



# Minutes

Of The

## General Council Meeting

Held in the Warren Truss Chamber, 45 Glendon Street Kingaroy

On Wednesday 15 February 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 15 February 2017

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Minutes of the meeting of the South Burnett Regional Council, held in the Warren Truss Chamber, 45 Glendon Street Kingaroy on 15 February 2017 at 9.00am

**PRESENT:**

**Councillors:**

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

**Council Officers:**

Gary Wall (Chief Executive Officer), Joy Manalo (Acting General Manager Finance), Peter O'May (General Manager Corporate Services),

**1. Leave Of Absence**

Nil.

**2. Prayers**

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

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

**3.1 South Burnett Regional Council Minutes**

**Officer's Recommendation**

That the minutes of the previous meeting held on Wednesday 18 January 2017 as recorded be confirmed.

**Resolution:**

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

*That the minutes of the previous meeting held on Wednesday 18 January 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's Economic Development, Governance and Communications Portfolio Report to Council be received.

### **Resolution:**

*Moved Cr KM Campbell, seconded Cr RJ Frohloff.*

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

### **Economic Development**

*The South Burnett has been advocating for Wide Bay Burnett Regional Organisation of Councils (WBBROC) to endorse two (2) important projects that will greatly assist the South Burnett economy:*

- Freight and Logistics*
- Water for Economic Development*

*I'm happy to report that WBBROC considers these projects of regional significance.*

#### **Freight and Logistics:**

*A joint project is being progressed by DAF/DTMR, DSD, Regional Development Australia (Wide Bay Burnett) and WBBROC to review the current challenges and opportunities across the region from a freight and logistics perspective in relation to all freight opportunities including, but not limited to, the Brisbane West Wellcamp Airport, Port of Bundaberg, Port of Brisbane, and Sunshine Coast Airport etc.*

*Two projects - Freight & Logistics - Supply Chain Challenges & Opportunities and First & Last Mile Freight will look at long term infrastructure requirements to improve transport routes and opportunities to improve the transport efficiency of agriculture products.*

*The South Burnett Transport Reference Group will be a major provider of information to these projects.*

#### **Water for Economic Development**

*The Department of State Development is funding Part A of the project which includes engaging a specialist consultant to undertake a Water Scoping Study across the Wide Bay Burnett;*

- a. To identify and comment on current water availability and access across the WBB region*
- b. To identify and comment on regional water resource strengths/barriers for industry*
- c. To identify possible water options/solutions that will facilitate economic development in the region.*

*Part B of the project will identify and progress possible actions to facilitate increased water availability/access to enable economic development opportunities;*

- d. Investigate actions arising from Part A study outcomes and develop new projects to advance same*
- e. Identify industry attraction and/or diversification opportunities across the Wide Bay Burnett and work with other Government agencies and Industry to foster growth and expansion.*

*Council, South Burnett Directions and the South Burnett Agriculture Reference Group will be participating in this important project*

### **South Burnett Rewards**

*The consumer local buy competition started Monday 13 February.*

*For your chance to win \$100 nearly every day pick up a 'Rewardle' card and purchase at participating South Burnett Businesses marked with a red flag. I encourage you to support your local businesses.*

### **The Australian Caravan Club**

*Over 200 members of the Australian Caravan Club (ACC) in over 100 RVs are visiting Kingaroy to attend the Club's first Chairman's Muster for 2017.*

*The Chairman's muster will be held at the Kingaroy Showgrounds from 9 to 14 March 2017.*

*As well as enjoying the usual Happy Hour where members will share friendship, swap travelling tales and exchange ideas about anything from safety to technical tips, members attending the muster will have plenty to see and do during their stay.*

*Activities on the proposed agenda include a night visit to the Kingaroy Observatory, a visit to the Endeavour Biscuit Factory, attending South Burnett Wine and Food in the Park, a catered dinner, and morning tea at Mulanah Gardens.*

*I suggest local tourism and hospitality businesses make themselves aware of this opportunity.*

### **Digital Coverage**

*To assist Council and South Burnett Directions with seeking support and funding for additional broadband coverage throughout the region an upload/download performance measuring meter has been added to the South Burnett Directions Website. This meter enables residents to input their locality (post code and street level which is optional) and the meter will provide both the resident and SBRC's data base with accurate & independent data (not personal nor private information) which will be used to support future applications for new broadband services and improving existing services.*

*This information will also be valuable for residents when discussing broadband coverage with their Telco provider.*

Visit [www.southburnettdirections.com.au](http://www.southburnettdirections.com.au) and follow the prompts.

### **Governance and Communication:**

#### **Council's Community Grant Program**

*Council provides a range of grants and rate remissions to support our local community organisations. In my December Portfolio report I advised that Council is reviewing all community service obligations provided by Council and that over the coming months I would provide further information as to how Council will strengthen and revitalise this provision.*

*With the review of the various community grant programs offered by Council now complete, I can advise that Council will be combining all the grant programs under one program so that the process will be easier for community groups to understand and access, in a fair and equitable way. The Community Grants Program will include the following categories:*

- *Community Events Sponsorship - New & Emerging*
- *Community Event Sponsorship – Regionally Significant*
- *Project/Program – One-off Sponsorship*
- *Community Hall Public Liability Insurance Grants*
- *Elite Performance Youth Grants*
- *In-kind Sponsorship*
- *Healthy Communities Grants*
- *Councillor Discretionary Fund*
- *Regional Arts Development Fund*
- *Subsidised Hire of Council Halls*
- *Mayor's Community Benefit Fund*

*Council will be contacting community organisations in March to explain how the new grant program will work and how to access the funding commencing 2017/2018. As part of the 2017/2018 budget preparations, Council will determine the amount of funding to be made available under the Community Grants Program.*

*I believe this funding is important to assist our community organisations, who in the majority of cases double or triple the value of this support in the delivery of their programs, activities and events.*

#### **Works for Queensland:**

*Council was very fortunate recently in receiving a Grant for \$4.26million under the Queensland Government's 2016-17 Works for Queensland program. I would like to place on record our appreciation for this program to support local governments outside of the South East Queensland to undertake job-creating maintenance and minor infrastructure projects.*

*Councillors along with senior staff determined our list of projects last week and submitted them to the Department of Infrastructure, Local Government and Planning last Friday 10 February. It is anticipated they should be assessed by the Department and hopefully approved by early next week.*

*Our projects covered off on maintenance and minor capital works across roadworks, buildings etc which were not included in current budgets. The list of projects subject to Departmental Approval will be:*

- *Resurfacing of the laneway beside the Kingaroy Town Hall*
- *Pavement Rehabilitation – Silverleaf Road*
- *Pavement Rehabilitation – Crumpton Drive*

- *Shoulder Resheeting – Mt Stanley Road*
- *Shoulder Resheeting – Runnymede Road*
- *Shoulder Resheeting – Ellesmere Road*
- *Gravel Resheeting – Burri Burri Road*
- *Gravel Resheeting – Ironpot Road*
- *Pipe Replacement – Stonelands Road*
- *Construction of new Footpath – Ivy Street Kingaroy*
- *Construction of new Footpath – Fitzroy Street Nanango*
- *Construction of new Footpath – King Street Nanango*
- *Construction of new Footpath – Coulson Street Blackbutt*
- *Construction of new Footpath – Scott Street Wondai*
- *Renovations to Cabins – Yallakool Tourist Park*
- *Reinstate Drainage – Boondooma Tourist Park*
- *Renovations to Cabins – Boondooma Tourist Park*
- *Replace/reinstate cabin access steps/pathway – Boondooma Tourist Park*
- *Second Bitumen Seal – Rail Trail*
- *Replace components of yards and walkways – Coolabunia Saleyards*
- *Replace plastic blinds – Nanango Swimming Pool*
- *Demolish Building – Glendon Street Medical Centre*
- *Restump SES Building – Kingaroy*
- *Refurbish 8 kitchenettes – Drayton Villas*
- *Replace awnings – Brighthaven Units*
- *New boundary fence – Drayton Villas*
- *Replace decking and front posts – Kingaroy 1913 Chambers*
- *External re paint trim/features – Blackbutt Office/Library*
- *Paint external walls in front of shop fronts – Murgon Town Hall*
- *External sanding and painting – Brighthaven Units*
- *Internal repaint (part) and wall repair – Maidenwell Hall*
- *External sanding and painting of building, replacement of stormwater pipe and gutters replaced – Proston Railway Building*
- *Paint subfloor columns, battens, front façade and sign – Proston Hall*
- *Paint Roof – Kingaroy Former Bus Terminal*
- *Paint Roof – Kingaroy Administration Building*
- *External and internal painting – Kingaroy Town Common Hall*
- *External and internal painting - Wondai Swimming Pool Kiosk and Amenities*
- *Replace emulsion wash down area – Nanango Depot*

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

## **4.2 Governance (G)**

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

#### **4.2.1 G - 2028975 - Adoption of Administrative Action and Councillor Conduct Complaints Management Policy**

### **Summary**

Pursuant to section 306 of the *Local Government Regulation 2012* Council must adopt a complaints management process that effectively manages Administrative Action complaints from receipt to resolution; and implement written policies and procedures supporting the complaints management process. This Policy also supports the process for processing Councillor Complaints pursuant to division 6 of the *Local Government Act 2009*.

Council has reviewed its current General Complaints Policy and integrated associated processes for dealing with Administrative Action and Councillor Conduct Complaints in to one policy.

### **Officer's Recommendation**

That the Administrative Action and Councillor Conduct Complaints Management Policy be adopted.



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## Administrative Action & Councillor Conduct Complaint Management Policy

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### 1. POLICY STATEMENT

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

### 2. SCOPE

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

This policy does not apply to a complaint:

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

### 3. POLICY OBJECTIVES

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

- enable poor decisions to be rectified quickly and efficiently;

- identify and rectify defective business processes;
- promote customer satisfaction;
- develop good administrative practice; and
- ensure that breaches of Council's Councillor Code of Conduct Policy or any other inappropriate Councillor conduct; are handled in accordance with legislative and regulatory requirements.

#### **4. BACKGROUND AND/OR PRINCIPLES**

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

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

By implementing its CMP, Council seeks to:-

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

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

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

The process adopted:-

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



**Types of complaints which can be made:**

**Administrative Action Complaint**

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

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

**Councillor Conduct Complaint**

This type of complaint is about the conduct of a Councillor (including the Mayor or Deputy Mayor) and could relate to inappropriate conduct, misconduct, corrupt conduct or another matter. Such as a breach of Council's Councillor Code of Conduct Policy.

**Petition**

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

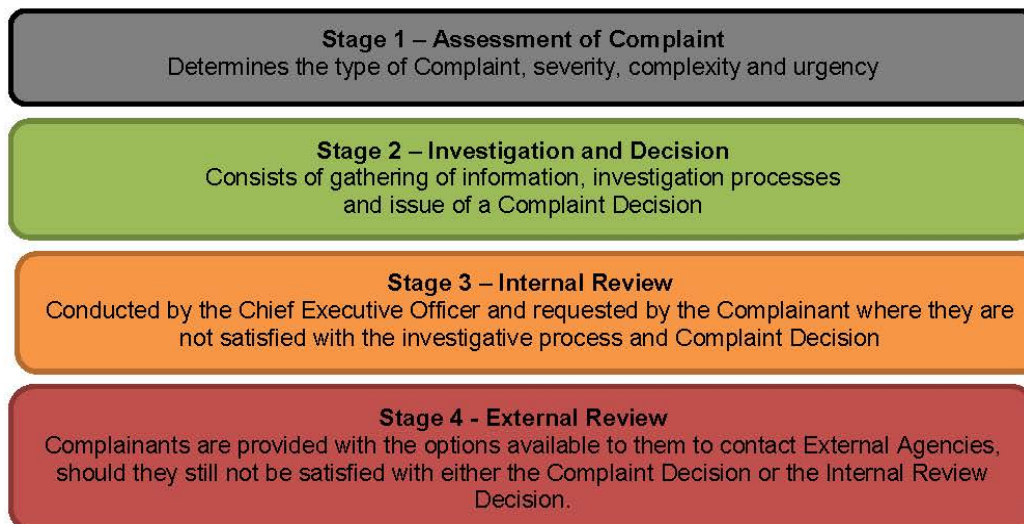
**Employee Conduct Complaints**

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

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

**Administrative Action & Councillor Complaint Management Process (CMP)**

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



**6. DEFINITIONS**

Terms used in this document have the following meanings:

**Complainant** means the person or party making a Complaint.



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

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

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

**Complaints Management Database** means a Database adopted by Council for recording complaint details and outcomes as well as details required for statutory and Council reporting.

**Council** means the South Burnett Regional Council.

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

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

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

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

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

**Review Decision** means the decision by the Internal Reviewer in relation to the Complaint Decision and investigation processes/methods.

**Social Media** is a term used to describe the type of media that is based on conversation and interaction between people on-line.

## 7. LEGISLATIVE REFERENCE

*Local Government Act 2009*

*Local Government Regulation 2012*

## 8. RELATED POLICIES/PROCEDURES

Administrative Action & Councillor Conduct Complaint Procedure

Councillor Code of Conduct Policy

Conduct of Council & Committee Meetings

## 9. NEXT REVIEW

June 2019

\_\_\_\_\_  
Gary Wall  
CHIEF EXECUTIVE OFFICER

\_\_\_\_\_  
Date

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**4.2.2 G - 2319489 - Freedom of Entry to the Kingaroy Township**

**Summary**

Council has been approached by a community group to support the Freedom of Entry ceremonial exercise in Kingaroy.

It is anticipated that the event will be conducted on Saturday 8 July 2017, with a contingent from the Defence Force School of Signals Electronic Warfare Wing, Borneo Barracks, Cabarlah of approximately 100 servicemen and women. Participation from the Council will be required throughout the exercise.

This will be a 'first' for the Kingaroy Township, as other towns in the South Burnett have, in the past, experienced the Freedom of Entry i.e. Nanango and Wondai.

Formal protocol to enact such an exercise, requires a resolution from Council inviting the appropriate defence department i.e. Defence Force School of Signals Electronic Warfare Wing to enter the town. Therefore support from the Council is required to proceed with the exercise.

**Officer's Recommendation**

That the Council delegate to the Chief Executive Officer to write to the Defence Force School of Signals Electronic Warfare Wing, Borneo Barracks, Cabarlah inviting them to exercise the right of Freedom of Entry to the Kingaroy Township.

**Resolution:**

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

*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.*

#### **Major Capital Works**

- *Seal widening works on Blackbutt Crows Nest Road should be completed by early March. The next major job near Blackbutt will be a seal widening project on Franks Road to provide a 2 lane seal for the full width.*
- *The intersection improvement works on the D'Aguilar Highway at Coolabunia has commenced. This project will significantly improve safety by providing additional turning lanes for vehicles turning into both Coolabunia Road and the entry into Coolabunia School (Mary Street).*
- *The intersection improvements on Kingaroy Barkers Creek Road at the Clark and Swendson Road intersection should be completed over the next few weeks. This project will improve safety for vehicles turning into Clark and Swendson Road.*
- *The drainage improvements project of installing large box culverts along Alford Street near the Kingaroy pool is also nearing completion with remaining works involving asphaltting the road surface and installing footpaths and barrier rails.*

#### **Sealed Road Pavement Rehabilitations**

- *Kitoba Road - Kitoba*
- *Agnes Street - Kingaroy*
- *Haly Street – Wondai*
- *Chester Street – Nanango*

#### **Gravel Resheeting**

- *Booie Road shoulders - Booie*
- *Memerambi Barkers Creek Road formation - Wattlecamp*
- *Corndale Road Shoulders - Memerambi*
- *Old Wondai Road formation*
- *Hoggs Road formation*

## **Road Efficiency Review:**

*Meeting the challenge of maintaining our road network will always be difficult for smaller regional and rural Councils where there is simply not enough funds to provide all the services expected in our communities. However, as announced in our budget last year, Council is committed to looking at ways to improve our productivity and efficiency so funds were allocated for an efficiency audit of our roadwork's operations. The review focused on the following:*

- *Assessment of the planning for delivery of road works programs*
- *Assess SBRC operational practices particularly in the delivery of road maintenance and ancillary services*
- *Review the process in actioning customer requests for maintenance etc.*
- *Compare SBRC road maintenance practices to like Council's in QLD*
- *Assess the effect of external constraints on project delivery such as Telstra, Ergon, DTMR & Cultural and Environmental Legislation*

*An external consultant, Stephen Hedegus, Senior Asset Manager with Shepherd Services Pty Ltd was engaged to undertake the review. Stephen handed his findings to Council in late January. My fellow Councillors and I were very pleased with the review which identified that while there were many good practices there were some areas where potential productivity improvements could be made.*

*A total of 15 recommendations were contained in the report covering areas of:*

- *Planning & Design*
- *Financial Management & Reporting*
- *Asset Management*
- *Fleet Management*
- *Gravel Management*
- *Operational Improvements.*

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

## **6. Portfolio - Community & Health Services & The Arts**

### **6.1 Community and Health Services and the Arts Portfolio Report**

#### **Summary**

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

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

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

**Resolution:**

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

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

**Community:**

**Libraries**

*Once again the Summer Reading Club proved a hit with our young community members, with a total of 809 books read across the region during the school holidays. Kids from across the South Burnett got into the "Heroes and Villains" theme, enjoying the host of activities held at each library. This year's program included a "create your own comic book" session, along with a ninja and superman craft.*

*After a successful year last year across the South Burnett Libraries', the First 5 Forever programs have started again for 2017. Partnerships formed with organisations such as Bushkids and the Melanoma Foundation continue, with a special "Sun safe story time" held at the Kingaroy Library on the 8 February. This session was based on the importance of sun protection and early detection, with each family in attendance taking home their own copy of the picture book "Melanie and me".*

*South Burnett Libraries partnership with Child Health also continues to develop, with weekly drop in clinics beginning at the Nanango Library from 21 February. It has also been decided that Nanango will host weekly Rhyme Time sessions each Monday from 9.30am.*

*Move over Valentine's Day because our libraries consider the 14<sup>th</sup> of February - Library Lover's Day! Library Lovers' Day provided the chance for our community to reconnect with the libraries and share the library love. The initiative, coordinated by the Australian Library and Information Association (ALIA), gave our community the opportunity to celebrate this day in our libraries at events such as "a date with a book", games and morning teas.*

*Also this month a local young adult author Dannielle Wicks visited the Nanango library to talk about her writing process and how she had her work discovered and published. Dannielle will also be launching her new novel "Broken sunrise" at the Kingaroy Library on Saturday 25 February at 10.00am.*

*Community Grants available.*

*I would like to encourage local community organisations to apply for the current round of community assistant grants. This round is open until the 28th of this month, for applications from not-for-profit organisations based within the region whose events and projects benefit our residents. Funding is available per application for up to \$3,000.*

*Also, open this month for applications is the newly introduced Healthy Communities Grant Program. I am very passionate about assisting programs in our region that increase the number of South Burnett residents engaged in physical and/or healthy activities. With the total round budget of \$10,000, examples of eligible programs could be coaching courses, beginner programs in areas such as running, swimming, softball or maybe healthy eating awareness or cooking programs.*

*This round also closes on the 28<sup>th</sup> of February.*

## **Health Services:**

### **Results of the Dog/Cat De-sexing Program**

*The RSPCA “Operation Wanted” De-sexing initiative in 2016 saw some 187 veterinary clinics in 26 Council regions across Queensland partner with the RSPCA to offer 20% discount for de-sexing cats and dogs during June, July & August .*

*Approximately 20,000 animals were de-sexed across the state. Of this state number, there were 800 animals de-sexed in the South Burnett.*

*68% of the total animals de-sexed were dogs and 32% were cats. And of those animals de-sexed (for both cats and dogs) 50% were male and 50% female.*

*The RSPCA believes that this ongoing initiative is having profound effects on the number of animals being de-sexed and therefore the number of animals remaining unde-sexed and producing unwanted pups and kittens. Over the next few years, RSPCA Qld expects to see a flow-on reduction in shelter and pound admissions of unwanted dogs, cats, pups and kittens. This reduction should in turn result in a reduced cost to Councils animal management programs and RSPCA shelter operations.*

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

## **6.2 Community Services (CS)**

### **Officer’s Reports**

#### **6.2.1 C - 1858436 - Minutes of the Mayor's Community Benefit Fund Management Advisory Committee meeting held on Tuesday 31 January 2017**

### **Summary**

Providing a copy of the Minutes of the Mayor’s Community Benefit Fund Management Advisory Committee meeting held in the South Burnett Regional Council Corporate Room on Tuesday 31 January 2017.

### **Officer's Recommendation**

That Council endorse the attached minutes and recommendations of the Mayor’s Community Benefit Fund Management Advisory Committee meeting held on Tuesday 31 January 2017.



## **Minutes**

Of the

### **Mayor's Community Benefit Fund Management Advisory Committee**

**Held in the Committee Room, 45 Glendon Street Kingaroy**

31 January 2017

Commencing at 5.41pm

**Manager - Social & Corporate Performance: Carolyn Knudsen**



**Mayor's Community Benefit Fund Management Advisory Committee Minutes**

**ORDER OF BUSINESS:**

<b>1.</b>	<b>AGENDA ITEMS</b> .....	<b>2</b>
1.1	Welcome.....	2
1.2	Apologies.....	2
1.3	Confirmation of Minutes of Previous Meeting.....	2
1.4	Business Arising Out of Minutes .....	2
1.5	Correspondence .....	3
<b>2.</b>	<b>GENERAL SECTION</b> .....	<b>4</b>
2.1	2017-2018 MCBF .....	4





MAYOR'S COMMUNITY BENEFIT FUND MANAGEMENT ADVISORY COMMITTEE – MINUTES – TUESDAY 31 JANUARY 2017

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Minutes of the meeting of the Mayor's Community Benefit Fund Management Advisory Committee, held in the South Burnett Regional Council Committee Meeting Room, Glendon Street, Kingaroy on Tuesday 31 January 2017 at 5.41pm.

**Present**

Cr Ros Heit (Chair), Cr Danita Potter, Carolyn Knudsen (Manager Social & Corporate Performance / Minutes), Lesley Dennien, Rod Morgan, Marie Shaw, Scott McLennan.

**1. AGENDA ITEMS**

**1.1 Welcome**

**1.2 Apologies**

Apologies were received from the following Committee members:

- Mark Huston
- Cheryl Dalton
- Jim Young

**Resolution:**

*Moved Marie Shaw, seconded Scott McLennan*

*That the apologies be received.*

*Carried 6/0*

**1.3 Confirmation of Minutes of Previous Meeting**

**Resolution:**

*Moved Marie Shaw, seconded Scott McLennan*

*That the minutes of the previous meeting held on Tuesday 4 August 2016 as recorded be confirmed.*

*Carried 6/0*

**1.4 Business Arising Out of Minutes**

Thank you to the Past Chair Cheryl Dalton – Cr Heit thanked the past chair and Cheryl has been presented with a thank you gift. The Committee agreed that the past Chair worked consciously to ensure that the funds were best allocated to serve community needs.

*Moved Cr Ros Heit, seconded Lesley Dennien*

That the thanks be acknowledged

*Carried 6/0*

MCBF Acquittal Summary Report

**Resolution:**

*Moved Cr Danita Potter, seconded Rod Morgan*

*That the report be received and follow-up administrative action on outstanding acquittal reports be undertaken with an updated report provided to the Committee at the next meeting.*

*Carried 6/0*

**1.5 Correspondence**

Apology unable to attend meeting - Mark Huston  
Apology unable to attend meeting - Cheryl Dalton  
Preference assessment of applications - Mark Huston

**Resolution:**

*Moved Marie Shaw, seconded Rod Morgan*

*That the inward correspondence be received.*

**1.6 Review of Round Two Applications**

Council has received three (3) applications for Round Two (2) with a total amount requested of \$74,300.

**Organisation:** Graham House Community Centre Inc  
**Description of Project:** Homing of Homeless and/or Displaced Persons  
**Cost:** \$10,000

**Resolution:**

*Moved Rod Morgan seconded Cr Danita Potter*

*That \$3,000 be granted to support the Homing of Homeless and/or Displaced Persons project with the condition that the recipient attend the next MCBF Management Advisory Committee meeting to provide feedback on the project.*

*Carried 6/0*

**Organisation:** South Burnett CTC Inc.  
**Description of Project:** Homeless Essential Packs  
**Cost:** \$14,800

**Resolution:**

*Moved Marie Shaw seconded Scott McLennan*

*That \$7,000 be granted to support the Homeless Essential Packs project with the condition that the recipient attend the next MCBF Management Advisory Committee meeting to provide feedback on the project.*

*Carried 6/0*

**Organisation:** Murgon Lions Club  
**Description of Project:** Feed the Homeless – Purchase of BBQ Trailer  
**Cost:** \$49,500

**Resolution:**

*Moved Lesley Dennien seconded Marie Shaw*

*That the application is unsuccessful as exceeds the available funding for Round Two (2).*

*Carried 6/0*

**2. GENERAL SECTION**

**2.1 2017-2018 MCBF**

The round/s for 2017-2018 will be set administratively relevant to the budget allocation as determined by Council and dependant on fundraising as undertaken by Council to support MCBF.

The Committee discussed the focus for the next round of MCBF and agreed in principle the round should target projects which assist persons in need and as yet have not been a focus in previous rounds.

**Resolution:**

*Moved Rod Morgan, seconded Marie Shaw*

*That an invitation be extended to organisations who have been funded \$15,000 to attend the next MCBF Management Advisory Committee meeting to discuss the outcomes of their projects with the Committee.*

*Carried 6/0*

The meeting closed at 7.01pm

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**7. Portfolio - Planning & Property**

**7.1 Planning and Property Portfolio Report**

**Summary**

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

**Officer's Recommendation**

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

**Resolution:**

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

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

**Planning**

**Proposed Planning Scheme**

*The date for public submissions on the proposed Planning Scheme officially closed on 31 October 2016. A total of 22 submissions were received. Council's Planning Section reviewed the submissions and are now finalising Council's response and proposed changes to the proposed Planning Scheme to address the submissions. Council may make changes to the proposed Planning Scheme provided the changes do not result in a significantly different Planning Scheme when compared to the Planning Scheme that was displayed for public submissions. A summary of the submissions and suggested changes will be submitted to Council next month. Each submitter will also receive a written response from Council detailing Council's response to the submitter's submission. Following this process Council needs to seek approval from the Minister prior to adopting the amended Planning Scheme.*

**Coopers Gap Wind Farm - Environmental Impact Statement (EIS)**

*AGL Energy Limited (AGL) is continuing to progress the Coopers Gap Wind Farm in Southern Queensland and is now in the process of finalising the Environmental Impact Statement (EIS). The public exhibition period for the EIS closed on 7 November 2016 and AGL is currently reviewing submissions. According to AGL Coopers Gap Wind Farm project manager a total of 24 submissions were received including a number from government agencies, including Council and the community. Some of the areas addressed in the submissions include noise and potential economic benefits. AGL will now review and update the EIS to address submissions where required, with a view to submitting the final EIS to the*

*Coordinator-General (CG) by the end of the year. From here the OCG will use our final EIS to prepare its report, which will enable a final determination. This is expected early next year before AGL will make a decision to progress the project to construction.*

**South Burnett Coal Project – Draft Terms of Reference (ToR)**

*The Coordinator-General (CG) declared this project by MRV Tarong Basin Coal Pty Ltd a “coordinated-project” meaning that it is subject to an EIS process. A draft Terms of Reference (ToR) setting out the matters the proponent must address when preparing the EIS was subject to public submission for comment until 14 November 2016 and the final ToR was released in December 2016.*

*The proponent is currently drafting the EIS that needs to address the matters included in the ToR released by the Coordinator-General. The objective of the EIS is to ensure that all relevant environmental, social and economic impacts of the project are identified and assessed, and to recommend mitigation measures to avoid and minimise adverse impacts. The EIS should demonstrate that the project is based on sound environmental principles and practices.*

**Property**

*Re-roofing of Wondai Art Gallery was completed by local contractors ‘Roo’s Roofing’. Wondai Art Gallery is now open for the community to visit.*

*Council has accepted the quotation from Ausco Modular to supply and install modular buildings for the new Water and Wastewater office at the Kingaroy Water and Wastewater Depot. Site works to commence in February.*

*Council has recalled for quotations to replace the roof on the Kingaroy Reception Room, repositioning of the air conditioning on the ground and replacement of the courtyard fence.*

*Council has awarded contract to Kingaroy Plumbing Works to replace the Announcers / Kitchen roof at Maidenwell Sportsground. Works commenced Wednesday 15 February.*

*Council has advertised a tender for the sale of land at Kumbia and Teelah.*

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

## 7.2 Planning (P&LM)

### *Officer's Reports*

#### 7.2.1 P&LM - 1677124 - Forwarding application for Reconfiguration of a Lot (1 lot into 2 lots) & Material Change of Use (Storage premises) - 16 Kingaroy Street Kingaroy - Lot 1 RP838473 Application: A J Freeman C/- O'Reilly Nunn Favier MCUC2016/0012

### Summary

#### Key Point Summary

- Application for a Development Permit for the Reconfiguration of a Lot (1 Lot into 2 Lots) and a Material Change of Use (Storage Premises)
- Subject site is included within the Residential Zone (Residential B Preferred Land Use Area) under the Kingaroy Shire IPA Planning Scheme
- The Reconfiguration involves vacant land and the proposal will result in the following:  
Current lot size: Lot 1 on RP838473 - 4054m<sup>2</sup>  
Proposed lot sizes: Lot 1 – 1200m<sup>2</sup> and Lot 2 – 2846m<sup>2</sup>
- The Material Change of Use component is for a Storage Premises on proposed Lot 2. The facility will contain 45 storage units for hire. In the future, proposed Lot 2 is intended for an electrical contractor's business and will require a Material Change of Use application.
- The proposed Storage Premises are inconsistent development in the Residential Zone, however it is considered to be generally consistent with the relevant provisions of the planning scheme in terms of design parameters and surrounding land uses.
- Application 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 (1 Lot into 2 Lots)** at 16 Kingaroy Street, Kingaroy (Lot 1 RP 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:

- Sheet Name: Site Plan, Project Number: 16-2326-SPY, Sheet: 1, Drawn by: Blueprint Drafting Services, Dated 1 November 2016

GEN2. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.

#### Compliance Assessment

GEN3. 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.

### **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.

### **Electricity**

- RAL3. Reticulated electricity is to be provided to the development in accordance with relevant Australian Standards.
- RAL5. Written confirmation from the electricity authority, that all matters relating to the reticulation of electricity including electrical civil works have been completed, is to be provided to Council prior to sealing the Survey Plan.

### **Telecommunications**

- RAL6. Evidence of an agreement to provide a telephone service is to be provided to Council prior to sealing the Survey Plan.

### **Property Access**

- ENG 1. Property access shall be provided in accordance with the details in Table S2.7 – *Design and Construction Standards* of the Kingaroy Shire IPA Planning Scheme; and IPWEA standard Drawing No. RS-051 *Driveways Heavy Duty Vehicle Crossing*. 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 each of the proposed Lots 1 and 2 will be permitted, which shall be from Kingaroy Street.
- (a) For proposed Lot 2, the access shall be in the location shown on Drawing No. 16-2326-SPY Sheet 1 entitled "Site Plan" and dated 1 November 2016, by Blueprint Drafting Services.
  - (b) For proposed Lot 1, the access must be located such that it does not conflict with the prohibited locations shown on Council's standard drawing No. SBRC 00048 for a collector road.
- ENG 3. All disused vehicle entrances must be removed and kerbing reinstated consistent with the adjacent kerb profile.
- ENG 4. The entrance shall be constructed so as to:
- (a) permit vehicles to enter and leave the site in a forward gear;
  - (b) avoid a trip hazard to pedestrians;
  - (c) ensure that low-clearance vehicles can clear the cross-over pavement upon entering and leaving the property; and
  - (d) ensure that fencing, landscaping and letterboxes do not to impede sight lines for vehicles entering or leaving the site.

### **Water Supply**

ENG 5. The proposed lots shall connect to Council's reticulated water supply system in accordance with Schedule 2, Division 3.2 – Design and Construction Standards, Table S2.10 of the Kingaroy Shire IPA Planning Scheme at no cost to Council.

### **Sewerage**

ENG 6. The proposed lots shall connect to Council's sewerage system in accordance with Schedule 2, Division 3.2 – Design and Construction Standards, Table S2.10 of the Kingaroy Shire IPA Planning Scheme at no cost to Council.

### **Earthworks**

ENG 7. Any proposed earthworks shall be undertaken in accordance with the Urban Locality Code, Element (g) within the Kingaroy Shire IPA Planning Scheme unless approved separately under a Development Permit for Operational Works.

### **Advice**

ADV1. Section 341(2)(a) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.

ADV 2. The Applicant is encouraged 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 may take up to eight (8) months from the date of application to Ergon Energy.

ADV 3. 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)

ADV 4. 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.

ADV 5. 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.



- ADV 6. All engineering designs submitted to Council for engineering approval must be certified by an appropriate Registered Professional Engineer of Queensland.
- ADV 7. Any work over or adjacent to Council's sewerage infrastructure, including the construction/rebuilding/alteration of buildings, pavements, or other structures; and filling or excavation of material; is required to comply with the requirements of the Queensland Development Code MP1.4 Building over or near relevant infrastructure.
- ADV 8. All live works including new connections and capping off of any connection no longer required will be carried out by Council at the applicant's cost.
- B. That Council approve the applicants request for a Development Permit for the a Material Change of Use (Storage premises) located at 16 Kingaroy Street, Kingaroy (Lot 1 RP 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:
- Sheet Name: Site Plan, Project Number: 16-2326-SPY, Sheet: 1, Drawn by: Blueprint Drafting Services, Dated 1 November 2016
  - Sheet Name: Floor Plan – Shed A, Project Number: 16-2326-SPY, Sheet: 2, Drawn by: Blueprint Drafting Services, Dated 1 November 2016
  - Sheet Name: Floor Plan – Shed B, Project Number: 16-2326-SPY, Sheet: 3, Drawn by: Blueprint Drafting Services, Dated 1 November 2016
  - Sheet Name: Floor Plan – Shed C, Project Number: 16-2326-SPY, Sheet: 4, Drawn by: Blueprint Drafting Services, Dated 1 November 2016
  - Sheet Name: Elevations, Project Number: 16-2326-SPY, Sheet: 5, Drawn by: Blueprint Drafting Services, Dated 1 November 2016
  - Sheet Name: 3D Views 1, Project Number: 16-2326-SPY, Sheet: 6, Drawn by: Blueprint Drafting Services, Dated 1 November 2016
  - Sheet Name: 3D Views 2, Project Number: 16-2326-SPY, Sheet: 7, Drawn by: Blueprint Drafting Services, Dated 1 November 2016
  - Sheet Name: B99 Turning Movement Plan, Project Number: 16-2326-SPY, Sheet: 8, Drawn by: Blueprint Drafting Services, Dated 1 November 2016
  - Sheet Name: HRV Turning Movement Plan, Project Number: 16-2326-SPY, Sheet: 9, Drawn by: Blueprint Drafting Services, Dated 1 November 2016
- 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; 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.
- 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. 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.
- GEN8. 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 2 for storage premises.

### **Landscaped Vegetated Buffer**

- MCU1. A minimum 1m wide strip of landscaping is to be provided along the northern property boundary of proposed Lot 2 and for the full length of the access driveway into proposed Lot 2. The landscaped area is to be established using native drought tolerant species in accordance with "Recommendations for Landscape Buffer Plantings in Kingaroy Shire".

### **Fencing**

- MCU2. Fence construction along the northern, eastern and southern property boundary of proposed Lot 2 is to be solid screen fencing to a height not exceeding 1.8m.
- MCU3. Fence construction along property boundaries connecting to a road frontage over 1.2m in height are tapered to 1.2m in height over a length of 4m toward the road frontage.

### **Advertising Signage**

- MCU4. Any advertising devices are designed and located in accordance with the standards in Schedule 4.

### **Lighting**

- MCU5. The applicant is to ensure that all lighting is to be designed so that it does not adversely impact on any approaching aircraft safety.

### **Noise**

- MCU6. Noise associated with the use of the premises must achieve no more than 5dB(A) above the background level from 7am to 10pm and no more than 3dB(A) above the background level from 10pm to 7am when measured at an affected building.

### **Hours of Operation**

- MCU7. The hours of operation of the premises shall be from 7am to 10pm, seven days a week.

### **Car Parking & Manoeuvrability**

- ENG 1. Provide at least five (5) car parking spaces for B99 vehicles including one (1) disabled bay (either "Park 3" or "Park 4" shown on Drawing No. 16-2326-SPY Sheet 1 entitled "Site Plan" and dated 1 November 2016, by Blueprint Drafting Services), in compliance with the requirements of the current version of AS/NZS 2890.1 and AS/NZS 2890.6 respectively, in accordance with the requirements of Schedule 1 and Table S1.1 of the Kingaroy Shire IPA Planning Scheme.

- ENG 2. Provide for Compliance Assessment by Council's General Manager of Infrastructure .DWG format drawings demonstrating the turning templates required to both enter and leave the property at the Kingaroy Street cross-over for proposed Lot 2 in a forward direction and to enter and leave all proposed parking bays and each storage unit using a B99 class vehicle and using a HRV for the proposed HRV parking bay, meeting the requirements of Australian Standard AS/NZS 2890.1 and AS 2890.2 respectively, including a clearance of 300mm to both sides of the turning path as required by clause B3.2 of AS/NZS 2890.1.
- ENG 3. Kerbing associated with the car parking bays shall be low enough to provide for clearance under vehicles as the B99 swept vehicle path intrudes over them.
- ENG 4. The car parking areas and internal driveways shall be constructed, drained and surfaced with reinforced concrete. The construction and design shall be in accordance with the current version of AS/NZS 2890.1 and AS 2890.2 as appropriate and the requirements of Table S2.7 – Design and Construction Standards of the Kingaroy Shire IPA Planning Scheme. The standard of construction shall be consistent with the details on IPWEAQ standard Drawing No. RS-051 Driveways Heavy Duty Vehicle Crossing
- ENG 5. Provide a Signage and Linemarking Plan for the approval of Council's General Manager of Infrastructure and install the traffic management devices required in accordance with the Manual of Uniform Traffic Control Devices (MUTCD); ensuring that the plan provides for the use of vehicles, pedestrians and mobility aids for disabled access. Driveways and car parking areas shall be adequately sign-posted indicating combined usage by pedestrians and vehicles.
- ENG 6. The construction and design shall be in accordance with the current version of AS/NZS 2890.1 and AS 2890.2 as appropriate and the requirements of Table S2.7 – Design and Construction Standards of the Kingaroy Shire IPA Planning Scheme. The standard of construction shall otherwise be consistent with the details on IPWEAQ standard Drawing No. RS-051 Driveways Heavy Duty Vehicle Crossing.
- ENG 7. Both driveways including the entrance cross-overs, vehicle manoeuvring areas and turning radii shall be designed and constructed in accordance with the requirements of the current version of AS 2890.2 for a HRV, except that in areas where a HRV vehicle is excluded from entering, they shall be designed and constructed in accordance with the requirements of the current version of AS/NZS 2890.1 for a B99 vehicle.

#### **Kerb and Channel**

- ENG 8. Damage to existing kerb & channel shall be repaired or replaced to a profile matching the existing profile in Kingaroy Street, if required by Council's General Manager of Infrastructure along the full road frontage of the property.

#### **Stormwater**

- ENG 9. The Applicant must submit an on-site Stormwater Management Plan (SMP) for Compliance Assessment by Council's General Manager of Infrastructure, indicating drainage paths for all roofed and impervious areas. The on-site SMP shall also detail the following:
- (a) Hydraulic design for stormwater including sizing, levels and location of all proposed pipes and channels, on-site detention/retention storage tanks and pumps and electronic data files;

- (b) Location of gully pits, field inlets, etc.;
  - (c) Details of all pre and post development flows;
  - (d) Details of any cut or fill required to direct stormwater to a lawful point of discharge; and
  - (e) Details of the system(s) or strategy proposed where the roof water discharge from any future buildings cannot be satisfactorily drained to the street frontage.
- ENG 10. A stormwater drainage system, including all surface, underground and roof water components, shall be installed to serve the site and:
- (a) effectively drain all stormwater falling onto the proposed development to the street, Council's stormwater system, rain water tanks or other lawful point of discharge; and
  - (b) be designed in accordance with the provisions of the Queensland Urban Drainage Manual (QUDM), 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.
- ENG 11. Stormwater drainage shall be designed such that no restriction to existing or developed stormwater flow from upstream properties or ponding of stormwater within upstream properties occurs as a result of the development.
- ENG 12. Heavy duty galvanized steel roof water kerb adaptors (Kacey or similar), shall be installed in the kerb and channelling during construction in all locations where inter-allotment drainage systems are not required, in accordance with South Burnett Regional Council requirements and to the satisfaction of Council. Stormwater socket reducers may be required to accommodate these, depending on the pipe diameters proposed.
- ENG 13. Any new earthworks, landscaping, pavements or structures shall not concentrate or impede the natural flow of water across property boundaries and onto any other lots.

#### **Earthworks**

- ENG 14. Any proposed earthworks shall be undertaken in accordance with the Urban Locality Code, Element (g) within the Kingaroy Shire IPA Planning Scheme unless approved separately under a Development Permit for Operational Works.

#### **Advice**

- ADV1. Section 341(1)(a) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.
- ADV 2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.

- ADV 3. 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—
- c) the applicant's Appeal Period commences upon receipt of this advice and expires twenty (20) business days thereafter.
  - d) 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.
- ADV 4. All engineering designs submitted to Council for engineering approval must be certified by an appropriate Registered Professional Engineer of Queensland.
- ADV 5. Any work over or adjacent to Council's sewerage infrastructure, including the construction/rebuilding/alteration of buildings, pavements, or other structures; and filling or excavation of material; is required to comply with the requirements of the Queensland Development Code MP1.4 Building over or near relevant infrastructure.

## Adopted Infrastructure Charges Notice

**To:** AJ Freeman  
C/- ONF Surveyors  
PO Box 896  
KINGAROY QLD 4610

**Date of Issue:** 29 November 2016

**Reference Number:** ROLC2016/0014

**Amount of the Charge:** \$8,896.00

**Land to which the charge applies:** 16 Kingaroy Street, Kingaroy (and described as Lot 1 on RP838473)

**The person to whom the charge must be paid:** South Burnett Regional Council

**When the charge is payable:** **Reconfiguring a Lot:** Prior to Council approval of the plan of subdivision for the reconfiguration (in accordance with Section 648H (a) of the *Sustainable Planning Act 2009*).

**Material Change of Use:** Before the change happens (in accordance with Section 648H (c) of the *Sustainable Planning Act 2009*).

**Advisory Notes:**

- The abovementioned charge may in the future be indexed;
- Enquiries regarding this adopted infrastructure charges notice can be made by contacting Council's Coordinator, Infrastructure and Planning on 4189 9100;
- The apportionment of infrastructure charges to the relevant networks is proposed as follows:

ADOPTED INFRASTRUCTURE CHARGES						
Date: 29/11/2016						
Item	Description	Development Class	Unit	Quantity	Rate	Amount
1	1 lot into 2	RAL	Lot	2	8896	\$17,792.00
2	Less Credit for existing lot	RAL	Lot	1	8896	\$8,896.00
	<b>TOTAL</b>					<b>\$8,896.00</b>

## Adopted Infrastructure Charges Notice

**To:** AJ Freeman  
C/- ONF Surveyors  
PO Box 896  
KINGAROY QLD 4610

**Date of Issue:** 29 November 2016

**Reference Number:** MCUC2016/0012

**Amount of the Charge:** \$14,031.00

**Land to which the charge applies:** 16 Kingaroy Street, Kingaroy (and described as Lot 1 on RP838473)

**The person to whom the charge must be paid:** South Burnett Regional Council

**When the charge is payable:** **Reconfiguring a Lot:** Prior to Council approval of the plan of subdivision for the reconfiguration (in accordance with Section 648H (a) of the *Sustainable Planning Act 2009*).

**Material Change of Use:** Before the change happens (in accordance with Section 648H (c) of the *Sustainable Planning Act 2009*).

### Advisory Notes:

- The abovementioned charge may in the future be indexed;
- Enquiries regarding this adopted infrastructure charges notice can be made by contacting Council's Coordinator, Infrastructure and Planning on 4189 9100;
- The apportionment of infrastructure charges to the relevant networks is proposed as follows:

ADOPTED INFRASTRUCTURE CHARGES						
Date: 29/11/2016						
Item	Description	Development Class	Unit	Quantity	Rate	Amount
1	Storage premises	Industry	Per m <sup>2</sup> of GFA	849.15	27	\$22,927.00
2	Credit for Vacant lot	RAL	Lot	1	8896	\$8,896.00
	<b>TOTAL</b>					<b>\$14,031.00</b>

**Resolution:**

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

*That the Officer's Recommendation be adopted with the addition of the below advice condition in relation to Part B of the resolution Development Permit for a Material Change of Use (Storage premises).*

*ADV 6. Infrastructure Charges payable for the Material Change of Use (Storage Premises) may be reduced in accordance with Council's applicable Infrastructure Charges Resolution where the development is not connected to a trunk infrastructure network.*

**Reason:** To provide clarity over the infrastructure charges payable as part of the Material Change of Use component of this application, it is prudent to note a reduction on the full Infrastructure Charges may be applicable should the development not be connected to Council's Trunk Infrastructure.

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

**7.2.2 P&LM - 1652548 - Material Change of Use (Home based business) 168  
Brooklands Pimpimbudgee Road, Brooklands - Lot 1 RP190711 Applicant:  
Protheroe Haulage Pty Ltd MCUC2016/0008**

**Summary**

- Application is for a Material Change of Use for a Home-based Business;
- A Show Cause Notice dated 12 January 2016 was issued to the applicant as Council reasonably believed that a Transport Station was operating from the site without the relevant development permit;
- The property is zoned Rural pursuant to the Nanango Shire IPA Planning Scheme. A Home-based Business is considered Self Assessable development, however as a result of a number of complaints, it has become apparent that the proposed use does not fully comply with the relevant codes, therefore, a Code Assessable application has been submitted;
- The applicant operates Protheroe Haulage Pty Ltd from the site and this application seeks to formalise the existing arrangement which has been operating from the premises for a period of approximately 8 years;
- The existing operation on the site involves the parking of two (2) trucks, associated trailers and ancillary repair and maintenance like general maintenance and washing;
- Due to the nature of the operation one (1) truck exits the site during the early hours of the morning at the start of the week and returns late at night at the end of the week;
- Council has continually received noise complaints mainly from two adjacent property owners claiming that the early and late truck movements results in sleep disturbance;
- The application is Code Assessable, however it must be mentioned that seven (7) interested parties have submitted letters of support for the application, and three (3) interested parties have submitted letters of objection to the proposal;
- It is recommended that a Development Permit for Material Change of Use for a Home Based Business be *approved*, subject to reasonable and relevant conditions.



## Officer's Recommendation

That a **Development Permit** for a **Material Change of Use (Home-based Business)** at 168 Brooklands Pimpimbudgee Road, Brooklands on land described as Lot 1 RP190711, is **approved** 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.  
The approval is restricted to the use of the existing shed on site for the parking, and associated repair and maintenance of no more than two (2) trucks and trailers.
- GEN2. The applicant is required to maintain the site in a clean and orderly state at all times.

### Landscaping

- MCU1. Visual screening in the form of landscape planting must be provided and maintained along the road frontage from the southern edge of the existing driveway to the southernmost boundary of the subject site.

### Hours of operation

- MCU2. With the exception of truck movements, the repair and maintenance of the two (2) heavy vehicles is restricted to the following hours:
- Monday to Friday, 7:00am to 8.00pm
  - Saturday, Sunday and public holidays, 8.00 am to 4.00 pm
- MCU3. Truck movements are restricted to no more than four (4) truck movements in a 24hour period. A truck movement is considered to be one truck either exiting or entering the subject site.

### Lighting

- MCU4. Lighting used to illuminate any areas of the premises are to be designed and constructed to ensure that lighting does not directly illuminate any nearby premises or roadways;

### Property Access

- ENG 1. Provide property access in accordance with the details in Table S2.7 – *Design and Construction Standards* of the Nanango Shire IPA Planning Scheme; and Council's standard Drawing No. SBRC00049, except that both the turn-out radii for the driveway must be 12.5m, in accordance with the minimum radius turning template in Figure 5.4 of AS2890.2.
- ENG 2. Only one access to the site will be permitted.
- ENG 3. Remove all other and disused vehicle entrances and reinstate the verge and table drain consistent with the adjacent verge profile.
- ENG 4. Road works and the property entrance shall be constructed so as to:
- a. permit all vehicles to enter and leave the property in a forward gear;
  - b. avoid a trip hazard to pedestrians;
  - c. ensure that low-clearance vehicles can clear the cross-over pavement upon entering and leaving the property; and
  - d. ensure that fencing, landscaping and letterboxes do not to impede sight lines for vehicles entering or leaving the site.

### **Stormwater**

ENG 5. Any new earthworks, landscaping, pavements or structures shall not concentrate or impede the natural flow of water across property boundaries and onto any other properties.

### **Advice**

ADV1. *Section 341(2)(a) of the Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with *section 341(7)* a related approval may extend the relevant (currency) period.

ADV2. Telecommunication connections can be arranged by emailing *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)

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. Works on Council roads may require an application for a Permit to Work, available on Council's website at: Permit to Work on Council Roads Application

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

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.

**Resolution:**

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

*That the Officer's Recommendation be adopted subject to;*

1. *Amendment of condition ENG 2. to read*

*ENG 2. Only one access to the site will be permitted in addition to the current access to the residential dwelling.*

2. *Removal of condition ENG 3.*

**Reason:** Given no increase in traffic volumes are expected from the site as a result of the development the removal of an existing driveway would appear unnecessary.

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

**7.2.3 P&LM - 2319404 - South Burnett Regional Council - Resolution to adopt Temporary Local Planning Instrument (TLPI) for residential development within historic subdivisions**

**Summary**

- On 14 December 2016 Council resolved to remake a Temporary Local Planning Instrument (TLPI) dealing with the development of historic subdivisions within the South Burnett Region;
- A copy of the TLPI was forwarded to the Minister for Infrastructure, Local Government and Planning on 14 November 2016 for approval to adopt the TLPI;
- The Minister advised on 3 February 2017 that the TLPI meets the requirements of the *Sustainable Planning Act, 2009* and that Council may adopt the TLPI (See Appendix One);
- Recommendation that Council adopt the Temporary Local Planning Instrument, publish a notice in the local paper and Government Gazette and provide a copy of the notice and an electronic copy of the TLPI to the Chief Executive.

**Officer's Recommendation**

That Council:

1. Adopt the Temporary Local Planning Instrument 01/14 Residential Development within Historical Subdivisions as described below:

**SOUTH BURNETT REGIONAL COUNCIL  
TEMPORARY LOCAL PLANNING INSTRUMENT 01/14  
RESIDENTIAL DEVELOPMENT WITHIN HISTORIC SUBDIVISIONS**

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**1. Citation**

This Temporary Local Planning Instrument may be cited as TLPI 01/14 (Residential Development within Historic Subdivisions).

**2. Application**

This Temporary Local Planning Instrument applies to development on land shown as "properties subject to TLPI 01/14" listed within Appendix A and to infrastructure associated with the development of the land.

**3. Purpose of this Temporary Local Planning Instrument**

The purpose of this Temporary Local Planning Instrument is to ensure that the construction of dwellings on land within historic subdivisions occurs after road and other infrastructure is constructed to minimise the potential for adverse social and economic impacts within the land and the surrounding area and to ensure that the level of infrastructure provided to development is consistent with Council's current subdivision engineering standards.

This instrument is to provide controls for the development of land within historic subdivisions for up to 1 year or until such time as the South Burnett SPA Planning Scheme is adopted by Council which provides specific levels of assessment and assessment criteria for the development of land within mapped historic subdivisions.

**4. Effect of this Temporary Local Planning Instrument**

This Temporary Local Planning Instrument affects the operation of the Kingaroy, Murgon, Nanango and Wondai Shire Councils IPA Planning Schemes by:

- a) replacing level of assessment Table 10A of the Kingaroy Shire Council IPA Planning Scheme so far as it relates to a Material Change of Use for a Dwelling House or Relatives Unit on land within the Village Locality (Village B preferred land use area) listed within Appendix A with a new table;
- b) replacing level of assessment Table 3A of the Murgon Shire Council IPA Planning Scheme so far as it relates to a Material Change of Use for a Dwelling House or Annexed Unit on Land within the Rural Locality listed within Appendix A with a new table;
- c) replacing level of assessment Tables 3A, 5A and 10A of the Nanango Shire Council IPA Planning Scheme so far as they relate to a Material Change of Use for a Dwelling House or Annexed Unit on land within the Rural Locality, Village Locality and Urban Locality (Community Expansion Zone, Residential Zone) listed within Appendix A with a new Table 1;
- d) replacing level of assessment Table 3A of the Wondai Shire Council IPA Planning Scheme so far as it relates to a Material Change of Use for a Dwelling House or Annexed Unit on land within the Rural Locality listed within Appendix A with a new table;
- e) providing an additional trigger in each of the Kingaroy, Murgon, Nanango and Wondai Shire Councils IPA Planning Schemes for Operational Works;

f) providing a new Historic Subdivision Code for each of the planning schemes.

**5. Duration**

TLPI 01/14 (Residential Development within Historic Subdivisions) has effect in accordance with the *Sustainable Planning Act 2009* for a period not exceeding one (1) year from the date that it came into effect.

**6. Definitions**

Each term used in this instrument that is defined within the *Sustainable Planning Act 2009* has the meaning given for that term in that Act, and other terms used in this instrument that are defined within the Kingaroy, Murgon, Nanango and Wondai Shire Council's IPA Planning Schemes have the meaning given for that term in the Kingaroy, Murgon, Nanango and Wondai Shire Council's IPA Planning Schemes.

**7. Relationship to the *Sustainable Planning Act 2009***

To the extent of any inconsistency between the *Sustainable Planning Act 2009* and this Temporary Local Planning Instrument, the *Sustainable Planning Act 2009* prevails.

**Tables of Assessment Categories and Assessment Criteria**

**Kingaroy Shire Council IPA Planning Scheme**

**This table applies to land within the Village Locality (Village B preferred land use area) listed within Appendix A**

*Replacing level of assessment Table 10A of the Kingaroy Shire Council IPA Planning Scheme so far as it relates to a Material Change of Use for a Dwelling House or Relatives Unit on land within the Village Locality (Village B preferred land use area) listed within Appendix A*

TABLE 10A – Material Change of Use		
Column 1 Defined Use	Column 2 Assessment Category	Column 3 Assessment Criteria
<b>(b) Residential Use Classes</b>		
<p><b>Dwelling House and Relatives Unit,</b></p> <p><b>Note:</b></p> <p><b>1. In the Village B preferred land use area, uses for:</b></p> <p>- more than 1 Dwelling house on a lot Is an inconsistent use (refer SO2 in 3.5.2).</p>	<p><b>Self-Assessable:</b></p> <p>If complying with the relevant self-assessable criteria.</p> <p><b>Code-Assessable:</b></p> <p>If not able to comply with the criteria for self-assessable development.</p>	<p><b>Applicable Codes:</b></p> <p><b>For self-assessable development:</b></p> <p>(i) For a Dwelling House:</p> <ul style="list-style-type: none"> <li>▪ Historic Subdivision Code</li> <li>▪ Dwelling House, Relatives Unit and Caretakers Residence Code – Elements (a), (e), (g) and (h).</li> </ul> <p>(ii) For a Relatives Unit:</p> <ul style="list-style-type: none"> <li>▪ Historic Subdivision Code</li> <li>▪ Dwelling House, Relatives Unit and Caretakers Residence Code – Elements (a), (d), (e) and (g).</li> </ul> <p><b>For assessable development:</b></p> <ul style="list-style-type: none"> <li>▪ Village Locality Code;</li> <li>▪ Historic Subdivision Code;</li> </ul> <p><b>AND</b></p> <p>(i) For a Dwelling House:</p> <ul style="list-style-type: none"> <li>▪ Dwelling House, Relatives Unit and Caretakers Residence Code – Elements (a), (e), (g) and (h);</li> </ul> <p>(ii) For a Relatives Unit:</p> <ul style="list-style-type: none"> <li>▪ Dwelling House, Relatives Unit and Caretakers Residence Code – Elements (a), (d), (e) and (g);</li> </ul> <p><b>AND</b></p> <p>(i) If in a SMOA on SMOA map 2B to 2D(i):</p> <ul style="list-style-type: none"> <li>▪ Natural Features and Resources Overlay Code – Elements (b) to (e) and (g);</li> </ul> <p>(ii) If in the ATOS footprint SMOA on SMOA map 2E(i) or in a SMOA on SMOA map 2E:</p> <ul style="list-style-type: none"> <li>▪ Community Facility Overlay Code;</li> </ul> <p>(iii) If in a SMOA on SMOA map 2F:</p> <ul style="list-style-type: none"> <li>▪ Cultural Features Overlay Code.</li> </ul>

**This table applies to land within the Village Locality (Village B preferred land use area) listed within Appendix A**

*Providing an additional trigger to the Kingaroy IPA Planning Scheme for Operational Works*

TABLE 10B – Development other than material change of use		
Column 1 Defined Use	Column 2 Assessment Category	Column 3 Assessment Criteria
<b><del>(5) OPERATIONAL WORKS</del></b>		
<i>Works associated with the construction of stormwater infrastructure associated with a lot listed within Appendix A.</i>	<b>Code Assessable:</b> All circumstances.	<b>Applicable Codes:</b> <b>For assessable development:</b> <ul style="list-style-type: none"> <li>▪ Village Locality Code – Elements (e) and (f).</li> </ul>

**Murgon Shire Council IPA Planning Scheme**

**This table applies to land within the Rural Locality listed within Appendix A**

Replacing level of assessment Table 3A of the Murgon Shire Council IPA Planning Scheme so far as it relates to a Material Change of Use for a Dwelling House or Annexed Unit on Land within the Rural Locality listed within Appendix A with a new table

TABLE 3A – Material Change of Use		
Column 1 Defined Use	Column 2 Assessment Category	Column 3 Assessment Criteria
<b>(b) Residential Use Classes</b>		
<p><b>Annexed Unit:</b></p> <p><b>Dwelling House:</b></p> <p><b>NOTE:</b></p> <p>Uses for:</p> <ul style="list-style-type: none"> <li>▪ Annexed unit and Dwelling house in the Open Space preferred land use area; or</li> <li>▪ If on a lot created under section 3.2.2 (2)(b) S3.2(2) or (3) of the planning scheme;</li> </ul> <p>are inconsistent uses (refer SO2 in 3.2.2)</p>	<p><b>Code Assessable:</b></p> <p>All circumstances.</p>	<p><b>Applicable Codes:</b></p> <p><b>For assessable development:</b></p> <p>(i) For a Dwelling House:</p> <ul style="list-style-type: none"> <li>▪ Dwelling House, Annexed Unit and Caretakers Residence Code – Elements (a), (c), (e) and (g).</li> </ul> <p>(ii) For an Annexed Unit:</p> <ul style="list-style-type: none"> <li>▪ Dwelling House, Annexed Unit and Caretakers Residence Code – Elements (a), (c), (d), (e) and (g).</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>▪ Rural Locality Code – Elements (a), (c)(iii) to (vi) and (g);</li> <li>▪ Historic Subdivision Code; and</li> </ul> <p><b>AND</b></p> <p>(i) If in a SMOA on SMOA maps 2A to 2D(i) inclusive:</p> <ul style="list-style-type: none"> <li>▪ Natural Features and Resources Overlay Code</li> </ul> <p>(ii) If in a SMOA on SMOA map 2E:</p> <ul style="list-style-type: none"> <li>▪ Community Facility Overlay Code</li> </ul> <p>(iii) If in a SMOA on SMOA map 2F:</p> <ul style="list-style-type: none"> <li>▪ Cultural Features Overlay Code.</li> </ul>



**This table applies to land within the Rural Locality listed within Appendix A**

*Providing an additional trigger to the Murgon IPA Planning Scheme for Operational Works*

TABLE 3B – Development other than Material Change of Use		
Column 1 Defined Use	Column 2 Assessment Category	Column 3 Assessment Criteria
<p><b><del>(5) Operational Works</del></b>  <i>Works associated with the construction of stormwater infrastructure associated with a lot listed within Appendix A.</i></p>	<p><b>Code Assessable:</b>                      All circumstances.</p>	<p><b>Applicable Codes:</b>  <b>For assessable development:</b></p> <ul style="list-style-type: none"> <li>▪ Rural Locality Code – Elements (f) and (g).</li> </ul>

**Nanango Shire Council IPA Planning Scheme**

**This table applies to land within the Rural Locality, Village Locality and Urban Locality (Community Expansion Zone, Residential Zone) listed within Appendix A**

*Replacing level of assessment Tables 3A, 5A and 10A of the Nanango Shire Council IPA Planning Scheme so far as they relate to a Material Change of Use for a Dwelling House or Annexed Unit on land within the Rural Locality, Village Locality and Urban Locality (Community Expansion Zone, Residential Zone) listed within Appendix A with a new Table 1*

TABLE 1 – Material Change of Use		
Column 1 Defined Use	Column 2 Assessment Category	Column 3 Assessment Criteria
<b>(a) Residential Use Classes</b>		
<p><b>Annexed Unit:</b></p> <p><b>Dwelling house:</b></p> <p><b>NOTE:</b></p> <p>Uses for:</p> <ul style="list-style-type: none"> <li>▪ Annexed unit and Dwelling house in the Open Space preferred land use area; or</li> <li>▪ If on a lot created under section 3.2.2 (2)(b) S3.2(2) or (3) of the planning scheme;</li> </ul> <p>are inconsistent uses (refer SO2 in 3.2.2)</p>	<p><b>Code Assessable:</b></p> <p>All circumstances.</p>	<p><b>Applicable Codes:</b></p> <p><i>For assessable development:</i></p> <ul style="list-style-type: none"> <li>▪ Rural Locality Code – Elements (a), (c)(iii) to (vi) and (g);</li> <li>▪ Historic Subdivision Code</li> </ul> <p><b>AND</b></p> <p>(i) For a Dwelling House:</p> <ul style="list-style-type: none"> <li>▪ Dwelling House, Annexed Unit and Caretakers Residence Code – Elements (a), (c), (e), (g) and (h).</li> </ul> <p>(ii) For an Annexed Unit:</p> <ul style="list-style-type: none"> <li>▪ Dwelling House, Annexed Unit and Caretakers Residence Code – Elements (a), (c), (d), (e), and (g).</li> </ul> <p><b>AND</b></p> <p>(i) If in a SMOA on SMOA maps 2A to 2D(i) inclusive:</p> <ul style="list-style-type: none"> <li>▪ Natural Features and Resources Overlay Code</li> </ul> <p>(ii) If in a SMOA on SMOA maps 2E:</p> <ul style="list-style-type: none"> <li>▪ Community Facility Overlay Code</li> </ul> <p>(iii) If in a SMOA on SMOA maps 2F:</p> <ul style="list-style-type: none"> <li>▪ Cultural Features Overlay Code</li> </ul>

**This table applies to land within the Rural Locality, Village Locality and Urban Locality (Community Expansion Zone, Residential Zone) listed within Appendix A**

*Providing an additional trigger to the Nanango IPA Planning Scheme for Operational Works*

TABLE 2 – Development other than material change of use		
Column 1 Defined Use	Column 2 Assessment Category	Column 3 Assessment Criteria
<b>(a) OPERATIONAL WORKS</b>		
<i>Works associated with the construction of stormwater infrastructure associated with a lot listed within Appendix A.</i>	<b>Code Assessable:</b> All circumstances.	<b>Applicable Codes:</b> <i>For assessable development:</i> <ul style="list-style-type: none"> <li>▪ Rural Locality Code – Elements (f) and (g)</li> </ul>

**Wondai Shire Council IPA Planning Scheme**

**This table applies to land within the Rural listed within Appendix A**

*Replacing level of assessment Table 3A of the Wondai Shire Council IPA Planning Scheme so far as it relates to a Material Change of Use for a Dwelling House or Annexed Unit on land within the Rural Locality listed within Appendix A with a new table*

TABLE 3A – Material Change of Use		
Column 1 Defined Use	Column 2 Assessment Category	Column 3 Assessment Criteria
<b>(b) Residential Use Classes</b>		
<p><b>Annexed Unit:</b></p> <p><b>Dwelling House:</b></p> <p><b>NOTE:</b></p> <p><i>Uses for:</i></p> <ul style="list-style-type: none"> <li>▪ <i>Annexed unit and Dwelling house in the Open Space preferred land use area; or</i></li> <li>▪ <i>If on a lot created under section 3.2.2 (2)(b) S3.2(2) or (3) of the planning scheme;</i></li> </ul> <p><i>are inconsistent uses (refer SO2 in 3.2.2)</i></p>	<p><b>Self-Assessable:</b></p> <p>If able to demonstrate compliance with the self-assessable criteria.</p> <p><b>Code-Assessable:</b></p> <p>If unable to comply with the criteria for self-assessable development</p>	<p><b>Applicable Codes:</b></p> <p><b>For self-assessable development:</b></p> <p>(i) For a Dwelling House:</p> <ul style="list-style-type: none"> <li>▪ Historic Subdivision Code</li> <li>▪ Dwelling House, Annexed Unit and Caretakers Residence Code – Elements (a), (c), (e), and (g).</li> </ul> <p>(ii) For an Annexed Unit:</p> <ul style="list-style-type: none"> <li>▪ Historic Subdivision Code</li> <li>▪ Dwelling House, Annexed Unit and Caretakers Residence Code – Elements (a), (c), (d), (e), and (g).</li> </ul> <p><b>For assessable development:</b></p> <ul style="list-style-type: none"> <li>▪ Use Codes nominated above; and</li> <li>▪ Rural Locality Code – Elements (a), (c)(iii) to (vi) and (g);</li> <li>▪ Historic Subdivision Code;</li> </ul> <p><b>AND</b></p> <p>(i) If in a SMOA on SMOA maps 2A to 2D(i) inclusive:</p> <ul style="list-style-type: none"> <li>▪ Natural Features and Resource Overlay Code</li> </ul> <p>(ii) If in a SMOA on SMOA map 2E:</p> <ul style="list-style-type: none"> <li>▪ Community Facility Overlay Code</li> </ul> <p>(iii) If in a SMOA on SMOA map 2F:</p> <ul style="list-style-type: none"> <li>▪ Cultural Features Overlay Code</li> </ul>

**This table applies to land within the Rural Locality listed within Appendix A**

*Providing an additional trigger to the Wondai IPA Planning Scheme for Operational Works*

TABLE 3B – Development other than Material Change of Use		
Column 1 Defined Use	Column 2 Assessment Category	Column 3 Assessment Criteria
<b>(5) Operational Works</b> <i>Works associated with the construction of stormwater infrastructure associated with a lot listed within Appendix A.</i>	<b>Code Assessable:</b> All circumstances.	<b>Applicable Codes:</b> <b>For assessable development:</b> <ul style="list-style-type: none"> <li>▪ Rural Locality Code – Elements (f) and (g).</li> </ul>

**Historic Subdivision Code**

**(1) PURPOSE OF THE CODE – Overall Outcomes**

- a) The Purpose of the Historic Subdivision Code is the achievement of the overall outcomes sought for the establishment and use of Dwelling houses, Relatives Units or Annexed units on land listed within Appendix A.
- b) The overall outcomes sought for a new Dwelling House, Relatives Unit or Annexed Unit are that the uses and works are sited and designed so:
  - (i) the wellbeing, safety and lifestyle of the community is maintained,
  - (ii) off-site impacts are minimised to an acceptable level, and
  - (iii) adequate access to physical and social services is provided.

**(2) ELEMENTS**

**(a) Servicing**

	Specific Outcomes		Acceptable Solutions (if self-assessable) Probable Solutions (if code assessable)
O1	Historic subdivisions are only developed in locations where there is adequate access to physical and social services.  <i>Editor's Note: This does not apply to outbuildings and extensions to an existing house.</i>	S1.1	The site is within 5km distance by road of a school if not on a current school bus route.
O2	A site identified on the maps included in Appendix A is not developed where: <ul style="list-style-type: none"> <li>(a) the site characteristics, including impacts from natural hazards, make it unsuitable for development; and</li> <li>(b) infrastructure, including water, sewerage, stormwater and roads are not adequate or result in environmental harm.</li> </ul>	S2.1	The site has frontage to a gazetted and constructed road.  <i>Editor's Note: The construction standard for unmade roads is defined in the 'Construction of Unmade Roads' policy resolved by South Burnett Regional Council and adopted on 19 August 2009</i>
		S2.2	The site has sufficient area to provide for on-site effluent disposal in accordance with the requirements of the Queensland Plumbing and Wastewater Code.
		S2.3	The site is: <ul style="list-style-type: none"> <li>(a) within a reticulated town water area, and reticulated water supply is provided, or;</li> <li>(b) outside a reticulated town water area, and a rainwater tank or other supplementary water supply system is installed with a minimum capacity of 45,000 litres.</li> </ul>
		S2.4	Habitable rooms within new buildings are 300mm above the highest known flood level, located on the highest part of the site and elevated to enhance flood immunity.  <i>Editor's Note: Where historical flood data exists, it may be possible to use this information to determine the highest known flood level. Historical data may include:</i> <ul style="list-style-type: none"> <li>• formally recorded gauge heights records for a number of floods;</li> <li>• formally surveyed peak flood levels;</li> <li>• photographs of a historical flood;</li> <li>• 'high-water' marks recorded on public or private property; and</li> <li>• interviews with long-term residents.</li> </ul>

<b>Specific Outcomes</b>	<b>Acceptable Solutions (if self-assessable) Probable Solutions (if code assessable)</b>
S2.5	New buildings are provided with a service line connection to the electricity supply and telecommunications networks.
S2.6	Stormwater drainage is discharged from the boundary of a development site: (a) without nuisance and annoyance to adjoining or downstream properties, (b) into natural systems, and (c) with conveyance to a lawful point of discharge including by way of easement where drainage systems traverse private property into natural systems.
S2.7	New buildings are confined to areas outside of overland flow paths and natural drainage features

**APPENDIX A - PROPERTIES SUBJECT TO TLPI 01/14**

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Goodger	1	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	2	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	3	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	4	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	5	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	6	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	7	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	8	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	11	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	12	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	13	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	14	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	15	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	16	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	17	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	18	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Goodger	19	G6891	Kingaroy Cooyar Road	Rural	Kingaroy Shire IPA Planning Scheme
Coolabunia	1	RP15193	10 Coolabunia Road	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	2	RP15193	8 Coolabunia Road	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	3	RP15193	6 Coolabunia Road	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	4	RP15193	4 Coolabunia Road	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	5	RP15193	2 Coolabunai Road	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	6	RP15193	7 George Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	7	RP15193	5 George Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	8	RP15193	3 George Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	9	RP15193	1 George Street	Village	Kingaroy Shire IPA Planning Scheme



LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Coolabunia	12	RP15193	8 Barsbys Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	13	RP15193	10 Barsbys Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	14	RP15193	22 Chaseling Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	15	RP15193	20 Chaseling Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	16	RP15193	18 Chaseling Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	19	RP15193	5 Hope Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	20	RP15193	3 Hope Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	23	RP15193	4 George Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	24	RP15193	6 George Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	25	RP15193	12 Chaseling Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	29	RP15193	5 Andrew Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	195	FY1656	2 George Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	195	FY1656	14-16 Chaseling Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	198	FY1665	4 Andrew Street	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	2	RP6097	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	3	RP6097	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	4	RP6097	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	5	RP6097	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	6	RP6097	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	7	RP6097	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	8	RP6097	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	13	RP6097	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	14	RP6097	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	15	RP6097	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	16	RP6097	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	102	W6021	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	103	W6021	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	201	W6021	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	202	W6021	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Wooroolin	203	W6021	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	204	W6021	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	205	W6021	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Wooroolin	206	W6021	Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Crawford	410	FY866	Liesegangs Road	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	411	FY866	229-237 Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	412	FY866	239 Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	413	FY866	Liesegangs Road	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	414	FY866	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	415	FY866	Liesegangs Road	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	416	FY866	Liesegangs Road	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	417	FY866	Liesegangs Road	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	383	FY704	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	386	FY737	Liesegangs Road	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	501	C5923	165-169 Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	502	C5923	159-163 Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	503	C5923	153-157 Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	504	C5923	147-151 Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	505	C5923	141-145 Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	601	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	602	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	603	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	604	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	605	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	701	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	702	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	703	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	704	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	705	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Crawford	803	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	804	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	805	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	903	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	904	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	905	C5923	Siefert Street	Rural	Kingaroy Shire IPA Planning Scheme
Crawford	8	FY2833	Liesegangs Road	Village	Kingaroy Shire IPA Planning Scheme
Crawford	116	C5921	Liesegangs Road	Village	Kingaroy Shire IPA Planning Scheme
Crawford	117	C5921	Liesegangs Road	Village	Kingaroy Shire IPA Planning Scheme
Crawford	118	C5921	Liesegangs Road	Village	Kingaroy Shire IPA Planning Scheme
Crawford	203	C5921	15 Liesegangs Road	Village	Kingaroy Shire IPA Planning Scheme
Crawford	204	C5921	Liesegangs Road	Village	Kingaroy Shire IPA Planning Scheme
Crawford	205	C5921	Liesegangs Road	Village	Kingaroy Shire IPA Planning Scheme
Crawford	206	C5921	Liesegangs Road	Village	Kingaroy Shire IPA Planning Scheme
Crawford	207	C5921	Liesegangs Road	Village	Kingaroy Shire IPA Planning Scheme
Crawford	208	C5921	Liesegangs Road	Village	Kingaroy Shire IPA Planning Scheme
Crawford	402	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Crawford	403	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Crawford	404	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Crawford	405	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Crawford	406	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Crawford	407	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Crawford	414	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Crawford	415	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Crawford	416	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Crawford	417	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Crawford	418	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Crawford	419	C5921	Siefert Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	298	FY175	Memerambi Cemetery Road	Village	Kingaroy Shire IPA Planning Scheme

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Memerambi	301	FY175	Postles Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	302	FY175	Postles Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	303	FY175	Navy Bean Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	304	FY175	Navy Bean Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	305	FY175	Memerambi Cemetery Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	306	FY175	Memerambi Cemetery Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	307	FY175	27 Navy Bean Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	309	FY175	33 Postles Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	311	FY175	85 Memerambi Cemetery Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	312	FY175	Memerambi Cemetery Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	3	M5421	19 Oil Seeds road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	4	M5421	21 Oil Seeds Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	5	M5421	23 Oil Seeds Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	6	M5421	25 Oil Seeds Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	7	M5421	27 Oil Seeds Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	8	M5421	29 Oil Seeds Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	9	M5421	31 Oil Seeds Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	107	M5421	13 Oil Seeds Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	201	M5421	15 Oil Seeds Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	202	M5421	17 Oil Seeds Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	5	M5423	35 Count Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	10	RP36980	18 Oil Seeds Road	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	11	RP36980	20 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	12	RP36980	22 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	15	RP36980	28 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	16	RP36980	30 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	17	RP36980	32 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	18	RP36980	34 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	19	RP36980	36 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Memerambi	20	RP36980	38 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	21	RP36980	40 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	22	RP36980	42 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	23	RP36980	44 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	24	RP36980	46 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	25	RP36980	48 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	26	RP36980	50 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	27	RP36980	52 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	28	RP36980	54 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	29	RP36980	5 Recreation Drive	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	30	RP36980	7 Recreation Drive	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	31	RP36980	56 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	32	RP36980	43-49 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	33	RP36980	Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	34	RP36980	51 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	35	RP36980	53 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	44	RP36980	25 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	45	RP36980	27-29 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	46	RP36980	31-33 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	47	RP36980	35-37 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	48	RP36980	39-41 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	1	RP36981	23 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	2	RP36981	21 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	10	M5421	3 Recreation Drive	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	11	M5426	24-26 Safflower Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	402	M5422	45-47 Earl Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	404	M5422	53-55 Earl Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	405	M5422	57 Earl Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	406	M5422	17 Crush Street	Village	Kingaroy Shire IPA Planning Scheme

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Memerambi	407	M5422	19 Crush Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	409	M5422	12200 Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	410	M5422	12196 Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	411	M5422	12192 Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	412	M5422	12188 Bunya Highway	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	502	M5422	27-29 Duke Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	503	M5422	31-33 Duke Street	Village	Kingaroy Shire IPA Planning Scheme
Memerambi	504	M5422	35-37 Duke Street	Village	Kingaroy Shire IPA Planning Scheme
Coolabunia	196	FY1656	14-16 Chaseling Street	Village	Kingaroy Shire IPA Planning Scheme
Cloyna	1	RP63749	Main Street	Rural	Murgon Shire IPA Planning Scheme
Cloyna	6	RP152502	51 Cloyna West Road	Rural	Murgon Shire IPA Planning Scheme
Cloyna	7	RP152502	53 Cloyna West Road	Rural	Murgon Shire IPA Planning Scheme
Cloyna	5	FY2446	49 Cloyna west Road	Rural	Murgon Shire IPA Planning Scheme
Cloyna	1	RP55606	43 Cloyna West Road	Rural	Murgon Shire IPA Planning Scheme
Cloyna	8	RP56382	Main Street	Rural	Murgon Shire IPA Planning Scheme
Cloyna	9	RP56382	Main Street	Rural	Murgon Shire IPA Planning Scheme
Cloyna	1	RP45581	69 Cloyna West Road	Rural	Murgon Shire IPA Planning Scheme
Cloyna	6	RP45581	10 Main Street	Rural	Murgon Shire IPA Planning Scheme
Cloyna	7	RP45581	12 Main Street	Rural	Murgon Shire IPA Planning Scheme
Cloyna	8	RP45581	14 Main Street	Rural	Murgon Shire IPA Planning Scheme
Cloyna	75	USL42655		Rural	Murgon Shire IPA Planning Scheme
Benarkin	176	CSH2185	Steven Street	Village	Nanango Shire IPA Planning Scheme
Blackbutt	41	RP32398	0 Hart Street	Residential	Nanango Shire IPA Planning Scheme
Blackbutt	42	RP32398	0 Hart Street	Rural	Nanango Shire IPA Planning Scheme
Blackbutt	43	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	44	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	45	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	46	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	47	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Blackbutt	48	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	49	RP32398	0 Hart Street	Rural	Nanango Shire IPA Planning Scheme
Blackbutt	50	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	51	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	52	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	53	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	54	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	55	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	56	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	57	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	58	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	59	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	60	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	61	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	62	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	63	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	64	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	65	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	66	RP32398	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	67	RP32398	0 Hart Street	Rural	Nanango Shire IPA Planning Scheme
Blackbutt	68	RP32398	0 Hart Street	Rural	Nanango Shire IPA Planning Scheme
Blackbutt	69	RP32398	0 Hart Street	Rural	Nanango Shire IPA Planning Scheme
Blackbutt	70	RP32398	0 Hart Street	Rural	Nanango Shire IPA Planning Scheme
Blackbutt	71	RP32398	0 Hart Street	Rural	Nanango Shire IPA Planning Scheme
Blackbutt	72	RP32398	0 Hart Street	Rural	Nanango Shire IPA Planning Scheme
Blackbutt	33	RP32396	0 Hart Street	Residential	Nanango Shire IPA Planning Scheme
Blackbutt	34	RP32396	0 Hart Street	Residential	Nanango Shire IPA Planning Scheme
Blackbutt	2	RP96717	0 Hart Street	Community Expansion	Nanango Shire IPA Planning Scheme
Blackbutt	173	CSH 979	Millars Road	Rural	Nanango Shire IPA Planning Scheme

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Tarong	1	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	2	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	3	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	4	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	5	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	6	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	7	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	8	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	9	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	10	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	11	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	12	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	13	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	14	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	15	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	16	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	17	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	18	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	19	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	20	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	21	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	22	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	23	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	24	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	25	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	26	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	27	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	28	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	29	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme



LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Tarong	30	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	31	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	32	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	33	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	34	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	35	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	36	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	37	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	38	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	39	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	40	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	41	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	42	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	43	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	44	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	45	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	46	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	47	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	48	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	49	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	50	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	51	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	52	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	53	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	54	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	55	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	56	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	57	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	58	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Tarong	59	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	60	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	61	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	62	RP49035	Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	34	RP49036	Tarong Railway Road	Village	Nanango Shire IPA Planning Scheme
Tarong	84	FY2540	Tarong Railway Road	Village	Nanango Shire IPA Planning Scheme
Hodgleigh	1	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	2	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	3	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	4	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	5	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	6	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	7	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	8	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	9	RP15181	Acacia Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	10	RP15181	Acacia Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	11	RP15181	Acacia Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	12	RP15181	Acacia Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	13	RP15181	Acacia Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	14	RP15181	Acacia Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	15	RP15181	Acacia Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	16	RP15181	Acacia Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	17	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	18	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	19	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	20	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	21	RP15181	Acacia Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	22	RP15181	Laurel Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	23	RP15181	Laurel Street	Rural	Nanango Shire IPA Planning Scheme

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Hodgleigh	24	RP15181	Laurel Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	25	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	26	RP15181	Matthew Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	27	RP15181	Laurel Street	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	29	RP15181	D'Aguilar Highway	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	30	RP15181	D'Aguilar Highway	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	31	RP15181	D'Aguilar Highway	Rural	Nanango Shire IPA Planning Scheme
Hodgleigh	28	AP15796		Rural	Nanango Shire IPA Planning Scheme
Mondure	2	RP66781	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	7	FY1710	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	17	FY1710	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	21	FY1710	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	24	FY1710	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	25	FY1710	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	26	FY1710	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	27	FY1710	off Campbells Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	28	FY1710	off Campbells Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	4	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	6	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	7	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	23	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	24	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	25	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	26	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	27	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	28	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	36	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	37	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	38	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Mondure	39	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	40	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	48	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	49	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	14	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	15	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	16	RP27668	Russell Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	75	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	76	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	77	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	78	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	79	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	80	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	87	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	88	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	89	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	90	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	91	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	92	RP27668	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	6	RP27706	WSF Ramke Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	7	RP27706	WSF Ramke Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	8	RP27706	WSF Ramke Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	13	RP27706	WSF Ramke Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	14	RP27706	WSF Ramke Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	19	RP27655	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	20	RP27655	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	21	RP27655	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	22	RP27655	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	23	RP27655	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme

LOCALITY	LOT NUMBER	PLAN NUMBER	ADDRESS	Zone	Planning Scheme
Mondure	24	RP27655	WSF Ramke Road	Rural	Wondai Shire IPA Planning Scheme
Proston	1	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	2	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	3	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	4	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	5	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	6	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	7	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	8	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	9	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	10	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	11	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	12	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	13	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Proston	14	RP66780	Two Twelve Street	Rural	Wondai Shire IPA Planning Scheme
Mondure	28	RP44772	Marjorie Lane	Rural	Wondai Shire IPA Planning Scheme
Mondure	25	RP44772	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	26	RP44772	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme
Mondure	27	RP44772	Unnamed Road	Rural	Wondai Shire IPA Planning Scheme

2. Publish a notice in the local paper, Government Gazette and Council's website; and
3. Provide the Chief Executive as soon after adoption a copy of the notice and one electronic copy of the TLPI.

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**7.3 Property (P)**

***Officer's Reports***

**7.3.1 P - 2319088 - Proposed disposal of L 13 RP40835 3 Main Street Hivesville and building asset**

**Summary**

Council to invite tenders for the purchase of L 13 RP40835 and building asset at market value as per Section s228(1)(b) and 228(4) of the *Local Government Regulation 2012*.

**Officer's Recommendation**

That Council

1. invite tenders for the purchase of the following block as per Section s228(1)(b) and 228(4) of the *Local Government Regulation 2012*;

Lot 13 RP40835 – 3 Main Street, Hivesville.

*Purchase Options:*

- Lot 13 RP40835 – Purchase Land and Hall Package
  - Lot 13 RP40835 – Purchase Land only
  - Lot 13 RP40835 – Purchase of and removal of Hall only
2. delegate authority to the Chief Executive Officer to negotiate the sale of the block.

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**7.3.2 P - 2319028 - Proposed sale/disposal of Lot 206 H7152 - 12 William Street Hivesville**

**Summary**

Council to offer the sale of L 206 H7152 to the adjoining landholder located at L207 H7152 at market value as per Section s228(1)(b) of the *Local Government Regulation 2012*.

**Officer's Recommendation**

That Council

1. offer the sale of Lot 206 H7152, 12 William Street, Hivesville to the adjoining landholder located at Lot 207 H7152 at market value.
2. delegate authority to the Chief Executive Officer to negotiate the sale of the block.

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

*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 DA Potter.*

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

## **Water & Waste Water**

### **Kingaroy Wastewater Treatment Plant**

*The overall project is nearing completion. Key ancillary works that will be completed in the next month include:*

- *De-silting and refurbishment of the lagoons*
- *Construction of a standpipe facility to allow Class A recycled water to be utilised for road works around Kingaroy*
- *Upgrade of the irrigation area attached to the wastewater treatment plant*
- *Completion of the new wastewater laboratory.*

*The plant will be officially opened towards the end of March.*

### **Murgon Water Treatment Plant**

*The construction work associated with the Murgon Water Treatment Plant upgrade was completed just prior to Christmas. M2O have been busy completing the washing and loading of the new filter media into the two (2) remaining filters and ensuring the control system is integrating well with Council's existing SCADA. Commissioning of the two (2) remaining filters will be completed by the end of the month.*

*Having all three (3) filters refurbished and more automatic controls of the plant is a great asset for Murgon. This will translate into reduced run times and chemical usage, therefore reducing operational costs for this plant. It will also extend the life of the plant which is also an overall cost reduction.*

### **Water Restrictions**

*A gentle reminder that all towns within the South Burnett Region are on Level 2 water restrictions. This means that anyone using town water is NOT permitted to use sprinklers and/or soaker hoses in the garden. Watering outside can only be done by hand-held hoses on alternate days within restricted hours, depending on the street number of the property, with no watering on Mondays. Government and Council facilities are also to operate under the restrictions with watering permitted between 6:30am and 9:30am on Mondays, Wednesdays and Fridays. There are some exceptions for micro spray sprinkler systems however these exceptions require written approval from Council Water and Wastewater section.*

*More information is available on Council's website or contacting the Water and Wastewater section on 41899100.*



## **Waste Management**

*The Hivesville Landfill was on fire Friday afternoon/evening (3-2-2017). Council staff and the landfill contractor responded. The contractor continued efforts on Saturday to put the fire out. The local rural fire services were great in helping to ensure that the fire was contained to the landfill area by assisting with back burning. It is believed that the fire was intentionally lit. Council would like to again advise residents that the lighting of fires at any of Council's waste facilities is strictly prohibited. This act is a potentially dangerous to not only those involved, but also to the surrounding community.*

*I would like to take this opportunity to say thank you to all of those volunteer (and paid) fire fighters wherever they serve in the South Burnett for the very important contribution they make to the community. Thank you!*

*Council's Waste Services section currently has a scrap metal recycling call for Quote out, which closes on 24 February 2017.*

*Council's Waste Services section has been hosting a University of Queensland Workplace Health and Safety student on Industry Placement. This is the second year that Council has participated in the Industry Placement Program. Council staff are impressed with the calibre of students that have been placed. This Program has been delivering benefits to not only the students, but to Council as well.*

*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 RJ Frohloff.*

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

## **NRM**

### **Coolabunia Saleyards**

Rural services staff inspected and dipped a total of 761 head in January. The store sale held on 20 January attracted 405 head and the fortnightly fat & store sale held on 24 January 170 head.

### **Weed Management operations**

Contractors have been treating lantana on Council roadsides and reserves at Maidenwell, Nanango, Malar, Booie and Crawford and Tree Pear at Brooklands and Blackbutt and Giant Rats Tail Grass on all roadsides across the region. Kingaroy Heights Environmental Area has been treated for Cats Claw Creeper and Asparagus Fern.

Council Officers inspected properties for Groundsel in Blackbutt, South Nanango, Stonelands, Barlil and Wattlecamp, Giant Rats Tail grass on properties at Bullcamp and Runnymede, African Boxthorn inspections at Wondai, Leafdale and Chelmsford and commenced Parthenium inspections at Barambah Creek.

Landholders have loaned spray trailers for treatment of groundsel, Mother of Millions and African Love Grass in Durong, Wattlecamp, Benair and Nanango. Splatter guns were loaned to people treating African boxthorn in the Wondai area and tree spears to people managing tree pear in Hivesville and Nanango.

### **Feral Animal Management Programs**

Council and Biosecurity Queensland Officers have commenced a ferret awareness campaign after two ferrets have been found at large in the Wondai area in recent months. Officers have been door knocking residents in the Wondai area to encourage residents to report sightings or any information about people breeding or keeping them as pets to Council or Biosecurity Queensland. Ferrets are an invasive pest species that have a significant impact on native wildlife, domestic pets and poultry. It is illegal to keep, move, feed, give away or sell a ferret in Queensland. Information provided by the community will assist officers to find and remove any ferrets to prevent them becoming an established pest.

Council assisted landholders to bait for wild dogs in Proston, Boat Mountain and Winderera and Wild Pigs at Corndale. Landholders have loaned traps to control wild dogs in Kingaroy and Wondai and rabbits at Kingaroy.

### **African Boxthorn Program**

32 landholders have applied for assistance in the form of onground treatment or herbicide to reduce infestations of African Boxthorn in the Wondai area. A coordinated treatment program has commenced across 55 properties and treatment will be undertaken by Council contractors and landholders. Council were successful in obtaining approval to use a splatter gun technique that proved the most effective and efficient method during trials undertaken locally and as a result this method is now approved for use across Queensland.

### **Wandering Livestock**

Council officers have attended to reports of wandering horses in Wondai and Mt Stanley and cattle at south Nanango, Wondai and Deep Creek areas. Council staff attended to reports of wandering pigs at Nanango and Fairdale and cattle at Boat Mountain.

## **Parks & Garden**

### **Kingaroy**

Kingaroy staff have been continuing the Summer Mowing Program. The Annual seedlings for Food and Wine in the Park have been planted and two of the four large empty garden beds in Haly Street have been planted. The old garden beds from the Toilet Block at the end of Memorial Park have been removed and contractors will soon start constructing new beds.

### **Murgon & Wondai**

Murgon Skate Park new playground equipment installation has begun. General maintenance and mowing has been completed with staff attending to customer requests and removing flowers and getting the garden beds ready for replanting however this has now been put on hold because of the exceptionally dry times and possible water restrictions. The Main Street Gardens and shrubs have been tidied. Cemetery Rose Gardens across the region will start to be affected because of the exceptionally dry times and water restrictions.

### **Proston**

Staff have been busy with the mowing maintenance, tidying the Main Street Gardens and preparing the towns streets for the Proston Show.

### **Nanango & Blackbutt**

Nanango annual gardens are being removed because of the water restrictions. Blackbutt has had good rain so gardening is a priority at present. The old fence has been removed from Blackbutt Cemetery and the new one has been ordered.

All cemeteries have had maintenance finished and Les Muller Park is due for mowing. Maintenance of Maidenwell and Coomba falls is completed.

### **Boondooma Dam & BJelke Petersen Dams**

BP Dam is at 22.9% and Boondooma is at 35.5%. Boondooma Dam Yellowbelly Fishing Competition was held last weekend 11<sup>th</sup> and 12<sup>th</sup> February. 260 fish went through the catch and release section and another 329 in the gilled and gutted section. The biggest Yellowbelly of the event was weighed in at 2.40kg. The competition set new records for the second year in a row with a huge attendance of 1013 entrants including 208 juniors. Cash and other prizes were presented at the end of each of the three (3) sessions as well as overall competition winners at the conclusion of the event. Profits from the event are used to supplement fishing permit funds from the Queensland Government and to date approximately 4.9 million fingerlings have been stocked into Lake Boondooma. Congratulations to all the winners and thankyou to everyone who attended and made the event such a success. The feedback I got was absolutely fantastic and it was wonderful to see the large numbers of people from right around the region and across Queensland enjoying a wonderful family fishing experience.

### **Indigenous Affairs**

I attended a Max Employment Indigenous Information Day at Cherbourg where I spoke about the traineeships available with our Council. Plans are in place for this year's Reconciliation Fun Run which will be held in May. The South Burnett & Cherbourg on Show Committee have met for the first time this year. The committee feels that the weekend needs to get more promotion and more buy in from towns right around our region and part of the promotion will be to source individuals who will be known as town champions in every town and community. Their role will be to work with community groups to promote their area in the week leading up to and over the October long weekend.

### **Rail Trail**

*The contractor is due to start work on the rail trail on 20 February with a completion date before the end of May. In the meantime there have been some sections of the rail trail already put to good use. Parkrun is a free timed weekly five (5) km run held in over 200 locations across Australia every week. In January, led by Cr Heit, Wondai started its own parkrun. An average of over 100 walkers and runners have participated each week to date.*

*Parkrun is a fantastic initiative to encourage and support the community to have more exercise in their lives as well as encourage parkrun tourism. It's great to have so many people using the rail trail already*

*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 attached financial statements are as at 31 January 2017.*

*The financial ratios for cash, operating cash and working capital are all within the industry guide.*

*The funded long term liabilities ratio is below the target but is expected to improve upon collection of the final six-monthly rating that is scheduled to be levied on the 21<sup>st</sup> of February. Council's cash position is expected to improve upon collection of rates by the discount date on the 28<sup>th</sup> of March.*

#### **With regard to the Comprehensive Income Statement**

*The rates revenue reflected as at the 31<sup>st</sup> of January pertains to the first six monthly rates. The second and final six monthly rating for the year, to be levied this February, will result to the 100% achievement of the 2016-2017 budgeted rates revenue.*

*Fees and charges, rental income, interest received and other income are all within the revenue budget. The 3<sup>rd</sup> quarter Financial Assistance Grant (FAGS) payment amounting to \$1.7 Million is expected to be received by the end of February. Sales Revenue variance is a result of the allocation of budgeted revenue over the financial year.*

62% of the budgeted Capital Revenue has been achieved to-date due to the receipt of the \$3.7 Million grant for the upgrade of the Kingaroy Waste Water Treatment Plant.

*In terms of expenditures, employee benefits; materials and services; finance costs and depreciation are within budget limits.*

### **Capex Report**

*Actual year-to-date capital expenditure amounts to \$11,603,900 which is equivalent to 36% of the 2016-2017 revised capex budget. The total actual and year-to-date commitments for capital expenditure amount to \$18,248,105 or 57% of the total capital expenditure budget for the year.*

### **Sundry Debtors Management**

*To ensure that there is a proper approach in managing the sundry debts and the corresponding collection of outstanding receivable balances, the Sundry Debtors Management Policy has been developed for Council's adoption. The policy stipulates the collection terms, criteria for the assessment of collectability, threshold limits for the approval of bad debts write off, refund, reduction and/or waiver of sundry fees and charges. The policy is consistent with the Local Government Act 2009, the Local Government Regulations 2012, the Australian Accounting Standards and recognised financial practices.*

*The identified aged sundry debts were assessed for collectability based on the provisions of the Sundry Debtors Management Policy.*

### **Asset Management Strategy**

*The Asset Management Strategy has been prepared for Council's consideration. It specifies the implementation and documentation of asset management practices, plans, processes and procedures. It is a high level document that aims to provide guidance in the overall asset management activities within Council.*

*The strategy is linked to the Asset Management Policy and Asset Management Plans and will be integrated into Council's Long Term Financial Forecast and annual budgeting.*

*The development of the strategy is consistent with the provisions of the Local Government Act 2009 Section 104 (2) and (5(a)).*

### **Mayors Community Benefit Fund**

*At the meeting last month it was determined that \$3000 be granted to Graham House Community Centre to fund 'Homing of Homeless and/or displaced persons' and \$7000 be granted to support South Burnett CTC with 'Homeless Essentials Packs'. It is always rewarding to receive the acquittals of the funding rounds to see the value to our community of the MCBF. We look forward to hearing how these funds benefitted this sector of the community.*

### **Human Resources**

*We were delighted last year to appoint eight trainees in various sections of council. These trainees finish in April this year and we are hoping some may be kept on as permanent employees. In conjunction with CTC the HR department is currently shortlisting this years' applicants to the 10 new traineeship positions. We are thrilled with the number and high quality of the applicants and very pleased that Council is able to offer these opportunities to the community.*

**Zero Harm Strategic Plan**

*SBRC launched the zero harm strategic plan which documents the WH&S objectives, targets and planned activities to ensure zero harm to our workers, customers and the community through our work activities. I commend the HR department and all staff for adopting and embracing the culture of zero harm.*

**Pot of Gold Training**

*A great initiative of SBRC is the 'Pot of Gold' Training for all council managers and supervisors which encourages and develops leadership and management skills for the overall benefit of the workforce and our community. This program has been running for some time now and the benefits are noticeable and worthwhile. Thank you for those responsible for bringing this training to our workforce.*

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

**10.2 Finance (F)**

***Officer's Reports***

**10.2.1 F - 2319061 - Monthly Financial Statements**

**Summary**

The following information provides a snapshot of Council's Financial Position as at 31 January 2017.

**Officer's Recommendation**

That the Monthly Financial Report as at 31 January 2017 be received and noted.

**Key Financial Ratios**

**South Burnett Regional Council**

**Financial Scorecard**



## Statement of Comprehensive Income

## Statement of Comprehensive Income

as at 31 January 2017

58% of Year Complete

	2017	Original Budget	Amended Budget	Variance
	\$	\$	\$	%
<b>Income</b>				
<b>Revenue</b>				
<b>Recurrent Revenue</b>				
Rates, levies and charges	22,223,722	44,163,446	44,058,446	50%
Fees and charges	2,552,544	4,335,478	4,411,490	58%
Rental Income	275,745	521,645	508,035	54%
Interest received	616,204	1,720,166	1,032,713	60%
Sales revenue	2,634,304	3,255,150	3,255,150	81%
Other Income	332,770	461,176	599,357	56%
Grants, Subsidies, Contributions & Donations	3,802,250	7,530,996	7,462,231	51%
	<u>32,437,539</u>	<u>61,988,057</u>	<u>61,327,422</u>	
<b>Capital Revenue</b>				
Grants, Subsidies, Contributions & Donations	5,920,737	10,544,224	9,563,890	62%
<b>Total Revenue</b>	<u>38,358,276</u>	<u>72,532,281</u>	<u>70,891,312</u>	
<b>Total Income</b>	<u>38,358,276</u>	<u>72,532,281</u>	<u>70,891,312</u>	
<b>Expenses</b>				
<b>Recurrent Expenses</b>				
Employee benefits	13,484,705	22,475,373	22,582,961	60%
Materials and services	13,270,541	22,217,186	21,713,484	61%
Finance costs	1,240,864	2,042,350	2,042,350	61%
Depreciation and amortisation	8,440,613	14,463,457	14,463,457	58%
	<u>36,436,724</u>	<u>61,198,366</u>	<u>60,802,252</u>	
<b>Capital Expenses</b>				
	(99,679)	(461,250)	(506,705)	20%
<b>Total Expense</b>	<u>36,337,045</u>	<u>60,737,116</u>	<u>60,295,547</u>	
<b>Net Result</b>	<u>2,021,231</u>	<u>11,795,165</u>	<u>10,595,765</u>	



## Statement of Financial Position

## Statement of Financial Position

as at 31 January 2017

	2017 \$	Original Budget \$
<b>Current Assets</b>		
Cash and Cash Equivalents	26,874,588	33,080,511
Trade and Other Receivables	5,913,556	6,023,740
Inventories	1,223,775	1,194,663
Investments	-	-
<b>Total Current Assets</b>	<u>34,011,919</u>	<u>40,298,914</u>
<b>Non-Current Assets</b>		
Trade and Other Receivables	2,316,555	-
Property, Plant and Equipment	891,162,026	879,461,585
Intangible Assets	8,837,571	8,044,429
<b>Total Non-Current Assets</b>	<u>902,316,152</u>	<u>887,506,014</u>
<b>TOTAL ASSETS</b>	<u>936,328,071</u>	<u>927,804,928</u>
<b>Current Liabilities</b>		
Trade and other payables	4,518,240	4,578,196
Borrowings	3,889,377	2,436,953
Provisions	3,541,538	3,399,682
Unearned Revenue	127,440	-
<b>Total Current Liabilities</b>	<u>11,949,154</u>	<u>10,414,831</u>
<b>Non-Current Liabilities</b>		
Borrowings	37,724,094	39,845,689
Provisions	11,910,078	11,844,859
Unearned Revenue	2,316,555	-
<b>Total Non-Current Liabilities</b>	<u>49,634,172</u>	<u>51,690,548</u>
<b>TOTAL LIABILITIES</b>	<u>64,027,320</u>	<u>62,105,379</u>
<b>NET COMMUNITY ASSETS</b>	<u>872,300,750</u>	<u>865,699,549</u>
<b>Community Equity</b>		
Asset Revaluation Surplus	447,831,130	422,246,433
Retained Surplus/(Deficiency)	424,469,621	443,453,116
<b>TOTAL COMMUNITY EQUITY</b>	<u>872,300,750</u>	<u>865,699,549</u>

**Resolution:**

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

*That the Monthly Financial Report as at 31 January 2017 be received and noted.*

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

**10.2.2 F - 2230332 - Adoption of the Sundry Debtors Management Policy**

**Summary**

Council generates significant income from sundry debtors. The purpose of this policy is to ensure that there is an unbiased approach to managing the associated debt and that outstanding receivable balances are accurate, properly aged and assessed on a regular basis as to collectability.

The policy stipulates the collection terms, criteria for the assessment of collectability, threshold limits for the approval of bad debts write off, refund, reduction and/or waiver of sundry fees and charges.

**Officer's Recommendation**

That the Sundry Debtors Management Policy as attached be adopted.



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## Sundry Debtors Management Policy

### Table of Contents

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### 1. SCOPE

This policy covers all sundry debtors where an invoice or charge is raised.

### 2. POLICY OBJECTIVES

The policy objectives are:

- Ensure that the collection of sundry debts is undertaken equitably (that is, fairly and impartially), consistently, efficiently, effectively and in accordance with good governance.
- To ensure that the collection of debt is consistent with the *Local Government Act 2009 and Local Government Regulations 2012, Australian Accounting Standards* and recognised financial practices.

### 3. BACKGROUND AND/OR PRINCIPLES

Council generates significant income from sundry debtors. The purpose of this document is to ensure that there is an unbiased approach to managing the associated debt with the intent of ensuring that the receivables showing as outstanding on the debtors aged trial balance are accurate, reliable, and collectable.

### 4. GENERAL INFORMATION

#### 4.1 *General Principles Applicable to Sundry Debtors*

##### 4.1.1 Collection Terms

Council's collection terms are 30 days from invoice date unless specific arrangements apply.

##### 4.1.2 Bad Debts

If debts are over twelve (12) months old with no payment plans in place and the receivable has been assessed as uncollectable, they shall be considered to be bad debts.

After all avenues to collect the debt have been exhausted approval may be sought to write off a bad debt.

#### **4.1.3 Approval to Write off Bad Debts**

The approval limits for the write off of individual arrears are as follow:

- The write off of individual arrears up to \$200 requires the approval of Manager Finance
- The write off of individual arrears greater than \$200 up to \$500 requires the approval of the General Manager of Finance.
- The write off of individual arrears greater than \$500 up to \$1,000 requires the approval of the Chief Executive Officer.
- Any write off of individual arrears greater than \$1,000 requires Council approval.

The approval limits for the write off of aggregate arrears are as follow:

- The write off of aggregate arrears up to \$ 500 requires the approval of the General Manager of Finance
- The write off of aggregate arrears greater than \$500 up to \$1,000 requires the approval of the Chief Executive Officer
- The write off of aggregate arrears greater than \$1,000 requires Council approval.

A list of all written off individual and aggregate arrears shall be reported quarterly to the Senior Executive Team and the Audit Committee.

#### **4.1.5 Approval to waive or reduce Sundry Debtor Fees and Charges**

Any waiver or reduction of sundry debtor fees and charges requires Council approval.

The eligibility criteria stipulated in the Policy - Council's Fees & Charges for Building & Development Applications and the Hall Hire Procedure shall be referred to when considering applications for waiver or reduction of fees.

A list of all waived fees and charges shall be reported quarterly to the Senior Executive Team and the Audit Committee.

#### **4.1.6 Refund of Sundry Debtor Fees and Charges**

The nature of sundry debtor fees and charges refund include but are not limited to the following transactions:

- Incorrect fee was charged and paid
- Pro-rata refund of licence fees due to closure of business
- Overpayment of fees (e.g. search fees)
- Withdrawal of application

#### **4.1.7 Approval to refund Sundry Debtor Fees and Charges**

The approval limits for the refund of sundry debtor fees and charges are as follow:

- A refund of up to \$500 requires the approval of the respective Manager
- A refund greater than \$500 requires the approval of the respective General Manager

#### **4.2.0 Roles & Responsibilities**

##### **4.2.1 Debt Owner**

The Department or Branch with responsibility for the income is known as the Debt Owner.

The Debt Owner is responsible for:

- Ensuring that invoiced amounts are correct
- Liaising with Finance in terms of the status of debts (eg whether it is likely to be recovered)
- Documenting any discussions with Debtors in relation to outstanding monies and providing the documentation to Finance
- Gaining approval from the relevant General Manager for any request for debt write offs
- Gaining approval from the relevant Manager/General Manager for any request for refunds
- Gaining approval from Council for any request for waiver of sundry debtor fees and charges

##### **4.2.2 Finance Department**

In relation to debt collection, Finance is responsible for:

- Sending out invoices
- Recording debts in the financial system
- Recording collections in the financial system
- Sending reminder letters on overdue debt
- Follow up on overdue debt
- Advising Debt Owner on the status of outstanding debts and making recommendations on debt recovery/write off.
- Determining the level of debt impairment in coordination with the Debt Owner
- Referring debts to a debt collection agency after advice from the Debt Owner and upon approval from the Senior Executive Team
- Writing off debts in the financial systems after written approvals have been received

#### **4.3.0 Provision for Impairment of Sundry Debtors**

##### **4.3.1 Basis for Impairment Calculations**

Accounting standards AASB 139 (Para 58) requires an entity to assess at the end of each reporting period whether there is any objective evidence that a financial asset or group of financial assets is impaired.

A provision for impairment of sundry debtors is established when there is objective evidence that South Burnett Regional Council will not be able to collect all amounts due according to the original terms of the receivable.

Significant financial difficulties of the debtor, the probability that the debtor will enter bankruptcy or other financial reorganisation and default and or are delinquent in making payments are considered indicators that the receivable is impaired. An indicator of possible impairment is the ageing schedule of the debtor balances.

## 5. DEFINITIONS

Bad Debts	Bad debts are debts that have been assessed as being uncollectable. When this assessment has been made, approval is sought to write off the debt which results in the debt being taken out of the Council's balance sheet.
Debt Owner	The department or unit with responsibility for the income is known as the Debt Owner
Provision for Impairment of Debts	An accounting term used to describe debts that have been assessed as likely to become a bad debt. Under accounting standards an assessment must be made as to the collectability of debts and a provision for impairment of debts must be created for debts that are unlikely to be collectible.
Refund	The return of payment made by a sundry debtor due to incorrect fees charged and paid, return of bond payment, pro-rata return of licence fees due to business closure, overpayment of fees, withdrawal of application etc.
Waiver	The intentional or voluntary relinquishment of Council's right to charge sundry debtors fees and charges.
Write Off of Individual Arrears	Refers to the write off of bad debts of a singular debtor (e.g. bad debts for a specific debtor transaction)
Write Off of Aggregate Arrears	Refers to the collective write off of bad debts of more than one debtor or a group of debtors related to a common debtor transaction (e.g. bad debts for animals debtor transaction)

## 6. LEGISLATIVE REFERENCE

All impairment of sundry debtors is made in accordance with the accounting standards – *AASB139*.

The *Local Government Act 2009 Section 4 (1) (a) (b) (d)* form the overarching principles of this procedure in ensuring transparency, good governance and sustainable development and management of Council assets.

## 7. RELATED POLICIES/PROCEDURES

Sundry Debtors Management Procedure  
Consideration of Applications for reduction in Council's Fees and Charges  
Hall Hire Donation Procedure  
Fraud and Corruption Prevention Management Policy

## 8. NEXT REVIEW

30 April 2018

\_\_\_\_\_  
Gary Wall  
CHIEF EXECUTIVE OFFICER  
Date

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**10.2.3 F - 2230402 - Adoption of the Asset Management Strategy**

**Summary**

Effective and efficient asset management is fundamental in ensuring community access to safe, reliable and well managed services. As assets continue to age, there is a need to develop and establish an appropriate level of skill and expertise in sustainable asset management. The Asset Management Strategy provides guidance in the overall asset management activities within Council. It is linked to the Asset Management Policy and Asset Management Plans and will be integrated into Council's Long Term Financial Forecast and annual budgeting.

The strategy defines the asset management roles and responsibilities within Council which is crucial in establishing accountabilities throughout the various stages of the asset lifecycle. The development and implementation of service levels that will provide adequate guidance in decision making required for effective asset management are also part of the strategy.

The Asset Management Strategy also supports integrated information systems and knowledge management processes that will reinforce productivity and enhance decision making. The provision for appropriate training on asset management for Council, senior management and key staff is also specified in the strategy.

The strategy covers the period 2017 to 2020 and will be reviewed annually.

**Officer's Recommendation**

That the Asset Management Strategy as attached be adopted.



**South Burnett**  
Regional Council

**Asset Management Strategy  
2017 to 2020**

## INTRODUCTION

Council is responsible for overseeing a large portfolio of assets that were constructed and/or acquired to serve the community needs of the South Burnett Regional Council. Effective and efficient asset management is fundamental in ensuring community access to safe, reliable and well managed services. A constantly changing environment in which Council operates requires a focussed approach in the management of its assets. As assets continue to age, there is a need to develop and establish an appropriate level of skill and expertise in sustainable asset management and maintenance practices. Asset sustainability requires adequate planning and funding for maintenance and renewal to ensure that Council's asset portfolios are able to address community needs in the long term.

The total value of the South Burnett Regional Council assets measured by replacement cost as of 1 July 2016 is:

Asset Category	Replacement Cost
Road, Drainage and Bridge	\$ 536,544,154
Water	\$ 157,849,995
Waste Water	\$ 96,225,978
Buildings and Other Structures	\$ 140,462,336
Other Plant and Equipment	\$ 30,500,290
Land	\$ 43,324,200
<b>Total Asset Replacement Cost</b>	<b>\$1,004,906,953</b>

This Asset Management Strategy has been identified in the Asset Management Policy as part of Council's asset management framework. The Asset Management Strategy provides a better understanding of how to align the asset portfolio so that it best meets the current and future service delivery needs of community, to enable the Council's Asset Management Policy to be achieved.

The primary focus of this strategy will be the following asset categories:

Asset Category	Replacement Cost
Road, Drainage and Bridge	\$ 536,544,154
Water	\$ 157,849,995
Waste Water	\$ 96,225,978
Buildings and Other Structures	\$ 140,462,336
<b>Total Asset Replacement Cost</b>	<b>\$ 931,082,463</b>



The above asset categories represent the asset portfolios with the highest replacement cost and also pose possible high risk to Council in the event of asset failure. Asset Management Plans will be developed and reviewed for these categories over the period that this Asset Management Strategy is implemented.

#### **LINKAGE to the CORPORATE PLAN 2014-2018**

Council's Corporate Plan stipulates the strategic priorities that provide direction for the region over a five year period.

##### *Vision*

*Individual communities building a strong and vibrant region*

##### *Strategic Priority 5 – Infrastructure*

The provision of quality services and infrastructure for our growing community that is planned, provided and managed on sound asset management principles.

##### *Goals & Strategies*

INF1 Infrastructure that meets our communities needs

INF1.1 Provide & maintain appropriate infrastructure to meet community needs

INF1.2 Further develop Asset Management Plans

#### **ASSET MANAGEMENT STRATEGY ACTIONS**

The Asset Management Policy provides the overall framework to guide the management of Council's assets. The primary objectives of the Asset Management Policy are linked to the following focus areas:

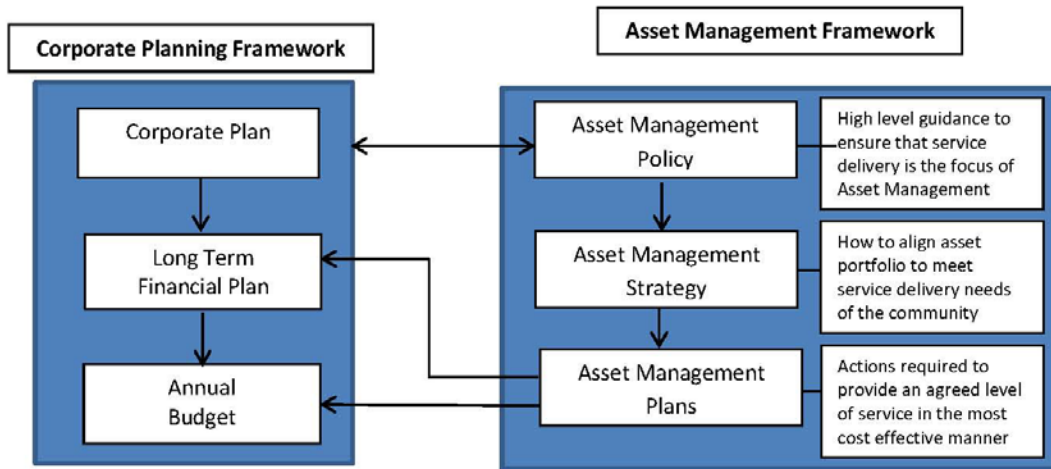
1. Governance and Performance
2. Levels of Service
3. Finance ( funding sources, cost of funding and whole of life costing)
4. Data and Systems
5. Skills and Processes
6. Evaluation and Review

#### **1. GOVERNANCE AND PERFORMANCE**

This Asset Management Strategy (AMS) aims to identify recommendations to enhance Council's asset management practices. The development and review of Asset Management Plans to ensure a current approach to service planning, condition assessment and lifecycle monitoring will be a main focus of the AMS.

##### **Asset Management Framework**

Asset management is linked to the broader corporate planning scheme of Council. The figure below illustrates the interaction between the corporate planning scheme and the asset management practices at South Burnett Regional Council



Action	Timeframe	Responsibility
1.1 Integrate Asset Management with the Corporate Planning Framework to enable and ensure that the long term financial forecast refer to and is consistent with the Asset Management Plans	2017-2020	Asset Management Working Group (AMWG)

**Asset Management Plans**

AMPs define the levels of service required for an asset category, the corresponding financial data and risk assessment, asset maintenance programs and management responsibilities. The level of detail specified in an AMP will differ depending on the degree of complexity in managing an asset category and the level of risk associated with asset failure.

The AMPs to be developed over the term of this AMS will focus on the following asset categories:

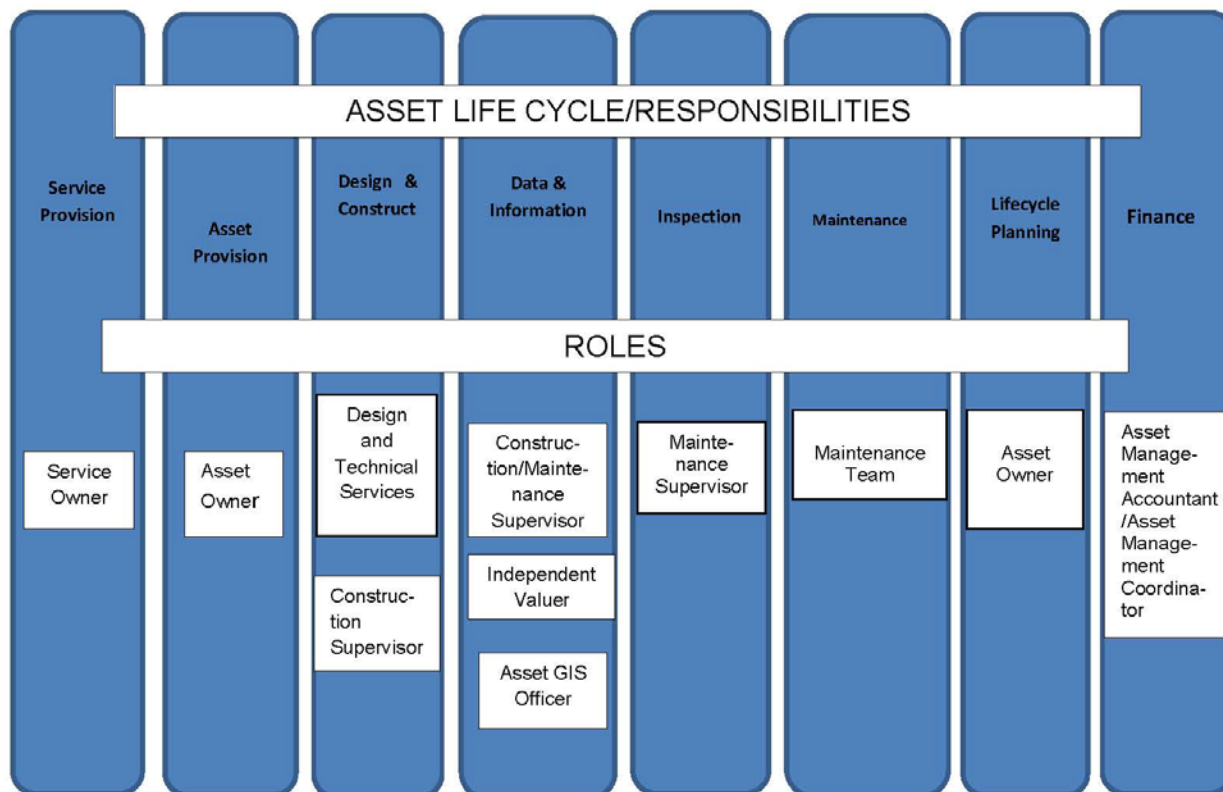
Asset Management Plans	Timetable		Project Cost 2017-2020
	Commencement	Completion	
Roads	01 03 17	31 12 18	
Drainage	01 03 17	31 12 18	
Bridges	01 03 17	31 12 18	
Water	01 09 19	31 12 20	
Waste Water	01 09 19	31 12 20	
Buildings	01 09 19	31 12 20	
<b>Total</b>			<b>\$200,000</b>

Action	Timeframe	Responsibility
1.2 Allocate additional funding of \$ 200,000 to complete AMPs for Roads, Drainage, Bridges, Water, Waste Water and Buildings	2017-2020	Senior Executive Team (CEO and GMs)
1.3 Complete and implement the AMPs for Roads, Drainage, Bridges, Water, Waste Water and Buildings	2017-2020	AMWG; Respective Managers/Asset Owners; Asset Management Team
1.4 Collect relevant Roads, Drainage, Bridges, Water, Waste Water and Buildings data for GIS representation	2017-2020	Asset Owners; Senior Executive Team; Asset Mgmt Team

**Asset Management Roles and Responsibilities**

The definition of asset management and service roles and responsibilities within Council is crucial to establish a clear understanding of who is responsible for what throughout the various stages of the asset lifecycle.

The following diagram illustrates the different roles to be carried out over an asset's life cycle:



Action	Timeframe	Responsibility
1.5 Asset and service management roles are defined in the AMP.	2017-2020	GMs and Managers; AMWG

**Lifecycle Management and Costing**

Lifecycle management defines the operational plans and corresponding financial resources required over the lifecycle of an asset. This involves the planning and monitoring of assets from the needs analysis and whole of life considerations to initial planning through the design stage, construction, maintenance, renewal until final decommissioning and disposal of the asset.

Action	Timeframe	Responsibility
1.6 Lifecycle management is considered in asset management processes specifically the consideration of asset need, finance, asset operation, maintenance, renewal, upgrade and new costs for all capital works.	2017-2020	GMs and Managers; AMWG

**Asset Maintenance**

Asset maintenance is crucial to the sustainable operation of an asset to ensure its capability to deliver the agreed level of service.

Best practice advocates that asset maintenance activities are properly documented, planned, conducted as scheduled, monitored and recorded.

Action	Timeframe	Responsibility
1.7 Documentation of asset maintenance processes in the AMP	2017-2020	Infrastructure Department; Property Unit, NRM, Environmental Services

**Asset Rationalisation and Disposal**

The rationalisation of asset utilisation is necessary to establish the asset's long term strategic benefit and as a basis for asset disposal. To adhere to asset management best practice, assets will be assessed based on the following:

- a. Fit for purpose: Does the asset meet the needs of the service?
- b. Fit for use: Is the asset in an acceptable condition?
- c. Fit for the future: Will the asset meet future needs of the service?

Asset utilisation should be measured and analysed. As AMPs are developed and life cycle management is implemented, rationalisation and disposal recommendations will be made.

Action	Timeframe	Responsibility
1.10 Develop and implement an asset assessment process based on the concept fit for purpose; fit for use and fit for the future;	2017-2020	AMWG
1.11 Review the current asset condition rating and update as necessary	2017-2020	AMWG

**2. LEVELS OF SERVICE**

Service delivery involves the actual provision and maintenance of services in line with the strategic plans and operational management. The delivery of services to the community is largely dependent upon Council's physical assets. Service delivery is indicated by the Level of Service provided by an asset.

Strategic service levels provide adequate guidance for the strategic decisions required for effective asset management. Operational service levels provide performance outcomes, measures and targets for day-to-day asset management activities and decision making.

Service delivery planning is fundamental in defining each aspect of the services to be provided, the limits and the required strategies to deliver the outcomes.

Action	Timeframe	Responsibility
2.1 Develop and implement a service delivery strategy that will identify: 2.1.1 The strategic levels of service for each asset 2.1.2 The operational levels of service each asset class	2017-2020	AMWG; GMs and Managers; Relevant Staff; Asset Management Team

### 3. FINANCE

#### Integration of the Asset Management Plans and the Long Term Financial Plan

Asset management constitutes the integration of the AMPs and the Long Term Financial Plan. Funding requirements to ensure sustainability in each asset category should be incorporated into the AMPs. The AMPs need to include medium to long term management actions to achieve appropriate sustainability in services valued by the community.

Action	Timeframe	Responsibility
3.1 Utilise SAM to develop asset prediction modelling to forecast funding needs and ensure that this is incorporated in the respective Asset Management Plans	2017-2020	AMWG; Asset Management Team; Respective Asset Owners
3.2 Recommend projected annual funding as specified in the AMPs to be included in the Long Term Financial Plan subject to funding considerations.	Annually	AMWG; Asset Management Team; Asset Owners

#### Asset Maintenance Costs

In the design stage of an asset, the maintenance costs over its useful life should be considered. Being able to identify these costs will assist in making decisions about the ability of Council to sustain new and upgraded assets. This will reduce the risk of Council continuously expanding an asset base that does not have adequate maintenance funding.

A balance between breakdown, reactive and programmed maintenance expenditure has to be determined so that safety standards, acceptable risk and the agreed level of service can be attained without over-maintaining an asset.

Action	Timeframe	Responsibility
3.3 Develop and implement processes to ensure that lifecycle costs are considered and maintenance funding is allocated when new or upgraded assets are designed.	2017-2020	Asset Owners
3.4 Measure and analyse trends in reactive versus programmed maintenance costs.	2017-2020	Asset Owners; Asset Management Team
3.5 Maintain appropriate asset records that document the relevant acquisition, operation maintenance, renewal and disposal information	2017-2020	AMWG; Asset owners

#### Asset Accounting

Reliable financial reporting is highly dependent upon the accuracy of data and data structures that support the asset management system. Assurance on the adequacy and correctness of asset information is essential to be able to provide relevant financial reports to Council and to all the departments within Council.

The actual maintenance, renewal, upgrade and new expenditures on assets have to be monitored and compared with the projections incorporated in the Long Term Financial Plan. Forward asset planning that impact on long term funding decisions should be based on a sound knowledge of the current state of Council's assets.

Organisation-wide compliance with the Asset Accounting Policy is also crucial to the correctness of financial data recorded into the asset register.

Action	Timeframe	Responsibility
3.4 Develop and implement an Asset Accounting Policy	FY 2017	Asset Management Team
3.5 Review and validate the relevance and accuracy of information recorded in the asset register	2016-2020	Asset Management Team
3.6 Review and confirm asset valuation reports	Annually	Asset Management Team; Respective Managers
3.7 Ensure that all asset related expenditure is captured and classified in Techone as either operational, maintenance, renewal, upgrade or new	2017-2020	Asset Management Team

#### 4. DATA AND SYSTEMS

Integrated information systems and effective knowledge management processes reinforce the capability to establish new methods to enhance decision making and increase productivity.

Assets exist to support service delivery and must be accounted for correctly. Asset Registers, integrated into information systems, are integral components of a functional knowledge management process. Asset data and information includes details on asset characteristics, categorisations and asset valuations.

Action	Timeframe	Responsibility
4.1 Continue to improve Techone and GIS	2016-2017 2017-2018	Asset Owners & Asset Management Team
4.2 Implement Strategic Asset Management (SAM) System.	2016-2017	GMs and Managers; AMWG

#### 5. SKILLS AND PROCESSES

##### Training

Training and awareness of asset management for Council, senior management and key staff is necessary to ensure an appropriate level of skill and understanding required in making important decisions about assets.

##### Risk

The objective of Council is to serve the community and it is expected that Council will ensure that assets do not pose a risk to public safety and to the continuation of services. The AMPs will consider asset failure and associated risks will be identified in Council's risk register.

Action	Timeframe	Responsibility
5.1 Build capacity within the organisation to better understand asset risk management	2017-2020	Asset Management Team
5.2 Identify, assess and treat risks associated with physical assets and document the process through Council's Risk Register	2017-2020	GMs; Managers; Asset Management Team; Social and Corporate Performance – Risk Management

## 6. EVALUATION AND REVIEW

Evaluation is the measuring, reporting and reviewing of asset performance against asset management and organisational objectives. By measuring asset performance, Council can determine how effectively assets support services.

Council needs to regularly review the performance of its assets and their management to ensure these align with asset management service delivery objectives and that outputs meet service delivery requirements.

Action	Timeframe	Responsibility
6.1 Annually report to the Senior Executive Team (SET) the progress of the Asset Management Strategy	Annually during the period 2017-2020	Asset Management Team

## CONCLUSION

This strategy was established to guide Council's asset management implementation. The strategy actions have been developed to assist those responsible for the delivery of services and management of assets. These actions are also in line with the Asset Management Policy objectives.

Continuous monitoring and review of the strategy actions will be conducted over the period covered by this Asset Management Strategy.

## REFERENCES:

South Burnett Regional Council Corporate Plan 2014-2018

Total Asset Management Plan Framework – Queensland Government

Non-Current Asset Policies for the Queensland Public Sector

Asset Management Policy, Strategy and Plan – Guidelines for Developing an Asset Management Policy, Strategy and Plan; Department for Victorian Communities – State Government Victoria

Guide to Integrated Strategic Asset Management; Australian Asset Management Collaborative Group

National Assessment Frameworks For Local Government Asset Management and Financial Planning, Australian Centre of Excellence for Local Government

## NEXT REVIEW DATE

30 June 2018

**GARY WALL**

Chief Executive Officer

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**11. Consideration of Notices of Motion**

No Report.

**12. Information Section (IS)**

**12.1 IS - 2318877 - Reports for the Information of Council**

**Summary**

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

**Officer's Recommendation**

That the reports be received.

**Resolution:**

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

*That the reports be received.*

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

**ADJOURNMENT:**

**Motion:**

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

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

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



**RESUMPTION:**

**Motion:**

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

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

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

**CLOSED SESSION:**

**Motion:**

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

*That the meeting be closed to the public for Council discussions in accordance with Section 275(1)(c) the local government's budget, Section 275(1)(e) contracts proposed to be made by it, and Section 275(1)(h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage of the Local Government Regulation 2012.*

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

**ATTENDANCE:**

Cr DA Potter left the meeting at 11:25AM

Cr DA Potter has returned from temporary absence at 11:27AM

**OPEN COUNCIL:**

**Motion:**

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

*That the meeting resume in Open Council.*

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

**Report:**

The Mayor reported that whilst in Closed Session, in accordance with Section 275(1)(c) *the local government's budget*, Section 275(1)(e) *contracts proposed to be made by it*, and Section 275(1)(h) *other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage* of the Local Government Regulation 2012, Council considered matters concerning Supervision of the Timber Towns (Blackbutt/Benarkin) Waste Facility, Aged Sundry Debtor Accounts and Contract to purchase the Ergon Energy Building and Freehold Land.

**Motion:**

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

*That the Mayor's report be received*

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

**13. Confidential Section**

**13.1 CONF - 2318617 - Supervision of the Timber Towns (Blackbutt/Benarkin) Waste Facility**

**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:

1. accepts SB Waste Management Pty Ltd's quote to Supervise and Maintain the Timber Towns (Blackbutt/Benarkin) Waste Facility; and
2. formally write to the retiring current contractor of the Timber Towns (Blackbutt/Benarkin) Waste Facility, namely Fred Abbott and Denise O'Brien and express Council's appreciation for their supervision of the facility during their significant tenure.

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**13.2 CONF - 2230400 - Aged Sundry Debtor Accounts**

**Reason for Confidentiality**

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

- (c) the local government's budget
- (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage

**Recommendation**

That Council approve the write off of the outstanding sundry debtor accounts that have been assessed as uncollectable totalling \$10,156.45.

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

**13.3 CONF - 2319534 - Contract to purchase the Ergon Energy Building and Freehold Land**

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

**Resolution:**

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

*That the Officer's Recommendation be adopted.*

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

There being no further business the meeting was declared closed at 11.36am.

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

..... **MAYOR**