



SOUTH BURNETT
REGIONAL COUNCIL

AGENDA

Community Standing Committee Meeting Wednesday, 10 February 2021

**I hereby give notice that a Meeting of the Community Standing
Committee will be held on:**

Date: Wednesday, 10 February 2021

Time: 9.00am

**Location: Warren Truss Chamber
45 Glendon Street
Kingaroy**

**Mark Pitt PSM
Chief Executive Officer**

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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- 1 OPENING**
- 2 LEAVE OF ABSENCE / APOLOGIES**
- 3 RECOGNITION OF TRADITIONAL OWNERS**
- 4 DECLARATION OF INTEREST**

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 MINUTES OF THE COMMUNITY STANDING COMMITTEE MEETING HELD ON 2 DECEMBER 2020

File Number: 10/02/2021

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Community Standing Committee Meeting held on 2 December 2020 be received.

ATTACHMENTS

1. Minutes of the Community Standing Committee Meeting held on 2 December 2020



MINUTES

Community Standing Committee Meeting

Wednesday, 2 December 2020

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MINUTES OF SOUTH BURNETT REGIONAL COUNCIL COMMUNITY STANDING COMMITTEE MEETING HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY ON WEDNESDAY, 2 DECEMBER 2020 AT 1.03PM**PRESENT:****Councillors:**

Cr Gavin Jones (Deputy Mayor), Cr Roz Frohloff, , Cr Danita Potter, Cr Kirstie Schumacher, Cr Scott Henschen, Cr Kathy Duff

Council Officers:

Mark Pitt (Chief Executive Officer), Peter O'May (General Manager Community), Susan Jarvis (General Manager Finance & Corporate), Aaron Meehan (General Manager Infrastructure), Mark Watt (Acting Manager NRM & Parks), Leanne Petersen (Manager Property), Chris Du Plessis (Manager Planning & Land Management)

1 OPENING

The Deputy Mayor declared the meeting open and welcomed all attendees.

2 LEAVE OF ABSENCE / APOLOGIES**MOTION**

COMMITTEE RESOLUTION 2020/25

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That Mayor Otto is an apology from today's meeting.

CARRIED 6/0

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**4 DECLARATION OF INTEREST**

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**5.1 MINUTES OF THE EXECUTIVE & COMMUNITY STANDING COMMITTEE MEETING HELD ON 11 NOVEMBER 2020**

COMMITTEE RESOLUTION 2020/26

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Minutes of the Executive & Community Standing Committee Meeting held on 11 November 2020 be received.

In Favour: Crs Brett Otto, Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

6 PORTFOLIO – COMMUNITY, ARTS, HERITAGE, SPORT & RECREATION**6.1 COMMUNITY, ARTS, HERITAGE, SPORT AND RECREATION PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2020/27

Moved: Cr Danita Potter

Seconded: Cr Roz Frohloff

That Cr Potter's Community, Arts, Heritage, Sport and Recreation Portfolio Report to Council be received for information.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**Attendance:**

At 1.28pm CEO Mark Pitt left the meeting.

At 1.31pm CEO Mark Pitt returned to the meeting.

MOTION

COMMITTEE RESOLUTION 2020/28

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the meeting adjourn.

CARRIED 6/0**Presentation:**

School students from Taabinga State School, Kingaroy State High School, St John's Lutheran School, Coolabunia State School and St Mary's Catholic College gave a presentation to Council on what their schools are doing to look after the local environment.

MOTION

COMMITTEE RESOLUTION 2020/29

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That the meeting resume at 1.58pm.

CARRIED 6/0

6.2 COMMUNITY GRANT PROGRAM REVIEW - DISCUSSION PAPER

COMMITTEE RESOLUTION 2020/30

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That a further workshop be conducted.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**6.3 ARTS DEVELOPMENT OFFICER**

COMMITTEE RESOLUTION 2020/31

Moved: Cr Danita Potter

Seconded: Cr Roz Frohloff

That Council note the engagement of an Arts Development Project Officer to 30 June 2021 to deliver arts development outcomes.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**6.4 SOUTH BURNETT LOCAL DRUG ACTION PLAN FUNDING**

COMMITTEE RESOLUTION 2020/32

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the committee recommends to Council:

That Council endorse that the amount of \$3,634.22 be returned to ADF and no other subsequent Community Action Plans be developed for the current financial year.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

7 PORTFOLIO – RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING & COMPLIANCE SERVICES**7.1 RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING AND COMPLIANCE SERVICES PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2020/33

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That Cr Henschen's Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report to Council be received for information.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**Attendance:**

At 2:39 pm, Cr Danita Potter left the meeting.

7.2 AFRICAN SWINE FEVER

COMMITTEE RESOLUTION 2020/34

Moved: Cr Kathy Duff

Seconded: Cr Roz Frohloff

That the information provided by Council's NRM branch be received for information.

In Favour: Crs Roz Frohloff, Gavin Jones, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 5/0**Attendance:**

At 2:40 pm, Cr Danita Potter returned to the meeting.

At 2:41pm, CEO Mark Pitt left the meeting.

7.3 NATURAL RESOURCE MANAGEMENT OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2020/35

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That the Natural Resource Management Operational update be received for information.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

7.3.1 PATHENIUM WEED

RESOLVED 2020/36

Cr Kathy Duff requested an update on parthenium outbreaks particularly at the Cherbourg end of Barambah Creek, as in previous years Council has partnered with Cherbourg to support them in controlling the outbreaks.

7.4 COMMUNITIES - PLANNING OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2020/37

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the Planning and Land Management Operational update be received for information.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

7.5 ENVIRONMENT AND WASTE SERVICES UPDATE

COMMITTEE RESOLUTION 2020/38

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That the Environment and Waste Services Update be received for information.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

7.6 PENSIONER DISCOUNT - DOG REGISTRATION

COMMITTEE RESOLUTION 2020/39

Moved: Cr Danita Potter

Seconded: Cr Roz Frohloff

That the Committee recommends to Council:

That Council extend the pensioner discount for de-sexed and microchipped dogs from aged pension only to all pension card holders.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

8 PORTFOLIO - WASTE MANAGEMENT**8.1 WASTE MANAGEMENT PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2020/40

Moved: Cr Roz Frohloff

Seconded: Cr Kathy Duff

That Cr Frohloff's Waste Management Portfolio Report to Council be received for information.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0**Attendance:**

At 2:51 pm, Cr Kirstie Schumacher left the meeting.

At 2:51pm CEO Mark Pitt returned to the meeting.

At 2:53 pm, Cr Kirstie Schumacher returned to the meeting.

9 PORTFOLIO – RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, INDIGENOUS AFFAIRS**9.1 RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT AND INDIGENOUS AFFAIRS PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2020/41

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That Cr Duff's Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report to Council be received for information.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

9.2 PARKS & GARDENS UPDATE

COMMITTEE RESOLUTION 2020/42

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the Parks & Gardens update be received for information.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

9.3 PARKS & GARDENS HOLIDAY MOWING & MAINTENANCE SCHEDULE

COMMITTEE RESOLUTION 2020/43

Moved: Cr Roz Frohloff

Seconded: Cr Kathy Duff

That information regarding the parks and gardens holiday and mowing maintenance be received for information.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

9.3.1 MEDIA STATEMENT - EXTREME FIRE DANGER

RESOLVED 2020/44

Cr Scott Henschen requested a media statement pertaining to the exceptional danger of fire due to the extreme weather conditions.

9.4 YARNING CIRCLE

COMMITTEE RESOLUTION 2020/45

Moved: Cr Kathy Duff

Seconded: Cr Roz Frohloff

That the Committee recommends to Council:

That Council representatives meet with the resident to discuss and scope the project further and identify possible options.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

Attendance:

At 3.10pm General Manager Aaron Meehan left the meeting.

At 3.14pm General Manager Aaron Meehan returned to the meeting.

9.5 PROPERTIES OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2020/46

Moved: Cr Roz Frohloff

Seconded: Cr Kirstie Schumacher

That the Property Operational update be received for information.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

9.6 INSTALLATION OF NEW FLAGPOLES AT MURGON

COMMITTEE RESOLUTION 2020/47

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council:

That Council funds the installation of 4 new flag poles for \$15,000 to allow the Australian flag, Queensland flag, Australian Aboriginal flag and the Torres Strait Islander flag to be flown in Sir James Heading Memorial Park, Murgon.

In Favour: Crs Roz Frohloff, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

10 CONFIDENTIAL SECTION**11 CLOSURE OF MEETING**

The Meeting closed at 3.17pm.

The minutes of this meeting were confirmed at the Community Standing Committee Meeting held on .

.....
CHAIRPERSON

6 PORTFOLIO – COMMUNITY, ARTS, HERITAGE, SPORT & RECREATION**6.1 COMMUNITY, ARTS, HERITAGE, SPORT AND RECREATION PORTFOLIO REPORT****File Number: 02-12-2020****Author: Councillor****Authoriser: Chief Executive Officer****PRECIS**

Community, Arts, Heritage, Sport and Recreation Portfolio Report

SUMMARY

Cr Potter presented her Community, Arts, Heritage, Sport and Recreation Portfolio Report to Council.

OFFICER'S RECOMMENDATION

That Cr Potter's Community, Arts, Heritage, Sport and Recreation Portfolio Report to Council be received for information.

Community:**Library**

Having sustained water damage in December 2020, staff from the Kingaroy Library have since been working to create a bright and inviting space to accommodate a freshly curated adult non-fiction collection and study area. Following the Queensland Public Library Standards and Guidelines, this collection contains items that meet the information, education, recreation and cultural needs of the local community. Using funds from the State Library of Queensland's Public Library Grant, staff will continue to purchase contemporary, high quality items for the non-fiction collection that cover a range of popular topics and interests. Members of the community are invited to suggest items for purchase to continue building a collection that meets the needs of South Burnett residents.

Library Lovers Day

Move over Valentine's Day because 14 February is also Library Lover's Day! Library Lovers' Day provides the chance for community members to reconnect with their local library and share the library love. The initiative, coordinated by the Australian Library and Information Association (ALIA), aims to raise the profile of the services which libraries offer.

South Burnett Libraries' Library Lovers Day celebrations from 8-14 February 2021 provide the perfect opportunity to explore the collections and services available at our local libraries. Each person to visit during this time will go in the draw to win a book and chocolate bundle; so why not pop in and say hello!

With plenty of comfy armchairs to sit and read a good book, the latest issue of a favourite magazine or even the local newspaper, each library in the South Burnett has plenty of reading material to choose from! If an item isn't on the shelves at your local library, staff can reserve it from another South Burnett Libraries branch or place an Inter Library Loan request... All for free!

The library also provides free access to a variety of digital resources, including eBooks and eAudiobooks via BorrowBox, free movie streaming with Beamafilm and free online tech tutorials with Lynda.com; all of which the friendly staff can help community members navigate.

Free internet access is available on the library's public access computers or connect to wi-fi on a personal device. The library also offers printing, scanning and emailing facilities. There really is something for everyone!

Community Grant Program

Round 2 of the 2020/21 Community Grant Program is currently open, closing on February 28.

If you are a not-for-profit community organisation delivering programs, activities and events within the South Burnett, you could be eligible.

Applications will be open in the following categories:

- Community Events Sponsorship;
- School Student Awards;
- Community Hall Insurance Grant;
- Regional Arts Development Fund;
- Healthy Communities Sponsorship;
- Project/Program One-Off Sponsorship; and
- Australia Day Events Sponsorship

Don't forget, In-Kind Sponsorship, Elite Performance Youth Grant, Councillor Discretionary Fund and Indigenous Affairs Fund applications can be submitted year-round.

Arts:

Fundamentals of Arts Fundraising Workshop

As part of our involvement with the 'Collaborative Regions: Extending Arts and Cultural Outcomes Beyond LGA Boundaries' a one day workshop has been flagged for April for the South Burnett. "Fundamentals of Arts Fundraising" workshops is helpful to the recovery of artists and art organisations within our region. This workshop will increase their skills in fundraising, which is a skill that in current times is particularly needed.

Application to the Queensland Bushfire Category C Grant

Council has provided a letter of support for CQ University's application to the Queensland Bushfire Category C grant and to confirm our partnership in this Creative Recovery project.

We believe that the Creative Recovery Training is an ideal program for our Council to support as we are confident that it can help our communities better prepare for the next disaster.

Sport & Recreation:

Fair Play vouchers (previously known as Get Started Vouchers) are available to eligible children and young people aged 5 to 17 years (inclusive) from Queensland can apply online for **FairPlay** Voucher valued up to \$150 to help pay the cost of membership & registration fees. There is a limit of one voucher per child/young person per calendar year, and there are only a limited number of Vouchers available from the Queensland Government.

Key Dates:

20 January 2021 (Round 4 Applications Open)

17 March 2021 (Round 4 Applications Close)

12 May 2021 (Round 4 vouchers expire and must have been presented to club) Clubs have until the 26 May 2021 to redeem funds from the Queensland Government.

To find out if you are eligible and how to apply for a voucher visit Qld Government website www.qld.gov.au

ATTACHMENTS

1. Kingaroy Library  
2. Library Lovers' Day  





Library Lovers' Day 14 February 2021

make a date

WITH YOUR LIBRARY

alia.org.au/libraryloversday
[#LibraryLoversDay](https://twitter.com/LibraryLoversDay)



Australian Library and Information Association

6.2 INVITATION TO JOIN THE QUEENSLAND CLIMATE RESILIENT COUNCIL'S (Q CRC) PROGRAM

File Number: IR: 2750465
Author: Executive Assistant
Authoriser: Chief Executive Officer

PRECIS

An invitation has been received inviting Council to join the Queensland Climate Resilient Councils (Q CRC) Program

SUMMARY

The Local Government Association of Queensland (LGAQ) and the Department of Environment and Science (DEC) entered into a partnership to deliver the Q CRC Program in 2016. The Q CRC has been expanded and extended over the years and is now a \$3.5 million, six year program, that has attracted recognition both internationally and interstate for its innovative and effective approach. The program is currently supporting 41 Queensland local governments to build their capability to plan for and respond to climate risk. The program does this through the delivery of free services and products to participating councils that:

- Increase awareness and understanding of issues at leadership level;
- Improve integration of climate risk considerations in core governance documents; and
- Build internal capability through professional development opportunities, tailored resources and guidance documents.

OFFICER'S RECOMMENDATION

That the committee recommends to Council

1. That South Burnett Regional Council
 - (a) Agrees to participate in the Queensland Climate Resilient Councils (Q CRC) Program;
OR
 - (b) Notes the information provided.

BACKGROUND

The only firm commitment required by the program is the investment of 2 hours by council for an in-house briefing about climate implications delivered by a range of specialists. All other participation is voluntary.

ATTACHMENTS

1. Queensland Climate Resilient Councils Flyer  



DETAILED GOVERNANCE ASSESSMENT

A detailed governance assessment (GA) evaluates and rates council's responses against leading practice standards for 10 quantitative and 7 qualitative governance indicators (7 more than the statewide baseline assessment).

Each detailed GA reviews relevant council documents, interviews key staff and surveys council officers to provide an in-depth understanding of their current governance practice standards. Each council receives a confidential report of findings and recommendations. The LGAQ has engaged Climate Planning, a nationally recognised leader in local government climate change governance, to undertake this work.

The GA is followed by a personal report back session that allows council to discuss and clarify results and recommendations. Only publicly available information was considered in the baseline governance assessment, meaning some councils are possibly integrating climate change more effectively than the results suggest.

The GA results are used to identify areas to further strengthen council decision making processes against climate risk.



VALUE OF A DETAILED GOVERNANCE ASSESSMENT

Beyond the useful information to guide local government governance practice improvement, the aggregated results of participating councils' Governance Assessments are used to track improvement over time. The ability to demonstrate sector improvement in the consideration of climate risk provides advantages for insurability and financing – both for councils and if the councils wishes, for its community.





APPLICATION FORM

This form is for Queensland local governments wishing to participate in the Queensland Climate Resilient Councils (Q CRC) program.

Council's Mayor and CEO must approve the application to participate in the program.

As a participant in the program, councils have access to **free**:

- » Face to Face Climate Briefing;
- » Climate Governance Assessment;
- » Local Government Community of Practice;
- » Climate Risk Management Framework;
- » Leading Practice Resources; and
- » One of 2 Grants to prepare a Climate Risk Management Strategy.

To be eligible to apply for one of 2 grants to prepare a Climate Risk Management Strategy, your council must have received both a Briefing and detailed Governance Assessment prior to the deadline stipulated in the Grant Application Guideline.

Eligibility for a Face to Face Briefing

All Queensland local governments are eligible to apply for a Face to Face briefing.

What happens at a Face to Face Briefing?

The **2 hour** Face to Face Briefing will provide your councillors and the executive management team information about the implications of a changing climate on council as an organisation and on other key areas of interest.

While the briefings are specifically intended for councils' elected members and executive management teams, please speak to us about the opportunity to present to staff. The program team will make every effort to enable a briefing.

The program is accessing national and international specialists from across the country to provide these briefings.

88% percent of councillors receiving a briefing said they had increased their knowledge of climate risks by a great deal or a lot.

At a minimum, each briefing will provide presentations about:

- » Legal considerations;
- » Financial and insurance implications; and
- » Importance of good governance.

Additionally, each council can choose up to two other topics of interest. The program will source an expert to provide the best available information for at least one if not both topics.

We will confirm your council's priority topics ahead of the briefing to select the most appropriate experts.

Additional topics may be selected from the following list:

- » Detailed brief on insurance and insurability;
- » Economic implications;
- » Social considerations;
- » Cultural considerations;
- » Implications to the agriculture sector;





- » Implications and opportunities of a low carbon future;
- » Considerations for infrastructure; and
- » Considerations for public and private assets.

Contact the program manager if council is interested in a different topic.

By applying to participate in the program, council's elected members and executive management team are committing to participating in a 2-hour briefing.

Eligibility for a Governance Assessment

To be eligible for a free detailed Governance Assessment, council must either:

- » Have participated in a Q CRC Face to Face briefing; or
- » Demonstrate that its current leadership already understands climate impacts and a commitment to progressing actions to build resilience.

Examples of how a council can demonstrate its current leadership's understanding and commitment include:

- » Council briefings made to council and the executive management team;
- » Development of a council policy or strategy to address implications of a changing climate, future resilience or sustainability (where it includes consideration of future hazards and emissions reduction);
- » Budget allocation to implement an existing policy or strategy addressing the impacts of a changing climate, future resilience or sustainability (where it includes consideration of future hazards and emissions reduction).



What is delivered in a Governance Assessment?

The detailed Governance Assessments will assess and rate 17 governance indicators against world leading practice standards and provide clear recommendations for improvement.

Each Governance Assessment reviews relevant council documents, interviews key staff and surveys council officers to provide the participating council with an in-depth report of findings.

The findings and recommendations will be provided in a static report and through a series of dynamic dashboards on Informed.City™, a visualisation tool developed by Climate Planning, who are recognised leaders in local government climate governance.

Climate Planning will present the results to council and the executive management team, providing an opportunity to explore the outcomes and their implications in more depth.

The Governance Assessments will allow you to compare your council against other similar councils' results in the statewide governance assessment.

To save time, we recommend council applies for both the Face to Face briefing and a Governance Assessment at the same time.

Still have questions?

Please call Ms Dorean Erhart on

07 3000 2202 or 0408 774 495

Email: Dorean_Erhart@lgaq.asn.au or visit <https://qcrc.lgaq.asn.au> for more information.



APPLICATION FORM

Please complete and return to: Jessica_Upton@lgaq.asn.au

DATE OF APPLICATION:	
COUNCIL NAME:	
CONTACT NAME:	
EMAIL:	
PHONE:	
WISHING TO RECEIVE:	Face to Face Briefing <input type="checkbox"/>
	Governance Assessment <input type="checkbox"/>
	<i>If you are applying without a prior Face to Face Briefing, please attach examples demonstrating current leadership's understanding and commitment – see page 1</i>
MAYOR & CEO APPROVAL:	Confirmed: _____ (Mayor) _____ (Date) <input type="checkbox"/>
	_____ (CEO) _____ (Date) <input type="checkbox"/>
	<i>Signatures required or other evidence e.g. signed briefing or council resolution</i>
	Pending approval <input type="checkbox"/>

FACE TO FACE BRIEFING – Requires full council and council executives

COUNCIL PRIORITY TOPICS: <i>Indicate by numbering in order of preference</i>	<input type="checkbox"/> Detailed brief on insurance and insurability	<input type="checkbox"/> Implications and opportunities of a low carbon future
	<input type="checkbox"/> Economic implications	<input type="checkbox"/> Considerations for public and private assets
	<input type="checkbox"/> Social considerations	<input type="checkbox"/> Implications to the agriculture sector
	<input type="checkbox"/> Cultural considerations	<input type="checkbox"/> Considerations for infrastructure
PROPOSED DATES: <i>At least 4 weeks from date of application</i> <i>Ensure full council and executives are available</i>	PROPOSED DATES FOR FACE TO FACE BRIEFING	
	1.	2.
	3.	4.
	5.	6.





FACE TO FACE CLIMATE IMPLICATIONS BRIEFING

Nationally and internationally recognised specialists provide a 2-hour briefing and unique opportunity to discuss how climate changes impact council's and the community's priorities.

FACE TO FACE BRIEFING

This 2-hour briefing provides councillors and the executive management team up to date information about the implications of climate change on council and the community. Each briefing provides three (3) presentations about core external drivers for responding to climate change:

- » legal liability
- » finance and insurance
- » internal and external governance

SPECIAL INTEREST TOPICS

Additionally, each council can request up to two (2) special interest topics from the list below. The program commits to delivering at least one special interest topic requested.

- » Insurance and insurability
- » Economic implications
- » Social considerations
- » Cultural considerations
- » Implications to the agriculture sector
- » Reducing council's and the community's emissions
- » Impacts to infrastructure and assets

STAFF BRIEFINGS

A separate briefing may be made available to staff upon request.





AN OUTLOOK OF CHANGE

The 2019 Monsoon Trough event impacted 56% of Queensland. The social and economic cost will exceed \$5.68 billion. The event was not only dangerous it was shocking. Half a million head of stock perished. After the flood, mould invaded people's homes. For some, the impacts to their health are lifelong. By the end of March 2019, more than 60,000 people had accessed emergency mental health support. These events are increasing in frequency, severity and diversity.

The financial and insurance sectors are recognising the consequences of a changing climate for Queensland communities and are pricing this risk accordingly.



Corporations and international governments are beginning to divest themselves of fossil fuel and fossil fuel dependent projects and entities. The decisions being made at an international level are flowing down to local level impacts in Queensland.

Queensland local governments need to prepare now to avoid unwanted consequences on local economies, investment, insurability and long-term community sustainability.

All good leaders understand that strong leadership must be supported by strong governance, a healthy organisational culture and capability built on sound knowledge.

WHY JOIN THE PROGRAM?

The Q CRC program is working with Queensland local governments to strengthen internal council decision-making processes and build capability to respond to climate challenges. Currently over half of Queensland's councils are participating in the program.

The program is helping to get councils and their communities **climate risk ready** by:

- » Increasing awareness and knowledge of climate risks in councils' leadership;
- » Assessing and supporting improved governance arrangements;
- » Developing fully accredited training courses;
- » Making over 330 resources accessible to all staff in any part of council;
- » Delivering a Climate Risk Management Framework and Guidelines that are consistent with international and national best practice standards; and
- » Making grants available to councils wishing to develop a Climate Risk Management Strategy.

Since the program started, councils have made an 89% improvement to governance arrangements responding to climate change.



FREE SERVICES AND PRODUCTS

The Q CRC program is offering all Queensland councils that apply, a free:

FACE TO FACE CLIMATE BRIEFING

Councils have an opportunity to discuss the implication of a changing climate on top priorities through a briefing with relevant national specialists.

What councillors are saying about the briefings...

"Great to get a better insight into climate change without the scare tactics. Very informative. Will guide council in a positive way." McKinlay Shire Council

"Variety of specialists made this a very informative session." Longreach Regional Council

"Well presented. Obvious concentration of significant knowledge. Good engagement. Excellent presentation. Thank you."
Cassowary Coast Regional Council

Each briefing provides your council, information about how changes to your region's climate may impact council's priorities. The experts cover: legal and liability issues; financial risks; and the importance of governances; as well as economic; infrastructure and social considerations if requested.

DETAILED GOVERNANCE ASSESSMENT

A Detailed Governance Assessment rates 17 governance indicators against world leading practice standards and provides clear practice improvement recommendations.

Only publicly available information was considered in the statewide governance assessments, meaning some councils are possibly integrating risks and opportunities more effectively than the results suggest.

Each governance assessment will review available documents, interview key staff, and survey council officers to provide the participating council with an in-depth report of findings and recommendations.

OTHER PRODUCTS

- » Leading practice resources for councillors and staff
- » Queensland Local Government Climate Risk Management Framework & Guideline
- » Grants to pilot development of Climate Risk Management Strategies
- » Accredited courses in Climate Risk Management
- » Establishing two Climate Resilient Council Alliances with funded coordinator positions

HOW TO PARTICIPATE

The program is free to join for all Queensland councils.

HOW TO APPLY

Contact Ms Dorean Erhart, Program Manager on:

T: +61 7 3000 2202
M: +61 408 774 495
e: dorean_erhart@lgaq.asn.au

OR

Go to the Q CRC program website at:



<https://qcrc.lgaq.asn.au/join-the-q-crc-program>



7 PORTFOLIO – RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING & COMPLIANCE SERVICES**7.1 RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING AND COMPLIANCE SERVICES PORTFOLIO REPORT**

File Number: 02-12-2020

Author: Councillor

Authoriser: Chief Executive Officer

PRECIS

Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report

SUMMARY

Cr Henschen presented his Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report to Council.

OFFICER'S RECOMMENDATION

That Cr Henschen's Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report to Council be received for information.

Rural Services / Natural Resource Management:**Weed Control**

A total of 54.6 hectares of weed control was completed in December and January. An outbreak of Hudsons Pear was surveyed and treated at Wilkesdale.

Treatment of Lantana was undertaken in Goodger, Brooklands, Glenclyffe, Benarkin, Runnymede and South Nanango areas.

Treatment of Groundsel and Giant Rats Tail grass on Main Roads throughout the region. Annual Ragweed treatment completed at Wengenville and Blackbutt.

Inspections and treatment of Parthenium in Murgon and Madeira Vine at Wooroolin Wetlands.

Splatter guns were loaned by landholders at Dangore, Booie, Wengenville, Wooroolin, Burrandowan, Blackbutt, Brooklands, Glenrock and Chelmsford to assist with Groundsel and Lantana control.

Spray trailers were borrowed by landholders at Booie, Dangore, Maidenwell, Ellesmere and Memerambi area for treatment of restricted weeds.

Fire Management

All priority burns for the 20/21 SBRC operation cool burn program have been completed.

Environmental Assessments

Four roadside burning and fence line clearing applications were assessed.

Stock Route Grazing Permits

Two Stock Route Agistment applications were received and processed in December and January.

Saleyards

Saleyards staff conducted 1828 cattle tick inspections, dipped 2110 head. A total of 1036 head were sold through the Coolabunia Saleyards in December and January.

Wild Dog & Feral Pig Control

Three landowners were supplied with baits for wild dog and feral pig control in December and January. A total of 640 baits were distributed across 902 hectares.

Six cat traps were hired out to landholders in the Booie, Nanango, Blackbutt and Wondai areas.

Four wild dog traps were used in the Bunya Mountains, Nanango, Wondai and Cloyna.

Two pig traps were used in Nanango.

Rabbit Control

Biological control was distributed on five properties in Crawford and Nanango.

Wandering Livestock

Council received 18 requests to attend to wandering livestock across the region. Five goats were impounded.

Planning:**Declarations of applicable event**

On 15 December 2020, the Minister for Planning further extended the COVID-19 applicable event until 30 April 2021. The Minister for Planning can make a blanket declaration for certain uses or essential businesses to operate 24-hour operations, seven days a week to ensure that they can work around the clock in emergency situations to deliver vital goods and services to Queenslanders. These provisions can only occur during an applicable event, such as the COVID-19 public health emergency, or where an applicable event is declared for other future disasters through a notice.

Wide Bay Burnett Regional Plan

The Department of State Development, Infrastructure, Local Government and Planning released a draft WBB Regional Plan Issues and Opportunities Discussion Paper and summary for review and feedback in late December 2020. The draft discussion paper provides a range of policy options and responses to be further explored through the WBB Regional Plan review. The paper has been developed through the consultation and feedback received from key stakeholders and working groups to date, and through ongoing research on the WBB region. This discussion paper will now be presented to the various stakeholder working groups and inform the Draft Wide Bay Burnett Regional Plan that is anticipated to be released for public consultation by Mid-2021.

Amendment to the South Burnett Regional Council Planning Scheme 2017

Following on from the Administrative Amendment to the planning scheme adopted by Council on 16 December 2020 and that commenced on 4 January 2021, Council's planning staff prepared a timeframe and budget estimate that is submitted today as a separate report. The timeline reflects the process mandated by the Minister in the Ministerial Guidelines and Rules for amending a planning scheme.

Economic Support Instrument Provision in the Planning Regulation 2017

Amendments to the Planning Regulation 2017 were made on 11 September 2020 that seek to support the state-wide economic recovery initiative by streamlining some statutory planning processes. The amendments prescribe a process to enable Council to make an economic support instrument for its local government area and determine the timeframe for which that instrument will apply.

An economic support instrument adopted by Council applies, on a temporary basis, to the provisions of the Regulation that:

- reduces the level of assessment for certain uses to code assessment (Part 8B, Division 3);

- makes certain building work accepted development (Schedule 6, Part 1, Section 1A);
- makes certain material changes of use involving existing buildings, as well as home-based businesses, accepted development (Schedule 6, Part 2, Section 7A and 7B).

Once adopted the provisions in the economic support instrument would apply in place of the provisions in Council's planning scheme for the zones and uses listed in the Regulation. Council may only make an instrument between 11 September 2020 and 17 September 2021. The Regulation provides for a local government to revoke an instrument in effect by resolution. The economic support measures can be incorporated into the proposed amendment of Council's planning scheme to be in effect on a permanent basis.

A separate report is included on the agenda today that provides a more detailed explanation of the support instrument that Council may adopted.

Development Incentive Scheme

The incentive scheme adopted by Council resulted in an increase in enquiries from developers that hold existing approvals to commence developments and take advantage of the scheme. Council's planning staff are working closely with customers to overcome barriers to delivering the developments.

Compliance:

Dog Registration Renewals

A reminder to all dog owners. Dog Registration Renewals were sent out late last year. Payment of registration is now overdue. Council will be conducting house to house dog registration checks shortly. Council therefore encourages dog owners with outstanding registration or a dog over the age of three (3) months of age and as yet not registered to come in and pay and finalise registration immediately.

COVID-19

COVID-19 workload for the environmental health staff has spiked again with the recent restrictions implemented in the greater Brisbane area. This, plus continuing to field questions and be involved in informing, liaising with the community, and providing advice is draining substantial resources for our small Environmental Health Officer (EHO) team. EHO staff also involved in assisting event coordinators to address their COVID-19 obligations and interact with Queensland Health. This unforeseen situation and the associated workload is having a significant impact upon the other EHO functions performed for Council.

Compliance Officer Position

One of the Council's Compliance Officers has recently resigned, effective 9 April 2021, moving on to retirement. The Compliance team is appreciative of the long notice provided as it is hoped that a suitable replacement can be found before this valuable team member leaves. The fulltime vacancy has been advertised and closes 12 February 2021.

Compliance Officer (Special Project) Position

Compliance are also presently advertising for a fixed term appointment (up to maximum 3 months) to conduct the House to House Dog Registration check following up on outstanding registrations and dogs that are not registered at all. Compliance inspections will be starting shortly.

ATTACHMENTS

Nil

7.2 NATURAL RESOURCE MANAGEMENT OPERATIONAL UPDATE

File Number: 10-2-2020

Author: Acting Manager NRM & Parks

Authoriser: Chief Executive Officer

PRECIS

Natural Resource Management Operational Update

SUMMARY

Natural Resource Management Operational Update

OFFICER'S RECOMMENDATION

That the Natural Resource Management Operational update be received for information.

BACKGROUND

Nil

ATTACHMENTS

1. Natural Resource Management Operational Update [↓](#) 

NATURAL RESOURCE MANAGEMENT UPDATE

Mark Watt
Manager NRM & Parks

Project Name	Project Description	Expected Start Date	Expected Completion Date
Honey Locust	Engage contractors to survey, map and treat Honey Locust on Barambah Creek and Stuart River In partnership with Cherbourg Aboriginal Shire Council and WBBROC	December 2020	June 2021 \$31,000 Meeting held with Cherbourg Aboriginal Shire Council to plan works. Contractors engaged, with works scheduled to start in February on Barambah Creek.
African Boxthorn	Survey, education and awareness. Engage contractors to assist with survey, mapping and awareness activities. Provide advice to landholders on treatment options. Engage presenters to deliver ABT control field day at Wondai and Ironpot	December 2020	June 2021 \$26,500
Establishment of Feral Animal Control Groups	Deliver information session to showcase successful control group models and assistance available under this program.	September 2020	June 2021 \$81,500 Activity Plan created. Information and Workshop templates created. Information sessions undertaken in Nanango, Durong and Wondai during October 2020. Two groups submitted applications for funding, currently being assessed.

Stats Item	Monthly 1/12/20-31/01/21	Yr to date Cumulative 1/7/2020– 31/01/2021
Coolabunia Saleyards		
Cattle Dipped	2110	8811
Cattle Inspected	1828	8560
Consignment / Transit	487	88534
Weighed	1191	5570
Sold	1036	5648
Nanango Dip Yard		
Cattle Dipped	77	223
Wandering Livestock		
Attendance	18	97
Impoundments	1	4
Wild Dog & Feral Pig Program		
Landholders baiting	3	45
Doggone Baits	0	1156
Pig Meat Injected 1080	120	329 Kg
Dog Meat injected 1080	107	338Kg
Hectares baited	1129	37034
Bounties processed	77	291
Rabbit Control		
Landholders assisted	5	33
Carrots Injected	6 kg	33 Kg
Rabbits injected	0	3
Equipment Loaned		
Spray trailer, Splatter Guns, Portable Steel Yards, Camera, GPS, Dog Traps, Pig Traps, Cat Traps, tree spears	5 x Spray Trailers – Booie, Dangore, Maidenwell and Ellesmere. (Lantana and GRT) 9 x Splatter Guns – Dangore, Booie, Wengenville, Wooroolin, Burrandowan, Blackbutt, Brooklands, Glenrock, Chelmsford (Lantana and Groundsel). 6 x Cat Trap – Booie, Nanango, Blackbutt, and Wondai. 4 x Cage Dog Traps – Bunya Mountains, Nanango, Wondai and Cloyna. 1 x Pig Trap - Nanango	92

Stock Route Grazing Permits		
Agistment Permits	2	3
Travel Permits	0	0
Fire Management		
Prescribed burns	0	3

Stats Item	Monthly 1/12/20-31/01/21	Yr to date Cumulative 1/7/2020– 31/01/2021
Environmental Assessments		
Environmental Assessment prior to roadworks	0	40
Fence line clearing and roadside burning applications	0	10
Weed Control		
Hectares Treated	54.6	98.6
Weeds Treated	Hudsons Pear – Wilkesdale, Giant Rats Tail Graas throughout the region, Madeira Vine – Wooroolin Wetlands, Groundsel – Main Roads Lantana – Goodger, Glencliffe, Benarkin, Runnymede, South Nanango and Brooklands. Annual Ragweed – Wengenville and Blackbutt, Parthenium – Murgon.	Cats Claw Creeper Giant Rats Tail Grass Green Cestrum Groundsel Hudson Pear Lantana Madeira Vine Mother of Millions Patterson’s Curse Tree Pear Water Hyacinth Parthenium Annual Ragweed
Property Inspections	74	283
Customer Requests		
Feral Animals	28	222
Wandering Livestock	18	97
Stock Routes	1	6
Weeds	21	61
NRM General	13	50

7.3 COMMUNITIES - PLANNING OPERATIONAL UPDATE

File Number: 10/02/2021

Author: Manager Planning and Land Management

Authoriser: Chief Executive Officer

PRECIS

Planning Operational Update

SUMMARY

Planning Operational Update

OFFICER'S RECOMMENDATION

That the Planning and Land Management Operational update be received for information.

BACKGROUND

Nil

ATTACHMENTS

1. Planning Operational Update  

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
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Comparison of Certificates and CRMs 2019/2020 and 2020/2021

Total

Plan Certs

2019/2020	3	4	7	1	8	2	1	6	0	2	7	1	42
2020/2021	4	5	4	4	4	4	5	0	0	0	0	0	30

Build certs

2019/2020	36	28	28	41	25	22	32	34	22	17	40	50	375
2020/2021	55	48	37	65	32	49	53	11	0	0	0	0	350

Pool Compliance

2019/2020	0	0	0	1	0	0	1	0	1	1	2	0	6
2020/2021	2	0	0	1	0	0	1	0	0	0	0	0	4

Plumbing Certs

2019/2020	6	8	10	6	13	2	7	9	7	5	9	12	94
2020/2021	6	10	10	18	16	10	17	2	0	0	0	0	89

Planning customer requests

2019/2020	51	37	34	36	40	22	36	32	42	26	42	60	458
2020/2021	77	83	79	80	73	55	61	20	0	0	0	0	528

Building customer requests

2019/2020	68	76	68	71	61	36	76	61	45	64	61	84	771
2020/2021	74	79	86	85	90	66	84	21	0	0	0	0	585

Plumbing customer requests

2019/2020	7	11	5	9	6	6	5	4	6	3	12	22	96
2020/2021	24	12	13	23	19	4	8	0	0	0	0	0	103

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
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Comparison of Development Applications 2019/2020 and 2020/2021

Total

Planning Applications

2019/2020
2020/2021

	3	8	8	10	6	3	1	3	5	5	6	6	64
	8	3	9	2	4	9	1	0	0	0	0	0	36

Building Applications

2019/2020
2020/2021

	38	51	35	33	32	6	38	35	20	20	23	33	364
	37	34	41	42	44	27	14	0	0	0	0	0	239

Private Certification Applications

2019/2020
2020/2021

	24	16	12	25	17	21	11	15	8	18	14	14	195
	18	15	59	31	24	10	14	1	0	0	0	0	172

Plumbing Applications

2019/2020
2020/2021

	32	20	21	21	21	15	24	14	24	11	19	26	248
	23	26	17	43	30	23	22	3	0	0	0	0	187

Building Applications

Primary Group is BuildingWk and Year is one of 20,2020,21,2021 and Date1 is between 01-Jul-2020 00:00:00 and 04-Feb-2021 00:00:00

	20	21	Total																	
Class1&10	7	2	9																	
Class10a	105	5	110																	
Class10a&	3	0	3																	
Class1a	45	4	49																	
Class2	1	0	1																	
Class3	3	0	3																	
Class5	3	0	3																	
Class6	2	0	2																	
Class7	8	0	8																	
Class8	4	0	4																	
Class9	2	0	2																	
DesignSite	13	0	13																	
DwellReloc	8	1	9																	
FarmShed	3	0	3																	
Remove	5	1	6																	
ReRoof	5	0	5																	
Restump	0	1	1																	
SignSatDsh	1	0	1																	
SwimPool	7	0	7																	
	225	14	239																	

Planning Applications

Primary Group is one of QMCU,QOPW,QPOS,QRAL,QSPS,QEXC and Year is one of 20,2020,21,2021 and Date1 is between 01-Jul-2020 00:00:00 and 04-Feb-2021 00:00:00

	20	21	Total
QEXC	1	0	1
QMCU	13	1	14
QOPW	2	0	2
QPOS	7	0	7
QRAL	12	0	12
	35	1	36

Plumbing Applications

Primary Group is PlumbDrain and Year is one of 20,2020,21,2021 and Date1 is between 01-Jul-2020 00:00:00 and 04-Feb-2021 11:33:51

	20	21	Total
AmendPrmt	4	0	4
DomNoSewer	77	11	88
DomSewer	45	11	56
Inspect	9	1	10
OtherBuild	27	2	29
	162	25	187

Private Certification

Primary Group is BldPrivCer and Year is one of 20,2020,21,2021 and Date1 is between 01-Jul-2020 00:00:00 and 04-Feb-2021 11:49:30

	20	21	Total							
Class1&10	24	3	27							
Class1&10	3	0	3							
Class10a	50	3	53							
Class10b	4	0	4							
Class1a	45	6	51							
Class5	2	0	2							
Class6	3	0	3							
Class7	2	0	2							
Class8	2	0	2							
Class9a	0	1	1							
Class9b	1	1	2							
FarmShed	3	0	3							
Remove	2	1	3							
SpecStruct	12	0	12							
SwimPool	4	0	4							
	157	15	172							

7.4 PROPOSED AMENDMENT TO THE SOUTH BURNETT REGIONAL COUNCIL PLANNING SCHEME

File Number: 10/02/2021

Author: Manager Planning and Land Management

Authoriser: Chief Executive Officer

PRECIS

Proposed amendment to the South Burnett Regional Council Planning Scheme 2017.

SUMMARY

Under Chapter 2, Part 4 of the Minister's Guidelines and Rules prescribes the process for making a major amendment to a planning scheme for section 20 of the *Planning Act 2016*.

All references in Part 4 to a proposed amendment are taken to be a proposed major amendment.

Council must decide to amend the planning scheme to undertake a major amendment.

OFFICER'S RECOMMENDATION

That the Committee recommend to Council:

That Council resolve to make an amendment to the South Burnett Regional Council Planning Scheme 2017 under Chapter 2, Part 4 of the Minister's Guidelines and Rules.

BACKGROUND

Why amend the Planning Scheme?

The process of amending a Planning Scheme is a normal and necessary part of maintaining the integrity of Council's planning framework and something that most local governments undertake periodically. This process seeks to improve the clarity of planning policy and operation of the Planning Scheme in facilitating growth and investment, guiding good development outcomes, as well as responding to changing community needs.

The Minister's Guidelines and Rules (MGR) is the statutory instrument Local governments are required to comply with when drafting planning scheme amendments. The MGR sets out definitions for the various types of planning scheme amendments such as 'administrative amendment', 'minor amendment' and 'major amendment'.

The South Burnett Regional Council's Planning Scheme commenced on 1 November 2017. Since that time, Council has identified a number of amendments to the Planning Scheme and adopted an administrative amendment to the Planning Scheme on 16 December 2020.

Proposed Process

Should Council endorse the recommendation to make a Planning Scheme amendment, a notice to commence the statutory amendment process will be given to the Minister that includes the decision to amend the planning scheme.

Once Council has completed the drafting of an Amendment Package it is forwarded to the Minister for a state interest check and review. The State government will commence a State Interest Review for a period of a maximum of 60 days.

Following the State Interest Review and subject to addressing any conditions, Council may then commence formal public consultation. The State government require Council to undertake public consultation for a period of 20 business days.

Following the close of the public consultation period, Council must consider every properly made submission about the proposed amendment and prepare a consultation report detailing how Council has dealt with properly made submissions.

Council may make changes to the proposed amendment to address issues raised in submissions, amend a drafting error, or address new or changed planning circumstances or information. If Council changes the proposed amendment and the change results in the proposed amendment being significantly different to the version released for public consultation, Council must repeat the public consultation required for the proposed amendment.

Upon completion of the public consultation process, Council must then give a notice of a request to adopt the proposed amendment to the Minister. The Minister then has 40 days to give Council a notice stating:

- if a proposed amendment may be adopted; and
- the Minister's conditions, if any, that apply to the proposed amendment; or
- if the proposed amendment may not be adopted, and the reasons why it may not be adopted.

Once Ministerial approval to adopt the proposed amendments is received, the proposed Amendment Package will be brought back to Council for resolution to adopt and commence the new version of the Planning Scheme.

Public Consultation

A suite of public consultation measures is proposed to be undertaken during the formal public consultation period, forming a consultation strategy, to ensure effective community engagement.

These measures include:

- Letters in the mail to property owner's whose land is impacted by a proposed change in zoning. This notification will invite owner feedback regarding the proposed change;
- 'Talk to a planner' sessions which are drop-in days at various locations across the region where the community can pop in and ask questions about the proposed amendments. This will be advertised in advance on Council's website, customer contact points, in libraries, social media platforms and locally circulating newspapers;
- Public Notice in the South Burnett Today;
- Displays at Council's customer contact points and libraries across the region;
- Advertisement of proposed amendments and how to make a submission on Council's website and social media platforms; and
- Direct email to external stakeholders including (but not limited to) developers, planning consultants and builders that undertake work in the South Burnett region.

Proposed Timeline

Timeline of project milestones	
February 2021	Council resolve to amend the Planning Scheme
March 2021 - May 2021	Drafting of the amendment package
June 2021 - August 2021	Queensland Government review
September 2021	Public consultation
Late 2021	Final Queensland Government review
Late 2021	Queensland Government approval to adopt and Council adoption and gazettal

Program Phase	Activity Types	Timing	Comments
Council Resolution	<ul style="list-style-type: none"> • Council to decision to amend planning scheme 	Depending on extent of existing reporting – estimate 0.5-1.5 days	Time and cost are dependent on extent of background information available as a briefing package (what the scheme amendments are) is required to accompany the resolution.
Council may prepare notice for state interests	<ul style="list-style-type: none"> • Preparation to confirm state interests with Chief Executive • Nature and details of proposed amendment • Statement of state interest expressed in a regional plan or SPP 	0.5 day – 2 weeks if relevant	<p>A full SIR with reports on hazards may not be necessary depending on extent of major amendments.</p> <p>There may not be a scheme amendment to align latest state interests.</p> <p>Correspondence will need to justify any decision not to amend state interests.</p>
Chief Executive response	<ul style="list-style-type: none"> • State Government considers Council's state interest request 	Within 20 days	Depending on any changes with respect to State interests the State can request additional information and or additional time for Chief Executive assessment will be confirmed at this stage
Council prepare amendments to planning scheme	<ul style="list-style-type: none"> • Amend planning scheme based on state interests from Chief Executive 	2-4 months	Likely to be less depending on scope of amendments
Notice to the Minister	<ul style="list-style-type: none"> • Notice to Minister with Council decision and required material 	0.5 day	Drafting notice only and compiling documents
Minister review	<ul style="list-style-type: none"> • State interest review • Provide amendment to state agencies 	Within 5 days after receiving Council notice	
Minister response	<ul style="list-style-type: none"> • State Government outcome 		
Planning scheme amendments	<ul style="list-style-type: none"> • Amendment of planning scheme based on State Government outcome 	60 days	Likely to be less given limited amendments

Minister review	<ul style="list-style-type: none"> State Government consultation 		
Public notification of planning scheme amendments	<ul style="list-style-type: none"> Public consultation 	20 days	Statutory timeframe
Submissions	<ul style="list-style-type: none"> Consideration of public submissions Prepare consultation report 	1 week	Depends on nature and number of submissions
Proposed amendments to planning scheme	<ul style="list-style-type: none"> Amendment of Planning Scheme based on State Interest Review and Public Consultation 	1-2 weeks	This may be less time depending on whether there are any changes required following notification
Notice to Minister	<ul style="list-style-type: none"> Provide Minister notice of request to adopt the amendment 	0.5 day to draft notices	Drafting notice to minister and sending all compiled documents
State Government sign off		40 days after receiving notice	
Adoption		Council meeting dependent	Preparing resolution to adopt scheme amendment

Estimated Cost

The estimated cost for drafting the proposed amendment up to submitting the proposed amendment for the State Interest Check is estimated at \$10,000.

The extent of work required following the state interest review is unknown at this stage. Similarly, the amount of work required following public notification depends on the quantum of submissions lodged and the need for consequential amendments in response to those submissions.

ATTACHMENTS

Nil

7.5 ECONOMIC SUPPORT INSTRUMENT PROVISION IN THE PLANNING REGULATION 2017

File Number: 10/02/2021

Author: Manager Planning and Land Management

Authoriser: Chief Executive Officer

PRECIS

Making an economic support instrument for the South Burnett local government area in accordance with Part 8B of the Planning Regulation 2017 (the Regulation) to assist in the economic recovery of the region in response to the COVID-19 pandemic.

SUMMARY

Amendments to the Planning Regulation 2017 were made on 11 September 2020 that seek to support the state-wide economic recovery initiative by streamlining some statutory planning processes.

The amendments prescribe a process to enable Council to make an economic support instrument for its local government area and determine the timeframe for which that instrument will apply.

An economic support instrument adopted by Council applies, on a temporary basis, to the provisions of the Regulation that:

- reduces the level of assessment for certain uses to code assessment (Part 8B, Division 3);
- makes certain building work accepted development (Schedule 6, Part 1, Section 1A);
- makes certain material changes of use involving existing buildings, as well as home-based businesses, accepted development (Schedule 6, Part 2, Section 7A and 7B).

Once adopted the provisions in the economic support instrument would apply in place of the provisions in Council's planning scheme for the zones and uses listed in the Regulation.

Council may only make an instrument between 11 September 2020 and 17 September 2021. The Regulation provides for a local government to revoke an instrument in effect by resolution.

The economic support measures can be incorporated into the proposed amendment of Council's planning scheme to be in effect on a permanent basis.

OFFICER'S RECOMMENDATION

That the committee recommends to Council:

That South Burnett Regional Council resolve to adopt an economic support instrument in accordance with Part 8B of the *Planning Regulation 2016*.

1. BACKGROUND

1.1 Process for opting-in

The provisions are non-mandatory. Council may choose to opt-in to some or all of the provisions during the effective period of the Regulation. Figure 1 provides a flow chart of the process for opting-in in accordance with Part 8B of the Regulation to assist in understanding on each of the steps involved.

Figure 1 – Flow chart of Economic support instrument process

1.2 Investigation

Council will need to review the current provisions of the planning scheme in relation to the zones and uses related to each of the provisions to determine how the planning scheme currently regulates these uses. Looking at existing levels of assessment and assessment benchmarks applying to these uses in these particular zones, will assist in identifying possible circumstances where these low risk development proposals may get *'tripped'* up in red tape. This will assist in determining if there are any provisions that may be affective or appropriate to opt-in to.

1.3 Economic Support Instrument

After Council has considered the local context and planning scheme it will need to identify the provisions to opt-in to. To opt-in to some or all of the provisions Council must make an economic support instrument (the instrument) in accordance with Part 8B of the Regulation.

1.4 Resolution, Publication and Notice

After Council has prepared the instrument, it will need to resolve to adopt the economic support instrument. Once Council has adopted an economic support instrument it must publish an adoption notice and the instrument as soon as practicable. The adoption notice needs to state the day Council adopted the instrument, and the day the instrument was first published on its website.

1.5 Operation

Should Council opt-in to the provisions, the provisions will have effect until the effective period of the Regulation ends on 17 September 2021 and any use started under the provisions is a lawful use and will remain so once the provisions cease to have effect.

1.6 Revocation

Should Council believe the provisions, zones and or uses are not having the intended economic benefits to their local area they may revoke the instrument.

2. Economic Support Provisions

2.1 Part 8B, Division 3 – Particular development requires code assessment instead of impact assessment

This provision allows Council to opt-in to cap the category of assessment at code assessment for certain uses seeking to establish where the use is identified in the Regulation.

Example:

Local Centre Zone in Blackbutt, Nanango, Wondai and Murgon the assessment level for a Health Care Service and Veterinary Service will change from Impact to Code assessment.

2.2 Schedule 6, Part 1, Section 1A – Particular building work that increases gross floor area of an existing building

This provision provides for Council to opt-in to change the category of development for some expansions of gross floor area (GFA) from assessable to accepted meaning that the requirement for a development permit for building work is not triggered.

If given effect, the Regulation outlines the requirements to make certain building work increasing GFA accepted development where:

- it is an existing lawful use of premises
- the expansion in GFA is the lesser of 100m² or 10% of the GFA of the existing building
- the building work is not undertaken on, or adjacent/adjoining a state or local heritage building
- the building work complies with the applicable siting requirements where identified by a local government
- the building work does not reduce the number of car parking spaces or the total area of landscaping on the premises
- the building work is substantially started during the effective period of this instrument
- no other building work to increase GFA, other than building work carried out under a development approval given before the provision took effect, has been carried out during the effective period of this instrument.

This provision effectively expands the types of building work that do not trigger a building permit under the *Building Regulation 2006*. The owner of the property where the building work is undertaken is responsible for ensuring the work complies with applicable standards, including structural sufficiency, size limits and boundary setbacks. Accepted building work is still subject to a review by a qualified person like a building certifier or structural engineer and still require the drafting and lodgement of building plans and related compliance certificates with Council. Most renovations, repair and maintenance to existing buildings would qualify for this exemption.

Example:

Local Centre Zone in Blackbutt, Nanango, Wondai and Murgon building work for a Shop that meets the above requirements will be accepted development and no building development permit is required.

2.3 Schedule 6, Part 2, Section 7A – Particular material change of use involving an existing building

This provision provides for Council to allow a change in tenancy within an existing building as accepted development if the use is expected in that zone and only minor building work will occur.

If given effect, the Regulation outlines a material change of use can occur as accepted development for the uses and zones Council has opted in to where:

- the change of use involves the reuse of an existing building
- the change of use does not involve the carrying out of building work
- the change of use may involve minor building work
- where for a proposed use, other than a declared use under section 275O of the *Planning Act 2016*
- If the proposed use is a shop to which the *Trading (Allowable Hours) Act 1990* applies - the requirements under that Act about trading hours for the shop; or
 - The use complies with the applicable benchmark identified in Column 3 applying to the premises about operating hours
 - the change of use does not reduce the number of car parking spaces or total area of landscaping
 - where in a neighbourhood or local centre zone complies with the applicable benchmark identified in Column 3 about heavy vehicle traffic connected to the proposed use.

This provision does not provide for additional requirements other than those listed above.

Example:

Council's current planning scheme already provides for the re-use of an existing commercial building up to a maximum floor area of 300m² in the zones listed in the Regulation. However, the Regulation will expand the types of uses that will be subject to this exemption.

2.4 Schedule 6, Part 2, Section 7B – Material change of use for home-based business in particular zones

This provision provides for Council to allow home-based business as accepted development in the low density residential, medium density residential and township zones.

If given effect, the Regulation outlines a material change of use for a home-based business use is accepted development where:

- the material change of use does not involve an industry activity as defined under a local planning instrument
- the use complies with the acoustic quality objectives in the *Environmental Protection (Noise) Policy 2019* during operating hours.

Examples of uses that are considered a home-based business include a bed and breakfast, home office and home-based childcare. A hobby, office, shop, warehouse and transport depot uses are explicitly excluded from the definition of a home-based business.

Example:

Council's current planning scheme already provides for a home-based business in the listed residential zones subject to requirements that include that the activity is conducted in, under or within 20m of the principle dwelling, maximum floor area used is 50m², no more than one non-resident is employed in the home-based business and it is setback from the road frontage of the site a greater distance than the existing building.

Should Council opt-in to this provision the current planning scheme requirements will not apply, and the only requirements will be those listed in the Regulation. The Regulation will significantly deregulate the establishment of home-based businesses in the South Burnett.

ATTACHMENTS

Nil

8 PORTFOLIO - WASTE MANAGEMENT

8.1 WASTE MANAGEMENT PORTFOLIO REPORT

File Number: 10-02-2020

Author: Councillor

Authoriser: Chief Executive Officer

PRECIS

Waste Management Portfolio Report

SUMMARY

Councillor Frohloff presented her Waste Management Portfolio Report to Council.

OFFICER'S RECOMMENDATION

That Cr Frohloff's Waste Management Portfolio Report to Council be received for information.

Waste:

General

Waste Services have been focusing on the current budget review, developing the 2020/2021 budget, progressing the capital work program and defining waste asset service levels.

Construction of New Automated Waste Transfer Station at Maidenwell

Waste Services has been able to make contact with the property owner adjacent to the Maidenwell Transfer Station to discuss sale of land for the purposes of relocating the Maidenwell Transfer Station. Waste Services now needing to clarify some aspects of vegetation clearing and Main Roads requirements.

Waste Compliance Officer Position

Waste Services in conjunction with the North Burnett Regional Council and the Cherbourg Aboriginal Shire Council were successful in obtaining a state government grant for a fixed term position (up to 6 months) to focus upon illegal dumping and littering within the three jurisdictions. It is hoped that as a result of this injection of resources that there will be a significant improvement in the level of illegal dumping and littering within the three Council areas. This Officer should be on the ground early in 2021.

E-waste Recycling

As part of Council's waste management strategy to make additional recycling options available to the public, Council's Waste Services have been successful in negotiating the introduction of a free e-waste recycling service to the four major waste facilities within the South Burnett.

E-waste refers to old televisions, computers and computer-related products that no longer work or are obsolete. Disposal of e-waste through Council's regular waste collection service is not encouraged and recycling of e-waste can often be difficult as they contain materials that require specialised recycling.

E-waste can be deposited for recycling in dedicated e-waste skip bins located at the Kingaroy, Murgon, Wondai and Nanango Waste Facilities.

The dedicated e-waste skip bins are able to accept the following:

- Televisions including Plasma televisions; Cathode Ray Tube (CRT) televisions; Liquid Crystal Display (LCD) televisions and Rear Projection televisions.
- Computer Equipment including portable processing machines (i.e. laptops, notebooks & palmtops); Desktops/Central Processing Units (CPUs); computer monitors; printers; multi-

function devices that print, copy, scan and/or fax; cards & motherboards; web cameras; compact disk drives; digital video disk drives; hard drives; floppy drives; mouse & trackball; scanners; keyboards; joysticks & gamepads and electrical transformers designed to be housed in the same cabinet as the CPU.

- In addition to typical e-waste, these skip bins are also able to accept small electrical items with a power source including power tools; kettles; microwaves; heaters; toasters and hair driers.

The implementation of e-waste recycling at Council's major waste facilities shall make it easier for South Burnett residents to dispose of their e-waste and complements Council's participation in the MobileMuster program, where old mobile phones are able to be deposited in designated receptacles at Council's Customer Service Centres.

BACKGROUND

Nil

ATTACHMENTS

Nil

8.2 ENVIRONMENT AND WASTE SERVICES UPDATE

File Number: 10-2-2020

Author: Manager Environment and Waste

Authoriser: Chief Executive Officer

PRECIS

Environment and Waste Services Update

SUMMARY

Environment and Waste Services Update

OFFICER'S RECOMMENDATION

That the Environment and Waste Services Update be received for information.

BACKGROUND

N/A

ATTACHMENTS

1. Environment & Waste Update [↓](#) 

COMMUNITY DEPARTMENT UPDATE

Peter O'May
General Manager Community

Department Update

ENVIRONMENT AND WASTE SERVICES UPDATE

Craig Patch
Manager Environment and Waste Services

2.1 Capital Works Update

Project Name	Project Description	Expected Start Date	Expected Completion Date
Maidenwell Transfer Station	Construction of new automated waste transfer station at Maidenwell	early 2020/2021	June 2022 \$350,000+
			Waste Services has been able to make contact with the property owner adjacent to the Maidenwell Transfer Station to discuss sale of land for the purposes of relocating the Maidenwell Transfer Station. Waste Services now needing to clarify some aspects of vegetation clearing and Main Roads requirements.

Stats Item	Monthly 1/1/21 - 31/1/21	Monthly Comparative 1/1/20 - 31/1/20	Yr. to date Cumulative 1/7/20 – 31/1/2021	Yr. to date Cumulative Comparative 1/7/19 – 31/1/20
Waste				
Waste Collection complaints in total for this year to date	77 Waste Collection 25 General Waste	49 Waste Collection 22 General Waste	472 Waste Collection 190 General Waste	324 Waste Collection 169 General Waste
Waste collection services conducted	70,702 (Dec 2020)	70,081 (Dec 2019)	381,175	365,985
Environmental Health				

New Fixed Food Business Licence Applications	0	0	1	31 combined new and change of Lice
Change of Food Licensee Applications	0	0	9	Due to the stats at that time
Temporary Food Applications	1	0	10	20
Non-Profit Temporary Food Applications	5	3	9	37
Market Stall Application	0	0	4	4
Private Water Samples Applications	1	2	15	7
Footpath Applications Annual	0	0	5	2
Footpath Applications Short term	0	0	18	22
Third Dog Permit Apps	1+ 1 restricted	1	15 + 1 restricted	8
Environmental Authority Applications received	0	0	0	0
Dogs New Registrations	101	76	534	804
Animal Keeping App – Kennel/cattery	0	0	0	0
Personal Appearance Licence	0	0	1	0
Public Health Customer requests	23	12	139	88
Environmental Complaints	28	14	174	111
Animal management	133	169	1020	1127
Animal attack	9	12	76	76
drum MUSTER requests	0	1	13	7
Overgrown allotments	52	16	149	104
General Local Law, unsightly, signage	31	14	180	116
Abandoned vehicles	7	1	25	13
Illegal parking	0	0	0	0
Animal	0	0	0	2
Declared Dog	0	0	5	11
Overgrown	28	0	100	14
Impound animal	37	32	283	337
Environmental	0	0	0	0
Abandoned Vehicles	0	0	0	0

8.3 OVERGROWN ALLOTMENT ENFORCEMENT

File Number: 10/02/21

Author: Manager Environment and Waste

Authoriser: Chief Executive Officer

PRECIS

Overgrown Allotment Enforcement

SUMMARY

The current standard/practice and enforcement of properties that are deemed to be overgrown, how Council responds to complaints, how it implements its proactive program in seeking out and identifying allotments in breach of Council's Local Laws and how it undertakes enforcement in this regard needs to be reviewed.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That Council approve a review into the Overgrown Allotment operations of Council with a view to a stricter enforcement protocol.

FINANCIAL AND RESOURCE IMPLICATIONS

No external consultancy is anticipated with this project. However, some staff resources will need to be reallocated in order to complete this task. Implication being that there may well be an impact on current levels of service particularly within the Compliance section for Customer related Requests for Service.

The current service level in regard to enforcing compliance with Council's local laws and more particularly specifically with overgrown allotments is constrained by the present resourcing level of the Council's Compliance team. The requirement for additional staff resources will be identified during the review and as part of budget deliberations.

LINK TO CORPORATE/OPERATIONAL PLAN

The applicable Corporate Strategy is:

Enhancing our Communities - Building vibrant, healthy, supportive & inclusive communities

The applicable Goal & Strategies are:

EC2 An active, safe and healthy community

EC2.3 Manage identified public health and environmental issues in accordance with relevant legislation

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

No consultation regarding this matter has been undertaken.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Council under its Head of Power, being the *Local Government Act 2009*, has adopted a number of model local laws as issued by the State. One which relates to dealing with overgrown allotments

within the South Burnett. Council therefore has the ability and the jurisdiction to enforce the maintenance of overgrown allotments.

There is a process that is governed by the State Act, specific wording of the Local Law in relation to not certain timeframes under which a Compliance Notice can be issued. These aspects which can add considerable time to the enforcement process are not able to be changed.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Recommending that Council approve a review into the current standard/practice and enforcement of properties that are deemed to be overgrown, how Council responds to complaints, how it implements its proactive program in seeking out and identifying allotments in breach of Council's Local Laws and how it undertakes enforcement be undertaken.

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

In summary, the current guideline position in relation to determining what is an Overgrown Allotment, which the Council's Compliance section superintends is, "Vegetation that is knee high over the substantial portion of the allotment."

Further, there is an unwritten understanding that property owners will not be served more than six (6) to eight (8) Compliance Notices for an overgrown allotment within a twelve (12) month period.

It is understood that the above enforcement criteria, the speed with which overgrown complaints are responded to, the perceived or real lack of proactive monitoring of properties and the long timeframes associated with enforcement have caused some frustration to Councillors and the community. Therefore, it is being recommended that a review of the current standard/practice and enforcement of properties that are deemed to be overgrown, how Council responds to complaints, how it implements its proactive program in seeking out and identifying allotments in breach of Council's Local Laws and how it undertakes enforcement be undertaken.

ATTACHMENTS

Nil

8.4 ILLEGAL OCCUPATION ON PRIVATE LAND**File Number:** 10/02/21**Author:** Manager Environment and Waste**Authoriser:** Chief Executive Officer**PRECIS**

Illegal Occupation on Private Land

SUMMARY

Council needs to adopt a Policy position on aspects of illegal occupation on private land, namely where an approved Class 1a Building Structure (i.e. a House) is not established and persons are residing at or are attempting to live at the property.

OFFICER'S RECOMMENDATION

That the committee recommends to Council:

That Council approve the development of an Illegal Occupation on Private Land Policy, Procedure and Enforcement Strategy.

FINANCIAL AND RESOURCE IMPLICATIONS

The development of a Policy on Illegal Occupation of Private Land can be created internally and so costs will be minimised.

No external consultancy is anticipated with this project. However, some staff resources will need to be reallocated in order to complete this task. Implication being that there may well be an impact on current levels of service particularly within the Environmental Health and Compliance section for Customer related Requests for Service as well as across the Planning, Plumbing and Building section as they input into the development process.

Implementation and enforcement of the policy will require allocation of staff resources which will be identified during development of the strategy and as part of budget deliberations.

LINK TO CORPORATE/OPERATIONAL PLAN

The applicable Corporate Strategy is:

Enhancing our Communities - Building vibrant, healthy, supportive & inclusive communities

The applicable Goal & Strategies are:

EC2 An active, safe and healthy community

EC2.3 Manage identified public health and environmental issues in accordance with relevant legislation

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

As this presently relates to the Policy Development stage no external consultation has been undertaken. Public Consultation on Council's final Policy position may well occur, but this will be after Council has further considered this matter.

Internally, Planning, Plumbing, Building, Environmental Health and Compliance sections have had communications on aspects of a proposed Policy position and items to be included in a draft Policy.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

It is understood that there are offence provisions for illegally occupying land and for not obtaining a Temporary Home Permit, if applicable.

Compliance have in the past investigated with the LGAQ and the State Government if they would consider allowing Council to amend its Local Laws to provide powers of “eviction” for person found illegally occupying private land. Both the LGAQ and the State Government were not in favour of such, but rather advised Council to avail themselves of the current prosecution and/or penalty infringement (i.e, fine) mechanisms. It is noteworthy that these mechanisms are financial in nature only.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Recommending that Council approve the development of an Illegal Occupation on Private Land Policy, Procedure and Enforcement Strategy in order to provide clear direction for the community and enforcement.

ASSET MANAGEMENT IMPLICATIONS

N/A

REPORT

Illegal occupation on private land is a very complex matter. Action and enforcement in relation to illegal occupation on private land has been attempted in the past to varying degrees. Perceived limitations with the legislation, inconsistencies, ambiguity and Council consensus as well as a clear articulation of Council commitment to follow through with enforcement action for these types of activities has certainly hampered and hindered action. This uncertainty has in the past frustrated Councillors, staff and members of the public.

The development of an Illegal Occupation on Private Land Policy and its associated documents is to be the first step in addressing the growing problem of Illegal Occupation on Private Land within the South Burnett.

The development of an Illegal Occupation on Private Land Policy will clearly articulate Council’s position on the matter of Illegal Occupation on Private Land and what its objectives are to be achieved within this area.

An Illegal Occupation on Private Land Procedure will outline how Council will process and action complaints and activities that fall within the scope and definition of Illegal Occupation on Private Land within the South Burnett.

An Illegal Occupation on Private Land Enforcement Strategy will clearly explain what is required, how people can comply and what measures Council will go to in order to implement compliance.

The issue of illegal occupation has primary carriage under the Planning and Land Development legislation. That is, it is understood that it is prohibited and therefore illegal to occupy land while living in a non-class 1a approved structure. This is the first and most important aspect of understanding illegal occupation. That is, people cannot legally live on land unless there is an approved class 1a structure.

A class 1a structure means a single dwelling being a detached house, or one or more attached dwellings, each being a building, separated by a fire-resisting wall, including a row house, terrace house, town house or villa unit.

A non-habitable building or structure is a:

- Class 10a building or structure such as a private garage, carport, shed or the like
- Class 10b building or structure such as a fence, mast, antenna, retaining or free standing wall, swimming pool or the like

Building means

- a fixed structure that is wholly or partly enclosed by walls and is roofed; or
- a floating building; or
- any part of a building.

Building work is—

- (1) (a) building, repairing, altering, underpinning (whether by vertical or lateral support), moving or demolishing a building or other structure; or
 - (b) excavating or filling—
 - (i) for, or incidental to, the activities mentioned in paragraph (a); or
 - (ii) that may adversely affect the stability of a building or other structure, whether on the land on which the building or other structure is situated or on adjoining land; or
 - (c) supporting, whether vertically or laterally, land for activities mentioned in paragraph (a); or
 - (d) other work regulated under the building assessment provisions.
- (2) For subsection (1)(d), work includes a management procedure or other activity relating to a building or structure even though the activity does not involve a structural change to the building or structure.

Examples—

- a management procedure under the fire safety standard relating to a budget accommodation building
- a management procedure under the fire safety standard (RCB) relating to a residential care building

Class of a Building means the classification of the building under the Building Code's Building Classifications

Development means

- carrying out—
 - o building work; or
 - o plumbing or drainage work; or
 - o operational work; or
- reconfiguring a lot; or
- making a material change of use of premises.

A Development Approval is

- a preliminary approval; or
- a development permit; or
- a combination of a preliminary approval and development permit.

Council does have a Local Law relating to Temporary Homes, which deals with:

- a) Where **a building permit for a Class 1a dwelling is current or a building application for a Class 1a dwelling has been lodged**, Council *may* grant permission for occupation of a non-class 1a approved structure or caravan for a period of up to, but not exceeding 18 months.
- b) a Temporary Home Permit, which may be issued to cover the situation outlined in a) above, but it will initially be issued for a six month period, with a possible extension of a further six months, depending on construction progress of the Class 1a habitable dwelling. If there are significant signs of progress in the erection of a Class 1a structure then Council may grant a further and final six months extension of the Temporary Home Permit.

c) how an application for temporary home can be lodged with Council and approved, but the abovementioned Permit must be obtained **prior to** occupancy on the land.

A Temporary Home means a structure that is used or intended for temporary use as a place of residence but does not include—

- (a) a structure, which is constituted as development under the Planning Act; or
- (b) the establishment or the occupation of a temporary home on or in a camping ground or caravan park.

The following dot points are proposed Policy objectives, namely:

- Ensure the health and safety of persons living within the South Burnett community
- Provide clear articulation of the legal position of the Planning and Land Development legislation with respect to illegal occupation on private land and what the applicable penalties are.
- Outline the minimum standards of living on private land that are acceptable within the South Burnett Regional Council Local Government area
- Provide clarity for (potential) residents on the prerequisite conditions for the construction and interim occupation of a standalone temporary home structure such as a shed/garage and outbuildings, while a permanent (Class 1a) dwelling is completed.
- Ensure the location and design of a temporary structure/home is in accordance with relevant State Legislation and Local Laws.
- Ensure the health and safety of persons occupying a temporary structure/home as well as those neighbouring the said property.
- Ensure that the location and appearance of a temporary home as well as the occupation thereof does not unreasonably impact on the amenity of the area or cause excessive nuisance or health implications to nearby residents
- Outline how a Customer Request about illegal occupation on private land, within the Council Local Government area, will be actioned by the Council and its staff.

ATTACHMENTS

Nil

9 PORTFOLIO – RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, INDIGENOUS AFFAIRS**9.1 RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT AND INDIGENOUS AFFAIRS PORTFOLIO REPORT****File Number: 02-12-2020****Author: Councillor****Authoriser: Chief Executive Officer****PRECIS**

Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report

SUMMARY

Cr Duff presented her Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report to Council.

OFFICER'S RECOMMENDATION

That Cr Duff's Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report to Council be received for information.

Rural Resilience:

Council has been working with BIEDO to utilise a portion of the Drought Funding to employ Alan Broome as a Drought Resilience Officer. He has been coordinating the Grazing Network Meetings, attending cattle sales and any rural related activities he has been able to get to. He has been getting a lot of traction and is collecting a large data of information that will go into the Drought Adverse Events Plan which should be available towards the end of May.

Parks & Gardens:

After the welcomed rain that fell across our region during December & January our parks and garden crews have been kept very busy trying their best in keeping our towns maintained. The rain has been patchy throughout the region but has given relief and has lifted community spirits and it is so lovely to see the colour green again. However, this also brings added pressures to the Parks & Garden staff as the grass has responded to the favourable growing conditions and yes, the grass has had the upper hand until now.

Council has taken measures to combat and assist our staff by changing the mowing cycle and engaging contractors to assist during this period.

Christmas trees & street banners have been dismantled across the region, Rail Trail has been swept and slashed, planting of vacant garden beds with perennials will commence in the coming weeks.

Parks staff are continuing with their schedules for weed eating, spraying, toilet cleaning and rubbish collections throughout the region.

COVID-19 signage remains in all parks and amenities, cleaning processes are still being undertaken by contractors and parks staff on each clean. Playground equipment is high pressure cleaned and disinfected monthly.

Customer requests:

Council NRM & Parks staff have been updating outstanding customer requests which dated back to 2014 which are now 95% completed. Additional admin staffing has allowed this to be undertaken,

new systems/procedures have been implemented to ensure that customers/councillors are updated to the status of the request within reasonable timeframes moving forward.

Aerodromes:

Twice weekly inspections are continuing at the Kingaroy Airport, NOTAM remains in place advising aircrafts of extended wildlife activity. Councils Airport Reporting Officer is continuing to run the strip as requested by the Royal Flying Doctors Service prior to landing due to the Kangaroo issues at the Kingaroy Airport. The annual electrical technical inspection check list has been undertaken at the Kingaroy Airport with no issues detected.

Cemeteries

Ongoing general maintenance is continuing in all cemeteries across the region, with garden planting to be undertaken in Murgon & Wondai cemeteries in the coming weeks.

Dams

I would like to congratulate the managers and their staff at Lake Boondooma & Bjelke-Petersen Dams for their efforts over the Christmas/New Year period with occupancy numbers peaking on New Year's Eve at both facilities. Entertainment was provided at both dams by local artists to see the New Year in which was well received by guests.

Facility	Occupants (1 st Dec 2019 to 31 st Jan 2020)	Occupants (1 st Dec 2020 to 31 st Jan 2021)	Increase/Decrease
Lake Boondooma	2742	4776	+2034
Bjelke-Petersen	945	2543	+1598

Property & Facility Management:

Council has engaged Heritage consultants to assist Boondooma Museum and Heritage Association Inc and Council in preparing a heritage report and seeking heritage approvals from State Government to undertake restoration works within the timber homestead and on the homestead roof. The homestead roof has recently started to leak, causing water damage within the timber ceiling.

Also, Heritage Consultants have been engaged to provide advice on the Murgon Town Hall heritage shops regarding the removal of walls, reroofing, replacing guttering and assessing the original paint colour of the building. This advice will assist Council in preparing future maintenance works and seeking heritage approvals from the Queensland Government.

Council has engaged local contractors to reroof the Nanango Energy Centre, works are scheduled to commence on the 11th of February. Further Works for Queensland Round 4 projects will commence over coming months as tenders, quotations, building designs and building approvals area finalised.

Council will be closing the South Burnett Aquatic Centre for a 5-week period to undertake necessary maintenance and capital works. Council has worked with the local pool manager to close the pool, while the other 5 pools remain open for remainder of the swimming season. To maintain this aquatic centre and make future improvements to the bathrooms, replacing of expansion joints, installing new solar heating, and replacing chlorine tank it is necessary that the pool closes. Council is sorry for the inconvenience but looking forward to a safer and improved facility when it reopens.

Council Property Officers are preparing two Building Better Region funding submissions, supporting community groups with lease enquiries and supporting funding submissions.

Indigenous Affairs:

Our Council travelled to Cherbourg and met with Cherbourg Council on the 21st of January. We have now set up a monthly get together with myself, the Mayor, Cr Bronwyn Murray and GM O'May to

work on a Reconciliation Action Plan. We are also meeting with Neil Stanley on the same day to continue discussions on a proposal for a Yarning Circle in Murgon. I am on the Steering Committee for the Murgon to Cherbourg footpath project. As part of that project our Council is working on a joint funding application for a foot bridge over Sawpit Creek. Our Council is also working with Cherbourg Council to advocate to have Cherbourg Road upgraded to a State controlled road.

BACKGROUND

Nil

ATTACHMENTS

Nil

9.2 PARKS & GARDENS UPDATE

File Number: 10-02-2021

Author: Acting Manager NRM & Parks

Authoriser: Chief Executive Officer

PRECIS

Parks & Gardens Operational Update

SUMMARY

Parks & Gardens Operational Update

OFFICER'S RECOMMENDATION

That the Parks & Gardens update be received for information.

BACKGROUND

Nil

ATTACHMENTS

1. Parks & Gardens Update [↓](#) 

PARKS & GARDENS UPDATE

Mark Watt
Acting Manager NRM & Parks

Works for Queensland R4 Grant Updates

Project Name	Project Description	Status
Aerodrome Wondai	Runway Lighting Upgrades	WIP - Detail measurements and photos supplied to supply for quoting.
Boondooma Dam	Bunkhouse Relocation	WIP - Bunk House relocated completed. Carpark and service connection being constructed.
Boondooma Dam	Tennis Court Upgrade	Funds re-allocated
Bjelke-Petersen Dam	Boat Ramp repair – Day Area	Change in scope
Bjelke Petersen Dam	Tennis Court Upgrade	Schedule Q4
Durong	Public Amenities – Water upgrade	Further discussion regarding options and community consultation required
Kingaroy – Apex Park	Park Furniture	Scheduled Q4 delivery -
Kingaroy – Walter Road	Verge Planting / Upgrades	Scope confirmed
Kingaroy – Glendon St	Amenities Upgrade	Funds re-allocated
Kingaroy – CTC Youth Pk	Amenities Upgrade	Project scope confirmed awaiting quotes Q3
Kingaroy & Benarkin – Lions Parks	Signage Upgrades	Scheduled Q4 delivery - scope confirmation required
Kingaroy – Memorial Park	Softfall Replacement – exercise equipment	Funds re-allocated -

Project Name	Project Description	Status
Murgon – QEII Park	Tree Replacement	Consult required with Cr & community stakeholders to confirm scope
Nanango – Butter Factory Park	Playground Upgrade	Playground Installed, BBQ's and Shelters to be installed February 2021
Nanango – Pioneer Park	Playground Upgrade	Scheduled Q4 delivery - Master plan completed - consultation required with local schools/Cr
Nanango – Reg McCallum Park	Playground Upgrade	Scope confirmed with Cr & community stakeholders Scheduled Q3
Nanango – Scott St Carpark	Shade Sail replacement	Completed October 2020
Proston – Blake Street	Playground Upgrade & Shade replacement	Playground removed and balance funds re-allocated to Railway Park scheduled Q4 Scope to be confirmed with Cr/Community
Proston – Rodney Street	Dump Point Installation	Scheduled Q4
Regional Parks	Park Furniture	Scope confirmed working with Div Cr's on design/colour
Regional Tourism	Installation of Statues	Scheduled Q4 delivery - scope confirmation required
Wondai – Coronation Park	Development of Site	Scope confirmation required – meeting with Infrastructure to progress

Project Name	Project Description	Status
Wondai – Skate Park	Skate Park Upgrade	Scope confirmation required

Drought Funding Projects Update

Project Name	Project Description	Status
Blackbutt – Skate Park	Upgrade Shade Shelter	Scope to be reviewed following confirmed powerline location
Kingaroy – Apex Park	Lookout Refurbishment/carpark	Construction of Car park completed, signage, line marking and bollards to be completed February.
Nanango – Butter Factory Park	Shade Sail Renewal	Installed completed
Nanango – Pioneer Park	Shade / BBQ	Order placed
Maidenwell	CBD Upgrade	Concrete path and flag poles completed, shelters and bollards to be installed February.

CAPEX Projects Update

Project Name	Project Description	Status
Aerodrome - Kingaroy	Apron Seal	Completed
Aerodrome - Kingaroy	Boundary Wildlife Fence	Not started
Aerodrome – Wondai	Boundary Wildlife Fence	Construction designs in progress, Expected procurement complete January 2020
Cemetery – Blackbutt	New Columbarium Wall	WIP – bricks ordered
Dam - Boondooma	Bunkhouse Renovation	WIP
Dam – Boondooma	Carpark and Pathway	Completed
Dam – Boondooma	Playground Upgrade	Completed
Dam – Bjelke-Petersen	New Amenities	Scope confirmed
Kingaroy – Apex Park	Carpark, Path and Painting	Design completed

Project Name	Project Description	Status
Kingaroy – Lions Park	Playground Renewal and paths	Funds to be re-allocated
Kingaroy – Memorial Park	Replacement of garden bed	Re-quoted
Maidenwell Public Amenities	Upgrade of Septic System	Quotes received
Taromeo – Jessie’s Well	Amenities upgrade - paint	Scheduled Q3

Parks Operational Update

Stats Item	Monthly 19/11/2020-31/01/2021		Year to date Cumulative 1/7/2020– 31/01/2021	
	Burials	Ashes	Burial	Ashes
Cemeteries				
Blackbutt	0	0	3	0
Booie	0	0	1	0
Kumbia	0	0	1	0
Memerambi	0	0	0	0
Mondure / Wheatlands	0	0	0	0
Murgon	1	1	8	6
Nanango	3	0	6	1
Proston	1	0	2	0
Taabinga	2	2	21	6
Tingoora	0	0	0	0
Wondai	5	2	10	3
Total	12	5	52	16

Stats Item	Monthly 1/12/2020 to 31/01/2021		Year to date Cumulative 1/7/2020– 31/01/2021	
	Boondooma	Yallakool	Boondooma	Yallakool
Dams – Accommodation Numbers				
Cabins	448	516	1011	1382
Bunkhouse	0	0	16	0
Powered Sites	725	1158	1806	3219
Unpowered Camping	3603	869	7277	2239
Total	4776	2543	10110	6840

9.3 REQUEST - PROSTON DEMENTIA SUPPORT GROUP**File Number:** 10-02-2021**Author:** Senior Lease and Property Management Officer**Authoriser:** Chief Executive Officer**PRECIS**

Request from the Proston Dementia Support Group to build a sensory garden at 15-17 Blake Street, Proston (Lot 2 on RP898962)

SUMMARY

Council has a piece of vacant land at 15-17 Blake Street, Proston (Lot 2 on RP898962) adjacent to the old Proston Town Hall.

The Proston Dementia Support Group are seeking permission to establish a sensory garden at the property for community use.

OFFICER'S RECOMMENDATION

That the Committee recommend to Council:

That South Burnett Regional Council enter into negotiations with the Proston Dementia Support Group, to enter into a Licence to Occupy over Lot 2 on RP898962 for the purpose of establishing and maintaining a sensory garden for use by the Proston Community.

FINANCIAL AND RESOURCE IMPLICATIONS

The Proston Dementia Support Group PDSG have indicated they will bear the cost of establishing the garden with funding they have already obtained. [ongoing maintenance of the garden may be at Council's cost or alternatively Council may request the Dementia Support Group or other suitable organisation to have ongoing maintenance responsibility of the garden].

The PDSG has not provided full costed plans or design concept for the gardens. However, the PDSG have listed inclusions for the garden: paths, seating, raised garden beds and water feature.

Ongoing costs of maintenance and operation have not been considered, particularly for replacement of ancillary improvements and operation of the water feature.

Council is unaware of the amount of funding obtained by the group and whether it is enough for the establishment of the gardens to the full extent as planned by the Group or whether ongoing maintenance has been funded.

Council is undertaking a review of its land assets. Lot 2 on RP898962 was previously identified as surplus to Council's requirements and is suitable to be sold on the open market as a residential or commercial land use. Approving the establishment of a sensory garden on this property will remove the potential revenue to Council for sale of the property. Railway Park is the primary park in Proston for community use. Establishment of a sensory garden in Railway Park may be preferred as it will not only enhance the use and development of the Railway Park, but not hinder a possible land sale and revenue for Council.

LINK TO CORPORATE/OPERATIONAL PLANEnhancing Our Community

Building a vibrant, healthy, supportive and inclusive community

EC3 An active, safe and healthy community

EC3.2 – Enhance community culture through the support of initiatives and the provision of community facilities

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Manager Property has liaised with GM Community to determine if the proposed property is suitable and available for development as a sensory park.

The land is separate from Proston's main park, Railway Park. The development of a new sensory garden may be better suited as an added feature of Railway Park. Further investigation is required for the location of the sensory garden.

Council will work with the PDSG to finalise a design concept and determine the best location for the garden.

Playground equipment on Lot 2 on RP898962 has recently been removed as it was allegedly sited partially on the adjoining private property.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Lot 2 on RP898962, is owned by Council in freehold, is currently surplus to Council's requirements and was previously identified to be offered for sale in accordance with Section 226 of the *Local Government Regulation 2012*.

An offer of a Licence to Occupy over the property to a community group would be in accordance with Sections 236 of the *Local Government Regulation 2012*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Offering the properties for sale is in accordance with Council's Disposal of Real Estate Policy.

ASSET MANAGEMENT IMPLICATIONS

Sale of this property would reduce the number of surplus assets held by Council

REPORTProperty Details:

Address: 15-17 Blake Street, Proston

RPD: Lot 2 on RP898962

Area: 913 square metres

Tenure: Freehold

Owner: South Burnett Regional Council

Zone: Township under the South Burnett Regional Town Planning Scheme
Town Planning Scheme overlays – location partially in the Flood Hazard Zone (not significant to development), important agriculture Areas, SFP Land Use – Urban.

Railway Park is in the PIP Priority Infrastructure Area Maps – Open Space network, flood hazard zone, bushfire Hazard Zone – Potential Impact Buffer. SFP Land Use – Urban. Zone of Recreation and Open Space.

Council has a piece of vacant land at 15-17 Blake Street, Proston (Lot 2 on RP898962) adjacent to the old Proston Town Hall.

Council received a request from the Proston Dementia Support Group seeking permission to establish a sensory garden at the property for community use.

The property was previously called Apex Park and was improved with playground equipment. This equipment was old and was removed as it was allegedly partially constructed on adjoining private property. The land was not surveyed to confirm and identify any encroachment. The property is now vacant and was previously identified as surplus to Council's requirements and could be made available for sale.

The land is an irregular shaped inside allotment which has a slight slope from the road frontage. The land is suitable for development as a residential allotment. The property is encumbered by an access

easement which dates from 1891 and is positioned as to not affect the development potential of the property.

By approving the establishment of a sensory garden, the land will not be available for sale and potential sale revenue will be forgone.

Railway Park is the established park and recreation area at Proston. All park development is located within this park and the development of a sensory garden will improve the amenity and use of Railway Park is fully accessible and central to the Proston Community (being only 150 metres from the proposed location at 15 Blake Street, Proston).



There are two options to be considered to develop the sensory garden in a suitable location:

1. Council enter into a Licence to Occupy with the Proston Dementia Support Group, over Lot 2 on RP898962 for
 - a. the purpose of establishing and maintaining a sensory garden for use by the Proston community,
 - b. a term of 10 years,
 - c. \$75.00 (plus GST) rent per annum,
 - d. Ongoing costs, maintenance and repairs to be the responsibility of the PDSG,
 - e. Concept plans to be approved by Council prior to the establishment of the garden,
 - f. PDSG to hold public liability insurance of \$20 million for the term of the licence.
2. That Council:
 - a. identify a suitable, accessible site within the existing community park at Proston, Railway Park and,
 - b. establish a sensory garden at that site in consultation with the Proston Dementia Support Group, and
 - c. maintain the sensory garden as part of the Park's maintenance program.

ATTACHMENTS

1. **Aerial Map - Proston** [↓](#) 



 <p>SOUTH BURNETT REGIONAL COUNCIL</p>	<p>South Burnett Regional Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that SBRC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.</p>	<p>PROSTON proposed sensory garden</p>	<p>25/01/2021</p>	
			<p>1:1500</p>	

9.4 HIVESVILLE RAIL TRAIL LAND

File Number: 10-02-2021

Author: Senior Lease and Property Management Officer

Authoriser: Chief Executive Officer

PRECIS

Development of land for community purpose, Hivesville –Rail Siding.

SUMMARY

Council has received a request to provide approval for the Hivesville Progress Association to develop the railway siding at Hivesville as a community area.

OFFICER'S RECOMMENDATION

That the Committee recommend to Council:

That Council, based on the proposal from the Hivesville Progress Association for development of Lot 112 on SP116355:

1. Liaise with Department of Transport and Main Roads to determine appropriate development of the Rail Siding at Hivesville;
2. Encourage the Hivesville Progress Association to engage a consultant to prepare a concept drawing for proposed development of Rail Siding land at Hivesville, particularly the old Hivesville Railway Station site, and identify:
 - (a) Appropriate size and location of proposed and alternative uses;
 - (b) Opportunities for shared services and infrastructure with other community uses in Hivesville.
 - (c) Prepare estimated costs on developing the grounds and infrastructure so the community is fully aware of future funding required
3. Council provide **'in principle'** support the Hivesville Progress Association proposal and support the Association in applying for funding to develop the concept in stages

FINANCIAL AND RESOURCE IMPLICATIONS

Development costs to be covered by grant funding applications by the Hivesville Progress Association and local volunteers.

Council's Community department will be responsible for progressing this matter with resources within existing budget allocation and staffing.

Ongoing maintenance costs have been identified as being borne by Council.

LINK TO CORPORATE/OPERATIONAL PLAN

ENHANCING OUR COMMUNITY - Building a vibrant, healthy, supportive and inclusive community

EC3 An active, safe and healthy community

EC3.2 - Enhance community culture through the support of initiatives and the provision of community facilities

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The Hivesville Progress Association has forwarded correspondence outlining their staged proposal for the property (attached).

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Council leases the property from the Department of Transport and Main Road (DTMR) which expires on 01/07/2037. The lease is for the purposes of Multipurpose Recreational Transport Use and any development must be consistent with the lease terms. Council will liaise with DTMR and seek all necessary approvals prior to development.

If the development includes any disposal of an interest in land, it must be in accordance with Section 236 of the *Local Government Regulation 2012*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

All relevant Council policies will be adhered to if any or all of this proposed development progresses.

ASSET MANAGEMENT IMPLICATIONS

The Hivesville Progress Association has proposed that Council be responsible for ongoing management of the asset once developed.

REPORTProperty Details:

Address: Hivesville Road, Hivesville

RPD: Lot 112 on SP116355

Area: 2.311 hectares

Tenure: Leasehold

Owner: Department of Transport and Main Roads

Zone: Recreational and Open Space under the South Burnett Regional Town Planning Scheme.

Town Planning Scheme overlays – located partially in the Bushfire Hazard Zone (Potential Impact Buffer), Flood Hazard Zone, Important Agriculture Area (Classification B).

The property forms part of the railway line from Murgon to Proston which is being considered for development as a rail trail.

Council leases the property from DTMR which expires in 2037. Any development on the property would require approval from the DTMR prior to commencement and not breach any lease terms. Should DTMR not approve all of the proposed uses, Council will liaise with DTMR and Hivesville Progress Association to progress alternative appropriate uses.

The proposal from the Hivesville Progress Association is a staged development of the property with a Car Park, Dog Park, Picnic Area, Stables and Community Garden/Men's Shed:

Stage 1 – tidy property and include on Council's maintenance schedule.

Stage 2 – Carpark and camping ground.

Stage 3 – Dump point and off-leash dog park

Stage 4 – Men's Shed and Community Garden.

Stage 5 – Picnic Area, horse facilities for users of the rail trail.

The Rail Trail is adjacent to the Hivesville Sportsground and further investigation is required to identify opportunities to integrate development of this property with shared infrastructure and facilities.

As the property is not owned by Council, forms part of the proposed Murgon to Proston Rail Trail and adjoins the Hivesville Sportsground, it is prudent for Council to coordinate all stakeholders.



Similar project has developed over many years on the head of the Blackbutt Rail Trail. All community groups in Blackbutt maintain the grounds and all infrastructure they place on the rail trail.

ATTACHMENTS

1. **Aerial - proposed Murgon to Proston Rail Trail, Hivesville** [↓](#) 
2. **Aerial - Hivesville** [↓](#) 
3. **Hivesville Progress Association - proposal** [↓](#) 





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			1:5000	

🐝 Hivesville Railway Park Project 🐝

Following on from meetings with the community, the HPA asked for comments, suggestions etc. for improvements that were needed/wanted for future development that promote the Village as a good place for visitors to stop and a nice place for people to live.

High on the list was for the 'Grassy paddock' to be cleaned up and made usable. At the time we held this discussion we were under the impression that Council controlled this patch of ground.

Our vision for this area is to leave the 'Rail Trail' intact as we understood the Rail Trail feasibility study indicated that a trail from Hivesville to Proston (approx 11kms) was feasible and it made sense to not only leave any remaining sections intact but to build our very own 'Railway Park' so that there was a Railway Park at each end of the Trail – if/when funding was made available. We had also discussed doing the Rail Trail in stages and applying for funding as it became available to at least get the Rail Trail as far as Kinleymore School Road at Kinleymore.

There was also talk of connecting a small section of the Rail Trail through to Whelan Street so that there was safe access to the public toilets (across from the old hall) from Memorial Park.

We expected this work to happen over a few years with stages of development as/when grant money became available. These are outlined below but could be accelerated into only 1 or 2 stages now that Council is seeking funding for the Rail Trail in the next round of FRRR grants.

First Stage (to be completed prior to Anzac Day 2021):

Controlled burn so that we can see what debris etc. is hiding in the long grass – this would include burning of stacks should that be needed.	Done with the assistance of the local RFS.
Clean up/Slash to keep the area tidy.	Done with the assistance of local farmers.
Arrange for regular slashing/mowing by Council.	Organise for grounds to be placed on Councils schedule of works.

Second Stage:

Car Park – install a car park that can accommodate caravans, RVs, trailers etc. so that travellers have safe off road parking that is walking distance to Memorial Park and the current businesses.

This car park would have bollards to prevent entry onto the Rail Trail and fencing along the end of the car park to contain vehicles to the car park & the main road to prevent vehicles making direct Wondai Proston Rd access as it is a dangerous corner. Access would be made via Hivesville Road (shows as Edward St on the Google image below) with signage so that vehicles could also be made aware of the overnight camp in the Sports Ground and the Water Standpipe should they need them.

Third Stage:

Dump Point & Off-Leash Dog Park to complete the visitor stopover area.

Fourth Stage:

Mens Shed and Community Garden

There are a lot of gardeners in the area and giving the Mens Shed a gardening theme also ties in with our work to promote pollinators and our bee theme.

We will also be able to take advantage of our location when the Wondai Garden Expo is running to promote what is available in the Village and to offer something else to do on those weekends. We will also promote the local businesses and attractions such as the Boondooma Dam.

Fifth Stage (when Rail Trail is successful):

Picnic area – a place for users of the Rail Trail to meet, relax and rehydrate/eat as we suspect a number of users will camp at one end or the other and do a return trip in one day.

Hitch rails, Stables, Watering Trough and Wash down bays for horses using the Rail Trail.

I have included a very rough map – not to scale – and subject to change depending on where sewerage and water pipes run etc.



9.5 RESERVE FOR PARK - WALTER ROAD, KINGAROY - ALTERNATIVE USE OPTIONS.**File Number: 10-02-2021****Author: Senior Lease and Property Management Officer****Authoriser: Chief Executive Officer****PRECIS**

Council is Trustee of a Reserve for Park located at Walter Road, Kingaroy. Council has received ad-hoc enquiries from commercial entities to purchase the land for commercial development.

SUMMARY

Council is the Trustee of a Reserve for Park which has been identified to have a potential higher land use as commercial use. The Reserve tenure of the Park is an impediment to development and Council is looking at alternative suitable land use options for the Park incorporating community consultation on the project.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That Council investigate alternative land use options for a Reserve for Park on Walter Road, Kingaroy (being Lot 1 on RP852419) by:

1. Undertake a land investigation to determine the most appropriate use for the property.
2. Undertaking community consultation in accordance with Council's Community Engagement Policy to determine the public's use of the park.

FINANCIAL AND RESOURCE IMPLICATIONS

Council bears the cost of maintenance of the park.

If, after community consultation and investigation in alternative land use options, a more appropriate use is determined, the land may be offered for sale on the open market. If sold into private ownership, Council achieves a financial gain through sale price revenue, ongoing rates revenue and will no longer bear the cost of maintenance.

LINK TO CORPORATE/OPERATIONAL PLANOrganisational Excellence

EXC2 Effective corporate management

EXC2.1 – Deliver corporate business solutions that meet corporate and customer needs.

Enhancing Our Community

EC1 An informed and engaged community

EC1.1 – Develop a range of initiatives to engage and inform the community.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council's Community Department has liaised with officers of the Department of Resources (DoR) to determine the options to obtain a secure tenure for the Reserve for Park should a viable alternative use be identified. DoR have advised that the Reserve is public land which has been set aside for use by the public. Should Council wish to change that use, and before DoR would consider an alternative use, a comprehensive community engagement would have to be undertaken to prove the community no longer required the park.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Council will follow the requirements of the *Land Act 1994* and directions from DoR in determining if there is a viable alternative use for the property.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Council will adhere to the Community Engagement Policy to undertake consultation with the community for the future use of the park.

ASSET MANAGEMENT IMPLICATIONS

If a viable alternative use is identified for the property, Council will consider sound asset management principles in its decision making.

REPORTProperty Details:

Address: 32 Walter Road (D'Aguilar Highway), Kingaroy

RPD: Lot 1 on RP852419

Area: 1621 square metres

Tenure: Reserve for Park

Trustee: South Burnett Regional Council

Zone: Low Density Residential under the South Burnett Regional Town Planning Scheme
Town Planning Scheme overlays – location partially in the Flood Hazard Zone (not significant to development), within a Priority Infrastructure Area, Agricultural Land Classification A, SFP Land Use – Urban.

The Reserve is a regular-shaped inside allotment with bitumen frontage, kerbing and channelling. Walter Road, as part of the D'Aguilar Highway, is a State controlled road. The property is also located on a cycle/walking route (the old railway corridor) and adjoins the Bunnings development.

There are no structural improvements to the property however there are large gum trees and shrubbery.

Council bears ongoing maintenance costs for the park.

Over past few years, Council has received ad-hoc enquiries about the availability of the property for purchase. These enquires came from business entities that wished to develop the property for commercial purposes.



Council holds the land as the Trustee of the Reserve which is administered by Department of Resources (DoR) under the *Land Act 1994*. To be able to dispose of this asset, Council is required to undertake community consultation on the current and future use of the park before the DoR will consider relinquishing the Reserve for Park as it is public land. It must be determined that it is no longer required for public use. This will need public consultation in accordance with Council's Community Engagement Policy.

If it is determined that the park is no longer required, Council may relinquish the Reserve and ownership reverts to DoR, or Council may apply to convert the tenure to freehold before it can be sold on the open market.



ATTACHMENTS

1. **Aerial Map - 32 Walter Road, Kingaroy**  
2. **Location Map - 32 Walter Road, Kingaroy**  



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			1:300	



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9.6 USE OF A RESERVE LAND - BUNYA MOUNTAINS**File Number: 10-02-2021****Author: Senior Lease and Property Management Officer****Authoriser: Chief Executive Officer****PRECIS**

Development of land for community purposes, Bunya Mountains.

SUMMARY

Council representatives have met with Bunya Mountains Community Association to discuss the establishment of a meeting place and environmental interpretive centre at the Bunya Mountains on a Reserve for Park and Recreation.

OFFICER'S RECOMMENDATION

That the Committee recommend to Council:

That Council, investigate the future development of Lot 81 on FY2309, being Reserve for Park and Recreation, by liaising across state government and other stakeholders to determine appropriate development of the Reserve or identify a more appropriate alternative site.

FINANCIAL AND RESOURCE IMPLICATIONS

Council's Community Department will be responsible for progressing this matter with resources within existing budget allocation and staffing.

It is envisaged that any proposed development costs would be covered by grant funding applications and community volunteers.

Ongoing operational and maintenance costs would potentially be borne by Council or alternatively an operational lease may be established with the Community Association outlining operational and maintenance cost obligations.

LINK TO CORPORATE/OPERATIONAL PLAN

ENHANCING OUR COMMUNITY - Building a vibrant, healthy, supportive and inclusive community

EC3 An active, safe and healthy community

EC3.2 - Enhance community culture through the support of initiatives and the provision of community facilities

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council Officers have met with the Bunya Mountains Community Association to discuss their ideas for the development of a community meeting place and environmental interpretive centre.

As the land is held by Council as Reserve land, Council will need to liaise across state government and other stakeholders to understand the opportunities for development on the Reserve, identify an alternative site if more appropriate, and determine the scope for the development.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Council is Trustee of the Reserve which is administered by the Department of Resources under the *Land Act 1994*. The development of the land must be for public purposes and consistent with the purpose of the Reserve. Council will liaise with the Department of Resources (DoR) and other government departments to obtain all necessary approvals prior to development.

If the development includes any disposal of an interest in land, it must be in accordance with Section 236 of the *Local Government Regulation 2012*

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

All relevant Council policies will be adhered to if this proposed development progresses.

ASSET MANAGEMENT IMPLICATIONS

The development of the property and ongoing management and maintenance of the asset is yet to be determined. Responsibility of Council, the Bunya Mountains Community Association and other stakeholders will be determined once the extent of development and tenure arrangements are resolved as part of investigations.

REPORT

Property Details:

Address: Bunya Mountains Road, Bunya Mountains.

RPD: Lot 81 on FY2309

Area: 1.212 hectares

Tenure: Reserve for Park and Recreation

Owner: State of Queensland (Represented by the Department of Resources)
South Burnett Regional Council as Trustee.

Zone: Environmental Management and Conservation under the South Burnett Regional Town Planning Scheme.

The Reserve is located on the corner of Bunya Mountain Road (which is a state-controlled road) and Bunya Avenue. The property is fully vegetated with remnant vegetations and adjoins the National Park.

There is an opportunity at the Bunya Mountains to further develop tourism facilities that could incorporate a community meeting place. Land holdings by Council and the State would be reviewed to determine the most ideal location and suitability to the proposed purposes.



As Trustee of the currently identified Reserve, Council must obtain consent from DoR for any development on the property or before granting any lease or licence to a third party. There would also be a requirement to investigate Native Title, Cultural Heritage and vegetation management to determine if the development could progress on that property.

Council intends to engage a consultant to provide a concept plan of a development. It is proposed that the development be 'shovel-ready' when grants opportunities arise to fund the development.



ATTACHMENTS

1. **Aerial - Lot 81 on FY2309**  
2. **Aerial Map - Bunya Mountains village**  



 <p>SOUTH BURNETT REGIONAL COUNCIL</p>	<p>South Burnett Regional Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that SBRC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.</p>	<p>Lot 81 on FY2309</p>	<p>3/02/2021</p> <hr/> <p>1:1000</p>	
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			1:10000	

9.7 QUOTATIONS REQUIRED FOR NEW PROSTON POOL MANAGER

File Number: 10/02/2021
Author: Property Management Officer
Authoriser: Chief Executive Officer

PRECIS

New Manager required for Proston Pool.

SUMMARY

The current Proston Pool Manager has decided not to take up his final option in his contract to operate and manage the Proston Swimming Pool.

OFFICER'S RECOMMENDATION

That the committee recommends to Council:

That Council advertises for a new Proston Pool Manager under a Management Agreement Contract.

BACKGROUND

The current pool manager James Nielsen has been operating the Proston Pool since 2016 and has advised that he will not be taking up his final 2-year option of his agreement. Council will be seeking applicants with a Certificate IV in Swimming Pool and Spa Service. It is recommended that the future pool manager lives within a short distance from the School owned facility as daily monitoring of pool plant and equipment is required and water testing is required 5 times per day. It is expected the contract will be for one year with an option of 2 years and then a further 2-year option.

ATTACHMENTS

Nil

**9.8 PLACEMENT OF INDIGENOUS FLAG OUTSIDE ALL CUSTOMER SERVICE CENTRES
ACROSS THE SOUTH BURNETT****File Number: 10-02-2021****Author: Community Grants / Governance Officer****Authoriser: Chief Executive Officer****PRECIS**

Placement of flagpoles to fly Indigenous flags across the South Burnett.

SUMMARY

A request has been received for Council to investigate installing sufficient flag poles at each Customer Service Centre or suitable alternate venue to be able to display the Aboriginal and Torres Strait Islander flags across the South Burnett.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That as part of 2021/22 budget deliberations, Council investigate the costs associated with the installation of flagpoles across the region to allow the Australian flag and an Indigenous flag to be flown at each Customer Service Centre or suitable alternate venue.

BACKGROUND

Following discussions with Cherbourg Aboriginal Shire Council, Councillors have requested an investigation into flying the Indigenous flags at Council's Customer Contact Centres or alternate locations within each of the major towns within the South Burnett.

ATTACHMENTS

Nil

10 CONFIDENTIAL SECTION

OFFICER'S RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the *Local Government Regulation 2012*:

10.1 Discussion on letter received from SB Care to Council

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

10.2 Lease of Land for Development and Operation of Fuel Outlet at Durong.

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

11 CLOSURE OF MEETING