



# Minutes

Of The

## General Council Meeting

Held in the Warren Truss Chamber, 45 Glendon Street Kingaroy

On Wednesday 11 October 2017

Chief Executive Officer: Gary Wall

### Our Vision

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

### Our Values

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

# SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday 11 October 2017

## ORDER OF BUSINESS:

<b>1. LEAVE OF ABSENCE .....</b>	<b>1</b>
<b>2.(A) PRAYERS.....</b>	<b>1</b>
<b>2.(B) RECEIPT OF PETITIONS.....</b>	<b>1</b>
2.(b).1 PET - 2411708 - Lodging a Petition to be considered at the next Council meeting in relation to MCUI2017/0005 proposed Trucking Station at 168 Brooklands Pimpimbudgee Road Brooklands .....	1
2.(b).2 PET - 2404376 - Forwarding petition opposing the application for a Bunnings being MCUI2017/0002 ROLC2017/0007 at 2 and 30 Walter Road Kingaroy because it will lead to less jobs2 .....	
<b>3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING .....</b>	<b>2</b>
3.1 South Burnett Regional Council Minutes .....	2
<b>4. PORTFOLIO - ECONOMIC DEVELOPMENT, GOVERNANCE AND COMMUNICATIONS.....</b>	<b>3</b>
4.1 Economic Development, Governance and Communications Portfolio Report.....	3
<b>4.2 GOVERNANCE (G) .....</b>	<b>4</b>
4.2.1 G - 2411318 - Annual Operational Plan 2017/18 Progress Report for the July - September Quarter .....	4
<b>5. PORTFOLIO - ROADS &amp; DRAINAGE.....</b>	<b>22</b>
5.1 Roads & Drainage Portfolio Report .....	22
<b>5.2 ROADS &amp; DRAINAGE (R&amp;D).....</b>	<b>23</b>
<b>5.3 DESIGN &amp; TECHNICAL SERVICES (D&amp;TS).....</b>	<b>23</b>
5.3.1 D&TS - 2412238 - Minutes of the Traffic Advisory Committee Meeting held on 7 September 2017 .....	23
<b>6. PORTFOLIO - COMMUNITY, ARTS, TOURISM AND HEALTH SERVICES .....</b>	<b>27</b>
6.1 Community, Arts, Tourism and Health Services Portfolio Report.....	27
<b>7. PORTFOLIO - PLANNING &amp; PROPERTY.....</b>	<b>29</b>
7.1 Planning and Property Portfolio Report .....	29
<b>7.2 PLANNING (P&amp;LM).....</b>	<b>29</b>
7.2.1 P&LM - 2411499 - Alignment of Planning Fees with Adopted Planning Scheme.....	29
7.2.2 P&LM - 1678241 - Forwarding IDAS Application for a Material Change of Use and Reconfiguring a Lot - Buckingham Street & Logan Street Kingaroy - L184 & L186 SP219380 L185, L211, L210 SP227676 - The Planning Place - MCUI2016/0008.....	30
7.2.3 P&LM - 2383429 - Material change of use application for Second Dwelling (Relatives dwelling) at 6 Matthew Street Kingaroy - Lot 23 RP205802 - Applicant: Laila Gordon - MCU17/0003.....	38
7.2.4 P&LM - 2368468 - Material Change of Use Application for Electrical Workshop & Office at 16 Kingaroy Street Kingaroy - Proposed Lot 1 within Lot 1 RP838473 - Applicant: Astill Family Super Fund c/- ONF Surveyors - MCUC2017/0007.....	41
7.2.5 P&LM - 2409066 - Development Application for Building Work - Removal and Demolition of Building assessable against the local heritage register - 8965 Bunya Highway Benair - Lot 187 FY872 - MCU17/0007 .....	46

7.2.6	P&LM - 2373776 - Reconfiguration of a Lot application - 2 lots into 229 allotments plus park and buffer lot - 60 Clark & Swendson Road Kingaroy - Lots 2 & 3 RP215835 - Applicant: Wilson C/- Adamson Town Planning - ROLC2017/0014.....	47
7.2.7	P&LM - 2355972 - Reconfiguration of a lot - Boundary Realignment & Material Change of Use - Rural Service Industry - peanut seed processing plant - 111555 Bunya Highway Kingaroy - 17 & 18 SP186414 - Crumpton & Sons - ROLC2017/0005.....	49
<b>8.</b>	<b>PORTFOLIO - WATER, WASTE WATER, WASTE MANAGEMENT, SPORT &amp; RECREATION .....</b>	<b>58</b>
8.1	Water, Waste Water, Waste Management, Sport & Recreation Portfolio Report .....	58
<b>8.2</b>	<b>WATER &amp; WASTE WATER (W&amp;WW) .....</b>	<b>59</b>
8.2.1	W&WW - 2412328 - Swickers Kingaroy Bacon Factory Pty Ltd - Reduction in Water Consumption Charges .....	59
<b>9.</b>	<b>PORTFOLIO - NATURAL RESOURCE MANAGEMENT, PARKS AND INDIGENOUS AFFAIRS .....</b>	<b>60</b>
9.1	Natural Resource Management, Parks and Indigenous Affairs Portfolio Report .....	60
<b>10.</b>	<b>PORTFOLIO - FINANCE, ICT &amp; HUMAN RESOURCES.....</b>	<b>62</b>
10.1	Finance, ICT and Human Resources Portfolio Report .....	62
<b>10.2</b>	<b>FINANCE (F).....</b>	<b>64</b>
10.2.1	F - 2412733 - Monthly Financial Statements.....	64
10.2.2	F - 2412867 - First Quarter Review of Operating and Capital Budgets.....	69
<b>11.</b>	<b>CONSIDERATION OF NOTICES OF MOTION .....</b>	<b>75</b>
<b>12.</b>	<b>INFORMATION SECTION (IS) .....</b>	<b>75</b>
12.1	IS - 2412691 - Reports for the Information of Council.....	75
<b>13.</b>	<b>CONFIDENTIAL SECTION .....</b>	<b>76</b>
13.1	CONF - 2412421 - Call for Quotation for Caretaker Duties / Closing of Gates at the Wondai and Murgon Waste Facilities.....	76
13.2	CONF - 2388911 - Provision of Design Consultancy Services - Kingaroy Town Revitalisation Project SBRC-17-18-04 .....	77
13.3	CONF - 2410843 - SBRC 2017/2018-01 Bitumen Seal Tender - For Supply of Goods and Services for SBRC Seal Program.....	77

Minutes of the meeting of the South Burnett Regional Council, held in the Warren Truss Chamber, 45 Glendon Street Kingaroy on 11 October 2017 at 9.01am

**PRESENT:**

**Councillors:**

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

**Council Officers:**

Gary Wall (Chief Executive Officer), Lester Schumacher (General Manager Finance), Peter O'May (General Manager Corporate Services), Graeme Preston (Acting General Manager Infrastructure)

**1. Leave Of Absence**

Nil.

**2.(a) Prayers**

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

**2.(b) Receipt of Petitions**

**2.(b).1 PET - 2411708 - Lodging a Petition to be considered at the next Council meeting in relation to MCUI2017/0005 proposed Trucking Station at 168 Brooklands Pimpimbudgee Road Brooklands**

**Summary**

A petition has been received in relation to MCUI2017/0005 proposed Trucking Station at 168 Brooklands Pimpimbudgee Road Brooklands

**Officer's Recommendation**

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

**Resolution:**

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

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

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



- 2.(b).2 PET - 2404376 - Forwarding petition opposing the application for a Bunnings being MCUI2017/0002 ROLC2017/0007 at 2 and 30 Walter Road Kingaroy because it will lead to less jobs**

**Summary**

A petition has been received opposing the application for a Bunnings being MCUI2017/0002 ROLC2017/0007 at 2 and 30 Walter Road Kingaroy.

**Officer's Recommendation**

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

**Resolution:**

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

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

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

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

**3.1 South Burnett Regional Council Minutes**

**Officer's Recommendation**

That the minutes of the previous meeting held on Wednesday 20 September 2017 as recorded be confirmed.

**Resolution:**

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

*That the minutes of the previous meeting held on Wednesday 20 September 2017 as recorded be confirmed.*

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

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

See Business Function Headings

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

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

### **Summary**

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

### **Officer's Recommendation**

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

### **Resolution:**

*Moved Cr KM Campbell, seconded Cr GA Jones.*

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

### **Economic Development**

#### **2017 Roadshows**

*The 2017 Roadshow visited nine (9) centres through September and featured presentations on the Prequalified Suppliers, Beakon Contractor Management Software, 2020 South Burnett Economic Development Strategy and updates by Portfolio from Mayor and Councillors. These events attracted 200 members of the public and provided some great connections for Economic development. Key messages to be delivered to support implementation of the 2020 South Burnett Economic Development Strategy were as simple as:*

- 1. Have a positive discussion about your business, local community and the regional economy*
- 2. Apply a new skill*
- 3. Share your story through social media, customer service, industry networking or simply host a BBQ*

#### **Mundubbera to Jandowae Road Working Group**

*In partnership with BIEDO and AgForce, South Burnett Regional Council established a working group for the Mundubbera to Jandowae Road. This road has been identified as a priority road by AgForce and the working group has been established to enable a collaborative approach to upgrade this important transport route. The working group, facilitated by BIEDO, has discussed the need for funding to scope upgrade projects (determining costs involved) and development of an economic case for the required upgrades to occur.*

#### **Upcoming Events**

*South Burnett Directions with Toowoomba & Surat Basin Enterprise are working closely with the primary contractor for the AGL Coopers Gap Wind Farm and extend an invitation to potential suppliers to attend the Kingaroy Supplier Information Forum. This event will be attended by representatives from AGL, GE and Catcon on Wednesday 25 October in the Luncheon Hall at Kingaroy Showgrounds. Speak with your local Chamber of Commerce for more details. The Regional Economic Development Growth Forum will be held in Maryborough on Thursday 9 November. You can join BIEDO and South Burnett Regional Council representatives on the Ken Mills Toyota Bus for the trip across to the FREE event and back – details from BIEDO.*

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

**4.2 Governance (G)**

***Officer's Report***

**4.2.1 G - 2411318 - Annual Operational Plan 2017/18 Progress Report for the July - September Quarter**

**Summary**

The Annual Operational Plan details the projects, services and initiatives that Council planned to deliver for the 2017/18 financial year. Pursuant to section 174(3) of the *Local Government Regulation 2012* a report must be presented to Council at regular intervals detailing the progress towards the implementation of the Annual Operational Plan.

In the course of the development of the first quarter progress report, it was prudent to review the annual operational plan key performance indicators. As a result of the review, the following amendment was made:

Department: Infrastructure

<p>National Association of Testing Authorities certification maintained for the Materials Laboratory</p> <p>Commence NATA certification of physical water tests at Kingaroy Water Laboratory</p> <p><del>Tests analysed and reports provided within required timeframes</del></p> <p>Compliance with DWQMP &amp; EAs regarding sampling &amp; analysis</p>	<p>Effective Business Management</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
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**Officer's Recommendation**

That the amendment to the Operational Plan 2017/18 and the progress report for the July - September Quarter be adopted.



## **Executive Services Operational Plan 2017/18**

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

**Officer Responsible:** Chief Executive Officer

**Responsibilities:** Executive Services, Strategy Planning, Council Operations Management, Human Resource Management, Workplace Health and Safety, Economic Development, Tourism and oversight of organisational operational matters.



**DEPARTMENT: EXECUTIVE SERVICES**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Strengthen, maintain and actively contribute to the Wide Bay Burnett Regional Organisations of Council advocating Council's strategic and operational position on key issues Meeting with Ministers half yearly as part of WBBROC	Effective advocacy and strategic partnerships	Internal & External Stakeholders	Inform Consult Involve
<p><b>1<sup>st</sup> Quarter Update:</b> Mayor &amp; CEO attended the WBBROC meeting held in Maryborough on 24 August 2017. SBRC Mayor along with other Wide Bay Mayors took opportunity to present delegations to various Ministers during the recent cabinet meeting held in Maryborough &amp; Bundaberg.</p>			
Develop a strategic human resource management plan by 30 December 2018	A skilled and sustainable workforce	Internal & External Stakeholders	Inform Consult Involve
<p><b>1<sup>st</sup> Quarter Update:</b> Preliminary work commenced</p>			
New safety management system implemented and first review undertaken by 30 June 2018 Delivery of the Enforceable Undertaking to comply with the regulators timeframes as described	Continue to promote a 'safety first' environment	Internal & External Stakeholders	Inform Consult Involve
<p><b>1<sup>st</sup> Quarter Update:</b> Zero Harm Strategic Plan has been implemented All deliverables have been met within the required timeframes</p>			

Implement the South Burnett Economic Development Strategy	Continue to implement the Economic Development Strategy	Internal & External Stakeholders	Inform Consult Involve
<p><b>1<sup>st</sup> Quarter Update:</b> Revised 2020 South Burnett Economic Development Strategy adopted by Council at Ordinary Meeting held 16 August 2017 2020 South Burnett Economic Development Strategy presented to business groups and local residents through 2017 Roadshow</p>	<p>Continue to promote the South Burnett as a premier tourist destination</p>	Internal & External Stakeholders	Inform Consult Involve
<p><b>1<sup>st</sup> Quarter Update:</b> Facilitated Tourism Workshop, attracting more than 50 tourism operators, held 20 July 2017. Report from workshop circulated to all attendees. Attended Gold Coast and Wide Bay Caravan, Camping &amp; Travel Shows under brand 'South Burnett' 2020 South Burnett Economic Development Strategy incorporates Visitor Economy. Visitor Economy Action Plan presented to Council Portfolio on 26 September 2017.</p>	<p>Provide &amp; maintain appropriate infrastructure to meet community needs</p>	Internal & External Stakeholders	Inform Consult Involve
<p><b>1<sup>st</sup> Quarter Update:</b> The board continues to function within the parameters of the foundation and Chief Executive Officer is the nominated secretary for the foundation monitoring the operations.</p>			



## Corporate Services Operational Plan 2017/18

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

**Officer Responsible:** General Manager Corporate Services

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



**DEPARTMENT: CORPORATE SERVICES**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Development of the Corporate Plan 2018-2023 by 30 June 2018	An informed and engaged community	Internal and External Stakeholders	Inform Consult Involve
<b>1<sup>st</sup> Quarter Update:</b> A project schedule has been developed and approved by the CEO. Council and the Senior Management Team have been briefed on the schedule. Mead Perry Group has been appointed to assist Council with the development of the Plan which will commence in October. The Plan is scheduled for adoption at the Ordinary Meeting of Council in April 2018.			
Grants, capital works and maintenance programs 2017/18 delivered on time and within budget by 30 June 2018	Infrastructure that meets the communities needs	Internal and External Stakeholders	Inform Consult
<b>1<sup>st</sup> Quarter Update:</b> There was a small number of Capital Projects that have been carried forward from 2016/17 as a result on the focus of resources toward ensuring W4Q projects, Sport and Rec grants and R4R (Rail Trail) projects are completed within the funding agreements. The 2016/17 carried forward Capital Projects and 2017/18 Capital Projects will be a focus of the Department during the second quarter as will the roll out of the W4Q (2) projects to meet the projected cash flow forecasts.			
Operational Plan 2017/18 quarterly reviews adopted by Council Delivery of the Annual Report 2016/17 by 30 November 2017	Ethical, accountable and transparent decision making	Internal and External Stakeholders	Inform Consult Involve
<b>1<sup>st</sup> Quarter Update:</b> Operational Plan 2017/18 1 <sup>st</sup> Quarter Review is being tabled at the Ordinary Meeting of Council in October as schedule. Annual Report 2016/17 has been prepared in draft with the Senior Management Team providing content and reviewing branch information. The draft report was prepared on schedule as required by the External Auditors and was available through the Finance Department to the External Auditors. The report will be tabled for Council adoption within 30 days of the financials being certified as legislative required.			
Operational Risk Registers and Treatment Plans developed by 31 October 2017 Operational Risk Registers and Treatment Plans reviewed 6 monthly on schedule as at 30 June 2018 Fraud and Corruption Prevention Management Framework managed and compliant as at 30 June 2018 Internal Audit Plan activities and management of internal audit requirements completed as per schedule for 2017/18 by 30 June 2018	Effective financial and business management	Internal and External Stakeholders	Inform Consult Involve



**DEPARTMENT: CORPORATE SERVICES**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p><b>1<sup>st</sup> Quarter Update:</b>                      Meetings conducted with each Department, Corporate Risk Registers and Treatment Plans prepared and signed off by CEO. High and Extreme rated corporate risks and associated treatment plans presented to Senior Management Team and Audit Committee. Reviewed scheduled for January 2018.                      Fraud and Corruption Prevention Management Plan 2016-2019 reviewed and updated by the Fraud and Corruption Prevention Management Steering Group. Revised Plan signed by CEO and presented to the Audit Committee.                      Revised Internal Audit Plan was considered in the Audit Committee Meeting held on 28th Aug 2017 which is in progress now. Audits are prioritised considering the importance/urgency of each audit and the allocation of resources required for other related activities. At this stage, total time is allocated to cover all audits.</p>			
Develop organisational customer service standard	Quality customer service	Internal and External Stakeholders	Inform Consult Involve
<p><b>1<sup>st</sup> Quarter Update:</b>                      Draft organisational customer service standard being developed. Consultation to commence early 2018. Adoption of standard by 30 June.</p>			
Deliver library services to the region pursuant to the Queensland State Library agreement	Building vibrant, healthy, supportive and inclusive communities	Internal and External Stakeholders	Inform Consult Involve
<p><b>1<sup>st</sup> Quarter Update:</b>                      Public Libraries Outcome Report to self-assess whether Council has met their obligations under the Service Level Agreement, and identify where the gaps are, was completed and submitted to the State Library of Queensland.                      The 2016-2017 Queensland Public Libraries Statistical Return was completed and submitted in accordance with the Service Level Agreement for Public Libraries</p>			
Facilitate and support community development through effective implementation and delivery of the Community Grants Program	Encourage and support community organisations to enhance their sustainability	Internal and External Stakeholders	Inform Consult Involve

**DEPARTMENT: CORPORATE SERVICES**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p><b>1<sup>st</sup> Quarter Update:</b>                      Round One (1) successfully conducted for the Community Events Sponsorship, Community Regionally Significant Events Sponsorship, Healthy Communities Sponsorship and Community Hall Public Liability Grant. Councillor Discretionary Funds, In-kind Sponsorship and Elite Performance Youth Grants are being administered ongoing. The Elite Performance Youth Grant has had unprecedented level of interest in the first 3 months of the program. Council supported the alteration to the budget from within the Community Grants Program allocation whereby Elite Performance Youth Grant is increased by \$5,000 from Project/Program One off Sponsorship and \$1,000 from the Council allocation from RADF given that Arts Queensland approval the reduced funding.                      Council has been advised that the 2017/2018 bid to Arts Queensland for RADF funds have been decided - Arts Queensland \$7,500 (60%), Council \$5,000 (40%) = Total 2017/2018 \$12,500 Council requested - Arts Queensland \$9,000, Council \$6,000 = Total 2017/2018 \$15,000. The budget has been adjusted according to the funding allocated by Arts Queensland.</p>	<p>Environmentally responsible and efficient waste management</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p>Compliance with Council's Environmental Authority for Waste Disposal                      Provision of cost effective and environmentally responsible waste management services and facilities                      Collaboration with neighbouring regions in the Implementation of the Regional Waste Management Strategy</p>	<p>Environmentally responsible and efficient waste management</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p><b>1<sup>st</sup> Quarter Update:</b>                      The Waste Collection Contractor continues to comply with the Key Performance Indicators (KPIs) established in the Waste Collection Contract. That is, JJ Richards is meeting the criteria for a limited number of missed bins, delivering new bins within the specified time period, repairing and/or replacing damaged bins within the prescribed timeframe and minimising contractor specific servicing complaints.                      There were only 146 Waste Collection complaints for this quarter, with 164,550 waste collection services "conducted", which equates to a 99.91% successful wheeie bin collection rate for the period.</p>	<p>Manage identified public health and environmental issues in accordance with relevant legislation</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p>Public health licence applications, routine inspections of licensed premises and complaint investigation management effectively managed and actioned</p>	<p>Manage identified public health and environmental issues in accordance with relevant legislation</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p><b>1<sup>st</sup> Quarter Update:</b>                      During this quarter the following public health applications were received:                      2 New Food Business Licence Applications; 4 change of Licensee Applications; 8 Temporary Food Applications; 31 Non-Profit Temporary Food Applications; and 4 Private Water Samples Applications.                      There were also a total of 23 Environmental Health Customer requests received during the period. The break up being 2 Food; 13 Public Health; 8 Immunisation Record enquiries</p>	<p>Our region's environment assets are promoted, protected and enhanced</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p>Effectively manage environmental authority registration applications, routine inspections of registered activities and environmental protection complaints</p>	<p>Our region's environment assets are promoted, protected and enhanced</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>

**DEPARTMENT: CORPORATE SERVICES**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p><b>1<sup>st</sup> Quarter Update:</b>                      No new Environmental Authority Applications received for the period.                      27 Environmental Complaints received during the period.</p>			
Regulation of Council's local laws	An active, safe and healthy community	Internal and External Stakeholders	Inform Consult
<p><b>1<sup>st</sup> Quarter Update:</b>                      The following Customer Requests/Complaints were received during the period:                      363 Animal Management; 36 Animal Attack; 1 DrumMuster receipt; 76 Overgrown Alotments; 1 waste bin hire enquiry; 38 General Local Law; 11 Abandoned Vehicles; and 5 Illegal Parking                      The following Local Law Applications were received during the period:                      4 Excess Animal applications; 6 Regulated Dog applications; 7 Footpath Applications; and 199 new Animal registrations.                      There was also 163 Animals Impounded and 115 Properties were issued Compliance Notices for Overgrown Alotments.</p>			
Local Laws reviewed as per local law review schedule 2018/20	Ethical, accountable and transparent decision-making	Internal and External Stakeholders	Inform Consult Involve
<p><b>1<sup>st</sup> Quarter Update:</b>                      No progress to date</p>			
Assess development applications in a timely manner in accordance with the legislation in order to achieve long term sustainable development for the South Burnett Region	Balanced development that preserves and enhances our region	Internal and External Stakeholders	Inform Consult
<p><b>1<sup>st</sup> Quarter Update:</b>                      Council adopted the South Burnett Regional Council Planning Scheme 2017 that commenced on 2 October 2017. This document provides amended provisions that should reduce trigger for applications and facilitate land development.</p>			

**DEPARTMENT: CORPORATE SERVICES**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Provide building, plumbing and drainage regulatory services to meet legislative requirements	An active, safe and healthy community	Internal and External Stakeholders	Inform Consult
<p><b>1<sup>st</sup> Quarter Update:</b> Council issued a total of 203 development permits for building, plumbing and planning applications.</p>			
Provide and maintain Council owned saweyard and cattle dips as per legislative requirements and review future operational arrangements	Council commercial facilities that meet the communities needs	Internal and External Stakeholders	Inform Consult
<p><b>1<sup>st</sup> Quarter Update:</b> The Tender Documents for the Coolabunia Saleyards are nearing completion and expected to be released mid October 2017. Wondai and Proston dips have been closed for the quarter as we are unable to meet our legislative requirements for the correct chemical concentration; this is primarily from the lack of through put of stock. Wondai is still operating as a stock consignment facility with a total 182 consignment cattle for both Wondai and Coolabunia yards. Total sales at Coolabunia for the quarter were 1700 head, with 3218 head dipped and a total of 148 head were also dipped at the Nanango yards.</p>			
Provide and maintain Council owned aerodromes as per legislative requirements	Council commercial facilities that meet the communities needs	Internal and External Stakeholders	Inform Consult
<p><b>1<sup>st</sup> Quarter Update:</b> Weekly safety inspections at Kingaroy and Wondai airports have been conducted in accordance with CASA requirements. There have been no safety incidents reported or observed in the first quarter period. Wondai Aero Club held its quarterly meeting with no issues reported to Council for attention and in addition Council attended the Kingaroy Airport user group meeting on the 7<sup>th</sup> September 2017 where strong opposition toward helicopter training in the area was the focus of discussions. Nanango Airfield is currently closed while work is being carried out to ensure safety of the users. This is primarily in providing appropriate Take Off Distance Available (TODA) and that the runways are within the maximum allowable longitudinal slope.</p>			
Provide well planned and maintained open space, parks and rail trails network compliant with asset inspection and maintenance schedule Develop a South Burnett Sport & Recreation Strategy	Our Region's environment assets are promoted, protected and enhanced	Internal and External Stakeholders	Inform Consult Involve

**DEPARTMENT: CORPORATE SERVICES**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p><b>1<sup>st</sup> Quarter Update:</b>                      Water restrictions and drought conditions have affected our ability to maintain garden displays. Open space and Parks maintained in accordance with service schedules. The Kilkivan to Kingaroy Rail Trail has been completed and officially opened by officials in Kilkivan on Friday 22nd September 2017.                      Councils have been successful in our application for a grant through the Department of National Parks, Sport and Racing to complete a Sport and Recreation Plan for the South Burnett. Ross Planning have been awarded the project to compile the Sport and Recreation Plan and the dates and times have been advertised for community input as follows:                      Blackbutt Hall, Tuesday 3 October, 5:30 – 6:30pm                      Nanango Cultural Centre, Tuesday 3 October, 7:30 – 8:30pm                      Murgon PCYC, Wednesday 4 October, 5:30 – 6:30pm                      Proston Hall, Wednesday 4 October, 7:30 – 8:30pm                      Kingaroy Town Common Hall, Thursday 5 October, 5:30 – 6:30pm                      Wondai Town Hall, Thursday 5 October, 7:30 – 8:30pm</p>			
<p>Deliver regional cemetery and associated services that meet current and future burial and remembrance needs</p>		<p>Effective business management</p>	<p>Internal and External Stakeholders</p>
<p><b>1<sup>st</sup> Quarter Update:</b>                      Cemeteries: During the first quarter there were a total of 49 interments in our cemeteries throughout the region.                      July - September- 41 Burials &amp; 8 placement of ashes                      Taabinga 14 interments and 2 placement of ashes                      Nanango 9 interments and 1 placement of ashes                      Murgon 8 interments and 1 placement of ashes                      Wondai 8 interments and 2 placement of ashes                      Blackbutt 1 interment and 1 placement of ashes                      Kumbia 1 placement of ashes                      Proston 1 interment</p>		<p>Inform Consult</p>	



## **Finance Operational Plan 2017/18**

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

**Officer Responsible:** General Manager Finance

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



**DEPARTMENT: FINANCE**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
2018/19 Annual budget is prepared and adopted by Council by 30 June 2018 Quarterly budget reviews of 2017/18 budget are provided to Council no later than, October, February, April and June Unqualified Audit Certificate from Queensland Audit Office Maintain debt recovery processes	Effective financial management	Internal and External Stakeholders	Inform Consult Involve
<b>1<sup>st</sup> Quarter Update:</b> Calendar developed for the preparation of the 2018/19 Budget. First quarter 2017/18 budget review in process for adoption at the October General Meeting. External Audit of the 2016/17 Financial Statements commenced with sign off planned for 06/10/17. Internal debt recovery processes continuing. Specialist Debt Recovery firm engaged to commence approximately November 2017.			
Develop a business continuity plan for the organisation by 30 December 2018	An organisation that is characterised by elective leadership, responsible management and quality service delivery	Internal Stakeholders	Inform Consult Involve
<b>1<sup>st</sup> Quarter Update:</b> Business Continuity and Recovery Plan developed and adopted by Council. Staff awareness to be undertaken. Plan to be tested and further work to be undertaken to document existing IT intrusion controls. Capex Investment budget approved to be undertaken during 2017/2018 for duplication of existing IT Systems either cloud based or on premise solutions being researched for approval by SET.			
CapEx Budget 2017/18 prepared and adopted by Council within statutory and organisational timeframes Asset Management Plans, Register and Valuations up to date as 30 June 2018 10 year capital works plan prepared for future budget considerations by January annually.	Infrastructure that meets our community needs		
<b>1<sup>st</sup> Quarter Update:</b> 2017/18 capex budget adopted 20/06/17.			

**DEPARTMENT: FINANCE**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Quotations called to: <ul style="list-style-type: none"> <li>Undertake a strategic assessment of existing Asset Management Plans, set the process and assist with redeveloping those plans,</li> <li>Undertake a desktop review of the Asset Registers including valuations for all asset classes.</li> <li>Council workshops in place to begin the preparation of the 10 year capex program for the 2018/2019 financial year.</li> </ul>			
Grants, capital works and maintenance program 2017/18 delivered on time and within budget by 30 June 2018 Develop a scheduled asset maintenance plan for Properties Branch by 30 June 2018 Plant and Fleet maintenance schedules maintained to optimise utilisation	Infrastructure that meets our community needs	Internal and External Stakeholders	Inform Consult Involve
<b>1<sup>st</sup> Quarter Update:</b> Monthly and adhoc reporting made available to budget and project managers and Council to facilitate project monitoring. Property and Plant capex programs being implemented along with the Works for Queensland projects. Funding application to be lodged to undertake a condition assessment and spend program for the Buildings Asset class. Plant and Fleet maintenance schedules now developed automatically via the fleet managements system with advices forwarded to the various workshops and plant operators. Just in time purchasing of the maintenance repair kits also introduced with the schedule of goods required forwarded automatically via the system to suppliers.			





**SOUTH BURNETT**  
**REGIONAL COUNCIL**

## **Infrastructure Operational Plan 2017/18**

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

**Officer Responsible:** General Manager Infrastructure

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



**DEPARTMENT: INFRASTRUCTURE**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Quality Management System and ISO9001 certification maintained	Effective business management of infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p><b>1<sup>st</sup> Quarter Update:</b></p> <ul style="list-style-type: none"> <li>Quality Management System and associated certification has been maintained with continuous improvement being built into the system.</li> <li>New standard has a greater emphasis on risk management and identifying the relevant risk to an action to assist in determining an outcome.</li> <li>The relevant documentation in the system has started to incorporate a risk rating.</li> </ul>			
Specific actions to be listed efficiency audits	Effective business management of infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult
<p><b>1<sup>st</sup> Quarter Update:</b></p> <ul style="list-style-type: none"> <li>Major maintenance works are now programmed on a locality basis with only high priority defects being handed on a reactive basis when required.</li> <li>The majority of projects in this year's capital budget will reduce long term maintenance costs on those sections of road.</li> <li>Council is hiring a Road Asset Condition Assessment System device to establish a reliable road asset register and plot long term condition trends.</li> <li>All significant works will be coordinated on a single table using SmartSheet software to provide a works and expenditure reporting tool that can be used by all interested parties.</li> <li>The mobility inspection system is being trialled and it should save supervisor time when fully implemented.</li> <li>A fleet coordinator is to be employed by Fleet to improve plant utilisation.</li> <li>Major maintenance is being prioritised on a service level approach called the "Shepherd Method" which provides a mechanism to identify necessary works.</li> <li>Additional gravel resources to provide road maintenance material are being instigated.</li> <li>Roadworks supervisors are being given management training through HR's "Pot of Gold" package.</li> </ul>			
To deliver quality and reliable water and wastewater services that meet the customer service standards Compliance with treatment plant licence conditions, dam safety, public health requirements with statutory timeframes for reporting achieved	Effective business management of infrastructure that meets our communities needs	Internal and External Stakeholders	Inform Consult

**DEPARTMENT: INFRASTRUCTURE**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
<p><b>1<sup>st</sup> Quarter Update:</b>                      SWIM data currently being collated. Unable to assess success against CSS until regulator assesses the data submission. Will be able to report on that by December 2017.                      Updated EAP for Gordonbrook Dam submitted within required timeframe and currently being assessed by regulator. Updated DWQMP also submitted on time and being assessed by Regulator.                      Have had an exceedance of TSS at KWWTP during August which was reported to DEHP as required.</p>			
<p>Grants, Capital works, General works and maintenance programs 2017/18 delivered on time and within budget by 30 June 2018                      Maintain asset management plans for all infrastructure assets                      State controlled road network on behalf of Department of Transport &amp; Main Roads - Completion of works to specification and in accordance with the Road Maintenance Performance Contract and Transport Infrastructure Contracts</p>	<p>The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p><b>1<sup>st</sup> Quarter Update:</b></p> <ul style="list-style-type: none"> <li>Design and delivery of the capital works program is well advanced</li> <li>A SmartSheet software program is being developed to ensure that all projects are delivered by June 2018.</li> <li>The first step of developing an asset management plan for roads is to develop a reliable asset register which has commenced.</li> <li>Road Maintenance performance Works for DTMR are undertaken as required by DTMR's intervention standards.</li> </ul>			
<p>National Association of Testing Authorities certification maintained for the Materials Laboratory                      Commence NATA certification of physical water tests at Kingaroy Water Laboratory                      Compliance with DWQMP &amp; EAs regarding sampling &amp; analysis</p>	<p>Effective Business Management</p>	<p>Internal and External Stakeholders</p>	<p>Inform Consult</p>
<p><b>1<sup>st</sup> Quarter Update:</b></p> <ul style="list-style-type: none"> <li>NATA certification of the Materials Laboratory has been maintained with an audit being carried out at the end of FY 2016/17, with SBRC having a number of observations requiring action. This was completed within 20 business days and the accreditation certificate has been updated to remain valid.</li> <li>WWWW laboratory – basic physical analysis commenced, procedures being developed, Equipment purchased. Gaining NATA accreditation will take a number of years. The team will start with 6 months of data for basic physicals and gain accreditation for that and then continue moving forward through the other tests.</li> <li>Levels of service are being drafted to determine materials testing timeframes for public and private works within the region</li> </ul>			

**DEPARTMENT: INFRASTRUCTURE**

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

Significant activities			
Key Performance Indicator	Link to Corporate Plan	Customers	Engagement Level
Coordinate Local Disaster Management and Recovery as required by legislation and local plans within the resources available providing the Local Disaster Coordinator from within the team	Work towards a community being prepared and resilient to natural and man-made disasters	Internal and External Stakeholders	Inform Consult Involve
<p><b>1<sup>st</sup> Quarter Update:</b></p> <ul style="list-style-type: none"> <li>The Local Disaster Management Group (LDMG) has been meeting quarterly, with the most recent meeting occurring in early September. The Local Disaster Management Plan has been updated and is currently with the group for review prior to being forwarded to Council for endorsement. Associated sub-plans are currently being administered and will also be forwarded to the group for review prior to the next meeting in December.</li> <li>Emergency Action Plans (EAP) have been reviewed for Stanwell's referable dams acknowledging the change in legislation in July whereby the LDMG will support Stanwell with downstream landowner notification, should the EAP be triggered by an event. Council's Gordonbrook Dam has also had its EAP reviewed, updated and subsequently forwarded to the State Government for consideration.</li> <li>The Local Disaster Recovery Group has also been meeting quarterly to advance the respective sub groups in Human &amp; Social Recovery, Environment, Economic &amp; Infrastructure. Council's Business Continuity Plan has also been drafted and reviewed internally with it being forwarded to Council for endorsement.</li> </ul>			

**Resolution:**

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

*That the Officer's Recommendation be adopted*

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

**5. Portfolio - Roads & Drainage**

**5.1 Roads & Drainage Portfolio Report**

**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.

**Resolution:**

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

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

*Current and upcoming major roadworks include*

- *Reconstruction of a section of Hart Street concrete footpath in Blackbutt from the Blackbutt Hotel to Scott Haven due to the old concrete surface being deformed*
- *A Children's Crossing and other pedestrian facilities are being provided along Kingaroy Street adjoining the Taabinga School*
- *A section of Corndale Road east of the Klass and Townes Road Intersection is being reconstructed due to excess deformation of the sealed surface*
- *Grader maintenance and gravel resheeting is being conducted on various roads in the following areas*
  - *Booie*
  - *Maidenwell*
  - *Memerambi*
  - *Goodger*
  - *Ellesmere*
  - *Wengenville*
  - *Mondure*
  - *Kitoba*

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

**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 - 2412238 - Minutes of the Traffic Advisory Committee Meeting held on 7 September 2017**

**Summary**

The Minutes of the Traffic Advisory Committee Meeting held in the Warren Truss Chamber, Kingaroy of South Burnett Regional Council on Thursday 7 September 2017 are provided for Council to note and consider.

**Officer's Recommendation**

That Council endorse the attached minutes and recommendations of the Traffic Advisory Committee held on Thursday 7 September 2017.

**Chair:** Councillor Gavin Jones  
**Minutes:** Rosie Schmidt  
**Date:** Thursday 7 September 2017 at 10.00 am  
**Venue:** South Burnett Regional Council, Warren Truss Chamber, Kingaroy

**Committee Attendance:**

Cr Gavin Jones (Chair), Cr Terry Fleischfresser, James D'Arcy (SBRC Manager Design & Technical Services), Ramesh Mantena (SBRC Senior Technical Officer), Rosie Schmidt (SBRC Governance Officer - Minutes), Renee Taylor (TMR Customer Service Manager Kingaroy), Acting Snr Sgt Greg Kapernick (OIC QPS Murgon), Snr Constable Adam Entwistle (QPS Kumbia), Sgt Mark Weitowitz (OIC Dalby Road Policing Unit - QPS)

**Apologies (Committee Member):**

Stephen Hegedus (SBRC A/General Manager Infrastructure), Wayne Crofts (TMR Manager Road Safety Southern Region), Maree Shepherd (Safety Officer, TMR Bundaberg), Travis Cramb (OIC Kingaroy QAS), Snr Sgt Scott Prendergast (A/OIC QPS Kingaroy), Snr Const Jade Miller (Dalby Road Policing Unit), Anthony Patridge (Translink), Vince Green (TMR Senior Traffic Engineer), Russell Rogers (TMR Senior Advisor)

Agenda Item	Action Summary	Responsible Officer	Due Date
<i>Welcome and Apologies (Cr Jones)</i>	All members welcomed. Apologies recorded.	n/a	n/a
<i>Confirmation of previous minutes (Cr Jones)</i>	Moved by James D'Arcy seconded Cr Terry Fleischfresser that the Minutes of the previous Traffic Advisory Committee meeting held 13 June 2017, as recorded is confirmed.	n/a	n/a
<i>Business Arising from Minutes of Last Meeting</i>	<p><b>Action: Champneys Rd, Crawford (off Bunya Hwy)</b></p> <ul style="list-style-type: none"> <li>- SBRC had liaised with both affected property owners and no objection to access being removed. Recommend to the Committee that access be removed because of safety issues.</li> </ul> <p><b>Status: Complete</b></p>		

1

<p><b>Action: Bunya Highway, Wooroolin - re: Review of speed limited zone - (QPS Dalby)</b></p> <ul style="list-style-type: none"> <li>- Main Roads to investigate. No report to date. No action today.</li> </ul> <p><b>Status: Current - DTMR to report back to December meeting.</b></p>	DTMR	12/12/17
<p><b>Action: SBRC to remove access from Boggy Creek Road to Bunya Highway for safety reasons</b></p> <ul style="list-style-type: none"> <li>- Suggestions to close out from both directions (entering and exiting traffic) to the Boggy Creek Road, which is access to the Bunya Highway behind the Wooroolin Hotel was discussed. The access is not needed and is only there for convenience, as there is an alternative point of access from Sportsground Road.</li> </ul> <p><b>Status: Current - One further internal consultant to be contacted by Council. Council are in favour of closing out.</b></p>	SBRC	12/12/17
<p><b>Action: Main Street, Hivesville - re: Proposed new speed camera site in Main Street, Hivesville (60kmp/h zone) - (QPS Dalby)</b></p> <ul style="list-style-type: none"> <li>- QPS Dalby advised site would need to have a history of recorded crash incidents in this area to warrant speed camera at site. In the absence of DTMR, difficult to discuss further.</li> <li>- QPS Dalby suggested increasing police presence to monitor speed.</li> </ul> <p><b>Status: Current – Refer to next meeting. DTMR to provide update at December TAC meeting.</b></p>	DTMR	12/12/17
<p><b>Action: Memerambi Rail Trail (in reference to Memerambi Estate)</b></p> <p>DTMR to speak with Mike Chambers in relation to signage/barricade between shelter and road corridor.</p> <ul style="list-style-type: none"> <li>- James D'Arcy advised this should be an easy fix. In the absence of TMR this will be referred to next meeting.</li> </ul>	DTMR	12/12/17

2



	<p><b>Status:</b> Current – Refer next meeting.</p>		
	<p><b>Action: Boondooma Dam Road - Entrance to the dam</b></p> <p>SBRC (Ramesh) to provide report of his speed zone assessment at Boondooma Dam. TMR (Russell Rogers) will provide SBRC (James D'Arcy) with e-mail communications between Sunwater &amp; Russell Hood (SBRC &amp; TMR).</p> <ul style="list-style-type: none"> <li>- Speed zone assessment carried out by SBRC. Council identified 40 km per hour signage would not be required in such a closed section. This would be difficult to justify. Therefore, lowering of speed from 60 to 40 is not required.</li> </ul> <p><b>Status:</b> Complete</p>		
	<p><b>Action: Bunya Mountains Road - Speed Management Review</b></p> <p>TMR will amend speed zone and erect new signage (TMR).</p> <ul style="list-style-type: none"> <li>- QPS Kumbia advised that this has been completed. Signage has now been erected.</li> </ul> <p><b>Status:</b> Complete</p>		
	<p><b>Action: SBRC (James) to provide any sites which may be suitable under the Road Safety Program</b></p> <ul style="list-style-type: none"> <li>- Shoulder sealing D'Aguliar Highway – two (2) sections - Somerfelds - Coolabunia Road &amp; Parsons Rd - Millis Way.</li> <li>- Cr Fleischfresser recommends Bye Road passed Wheatlands State School needs urgent repair. Urges the Committee to put this on a priority list. Committee supports</li> </ul>	DTMR	12/12/17

3

	<p>investigation into this project.</p> <p><b>Status:</b> Current - DTMR to review sites for Road Safety Program</p>		
General Business	<p><b>Item 1 - Speed Review of George &amp; Izzard Road, Nanango (SBRC)</b></p> <ul style="list-style-type: none"> <li>- SBRC (Ramesh) advised that Council used Main Roads guidelines to assess the area, traffic counts (over 1000 vehicles per day) and traffic hierarchy. A crash report was also reviewed – eight (8) accidents in the last 10 years. Signage was changed and there was some initial dissatisfaction from the community so the item was returned to the Committee for further discussion. Councillor Jones indicated that he has received no further complaints since the signage has been implemented from the locals.</li> </ul> <p><b>Status:</b> Complete - No further action required.</p>		
	<p><b>Item 2 - Speed Review of Haly Street, Kingaroy (SBRC)</b></p> <ul style="list-style-type: none"> <li>- Residents indicated that they would like to see the speed dropped from 80km to 60km. The stretch is approximately 500m. The road does require maintenance, however the lowered speed limit would remain in place even after any roadworks were to be undertaken.</li> </ul> <p><b>New Action:</b> SBRC to lower speed limit from 80km to 60km.</p>	SBRC	12/12/17
	<p>Mayor Keith Campbell entered the meeting</p>		
	<p><b>Item 3 - Murgon State High School - Pedestrian Crossing (QPS)</b></p> <ul style="list-style-type: none"> <li>- Following concerns from principals of both Murgon State School and Murgon State High School to QPS Murgon, a report was presented to the Committee from QPS Murgon to inform and highlight the need to move pedestrian crossing in Gore street from its current position to the opposite corner for safety purposes and to assist with flow of traffic during</li> </ul>	James (SBRC) to hold meeting with Maree Shepherd (DTMR).	12/12/17

4





Traffic Advisory Committee Minutes

Infrastructure

	<p>peak school pick up and drop off times.</p> <p><b>New Action:</b> Recommended that SBRC James D'Arcy engages Maree Shepherd (Safety Officer, TMR Bundaberg) for her opinion and puts the case of QPS Murgon.</p>		
	<p><b>Item 4 – South Burnett Care and South Burnett Child Care Car Parking – Avoca Street</b></p> <ul style="list-style-type: none"> <li>- Cr Jones advised that the "no parking" signage has been in place for over a month and yellow line marking has been in place for two (2) weeks. Local traffic are still parking in the no parking area. Sgt Mark Weitowitz advised this will be monitored by the Police and infringements notices will be issued if necessary.</li> </ul> <p><b>Status:</b> No further action. Complete.</p>		
<i>Report from Agencies</i>	<p>QPS – Sgt Mark Weitowitz advised no further update.</p>		
	<p>QLD Transport - no representation from QLD Transport.</p>		
	<p>TMR – Renee Taylor</p> <ul style="list-style-type: none"> <li>- Request to review Hamilton Road, Nanango for reseal.</li> </ul> <p><b>New Action:</b> Council to investigate for inclusion on program.</p> <ul style="list-style-type: none"> <li>- Cnr Nanango Brooklands Road and Parsons Road – advised signage for Parsons Road causes driver distress because of poor visibility. Request to move Parsons Street sign from left hand side of the road to opposite sign.</li> </ul> <p><b>New Action:</b> SBRC Roads and Drainage Section will move Parsons Road signage.</p>	<p>SBRC to consider for reseal program.</p> <p>12/12/17</p> <p>SBRC R&amp;D to organise relocation of sign.</p> <p>12/12/17</p>	

5



Traffic Advisory Committee Minutes

Infrastructure

	<p>QAS - No representation from QAS.</p>		
<i>Next Meeting</i>	<p>Next meeting to be held: Tuesday 12 December 2017 @ 10:00 am South Burnett Regional Council Chambers, Kingaroy</p>		
<i>Meeting Closed</i>	<p>Councillor Gavin Jones thanked all for their attendance.</p> <p>Meeting Closed: 11:55 am</p>		

6

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

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

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

**Summary**

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

**Officer's Recommendation**

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

**Resolution:**

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

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

**Community:**

**South Burnett Libraries**

[School Holiday Activities](#)

*During the recent school holidays children across the region once again took part in a number of fun and interactive activities, with the hit event being the DIY fidget spinners which attracted 40 children in Kingaroy alone. Other popular activities included springtime mobiles and pet rocks. Children busily cut, coloured, threaded and decorated their springtime mobiles whilst crafters fashioned pet rock penguins, elephants, fish and frogs. Many unique items were created, with young participants proud to take home their handmade goodies.*

**Fun Palace**

*On Saturday 7 October the Kingaroy Library hosted its "Second Annual Fun Palace", a celebration of arts and sciences, learning, play and adventure. Fun Palace is a global community event, with Fun Palaces happening all over the world on the same weekend. Some of the activities included a special story time session featuring myself as a guest story teller, Spanish lessons for kids, customized hero masks, Lego robot programming, and window decorating. The morning's fun all cumulated in The Funolympics a group of several events held in the library foyer.*

**Rhyme time cake decorating workshop**

*The Proston Library was thrilled to have a local community member, who has won numerous local, state and national awards with her cake decorating skills, host another workshop with parents who regularly attend rhyme time. This session proved very popular, with participants appreciating of the opportunity to learn a new skill whilst their children enjoyed a rhyme time session.*

**Customer Contact First Quarter Statistics**

During the first quarter, being July to September, Customer Contact staff across the five (5) offices of Council have been processing a large number of enquiries and providing a range of services. The following statistics provide a sample of the work being undertaken:

- Calls received to the 41899100 number – 7508
- Top three (3) customer requests logged for action (of the 42 categories) – Animals 450, Call Backs 293, Roads 278
- Top three (3) Applications logged for action (of the 34 categories)– Searches 387, Enforcement Impound 163, Enforcement Local Law 115
- Top three (3) Halls utilised through bookings – Kingaroy Town Common Hall 84, Kingaroy Town Hall 69, Nanango Cultural Centre 38.

**Community Grants Program – Elite Youth Performance Grant.**

The Elite Youth Performance Grant which is a component of Council's Community Grants Program has had unprecedented interest since the commencement of this grant in July this year. Previously Council did offer an elite performance grant however Council through the adoption of the Community Grants Program Policy earlier this year decided to narrow the scope of this grant to our local youth.

Since July, Council has approved and funded the following applications:

<b>Competitor</b>	<b>Competition</b>	<b>Amount</b>
Paige O'Connor	Australian Cross Country Championships	\$500
Luke Beutel	National Youth Championships	\$500
Nicholas Reidy	WMO World Championships	\$1,000
Richard Bridges	National School Boys Cross Country	\$500
Darryl Bridges	National School Boys Cross Country	\$500
Eithany Gates Hubber (Wahab)	International Sport Karate Association (ISKA) World Cup	\$200
Isaac Thompson	ISKA World Cup	\$200
Jordyn Douglass	ISKA World Cup	\$200
Kyle Josai	ISKA World Cup	\$200
Mark Tomlinson	ISKA World Cup	\$200
Noah Thompson	ISKA World Cup	\$200
Russell Tomlinson	ISKA World Cup	\$200
Zak Hartman	ISKA World Cup	\$200
Thomas Hardy	ISKA World Cup	\$200
Ruby Thompson	ISKA World Cup	\$200
Jakeb Dugdell	Union Cycliste Internationale BMX World Championships	\$1,000

**Health**

The Dog Registration Renewal Notices will be issued in the next two weeks. I would like to provide the following points in relation to the coming dog registration period:

**Notice of Perpetual Animal Registration Tags**

Commencing 1 December, Perpetual Tags will be in use to identify dogs registered with Council. A uniquely numbered tag will be issued when Council receives payment for the current registration period.

Perpetual Tags are designed to last the expected lifetime of an animal, however if the tag does fade significantly or is not clearly legible, a replacement tag will be issued at no cost. Should the tag be lost or damaged, a replacement tag can be purchased from Council.

Owners will continue to receive a Registration Renewal Notice for payment by 1 December annually.

**Email Notification**

Residents are advised that if they would prefer to receive their Animal Registration Renewal by email instead of hardcopy they should notify Council of such by email [info@southburnett.qld.gov.au](mailto:info@southburnett.qld.gov.au) and quote each Animal ID recorded on the front of the animal reminder notice.

**Microchipping**

Owners are reminded that dogs born after March 2008 are required to be microchipped in accordance with the State Government's Animal Management (Cats and Dogs) Act 2008. Failure to microchip a dog required by this state law could result in a fine being issued.

**Change of Ownership**

Dog owners are reminded that if ownership of a dog changes or the dog becomes deceased then they need to notify Council in writing of the change. They can do this via email at [info@southburnett.qld.gov.au](mailto:info@southburnett.qld.gov.au) or by writing to Council at PO Box 336, Kingaroy, QLD 4610. New owner name and address details would be appreciated.

**Pensioner Subsidy**

Council again has provided for a Pensioner Subsidy in the next dog registration period. The Pensioner Subsidy will already have been calculated and deducted from the animal renewal notice, if you are an eligible aged pensioner and you have applied for the concession previously. If there has been no reduction and you feel you are entitled to a concession, please apply at any Council office.

**Enquiries**

If you are unsure about any aspect relating to this Animal Notice, please contact Council Environmental Health Section on (07) 4189 9100.

Carried 7/0  
FOR VOTE - Councillors voted unanimously

**7. Portfolio - Planning & Property**

**7.1 Planning and Property Portfolio Report**

No Report

**7.2 Planning (P&LM)**

**Officer's Reports**

**7.2.1 P&LM - 2411499 - Alignment of Planning Fees with Adopted Planning Scheme**

**Summary**

- Council adopted the South Burnett Regional Council Planning Scheme 2017 (adopted Planning Scheme) on 13 September 2017. The adopted Planning Scheme commenced on Monday 2 October 2017.

- The land use descriptions of the adopted Planning Fees schedule requires amendment to align with the land use descriptions used in the adopted Planning Scheme. The amount of the fees can be adjusted at the time the usual CPI adjustments are considered by Council.
- The reference to the head of power in the fee schedule needs to be amended to reflect the commencement of the Planning Act 2016.
- The refund of fees when applications are withdrawn has been amended to reflect the stage of the application process in accordance with the Development Assessment rules.
- The amount of the fee for combined applications (MCU and ROL) has been clarified to confirm that the combined amount for both applications are payable.
- The trigger for Fast Track applications was removed with the commencement of the adopted Planning Scheme and the fee has been deleted from the fee schedule.
- Recommended that Council adopt the amended Planning Fees and Charges.

### **Officer's Recommendation**

That Council adopt the revised planning fees and charges schedule to:

1. Align the land use descriptions with the land use descriptions of the adopted Planning Scheme,
2. Amend the head of Power to reflect the commencement of the Planning Act 2016,
3. Amend the refund of fees descriptions to reference the Development Assessment rules,
4. Amend the fee for combined applications (MCU and ROL) to clarify that the combined amount of both fees are payable, and
5. Delete the Fast Track application fee.

### **Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

### **7.2.2 P&LM - 1678241 - Forwarding IDAS Application for a Material Change of Use and Reconfiguring a Lot - Buckingham Street & Logan Street Kingaroy - L184 & L186 SP219380 L185, L211, L210 SP227676 - The Planning Place - MCUI2016/0008**

### **Summary**

- Application includes request for:
  - Preliminary Approval Overriding the Planning Scheme for the endorsement of the Kingsgrove Living Local Plan;
  - Material Change of Use (Caravan Park - Relocatable Home Park); and
  - Reconfiguration of a Lot (5 Lots into 51 Lots) to create site agreements.
- The proposal is to be staged as follows:
  - Stage 1 – 17 dwellings (mixture of single storey and double storey) plus 150m<sup>2</sup> community building;
  - Stage 2 – 16 dwelling units; and
  - Stage 3 – 18 dwelling units plus men's shed, pool amenities, site shed, playground, community garden and communal pool/BBQ.
- The size of the "site agreement lots" range in size from 59.49m<sup>2</sup> to 159.68m<sup>2</sup> and the private open space areas range in size from 19m<sup>2</sup> to 110m<sup>2</sup>
- 34 submissions objecting to the proposal were received

- Subject site is included within the Community Expansion Zone with a Preferred Land Use Area of Residential B under the Kingaroy IPA Planning Scheme
- All parts of the development application outlined above are recommended for Approval subject to reasonable and relevant conditions

### **Officer's Recommendation**

That Council issue:

1. Preliminary Approval for a Material Change of Use to vary the effect of the Kingaroy Shire IPA Planning Scheme in accordance with s242 of the *Sustainable Planning Act 2009* to facilitate development in accordance with the proposed Kingsgrove Living Local Plan Code and for the endorsement of the Kingsgrove Living Plan of Development and Site Agreement Plan;
2. Development Permit for a Material Change of Use (Caravan Park - Relocatable Home Park) in three (3) Stages - Stage 1 – 17 dwellings, Stage 2 – 16 dwellings and Stage 3 – 18 dwellings; and
3. Development Permit for the Reconfiguration of a Lot (5 Lots into 51 Lots) in three (3) Stages - Stage 1 – 17 Lots, Stage 2 – 16 Lots and Stage 3 – 18 Lots;

located at 73 Buckingham Street, Kingaroy, (Lot 184 SP219380) 75 Buckingham Street, Kingaroy, (Lot 186 SP219380) 48 Logan Street, Kingaroy, (Lot 185 SP 227676) 50 Logan Street, Kingaroy (Lot 211SP 227676) and 52 Logan Street, Kingaroy (Lot 210 SP227676) subject to the following conditions:

### **General**

- GEN1. All works, including the relocation of services (Telstra, lighting etc.) are to be completed at no cost to Council.
- GEN2. The applicant is required to maintain the site in a clean and orderly state at all times, clearing of declared weeds and feral animals.

### **1. Preliminary Approval Overriding the Planning Scheme (Kingsgrove Living Local Plan)**

#### **General**

GEN1. The subject site is to be developed generally in accordance with:

- Kingsgrove Living Relocatable Home Park – Plan of Development – Issue B (Undated)
- Kingsgrove Living Relocatable Home Park – Site Agreement Plan (Staging Plan Details) – Issue B (Undated)
- Kingsgrove Living Relocatable Home Park – Dwelling Types Plan – Issue B (Undated)
- Kingsgrove Living Relocatable Home Park – Indicative Street Scapes – Issue A (Undated)
- Kingsgrove Living Relocatable Home Park – Indicative Elevations – Issue A (Undated)
- Kingsgrove Living Relocatable Home Park – B99 Vehicle Movement Plan - Vehicle Movement Plan 1 of 3 (Undated)
- Kingsgrove Living Relocatable Home Park – “HRV” Movement Plan Logan Street Entry - Vehicle Movement Plan 2 of 3 – Issue A (Undated)

- Kingsgrove Living Relocatable Home Park – “HRV” Movement Plan Buckingham Street Entry - Vehicle Movement Plan 3 of 3 – Issue A (Undated)
- Kingsgrove Living Relocatable Home Park – Pedestrian Movement Plan - Issue A (Undated)

Subject to the following amendments to the Kingsgrove Living Local Plan for individual home sites:

- Minimum 60m<sup>2</sup> area for house lot and vehicle lot.
- Relocatable homes are not sited within 1.5m of the side and rear boundaries, not within 500mm of the front boundary of the individual relocatable home site and not within 3m of the front boundary to Logan Street. The second storey may have a 0m frontage setback provided no building encroaches over the frontage of the relocatable house lot.
- Minimum of 10% of site area is provided as private open space.
- Relocatable home sites are clearly delineated and separated from adjoining sites by trees or shrubs.
- Refuse collection is provided to every relocatable home site.
- Car parking spaces as follows:

Use	Car parking bays required
Studio	0.9 spaces per dwelling
1 Bed	1 space per dwelling
1+ Bed	1 space per dwelling
2 Bed	1 space per dwelling
Visitors	7 including a disabled parking space
MRV	1

### Further Development Permits

GEN2. The following subsequent applications are to be made to Council prior to the commencement of any works in accordance with the Kingsgrove Living Local Plan referenced in Condition GEN1 above:

- Development Permit for Operational Works

### 2. Development Permit for Material Change of Use (Caravan Park - Relocatable Home Park) In 3 Stages - Stage 1 – 17 Lots, Stage 2 – 16 Lots and Stage 3 – 18 Lots

**Stage 1 – 17 Lots (Dwelling Lots 1 to 17, Community Lots C1 – C5, Vehicle Lots V1 – V20)**

**Stage 2 – 16 Lots (Dwelling Lots 18 to 33, Community Lots C6 – C8, Vehicle Lots V21 – V32)**

**Stage 3 – 18 Lots (Dwelling Lots 34 to 51, Community Lots C9 – C13, Vehicle Lots V33 – V46)**

### General

GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:

- Kingsgrove Living Relocatable Home Park – Plan of Development – Issue B (Undated)
- Kingsgrove Living Relocatable Home Park – Site Agreement Plan (Staging Plan Details) – Issue B (Undated)

- Kingsgrove Living Relocatable Home Park – Dwelling Types Plan – Issue B (Undated)
- Kingsgrove Living Relocatable Home Park – Indicative Street Scapes – Issue A (Undated)
- Kingsgrove Living Relocatable Home Park – Indicative Elevations – Issue A (Undated)
- Kingsgrove Living Relocatable Home Park – B99 Vehicle Movement Plan - Vehicle Movement Plan 1 of 3 (Undated)
- Kingsgrove Living Relocatable Home Park – “HRV” Movement Plan Logan Street Entry - Vehicle Movement Plan 2 of 3 – Issue A (Undated)
- Kingsgrove Living Relocatable Home Park – “HRV” Movement Plan Buckingham Street Entry - Vehicle Movement Plan 3 of 3 – Issue A (Undated)
- Kingsgrove Living Relocatable Home Park – Pedestrian Movement Plan - Issue A (Undated)

### **Fencing**

MCU1. Fence construction along the side boundaries is to be solid screen fencing to a height not exceeding 1.8m to prohibit direct views between habitable rooms of relocatable homes and adjoining properties.

### **Lighting**

MCU2. Lighting used to illuminate any areas of the premises is to be designed and constructed in accordance with Australian Standard AS4282 (Obtrusive Effects of Outdoor Lighting) to ensure that lighting does not directly illuminate any nearby premises or roadways.

### **Landscaping**

MCU3. The applicant is required to prepare a landscape plan for the subject site in accordance with Planning Scheme Policy No. 5 of the Kingaroy Shire IPA Planning Scheme for Compliance Assessment by Council and is to incorporate a minimum 0.5m wide landscape strip along both sides of each internal road frontage (excluding driveway and vehicle manoeuvring areas) prior to the landscaping work commencing.

This plan is to be submitted to and approved by Council prior to the landscaping work commencing.

### **Clothes Drying Area**

MCU4. Each dwelling unit is to be provided with external clothes drying facilities in the private open space area.

### **Letterboxes and Unit Identification**

MCU5. Letterboxes shall be provided for each habitable unit, including the Site Manager’s Residence. Each box shall be distinguished by a number corresponding to the unit number.

MCU6. Each dwelling unit is to be readily identified by number.

### **Property Access, Car Parking & Manoeuvrability**

ENG 1. Property accesses must be provided in accordance with the details in table S2.7 – *Design and Construction Standards* of the Kingaroy Shire IPA Planning Scheme; and IPWEAQ standard Drawing No. SEQ R-051, Type A, with dimension W1 being the greater of:

- a) 6.0m; and
- b) the minimum value necessary to meet the swept path requirements of the Heavy Rigid Vehicle (HRV) as defined in AS 2890.2.

ENG 2. Only one access to the site will be permitted, from Buckingham Street, as shown on the drawing entitled Kingsgrove Living Relocatable Home Park Plan of Development Issue



B. One access within Stage 2 and Stage 3 respectively will be permitted to Logan Street restricted to the use of service and emergency vehicles only.

The method of control proposed to be adopted to restrict access must be submitted to Council for approval.

- ENG 3. Fencing, landscaping and letterboxes must not to impede sight lines for vehicles entering or leaving the site or driving along Buckingham Street
- ENG 4. Road works and entrances must be constructed so as to:
  - a) remove all disused vehicle entrances and reinstate the verge consistent with the adjacent verge profile;
  - b) permit HRV and B99 vehicles as defined in AS 2890.2 and AS/NZS 2890.1 respectively to enter and leave the site in a forward gear;
  - c) avoid a trip hazard to pedestrians; and
  - d) ensure that low-clearance vehicles can clear the cross-over pavement upon entering and leaving the property.
- ENG 5. Vehicle manoeuvring areas and turning radii including for the property accesses, internal driveways and cul-de-sac heads (including all temporary arrangements for Stage 1 must be designed and constructed in accordance with the requirements of the current version of AS 2890.2 for a HRV vehicle, except that in areas where a HRV vehicle is excluded from entering, they must be designed and constructed in accordance with the requirements of the current version of AS/NZS 2890.1 for a B99 vehicle.
- ENG 6. The following number of car parking spaces for B99 vehicles and one (1) additional person with disability (PWD) car parking space within each stage of the development is provided, in compliance with the requirements of the current version of AS/NZS 2890.1:

Use	Car parking bays required
Studio	0.9 spaces per dwelling
1 Bed	1 space per dwelling
1+ Bed	1 space per dwelling
2 Bed	1 per dwelling
Disability	3 PWD (1 PWD space per stage)
Visitors	6 (2 spaces per stage)
MRV	1 in Stage 1

The tandem car parks identified as Lot V2, Lot V6, LotV8, Lot V11 Lot V32 and Lot V38 on the Site Agreement Plan, Issue B must be allocated to one dwelling only and is considered as one (1) carpark for the above calculation.

Car parks identified as Lot V33 and Lot V37 on the Site Agreement Plan, Issue B must be deleted and the space included in the internal roadway to allow for the movement of B99 vehicles as indicated on the Vehicle Movement Plan, 1 of 3, Issue A.

Provision must be made to accommodate all resident vehicles on site.

An amended plan of development demonstrating compliance with the above requirements must be submitted to Council for approval prior to the commencement of work within each stage.

- ENG7. The person with disability (PWD) car park must be designed and constructed in accordance with the requirements of the current version of AS/NZS 2890.6.

- ENG8. Provide one vehicle parking space for a MRV within Stage 1 in compliance with the requirements of the current version of AS 2890.2 and in accordance with the requirements of Schedule 1 and Table S1.1 of the Kingaroy Shire IPA Planning Scheme.
- ENG9. Kerbing associated with or adjacent to the car parking bays must be low enough to provide for clearance under vehicles as the B99 swept vehicle path intrudes over them.
- ENG10. The car parking areas and internal driveways must be constructed, drained and surfaced with reinforced concrete or asphalt. The construction and design must be in accordance with the current version of AS/NZS 2890.1 and the requirements of Table S2.7 – *Design and Construction Standards* of the Kingaroy Shire IPA Planning Scheme. The standard of construction must be consistent with the details on IPWEAQ standard Drawing No. RS-051 Driveways Heavy Duty Vehicle Crossing.
- ENG11. Install traffic management devices required in accordance with the Manual of Uniform Traffic Control Devices (MUTCD) to provide for the use of vehicles, pedestrians and mobility aids for disabled access. Driveways and car parking areas must be adequately sign-posted indicating combined usage by pedestrians and vehicles.

### **Refuse collection**

- ENG12. Details including drawings must be provided for approval by Council showing the location and details proposed for refuse collection and demonstrate how this will allow service vehicle access for refuse collection.

### **Stormwater Drainage**

- ENG13. The applicant must submit a Stormwater Management Plan (SMP) certified by a RPEQ civil engineer detailing:
- a) how stormwater management will be carried out at each stage of the works; how stormwater management of these stages will be made complementary; and the ultimate development stormwater management plan for the complete site;
  - b) hydraulic design for 1% AEP and 50% AEP storms; and provision of all software data files for both pre-development and post-development scenarios;
  - c) drainage paths within the property and to the lawful point(s) of discharge; and
  - d) details of any cut or fill required to direct stormwater to a lawful point of discharge.
- ENG14. The stormwater drainage system serving the site including all surface, underground and roof water components must be designed in accordance with the requirements of the *Queensland Urban Drainage Manual* (QUDM) and certified by a RPEQ civil engineer; and so that the development will not make material changes to the pre-development location, duration, frequency or concentration of overland stormwater flow at the point of discharge to all downstream properties including road reserves. In the event that a material change to the pre-development stormwater flows will occur, the applicant must produce evidence to the satisfaction of Council of a lawful right as to the method for stormwater discharge over the downstream land.
- ENG15. The stormwater drainage system serving the site must be designed so that the post-development flows at the point of discharge to all downstream properties including road reserves remains consistent with the pre-development case. Compliance with this condition must be documented in the final detailed stormwater management planning report.
- ENG16. Each proposed stage of the development must have its own Lawful Point of Discharge, which must be nominated in the Stormwater Management Plan and the applicant must produce evidence to Council satisfaction of its lawful right to discharge at these nominated points.

- ENG17. The stormwater drainage must be designed such that no restriction to existing or developed stormwater flow from upstream properties or ponding of stormwater within upstream properties occurs as a result of the development.
- ENG18. All stormwater collected from the site, making allowance for Stages 2 and 3, from roofed and impervious areas must be piped to a lawful point of discharge. Such works must be constructed as determined by the detailed design.

### **Easements & Drainage Reserves**

- ENG19. The applicant must provide all easements or drainage reserves found necessary for whatever purpose during the course of engineering investigation and design.
- ENG20. The effective widths of these drainage reserves and easements must be justified on the basis of hydrologic and hydraulic analyses and also make allowance at one bank for access and manoeuvring by a SRV maintenance vehicle; and this justification must be reported within the Stormwater Management Plan (SMP) submitted to Council for approval.

### **Water Supply**

- ENG21. Water supply must be reticulated to the proposed development in accordance with the requirements of Schedule 2, Division 3.2 – *Design and Construction Standards*, Table S2.10 of the Kingaroy Shire IPA Planning Scheme and the *South-east Queensland Water Supply & Sewerage Design & Construction Code* (SEQ Code).
- ENG22. Prior to Council signing the Survey Plan an analysis and report of the existing and ultimate water supply requirements for the development prepared and certified by a RPEQ Civil Engineer must be submitted to Council for approval, confirming that the internal water supply system will meet the minimum pressure and flow requirements, including fire fighting, of the *Planning Guidelines for Water Supply and Sewerage April 2010* and Technical Bulletins published by the Department of Energy & Water Supply. Any upgrading work identified in the report is subject to the requirements of a Development Permit for Operational Work.

### **Sewerage**

- ENG23. Sewerage must be connected to the proposed development in accordance with the Kingaroy Shire IPA Planning Scheme and the *South-east Queensland Water Supply & Sewerage Design & Construction Code* (SEQ Code) requirements.
- ENG24. Prior to Council signing the Survey Plan an analysis and report of the existing and ultimate sewerage requirements for the development prepared and certified by a RPEQ civil engineer must be submitted to Council for approval. Any work identified in the report is subject to the requirements of a Development Permit for Operational Work.

### **Earthworks**

- ENG25. Any proposed earthworks not associated with building or plumbing and drainage works is subject to and must be undertaken in accordance with a separate Development Permit for Operational Works.

## **3. Development Permit for the Reconfiguration of a Lot (5 Lots into 51 Lots) in three (3) Stages - Stage 1 – 17 Lots, Stage 2 – 16 Lots and Stage 3 – 18 Lots**

### **General**

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:

- Kingsgrove Living Relocatable Home Park – Plan of Development – Issue B (Undated)
- Kingsgrove Living Relocatable Home Park – Site Agreement Plan (Staging Plan Details) – Issue B (Undated)
- Kingsgrove Living Relocatable Home Park – Dwelling Types Plan – Issue B (Undated)
- Kingsgrove Living Relocatable Home Park – Indicative Street Scapes – Issue A (Undated)
- Kingsgrove Living Relocatable Home Park – Indicative Elevations – Issue A (Undated)
- Kingsgrove Living Relocatable Home Park – B99 Vehicle Movement Plan - Vehicle Movement Plan 1 of 3 (Undated)
- Kingsgrove Living Relocatable Home Park – “HRV” Movement Plan Logan Street Entry - Vehicle Movement Plan 2 of 3 – Issue A (Undated)
- Kingsgrove Living Relocatable Home Park – “HRV” Movement Plan Buckingham Street Entry - Vehicle Movement Plan 3 of 3 – Issue A (Undated)
- Kingsgrove Living Relocatable Home Park – Pedestrian Movement Plan - Issue A (Undated)

### **Compliance Assessment (Reconfiguration of a Lot Component)**

GEN2. 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.

### **Advice**

- ADV1. With the introduction of the *Sustainable Planning (Housing Affordability and Infrastructure Charges Reform) Amendment Act 2011*, an applicant's obligations with respect to infrastructure contributions/charges is now contained in a separate adopted infrastructure charges notice rather than in this development approval.
- ADV2. Section 341(1)(b) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of **eight (8)** years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.
- ADV3. Telecommunication connections can be arranged by emailing [F1103721@team.telstra.com](mailto:F1103721@team.telstra.com) providing the following information:
- Full name;
  - Address of property including state & postcode;
  - Lot No's and Plan No's: and
  - What the development is (units, subdivision, shop, etc)
- ADV4. 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.

- ADV5. 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.

- ADV6. At the time of application for Operational Works approval and before construction works may commence, the applicant will be required to submit the following design drawings for compliance assessment by Council: –
- (a) Water supply internal reticulation plans and design details;
  - (b) Sewerage layout plans, longitudinal sections and design details;
  - (c) Stormwater layout plans longitudinal sections and design details;
  - (d) Landscaping plan and detailed planting schedule;
  - (e) Electricity layout; and
  - (f) Environmental management works.

- ADV7. Based on sewer loading information provided by the applicant, Council has carried out a preliminary assessment of the capacity of the existing sewer infrastructure. The assessment has identified that the proposed pump size will be inadequate and that a larger capacity pump is required.

As a result of the larger pump being required, the downstream sewer pipe may not have sufficient capacity and may require upgrading. The report required as part of ENG 24 is to address these issues.

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

*Carried 5/2  
FOR VOTE - Cr KM Campbell (Mayor), Cr RJ Frohloff, Cr GA Jones,  
Cr TW Fleischfresser, Cr KA Duff  
AGAINST VOTE - Cr DA Potter, Cr RLA Heit*

**7.2.3 P&LM - 2383429 - Material change of use application for Second Dwelling (Relatives dwelling) at 6 Matthew Street Kingaroy - Lot 23 RP205802 - Applicant: Laila Gordon - MCU17/0003**

**Summary**

**Key Point Summary**

- Application for a Second Dwelling to be used as a relatives unit for the applicant's mother to reside in.
- Subject site is in the Rural Residential zone and a Second Dwelling is Code Assessable (*Inconsistent Use*) against the relevant elements of the Kingaroy Shire IPA Planning Scheme.
- A Second Dwelling is an inconsistent use in the Rural Residential Zone and is unable to meet the outcomes of the Rural Residential Zone Code in the Kingaroy IPA Planning Scheme.

- Proposal is conditioned to meet the outcomes of a relatives unit in terms of floor area and separation from the primary dwelling on site.
- Proposal incorporating the amendments is effectively a relatives unit under the Kingaroy IPA Planning Scheme and a Secondary Dwelling under the proposed Planning Scheme.
- Application as amended is recommended for approval subject to reasonable and relevant conditions.

### **Officer's Recommendation**

That Council *approve* the Development Application for a Material Change of Use (Second Dwelling – Relatives Unit) at 6 Matthew Street, Kingaroy and described as Lot 23 RP205802 subject to the following conditions:

#### **General**

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:
- Sheet Name – Site Plan, Project Number 17-2422-SPY, Date – 28<sup>th</sup> June 2017, Sheet 1
  - Sheet Name – Floor Plan, Project Number 17-2422-SPY, Date – 28<sup>th</sup> June 2017, Sheet 2
  - Sheet Name – Elevations, Project Number 17-2422-SPY, Date – 28<sup>th</sup> June 2017, Sheet 3
  - Sheet Name – 3D Views 1, Project Number 17-2422-SPY, Date – 28<sup>th</sup> June 2017, Sheet 4
  - Sheet Name – 3D Views 2, Project Number 17-2422-SPY, Date – 28<sup>th</sup> June 2017, Sheet 5

#### **Amended Plans**

- GEN2. The applicant shall provide amended plans to Council for approval demonstrating the following additional requirements as required:
- The gross floor area of the second dwelling - relatives unit shall not exceed 40% of the gross floor area of the principal dwelling
  - Parking must be provided for one vehicle
  - Access to the second dwelling - relatives unit must be provided via the same driveway as the principal dwelling; and
  - The second dwelling – relatives unit must be located no more than 20m from the principle dwelling on site.
- GEN3. The development herein approved may not start until the following development permits have been issued and complied with as required:
- Development Permit for Building Works;
  - Development Permit for Plumbing and Drainage Work.
- GEN3. Dust prevention measures must be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent properties.
- GEN4. Maintain the site in a clean and orderly state at all times.
- MCU1. A minimum 1m wide strip of landscaping is to be provided along the Matthew Street frontage (excluding vehicle manoeuvring areas) and the western property boundary.
- MCU2. A minimum 2m wide strip of landscaping is to be provided along the northern property boundary.

### **Engineering Works**

- ENG1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.
- ENG2. Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

### **Location, Protection and Repair of Damage to Council and Public Utility Services**

#### **Infrastructure and Assets**

- ENG3. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG4. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development

### **Water Supply**

- ENG5. Connect the development (existing and proposed building) to Council's reticulated water supply system via a single connection.

### **On-Site Sewerage**

- ENG6. Connect the development to an on-site effluent disposal system, in accordance with Schedule 2, Division 3: Sewerage Standards of Service, Section 3.1; Planned Standards of Service Standards for On-site Sewerage, of the Kingaroy Planning Scheme, AS1547, and the Queensland Plumbing and Waste Water Code.

### **Electricity and Telecommunication**

- ENG9. Connect the development to electricity and telecommunication services.

### **Advice**

- ADV1. The currency period for this development approval is six (6) years starting the day that this development approval takes effect. (Refer to Section 85 "Lapsing of approval at end of currency period" of the *Planning Act 2016*.)
- 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. You are entitled to appeal against this decision. Attached is a copy of Chapter 6 of the Planning Act 2016 as regards Appeal Rights.

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**7.2.4 P&LM - 2368468 - Material Change of Use Application for Electrical Workshop & Office at 16 Kingaroy Street Kingaroy - Proposed Lot 1 within Lot 1 RP838473 - Applicant: Astill Family Super Fund c/- ONF Surveyors - MCUC2017/0007**

**Summary**

**KEY POINTS**

- Application for Development Permit for Material Change of Use – Electrical workshop (Industrial use) and Office (Commercial use) on proposed Lot 1 (1200m<sup>2</sup>) Part of Lot 1 on RP838473. Both uses are considered Inconsistent Uses on Residential Zoned land.
- The property is zoned Residential, with a Preferred Land Use Area of Residential B and is Code Assessable against the relevant codes in the Kingaroy Shire IPA Planning Scheme.
- Proposal is considered to be a suitable outcome for the site and will not result in adverse impacts on the amenity of the area.
- Proposal is well separated from existing residential uses in the area.
- Application is recommended for approval subject to reasonable and relevant conditions.

**Officer's Recommendation**

That Council *approve* the applicants request for a Development Permit for a Material Change of Use – Electrical Workshop and Office at 16 Kingaroy Street, Kingaroy (on proposed Lot 1 on RP838473), subject to the following conditions:

**General**

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:
- Site Plan – Blueprint Drafting Services, Project No. 17-2404-SPY, dated 1<sup>ST</sup> June 2017, Sheet 1
  - Floor Plan – Blueprint Drafting Services, Project No. 17-2404-SPY, dated 1<sup>ST</sup> June 2017, Sheet 2
  - 3D Views 1 – Blueprint Drafting Services, Project No. 17-2404-SPY, dated 1<sup>ST</sup> June 2017, Sheet 4
  - 3D Views 2 – Blueprint Drafting Services, Project No. 17-2404-SPY, dated 1<sup>ST</sup> June 2017, Sheet 5
  - B99 Turning Movement Plan 1 – Blueprint Drafting Services, Project No. 17-2404-SPY, dated 1<sup>ST</sup> June 2017, Sheet 6
  - B99 Turning Movement Plan 2 – Blueprint Drafting Services, Project No. 17-2404-SPY, dated 1<sup>ST</sup> June 2017, Sheet 7
  - MRV Turning Movement Plan – Blueprint Drafting Services, Project No. 17-2404-SPY, dated 1<sup>ST</sup> June 2017, Sheet 7
- GEN2. The development herein approved may not start until the following development permits have been issued and complied with as required:



- Development Permit for Operational Work for all civil works including earthworks (if required) and sewer; and
- Development Permit for Plumbing and Drainage Work.

GEN3. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.

GEN4. Dust prevention measures must be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent properties.

### **Compliance Assessment**

GEN5. All conditions of this approval are to be satisfied prior to Council issuing a Compliance Certificate for the commencement of the use, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

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

### **Landscaping**

MCU1. A minimum 1m wide strip of landscaping is to be provided along the northern property boundary as indicated on Site Plan – Project Number 17-2404-SPY, Sheet 1, Sheet Name: Proposed Office and Workshop.

MCU2. A minimum 2m wide strip of landscaping is to be provided along the eastern property boundary as indicated on Site Plan – Project Number 17-2404-SPY, Sheet 1, Sheet Name: Proposed Office and Workshop. The landscaping shall consist of plants with a dense foliage with a mature height of at least three meters to screen the south-western façade of the proposed workshop from the street.

### **Refuse Storage Collection**

MCU3. Provision must be made for the storage and removal of refuse in accordance with the *Waste Reduction and Recycling Regulation 2011*.

MCU4. Any areas that are dedicated for the collection and/or storage of solid waste on the premises are to be:

- a) level;
- b) provided with impervious hard stand and drained; and
- c) if facing either the street frontage or adjoining properties, screened by a 1.8m high fence around the full perimeter.

MCU5. Refuse bin areas are to be provided for the washing out of the refuse bins and in connection with this:

- a) all tap outlets must be fitted with backflow prevention devices;
- b) the floor areas are to be drained to sewer; and
- c) areas are to be covered and drainage designed such that water not associated with the washing out process (e.g. rainfall) does not enter the sewer.

### **Fencing**

MCU6. Any proposed fencing is to be complimentary to the adjoining and surrounding fencing and is not to include security type measures ie. barbed or razor wire along any sections of the fencing.

MCU7. Any proposed fencing is not to exceed:-

- (a) for front fences and walls:
  - (i) 1.2metres if of solid construction, or
  - (ii) up to 1.5metres if gaps permit 50% transparency, or
- (b) for side and rear boundary fencing – 1.8metres.

### **Lighting**

MCU8. The applicant is to ensure that all lighting is to be designed so that it does not adversely impact on any approaching aircraft safety.

### **Engineering works**

- ENG1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.
- ENG2. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's Development Manual and Standard Drawings and relevant Australian Standards.
- ENG3. Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.
- ENG4. Submit to Council, certification from a suitably qualified Engineer (RPEQ) that the works have been undertaken in accordance with the Approved Plans and specifications and to Council's requirements, prior to commencement of the use.

### **Maintenance**

- ENG5. Maintain all works that will become Council infrastructure for a period of 12 months (maintenance period) from the date of on-maintenance. Any defective works must be rectified within the maintenance period.
- ENG6. Provide Council with a maintenance bond in an acceptable form equal to 5% of the value of Council's infrastructure prior to commencement of the maintenance period.

### **Location, Protection and Repair of Damage to Council and Public Utility Services Infrastructure and Assets**

- ENG7. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG8. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development

### **Stormwater**

- ENG9. Submit to Council for approval, an on-site stormwater management plan detailing the following:
- a) Details of all pre and post development flows, and management strategies to reduce post development flows to be consistent with predevelopment flows;
  - b) Details of any cut or fill required to direct stormwater to a legal point of discharge;
  - c) Discharge of stormwater to a lawful point of discharge.
- ENG10. All stormwater drainage systems, including all surface, underground and roof water components, to effectively drain all stormwater falling on to the proposed development to Council's stormwater system, rain water tanks or other lawful point of discharge.
- ENG11. The stormwater drainage system serving the site is to be designed so that the post-development flows at the point of discharge to all downstream properties including road reserves remains consistent with the pre-developed case.

- ENG12. Stormwater drainage is to be designed such that no restriction to existing or developed stormwater flow from upstream properties or ponding of stormwater within upstream properties occurs as a result of the development.

#### **Lawful Point of Discharge**

- ENG13. Lawful point of discharge for the development is Kingaroy St.
- ENG14. Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).

#### **Water Supply**

- ENG16. Connect the development to Council's reticulated water supply system via a single connection. The connection must be designed in accordance with Council's standards and be approved by Council's Utility Services Section.

#### **Sewerage**

- ENG17. Connect the development to Council's reticulated sewerage system via a single connection. The connection must be designed in accordance with Council's standards and be approved by Council's Utility Services Section.

A new sewer connection to Proposed Lot 2 (Part of Lot 1 RP838473) shall to be made by extending the sewer main from existing manhole number 2072/1, which is located in Proposed Lot 1 (Part of Lot 1 RP838473). The new sewer extension shall be the subject of an Operational Work application. Alternatively, a new end of line connection will be considered subject to Council approval.

- ENG18. Actual connection to Council's live sewerage infrastructure must be undertaken by or under the supervision of Council.
- ENG19. Do not build works within 1.5 metres from the centre of any existing sewer pipework or within the Zone of Influence, whichever is the greater (measured horizontally).
- ENG20. Maintain a minimum of a 3 metre wide corridor to be maintained for maintenance/upgrade purposes.
- ENG21. Ensure that a clear level area of a minimum of a 2.5 metre radius surrounding any existing sewer manholes on the site is provided for future maintenance/upgrade purposes.
- ENG22. The above minimum clearances to Council's sewer infrastructure do not preclude the need for works to proposed structures to prevent loading to the sewer system.

#### **Operational Works – Lot Filling**

- ENG23. The applicant must design and construct all operational works in accordance with the Kingaroy Shire Planning Scheme and accepted engineering practice including reference to Australian Standards, Codes of Practice and Industry Guidelines as nominated by Council.
- ENG24. Any allotment filling for a greater depth than 500mm to provide for building platforms shall be conducted in accordance with Australian Standard 3798, and certified by an RPEQ.

### **Parking and Access - General**

- ENG25. Design all access driveways, circulation driveways, parking aisles and car parking spaces in accordance with Australian Standard 2890.1 - Parking Facilities - Off Street Car Parking.
- ENG26. Design and construct all sealed areas with concrete, asphalt or a two-coat bitumen seal.
- ENG27. Provide a minimum of eight (8) car parking spaces that includes one person with disability (PWD) car parking spaces.
- ENG28. Design & construct all PWD car parking spaces in accordance with AS2890.6.
- ENG29. Provide vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.

### **Vehicle Access**

- ENG30. Construct a commercial crossover between the property boundary and the edge of Kingaroy St road pavement, having a minimum width of 7.2 metres, generally in accordance with IPWEA Std Dwg RS-051 Driveways: Heavy Duty Vehicle Crossing. Ensure that the crossover splay is designed to accommodate turning movements of Medium Rigid Vehicle.
- ENG31. Construct any new crossovers such that the edge of the crossover is no closer than 1 metre to any existing or proposed infrastructure, including any stormwater gully pit, manhole, service infrastructure (eg power pole, telecommunications pit), road infrastructure (eg street sign, street tree, etc).

### **Advice**

- ADV1. The currency period for this development approval is six (6) years starting the day that this development approval takes effect. (Refer to Section 85 "Lapsing of approval at end of currency period" of the *Planning Act 2016*.)
- 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. You are entitled to appeal against this decision. Attached is a copy of Chapter 6 of the Planning Act 2016 as regards Appeal Rights.
- ADV4. Telecommunication connections can be arranged by emailing [F1103721@team.telstra.com](mailto:F1103721@team.telstra.com) providing the following information:  
Full name;  
Address of property including state & postcode;  
Lot No's and Plan No's: and  
What the development is (units, subdivision, shop, etc)

ADV5. Council would encourage you to discuss the development with Ergon Energy upon receipt of this approval to facilitate the timely supply of electricity to the development. Connection of electricity can take up to eight (8) months from the date of application to Ergon Energy.

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**7.2.5 P&LM - 2409066 - Development Application for Building Work - Removal and Demolition of Building assessable against the local heritage register - 8965 Bunya Highway Benair - Lot 187 FY872 - MCU17/0007**

**Summary**

- Application for Building Work (Demolition Permit) to remove the existing hall from the subject site lodged with Council;
- The hall is located on a site listed on Council's Local Heritage Register (the Register) adopted on 21 September 2016;
- All applications for building work to demolish a building on a site listed in the Register requires assessment against the code for IDAS with Schedule 2 of the Queensland Heritage Regulation 2015, given that Council's adopted South Burnett Planning Scheme had not commenced at the time the application was made;
- Advice received from Dr Craig Barrett that drafted Council's Local Heritage Register confirmed that removal of the hall from the site will not result in adverse impacts on the heritage significance of the site and is acceptable; and
- Given that the hall is not considered significant in-itself and the fact that the community no longer considers the hall as important, the application is recommended for approval subject to reasonable and relevant conditions.

**Officer's Recommendation**

That Council *approve* the Development Application for Building Works (Demolition of a Local Heritage Registered Building) on Lot 187 FY872 located at 8965 Bunya Highway, Benair subject to the following conditions;

**General**

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions.
- GEN2. The development herein approved may not start until the following development permits have been issued and complied with as required:
- Development Permit for Building Works.
- GEN3. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.
- GEN4. Photographic evidence of the hall shall be provided to Council for preservation purposes prior the commencement and during the demolition. The photographs shall
-

record the hall, its construction, any features that pertained specifically to its use as part of the church complex and its overall setting.

**Council's advice to the applicant**

- ADV1. Section 85(1)(c) of the Planning Act 2016 provides that, if this approval is not acted upon within the period of 12 months the approval will lapse.
- ADV2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.
- ADV3. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**7.2.6 P&LM - 2373776 - Reconfiguration of a Lot application - 2 lots into 229 allotments plus park and buffer lot - 60 Clark & Swendson Road Kingaroy - Lots 2 & 3 RP215835 - Applicant: Wilson C/- Adamson Town Planning - ROLC2017/0014**

**Summary**

- The applicant submitted an application for a Development Permit for the Reconfiguration of a Lot (ROL) in accordance with the Preliminary Approval (229 residential allotments, plus park and buffer lots) overriding the Planning Scheme under 3.1.6 of the *Integrated Planning Act 1997* that was granted by the Planning & Environment Court (the Court) on 28 October 2010;
- The Preliminary Approval did not authorise development and required a further application for a Development Permit to Council that is Code Assessable and required referral to SARA as a Concurrence Agency;
- Given that the Preliminary Approval is about to lapse on 25 October 2017 and changes to the engineering and traffic requirements since the Preliminary Approval was issued by the Court, the applicant made application to the Court (an Originating Application) to extend the currency period for another ten (10) years and make minor changes to the conditions;
- This request is listed for mention in the Court on 18 October 2017;
- Given the request to the Court the applicant has requested that Council consider issuing a Preliminary Approval that is valid for 12 months to retain the currency of the Preliminary Approval issued by the Court and provide more time for Council to properly consider the application for a Development Permit;
- Should the Court refuse the applicant's request and should Council decide to issue a Preliminary Approval for the subdivision of the site, the applicant would be able to act on the preliminary approval and proceed with the development of the site once a subsequent Development Permit for reconfiguration is issued by Council;

- SARA provided approval to the ROL subject to conditions;
- It is recommended that Council **approve** a Preliminary Approval for Reconfiguring a Lot subject to reasonable and relevant conditions.

### Officer's Recommendation

That Council **issue a Preliminary Approval** for Reconfiguring a Lot – Subdivision (229 allotments) at Clark and Swendson Road, Kingaroy on land described as (Lots 2 & 3 on RP215835), subject to the following conditions –

#### General

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:
- Drawing No. 7011 1 Sheet 1 of 1 Rev A Titled – Proposed Subdivision Clark & Swendson Road Kingaroy.
- GEN2. The following information is to be submitted to and approved by Council prior to the lodgement of any subsequent Development Application for Reconfiguration of a Lot:
- Provide a Cadastral Plans showing the dimensions of the allotments and roads;
  - Traffic Assessment;
  - Stormwater Drainage and Flooding;
  - Water Supply;
  - Sewerage Reticulation; and
  - Bushfire Management Plan.

#### Advice

- ADV1. Section 341(2) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of 12 months the approval will lapse. Note that in accordance with Section 341(7) a related approval may extend the relevant (currency) period.
- ADV3. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding. A search can be arranged by visiting <http://www.datsima.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form.
- ADV4. 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.

**Resolution:**

*Moved Cr TW Fleischfresser, seconded Cr DA Potter.*

*That the Officer's Recommendation be adopted.*

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

**7.2.7 P&LM - 2355972 - Reconfiguration of a lot - Boundary Realignment & Material Change of Use - Rural Service Industry - peanut seed processing plant - 111555 Bunya Highway Kingaroy - 17 & 18 SP186414 - Crumpton & Sons - ROLC2017/0005**

**Summary**

**KEY POINTS**

- Application for a Development Permit for the Reconfiguration of a Lot (Boundary Realignment) and a Material Change of Use (Peanut Seed Processing Plant).
- The property is zoned Rural and the proposal is Code Assessable against the relevant codes in the Kingaroy Shire IPA Planning Scheme. The Material Change of Use is triggered as the use is defined as a Rural Services Industry on proposed Lot 8.
- The Reconfiguration of a Lot component involves two (2) parcels of land - Lot 17 which is vacant land and Lot 18 which previously operated as Carsburg Grains and Transport. The proposal will result in the reduction of the area of Lot 17 on SP186414 from 15.92Ha to 11.85Ha. The area of Lot 18 on SP186414 will increase from 3.93Ha to 8.1Ha (Peanut Seed Processing Plant).
- The proposal is considered to be an appropriate use of the site that has a rural amenity
- Conditions of approval are recommended to maintain the amenity of the area and potential impacts on the natural environment.
- Application is recommended for approval subject to reasonable and relevant conditions.

**Officer's Recommendation**

- A. That Council approve the applicants request for a Development Permit for the **Reconfiguration of a Lot (Boundary Realignment)** at Bunya Hwy, Kingaroy (Lot 17 SP186414) and 11155 Bunya Hwy, Kingaroy (Lot 18 SP186414) subject to the following conditions:

**General**

GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:

- Title: Boundary Realignment, Drawing No: 6464P/1, Sheet No: 1 or 1, Drawn: 30/1/2016, Drawn by: ONF Surveyors, Rev: -

**Survey Marks**

RAL1. Prior to the submission of the Survey Plan to Council, the applicant is to reinstate survey marks and install new survey marks in their correct position in accordance with the Survey Plan, and the work is to be certified in writing by a Licensed Surveyor.

**Natural Resources Valuation Fees**

RAL2. Payment of Department of Natural Resources and Mines valuation fees 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.

### Easement

RAL3. The hardstand area identified on the plan titled Boundary Realignment, Drawing No: 6464P/1, Sheet No: 1 or 1, dated 30/1/2016 on proposed Lot 7 shall be subject to an access easement in favour of proposed Lot 8. Alternatively the boundary of proposed Lot 8 may be amended to include the hard stand area wholly within proposed Lot 8.

### Advice

ADV1. The currency period for this development approval is four (4) years starting the day that this development approval takes effect. Section 341 (2) of the *Sustainable Planning Act 2009* provides the currency period in which the application will lapse.

ADV2. The Department of Infrastructure, Local Government and Planning has imposed conditions on the development permit and are attached as Appendix A.

ADV3. 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.

ADV4. You are entitled to appeal against this decision. Attached is a copy of Section 339 of the *Sustainable Planning Act 2009* as regards Appeal Rights.

B. That Council approve the applicants request for a Development Permit for a **Material Change of Use (Peanut Seed Processing Plant)** on proposed Lot 8 at Bunya Highway, Kingaroy described as Lot 17 SP186414 and 11155 Bunya Hwy, Kingaroy described as Lot 18 SP186414, subject to the following conditions:

### General

GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:

- Layout Title: Site Layout, Date: 20/03/17, Job No: 137CCRU-1, Sheet No: W-01 of 2, Drawn by: M O'Connor
- Layout Title: Site Plan, Date: 20/03/17, Job No: 137CCRU-1, Sheet No: W-02 of 2, Drawn by: M O'Connor

GEN2. The development herein approved may not start until the following development permits have been issued and complied with as required:  
- Development Permit for Building Works

GEN3. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.

GEN4. Dust prevention measures must be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent properties.

GEN5. Maintain the site in a clean and orderly state at all times.

- GEN6. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.
- GEN7. A survey plan must be submitted for Council sealing, with the proposed two lots as indicated on the submitted site plan as part of this development prior to the use of proposed Lot 8 for a Peanut Seed Processing Plant commence.

### **Landscaping**

- MCU1. A minimum 3m wide strip of landscaping is to be provided along the northern property boundary as per the detail in the following plan submitted:
- Layout Title: Site Plan, Date: 20/03/17, Job No: 137CCRU-1, Sheet No: W-02 of 2, Drawn by: M O'Connor
- MCU2. The site is to be landscaped in accordance with Planning Scheme Policy No. 5 – prior to commencement of the use.

### **Advertising Signage**

- MCU3. Any advertising devices are designed and located in accordance with the standards in Schedule 4.

### **Lighting**

- MCU4. The applicant is to ensure that all lighting is to be designed so that it does not adversely impact on any approaching aircraft safety.

### **Hours of Operation**

- MCU5. The hours of operation of the premises shall be from 7.00am to 5.00pm Monday to Friday exclusively.

### **General**

- ENG1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council.
- ENG2. Undertake Engineering designs and construction in accordance with the Kingaroy Planning Scheme, relevant Australian Standards, Codes of Practice, and relevant design manuals.
- ENG3. Submit to Council, Certification from a suitably qualified Engineer (RPEQ) that all works including but not limited to the earthworks and retaining wall on both proposed lots have been undertaken in accordance with the Kingaroy Planning Scheme, relevant Australian Standards, Codes of Practice and relevant design manuals and specifications, and to the conditions of this approval, prior to the use commencing.

### **Location, Protection and Repair of Damage to Council and Public Utility Services Infrastructure and Assets**

- ENG4. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG5. Be responsible for any alteration necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.
- ENG6. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

### **Earthworks and Retaining Walls**

- ENG7. The applicant must design and construct all operational works (earthworks) in accordance with Council requirements and accepted engineering practice including reference to Australian Standards, Codes of Practice and Industry Guidelines as nominated by Council.
- ENG8. Contain cut or fill batters wholly within the subject land. Do not place fill on adjacent properties without providing Council with written permission from the respective property owner(s).
- ENG9. Plant or material may only be stored on adjoining lands with the written permission from the respective property owner. No contaminated material may be placed on the site. Undertake any filling using inert materials only, with a maximum particle size of 75mm.
- ENG10. Ensure open drains and fill platforms are constructed with a longitudinal grade on no less than 0.1%.
- ENG11. Ensure retaining walls and earthworks batters designs do not adversely affect adjoining properties or services within the vicinity.
- ENG12. Ensure batters do not exceed a maximum slope of 25% (1 in 4). Where batter slopes exceed 1:4, the stability of the slopes must be certified by a suitably qualified RPEQ.
- ENG13. Contain any batters wholly within the proposed development site. Fill cannot be placed on adjacent properties without providing Council with written permission from the respective property owner(s).
- ENG14. Retaining walls over 1.0m in height are required to be certified by a suitably qualified RPEQ.

### **Stormwater Management**

- ENG15. Provide stormwater management generally in accordance with the approved Stormwater Management Report prepared by AT Consulting Engineers, Revision 1.0, dated 13/3/2017, subject to detailed design and except as altered by conditions of this development approval.
- ENG16. Provide overland flow paths that do not alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG17. Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

### **Lawful Point of Discharge**

- ENG18. Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).

### **Erosion and Sediment Control - General**

- ENG19. Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.
- ENG20. Remove and clean-up the sediment or other pollutants in the event that sediment or other pollutants are tracked or released onto adjoining streets or stormwater systems, at no cost to Council.

### **Environmental Health**

- ENG21. Undertake operations and construction work associated with this development to the requirements of Council including the following:
- a. do not cause nuisance to adjoining residents by the way of smoke, dust, stormwater discharge or siltation of drains, at any time, including non-working hours;
  - b. remove immediately, any material spilled or carried onto existing roads to avoid dust nuisance and ensure traffic safety; and
  - c. do not carry out works on Sundays or Public Holidays (unless approved otherwise by Council).

**Timing:** During construction and on-maintenance period and the establishment period of landscaping or areas disturbed during construction.

- ENG22. Do not release contaminants or contaminated water directly or indirectly from the land subject to this approval, or to the ground or groundwater at the land subject to this approval, except for:
- d. uncontaminated overland stormwater flow; and
  - e. uncontaminated stormwater to the stormwater system.

**Timing:** Prior to commencement of any works on-site, during works on-site and maintained for the period of the use of the development site.

### **Parking and Access - General**

- ENG23. Design all access driveways, circulation driveways, parking aisles and car parking spaces in accordance with Australian Standard 2890.1 - Parking Facilities - Off Street Car Parking.
- ENG24. Design and construct all driveway and parking areas to provide a dust suppressive gravel.
- ENG25. Ensure access to car parking spaces, vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.
- ENG26. Maintain dust suppression treatment to all internal roadways, and vehicle manoeuvring areas ensuring not to have an adverse impact on adjoining properties.

### **Parking and Access - Servicing**

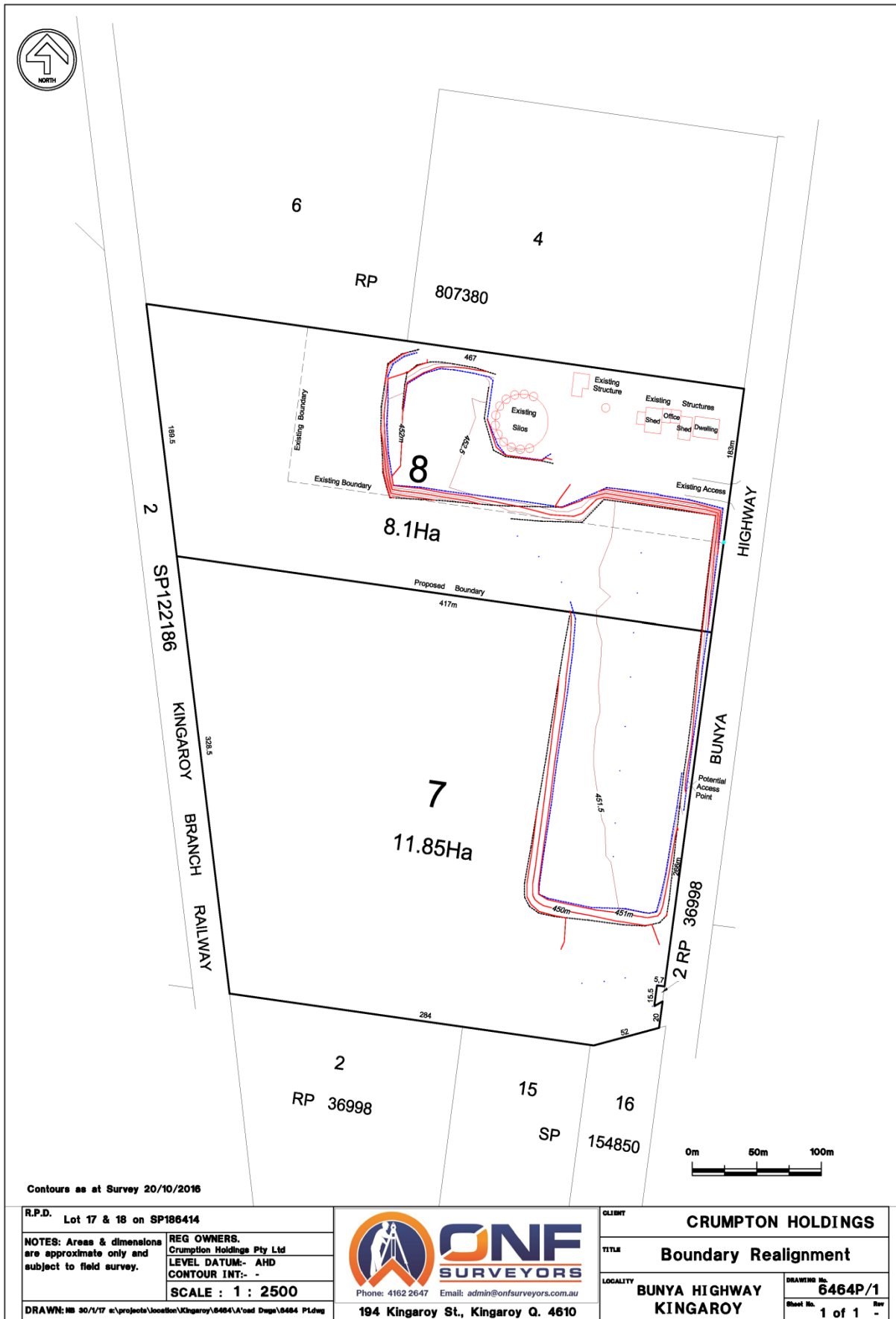
- ENG27. Design along the route to and from all loading bay facilities and the external road network, all access driveways, circulation driveways, parking aisles and the like with a layout that accommodates the turning movements of a Heavy Rigid Vehicle, and ensure that all vehicles are able to enter and exit the site in a forward direction.
- ENG28. Ensure loading and unloading operations are conducted wholly within the site and vehicles enter and exit the site in a forward direction.

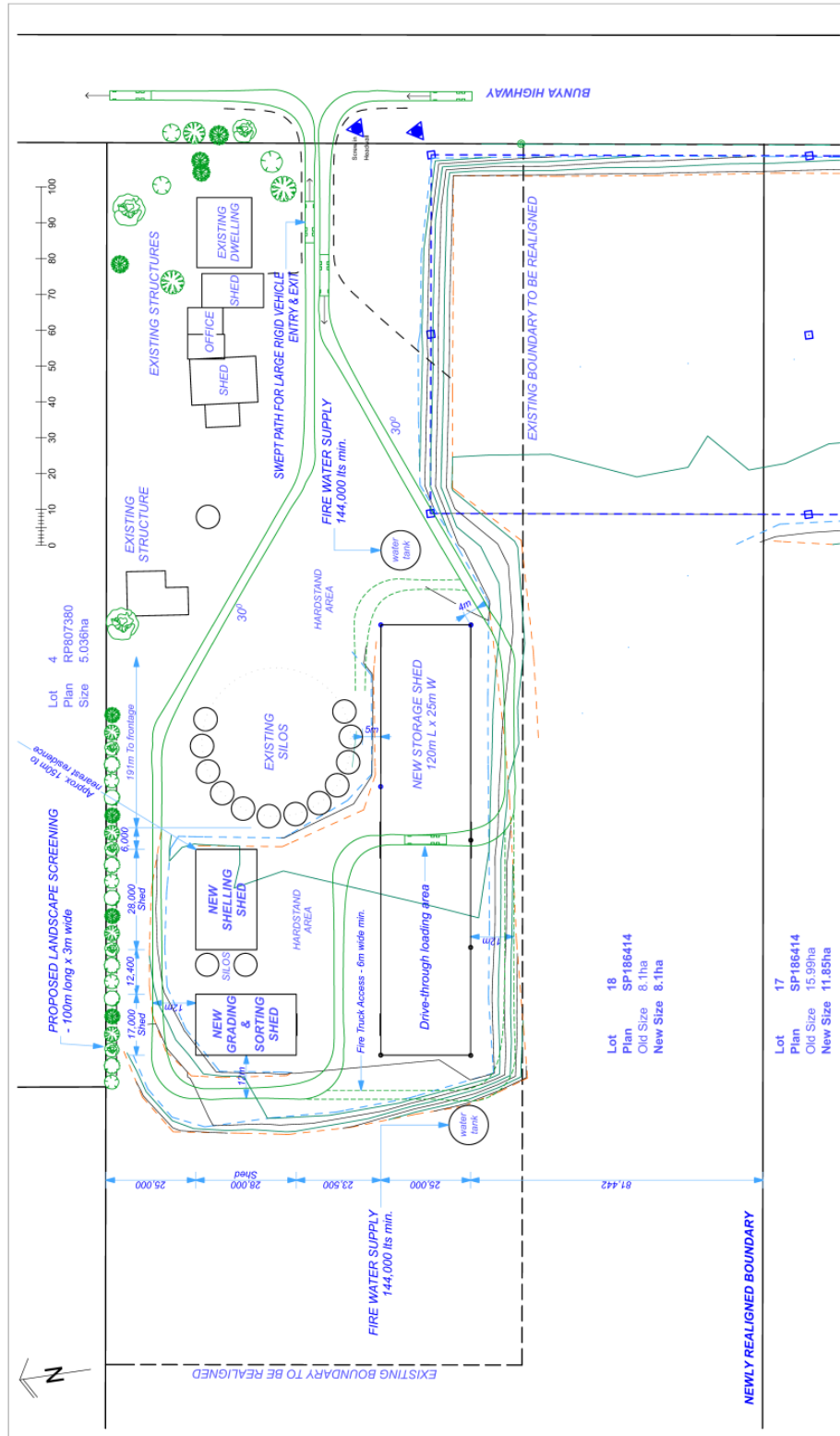
### **Advice**

- ADV1. The currency period for this development approval is four (4) years starting the day that this development approval takes effect. Section 341 (2) of the *Sustainable Planning Act 2009* provides the currency period in which the application will lapse.
- ADV2. The Department of Infrastructure, Local Government and Planning has imposed conditions on the development permit and are attached as Appendix A.

- ADV3. 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.
- ADV4. You are entitled to appeal against this decision. Attached is a copy of Section 339 of the *Sustainable Planning Act 2009* as regards Appeal Rights.

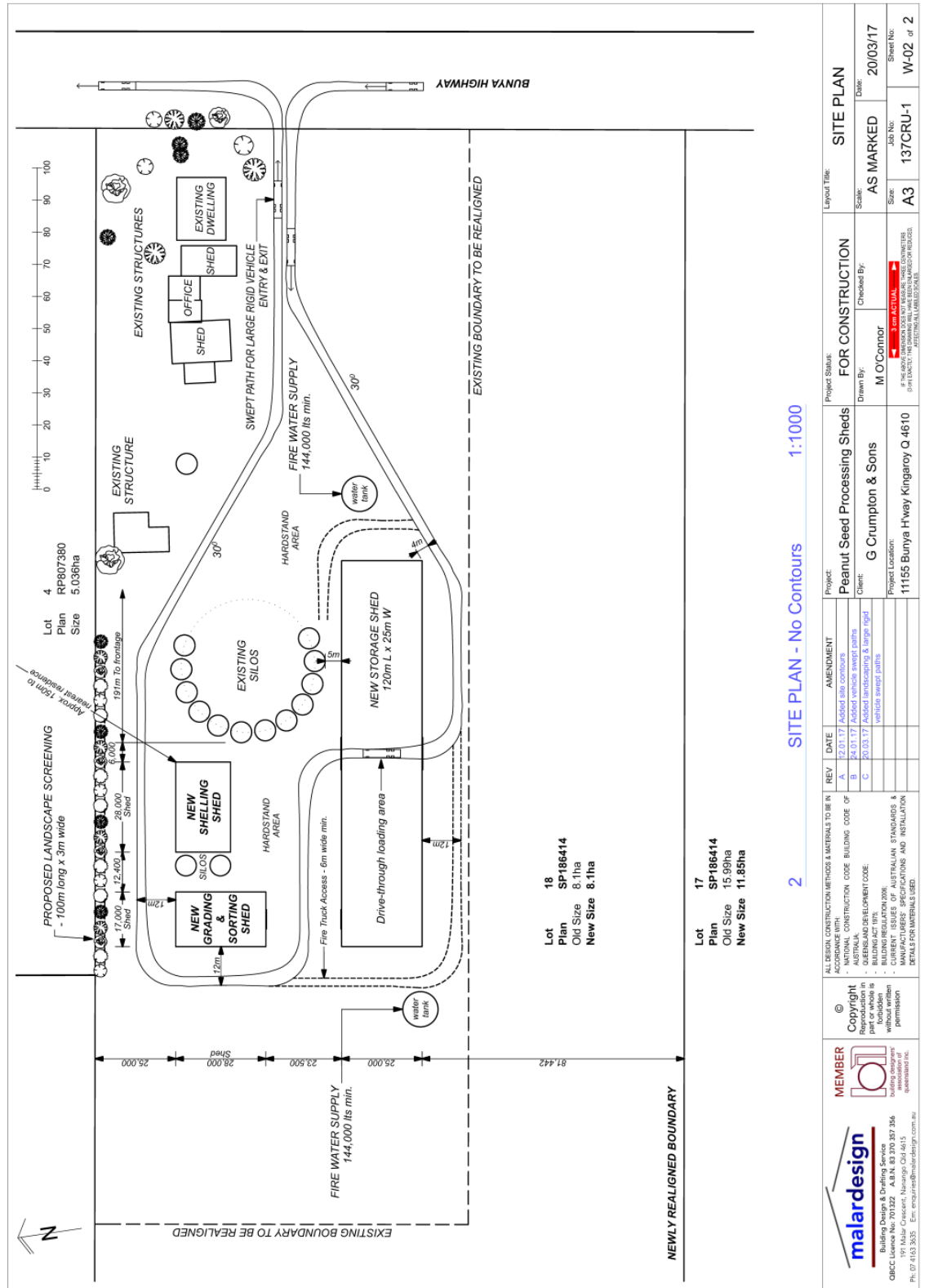
Proposal Plan





1 SITE LAYOUT 1:1000

 Building Design & Drafting Services QBCC Licence No: 701932 A.B.N. 83 370 387 236 191 Main Crescent, Nangoorah QLD 4615 Ph: 07 4163 3835 Em: enquiries@malardesign.com.au	MEMBER 	Copyright Reproduction in any form without written permission is prohibited	ALL DESIGN, CONSTRUCTION METHODS & MATERIALS TO BE IN ACCORDANCE WITH: - AUSTRALIAN STANDARD AS/NZS 1170 - AUSTRALIAN STANDARD AS/NZS 1171 - QUEENSLAND DELEGATED CODE - BUILDING ACT 1975 - CURRENT ISSUES OF AUSTRALIAN STANDARDS & MANUFACTURERS' SPECIFICATIONS AND INSTALLATION DETAILS FOR MATERIALS USED.	REV A DATE 22.01.17 AMENDMENT ASSESS job contours	PROJECT STATUS: FOR CONSTRUCTION	LAYOUT TITLE: SITE LAYOUT
				REV B DATE 24.01.17 AMENDMENT Added vehicle swept paths	PROJECT: Peanut Seed Processing Sheds	SCALE: AS MARKED
		REV C DATE 20.03.17 AMENDMENT Added landscaping & large rigid vehicle swept paths	CLIENT: G Crumpton & Sons	DRAWN BY: M O'Connor	CHECKED BY:	DATE: 20/03/17
			PROJECT LOCATION: 11555 Bunya Hwy Kingaroy Q 4610	JOB NO: 137CRU-1	SHEET NO: W-01 of 2	



Source: Applicant



**Resolution:**

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

*That the Officer's Recommendation be adopted subject to the inclusion of the words "and southern property" immediately before the word "boundary" in Condition MCU1 - Landscaping.*

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

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

**8.1 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.

**Resolution:**

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

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

**Kingaroy Wastewater Treatment Plant**

*The new Kingaroy Wastewater Treatment Plant was awarded the Infrastructure Project Innovation Award at the recent Australian Water Association Queensland branch awards night. The project was recognised for being Australia's first aerobic granular sludge wastewater plant.*

*The project will now go on to compete at the National level with the winners announced at the Australian Water Associations national conference, OzWater, which is being held in Brisbane next year.*

**General Information**

*Work has commenced on assessing and developing a robust cost estimate for building a pipeline to supply Nanango with water from the new Gordonbrook Water Treatment Plant.*

*Work crews have also been kept busy responding to some large water main breaks caused by the dry conditions and soil movement. It is hoped that the recent rain will help with this issue.*

*The Water and Wastewater team have also completed submitting all of the operational data to the Department of Energy and Water as required by numerous pieces of legislation. This data will also formulate part of the teams annual report on compliance with the Customer Service Standards which will be published on the internet later this year.*

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

## **8.2 Water & Waste Water (W&WW)**

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

#### **8.2.1 W&WW - 2412328 - Swickers Kingaroy Bacon Factory Pty Ltd - Reduction in Water Consumption Charges**

### **Summary**

A request has been received from Swickers Kingaroy Bacon Factory Pty Ltd to charge the Tier 1 charge of \$1.42 for all their water consumption.

The current dry period has severely impacted their own internal water supply causing Swickers to rely more heavily on the town water supply to maintain their business. As a result the cost for water under Council's current tier structure would rise significantly affecting the sustainability of their operations.

Based on the volumes predicted the extra consumption would generally offset any impact on council's budget as a result of agreeing to the request to only charge the Tier 1 charge.

Swickers are the largest employer in the South Burnett and their economic benefit to the region is significant. The granting of this concession aligns strongly with Council's Corporate Plan Goal for a strong and sustainable regional economy.

### **Officer's Recommendation**

That

- in accordance with Part 10 of the *Local Government Regulation 2012* Council agree to charge the Tier 1 charge of \$1.42 for all water consumption used by Swickers Kingaroy Bacon Factory Pty Ltd during the period 1 September 2017 to 31 December 2017.
- the situation be reviewed in January 2018 to ascertain if the concession be extended for a further six (6) months period
- the Chief Executive Officer and Manager Water and Waste Water discuss options for onsite storage at Swickers to assist with the off take from the water main

### **Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**ADJOURNMENT:**

**Motion:**

*Moved Cr TW Fleischfresser, seconded Cr DA Potter.*

*That the meeting adjourn for twenty (20) minutes*

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

**RESUMPTION:**

**Motion:**

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

*That the meeting resume at 10.58am with attendance as previous to the adjournment*

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

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

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

**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.

**Resolution:**

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

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

**Natural Resource Management**

**Weed Control**

*Staff have been inspecting properties and assisting landholders with treatment advice and equipment loan to control Mother of Millions. Contractors have been treating tree pear on local roads across the region.*

**Feral animal control programs**

*Fifty four landholders participated in the September coordinated 1080 baiting program to control wild dogs and feral pigs. Baits were distributed by landholders on a total of 152 properties covering an area of 58,000 hectares.*

*Council assisted landholders in the Kingaroy area with the loan of Rabbit traps. Four rabbits were trapped, injected with the new K5 Calici virus and released.*

### **Wandering livestock**

*Officers were called to contain wandering cattle in Wondai, Nanango, Coolabunia, Blackbutt, Ballogie and Murgon. Two Horses have been impounded after being found on private property in the South Nanango area.*

### **Coolabunia Saleyards**

*The Bunya Droughtmaster Bull sale held on 2<sup>nd</sup> September attracted a total of 91 Bulls with the top price bull going for \$12,500. The Coolabunia All Breeds Bull and Female Sale on the 30<sup>th</sup> September attracted 44 Bulls and 6 horses. The top price bull sold for \$6,500.*

*Fortnightly sale numbers decreased in September as a result of dry conditions, however prices have remained stable. Saleyard staff dipped and inspected 370 head this month.*

### **Works 4 Queensland – update**

#### **Boondooma Dam**

*Work has now commenced at Boondooma Dam on reinstating the drainage.*

*Caretakers Residence has received a fresh coat of oil to the exterior.*

*Kiosk internally will be painted and cabins 1-5 will be re-oiled.*

#### **Park & Gardens**

##### **Kingaroy**

*Kingaroy staff have been continuing with their maintenance program including repairing and painting picnic tables in Memorial Park and Senior Citizen Park. They have removed turf at forecourt and prepped ready to lay new turf next week (was planned for last week but rain got in the way). Old turf was relocated to BP Park drain to try to stop the washout of the drain. Replanted gardens at Commonwealth Bank, Apex Park and VIC. Painted Gazebo at Taabinga cemetery. Cleaned out and refilled soft-fall bark at Kumbia Park and Apex Park Flying Fox / Cableway. Traffic Island mowing. Spraying of CBD. CRS's and Tree maintenance. Ride on mowers have just started up again for the season. Ongoing works at Memorial Park Rotunda refurbishment. Also general maintenance.*

##### **Murgon & Wondai**

*General maintenance programs are continuing with the commencement of the Spring Maintenance Program. Staff are preparing the gardens and town entrances and park for the expected storm season with mowing and grounds maintenance being a high priority.*

##### **Proston & Dams**

*The Boondooma Dam bunkhouse recently received new linen due to the high demand and back-to-back bookings over the school holidays due to the new fees and charges review.*

*The Golden Lure tournament 21 & 22 October 2017 at Boondooma is progressing nicely with approximately 38 teams already registered.*

##### **Nanango & Blackbutt**

*Staff have been busy assisting in the laying of turf at the Blackbutt Hall as part of the Relocation Project.*

*Nanango staff have commenced with the replanting of the annual flowers in the township.*

**Rail Trail**

The Kingaroy to Kilkivan Rail Trail was officially opened by Fiona Bowden from the Minister's Office on the 22<sup>nd</sup> of September in Kilkivan. The launch of the South Burnett Rail Trail was a spectacular event for our region on the 1<sup>st</sup> of October. Congratulations Cr Jones and Barry Krosch for making the whole journey on bikes for charity. Congratulations to all of the towns that got involved and hosted events, Kingaroy, Wooroolin, Wondai & Murgon. I would particularly like to thank the committee that I chaired, Cr Danita Potter, Cr Roz Frohloff, Kristy Board, Julie Foley and Stacey Perrett. We had hundreds of bikers, runners & walkers, penny farthings and even horses from the Goomeri side. We had amazing positive feedback about the whole event. It was a great day for the South Burnett.

Carried 7/0

FOR VOTE - Councillors voted unanimously

**10. Portfolio - Finance, ICT & Human Resources****10.1 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.

**Resolution:**

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

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

**Financial Report**

*The financial statements are as at the 30 September 2017.*

*The financial results are performing to target with 25% of the year completed. Some of the revenue and expenditure items do not perform on a straight line basis with revenue items reflected when billing occurs and extraordinary expenditure being recognised at the time. For example,*

<i>Rates, levies and charges reflects the first levy at</i>	<i>50%</i>
<i>Fees and charges reflects activity to date at</i>	<i>28%</i>
<i>Other Income also reflects activity to date at</i>	<i>38%</i>

*While the Employee Benefit expense shows the effect of the recent redundancy program and will smooth out over time.*

**Ratios**

*All indicators are within the desired range while the Current Ratio is outside range due to the recent rates received and this is a favourable result which will again move back within the limits as the year progresses.*

### **Capex Report**

The capex report for this month has been included for the information of Council. Actual expenditure at the end of September was \$5.384m of a total available budget of \$35.358m after the first quarter review is adopted by Council. It is important to note that the 1<sup>st</sup> quarter revised budget includes the total estimate Works for Queensland Round 2 Projects however these projects are due for completion over two financial years.

### **1<sup>st</sup> Quarter Budget Review**

#### **Operating Budget**

This review has changed the bottom line budget surplus from \$577,665 to \$561,614 a small swing of \$16,051. The change between General Operations and Plant and Fleet was due to end of quarter internal transactions for overheads. Of note is the result for Plant and Fleet Operations, that result will be reviewed into surplus in the 6 month budget review. Table of results is included in a separate report to today's meeting.

#### **Capital Budget**

First quarter revision adjustments are represented by the inclusion of W4Q Round 1 predicted 2017/2018 expenditure and the addition of W4Q Round 2 projects.

Other major adjustments to the first quarter include the addition of:

- \$200,000 to Kingaroy Water - Gordonbrook Dam Spillway; and
- \$500,000 to Kingaroy Wastewater - Completion of the Kingaroy Wastewater Treatment plant which will focus on the irrigation pond refurbishment, irrigation upgrades and laboratory fitouts.

#### **Works for Queensland**

All approved projects for Round 1 will be completed by the due date of 30 November 2017.

#### **Rating and Rate Recovery**

At the conclusion of the recent rate discount period approximately 85% of rates had been paid. This is the usual take up during the discount period. First reminder letters were sent on Monday 9 October with the second reminder letter to be forwarded in about the 2<sup>nd</sup> or 3<sup>rd</sup> week of November.

The rate recovery process will continue after that with the first set of outstanding rates to be forwarded the external collection agency Recoveries and Reconstruction for processing.

#### **External Audit**

The external auditors completed the audit and the audited Financials for the year ending 30 June 2017 were signed by the milestone date of 6 October 2017. No unexpected issues were identified which is well done to the staff in achieving what is expected to be an unqualified audit result.

The Audit highlighted the need to renew Council's Asset Management Plans which council has acknowledged and is already in progress. Consultants have been recently appointed to assist in the renewal of these plans which is to progressively occur over the next 3 years in accordance with the Asset Management Strategy.

The Audit also accepted the Business Continuity Plan but noted that the plan is yet to be tested and that further documentation is required for an IT specific plan. That specific plan will be developed during the year as part of the capital investment to duplicate the IT system in Nanango.

#### **Human Resources**

Recent visit by the Enforceable Undertaking Auditor went well. He was impressed by the commitment across the organisation to Zero Harm at work. A number of items from the EU are in process. All new fleet purchases have sensory equipment fitted, the work experience student has

*been working in the waste area, completing a number of risk assessments and the student Bursary has been accepted.*

*The Beakon roll out is continuing to go well and many contractors are now 'on the system' to ensure compliance with Councils requirements.*

*The HR staff continue to promote the Zero harm message and are always pleased when we have weeks with no incidents to report.*

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

**10.2 Finance (F)**

***Officer's Reports***

**10.2.1 F - 2412733 - Monthly Financial Statements**

**Summary**

The following information provides a Council's position as at 30 September 2017.

**Officer's Recommendation**

That the Monthly Financial Report as at 30 September 2017 be received and noted.

Key Performance Indicators

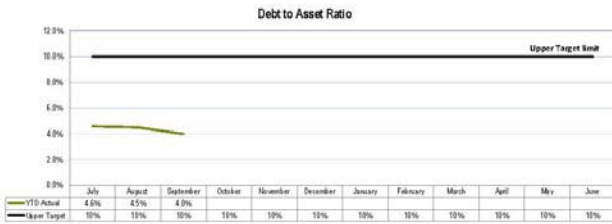
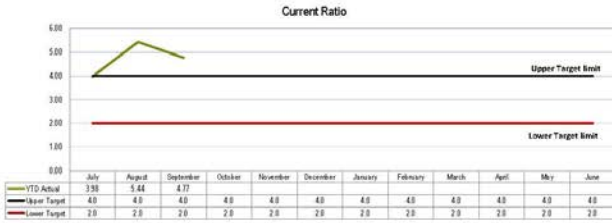
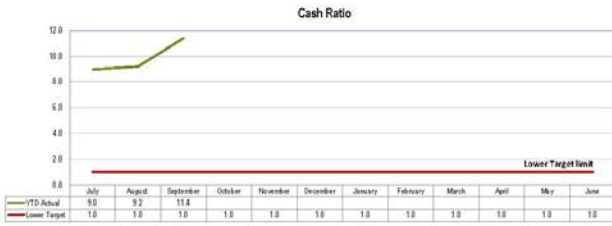
Key Performance Indicators - Monthly Reporting

Ratio	Description	Formula	SBRC's Target	Status	Sep-17	Comments
Cash Ratio	Number of months operating expenditure covered by total cash held	$\frac{\text{Cash Held}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 1 months	✓	11.4	
Operating Cash Ratio	Number of months operating expenditure covered by working cash held	$\frac{\text{Cash Held} - \text{Restricted Cash}}{(\text{Total Operating Expense} - \text{Depreciation}) / \text{Number of Periods}}$	Target greater than or equal to 1 months	✓	5.5	
Current Ratio (Working Capital Ratio)	This measures the extent to which Council has liquid assets available to meet short term financial obligations	$\frac{\text{Current Assets}}{\text{Current Liabilities}}$	Target between 2.0 & 4.0	✗	4.77	This will move back into range as cash is spent between this month and the next levy.
Funded Long Term Liabilities	Percentage of Restricted Cash and Long Term Liabilities backed by Cash	$\frac{\text{Cash Held}}{\text{Restricted Cash} + \text{Non} - \text{Current Borrowings}}$	Target greater than or equal to 59%	✓	80%	
Debt Servicing Ratio	This indicates Council's ability to meet current debt instalments with recurrent revenue	$\frac{\text{Interest Expense} + \text{Loan Redemption}}{\text{Total Operating Revenue}}$	Target less than or equal to 10%	✓	2.1%	
Cash Balance -\$M	Total Cash that Council held	$\text{Cash Held at Period End}$	Target greater than or equal to \$23M \$	✓	46.88	
Debt to Asset Ratio	To what extent our debt will be covered by total assets	$\frac{\text{Current and Non-Current Loans}}{\text{Total Assets}}$	Target less than or equal to 10%	✓	4.0%	
Operating Performance Ratio	This ratio provides an indication of Council's cash flow capabilities	$\frac{\text{Net Cash from Operations} + \text{Interest Revenue and Expense}}{\text{Cash Operating Revenue} + \text{Interest Revenue}}$	Target greater than or equal to 20%	-	-	No Cash Flow data for monthly basis
Interest Coverage Ratio	This ratio demonstrates the extent which operating revenues are being used to meet the financing charges	$\frac{\text{Net Interest Expense on Debt Service}}{\text{Total Operating Revenue}}$	Target between 0% and 5%	✗	7.3%	Total operating revenue reflects 6 months of rates.



## Graphs – Key Performance Indicators

### Graphs - Key Performance Indicators



## Statement of Comprehensive Income

**Statement of Comprehensive Income**

as at 30 September 2017

25% of Year Complete

	2017	Original Budget	Variance
	\$	\$	%
<b>Income</b>			
<b>Revenue</b>			
<b>Recurrent Revenue</b>			
Rates, levies and charges	22,866,420	45,388,370	50%
Fees and charges	1,093,689	3,957,710	28%
Rental Income	111,946	491,725	23%
Interest received	166,704	1,036,586	16%
Sales revenue	710,880	3,014,212	24%
Other Income	150,331	395,251	38%
Grants, Subsidies, Contributions & Donations	1,694,892	7,357,573	23%
	<u>26,794,862</u>	<u>61,641,427</u>	
<b>Capital Revenue</b>			
Grants, Subsidies, Contributions & Donations	6,304,993	4,616,677	137%
<b>Total Revenue</b>	<u>33,099,856</u>	<u>66,258,104</u>	
<b>Capital Income</b>			
<b>Total Income</b>	<u>33,099,856</u>	<u>66,258,104</u>	
<b>Expenses</b>			
<b>Recurrent Expenses</b>			
Employee benefits	6,468,867	22,626,176	29%
Materials and services	5,491,735	21,511,372	26%
Finance costs	366,053	2,093,111	17%
Depreciation and amortisation	3,708,276	14,833,103	25%
	<u>16,034,931</u>	<u>61,063,762</u>	
<b>Capital Expenses</b>			
	(230,165)	(475,475)	48%
<b>Total Expense</b>	<u>15,804,766</u>	<u>60,588,287</u>	
<b>Net Result</b>	<u>17,295,090</u>	<u>5,669,817</u>	

## Statement of Financial Position

**Statement of Financial Position**

as at 30 September 2017

	2017	Original Budget
	\$	\$
<b>Current Assets</b>		
Cash and Cash Equivalents	46,881,124	28,727,735
Trade and Other Receivables	11,484,397	6,005,083
Inventories	1,161,631	1,218,556
Investments	-	-
<b>Total Current Assets</b>	<u>59,527,152</u>	<u>35,951,375</u>
<b>Non-Current Assets</b>		
Trade and other receivables	4,583	-
Property, Plant and Equipment	883,774,846	905,224,735
Intangible Assets	8,631,033	8,084,869
<b>Total Non-Current Assets</b>	<u>892,410,463</u>	<u>913,309,604</u>
<b>TOTAL ASSETS</b>	<u>951,937,616</u>	<u>949,260,979</u>
<b>Current Liabilities</b>		
Trade and other payables	5,030,027	4,832,251
Borrowings	3,889,377	2,387,352
Provisions	3,558,462	3,467,682
Unearned Revenue	127,440	-
<b>Total Current Liabilities</b>	<u>12,477,866</u>	<u>10,687,284</u>
<b>Non-Current Liabilities</b>		
Borrowings	34,635,349	38,267,463
Provisions	11,886,127	12,081,756
Unearned Revenue	2,114,943	-
<b>Total Non-Current Liabilities</b>	<u>46,521,476</u>	<u>50,349,219</u>
<b>TOTAL LIABILITIES</b>	<u>61,241,725</u>	<u>61,036,504</u>
<b>NET COMMUNITY ASSETS</b>	<u>890,695,891</u>	<u>888,224,475</u>
<b>Community Equity</b>		
Asset Revaluation Surplus	447,831,130	447,079,656
Retained Surplus/(Deficiency)	442,864,761	441,144,819
<b>TOTAL COMMUNITY EQUITY</b>	<u>890,695,891</u>	<u>888,224,475</u>

**Resolution:**

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

*That the Monthly Financial Report as at 30 September 2017 be received and noted.*

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

**10.2.2 F - 2412867 - First Quarter Review of Operating and Capital Budgets****Summary****Operating Budget**

A review of the 2018 Budget has been undertaken as at 30 September 2017. The amended Operational Budget results in an operating surplus of \$ 561,614.

The table below shows the projected changes compared to the original budget:

	<b>Original</b>	<b>Proposed</b>	<b>Inc (Dec)</b>
General Operations	(250,433)	(148,463)	101,970
Plant and Fleet	48,140	(60,881)	(109,021)
Water	88,723	88,723	0
Waste Water	513,466	513,466	0
Waste	177,769	168,769	(9,000)
	<b>577,665</b>	<b>561,614</b>	<b>(16,051)</b>

**Capital Budget**

The Capital Budget first quarter revision report is attached.

First quarter revision adjustments are represented by the inclusion of W4Q Round 1 predicted 2017/2018 expenditure and the addition of W4Q Round 2 projects.

Other major adjustments to the first quarter include the addition of:

- \$200,000 to Kingaroy Water - Gordonbrook Dam Spillway; and
- \$500,000 to Kingaroy Wastewater - Completion of the Kingaroy Wastewater Treatment plant which will focus on the irrigation pond refurbishment, irrigation upgrades and laboratory fitouts.

**Officer's Recommendation**

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

**Budget Comprehensive Income Statement**

	2017/2018 YTD Actuals	2017/2018 Original Budget	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
<b>REVENUE</b>											
<b>Recurrent Revenue</b>											
Fees & Charges	919,754	3,957,710	4,036,864	4,117,597	4,199,946	4,283,939	4,369,613	4,457,004	4,546,147	4,637,071	4,729,811
Interest Received	165,354	1,036,586	1,056,958	1,077,738	1,098,933	1,120,552	1,142,602	1,165,095	1,188,036	1,211,437	1,235,307
Other Income	117,517	395,251	399,587	407,577	415,729	424,041	432,521	441,170	449,991	458,991	468,167
Rates, Levies & Charges	23,955,011	45,388,370	46,516,781	47,601,659	48,480,477	49,376,871	50,291,193	51,223,803	52,175,061	53,145,345	54,135,033
Rental Income	115,103	491,725	501,559	511,589	521,819	532,255	542,900	553,757	564,832	576,128	587,651
Sales Revenue	611,710	3,014,212	3,018,796	3,023,472	3,028,242	3,033,107	3,038,069	3,043,130	3,048,293	3,053,559	3,058,930
Grants, Subsidies, Contributions & Donations	1,352,744	7,357,573	7,193,497	7,268,787	7,344,903	7,421,854	7,499,651	7,578,306	7,657,824	7,738,217	7,819,498
<b>Total Recurrent Revenue</b>	<b>27,237,192</b>	<b>61,641,427</b>	<b>62,724,042</b>	<b>64,008,419</b>	<b>65,090,049</b>	<b>66,192,619</b>	<b>67,316,549</b>	<b>68,462,265</b>	<b>69,630,184</b>	<b>70,820,748</b>	<b>72,034,397</b>
<b>Capital Revenue</b>											
Grants, Subsidies, Contributions & Donations	1,747,090	4,616,677	1,957,211	1,996,355	2,036,282	2,077,007	2,118,547	2,160,918	2,204,136	2,248,219	2,293,183
<b>Total Revenue</b>	<b>28,984,281</b>	<b>66,258,104</b>	<b>64,681,253</b>	<b>66,004,774</b>	<b>67,126,331</b>	<b>68,269,626</b>	<b>69,435,096</b>	<b>70,623,183</b>	<b>71,834,320</b>	<b>73,068,967</b>	<b>74,327,580</b>
<b>Capital Income</b>											
Capital Income	8,084,501	475,475	466,350	466,452	466,556	466,662	466,770	466,880	466,993	467,108	467,225
<b>TOTAL INCOME</b>	<b>20,899,780</b>	<b>66,733,579</b>	<b>65,147,603</b>	<b>66,471,226</b>	<b>67,592,887</b>	<b>68,736,288</b>	<b>69,901,866</b>	<b>71,090,063</b>	<b>72,301,313</b>	<b>73,536,075</b>	<b>74,794,805</b>
<b>EXPENSES</b>											
<b>Recurrent Expenses</b>											
Depreciation	2,472,184	14,833,103	15,058,000	15,286,690	15,519,244	15,755,730	15,996,227	16,240,802	16,489,527	16,742,479	16,999,738
Donations	127,251	467,139	524,091	534,570	545,260	556,164	567,288	578,633	590,209	602,012	614,052
Employee Benefits	4,683,877	22,626,176	22,248,192	22,631,824	23,064,457	23,546,141	24,017,074	24,497,419	24,987,372	25,487,119	25,996,857
Finance Costs	349,658	2,093,111	2,163,698	2,253,638	2,279,197	2,218,435	2,057,527	1,888,630	1,719,651	1,544,456	1,532,202
Materials & Services	4,085,567	21,044,233	21,204,466	21,618,231	22,041,197	22,473,590	22,915,643	23,367,564	23,829,638	24,302,028	24,785,067
<b>Total Recurrent Expenses</b>	<b>11,718,537</b>	<b>61,063,762</b>	<b>61,198,447</b>	<b>62,324,953</b>	<b>63,469,355</b>	<b>64,550,060</b>	<b>65,553,759</b>	<b>66,573,048</b>	<b>67,616,397</b>	<b>68,678,094</b>	<b>69,927,916</b>
<b>TOTAL EXPENSES</b>	<b>11,718,537</b>	<b>61,063,762</b>	<b>61,198,447</b>	<b>62,324,953</b>	<b>63,469,355</b>	<b>64,550,060</b>	<b>65,553,759</b>	<b>66,573,048</b>	<b>67,616,397</b>	<b>68,678,094</b>	<b>69,927,916</b>
<b>Net Operating Surplus</b>	<b>9,181,243</b>	<b>5,669,817</b>	<b>3,949,156</b>	<b>4,146,273</b>	<b>4,123,532</b>	<b>4,186,228</b>	<b>4,348,107</b>	<b>4,517,015</b>	<b>4,684,916</b>	<b>4,857,981</b>	<b>4,866,889</b>

## 2017/2018 Capex Report for Council

	2017/18 Adopted Budget	2016/17 Budget Carryover	First Quarter Budget Adjustments	Total Available Budget	2017/18 Actual Expenditure
<b>Buildings &amp; Other Structures</b>					
<b>Admin Office - Kinga</b>	45,000.00	301,000.00	-	346,000.00	31,868.00
	<b>45,000.00</b>	<b>301,000.00</b>	<b>-</b>	<b>346,000.00</b>	<b>31,868.00</b>
<b>Admin Office - Nanan</b>	100,000.00	180,000.00	-	280,000.00	-
	<b>100,000.00</b>	<b>180,000.00</b>	<b>-</b>	<b>280,000.00</b>	<b>-</b>
<b>Aerodromes - Nanango</b>	60,000.00	-	-	60,000.00	-
	<b>60,000.00</b>	<b>-</b>	<b>-</b>	<b>60,000.00</b>	<b>-</b>
<b>Cemeteries - Kingaro</b>	55,000.00	-	-	55,000.00	-
	<b>55,000.00</b>	<b>-</b>	<b>-</b>	<b>55,000.00</b>	<b>-</b>
<b>Cemeteries - Murgon</b>	10,000.00	45,000.00	-	55,000.00	-
	<b>10,000.00</b>	<b>45,000.00</b>	<b>-</b>	<b>55,000.00</b>	<b>-</b>
<b>Cemeteries - Proston</b>	10,000.00	-	-	10,000.00	-
	<b>10,000.00</b>	<b>-</b>	<b>-</b>	<b>10,000.00</b>	<b>-</b>
<b>Depot - Nanango</b>	-	30,000.00	-	30,000.00	-
	<b>-</b>	<b>30,000.00</b>	<b>-</b>	<b>30,000.00</b>	<b>-</b>
<b>Depot - Kingaroy</b>	100,000.00	-	-	100,000.00	-
	<b>100,000.00</b>	<b>-</b>	<b>-</b>	<b>100,000.00</b>	<b>-</b>
<b>Depot - Wondai</b>	-	53,500.00	-	53,500.00	974.43
	<b>-</b>	<b>53,500.00</b>	<b>-</b>	<b>53,500.00</b>	<b>974.43</b>
<b>SES- Nanango</b>	-	120,000.00	-	120,000.00	166,597.73
	<b>-</b>	<b>120,000.00</b>	<b>-</b>	<b>120,000.00</b>	<b>166,597.73</b>
<b>Hall - Kingaroy Town</b>	35,000.00	88,000.00	-	123,000.00	88,431.82
	<b>35,000.00</b>	<b>88,000.00</b>	<b>-</b>	<b>123,000.00</b>	<b>88,431.82</b>
<b>Hall - Wondai Memori</b>	30,000.00	-	-	30,000.00	-
	<b>30,000.00</b>	<b>-</b>	<b>-</b>	<b>30,000.00</b>	<b>-</b>
<b>Hall - Blackbutt Mem</b>	500,000.00	215,000.00	- 360,000.00	355,000.00	144,459.63
	<b>500,000.00</b>	<b>215,000.00</b>	<b>- 360,000.00</b>	<b>355,000.00</b>	<b>144,459.63</b>
<b>Museum - Nanango Rin</b>	305,000.00	30,000.00	- 30,000.00	305,000.00	-
	<b>305,000.00</b>	<b>30,000.00</b>	<b>- 30,000.00</b>	<b>305,000.00</b>	<b>-</b>
<b>Parks &amp; Gardens</b>	-	137,000.00	-	137,000.00	341,998.11
	<b>-</b>	<b>137,000.00</b>	<b>-</b>	<b>137,000.00</b>	<b>341,998.11</b>
<b>Priv Hospital - Buil</b>	100,000.00	137,150.00	- 46,750.00	190,400.00	-
	<b>100,000.00</b>	<b>137,150.00</b>	<b>- 46,750.00</b>	<b>190,400.00</b>	<b>-</b>
<b>Saleyards - Coolabun</b>	17,000.00	-	-	17,000.00	-
	<b>17,000.00</b>	<b>-</b>	<b>-</b>	<b>17,000.00</b>	<b>-</b>



	2017/18 Adopted Budget	2016/17 Budget Carryover	First Quarter Budget Adjustments	Total Available Budget	2017/18 Actual Expenditure
<b>Swimming Pool - King</b>	400,000.00	-	-	400,000.00	91,236.00
	<b>400,000.00</b>	-	-	<b>400,000.00</b>	<b>91,236.00</b>
<b>Swimming Pool - Murg</b>	150,000.00	-	-	150,000.00	138,229.10
	<b>150,000.00</b>	-	-	<b>150,000.00</b>	<b>138,229.10</b>
<b>Swimming Pool - Nana</b>	100,000.00	-	-	100,000.00	12,142.89
	<b>100,000.00</b>	-	-	<b>100,000.00</b>	<b>12,142.89</b>
<b>Tourism - Yallakool</b>	47,000.00	7,000.00	-	54,000.00	-
	<b>47,000.00</b>	<b>7,000.00</b>	-	<b>54,000.00</b>	-
<b>Tourism - Lake Boon</b>	-	76,500.00	-	76,500.00	1,728.29
	-	<b>76,500.00</b>	-	<b>76,500.00</b>	<b>1,728.29</b>
<b>Public Conveniences</b>	15,000.00	120,000.00	-	135,000.00	12,404.23
	<b>15,000.00</b>	<b>120,000.00</b>	-	<b>135,000.00</b>	<b>12,404.23</b>
<b>Sp/ground-Hivesville</b>	7,000.00	-	-	7,000.00	-
	<b>7,000.00</b>	-	-	<b>7,000.00</b>	-
<b>Tennis Courts - Reg</b>	-	50,000.00	-	50,000.00	-
	-	<b>50,000.00</b>	-	<b>50,000.00</b>	-
<b>W4Q - Round 1</b>	-	-	611,100.00	611,100.00	355,967.67
	-	-	<b>611,100.00</b>	<b>611,100.00</b>	<b>355,967.67</b>
<b>W4Q - Round 2</b>	-	-	1,084,500.00	1,084,500.00	-
	-	-	<b>1,084,500.00</b>	<b>1,084,500.00</b>	-
<b>Parks - Kingaroy</b>	5,000.00	73,000.00	-	78,000.00	28,826.36
	<b>5,000.00</b>	<b>73,000.00</b>	-	<b>78,000.00</b>	<b>28,826.36</b>
<b>Parks - Nanango</b>	-	-	-	-	4,050.00
	-	-	-	-	<b>4,050.00</b>
<b>Parks - Blackbutt</b>	30,000.00	-	-	30,000.00	-
	<b>30,000.00</b>	-	-	<b>30,000.00</b>	-
<b>Parks - Murgon</b>	55,000.00	-	-	55,000.00	-
	<b>55,000.00</b>	-	-	<b>55,000.00</b>	-
	<b>2,176,000.00</b>	<b>1,663,150.00</b>	<b>1,258,850.00</b>	<b>5,098,000.00</b>	<b>1,418,914.26</b>
<b>Intangibles Business System</b>	280,000.00	620,860.00	-	900,860.00	59,243.78
	<b>280,000.00</b>	<b>620,860.00</b>	-	<b>900,860.00</b>	<b>59,243.78</b>
	<b>280,000.00</b>	<b>620,860.00</b>	-	<b>900,860.00</b>	<b>59,243.78</b>
<b>Plant &amp; Equipment Info Serv - ICT</b>	610,000.00	18,000.00	-	628,000.00	95,883.13
	<b>610,000.00</b>	<b>18,000.00</b>	-	<b>628,000.00</b>	<b>95,883.13</b>

	2017/18 Adopted Budget	2016/17 Budget Carryover	First Quarter Budget Adjustments	Total Available Budget	2017/18 Actual Expenditure
<b>Plant &amp; Fleet Manage</b>	1,982,000.00	452,000.00	-	2,434,000.00	33,102.56
	<b>1,982,000.00</b>	<b>452,000.00</b>	<b>-</b>	<b>2,434,000.00</b>	<b>33,102.56</b>
	<b>2,592,000.00</b>	<b>470,000.00</b>	<b>-</b>	<b>3,062,000.00</b>	<b>128,985.69</b>
<b>Roads</b>					
<b>W4Q - Round 1</b>	1,910,000.00	-	292,700.00	2,202,700.00	1,816,069.69
	<b>1,910,000.00</b>	<b>-</b>	<b>292,700.00</b>	<b>2,202,700.00</b>	<b>1,816,069.69</b>
<b>W4Q - Round 2</b>	-	-	2,020,000.00	2,020,000.00	2,458.02
	<b>-</b>	<b>-</b>	<b>2,020,000.00</b>	<b>2,020,000.00</b>	<b>2,458.02</b>
<b>Bridges</b>	682,000.00	-	-	682,000.00	14,908.18
	<b>682,000.00</b>	<b>-</b>	<b>-</b>	<b>682,000.00</b>	<b>14,908.18</b>
<b>Rural Drainage</b>	130,000.00	-	-	130,000.00	56,927.74
	<b>130,000.00</b>	<b>-</b>	<b>-</b>	<b>130,000.00</b>	<b>56,927.74</b>
<b>Pavement Rehab</b>	2,848,000.00	385,000.00	- 65,000.00	3,168,000.00	873,831.68
	<b>2,848,000.00</b>	<b>385,000.00</b>	<b>- 65,000.00</b>	<b>3,168,000.00</b>	<b>873,831.68</b>
<b>Footpaths &amp; Cycleway</b>	430,000.00	5,000.00	-	435,000.00	78,676.39
	<b>430,000.00</b>	<b>5,000.00</b>	<b>-</b>	<b>435,000.00</b>	<b>78,676.39</b>
<b>Reseals</b>	2,000,000.00	-	-	2,000,000.00	1,133.41
	<b>2,000,000.00</b>	<b>-</b>	<b>-</b>	<b>2,000,000.00</b>	<b>1,133.41</b>
<b>Town Development</b>	712,000.00	-	-	712,000.00	1,426.57
	<b>712,000.00</b>	<b>-</b>	<b>-</b>	<b>712,000.00</b>	<b>1,426.57</b>
<b>TIDS - LRRS Projects</b>	1,475,000.00	-	-	1,475,000.00	37,608.25
	<b>1,475,000.00</b>	<b>-</b>	<b>-</b>	<b>1,475,000.00</b>	<b>37,608.25</b>
<b>Roads to Recovery</b>	2,260,000.00	480,000.00	-	2,740,000.00	336,360.31
	<b>2,260,000.00</b>	<b>480,000.00</b>	<b>-</b>	<b>2,740,000.00</b>	<b>336,360.31</b>
<b>General</b>	10,000.00	-	-	10,000.00	5,040.00
	<b>10,000.00</b>	<b>-</b>	<b>-</b>	<b>10,000.00</b>	<b>5,040.00</b>
<b>Urban Drainage</b>	100,000.00	-	-	100,000.00	8,264.97
	<b>100,000.00</b>	<b>-</b>	<b>-</b>	<b>100,000.00</b>	<b>8,264.97</b>
<b>SafeST</b>	-	-	-	-	22,083.53
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>22,083.53</b>
	<b>12,557,000.00</b>	<b>870,000.00</b>	<b>2,247,700.00</b>	<b>15,674,700.00</b>	<b>3,254,788.74</b>
<b>Water Services</b>					
<b>Water - Blackbutt</b>	100,000.00	20,000.00	2,000.00	122,000.00	54,990.69
	<b>100,000.00</b>	<b>20,000.00</b>	<b>2,000.00</b>	<b>122,000.00</b>	<b>54,990.69</b>
<b>Water - Kingaroy</b>	2,700,000.00	1,821,900.00	200,000.00	4,721,900.00	34,968.69
	<b>2,700,000.00</b>	<b>1,821,900.00</b>	<b>200,000.00</b>	<b>4,721,900.00</b>	<b>34,968.69</b>



	2017/18 Adopted Budget	2016/17 Budget Carryover	First Quarter Budget Adjustments	Total Available Budget	2017/18 Actual Expenditure
<b>Water - Kumbia</b>	200,000.00	-	-	200,000.00	-
	<b>200,000.00</b>	<b>-</b>	<b>-</b>	<b>200,000.00</b>	<b>-</b>
<b>Water - Murgon</b>	150,000.00	71,000.00	-	221,000.00	50,304.80
	<b>150,000.00</b>	<b>71,000.00</b>	<b>-</b>	<b>221,000.00</b>	<b>50,304.80</b>
<b>Water - Nanango</b>	320,000.00	80,000.00	-	400,000.00	156,018.69
	<b>320,000.00</b>	<b>80,000.00</b>	<b>-</b>	<b>400,000.00</b>	<b>156,018.69</b>
<b>Water - Proston</b>	50,000.00	-	-	50,000.00	67,618.17
	<b>50,000.00</b>	<b>-</b>	<b>-</b>	<b>50,000.00</b>	<b>67,618.17</b>
<b>Rural Water - Prosto</b>	100,000.00	65,000.00	-	165,000.00	-
	<b>100,000.00</b>	<b>65,000.00</b>	<b>-</b>	<b>165,000.00</b>	<b>-</b>
<b>Water - Wondai</b>	200,000.00	50,000.00	-	250,000.00	22,850.98
	<b>200,000.00</b>	<b>50,000.00</b>	<b>-</b>	<b>250,000.00</b>	<b>22,850.98</b>
<b>Water - Wooroolin</b>	-	100,000.00	-	100,000.00	-
	<b>-</b>	<b>100,000.00</b>	<b>-</b>	<b>100,000.00</b>	<b>-</b>
	<b>3,820,000.00</b>	<b>2,207,900.00</b>	<b>202,000.00</b>	<b>6,229,900.00</b>	<b>386,752.02</b>
<b>Wastewater Services</b>					
<b>Wastewater - Blackbu</b>	100,000.00	180,000.00	8,000.00	288,000.00	8,036.74
	<b>100,000.00</b>	<b>180,000.00</b>	<b>8,000.00</b>	<b>288,000.00</b>	<b>8,036.74</b>
<b>Wastewater - Kingaro</b>	600,000.00	-	500,000.00	1,100,000.00	6,667.93
	<b>600,000.00</b>	<b>-</b>	<b>500,000.00</b>	<b>1,100,000.00</b>	<b>6,667.93</b>
<b>Wastewater - Murgon</b>	200,000.00	750,000.00	-	950,000.00	45,293.20
	<b>200,000.00</b>	<b>750,000.00</b>	<b>-</b>	<b>950,000.00</b>	<b>45,293.20</b>
<b>Wastewater - Nanango</b>	200,000.00	517,700.00	-	717,700.00	37,541.67
	<b>200,000.00</b>	<b>517,700.00</b>	<b>-</b>	<b>717,700.00</b>	<b>37,541.67</b>
<b>Wastewater - Wondai</b>	200,000.00	815,000.00	-	1,015,000.00	9,800.00
	<b>200,000.00</b>	<b>815,000.00</b>	<b>-</b>	<b>1,015,000.00</b>	<b>9,800.00</b>
	<b>1,300,000.00</b>	<b>2,262,700.00</b>	<b>508,000.00</b>	<b>4,070,700.00</b>	<b>107,339.54</b>
<b>Waste</b>					
<b>Waste Management - R</b>	91,538.00	165,000.00	65,780.00	322,318.00	34,438.14
	<b>91,538.00</b>	<b>165,000.00</b>	<b>65,780.00</b>	<b>322,318.00</b>	<b>34,438.14</b>
	<b>91,538.00</b>	<b>165,000.00</b>	<b>65,780.00</b>	<b>322,318.00</b>	<b>34,438.14</b>
	<b>22,816,538.00</b>	<b>8,259,610.00</b>	<b>4,282,330.00</b>	<b>35,358,478.00</b>	<b>5,390,462.17</b>

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**11. Consideration of Notices of Motion**

No Report.

**12. Information Section (IS)**

**12.1 IS - 2412691 - Reports for the Information of Council**

**Summary**

Monthly Capital Works Report  
Road Maintenance Expenditure Report  
Work for Queensland (W4Q) Grant Projects Report

**Officer's Recommendation**

That the reports be received.

**Resolution:**

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

*That the reports be received.*

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

**Procedural Motion:**

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

*That the matter concerning Provision of Design Consultancy Services – Kingaroy Town Revitalisation Project SBRC-17/18-04 be brought from the table.*

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

**CLOSED SESSION:**

**Motion:**

*Moved Cr DA Potter, seconded Cr TW Fleischfresser.*

*That the meeting be closed to the public for Council discussions in accordance with Section 275(1)(e) contracts proposed to be made by it, of the Local Government Regulation 2012.*

Carried 7/0  
FOR VOTE - Councillors voted unanimously

**OPEN COUNCIL:**

**Motion:**

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

*That the meeting resume in Open Council.*

Carried 7/0  
FOR VOTE - Councillors voted unanimously

**Report:**

The Mayor reported that whilst in Closed Session, in accordance with Section 275(1)(e) contracts proposed to be made by it, of the Local Government Regulation 2012, Council considered matters concerning Tenders.

**Motion:**

*Moved Cr KM Campbell, seconded Cr RLA Heit.*

*That the Mayor's report be received*

Carried 7/0  
FOR VOTE - Councillors voted unanimously

**13. Confidential Section**

**13.1 CONF - 2412421 - Call for Quotation for Caretaker Duties / Closing of Gates at the Wondai and Murgon Waste Facilities**

**Reason for Confidentiality**

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

- (e) contracts proposed to be made by it

## **Recommendation**

That Council award the Caretaker Duties / Closing of Gates at the Wondai and Murgon Waste Facilities to Mr Brian Tilney for the amount of \$30,621.16 (incl Gst).

## **Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

## **13.2 CONF - 2388911 - Provision of Design Consultancy Services - Kingaroy Town Revitalisation Project SBRC-17-18-04**

### **Reason for Confidentiality**

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

- (e) contracts proposed to be made by it

### **Recommendation**

That Council accepts the offer under tender reference SBRC 17/18-04 for the provision of design consultancy services for the Kingaroy Town Revitalisation Project from JFP Urban Consultants Pty Ltd and enters into a contract for the value of \$230,000.00 (Excl. GST).

### **Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

## **13.3 CONF - 2410843 - SBRC 2017/2018-01 Bitumen Seal Tender - For Supply of Goods and Services for SBRC Seal Program**

### **Reason for Confidentiality**

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

- (e) contracts proposed to be made by it

**Recommendation**

That Council accept the conforming tender and enter into a contract with RPQ Spray Seal Pty Ltd for the sum of \$1,269,144.52 (Exc GST) for the 2017/18 bitumen sealing program across the region.

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

There being no further business the meeting was declared closed at 11.59am

Confirmed before me this ..... day of .....2017

..... **MAYOR**