |
| OP.029444 | Wledens Road Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029451 | Wledens Road - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | - | - | - |
| Asset Number: 0032273 - Wilkes Road | | | | | | | |
| OP.029160 | Wilkes Rd - install signs | 005467 | Maintenance 2018/19 | 1 | 492.05 | - | 492.05 |
| | | | Subtotal | | 492.05 | - | 492.05 |
| Asset Number: 0037131 - William Street | | | | | | | |
| 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 | 3,331.77 | - | 3,331.77 |
| OP.029007 | William st giveway sign | 005467 | Maintenance 2018/19 | 1 | 550.15 | - | 550.15 |
| OP.029341 | William st signage | 005467 | Maintenance 2018/19 | 1 | 66.30 | - | 66.30 |
| | | | Subtotal | | 8,181.10 | - | 8,181.10 |
| Asset Number: 0032276 - William Webber Road - formerly Cloyna East Road, changed by resolution 18/3/2004. | | | | | | | |
| OP.028596 | William Webber Road | 005467 | Maintenance 2018/19 | 1 | 203.08 | - | 203.08 |
| | | | Subtotal | | 203.08 | - | 203.08 |
| Asset Number: 0022204 - Williams Road | | | | | | | |
| OP.029186 | Williams Road - Clean open drains | 005467 | Maintenance 2018/19 | 1 | 9,949.13 | - | 9,949.13 |
| | | | Subtotal | | 9,949.13 | - | 9,949.13 |
| Asset Number: 0032380 - Wilsons Road | | | | | | | |
| 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 |
| OP.029502 | Wilsons Rd - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| | | | Subtotal | | 45,854.11 | - | 45,854.11 |
| Asset Number: 0037217 - Windsor Circle | | | | | | | |
| OP.028982 | Windsor circle premix patching | 005467 | Maintenance 2018/19 | 1 | 475.07 | - | 475.07 |
| | | | Subtotal | | 475.07 | - | 475.07 |
| Asset Number: 0032464 - Wingfields Road | | | | | | | |
| OP.028488 | Wingfields Road spot maintenance | 005467 | Maintenance 2018/19 | 1 | 2,587.80 | - | 2,587.80 |
| | | | Subtotal | | 2,587.80 | - | 2,587.80 |

| Task | Task Description | Project Code | Project Description | %Allocation | YTD Actuals | YTD Commitments | TOTAL YTD ACTUALS |
|--|--|--------------|---------------------|-------------|---------------------|------------------|---------------------|
| Asset Number: 0032503 - Wittman Road | | | | | | | |
| OP.029497 | Wittman Rd - Storm 11/10 | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| OP.029507 | Wittman Rd - Supervision | 005467 | Maintenance 2018/19 | 1 | 0.00 | - | - |
| Subtotal | | | | | - | - | - |
| Asset Number: 0032522 - Wittons Road | | | | | | | |
| OP.029992 | wittons rd tree removal | 005467 | Maintenance 2018/19 | 1 | 305.18 | - | 305.18 |
| Subtotal | | | | | 305.18 | - | 305.18 |
| Asset Number: 0032533 - Wolff Road | | | | | | | |
| OP.028740 | Wolff Rd - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 3,442.91 | - | 3,442.91 |
| Subtotal | | | | | 3,442.91 | - | 3,442.91 |
| Asset Number: 0032544 - Wollmanns Road | | | | | | | |
| OP.028829 | Wollmanns Rd - Med Grade | 005467 | Maintenance 2018/19 | 1 | 34,007.76 | - | 34,007.76 |
| Subtotal | | | | | 34,007.76 | - | 34,007.76 |
| Asset Number: 0032576 - Wooden Hut Road | | | | | | | |
| OP.029235 | Wooden Hut Rd - remove fallen tree on rd | 005467 | Maintenance 2018/19 | 1 | 309.60 | - | 309.60 |
| Subtotal | | | | | 309.60 | - | 309.60 |
| Asset Number: 0032643 - Woolletts Road | | | | | | | |
| OP.028876 | Woolletts Road - Repair Separated Pipes | 005467 | Maintenance 2018/19 | 1 | 2,817.18 | - | 2,817.18 |
| Subtotal | | | | | 2,817.18 | - | 2,817.18 |
| Asset Number: 0032653 - Wooroonden Road | | | | | | | |
| OP.029094 | Wooroonden Rd - Repair Separated pipes | 005467 | Maintenance 2018/19 | 1 | 5,290.60 | - | 5,290.60 |
| Subtotal | | | | | 5,290.60 | - | 5,290.60 |
| Asset Number: 0032698 - Wyatts Road | | | | | | | |
| OP.028934 | Wyatts Road HP repairs | 005467 | Maintenance 2018/19 | 1 | 2,598.41 | - | 2,598.41 |
| OP.029372 | Wyatts rd signage | 005467 | Maintenance 2018/19 | 1 | 151.80 | - | 151.80 |
| Subtotal | | | | | 2,750.21 | - | 2,750.21 |
| Asset Number: 0037251 - Youngman Street | | | | | | | |
| OP.029239 | Youngman St - Repair 60km/hr sign | 005467 | Maintenance 2018/19 | 1 | 311.03 | - | 311.03 |
| Subtotal | | | | | 311.03 | - | 311.03 |
| Asset Number: 0032714 - Youngmans Road | | | | | | | |
| OP.029637 | Youngmans Road - Medium Grade | 005467 | Maintenance 2018/19 | 1 | 31,578.73 | - | 31,578.73 |
| Subtotal | | | | | 31,578.73 | - | 31,578.73 |
| Subtotal | | | | | 2,181,005.61 | 40,669.78 | 2,221,675.39 |

Work Orders Not Linked to Assets

| | | | | | | | |
|--------------------|--|-----------|------------|--|---------------------|------------------|---------------------|
| OP.028463 | Traffic Control | EXTPUR | 0000097435 | | 224.62 | | |
| OP.028478 | North Slashing | WONDSTORE | RSUP | | 38,272.95 | | |
| OP.028479 | South Slashing | LAB100 | RLAB | | 23,257.39 | | |
| OP.028480 | Central Slashing | LAB100 | RPLT | | 11,826.15 | | |
| OP.028482 | Kingaroy Street Banner | LAB100 | RSUP | | 3,679.26 | | |
| OP.028489 | Blackbutt Township Street Sweeping | LAB524.2 | RPLT | | 2,978.51 | | |
| OP.028490 | Nanango Township Street Sweeping | LAB100 | RPLT | | 11,575.61 | | |
| OP.028491 | Proston Township Street Sweeping | LAB100 | RPLT | | 1,963.12 | | |
| OP.028492 | Murgon Township Street Sweeping | LAB523.1 | RPLT | | 8,935.55 | | |
| OP.028493 | Wondal Township Street Sweeping | LAB100 | RPLT | | 5,144.72 | | |
| OP.028494 | Wooroolin Township Street Sweeping | LAB100 | RPLT | | 406.16 | | |
| OP.028495 | Tingora Township Street Sweeping | LAB100 | RPLT | | 473.85 | | |
| OP.028496 | Memerambi Township Street Sweeping | LAB100 | RPLT | | 203.08 | | |
| OP.028497 | Kumbia Township Street Sweeping | LAB100 | RPLT | | 2,098.50 | | |
| OP.028498 | Kingaroy Township Street Sweeping | LAB523.1 | RPLT | | 28,678.31 | | |
| OP.028630 | Haly Creek Road Rural addressing | WONDSTORE | RSUR | | 72.41 | | |
| OP.028641 | Hamilton Road Rural addressing | WONDSTORE | RSUR | | 99.84 | | |
| OP.028720 | Navy Bean Road Rural Addressing | WONDSTORE | RSUR | | 99.77 | | |
| OP.028721 | Iszlaub Road Rural Addressing | WONDSTORE | RSUR | | 99.77 | | |
| OP.028734 | Manumar Road Rural Addressing | WONDSTORE | RSUR | | 99.90 | | |
| OP.028770 | Remove tree - Coolabunia/Malar Rd | LAB213 | RSUP | | 83.88 | | |
| OP.028796 | Broclehurst Rd - Rural Addressing | WONDSTORE | RSUR | | 99.77 | | |
| OP.028819 | Wilson's rd callout-Sink holes | LAB212 | RSUP | | 207.36 | | |
| OP.028822 | Booie Road Rural Addressing | WONDSTORE | RSUR | | 99.84 | | |
| OP.028879 | Allen Road - Rural Addressing | NANSTORE | RSUR | | 66.21 | | |
| OP.028882 | Dugdel Road - Rural Addressing | WONDSTORE | RSUR | | 99.83 | | |
| OP.028929 | Burnett Hwy - Fire callout | LAB213 | RPLT | | 2,031.63 | | |
| OP.029027 | W Dugdel Road Rural Addressing | WONDSTORE | RSUR | | 99.77 | | |
| OP.029056 | East Nanango Grindstone Rd Rural Address | WONDSTORE | RSUR | | 99.84 | | |
| OP.029091 | Pamela Dr - Rural Addressing | WONDSTORE | RSUR | | 99.77 | | |
| OP.029099 | Mt Stanley Rd - Rural Addressing | WONDSTORE | RSUP | | 467.88 | | |
| OP.029116 | East Wooroolin Rd - Road closures | LAB440 | RSUP | | 232.59 | | |
| OP.029140 | Boardmans Road - Tree removal | LAB212 | RPLT | | 221.57 | | |
| OP.029169 | Callout Fisher st damaged Keep left sign | LAB212 | RSUP | | 33.47 | | |
| OP.029282 | Ellesmere rd | LAB212 | 12 | | 109.57 | | |
| OP.029475 | Mary Street Supervision | LAB100 | RSUR | | 0.00 | | |
| OP.030003 | Huston Road - Rural Addressing | WONDSTORE | RSUR | | 90.11 | | |
| OP.030004 | Bunya Highway - Rural Addressing | WONDSTORE | RSUR | | 66.58 | | |
| OP.030005 | Golf View Drive - Rural Addressing | WONDSTORE | RSUR | | 66.38 | | |
| OP.030006 | Tandurlingie Drive - Rural Addressing | WONDSTORE | RSUR | | 66.39 | | |
| OP.030064 | RACAS - hire and installation | EXTPUR | 0000099250 | | 25,000.00 | | |
| Subtotal | | | | | 169,531.91 | - | - |
| Grand Total | | | | | 2,350,537.52 | 40,669.78 | 2,391,207.30 |

13.5 IS - 2556662 - Monthly Works for Queensland (W4Q) Grant Projects Report - Round Two

Document Information

ECM ID 2556662

Author General Manager Finance

Date 4 December 2018

Précis

Report on the Works for Queensland (W4Q) Grant Projects Report - Round Two as at 30 November 2018.

Summary

The following information provides a snapshot of the Works for Queensland (W4Q) Grant Projects Report - Round Two as at 30 November 2018.

Officer's Recommendation

That the Works for Queensland (W4Q) Grant Projects Report - Round Two as at 30 November 2018 be received.

W4Q Grant Projects Report - Round Two

as at 30 November 2018

Capital Projects

| Financial Project Number | Project Code | Project Description | Project Budget | Life to Date Actual Expenditure as at 30-Nov-2018 | Commitments | Total Project Cost (incl. Commitments) |
|-------------------------------|--------------|--|---------------------|---|-------------------|--|
| 100621 | 005341 | W4Q Rd2 - DW - Parker Road, Ellesmere | 5,314.00 | 94,686.29 | 0.00 | 94,686.29 |
| 100621 | 005342 | W4Q Rd2 - DW - Mant Street, Kingaroy | 2,642.00 | 17,357.58 | 0.00 | 17,357.58 |
| 100621 | 005343 | W4Q Rd2 - DW - Williams Road, Bernarkin | 11,393.00 | 38,129.97 | 0.00 | 38,129.97 |
| 100621 | 005344 | W4Q Rd2 - DW - Mt Stanley Road, Nanango | 0.00 | 10,477.01 | 0.00 | 10,477.01 |
| 100621 | 005345 | W4Q Rd2 - DW - Ironpot Roads | 2,402.00 | 17,597.57 | 0.00 | 17,597.57 |
| 100621 | 005346 | W4Q Rd2 - DW - Mustons Road, Haly Creek | 15,250.00 | 24,750.28 | 0.00 | 24,750.28 |
| 100621 | 005348 | W4Q Rd2 - DW - Premier Drive, Kingaroy | 288,762.00 | 2,515.51 | 0.00 | 2,515.51 |
| 100621 | 005349 | W4Q Rd2 - DW - Boonenne Road, Goodger | 10,105.00 | 9,894.67 | 0.00 | 9,894.67 |
| 100622 | 005350 | W4Q Rd2 - DW - Covertv Road, Ballogie | 39,730.00 | 342.85 | 0.00 | 342.85 |
| 100622 | 005351 | W4Q Rd2 - DW - T H Burns Rd/Covertv | 162,527.00 | 280,286.18 | 138,000.00 | 418,286.18 |
| 100622 | 005352 | W4Q Rd2 - GR - Alice Creek Road | 56,305.00 | 143,694.73 | 0.00 | 143,694.73 |
| 100622 | 005353 | W4Q Rd2 - GR - Wesslings Road, Murgon | 11,732.00 | 38,268.29 | 0.00 | 38,268.29 |
| 100622 | 005354 | W4Q Rd2 - GR - Bullcamp Road, Bullcamp | 49,985.00 | 18,150.17 | 0.00 | 18,150.17 |
| 100622 | 005355 | W4Q Rd2 - GR - Bullcamp Runnymede Road | 39,368.00 | 85,632.42 | 0.00 | 85,632.42 |
| 100622 | 005356 | W4Q Rd2 - GR - Dangore Mt Road | 99,365.00 | 635.32 | 0.00 | 635.32 |
| 100622 | 005357 | W4Q Rd2 - GR - Farrers Road | 10,857.00 | 39,143.20 | 0.00 | 39,143.20 |
| 100622 | 005358 | W4Q Rd2 - GR - Haly Creek Road, Goodger | 0.00 | 105,141.69 | 0.00 | 105,141.69 |
| 100622 | 005359 | W4Q Rd2 - GR - Kumbia Back Road, Benair | 0.00 | 73,824.97 | 0.00 | 73,824.97 |
| 100622 | 005360 | W4Q Rd2 - GR - Maidenwell Upper Yarraman | 20,968.00 | 29,031.92 | 0.00 | 29,031.92 |
| 100622 | 005361 | W4Q Rd2 - GR - Redvale Road, Boole | 8,803.00 | 66,196.78 | 0.00 | 66,196.78 |
| 100622 | 005362 | W4Q Rd2 - GR - Weens Road, Kingaroy | 38,739.00 | 61,260.67 | 0.00 | 61,260.67 |
| 100622 | 005363 | W4Q Rd2 - GR - Wicks Road, Gordonbrook | 0.00 | 53,843.35 | 0.00 | 53,843.35 |
| 100622 | 005501 | W4Q Rd2 - GR - To Be Allocated | 617,190.00 | | | 0.00 |
| 100623 | 005364 | W4Q Rd2 - FP - Haly Street, Kingaroy | 13,120.00 | 250,114.46 | 0.00 | 250,114.46 |
| 100623 | 005365 | W4Q Rd2 - FP - Home Street, Nanango | 73,301.00 | 6,701.53 | 0.00 | 6,701.53 |
| 100623 | 005366 | W4Q Rd2 - FP - Rodney Street, Proston | 0.00 | 50,696.91 | 0.00 | 50,696.91 |
| 100623 | 005367 | W4Q Rd2 - FP - Haly Street, Wondai | 22,675.00 | 120,314.92 | 0.00 | 120,314.92 |
| 100623 | 005368 | W4Q Rd2 - FP - Murgon Footpath | 461,874.00 | 25,090.68 | 9,600.00 | 34,690.68 |
| 100623 | 005395 | W4Q Rd2 - FP - Hart Street, Blackbutt | 0.00 | 69,336.47 | 0.00 | 69,336.47 |
| 100624 | 005369 | W4Q Rd2 - KTH - Forecourt | 20,256.00 | 59,744.07 | 0.00 | 59,744.07 |
| 100624 | 005370 | W4Q Rd2 - KTH - Stage lights upgrade | 4,647.00 | 40,353.49 | 0.00 | 40,353.49 |
| 100625 | 005371 | W4Q Rd2 - K'roy Depot - lights to LED | 3,672.00 | 31,328.17 | 0.00 | 31,328.17 |
| 100626 | 005372 | W4Q Rd2 - Kingaroy VIC - Re-sheet roof | 59,834.00 | 152,435.09 | 0.00 | 152,435.09 |
| 100627 | 005373 | W4Q Rd2 - WSP - Replace disabled chair | 58,171.00 | 64,499.10 | 3,904.45 | 68,403.55 |
| 100627 | 005374 | W4Q Rd2 - NSP - General building repairs | 23,958.00 | 88,424.83 | 0.00 | 88,424.83 |
| 100628 | 005375 | W4Q Rd2 - Wondai Admin - Replace roof | 50,293.00 | 52,825.85 | 5,050.54 | 57,876.19 |
| 100629 | 005376 | W4Q Rd2 - Ringsfield House - Gen repairs | 34,104.00 | 63,304.17 | 90.91 | 63,395.08 |
| 100630 | 005377 | W4Q Rd2 - Nanango Admin & Library | 0.00 | -5,360.30 | 1,543.86 | -3,816.44 |
| 100631 | 005378 | W4Q Rd2 - Boondooma Homestead | 47,360.00 | 46,903.69 | 0.00 | 46,903.69 |
| 100632 | 005379 | W4Q Rd2 - LBPCH - Telehealth capacity | 0.00 | 14.55 | 0.00 | 14.55 |
| 100633 | 005380 | W4Q Rd2 - O'Neil Square - Stage area | 14,104.00 | 10,286.03 | 0.00 | 10,286.03 |
| 100634 | 005381 | W4Q Rd2 - K'roy Aerodrome - Relocate gen | 3,335.00 | 26,664.70 | 0.00 | 26,664.70 |
| 100634 | 005382 | W4Q Rd2 - K'roy Aerodrome - Replace tile | 1,501.00 | 8,498.96 | 0.00 | 8,498.96 |
| 100634 | 005383 | W4Q Rd2 - K'roy Aerodrome - Replace roof | 78,594.00 | 50,177.04 | 31,388.00 | 81,565.04 |
| 100635 | 005384 | W4Q Rd2 - Gordonbrook Dam - day use area | 14,985.00 | 14.55 | 0.00 | 14.55 |
| 100636 | 005385 | W4Q Rd2 - Dingo Park - shelters & paths | 0.00 | 50,000.00 | 0.00 | 50,000.00 |
| 100636 | 005386 | W4Q Rd2 - Murgon Youth Park - pathing | 0.00 | 20,000.00 | 0.00 | 20,000.00 |
| 100637 | 005387 | W4Q Rd2 - Bollards - Wooroolin Carpark | 71,304.00 | 7,776.46 | 0.00 | 7,776.46 |
| 100637 | 005388 | W4Q Rd2 - Bollards - Rest areas | 0.00 | 20,919.09 | 0.00 | 20,919.09 |
| 100637 | 005389 | W4Q Rd2 - Bollards - Mt Wooroolin | 654.00 | 12,345.95 | 0.00 | 12,345.95 |
| 100637 | 005390 | W4Q Rd2 - Bollards - Rotary Park | 1,445.00 | 10,555.33 | 0.00 | 10,555.33 |
| 100638 | 005391 | W4Q Rd2 - Boondooma Dam | 6,380.00 | 53,975.25 | 1,447.14 | 55,422.39 |
| 100639 | 005392 | W4Q Rd2 - BP Walking Track - rubber | 893.00 | 34,107.05 | 0.00 | 34,107.05 |
| Total Capital Projects | | | 2,567,897.00 | 2,632,909.11 | 191,024.90 | 2,823,934.01 |

Operational Projects

| Financial Project Number | Project Code | Project Description | Project Budget | Life to Date Actual Expenditure as at 30-Nov-2018 | Commitments | Total Project Cost (incl. Commitments) |
|-----------------------------------|--------------|--|---------------------|---|-------------------|--|
| 100640 | 005393 | W4Q Rd2 - MTH - Replace loading dock, security lighting & security fencing repairs | 10,000.00 | 9,233.64 | - | 9,233.64 |
| Total Operational Projects | | | 10,000.00 | 9,233.64 | 0.00 | 9,233.64 |
| Total W4Q Grants | | | 2,577,897.00 | 2,642,142.75 | 191,024.90 | 2,833,167.65 |

14. Confidential Section

14.1 CONF - 2550407 - Operation of the Kingaroy Recycle Shop

Document Information

IR No 2550407

Author Manager Environment and Waste Services

**Endorsed
By General Manager Corporate Services**

Date 4 December 2018

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

14.2 CONF - 2556657 - Finalisation of Tenders for Pest Management Services in the South Burnett Region.

Document Information

ECM ID 2556657

Author Coordinator Natural Resource Management

**Endorsed
By General Manager – Corporate Services**

Date 3 December 2018

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

