



SOUTH BURNETT

REGIONAL COUNCIL

Agenda

of the

General Meeting

Held in the Warren Truss Chamber 45 Glendon Street Kingaroy

on Wednesday, 15 March 2017

Commencing at 9.00 am

Chief Executive Officer: Gary Wall

Our Vision

"Individual communities building a strong and vibrant region."

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, 15 March 2017

ORDER OF BUSINESS:

1.	LEAVE OF ABSENCE	1
2.	PRAYERS	1
3.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	1
3.1	South Burnett Regional Council Minutes	1
4.	PORTFOLIO - ECONOMIC DEVELOPMENT, GOVERNANCE AND COMMUNICATIONS	2
4.1	Economic Development, Governance and Communications Portfolio Report.....	2
4.2	GOVERNANCE (G)	3
4.2.1	G - 1432729 - Change of General Meeting Dates	3
4.2.2	G - 2325103 - Adoption of the amended Expenses Reimbursement Policy for Councillors	5
4.3	ECONOMIC DEVELOPMENT (ED)	13
4.3.1	ED - 2330198 - The South Burnett - Motor Cycle Friendly	13
4.3.2	ED - 2327148 - Change of Directorship, Company Secretary and Observer of the South Burnett Community Hospital Foundation Limited.	15
5.	PORTFOLIO - ROADS & DRAINAGE	17
5.1	Roads & Drainage Portfolio Report	17
5.2	ROADS & DRAINAGE (R&D)	18
5.3	DESIGN & TECHNICAL SERVICES (D&TS)	18
5.3.1	D&TS - 2330327 - Infrastructure Asset Naming Policy.....	18
5.3.2	D&TS - 2330267 - Blackbutt Town Hall - Community Hub Relocation and Modernisation	27
6.	PORTFOLIO - COMMUNITY & HEALTH SERVICES & THE ARTS	29
6.1	Community and Health Services and the Arts Portfolio Report.....	29
7.	PORTFOLIO - PLANNING & PROPERTY	30
7.1	Planning and Property Portfolio Report	30
7.2	PLANNING (P&LM)	31
7.2.1	P&LM - 1685411 - Reconfiguration of a Lot Application (2 lot subdivision) at 64 Boat Mountain Road - 2 SP200468 - Applicant: J Kapernick C\ - ONF Surveyors - ROLI2016/000331	
7.2.2	P&LM - 2028334 - Review of submissions received in relation to the draft Planning Scheme and seeking Minister approval for adoption	35
7.3	PROPERTY (P)	41
7.3.1	P - 2323295 - Requesting waiver of Hall Hire Fees and Charges for the Wondai Town Hall - Slim Dusty Tribute Show "Dustier Than Ever".....	41
8.	PORTFOLIO - WATER, WASTE WATER, WASTE MANAGEMENT, SPORT & RECREATION	43
8.1	Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report	43
8.2	WATER & WASTE WATER (W&WW)	44
8.2.1	W&WW - 2329907 - Implementation of Level 3 Water Restrictions.....	44
9.	PORTFOLIO - NATURAL RESOURCE MANAGEMENT, PARKS AND INDIGENOUS AFFAIRS	48
9.1	Natural Resource Management, Parks and Indigenous Affairs Portfolio Report	48
10.	PORTFOLIO - FINANCE, ICT & HUMAN RESOURCES	49

10.1	Finance, ICT and Human Resources Portfolio Report	49
10.2	FINANCE (F)	50
10.2.1	F - 2329730 - Monthly Financial Statements.....	50
10.2.2	F - 2329557 - Sale of Land for Overdue Rates - March 2017.....	55
11.	CONSIDERATION OF NOTICES OF MOTION	58
11.1	NOTICE - 2330053 - Notice to Rescind a Council Resolution - Contract to purchase the Ergon Energy Building and Freehold Land.....	58
12.	INFORMATION SECTION (IS)	60
12.1	IS - 2329662 - Reports for the Information of Council.....	60
13.	CONFIDENTIAL SECTION	61
13.1	CONF - 2330725 - Seeking approval to dispose of Lot 72 RP819240 by Tender	61
13.2	CONF - 2329322 - Purchase of and removal of Scrap Metal Resource from Council Waste Facilities throughout the South Burnett	62
13.3	CONF - 2329318 - WBBROC Joint Procurement of Landfill Water Quality Testing and Reporting Services Tender	63

1. Leave Of Absence

Nil.

2. Prayers

A representative of the Gideons offered prayers for Council and for the conduct of the Council meeting.

3. Confirmation of Minutes of Previous Meeting

3.1 South Burnett Regional Council Minutes

Précis

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

Officer's Recommendation

That the minutes of the previous meeting held on Wednesday 15 February 2017 as recorded be confirmed.

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

See Business Function Headings

4. Portfolio - Economic Development, Governance and Communications

4.1 Economic Development, Governance and Communications Portfolio Report

Document Information

IR No 2328846

Author Mayor, South Burnett Regional Council

Date 13 March 2017

Précis

Economic Development, Governance and Communications Portfolio Report

Summary

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

Officer's Recommendation

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

4.2 Governance (G)

Officer's Report

4.2.1 G - 1432729 - Change of General Meeting Dates

Document Information

IR No 1432729

Author Executive Assistant

**Endorsed
By** Chief Executive Officer

Date 27 February 2017

Précis

Change of General Meeting Dates

Summary

Due to the National General Assembly of Local Government being held on Wednesday 21 June 2017 and the LGAQ Conference being held on Wednesday 18 October 2017 requiring the attendance of some Councillors, it is necessary to change Council's General Meeting dates.

Officer's Recommendation

That

1. Council's General Meeting scheduled for Wednesday 21 June 2017 be changed to Wednesday 14 June 2017; and
2. Council's General Meeting scheduled for Wednesday 18 October 2017 be changed to Wednesday 11 October 2017

Financial and Resource Implications

N/A

Link to Corporate/Operational Plan

EXC4.1 - A governance framework that delivers good organisational management

Communication/Consultation (Internal/External)

Ordinary meetings are open (unless otherwise resolved to be closed) and members of the public are welcome to attend to observe proceedings. Public notice of the dates, times and location of

the ordinary meetings of Council are published in the local newspaper and on Council's website at www.southburnett.qld.gov.au and displayed at Council's Customer Service Centres.

Legal Implications (Statutory Basis, Legal Risks)

Public notice of the meetings is required pursuant to Section 277(1) of the Local Government Regulations 2012.

Policy/Local Law/Delegation Implications

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

Asset Management Implications

No direct asset management implications arise from this report.

4.2.2 G - 2325103 - Adoption of the amended Expenses Reimbursement Policy for Councillors

Document Information

IR No 2325103

Author Manager Social & Corporate Performance

Endorsed By General Manager Corporate Services

Date 15 March 2017

Précis

To adopt the amended Expenses Reimbursement Policy for Councillors.

Summary

Under section 250 of the *Local Government Regulation 2012* (the Regulation), 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 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.

Officer's Recommendation

That Council adopt the amended Expenses Reimbursement Policy for Councillors.



Expenses Reimbursement Policy for Councillors

Table of Contents

1. POLICY STATEMENT.....	1
2. SCOPE.....	2
3. POLICY OBJECTIVES.....	2
4. BACKGROUND AND/OR PRINCIPLES.....	2
5. GENERAL INFORMATION.....	2
6. DEFINITIONS.....	6
7. LEGISLATIVE REFERENCE.....	6
8. RELATED POLICIES/PROCEDURES.....	6
9. NEXT REVIEW.....	6

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 (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.

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) **Transparent**
Transparent decision-making by the public disclosure of policy and resolutions.
- (d) **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. Councillor Remuneration is in accordance with the determination of the Local Government Remuneration and Discipline Tribunal.

3. POLICY OBJECTIVES

The purpose of 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 (the Regulation)* 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 Regulation legislates that Council must maintain a policy providing for payment of reasonable expenses incurred, or to be incurred, by Councillors for discharging their duties and responsibilities as Councillors and provision of facilities to the Councillors for that purpose.

The Expenses Reimbursement Policy for Councillors must be consistent with the five local government principles under section 4(2) of the Act and meet the financial sustainability criteria under section 104 of Act.

The Regulation 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).

Legal Assistance and Insurance Cover

Council shall pay all approved costs incurred through any inquiry, investigation, hearing or legal proceedings into the conduct of a Councillor, or arising out of, or in connection with the Councillor's performance of his/her civic duties. The provision of legal assistance/payment of legal costs shall be provided subject to prior approval being granted by the CEO by Council Resolution. Where it has been found that the Councillor has acted dishonestly or neglectfully or breached the provisions of the Act, the Councillor will 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. They 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 Council 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 are considered to be reasonable for reimbursement by Council.

- Breakfast - \$ 25.00 inc GST
- Lunch - \$ 25.00 inc GST
- Dinner - \$ 70.00 inc GST

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

Council may reimburse the Mayor up to \$2,000 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.

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 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:

- office space and meeting rooms;
- computer including internet access and wireless remote where appropriate;
- stationery;
- access to photocopiers, printers, and facsimile machines;
- 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 name badge and one Identification Card. 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 policy 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 a maximum amount of \$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 and when the \$2,000.00 is used Council will issue an invoice for any balance outstanding. Reimbursement above \$2,000.00 may be approved subject to the CEO's approval.

Contribution to Mayors telephone costs

Council will contribute a maximum amount of \$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 and when the \$3,000.00 is used Council will issue an invoice for any balance outstanding.

Vehicle Fuel & 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 Four (4) - \$80.00
- Division Three (3) - \$92.00
- Division One (1) & Two (2) - \$140.00
- Division Five (5) and Six (6) - \$200.00

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 (the Act)

Local Government Regulation 2012 (the Regulation)

8. RELATED POLICIES/PROCEDURES

Councillor Code of Conduct

9. NEXT REVIEW

April 2019

Gary Wall
CHIEF EXECUTIVE OFFICER

Date

Financial and Resource Implications

Funds have been allocated in the current budget for the reimbursement of expenses and the provision of facilities to enable Councillors to discharge their duties and responsibilities based on this policy.

Link to Corporate/Operational Plan

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

Communication/Consultation (Internal/External)

Policy was circulated to Councillors and Senior Management Team providing suitable time for review and response. Submissions were received, considered and included where possible.

Legal Implications (Statutory Basis, Legal Risks)

The adoption of an Expenses Reimbursement Policy is a statutory requirement pursuant to Section 250 of the Regulation.

Policy/Local Law/Delegation Implications

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

Asset Management Implications

No direct asset management implications arise from this report.

4.3 Economic Development (ED)

Officer's Report

4.3.1 ED - 2330198 - The South Burnett - Motor Cycle Friendly

Document Information

IR No 2330198

Author Economic Development Consultant

**Endorsed
By** Chief Executive Officer

Date 7 March 2017

Précis

In accordance with the South Burnett Tourism Strategy to grow visitor numbers to the South Burnett through its traditional tourism drive market, it would be beneficial for the South Burnett to become 'Motor Cycle Friendly'.

There is no set criteria to be recognised as 'Motor Cycle Friendly. However, Council would have to consider providing welcoming signage, new brochures, some motorcycle parking bays in towns.

The benefits to the region include visitor spending on average \$140-\$160 a day, noting that Riders don't bring provisions and need food, drink, accommodation, fuel and emergency supplies.

Summary

The South Burnett Region is recognised as a drive tourism market. One aspect of the drive market is motor cycles. By Council endorsing the region as 'Motor Cycle Friendly' more visitors will be attracted to the region.

Officer's Recommendation

That Council resolve to have the South Burnett recognised as a Motor Cycle Friendly region.

Financial and Resource Implications

A detailed budget has not been prepared. However the requirement for new signage, brochures, parking bays would be in the order of \$20,000 which could be considered in the 2017-18 budget.

Link to Corporate/Operational Plan

EXC1.1 Develop and implement long term financial plans and indicators to achieve optimum use of resources and alignment to strategic priorities

Communication/Consultation (Internal/External)

Discussions have been held with the Murgon Business and Development Organisation and Motor Cycle Industry representatives.

Legal Implications (Statutory Basis, Legal Risks)

N/A

Policy/Local Law/Delegation Implications

N/A

Asset Management Implications

New signage and motor cycle parking bays to be maintained.

4.3.2 ED - 2327148 - Change of Directorship, Company Secretary and Observer of the South Burnett Community Hospital Foundation Limited.

Document Information

IR No 2327148

Author Chief Executive Officer

Date 28 February 2017

Précis

A change of Directorship, Company Secretary and Observer of the South Burnett Community Hospital Foundation Limited.

Summary

The Constitution of the South Burnett Community Hospital Foundation stipulates that the Board structure comprises of 9 Directors. South Burnett Regional Council as the sole member (owner) of the Foundation appoints Directors. Two of the Board Members must be elected representatives of Council and one must be a Council employee who also acts as company secretary. Council's employee representative Director role and Company Secretary has become vacant.

Under the Company constitution Council must appoint an employee representative as Director and Company Secretary.

In addition the Board may appoint additional Secretaries

On the re-opening of the Hospital Council resolved to appoint two Observers to attend Board Meetings. The Mayor and CEO were appointed.

Officer's Recommendation

That South Burnett Regional Council:

1. Appoint SBRC CEO Gary Wall as its Council employee representative Director and Company Secretary.
2. Recommends that the board appoints another Secretary to look after meeting agendas, minutes and administration duties.
3. Appoint Mr Phil Harding to the vacant Observer position in a voluntary (unpaid) capacity.

Financial and Resource Implications

This change has no financial impact on the operation of the Foundation.

Link to Corporate/Operational Plan

GO2.1 Develop and implement an Economic Development Strategy that identifies opportunities for economic expansion and development within the region.

Communication/Consultation (Internal/External)

The change to the Directorship and Observers has been endorsed by the Chairman of The Board and the CEO of the Hospital Operator South Bank Day Hospital.

Legal Implications (Statutory Basis, Legal Risks)

Changes to the directorship is in accordance with the Company's constitution.

Policy/Local Law/Delegation Implications

Not Applicable

Asset Management Implications

Not Applicable

5. Portfolio - Roads & Drainage

5.1 Roads & Drainage Portfolio Report

Document Information

IR No 2328825

Author Cr Gavin Jones

Date 13 March 2017

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.

5.2 Roads & Drainage (R&D)

Officer's Reports

No Report.

5.3 Design & Technical Services (D&TS)

Officer's Reports

5.3.1 D&TS - 2330327 - Infrastructure Asset Naming Policy

Document Information

IR No 2330327

Author Manager Design & Technical Services

**Endorsed
By** General Manager Infrastructure

Date 8 March 2017

Précis

Adoption of the Infrastructure Asset Naming Policy

Summary

Council has an existing Road Naming Policy that was implemented after amalgamation and it is proposed to be upgraded to an Infrastructure Asset Naming Policy, extending the assessment to include built assets.

Officer's Recommendation

That Council adopt the Infrastructure Asset Naming Policy for application against future requests for the naming of roads or built infrastructure assets.



Infrastructure Asset Naming Policy

Table of Contents

1. POLICY STATEMENT.....	1
2. SCOPE.....	1
3. POLICY OBJECTIVES.....	1
4. BACKGROUND AND/OR PRINCIPLES.....	1
5. GENERAL INFORMATION.....	2
6. DEFINITIONS.....	5
7. LEGISLATIVE REFERENCE.....	5
8. RELATED POLICIES/PROCEDURES.....	5
9. NEXT REVIEW.....	5

1. POLICY STATEMENT

To ensure there is a consistent approach to infrastructure asset naming throughout the South Burnett Regional Council.

2. SCOPE

This policy applies to all existing and proposed infrastructure assets inclusive of gazetted and private assets in the South Burnett region that are under the control of the South Burnett Regional Council.

3. POLICY OBJECTIVES

The purpose of this policy is to:

- Ensure a systematic process for the naming or renaming of infrastructure assets within the South Burnett region;
- Provide consistent guidelines for developers, the community and Council when allocating new names or changing the name of existing assets within the region;
- Ensure asset names are appropriate, will stand the test of time and where suitable, are of local or historical significance;

4. BACKGROUND AND/OR PRINCIPLES

Council has the responsibility of providing infrastructure assets with names that comply with the principles in this document and ensuring that they:

- Are suitable in name, length and spelling as to not hinder emergency services and the general public;
- Are not offensive;
- Are not duplicated within the region; and
- Are suitable for their location.

5. GENERAL INFORMATION

5.1 Public Consultation

Communication and consultation with affected parties is required to a level that is appropriate for the residents or business at hand. The appropriate level of consultation for the processes covered by this Policy is defined herein.

a) Comments

Where consultation is deemed necessary, Council will engage the public and give consideration to comments from the stakeholders.

b) Adjoining Councils

If Council proposes to change the name of a gazetted road that runs into the area of, or along the boundary of an adjoining Council, the adjoining Council must be given reasonable notice of the proposal, and any representations made by the adjoining Council in response to the notice must be considered by Council.

5.2 Principles for Choosing a Name

The following principles are to be considered when choosing names for infrastructure assets.

These names should:

- Be selected from the Council approved list of preferred names
- Reflect the heritage of the locality
- Identify one of the characteristics of the place
- Recognise pioneers of the area or persons who have had a long association with the locality
- Acknowledge names of persons who have given significant community service within the Region; such as past Councillors who have served no less than ten (10) years on this Council, including the respective Councils superseded by the South Burnett Regional Council (ie. Kingaroy, Murgon, Nanango or Wondai)
- Follow a theme through an estate, eg famous people, colours, flora or fauna species
- Be a derivative of a nearby or adjoining existing name

Such names should preferably:

- Be capable of easy pronunciation
- Avoid confusing one name with another, e.g. through similar spelling or pronunciation
- Not suffix a compass point (e.g. North, South, East or West) to the same name unless the two roads are adjoining and directly linked, such as either side of a major road or either side of a river or creek linked by a bridge, culvert or causeway
- Not have been used elsewhere in the Region
- Retain the same name when crossing Council boundaries
- Not be difficult to spell
- Not be difficult to interpret
- Not be very long
- Avoid using more than one word in a road name
- Not include initials with a surname
- Not be hyphenated words
- Not be plural or possessive in nature
- Not be seen to be offensive

Consultation should occur with the Mayor and the divisional Councillor and with any local group that may possess a potential interest.

5.3 Practicalities for the Selection of Asset Names

The practical application of infrastructure asset names to maps and plans should be considered.

Long names should not be allocated to short roads as the inclusion of such names on directories and other maps can result in name crowding difficulties for the mapmakers and confusion or uncertainty for the people using the maps.

5.4 Process for the Selection of Asset Names

The naming process will be initiated if:

- A request is received from an affected land owner or their agent,
- Council resolves that a name change be investigated,
- It is deemed by Council staff to be in the public interest, or
- In the case of a new development approved by Council, the developer shall submit three (3) names for each road or structure in accordance with Council's Section 5.2 of this Policy "Principles for Choosing a Name". In submitting the name, the applicant shall give reasons for the choice. These names must be adopted by Council prior to the survey plan being signed by Council.

For naming or renaming of infrastructure assets, the Mayor and relevant Councillor/s will be consulted on potential names as the basis for consideration and consultation prior to a formal report and resolution by Council.

In a case where there is ambiguity of the correct spelling of a name, the naming process should be used to confirm or adopt the correct spelling of the asset name.

5.5 Process of Applying Names

- a) Receive a request for an existing infrastructure asset to be named or renamed, or a name proposed in a new land development.
- b) Assemble a short list of possible names based on the principles set out in this Policy.
- c) Assemble a short list of appropriate name suffixes by extracting them from Appendix A.
- d) Consult with the divisional Councillor on the short list of proposed asset names.
- e) In the case of a private asset, provide to the road owners and abutting property owners a short list of proposed names, including background information on each name, together with a request for them to choose one of the names or suggest an alternative name in accordance with Council policy.
- f) Report to Council with details of asset names on a short list, a summary of the feedback from the consultation, and a recommendation. The Council resolution will then be recorded via the minutes of the meeting.

- g) Notify the Rates, Assets, Planning, GIS, Properties and Roads & Drainage branches of Council of the new asset name.
- h) Provide written notice of Council's decision to the asset owners, abutting property owners, appropriate service authorities, Department of Natural Resource Management and the Department of Emergency Services, advising of the effective date of the new name.
- i) Notify relevant ratepayers by letter and file copies in the Rates Department property files.
- j) Update Council's Asset Register, Register of Public Roads and Records System and post notice on Council's web site.
- k) Erect appropriate nameplates and signs to name the asset.

5.6 Timing the Changing of Asset Names

The time when the new asset name applies shall be the effective date stated as part of Council's resolution. If no date is stated in the resolution, the effective date will be the date of Council's resolution.

An effective date will be recommended after consideration of the following issues:

- In respect to renaming an existing infrastructure asset, the impact on existing property owners, residents, tenants and occupiers. For example the time required to advise relevant parties to change references to personal property details, registrations, certificates and licenses.
- Potential confusion for people using maps and street directories that effectively become superseded.
- The desire of some developers to sell "off the plan" and the desire of new owners to know their new address at an early stage.

5.7 Responsibilities

The General Manager Infrastructure is responsible for managing the infrastructure asset naming processes in compliance with this Policy. The relevant officer in assessing and reporting against the policy for new subdivisions and renaming requests is the Manager Design & Technical Services.

The asset manager shall provide and install appropriate nameplates and signs to name the asset in accordance with the Council resolution.

Minutes of the Council meeting containing any asset naming or name changes shall be forwarded to the GIS branch for the purposes of maintaining Council maps and records, and to arrange the forwarding of these changes to Department of Natural Resource Management.

5.8 Charging for Services

The service of naming a public asset shall be provided free of charge because:

- It is a statutory obligation, and
- It provides a benefit to the community in providing consistency and control over asset naming.

Where a name is required in respect of a private asset, Council may seek to recover the costs of processing such a request after due consideration of the following:

- Private land owners are not obliged to seek Council's approval for naming their land; and
- There is a benefit to the community in encouraging private landowners/developers to select names that are acceptable to the community and to obtain Council endorsements for those names should they choose to name their land.

Where a developer proposes to change the approved layout of a development or the layout adjacent to a development that will require a change of an existing asset name, all costs and associated public consultation will be borne by the developer.

5.9 Council's Asset Name Register

Council maintains an infrastructure asset naming register kept and updated by the Infrastructure Department where the reasons for the selection of each asset name, the start and end point of the road reserve and other details are recorded for historical purposes.

6. DEFINITIONS

In this document, the term "road" incorporates the common meaning of the term "street" and other road name extensions listed in Appendix A.

7. LEGISLATIVE REFERENCE

Local Government Act 2009
Place Names Act 1994
AS/NZS 4819:2011 Rural and Urban Addressing

8. RELATED POLICIES/PROCEDURES

Not Applicable

9. NEXT REVIEW

January 2022

Gary Wall
CHIEF EXECUTIVE OFFICER

Date

APPENDIX A – Road Naming**Name Extension Terminology**

Two lists are provided in this Appendix:

- Suffixes for Through Roads; and
- Suffixes for Culs-de-sac.

Suffixes for Through Roads are as follows:

Suffix (Abbreviation)	Comment
Avenue (Av)	A broad roadway, planted on each side with trees, or within a well treed area.
Boulevard (Bvd)	An extra wide roadway, well paved, usually well landscaped and likely to incorporate a central median.
Chase (Ch)	A roadway leading down to a valley.
Circle (Cir)	A roadway that forms a circle or more than half of a circle.
Crescent (Cr)	A roadway in the form of a crescent or half moon. Less than half of a circle.
Drive (Dr)	A wide roadway allowing a steady flow of traffic without many cross streets.
Esplanade (Esp)	A level roadway, adjacent to a lake, a river or beach.
Highway (Hwy)	A main roadway or thoroughfare. A main route.
Lane (La)	A narrow roadway between walls, building, etc. A narrow country or town roadway.
Parade (Pde)	A public promenade or roadway which has good pedestrian facilities along the side.
Parkway (Pwy)	A roadway through parklands or an open grassland area.
Road (Rd)	A place where one may ride. An open way or public passage for vehicles, persons and animals. A roadway forming a means of communication between one place and another generally applied outside an urban district.
Street (St)	A public roadway in a town, city or urban area, especially a paved thoroughfare with footpaths and buildings along one or both sides.
Terrace (Tce)	A roadway running across the side of a hill.
Walk (Wk)	A thoroughfare with restricted vehicle access used mainly by pedestrians. Vehicular access by service vehicles only.

Way (Wy) A roadway joining two major roads, incorporating at least two changes in direction and often incorporating a median.

Suffixes for Culs-de-sac are as follows:

Suffix (Abbreviation)	Comment
Close (Cl)	A short enclosed roadway, generally shorter than 50 m. The shorter culs-de-sac in a subdivision.
Court (Ct)	A short enclosed roadway, generally longer than 50 m. The longer culs-de-sac in a subdivision.
Grove (Gr)	A short enclosed roadway featuring a group of trees located in the turning circle.
Place (Pl)	A short enclosed roadway in a business or commercial district.

Financial and Resource Implications

Nil

Link to Corporate/Operational Plan

INF1 Infrastructure that meets our communities needs

Communication/Consultation (Internal/External)

Consultation has been undertaken with Council about the application of this policy and there has been no feedback requiring modification of the proposal.

Legal Implications (Statutory Basis, Legal Risks)

There is a legal obligation under the Local Government Act 2009 that Council maintain a road register and this policy will modernise Council's approach to maintaining this requirement. Road naming is critical in the event of an emergency and public services needing to access a resident in identifying their location.

Policy/Local Law/Delegation Implications

This policy updates the existing Road Naming Policy that was adopted by Council in 2009.

Asset Management Implications

Nil

5.3.2 D&TS - 2330267 - Blackbutt Town Hall - Community Hub Relocation and Modernisation

Document Information

IR No 2330267

Author Manager Design & Technical Services

Endorsed By General Manager Infrastructure

Date 7 March 2016

Précis

State Government requesting a commitment from Council towards the funding of infrastructure for the Blackbutt Town Hall relocation in 2017/18.

Summary

Council has submitted a funding application to the Department of State Development under the Building Our Regions scheme which has been shortlisted for detailed assessment and as such now require Council endorsement and commitment to joint funding the project in the 2017/18 financial year.

Officer's Recommendation

That Council allocate \$250,000 in the 2017/18 financial year capital budget towards the cost of construction of infrastructure to support the Blackbutt Town Hall relocation.

Financial and Resource Implications

A co-contribution equivalent to 50% of the cost of the project is required under the conditions of the Building Our Regions scheme. The application has been priced at \$500,000 requiring Council to contribute \$250,000 if successful in the 2017/18 financial year. If the application is not successful, then Council would need to fund the full amount or defer the works until a future budget.

Link to Corporate/Operational Plan

EC1 An informed and engaged community
INF1 Infrastructure that meets our communities needs

Communication/Consultation (Internal/External)

Consultation has been undertaken both internally and external to Council with there being general support from the Blackbutt community to be involved in the establishment of the relocated Blackbutt Hall.

Legal Implications (Statutory Basis, Legal Risks)

The Building Our Regions scheme will require Council to enter into a formal funding agreement abiding by the terms and conditions of funding 50% of the cost of the project. The nominated timeline of works is conservative with reasonable contingency to assist in minimising the risk of not completing the project within the timeframes indicated in the funding application.

Policy/Local Law/Delegation Implications

Not applicable

Asset Management Implications

The Blackbutt Town Hall and its associated infrastructure will form part of the programmed maintenance cycle for Council in maintaining a level of service to the Blackbutt community. This asset is proposed to be catering for public events and through the redevelopment of this infrastructure, it is envisaged that there will be greater use of the facility at a higher level of service.

6. Portfolio - Community & Health Services & The Arts

6.1 Community and Health Services and the Arts Portfolio Report

Document Information

IR No 2328856

Author Cr Danita Potter

Date 13 March 2017

Précis

Community and Health Services and the Arts Portfolio Report

Summary

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

Officer's Recommendation

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

7. Portfolio - Planning & Property

7.1 Planning and Property Portfolio Report

Document Information

IR No 2328858

Author Cr Terry Fleischfresser

Date 13 March 2017

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.

7.2 Planning (P&LM)

Officer's Reports

7.2.1 P&LM - 1685411 - Reconfiguration of a Lot Application (2 lot subdivision) at 64 Boat Mountain Road - 2 SP200468 - Applicant: J Kapernick C\ - ONF Surveyors - ROLI2016/0003

Document Information

No 1685411 ROLI2016/0003

Author Planning Officer

Endorsed
By Manager - Planning & Land Management
General Manager Corporate Services

Date 1 March 2017

Précis

Reconfiguration of a Lot Application (2 lot subdivision) at 64 Boat Mountain Road - 2 SP200468 - Applicant: J Kapernick C\ - ONF Surveyors - ROLI2016/0003

Summary

Key Point Summary

- Application is to Reconfigure a Lot (1 Lot into 2 Lots) pursuant to the Murgon Shire IPA Planning Scheme
- The property is 101.30Ha and is zoned part Rural and part Rural Residential pursuant to the Murgon Shire IPA Planning Scheme
- The reconfiguration will result in the following:
 - Proposed Lot 6 will be 3.5Ha. (Rural Residential zone) It contains a dwelling house and outbuilding and also incorporates a small portion of cultivation which conforms to the eastern extents of the property
 - Proposed Lot 7 will form the balance parcel being 97.9Ha (Zoned predominantly Rural and the remainder Rural Residential) is used for cropping and cultivation and contains numerous outbuildings
- The proposed Rural Residential lot does not comply with the maximum lot size requirement for Boat Mountain Road rural residential area, therefore, the proposal is Impact Assessable against the Murgon Shire IPA Planning Scheme.
- No submissions were received by Council during the public notification period
- Approval subject to reasonable and relevant conditions is recommended.

Officer's Recommendation

That Council *approve* the Reconfiguration of a Lot (1 Lot into 2 Lots) at 64 Boat Mountain Road, Murgon (and described as Lot 2 SP 200468) subject to the following conditions:

General Conditions

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:

- Drawing No 6442P/1, Proposed Subdivision, Sheet 1 of 1, Rev -, prepared by O'Reilly Nunn Favier dated 16-09-16.

Survey Marks

RAL1. Prior to sealing the Plan of Survey the applicant is required to pay the Council all rates and charges or any expenses being charged over the subject land under any Act in accordance with Section 815 of the *Sustainable Planning Act 2009*.

RAL2. Prior to the sealing of the Plan of Survey the applicant is to provide a certificate signed by a licensed surveyor stating that after the completion of all works associated with the reconfiguration, survey marks were reinstated where necessary and all survey marks are in their correct position in accordance with the Plan of Survey.

Compliance Assessment

RAL3. All conditions of this approval are to be satisfied prior to Council issuing a Compliance Certificate for the sealing of the Survey Plan, 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.

Natural Resources Valuation Fees

RAL4. Payment of Department of Natural Resources and Mines valuation fee that will result from the issue of split valuations prior to Council sealing the Plan of Survey. The contribution is currently assessed at \$94.00 (2 x \$47.00); however, the actual amount payable will be based on Council's Register of Regulatory & Cost-Recovery Fees and the rate applicable at the time of payment.

Infrastructure Charge

RAL5. The proposed development is inconsistent with the planning assumptions of the Adopted Infrastructure Charges Resolution No.2 (2015) and the land is located outside of the Priority Infrastructure Area.

Payment of the adopted infrastructure charge for water and parks contained in the attached Adopted Infrastructure Charges Notice must be paid prior to Council sealing the Plan of Survey.

Property Access

ENG 1. Provide property access in accordance with the details in Table S2.7 – *Design and Construction Standards* of the Murgon Shire IPA Planning Scheme; and Council's standard Drawing No. SBRC00049.

ENG 2. Only one access to the site will be permitted.

ENG 3. The proposed access must be at least 15m away from another adjacent access to Boat Mountain Road, in accordance with the requirements of Table S2.7 of the Murgon Shire IPA Planning Scheme.

ENG 4. Remove all other and disused vehicle entrances and reinstate the verge and table drain consistent with the adjacent verge profile.

ENG 5. Road works and the property entrance shall be constructed so as to:

- a. permit all vehicles to enter and leave the property in a forward gear;

- b. avoid a trip hazard to pedestrians;
- c. ensure that low-clearance vehicles can clear the cross-over pavement upon entering and leaving the property; and
- d. ensure that fencing, landscaping and letterboxes do not to impede sight lines for vehicles entering or leaving the site.

Stormwater

ENG 1. 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.

Advice Conditions

- ADV1. Section 341(2) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (2) 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.
- ADV4. Works on Council roads may require an application for a Permit to Work, available on Council's website at: [Permit to Work on Council Roads Application](#)

This Application Form is the first step in obtaining a Permit to Work on Council Roads for the purpose of closing a road to perform works. The next step is to complete the Permit to Work on Council Rods/Footpaths Conditions Form once approval has been given.

Financial and Resource Implications

No implication can be identified.

Link to Corporate/Operational Plan

- GO3 Balanced development that preserves and enhances our region.
- GO3.3 Implement policies and plans that support appropriate planning and development for business, industry and community needs.

Communication/Consultation (Internal/External)

Council's Infrastructure Department (Internal). Refer to Section 4.0 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.

7.2.2 P&LM - 2028334 - Review of submissions received in relation to the draft Planning Scheme and seeking Minister approval for adoption

Document Information

IR No 2028334

Author Technical Officer - Planning

Endorsed By Manager – Planning and Land Management
General Manager – Corporate Services

Date 8 February 2017

Précis

Review of submissions received in relation to the draft Planning Scheme and seeking Minister approval for adoption

Summary

Key Point Summary

- The proposed Planning Scheme was subject to public notification between 2 August 2016 to 31 October 2016 as required in Chapter 3, Part 5, Division 1, Section 118 of the *Sustainable Planning Act 2009* (SPA) and Statutory guideline 01/16 Making and amending local planning instruments;
- Twenty-two (22) properly made submissions were received;
- Council to consider the submissions received and Council responses as listed in Part A of the Officer's Recommendation;
- Amendments to the proposed Planning Scheme document and maps in response to the submissions are included in Part B of the Officer's Recommendation;
- Council is required to provide written responses to the submitters on how Council dealt with the submissions after the Council Meeting;
- Council must decide whether to proceed with the proposed Planning Scheme with or without amendments;
- Should Council decide to proceed with the proposed Planning Scheme and the amendments result in a planning scheme that is significantly different to the planning scheme that was subject to public notification, then public notification of the planning scheme must be repeated;
- It is considered that the proposed Planning Scheme including the amendments are not significantly different to the proposed Planning Scheme that was subject to public notification;
- Council to advise the Minister of its decision and request the Minister's approval to proceed with the adoption of the proposed Planning Scheme as recommended in Part C of the Officer's Recommendation.

Officer's Recommendation

That Council resolve to:

- A. Adopt the following review of submission received during the public notification period and recommendations to address the submissions:

No.	Submitter	Site Address	Submission Summary	Recommended Response	Proposed Changes to Draft Scheme
1	Swickers Kingaroy Bacon Factory Pty Ltd.	Kingaroy Barkers Creek Road and Clark and Swendson Road, Kingaroy	Swickers seeks: (1) extension of Special Industry Zone to entirety of Lot 5/SP284007 and OM11 Sensitive Uses Separation Overlay similarly amended and extended to protect their uses and prevent residential development nearby; OR (2) make the OM11 Sensitive Uses Separation Overlay a 1000m buffer instead of just 500m; OR (3) extend the 500m buffer around all Swickers owned land.	Agree in part. Change zoning partly in line with option 1 of this submission. Extend Special Industry Zone east and south but maintain buffers.	1) Zone change: Maintain split Special Industry/Rural zoning of Lot 5/SP284007, but enlarge Special Industry Zone and reduce Rural Zone. Special Industry Zone to extend east all the way to the eastern boundary and south to stop at 100m of the southern boundary. Rural Zone to run along southern boundary at a width of 100m to maintain a 500m buffer from boundary of Lot 901/SP184630. 2) Overlay map change (OM11): extend buffer of OM11 Sensitive Uses Separation Overlay around new SI boundary on Lot 5/SP284007. Overlay extend to boundary of, but not into, Lot 901/SP184630.
2	Allan & Helen Swendson	Clark and Swendson Road, Kingaroy	The submitter seeks their entire land to be zoned Rural Residential, in line with Court approvals (that appear not to be yet acted upon), despite proximity to Swickers.	Agree to change. Zoning to be amended from Rural to Rural Residential. This should not affect Swickers functionality.	Zone change: remove Rural/Rural Residential zoning and make Lots 150/RP898968 and 901/SP184630 entirely Rural Residential.
3	Graham Wilson	Clark and Swendson Road, Kingaroy	The Submitter supports the zoning change of Lot 3 RP215835 from Rural to Emerging Communities, noting alignment with Preliminary Approvals of this and surrounding lots.	No change requested; response to acknowledge submission.	No change.
4	Alistair O'Neill on behalf of Boral	102-106 Burrows St, Wondai Chinchilla Wondai Road Ballogie	This is a voluminous submission with 28 requested changes to / recommendations for the new scheme. Some of these include: (1) incorporate their extractive industry zone code, use code and overlay code; (2) make certain uses (caretakers accommodation, office and research and technology industry) exempt in the Extractive Industry Zone; (3) make Medium Impact Industry and High Impact Industry code assessable in the Extractive Industry Zone; (4) make all development, other than extractive industry related activities, impact assessable in the Extractive Resources Overlay; (5) make minor changes to operating hours in the Extractive industry code; (6) adopt a High Impact Industry Zone and make High Impact Industry Uses code assessable; (7) introduce an Industrial Amenity Overlay that controls the expansion of sensitive development towards industrial land in a manner that might restrict industrial operations; (8) Include certain High impact industry uses as	(1) Reject. SBRC scheme and codes has been approved by the State so replacing that with an industry produced code introduces unknown risk. Specific engagement with stakeholders may be necessary to introduce such provisions. (2) Reject. These uses are already afforded reduced assessment where ancillary to the extractive industry use. (3) Reject. Medium and High impact industries not closely associated with extractive industries should not occupy Extractive industry zoned land: these should relocate to other identified areas. Code assessment is generally not desirable for more impactful uses. (4) Reject. This is not without some merit, but is a very broad brush solution. This issue is currently dealt with sufficiently in the Code. (5) Reject. This is not a major issue but I recommend rejecting this as it does not affect level of assessment (so little benefit for applicant) and reduces Council's discretion on operating hours. (6) Reject.	No change.

No.	Submitter	Site Address	Submission Summary	Recommended Response	Proposed Changes to Draft Scheme
			Temporary uses, affording exemptions from development assessment; (9) Remove building height restrictions for the Medium Impact Industry Zone in most circumstances; (10) Reduce the level of assessment for high impact industry from impact to code for a specific Medium Impact Industry Zone site in Wondai (43/SP190438); (11) Extend Extractive industry zone across whole of lot 22 (22 & 23/SP162727).	Already have a Special Industry Zone for the higher impact industries, which need specific consideration. Code assessment not desirable. (7) Reject. Council proposes a Sensitive Uses Separation Overlay to deal with this issue for a specific circumstance. (8) Reject. Allowing High impact industry uses as exempt is extremely risky and not good planning in any circumstance, even if "temporary". (9) Reject. Building height variations need to be assessed on a case-by-case basis. (10) Reject. This proposal should be submitted in a DA; zoning should not be specifically allocated prior to a detailed proposal. (11) Reject. Lot 22 is very large, over 500ha. The quarry occupies a very small proportion of this (far less than 10ha). A specific DA should be lodged for expansion of the quarry; impact assessment is appropriate for that expansion into the Rural zone.	
5	South Burnett Regional Council	General	The submission seeks greater clarification of mobile and temporary uses in the planning scheme to assist Council's response to a recent issue. It seeks a more detailed definition of "Temporary use" and clear triggers for assessment so that Council may regulate these activities.	Agreed. Include clarification of Temporary uses at Part 1.7 Local government administrative matters.	Scheme document change. Include clear definition of Temporary uses at Part 1.7 - Local government administrative matters.
6	South Burnett Regional Council	1) Multiple sites; 2) 25 Pring Street, Wondai	1) A number of Council managed waste transfer facilities across the LGA are zoned Rural or Township. The recommended zoning is Community Facilities Zone and CF5 - Public Utilities Zone Precinct. 2) The Wondai sawmill encroaches on this land. The land is Council managed reserve land and split zoned Local Centre and Special Industry. The desired zone is Low Density Residential, consistent with the current Wondai Planning Scheme.	1) Agreed. Zone maps to be updated and sites to be rezoned to Community Facilities Zone. Most sites will be CF5 - Public Utilities. Shared sites will either be split zoned or CF3 - Community Infrastructure. 2) Agreed. Site to be rezoned Low Density Residential Zone.	1) Zone map changes: Allocate Community Facilities Zone (CF5 Public Utilities Zone Precinct) over appropriate areas. Some lots will be split zoned as appropriate. 2) Zone map change: remove split zoning of Lot 2/FY841436. Return to Low Density Residential Zone consistent with Wondai Planning Scheme 2006.
7	Kingaroy Investments Pty Ltd.	Bunya Hwy, Kingaroy	Preliminary Approval for a MCU (Master Planned Community) and a Development Permit for an ROL (1 lot into 23 Plus Parkland dedication) approval was granted 25 Sep 2012 and modified 16 April 2014. Submission requests that the Planning Scheme be amended to better reflect the existing Master Plan Approval over the site. Amendments need to be made to the scheme to introduce land use zones over the subject land to reflect the precinct arrangements. Low density residential zone AO2.1 needs to be amended to factor in Taylors Road precinct. Medium Density Residential zone PO's and AO's in section 3 to	Recommend rejecting change. EC is the appropriate zone to resolve the substantial infrastructure issues of this land. Zoning can be amended through scheme amendments at a later date, once issues are resolved.	No change.

No.	Submitter	Site Address	Submission Summary	Recommended Response	Proposed Changes to Draft Scheme
			be amended. Local Centre Zone to be amended also.		
8	Property Opportunities Investments Pty Ltd.	1-5 Banksia Drive, Kingaroy	Submitter want Lot 2/RP807384 rezoned from Low density residential zone to Local Centre to facilitate development of a medical precinct on the site.	Recommend rejecting change. Proposal has merit but needs further substantiation to facilitate. Economic need justification. Should be submitted as a DA, impact assessable. Zoning appropriate and DA can facilitate this.	No change.
9	Property Projects Australia Pty Ltd.	2 Walter Road, Kingaroy	This submission contains 4 main items: (1) Lot 27 (Specialised Centre Zone) and Lot 28 (Medium Density Residential Zone) have approval for boundary realignment, which will increase the size of Lot 27 once the plan is sealed. The submitter requests that the zoning be amended to reflect the proposed lot boundaries; (2) The submitter requests the Flood Overlay mapping be removed from this site; (3) The submitter requests the Agricultural Land Overlay provisions in the Reconfiguring a Lot (RaL) Code to be removed or amended so as not to affect urban zones. (4) The submitter requests that a service station use be code assessable in the Specialised Centre Zone.	(1) Agree. Amend zoning to align with approval: expand Specialised Centre Zone and reduce MDR zone. (2) Reject. Insufficient information to undertake wholesale flood overlay changes. Flood mapping risk-based. (3) Agree. Make this provision only apply to Rural Zoned land and exclude urban type land. (4) Reject. The site may be suitable for a service station but wholesale alteration of a zone is not prudent. A DA for the use should be lodged which can be assessed on its merits.	1) Zone change: Extend Specialised Centre Zone of lot 27/SP233460 and reduce Medium Density Residential Zone of lot 28/SP233460 to align with approved lot boundaries. 2) No change to Flood Overlay. 3) Code change: Change Reconfiguring a lot code AO16.1 to only apply to Rural Zone land. 4) No change to Specialised Centre Zone level of assessment table or code.
10	Gary Barron	Bunya Hwy, Kingaroy	The submission seeks to rezone part of this large lot from Medium Impact Industry to Special Industry in order to facilitate bulky good retail.	Agree in part. Special Industry Zone is not the appropriate zone for bulky goods retail (defined as Showroom). The appropriate zone is Specialised Centre Zone. Recommend zoning part of the area requested to Specialised Centre Zone.	Zone change: change a portion of the site (8/SP249675) fronting the Bunya Highway to Specialised Centre Zone.
11	BRSQ Pty Ltd.	29 Mackenzie Street, Wondai	This submission refers to 3 lots in Wondai: two freehold, one leased state land. It requests: (1) Lot 12 to be entirely zoned Low Impact Industry; (2) Make Rural industry use code assessable in the Low Impact Industry Zone; (3) Implied request for rezoning the state land (Lot 19) from Recreation and Open Space to Low Impact Industry.	Agree in part: (1) Make Lot 12 entirely Low Impact Industry Zone; (2) Make Rural industry to be code assessable in Low impact industry zone; (3) Do not rezone State land until purchase is processed.	1) Zone change: Remove split Local Centre/Low Impact Industry zone on Lot 12/SP131875; make whole lot Low Impact Industry. 2) Level of Assessment change: Make Rural industry code assessable in Low Impact Industry Zone. 3) No change.
12	Alkaloids Australia Pty Ltd	Oil Seeds Road, Memerambi	The submission seeks rezoning of their site of operations in Memerambi from Rural to Special Industry to support their processing plant. The submitter describes the use as a Rural Service Industry.	Generally agree, but more information on the nature of the use is needed to achieve the appropriate zoning. The use could be defined as a Rural industry or Medium impact industry, or even High impact or Special industry. Also, depending on use impacts, it may be prudent to only zone part of the land to control impacts.	Zone change: make part of Lot 100/SP285938 Special Industry Zone, partly Rural Zone.

No.	Submitter	Site Address	Submission Summary	Recommended Response	Proposed Changes to Draft Scheme
13	Jeff Connor	Greenhills Drive, Blackbutt	The Blackbutt Benarkin Aged Care Association (BBAC) wish to have their site rezoned from Rural Residential to "Residential" - a specific zone is not identified. The intention is to facilitate affordable living for seniors.	Recommend rejecting change. LDR Zoning would not assist the proposal; MDR Zoning is not appropriate for this location. There are servicing issues with the site that need to be resolved. A LDR or MDR residential zoning would open the door for a number of other uses unlikely to be appropriate in this location. The proposal itself may well have merit and be supportable, but this should be lodged as a DA to be assessed on its merits and resolve infrastructure issues.	No change.
14	Wendy Benfer	Three locations in Blackbutt	The submission wishes three park areas in Blackbutt, Les Muller Park (Local Centre Zone), Shaun Mather Memorial Park and the Lions or Weir Park (Community Facilities), to be zoned Recreation and Open Space Zone.	Reject. Proposed zonings all consistent with and support park uses. Les Muller Park shares site with Council offices, so LC zone appropriate. Other parks are Community Facilities zone, so do limit alternative uses for the parks, reserving their long term use.	No change.
15	Blackbutt Central Pty Ltd	Reservoir Service Road, Blackbutt	This submission seeks for Lot 23/RP884795 in Blackbutt, split zoned Emerging Communities and Low Density Residential, to have part of the site zoned Local Centre.	Recommend rejecting change. EC appropriate zoning to resolve issues around expanding the Blackbutt centre while still supportive of urban development for the site.	No change.
16	Barbara Paschen	86 Hart Street, Blackbutt	The property at 86 Hart Street Blackbutt covers 6 allotments. The submission seeks rezoning to some type of zone that might support a Motel or Backpackers accommodation.	Recommend rejecting change. The proposal is not clearly scoped and described. Rezoning (e.g. Local Centre) would open the door to a range of uses not ideally located here. The site is also subject to flood constraints. The site may be appropriate for the specific use suggested, but a DA should be submitted and assessed on its merits.	No change.
17	Anthony Robbins	General	Inconsistencies exist between the current intent of the Rural Residential Zone and the Proposed scheme (providing residential development on large lots), suggesting the exclusion of further rural type uses by classing them as Impact Assessable. Further the new Rural Residential Zone's Purpose is being perceived as having a major focus on the Residential component, rather than the Rural or both.	Agree. Change to level of assessment table for Rural Residential Zone to better accommodate small agriculture. Change entry for Cropping to Exempt, If not undertaking chemical spraying.	Level of Assessment change: Amend Rural Residential Level of Assessment Table 5.5.14 entry for Cropping to be Exempt, If not undertaking chemical spraying.
18	SEQ Water - Annalie Roux	Cooyar Creek	This submission seeks: (1) Name change of referenced guideline in Strategic Framework; (2) Name change on overlay map for Cooyar Creek to "Water supply buffer area"; (3) Suggested inclusion: "...including drinking water..."; (4) Suggested level of assessment changes for a range of uses in the Rural Zone.	(1) Agree; (2) Agree; (3) Agree; (4) Recommend rejection - risk of these uses in this area very low and compliance is managed by the zone codes regardless.	1) Strategic Framework change: amend name of referenced guideline at 3.5.1.1(7). 2) Overlay change (OM6): change name in legend of the Cooyar Creek buffer to "Water Supply Buffer Area". 3) Code change: add phrase "including drinking water" at PO23 of the Reconfiguring a lot code. 4) No change.

No.	Submitter	Site Address	Submission Summary	Recommended Response	Proposed Changes to Draft Scheme
19	Mark Reid	General	The submitter expresses concerns that the Strategic Framework focuses too much on Kingaroy at the expense of the other towns, mainly in terms of growth, infrastructure and funding. The submitter requests: (1) that provision is made for other towns to develop independently of Kingaroy; (2) that Council provide an open statement of infrastructure (expenditure) to each town; (3) that development in other towns is not vetted by Kingaroy's interests.	In response to submitter, focus on how the scheme supports the smaller towns and particularly Nanango.	No change.
20	Ronald Lowe	610 Old Esk North Road, South Nanango	Submitter wants Lots 148/149 FY782 rezoned from Rural Zone to Rural Residential Zone.	Recommend rejection. The land contains significant constraints (bushfire and biodiversity overlays) and infrastructure issues. It's location is not outstanding for this style of development, being somewhat removed from town. There is plentiful supply of Rural Residential living around Nanango and in SBRC in general and better located sites to fulfil any possible medium-term demand. Finally, there is built-in flexibility in the Rural zone code for limited subdivision (performance solution) on sites generally not suitable for RR; this property may suit this situation.	No change.
21	DTMR - Neil Scales / Amanda Clarke	N/A	TMR designated new transport noise corridors for state-controlled roads, which must be included in the planning scheme as soon as practicable after the effect date. GIS data for the new Transport Noise Corridors will be available for download from QSpatial. The Transport Noise Corridors will also be viewable via the State Planning Policy Interactive Mapping System.	Agreed. Mapping will be updated.	Advisory Map change (AM1). Mapping will be updated to reflect latest State mapping.
22	Lesley Trout	General	The submitter seeks to retain: (1) Historical site listings, e.g. closed schools, early settlements and cemeteries; (2) preservation of good quality agricultural land; (3) reverse buffering of forestry plantations which abut properties; (4) any development proposed within 1km of existing intensive livestock industry remains Code assessable; (5) the 400m Buffer Zone around Swickers.	(1) The scheme has a Local Heritage Code to assess development on sites in the Local Heritage Register; (2) The scheme has an Agricultural Land Overlay that supports protection of identified good agricultural land; (3) Forestry is an expected use in the Rural zone and specific buffering is not required; (4) Rural zone code AO7.1 manages proximity to intensive animal industry; (5) OM11 Sensitive Uses Separation Overlay has a 500m buffer around the Swickers facility.	No change.
23	Society for Growing Australian Plants (Kingaroy & Districts Branch)	Tessmans, Taylors & Curtis Roads, Kingaroy	The submitter raises concerns regarding protections around known populations of critically endangered Mt Berryman Phebalium (Phebalium distans) and koala populations around Tessmans / Taylors / Curtis Roads. The submitter would like to see these populations protected, including buffers, but no specific details are requested.	Acknowledge and reply. No changes necessary. Council has temporarily closed the road to protect this species. The road may be permanently closed. These populations are afforded protections under planning scheme by the Biodiversity Areas Overlay, resulting in local, State and Federal level protections.	No change.

7.3 Property (P)

Officer's Reports

7.3.1 P - 2323295 - Requesting waiver of Hall Hire Fees and Charges for the Wondai Town Hall - Slim Dusty Tribute Show "Dustier Than Ever"

Document Information

IR No 2323295

Author Manager Property

Endorsed

By General Manager
Director Finance, Property & Information Technology

Date 8 March 2017

Précis

Proposed waiver of Hall Hire Fees and Charges for the Wondai Town Hall - Slim Dusty Tribute Show "Dustier Than Ever".

Summary

Wondai Regional Art Gallery have requested Council to consider 100% waiver of Hall Hire Fees for their event "Dustier Than Ever" to be held 24 June 2017.

Officer's Recommendation

That Council does not agree to the request for 100% waiver of the fees and charges for the hire of Wondai Town Hall and that Council will provide a rebate as per the adopted 2016/17 Fees and Charges.

Financial and Resource Implications

The fee for hiring the Wondai Town Hall for a not for profit community organisation is \$300.00 (per 12 hour period for the total complex). The total loss of income would be \$300.00.

Link to Corporate/Operational Plan

EXC1.1 Develop and implement long term financial plans.

Communication/Consultation (Internal/External)

Customer Request

Legal Implications (Statutory Basis, Legal Risks)

Fees and Charges adopted in accordance with the Local Government Act.

Policy/Local Law/Delegation Implications

Fees and Charges resolution takes into account use of facilities by not for profit community organisations.

Asset Management Implications

Nil

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

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

Document Information

IR No 2328842

Author Cr Roz Frohloff

Date 13 March 2017

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.

8.2 Water & Waste Water (W&WW)

Officer's Reports

8.2.1 W&WW - 2329907 - Implementation of Level 3 Water Restrictions

Document Information

IR No 2329907

Author Manager Water & Waste Water

**Endorsed
By** General Manager Infrastructure

Date 7 March 2017

Précis

Report recommending the adoption of Level 3 Water Restrictions across the South Burnett Region for water users supplied by reticulated water.

Summary

The report provides information relating to water supplies throughout the South Burnett Region and details of what Level 3 restrictions will mean to users.

Officer's Recommendation

That under section 41 of the Water Supply (Safety and Reliability) Act 2008, Council increase water restrictions to Level 3 Demand Management for residential and commercial water usage as per the attached restriction tables, where Council provides reticulated water across the region.



South Burnett
Regional Council

Residential Water Restrictions

	Water Conservation	Demand Management		Drought Management		Critical Water Supply
	Level 1	Level 2	Level 3	Level 4	Level 5	Emergency Arrangements
Consumption L/person/day	215	185	160	140	120	<100
Watering Days excl Government	Any Day	No Watering on Mondays unless specifically stated below Odd Numbers – Tuesday, Thursday, Saturday Even Numbers – Wednesday, Friday, Sunday				No External Water Use
Residential Watering Hours	6:00-9:00am 5:00-8:00pm	6:00-8:00am 5:00-7:00pm	6:00-7:00am 5:00-6:00pm	6:00-7:00pm	6:00-7:00pm <i>Buckets Only</i>	N/A
<i>Gardens & Lawns</i> 1.1 Hand-held hosing	Any Day Unlimited Hours	Specified Days/Hours	Specified Days/Hours	Specified Days/Hours	Banned	Banned
1.2 Sprinklers and Soaker Hoses	One Sprinkler or Soaker Hose	Banned	Banned	Banned	Banned	Banned
1.3 Buckets / Watering Cans	Any Day Unlimited Hours	Specified Days Unlimited Hours	Specified Days Unlimited Hours	Specified Days Unlimited Hours	Specified Days/Hours	Banned
1.4 New Turf	As Per Residential Section 1.1 to 1.3	One Sprinkler-Specified Hours	Must Seek Approval	Banned	Banned	Banned
1.5 Council Approved drip and micro sprinkler irrigation systems	Specified Hours	Specified Hours	Specified Hours	Specified Hours	Banned	Banned
2.0 Hosing or Washing Paved or Concreted Areas	Specified Hours	Specified Hours	Banned	Banned	Banned	Banned
3.0 Swimming Pools and Spas	MAY be emptied/refilled Specified Hours Topping up Allowed	MAY be emptied/refilled Specified Hours Topping up Allowed	NO Filling Topping up Allowed	NO Filling OR topping up allowed	NO Filling OR topping up allowed	NO Filling OR topping up allowed
4.0 Motor Vehicle Washing	Trigger hose or high pressure cleaners	Trigger hose or high pressure cleaners for rinsing	Bucket for washing Trigger hose or high pressure cleaners for rinsing	Bucket for washing Trigger hose or high pressure cleaners for rinsing	Bucket for washing and rinsing	Only mirrors and windscreens
5.0 Domestic Pets Drinking water ok Washing Bucket	Cleaning of pens trigger nozzle or high pressure cleaner specified hours	Cleaning of pens trigger nozzle or high pressure cleaner specified hours	Cleaning of pens trigger nozzle or high pressure cleaner specified hours	Cleaning of pens trigger nozzle or high pressure cleaner specified hours	Cleaning of pens trigger nozzle or high pressure cleaner specified hours	Cleaning of pens trigger nozzle or high pressure cleaner – 15 min per day
6.0 Cleaning of BBQ's and Rubbish Bins	Allowed Anytime	Allowed Anytime	Bucket for washing, trigger hose for rinsing anytime	Bucket for washing, trigger hose for rinsing anytime	Bucket Anytime	Bucket Anytime
7.0 External Building cleaning <i>Other Devices with Approval</i>	High Pressure Cleaners	High Pressure Cleaners	Buckets for windows only	Buckets for windows only	Banned	Banned
8.0 Construction Activities - Occupier	Hose with trigger nozzle	Hose with trigger nozzle	Bucket Only	Bucket Only	With Council Approval	Banned



South Burnett
Regional Council

Commercial Water Restrictions

	Water Conservation	Demand management		Drought Management		Critical Water Supply
	Level 1	Level 2	Level 3	Level 4	Level 5	Emergency Arrangements
Consumption L/person/day	215	185	160	140	120	<100
Watering Days excl Government	Any Day	No Watering on Mondays unless specifically stated below Odd Numbers – Tuesday, Thursday, Saturday Even Numbers – Wednesday, Friday, Sunday				No External Water Use
Others Watering Hours	8:00-11:00am 3:00-6:00pm	8:00-10:00am 3:00-5:00pm	8:00-9:00am 3:00-4:00pm	3:00-4:00pm	3:00-4:00pm <i>Buckets Only</i>	N/A
1.0 Business Gardens, Lawns or Landscaping	Residential Rules with Others specified hours	As per Residential Rules with Others specified hours	As per Residential Rules with Others specified hours	As per Residential Rules with Others specified hours	Approved Micro systems only with Buckets Others Watering Hours	Banned
2.0 Car Dealers Business Vehicles	Trigger hose or high pressure cleaners	Trigger hose or high pressure cleaners	Trigger hose or high pressure cleaners	Buckets for washing, High Pressure Water Units for Rinsing	Buckets for washing, High Pressure Water Units for Rinsing	Banned
3.0 Truck Washing – Hygiene & Safety Only (exterior panels as per residential Motor Vehicle Washing)	Trigger hose or high pressure cleaners Anytime	Trigger hose or high pressure cleaners Anytime	Trigger hose or high pressure cleaners Anytime	High Pressure Water Units for Rinsing	High Pressure Water Units for Rinsing	Must use Buckets for washing and rinsing
4.0 Child Care Centres	Residential Rules for Gardens Trigger hose or high pressure cleaners for Hygiene Purposes	Residential Rules for Gardens Trigger hose or high pressure cleaners for Hygiene Purposes	Residential Rules for Gardens Trigger hose or high pressure cleaners for Hygiene Purposes	Residential Rules for Gardens Trigger hose or high pressure cleaners for Hygiene Purposes	Residential Rules for Gardens Trigger hose or high pressure cleaners for Hygiene Purposes	Residential Rules for Gardens Trigger hose or high pressure cleaners for Hygiene Purposes
5.0 Safety, Testing Facilities, Hygiene	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited
6.0 Land Development or Construction	Council Approval to use potable water	Banned	Banned	Banned	Banned	Banned
7.0 Animal Keeping (Piggeries, Kennels etc excl Domestic Pets)	Permitted any time for drinking, washing with trigger nozzle. cleaning of pens Trigger hose or high pressure cleaners specified hours	Permitted any time for drinking, washing with trigger nozzle. cleaning of pens Trigger hose or high pressure cleaners specified hours	Permitted any time for drinking, washing with trigger nozzle. cleaning of pens Trigger hose or high pressure cleaners specified hours	Permitted any time for drinking, washing with trigger nozzle. cleaning of pens Trigger hose or high pressure cleaners specified hours	Permitted any time for drinking, washing with trigger nozzle. cleaning of pens Trigger hose or high pressure cleaners specified hours	Permitted any time for drinking, washing with trigger nozzle. Cleaning of pens trigger nozzle or high pressure cleaner – 1 hour per day
8.0 Other Requests	To be considered by Council on an individual basis after written application. Council shall use the QWC guidelines to provide guidance where individual circumstances are not covered by the above requirements.					

Financial and Resource Implications

It is expected that water consumption will lower from the implementation of Level 3 water restrictions which will result in a drop in revenue in each of the water business units. This will be factored into the 2017/18 budget.

Link to Corporate/Operational Plan

INF1 - Infrastructure that meets our communities needs

Communication/Consultation (Internal/External)

The proposal to impose Level 3 water restrictions was discussed with Councillors at the March 2017 Portfolio meeting.

Legal Implications (Statutory Basis, Legal Risks)

The Water Supply (Safety and Reliability) Act 2008 governs the placing of restrictions by water service providers.

Policy/Local Law/Delegation Implications

The General Manager Infrastructure has the delegation to implement these water restrictions.

Asset Management Implications

There are no asset management implications.

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

9.1 Natural Resource Management, Parks and Indigenous Affairs Portfolio Report

Document Information

IR No 2328841

Author Cr Kathy Duff

Date 13 March 2017

Précis

Natural Resource Management, Parks and Indigenous Affairs Portfolio Report

Summary

Cr Duff presented her Natural Resource Management, Parks and Indigenous Affairs Portfolio Report to Council.

Officer's Recommendation

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

10. Portfolio - Finance, ICT & Human Resources

10.1 Finance, ICT and Human Resources Portfolio Report

Document Information

IR No 2328833

Author Cr Ros Heit

Date 13 March 2017

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.

10.2 Finance (F)

Officer's Reports

10.2.1 F - 2329730 - Monthly Financial Statements

Document Information

IR No 2329730

Author Finance Officer (Financial Reporting)

**Endorsed
By General Manager Finance**

Date 7 March 2017

Précis

Report on the Financial Position of South Burnett Regional Council as at 28 February 2017.

Summary

The following information provides a snapshot of Council's Financial Position as at 28 February 2017.

Officer's Recommendation

That the Monthly Financial Report as at 28 February 2017 be received and noted.

Key Financial Ratios

South Burnett Regional Council

Financial Scorecard



Statement of Comprehensive Income**Statement of Comprehensive Income**

as at 28 February 2017

67% of Year Complete

	2017	Original Budget	Amended Budget	Variance
	\$	\$	\$	%
Income				
Revenue				
Recurrent Revenue				
Rates, Levies and Charges	45,669,008	44,163,446	44,058,446	104%
Fees and Charges	2,965,778	4,335,478	4,411,490	67%
Rental Income	311,140	521,645	508,035	61%
Interest Received	665,309	1,720,166	1,032,713	64%
Sales revenue	3,028,868	3,255,150	3,255,150	93%
Other Income	406,567	461,176	599,357	68%
Grants, Subsidies, Contributions & Donations	5,696,116	7,530,996	7,462,231	76%
	<u>58,742,785</u>	<u>61,988,057</u>	<u>61,327,422</u>	
Capital Revenue				
Grants, Subsidies, Contributions & Donations	9,155,445	10,544,224	9,563,890	96%
Total Revenue	<u>67,898,230</u>	<u>72,532,281</u>	<u>70,891,312</u>	
Total Income	<u>67,898,230</u>	<u>72,532,281</u>	<u>70,891,312</u>	
Expenses				
Recurrent Expenses				
Employee Benefits	14,860,661	22,475,373	22,582,961	66%
Materials and Services	15,428,669	22,217,186	21,713,484	71%
Finance Costs	1,407,163	2,042,350	2,042,350	69%
Depreciation and Amortisation	9,642,305	14,463,457	14,463,457	67%
	<u>41,338,798</u>	<u>61,198,366</u>	<u>60,802,252</u>	
Capital Expenses				
	194,332	(461,250)	(506,705)	-38%
Total Expense	<u>41,533,130</u>	<u>60,737,116</u>	<u>60,295,547</u>	
Net Result	<u>26,365,100</u>	<u>11,795,165</u>	<u>10,595,765</u>	

Statement of Financial Position

Statement of Financial Position

as at 28 February 2017

	2017	Original Budget
	\$	\$
Current Assets		
Cash and Cash Equivalents	29,928,372	33,080,511
Trade and Other Receivables	28,844,666	6,023,740
Inventories	1,266,540	1,194,663
Investments	-	-
Total Current Assets	60,039,578	40,298,914
Non-Current Assets		
Trade and Other Receivables	2,342,494	-
Property, Plant and Equipment	885,923,875	879,461,585
Intangible Assets	8,813,925	8,044,429
Total Non-Current Assets	897,080,295	887,506,014
TOTAL ASSETS	957,119,873	927,804,928
Current Liabilities		
Trade and Other Payables	6,345,507	4,578,196
Borrowings	3,889,377	2,436,953
Provisions	3,544,016	3,399,682
Unearned Revenue	-	-
Total Current Liabilities	13,778,900	10,414,831
Non-Current Liabilities		
Borrowings	38,056,242	39,845,689
Provisions	11,910,078	11,844,859
Unearned Revenue	2,342,494	-
Total Non-Current Liabilities	49,966,320	51,690,548
TOTAL LIABILITIES	66,087,713	62,105,379
NET COMMUNITY ASSETS	891,032,160	865,699,549
Community Equity		
Asset Revaluation Surplus	447,831,130	422,246,433
Retained Surplus/(Deficiency)	443,201,030	443,453,116
TOTAL COMMUNITY EQUITY	891,032,160	865,699,549

Financial and Resource Implications

Tracking actual revenue and expenditure compared to budget as adopted at the Council meeting held on 27 June 2016.

Link to Corporate/Operational Plan

EXC1 *Effective financial management*: Develop and implement long term financial plans; and Optimise Council's revenue, based on realistic and 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.

10.2.2 F - 2329557 - Sale of Land for Overdue Rates - March 2017

Document Information

IR No 2329557
Author Rates Team Leader
Endorsed By General Manager Finance
Date 3 March 2017

Précis

In accordance with Council's Rate Collection Policy, a review has been conducted to establish which properties with three (3) or more year's overdue rates are eligible for sale for arrears action.

Summary

In accordance with *Division 3 Section 140 of the Local Government Regulation 2012*, this report contains a list of properties that are eligible for sale for arrears action. A decision to sell land for overdue rates or charges can only be made by resolution.

It is recommended that Council resolve to sell the Land contained in Formal Resolution below because the rates or charges have remained unpaid for three (3) or more years and no action has been taken by the owner to enter into an arrangement or maintain a payment arrangement with Council to pay the rates or charges within a satisfactory time frame.

Officer's Recommendation

That in accordance with the provisions of the *Local Government Regulation 2012*, the South Burnett Regional Council resolves to sell the following lands because overdue rates remain unpaid for three (3) or more years and no action has been taken by the owner to enter into a payment arrangement or maintain a payment arrangement with Council to pay the rates or charges within a satisfactory time frame.

- a. Lot 13 on Survey Plan 204673, Title Reference 50722249
- b. Lot 32 on Registered Plan 37004, Title Reference 12829073
- c. Lot 31 on Registered Plan 36989, Title Reference 11383068
- d. Lot 33 on Registered Plan 49433, Title Reference 15007149
- e. Lot 13 on Registered Plan 36983, Title Reference 50747627
- f. Lot 11 on Crown Plan M5426, Title Reference 14626139
- g. Lot 48 on Registered Plan 36980, Title Reference 18017212
- h. Lot 43 on Registered Plan 175422, Title Reference 16160200
- i. Lot 7 on Registered Plan 175088, Title Reference 16080135
- j. Lot 24 on Survey Plan 193245, Title Reference 50621163

- k. Lots 31 & 32 on Registered Plan 32375, Title Reference 14440099 & 14440100
- l. Lot 226 on Registered Plan 173353, Title Reference 16121031
- m. Lot 1 on Registered Plan 77509, Title Reference 50174686
- n. Lot 65 on Registered Plan 177433, Title Reference 16123114
- o. Lot 98 on Registered Plan 802725, Title Reference 17529031
- p. Lot 2 on Registered Plan 192512, Title Reference 16514194
- q. Lot 1 on Registered Plan 192512, Title Reference 16514193
- r. Lot 25 on Registered Plan 194018, Title Reference 16553027
- s. Lot 2 on Registered Plan 167553, Title Reference 16003075
- t. Lot 7 on Registered Plan 195771, Title Reference 16583189
- u. Lot 53 on Registered Plan 190407, Title Reference 16813034
- v. Lot 102 on Registered Plan 173326, Title Reference 16024243
- w. Lot 209 on Crown Plan M5511, Title Reference 16283045
- x. Lot 4 on Registered Plan 56295, Title Reference 12104184
- y. Lot 25 on Registered Plan 41258, Title Reference 16471013
- z. Lot 80 on Registered Plan 206860, Title Reference 16874227
- aa. Lots 6,7 & 8 on Crown Plan P6979, Title Reference 16234015, 16234016, 17389222
- ab. Lot 10 on Crown Plan W53539, Title Reference 16407019
- ac. Lot 11 on Registered Plan 838023, Title Reference 18242090
- ad. Lots 2 & 3 on Registered Plan 84388, Title Reference 13213146
- ae. Lot 48 on Registered Plan 27652, Title Reference 16110100
- af. Lot 29 on Registered Plan 197487, Title Reference 16833057
- ag. Lot 19 on Registered Plan 184429, Title Reference 16406213
- ah. Lot 3 on Registered Plan 190625, Title Reference 16465142
- ai. Lots 20 & 21 on Registered Plan 40835, Title Reference 12198053, 12944047
- aj. Lot 9 on Registered Plan 199803, Title Reference 16736140
- ak. Lot 45 on Registered Plan 178854, Title Reference 16230178
- al. Lot 27 on Registered Plan 182145, Title Reference 16436202
- am. Lot 5 on Crown Plan FY2446, Title Reference 15413210

Financial and Resource Implications

The non-payment of rates or charges seriously reduces Council's cash flow.

If some or all of the land offered for sale at auction fails to reach the reserve price, or negotiations with the highest bidder fail to secure the sale of some or all of the land offered for sale, then Council is deemed to have purchased the land at the reserve price. The Unimproved Value of all 39 rate assessments of land offered for sale is \$2,110,600.

Link to Corporate/Operational Plan

EXC1 *Effective financial management*: Develop and implement long term financial plans; and Optimise Council's revenue, based on realistic and equitable policies and practices.

Communication/Consultation (Internal/External)

Council has attempted to contact all property owners, using the last notified address for service of notices. Council has also contacted Mortgagees as notified on the certificate of title for each land parcel that is eligible for sale for arrears action.

Legal Implications (Statutory Basis, Legal Risks)

Council must strictly follow the provisions of Part 12 Overdue rates and charges of the *Local Government Regulation 2012*.

A decision to sell land for overdue rates or charges can only be made by resolution.

Policy/Local Law/Delegation Implications

Rate Collection Policy.

Asset Management Implications

Nil.

11. Consideration of Notices of Motion

11.1 NOTICE - 2330053 - Notice to Rescind a Council Resolution - Contract to purchase the Ergon Energy Building and Freehold Land

Document Information

IR No 2330053

Author Cr Kathy Duff

Endorsed
By Chief Executive Officer

Date 7 March 2017

Précis

Notice to Rescind a Council Resolution – CONF – 2319534 – Contract to purchase the Ergon Energy Building and Freehold Land

Summary

In accordance with Section 262 of the Queensland Local Government Regulation 2012, Councillor Kathy Duff proposes to rescind the following resolution adopted by Council at its ordinary meeting held on the 16th February 2017 regarding the purchase of the Ergon Energy Building in Kingaroy

Recommendation:

That Council enter into a contract to purchase the building and freehold land including Lot 8 on RP36987, Lot 1 on RP55126, Lot 3 on RP55126 and Lot 9 on RP67802 for \$475,000 including GST from Ergon Energy Corporation Limited.

Resolution:

Moved Cr TW Fleischfresser, seconded CR GA Jones.
That the officer's recommendation be adopted.

Carried 7/0

FOR VOTE – Councillors voted unanimously

The operational requirement for the Ergon Building does not justify the financial commitment to purchase and maintain the building, for the following reasons:

- The purchase will significantly reduce our restricted cash for any future building renewal or replacement
- The requirement for an upgraded carpark on the vacant land at the rear of the building at some future date will adversely affect funds available in a future capital works program

Recommendation

That the resolution from Item 13.3 of the General Meeting held on Wednesday 16th February 2017 - CONF - 2319534 – Contract to Purchase the Ergon Energy Building and Freehold Land be rescinded.

Financial and Resource Implications

By not purchasing the building Council's restricted cash held for Building Asset Replacement or Renewal will be maintained at current levels and no additional impact will be imposed on future capital works programs.

Link to Corporate/Operational Plan

EXC1.1 Develop and implement long term financial plans

Communication/Consultation (Internal/External)

N/A

Legal Implications (Statutory Basis, Legal Risks)

Contracts for the purchase have not been finalised

Policy/Local Law/Delegation Implications

N/A

Asset Management Implications

N/A

12. Information Section (IS)

12.1 IS - 2329662 - Reports for the Information of Council

Document Information

IR No 2329662

Author Executive Assistant

Date 7 March 2017

Précis

Reports received for the Information of Council.

Summary

List of correspondence pending completion of assessment report
Delegated Authority Report
Monthly Capital Works Report
Road Maintenance Expenditure Report

Officer's Recommendation

That the reports be received.

13. Confidential Section

13.1 CONF - 2330725 - Seeking approval to dispose of Lot 72 RP819240 by Tender

Document Information

IR No 2330725

Author Manager Property

Endorsed

**By General Manager
Finance, Property & Information Technology**

Date 9 March 2017

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

13.2 CONF - 2329322 - Purchase of and removal of Scrap Metal Resource from Council Waste Facilities throughout the South Burnett

Document Information

IR No 2329322

Author Manager Environment and Waste Services

**Endorsed
By General Manager Corporate Services**

Date 7 March 2017

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

13.3 CONF - 2329318 - WBBROC Joint Procurement of Landfill Water Quality Testing and Reporting Services Tender

Document Information

IR No 2329318

Author Manager Environment and Waste Services

**Endorsed
By General Manager Corporate Services**

Date 7 March 2017

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

