



AGENDA

Community Standing Committee Meeting Wednesday, 9 March 2022

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

Date: Wednesday, 9 March 2022

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 9 FEBRUARY 2022

File Number: 09/03/2022

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Community Standing Committee Meeting held on 9 February 2022 be received.

ATTACHMENTS

- 1. Minutes of the Community Standing Committee Meeting held on 9 February 2022**



MINUTES

Community Standing Committee Meeting

Wednesday, 9 February 2022

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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, 9 FEBRUARY 2022 AT 9.04AM**

PRESENT:**Councillors:**

Cr Brett Otto (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), Ged Brennan (Acting General Manager Infrastructure), Mark Watt (Acting Manager NRM & Parks), Michael Lisle (Acting Manager Planning & Environment), Leanne Petersen (Manager Property), Carolyn Knudsen (Manager Corporate Services), Lynelle Paterson (Coordinator Executive Services)

1 OPENING

The Mayor declared the meeting open with the Lords Prayer and welcomed all attendees.

2 LEAVE OF ABSENCE / APOLOGIES**APOLOGY**

COMMITTEE RESOLUTION 2022/198

Moved: Cr Brett Otto

Seconded: Cr Roz Frohloff

That the apology received from Cr Jones be accepted and leave of absence granted.

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

Against: Nil

CARRIED 6/0

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Cr Duff acknowledged the traditional custodians of the land on which the meeting took place.

4 DECLARATION OF INTEREST

I, Cr Kirstie Schumacher inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the *Local Government Act 2009*) in **Item 9.8 - Appointment of Real Estate Agents**.

This declarable conflict of interest arises because I have bought and sold cattle through an agent at the saleyards who is also a real estate agent.

This matter was resolved at the Ordinary Council Meeting on 22 September 2021 – Resolution Number 2021/135.

I, Cr Kathy Duff inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the *Local Government Act 2009*) in **Item 9.8 - Appointment of Real Estate Agents**.

This declarable conflict of interest arises because I have bought and sold cattle through an agent at the saleyards who is also a real estate agent.

This matter was resolved at the Ordinary Council Meeting on 22 September 2021 – Resolution Number 2021/136.

I, Cr Scott Henschen inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the *Local Government Act 2009*) in **Item 9.8 - Appointment of Real Estate Agents**.

This declarable conflict of interest arises because I may have a perceived relationship with an agent who operates at the Coolabunia Saleyards who is also a real estate agent.

This matter was resolved at the Ordinary Council Meeting on 25 January 2022 – Resolution Number 2022/333.

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 MINUTES OF THE COMMUNITY STANDING COMMITTEE MEETING HELD ON 8 DECEMBER 2021

COMMITTEE RESOLUTION 2022/199

Moved: Cr Danita Potter

Seconded: Cr Roz Frohloff

That the Minutes of the Community Standing Committee Meeting held on 8 December 2021 be received.

In Favour: Crs Brett Otto, Roz Frohloff, 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 2022/200

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 Brett Otto, Roz Frohloff, 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 2022/201

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

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

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

Against: Nil

CARRIED 6/0

7.1.1 QUESTION ON NOTICE - CAT TRAPS

Question on Notice from Cr Henschen:

Is there an issue with cat traps? Are people not returning them as they seem to be scarce at the moment?

7.1.2 PARTHENIUM WEED

COMMITTEE RESOLUTION 2022/202

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the committee recommends to Council:

That Council work with Cherbourg Aboriginal Shire Council and write to the relevant minister outlining our concerns with the recent flooding and outbreak of parthenium weed and asking for their assistance with on the ground support and funding.

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

Against: Nil

CARRIED 6/0

7.1.3 MEDIA RELEASE - WEEDS

RESOLVED 2022/203

A media release be circulated encouraging land owners to borrow equipment (splatter guns, spray trailers etc) from Council to assist with weed control.

7.1.4 QUESTION ON NOTICE - COOLABUNIA SALEYARDS

Where are we tracking from a financial point of view with the Coolabunia Saleyards at the this point in time?

General Manager Community to circulate to Councillors a snapshot of total revenue and expenses for the facilities.

7.2 NATURAL RESOURCE MANAGEMENT OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2022/204

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

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

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

Against: Nil

CARRIED 6/0

7.3 PLANNING AND LAND MANAGEMENT OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2022/205

Moved: Cr Danita Potter

Seconded: Cr Roz Frohloff

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

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

Against: Nil

CARRIED 6/0

Attendance:

At 9:59 am, Acting General Manager Infrastructure Ged Brennan left the meeting

7.4 PLANNING SCHEME AMENDMENT - UPDATE

COMMITTEE RESOLUTION 2022/206

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the report be received and noted and a workshop regarding the Planning Scheme Amendment be held in March 2022.

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

Against: Nil

CARRIED 6/0

7.4.1 PLANNING SCHEME AMENDMENT

RESOLVED 2022/207

A copy of the issues paper and recommended amendment and the State's response be circulated to Councillors for pre-reading before the workshop in March.

Attendance:

At 10:09 am Acting General Manager Infrastructure Ged Brennan returned to the meeting.

7.5 REQUEST OF ASSISTANCE FROM WONDAI PROSTON WOLVES RUGBY LEAGUE CLUB INC.

COMMITTEE RESOLUTION 2022/208

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommends to Council that

1. Authorisation be given for the removal of asbestos sheeting to Wondai Sportsground grandstand and re-sheet with water resistant material with estimated value of \$20,500 and that such costs be referred for inclusion in the third-quarter Capital Budget review; and
2. Authorisation be given for repairs to damage caused to the internal access road by flooding to the estimated value of \$11,000 and that such costs be referred for inclusion in the third-quarter Capital Budget review.

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

Against: Nil

CARRIED 6/0

7.5.1 MEETING WITH WONDAI PROSTON WOLVES RUGBY LEAGUE CLUB INC.

RESOLVED 2022/209

A meeting be organised with the Wondai Proston Wolves Rugby League Club committee and invite all Councillors to clarify who does own which assets and clarify expectations around timings for the completion of the works

7.6 REMOVAL OF GRAFITTI FROM STRUCTURES LOCATED ON BOUNDARIES SHARED WITH COUNCIL CONTROLLED LAND

COMMITTEE RESOLUTION 2022/210

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommend to Council: -

- 1) Council supports the Chief Executive Officer appointing graffiti removal officer/s as per the *Summary Offence Act 2005*.

-
- 2) That a preferred supplier arrangement be entered into for the removal of graffiti from structures located on boundaries shared with Council controlled land.
 - 3) That the process identified by the *Summary Offence Act 2005* be implemented to remove graffiti from structures located on boundaries shared with Council controlled land.
 - 4) That a report be brought back to Council presenting a Graffiti Management Policy, Operational Procedure and a Communication Plan supporting the implementation of the Policy and Procedure.

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

Against: Nil

CARRIED 6/0

7.6.1 QUESTION ON NOTICE - GRAFFITI

Question on notice from Cr Potter:

How much money does Council spend on time, organising and removing the graffiti?

8 PORTFOLIO - WASTE MANAGEMENT

8.1 WASTE MANAGEMENT PORTFOLIO REPORT

COMMITTEE RESOLUTION 2022/211

Moved: Cr Roz Frohloff

Seconded: Cr Danita Potter

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

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

Against: Nil

CARRIED 6/0

8.1.1 QUESTION ON NOTICE - CLOYNA TRANSFER STATION

Question on notice from Cr Duff:

Has the signage that the students put at the Cloyna transfer station made a difference and people are taking notice or has there been more trouble at the Cloyna transfer station?

Attendance:

At 10:49 am, Cr Kirstie Schumacher left the meeting.

At 10:50 am, Cr Kirstie Schumacher returned to the meeting.

8.2 ENVIRONMENT AND WASTE SERVICES UPDATE

COMMITTEE RESOLUTION 2022/212

Moved: Cr Roz Frohloff

Seconded: Cr Danita Potter

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

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

Against: Nil

CARRIED 6/0

Attendance

At 11:18 am, Cr Kirstie Schumacher left the meeting.

At 11:18 am, Cr Kirstie Schumacher returned to the meeting.

8.3 APPLICATION FOR FUNDING UNDER THE 2022-2024 LOCAL GOVERNMENT GRANTS & SUBSIDIES PROGRAM

COMMITTEE RESOLUTION 2022/213

Moved: Cr Roz Frohloff

Seconded: Cr Kirstie Schumacher

That the Committee recommend to Council: -

That Council apply for a grant under the 2022 – 2024 Local Government Grants and Subsidies Program - capital expenditure project category for the weighbridge at the Nanango Waste Facility.

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

Against: Nil

CARRIED 6/0

8.3.1 QUESTION ON NOTICE - WASTE FACILITIES

Question on notice from Cr Potter:

What is the life span for the waste facilities?

8.3.2 QUESTIONS ON NOTICE - LOCAL GOVERNMENT GRANTS AND SUBSIDIES PROGRAM

Questions on notice from Cr Schumacher:

Is there a list of former grants that Council has applied for under this scheme. List to be circulated to Councillors.

Do the guidelines allow you to add a piece to the application to apply for a non capital project for some strategic planning funds?

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2022/214

Moved: Cr Brett Otto
Seconded: Cr Roz Frohloff

That the meeting adjourn for morning tea.

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

Against: Nil

CARRIED 6/0

RESUME MEETING

COMMITTEE RESOLUTION 2022/215

Moved: Cr Brett Otto
Seconded: Cr Kirstie Schumacher

That the meeting resume at 11:38am

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

Against: Nil

CARRIED 6/0

Attendance:

At 11:51 am Acting General Manager Infrastructure Ged Brennan 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 2022/216

Moved: Cr Kathy Duff
Seconded: Cr Scott Henschen

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 Brett Otto, Roz Frohloff, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

9.2 PARKS & GARDENS UPDATE

COMMITTEE RESOLUTION 2022/217

Moved: Cr Danita Potter

Seconded: Cr Roz Frohloff

That the Parks & Gardens update be received for information.

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

Against: Nil

CARRIED 6/0

9.3 PROPERTIES OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2022/218

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Property Operational update be received for information.

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

Against: Nil

CARRIED 6/0

9.3.1 LAND SALES & POUND STREET KINGAROY

RESOLVED 2022/219

Report to a future standing committee meeting providing an update on land sales and Pound Street Kingaroy.

Attendance:

At 12:20 pm, Cr Kirstie Schumacher left the meeting.

At 12:21 pm, Cr Kirstie Schumacher returned to the meeting.

9.4 CBD WORKING GROUP - UPDATE REPORT

COMMITTEE RESOLUTION 2022/220

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

1. That the report be received and that the CBD Working Group be directed to table a revised shared cleaning program, once finalised.
2. That the purchase of a street scrubber and mobile vacuum be included for consideration in the 2022-2023 plant replacement program.

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

Against: Nil

CARRIED 6/0

Attendance:

At 12:30 pm, Acting Manager NRM & Parks Mark Watt left the meeting.

At 12:32 pm, Acting Manager NRM & Parks Mark Watt returned to the meeting.

At 1:07 pm, Cr Scott Henschen left the meeting.

At 1:08 pm, Cr Scott Henschen returned to the meeting.

At 1:17 pm, Coordinator Executive Services Lynelle Paterson left the meeting.

At 1:19 pm, Coordinator Executive Services Lynelle Paterson returned to the meeting.

9.5 BUILDING BETTER REGIONS FUNDING APPLICATION FOR MONDURE HALL

COMMITTEE RESOLUTION 2022/221

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That Council

1. supports the Mondure Hall Committee in their application for the super round of the Gambling Community Benefit Fund for the roof;
2. notes the call for tender for the restumping and commits to a % allocation of the remaining unallocated W4Q funding to contribute to the restumping and the final amount confirmed upon the conclusion of the tender process;
3. does not progress the Building Better Regions Fund (BBRF) application; and
4. investigate and seek to implement a formal arrangement with the Mondure Hall Committee that supports any future lease agreement in relation to the ongoing management and maintenance of the facility.

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

Against: Nil

CARRIED 6/0

Attendance:

At 1:35 pm, Cr Kirstie Schumacher left the meeting.

At 1:36 pm, Cr Kirstie Schumacher returned to the meeting.

9.6 REQUEST FOR SUPPORT TO INSTALL A "BIG AVOCADO" IN BLACKBUTT

COMMITTEE RESOLUTION 2022/222

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommend to Council that:

1. Council accept for information the request and supporting documentation provided by the Bloomin Beautiful Blackbutt Festival Inc.

-
2. A letter of support be provided to the Bloomin Beautiful Blackbutt Festival Inc. to pursue additional external funding to progress the design, construction specifications of the “Big Avocado” in Les Muller Park, Blackbutt.

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

Against: Nil

CARRIED 6/0

9.7 UPDATE ON HIVESVILLE PROGRESS ASSOCIATION REQUEST FOR LEASE

COMMITTEE RESOLUTION 2022/223

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the Committee receive the report for information.

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

Against: Nil

CARRIED 6/0

Attendance:

At 1:39pm Acting Manager NRM & Parks Mark Watt left the meeting.

At 1:40pm Acting Manager NRM & Parks Mark Watt returned to the meeting.

9.8 APPOINTMENT OF REAL ESTATE AGENTS

COMMITTEE RESOLUTION 2022/224

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommend to Council:

That Council enter into a contract for the provision of real estate sales services with:

1. Wondai Real Estate
2. Master Key Realty
3. Aussie Land and Livestock
4. Main Street Realty

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

Against: Nil

CARRIED 6/0

Attendance:

At 1:53 pm, Cr Roz Frohloff left the meeting.

At 1:54 pm, Cr Roz Frohloff returned to the meeting.

9.9 BRANCH REVIEW - NRM & PARKS

COMMITTEE RESOLUTION 2022/225

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That the report be received for information.

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

Against: Nil

CARRIED 6/0**10 QUESTIONS ON NOTICE****10.1 QUESTION ON NOTICE - PARKS & GARDENS ADVISORY COMMITTEE**

COMMITTEE RESOLUTION 2022/226

Moved: Cr Roz Frohloff

Seconded: Cr Kathy Duff

That the response to the question raised by Cr Duff be received and noted.

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

Against: Nil

CARRIED 6/0**10.2 YARRAMAN WASTE FACILITY**

COMMITTEE RESOLUTION 2022/227

Moved: Cr Kirstie Schumacher

Seconded: Cr Roz Frohloff

That the Committee recommends to Council that:

1. The response to the question regarding propose Yarraman Waste Facility raised by Councillor Schumacher be received and noted; and
2. Council further investigation be conducted with Toowoomba Regional Council regarding the disposal of waste by residents of the South Burnett region at the proposed new Waste Facility located at Yarraman and a report be brought back to future Standing Committee Meeting.

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

Against: Nil

CARRIED 6/0

10.3 FINES FOR LITTERING

COMMITTEE RESOLUTION 2022/228

Moved: Cr Brett Otto

Seconded: Cr Scott Henschen

That the response to the question regarding illegal dumping and littering raised by Mayor Otto be received and noted.

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

Against: Nil

CARRIED 6/0

11 CONFIDENTIAL SECTION

12 CLOSURE OF MEETING

The Meeting closed at 2.12pm.

The minutes of this meeting were confirmed at the Community Standing Committee Meeting held on 9 March 2022.

.....
CHAIRPERSON

6 PORTFOLIO – COMMUNITY, ARTS, HERITAGE, SPORT & RECREATION**6.1 COMMUNITY, ARTS, HERITAGE, SPORT AND RECREATION PORTFOLIO REPORT****File Number:** 09-03-2022**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:****Library Lovers' Day**

Library Lovers' Day is a day to remember that our libraries are a place where we can get lost in an idea we are following, find an adventure we are seeking in a book, discover more about an issue we feel passionate about or get help from someone about something we want to know. South Burnett Libraries celebrated Library Lovers' Day on 14 February by showing the love to our wonderful library customers. Each branch offered a prize for those who visited from 7 -11 February, with the lucky winners at the Nanango Library very happy to receive a hamper of bookish goodies.

JP Service Resumes at the Kingaroy Library

Community members requiring a JP can once again access this service each weekday from 12 noon - 2 pm at the Kingaroy Library. For more information, please call (07) 4189 9256.

Library Spaces Update: Murgon, Wondai and Blackbutt Junior Area Refresh

The junior areas at the Murgon and Wondai libraries have recently been refreshed, with large, interactive crocodile toys installed at both branches to create a stay and play feel for young ones. The junior area at the Blackbutt Library will also receive a makeover in the coming weeks to freshen the space and make it more appealing for young people in our region.

South Burnett Libraries present Stig Weymss!

South Burnett Libraries are excited to be partnering with local schools to bring the energetic entertainer Stig Wemyss to the region on 9 and 10 March 2022.

Stig Wemyss is an award-winning audiobook narrator, best known as the voice of Andy Griffiths' bestselling Treehouse series. His vibrant and high energy live shows have become well-known throughout Australia and New Zealand in schools and libraries. He has a background in acting starring in numerous TV shows, feature films and live theatre productions. Stig's experience brings a unique and dynamic energy to performances.

South Burnett Libraries will have a stall at each of the shows at St John's, Taabinga State School, Kingaroy State School and Crawford State School to promote BorrowBox resources and to answer any queries about library memberships and children's activities.

South Burnett Libraries and Under 8s Day

South Burnett Libraries have been successful in securing best-selling children's musician and author Deano Yipadee for the South Burnett Partnerships for Kids Under 8s Day event, which is scheduled for 30 June 2022. The shows presented by Mr Yipadee have been developed to inspire kids to

laugh, love, and believe in themselves. There will be two shows on the morning, with Mr Yipadee available between performances to talk with attendees and sign books and posters.

Extend the interest, extend the knowledge with Busy Little Minds Kits

As part of the First 5 Forever initiative, library staff have been developing a series of 'Busy Little Minds' Kits that aim to provide extended access to subjects that interest children aged 0-5. Kits about birds, cats, dinosaurs, dogs, families, insects, shapes and science contain a collection of books, DVDs and crafts that have been curated by library staff. Each kit also includes a QR code that links directly to the South Burnett Libraries website so that children and their families can explore a variety of online resources about their topic of choice. This multimedia kit allows parents and children to easily access information and enjoy their favourite interests on many different levels – by reading, listening, doing, playing and discovering.

The kits, which officially launch in the Easter school holidays, will also be used for First 5 Forever story time sessions at the library and for outreach sessions to playgroups and kindies.

Arts

Now that Covid restrictions are starting to ease we have a few events coming up. Firstly I would like to mention 'Burnett Bands Together' which is sponsored by CQRASN and Arts Qld and the South Burnett Regional Council. This event will be held on Saturday 9th April in the Kingaroy Town Hall Forecourt and it's a free event for all with some very talented local bands and it kicks off at 5pm.

South Burnett WoodCrafters had their Workshop Grand Opening last Saturday and it was a fantastic day with many different live demonstrations. Congratulation to the South Burnett Woodcrafters on such a wonderful day and for the work you have done getting your workshop up to such a wonderful standard and being so inclusive. Next year they turn 30 so we look forward to another celebration then.

Community

Also, on the 9th the Kingaroy Men's Shed will be holding their annual RACQ Life Flight fundraiser "Dinner Under the Stars". This will be a great event with some very good local talent with the Sempf Family and Amos along with local whip cracking talent Jackson Kerkow.

As mentioned earlier in the Libraries report the South Burnett Partnerships for Kids will be holding Under 8's day in the June Holiday and I will bring more information closer to the date.

South Burnett Regional Council has secured funding through Qld Health TRAIC Stream and in conjunction with South Burnett Arts, Kingaroy Football Club and the South Burnett Suicide Prevention Working group we have secured the JT Academy to do school visits along with the Murgon Mens Shed who will be inviting other Mens Shed members to join them. We also have a community event in the Kingaroy Town Hall Forecourt on Tuesday 24th May with JT himself along with music and information regarding mental health from our local providers.

Nominations are currently open for our very first South Burnett Regional Youth Council and close this Friday. 11 March 2022. This Youth Council will be a diverse group of up to 20 motivated young people aged between 14 and 24 years old, who live in the South Burnett or Cherbourg regions. The overall purpose of the South Burnett Regional Youth Council is to provide:

- A forum for young people to meet regularly to express their views on issues affecting them in the South Burnett Regional Council area.
- Increased awareness of the aspirations and needs of young people within our communities across the South Burnett and Cherbourg.
- Young People with the opportunity to provide a youth perspective to Council in a structured and formal way.

- To facilitate positive interaction between Young People, Council and the wider community.

We have 9 nominations to date, with the first South Burnett Regional Youth Council meeting scheduled for the 12th of April 2022.

BACKGROUND

Nil

ATTACHMENTS


1. **Busy Little Minds Kit** [↓](#) 
2. **Stig Live @ the Library!** [↓](#) 
3. **Wondai Library Crocodile** [↓](#) 
4. **Library Lover's Day Winners** [↓](#) 
5. **Burnett Bands Flyer** [↓](#) 




'Busy Little Minds' Kits

SOUTH BURNETT LIBRARIES
present





**STIG LIVE @
THE LIBRARY**



Terry Denton



Create a South Burnett Libraries membership online to borrow free eBooks and eAudiobooks using the BorrowBox app.



Stig Live @ the Library!



Never smile at a crocodile!



Library Lovers' Day Winners at the Nanango Library

FREE  **LIVE MUSIC OUTDOOR COMMUNITY EVENT**

Concert for All ages

BURNETT TOGETHER BANDS

Barambah Big Band
Rufus Jack
RYZA
Mudgard3n
Mr. Q
Soul Good

6 Local bands

KINGAROY TOWN HALL FORECOURT
SATURDAY APRIL 9, 2022 5pm till 11pm

DON'T FORGET TO BRING ALONG A BLANKET AND CHAIRS

Proud media sponsor
Burnett Today
SOUTH · CENTRAL & NORTH

6.2 BUSINESS DISABILITY AWARDS

File Number: 09.03.2022

Author: General Manager Community

Authoriser: Chief Executive Officer

PRECIS

Business DisABILITY Awards of Australia – Toowoomba and Darling Downs presentation.

SUMMARY

Consideration of support for the establishment of a Business DisABILITY Awards event in the South Burnett.

OFFICER'S RECOMMENDATION

That the Committee Recommend to Council that: -

Council provide in principle support for the establishment of a Business DisABILITY Awards event in the South Burnett and continue to liaise with the event organisers to explore options.

BACKGROUND

A presentation on the Business DisABILITY Awards of Australia – Toowoomba and Darling Downs was provided to Council at the recent Community Engagement Day.

The Awards which recognise businesses and individuals who support, educate, advocate and employ people with a disability and celebrate inclusion were established in Toowoomba starting out with approximately 60 people in attendance, growing to 350 in 2021.

The organisation is looking to spread the message of disability employment and is planning events in the Gold Coast and Sunshine Coast later this year with a view to expanding to regional areas.

With the South Burnett Disability & Mental Health Expo planned for the end of March being postponed to a date yet to be set, there is a possibility a South Burnett Awards event could be held in conjunction with the Expo.

Discussions are ongoing with event organisers in relation to logistics, lead time and support required.

A sponsorship proposal for the Toowoomba and Darling Downs Awards is attached for information.

ATTACHMENTS

1. **Sponsorship Proposal Toowoomba and Darling Downs Business DisABILITY Awards** [↓](#)





ABOUT THE AWARDS

Across Australia, leading organisations are making diversity and inclusion a priority. And, why wouldn't they.

We know a diverse and inclusive workplace sparks innovation, improves productivity and boosts morale. Not to mention the good things it can do for a company's reputation.

Now in its 8th year, the Business DisABILITY Awards are well established and recognise those businesses and individuals who support, educate, advocate and employ people with a disability and celebrate inclusion.



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WHY SPONSOR?

Sponsoring The Business DisABILITY Awards presents an opportunity for stakeholders within the industry and the business community of the Toowoomba and Darling Downs region to highlight their commitment and support of an inclusive business community for everyone to have access to. It also offers and allows your organisation:

- To publicly demonstrate its values for social inclusion, reducing disadvantage, and increasing social, civic and economic participation
- To help increase community members' understanding of the factors that build and maintain social cohesion and inclusivity with the Toowoomba Community
- To connect with community, business and industry professionals and leaders
- The opportunity to recognise and celebrate the business community's achievements
- Marketing and promotional opportunities related to a growing social movement of change



DIRECT SOCIAL MEDIA REACH



GUESTS AT GALA DINNER



SPONSORS AND PARTNERS



SPONSORSHIP PACKAGES

THE AWARD CATEGORIES EXPLAINED:

SOCIAL INCLUSION AWARD

Recognising excellence in creating, promoting or supporting an inclusive workplace culture that supports all abilities.

OUTSTANDING EMPLOYER AWARD

Recognising an employer who has provided opportunities for a person with a disability to pursue paid work in a supportive workplace.

OUTSTANDING EMPLOYEE AWARD

Recognising an employee who has demonstrated a notable attitude or effort in a work space.

OUTSTANDING VOLUNTEER AWARD

Recognising a volunteer who has demonstrated a notable attitude or effort in a volunteer space.

INNOVATION & ACCESS AWARD

Recognising outstanding achievement and/or creativity in pursuing new, different or unique ways to increase awareness or adoption of inclusive practices in a work, training or volunteer space.

EDUCATION & TRAINING AWARD | NEW

Recognising excellence in the inclusion of people with a disability in education and/or training.

INDIGENOUS CHAMPION AWARD | NEW

Recognising individuals, business or a community group that has paved the way for First Nations peoples in the employment space.

BUSINESS ENGAGEMENT AWARD

Recognising outstanding achievement and/or effort in collaborating and engaging with the business community to create employment opportunities for people with a disability.

ELISSA FLANAGAN 'AIM HIGH' SCHOLARSHIP

Awarded to an individual with a disability to be used towards the cost of professional development, training and/or education in their chosen field or pursuit.

JUDY ANTONIO MEMORIAL AWARD

Judy Antonio was the Patron of the Business Disability Awards before she sadly passed away in 2016. This Award will recognise a business, group or individual that epitomises the values of social inclusion as so strongly espoused and lived by Mrs Antonio. The recipient will be chosen by the Awards Committee and endorsed by Mayor Paul Antonio.



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PACKAGES

PRINCIPAL PARTNER | \$6,000 + GST

- Exclusive Principal Partner naming rights
- Your logo on the home page of the Business DisABILITY Awards website & sponsors page with a link to your business page
- Your logo to be included in a prominent position on all marketing material
- Special recognition of your organisation by the Emcee at the Awards Gala Dinner
- Your logo displayed on screen at the Awards Gala Dinner
- Your logo included on the the program placed on all guest tables at the Awards Gala Dinner
- Invitation to the Business DisABILITY Awards launch event
- Your signage placed prominently at the launch event
- Inclusion in pre and post event media and promotion
- Joint social media promotion of your organisation on the Business DisABILITY Awards Facebook page
- Professional event photo featuring your representative with all award winners
- An opportunity to present the thank you gift to the keynote speaker
- An opportunity to provide a lucky door prize for the Awards Gala Dinner
- Five complimentary VIP tickets to the Awards Gala Dinner
- An electronic copy of the guest list to allow targeted networking
- Priority seating placement at the Awards Gala Dinner
- An opportunity to place one piece of marketing material on guest tables at the Awards Gala Dinner



PACKAGES

EVENT PARTNER | \$5,000 + GST

- Your logo on the home page of the Business DisABILITY Awards website & sponsors page with a link to your business page
- Your logo to be included in a prominent position on all marketing material
- Special recognition of your organisation by the Emcee at the Awards Gala Dinner
- Your logo displayed on screen at the Awards Gala Dinner
- Your logo included on the the program placed on all guest tables at the Awards Gala Dinner
- Invitation to the Business DisABILITY Awards launch event
- Inclusion in pre and post event media and promotion
- Joint social media promotion of your organisation on the Business DisABILITY Awards Facebook page
- Professional event photos featuring your representative with all award winners
- An opportunity to provide a lucky door prize for the Awards Gala Dinner
- Five complimentary VIP tickets to the Awards Gala Dinner
- Priority seating placement at the Awards Gala Dinner



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PACKAGES

AWARD CATEGORY SPONSOR | \$3,000 + GST

(Suitable for all types of businesses and groups – public or private. One sponsor per category)

- Exclusive naming rights for your sponsored category
- Exclusive branding on your category's award trophy
- Your logo on the Business DisABILITY Awards website with a link to your business page
- Your logo to be included in all marketing material
- Special recognition of your organisation by the Emcee at the Awards Gala Dinner
- Your representative to present the Category Award at the Awards Gala Dinner
- Your logo displayed on screen at the Awards Gala Dinner
- Your logo included on the the program placed on all guest tables at the Awards Gala Dinner
- Two complimentary tickets to the Awards Gala Dinner
- Invitation to the Business DisABILITY Awards launch event
- Inclusion in pre and post event media and promotion
- Joint social media promotion of your organisation on the Business DisABILITY Awards Facebook page
- Professional event photos featuring your category and category winners
- An opportunity to provide a lucky door prize for the Awards Gala Dinner

The Award Categories are:

SOCIAL INCLUSION AWARD

OUTSTANDING EMPLOYER AWARD

OUTSTANDING EMPLOYEE AWARD

OUTSTANDING VOLUNTEER AWARD

INNOVATION & ACCESS AWARD

EDUCATION & TRAINING AWARD | NEW

INDIGENOUS CHAMPION AWARD | NEW

BUSINESS ENGAGEMENT AWARD

ELISSA FLANAGAN 'AIM HIGH' SCHOLARSHIP

JUDY ANTONIO MEMORIAL AWARD



PACKAGES

INDUSTRY PARTNER | \$2,500 + GST

(Suitable for peak bodies and lead organisations in business or the disability sector)

- Your logo on the Business DisABILITY Awards website with a link to your business page
- Your logo to be included in all marketing material
- Special recognition of your organisation by the Emcee at the Awards Gala Dinner
- Your logo displayed on screen at the Awards Gala Dinner
- Your logo included on the the program placed on all guest tables at the Awards Gala Dinner
- Two complimentary tickets to the Awards Gala Dinner
- Invitation to the Business DisABILITY Awards launch event
- Inclusion in pre and post event media and promotion
- Joint social media promotion of your organisation on the Business DisABILITY Awards Facebook page
- An opportunity to provide a lucky door prize for the Awards Gala Dinner



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PACKAGES

SUPPORTING SPONSOR

E.G. WELCOME DRINKS \$1,500 + GST, ENTERTAINMENT \$1,500 + GST, KEYNOTE SPEAKER SPONSOR (ON APPLICATION)

- Your logo on the Business DisABILITY Awards website with a link to your business page
- Your logo to be included in all marketing material
- Special recognition of your organisation by the Emcee at the Awards Gala Dinner
- Your logo included on the the program placed on all guest tables at the Awards Gala Dinner
- Two complimentary tickets to the Awards Gala Dinner
- Invitation to the Business DisABILITY Awards launch event
- Inclusion in pre and post event media and promotion
- Professional event photos featuring your category and attendees
- An opportunity to provide a lucky door prize for the Awards Gala Dinner

PACKAGES

MEDIA PARTNER | In-kind
(Suitable for all media companies or agencies)

- Your logo on the Business DisABILITY Awards website with a link to your business page
- Your logo to be included in all marketing material
- Special recognition of your organisation by the Emcee at the Awards Gala Dinner
- Your logo displayed on screen at the Awards Gala Dinner
- Your logo included on the the program placed on all guest tables at the Awards Gala Dinner
- Two complimentary tickets to the Awards Gala Dinner
- Invitation to the Business DisABILITY Awards launch event
- Inclusion in pre and post event media and promotion
- Joint social media promotion of your organisation on the Business DisABILITY Awards Facebook page
- An opportunity to provide a lucky door prize for the Awards Gala Dinner



THANK YOU

FOR YOUR SUPPORT



Our Organising Committee greatly appreciate your support and for helping us recognise those businesses and individuals who make the Toowoomba and Darling Downs region a great place to live, work and play - for everyone.





WWW.TBDA.NET.AU



CONTACT

For sponsorship or booking enquiries :

con-sol
Business DisABILITY Awards, Event Manager
E / BDA@con-sol.com.au
P / 07 5571 2854

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: 09-03-2022****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 Management**

Inspection of historic and high risk Parthenium weed sites and movement pathways continued as a priority over the month of February. Ground inspection activities will be complemented by Council's planned aerial weed survey to be conducted in early March. Giant Rats Tail Grass continues to spread at an alarming rate due to exceptional seasonal conditions, lack of buffer zone establishment in core infestation areas and limited awareness amongst landowners to respond rapidly to control isolated and scattered infestations.

Inspection on lands containing core Giant Rats Tail infestations and adjoining properties continued over the month of February to ensure 20 metre buffer zones are established and maintained. Given the extent and rate of spread, both Giant Rats Tail Grass and Parthenium weed must be considered significant regional biosecurity issues that will have a considerable negative impact on sustainable agricultural production and community health across our region in the years to come. It is imperative that a whole of regional effort is made to contain and reduce existing infestations, respond rapidly to new outbreaks, and prevent further spread to clean areas. This will take an ongoing commitment from the South Burnett community, industry, and all levels of Government.

Weed Awareness

A four-week radio and print media campaign focusing on increasing community awareness on new weed threats, reporting and reducing weed seed spread concluded at the end of February. Community feedback has been positive with increased reporting of Parthenium weed and African Boxthorn locations and more general enquiries to Council officers on weed management issues. Extension and awareness are the single biggest tools in strengthening our region's biosecurity system. Building community commitment and participation in a shared culture of biosecurity action is critical so everyone understands its importance and plays an active role. Council will continue to build on education and awareness programs to ensure the South Burnett region is more aware and resilient to manage future risks from invasive species.

Wild Dog & Feral Pig Management

Both established pest animal management syndicates are operating well with the Ironpot Syndicate submitting 13 wild dog scalps and the WAGS submitting 7 wild dog scalps. Game cameras were purchased using Drought Project Funding and provided to the WAGS syndicate to complement their surveillance capabilities.

New Model for 1080 Supply and Distribution

The future provision of 1080 supplies are set to change by the end of 2022. Biosecurity Queensland has decided to cease the supply of 1080 Solution to Councils at the end of the 2022. When asked why this service was being withdrawn Officers from Biosecurity Queensland stated the department's decision was in response to landholders and other stakeholders requesting improved access to regulated poisons for vertebrate pest control. Biosecurity Queensland in collaboration with Queensland Health has now made the decision to make the transition from the state control to a private run system.

Under this system landowners can now access manufactured 1080 baits and have meat baits injected with 1080 solution by a commercial approved operator without any involvement or restrictions applied on its use or distribution by Council. Given Local Government's important role in leading vertebrate pest animal control campaigns, Council will still be promoting and providing 1080 solution and meat injection services for landowners participating in coordinated control campaigns. After December 2022 Council can still access 1080 solution from a commercial supplier with Biosecurity Queensland providing short term funding to assist Council in transitioning to these new arrangements.

Planning / Building

Council is currently seeking the services of a Building Certifier or Graduate Building Certifier/Technical Officer with the current increased number of building applications being received.

Planning staff are experiencing a noticeable increase in the engagement of consultants requesting pre-lodgement meetings. These meetings have involved an Extractive industry and subdivisions.

Planning factsheets are still being drafted and reviewed by planning staff. There are currently 8 factsheets under review with an additional 2 to be drafted.

February 2022

Applications received

- Material change of use (MCU) – 2 development applications (Extension to shop and Extractive industry)
- Reconfiguring a lot (RAL) – 6 development applications (subdivisions including 1 lot into 8 lots)
- No applications received for the Development Incentive Scheme

The planning team received and actioned 68 customer requests and 4 pre-lodgement meetings were held in February.

Amendment to Planning Scheme:

Council received draft detailed advice from Department of State Development, Infrastructure, Local Government and Planning (DILGP) to Council's request for Early interest check. DILGP is still considering the request and have advised there is no indicative timeframe at this stage.

The Councillor planning workshop confirmed for 24 March 2022. It is proposed to discuss the outcome of the early state interest check response, communication strategy and draft issues papers.

Environmental Health / Compliance:

February has been busy for the Environmental Health Officers with the preparation for the storm season, assisting the LDMG, Evacuation Centre preparation and training; COVID response in the community/LDMG and within the Council arena.

However, impacts from Covid related staff absences and injuries have affected work output from the team.

Media releases regarding mosquito control were issued having regard to the heavy rain event recently. With the recent rainfall and the receding flood waters, and pooling water can provide perfect conditions for mosquitos to breed. This can result in more mosquitoes, increasing the potential for mosquito-borne diseases in our communities. Mosquitoes can carry viruses such as Ross River Fever, Barmah Forest Virus and dogs can also contract heart worm.

ATTACHMENTS

Nil

7.2 NATURAL RESOURCE MANAGEMENT OPERATIONAL UPDATE

File Number: 9-3-2022

Author: (Acting) Senior Recreation & Services Officer

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. February NRM Operational Update [↓](#) 

NATURAL RESOURCE MANAGEMENT UPDATE

Mark Watt
Acting Manager NRM & Parks

Project Name	Project Description	Expected Start Date	Expected Completion Date
African Boxthorn	Survey, education and awareness. Engage contactors to assist with survey, mapping and awareness activities. Provide advice to landholders on treatment options. Deliver a targeted weed awareness campaign through radio and print media for African Boxthorn and other priority weeds species.	October 2021 – in progress	This project has now been completed and a final report will be collated.
Queensland Feral Pest Initiative Project	Development of pest animal and weed control syndicates across the North and South Burnett and Gympie Regions. Employment of a Project Coordinator and establishment of a Steering Committee for Project Oversight	July 2022	June 2024

Stats Item	Monthly 1/02/22-28/02/22	This month last year	Year to date Cumulative 1/07/2021– 28/02/2022
Coolabunia Saleyards			
Cattle Dipped	1121	809	7762
Cattle Inspected	176	689	7000
Consignment / Transit	166	1073	4127
Weighed	1076	808	3890
Sold	1042	860	4050
Nanango Dip Yard			
Cattle Dipped	0	0	162
Wandering Livestock			
Attendance	8	4	39
Impoundments	1 Goat	1	3
Wild Dog & Feral Pig Program			
Landholders baiting	2	0	23
Doggone Baits	200	0	500
Pig Meat Injected 1080	0 kg	0	50 Kg
Dog Meat injected 1080	8 kg	0	114 Kg
Hectares baited	500	0	10285
Bounties processed	27	9	156
Rabbit Control			
Landholders assisted	0	1	9
Carrots K5 Virus	0	0kg	16.5 kg
Rabbits injected	0	0	1

Stats Item	Monthly 1/02/22-28/02/22	This month last year	Year to date Cumulative 1/07/2021– 28/02/2022
Equipment Loaned			
Spray trailer, Splatter Guns, Portable Steel Yards, Camera, GPS, Dog Traps, Pig Traps, Cat Traps, tree spears	2 x Spray Trailers loaned Brooklands and Nanango for Lantana 3 x splatter guns to treat Lantana at Dangore, Boynside and Cloyna. Dog traps provided to properties in Hivesville, Cushnie and Wooroolin Camera for Wild dog monitoring at Stonelands	7	49
Stock Route Grazing Permits			
Agistment Permits	0	0	2
Travel Permits	0	0	0
Fire Management			
Prescribed burns	0	0	7
Fire trails maintained	0	0	0

Stats Item	Monthly 01/02/22-28/02/22	This month last year	Year to date Cumulative 01/07/2021– 28/02/2022
Environmental Assessments			
Environmental Assessment prior to roadworks	1	0	38
Fence line clearing and roadside burning applications	2	0	31
Weed Control			
Council Roadside Weed Management	Roadside inspection and treatment of GRT over Council and State Roads Ragweed on roads at Maidenwell, Blackbutt and Alice Creek. Groundsel Bush on roads at Blackbutt, Booie, and Kingaroy.		Mother of Millions Tree Pear Lantana Groundsel Parthenium Giant Rats Tail Grass (GRT)
Property Inspections	40	5	250
Customer Requests			
Feral Animals	13	22	142
Wandering Livestock	11	10	101
Wildlife	2	2	39

Stats Item	Monthly 01/02/22-28/02/22	This month last year	Year to date Cumulative 01/7/2021- 28/02/2022
Stock Routes	2	0	5
Weeds	18	11	121
Trees	4	3	34
Roads	0	0	1
NRM General / Other	0	2	19
Total	50	50	462

7.3 PLACEMENT OF SHIPPING CONTAINERS ON PRIVATE LAND

File Number: 09-03-2022

Author: Acting Manager Environment & Waste

Authoriser: Chief Executive Officer

PRECIS

This report presents to Council a process to manage the placement of shipping containers on private land.

SUMMARY

Council staff have been managing a protracted investigation relating to the placement of a shipping containers on private property. A review of Local Laws, the Planning Scheme, legislation, and legal opinions has been conducted to aid the investigation. The review identified that Council does not have a policy position on the matter. Contact was made with other Councils determine how they manage shipping containers on private land. There was great variety between their policy positions and procedures. This report presents to Council a proposed policy position for consideration and discussion.

OFFICER'S RECOMMENDATION

That the Committee recommend to Council: -

- 1) That a report be brought back to Council in May, seeking consideration of a Policy for the Placement of Shipping Containers on Private Land.

FINANCIAL AND RESOURCE IMPLICATIONS

Investigations involving the placement of shipping containers on private property are lengthy, placing strain on staff resources. The endorsement of a Policy would greatly aid investigating officers.

LINK TO CORPORATE/OPERATIONAL PLAN

GR8 Support and advocate for appropriate growth and development with responsive planning schemes, processes, customer service and other initiatives.

OR13 Implement reliable, realistic, and cost-effective business systems and practices

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Internal communication only.

It is proposed to develop a Communication Plan to manage communication with external stakeholders, upon Council endorsing an Amenity and Aesthetics (Shipping Container) Policy at a later meeting.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The *Local Government Act 2009* prescribes several principles which Local Governments are to abide by to ensure accountability, effectiveness, efficiency, and sustainability.

The principles include, but aren't limited to:

- Transparent and effective processes,

- Delivery of effective services, and
- Good governance.

The endorsement of a Policy to supplement Planning Scheme and Building Code of Australia requirements is needed to satisfy the above principles.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Council does not have a Policy addressing the placement of shipping containers on private property. A Policy is needed to –

- Clarify if/when planning and/or building approvals are required for the placement of shipping containers.
- Prescribe conditions for the placement of shipping containers.
- Raise community awareness of the above.

ASSET MANAGEMENT IMPLICATIONS

Nil

REPORT

Current Practice

Currently, Council officers respond to shipping container concerns on a complaint-to-complaint basis. This generally involves speaking with the property owner/occupier to gain an understanding of how long the container will remain on the property. If it is temporary, this is shared with the complainant and their patience & understanding is sought. If the shipping container is permanent, a Development Approval for Building Works is required.

The above process is laborious, particularly when the shipping container is kept on the property for longer than initially advised and complainant expectations become difficult to manage.

The Queensland Ombudsman has recently notified Council that a local resident is dissatisfied with this practice.

Outcomes of Review

A review of Council Local Laws, the Planning Scheme, legislative requirements, and legal opinions has been conducted. The results are as follows:

Local Law

Nil requirements for the installation of shipping containers on private property. Council approval is required to place, or partially place, a shipping container on Council controlled land.

Planning Scheme

There are no special planning requirements for shipping containers outside of the regular siting and size criteria for a structure such as sheds (Class 10a) and dwelling houses (Class 1a).

Legislative Requirements

The building classification of shipping containers largely depends on its use. For example, if the container is used for storage of personal goods, it is classified as a Class 10a structure under the Building Code of Australia. If it is used for dwelling purposes, it is classified as a Class 1a structure.

As per the below legal opinion, the placement of a shipping container – regardless as to whether temporary or permanent – requires Development Approval for Building Work.

Legal Opinions

As per Clare Heitkonig, King & Co (8 May 2020) –

On the 29 August 2018, the Magistrates Court held that a shipping container had to be “fixed” to land in order to constitute assessable development. This position was reversed in a recent decision of the District Court of Queensland where it was held that the placing of a shipping container on land, without “fixing” it to the land, constituted assessable building work.

Outcomes of Benchmarking Exercise

A benchmarking exercise has also been completed, with results illustrated in Table 1. Various Council fact sheets are provided in Attachment 1.

Table 1. The installation of shipping containers on private property – benchmarking exercise

Council	When is a building development approval permit required?	When is planning approval required?	Additional requirements
Fraser Coast Regional	<ul style="list-style-type: none"> >90 days 	<ul style="list-style-type: none"> May be needed if property located within FCRC’s overlays (coastal protection, heritage & neighbourhood protection, etc.). 	<ul style="list-style-type: none"> > 90 days, and if compliance with Council’s Amenity and Aesthetics Policy cannot be met a concurrence referral must be lodged for assessment. The Concurrence Agency Response forms part of the development permit for building works issued by Private Certifier.
Gladstone Regional	<ul style="list-style-type: none"> When permanent 	<ul style="list-style-type: none"> May be triggered if unable to comply with the same requirements as a shed or carport for setbacks, height, and design features. 	<ul style="list-style-type: none"> May be located on a house block if an Amenity and Aesthetics approval is obtained. Must also meet the following requirements: <ul style="list-style-type: none"> A maximum of one Shipping Container (or Railway Carriage) on the property. Located behind the house and not be visible from the main street frontage. Screened by landscaping or a suitable screening structure so it’s not visible. Painted with a consistent colour scheme to the house.
Mackay Regional	<ul style="list-style-type: none"> >30 days 	<ul style="list-style-type: none"> Depending on size and location of the container. 	
Southern Downs Regional	<ul style="list-style-type: none"> When permanent 		
Sunshine Coast Regional	<ul style="list-style-type: none"> No approval required if on an active construction site, or on a construction site where works have ceased no more than 30 days. If the shipping container is going to be used as a long-term storage shed, house or other building. For example, being used as a second dwelling, shed for doing work, a permanent fixture on the property etc. If the shipping container is going to be used as another structure. For 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Cannot be kept in urban areas >30 days Cannot be kept in other areas >90 days. A Local Law permit is required when a container is located on a property - <ul style="list-style-type: none"> In an urban zone for <30 days and cannot comply with self-assessable criteria. Not in an urban zone for <90days and cannot comply with self-assessable criteria.

	<p>example, like a swimming pool, fishpond, viewing platform, architectural feature etc.</p> <ul style="list-style-type: none"> • If the shipping container is going to be fixed to the ground. For example, with tie-downs, installed with footings, with electricity or plumbing installed. • If the shipping container has been or will be altered with building works. For example, doors, windows, attachments, awnings, or patios etc. • Once the local law permit expires. 		<ul style="list-style-type: none"> • A Local Law permit is also needed if the container will be placed on Council controlled land.
Toowoomba City	<ul style="list-style-type: none"> • Always 		<ul style="list-style-type: none"> • Other permits and approvals may be required through Council or other governmental bodies
Western Downs Regional	<ul style="list-style-type: none"> • >30 days 	<ul style="list-style-type: none"> • There are no special planning requirements for shipping containers outside of the regular siting and size criteria for a structure such as sheds (Class 10a) and dwelling houses (Class 1a). • The location of Council infrastructure (water, sewer, stormwater) in relation to the shipping container may also trigger assessment by Council under the <i>Queensland Development Code MP1.4 - Building over or near relevant infrastructure.</i> 	

Proposed Practice

Option 1

Require Development Approval for Building Work for all shipping containers placed on private property. This is the approach taken by Toowoomba City Council.

Pros	Cons
<ul style="list-style-type: none"> - Complies with legislative requirements. - Provides a clear direction for property owners/occupiers. - No legislative risk to Council. 	<ul style="list-style-type: none"> - Will likely increase the number of CRMs received. - Will likely increase the number of Building Works applications received. - Place a strain on current Council resources. - Place a burden on property owners/occupiers currently temporarily placing a shipping container on their property. - Removes a temporary storage option for household relocations, etc.

Option 2

Require Development Approval for Building Work for shipping containers placed on private property exceeding a prescribed time. This approach is taken by most of the Councils surveyed.

Pros	Cons
<ul style="list-style-type: none"> - Provides property owners/occupiers to temporarily store goods, on their property, for a prescribed time. - Assists Council staff when managing customer expectations, possibly preventing heightened emotion. 	<ul style="list-style-type: none"> - Enables non-compliance with legislative requirements for a prescribed time. - Some legislative risk to Council. - Provides a clear direction for property owners/occupiers.

A high-level risk assessment has been conducted for the information of Council (refer to Table 2). Note that risk was determined prior to treatment. That is, the risk can be mitigated by implementing control measures. For example,

- Delivering a targeted education program to inform property owners/occupiers of the impacts associated with shipping containers.
- Issuing a “Notice of Intent” to property/owners that have placed a shipping container on their property, advising them of Council’s intention to require the submission of a Development Application for Building Works on a nominated day (e.g., in 61 days’ time).

Table 2. Risk Assessment – Without Treatment

Hazard	Likelihood	Risk
Adverse amenity and aesthetics impact to surrounding area.	Probable	Medium
Being displaced during a flood event.	Possible	Low
Being displaced during a significant wind event.	Unlikely	Low
Creating shadow cast to a neighbouring property.	Possible	Low

Recommendation

That Council takes a risk-based approach, shared by most other Councils, and supports the development of a Policy enabling the placement of a shipping container on a property for a period no greater than 60 days before requiring a Development Approval for Building Works.

Conclusion

Current practices in managing complaints received about the placement of shipping containers on private property are resource intensive and do not meet customer expectations. The endorsement of a Policy will provide both staff and the community direction.

However, it should be emphasized that councils current staff resourcing is limited in the ability to respond to increased assessment workloads having regard to the current high building activity.

Further Recommendations

In addition to the above, the review process highlighted the need to complete the below works in the future:

- 1) Develop a supporting Operational Procedure.
- 2) Develop a Communication Plan to support the implementation of the above Policy & Procedure.
- 3) Implement said Communication Plan including, but not limited to, providing a Fact Sheet, circulating a Media Release, and updating Council's website.
- 4) Review the installation of shipping containers on private property as part of the Planning Scheme review.
- 5) Develop an overarching Compliance and Enforcement Policy.

ATTACHMENTS

Nil

7.4 MATERIAL CHANGE OF USE FOR EIGHT (8) SHORT TERM ACCOMMODATION UNITS AND PROPOSED ACCESS EASEMENT AT 3 - 5 EVELYN STREET, KINGAROY (AND DESCRIBED AS LOT 13 AND 14 ON SP212946)

File Number: 9-3-2022
Author: Senior Planner
Authoriser: Chief Executive Officer

PRECIS

Material Change of use for eight (8) short term accommodation units and proposed access easement at 3 - 5 Evelyn Street, Kingaroy (and described as Lot 13 and 14 on SP212946).

SUMMARY

- Application for Material change of use and reconfiguring a lot – development permit (8 short term accommodation units and access easement;
 - o The development consists of two 1-bedroom units and six 2-bedroom units in a single building, predominantly located at 3 Evelyn Street. Three units are located at the ground level and two of those have been designed as PWD units. Access is via the existing crossover on the adjoining lot (5 Evelyn Street).
 - o The site is in a cul-de-sac which accommodates a variety of different uses including some low set detached dwellings.
- Subject site included in the Low-density residential zone under the South Burnett Regional Council Planning Scheme;
- Short term accommodation is impact assessable against the relevant benchmarks:
 - o Strategic framework;
 - o Low density residential zone;
 - o Reconfiguring a lot code;
 - o Services and works code;
- Statement of Reasons (Attachment A);
- Infrastructure charges notice (Attachment B);
- Application recommended for approval subject to reasonable and relevant conditions.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That Council approve the Material Change of use for eight (8) short term accommodation units and proposed access easement at 3 - 5 Evelyn Street, Kingaroy (and described as Lot 13 and 14 on SP212946) subject to the following conditions:

PLANNING

GEN1. The development must be completed generally in accordance with the approved plans and documents and any amendments arising through conditions to this development approval.

Drawing Title	Prepared by	Reference no.	Revision	Date
Site Plan Details	WD Building Design	20210020A Sheet 2 of 11	A	7 th December 2021
PWD Carpark Details	WD Building Design	20210020A Sheet 3 of 11	A	7 th December 2021
Lower Floor Plan	WD Building Design	20210020A Sheet 4 of 11	A	7 th December 2021
Upper Floor Plan	WD Building Design	20210020A Sheet 5 of 11	A	7 th December 2021
Full Development Elevations	WD Building Design	20210020A Sheet 6 of 11	A Refer to Amendments required	7 th December 2021
Perspective Views	WD Building Design	20210020A Sheet 7/8 of 11	A	7 th December 2021
B99 Turning Path 1	WD Building Design	20210020A Sheet 9 of 11	A	7 th December 2021
B99 Turning Path 2	WD Building Design	20210020A Sheet 10 of 11	A	7 th December 2021
Service Vehicle Turning Path	WD Building Design	20210020A Sheet 11 of 11	A	7 th December 2021

Amendments Required
<p>Reference No.: Sheet No. 211</p> <p>Drawing Title: "Full Development Elevations Revision A Dated 07.12.21"</p> <p>Amendments: Amend plan to:</p> <ol style="list-style-type: none"> show screening to all upper level windows; and include additional articulation in addition to variation to materials and colours along the North-east elevation to provide visual relief to the façade of the building.

GEN2. Maintain the approved development in accordance with the approved drawings and documents and any relevant subsequent approvals required by the conditions herein.

- GEN3. Mechanical plant and equipment shall not be visible from adjoining properties or the road frontage. Following the installation of all mechanical plant and equipment (e.g. air conditioning, mechanical ventilation and refrigeration equipment and heat pump hot water systems), submit to Development Assessment certification that the plant and equipment is adequately noise- attenuated and is in accordance with the Environmental Protection Act or higher standard for noise attenuation.
- Timing:** Prior to issue of Certificate of classification/ final inspection certificate or prior to commencement of the use, whichever comes first, and then to be maintained.
- GEN4. Provide a roofed and screened waste enclosure to accommodate the type and quantity of bulk waste/recycling bins required to service the development. Bins must be located in an area which allows them to be manoeuvred from the bin storage area to the designated internal collection point.
- GEN5. All metal grilles, metal plates or similar subject to vehicular traffic must be acoustically damped to prevent environmental nuisance.
- Timing:** Prior to issue of Certificate of Classification/Final Inspection Certificate or prior to commencement of use, whichever comes first.
- GEN6. The use of the premises is limited to accommodation consistent with the definition of *Short-term accommodation* in Schedule 1 of the South Burnett Planning Scheme 2017.
- GEN7. The applicant shall submit for approval by the Manager Planning and Land Management a landscape plan prepared by an appropriately qualified professional which shows a landscape buffer of minimum width of 2m for the full length of all boundaries of Lot 13 other than the shared boundary with Lot 14. The landscape buffer should include screening vegetation capable of growing to a minimum height of 6m within 3 years of planting.
- GEN8. The approved landscape plan referenced in condition GEN7 shall be implemented.
- Timing:** Prior to commencement of use and to be maintained at all times.
- GEN9. Any outdoor lighting must be installed and operated in accordance with AS4282 – 1997 “*Control of the Obtrusive Effects of Outdoor Lighting*”.
- Timing:** To be maintained at all times.
- GEN10. Fencing shall be provided along all boundaries of Lot 13 except where access is provided via Lot 14. Fencing along the Evelyn Street frontage shall be no higher than 1.2m and semi-transparent (e.g. pool fencing or similar) while fencing on the other boundaries shall be solid and 1.8m high.
- Timing:** Prior to commencement of use and to be maintained at all times.

SURVEY PLAN

- GEN11. All conditions of this approval are to be satisfied prior to Council endorsing the Survey Plan, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

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

- GEN12. Prior to sealing the Plan of Survey the applicant is required to pay the Council all rates and charges or any expenses being charged over the subject land under any Act in accordance with Schedule 18 Section 69 of the *Planning Act Regulation 2017*.
- GEN13. Prior to the sealing of the Plan of Survey the applicant is to provide a certificate signed by a licensed surveyor stating that after the completion of all works associated with the reconfiguration, survey marks were reinstated where necessary and all survey marks are in their correct position in accordance with the Plan of Survey.

ADMINISTRATION

- GEN14. All conditions of this approval must be undertaken and completed to the satisfaction of Council, at no cost to Council.
- GEN15. All conditions, works, or requirements of this approval must be undertaken and completed prior to the commencement of use, unless otherwise stated.
- GEN16. Unless otherwise stated, all works must be designed, constructed and maintained in accordance with the relevant Council policies, guidelines and standards.
- GEN17. All engineering drawings/specifications, design and construction works must comply with the requirements of the relevant Australian Standards and must be approved, supervised and certified by a Registered Professional Engineer of Queensland. Any concurrence agency conditions will apply in addition to these standard conditions.

ENGINEERING WORKS

- ENG1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to commencement of the use unless stated otherwise.
- ENG2. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's standards, relevant design guides, and Australian Standards.
- ENG3. Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

- ENG4. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG5. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development

STORMWATER MANAGEMENT

- ENG6. Provide stormwater management generally in accordance with the Stormwater Management Plan prepared by TSA, Revision 0, dated 10/6/21, subject to detailed design and except as altered by conditions of this development approval.
- ENG7. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG8. Stormwater from sealed areas required to be piped to the existing kerb and channel.

- ENG9. Design and construct all internal stormwater drainage works to comply with the relevant Section/s of AS/NZS 3500.3.2.
- ENG10. Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.
- ENG11. Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).

WATER SUPPLY

- ENG12. Connect the development to Council's reticulated water supply system via a single connection.

SEWERAGE

- ENG13. Connect the development to Council's reticulated sewerage system via a single connection. The connection must be designed in accordance with Council's standards and be approved by Council's Utility Services Section.
- ENG14. Actual connection to Council's live sewerage infrastructure must be undertaken by or under the supervision of Council.
- ENG15. Do not build works within 1.5 metres from the centre of any existing sewer pipework or within the Zone of Influence, whichever is the greater (measured horizontally).
- ENG16. Maintain a minimum of a 3-metre-wide corridor to be maintained for maintenance/upgrade purposes.
- ENG17. Ensure that a clear level area of a minimum of a 2.5 metre radius surrounding any existing sewer manholes on the site is provided for future maintenance/upgrade purposes.
- ENG18. The above minimum clearances to Council's sewer infrastructure do not preclude the need for works to proposed structures to prevent loading to the sewer system.

PARKING AND ACCESS - GENERAL

- ENG19. Design all access driveways, circulation driveways, parking aisles and car parking spaces in accordance with Australian Standard 2890.1 - Parking Facilities - Off Street Car Parking.
- ENG20. Design and construct all car park and manoeuvring areas with concrete, asphalt or a two-coat bitumen seal.
- ENG21. Provide a minimum of thirteen (13) car parking spaces including a minimum of two (2) person with disability (PWD) car parking spaces.
- ENG22. Design & construct all PWD car parking spaces in accordance with AS2890.6.
- ENG23. Provide vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.

PARKING AND ACCESS - SERVICING

- ENG24. Provide parking and manoeuvring facilities for an 8.8m long service vehicle in the location generally shown on WD Building Design drawing "Service Vehicle Turning Path" Rev A dated 7 December 2021.

VEHICLE ACCESS

- ENG25. Access to the development shall be taken from the existing access on Lot 14 SP212946 WD Building Design drawing "B99 Turning Path 1" Rev A dated 7 December 2021.

- ENG26. A registered access easement shall be established burdening Lot 14 on SP212946, in favour of Lot 13 on SP212946 enabling access to be provided to Lot 13. The minimum size of the easement shall accommodate the manoeuvring of all vehicles using and servicing Lot 13.

ELECTRICITY AND TELECOMMUNICATION

- ENG27. Connect the development to electricity and telecommunication services.

EARTHWORKS - GENERAL

- ENG28. Earthworks per site involving cut or fill more than 1m above or below ground, or with a nett quantity of material greater than 50m³, requires an Operational Work application.
- ENG29. Undertake earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.

STANDARD ADVICE

- ADV1. Infrastructure charges are levied by way of an Infrastructure Charges Notice, issued pursuant to Section 119 of the *Planning Act 2016*.
- ADV2. Council is offering a reduction in infrastructure charges payable through the development incentive scheme which is available between 1 December 2020 and 31 December 2023. Eligible development under this scheme is required to be completed by 31 December 2023.
- For further information or application form please refer to the rules and procedures available on Council's website.
- ADV3. Section 85(1)(a) of the *Planning Act 2016* provides that, if this approval is not acted upon within the period of six (6) years the approval will lapse.
- ADV4. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.
- ADV5. Landscaping is to be established using native drought tolerant species in accordance with "Branching Out – Your Handy Guide to Tree Planting in the South Burnett".
- ADV6. Attached for your information is a copy of Chapter 6 of the *Planning Act 2016* as regards Appeal Rights.

FINANCIAL AND RESOURCE IMPLICATIONS

No implication can be identified.

LINK TO CORPORATE/OPERATIONAL PLAN

Growth and Opportunity

GO2 Balanced development that preserves and enhances our region.

GO2.1 Implement Council's planning scheme to support sustainable development of business, industry and community liveability

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Refer to CONSULTATION in this report.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

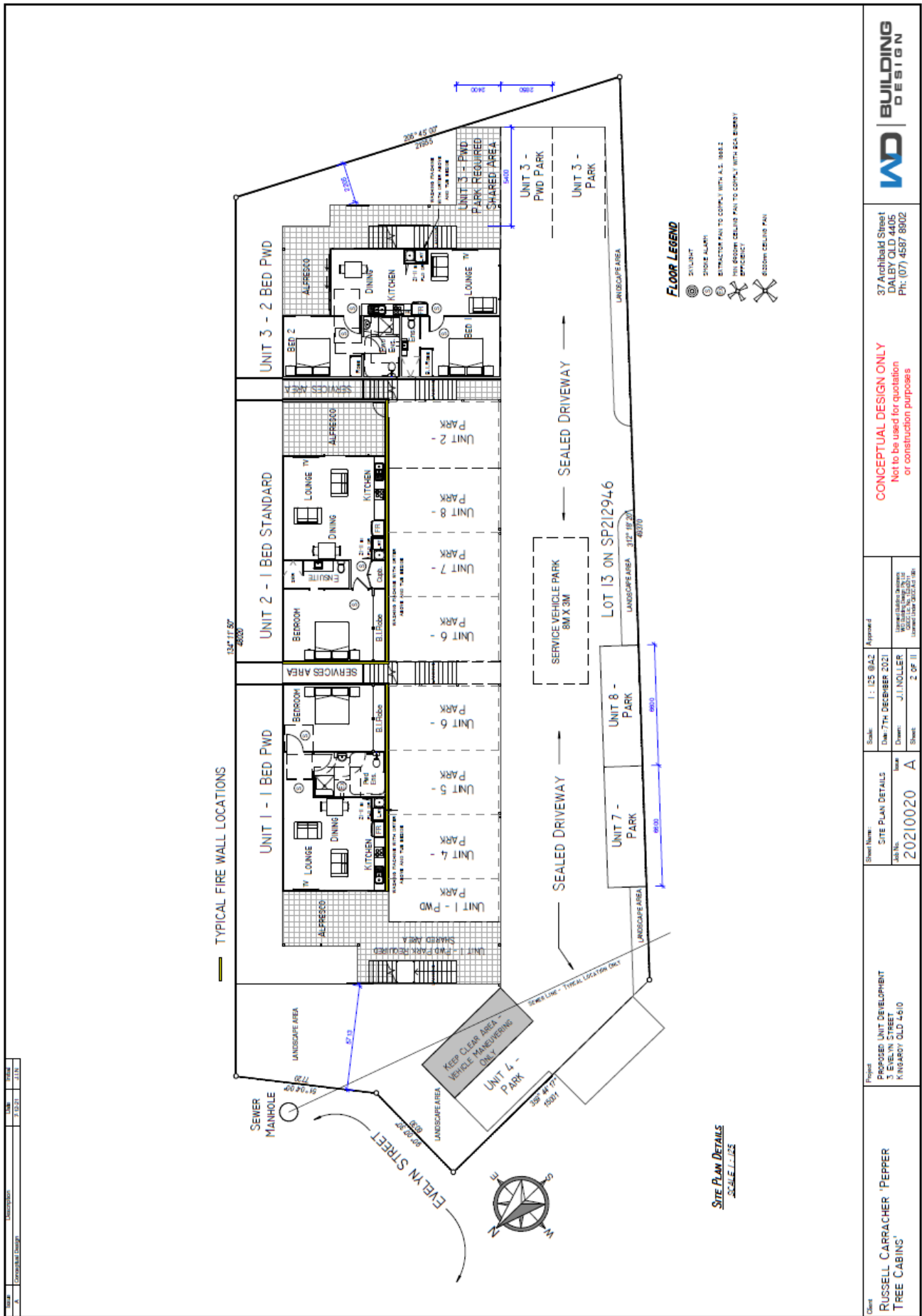
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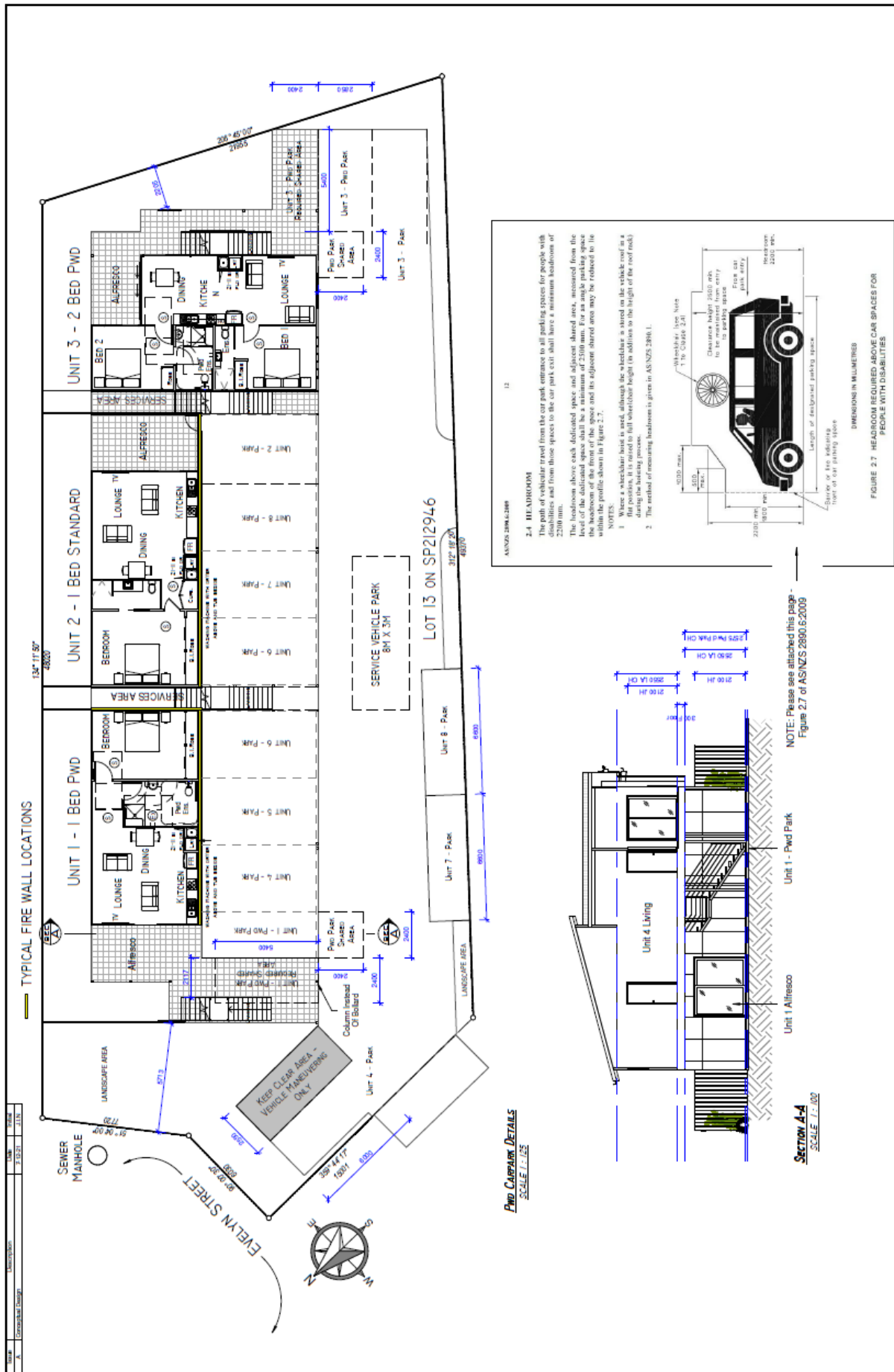
POLICY/LOCAL LAW/DELEGATION IMPLICATIONS

No implications can be identified.

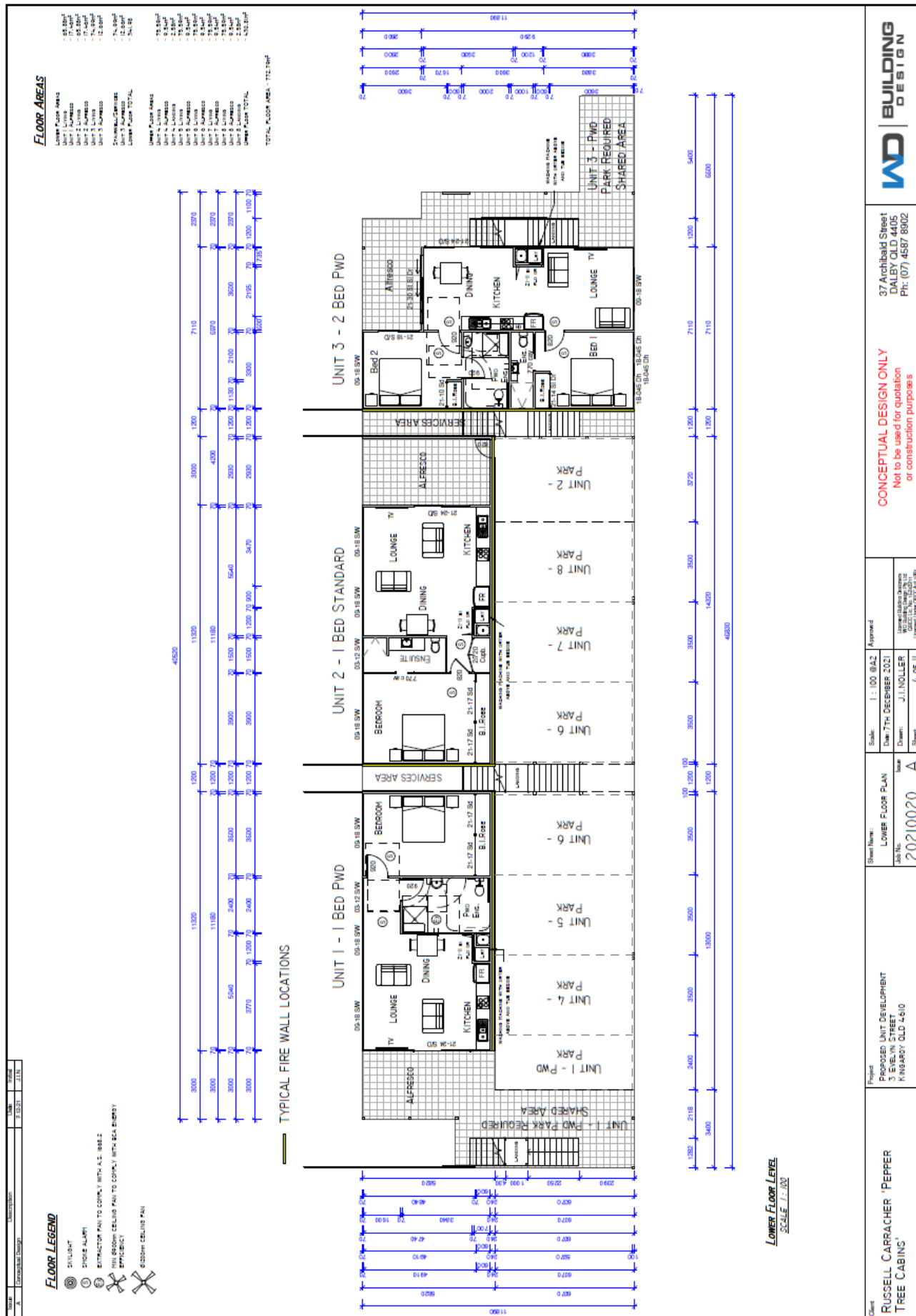
ASSET MANAGEMENT IMPLICATIONS

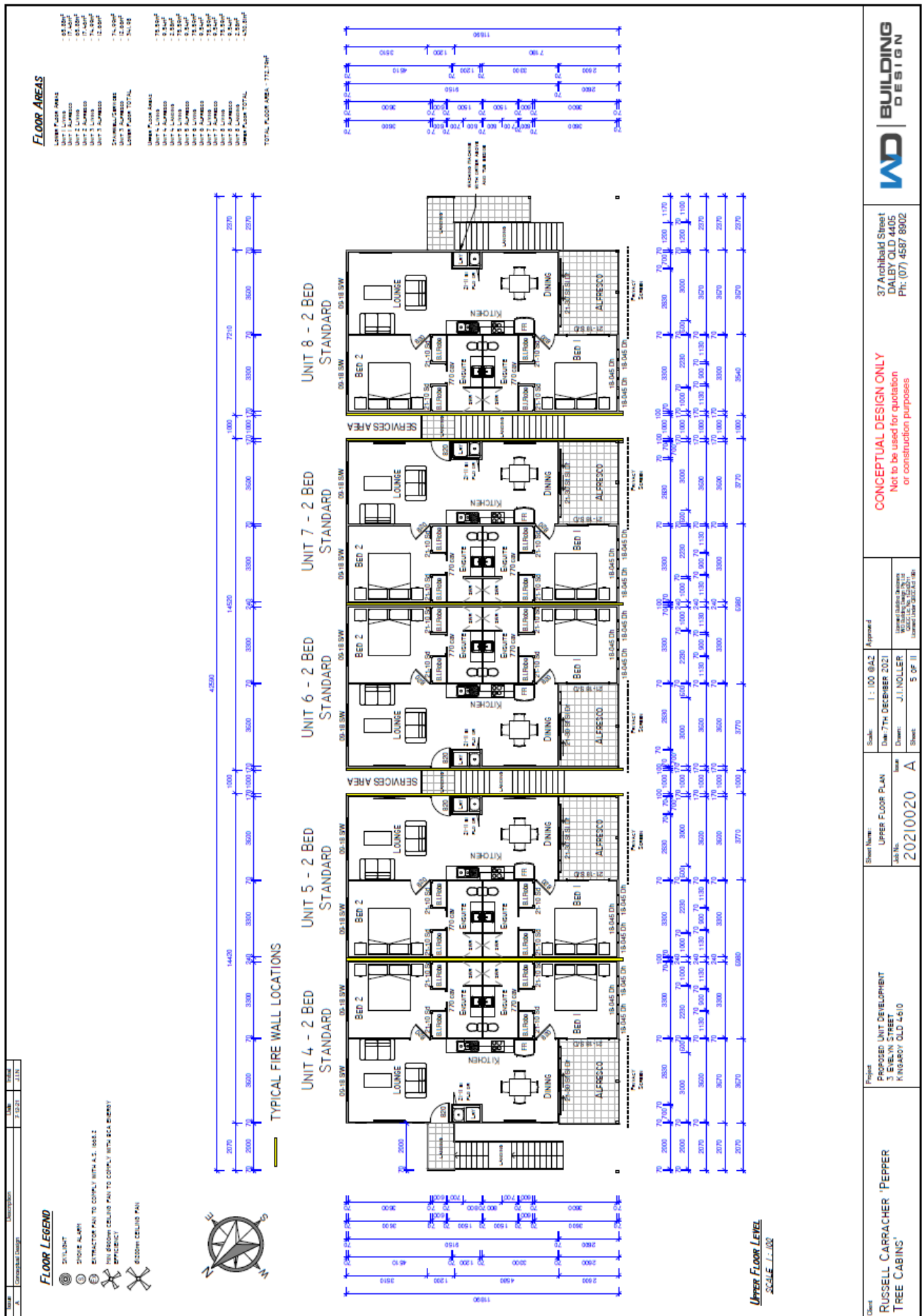
No implications can be identified.





<p>Client: RUSSELL CARRACHER 'PEPPER TREE CABINS'</p>	<p>Project: PROPOSED UNIT DEVELOPMENT 3 EVELYN STREET KINGARROY QLD 4510</p>	<p>Sheet Name: PWD CARPARK DETAILS</p>	<p>Scale: AS INDICATED B/A2</p>	<p>Approved</p>
		<p>Job No: 20210020</p>	<p>Date: 7th DECEMBER 2021</p>	<p>Drawn: J.L. NOLLER</p>
<p>3 OF 31</p>		<p>CONCEPTUAL DESIGN ONLY Not to be used for quotation or construction purposes</p>		
<p>37 Archibald Street DALEY QLD Ph: (07) 4587 8802</p>		<p>IWD BUILDING DESIGN</p>		







The rendering shows a modern, multi-story residential building with a mix of grey and white exterior panels. It features balconies with glass railings and integrated greenery, including trees and plants on the balconies and roof. The building is shown from multiple perspectives: a side elevation, a perspective view from a courtyard, and a perspective view from a street level. The sky is a clear blue.

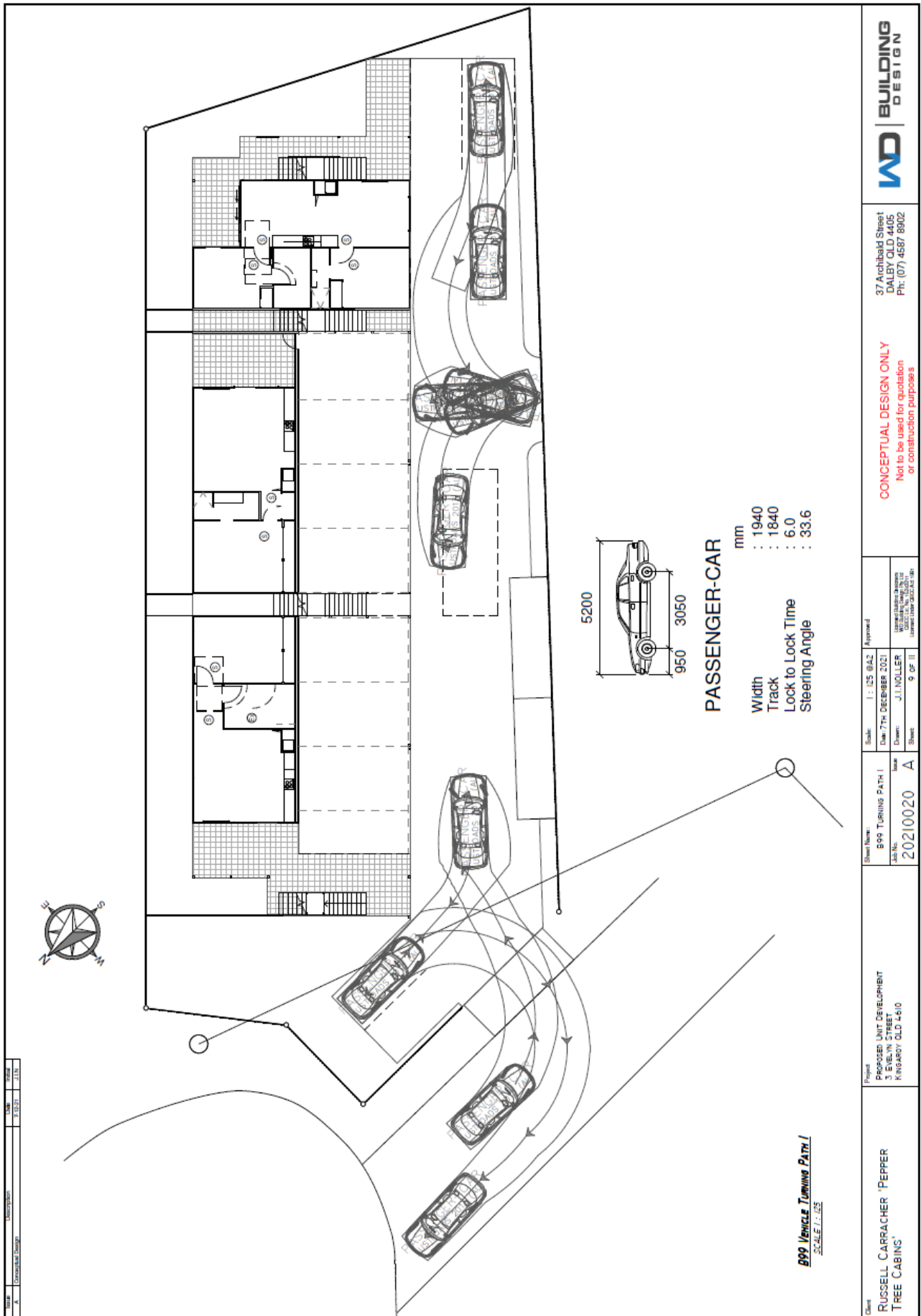
DATE	DESCRIPTION	BY	CHK
3/1/22	CONCEPTUAL DESIGN	J.L.N.	J.L.N.

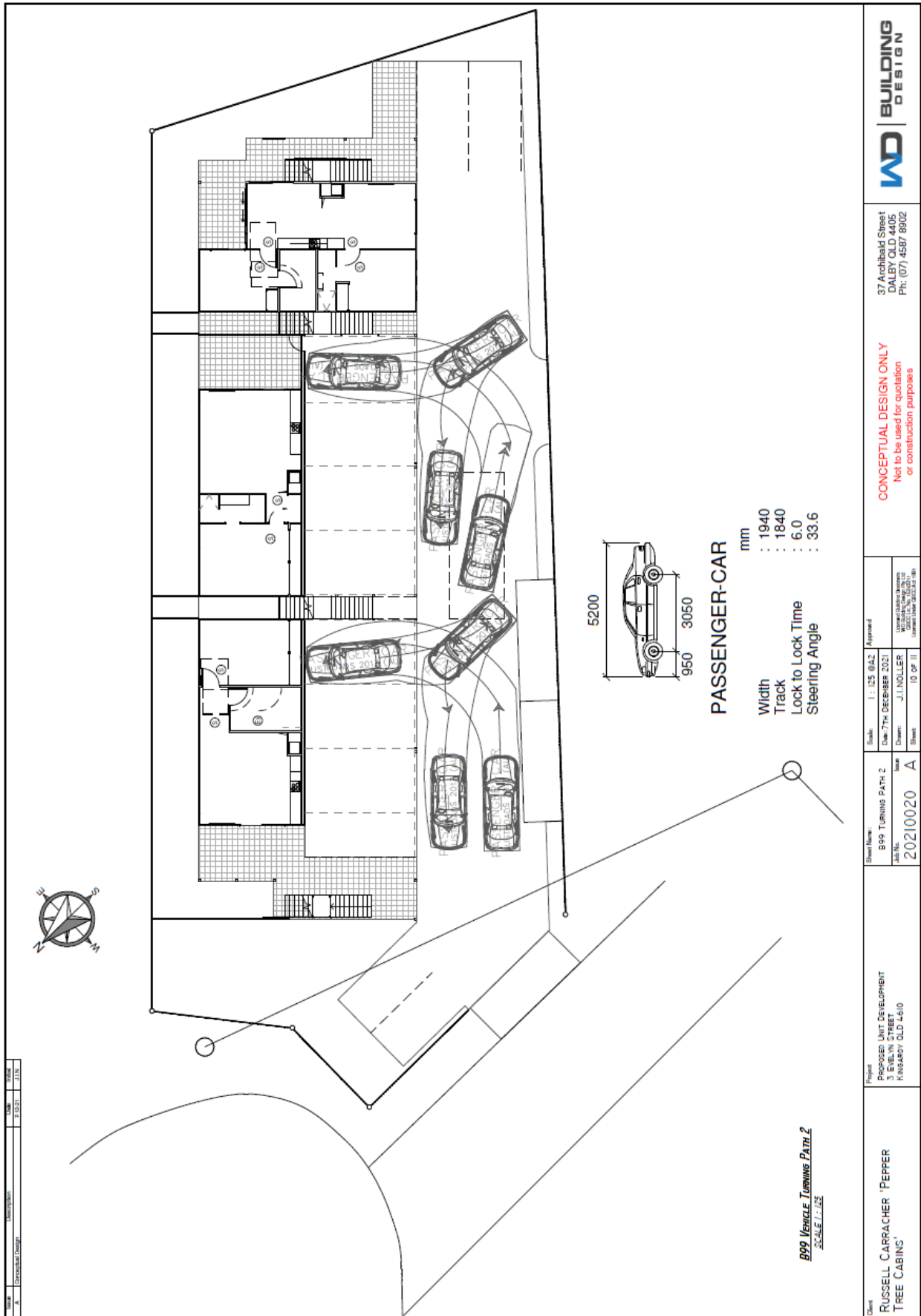
Client	RUSSELL CARRACHER 'PEPPER TREE CABINS'	Project	PEPPER UNIT DEVELOPMENT 5 ELSIE STREET KANGAROO QLD 4610	Sheet No.	20210020	Issue	A	Scale	0.2	Approval	0.2
	Job No.		20210020		Drawn		J.L.NOLLER		Date		7TH DECEMBER 2021
CONCEPTUAL DESIGN ONLY Not to be used for quotation or construction purposes											
37 Archibald Street DALBY QLD 4605 Ph: (07) 4587 8802											

<p>Client: RUSSELL CARRACHER PEPPER TREE CABINS</p>	<p>Project: PROPOSED UNIT DEVELOPMENT 3 EVELYN STREET KINGAROO QLD 4410</p>	<p>Sheet Name: PERSPECTIVE VIEWS Date: 27th DECEMBER 2021 Scale: 1:100 Drawn: J.J. NOLLER Checked: J.J. NOLLER Date: 8 OF 11</p>	<p>Scale: 1:100 Date: 27th DECEMBER 2021 Drawn: J.J. NOLLER Checked: J.J. NOLLER Date: 8 OF 11</p>	<p>Approved: [Signature] J.J. NOLLER Architect</p>
<p>Project: PROPOSED UNIT DEVELOPMENT 3 EVELYN STREET KINGAROO QLD 4410</p>		<p>Sheet No.: 20210020 Date: 27th DECEMBER 2021 Scale: 1:100 Drawn: J.J. NOLLER Checked: J.J. NOLLER Date: 8 OF 11</p>		<p>Approved: [Signature] J.J. NOLLER Architect</p>
<p>Client: RUSSELL CARRACHER PEPPER TREE CABINS</p>		<p>Project: PROPOSED UNIT DEVELOPMENT 3 EVELYN STREET KINGAROO QLD 4410</p>		<p>Approved: [Signature] J.J. NOLLER Architect</p>

CONCEPTUAL DESIGN ONLY
Not to be used for quotation or construction purposes

WD BUILDING DESIGN
37 Archibald Street
DALBY QLD 4405
Ph: (07) 4587 8802





37 Archibald Street
DALBY QLD 4405
Ph: (07) 4597 8902

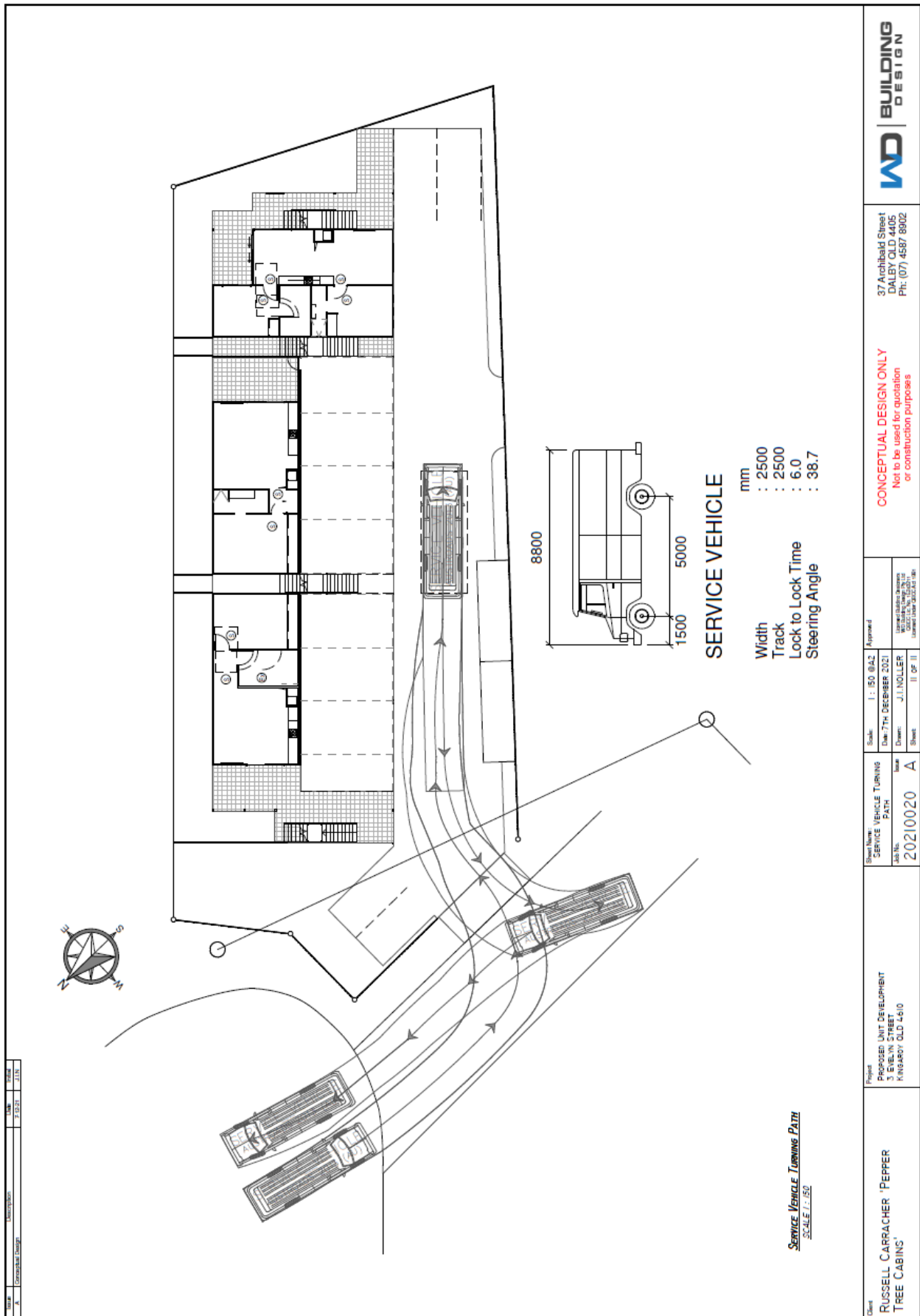
CONCEPTUAL DESIGN ONLY
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or construction purposes

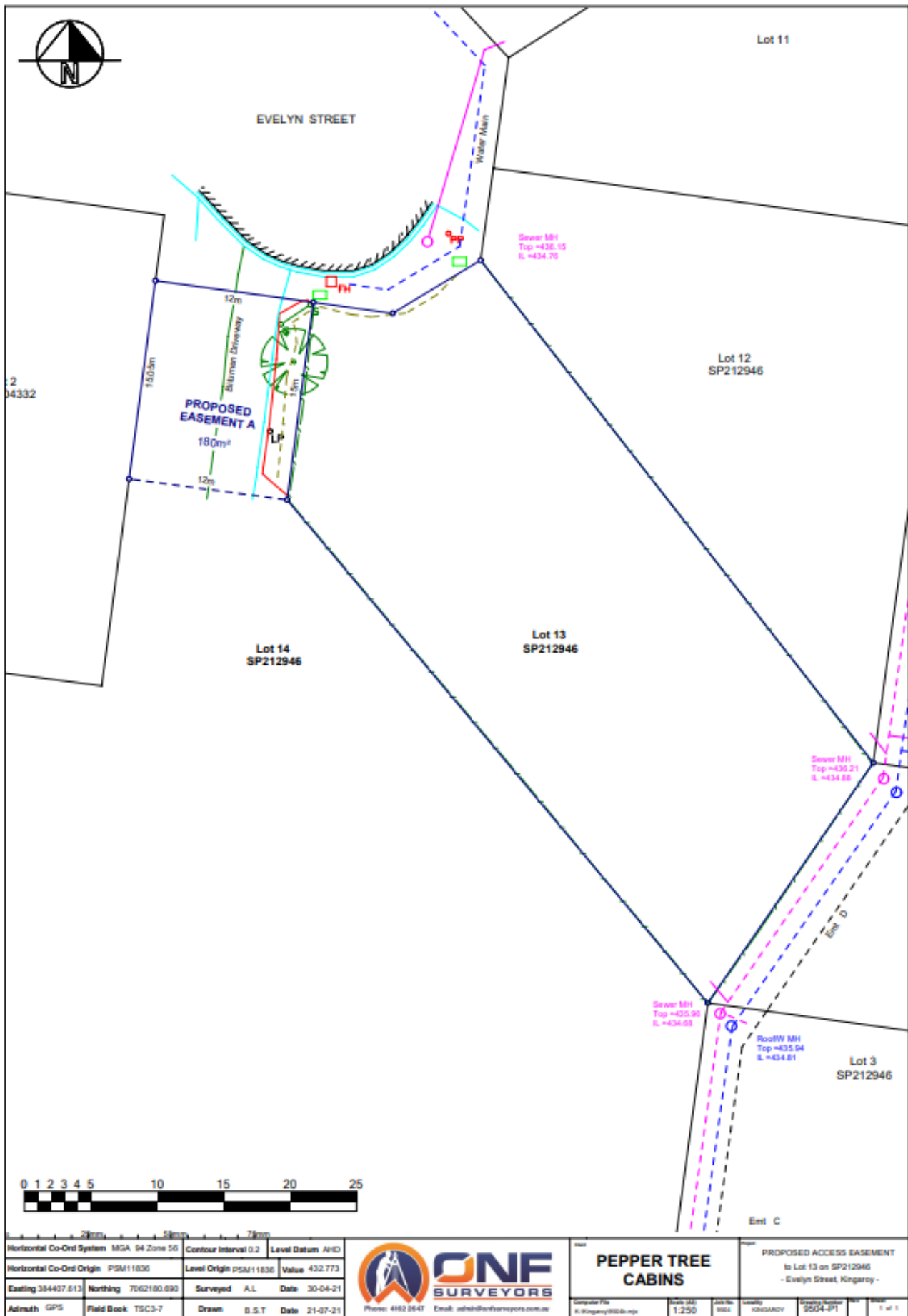
Approved
J.J. NOLLER
10 DEC 2021

Scale: 1:100 (B.A.2)
Date: 7th DECEMBER 2021
Author: J.J. NOLLER
Sheet: A

Project: PROPOSED UNIT DEVELOPMENT 'PEPPER TREE CABINS' KINGARVO QLD 4400

Client: RUSSELL CARRACHER 'PEPPER TREE CABINS'





Report

Applicant:	R&E Carracher C/- ONF Surveyors
Owner:	WANGABY PTY LTD (Lot 14) & Russell Carracher (Lot 13)
Property Address:	3-5 Evelyn Street, Kingaroy
Real Property Description:	Lots 13 & 14 on SP212946
Approvals Sought:	Development Permit for Material Change of Use for Short Term Accommodation and Reconfiguring a Lot for Access Easement

Proposal Description:

Planning Scheme:	South Burnett Regional Planning Scheme 2017 (v1.4)
Planning Scheme Zone:	Low Density Residential Zone
Area of Land:	1,140sqm (Lot 13) and 8,939sqm (Lot 14)
Existing Land Use:	Vacant (Lot 13) and Short-Term Accommodation (Lot 14)
Surrounding Land Uses:	Dwelling Houses, Short Term Accommodation, Office, Tourist Park
Services:	Water, Sewer, electricity and telecommunications are available.
Access:	Access via Evelyn Street via Lot 14
Topography:	Lot 13 has a gradual downward slope to the southwestern boundary (to Lot 14)
Application Deemed Properly Made:	22 July 2021
Confirmation Notice Issued:	3 August 2021
Information Request Issued:	18 August 2021
Information Response Received:	31 August 2021
Further Issues Issued	1 October 2021
Response to Further Issues	8 February 2022
Referrals Required/Received:	Nil
Application Process:	Impact Assessment
Public Notification:	2 September 2021 to 24 September 2021
Properly Made Submissions:	3 Properly Made
Public Notice Compliance:	27 September 2022

1.0 BACKGROUND/ PROPOSAL

This report carries out an independent town planning and assessment of the proposed development. The Applicant, R&E Carracher C/- ONF Surveyors, seeks a Development Permit for Material Change of Use for Short Term Accommodation (8 Units) and Reconfiguring a Lot for an Access Easement over land described as Lots 13 & 14 on SP212946 and situated at 3-5 Evelyn Street, Kingaroy

2.0 THE SITE AND EXISTING USES

The site is located at 3-5 Evelyn Street, Kingaroy (refer **Figure 1 – Site Locality**). Lot 13 (on which the majority of the development is proposed) has an area of 1,140sqm with a frontage of approximately 13.5m to Evelyn Street. Lot 14 has a total area of 8,939sqm with a frontage to Evelyn Street of approximately 12m. It is proposed to utilise the existing access to the short term accommodation on lot 14 (Pepper Tree Cabins) to access the proposed development on lot 13.

Land surrounding the site with frontage to Evelyn Street includes:

- Detached houses to the north-east;
- A Q Build facility (consisting of sheds, outdoor storage and vacant land) to the north (with alternative access via Prince Street);
- Motel Oasis and the Kingaroy Holiday Caravan Park (both with frontage to the D’Aguilar Highway).

To the east and south-east are detached houses that front Hodge Street. The site is located approximately 2km south of Kingaroy town centre.

Lot 13 is currently vacant and does not contain any vegetation of significance.



Figure 1 – Site Locality (source: QLD Globe)

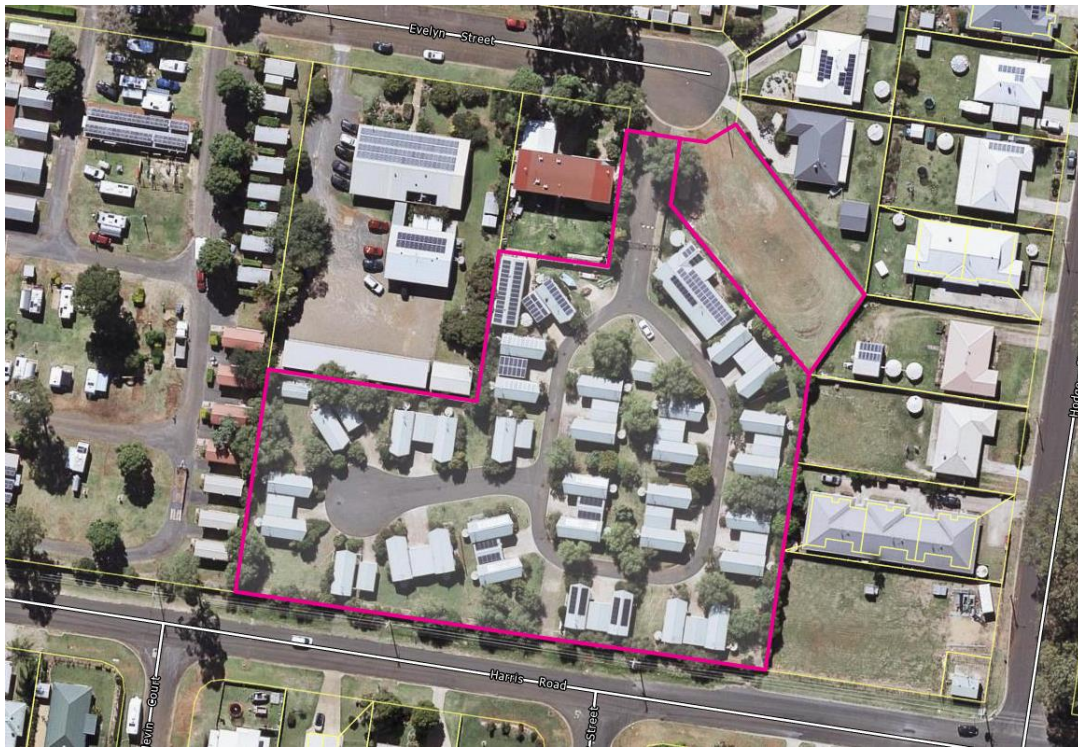


Figure 2 - Subject Site (source: QLD Globe)

3.0 APPLICATION AND PROPOSAL DETAILS

3.1 Application Type

The application seeks a Development Permit for a Material Change of Use for a Short Term Accommodation (8 units) and Reconfiguring a Lot for an Access Easement. As identified below in Figure 3, the subject site is located with the Low density zone of the South Burnett Regional Council Planning Scheme 2017.



Figure 3 - Zoning and subject site (outline in red)

Short Term Accommodation where located in the Low density residential zone is identified as Impact assessable development.

3.2 The Proposal

The applicant seeks to develop lot 13 for Short Term Accommodation purposes. A single two storey building is proposed with access via the adjoining lot 14 which is currently developed for short term accommodation known as Pepper Tree Cabins. Ground level consists of the car parking and manoeuvring area and three units. One unit is 2-bedroom and two are 1-bedroom. Two of the units are also identified as PWD (person with disability). The upper level consists of five 2-bedroom units.

The overall development footprint seeks a site cover of approximately 45%, a maximum building height of two storeys and a total of 13 car parking spaces (including two PWD parking spaces). Private open space is provided in the form of undercover alfresco areas and open-air courtyards for the ground level units with balconies provided for the upper level units.

Setbacks from the building are approximately:

- 5.7m to Evelyn Street
- 6.1m to the south west (the common boundary between Lots 13 & 14)
- 2m to the south east
- 2.5m to the north east.

3.3 Application History

A search of Councils records has identified that there are no previous approvals registered to the site.

Confirmation Notice

A confirmation notice acknowledging the application was issued on 3 August 2021.

Council Information request

An information request was issued to the applicant on 18 August 2021. The items request sought (in summary):

1. Confirmation that the access via Lot 14 would not compromise the ongoing operation of Pepper Tree Cabins
2. Amended plans to incorporate:
 - a. An improved privacy and amenity outcome for the open space for unit 1.
 - b. An increased rear boundary setback.
 - c. Increased private open space for each unit.
 - d. Clarification on fencing detail.
3. A landscape plan
4. Separation of PWD access and confirmation that cars can enter and leave in a forward gear
5. Confirmation about how the waste management arrangements are shared with Pepper Tree Cabins.

On 31 August 2021, correspondence was received by Council from the applicant in response to the matters raised within the information request. Additional information was provided in relation to the shared access and waste arrangements with Pepper Tree Cabins. The applicant also provided responses to the other points of the information request but did not provide any plan amendments.

Further Advice Letter

Following public notification (discussed below) Council issued a letter of Further Advice to the applicant dated 1 October raising ongoing concerns raised in the objections. These included:

- Setbacks
- Plot Ratio
- The lack of plant and equipment (e.g air-conditioners) shown on the plans and how these will be screened
- The length of the building
- The balance of landscaping to outdoor recreation areas and open space.

On 8 February the applicant responded to Council's letter of Further Advice with minor modification to the plans, consisting largely of reorientating the upper-level units so that the balconies face the southwest rather than north east.

3.4 Public Notification

Public Notification was undertaken between 2 September and 24 September 2021. A notice of compliance was received on 27 September 2021 stating that public notification had been carried out in accordance with the requirements of the Planning Act. Three (3) submissions were received; however, all were from or on behalf of the adjoining owners at 1 Evelyn Street (the adjoining house to the north east). The grounds of objection were contained in a letter from Castle and Storey planning and are summarised as follows:

- Non-Compliance with the Low-Density Residential Zone Overall Outcomes
- Non-Compliance with the Strategic Framework
- Amenity Impacts
- Building Bulk and Scale
- Privacy
- Lack of onsite open space
- Noise
- Traffic and Parking

3.5 Referral Agencies

No referrals were triggered during the assessment process.

4.0 TOWN PLANNING CONTEXT

Table 3 provides an overview of the current town planning framework relevant to the subject site.

TABLE 3 – SUMMARY OF LOCAL PLANNING INSTRUMENT	
State Planning Context	
Regional Plan	<i>Wide Bay Burnett Regional Plan 2011</i> (the Regional Plan)
State Planning Policy	<i>State Planning Policy</i> (July 2017) (the SPP)
SARA DA Mapping	Water Resources - Water resource planning area boundaries
Referrals	N/A
Assessment Benchmarks	N/A

Local Planning Context	
Planning Scheme	<i>South Burnett Regional Council Planning Scheme 2017 (v1.4)</i>
Strategic Framework Designation	Urban
Zone	Low Density Residential Zone (see Figure 3)
Overlays	N/A
Defined Use	Dwelling House
Level of Assessment	Impact Assessment
Assessment Benchmarks	Planning Scheme

5.0 PLANNING ASSESSMENT

In accordance with section 45 (5) of the Planning Act, impact assessment is an assessment that must be carried out—

*(i) against the **assessment benchmarks in a categorising instrument** for the development; and*

(ii) having regard to any matters prescribed by regulation for this subparagraph; and

*(b) may be carried out against, or having regard to, **any other relevant matter**, other than a person's personal circumstances, financial or otherwise.*

Examples of another relevant matter—

- *a planning need*
- *the current relevance of the assessment benchmarks in the light of changed circumstances*
- *whether assessment benchmarks or other prescribed matters were based on material errors*

In this instance under **section 45 (4)(a)(i) of the Planning Act**, the categorising instrument for the development is the *South Burnett Regional Council Planning Scheme 2017 (v1.4)*.

5.1 Common Material – Technical Reports

A stormwater report prepared by TSA Engineering and Design was lodged with the application material.

5.2 State and Regional Planning Instruments

There are no matters of state significance that affect this site.

5.2.1 Wide Bay Burnett Regional Plan

The Wide Bay Burnett Regional Plan (WBBRP) designates the site in the Urban Footprint. The proposal does not considerably conflict with the Regional Plan.

5.3 South Burnett Regional Planning Scheme 2017 (v1.4)

5.3.1 Defined Use

The proposed **Short-Term Accommodation** is defined, pursuant to the South Burnett Regional Council Planning Scheme 2017 as:

(a) premises used for–

(i) Providing accommodation of less than 3 consecutive months to tourists or travellers; or

(ii) A manager's residence, office or recreation facilities for the exclusive use of guests, if the use

is ancillary to the use in subparagraph (i); but

(b) Does not include a hotel, nature-based tourism, resort complex or tourist park.

As identified earlier, Short Term Accommodation in the Low-density residential zone is Impact assessable and as such, must be assessed against the entire planning scheme.

5.3.2 Strategic Framework

Relevant sections of the Strategic Framework in this case include the following:

Section 3.2 – Settlement Pattern

3.2.1 – Strategic Outcomes

(2) Kingaroy will continue to accommodate the greater proportion of the Region's population, commercial development and major facilities.

(4) Increases in population densities are facilitated where suitable access to services is available.

3.2.11 Specific Outcomes

(1) Urban growth is predominantly accommodated in identified broad-hectare sites. Although unlikely to be required in the life of this Planning Scheme, a long-term urban expansion area is shown to the north-west of Kingaroy on the basis that it is the most accessible land nearest the town.

(9) Increased density residential development is facilitated on serviced lots close to the town centres, with design to minimise impacts on the amenity and character of areas predominantly occupied by houses.

Section 3.6 - Strong Communities

3.6.1 – Strategic Outcomes

(2) Development occurs in a manner that provides access to a range of employment, commercial, cultural, recreational, education and community opportunities in serviceable locations that respond to community needs.

(3) A range of dwelling types in keeping with desired neighbourhood character enables residents to remain in the same community when their housing needs change, maintaining their existing lifestyle and social contacts.

3.6.1.1 Specific Outcomes

(13) Residential neighbourhoods comprise a variety of lot sizes that support a diverse range of

housing options in keeping with desired neighbourhood character.

(14) Housing choice that includes traditional detached houses, small-lot houses, townhouses, duplexes, residential care facilities and community residences is facilitated provided the character resulting from the dominance of traditional detached houses is not compromised.

Response

The proposed short-term accommodation is consistent with the outcomes of the strategic framework as follows:

- It helps to reinforce Kingaroy as the primary centre in the shire, accommodating a greater proportion of population growth.
- It proposes growth on a vacant site that has appropriate access to services within about 2kms of the Kingaroy Town Centre where the highest concentration of services and facilities are located.
- It proposes an accommodation option to service Kingaroy and surrounding industries.

5.3.3 Zone Code

(1) The purpose of the low density residential zone code is to provide for–

(a) Residential uses; and

(b) Community uses, and small-scale services, facilities and infrastructure, to support local residents.

(2) The local government purpose of the code is to accommodate housing at the low density and scale consistent with the country lifestyle expectations of the Region's residents and to ensure development is accommodated by the efficient expansion of infrastructure.

The relevant overall outcomes of the Low density residential zone code are addressed below:

Outcome	Response
(a) Predominantly detached dwelling houses are provided on a range of lot sizes.	Complies: The proposed development does not replace a detached dwelling or compromise the balance of the zone for developing for predominantly this purpose.
(b) Development provides for an efficient land-use pattern and is well connected to other parts of the local government area.	Complies: The subject site is located in proximity to the Kingaroy Town Centre and close proximity to other services and facilities.

<p>(d) Development maintains a high level of residential amenity having regard to traffic, noise, dust, odour, lighting and other locally specific impacts.</p>	<p>Complies:</p> <p>Residential amenity is discussed later in this report however it is considered that the development can be conditioned appropriately to avoid impacts on surrounding development.</p>
<p>(e) Development reflects and enhances the existing low density scale and character of the area. Small lot development may be supported where there is a demonstrated need. Dual occupancies have the appearance of a house.</p>	<p>Complies</p> <p>The existing scale and character is influenced by surrounding development which, while low scale in a built form sense, is more intense than detached dwellings in terms of density. The proposed development (where appropriately conditioned) is consistent with this mixed character.</p>
<p>(f) Development is designed to incorporate sustainable practices including maximising energy efficiency, water conservation and public/active transport use.</p>	<p>Complies:</p> <p>Where appropriately conditioned the proposed development will incorporate sustainable practices.</p>
<p>(g) Development is supported by transport infrastructure that is designed to provide and promote safe and efficient public transport use, walking and cycling.</p>	<p>Complies</p> <p>The proposed development has appropriate access to transport infrastructure.</p>
<p>(j) Residential or other sensitive land use (as defined in the Regulation) (as defined in the Regulation) are not intensified in the identified separation area around the Swickers Kingaroy Bacon Factory on Overlay Map 11.</p>	<p>Complies:</p> <p>The proposed development is not within the separation area.</p>
<p>(k) Development is supported by necessary community facilities, open space and recreational areas and appropriate infrastructure to support the needs of the local community.</p>	<p>Complies:</p> <p>The subject site has good access to local recreation areas and community facilities.</p>
<p>(l) Multiple dwellings and dual occupancy occur close to the Local centre zone where development is of a scale and density consistent with the surrounding Low density residential zone.</p>	<p>Not Applicable</p> <p>The proposed development is not for Multiple Dwellings or dual occupancies.</p>

The Low-density residential zone code is addressed below:

Table 6.2.4.3 Criteria for Assessment

Performance outcomes	Requirements for accepted development and assessment benchmarks	Assessment of Proposed Development
General		
<p>PO1</p>	<p>AO1.1 Development occurs in accordance with an approved structure plan.</p> <p>or</p> <p>AO1.2 The development application includes a structure plan that provides detailed information addressing site constraints, proposed development, integration with and protection of amenity and safety for surrounding development and provision of urban infrastructure. The structure plan does not confer land use rights.</p> <p>Editor's note— A structure plan is an integrated land use plan setting out the broad environmental, land use, infrastructure and development intent for a specific area. It does not confer land use rights.</p> <p>Editor's note— As a guide, when drafting a structure plan, open space should comprise 10% of the development parcel and be a fair average of its geographic qualities.</p>	<p>Not Applicable. The proposal does not propose or warrant a structure plan.</p>
Section 2 General		
<p>PO2 The density, built form and appearance of development reflects the intended low density, detached housing character of the zone, is climatically responsive and facilitates casual surveillance of the street</p>	<p>AO2.1 Site cover does not exceed 50% except for the Bunya Mountains Precinct where the maximum site cover is 10%.</p> <p>and</p> <p>AO2.2 Buildings are a maximum of 2 storeys above ground level.</p> <p>and</p> <p>AO2.3 Pedestrian entrances to buildings are clearly visible from the street.</p> <p>and</p>	<p>AO2.1 Complies. Proposed site cover does not exceed 50%.</p> <p>AO2.2 Complies. The proposed building is limited to 2 storeys.</p> <p>AO2.3 Complies. Pedestrian entries to the site are clearly identified</p>

Performance outcomes	Requirements for accepted development and assessment benchmarks	Assessment of Proposed Development
	<p>AO2.4 The maximum length of any façade without articulation or change of materials is 10m.</p> <p>and</p> <p>AO2.5 Buildings are set back at least:</p> <ul style="list-style-type: none"> (a) 6m from the primary street frontage; (b) 4.5m from any secondary street frontage; (c) 1.5m from side boundaries; and (d) 6m from rear boundaries. <p>and</p> <p>AO2.6 A 1.8m high screen fence is provided to the side and rear boundaries.</p> <p>and</p> <p>AO2.7 Plant and service equipment (air conditioning, exhaust fans, lift motor rooms, refuse bins, telecommunication devices, etc) are integrated into the building.</p> <p>and</p> <p>AO2.8 Garages are at or behind the ground level front building setback.</p> <p>and</p> <p>AO2.9 Front façades incorporate the front door (and an associated front door identification structure) and living room windows or</p>	<p>from the street, via the driveway.</p> <p>AO2.4 Complies. A condition of approval has been recommended requiring an amended northeastern façade incorporating the requirements of AO2.4</p> <p>AO2.5 Performance Outcome. The proposed building is near compliant or in excess of all boundary requirements with the exception of the rear boundary. The adjoining site on this boundary has a large shed and driveway facing the proposed development so impacts are likely to be limited. In addition, conditions have been recommended to manage amenity impacts at this interface</p> <p>AO2.6 Complies. Conditions have been recommended requiring appropriate fencing outcomes</p> <p>AO2.7 Complies. Conditions have been recommended requiring Plant and service equipment to be located appropriately.</p> <p>AO2.8 Performance Outcome. Conditions of approval have been recommended to screen vehicle parking areas near the street frontage.</p> <p>AO2.9</p>

Performance outcomes	Requirements for accepted development and assessment benchmarks	Assessment of Proposed Development
	<p>balconies oriented toward the street.</p> <p>and</p> <p>AO2.10 Each unit incorporates a private open space at least 20m² in area and 4 metres wide that directly adjoins the unit's principal living area and is oriented northward.</p> <p>and</p> <p>AO2.11 Front fences are less than 1.2 metres high.</p> <p>And</p> <p>AO2.12 Where a dual occupancy in the Low-Density Residential zone, each unit has:</p> <p>(a) Independent driveway access to its respective street frontage; and</p> <p>(b) Its front door (and an associated front door identification structure) and living room windows or balconies orientated toward its respective street frontage.</p>	<p>Complies. The proposal involves units that overlook the street</p> <p>AO2.10 Performance Outcome The upper-level units do not have an area of 20sqm; however this is considered appropriate in light of the short stay accommodation proposed. The spaces otherwise meet the requirement to be accessible from the principle living space.</p> <p>AO2.11 Complies. A condition has been recommended to ensure appropriate fencing is provided</p> <p>AO2.12 Not Applicable. The proposal does not involve a Dual Occupancy.</p>
<p>PO3 Development responds to natural landforms and stormwater flows.</p>	<p>AO3.1 Cut and fill is minimised.</p> <p>and</p> <p>and</p> <p>AO3.2 For building sites steeper than 10%, elevated split-level building construction is used to achieve level changes.</p>	<p>AO3.1 Complies. The proposal is designed to minimise cut and fill.</p> <p>AO3.2 Not Applicable. The site is not steeper than 10%.</p>

Performance outcomes	Requirements for accepted development and assessment benchmarks	Assessment of Proposed Development
<p>PO4 Development is adequately serviced.</p>	<p>AO4.1 Development is connected to reticulated water supply and sewerage.</p> <p>and</p> <p>AO4.2 Stormwater is discharged to a lawful point of discharge or to downstream properties but only with the consent of the affected landowners.</p> <p>And</p> <p>AO4.3 Development is supplied with reticulated electricity and telecommunications services.</p>	<p>AO4.1</p> <p>Complies. The proposal will achieve appropriate access to services. Connection to services is addressed in an engineering services report which will be provided upon completion.</p> <p>AO4.2</p> <p>Complies. The proposal achieves appropriate stormwater discharge. Stormwater discharge is addressed in an engineering services report which will be provided upon completion.</p> <p>AO4.3</p> <p>Complies.</p>
<p>PO5 The efficiency and safety of the road network is not compromised by inappropriate access arrangements.</p>	<p>No outcome specified.</p>	<p>Complies. Access to the site is appropriate.</p>
<p>PO6 Refuse storage areas:</p> <ul style="list-style-type: none"> (a) are conveniently located for use and collection; and (b) are of useable size; and (c) avoid adverse impacts on neighbours and occupants; and (d) are screened from view within the site, adjoining properties and the street. 	<p>No outcome specified.</p>	<p>Complies. Refuse storage will be provided appropriately</p>

Performance outcomes	Requirements for accepted development and assessment benchmarks	Assessment of Proposed Development
<p>PO7 Development is located and designed to ensure that land uses are not exposed to:</p> <ul style="list-style-type: none"> (a) Areas that pose a health risk from previous activities; (b) Unacceptable levels of contaminants. 	<p>AO7.1 Development does not occur: (a) In areas that pose a health risk from previous activities; and (b) On sites listed on the Contaminated Land Register or Environmental Management Register</p> <p>and</p> <p>AO7.2 Areas that pose a health risk from previous activities and contaminated soils which are subject to development are remediated prior to plan sealing, operational works permit, or issuing of building works permit.</p>	<p>AO7.1 – AO7.2</p> <p>Complies. The subject site is currently vacant and is not at risk of previous activities. The site is not located on the Contaminated Land Register or Environmental Management Register.</p>
Section 3 Home Based Business		
<p>PO8 – PO10 Not Applicable.</p> <p>The proposed development is not for a home-based business.</p>		
Section 4 Secondary Dwelling		
<p>PO11 Not Applicable.</p> <p>The proposed development does not include a secondary dwelling.</p>		
Section 5 Development in Bunya Mountains Precinct		
<p>PO12 Not Applicable.</p> <p>The proposal site is not located within the Bunya Mountains Precinct.</p>		
Section 6 Small lot dwelling houses		
<p>PO13 – PO14 Not Applicable.</p> <p>The proposed development does not include a dwelling house on a small lot.</p>		
Section 7 For development affected by one or more overlays		
<p>Airport Environs overlay</p> <p>Wildlife hazard sub-area</p>		
<p>PO15 Not Applicable.</p> <p>The proposal site is not located within the Wildlife hazard sub-area of the Airport Environs Overlay.</p>		
Biodiversity Overlay		
<p>PO16 – PO18 Not Applicable.</p> <p>The proposal site is not located within the Biodiversity Overlay.</p>		
Bushfire Hazard Overlay		
<p>PO19 – PO21 Not Applicable.</p> <p>The proposal site is not located within the Bushfire Hazard Overlay.</p>		
Flood Hazard Overlay		

Performance outcomes	Requirements for accepted development and assessment benchmarks	Assessment of Proposed Development
<p>PO22 – PO24 Not Applicable. The proposal site is not located within the Flood Hazard Overlay.</p>		
<p>Historic Subdivisions Overlay</p>		
<p>PO25 – PO26 Not Applicable. The subject site is not located within the Historic Subdivisions Overlay.</p>		
<p>Landslide Hazard Overlay</p>		
<p>PO27 – PO28 Not Applicable. The proposal site is not located within the Landslide Hazard Overlay.</p>		

Medium Density Residential Zone Code

The site is not located in the medium density residential zone, however the application is impact assessable and is assessed against the entire planning scheme. The Medium density residential zone code is relevant insofar as it provides built form guidance for higher intensity forms of residential development including multiple dwellings (which is a similar built form outcome to that sought by the application). Of relevance in this case is:

- AO6.1 which requires a 2m landscape strip along the road frontage, A condition of approval has been recommended requiring appropriate landscaping along the site boundaries.
- AO13 which requires a minimum site area of 800sqm for Multiple dwellings. The subject site exceeds this area.
- Minimum setbacks for Multiple Dwellings of 6m to the street and 1.5m to the side and rear boundaries (or 2m above ground level). The proposed development is nearly compliant with these requirements noting that the code anticipates Multiple Dwellings occurring in the medium density residential zone.
- A minimum private open space for above ground dwelling of 15sqm (a drop from 20sqm for ground floor dwellings). The proposed development proposes approximately 12sqm of private open space for the above ground dwellings, noting that they are not for permanent occupation.

Services and Works Code

A full assessment against the Services and works code is not outlined in the report, however the proposed development:

- Is not located on a site with any significant engineering complications such as steep slopes of infrastructure availability.
- Limited cut/fill is required to accommodate the development.
- The site can be connected to the full range of reticulated services.
- Access is via an access easement across an existing crossover from Evelyn Street.
- Adequate parking provision, in accordance with the rates nominated in the code is proposed.

6.0 KEY ISSUES

6.1 Residential amenity

The matters raised in Council's information request, Further Advice letter and the submissions lodged during public notification were largely related to the interface between the proposed development and existing detached housing to the northeast and south west (side and rear boundaries) and potential amenity impacts that may result. Amenity impacts can include considerations such as noise, lighting, privacy, traffic and visual. In this case, any impacts must be considered in comparison to a form of development anticipated to occur in the zone. Alternative development schemes for the land have not been investigated however 2 dwelling houses (on

separate lots) is a possibility. Those houses would be largely subject to the siting requirements under the Queensland Development Code (QDC) as opposed to the Planning Scheme. Built form requirements under QDC would include:

- Street setback of 6m;
- Side and rear boundary setbacks of between 1.5m and 2m for structures up to 4.5m and 7.5m respectively;
- 50% site cover;
- No limitation on building length (other than for structures within the minimum setback)

In relation to surrounding development, it is noted that the adjoining house to the southeast (7 Hodge Street) is constructed near the road frontage and there is currently a large shed and associated driveway constructed near the common boundary. For this reason, it is considered that there will be limited impact on residential amenity to that dwelling as a result of the proposed development.

The adjoining house to the northeast (1 Evelyn Street) is constructed on an east west orientation, with the driveway and garage on the southern side. The closest point of the house is approximately 3m from the common boundary and 5.5m to the proposed building. The house then continues away from the common boundary such that the rear of the garage would be approximately 7 metres from the common boundary (9.5m from the proposed building) and the rear of the house would be approximately 10m from the common boundary (or 12.5m from the proposed building). In short, there is useful separation between habitable spaces in the existing house at 1 Evelyn Street and the proposed building. Addressing amenity matters individually:

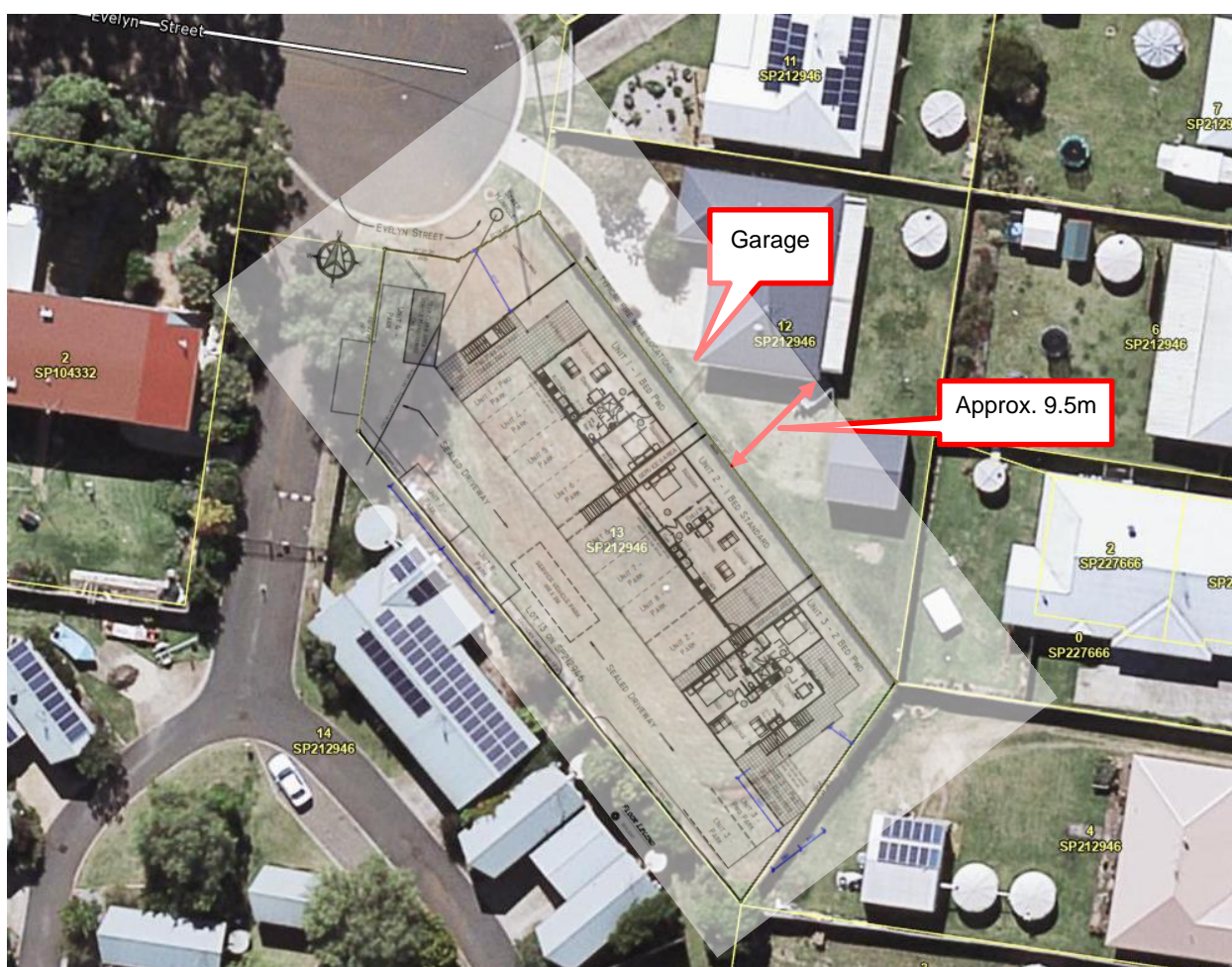


Figure 4: Interface with surrounding properties

Noise

Access, parking, manoeuvring and upper-level private open space is all on the southwestern side of the building. Noise is expected to be limited to that from outdoor recreation areas on the north-eastern side of the building, of which there are 3, noting that 2 of those are single bedroom units. Noise from these spaces is considered consistent with the use of two dwellings on the property. In addition, a condition of approval has been recommended requiring landscaping and fencing along this boundary further limiting the utility of the recreation spaces (and likely noise generated within them).

The submission noted the potential for noise from traffic movements associated with workers accommodation in the building, farming and infrastructure sectors. Accommodation for workers in the building, farming and infrastructure sectors would best fit the planning scheme definition of Non-resident workforce accommodation which was not applied for as part of the proposed development.

Lighting

There are no lighting impacts anticipated from the proposed accommodation. A condition of approval is recommended to screen upper-level windows. While this condition has been proposed predominantly to avoid overlooking, it will also limit light impacts.

Privacy

Private recreation areas have been relocated to the southwestern side of the building so any overlooking is limited to upper level windows. Overlooking opportunities are considered limited on the basis that the house at 1 Evelyn Street is single storey, however as noted above a condition of approval has been recommended to screen upper-level windows.

Traffic

It is accepted that the proposed development is likely to generate higher traffic movements than other development anticipated in the zone. The proposed development nevertheless utilises an existing access to Pepper Tree Cabins which services a large number of existing short term accommodation units, with no known impacts on surrounding dwellings. The proposed development also provides parking at a rate higher than required under the planning scheme, limiting the potential need for on-street parking.

Visual

The proposed development is 2.5m from the nearest boundary which is equal to or exceeding the requirement for a 2-storey house under QDC. There is also useful separation between the existing house and the proposed development as described earlier. It is nevertheless accepted that the building is longer than an average house, noting there is no maximum length of building stipulated in QDC. Council sought an improvement in the façade along the northeastern boundary as part of its information request and Further Advice letter however the applicant has not amended the design in a meaningful way to address those concerns.

It is recommended that conditions of approval be applied requiring:

- A revised façade to be submitted to and approved by Council demonstrating variation in materials and colours to add visual interest.
- Screening to upper-level windows which will add articulation and limiting privacy concerns.
- A 2m advanced landscape buffer between the common boundary and the proposed building, incorporating plants capable of growing to a height of 5m.

Where limited by the above conditions of approval, it is not expected that the proposed development will have an unacceptable impact on residential amenity.

6.2 Character

The overall outcomes of the Low-density residential zone code seek to enhance the low-density scale and character of the area. The 'area' referred to in the outcome is not defined, but relevantly in this instance Evelyn Street is a cul-de-sac, accessed from the D'Aguilar Highway. The character

of the area is therefore considered limited primarily to a handful of properties that front Evelyn Street, with some influence from adjoining properties (that front other streets). The street does not (for example) form part of an intact area of uniform character.

As identified earlier in this report, the character of Evelyn Street is influenced by the existence of three large sites providing accommodation in various forms (the Motel Oasis, Kingaroy Holiday Park and Pepper Tree Cabins. It is also influenced by the existence of both a Department of Education and Training office and QBuild facility. While the zoning of properties in the street is therefore Low density residential, there are only properties containing uses anticipated in the zone (being the 3 detached dwellings). The character of the street is therefore mixed and not of a uniform and consistent low-density scale and character.

The proposed development is two storeys in height, however the length of the building will not be visible from many properties on the street. In addition, a condition of approval has been recommended to ensure landscaping will screen the building. Having regard to these matters, the proposed development is not considered to compromise the scale and character of the area.

7.0 CONSULTATION

7.1 Public notification

The application was subject to impact assessment and was publicly notified in accordance with the requirements of the Act. Three (3) submissions were received during the notification period and all were by or on behalf of the owners of the adjoining property at 1 Evelyn Street objecting to the development. The contents of the objections is summarised in section 3.4 of this report and the matters raised are discussed in section 6.

7.2 Other Referrals

INTERNAL REFERRAL SPECIALIST	REFERRAL / RESPONSE
Development Engineer	Provided conditions and Infrastructure Charges Notice and standard conditions.
Infrastructure Charges Unit	<p>Short term accommodation is listed as Accommodation (short-term) under the South Burnett Regional Council Charges Resolution (No. 3) 2019.</p> <p>Nb. The adopted charge is the charge for another similar use listed in this table that Council decides to apply to the use.</p> <p>As per the South Burnett Regional Council Charges Resolution (No. 3) 2019 Table 2.2 the charge for Accommodation (short-term) is calculated based on bedrooms.</p> <p>Refer to Attachment B – Adopted Infrastructure Charge.</p>

8.0 RECOMMENDATION

Based on an assessment of the matters Council (as Assessment Manager) must and may have regard to under section 45(5) of the Planning Act 2016 (the Planning Act), we are satisfied that the application should be approved subject to the conditions outlined herein.

Grounds to Support the Development

The proposed short-term accommodation is supported by the relevant provisions of the Strategic Framework and is supported on the following grounds:

- (i) The proposal is for short term accommodation (including PWD units) to support tourism in the region;
- (ii) The site is well located to the principal centre of Kingaroy which will continue to be supported by community facilities and contribute to being of economic value;
- (iii) The site adequately accommodates the proposed development with respect to urban services such as water and sewer;
- (iv) The proposal demonstrates a built form which does not compromise the existing character in Evelyn Street;
- (v) Where compliant with the conditions of approval, the proposal can achieve an acceptable interface with adjoining development.

ATTACHMENTS

1. **Attachment B**  
2. **Attachment C**  

ATTACHMENT B
STATEMENT OF REASONS

NOTICE ABOUT DECISION – STATEMENT OF REASONS

The following information is provided in accordance with Section 63(4) & (5) of the Planning Act 2016

SITE DETAILS	
Street Address & RP Description:	3-5 Evelyn Street, Kingaroy (and described as Lots 13 & 14 on SP212946)

PROPOSED DEVELOPMENT	
Name of Applicant	R&E Carracher C/- ONF Surveyors
Type of Application	Material Change of Use – Development Permit
Proposed Development	8 Short term accommodation units and easement
Level of Assessment	Impact Assessment
Area of Development	The overall development footprint seeks a site cover of approximately 45%, a maximum building height of two storeys. Private open space is provided in the form of undercover alfresco areas and open-air courtyards for the ground level units with balconies provided for the upper level units.
Parking & Service Vehicle Provision	Total of 13 car parking spaces (including two PWD parking spaces). Access to the proposed development via an easement over adjoining land currently improved with short term accommodation.
Submissions Received	Three (3) submissions were received
Decision	Approved subject to conditions
Decision Date	30 March 2022 extended to five (5) days past 23 March 2022 General Meeting.

1. Assessment Benchmarks

The proposed development was assessed against the following assessment benchmarks:

South Burnett Regional Council Planning Scheme 2017 v1.4

- Strategic framework;
- Low density residential zone code;
- Reconfiguring a lot code;
- Overlays; and
- Services and works code.

2. Reasons for the Decision

The proposed short-term accommodation is supported by the relevant provisions of the Strategic Framework and is supported on the following grounds:

- The site is well located to the principal centre of Kingaroy which will continue to be supported by community facilities and contribute to being of economic value;
- The site adequately accommodates the proposed development with respect to urban services such as water and sewer.
- The proposal demonstrates a built form which does not compromise the existing character in Evelyn Street;
- Where compliant with the conditions of approval, the proposal can achieve an acceptable interface with adjoining development;

3. Compliance with Benchmarks

The development was assessed against all of the assessment benchmarks listed above and complies with all of these or can be conditioned to comply.

Note: Each application submitted to Council is assessed individually on its own merit.

Delegated Authority _____

Date: _____

ATTACHMENT C
INFRASTRUCTURE CHARGES

INFRASTRUCTURE CHARGES NOTICE

(Section 119 of the Planning Act 2016)

APPLICANT: R & E Carracher
C/- O'Reilly Nunn Favier - ONF Surveyors
PO Box 896
KINGAROY QLD 4610

APPLICATION: Eight short term accommodation units and proposed access easement A over lot 13 and 14 on SP212946

DATE: 09/02/2022

FILE REFERENCE: MCU21/0012

AMOUNT OF THE LEVIED CHARGE: **\$37,299.00** **Total**
(Details of how these charges were calculated are shown overleaf)

\$18,278.00	Water Supply Network
\$10,073.00	Sewerage Network
\$4,478.00	Transport Network
\$3,727.00	Parks and Land for Community Facilities Network
\$743.00	Stormwater Network

AUTOMATIC INCREASE OF LEVIED CHARGE: The amount of the levied charge is subject to an automatic increase. Refer to the Information Notice attached to this notice for more information on how the increase is worked out.

LAND TO WHICH CHARGE APPLIES: **Lot 13 SP212946**
Lot 14 SP212946

SITE ADDRESS: 3 & 5 Evelyn St, Kingaroy

PAYABLE TO: **South Burnett Regional Council**

WHEN PAYABLE: Material Change of Use – When the change happens.
(In accordance with the timing stated in Section 122 of the Planning Act 2016)

OFFSET OR REFUND: Not Applicable.

This charge is made in accordance with South Burnett Regional Council's **Charges Resolution (No. 3) 2019**

Delegated Authority _____

Date: _____

DETAILS OF CALCULATION

Water Supply

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Accommodation (Short Term - 1 or 2 bed)	8	suite	\$3,515.00	CR Table 2.1	\$28,120.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lawful use (Residential Use - 3 or more bed)	1	dwelling	\$9,842.00	CR Table 2.1	\$9,842.00

Sewerage

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Accommodation (Short Term - 1 or 2 bed)	8	suite	\$1,937.00	CR Table 2.1	\$15,496.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lawful use (Residential Use - 3 or more bed)	1	dwelling	\$5,423.00	CR Table 2.1	\$5,423.00

Transport

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Accommodation (Short Term - 1 or 2 bed)	8	suite	\$861.00	CR Table 2.1	\$6,888.00

Item _____

Page 2

Delegated Authority _____

Date: _____

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lawful use (Residential Use - 3 or more bed)	1	dwelling	\$2,410.00	CR Table 2.1	\$2,410.00

Parks and Land for Community Facilities**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Accommodation (Short Term - 1 or 2 bed)	8	suite	\$717.00	CR Table 2.1	\$5,736.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lawful use (Residential Use - 3 or more bed)	1	dwelling	\$2,009.00	CR Table 2.1	\$2,009.00

Stormwater**Adopted Charges**

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Accommodation (Short Term - 1 or 2 bed)	8	suite	\$143.00	CR Table 2.1	\$1,144.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lawful use (Residential Use - 3 or more bed)	1	dwelling	\$401.00	CR Table 2.1	\$401.00

Delegated Authority _____

Date: _____

Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Accommodation (Short Term - 1 or 2 bed)	\$18,278.00	\$10,073.00	\$4,478.00	\$3,727.00	\$743.00	\$37,299.00
Total	\$18,278.00	\$10,073.00	\$4,478.00	\$3,727.00	\$743.00	\$37,299.00

** In accordance with Section 3.3 of the Charges Resolution, the discount may not exceed the adopted charge. Any surplus discounts will not be refunded, except at South Burnett Regional Council's discretion.*

Delegated Authority

Date:

INFORMATION NOTICE

Authority and Reasons for Charge This Infrastructure Charges Notice has been given in accordance with section 119 of the *Planning Act 2016* to support the Local government's long-term infrastructure planning and financial sustainability.

Appeals Pursuant to section 229 and Schedule 1 of the *Planning Act 2016* a person may appeal an Infrastructure Charges Notice. Attached is an extract from the *Planning Act 2016* that details your appeal rights.

Automatic Increase Provision of charge rate (\$) An infrastructure charge levied by South Burnett Regional Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and PPI applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI average¹. If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.

However, the sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Authority could have levied for the development at the time the charge is paid.

GST The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the *Planning Act 2016* are GST exempt.

Making a Payment This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.

To pay the levied charge, you must request an Itemised Breakdown showing the total levied charge payable at the time of payment. An Itemised Breakdown must be presented at the time of payment.

An Itemised Breakdown may be requested by emailing info@southburnett.qld.gov.au

Payment can be made at any of the following South Burnett Regional Council Offices:

- 69 Hart Street, Blackbutt, 4314;
- 45 Glendon Street, Kingaroy, 4610;

¹ 3-yearly PPI average is defined in section 114 of the *Planning Act 2016* and means the PPI adjusted according to the 3-year moving average quarterly percentage change between financial quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

Delegated Authority

Date:

- 42 Stephens Street West, Murgon, 4605;
- 48 Drayton Street, Nanango, 4615;
- McKenzie Street, Wondai, 4606; or
- via other methods identified on the Itemised Breakdown.

Enquiries

Enquiries regarding this Infrastructure Charges Notice should be directed to the SOUTH BURNETT REGIONAL COUNCIL, Department of Planning and Land Management, during office hours, Monday to Friday by phoning (07) 4189 9100 or email at info@southburnett.qld.gov.au

8 PORTFOLIO - WASTE MANAGEMENT**8.1 WASTE MANAGEMENT PORTFOLIO REPORT****File Number:** 9-3-2022**Author:** Councillor**Authoriser:** Chief Executive Officer**PRECIS**

Waste Management Portfolio Report

SUMMARY

Councillor Frohloff's presentation of 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:

Council received confirmation that the State Illegal Dumping Partnerships Program round 2A had been fully executed by the State. The Waste Compliance Officer will continue to be funded through this program. The main change is that the Officer will only work in South Burnett Regional Council as North Burnett Regional Council and Cherbourg Aboriginal Shire Council were successful in their separate applications for an Officer.

Two applications will be made under the 2022-24 Local Government Grants and Subsidies Program. Under the infrastructure stream Council will apply for a weighbridge and transfer station at Nanango Waste Facility. This is a legislative requirement under the Waste Reduction and Recycling Act 2011 whereby all waste disposal sites must have a weighbridge installed by 1 July 2024. The transfer station transformation will ensure the site can be used into the future, post waste disposal site closure and encourage users to sort and recycle their waste

Under the non-capital (planning) stream Council will apply to engage a specialist to develop a waste management, resource recovery and climate adaptation strategy. This will provide strategic planning for Council's Waste section and ensure related documents are updated with a focus on climate adaptation and resource recovery. These documents include the Integrated Environmental Management Systems and the Waste Management Strategy.

The Waste Compliance Officer conducted a school education session at Bee Me Early Learning Nanango (kindergarten class).

Water sampling at Kingaroy, Nanango, Murgon and Wondai completed. Kingaroy water sampling is due quarterly, the other sites are due bi-annually.

Council applied for and was successful in a state government grant to install roadside litter awareness signs at illegal dumping or littering hotspots. There will be two signs at each location across the region. Proposed sites are Blackbutt, Wondai, Boobie and South Nanango.

BACKGROUND

Nil

ATTACHMENTS

Nil

8.2 ENVIRONMENT AND WASTE SERVICES UPDATE

File Number: 9-3-2022

Author: Acting Manager Environment & 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.

ATTACHMENTS

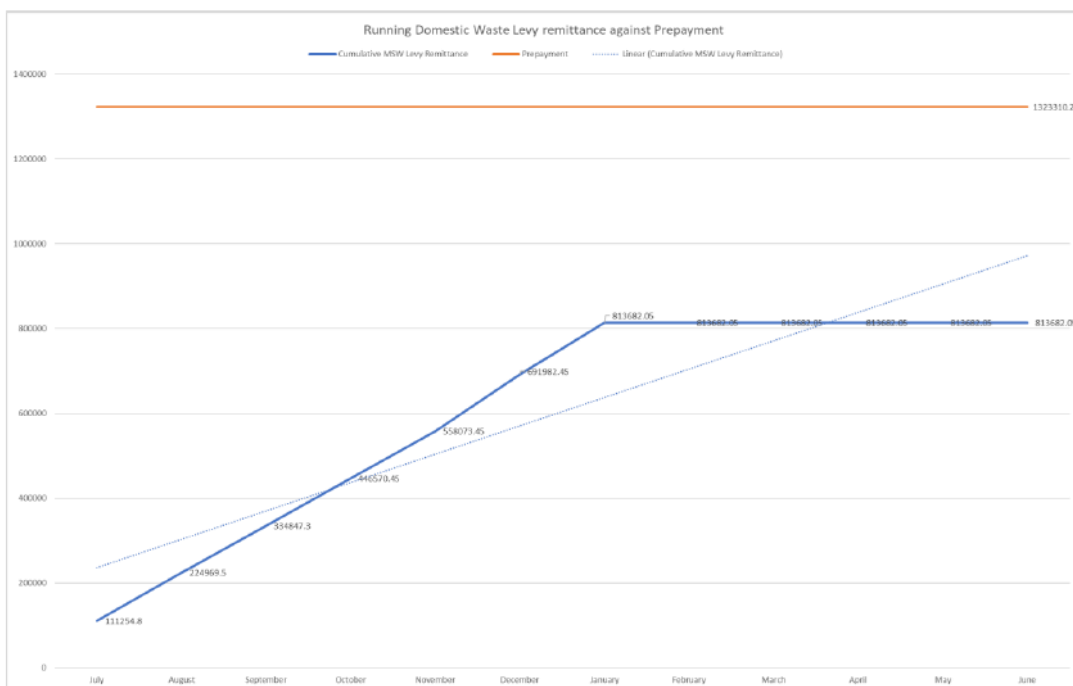
1. **Environment & Waste Operational Update** [↓](#) 

COMMUNITIES – ENVIRONMENT & WASTE

Michael Lisle
Acting Manager Planning & Environment

Stats Item	Monthly	Monthly Comparative	Financial Yr. to date Cumulative	Financial Yr. to date Cumulative Comparative
	1/2/22 - 28/2/22	1/2/21 - 28/2/21	1/7/2021 – 28/02/2022	1/7/20 – 28/02/21
Waste				
Waste Collection requests in total for this year to date	93	68	827	543
General Waste Enquiries	64	20	393	215
Waste collection services conducted	57201	56608	485060	494372
Animal Registrations				
New Animal Registrations	66	78	704	619
CRM				
Animal to animal attack	4	3	69	59
Animal to person attack	4	2	32	25
Animal management	138	113	1316	808
drum MUSTER requests	3	4	16	17
Environmental Enquiries	19	24	162	197
General Local Law, unsightly, signage	14	18	116	117
Overgrown allotments	43	58	342	210
Abandoned vehicles	6	8	31	32
Parking enquiries	8	7	34	53
Public Health Customer requests	22	19	148	165
Enforcements				
Abandoned Vehicles	0	0	0	1
Animal investigations	4	0	54	49
Animal investigations (finalised)	4	5	33	48
Declared Dog (current)	0	1	7	7
Environmental	0	0	0	0
Impounded Dogs	15	17	155	107
Impounded Cats	16	14	131	144
Overgrown	23	89	457	189
Infringements				
Animals	39	12	334	99
Non-comply of a Compliance Notice	8	3	16	12
Abandoned vehicles	0	0	0	1
Applications for Licences and Approvals				
Excess Animal Applications	1	1	9	16
Animal Keeping Application – Kennel/cattery	0	0	0	0
Change of Food Licensee Applications	3	0	12	4
Environmental Authority Applications received	0	0	0	0
Footpath Applications Annual	4	0	8	7
Footpath Applications Short term	3	5	22	23
Market Stall Application	0	0	0	4
New Fixed Food Business Licence Applications	6	2	22	10
Non-Profit Food Applications	3	4	10	13
Personal Appearance Licence Applications	0	0	1	0
Private Water Samples Applications	1	1	12	15
Temporary Food Applications	0	1	1	11

State Waste Levy Stats	Monthly 1/1/22 - 31/1/22	Financial Yr. to date Cumulative 1/7/21 - 30/11/21
Waste		
Kingaroy MSW Tonnes Disposed to Landfill	609.84	4006.74
Kingaroy Commercial Tonnes Disposed to Landfill	301.5	2223.19
Murgon MSW Tonnes Disposed to Landfill	201.41	1427.66
Murgon Commercial Tonnes Disposed to Landfill	3.27	19.8
Wondai MSW Tonnes Disposed to Landfill	102.48	851.68
Wondai Commercial Tonnes Disposed to Landfill	8.15	67.34
Nanango MSW Tonnes Disposed to Landfill	518.03	3286.65
Nanango Commercial Tonnes Disposed to Landfill	15.37	120.83
Total Domestic Waste Levy	\$ 121,699.60	\$ 813,682.05
Total Commercial Waste Levy	\$ 27,904.65	\$ 206,648.60
Total Waste Levy Payment Remitted	\$ 149,604.25	\$ 1,020,330.65



Address of Incident	Suburb of Incident	Location Description	Owner or Land Manager	Major Waste Type	Waste Description	Suspected Commercial Operator	Approx Waste Volume (Litres)	Latest Action/ Outcome	Successful Compliance Outcome (i.e. PIN, Compliance Notice, clean-up)	PIN Issued Yes/No	Waste Removed	Waste Removed By	Approx Volume of Waste Removed (Litres)	Surveillance Camera Installed At Site	Signage Installed	Status	Site Details/Notes (optional)
Weens Rd	Kingaroy	Road	Council	Construction & Demo	concrete blocks	Yes	8500	Ongoing investigation	No	No	No		8500	No	No	Closed	
Oberles Rd	Hivesville	Other	Council	Household	furniture	No	20000	Warning issued - clean-up by offender	Yes	No	Yes	Offender	20000	No	Yes	Closed	
Oberles Rd	Hivesville	Other	Council	Green waste	lawn clippings	Yes	1000	Ongoing investigation	No	No	Yes	Council	1000	No	Yes	Closed	need to contact AO
Borcherts Hill Rd	Murgon	Other	Council	Household	food	No	500	Referred - internal	No	No	Yes	Council	500	No	Yes	Closed	food waste dumped in scrap metal area
Chinchilla Wondai Road	Durong	Other	Council	Household	furniture, tyres	Yes	18000	Insufficient information to proceed	No	No	Yes	Council	18000	No	Yes	Closed	Contractor cleaned up
Recreation Dr	Memerambi	Other	Council	Industrial/Commercial		Yes		Insufficient information to proceed	No	No	Yes	Council		Yes	Yes	Closed	Cannot contact AO
Alford St	Kingaroy	Other	Council	Industrial/Commercial	cardboard boxes	Yes	500	Referred - internal	No	No	Yes	Council	500	No	No	Closed	contacted AO
D'Aguiar Highway	Nanango	Road	TMR	Tyres		No	2100	Insufficient information to proceed	No	No	Yes	Council	2100	No	No	Closed	Council collected
Wondai Charlestown Rd	Wondai	Recreational area	QPWS	Industrial/Commercial	scrap metal	No	5100	Ongoing investigation	No	No	Yes	QPWS	5100	No	No	Closed	
Shellbachs Rd	Kingaroy	Road	Council	Household	mattress	No	3105	Insufficient information to proceed	No	No	Yes	Council	3105	No	No	Closed	
Chinchilla Wondai Road	Durong	Road	Council	Household	mattress, cupboard, pipe	No	15466	Ongoing investigation		No				Yes	Yes	Opened	waiting for CITEC

8.3 SOUTH BURNETT REGIONAL COUNCIL WASTE ASSESSMENT 2021

File Number: 9-3-2022

Author: Acting Manager Environment & Waste

Authoriser: Chief Executive Officer

PRECIS

South Burnett Regional Council Waste Assessment 2021.

SUMMARY

Council received the final copy of our Waste Assessment 2021.

OFFICER'S RECOMMENDATION

That Council receive that attached report for information.

BACKGROUND

N/A

ATTACHMENTS

1. **Waste Assessment 2021** [↓](#) 



South Burnett Regional Council
Waste Assessment 2021

Final

November 2021



Project Undertaken by



Education, Training, Research

42 McKechnie Drive
Eight Mile Plains, Qld, 4113

[P] (07) 3457 2400

[F] (07) 3457 2478

[E] gld@envirocom.com.au

Disclaimer

The collection of information presented in this report was undertaken to the best level possible within the agreed timeframe and should not be solely relied upon for commercial purposes. The opinions, representations, statements or advice, expressed or implied in this report are provided in good faith.

Information, statements and recommendations implied or stated in this report are limited to the nature and scope of the project and do not constitute legal advice.

Acknowledgments

EnviroCom would like to thank the staff at South Burnett Regional Council and also JJ's Waste & Recycling for their valuable assistance and cooperation during the audit.

Project Team

Project Manager:	Alix Baltais (Senior Consultant)
Reporting and Editing:	Darcy O'Brien (Environmental Consultant) Kristina Duncombe (Project Officer) Tara Jones (Environmental Consultant)
Data Preparation/Analysis:	Darcy O'Brien (Environmental Consultant) Tara Jones (Environmental Consultant)
Audit Staff:	Darcy O'Brien (Environmental Consultant) Kristina Duncombe (Project Officer)



Executive Summary

From Tuesday 5th – Friday 8th October 2021 inclusive, EnviroCom undertook an assessment of materials in the South Burnett Regional Council Domestic Kerbside General Waste Stream to determine the composition of the waste stream. More than 1.3 tonnes of material was hand segregated across nine (9) samples. Key statistics are demonstrated in the tables below.

Material Type	Nanango	Murgon	Kingaory	Wondai	Aggregate
Recyclable Paper	17.40%	39.82%	19.96%	16.38%	21.20%
Recyclable Glass	3.46%	4.92%	2.48%	4.50%	3.19%
Recyclable Plastic	6.95%	3.08%	6.26%	4.96%	5.91%
Recyclable Metal	2.70%	0.82%	2.36%	2.51%	2.28%
Non-Recyclable Paper	13.62%	14.95%	10.01%	5.40%	10.85%
Non-Recyclable Glass	0.34%	0.00%	0.00%	0.29%	0.11%
Non-Recyclable Plastic	12.62%	16.14%	10.96%	7.21%	11.49%
Non-Recyclable Metal	0.93%	0.78%	2.76%	1.73%	2.02%
Household Hazardous	3.34%	0.00%	0.38%	0.74%	1.03%
Others	0.27%	0.00%	0.44%	0.48%	0.36%
Organic Other	4.31%	2.27%	3.74%	7.89%	4.16%
Food / Kitchen	8.34%	4.04%	7.78%	6.83%	7.38%
Food / Kitchen - Containerised	7.33%	8.13%	10.13%	10.04%	9.28%
Other Putrescible	4.23%	0.53%	3.09%	0.37%	2.76%
Garden	9.02%	0.02%	12.47%	29.58%	12.22%
Other Fine Material <12.5mm	5.16%	4.50%	7.18%	1.10%	5.76%
Total	100.00%	100.00%	100.00%	100.00%	100.00%

Material Type	Proportion
Recycling	32.59%
Residual	30.02%
Organic Compostable	31.64%
Potentially Recoverable	5.76%
Total	100.00%

Approximately 32.59% of all materials assessed are considered acceptable in most Kerbside Co-mingled Recycling Streams. Of this, Recyclable Paper contributed 21.20% of the stream and 1.75% were CRS eligible containers.

Residual materials made up 30.02% of the stream. The largest contributing categories were Non-Recyclable Plastic (11.49%) and Non-Recyclable Paper (10.85%).

Organic Compostable materials accounted for 31.64% of the stream, with 12.22% of the stream being Garden waste and Food / Kitchen waste representing a combined 16.66% of the stream.

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1.0. Introduction

EnviroCom Australia® (EnviroCom) is an experienced environmental consultancy specialising in research, education, and training. EnviroCom has provided waste auditing and assessment services to the public and private sectors since 1998.

South Burnett Regional Council (SBRC) provides a single-bin Domestic Kerbside Waste Service to its residents with once weekly servicing.

1.1. Objectives

This assessment, commissioned by South Burnett Regional Council, took place at Nanango Waste Facility, Wondai Waste Facility and Kingaroy Waste Facility from Tuesday 5th – Friday 8th October 2021, inclusive. The assessment was conducted to determine the following statistics:

- Material composition by material categories
- Material composition by category aggregates
- Rates of material generation (kg/container/week)
- Rates of resource loss
- Rates of presentation of CRS materials

2.0. Methods

The segregation methodology utilised in this assessment is based on the *ASTM D 3521 Standard Test Method for Determination of the Composition of Unprocessed Municipal Solid Waste*.

Limited modification of the assessment method was required at each of the waste facilities to accommodate safe work practices at each site. The modification included the presentation of materials directly from the collection vehicle in a large sub sample. A segregation sample was then drawn from the large sub-sample by hand. This segregation sample was a vertical truncation of the deposited sub-sample with a total mass of approximately 125-150kg.

The sub-samples were hand segregated to determine the composition based on the Australian Waste Database (AWD) categories (detailed in Table One). The materials were weighed and recorded to the nearest 0.01kg. Categories labelled yellow indicate those materials commonly accepted in most Domestic Kerbside Comingled Recycling Streams.

Table One. AWD categories

Code	Material Type	Material Detail
A01	Paper	Newspaper
A02		Magazine
A03		Misc. packaging
A04		Corrugated cardboard
A05		Package board
A06		CRS liquid paper containers
A06		Liquid paper containers
		Liquid paper containers - coffee cups
A07		Disposable paper product
A08		Printing & writing paper (incl. books)
A09		Composite, mostly paper
A10		Nappies
B01	Organic compostable	Food / kitchen
		Food / kitchen - containerised
B02		Garden - all



South Burnett Regional Council Waste Assessment 2021

Code	Material Type	Material Detail
B03		Other putrescible
C011	Other organic	Wood - furniture
C012		Wood - packaging, off cuts
		Wood - clean; no paint, glues, treatment
C02		Textile / rags
C03		Leather
C041		Rubber
C042		Rubber - tyres, tubes
C051		Oils - engine lubricating
C052		Oils - cooking oil
D011	Glass	CRS packaging glass / containers
D011		Packaging glass / containers
D011A		Glass fines
D021		Misc / other glass - plate glass
D022		Other glass
E011	Plastic	CRS 1 PET - package
E011		1 PET - package
E021		CRS 2 HDPE - package
E021		2 HDPE - package
E031		3 PVC - package
E041		4 LDPE - package
E051		5 Polypropylene - package
E061		6 Polystyrene - rigid
E061A		6 Polystyrene - expanded
E071		Other plastic - foam
E073		Other plastic - film
		Other plastic - light film bags
		Other plastic - heavy film bags
E074		Other plastic
E08		Composite, mostly plastic
F011	Ferrous	CRS steel packaging - cans
F011		Steel packaging - cans
F012		Other - aerosols, paint cans
F021		Other - white goods
F022		Other appliances
	<i>NCTRS acceptable</i>	E-waste
F023		Other - ferrous
F031		Composite, mostly ferrous
F032		Other - specify
G011	Non-ferrous	CRS aluminium - cans
G011		Aluminium - cans
G012		Other packaging - foil
G013		Composite, mostly non-ferrous
G021		Other - copper
G022		Other - non ferrous
G03		Composite, non aluminium
H01	Household hazardous	Paint
H02		Fluorescent globes
H03		Dry cell batteries
H04		Car batteries
H051		H'hold chemicals - pharmaceuticals
H052		H'hold chemicals - other
I042		Other special pathogenic, infectious
		Suspected asbestos containing materials
I01	Others	Ceramics
I02		Dust / dirt / rock / inert
		Bricks and concrete
I03		Ash
I041		Special - other inert building materials
		Other fine material <12.5mm



2.1. Project limitations

This methodology used is a snapshot assessment of the composition of the waste stream, limited in time (no seasonal variation) and duration (limited sample numbers). The audit does not attempt to provide a definitive assessment of the composition of the considered waste stream; however as agreed with Council, it does provide an indicative comment on the composition of the waste stream.

2.2. Terminology

Waste management has developed unique terminology. In this study, the terminology used reflects that provided in *AS/NZS 3831:1998 Waste Management – Glossary of Terms*. Specific terms of interest are additionally described below:

Domestic Kerbside General Waste Stream – those materials presented for collection in the general waste MGB (red-lidded bin).

Recycling Resource Loss Rate – refers to the recoverable materials which are presented in the Domestic Kerbside General Waste Stream. Recoverable material includes material acceptable in the Kerbside Comingled Recycling Stream.

$$RLR = \frac{[\sum R_g]}{[\sum T_g]} \times 100$$

Where

RLR = Resource Loss Rate
R_g = Recyclable resources presented to the Garbage Stream
T_g = All materials presented to the Garbage Stream

Generation Rate – refers to the rate at which material is presented for collection in a given stream. This is presented as a proportion of number of containers collected and total mass from a collection load. The equation is as follows;

$$GR = \frac{W}{b}$$

Where

GR = Generation Rate
W = Total mass (kg) of the load
b = Total number of bins collected in the load

Other Fine Material – aggregate materials that cannot be effectively hand sorted in field assessments. In the Domestic Kerbside Comingled Recycling stream, other fine materials are less than 12.5mm in size.



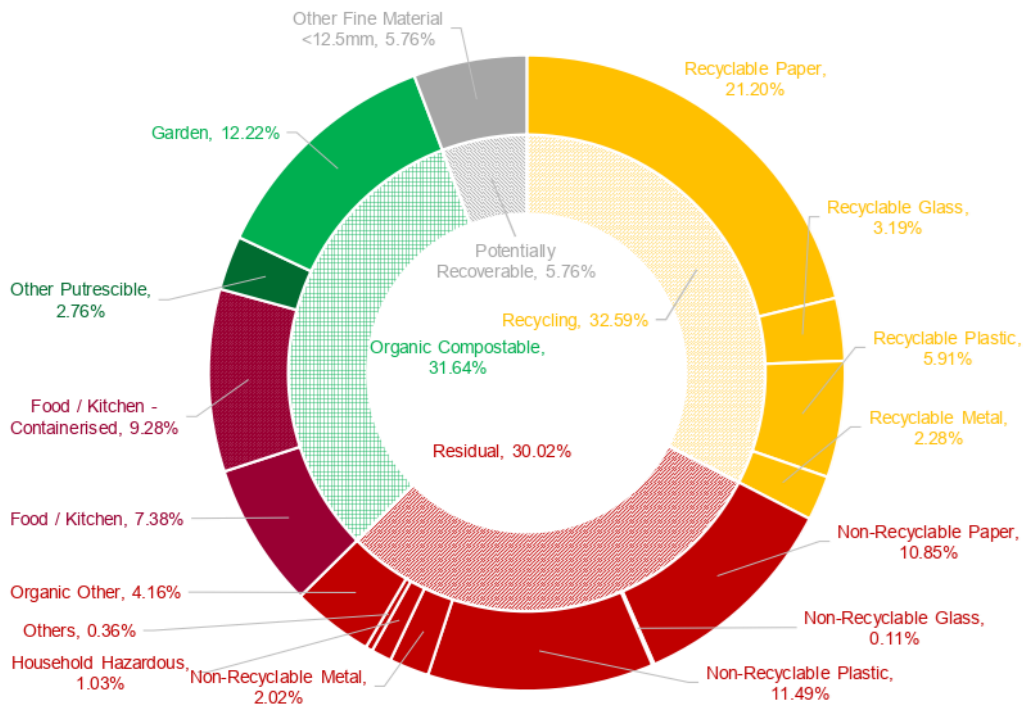
3.0. Results

3.1. Aggregate Results

During this assessment period, more than 1.3 tonnes of material across nine (9) samples from Domestic Kerbside General Waste Stream collection vehicle loads was hand segregated to determine the material composition. The composition is detailed by broad material types in Figure One and Table Three, and by individual material categories in Table Two.

Data provided by JJ's Waste and Recycling was used to determine a generation rate. The average generation rate was approximately 12.97kg/container/week.

Figure One. Aggregate material composition by broad material type.



Materials which are acceptable in most Domestic Kerbside Recycling Streams made up the majority of the stream, accounting for approximately 32.59% of all materials segregated. The largest contributing broad material type was Recyclable Paper, making up 21.20% of the overall composition of the stream. Corrugated cardboard (7.27%) and Package board (4.39%) were the largest contributing individual categories within this material type.

Organic Compostable materials accounted for 31.64% of all materials segregated. This is made up of predominantly Garden waste (12.22%) and Food / Kitchen (9.28% Containerised, 7.38% Non-Containerised).

Residual materials made up approximately 30.02% of the materials assessed. This includes paper, plastics, metals, household other and organic other materials that are



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not accepted within the Domestic Kerbside Comingled Recycling Streams. Non-Recyclable Plastic (11.49%) and Non-Recyclable Paper (10.85%) were the most significant individual categories within the residual materials assessed.

Table Two. Proportion of aggregate materials by material categories

Code	Material Type	Material Detail	Aggregate
A01	Paper	Newspaper	1.96%
A02		Magazine	3.71%
A03		Misc. packaging	0.95%
A04		Corrugated cardboard	7.27%
A05		Package board	4.39%
A06		CRS liquid paper containers	0.09%
A06		Liquid paper containers	0.55%
		Liquid paper containers - coffee cups	0.22%
A07		Disposable paper product	4.39%
A08		Printing & writing paper (incl. books)	3.01%
A09	Composite, mostly paper	0.12%	
A10	Nappies	5.39%	
B01	Organic compostable	Food / kitchen	7.38%
		Food / kitchen - containerised	9.28%
B02		Garden - all	12.22%
B03		Other putrescible	2.76%
C011	Other organic	Wood - furniture	0.43%
C012		Wood - packaging, off cuts	0.29%
		Wood - clean, no paint, glues, treatment	0.00%
C02		Textile / rags	3.38%
C03		Leather	0.00%
C041		Rubber	0.06%
C042		Rubber - tyres, tubes	0.00%
C051		Oils - engine lubricating	0.00%
C052	Oils - cooking oil	0.00%	
D011	Glass	CRS packaging glass / containers	0.65%
D011		Packaging glass / containers	1.95%
D011A		Glass fines	0.59%
D021		Misc / other glass - plate glass	0.00%
D022		Other glass	0.11%
E011	Plastic	CRS 1 PET - package	0.62%
E011		1 PET - package	1.53%
E021		CRS 2 HDPE - package	0.14%
E021		2 HDPE - package	2.07%
E031		3 PVC - package	0.01%
E041		4 LDPE - package	0.04%
E051		5 Polypropylene - package	1.43%
E061		6 Polystyrene - rigid	0.07%
E061A		6 Polystyrene - expanded	0.41%
E071		Other plastic - foam	0.27%
E073		Other plastic - film	5.98%
		Other plastic - light film bags	0.01%
		Other plastic - heavy film bags	0.45%
E074		Other plastic	3.04%
E08		Composite, mostly plastic	1.33%
F011	Ferrous	CRS steel packaging - cans	0.01%
F011		Steel packaging - cans	1.57%
F012		Other - aerosols, paint cans	0.17%
F021		Other - white goods	0.00%
F022		Other appliances	0.40%
		E-waste	0.01%
F023		Other - ferrous	1.22%
F031	Composite, mostly ferrous	0.00%	
F032	Other - specify	0.00%	
G011	Non-ferrous	CRS aluminium - cans	0.23%
G011		Aluminium - cans	0.07%
G012		Other packaging - foil	0.22%
G013		Composite, mostly non-ferrous	0.23%
G021		Other - copper	0.00%
G022		Other - non ferrous	0.00%
G03		Composite, non aluminium	0.17%
H01	Household hazardous	Paint	0.12%
H02		Fluorescent globes	0.00%



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Code	Material Type	Material Detail	Aggregate
H03		Dry cell batteries	0.04%
H04		Car batteries	0.00%
H051		H'hold chemicals - pharmaceuticals	0.05%
H052		H'hold chemicals - other	0.34%
I042		Other special pathogenic, infectious	0.50%
		Suspected asbestos containing materials	0.00%
I01	Others	Ceramics	0.17%
I02		Dust / dirt / rock / inert	0.00%
		Bricks and concrete	0.18%
I03		Ash	0.00%
I041		Special - other inert building materials	0.00%
		Other fine material <12.5mm	5.76%
		Total	100.00%

Table Three. Material composition by broad material type

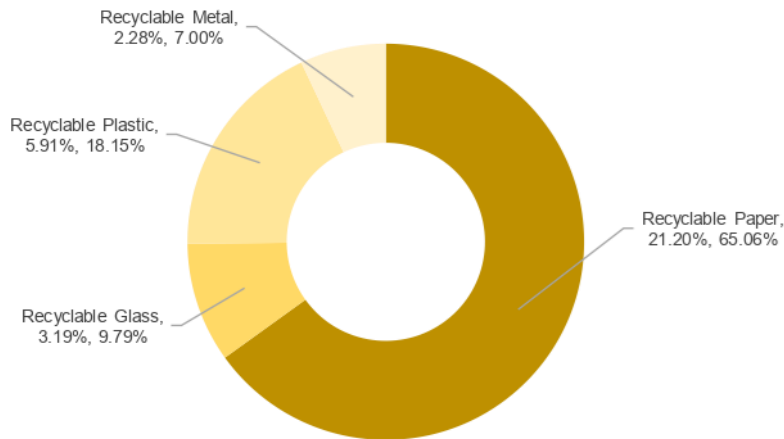
Material Category	Average proportion	
Recycling		32.59%
Recyclable Paper	21.20%	
Recyclable Glass	3.19%	
Recyclable Plastic	5.91%	
Recyclable Metal	2.28%	
Residual		30.02%
Non-Recyclable Paper	10.85%	
Non-Recyclable Glass	0.11%	
Non-Recyclable Plastic	11.49%	
Non-Recyclable Metal	2.02%	
Household Hazardous	1.03%	
Others	0.36%	
Organic Other	4.16%	
Organic Compostable		31.64%
Food / Kitchen	7.38%	
Food / Kitchen - Containerised	9.28%	
Other Putrescible	2.76%	
Garden	12.22%	
Potentially Recoverable		5.76%
Other Fine Material <12.5mm	5.76%	
Total	100.00%	100.00%



3.1.1. Recyclable materials

Approximately 32.59% of all materials assessed are considered acceptable in most Domestic Kerbside Comingled Recycling Streams. Figure Two details the composition of these materials.

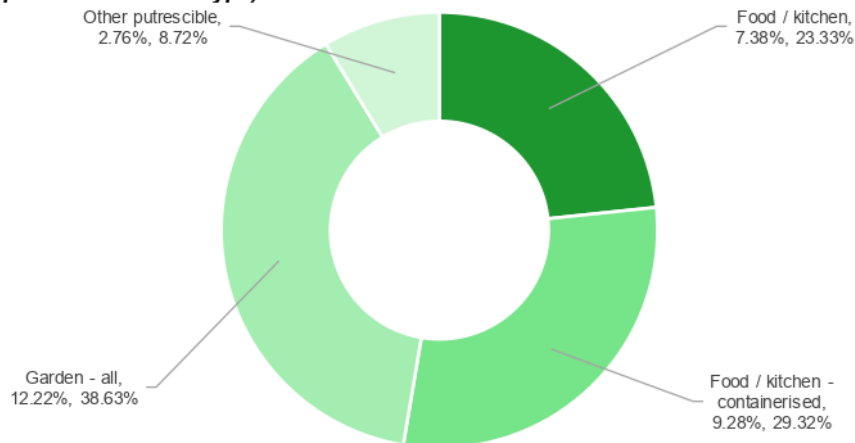
Figure Two. Composition of recyclable materials (proportion of stream, proportion of material type)



3.1.2. Organic Compostable materials

Organic Compostable materials were observed to contribute 31.64% of the Domestic Kerbside General Waste Stream. The detailed composition of these materials is provided in Figure Three below. This category refers to the materials generally accepted in a Food Organics, Garden Organics (FOGO) Kerbside System. Food / kitchen – containerised has been included in this, as the materials themselves would be acceptable, though the presentation behaviour (of the material being in containers) would inhibit acceptability.

Figure Three. Composition of organic compostable materials (proportion of stream, proportion of material type)



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3.1.3. CRS

Of the materials assessed, CRS eligible materials made up approximately 1.75% of the overall stream. Table Four demonstrates the proportion of CRS eligible materials observed within the stream.

Table Four. CRS eligible containers in the Domestic Kerbside General Waste Stream

Material Type	Proportion of Waste Stream		Mass – kg/tonne of general waste	Ave Mass of Container	Estimated Containers/tonne of general waste ¹
CRS Liquid Paper Containers	0.09%	+/- 0.06%	0.95 kg	17 grams	56
CRS Packaging glass /containers	0.65%	+/- 0.35%	6.50 kg	211 grams	31
CRS 1 PET - package	0.62%	+/- 0.24%	6.16 kg	32 grams	194
CRS 2 HDPE - package	0.14%	+/- 0.10%	1.43 kg	39 grams	37
CRS Steel packaging - Cans	0.01%	+/- 0.02%	0.10 kg	67 grams	1
CRS Aluminium - cans	0.23%	+/- 0.11%	2.35 kg	14 grams	164
All	1.75%		17.48 kg		483



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3.2. Composition of waste stream by location

The composition of each locality is provided in individual material categories in Table Five, and Table Six.

Table Five. Proportion of material categories by location

Code	Material Type	Material Detail	Nanango	Murgon	Kingaroy	Wondai	Aggregate
A01	Paper	Newspaper	0.34%	9.92%	1.14%	1.30%	1.96%
A02		Magazine	2.10%	9.31%	2.84%	5.57%	3.70%
A03		Misc. packaging	0.57%	1.45%	1.18%	0.06%	0.95%
A04		Corrugated cardboard	7.14%	16.15%	6.47%	4.24%	7.45%
A05		Package board	4.56%	1.93%	5.06%	3.05%	4.38%
A06		CRS liquid paper containers	0.08%	0.04%	0.13%	0.03%	0.09%
A06		Liquid paper containers	0.68%	0.32%	0.55%	0.45%	0.54%
A06		Liquid paper containers - coffee cups	0.41%	0.26%	0.16%	0.10%	0.22%
A07		Disposable paper product	6.45%	5.67%	3.50%	3.32%	4.38%
A08		Printing & writing paper (incl. books)	2.77%	1.89%	3.60%	1.65%	3.01%
A09	Composite, mostly paper	0.29%	0.00%	0.10%	0.00%	0.12%	
A10	Nappies	6.18%	7.83%	5.22%	2.01%	5.37%	
B01	Organic compostable	Food / kitchen	8.23%	4.04%	7.77%	6.83%	7.35%
B01		Food / kitchen - containerised	7.27%	8.13%	10.13%	10.04%	9.26%
B02		Garden - all	8.96%	0.02%	12.46%	29.58%	12.20%
B03	Other putrescible	4.22%	0.53%	3.09%	0.37%	2.76%	
C011	Other organic	Wood - furniture	0.36%	0.32%	0.49%	0.68%	0.46%
C012		Wood - packaging, off cuts	0.18%	0.84%	0.28%	0.00%	0.29%
		Wood - clean; no paint, glues, treatment	0.00%	0.00%	0.00%	0.00%	0.00%
C02		Textile / rags	3.46%	1.11%	3.01%	7.20%	3.37%
C03		Leather	0.00%	0.00%	0.00%	0.00%	0.00%
C041		Rubber	0.25%	0.00%	0.01%	0.00%	0.06%
C042		Rubber - tyres, tubes	0.00%	0.00%	0.00%	0.00%	0.00%
C051		Oils - engine lubricating	0.00%	0.00%	0.00%	0.00%	0.00%
C052		Oils - cooking oil	0.00%	0.00%	0.00%	0.00%	0.00%
D011		Glass	CRS packaging glass / containers	1.07%	0.34%	0.55%	0.56%
D011	Packaging glass / containers		2.15%	2.47%	1.36%	3.94%	1.94%
D011A	Glass fines		0.19%	2.10%	0.56%	0.00%	0.59%
D021	Misc / other glass - plate glass		0.00%	0.00%	0.00%	0.00%	0.00%
D022	Other glass	0.34%	0.00%	0.00%	0.29%	0.11%	
E011	Plastic	CRS 1 PET - package	0.86%	0.15%	0.67%	0.30%	0.61%
E011		1 PET - package	1.89%	0.50%	1.48%	2.07%	1.53%
E021		CRS 2 HDPE - package	0.15%	0.00%	0.19%	0.03%	0.14%
E021		2 HDPE - package	2.52%	1.72%	2.06%	1.51%	2.06%
E031		3 PVC - package	0.02%	0.00%	0.01%	0.00%	0.01%
E041		4 LDPE - package	0.00%	0.00%	0.08%	0.00%	0.04%
E051		5 Polypropylene - package	1.33%	0.67%	1.69%	1.02%	1.42%
E061		6 Polystyrene - rigid	0.11%	0.04%	0.07%	0.03%	0.07%
E061A		6 Polystyrene - expanded	0.43%	0.78%	0.29%	0.63%	0.41%
E071		Other plastic - foam	0.97%	0.06%	0.06%	0.07%	0.27%
E073		Other plastic - film	5.69%	13.42%	5.10%	3.43%	5.97%
		Other plastic - light film bags	0.00%	0.00%	0.00%	0.03%	0.00%
		Other plastic - heavy film bags	0.62%	0.31%	0.46%	0.20%	0.45%
E074		Other plastic	2.97%	1.25%	3.68%	1.76%	3.04%
E08	Composite, mostly plastic	1.86%	0.32%	1.37%	1.08%	1.33%	
F011	Ferrous	CRS steel packaging - cans	0.00%	0.00%	0.02%	0.00%	0.01%
F011		Steel packaging - cans	2.00%	0.56%	1.55%	1.84%	1.57%
F012		Other - aerosols, paint cans	0.07%	0.08%	0.19%	0.36%	0.17%
F021		Other - white goods	0.00%	0.00%	0.00%	0.00%	0.00%
F022		Other appliances	0.00%	0.00%	0.62%	0.46%	0.40%
		E-waste	0.00%	0.00%	0.01%	0.00%	0.01%
F023		Other - ferrous	0.69%	0.00%	1.50%	1.28%	1.13%
F031	Composite, mostly ferrous	0.00%	0.00%	0.00%	0.00%	0.00%	
F032	Other - specify	0.00%	0.00%	0.00%	0.00%	0.00%	
G011	Non-ferrous	CRS aluminium - cans	0.21%	0.00%	0.28%	0.20%	0.22%
G011		Aluminium - cans	0.05%	0.00%	0.09%	0.05%	0.07%
G012		Other packaging - foil	0.34%	0.00%	0.23%	0.06%	0.21%
G013		Composite, mostly non-ferrous	0.24%	0.00%	0.32%	0.00%	0.23%



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Code	Material Type	Material Detail	Nanango	Murgon	Kingaroy	Wondai	Aggregate
G021		Other - copper	0.00%	0.00%	0.00%	0.00%	0.00%
G022		Other - non ferrous	0.00%	0.78%	0.00%	0.00%	0.09%
G03		Composite, non aluminium	0.00%	0.00%	0.30%	0.00%	0.17%
H01	Household hazardous	Paint	0.00%	0.10%	0.22%	0.00%	0.13%
H02		Fluorescent globes	0.00%	0.00%	0.00%	0.00%	0.00%
H03		Dry cell batteries	0.14%	0.08%	0.01%	0.00%	0.04%
H04		Car batteries	0.00%	0.00%	0.00%	0.00%	0.00%
H051		H'hold chemicals - pharmaceuticals	0.04%	0.00%	0.06%	0.00%	0.05%
H052		H'hold chemicals - other	1.13%	0.00%	0.09%	0.31%	0.34%
I042		Other special pathogenic, infectious	1.98%	0.00%	0.00%	0.43%	0.49%
		Suspected asbestos containing materials	0.00%	0.00%	0.00%	0.00%	0.00%
I01	Others	Ceramics	0.27%	0.00%	0.11%	0.48%	0.17%
I02		Dust / dirt / rock / inert	0.00%	0.00%	0.00%	0.00%	0.00%
		Bricks and concrete	0.00%	0.00%	0.33%	0.00%	0.18%
I03		Ash	0.00%	0.00%	0.00%	0.00%	0.00%
I041		Special - other inert building materials	0.00%	0.00%	0.00%	0.00%	0.00%
		Other fine material <12.5mm	5.12%	4.50%	7.17%	1.10%	5.75%
		Total	100.00%	100.00%	100.00%	100.00%	100.00%

Table Six. Material composition by location and broad material type

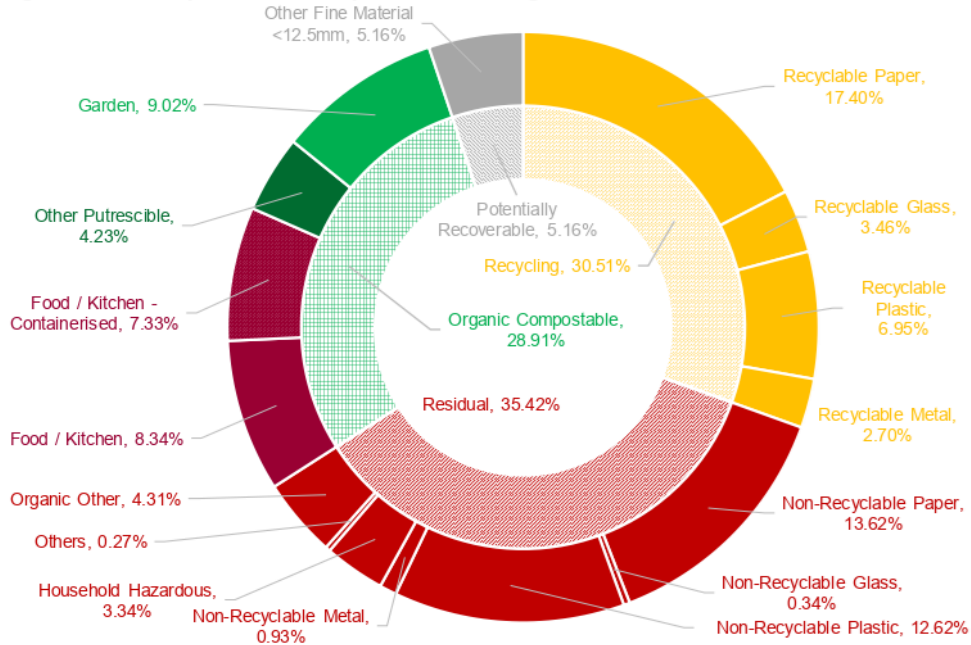
Material Type	Nanango	Murgon	Kingaroy	Wondai	Aggregate
Recyclable Paper	17.40%	39.82%	19.96%	16.38%	21.20%
Recyclable Glass	3.46%	4.92%	2.48%	4.50%	3.19%
Recyclable Plastic	6.95%	3.08%	6.26%	4.96%	5.91%
Recyclable Metal	2.70%	0.82%	2.36%	2.51%	2.28%
Non-Recyclable Paper	13.62%	14.95%	10.01%	5.40%	10.85%
Non-Recyclable Glass	0.34%	0.00%	0.00%	0.29%	0.11%
Non-Recyclable Plastic	12.62%	16.14%	10.96%	7.21%	11.49%
Non-Recyclable Metal	0.93%	0.78%	2.76%	1.73%	2.02%
Household Hazardous	3.34%	0.00%	0.38%	0.74%	1.03%
Others	0.27%	0.00%	0.44%	0.48%	0.36%
Organic Other	4.31%	2.27%	3.74%	7.89%	4.16%
Food / Kitchen	8.34%	4.04%	7.78%	6.83%	7.38%
Food / Kitchen - Containerised	7.33%	8.13%	10.13%	10.04%	9.28%
Other Putrescible	4.23%	0.53%	3.09%	0.37%	2.76%
Garden	9.02%	0.02%	12.47%	29.58%	12.22%
Other Fine Material <12.5mm	5.16%	4.50%	7.18%	1.10%	5.76%
Total	100.00%	100.00%	100.00%	100.00%	100.00%



3.2.1. Nanango

Approximately 270kg of material was segregated from two (2) Nanango runs from Monday 4th and Tuesday 5th October. Figure Four shows the composition of samples from within Nanango.

Figure Four. Composition of samples from Nanango



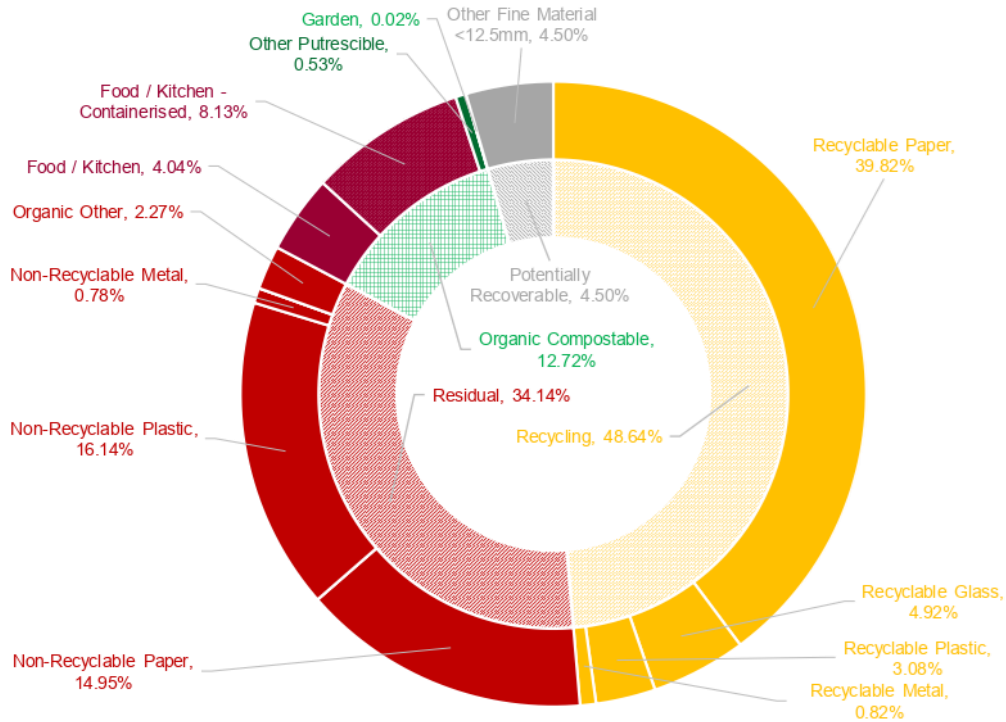
Residual materials accounted for 35.42% of the Domestic Kerbside General Waste stream in the samples obtained from Nanango. Recycling accounted for 30.51%, with the highest contributing material category being Recyclable Paper (17.40%). Garden was the most significant individual category in the residual materials at 9.02%, followed by Food / Kitchen representing 8.34% of the stream (Table Five).



3.2.2. Murgon

Approximately 150kg of material was segregated from the one (1) Murgon load from Tuesday 5th October. Figure Five details the composition of the sample from Murgon.

Figure Five. Composition of sample from Murgon

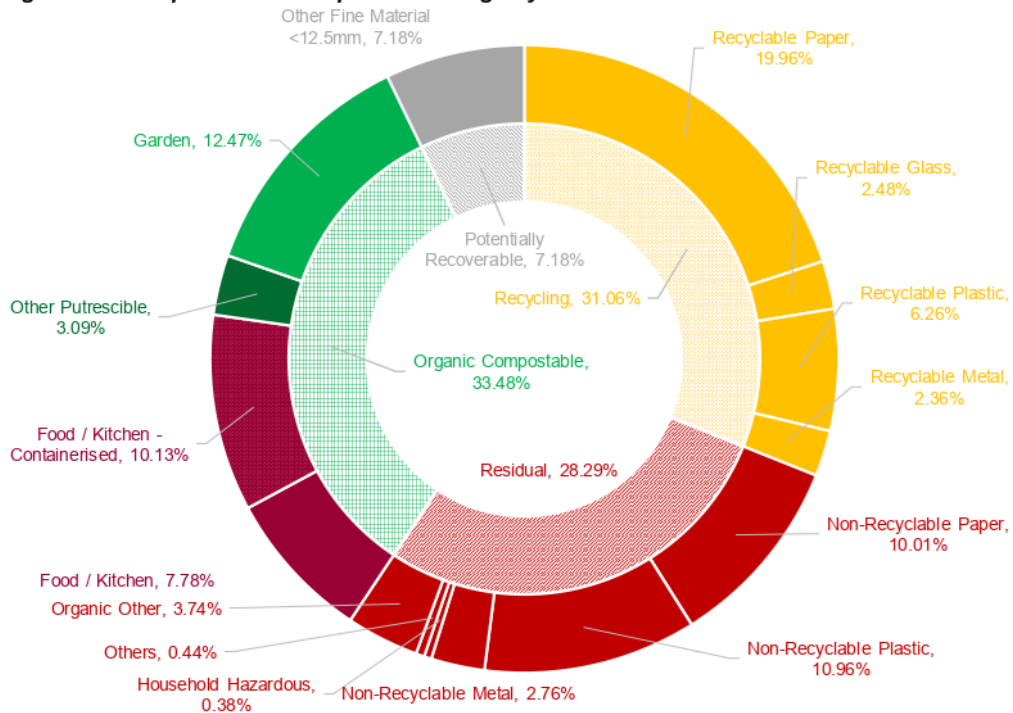


Recycling materials accounted for almost half (48.64%) of the Murgon sample, with Residual materials accounting for 34.14%. Recyclable Paper was the most significant material category (39.82% of the stream), followed by Non-Recyclable Plastic (16.14% of the stream). Corrugated cardboard was the highest contributing individual category, and accounted for 16.15% of the stream.

3.2.3. Kingaroy

Approximately 750kg of material was segregated across five (5) sub-samples from the Kingaroy region. Figure Six provides the composition of these samples by broad material type.

Figure Six. Composition of samples from Kingaroy



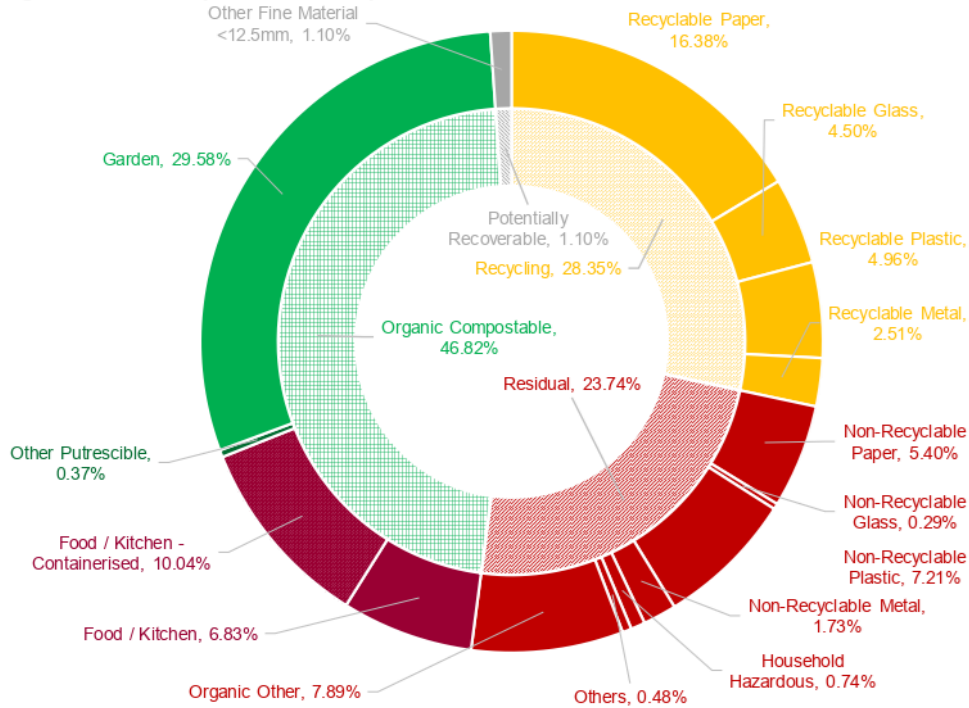
The samples from Kingaroy were primarily comprised of Organic Compostable materials (33.48% of the stream), followed by Recycling (31.06%), and Residual materials (28.29%). Recyclable Paper continued to be the most significant broad material category at 19.96% of the stream. The most significant individual material type was Garden – all (12.47% of the stream), followed by Food / Kitchen – Containerised (10.13% of the stream).



3.2.4. Wondai

Approximately 150kg of material was segregated from the Wondai Sub-sample on Friday 8th October. Figure Seven provides the composition of this sample by material category.

Figure Seven. Composition of samples from Wondai



Organic Compostable materials also represented almost half (46.82%) of the Wondai sample, with Recycling contributing 28.35% and Residual materials making up 23.74%. Garden materials accounted for almost a third of the stream (29.58%). Recyclable Paper was the next highest broad category type (16.38% of the stream).

4.0. General Observations

4.1. Presentation of recyclable materials

Recyclable materials comprised approximately a third (32.29%) of the Domestic Kerbside General Waste Stream. SBRC has a significant opportunity to divert these materials away from landfill by implementing a Domestic Kerbside Co-mingled Recycling service.

In SBRC, all materials (Residual, Recyclable, Organic and Other) are placed in the same Mobile Garbage Bin (MGB) for disposal. Therefore, it is expected that some recyclable materials may be contaminated by waste. However, corrugated cardboard, package board and aluminium cans were predominantly observed in a clean state. This suggests that some segregation behaviours may already be happening in the home, and that there is a high chance that these materials would be placed in the Recycling Stream if SBRC chooses to implement one in the future. However, some other materials such as aluminium foil, steel cans, and the polypropylene (type 5) plastics, were often presented in a contaminated manner. This behaviour may form a barrier in the effective recycling of these items. Consideration into the educational interventions required for ideal presentation behaviours should be considered if Council elects to introduce a new service.

4.2. Garden materials

Seasonal variation is not accounted for in this assessment but may have a significant impact on the proportion of Organic Compostable materials observed in the waste stream. Given that the timing of this assessment occurred during spring it is highly likely that residents were preparing for bushfire season, or simply maintaining their garden more frequently. This may have led to an increase in organic materials in the Domestic Kerbside General Waste Stream. Additional assessments throughout the year could mitigate the effects of seasonal variation and provide a better understanding of material composition throughout the seasons.

Much of these materials could easily be diverted through at-home composting and worm farming systems, or garden waste drop off points at Council facilities. Waste auditors observed that the green waste drop-off point at Kingaroy Waste Facility was well utilised by the public. A kerbside organics service could provide an opportunity for residents to divert a large proportion of their household organic waste, however education interventions would have to be considered well in advance of the introduction of a new service.

4.3. Hazardous materials

Sharps and medical waste were identified in at least three (3) of the sampled loads. One sample (the second from Nanango), had to have a second sub-sample taken for segregation. All sub samples were segregated completely.

Education within the community regarding the safe disposal of hazardous materials should be considered if Council is considering additional kerbside services. Materials entering a Materials Recovery Facility (MRF) are subject to increased manual handling, and if safe disposal of sharps is not undertaken by the community, MRF workers could face higher risk of needlestick injuries while carrying out their daily work.



5.0. Conclusion

From Tuesday 5th – Friday 8th October 2021 inclusive, EnviroCom undertook an assessment of materials in South Burnett Regional Council's Domestic Kerbside Waste Stream to determine the stream composition.

It was found that SBRC has an opportunity to divert roughly a combined 66% of the domestic waste entering landfill through effective Kerbside Co-mingled Recycling and Green Waste (or FOGO) services. It is recommended that if Council elects to extend their offered kerbside services in the future that considerations be made for;

- Identification of barriers to optimal presentation behaviour at a household level within the community;
- Early, clear and consistent community messaging which communicates a select number of key messages designed to address actual barriers previously identified;
- Inclusion in the Waste Education Strategy with clear goals, and initiatives that will permeate the whole community;
- Ongoing waste assessments to identify changes in waste composition and disposal behaviours.



Appendix A

Example of audit set up and samples at Kingaroy



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Project # B05-208-21-121

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:** 9-3-2022**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.

Parks & Gardens:

Following the recent rain received throughout the region, Council staff are busily working to keep on top of the mowing in all towns and villages. Staff in Kingaroy, Murgon & Wondai have just completed spraying the growth inhibitor Primo Maxx to assist with slowing down the growing process. I would like to mention how well Wondai is looking at present and congratulate the staff on the great job they are doing maintaining the main throughfare of the town.

The Murgon cenotaph gardens have been planted with petunia scarlet red in readiness for Anzac Day and adjoining gardens will be planted out in the coming weeks.

Aerodromes:

Regular inspections are continuing at both aerodromes with no significant issues reported. The quotations for the Feral Animal Fencing closed on the 7 February 2022 and Council has awarded the successful contractor, on-site meetings are scheduled in the coming weeks to keep progressing this project.

Dams:

Bjelke-Petersen Dam is currently looking a picture with the Dam now reaching over its capacity 127% in the height of the last rain event. The day area has been heavily impacted with some shelters and picnic tables still currently under water and only accessible via a boat at this stage. Following the dam filling bookings and enquires have increase significantly for family reunions and special aged Birthday Parties due to the variety of different accommodation options.

BP dam hosted 140 retired Royal Australian Electrical and Mechanical Engineers (RAEME) for their annual general meeting from 25 February to 1 March, this group cannot speak highly enough of the facilities, Council and the current Management. Local entertainment was provided on the Saturday night which was well received with lots of dancing and laughter taking place. The Peanut Van and Moffatdale Ridge Winery were on hand showcasing some of the local produce available in the South Burnett.

On departure the RAEME group presented the Murgon Hospital Auxiliary Committee with a cheque for \$2000 raised over their stay, this will go towards the new community centre video link for specialist visits at the Murgon Hospital.

Boondooma Dam hosted the Annual Yellow Belly Fishing Competition in early February, it was great to see the return of this comp following the cancellation in 2021 due to Covid. Nominations were capped to 500 and some new systems put in place such as on-line registration to help assist the committee to comply with covid mandates. The Boondooma Dam Fish Stocking Committee also released over 50,000 fingerlings during this weekend which were supplied by our two local Murgon Fish Hatcheries.

The committee would like to express the support and co-operation of Council towards this event and especially thank Staff, Councillors and Dam Managers who contributed prior and over the weekend in assisting to help make this event a great success.

Rail Trail:

Major damage has once occurred on the unsealed section of the KKRT from Murgon CBD to Gympie Regional Council boundary. Council staff are in the process of seeking quotations from qualified suppliers to undertake damaged work following Council approval.

Property & Facility Management:

South Burnett Regional Council and Otium Planning Group Sport and Leisure has commenced work on the Kingaroy Memorial Precinct Masterplan. This Masterplan will be looking at the Memorial Park, WJ Lang Memorial Olympic Pool, dog park and surrounding parking. Council officers meet on site last week with the consultants to introduce the features, layout, maintenance, and structural concerns within the park and pool areas.

The community engagement plan for the Kingaroy Memorial Precinct Masterplan has been prepared and actions for initial communication to stakeholders has commenced. In coming weeks Council will publish engagement opportunities and community survey.

Contractor Hawley Constructions Pty Ltd has been back on site to finalise disability ramp on the new pavilion to meet building compliance requirements. Additional footpath will be installed to the toilet block to help improve pedestrian access and movements between the buildings and toilet facility.

N.C Webber Building Services has commenced work on the Council owned shopfronts in Murgon. To date all the linings, glazing and security bars have all been removed and exposing some beautiful windows on the heritage listed building. New glazing and cladding to the external walls have been installed. Works are on track and scheduled to be completed by the end of March. Expression of Interest for leasing the shops will be issued during March.

Council has commissioned the detailed design of the Wondai Swimming Pool waterplay area. The relocation of the equipment shed is out for quotation and works planned to commence after the pool closes on the 18th of April. This project is scheduled over two financial years as Council has a small window of opportunity to engage contractors and deliver works on site when the pool is closed for the winter period.

Mondure Hall re-roofing tender closes on the 10th of March and Mondure Hall re stumping tender closes on the 2nd of March.

Council Property Officers have been working with 5 community not for profit organisations in February to assist them with applying for grants to improve their facilities within their lease areas. In most cases groups require landowner consent forms, proof of tenure and letters of support from Council. Council encourages community groups to plan their projects in advance and not to leave everything to the day before the grant is due.

Rural Resilience:

BlazeAid continue to do an amazing job for our farmers. Before the latest flood event they had 45 farmers registered. They had started on 16 properties and completed 4. They have cleared 29.2 kms of fences and rebuilt 16.2 kms. I think that they will probably be redoing most of that work. It is fortunate that their team is already in place and can start work as soon as they can get back on the ground. In the meantime they have been mowing and doing other work locally.

I had the pleasure of helping to provide one of their meals with the mayor's wife, Ros Otto. It is great to see local groups, service clubs and individuals helping out with meals and food for the BlazeAid Workers. If anyone would like to help, the contact is Ron Murphy on 0414088251.

Indigenous Affairs:

I have spoken to CEO Zala about the support from South Burnett Regional Council throughout the flood events that affected Cherbourg. CEO Zala expressed great appreciation and thanks for the efforts from our Council.

He said that he always feels like the two Councils work really well together. I think that is great feedback and I would like to thank the Local Disaster Management Group for the work they have done with the Cherbourg Council over the recent flood events.

BACKGROUND

Nil

ATTACHMENTS

Nil

9.2 PARKS & GARDENS UPDATE

File Number: 9-3-2022

Author: Senior Recreation and Services Officer

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 - February [↓](#) 

PARKS & GARDENS UPDATE

Mark Watt
Acting Manager NRM & Parks

Works for Queensland – Round 4 Update

Project Name	Project Description	Status
Open Space Refurbishments		
Aerodromes	Wondai Aerodrome Perimeter Fence	Completed
	Kingaroy Aerodrome Perimeter Fence	Public consultation completed Contractor appointed Works scheduled to commence early late March Scheduled completion late April, early May 30% completed
Murgon Parks	QEII Park Renewal	Initial consultation completed Design underway Further consultation of preliminary design required Works scheduled to commence early/mid 2022 10% completed
Proston Parks	Railway Park Renewal	Initial consultation completed Scope of works being compiled Works to commence 2022 5% completed
Kingaroy Parks	Lions Park Playground Refurb	Initial concepts discussed Scope of works and concept plan to be prepared Consultation and Council approval to follow 0% completed
Regional Parks	Benarkin Parks Renewal	Consultation required from residents Initial scoping underway for amenity enviro-cycle system 5% completed
Public Conveniences	Wondai public amenity refurbishments	Scoping completed Councillors updated on project scope Quotations to be released in February Works scheduled to commence early 2022 5% completed

CAPEX Update

Project Name	Project Description	Status
Cemeteries	Wondai Cemetery Expansion & new Columbarium Wall	Columbarium design completed Contractor appointed Works to commence early 2022 10% completed
	Blackbutt new Columbarium Wall	Columbarium design completed Contractor appointed Works to commence early 2022 10% completed
Parks	Kingaroy Apex Park – Carpark, path & paint	Preliminary design under review Delivery by Council's Infrastructure Dept. 5% completed
Saleyards	Coolabunia – Troughs, water & yard repairs	Capital works priorities under review by Working Group 10% completed
Rail Trail	Murgon Rail Trail Crossing	No consultation required Quotes received Works due to commence early to mid-2022 5% completed

Regional Airport Funding (RAP) - Update

Project Name	Project Description	Status
Kingaroy Aerodrome Lighting	Funded by the Australian Government to design & construct runway lighting	Preliminary design stage 5% completed

Cemetery Update

Stats Item	Monthly		Year to Date Cumulative	
	2021/22	2020/21	2021/22	2020/21
	01/02/22-28/02/22	01/02/21-28/02/21	01/07/21-28/02/22	01/07/20-28/02/21
Cemeteries	Burial/Ashes	Burial/Ashes	Total	Total
Blackbutt	0	0	4	3
Booie	0	0	2	1
Kumbia	0	0	1	1
Memerambi	0	0	0	0
Mondure/Wheatlands	0	0	0	0
Murgon	2	2	17	16
Nanango	1	0	16	7
Proston	0	0	3	2
Taabinga	4	7	36	34
Tingoora	0	0	0	0
Wondai	3	0	21	13
Total	10	9	100	77

Dams Update

Stats Item	Monthly		Year to Date Cumulative			
	2021/22		2021/22		2020/21	
	01/02/22-28/02/22		01/07/21-28/02/22		01/07/20-28/02/21	
Dams Accommodation Numbers	Boondooma Dam	BP Dam	Boondooma Dam	BP Dam	Boondooma Dam	BP Dam
Cabins	106	214	1057	1938	1165	1601
Bunkhouse	30	N/A	202	N/A	48	N/A
Powered Sites	192	579	1885	4489	2141	3760
Unpowered Camping	785	269	5585	2381	8153	2440
Contractor / Conference Room	N/A	17	N/A	135	N/A	N/A
Total	1113	1079	8729	8943	11507	7801

Parks - Customer Requests

Category	Monthly 01/02/221 – 28/02/22	Year to Date Cumulative 01/07/21 – 28/02/22	Year to Date Cumulative 01/07/20 – 28/02/21
Airports	1	22	26
Animals	4	29	17
Rail Trail	5	43	22
Cemetery	17	96	93
Dams	1	16	20
Mowing	22	91	62
Parking	0	1	2
Parks & Gardens	38	281	231
Public Health	0	3	4
Toilets	12	140	131
Trees	14	135	146
Roads	0	3	4
Water / Wastewater	0	2	2
Footpath	0	6	10
Council Buildings	1	10	5
Local Laws	0	1	0
Compliments	0	12	12
Signage	1	3	1
Street Furniture	1	1	3
Drainage	0	2	2
Weeds	0	2	2
Other	0	1	3
Total	117	900	799

Operations Update

Wondai Parks and Gardens

Below are some recent photos of Wondai town area and CBD



Future Works

The focus for the upcoming period is to commence the temporary repairs to the Rail Trail and to assess further damage following the activation for the event referred to as "*Communities within South East Queensland affected by heavy rainfall and flooding 22-28 February 2022*".

Council's counter disaster operations were activated on 27 February 2022, and various sections of the rail trail remain inaccessible through moisture, raising concerns for further risk of damage.

9.3 PROPERTIES OPERATIONAL UPDATE

File Number: 9-3-2022

Author: Manager Property

Authoriser: Chief Executive Officer

PRECIS

Community– Properties Operational Update.

SUMMARY

Properties Operational Update.

OFFICER’S RECOMMENDATION

That the Property Operational update be received for information.

BACKGROUND

Nil

ATTACHMENTS

1. **Properties Operational Report - FEB 2022**  

COMMUNITIES – PROPERTIES OPERATIONAL UPDATE

Leanne Petersen
Manager Property

Projects**2021/22 Capital Works: In progress**

Name	Description	Status
Kingaroy Council Administration Building	Rear air-conditioning unit end of life. Been an increase in faults and maintenance costs. Not handling summer temperatures. New ducting in ceiling cavity in some areas, temperature control zones to reflect floor plan.	Tender has been awarded to Total Ventilation Hygiene (TVH) 100% completed.
Kingaroy Swimming Pool Refurbishment	Concept Plans for Kingaroy Swimming Pool and Memorial Park	Otium Planning Group, Sport & Leisure has been appointed to prepare Master Plan. Inception Meeting 7 th of Feb Site Mtg 23 rd of Feb Councillor Workshop 23 rd of Feb
South Burnett Aquatic Centre Bathroom Refurbishment	Refurb existing bathrooms and change storage room into a new disabled bathroom.	Awarded to Campbell Construction not to commence until Dec 2021. Start date confirmed 7 th of December, with a completion in mid-March. Works in progress and on track. Contractor has advised practical completion is expected Friday 4 th of March
Wondai showgrounds Grandstand and Pavilion upgrade	Wondai Showgrounds Grandstand	Project awarded to Hawley Constructions Pty Ltd. Path to PWD toilets to be constructed. Contractor back on site and is to finalise outstanding works ready for defect inspection.
Kingaroy CCTV Forecourt upgrade	New CCTV installed in forecourt, around external perimeter of Hall and carpark.	100% Completed
	New CCTV to be installed	Quotations awarded.

Kingaroy River Road, Memorial Park, Entrance to Rail Trail and Meiers Road		Purchase orders have been sent through to Technical Security Solutions for CCTV upgrades for River Road Park, Kingaroy Memorial Park, Kingaroy Rail Trail, Glendon St Toilet & ICT Building and Kingaroy Depot. Date of installation to be confirmed.
South Burnett Security Upgrade to Integrity	19 Concept systems and standalone pin code sites to be upgraded	100% completed Kingaroy WWTP Purchase Order sent through to Technical Security Solutions date of commencement 2/3/2022
Murgon Shops	Removal of Asbestos's from shops floor, wall, and ceilings.	Contract has been awarded to local builder N.C. Webber. Work commenced 31/1/22. Completion approx. mid-March. Works are progressing generally to schedule.
Murgon PCYC Squash Court	Design plans reviewed by Property Team members.	Tenders called with close on 18/2/22. One tender received and being assessed.
Murgon PCYC Toilet Upgrade	Upgrade existing facilities including of provision of facilities for PWD.	Conceptual design in preparation for review and consultation when available.
Wondai Swimming Pool Building Better Regions Project	Upgrade toilets and create water play area.	Conceptual designs being prepared for review. Conceptual building plans to be reviewed. Fee proposal for Waterpark conceptual design has been received.
Mondure Hall	Re-stumping	Tenders close 3/3/22
Mondure Hall	Re-roofing	Tenders close 10/3/22

Facility Maintenance

Facility Maintenance		
Murgon & Wondai Swimming Pools	Survey by Australian Leak Detection completed August.	Reports to be prepared and presented to Council. ONGOING
Boondooma Homestead Cabins	Arrange completion of building works to the cabins and big top structure to facilitate issue of building approval final certificates.	100% Completed
Boondooma Homestead Stone Store Mortar	Sample repairs completed in August 2021. Ongoing monitoring and assessment of repairs.	Inspection with Kent Roxborough undertaken on 12/11/21. Repairs performing to expectation. Re-inspection in March 22. Quotation prepared for future restoration works. Re inspection is scheduled for 25/2/22
Blackbutt SES – Office Roof	Consultant has been engaged to prepare plans to allow quotes to be obtained for repairs to prevent further water leakage.	Plans have been received and ready to obtain quotations.
Kingaroy historical Ambulance Building at Kingaroy Airport	Arrange inspection with suppliers to remove Asbestos.	Demolition 100% complete
Murgon Show Society Office – Murgon PCYC	Request for repairs to Murgon Show Society Office – Murgon PCYC	In discussion with Murgon Show Society
Murgon PCYC	Fire Safety Audit completed in November	Water Main and Water Meter investigations completed. Issue with the fire hose has been rectified no more works required
Murgon Show Grounds – Electricity Pole Damage in Storm	Insurance Claim Approved	Works awarded to local contractor. Waiting on pole availability. Works are expected to be completed Wednesday the 2 nd of March
Asbestos Reports for Council Building	Call for Quotations	Tender documents being prepared. Ongoing.
Ice Machine – Depots	Install new ice making machines to 6 x depots	Orders have been placed with delivery of 5 x machines anticipated on 8/2/22.

Wondai Sportsground	Grandstand asbestos removal and reline rooms under.	Installation being arranged with local contractors. Delivery has been delayed due to issues at importer level. ETA unknown. A quote has been obtained from Zero asbestos to remove bonded ACM. Quotations for re-lining to be called.
Wondai Sportsground	Access road remediation	Quote requested from ONF for preparation of contour plan to allow preliminary design of remediation works.

Leasing

Item	Background	Actions
Ringsfield House, Nanango	Council Owned Property	Position descriptions and communication plan are currently being finalised.
Bunny Pearce Oval, Blackbutt	Lease of Council Owned Property	Waiting for lease to be returned from the group
Kingaroy Junior Cricket Association	Council Owned Property – River Road Park/	Waiting for club to return agreement
Kingaroy Seniors and Juniors Rugby League Club	New lease for Rugby League fields	Lease to be sent out to group
Area 21 – Kingaroy Aerodrome	New site released by tender	Responses under evaluation
Shop 66 – Lamb Street Murgon	Shop to be tendered and targeted to new start up business	Tender documents under review
<p>Support has been provided to the, Wondai Proston Wolves Rugby League Club, Kingaroy Junior and Seniors Rugby League Inc., Hivesville Progress Association, Proston Golden Spurs Campdraft Association, Mondure Rural Fire Brigade, and Tingoora Carriage Club.</p> <p>Letters of Consent for community organisations applying for the Community Benefit Fund super round include Wondai Tennis Association, Kingaroy and District Vintage Machinery Club and Nanango Rugby League Club Inc.</p>		

Land Sales

Item	Background							Actions
Review of land holdings - general	Consolidated land assets list, ratings database and ATS search. Desktop review completed							Desktop analysis completed, now crosschecking with each business group.
Pound St	Appointed AEC to prepare Most Appropriate Use Assessment report.							Most Appropriate Use assessment being finalised and will be reviewed internally once received. Presentation to Councillors on 16 August of review outcomes Report presented to Council in November General Meeting. Tender released on 24/02/22 for masterplan and will close 17/3/22.
Kingaroy St and Kelvyn St	Approved to sell on 29/4 Tender released 13/05							No Tenders Received. Council holds these two lots for Affordable Housing options.
Walter Road Park Consultation	Community invited to participate in a community consultation session regarding the future use and purpose of Walter Road Park. Invitations sent to all neighbouring residents, advertising on social media and local newspaper.							Community Consultation Saturday 27 th of November. 7 community participants, 3 Councillors and 3 Council staff. Two additional submissions received post public consultation. Report to Council to proceed.
Real Estate Tenders	Tender Closed 11 th of November 2021							Council approved appointment of RE Agents and agents notified.
Earl St, Memerambi	Tender Opened 25 th of November 2021 Tender Closed 15 th of December 2021 Tender Evaluation until January 2022 No tenders received							To be listed with local Real Estate Agents.
14-16 West Street Kingaroy	Sold							Property settled on 01-06-2021
20 William Street, Kingaroy	Sold							Property settled on 24-5-2021
Stats	APPROVED TO SELL	OUT FOR TENDER	LISTED FOR SALE	UNDER NEGOTIATION	UNDER CONTRACT	SETTLED	PROCEEDS	
Since 4 May 2021	0	0	0	0	0	2	\$235,000	
Accumulative	2	2	0	0	0	2	\$235,000	

Building Asset Management

Item	Background	Actions
Delta S	Maintain accurate database of building asset condition, required maintenance, required capital works, and completed capital works.	Update records based on completed maintenance and capital works. Site inspections to determine various assets condition and record required works for future program inclusion.
WIP Capitalisation	Completed projects require accurate cost break up to allow capitalisation of the expenditure.	Review completed projects and provide asset cost break up. Update Delta S database accordingly. Current WIP completed.
Insurance	<p>Mondure Hall</p> <p>Wondai sportsground Fence line</p> <p>Ringsfield House</p> <p>Murgon Showgrounds</p>	<p>Ongoing communication with broker to finalise settlement of claim.</p> <p>Insurance Claim Submitted, waiting on insurance assessment</p> <p>Insurance Claim Submitted, waiting on insurance assessment</p> <p>Insurance Claim Submitted for storm damage to electricity poles, wiring and shed roof.</p>

9.4 FUTURE USE OF 32 WALTER ROAD, KINGAROY.**File Number: 09-02****Author: Land Investigation Officer****Authoriser: Chief Executive Officer****PRECIS**

Council is investigating the future use of 32 Walter Road, Kingaroy which is a Reserve for Park and Recreation.

SUMMARY

Public consultation was undertaken in December 2021 regarding the existing use and future opportunities of the Reserve for Park and Recreation at 32 Walter Road, Kingaroy. The public consultation is complete, and the submissions must be considered.

OFFICER'S RECOMMENDATION

That the Community Standing Committee recommend to Council:

That South Burnett Regional Council continue the progress divestment opportunities for the Reserve for Park, 32 Walter Road, Kingaroy, being Lot 1 on RP852419, particularly to seek advice on access and drainage issues as raised in public consultation.

FINANCIAL AND RESOURCE IMPLICATIONS

The costs incurred by Council to hold the Reserve includes mowing and general grounds maintenance. The Reserve is generally mowed every fortnight during summer and every month in the winter or low rainfall months. Council will not incur these costs if the Reserve is divested for another land use.

Costs of converting tenure from Reserve to freehold includes the application fee and the purchase price of the land, which is site value as determined by the Department of Resources.

LINK TO CORPORATE/OPERATIONAL PLAN**PROVIDING KEY INFRASTRUCTURE FOR OUR TOWNS AND VILLAGES**

IN9 Undertake an audit to identify Council land that can be divested

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council implemented a communications plan to gauge local opinion on the existing, and possible future use of the Reserve.

The communication included public notifications through social and conventional media outlets, and a public consultation morning on site. The on-site feedback morning was well represented by Councillors Potter, Schumacher, and Jones, and officers of Council, the CEO, Manager Property and Land Investigation Officer. A feedback form was developed to ask specific questions about the current use of the park and canvas ideas for any future alternative use.

Seven people made submissions at the public consultation morning on site, and a further two submissions received at the SBRC Kingaroy office. Seven submissions were from local residents and two interested citizens, but no one noted that they were users of the park. However, subsequent written statements referred to use of the park to feed birds and walk grandchildren. Six submissions of the nine submissions agreed that the park is not well used.

Five submissions noted that the park should not be allocated to an alternative use with only one submission agreeing. In summary, the proposed alternative uses include: housing, drive through coffee shop. It was also suggested that the park be further developed as a park with tables, chairs

and BBQ, however, after further discussion it was noted that more development of the rail trail on Walter Road would offset any loss of this park.

Drainage issues were raised with more than one submission. This will be referred to Infrastructure to be further investigated.

A summary of the public consultation is attached.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The Reserve is administered by the Department of Resources (DoR) under the Land Act 1994. Any higher use or divestment would have to be in consultation and agreed by the DoR.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Divestment of land assets will be in accordance with Council's asset disposal policy.

ASSET MANAGEMENT IMPLICATIONS

As the property is a Reserve, it is not listed as a Council asset. However, if Council divest of the property, maintenance of the land, including mowing and weed management will no longer be required.

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

REPORT

Property Details:

Address: 32 Walter Road (D'Aguiar 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'Aguiar 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.

Public consultation has been conducted on the possible divestment of the park. A number of issues have been raised in the future use of the park including potential drainage issues. If Council resolves to continue with divestment of the Park, the drainage issues will be further investigated.

ATTACHMENTS

1. **32 Walter Road - public consultation - submission summary**  

Total of 9 submissions	
7 on the day of the public consultation	
2 subsequent submissions	
In attendance: Councillors Potter, Schumacher, Jones, CEO, Manager Property, Land Investigation Officer.	
27 November 2021 – 9-11am – on site @ 32 Walter Road, Kingaroy.	
Question 1	
You are providing feedback on the use of 32 Walter Road, Kingaroy as a:	
7	Local resident living within close proximity of the park
0	User of the Park
2	Interested Citizen
Question 2	
Have you used the park and if so, how often?	
3	<i>Once a month Twice a year to feed the birds 3-4 times per month</i> I use the park once a day / week / month / year
6	I do not use the park
Question 3	
If you use the Park, what activities do you do there?	
<i>Walk past when going to the shops.</i>	
<i>Appreciate the peaceful site with small birds.</i>	
<i>Feed the birds.</i>	
<i>Please leave as is for the birds and the bees.</i>	
<i>Walk the grandkids here.</i>	
Question 4	
Do you think this park is a well-used park in Kingaroy?	
2 (as a pleasant peaceful buffer)	Yes
6	No
Question 5	
Do think this park is a suitable park to allocate to an alternative use?	
1	Yes
5	No
If Yes - What could be done? Where would you like to see developed here?	
<i>Develop for medium density housing.</i>	
<i>Prepare land ready for development.</i>	
<i>Drive through coffee shop, possible housing due to housing shortage. Address drainage issues.</i>	
<i>Please impact will be lost if developed – keep clean and tidy.</i>	

If sold for commercial purpose need to look at stormwater flow from round-about at Harris Road and Nevin Court. As the water runs through private property into park and overflows drain.

Table, seats maybe a BBQ to help the area get more use. Willing to trade off for nice park area along rail trail area.

No development – loss of trees and amenity, birds and wildlife would go. Plus do up the rail trail land.

Thought needs to be put into drainage, activity of use parking and access off Walter Road, particularly as there is a designated bike lane in front of the block.

9.5 CONSIDER INCREASE SUPPORT TO BOONDOOMA HOMESTEAD CARETAKER**File Number:** 23-02-2022**Author:** Manager Property**Authoriser:** Chief Executive Officer**PRECIS**

Council considers increasing support to the Boondooma Homestead Caretaker.

SUMMARY

A request from the Boondooma Museum and Heritage Association Inc. to Council to consider increasing financial support to the Boondooma Homestead Caretakers.

OFFICER'S RECOMMENDATION

That Council

1. Increase the financial contribution to the caretaker's allowance by \$5,720.00 in the 21/22 Operational budget;
2. Donate one second hand surplus mower to the Boondooma Museum & Heritage Association Inc and Council services the mower.

FINANCIAL AND RESOURCE IMPLICATIONS

The caretakers are currently a couple, and they receive a combined total caretaker allowance of \$15,680 per annum. Council currently contributes \$6,500 to the caretaker's allowance. The caretakers are on site 7 days per week, 24 hours per day. Caretakers currently have no backup relief.

Additional contribution of \$5,720 will increase the annual contribution to \$12,220 from the operational budget 20/21.

LINK TO CORPORATE/OPERATIONAL PLAN

EC6 Appropriately support and encourage volunteers, advisory groups and community organisations to value add to Council's services and infrastructure.

GR5 Continue to provide and investigate options to improve our arts, heritage, museums, visitor information centres and tourism infrastructure

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Cr Henschen, Cr Duff and Manager Property, Ms Petersen attended the February Boondooma Museum and Heritage Association Inc general meeting. At this meeting the committee discussed a letter that was sent to Council requesting for additional support and financial contribution towards the caretaker costs. The caretaker/s position would be advertised late February in attempt to recruit suitable person/s before May. Council advised at the meeting that the request for additional support and financial contribution would be considered at the March Community Standing Committee Meeting.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Nil legal implications

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Nil policy / Local Law implications

ASSET MANAGEMENT IMPLICATIONS

The caretakers assist in the maintenance and operation of Boondooma Museum and Homestead buildings and surrounding grounds. The caretakers also manage the accommodation cabins, camping grounds, heritage tours, event management and other activities held at the Homestead. The grounds include a large heritage listed garden with vineyards, formal rose and flower gardens.

Council is the owner of Boondooma Homestead and the site is listed on the Queensland Heritage Register. Boondooma Homestead is leased to the Boondooma Museum & Heritage Association Inc.

REPORT

The Boondooma Museum and Heritage Association Inc. (Committee) have sent written correspondence to Council providing an overview of their concerns for the recruitment of caretakers, caretaker relief, short term closures of facility, maintenance of lawns and gardens, request for a surplus second hand mower, reduction in volunteers, loss of executive members to take on the management of the Committee, community consultation of the draft Conservation Management Plan, ongoing conservation works required at Boondooma Homestead.

The Committee have outlined in the correspondence their concerns and some solutions to assist the group in day-to-day operations and management for the facility.

The Committee holds several significant events throughout the year to raise funding for the operations and management of Boondooma Homestead. These events include Spirit of the Bush, Scots in the Bush, Boondooma Homestead Anzac Day and Remembrance Day events. Unfortunately, COVID 19 restrictions has had significant impact on the previous events. Some of the events have been cancelled during 2020 and 2021. The committee is now preparing the 2022 Scot in the Bush as an outdoor music festival and therefore under the direction of the Chief Health Officer must comply with;

- Contact information must be electronically collected by using the Check in Qld App and;
- Only fully vaccinated visitors, volunteers and staff, those with a medical contradiction, or a COVID 19 vaccine trail permitted to enter festival.

The committee host the events to raise money to employ the caretakers, cover operating and management costs, repairs and maintenance to the cabins. With the events not going ahead over the past two years this has had significant impact on revenue and long term jeopardise the ongoing financial capability of the Committee. Ongoing support and advice will be sourced from Council to help with short falls in funding.

The Committee have been very successful in writing for grants and sponsorship to contribute to many projects over the past 10 years. The Committee is willing to continue to look for grant and sponsorship opportunities, however, the group is looking for support from Council to assist with the preparation of grant applications with a focus on implementation of priority works identified in the Conservation Management Plan.

The Committee recognise the importance of community consultation on the Draft Conservation Management Plan, also seeking support from Council in conducting consultation and considering the feedback. A presentation from the heritage consultant 'Extent' is scheduled for Tuesday 29th of February to give Council and the Committee a greater understanding of the draft plan, purpose of the plan and responsibilities for implementation.

ATTACHMENTS

1. **Letter from Boondooma Museum & Heritage Association** [↓](#) 

Boondooma Museum & Heritage Association Inc.

8262 Mundubbera-Durong Road, Boondooma 4613 Qld.

Caretaker 07 4168 0159

Email: info@boondoomahomestead.org.auWeb site: www.boondoomahomestead.org.au

Mr Mark Pitt
CEO
South Burnett Regional Council
Kingaroy

Dear Mark

Re: Items requiring SBRC attention and recognition

On behalf of Boondooma Museum & Heritage Association Inc, I would like to thank South Burnett Regional Council for their support and assistance for the operation of the Boondooma Homestead complex. As the current managers of this historic and heritage listed site, we believe it is time to share our concerns with Councillors and staff of South Burnett Regional Council, the owners of this site.

CONSERVATION MANAGEMENT PLAN. You are probably aware that mid-2021, Boondooma Museum & Heritage Association Inc Commissioned Extent, Heritage Architects to prepare a Conservation Management Plan. Grant money through the Community Gaming Fund was received by the association for this purpose. The reason for applying for \$35 000 to have this plan prepared was because Heritage Grant money was not available to us without this plan. The submission for the grant was prepared in consultation with Leanne Petersen, Manager Property, SBRC.

The draft Conservation Management Plan became available from Extent just prior to the Christmas/New Year break, The draft plan was made available to our committee and was emailed to the Council. This draft is 187 pages long. It gives the whole history of the property from when it was established to the present. It gives an extremely comprehensive description of all aspects of the buildings etc on the complex. A set of measured survey plans and conservation works' plans are made available to the owners and managers of Boondooma Homestead to assist with that building's future building management and care. It gives condition items relating to the main homestead building. These are set out on pages 127 to 132. The restoration requirements are huge in number and need to be attended to. The condition of other buildings is clearly set out in the document. At different times during the document calls for review and refinement in accordance with client feedback. The document also makes it very clear that the owners and managers have responsibility for the management and care of the buildings on the complex. It also lists the statutory and other controls that come into play when managing a heritage listed site. Management policy and general conservation policies are mentioned and the need to obtain competent advice from people skilled and experienced in conservation management. Mention is also made of the need for documentary and records management. A Heritage Master Plan and a Heritage Interpretation Plan developed by qualified Heritage Consultants.

The implications for both the owners and the managers of Boondooma Homestead are huge. It is a massive responsibility on the part of all parties to ensure that this Conservation Management Plan is completed and put into action. At the Management Meeting at Boondooma Homestead on 27th January a decision was made to request that South Burnett Regional Council (including all councillors) meet with representatives from Boondooma Museum & Heritage Association and arrange a presentation on the Conservation Management Plan by Jacqueline Pearce and Jessica Hendrick. This presentation would make clear the purpose of the Conservation Management Plan and the responsibilities for implementation. The ideal scenario for this meeting would be a face-to-face meeting in Kingaroy or if this not possible a zoom meeting organized by SBRC staff. The Management Committee of

Boondooma Museum & Heritage Association Inc will meet again on 15th February so a meeting with Council for presentation about this time would be great.

CARETAKERS AT BOONDOOMA HOMESTEAD. The current caretakers, Bev and Jim Chisholm have resigned and will depart on 31 May 2022. The resignation has prompted the Committee to consider the appointment of replacement caretakers. In the past, it has been difficult to recruit suitable caretakers. We have been fortunate in recent times to have Bev and Jim Chisholm who have developed a passion for the complex and ensured its management and care. Some issues to be considered:

- **The remuneration available for caretakers.** We have attempted to attract a pensioner couple with a small remuneration. Up until last week the couple received \$40 per day which equates to \$15 680. At the meeting last week a decision was made to increase the daily rate to \$50. This brings the annual rate to \$18 200. A pensioner couple who does not have any other earnings are able to earn \$23 920 before the pension is affected. SBRC currently contributes \$6500 per annum to the remuneration to the caretakers. **We request that SBRC consider contributing an additional \$5720 per annum.** This request can be considered in the upcoming budget process.
- **Regular relief for caretakers.** The caretakers are on site 7 days per week and 24 hours per day. It has been extremely difficult to organize regular relief for the caretakers. The Committee are considering a different model where the Complex is closed for example on Monday and Tuesday. Security at the Complex becomes an issue when the place is left unattended. Any ideas would be most welcome.
- **Recruitment of suitable caretakers.** The current caretakers are very well aware of the need to retain the heritage culture and very much respect the heritage value and listing of the facility. It will not be easy to attract new caretakers who have the interest of the complex and the willingness to develop the knowledge of the history of Boondooma Homestead and the heritage significance. Assistance in this matter would be appreciated.

Volunteer Workers. In years past, Boondooma Homestead has been able to maintain quite a significant number of volunteer workers. Only a few of these volunteers have come from the South Burnett Region. In recent times the number of volunteer workers has decreased. The reasons for this is that they are in the older age group or have passed on. Most of the current volunteers are in their 70's and 80's and many come from Toowoomba, Dalby, Beaudesert and Morayfield. The Management and Operating Committee is made up of people in the older age group and some in executive positions have indicated that they will not be available for election at the next AGM. Because of the aging cohort of the volunteer workforce associated with Boondooma Homestead, many are asking about the future of Boondooma Homestead. We believe it was necessary to make SBRC aware of the volunteer situation at Boondooma Homestead. Maybe it is time to consider placing a MANAGER at Boondooma Homestead funded by the Association or SBRC or both.

Mower like the John Deere. SBRC have provided a John Deere mower to Boondooma Homestead, and this is serviced by SBRC. A Kubota tractor/mower has been used on Boondooma for several years. This has been a most useful piece of machinery but was written off by SBRC some 4 years ago. The Association has maintained it since then. It has now reached its use by date. Another mower similar to the John Deer would be useful. If the council has a mower surplus to requirements it would be great if it could be located to Boondooma Homestead.

The Management and Operating Committee look forward to receiving a response to the information set out above. It is important that SBRC and Boondooma Museum & Heritage Association Inc work together to ensure that Boondooma Homestead is restored and maintained for future generations.

Sincerely Yours

Judy Brandt
Secretary
Boondoom Museum & Heritage Association Inc

9.6 TINGOORA CARRIAGE CLUB SURRENDER OF PERMIT

File Number: 9-03-2022
Author: Lease Officer
Authoriser: Chief Executive Officer

PRECIS

The Tingoora Carriage Club Inc. have advised Council that they wish to surrender the Trustee Permit for the Tingoora Sportsground.

SUMMARY

The Tingoora Carriage Club Inc. entered into a Trustee Permit for Lot 91 on FY2885 (the Sportsground) for the non-exclusive use of the ground to hold carriage driving activities. The club have advised Council they wish to surrender the permit.

OFFICER'S RECOMMENDATION

That the Committee accept the report for information.

BACKGROUND

The Tingoora Carriage Club Inc. entered into a Trustee Permit for Lot 91 on FY2885 for the non-exclusive use of the Tingoora Sportsground. The Club have written to Council advising that they no longer wish to hold the permit, citing that:

- The public camping was identified as an unacceptable liability risk particularly when holding events.
- Volunteers stating that they did not feel welcome or supported by the wider community when using the oval.
- The potential for fragmentation within the Tingoora community due to the change in primary use of the oval.

Acceptance of the surrender of permit is in accordance with Clause 5.1 of the Trustee Permit between the Club and Council whereby the Club is to provide no less than three (3) months written notice their request to terminate the Permit. Notice from the Club was dated 25 January 2022, therefore the termination date of the Permit is 25 April 2022.

The Club intended to retain the permit for the Reserve for Recreation being Lot 251 on FY2262. for carriage activities.

ATTACHMENTS

Nil

9.7 UPDATE OF PROGRESS FOR THE DIVESTMENT OF 1 POUND STREET, KINGAROY**File Number:** 9-03-2022**Author:** Land Investigation Officer**Authoriser:** Chief Executive Officer**PRECIS**

Update of most appropriate use assessment for 1 Pound Street, Kingaroy, described as Lot 13 on RP814986.

SUMMARY

Council is continuing with the planning and investigations for the opportunities for development and divestment of the Council-owned property at 1 Pound Street, Kingaroy.

OFFICER'S RECOMMENDATION

That the Community Standing Committee note this report for information.

BACKGROUND

Council owns a large property at 1 Pound Street, Kingaroy which was previously used as the Kingaroy Depot. Council has received enquiries to purchase the property. An assessment of the most appropriate use of the property has been undertaken and final report provided to Council.

The next step to further investigate the future use and possible divestment of the property includes the development of a masterplan to further the work of the most appropriate use report (MAU Report). The masterplan will provide a more detailed plan for development within the precincts identified in the MAU Report.

Council has released an Invitation to Offer (SBRCQ 21/22-71) to undertake the master planning process. The request was released through Vendor Panel on 24 February and will close on 17 March 2022.

It is intended that the review and evaluation of submissions will be completed, and appointment of a consultant will be presented for consideration at the Community Standing Committee meeting on 13 April 2022.

ATTACHMENTS

1. Invitation to Offer document [↓](#) 
2. MAU Report - Executive Summary [↓](#) 



S2 - Invitation to Offer

Non-Returnable Schedule

Contract No. SBRCQ 21/22-71

for

Development of a Master Plan for 1 Pound Street, Kingaroy



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1. Background and General Information

Council holds an extensive portfolio of land assets which support the functions of Council. Some land assets are surplus to Council's requirements and are being considered for disposal on the open market.

Council sought advice on its property at 1 Pound Street, Kingaroy. The most appropriate use has been determined as a mixed-use development and Council is now in a position to progress the development by engaging the services of a suitably qualified consultant to provide a detailed masterplan.

The site has a large regular shaped parcel of 2.67 hectares located on the southern fringe of the Kingaroy central business district. It is zoned Principal Centre under the South Burnett Regional Council Planning Scheme and is adjacent to parkland, commercial and residential land uses.

The most appropriate use assessment identified a mixed use of the site, including retail located on the highway frontage, open space, and aged care/retirement village or community use for the rear land.

The masterplan is the crucial next step, to further the work of the most appropriate use assessment and provide a plan for development of the site.

Full details of the property can be found at Non-Returnable Schedule 1 – Scope and Specification, including the summary of the most appropriate use assessment.

2. Agreement to be bound by Invitation to Offer

In consideration of Council:

- (a) inviting the Respondent to submit an Offer for the goods, services and/or works, as applicable, as described in clause 1 and more particularly described in the Scope and Specification; and
- (b) agreeing to evaluate each Offer submitted by the Respondent in accordance with this Invitation to Offer, the Respondent agrees to be bound by this Invitation to Offer for each Offer submitted by the Respondent.

3. Definitions

- (a) This Invitation to Offer uses definitions, some of which are found elsewhere in the Offer Documents. Respondents should note the following defined terms:

Term	Definition
Addenda or Addendum	means any document issued by Council pursuant to clause 7 of this Invitation to Offer.
Business Day	means a day other than a Saturday, Sunday or a public holiday in the South Burnett, Queensland.
Closing Date for Enquiries	means the date and time specified in clause 5 of this Invitation to Offer or such other date as may be determined by Council.
Closing Time	means the date and time specified in clause 5 of this Invitation to Offer or such other date as may be determined by Council in accordance with clause 14.3(c)(ii).
Conforming Offer	means an Offer that complies with clause 13.1.
Council	means South Burnett Regional Council and includes where relevant any of its Personnel.
E-Procurement Platforms	means the e-procurement tools and platforms used by Council for this Invitation to Offer.
Legislative Requirements	includes: <ol style="list-style-type: none"> (a) acts, regulations, by-laws, ordinances, orders, awards and proclamations of the Commonwealth, the State or Territory or of the local government in which the Supply or any part thereof is being carried out; (b) certificates, licences, consents, permits, approvals and requirements of organisations having jurisdiction in connection with the carrying out of the Supply; and (c) fees and charges payable in connection with the foregoing.
Non-Conforming Offer	means an Offer that complies with clause 13.2 is not a Conforming Offer.
Non-Returnable Schedule	means any Schedule marked 'Non-Returnable Schedule'. For the avoidance of doubt, the Respondent is not required to complete or submit Non-Returnable Schedules with its Offer.

Term	Definition
Offer	means any offer submitted by a Respondent in accordance with this Invitation to Offer and may include a Non-Conforming Offer.
Offer Documents	has the meaning given to it in clause 6 of this Invitation to Offer and, without limitation, includes this Invitation to Offer.
Personal Information	has the meaning given to it in the <i>Information Privacy Act 2009</i> (Qld). A non-exhaustive list of examples of Personal Information are: (a) a person's name, age, address, phone number or email address; (b) a person's signature; or (c) a person's salary, bank account or financial details.
Personnel	has the meaning given to it in clause 23.5 of this Invitation to Offer.
Policies and Plans	means Council's published or to be published policies and plans which may be amended from time to time, including those published on www.southburnett.qld.gov.au
Pricing Schedule	means the schedule (in the form set out in Returnable Schedule 2) to be completed by the Respondent which specifies the amount of money for which the Respondent offers to carry out the Supply.
Procurement Process	means any process carried out by Council relating to the subject of this Invitation to Offer, including this Invitation to Offer, the evaluation of Offers and may also include, without limitation, an expression of interest process, a tender process or a 'best and final offer' process.
Respondent	means the person, company or other entity that submits an Offer.
Returnable Schedule	means any Schedule marked 'Returnable Schedules' which must be completed by the Respondent and submitted with its Offer.
Schedules	means any schedules attached to this Invitation to Offer, including Returnable Schedules and Non-Returnable Schedule.
Scope and Specification	means the document created by or on behalf of Council and included in the Offer Documents as Non-Returnable Schedule 1, setting out the Supply which may be required to be carried out by the successful Respondent.
Site	means the site or sites at which the Supply is to be carried out.
Supply	means the goods, services and/or works, as applicable, that: (a) the shortlisted Respondent(s) may be invited to tender for by Council; or (b) are being procured pursuant to this Invitation to Offer, as described in clause 1 and more particularly described in the Scope and Specification.

(b) Other terms may be defined in the text of the Offer Documents.

4. Interpretation

In this Invitation to Offer:

- (a) the singular includes the plural and vice versa and a gender includes other genders;
- (b) a reference to a party is to be construed as a reference to a party to this Invitation to Offer and includes its successors and permitted assigns;
- (c) a reference to an item in a clause, schedule, annexure or appendix is a reference to an item in the clause or schedule, annexure or appendix to this Invitation to Offer and references to this Invitation to Offer include its schedules and any annexures;
- (d) where a word or phrase is given a particular meaning, other parts of speech or grammatical forms of that word or phrase have corresponding meanings;
- (e) a reference to a document or agreement including this Invitation to Offer includes a reference to that document or agreement as amended, novated, supplemented, varied or replaced from time to time;
- (f) in the interpretation of this Invitation to Offer, headings are to be disregarded;
- (g) no rule of construction or interpretation applies to the construction or interpretation of this Invitation to Offer to the disadvantage of Council on the basis that Council prepared this Invitation to Offer or any part of it;

- (h) a reference to legislation or to a provision of legislation (including subordinate legislation) is to that legislation as amended, re-enacted or replaced, and includes any subordinate legislation issued under it, and
- (i) the words 'including' and 'includes' and any variants of those words, will be read as if followed by the words 'without limitation'.

5. Timetable

The following timetable is indicative only and may be amended at any time in the absolute discretion of Council:

Action	Time / Date
Invitation to Offer released / Date of advertisement	24 th of February 2022
Platform used	Vendor Panel
Closing Date for Enquiries	4.00 pm (Australian Eastern Standard Time) on Friday 11 th March 2022
Closing Time	2.00 pm (Australian Eastern Standard Time) on Thursday 17 th March 2022
Respondent interviews	Mandatory <input type="checkbox"/> Non-mandatory <input checked="" type="checkbox"/> If Respondent interviews are 'Mandatory', the time(s) and location(s) for such interview will be nominated by Council in accordance with clause 17.2.

6. Offer Documents

The Offer Documents are:

- (a) this Invitation to Offer and its Schedule/s;
- (b) Scope and Specification; and
- (c) any Addenda issued pursuant to clause 7.

7. Modification and or clarification of the Offer Documents (Addenda)

- (a) Council may at any time prior to the Closing Date for Enquiries modify or clarify any provision or part of the Offer Documents by:
 - (i) uploading a written Addendum to the E-Procurement Platform; or
 - (ii) issuing a written Addendum by mail, facsimile or email to all Respondents.
- (b) If Council issues an Addendum, Respondents must take the information into account in the preparation of its Offer.

8. Enquiries

- (a) Any enquiries by Respondents are to be posted to the E-Procurement Platform's 'Online Forum' by the Closing Date for Enquiries. All enquiries and responses may be viewed by other Respondents.
- (b) Council will use reasonable endeavours to respond to queries, comments or questions.
- (c) Without limiting clause 8(b), Council will not respond to any enquiries after the Closing Date for Enquiries.
- (d) Without limiting any other part of this Invitation to Offer, Council will not be bound by any advice given or not given, or information furnished or not furnished (whether in writing or verbally), by any officer or consultant of Council, nor in the event that any advice or information is inaccurate, out of date or incomplete in respect of the Supply, the Offer or the Procurement Process.
- (e) Council may, at its discretion, provide feedback to both successful and unsuccessful Respondents, but is under no obligation to do so.
- (f) Respondents must not direct requests for information to, or seek to discuss the Procurement Process with, any Councillor or officer of Council and Council will not be bound by any advice or information furnished by a Councillor or Council officer with respect to the Offer.

9. Lodgement of Offers

9.1 Electronic submission

- (a) Offers must be submitted electronically via the E-Procurement Platform.

- (b) Respondents must be registered with the E-Procurement Platform which Council is using for this Invitation to Offer. Respondents must register and open an account on the relevant E-Procurement Platform to:
 - (i) have access to all Offer Documents; and
 - (ii) submit an Offer.
- (c) Respondents should allow sufficient time for lodgement of their Offers, including time that may be required for any problem troubleshooting and resolution prior to the Closing Time.
- (d) When an Offer has been successfully submitted via the E-Procurement Platform, an on-screen receipt will confirm that the Respondent's submission has been completed successfully. The on-screen receipt will record the time and date the Respondent's Offer was received by the E-Procurement Platform and will be conclusive evidence of the submission of an Offer.
- (e) Failure to receive an on-screen receipt means that the submission has not been completed successfully. Where no receipt has been displayed by the E-Procurement Platform, the attempted submission will be deemed to have been unsuccessful.
- (f) The submission of an Offer via the E-Procurement Platform by a Respondent's registered business representative will constitute an electronic signature in accordance with the *Electronic Transactions (Queensland) Act 2001*.
- (g) All queries and requests for technical or operational support related to downloading files from, or uploading files to, the E-Procurement Platform must be directed to the help desk of the E-Procurement Platform. The contact details and business hours for help desk are available on the E-Procurement Platform.

9.2 Other forms of submission

An Offer submitted in person or by facsimile or email is a Non-Conforming Offer.

9.3 No representation

Any letter or other form of written or oral acknowledgment by Council of receipt of the Offer does not imply that the Offer has been admitted or accepted as a Conforming Offer or a Non-Conforming Offer and nor does it constitute any representation by Council as to any other matter.

10. Offer validity period

Any Offer lodged remains valid and binding upon the Respondent for a period of 90 Business Days from the Closing Time and then remains available for acceptance until withdrawn by the Respondent or Council concludes the procurement process.

11. Late Offers

Offers lodged with or received by Council after the Closing Time are deemed to be late and will be opened and registered separately. Council may, but is not bound to, consider or evaluate a late offer.

12. Offer requirements

12.1 Documents to be submitted with Offers

In their Offers, Respondents must provide all information required by the Offer Documents, including:

- (a) a completed schedule of the Respondent's details (Returnable Schedule 1);
- (b) subject to clause 12.2, a completed Pricing Schedule (Returnable Schedule 2);
- (c) a completed schedule of the Respondent's Certificates of Insurances (Returnable Schedule 3);
- (d) any information set out and required in this Invitation to Offer and the Returnable Schedules; and
- (e) any other information required by the Offer Documents.

12.2 Offer price

If this Invitation to Offer is not for an expression of interest process, the amount of money which the Respondent offers to carry out the Supply must be included in the Pricing Schedule and the completed schedule of the Respondent's details (Returnable Schedule 1). All amounts must be exclusive of GST and in Australian Dollars.

13. Conforming Offer**13.1 Conforming Offer**

To be considered to be a Conforming Offer, an Offer must:

- (a) contain all the documents and information described in clause 12.1
- (b) strictly comply with the Scope and Specification with no departures; and
- (c) in all other respects comply with this Invitation to Offer and all applicable Legislative Requirements and Policies and Plans.

13.2 Non-Conforming Offer

- (a) An Offer that does not comply with clause 13.1 is a Non-Conforming Offer.
- (b) Council may, but is not bound to, consider or accept a Non-Conforming Offer.

14. Acceptance and consideration of Offers**14.1 Council not obliged**

Council is under no obligation to:

- (a) review or consider any Offer submitted;
- (b) shortlist any Respondent (if applicable);
- (c) accept the lowest Offer (if applicable);
- (d) accept any Offer; or
- (e) negotiate or sign a contract for the Supply with any Respondent.

14.2 Council may annul Procurement Process

Without limiting any other term of this Invitation to Offer, Council may shortlist Respondents (if applicable), accept or reject any Offer (including rejecting all Offers in order to reissue this Invitation to Offer) or annul the Procurement Process, at any time, or terminate the Procurement Process, without any obligation to inform the affected Respondent or Respondents of the grounds for Council's action or inaction.

14.3 Council's other discretions

- (a) At any time and in its absolute discretion, Council may:
 - (i) invite all Respondents to change its Offer to take account of a change in any regard concerning the Offer Documents, including to the Scope and Specification; and
 - (ii) change the Closing Time by issuing all Respondents an Addendum under clause 7(a).
 - (iii) under Chapter 6 Contracting, section 228 (7) of the *Local Government Regulation 2012* invite all persons who submitted an Offer to change their Offer to take account of the change (of specification) before making a decision on the Offer.
- (b) After the Closing time may invite all Respondent change their Offer to take into account of a change in the offer specifications.
- (c) At any time before the Closing Date for Enquiries and in its absolute discretion, Council may:
 - (i) invite all Respondents to change its Offer to take account of a change in any regard concerning the Offer Documents, including to the Scope and Specification; and
 - (ii) change the Closing Time by issuing all Respondents an Addendum under clause 7(a).
- (d) Notwithstanding any other provision of this Invitation to Offer, Council may, in its absolute discretion, and without limiting any other right which Council may have, do any one or more of the following at any time (and without any obligation to do so):
 - (i) request clarification or additional information from any Respondent;
 - (ii) provide additional information to any or all Respondents;
 - (iii) discontinue negotiations with any Respondent;
 - (iv) proceed to negotiate with one Respondent or a third party, but not with other or any Respondents, and without any obligation to notify other or any Respondents that it is so proceeding;

- (v) without limiting clause 14.3(d)(iv), enter into discussions with one or more Respondents;
- (vi) shortlist or refuse to shortlist any or all Offers received (if applicable); and
- (vii) decide not to proceed with the Procurement Process and not shortlist any Respondent, accept any Offer and/or enter any contract for the Supply.

14.4 Acceptance of an Offer

- (a) An Offer is deemed to be accepted by Council only when Council provides to a Respondent a letter of award. For the avoidance of doubt, a letter of award under this clause 14.4(a) will refer only to written notice given by Council which is expressly titled 'Letter of Award' and expressly states that it is a notice given to the Respondent for the purposes of this clause 14.4(a).
- (b) Council will use reasonable endeavours to a Letter of Award under clause 14.4(a) within 90 Business Days from the Closing Time.

15. Warranties

15.1 Respondent's investigations

In submitting an Offer, the Respondent warrants that it has carried out all relevant investigations and has examined and acquainted itself with and satisfied itself concerning:

- (a) the contents of the Offer Documents and their completeness, currency and accuracy;
- (b) all information which is relevant to the risks, contingencies and other circumstances which could affect the Offer; and
- (c) the accuracy, completeness and sufficiency of the Offer.

15.2 Respondent's ability

In submitting an Offer, the Respondent further warrants:

- (a) the accuracy of all information provided by the Respondent in the Offer;
- (b) that it has all necessary experience, skill and resources to perform and carry out its obligations in accordance with the Offer Documents;
- (c) that the Respondent is ready, willing and able to commence and carry out the Supply if required by Council; and
- (d) that its Offer complies with all applicable Legislative Requirements and Policies and Plans.

16. Investigations by Respondents

Respondents must make their own investigations as to the nature of the Site and its surrounds and satisfy themselves as to the accuracy and completeness of any matters stated in the Offer Documents and of any assumptions upon which Respondents base their Offers prior to submitting their Offer.

17. Information required after opening of Offers

17.1 Respondent to provide additional information if requested

The Respondent must provide, after the opening of Offers, any additional information which may be requested by Council for evaluation of the Offer(s).

17.2 Respondent interviews

- (a) Clause 17.2 will only apply if clause 5 provides that Respondent interviews are 'Mandatory'.
- (b) Without limiting clause 14, the Respondent must make itself available after the Closing Time to attend an interview in relation to their Offer at the time(s) and at the location(s) nominated by Council. The Respondent must be represented at such interviews by a responsible member or members of its staff who are conversant with all technical, financial and contractual details of the Respondent's Offer, who are authorised to make, at the interview, any decision on behalf of the Respondent and who are able to indicate the relative values of any items under discussion.

18. Offer evaluation

18.1 Statutory evaluation

Evaluation of Offers will be generally in accordance with the requirements of the *Local Government Act 2009* and the *Local Government Regulation 2012*, including that Council will have regard to the following principles:

- (a) value for money;
- (b) open and effective competition;
- (c) the development of competitive local business and industry;
- (d) environmental protection; and
- (e) ethical behaviour and fair dealing.

18.2 Other

In addition to the principles in clause 18.1 factors which will be taken into consideration by Council in assessing Offers and Respondents include:

No	Criteria
1	Compliance with this Invitation to Offer, including Schedules
2	Price
3	Experience
4	Methodology

19. Reliance by Respondent

19.1 Council makes no representations

Council does not make any representations, express, implied or inferred, or provide any undertakings to Respondents other than to invite them to submit an Offer.

19.2 Offer information for convenience only

Any information supplied to a Respondent in the Offer Documents or otherwise or in subsequent oral or written communication by or on behalf of Council is provided to the Respondent for convenience only and may not be complete, up to date or accurate.

19.3 Respondent not to rely

The Respondent must not rely upon any matter disclosed or representation, warranty or statement (oral or otherwise) made to the Respondent by Council, whether in the Offer Documents or otherwise, and must make and rely solely upon its own independent investigation, judgment and assessment of any such matter or representation.

19.4 Respondent to examine information

The Respondent must carefully review the Offer Documents and all documentation and all other material provided and must make any enquiries which the Respondent considers necessary or desirable to verify the information and materials contained in the Offer Documents or in any subsequent oral or written communication or material.

20. No collusion

The Respondent warrants that:

- (a) neither the Respondent nor any of its employees, officers or agents nor any other party on its behalf had any knowledge of the Returnable Schedules of any other Respondent prior to submitting its Offer nor has the Respondent disclosed to any rival Respondent its Returnable Schedules;
- (b) neither the Respondent nor any of its employees, officers or agents nor any other party on its behalf have entered into any contract, arrangement or understanding having the result that on being shortlisted for the Supply, having its Offer accepted and/or being awarded the contract for the Supply, the Respondent will pay to any unsuccessful Respondent any moneys or other reward in respect of or in relation to the Offer, Procurement Process and/or any contract for the Supply; and
- (c) the Offer is a genuine and competitive offer.

21. Conflicts of interest

21.1 Respondent to identify conflicts

Respondents must clearly identify in Returnable Schedule 1 if they have any actual or perceived conflict in responding to this Invitation to Offer, and if so, identify the manner in which they intend to deal with that conflict.

21.2 Respondent to notify if conflict arises

If, at any time, an actual or potential conflict of interest arises for any Respondent, that Respondent must immediately notify Council in writing of that conflict of interest.

21.3 Council's rights

If a Respondent notifies Council of an actual or potential conflict of interest or Council becomes aware of the existence of an actual or potential conflict of interest, Council may, in its absolute discretion:

- (a) enter into discussions to seek to resolve such conflict of interest;
- (b) cease further consideration of and disregard the Offer lodged by that Respondent; and/or
- (c) take any other action, as it considers appropriate.

21.4 Respondent must not canvas support

Any Respondent who directly or indirectly canvasses support from an elected member, employee or agent of Council will be disqualified and any Offer submitted will not be considered.

22. Respondent's costs

- (a) Except to the extent expressly provided by this Invitation to Offer, Council is not responsible for, and is not liable to pay for, any costs, expenses, losses or damages (including to a claim for economic loss or loss of opportunity), however arising which a Respondent incurs or becomes liable for in relation to or in connection with:

- (i) the preparation of an Offer;
- (ii) any error, omission, or misrepresentation (express or inferred) in the Offer Documents;
- (iii) any representations by or on behalf of Council;
- (iv) the submission of an Offer;
- (v) subsequent clarifications to an Offer;
- (vi) submissions after lodgement of an Offer (whether or not that submission is required by Council);
- (vii) attendance at any Respondent interviews under clause 17.2;
- (viii) the termination of the Procurement Process; or
- (ix) any other part of the Procurement Process,

and the Respondent releases Council from any such claim whatsoever and howsoever brought or any costs, expenses, losses or damages (including to a claim for economic loss or loss of opportunity) arising from any claim, suit, demand, proceeding or action which, but for this Invitation to Offer, the Respondent may have had against Council in respect of the matters referred to in clauses 22(a)(i) to 22(a)(ix).

- (b) Each Respondent participates in this Procurement Process at its own risk.

23. Use of information**23.1 Offers are Council property**

All Offers submitted by a Respondent become the property of Council and will not be returned to the Respondents.

23.2 Offer Documents are Council property

The Offer Documents and all documents, information, drawings, specifications, technical information and other material and information provided to a Respondent (whether before or after the issue of this Invitation to Offer):

- (a) remain the property of Council;
- (b) must only be used for the purpose of preparing its Offer and for no other purpose; and
- (c) must not be disclosed to any person other than to a person who is assisting the Respondent in preparing its Offer.

23.3 Intellectual property in Offer Documents

All intellectual property rights which exist in information contained in this Invitation to Offer or any related material will remain the property of Council but the Respondent is permitted to use that information and material for the purpose only of compiling its Offer.

23.4 Confidential Information

- (a) Subject to clause 23.4(b), the Respondent must keep confidential all documents in connection with its Offer (including the Offer Documents), the matters discussed with Council or its agents in connection with the Procurement Process and the Respondent's Offer, all correspondence in connection with the Procurement Process and the Respondent's Offer, Council's responses to any queries, comments or questions posted to the E-Procurement Platform's 'Online Forum' (including Council's responses to other Respondents' queries, comments or questions) and any other information which is expressed as (or reasonably inferred to be) provided to the Respondent by Council or its agents in confidence.
- (b) The Respondent must obtain the prior written consent of Council to disclose any information referred to under clause 23.4(a).

23.5 Respondent licences Council

Each Respondent licences Council and its officers, employees, agents, advisers and representatives (Personnel) to copy, adapt, amend, disclose or do anything else necessary (in Council's sole discretion) to all material (including that which contains intellectual property rights of the Respondent or other persons) contained in its Offer for the purpose of the Procurement Process, including Council's evaluation of the Respondent's Offer, inviting written tenders for the Supply, negotiating any contract for the Supply with the successful Respondent (if this Procurement Process proceeds to that stage) and this Procurement Process generally.

23.6 Council may make copies

Council and its Personnel may make such copies of an Offer as it requires for those purposes.

23.7 Right to Information Act 2009

- (a) The *Right to Information Act 2009 (RTI Act)* provides members of the public with a right to access documents held by Queensland Government agencies (including local governments).
- (b) The *RTI Act* requires that documents be disclosed upon request, unless the documents are exempt or, on balance, disclosure is contrary to the public interest. Information provided by the Respondent is potentially subject to disclosure to third parties pursuant to the *RTI Act*.
- (c) If disclosure under the *RTI Act*, or general disclosure of information provided by the Respondent, would be of substantial concern to the Respondent, because it would disclose trade secrets, information of commercial value, the purpose or results of research or other information of a confidential nature, including Personal Information, this should be indicated by the Respondent in its Offer. Council cannot guarantee that any information provided by the Respondent will be protected from disclosure under the *RTI Act*.
- (d) The Respondent must familiarise itself with the relevant provisions of the *RTI Act* dealing with the requirements for disclosure of information by agencies, and the grounds on which access to information may be refused.
- (e) Council accepts no responsibility for the accuracy or adequacy of any information it provides to Respondents concerning the content or effect of the *RTI Act*.
- (f) Council reserves the right to disclose, by publication by means of media of its choosing upon conclusion of the Procurement Process and/or award of any contract for the Supply, any details of the name and address of the successful Respondent, a description of the Supply, the commencement date of any contract for the Supply awarded, and the price or value of any contract for the Supply awarded.

24. Information Privacy Act 2009 compliance**24.1 Compliance with the *Information Privacy Act 2009***

By submitting an Offer, the Respondent warrants that it has obtained the consent of each individual whose Personal Information is included in the Offer for:

- (a) the inclusion of their Personal Information in the Offer;

- (b) the use of the Personal Information by Council for the purpose of the Procurement Process, including the evaluation of the Respondent's the Offer; and
- (c) the disclosure of the Personal Information to other parties (including professional advisors) as may be involved in assisting Council with the Procurement Process, including the evaluation of the Respondent's Offer.

24.2 Indemnity

The Respondent must indemnify Council against any claim, damage or loss (including legal costs and expenses) that Council may incur as a consequence of a breach by the Respondent of the warranty in clause 24.

24.3 Other

- (a) Any Personal Information exchanged between the Respondent and Council must be dealt with in accordance with the *Information Privacy Act 2009*.
- (b) The Respondent must immediately notify Council upon becoming aware of any breach of this clause 24.

25. Governing law and jurisdiction**25.1 Governing law**

This Invitation to Offer and the Offer Documents are governed by the laws in force in Queensland.

25.2 Governing jurisdiction

Each party irrevocably submits to the exclusive jurisdiction of the courts of Queensland and the courts of appeal from them.

26. Joint and several liability

If a Respondent comprises two or more parties, their obligations and liabilities (whether as a joint venture, consortium, partnership or any other unincorporated grouping of two or more persons):

- (a) the obligations and liabilities of those persons is joint and several; and
- (b) those persons must notify Council of their representative, who must have authority to bind the Respondent and each of those persons.

Non-Returnable Schedule 1 – Scope and Specification

1. SCOPE AND SPECIFICATION OF WORKS

General

The overall outcome of the Master Plan is to guide the development of 1 Pound Street, Kingaroy (the Site). This specification details the requirements for the provision of a staged Master Plan for the entire Site.

Scope of Works

The Scope of Works is to research, consult, analyse and produce a Master Plan that identifies the spatial layout, plan annotations and perspectives of each land use. The finalised Master Plan will be used to detail future land use within the Site until fully developed.

A staged implementation of development is ideal to rollout development in timely fashion as demands dictate. The Master Plan's proposed staging is to be based on market drivers, and community needs, and the practicality of undertaking the improvement projects in a logical sequence considering influencing factors such as:

- infrastructure provision and access
- market demand for each land use
- ongoing development of surrounding land
- Council's strategic priorities described within Council's Corporate Plan
- Community needs relating to recreation and sport, health, wellbeing and liveability.

The development of the Master Plan may require further investigation, research and consultation across all stakeholders including Council, local community providers and commercial interests.

2. DELIVERABLES

Master Plan Development

Aim

Determination concept plan for development of the Site and detail the projects and strategies that are required to be implemented to achieve this vision.

Objectives

Key objectives to be address:

- a) How the Site can be developed into the future considering the land use mix, proposed buildings and structures, open spaces, recreational and landscape areas.
- b) Development management plan to progress development through stages based on demand and suitability.
- c) Propose design options for the identified community land use space for consideration by Council to determine the preferred development option.

Research and Evaluation

Undertake associated research appropriate to the formulation of the Master Plan as detailed below:

1. Assessment of relevant planning documents to identify key corporate directions and strategies to inform the master planning process.
2. Review of existing supply of the proposed land uses to identify issues and opportunities.
3. Design of landscape/communal areas identifying key issues and opportunities.
4. Review of access and traffic management issues relating to onsite and surrounding traffic arrangements.
5. Relationships and strategic connections between existing and surrounding land uses and opportunities for internal connectivity at the Site.
6. Identification of preliminary development considerations including:
 - a) Water and sewer
 - b) Electricity
 - c) Communications
 - d) Stormwater drainage

- e) Access and roads (internal and external)
- f) Earthworks

Community and Stakeholder Engagement

Council expects that targeted locally-based stakeholders be engaged with to determine the demand for, and appropriate development of, the various land uses in the development of the Master Plan.

Input from Council staff positioned across several departments will be necessary to provide input into key considerations such as open space requirements, existing infrastructure capacity and location, access and town planning / building requirements. It is anticipated that Councillors will be actively involved in the master planning process to determine their views of development and may detail existing enquiries received for use of the site. The project plan for the development of the Master Plan must include provision for a draft Master Plan to be presented to Councillors for consideration and input before finalisation of the Master Plan.

Project Plan including Costs

The Master Plan must include a proposed project plan for the implementation of the plan plus associated costs.

The project plan must include all development stages and costs including:

- All approvals, including town planning, surveys, legals and other preliminary costs
- Site preparation including earthworks, access, infrastructure upgrades, provision of internal infrastructure
- Options analysis for development of community space, including construction and fit-out, whether by Council or other community providers.
- Costs for open space and finishes such as landscaping, signage and security fixtures.
- Staging of individual components of the development based on demand for various land uses.

As this property is a relatively valuable and significant property owned by Council, consideration should be given to the returns to Council compared with social benefit of the community space.

Documentation Requirements

The Master Plan documentation must contain:

- Scaled site spatial layouts
- 3D drawings, plan annotations and perspectives of development
- Diagrams for individual land use precincts including proposed buildings location and design, internal roads and parking, access, and landscaping.
- Project Plan and cost estimates for the development of the Site

Documentation shall be provided in both an electronic PDF format and hard copy versions in a bound A3 or A4 colour format.

Project Commencement and Completion

It is anticipated this Master Plan will commence in March 2022 and be completed in May 2022 or sooner.

The Site

Address: 1 Pound Street, Kingaroy
 RPD: Lot 13 on RP814986
 Area: 2.674 hectares
 Tenure: Freehold
 Zoning: Principal Centre under the South Burnett Planning scheme
 Overlays – in a priority infrastructure area, partially in the airport environment (3km from the airport), Bushfire Hazard Zone (Potential Impact Buffer), partial flood hazard zone, Agricultural Land Classification A.
 Current land use: vacant urban land
 Brief Description: 1 Pound Street is a near level regular shaped large urban parcel located at the southern end of the central business district. The property was previously used as the Kingaroy Shire

Council depot which has been demolished and remains vacant. It was listed on the contaminated site register but Council undertook an extensive program of decontamination and site remediation and the site has been removed from the register.
The property has frontage to Pound Street and Kingaroy Street (part of D'Aguiar Highway which is a state Controlled Road).
The land is encumbered with an electricity easement.
The property adjoins parkland to the north, residential and commercial to the south and west.

Source Documentation

The following source documentation is attached:

1. Photograph of site
2. Map of the Site
3. Survey Plan
4. Executive Summary of the Most Appropriate Use Assessment completed by AEC
5. SBRC Corporate Plan 2021-2026

1 POUND STREET, KINGAROY LAND USE ASSESSMENT

SOUTH BURNETT REGIONAL COUNCIL
JULY 2021

aecgrouppltd.com



LAND USE ASSESSMENT – 1 POUND STREET, KINGAROY QLD



DOCUMENT CONTROL

Job ID: J002089
Job Name: Most Appropriate Use Assessment - 1 Pound Street, Kingaroy
Client: South Burnett Regional Council
Client Contact: Rebecca Bayntun
Project Manager: Fred Ibrahim
Email: Fred.ibrahim@aecgrouppltd.com
Telephone: 1300 799 343
Document Name: AEC - Land Use Assessment - 1 Pound Street, Kingaroy FINAL

Version	Date	Reviewed	Approved
Draft v1.0	03/08/21	CY	FI
Final	07/10/21	CY	FI

Disclaimer:

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EXECUTIVE SUMMARY

BACKGROUND

South Burnett Regional Council ('Council') holds an extensive portfolio of land assets which support the functions of Council. Included in this portfolio is a vacant parcel of land located at 1 Pound Street, Kingaroy ('the Site'). The Site has a land area of 2.67 hectares and is zoned 'Principal Centre' under the South Burnett Regional Council Planning Scheme. It is a significant land holding located at the southern edge of the Kingaroy town centre with parkland, commercial and residential land uses immediately surrounding.

The Site has historically been utilised for various land uses, and in recent decades, under the ownership of Council was utilised as a Council depot facility. The depot use has since ceased and Council subsequently undertook a program of remediation works to decontaminate the Site in readiness for potential divestment.

Council is now seeking advice on the most appropriate use for the Site to support economic development and the community. AEC Group (AEC) was engaged by Council to undertake the analysis to assist with their decision making that considers the right balance of economic benefits, social/community and environmental outcomes.

KEY FINDINGS

Analysis of Land Use Opportunities

The Site is of strategic importance to the Kingaroy Town Centre as it is one of the few large vacant land lots within the Principal Centre zone. In assessing the land use opportunities for the Site, current economic trends, market conditions, and existing and future supply is considered against the locational attributes of the Site.

The following land uses were investigated as part of this assessment

- **Major Retail Use** – i.e., a 'destination retail' development, anchored by a major supermarket and supported by smaller specialty tenants.
- **Commercial Office Development.**
- **Residential Land Uses**, including Aged Care Facility and/or Retirement Village.
- **Health and Medical Facility.**
- **Short-Term Accommodation Facility.**
- **Community Facility.**
- **Mixed-Use Opportunity** – an option with a variety of uses on the Site. This includes a retirement village and/or aged care facility as an anchor use on the Site. It incorporates complementary elements of retail, community uses and open space on the remainder of the Site.

As part of this analysis, the following key economic trends were identified that are likely to influence future land uses in Kingaroy and the South Burnett region:

- **Low population growth projected to 2041.** Kingaroy has observed a declining population over the past six years (since 2014), at an average rate of -0.4% per annum. Population growth to 2041 is expected to be moderate, at an average of 1.0% per annum compared to the Queensland average of 1.2% per annum. The South Burnett LGA is projected to grow at a lower rate, at an average of 0.7% per annum.
- **Growing ageing population.** Currently, the LGA has an older population than Queensland with an average age of 42.8 years compared to 39.1 years in Queensland. In the past decade, the average age in South Burnett increased by 3.1 years. Persons aged over 60 years and above currently accounts for 31.2% of the population in the LGA, increasing to 37.1% by 2041. In Kingaroy, 4.1% of its population is currently aged 60 years and above, forecast to increase to 28.7% in 2041.
- **Health Care and Social Assistance** is the main employment industry in Kingaroy, representing 21.2% of total employment in 2020. This industry increased by 2.4% as a proportion of total employment when compared to

LAND USE ASSESSMENT – 1 POUND STREET, KINGAROY QLD



2016. Other major employment industries include retail trade, and manufacturing, however these industries have declined since 2016 as a proportion of total employment.

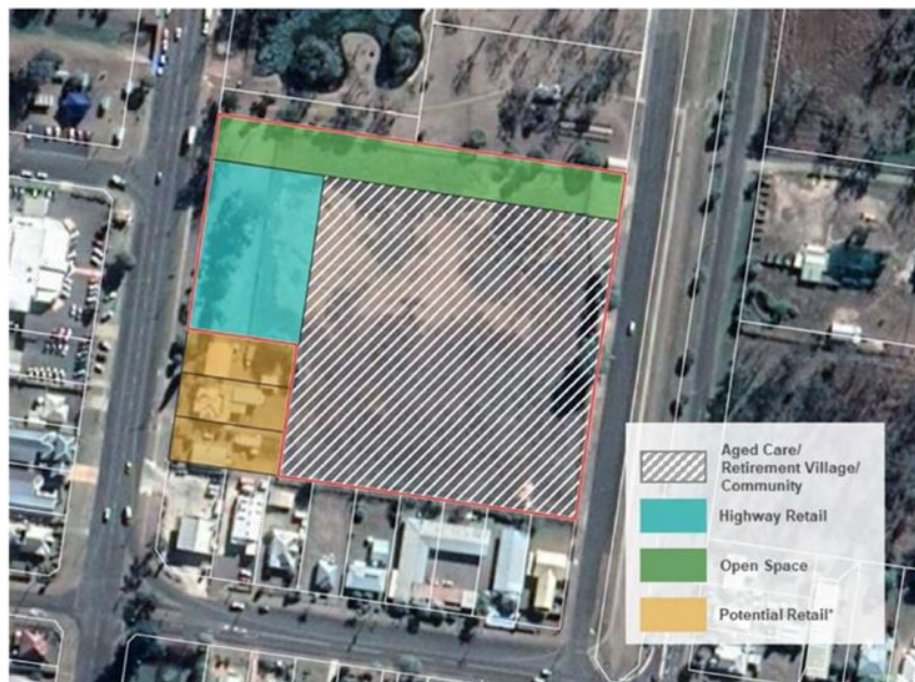
Most Appropriate Land Use Recommendation

The 'Mixed Retirement Village/Aged Care Facility, Community Use and Highway Retail' option is identified as the most appropriate land use, **subject to appropriate timing in the market**. It will deliver the highest public benefits (social, economic and environment) to the Kingaroy community. This option also aligns strategically with community needs and Council objectives, while potentially delivering a moderately attractive financial return (on the retail component).

This recommended option will accommodate a variety of uses on the Site, including:

- **Retirement Village and/or Aged Care Facility.** This land use will be the main use and 'anchor' the Site. It will cater to the ageing population of Kingaroy and South Burnett region. The appropriate mix of independent living units vs aged care beds will be subject to the market.
- **Community Facility.** A part of the new facility could be open for community uses. This will be complementary to the retirement village/aged care facility and allow for interaction and integration of the residents of the facilities and the broader Kingaroy community. Community uses with a flexible space which allows for multiple uses such as indoor sports, facilities for young people and other community groups should be considered.
- **Potential Highway-Oriented Retail Use,** fronting Kingaroy Street, which serves as a southern gateway to the town centre. This will complement existing retail on Kingaroy Street.
- **Open Space,** which provides a buffer between existing uses to the north and improves amenity.

Figure ES.1. Potential Mixed-Use Opportunity



Source: Nearmap, AEC.

9.8 UPDATE TO COUNCIL ON TREE REMOVAL AT RINGSFIELD HOUSE**File Number:** 9-03-2022**Author:** Manager Property**Authoriser:** Chief Executive Officer**PRECIS**

During to recent weather event the large tree at Ringsfield House has been damaged and has been assessed and recommended for removal.

SUMMARY

Update to Council on the tree removal at Ringsfield House after it sustained damaged during a weather event over the October long weekend last year.

OFFICER'S RECOMMENDATION

That Committee accept the report for information

BACKGROUND

During a serve storm over the long weekend in October 2021 the large Cypress tree located on the eastern side of Ringsfield House was damaged and large branches snapped off which fell onto the side of the house and shade sails doing damage.

This tree was planted in the formal gardens of Ringsfield House and noted on the original garden plans. Future investigations will occur to determine suitable replanting.

The Cypress tree was assessed by Council's arborist and has been deemed to be in poor condition due to the structure integrity of the tree being compromised. There is also the fear of rotting because of the exposed section from where the large branches have come away from the main body of the tree. The best plan of action would be to have the tree removed and prevent further damage to Ringsfield House.

A LGM insurance claim has been made for the damages done to the roof of Ringsfield House and the shade sails. Property is currently waiting on feedback from this claim.

The community will be informed about the removal through Council's social media and general media outlets, along with a letter drop to neighbouring property owners and Ringsfield House user groups.

ATTACHMENTS

1. **Report on tree damage after storm - Ringsfield House** [↓](#) 
2. **Photos of damaged tree at Ringsfield House** [↓](#) 
3. **Ringsfield Garden Plan** [↓](#) 



South Burnett
Regional Council

FORM: DI-F45-V1
Department - Infrastructure

Tree Inspection Form

1. REFERENCE DETAILS

Action Request No		Complaint Received	
Inspected by	Damion S	Date of Inspection	18/10/21
Location	RINGSFIELD HOUSE.		
Complaint	ASSESS STORM DAMAGED TREE.		

2. LOCATION

Urban Rural Rural Residential Road Reserve Council Land Footpath
 Property Access

3. TREE

Age	Young <input type="checkbox"/>	Semi Mature <input type="checkbox"/>	Mature <input checked="" type="checkbox"/>	Old <input type="checkbox"/>
Condition	Dead/Dying <input type="checkbox"/>	Poor <input checked="" type="checkbox"/>	Average <input type="checkbox"/>	Good <input type="checkbox"/>
Height	15mcs	Canopy Dimensions	6mcs	Protected Species/Area
Species if known	CYPRESS Sp.			
	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>		

4. DEFECTS

Decay	Minor <input type="checkbox"/>	Major <input checked="" type="checkbox"/>		
Insect Attack	Minor <input type="checkbox"/>	Major <input type="checkbox"/>		
Split	Small <input type="checkbox"/>	Medium <input type="checkbox"/>	Large <input checked="" type="checkbox"/>	
Dead Branches	Minor <input checked="" type="checkbox"/>	Major <input type="checkbox"/>		
Root Problem	Minor <input checked="" type="checkbox"/>	Major <input type="checkbox"/>	Leaning <input type="checkbox"/>	
Stem Opening	Small <input type="checkbox"/>	Medium <input checked="" type="checkbox"/>	Large <input type="checkbox"/>	
Canker	Small <input type="checkbox"/>	Medium <input type="checkbox"/>	Large <input type="checkbox"/>	
Poor Tree Architecture	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>		
Photos Attached	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Sketch Attached	Yes <input type="checkbox"/> No <input type="checkbox"/>
Comments	VERY MATURE TREE HAS SUFFERED MAJOR HIND DAMAGE IN A STORM. HOLLOW WOOD HAS BEEN EXPOSED AND IS BEGINNING TO ROT. STRUCTURAL INTEGRITY OF TREE IS COMPROMIZED.			

5. CORRECTIVE ACTION

Is expert advice required?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	If yes	External <input type="checkbox"/>	NRM <input type="checkbox"/>
Prune <input checked="" type="checkbox"/>	Remove <input checked="" type="checkbox"/>	Brace <input type="checkbox"/>	Leave As Is <input type="checkbox"/>	As per Policy →	Yes <input type="checkbox"/> No <input type="checkbox"/>
Refer to Council / Insect Control	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>			
Comments					

6. RISK ASSESSMENT

Hazard	Falling Branches <input checked="" type="checkbox"/>	Falling Tree <input type="checkbox"/>	Insects <input type="checkbox"/>	Visibility <input type="checkbox"/>	Obstruction <input type="checkbox"/>	Trip <input type="checkbox"/>
Comments	TREE HAS POOR ARCHITECTURE AND NEED MAJOR WORK OR REMOVAL.					
Risks to	Pedestrians <input checked="" type="checkbox"/>	Vehicles <input type="checkbox"/>	Property <input checked="" type="checkbox"/>	Services <input type="checkbox"/>	Nil <input type="checkbox"/>	
Comments						

7. APPROVAL

Co-ordinator	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Signature		Date	
Comments						
Manager	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Signature		Date	
Comments						

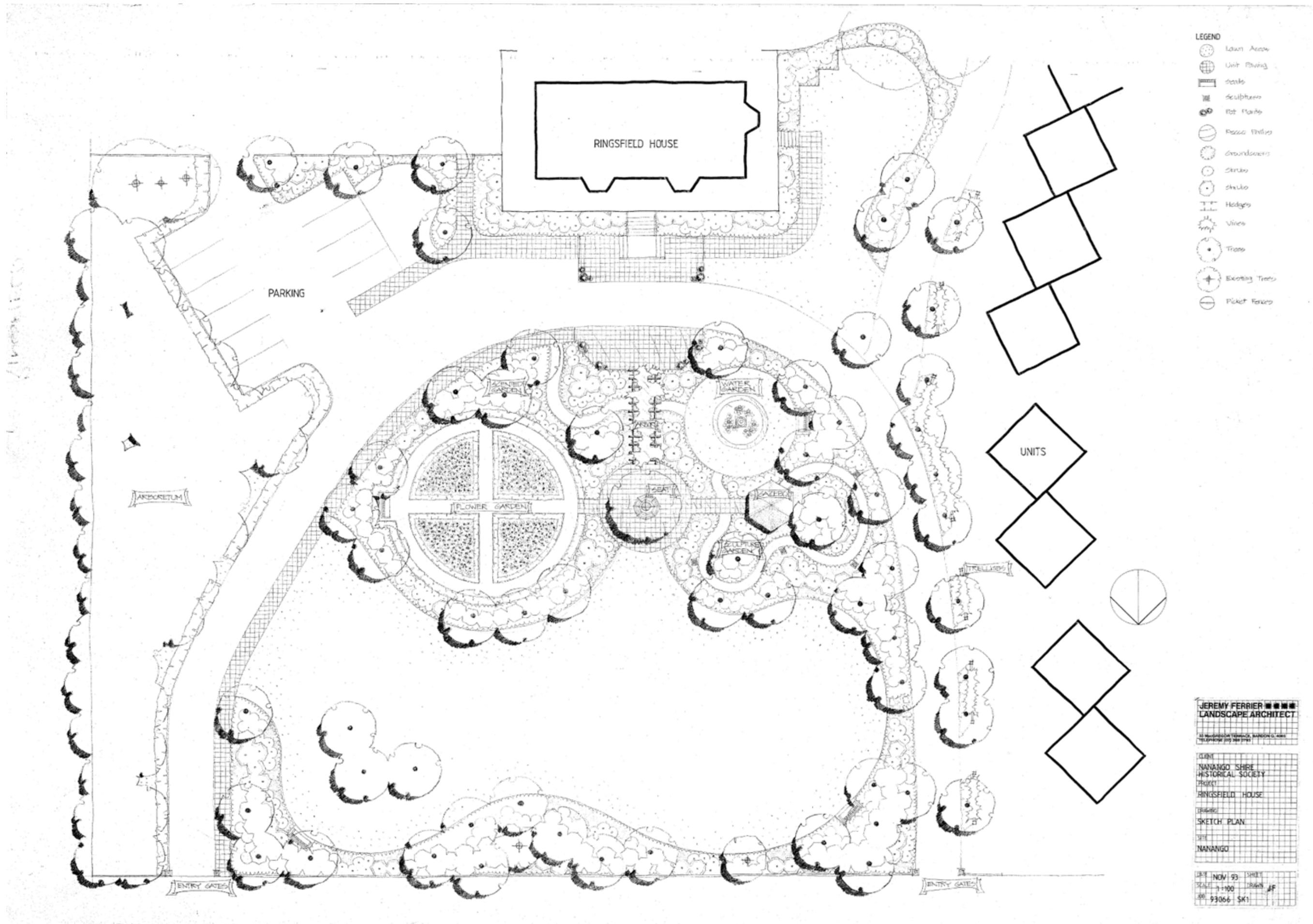
8. RISK ASSESSMENT MATRIX

LIKELIHOOD	CONSEQUENCES				
	Catastrophic 5	Major 4	Moderate 3	Minor 2	Insignificant 1
Almost Certain 5	10	9	8	7	6
Likely 4	9	8	7	6	5
Possible 3	8	7	6	5	4
Unlikely 2	7	6	5	4	3
Rare 1	6	5	4	3	2

Risk Score		What should I do?
9-10	Extreme	Immediate action required
7-8	High	Action plan required, senior management attention needed
5-6	Moderate	Specific monitoring or procedures required, management responsibility must be specified.
2-4	Low	Manage through routine procedures.







9.9 LAND INVESTIGATION REVIEW

File Number: 09-03
Author: Land Investigation Officer
Authoriser: Chief Executive Officer

PRECIS

A review is being undertaken of Council-owned land assets and a report has been prepared for Council.

SUMMARY

The review of land assets is ongoing with potential divestment opportunities identified.

OFFICER'S RECOMMENDATION

That Council receive the attached report on Council's land assets.

BACKGROUND

Council holds some 849 land assets for various purposes and a comprehensive review of the land assets has been undertaken.

The attached report makes recommendations for ongoing divestment of land assets that are no longer required for operational purposes.

ATTACHMENTS

1. Land Review - March 2022 [!\[\]\(f0543fe51acd79be3858008749d93a88_img.jpg\) !\[\]\(b452a1210835992e25e075124622531b_img.jpg\)](#)



REVIEW OF COUNCIL'S LAND HOLDINGS

PO Box 336 Kingaroy Qld 4610 Phone 07 4189 9100 Facsimile 07 4162 4806
Email: info@southburnett.qld.gov.au www.southburnett.qld.gov.au



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1.0 Summary

South Burnett Regional Council (Council) holds land assets for operational purposes. As time progresses, land becomes surplus to requirements with transition to other land assets, changes to Council priorities, changing legislative requirements, land availability and planning regulations.

Council is seeking to manage its portfolio by forming a complete list of land assets, determining what is required for operational purposes, and what opportunities exist for land holdings to be repurposed or divested for economic and social benefit.

Three datasets were used to collate to form a full list of land holdings. A full list of land from the Queensland Titles Office provided the comprehensive list of all land held in Council's name. Council's Asset Register and the Property and Rating database has been used to cross-reference the Qld Titles Office dataset.

A desktop analysis of each property has been undertaken. Council's property portfolio is extensive; however, a vast majority of land parcels are used for operational purposes or are held because constraints that limit development or private ownership. Some constraints may be mitigated, and land assets may be made available for further development if Council considers capital expenditure. Several land assets have been identified that could be readily offered for divestment on the open market.

This report provides explanation of the identified land assets that may be divested and provides recommendations to progress the divestment program.



2.0 Background

As at 01 February 2022, the current Council portfolio of land-holdings covers some 5,490 hectares, comprising of 849 lots ranging from 10 square metres to 300 hectares.

Council's property portfolio is held in various tenures with the majority being freehold. Council also holds a vast number of Reserves as Trustee administered under the *Land Act 1994*. There is also a small number of freehold lots held in trust, as leasehold and permits to occupy.

A review of South Burnett Regional Council's land assets was undertaken in 2011 after the amalgamation of the Murgon, Wondai, Kingaroy and Nanango shires. Since that initial review, properties have been progressively offered for sale on the open market. Recent significant transactions include residential allotments adjoining Boondooma Dam, two large commercial/industrial properties were sold for economic development at Kingaroy and Wondai, the Lady Flo Bjelke-Petersen Community Hospital was gifted and a small shop purchased in Kingaroy Street, Kingaroy.

2.1. 2021 Review

To undertake this review, three datasets were obtained and collated to form a single list of Council's property portfolio. The three datasets were:

- Qld Titles Office
- Council's Asset Register
- Council's Property and Rating data.

A desktop analysis was undertaken for each property and categorised into land use, business unit and whether further investigations were needed with a view for possible divestment.

A list of properties was identified for further consideration for divestment.

This report does not consider properties being acquired or sold under the Local Government Act for rates arrears.



3.0 Objectives

The objective of the land asset review is to provide a comprehensive list of Council's land assets, a summary of what lands can be divested of, and future opportunities.

The divestment strategy aligns with Council's strategic priorities and meets Council's operational plan objective and key priority to

IN9 – Undertake an audit to identify Council land that can be divested

STRATEGIC PRIORITIES

- 1. ENHANCING LIVEABILITY AND LIFESTYLE
Elevate the South Burnett region to be recognised as a "Community of choice".
- 2. PROVIDING KEY INFRASTRUCTURE FOR OUR TOWNS AND VILLAGES
Develop, renew and maintain community infrastructure through sound asset management principles.
- 3. GROWING OUR REGION'S ECONOMY AND PROSPERITY
Boost our economy through investment and innovation that promotes population growth and community wellbeing.
- 4. SAFEGUARDING OUR ENVIRONMENT
A sustainable environment, proactively and responsibly managed in partnership with the community for future generations.
- 5. ORGANISATIONAL EXCELLENCE
An organisation that is characterised by effective leadership, responsible management, good governance and quality service delivery.

Key Priority IN9: Undertake an audit to identify Council land that can be divested.

Key Activities	Outcomes/ Measures	Department / Branch	Key Partners
Affordable Housing Pilot Project	Pilot project actioned and completed	Community / Planning	Property Branch (internal); Local Community Service Providers; Local Builders
Develop and implement Council's Vacant Land Investigation Audit	Number of identified freehold land parcels suitable for disposal Number of land parcels disposed of and removed from Councils asset register	Community / Property	Department of Resources; Real Estate Agents
Review/Consolidate Reserve land holdings	Number of Reserves consolidated Number of Reserve land parcels divested or repurposed	Community / Property	Department of Resources



3.1. Economic Development Objectives

Divestment of Council's land assets will contribute to the economic development of the South Burnett region. Divesting of surplus land assets gives the private sector the opportunity to access land not normally available to promote economic development.

The economic development objectives sought by the investigation, and possible divestment, of Council's land assets, includes:

- Improve economic activity, development and sustainability of SBRC,
- Improve conditions to support investment and employment across the region,
- Encourage community stability and vitality, including a permanent residential population, and
- Undertake timely and coordinated development consistent with constraints and opportunities.

The divestment of land assets will be coordinated and staged to meet market demand and ensure private sector markets aren't unduly affected by Council's land divestment activities.

3.2. Planning and Development

Planning and development opportunities have been considered in the analysis of Council's land assets. Council will seek to ensure that divestment and development opportunities are not lost or unnecessarily constrained through extensive consultation with the planning, infrastructure and natural resource management where required.

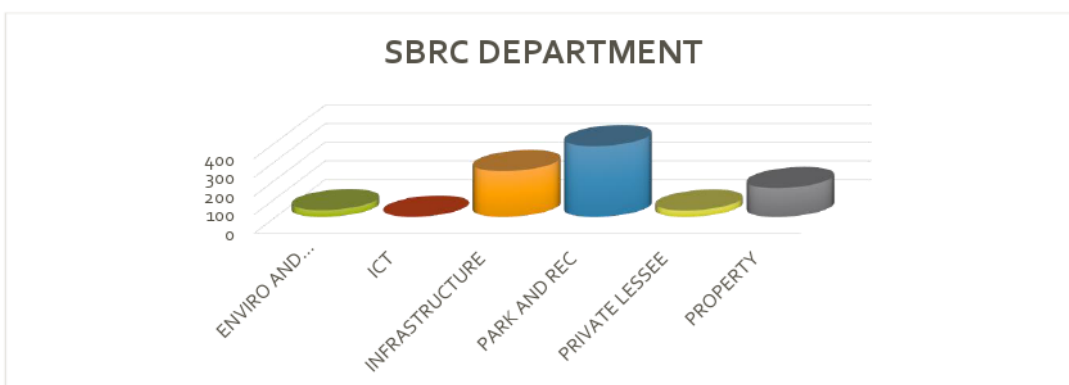
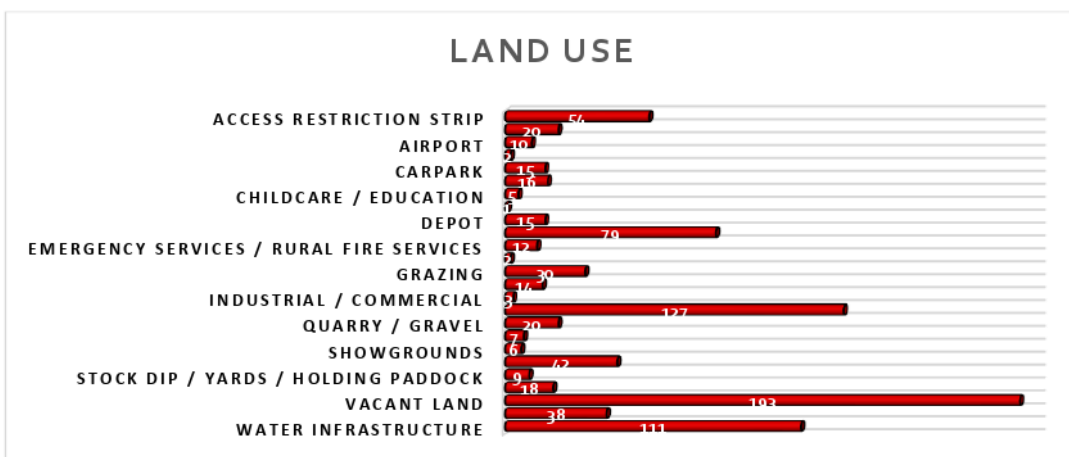
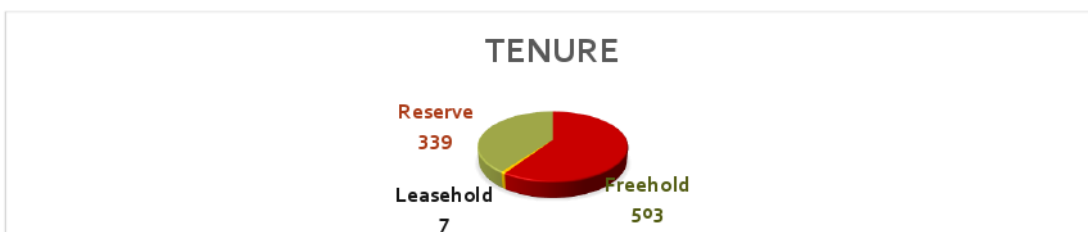
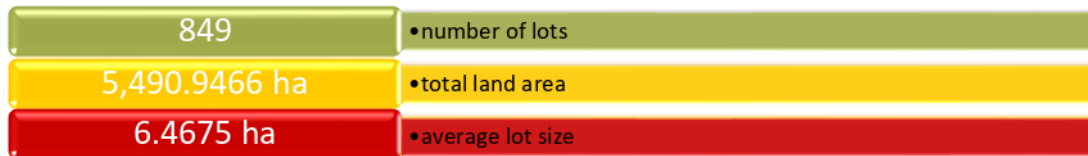
The ongoing analysis of land assets will continue identify opportunities to support divestment Council land assets for economic and community benefit.



4.0 Summary of land holdings

The portfolio of land assets is varied ranging from a 10 square metre access restriction strip to a large rural parcel of 300 hectares incorporating Gordonbrook Dam.

A desktop analysis of parcels determined if they were being used or held by Council for operational purposes. Properties that seemed to be vacant land, or surplus to Council requirements, were flagged for further investigation. Some of those properties that appear unconstrained, have been fully investigated and recommendations are offered below.



5.0 Opportunities

5.1. Land assets immediately available for sale

Some land assets were identified as immediately available for sale on the open market. The land assets have been investigated and have no apparent impediments to sale such as tenure and onerous encumbrances, planning constraints, council operational use (existing or future), or site constraints such as drainage issues.

The ongoing analysis of land assets will continue to identify opportunities to support the divestment of Council land assets for economic and community benefit.

TOWN	STREET	LAND DESCRIPTION
Memerambi	14 Earl Street	Residential land
Hivesville	9 Barr Street	Vacant residential land
Proston	15 Blake Street	Residential / Commercial Land
Wondai	20 Burrows Street	Industrial land
Kingaroy	Cornish Street	Industrial land

Recommendation – divest of the land assets immediately available for sale by offering on the open market by way of tender in the first instance, and if not sold, list for sale on the open market.

5.2. Significant land assets

Council owns a three significant or industrial properties. The property at Pound Street is a very large significant commercial parcel adjoining the southern section of the Kingaroy central business district. Council has endorsed the most appropriate use assessment for the property and a masterplan is being prepared. This land asset will not be dealt with in this report and will continue to be prepared for divestment through a separate approvals process.

Council owns a large industrial parcel in Kingaroy and a small parcel in the Wondai industrial estate.

TOWN	STREET	LAND DESCRIPTION
Kingaroy	Pound Street	Commercial / Industrial Land
Kingaroy	Cornish Street	Industrial land
Wondai	20 Burrows Street	Industrial land

Recommendation

- 1) **Pound St, Kingaroy** – that Council continue with the masterplanning of the land asset at Pound Street, Kingaroy to determine opportunities prior to divestment.
- 2) **Cornish Street, Kingaroy and Burrows Road, Wondai** – that Council retain these two properties in the short term for possible economic development opportunities.



5.3. Land assets requiring drainage investigation/works prior to divestment

A handful of properties appear to be surplus to requirements but have planning, or physical constraints that are impeding possible immediate divestment. These properties may require earthworks or further investigation as to whether they can be offered for sale on the open market.

TOWN	STREET	LAND DESCRIPTION / ISSUE
Blackbutt	4 Hart Street	Residential land / drainage
Blackbutt	Blackbutt-Crows Nest Road	Residential land / drainage
Brooklands	Kingaroy Cooyar Road	Residential land / access and drainage
Blackbutt	25 Morris Street	Residential land – 3 individual lots – possible contamination
Tingoora	36 Magnussens Drive	Residential land / drainage

Recommendation – further investigate the constraints of the land assets and if within budget, undertake works and offer for sale on the open market.


5.4. Residential land assets needing service connection prior to sale

Council holds a number of residential or rural residential parcels that would be available for sale except for services need to be provided before development.


Preliminary investigations have been made to the costs and availability of services and suitability of development. These investigations are a conceptual desktop review only and further detailed investigation will be needed to ensure there are no other issues which may affect the ability for them to be serviced.


TOWN	STREET	LAND DESCRIPTION
Murgon	Goodchild Drive – Lots 50-54 on RP855764	Five individual lots needing services and infrastructure before divestment
Wondai	Ivory Street – Lots 813-817 on W5357	Five individual lots needing services and infrastructure before divestment
Proston	Middle Road – Lots 1-2,11,16-17,26-27 on RP66780	Seven individual lots needing services and infrastructure before divestment
Nanango	Home Street – Lots 312-314 on N2320	Three individual rural residential lots needing services and infrastructure before divestment.




NANANGO	Home Street Lots 312-314 on N2320	
Comment	These are rural residential lots adjoining town lots at Nanango. There are no services connected nor formed road frontage. Due to the proximity to residential development, rather than simply providing further planning will need to be investigated on these lots before offering for divestment. This planning will investigate the potential use opportunities with opportunities for further subdivision.	



MURGON	Goodchild Drive Lots 50-54 on RP855764											
Planning	The proposed sewer locations is the simplest means of connections with the current lot arrangement. However, should the large lot (Lot 70) be considered for development as historically planned, this alignment may not be acceptable, and relocations may be warranted.											
Services	<p>Lots 50-54 can connect to water. Lots 50-53 able to connect to sewer, with Lot 54 unable to connect to sewer based on initial desktop design. It has to be noted that with the alignment of the proposed sewer main, there is no forward planning for future development works on Lot 37 RP842815.</p> <p>Based on linear rate costing and approximate lengths, it is expected that 230 metres of sewer main and maintenance holes will be \$103,500 and 35 metres of water main (including water service connections for each property) will be \$10,050. <i>Note this is direct construction cost not inclusive of survey, design, project management etc. 20% will be added to cover these costs.</i></p> <p>Road extension of 50 metres is required @ \$860,000/km. Stormwater unlikely to be required for this road extension, hence no stormwater allowance has been included.</p>											
Estimated Costs	<table border="0"> <tr> <td>Road Extension:</td> <td>\$43,000</td> </tr> <tr> <td>Water Supply:</td> <td>\$10,050</td> </tr> <tr> <td>Sewer Extension:</td> <td>\$103,500</td> </tr> <tr> <td>Whole of Project Contingency (30%):</td> <td>\$46,965</td> </tr> <tr> <td>Total:</td> <td>\$203,515</td> </tr> </table>		Road Extension:	\$43,000	Water Supply:	\$10,050	Sewer Extension:	\$103,500	Whole of Project Contingency (30%):	\$46,965	Total:	\$203,515
Road Extension:	\$43,000											
Water Supply:	\$10,050											
Sewer Extension:	\$103,500											
Whole of Project Contingency (30%):	\$46,965											
Total:	\$203,515											
Comment	Lots 50 – 53 can be serviced, however consideration should be given to the potential development impacts on Lot 37.											
Possible Returns	<p>Some nine properties have been sold in the vicinity of Goodchild Drive since December 2020. Of those nine properties, sale prices range from \$25-44,000. Four vacant lots are currently for sale for \$45-55,000.</p> <p>Assume four lots average a sale price of \$30-35,000 per lot, total realisation of about \$120-140,000.</p> <p><i>This estimate is not a market valuation and an estimate only based on current sales evidence sourced from realestate.com.au. Land currently listed for sale is also sourced only from realestate.com.au.</i></p>											


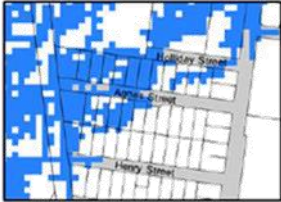

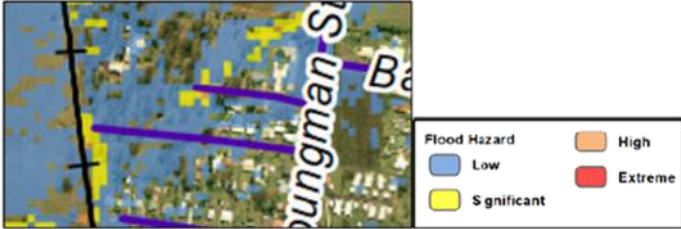
WONDAI	Ivory Street Lots 813-817 on W5357													
Planning	Flood hazard mapping shows encroachment onto Ivory St, but not the lots themselves.													
Services	<p>Lots 813-817 on W5357 can connect to both water and sewer based on initial desktop design.</p> <p>Based on linear rate costing and approximate lengths, it is expected that 80 metres of sewer main and maintenance holes will be \$36,000 and 100 metres of water main (including water service connections for each property) will be \$30,000. Note this is direct construction cost not inclusive of survey, design, project management etc. 20% will be added to cover these costs.</p> <p>Road extension of 110 metres is required @ \$860,000/km. Stormwater may be required for this road extension, an allowance of \$5,000 has been included.</p>													
Estimated Costs	<table> <tr> <td>Road Extension:</td> <td>\$94,600</td> </tr> <tr> <td>Stormwater:</td> <td>\$5,000</td> </tr> <tr> <td>Water Supply:</td> <td>\$28,800</td> </tr> <tr> <td>Sewer Extension:</td> <td>\$36,000</td> </tr> <tr> <td>Whole of Project Contingency (30%):</td> <td>\$49,680</td> </tr> <tr> <td>Total:</td> <td>\$215,280</td> </tr> </table>		Road Extension:	\$94,600	Stormwater:	\$5,000	Water Supply:	\$28,800	Sewer Extension:	\$36,000	Whole of Project Contingency (30%):	\$49,680	Total:	\$215,280
Road Extension:	\$94,600													
Stormwater:	\$5,000													
Water Supply:	\$28,800													
Sewer Extension:	\$36,000													
Whole of Project Contingency (30%):	\$49,680													
Total:	\$215,280													
Comments	Services can be provided to Lots 813-817.													
Possible Returns	<p>Some eight properties have been sold at Wondai since June 2020. Of those eight properties, sale prices range from \$21-60,000. Eight vacant lots are currently for sale for \$48-80,000.</p> <p>The Council-owned lots are located in an inferior location from the sale lots and would not achieve the same sale prices.</p> <p>Assume five lots average a sale price of \$30,000 per lot, total realisation of about \$150,000.</p> <p><i>This estimate is not a market valuation and an estimate only based on current sales evidence sourced from realestate.com.au. Land currently listed for sale is also sourced only from realestate.com.au.</i></p>													

PROSTON	Middle Road Lots 1-2,11,17-16,26-27 on RP66780													
Services	<p>Lots 1-2,11,17-16,26-27 on RP66780 could connect to both water and sewer based on initial desktop design.</p> <p>It has to be noted that the lots 1-2,11,17-16,26-27 on RP66780 are considered rural residential blocks and therefore can connect to water, however these blocks are located outside of the declared service area for sewerage connections. Therefore, unable to connect to sewer. These blocks are generally around 860 sqm and will likely require specialised design for on-site wastewater disposal, which may restrict the location and size of buildings on the properties.</p> <p>Based on linear rate costing and approximate lengths, it is expected that 415 metres of water main (including water service connections for each property) will be \$145,500. These are outside the potable water supply service area and therefore will be only connected to the Proston Rural Scheme.</p> <p>The road construction cost is based on no kerb and channel and is estimated at \$600,000/km for 440 metres.</p>													
Estimated Costs	<table border="0"> <tr> <td>Road Extension:</td> <td style="text-align: right;">\$264,000</td> </tr> <tr> <td>Stormwater:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Water Supply:</td> <td style="text-align: right;">\$124,500</td> </tr> <tr> <td>Sewer Extension:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Whole of Project Contingency (30%):</td> <td style="text-align: right;">\$116,550</td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$505,050</td> </tr> </table>		Road Extension:	\$264,000	Stormwater:	\$0	Water Supply:	\$124,500	Sewer Extension:	\$0	Whole of Project Contingency (30%):	\$116,550	Total:	\$505,050
Road Extension:	\$264,000													
Stormwater:	\$0													
Water Supply:	\$124,500													
Sewer Extension:	\$0													
Whole of Project Contingency (30%):	\$116,550													
Total:	\$505,050													
Comment:	<p>Note that potable water supply to these blocks is not currently available and would require further work to determine the costs to supply – if possible.</p>													
Possible Returns	<p>Some five small residential lots have been sold at Proston since 2020. Of those five properties, three sold in 2020 from \$11-16,000, and two sold in late 2021 for \$22-25,000 showing a marked increase in the market for vacant land. There are currently no small residential lots for sale.</p> <p>Assume seven lots average a sale price of \$20,000 per lot, total realisation of about \$140,000 if sold as individual lots.</p> <p>Some consideration could be given to selling bundles of lots that have existing gravel road frontage. There would be two bundles of 3-4 lots that could be offered for sale. The possible sale price would not be much greater than the estimated \$20,000 but the costs of providing infrastructure would be minimised.</p> <p><i>This estimate is not a market valuation and an estimate only based on current sales evidence sourced from realestate.com.au. Land currently listed for sale is also sourced only from realestate.com.au.</i></p>													

RECOMMENDATIONS

- 1) **Murgon** – that infrastructure be provided to the vacant residential land lots at Murgon and the five lots be offered for sale on the open market.
- 2) **Wondai** – that lots at Wondai be further investigated regarding flooding impacts and possible realignment of lot boundaries to minimise costs.
- 3) **Proston** – that the vacant lots be bundled together so that access currently exists from the formed gravel road, and offered to the open market by way of tender and, if not sold, listed on the open market.
- 4) **Nanango** – further investigate the most appropriate use of lots owned at Home Street to determine subdivision or reconfiguration of lots will optimise the land use.



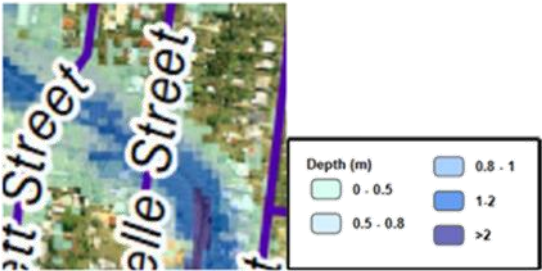
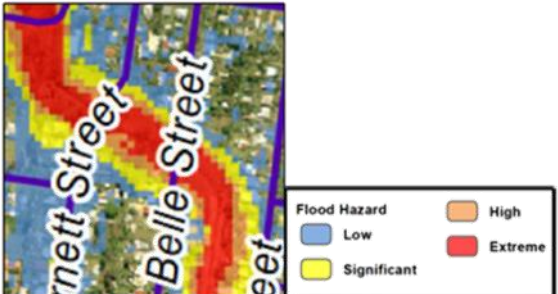
5.5. Residential land assets constrained but to be retained

<p>KINGAROY</p>	<p>Agnes Street Lots 7-19,27 on RP41769</p>	
<p>Planning</p>	<p>Agnes Street at this location is an overland flow path for the catchment that starts at the top end of Taylors/Tessmans Rd. The construction of dwellings in this location would pose risk to people and property. Any buildings (dwellings, sheds, outbuilding etc) would also result in the potential diversion of stormwater into other currently unaffected properties.</p> <p>Flood hazard mapping shows encroachment into Agnes St:</p>  <p>Flood mapping from the Qld Floodcheck website shows that depth of flood waters in a ARI100 event is up to 0.5m:</p>  <p>Flood Hazard mapping shows that area is deemed to be low to high:</p> 	



Services	<p>Lots 7-19,27 RP41769 can connect to both water and sewer based on initial desktop design.</p> <p>Based on linear rate costing and approximate lengths, it is expected that 390 metres of sewer main and maintenance holes will be \$175,500 and 155 metres of water main (including water service connections for each property) will be \$46,500. Note this is direct construction cost not inclusive of survey, design, project management etc. 20% will be added to cover these costs.</p> <p>Road extension of 160 metres required @\$860,000/km.</p> <p>Extension of the stormwater network is required (160 metres), an allowance of \$700/m has been included.</p>												
Estimated Costs	<table> <tr> <td>Road Extension:</td> <td>\$137,600</td> </tr> <tr> <td>Stormwater:</td> <td>\$112,000</td> </tr> <tr> <td>Water Supply:</td> <td>\$46,500</td> </tr> <tr> <td>Sewer Extension:</td> <td>\$175,500</td> </tr> <tr> <td>Whole of Project Contingency (30%):</td> <td>\$141,480</td> </tr> <tr> <td>Total:</td> <td>\$613,080</td> </tr> </table>	Road Extension:	\$137,600	Stormwater:	\$112,000	Water Supply:	\$46,500	Sewer Extension:	\$175,500	Whole of Project Contingency (30%):	\$141,480	Total:	\$613,080
Road Extension:	\$137,600												
Stormwater:	\$112,000												
Water Supply:	\$46,500												
Sewer Extension:	\$175,500												
Whole of Project Contingency (30%):	\$141,480												
Total:	\$613,080												
Comment:	It is recommended that the above lots are not developed due to risk of impacts from flooding/stormwater.												



<p>KINGAROY</p>	<p>Belle Street Lots 33-35,18-55 on RP37003 and Lot 2 on RP175097</p>	
<p>Planning</p>	<p>Belle Street at this location is a major overland stormwater flow path. The construction of dwellings in this location would pose significant risk to people and property. Any buildings (dwellings, sheds, outbuilding etc) would also result in the potential diversion of stormwater into other currently unaffected properties.</p> <p>Flood hazard mapping shows encroachment into the lots, per below:</p>  <p>Flood mapping from the Qld Floodcheck website shows that depth of flood waters in an ARI100 event is up to 2m:</p>  <p>Flood Hazard mapping shows that area is deemed to be extreme:</p> 	



Services	<p>Lots 33-35,48-55 on RP37003 and Lot 2 on RP175097 can connect to both water and sewer based from initial desktop design. It has to be noted that there is a stormwater floodplain crossing right through from 33 RP37003 up to 2 on RP175097. The proposed sewer main alignment behind Lot 1 on RP175097 will service the southern side of Lot 2 on RP175097 and the existing sewer main will service the northern side of Lot 2 on RP175097.</p> <p>Based on linear rate costing and approximate lengths, it is expected that 125 metres of sewer main and maintenance holes will be \$56,250 and provision for water service connections for each property will be at standard water connection fees (\$1,030 per connection).</p>												
Estimated Costs	<table border="0"> <tr> <td>Road Extension:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Stormwater:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Water Supply:</td> <td style="text-align: right;">\$12,360</td> </tr> <tr> <td>Sewer Extension:</td> <td style="text-align: right;">\$56,250</td> </tr> <tr> <td>Whole of Project Contingency (30%):</td> <td style="text-align: right;">\$20,583</td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$89,190</td> </tr> </table>	Road Extension:	\$0	Stormwater:	\$0	Water Supply:	\$12,360	Sewer Extension:	\$56,250	Whole of Project Contingency (30%):	\$20,583	Total:	\$89,190
Road Extension:	\$0												
Stormwater:	\$0												
Water Supply:	\$12,360												
Sewer Extension:	\$56,250												
Whole of Project Contingency (30%):	\$20,583												
Total:	\$89,190												
Comment:	<p>It is not recommended that these blocks be developed, due to the stormwater/flooding impacts.</p>												

Recommendation – these properties retained due to flooding constraints and considered in future review of parkland.



5.6. Review of Reserves

Council holds 332 land assets as Trustee for Reserves in accordance with the *Land Act 1994* for a variety of purposes:

- Baths
- Camping
- Camping and Road
- Camping and Water
- Camping Place
- Camping Water and Recreation
- Camping Water and Road
- Cemetery
- Crossing Water and Road
- Dam
- Departmental and Official
- Drainage
- Electrical Works
- Environmental Purposes
- Gravel
- Heritage and Cultural Purposes
- Heritage Historical and Cultural Purposes
- Landing Ground for Aircraft
- Location Government
- Memorial Park
- Park
- Park and Recreation
- Pound
- Public
- Quarry
- Racecourse Recreation Aircraft Landing
- Recreation
- Recreation and Water
- Rubbish
- Rubbish Depot
- Sanitary
- Showground
- Showground and Recreation
- Sport and Recreation
- Stock Control and Health
- Stock Dip
- Stock Holding Paddock
- Stock Trucking
- Township
- Water
- Water and Crossing
- Water and Recreation
- Water and Road
- Water Supply
- Water works

Council holds reserves for both public purposes and for Council use. Reserve tenure protects the continued use of the land asset for its designated purpose. Reserves located in rural areas are often leased to the public for secondary land uses such as grazing.

Dealing with reserves is complex and constrained by the nature of the tenure including the purpose for which the land is reserved. Native Title rights and cultural heritage legislation also have to be considered prior to dealing with any reserve.

A handful of reserves have been identified and possible divestment opportunities, due to their location, size and public enquiries on availability for alternative use. As the reserves are public lands, public consultation is required prior to undertaking any further investigations into possible divestment or development. The below have been considered and may be possible divestment opportunities in the short term with a full review of Reserves and parkland to follow.

TOWN	STREET	LAND DESCRIPTION
Nanango	Lee Court	Reserve for park
Kingaroy	32 Walter Road	Reserve for park
Nanango	Railway Lane	Reserve for Park improved with a single unit residential dwelling

Recommendation

- a) **Park reserves** – that a public consultation plan for above reserves be development and if no longer required for park, investigate most appropriate use and progress divestment.

5.7. Housing pilot project

Council's focus in recent months has been the supply and demand for housing in the region with particular focus on provision of affordable, disability and social housing.

Council has engaged with affordable housing providers to provide land for housing development.

Surplus land assets in Kingaroy have been earmarked for possible residential development.

TOWN	STREET	LAND DESCRIPTION
Kingaroy	Kingaroy Street	Vacant residential land
Kingaroy	Kelvin Street	Vacant residential land
Kingaroy	Agnes Street	Vacant residential land with drainage / flooding constraints

Recommendation


That Council hold the above lots for consideration for development by affordable housing providers.

5.8. Residential properties owned and managed by Council


Councils holds a number of residential dwelling houses and unit complexes which are either operated by Council or held by third parties on Council land.


TOWN	STREET	LAND DESCRIPTION
Murgon	22 Goodchild Drive	Single unit dwelling
Murgon	8 Tiernan Terrace	Single unit dwelling
Nanango	Appin Place	Multi-unit residential
Nanango	Brighthaven	Multi-unit residential
Nanango	Drayton Villas	Multi-unit residential
Nanango	Railway Lane	Single unit dwelling
Nanango	15 Hunter Street	Single unit dwelling
Nanango	95 Brisbane Street	Single unit dwelling




MURGON	<p>22 Goodchild Drive Lot 44 on RP855764</p>																			
Description	<p>22 Goodchild Drive is a detached dwelling built in 2002 and which is currently tenanted.</p> <p>Annual depreciation is approximately \$6385.00.</p>																			
Estimated Maintenance	<p>The overall condition score is 4 – good overall but with some obvious deterioration evident.</p> <p>The CT Management inspection program identified the following future maintenance requirements. All estimates are based on cost applicable July 2019.</p> <table border="0" data-bbox="432 846 1329 1012"> <tr> <td>Replace carpet (2023)</td> <td>\$16,000</td> <td>\$16,000</td> </tr> <tr> <td>Renew bathrooms x 2 (2027)</td> <td>(2x) \$30,000</td> <td>\$60,000</td> </tr> <tr> <td>Renew kitchen (2027)</td> <td>\$16,500</td> <td>\$16,500</td> </tr> <tr> <td>Internal repaint (2024)</td> <td>\$12,000</td> <td>\$12,000</td> </tr> <tr> <td>Other maintenance – various</td> <td>\$11,450</td> <td>\$11,450</td> </tr> <tr> <td>Total estimated future expenditure</td> <td></td> <td>\$85,950</td> </tr> </table>		Replace carpet (2023)	\$16,000	\$16,000	Renew bathrooms x 2 (2027)	(2x) \$30,000	\$60,000	Renew kitchen (2027)	\$16,500	\$16,500	Internal repaint (2024)	\$12,000	\$12,000	Other maintenance – various	\$11,450	\$11,450	Total estimated future expenditure		\$85,950
Replace carpet (2023)	\$16,000	\$16,000																		
Renew bathrooms x 2 (2027)	(2x) \$30,000	\$60,000																		
Renew kitchen (2027)	\$16,500	\$16,500																		
Internal repaint (2024)	\$12,000	\$12,000																		
Other maintenance – various	\$11,450	\$11,450																		
Total estimated future expenditure		\$85,950																		




MURGON	8 Tiernan Lot 15 on RP164438																									
Description	<p>8 Tiernan Terrace is a detached dwelling built in 1997 and which is currently tenanted.</p> <p>Annual depreciation is approximately \$5852.00.</p> <p>The overall condition score is 4 – good overall but with some obvious deterioration evident.</p>																									
Estimated Maintenance	<p>The CT Management inspection program identified the following future maintenance requirements. All estimates are based on cost applicable July 2019.</p> <table border="0" data-bbox="432 860 1321 1084"> <tr> <td>Replace carpet-living area (2024)</td> <td style="text-align: right;">\$5,500</td> <td style="text-align: right;">\$5,500</td> </tr> <tr> <td>Replace vinyl flooring (2026)</td> <td style="text-align: right;">\$6,500</td> <td style="text-align: right;">\$6,500</td> </tr> <tr> <td>Renew bathroom (2026)</td> <td style="text-align: right;">\$20,000</td> <td style="text-align: right;">\$20,000</td> </tr> <tr> <td>Renew kitchen (2026)</td> <td style="text-align: right;">\$15,000</td> <td style="text-align: right;">\$15,000</td> </tr> <tr> <td>Replace carpet – 2 x bedrooms (2021)</td> <td style="text-align: right;">\$7,000</td> <td style="text-align: right;">\$7,000</td> </tr> <tr> <td>Internal repaint (2024)</td> <td style="text-align: right;">\$12,000</td> <td style="text-align: right;">\$12,000</td> </tr> <tr> <td>Other maintenance – various</td> <td style="text-align: right;">\$7,900</td> <td style="text-align: right;">\$7,900</td> </tr> <tr> <td>Total estimated future expenditure</td> <td></td> <td style="text-align: right;">\$73,900</td> </tr> </table>		Replace carpet-living area (2024)	\$5,500	\$5,500	Replace vinyl flooring (2026)	\$6,500	\$6,500	Renew bathroom (2026)	\$20,000	\$20,000	Renew kitchen (2026)	\$15,000	\$15,000	Replace carpet – 2 x bedrooms (2021)	\$7,000	\$7,000	Internal repaint (2024)	\$12,000	\$12,000	Other maintenance – various	\$7,900	\$7,900	Total estimated future expenditure		\$73,900
Replace carpet-living area (2024)	\$5,500	\$5,500																								
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Internal repaint (2024)	\$12,000	\$12,000																								
Other maintenance – various	\$7,900	\$7,900																								
Total estimated future expenditure		\$73,900																								


<p>NANANGO</p>	<p>Appin Place Lots 4-5 on RP149281</p>																												
<p>Description</p>	<p>Appin place is a complex of 11 units (numbered Unit 13 to Unit 23) with one only freestanding carport which is for the use of unit 23. The units were constructed circa 1982.</p> <p>The units are generally attached as a duplex configuration, the exception being unit 23 which is standalone.</p> <p>Annual depreciation is approximately \$17608.00.</p> <p>The overall condition score for the complex is 5 – fair overall with obvious condition deterioration and some serviceability loss.</p>																												
<p>Estimated Maintenance</p>	<p>The CT Management inspection program identified the following future maintenance requirements. All estimates are based on cost applicable July 2019.</p> <table border="0" data-bbox="443 999 1329 1249"> <tr> <td>Internal paint (2024)</td> <td style="text-align: right;">\$46,000</td> <td style="text-align: right;">\$46,000</td> </tr> <tr> <td>External paint (2021)</td> <td style="text-align: right;">\$22,500</td> <td style="text-align: right;">\$22,500</td> </tr> <tr> <td>Renew laundry (Unit 23 only, 2023)</td> <td style="text-align: right;">\$6,500</td> <td style="text-align: right;">\$6,500</td> </tr> <tr> <td>Carpet replacement (2022-2025)</td> <td style="text-align: right;">\$32,000</td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">\$32,000</td> <td></td> </tr> <tr> <td>Kitchen renewals (2024-2025)</td> <td style="text-align: right;">\$57,500</td> <td style="text-align: right;">\$57,500</td> </tr> <tr> <td>Other maintenance – various</td> <td style="text-align: right;">\$57,000</td> <td style="text-align: right;">\$57,000</td> </tr> <tr> <td>Internal road repairs (2021)</td> <td style="text-align: right;">\$35,000</td> <td style="text-align: right;">\$35,000</td> </tr> <tr> <td>Total estimated future expenditure</td> <td></td> <td style="text-align: right;">\$256,500</td> </tr> </table> <p>In addition to the above works it should be acknowledged that the sanitary drainage across the site is in poor condition due to the ingress of tree roots. Contractors are regularly engaged to clear blockages. The only long-term solution is to replace the drains at some future point when the cleaning frequency increases to an unacceptable level. A suggested preliminary starting budget for drain replacement is \$100,000.</p>		Internal paint (2024)	\$46,000	\$46,000	External paint (2021)	\$22,500	\$22,500	Renew laundry (Unit 23 only, 2023)	\$6,500	\$6,500	Carpet replacement (2022-2025)	\$32,000			\$32,000		Kitchen renewals (2024-2025)	\$57,500	\$57,500	Other maintenance – various	\$57,000	\$57,000	Internal road repairs (2021)	\$35,000	\$35,000	Total estimated future expenditure		\$256,500
Internal paint (2024)	\$46,000	\$46,000																											
External paint (2021)	\$22,500	\$22,500																											
Renew laundry (Unit 23 only, 2023)	\$6,500	\$6,500																											
Carpet replacement (2022-2025)	\$32,000																												
	\$32,000																												
Kitchen renewals (2024-2025)	\$57,500	\$57,500																											
Other maintenance – various	\$57,000	\$57,000																											
Internal road repairs (2021)	\$35,000	\$35,000																											
Total estimated future expenditure		\$256,500																											




<p>NANANGO</p>	<p>Brighthaven Units Lot 9 on SP307587</p>																	
<p>Description</p>	<p>There are 10 units comprising the Brighthaven complex with construction being staged over a period starting in the late 1970's and being completed in the mid 1980's.</p> <p>There are three buildings comprising 3 in duplex configuration and one building of 4 attached units resulting in 4 financial assets on across the site.</p> <p>Annual depreciation is approximately \$17047.00</p> <p>Units 1 to 8 have a condition score of 5 - fair overall with obvious condition deterioration and some serviceability loss, whilst units 9 and 10 are scored at 4 - good overall but with some obvious deterioration evident.</p>																	
<p>Estimated Maintenance</p>	<p>The CT Management inspection program identified the following future maintenance requirements. All estimates are based on cost applicable July 2019. Unit 8 is not included in the following data as internal access was not available at the time of inspection.</p> <table border="0" style="width: 100%;"> <tr> <td style="padding-left: 20px;">Kitchen replacements (2023-2026)</td> <td style="text-align: right;">\$24,000</td> </tr> <tr> <td style="padding-left: 20px;">Bathroom renewals (2020-2023)</td> <td style="text-align: right;">\$84,000</td> </tr> <tr> <td style="padding-left: 20px;">Vinyl flooring replacement (2024)</td> <td style="text-align: right;">\$4,500</td> </tr> <tr> <td style="padding-left: 20px;">Carpet replacement (2022-2027)</td> <td style="text-align: right;">\$48,500</td> </tr> <tr> <td style="padding-left: 20px;">Internal paint (2024-2025)</td> <td style="text-align: right;">\$20,000</td> </tr> <tr> <td style="padding-left: 20px;">External paint (2023)</td> <td style="text-align: right;">\$7,000</td> </tr> <tr> <td style="padding-left: 20px;">Other maintenance – various</td> <td style="text-align: right;">\$22,650</td> </tr> <tr> <td style="padding-left: 20px;">Total estimated future expenditure</td> <td style="text-align: right;">\$210,650</td> </tr> </table>		Kitchen replacements (2023-2026)	\$24,000	Bathroom renewals (2020-2023)	\$84,000	Vinyl flooring replacement (2024)	\$4,500	Carpet replacement (2022-2027)	\$48,500	Internal paint (2024-2025)	\$20,000	External paint (2023)	\$7,000	Other maintenance – various	\$22,650	Total estimated future expenditure	\$210,650
Kitchen replacements (2023-2026)	\$24,000																	
Bathroom renewals (2020-2023)	\$84,000																	
Vinyl flooring replacement (2024)	\$4,500																	
Carpet replacement (2022-2027)	\$48,500																	
Internal paint (2024-2025)	\$20,000																	
External paint (2023)	\$7,000																	
Other maintenance – various	\$22,650																	
Total estimated future expenditure	\$210,650																	



NANANGO	Drayton Villas Lot 1 on RP175001															
Description	<p>Drayton Villas is comprised of 12 unit in three blocks of 4 units with a separate laundry/store building. There is a freestanding carport adjacent to the laundry/store building. The units were constructed circa 1982 with extensions to some being completed in 2003.</p> <p>Annual depreciation for the complex is approximately \$25983.00</p> <p>All buildings have been given an overall condition score of 4 - good overall but with some obvious deterioration evident.</p>															
Estimated Maintenance	<p>The CT Management inspection program identified the following future maintenance requirements. All estimates are based on cost applicable July 2019.</p> <table data-bbox="435 943 1335 1151"> <tr> <td>Internal paint (2023-2024)</td> <td style="text-align: right;">\$54,000</td> </tr> <tr> <td>Roof repairs/repaint (2023)</td> <td style="text-align: right;">\$30,000</td> </tr> <tr> <td>External paint (2020-2024)</td> <td style="text-align: right;">\$14,500</td> </tr> <tr> <td>Carpet replacement (2025)</td> <td style="text-align: right;">\$9,000</td> </tr> <tr> <td>A/C replacement</td> <td style="text-align: right;">\$3,000</td> </tr> <tr> <td>Other maintenance – various</td> <td style="text-align: right;">\$39,700</td> </tr> <tr> <td>Total estimated future expenditure</td> <td style="text-align: right;">\$150,200</td> </tr> </table>		Internal paint (2023-2024)	\$54,000	Roof repairs/repaint (2023)	\$30,000	External paint (2020-2024)	\$14,500	Carpet replacement (2025)	\$9,000	A/C replacement	\$3,000	Other maintenance – various	\$39,700	Total estimated future expenditure	\$150,200
Internal paint (2023-2024)	\$54,000															
Roof repairs/repaint (2023)	\$30,000															
External paint (2020-2024)	\$14,500															
Carpet replacement (2025)	\$9,000															
A/C replacement	\$3,000															
Other maintenance – various	\$39,700															
Total estimated future expenditure	\$150,200															

NANANGO	15 Hunter Street Lot 8 on RP173395																	
Description	<p>15 Hunter Street is a detached dwelling built in 1982 and which is currently tenanted.</p> <p>Annual depreciation is approximately \$3459.00</p> <p>The building has an overall condition score of 4 - good overall but with some obvious deterioration evident.</p>																	
Estimated Maintenance	<p>The CT Management inspection program identified the following maintenance requirements. All estimates are based on cost applicable July 2019.</p> <table data-bbox="438 846 1209 1070"> <tr> <td>Replace rusted gutters (2020)</td> <td style="text-align: right;">\$8000</td> </tr> <tr> <td>Sand and polish floor (2022)</td> <td style="text-align: right;">\$3,000</td> </tr> <tr> <td>Replace A/C (2019)</td> <td style="text-align: right;">\$3,000</td> </tr> <tr> <td>Replace carpet (2021)</td> <td style="text-align: right;">\$9,500</td> </tr> <tr> <td>External paint (2022)</td> <td style="text-align: right;">\$5,000</td> </tr> <tr> <td>Internal paint (2024)</td> <td style="text-align: right;">\$12,000</td> </tr> <tr> <td>Other maintenance – various</td> <td style="text-align: right;">\$9,850</td> </tr> <tr> <td>Total estimated future expenditure</td> <td style="text-align: right;">\$50,350</td> </tr> </table>		Replace rusted gutters (2020)	\$8000	Sand and polish floor (2022)	\$3,000	Replace A/C (2019)	\$3,000	Replace carpet (2021)	\$9,500	External paint (2022)	\$5,000	Internal paint (2024)	\$12,000	Other maintenance – various	\$9,850	Total estimated future expenditure	\$50,350
Replace rusted gutters (2020)	\$8000																	
Sand and polish floor (2022)	\$3,000																	
Replace A/C (2019)	\$3,000																	
Replace carpet (2021)	\$9,500																	
External paint (2022)	\$5,000																	
Internal paint (2024)	\$12,000																	
Other maintenance – various	\$9,850																	
Total estimated future expenditure	\$50,350																	

NANANGO	95 Brisbane Street Lot 2 on SP207095																							
Description	<p>95 Brisbane Street is a detached dwelling which is currently tenanted. It was re located to its current site in 2005.</p> <p>Annual depreciation is approximately \$3325.00.</p> <p>The building has an overall condition score of 5 - fair overall with obvious condition deterioration and some serviceability loss.</p>																							
Estimated Maintenance	<p>The CT Management inspection program identified the following maintenance requirements. All estimates are based on cost applicable July 2019.</p> <table border="0" data-bbox="432 824 1324 1137"> <tr> <td>Replace carpet (2020)</td> <td style="text-align: right;">\$9,000</td> </tr> <tr> <td>Replace vinyl floor (2020)</td> <td style="text-align: right;">\$1000</td> </tr> <tr> <td>Sand and polish floor (2020)</td> <td style="text-align: right;">\$2,500</td> </tr> <tr> <td>External paint (2020)</td> <td style="text-align: right;">\$14,000</td> </tr> <tr> <td>Replace A/C (2020)</td> <td style="text-align: right;">\$3,000</td> </tr> <tr> <td>Replace rusted gutters (2020)</td> <td style="text-align: right;">\$5,000</td> </tr> <tr> <td>Renew kitchen (2020)</td> <td style="text-align: right;">\$15,000</td> </tr> <tr> <td>Internal paint (2024)</td> <td style="text-align: right;">\$16,000</td> </tr> <tr> <td>Roof replacement (2020)</td> <td style="text-align: right;">\$24,000</td> </tr> <tr> <td>Other maintenance – various</td> <td style="text-align: right;">\$13,900</td> </tr> <tr> <td>Total estimated future expenditure</td> <td style="text-align: right;">\$103,400</td> </tr> </table>		Replace carpet (2020)	\$9,000	Replace vinyl floor (2020)	\$1000	Sand and polish floor (2020)	\$2,500	External paint (2020)	\$14,000	Replace A/C (2020)	\$3,000	Replace rusted gutters (2020)	\$5,000	Renew kitchen (2020)	\$15,000	Internal paint (2024)	\$16,000	Roof replacement (2020)	\$24,000	Other maintenance – various	\$13,900	Total estimated future expenditure	\$103,400
Replace carpet (2020)	\$9,000																							
Replace vinyl floor (2020)	\$1000																							
Sand and polish floor (2020)	\$2,500																							
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Replace rusted gutters (2020)	\$5,000																							
Renew kitchen (2020)	\$15,000																							
Internal paint (2024)	\$16,000																							
Roof replacement (2020)	\$24,000																							
Other maintenance – various	\$13,900																							
Total estimated future expenditure	\$103,400																							


<p>Recommendation</p> <ul style="list-style-type: none"> a) Offer for sale in the open market: <ul style="list-style-type: none"> - 22 Goodchild Drive, Murgon - 8 Tiernan Place, Murgon - Appin Place, Nanango - 95 Brisbane Street, Nanango b) Hold the remaining housing until the above properties are sold except for 15 Hunter Street which is held for temporary accommodation for contractors and employees.
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5.9. Residential land owned by Council but improved and managed by a third party

TOWN	STREET	LAND DESCRIPTION
Blackbutt	Scotthaven Units	Multi-unit residential
Wondai	The Laurels	Multi-unit residential
Wondai	Wondai Aged Care	Multi-unit residential

Council owns land on which multi-residential properties have been developed. These residential developments are managed and operated by third parties. Only part of the Scotthaven units an asset of Council's

BLACKBUTT	<p>Scotthaven Units 49 Hart Street Lots 1-2 on SP315757</p>																						
Description	<p>The complex is leased to and managed by the Blackbutt-Benarkin Aged Care Association.</p> <p>Scotthaven Units is a complex of four units with each unit having a detached freestanding carport. The complex was constructed circa 1984.</p> <p>Annual depreciation is approximately \$9,950.</p> <p>The overall condition score for the complex is 5 – fair overall with obvious condition deterioration and some serviceability loss.</p>																						
Estimated Maintenance	<p>The CT Management inspection program identified the following future maintenance requirements. All estimates are based on cost applicable July 2019.</p> <table border="0"> <tr> <td>Renew kitchens x 4 (2021)</td> <td>\$10,000 x 4</td> <td>\$40,000</td> </tr> <tr> <td>Renew bathrooms x 4 (2022)</td> <td>\$35,000 x 4</td> <td>\$140,000</td> </tr> <tr> <td>Painting x 4 (2022-2024)</td> <td>\$5,000 x4</td> <td>\$20,000</td> </tr> <tr> <td>Replace floor coverings x 4 (2022-2028)</td> <td>\$6,000 x 4</td> <td>\$24,000</td> </tr> <tr> <td>Replace roof – Unit 4 (2027)</td> <td>\$17,500</td> <td>\$17,500</td> </tr> <tr> <td>Other maintenance – various</td> <td>\$2,000 x 4</td> <td>\$8,000</td> </tr> <tr> <td>Total estimated future expenditure (2021-2028)</td> <td></td> <td>\$249500</td> </tr> </table>		Renew kitchens x 4 (2021)	\$10,000 x 4	\$40,000	Renew bathrooms x 4 (2022)	\$35,000 x 4	\$140,000	Painting x 4 (2022-2024)	\$5,000 x4	\$20,000	Replace floor coverings x 4 (2022-2028)	\$6,000 x 4	\$24,000	Replace roof – Unit 4 (2027)	\$17,500	\$17,500	Other maintenance – various	\$2,000 x 4	\$8,000	Total estimated future expenditure (2021-2028)		\$249500
Renew kitchens x 4 (2021)	\$10,000 x 4	\$40,000																					
Renew bathrooms x 4 (2022)	\$35,000 x 4	\$140,000																					
Painting x 4 (2022-2024)	\$5,000 x4	\$20,000																					
Replace floor coverings x 4 (2022-2028)	\$6,000 x 4	\$24,000																					
Replace roof – Unit 4 (2027)	\$17,500	\$17,500																					
Other maintenance – various	\$2,000 x 4	\$8,000																					
Total estimated future expenditure (2021-2028)		\$249500																					

<p>Recommendation</p> <p>a) Retain these properties in Council's ownership for the foreseeable future.</p>



5.10. Grazing lease opportunities

Council receives ad hoc enquiries about land that is available for lease for the purposes of grazing. There are a number of reserves in the rural areas of the region that may be available for lease for grazing.

As these properties are generally reserve tenure, a small divestment project to release grazing land could be established.

A review of all underutilised rural land can be undertaken, and a package of land assets be offered for lease or licence for grazing purposes.

Project plan:

- 1) Review rural reserves and identify vacant land with potential for grazing.
- 2) Consult Council departments for views on leasing for grazing
- 3) Consult Department of Resources on potential grazing in accordance with the *Land Act 1994* and other relevant legislation.
- 4) Identify a shortlist of available land assets and provide to Council for consideration.

Recommendation

- a) Review rural land assets and make recommendation to Council on potential grazing opportunities.



6.0 Recommendation summary for immediate divestment

6.1. Offer immediately for sale

Offer for sale in the open market.

TOWN	STREET	LAND DESCRIPTION
Memerambi	14 Earl Street	Residential land
Hivesville	9 Barr Street	Vacant residential land
Proston	15 Blake Street	Residential / Commercial Land
Murgon	22 Goodchild Drive	Single unit dwelling
Murgon	8 Tiernan Terrace	Single unit dwelling
Nanango	Appin Place	Multi-unit residential
Nanango	95 Brisbane Street	Single unit dwelling
Proston	Middle Road – Lots 1-2,11,16-17,26-27 on RP66780	Seven individual lots to be amalgamated together and sold as two.

6.2. Further investigate drainage and other physical issues

Investigate the physical constraints and possible cost of rectifying to determine opportunity for divestment.

TOWN	STREET	LAND DESCRIPTION / ISSUE
Blackbutt	4 Hart Street	Residential land / drainage
Blackbutt	Blackbutt-Crows Nest Road	Residential land / drainage
Brooklands	Kingaroy Cooyar Road	Residential land / access and drainage
Blackbutt	25 Morris Street	Residential land – 3 individual lots – possible contamination
Tingoor	36 Magnussens Drive	Residential land / drainage

6.3. Prepare for sale by constructing infrastructure and provide services

Invest in the provision of services and infrastructure to the lots and once complete, offer for sale on the open market.

TOWN	STREET	LAND DESCRIPTION
Murgon	Goodchild Drive – Lots 50-54 on RP855764	Five individual lots needing services and infrastructure before divestment

6.4. Undertake consultation

Undertake public consultation to review the use and potential future use of reserves.

TOWN	STREET	LAND DESCRIPTION
Nanango	Lee Court	Reserve for park
Kingaroy	32 Walter Road	Reserve for park
Nanango	Railway Lane	Reserve for Park improved with a single unit residential dwelling

6.5. Grazing lease opportunities

Review rural land assets with a view to releasing for lease or licence for grazing.



10 QUESTIONS ON NOTICE

10.1 KUMBIA FACILITIES

File Number: 9-3-2022

Author: Acting Manager NRM & Parks

Authoriser: Chief Executive Officer

The following question on notice was received from Councillor Duff at the Infrastructure Standing Committee on Wednesday 1 December 2021.

Question

When is the community consultation taking place in relation to the redesign of Apex Park Kumbia, possible relocation of overnight motorhome and camping to the sportsground, heavy vehicle/truck decoupling and parking bay facilities, and will the divisional Councillor be involved in that?

Response

In relation to the question pertaining to heavy vehicle decoupling and parking bay facilities, advice from Council's Infrastructure Department indicates that truck and trailer de-coupling needs to be worked through with the Department of Transport and Main Roads (TMR) as to what is suitable for the network and appropriate siting requirements to meet industry needs. There is limited benefit in constructing a new item of infrastructure that is sited poorly and dormant, triggering questions from local residents and industry stakeholders. There is an important requirement to strategically engage with Kumbia residents, trucking companies and TMR in addition to SBRC. This warrants its own project plan should it be funded and deemed a priority for Council as well as a reasonable level of time associated with its delivery.

In relation to the community consultation about the possible relocation of the existing free camping facilities, it is reported that no further progress has been made. Given this matter only arose in September 2021, other priorities are taking precedence such as the 2021/2022 Capital Works program and Works for Queensland (W4Q) – Round 4. NRM & Parks is experiencing competing demands on staff resources with such projects being managed at this time.

It is also suggested that Council needs to give consideration to using alternate staff to assist in the consultation process. For this project to proceed, the preparation of a consultation plan and questionnaire is warranted so that responses and feedback can be properly collated and reported to Council.

RECOMMENDATION

That the response to the question regarding camping at Kumbia raised by Councillor Duff be received and noted.

ATTACHMENTS

Nil

10.2 LOCAL GOVERNMENT GRANTS AND SUBSIDIES PROGRAM

File Number: 09/03/2022

Author: Senior Grants Audit Officer

Authoriser: Chief Executive Officer

The following question on notice was received from Councillor Cr Schumacher.

Question

Is there a list of former grants that Council has applied for under this scheme. List to be circulated to Councillors.

Do the guidelines allow you to add a piece to the application to apply for a non capital project for some strategic planning funds?

Response

Under the current round (2022-24 LGGSP) of grant funding, there are 3 broad categories for which SBRC can nominate projects. The 3 categories are:

- **Capital Expenditure Project** – This category is for projects that should be either a new infrastructure or one that will extend the life of existing infrastructure
- **Asset Management Project** – Examples for this category are asset condition assessments, asset geocoding, fit-for-purpose asset management software and other improvements to asset management systems
- **Non-capital Expenditure Project** – These are planning related projects, funding studies and investigations that will assist local governments to form a strategic view of their key infrastructure priorities and needs.

For the first category (i.e. Capital Expenditure Project) - South Burnett Regional Council (SBRC) is currently preparing the grant application to nominate the weighbridge project (Nanango waste facility).

The guidelines also allow Council to nominate a project under the non-capital expenditure project category that meets the following criteria:

Non-capital projects – up to a maximum subsidy value of \$250,000

Councils may submit one application for a planning related project that it is seeking funding (to a maximum subsidy value of **\$250,000**). The following are the type of projects that can be submitted under the non-capital projects category:

- **strategic planning for infrastructure project** - funding studies and investigations that will assist local governments to form a strategic view of their key infrastructure priorities and needs (needs assessment, preliminary costing, options analysis; **or**
- **business cases and/or detailed design project** - the development of local government infrastructure proposals to provide better clarity on investment decisions.

These projects should support future investment planning by Councils.

Council Contribution

Councils are expected to make a financial contribution towards any approved project/s. Approved projects will be allocated a subsidy of up to **60%(percent)** of the total eligible project costs.

For the first 2 categories, there is no maximum funding limit for a project, but this grant program only funds up to **60%(percent)** of the total eligible project cost, implying that the balance **40%(percent)** will need to be contributed by SBRC. For the third category (i.e. non-capital expenditure project) the grant funding is up to a maximum subsidy of **\$250,000** implying that any expenditure incurred on a project that exceeds this threshold will need to be borne by SBRC.

Previous Rounds

Below is information relating to two (2) previous rounds of funding under the Local Government Grants and Subsidies Program (LGGSP).

SBRC was successful in obtaining funding for the Ringsfield House roofing upgrades, Nanango project in the 2019-21 LGGSP round and was also successful in obtaining funding in the 2017-19 LGGSP round for a building asset condition and 10-year financial plan project.

SBRC was unsuccessful in its funding application for the Mondure Hall stumping and roofing upgrades project in the 2019-21 LGGSP round.

RECOMMENDATION

THAT the response to the question regarding Local Government Grants and Subsidies Program raised by Councillor Cr Schumacher be received and noted.

ATTACHMENTS

Nil

10.3 TAABINGA CEMETERY - FUTURE WORKS

File Number: 9-3-2022
Author: Acting Manager NRM & Parks
Authoriser: Chief Executive Officer

A request from the Mayor was received seeking further information about future works at the Taabinga Cemetery.

Question

Cr Schumacher had proposed an onsite meeting on Friday 25 February 2022 to meet and discuss community requests for upgrades and improvements to the cemetery. This meeting has since been cancelled and it appears Councillors may not be aware of the future works proposed for the cemetery.

Response

At the Community Standing Committee on 11 August 2021 a report was presented regarding the future expansion of Taabinga Cemetery. At the Ordinary Council meeting on 25 August 2021, it was resolved to advise the Department of Agriculture and Fisheries, Kingaroy, that Council intends to expand the Taabinga Cemetery in the near future and that current cropping on the existing section of the cemetery reserve should cease as soon as possible. The Department is working with Council in a positive way to meet these requirements.

The next stage of this project is to approve the proposed capital works, currently included in the 10-Year Capital Works Program (2022-23). This includes \$52,000 for future planning and cemetery masterplan (or cemetery expansion plan). The capital works may also include clearing and fencing the site, so it is clearly identified for future expansion purposes.

The requests made to Cr Schumacher for improvements are quite reasonable and can be included in the masterplan. The photos provided by community members simply depict the end of the monumental section and identify a need to expand the roads and new grave sections. Such requests will be included in the masterplan, which will be reviewed and approved by Council, and subject to consultation with community and stakeholders.

Once the cropping ceases and the land cleared, the potential of the expansion and the benefits it will bring to the cemetery and the community will be visible.

The 10-Year Capital Works Program also includes a provision to reseal the central carpark at the Taabinga Cemetery. It is currently in a poor state and requires urgent renewal.

A copy of the Standing Committee report is attached for information.

RECOMMENDATION

That the response to the question regarding Taabinga Cemetery requested by Mayor Otto be received and noted.

ATTACHMENTS

1. Taabinga Cemetery Report 11 August 2021 [↓](#) 
2. Taabinga Cemetery [↓](#) 

9.5 TAABINGA CEMETERY EXPANSION**File Number:** 11-8-2021**Author:** Acting Manager NRM & Parks**Authoriser:** Chief Executive Officer**PRECIS**

Information presented to Council regarding the future proposed expansion of the Taabinga Cemetery.

SUMMARY

Seeking endorsement by Council to begin early planning for an expansion of the Taabinga Cemetery and recognising that existing land is available and there is no requirement to purchase additional land.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That the Department of Agriculture and Fisheries, Kingaroy, be advised that Council intends to expand the Taabinga Cemetery in the near future and that current cropping on the existing section of the cemetery reserve should cease as soon as possible.

FINANCIAL AND RESOURCE IMPLICATIONS

There are no financial or resource implications, other than providing the necessary funds for surveying and draft master plan for the proposed cemetery expansion. Future capital works are contained in the 10-year Capital Works Program.

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2021-26	IN14 Continue to provide and investigate options to improve our cemetery infrastructure.
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COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Consultation occurred with staff at the Department of Agriculture and Fisheries, Kingaroy.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

There are no statutory implications or identified legal risks for this matter.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Council's *Local Law No. 1 (Administration) 2011* defines a cemetery as a local government controlled area. The *Land Act 1994* also regulates cemeteries in Queensland. There are no statutory impediments or implications involved in this matter.

ASSET MANAGEMENT IMPLICATIONS

Current asset cost for all structures at the cemetery amount to \$583,147. Listed assets include amenities, machinery shed (located on road reserve), 2 x columbarium walls, fencing, shelter and internal roads. All assets are depreciated and maintained according to standard asset principles.

REPORT

Taabinga Cemetery is the region's largest cemetery. According to the register, the first burial occurred in 1901.

Property Details:

Address: 20 Pioneer Avenue, Taabinga
 RPD: 99/FY2233
 Area: 8.09 hectares
 Brief Description: Reserve for Cemetery.

The Taabinga Cemetery was recently included in forward estimates for further expansion, particularly in the lawn section. Currently, section 5, sub-section 3 of the lawn section is being used, with estimates that it will have availability for a further two to three years, with approximately 180 lawn plots remaining.

Council's current 10-year Capital Works Program includes the following items:

Item	Description	2022/23
Kingaroy - Taabinga	Carpark seal with disabled parking space and connection to amenities. Surface is currently road base.	\$29,000.00
Kingaroy Taabinga cemetery expansion	Development of more plots, survey and internal road construction.	\$52,000.00

Recent onsite investigations of the Taabinga Cemetery indicate that farming activity is being conducted over the southern section of the cemetery, covering an area of approximately 3 hectares (refer Attachment 1). The Department of Agriculture and Fisheries (DAF), Kingaroy were notified, which they were already aware of through prior discussions with Council staff. Following recent conversations, DAF staff have made a verbal commitment to remove water infrastructure and cease cropping.

A gazetted 20-metre-wide road surrounds the entire cemetery reserve. The existing machinery shed is located on this road, so in the future, it may need to be re-located to a more suitable location.

Once the land is made good and cleared, Council will install a perimeter fence, undertake a formal survey and prepare a master plan for the remainder of the cemetery reserve.

ATTACHMENTS**1. Taabinga Cemetery**

Taabinga Cemetery
20 Pioneer Avenue, Taabinga



10.4 GREAT BARRIER REEF PROTECTION REGULATIONS**File Number:** 09.03.2022**Author:** General Manager Community**Authoriser:** Chief Executive Officer

The following question on notice was received from Councillor Schumacher.

Question

What is Council's role in relation to the Great Barrier Reef Catchment and regulations

Response

The Reef Protection Regulations address land-based sources of water pollution to the Great Barrier Reef. This includes industrial and agricultural sources of nutrient and sediment pollution from all six Reef regions – Cape York, Wet Tropics, Burdekin, Mackay Whitsunday, Fitzroy and Burnett Mary.

The Regulations started on 1 December 2019 and are rolling out over five years. The progressive roll out for different industries in different regions is based on improved water quality management priorities.

The Department of Environment and Science assesses compliance with the Reef Regulations.

As part of the development application process referrals to the Department of Environment and Science may be required for certain industrial uses with conditions implemented to ensure new development does not worsen nutrient or sediment pollutant loads.

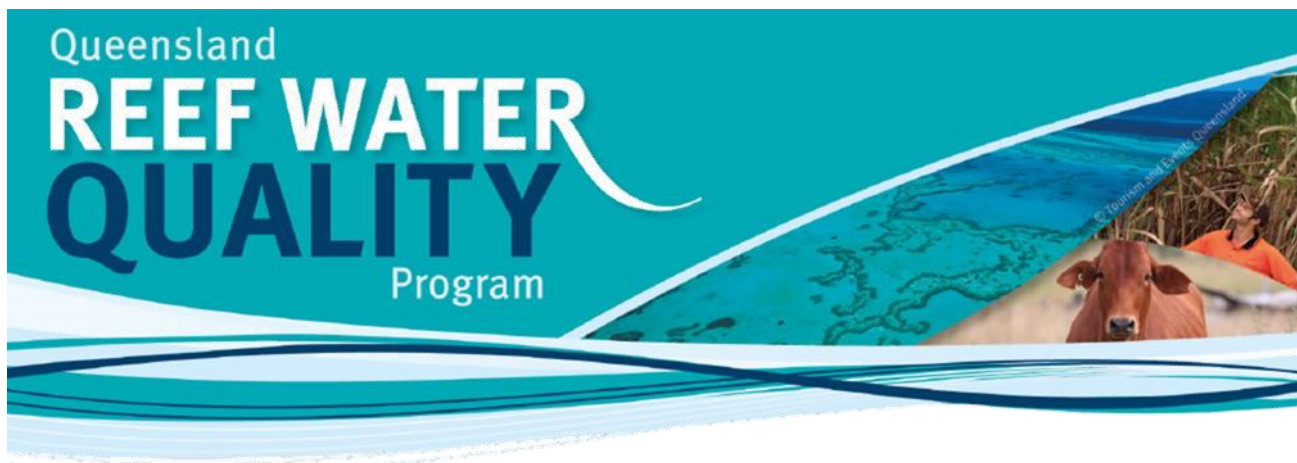
A factsheet on the Reef Regulations is attached for further information.

RECOMMENDATION

THAT the response to the question regarding Great Barrier Reef Regulations raised by Councillor Schumacher be received and noted.

ATTACHMENTS

1. **Great Barrier Reef Regulations Factsheet** [↓](#) 



Reef protection regulations in the Great Barrier Reef regions

What are the Reef protection regulations?

The Reef protection regulations address land-based sources of water pollution to the Great Barrier Reef. This includes industrial and agricultural sources of nutrient and sediment pollution from all six Reef regions – Cape York, Wet Tropics, Burdekin, Mackay Whitsunday, Fitzroy and Burnett Mary.

The regulations started on **1 December 2019** and are rolling out over five years. The progressive roll out for different industries in different regions is based on improved water quality management priorities.

Please refer to the timeframes on page 5.

What are the new requirements?

- **Record keeping** – all graziers, sugarcane and banana producers in the Wet Tropics, Burdekin, Mackay Whitsunday, Fitzroy and Burnett Mary regions must keep records. Agricultural advisers must also keep records.
- **Minimum practice agricultural standards** – primary producers in the Wet Tropics, Burdekin, Mackay Whitsunday, Fitzroy and Burnett Mary regions will need to comply with industry specific minimum practice agricultural standards as these are applied to each region.
- **Farm nitrogen and phosphorus budget (cane only)** – all sugarcane producers must have a farm nitrogen and phosphorus budget in the Wet Tropics, Burdekin, and Mackay Whitsunday regions from **1 December 2021** and in the Fitzroy and Burnett Mary regions from **1 December 2022**.
- **New or expanding cropping and horticulture activities** – all new or expanding commercial cropping and horticulture activities in any Reef region on five hectares or more of land that does not have a cropping history requires an

environmental authority (permit) before the activity or any work takes place.

- **New, expanded or intensified industrial development** – all regulated industrial land use activities in any Reef region must meet new discharge standards to ensure there is no increase in nutrient or sediment pollutant loads.

Why is the Cape York region excluded from most of the new requirements?

Most of the new requirements do not apply to existing producers in the Cape York region as the region has met its water quality targets.

However, any new or expanding commercial cropping and horticulture activities in the Cape York region on five hectares or more of land that does not have a cropping history requires an environmental authority (permit) before the activity or any work takes place.

What are the requirements for non-agricultural industries?

New, expanded or intensified regulated industrial land use activities such as sewage and water treatment plants, land-based aquaculture or mining that release nutrients and sediment must meet new discharge standards. These activities are already regulated under the [Environment Protection Act 1994](#).

The requirements are to ensure new development does not worsen nutrient or sediment pollutant loads. If this cannot be achieved through design or operating conditions, the [Point Source Water Quality Offsets Policy](#) will guide what offsets can be used to meet the new discharge standards.

The Queensland Government is also working with councils and the urban development industry to better manage urban run-off.

THE REQUIREMENTS

What are the record keeping requirements for agricultural activities?

Records need to be kept to demonstrate activities are being undertaken on the property in accordance with the minimum agricultural practice standards. The government has committed to not commencing the regulation to acquire specific agricultural data from the broader agricultural sector, such as data about fertiliser and chemical use, soil testing and crop yield.

For producers

Any agricultural producer undertaking commercial beef cattle grazing, sugarcane or banana cultivation in Wet Tropics, Burdekin, Mackay Whitsunday, Fitzroy and Burnett Mary regions will need to keep records.

Some records (general records) have been required to be kept since **1 December 2019**. Other records need to be kept as the new Reef protection regulations roll out to different regions for different industries.

Under the new regulations, there are three types of records that need to be kept by producers:

1. general records
2. minimum standard records (including farm nitrogen and phosphorus budget records for sugarcane growers)
3. primary documents.

General records must be kept about the person carrying out the activity and the property it is being carried out on. Records must also be kept about agricultural chemicals, fertiliser and mill mud/mill ash applied to the property as part of carrying out the activity. The term 'agricultural chemicals' includes any herbicides, insecticides or fungicides applied to land or crops, but does not include products applied to cattle and livestock. These records need to be supported by primary documents such as leaf or soil tests, fertiliser contractor print-outs, or fertiliser or agricultural chemical invoices.

There is no specific format these records need to be kept in and many producers will already be recording this information using industry developed forms. Records must be made within three days of the activity or action. They must be kept for at least six years.

Producers in the Wet Tropics, Burdekin and Mackay Whitsunday regions who were already required to create and keep records under the previous Reef protection regulations, must now keep these records for six years (previously five years).

For more detailed information, please refer to the Record keeping for producers factsheet online at www.qld.gov.au/ReefRegulations

For advisers

Agricultural advisers, such as fertiliser sellers and agronomists, operating in Reef regions need to keep records of any tailored advice provided to agricultural producers or to people seeking advice on their behalf (such as farm contractors) about meeting minimum practice agricultural standards and the requirements of a farm nitrogen phosphorus budget (sugarcane only).

Tailored advice means advice about meeting the minimum standards and farm nitrogen and phosphorus budgets that is not general in nature. This advice is specific to a particular property and related set of circumstances. It does not include advice about meeting the requirements for new or expanded cropping and horticulture. The requirement to keep records is also limited to advice that has been provided for a fee or reward.

Records must be created within five business days after providing the advice, and be kept for a minimum of six years.

For more detailed information, please refer to the Record keeping for advisers factsheet online at www.qld.gov.au/ReefRegulations

What are the minimum practice agricultural standards?

The minimum practice agricultural standards are tailored to each industry. They have been developed for sugarcane, grazing and bananas with grains and horticulture to come.

All of the minimum practice agricultural standards focus on retaining nutrients and sediment on-farm to prevent and minimise run-off and improve water quality.

For some industries, like sugarcane and bananas, the minimum practice agricultural standards outline specific methodologies for undertaking certain activities.

The Queensland Government has made a commitment that the minimum practice agricultural standards will remain substantially unchanged for the next five years (i.e. until 1 December 2024).

For more detailed information, please refer to the producer factsheets online at www.qld.gov.au/ReefRegulations

What is the farm nitrogen and phosphorus budget requirement?

This requirement only applies to sugarcane.

From 1 December 2021, all sugarcane producers in the Wet Tropics, Burdekin and Mackay Whitsunday regions will need a farm nitrogen and phosphorus budget to calculate the amount of fertiliser they can apply in the 2022 season.

From 1 December 2022, all sugarcane producers in the Fitzroy and Burnett Mary regions must have a farm nitrogen and phosphorus budget.

The first farm nitrogen and phosphorus budget must be developed and verified by an appropriate person and then reviewed by an appropriate person every five years.

An appropriate person includes a suitably skilled and experienced third-party such as an agronomist or adviser. Sugarcane growers can develop and verify their own farm nitrogen and phosphorus budget if they have the relevant experience and qualifications through a recognised training program. Growers who are accredited under the Smartcane Best Management Practice Program do not need to use an appropriate person to update, review or verify their farm nitrogen and phosphorus budget whilst they maintain their accreditation.

For more detailed information, please refer to the Sugarcane requirements factsheet online at www.qld.gov.au/ReefRegulations

What are the requirements for new or expanding cropping and horticulture?

New or expanding commercial cropping and horticulture activities in the Cape York, Wet Tropics, Burdekin, Mackay Whitsunday, Fitzroy and Burnett Mary regions on five hectares or more of land that does not have a cropping history requires an environmental authority (permit) before the activity or any work takes place.

A cropping history is when the land has been used for cropping or horticulture activities during at least three out of the last 10 years. There are transitional provisions that allow some extra time to develop a cropping history for any cropping that started in the three years prior to 1 June 2021.

The permit requires growers to undertake measures to minimise fine sediment and dissolved inorganic nitrogen from their activity entering local waterways. The new activity must also meet any minimum practice agricultural standards that apply for the particular crop, for example, the standards for growing sugarcane or bananas.

For more detailed information, please refer to the Requirements for new or expanding cropping and horticulture activities factsheet online at www.qld.gov.au/ReefRegulations

What support is available for producers?

Programs and support tools, including best management practice programs and extension services, are provided by the Australian and Queensland governments and industry organisations to help producers adopt improved farming practices.

Farming in Reef Catchments Rebate Scheme

Eligible graziers, sugarcane producers and banana growers can apply for a one-off Farming in Reef Catchments rebate of up to \$1000 to help offset the costs of obtaining professional and agronomic advice for nutrient and sediment management.

Information on how to find an Accredited Agricultural Adviser and apply for a rebate can be found at www.qrida.qld.gov.au/current-programs/farming-in-reef-catchments-scheme or freecall 1800 623 946.

For more detailed information, please refer to the Support programs and assistance factsheet available online at www.qld.gov.au/ReefRegulations

Where do I find more information?

Register at www.qld.gov.au/ReefRegulations to receive an information pack. You can also choose to receive regular updates.

Web: www.qld.gov.au/ReefRegulations

Email: officeofthegbr@des.qld.gov.au

Telephone: 13 QGOV (13 74 68)

Timeframes

Region		Record keeping requirements	Minimum practice agricultural standards	Farm nitrogen and phosphorus budget (sugarcane only)	New or expanding cropping activities
Sugarcane	Wet Tropics, Burdekin and Mackay Whitsunday	1 December 2019	1 December 2019	1 December 2021	1 June 2021
	Fitzroy and Burnett Mary	1 December 2019	1 December 2022	1 December 2022	1 June 2021
	Cape York	N/A	N/A	N/A	1 June 2021
Grazing	Burdekin	1 December 2019	1 December 2020	N/A	N/A
	Fitzroy	1 December 2019	1 December 2021	N/A	N/A
	Wet Tropics, Mackay Whitsunday and Burnett Mary	1 December 2019	1 December 2022	N/A	N/A
	Cape York	N/A	N/A	N/A	N/A
Bananas	Wet Tropics	1 December 2019	1 December 2020	N/A	1 June 2021
	Burdekin, Mackay Whitsunday, Fitzroy and Burnett Mary	1 December 2019	1 December 2022	N/A	1 June 2021
	Cape York	N/A	N/A	N/A	1 June 2021
Grains	All regions except Cape York	Proposed 1 December 2024	Proposed 1 December 2024	N/A	1 June 2021
	Cape York	N/A	N/A	N/A	1 June 2021
Horticulture	All regions except Cape York	Proposed 1 December 2024	Proposed 1 December 2024	N/A	1 June 2021
	Cape York	N/A	N/A	N/A	1 June 2021
New or changed regulated industrial land use activities are required to meet new discharge standards from 1 June 2021.					

11 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*:

11.1 Material Change of Use - 592 Morgans Road Windera

This matter is considered to be confidential under Section 254J - e 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 legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

11.2 South Burnett Sporting Shooters - Request for land - Shooting Range

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.

12 CLOSURE OF MEETING