



# **AGENDA**

## **Liveability, Governance and Finance Standing Committee Meeting Wednesday, 13 September 2023**

**I hereby give notice that a Meeting of the Liveability, Governance and Finance Standing Committee will be held on:**

**Date: Wednesday, 13 September 2023**

**Time: 9:00am**

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

**Mark Pitt PSM  
Chief Executive Officer**

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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.

- 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 LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING HELD ON 10 MAY 2023**

**File Number: 13/19/2023**

**Author: Executive Assistant**

**Authoriser: Chief Executive Officer**

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**OFFICER'S RECOMMENDATION**

1. That the Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 10 May 2023 be received and the recommendations therein be adopted.

**ATTACHMENTS**

1. **Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 10 May 2023**



# **MINUTES**

## **Liveability, Governance and Finance Standing Committee Meeting Wednesday, 10 May 2023**

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL  
LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING  
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY  
ON WEDNESDAY, 10 MAY 2023 AT 9:00AM**

**PRESENT:****Councillors:**

Cr Brett Otto (Mayor), Cr Gavin Jones (Deputy Mayor), Cr Jane Erkens, Cr Danita Potter, Cr Kirstie Schumacher, Cr Kathy Duff, Cr Scott Henschen

**Council Officers:**

Aaron Meehan (Acting Chief Executive Officer), Peter O'May (General Manager Liveability), Susan Jarvis (General Manager Finance & Corporate), Darryl Brooks (Manager Environment & Planning), David Hursthouse (Coordinator Development Services), Leanne Petersen (Manager Facilities & Parks), Kimberley Donohue (Executive Assistant), Kerri Anderson (Manager Finance & Sustainability), Jennifer Pointon (Manager Community & Lifestyle),

**1 OPENING**

Cr Jane Erkens opened the meeting and welcomed all attendees.

**2 LEAVE OF ABSENCE / APOLOGIES**

Mark Pitt, Chief Executive Officer.

**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 agenda item **13.3 - Transmission Line Relocation - Meandu Mine**. The nature of my interest is as follows:

This declarable conflict of interest arises because I was a past employee of Tarong Power Station.

I wish to participate in the decision in relation to this matter. I acknowledge that eligible Councillors must now determine, pursuant to section 150ES of the Local Government Act 2009, where I:

- May participate in the decision about the matter, including by voting on the matter; or
- Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible Councillors discuss and vote on the matter.

**Attendance:**

At 9:04am, Cr Kirstie Schumacher left the meeting.

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**DECLARATION OF INTEREST - STAY IN MEETING**

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**COMMITTEE RESOLUTION 2023/209**

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That Council resolve that Cr Kirstie Schumacher has a declarable conflict of interest in the matter and notwithstanding the conflict, Cr Kirstie Schumacher may participate in the matter, discuss and vote upon it.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0****Attendance:**

At 9:05am, Cr Kirstie Schumacher returned to the meeting.

At 9:05am, Manager Community & Lifestyle Jennifer Pointon entered the meeting.

At 9:17am, Manager Finance & Sustainability Kerri Anderson entered the meeting via teams.

**5 DEPUTATIONS/PETITIONS****5.1 DEPUTATION - JON HOLDEN - PROPOSED ROLLOUT OF 5G MICROWAVE FREQUENCIES**

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Jon Holden gave a deputation to the chambers regarding the proposed rollout of 5G microwave frequencies.

**6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****6.1 MINUTES OF THE LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING HELD ON 12 APRIL 2023**

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**COMMITTEE RESOLUTION 2023/210**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 12 April 2023 be received.

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

Against: Nil

**CARRIED 7/0**

**MOTION**

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**COMMITTEE RESOLUTION 2023/211**

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That item 13.4 be escalated and dealt with next on the agenda.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott HenschenAgainst: Nil**CARRIED 7/0****Attendance:**

At 9:44am, Manager Community &amp; Lifestyle Jennifer Pointon left the meeting.

**MOTION**

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**COMMITTEE RESOLUTION 2023/212**

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That there be no further discussion and that item 13.4 goes to the vote.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Scott HenschenAgainst: Crs Brett Otto and Kathy Duff**CARRIED 5/2****13.4 TELECOMMUNICATION TOWERS**

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**COMMITTEE RESOLUTION 2023/213**

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That the report be received for information.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Scott HenschenAgainst: Crs Brett Otto and Kathy Duff**CARRIED 5/2**

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**13.4.1 QUESTION ON NOTICE - AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (ALGA) - TELECOMMUNICATIONS INFRASTRUCTURE**

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Question on notice from Mayor Brett Otto:

The Australian Local Government Association (ALGA) had passed a resolution a few years back to approach the Federal Government to give local Councils greater authority in relation to upgrades of existing telecommunications infrastructure. What was this resolution and what is the status?

**Attendance:**

At 9:59am, Manager Community & Lifestyle Jennifer Pointon returned to the meeting.

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**13.4.2 ADVOCACY DIGITAL PLAN**

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**COMMITTEE RESOLUTION 2023/214**

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommends to Council that:

- Council meets with NBN and the relevant telcos and uses the information provided to develop a digital plan for the South Burnett that can be used as a advocacy document for the Mayor and Councillors to take to the ALGA Assembly and the Ministerial meetings scheduled in Canberra later this year.
- The purpose of this plan will be to identify and agree on the existing black spots and seek to leverage the next rounds of Federal funding for regional connectivity and upgrades with consideration to future opportunities to apply for disaster funding to acquire hybrid power cubes for use during disasters.

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

Against: Nil

**CARRIED 7/0**

**Attendance:**

At 10:01am, Manager Environment & Planning Darryl Brooks left the meeting.

At 10:01am, Coordinator Development Services David Hursthouse left the meeting.

At 10:05am, Cr Danita Potter left the meeting.

At 10:08am, Cr Danita Potter returned to the meeting.

## 7 NOTICES OF MOTION

### 7.1 NOTICE OF MOTION - REGIONAL ECONOMIC FUTURES FUND

#### COMMITTEE RESOLUTION 2023/216

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

- Council endorses the attached South Burnett Just Transition briefing paper requesting \$15.95M (in the first instance) from the Regional Economic Futures Fund to enable Council to project manage and progress the following proposed scope of works with KBR:

Activity	Cost estimate
Demand and viability assessment of the Boondooma to Tarong Pipeline	\$0.6 million
West Barambah Project Detailed Business Case	\$6 million
Gordonbrook Dam Detailed Business Case	\$2.5 million
Blackbutt irrigation Detailed Business Case	\$2.5 million
Gordonbrook Dam targeted environmental assessments	\$0.5 million
Blackbutt irrigation targeted environmental assessments	\$0.5 million
Gordonbrook EIS terms of reference	\$0.25 million
Procurement, project management, oversight, contract management and governance.	\$1.0 million
Contingency (10%)	\$2.1 million
<b>Total</b>	<b>\$15.95 million</b>
<b>FURTHER PROJECTS: <i>Awaiting funding announcement</i></b>	
The Barlil Weir project has been submitted by SunWater to the National Water Infrastructure Development Fund – if the project is not funded, the following funds will also be sort to continue the Barlil Weir project:	
Barlil Weir Detailed Business Case	\$6 million
Barlil Weir targeted environmental assessments	\$0.5 million
Barlil Weir EIS terms of reference	\$0.25 million
<b>TOTAL</b>	<b>\$6.75 million</b>

- That arrangements be made to meet in person and present a copy of this briefing paper to the Premier of Queensland, Annastacia Palaszczuk MP, Deputy Premier Hon Dr Steven Miles MP, Minister for State Development, Infrastructure, Local Government and Planning and Mick de Brenni MP, Minister for Energy, Renewables and Hydrogen and Minister for Public Works and Procurement.
- That a briefing be arranged with the LGAQ, Department of State Development and Mayor Baker to discuss the proposal put forward.

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

Against: Nil

**CARRIED 7/0**

## **ADJOURN MORNING TEA**

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### **COMMITTEE RESOLUTION 2023/217**

Moved: Cr Scott Henschen

Seconded: Cr Kirstie Schumacher

That the meeting adjourn for morning tea.

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

Against: Nil

**CARRIED 7/0**

## **RESUME MEETING**

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### **COMMITTEE RESOLUTION 2023/218**

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

That the meeting resume at 10:42am.

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

Against: Nil

**CARRIED 7/0**

**7.2 NOTICE OF MOTION - MURGON WATER TOWER MURAL**

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**COMMITTEE RECOMMENDATION**

Moved: Cr Brett Otto  
Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That Council engage with the Murgon community, the Murgon Business and Development Association and Stanwell Corporation as to options for the design, painting and funding of a mural on the council water tower on the Bunya Highway at the western town entry.

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**AMENDMENT**

Moved: Cr Gavin Jones  
Seconded: Cr Brett Otto

That the Committee recommends to Council:

That Council approach the Murgon Business and Development Association as to them engaging with the Murgon Community as to options for the design, painting and funding of a mural on the council water tower on the Bunya Highway at the western town entry.

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

Against: Nil

**CARRIED 7/0**

**THE AMENDMENT BECAME THE RESOLUTION**

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**COMMITTEE RESOLUTION 2023/219**

Moved: Cr Brett Otto  
Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That Council approach the Murgon Business and Development Association as to them engaging with the Murgon Community as to options for the design, painting and funding of a mural on the council water tower on the Bunya Highway at the western town entry.

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

Against: Nil

**CARRIED 7/0**

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**7.3 NOTICE OF MOTION - GARDEN BED - CORNER OF MACKENZIE & BRAMSTON STREETS, WONDAI**

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**COMMITTEE RESOLUTION 2023/220**

Moved: Cr Brett Otto  
Seconded: Cr Kathy Duff

The Committee recommends to Council:

That Council investigate the options to trim or remove the current shrubs and plants within the garden bed at the intersection of MacKenzie and Bramston Streets, Wondai and plant appropriate low plants and flowers.

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

Against: Nil

**CARRIED 7/0**

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**7.3.1 QUESTION ON NOTICE - REPLACEMENT PROGRAM FOR PLANTS IN GARDEN BEDS**

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Question on notice from Cr Schumacher:

Is there a replacement program for plants in garden beds when they reach a certain age? What budget do we allocate to replace plantings and is it enough?

**Attendance:**

At 11:43am, Manager Community & Lifestyle Jennifer Pointon left the meeting.

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**7.4 NOTICE OF MOTION - PLANTER BOXES IN WONDAI**

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**COMMITTEE RESOLUTION 2023/221**

Moved: Cr Kathy Duff  
Seconded: Cr Danita Potter

That the Committee recommends to Council that:

- Council relocates the planter box if still in useable condition from the front of the closed plumbing works in Wondai to the front of the chemist shop at 64 MacKenzie St, Wondai;
- Council plants flowers/herbs in the planter boxes to add colour to the CBD area;
- Council approaches the business owners in Wondai that have planter boxes outside their shops and ask if they would agree to water and maintain the plants.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen

Against: Cr Kirstie Schumacher

**CARRIED 6/1**

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**7.5 NOTICE OF MOTION - PREPARATIONS FOR NANANGO'S 175TH CELEBRATIONS**

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**COMMITTEE RESOLUTION 2023/222**

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council that:

- Council pressure clean the CBD Nanango footpaths, clean around the bins and do an extra special job with the parks and gardens in preparation and prior to the main event of the 10<sup>th</sup> of June 2023.
- Council provide a marquee to sell merchandise.
- Council provide a full bin service for the day in consultation with the committee
- Council put some planter boxes with bright flowers in the streets to add some colour to enhance the streets for the celebration as requested over a number of years.

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

Against: Nil

**CARRIED 7/0****MOTION**

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**COMMITTEE RESOLUTION 2023/223**

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That item 7.6 be moved to the confidential section of the meeting under section 254J.

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

Against: Nil

**CARRIED 7/0****Attendance:**

At 12:03pm, Manager Facilities &amp; Parks Leanne Petersen left the meeting.

At 12:07pm, Manager Community &amp; Lifestyle Jennifer Pointon returned to the meeting.

At 12:09pm, Executive Assistant Wendy Kruger entered the meeting.

At 12:09pm, Executive Assistant Wendy Kruger left the meeting.

**8 PORTFOLIO - CORPORATE GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATION & MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION AND ADVOCACY, 2032 OLYMPICS & PARALYMPICS**

**8.1 CORPORATE, GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION & ADVOCACY AND 2032 OLYMPICS & PARALYMPICS PORTFOLIO REPORT**

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**COMMITTEE RESOLUTION 2023/224**

Moved: Cr Brett Otto

Seconded: Cr Gavin Jones

That Mayor Otto's Corporate, Governance & Strategy, People & Culture, Communications/Media, Finance & Sustainability, ICT & Business Systems, Community Representation & Advocacy and 2032 Olympics & Paralympics Portfolio Report to Council be received.

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

Against: Nil

**CARRIED 7/0**

**Attendance:**

At 12:15pm, Cr Danita Potter left the meeting.

At 12:18pm, Cr Danita Potter returned to the meeting.

At 12:18pm, Cr Gavin Jones left the meeting.

At 12:20pm, Cr Gavin Jones returned to the meeting.

**8.2 ATTENDANCE - LGAQ BIENNIAL BUSH COUNCIL'S CONFERENCE 2023**

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**COMMITTEE RESOLUTION 2023/225**

Moved: Cr Danita Potter  
Seconded: Cr Scott Henschen

That Cr Schumacher attend the LGAQ biennial Bush Councils Convention 2023 and accept the invitation to be a guest speaker as part of a panel.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Crs Brett Otto and Kathy Duff

**CARRIED 5/2**

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**AMENDMENT**

Moved: Cr Brett Otto  
Seconded: Cr Kathy Duff

That Cr Schumacher attend the LGAQ biennial Bush Councils Convention 2023 and accept the invitation to be a guest speaker as part of a panel and that Mayor Otto is removed from the attendees list.

In Favour: Crs Brett Otto, Danita Potter and Kathy Duff

Against: Crs Gavin Jones, Jane Erkens, Kirstie Schumacher and Scott Henschen

**LOST 3/4**

**ADJOURN LUNCH**

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**COMMITTEE RESOLUTION 2023/226**

Moved: Cr Scott Henschen  
Seconded: Cr Brett Otto

That the meeting adjourn for lunch.

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

Against: Nil

**CARRIED 7/0**

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**RESUME MEETING**

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**COMMITTEE RESOLUTION 2023/227**

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That the meeting resume at 1:41pm.

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

Against: Nil

**CARRIED 7/0****Attendance:**

Manager Finance & Sustainability Kerri Anderson was in attendance (via teams) at the resumption of the meeting.

**9 CORPORATE GOVERNANCE & STRATEGY****9.1 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL TECHNOLOGY PUBLIC ACCESS POLICY - STRATEGIC019**

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**COMMITTEE RESOLUTION 2023/228**

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the Committee recommends to Council:

That the South Burnett Regional Council Technology Public Access Policy – Strategic019 be adopted as presented.

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

Against: Nil

**CARRIED 7/0****9.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL REVENUE POLICY 2023/2024 - STATUTORY005**

---

**COMMITTEE RESOLUTION 2023/229**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That the South Burnett Regional Council Revenue Policy 2023/2024 – Statutory005 be adopted as presented.

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

Against: Nil

**CARRIED 7/0**

## **10 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES**

### **10.1 COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES PORTFOLIO REPORT**

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#### **COMMITTEE RESOLUTION 2023/230**

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That Cr Potter's Community Development, Arts & Heritage and Library Services Portfolio Report to Council be received for information.

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

Against: Nil

**CARRIED 7/0**

### **10.2 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE**

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#### **COMMITTEE RESOLUTION 2023/231**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Community and Lifestyle Operational Update be received.

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

Against: Nil

**CARRIED 7/0**

## **11 COMMUNITY DEVELOPMENT (HEALTH, YOUTH, SENIOR CITIZENS)**

#### **Attendance:**

At 1:58pm, Manager Environment & Planning Darryl Brooks entered the meeting

At 1:58pm, Coordinator Development Services David Hursthouse entered the meeting

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**11.1 LICENCE TO OCCUPY - SOUTH BURNETT FUN FLYERS ASSOCIATION INC.**

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**COMMITTEE RESOLUTION 2023/232**

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That the Committee recommend to Council that:

1. That South Burnett Regional Council resolves that the exception in Local Government Regulation 2012 section 236 (1)(b)(ii) applies to Council for the disposal by way of grant of a Deed of Licence to Occupy to the valuable non-current asset which is the land comprising of Lot 354 on CP FY2456, to the South Burnett Fun Flyers Association Inc. for a twelve (12) month trail term.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Deed of Licence to Occupy between Council and South Burnett Fun Flyers Association Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

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

Against: Nil

**CARRIED 7/0****12 PORTFOLIO - TOURISM & VISITOR INFORMATION CENTRES, SPORT & RECREATION AND COMMERCIAL ENTERPRISES****Attendance:**

At 1:59pm, General Manager Peter O'May left the meeting

At 2:00pm, General Manager Peter O'May returned to the meeting

**12.1 TOURISM & VIC'S, SPORT & RECREATION AND COMMERCIAL ENTERPRISES PORTFOLIO REPORT**

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**COMMITTEE RESOLUTION 2023/233**

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That Cr Erken's Tourism &amp; VIC's, Sport &amp; Recreation and Commercial Enterprises Portfolio Report. to Council be received for information.

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

Against: Nil

**CARRIED 7/0**

**12.1.1 QUESTION ON NOTICE - FESTIVAL OF THE DAMS SPONSORSHIP**

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Questions on notice from Mayor Brett Otto:

1. To whom is the funding provided and who are the office holders/directors of that organisation?
2. Is there an acquittal/audit process in relation to the expenditure of the funding?
3. Are opportunities provided equitably and fairly to all commercial operators to hold stalls at Boondooma Dam at the day of the Festival.

**12.2 TOURISM MONTHLY UPDATE**

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**COMMITTEE RESOLUTION 2023/234**

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That the Committee receive the report for information.

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

Against: Nil

**CARRIED 7/0**

**13 PORTFOLIO - REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING****13.1 REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES AND COMMUNITY & SOCIAL HOUSING PORTFOLIO REPORT**

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**COMMITTEE RESOLUTION 2023/235**

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That Cr Schumacher's Regional Development, Development Services and Community & Social Housing Portfolio Report to Council be received for information.

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

Against: Nil

**CARRIED 7/0**



**13.2 PLANNING AND LAND MANAGEMENT OPERATIONAL UPDATE**

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**COMMITTEE RESOLUTION 2023/236**

Moved: Cr Kirstie Schumacher  
Seconded: Cr Danita Potter

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

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

Against: Nil

**CARRIED 7/0**

**13.3 TRANSMISSION LINE RELOCATION - MEANDU MINE**

---

**COMMITTEE RESOLUTION 2023/237**

Moved: Cr Danita Potter  
Seconded: Cr Scott Henschen

That the report be received for information.

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

Against: Nil

**CARRIED 7/0**

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**14 DEVELOPMENT SERVICES - (PLANNING, BUILDING, PLUMBING)****14.1 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT**

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**COMMITTEE RESOLUTION 2023/238**

Moved: Cr Scott Henschen  
Seconded: Cr Danita Potter

That the List of correspondence pending completion of assessment report as of 31 April 2023 be received.

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

Against: Nil

**CARRIED 7/0**

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**14.2 DELEGATED AUTHORITY REPORTS (1 APRIL 2023 TO 31 APRIL 2023)**

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**COMMITTEE RESOLUTION 2023/239**

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the Delegated Authority report be received.

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

Against: Nil

**CARRIED 7/0****15 QUESTIONS ON NOTICE****Attendance:**

At 2:30pm, General Manager Peter O'May left the meeting.

At 2:31pm, General Manager Peter O'May returned to the meeting.

**15.1 QUESTION ON NOTICE - REQUEST FOR INFORMATION**

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**COMMITTEE RESOLUTION 2023/240**

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the response to the question regarding request for information raised by Councillor Schumacher be received and noted.

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

Against: Nil

**CARRIED 7/0****15.2 LEGAL ADVICE**

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**COMMITTEE RESOLUTION 2023/241**

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the response to the question regarding legal advice raised by Councillor Schumacher be received and noted.

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

Against: Nil

**CARRIED 7/0**

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**15.2.1 QUESTION ON NOTICE - OVERSPEND ON LEGAL ADVICE**

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Question on notice from Cr Kirstie Schumacher:

Why have we exceeded the budget on legal advice and requesting a more detailed report.

**Attendance:**

At 2:34pm, Manager Facilities & Parks Leanne Petersen entered the meeting.

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**15.3 CLOSE OUT OF REQUESTS**

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**COMMITTEE RESOLUTION 2023/242**

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the response to the question regarding Close out of Requests raised by Councillor Kathy Duff be received and noted.

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

Against: Nil

**CARRIED 7/0**

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**16 CONFIDENTIAL SECTION**

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**COMMITTEE RESOLUTION 2023/243**

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

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*:

**16.1 Variation of lease A & B of Lot 1 on M55124**

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.

**16.2 Animal Management**

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.

**16.3 Briefing Report for MCU22/0022 - Material Change of Use for the Use Short-term Accommodation 84m2 GFA (within a Secondary Dwelling) at 17 Fork Hill Drive, Moffatdale (and described as Lot 22 on SP221464). Applicant: Lusso Retreats Pty Ltd C/- ONF Surveyors**

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

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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.

#### **7.6 Notion of Motion – Dump Point for Wondai Showgrounds**

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.

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

Against: Nil

**CARRIED 7/0**

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#### **Attendance:**

At 2:54pm, Manager Finance & Sustainability Kerri Anderson entered the meeting.

At 2:55pm, Manager Community & Lifestyle Jennifer Pointon left the meeting.

At 3:04pm, Manager Environment & Planning Darryl Brooks left the meeting.

At 3:04pm, Coordinator Development Services David Hursthouse left the meeting.

At 3:50pm, Cr Kirstie Schumacher left the meeting.

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#### **COMMITTEE RESOLUTION 2023/244**

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That Council moves out of Closed Council into Open Council.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

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**16.1 VARIATION OF LEASE A & B OF LOT 1 ON M55124**

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**COMMITTEE RESOLUTION 2023/245**

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommend to Council that:

1. That South Burnett Regional Council resolves that the exception in *Local Government Regulation 2012 section 236 (1)(c)(iii)* applies to Council for a varied lease be offered to the Commonwealth Bank of Australia for the lease of the shop space, part A and B of Lot 1 on CP M55124, 62-64 Lamb Street.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Lease between Council and Commonwealth Bank of Australia on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0****16.2 ANIMAL MANAGEMENT**

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**COMMITTEE RESOLUTION 2023/246**

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the report be received for information.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

**16.3 BRIEFING REPORT FOR MCU22/0022 - MATERIAL CHANGE OF USE FOR THE USE SHORT-TERM ACCOMMODATION 84M2 GFA (WITHIN A SECONDARY DWELLING) AT 17 FORK HILL DRIVE, MOFFATDALE (AND DESCRIBED AS LOT 22 ON SP221464). APPLICANT: LUSSO RETREATS PTY LTD C/- ONF SURVEYORS**

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**COMMITTEE RESOLUTION 2023/247**

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the information report be noted for Council's information and a further report be brought back to the June Liveability, Governance & Finance Standing Committee Meeting.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

**7.6 NOTICE OF MOTION - DUMP POINT FOR WONDAL SHOWGROUNDS**

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**COMMITTEE RESOLUTION 2023/248**

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Committee recommends to Council that:

- Council supports an application by the Wondai Showground Management Committee to install a Dump Point for the Showgrounds subject to Councils Water and Wastewater approvals; and
- That the Wondai Showground Management Committee be responsible for the installation and ongoing operational and maintenance costs associated with the dump point.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 6/0**

**17 CLOSURE OF MEETING**

The Meeting closed at 4:01pm.

The minutes of this meeting were confirmed at the Liveability, Governance and Finance Standing Committee Meeting held on 14 June 2023.

.....  
**CHAIRPERSON**

**5.2 MINUTES OF THE LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING HELD ON 9 AUGUST 2023**

**File Number: 13/09/2023**

**Author: Executive Assistant**

**Authoriser: Chief Executive Officer**

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**OFFICER'S RECOMMENDATION**

1. That the Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 9 August 2023 be received and the recommendations therein be adopted.

**ATTACHMENTS**

1. **Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 9 August 2023**



# MINUTES

## **Liveability, Governance and Finance Standing Committee Meeting Wednesday, 9 August 2023**



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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL  
LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING  
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY  
ON WEDNESDAY, 9 AUGUST 2023 AT 9:00AM**

**PRESENT: Councillors:**

Cr Gavin Jones (Acting Mayor), Cr Jane Erkens, Cr Danita Potter, Cr Kirstie Schumacher, Cr Kathy Duff, Cr Scott Henschen

**Council Officers:**

Mark Pitt (Chief Executive Officer), Aaron Meehan (General Manager Infrastructure), Susan Jarvis (General Manager Finance & Corporate), Darryl Brooks (General Manager Liveability), Rebecca Bayntun (Manager Corporate Governance & Strategy), Jennifer Pointon (Manager Community & Lifestyle), David Hursthouse (Coordinator Development Services), Karen Searle (Coordinator Corporate), Tiarna Hurt (Executive Assistant).

**1 OPENING**

Cr Erkens opened the meeting and welcomed all attendees.

**2 LEAVE OF ABSENCE / APOLOGIES**

**APOLOGY**

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**COMMITTEE RESOLUTION 2023/30**

Moved: Cr Gavin Jones

Seconded: Cr Danita Potter

That the apology received from Mayor Otto be accepted and leave of absence granted.

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

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, CEO Mark Pitt inform this meeting that I have a declarable conflict of interest in relation to Item 5: Deputation – Marietta– South Burnett Support Alliance.

The nature of my interest is as follows:

This declarable conflict of interest arises due to being associated with being an executive member of the Rotary Club of Kingaroy which is a club involved in Alliance.

I propose to leave and stay away from the place where the meeting is being held while this matter is discussed.

**Attendance:**

At 9:03am, CEO Mark Pitt left the meeting.

#### 5 DEPUTATIONS/PETITIONS

##### 5.1 DEPUTATION - SOUTH BURNETT SUPPORT ALLIANCE

---

Marietta from South Burnett Support Alliance presented a deputation to the chamber regarding the Community Health Building

**Attendance:**

At 9:21am, General Manager Infrastructure Aaron Meehan left the meeting.

At 9:22am, Cr Gavin Jones left the meeting.

#### 6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

##### 6.1 MINUTES OF THE LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING HELD ON 12 JULY 2023

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##### COMMITTEE RESOLUTION 2023/31

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 12 July 2023 be received.

In Favour: Crs Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

**CARRIED 5/0**

**Attendance:**

At 9:23am, Cr Gavin Jones returned to the meeting.

At 9:23am, General Manager Infrastructure Aaron Meehan returned to the meeting.

## 7 NOTICES OF MOTION

### Attendance:

At 9:24am, CEO Mark Pitt returned to the meeting.

At 9:30am, Manager Corporate, Governance & Strategy Rebecca Bayntun entered the meeting.

### 7.1 NOTICE OF MOTION - WONDAI RAIL CELEBRATION

---

#### COMMITTEE RESOLUTION 2023/32

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the committee recommends to Council:

That Council provide \$2868.80 from the Community Grants August funding round for a plaque and time capsule to unveil as part of the town's 120 year celebration of the train coming to Wondai and that Council support their request for in-kind support of 1 marquee, 1 skip bin, 4 wheelie bins and 30 chairs.

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

Against: Nil

**CARRIED 6/0**

### 7.2 NOTICE OF MOTION - DOG HOBBYISTS AND DOG EXHIBITORS

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#### COMMITTEE RESOLUTION 2023/33

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That item 7.2 lay on the table until the October Liveability, Governance and Finance Standing Committee Meeting.

In Favour: Crs Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Cr Kathy Duff

**CARRIED 5/1**

**8 PORTFOLIO - CORPORATE GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATION & MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION AND ADVOCACY, 2032 OLYMPICS & PARALYMPICS**

**8.1 CORPORATE, GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION & ADVOCACY AND 2032 OLYMPICS & PARALYMPICS PORTFOLIO REPORT**

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**COMMITTEE RESOLUTION 2023/34**

Moved: Cr Gavin Jones

Seconded: Cr Kathy Duff

That Acting Mayor Jones' Corporate, Governance & Strategy, People & Culture, Communications/Media, Finance & Sustainability, ICT & Business Systems, Community Representation & Advocacy and 2032 Olympics & Paralympics Portfolio Report to Council be received.

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

Against: Nil

**CARRIED 6/0**

**8.2 WBBROC AGM**

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**COMMITTEE RESOLUTION 2023/35**

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council that:

The CEO Mark Pitt, Acting Mayor Jones and Cr Duff be nominated as delegates on behalf of South Burnett Regional Council.

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

Against: Nil

**CARRIED 6/0**

**9 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES**

**9.1 COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES PORTFOLIO REPORT**

---

**COMMITTEE RESOLUTION 2023/36**

Moved: Cr Danita Potter  
Seconded: Cr Scott Henschen

That Cr Potter’s Community Development, Arts & Heritage and Library Services Portfolio Report to Council be received for information.

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

Against: Nil

**CARRIED 6/0**

**9.2 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE**

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**COMMITTEE RESOLUTION 2023/37**

Moved: Cr Danita Potter  
Seconded: Cr Kathy Duff

That the Community and Lifestyle Operational Update be received.

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

Against: Nil

**CARRIED 6/0**

**9.2.1 QUESTION ON NOTICE - WESTERN PERFORMANCE CLUB**

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Question on Notice from Cr Jones:

Is there an update on the request for funding from the South Burnett Western Performance Club?

**10 COMMUNITY DEVELOPMENT (HEALTH, YOUTH, SENIOR CITIZENS)****10.1 RENEWAL OF LICENCE AGREEMENT – BARAMBAH AERO CLUB – AREA 6 & 11**

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**COMMITTEE RESOLUTION 2023/38**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommend to Council:

1. That South Burnett Regional Council, in accordance with s236(1) (b)(ii) of the *Local Government Regulation 2012*, enter into a Licence Agreement with the Barambah District Aero Club Inc. for Area 6 & 11 as part of Lot 5 on RP83495 for a term of 4 years with an option for 5 years for a rental amount of \$287.95 (plus GST) per annum with annual CPI reviews.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate finalise and execute the Licence to Occupy between Council and the Barambah District Aero Club Inc. on terms and conditions the Chief Executive Officer considers are satisfactory to Council.

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

Against: Nil

**CARRIED 6/0****11 PORTFOLIO - TOURISM & VISITOR INFORMATION CENTRES, SPORT & RECREATION AND COMMERCIAL ENTERPRISES****Attendance:**

At 10:03am, Coordinator Development Services David Hursthouse entered the meeting.

**11.1 TOURISM & VIC'S, SPORT & RECREATION AND COMMERCIAL ENTERPRISES PORTFOLIO REPORT**

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**COMMITTEE RESOLUTION 2023/39**

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That Cr Erken's Tourism &amp; VIC's, Sport &amp; Recreation and Commercial Enterprises Portfolio Report to Council be received for information.

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

Against: Nil

**CARRIED 6/0**



**ADJOURN MORNING TEA**

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**COMMITTEE RESOLUTION 2023/40**

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the meeting adjourn for morning tea.

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

Against: Nil

**CARRIED 6/0****RESUME MEETING**

---

**COMMITTEE RESOLUTION 2023/41**

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That the meeting resume at 10:34am

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

Against: Nil

**CARRIED 6/0****Attendance:**

At the resumption of the meeting, Manager Corporate, Governance & Strategy Rebecca Bayntun was not present.

At 10:35am, General Manager Finance & Corporate Susan Jarvis returned to the meeting.

**12 TOURISM & VISITOR INFORMATION CENTRES****12.1 QICA CONFERENCE**

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**COMMITTEE RESOLUTION 2023/42**

Moved: Cr Danita Potter

Seconded: Cr Gavin Jones

That the Committee recommend to Council:

That an expression of interest be submitted to host the 2024 QICA Conference.

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

Against: Nil

**CARRIED 6/0**

**13 SPORT & RECREATION****13.1 REQUEST FOR INFORMATION - WONDAI RIFLE RANGE**

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**COMMITTEE RESOLUTION 2023/43**

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the report be accepted for information.

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

Against: Nil

**CARRIED 6/0****14 COMMERCIAL ENTERPRISES (SALEYARDS, DAMS, AERODROMES, CEMETERIES)****14.1 LICENCE AGREEMENT – HIGHER YIELD AVIATION PTY LTD – SITE 13 WONDAI AERODROME**

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**COMMITTEE RESOLUTION 2023/44**

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommend to Council that:

1. South Burnett Regional Council, in accordance with s236(1)(c)(vii) of the *Local Government Regulation 2012*, enter into a Licence Agreement with the Higher Yield Aviation Pty Ltd for Site 13 as part of Lot 5 on RP83495 for a term of 5 years with an option for 5 years for a rental amount of \$1,620 (plus GST) per annum with annual CPI reviews.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate finalise and execute the Licence to Occupy between Council and the Higher Yield Aviation Pty Ltd on terms and conditions the Chief Executive Officer considers are satisfactory to Council.

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

Against: Nil

**CARRIED 6/0**

**15 PORTFOLIO - REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING****15.1 REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES AND COMMUNITY & SOCIAL HOUSING PORTFOLIO REPORT**

---

**COMMITTEE RESOLUTION 2023/45**

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That Cr Schumacher's Regional Development, Development Services and Community & Social Housing Portfolio Report to Council be received for information.

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

Against: Nil

**CARRIED 6/0****15.2 DEVELOPMENT SERVICES OPERATIONAL UPDATE**

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**COMMITTEE RESOLUTION 2023/46**

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Development Services Operational update be received for information.

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

Against: Nil

**CARRIED 6/0****16 REGIONAL DEVELOPMENT (INDUSTRY, AGRICULTURE, WATER SECURITY, ENERGY AND CIRCULAR ECONOMY)****16.1 REQUEST FOR SPONSORSHIP - RED EARTH LEADERSHIP FORUM 2023**

---

**COMMITTEE RESOLUTION 2023/47**

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That item 16.1 lay on the table until the August Ordinary Meeting.

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

Against: Nil

**CARRIED 6/0**

**17 DEVELOPMENT SERVICES - (PLANNING, BUILDING, PLUMBING)****17.1 DELEGATED AUTHORITY REPORTS (1 JULY 2023 TO 31 JULY 2023)**

---

**COMMITTEE RESOLUTION 2023/48**

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Delegated Authority report be received.

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

Against: Nil

**CARRIED 6/0****17.2 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT**

---

**COMMITTEE RESOLUTION 2023/49**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the list of correspondence pending completion of assessment report as of 31 July 2023 be received.

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

Against: Nil

**CARRIED 6/0****18 QUESTIONS ON NOTICE****18.1 QUESTION ON NOTICE - KINGAROY ENGAGEMENT CENTRE**

---

**COMMITTEE RESOLUTION 2023/50**

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That the response to the question regarding the progress of a working group raised by Councillor Erkens be received and noted.

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

Against: Nil

**CARRIED 6/0**

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**18.2 QUESTION ON NOTICE - FACADE IMPROVEMENT APPLICATIONS**

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**COMMITTEE RESOLUTION 2023/51**

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

That the response to the question regarding Façade Improvement applications raised by Councillor Henschen be received and noted.

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

Against: Nil

**CARRIED 6/0**

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**18.3 QUESTION ON NOTICE - LEGAL FEES**

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**COMMITTEE RESOLUTION 2023/52**

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

That the response to the question regarding Legal Fees raised by Councillor Jane Erkens be received and noted.

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

Against: Nil

**CARRIED 6/0**

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**19 CONFIDENTIAL SECTION**

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**COMMITTEE RESOLUTION 2023/53**

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

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*:

**19.1 Legal Update - Update on Planning Matter before the Planning and Environment Court.**

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.

**19.2 Visit South Burnett - 2023/2024 Agreement**

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.

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

Against: Nil

**CARRIED 6/0****Attendance:**

At 11:20am, Coordinator Development Services David Hursthouse left the meeting.

At 11:41am, Cr Danita Potter left the meeting.

At 11:44am, Cr Danita Potter returned to the meeting.

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**COMMITTEE RESOLUTION 2023/54**

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That Council moves out of Closed Council into Open Council.

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

Against: Nil

**CARRIED 6/0**

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**19.1 LEGAL UPDATE - UPDATE ON PLANNING MATTER BEFORE THE PLANNING AND ENVIRONMENT COURT.**

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**COMMITTEE RESOLUTION 2023/55**

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the report be received for information.

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

Against: Nil

**CARRIED 6/0****Attendance:**

At 11:48am, Manager Corporate, Governance &amp; Strategy Rebecca Bayntun returned to the meeting.

At 11:48am, Coordinator Corporate, Karen Searle entered the meeting.

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**19.2 VISIT SOUTH BURNETT - 2023/2024 AGREEMENT**

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**COMMITTEE RESOLUTION 2023/56**

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommend to Council that:

1. South Burnett Regional Council enters into an agreement (as amended) with Visit South Burnett Inc. for the 2023/2024 financial year for the purpose of delivering tourism initiatives, promotions of attractions and experiences and, development of planning documents that support sustainable tourism in the region.
2. South Burnett Regional Council provides funding to the value of \$70,000 (plus GST)
3. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the agreement between Council and Visit South Burnett Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

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

Against: Nil

**CARRIED 6/0****20 CLOSURE OF MEETING****The Meeting closed at 11:47am.****The minutes of this meeting were confirmed at the Liveability, Governance and Finance Standing Committee Meeting held on 13 September 2023.**

.....  
**CHAIRPERSON**

## 6 PORTFOLIO - CORPORATE GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATION & MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION AND ADVOCACY, 2032 OLYMPICS & PARALYMPICS

### 6.1 CORPORATE, GOVERNANCE & STRATEGY, PEOPLE & CULTURE, COMMUNICATIONS/MEDIA, FINANCE & SUSTAINABILITY, ICT & BUSINESS SYSTEMS, COMMUNITY REPRESENTATION & ADVOCACY AND 2032 OLYMPICS & PARALYMPICS PORTFOLIO REPORT

**File Number:** 13-08-2023

**Author:** Councillor

**Authoriser:** Chief Executive Officer

#### PRECIS

Corporate, Governance & Strategy, People & Culture, Communications/Media, Finance & Sustainability, ICT & Business Systems, Community Representation & Advocacy and 2032 Olympics & Paralympics Portfolio

#### SUMMARY

Acting Mayor Jones presented the Corporate, Governance & Strategy, People & Culture, Communications/Media, Finance & Sustainability, ICT & Business Systems, Community Representation & Advocacy and 2032 Olympics & Paralympics Portfolio Report to Council.

#### OFFICER'S RECOMMENDATION

That Acting Mayor Jones' Corporate, Governance & Strategy, People & Culture, Communications/Media, Finance & Sustainability, ICT & Business Systems, Community Representation & Advocacy and 2032 Olympics & Paralympics Portfolio Report to Council be received.

#### Corporate, Governance & Strategy:

The Customer Service team have been busy with an increase in enquiries by phone and in person at Customer Service Centres due to the issuing of rate notices on 25 August 2023. With discount for rates closing on 28 September 2023, it is expected that the team will remain busy over the next few weeks. Officers from other areas have provided assistance to the Customer Service team as required.

International Access to Information Day ('IAID') will be celebrated on 28 September 2023. The theme for this year's event in Queensland is 'Digital inclusion: Connecting people to information'. As part of the IAID, is the Solomon Lecture, which is an annual event that marks the importance of the *Right to Information 2009 Act*. The lecture is an integral part of promotional activities associated with IAID. This year's keynote speaker will be delivered by Ms Talei Elu, a community advocate for digital inclusion and member of the Queensland Government First Nations Consultative Committee. Ms Elu's keynote is titled 'The Story of Seisia – How access to information in remote Indigenous communities can help to solve complex problems'. This event can be attended in person by securing tickets online, or if unable to attend in person the event will be livestreamed.

#### Communications/Media:

In August 2023, the Media and Communications team progressed the following:

- Media Releases x 37
- Media enquiries (via the Media email) x 13
- Social Media:
  - Facebook: x 162



- Instagram: x 76
- LinkedIn: x 3
- X (Previously Twitter): x 5
- Printed advertising x 6
- Graphic design x 48

A list of all media release/enquiries and statistics for August 2023 is available as an attachment to this report.

### **Finance & Sustainability:**

At the end of August 2023, Council held \$61.35 million in cash and cash equivalents with \$48.32 million invested with the Queensland Treasury Corporation (QTC).

The next six monthly rate levies were issued on 25 August 2023 with the discount period ending 28 September 2023.

The finance team continue to work on end of year adjustments flowing into the preparation of the financial statements.

Finance will also prepare the QTC Long Term Forecast which is due this month. The external auditors will be working with Council from 18 September for a period of three (3) weeks however some of this time will be offsite.

### **BACKGROUND**

Nil

### **ATTACHMENTS**

1. **Monthly Media Report - August 2023**

**Media Releases – August 2023: 37**

1. 031. Public Notice 01-08-2023 - Show Holiday – Monday 14 August 2023
2. 032. Public Notice - 01-08-2023- SBRCQ 23 24-10 Sanitary and Incontinence Bin Services within the South Burnett Region
3. 033. Public Notice - 01-08-2023- SBRCQ 23 24-12 Les Muller Park Blackbutt - Amenities Building external repaint
4. 034. Public Notice - 04-08-2023 - Boondooma Community Centre Community Consultation
5. 035. Public Notice - 04-08-2023 - Changed Traffic Conditions and Temporary Road Closures - BaconFest 2023
6. 036. Public Notice - 04-08-2023 - Reconfiguration of Pedestrian Crossings - Kingaroy
7. 037. Public Notice 08-08-2023 - BaconFest 2023
8. 038. Public Notice - 08-08-2023 - Temporary Closure – Butter Factory Park Nanango
9. 039. Public Notice 08-08-2023 - South Burnett Libraries Book Week Mad Hatters Tea Parties
10. 040. Public Notice - 09-08-2023 - Bjelke-Petersen Dam Day use area Closed for A Day at the Dam Music Festival
11. 041. Public Notice - 10-08-2023 - Waste and Recyclables Collection Services Tender has been Awarded
12. 042. Public Notice - 11-08-2023- SBRC 22 23-22 Request for Tender - Waste Facilities - Operations and Supervision
13. 043. Public Notice - 11-08-2023- SBRC 22 23-23 Request for Tender - Landfill Operations Services
14. 044. Public Notice - 15-08-2023- SBRCQ 23 24-44 – Computer Replacement
15. 045. Public Notice - 15-08-2023 - Nanango CBD Parking & Operations – Have Your Say
16. 046. Public Notice - 16-08-2023 - Blackbutt Transfer Station to accept Commercial Waste from 1 September 2023
17. 047. Public Notice - 16-08-2023 - South Burnett Regional Council Supports Life Flight and their lifesaving service
18. 048. Public Notice - 17-08-2023 - Community Engagement – ‘Steaming Back to Wondai’ Time Capsule Location
19. 049. Public Notice - 17-08-2023 - South Burnett Rail Trail Users Association – Double Dingo Duathlon
20. 050. Media Release - 16-08-2023 - Recognition of Roy Emerson, Tennis Icon
21. 051. Media Release - 17-08-2023 - Kumbia Playground and Sportsground – Have Your Say
22. 052. Public Notice - 17-08-2023 - A Day at the Dam Music Festival – Food Vendor Applications now open!
23. 053. Public Notice - 17-08-2023 - SBRCQ 23 24-46 Invitation to Offer - One (1) Miniature Stallion
24. 054. Public Notice - 18-08-2023 - Notification of Construction Work – Mackenzie Street Wondai
25. 055. Public Notice - 18-08-2023 - Queensland Road Safety Week 2023
26. 056. Public Notice - 21-08-2023 - Temporary Closure – Proston Customer Service Centre and Library
27. 057. Public Notice - 22-08-2023 - Council Pools Opening Soon
28. 058. Public Notice - 23-08-2023 - Community Grants Program Round 1 Closes 31 August 2023
29. 059. Public Notice 23-08-2023 - Kingaroy Swimming Pool – Change to Operating Hours
30. 060. Public Notice 24-08-2023 - Stay alert this magpie swooping season

- 31. 061. Public Notice - 25-08-2023 - A Day at the Dam Music Festival – Children’s Ticket Prices
- 32. 062. Public Notice - 25-08-2023 - Dutton Street East, Murgon – Footpath Renewal
- 33. 063. Public Notice - 25-08-2023 - Gore Street Murgon – Pavement Widening & New Kerb & Channel
- 34. 064. Public Notice - 25-08-2023 - Rate Notices Issued
- 35. 065. Public Notice - 28-08-2023 - Closure of Murgon Lions Park Playground and Public Toilets for Maintenance
- 36. 066. Public Notice - 29-08-23 - Get ready for the Festival of the Dams 2023 Round 2!
- 37. 067. Public Notice - 29-08-23 - Found Two (2) Damara Sheep

<b>Media Releases 23-24</b>						
<b>2022</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
	30	37				
<b>2023</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>

**Media enquiries (received to the 'Media' email, excludes phone and other emails): 13**

- 1. 1-08-23 – ABC Southern Queensland – Seeking comment on parking limits in Nanango
- 2. 1-08-23 – News Corp - Seeking comment on the Mayor’s absence
- 3. 3-08-23 – ABC – Requesting interview regarding Wondai population
- 4. 06-08-23 – South Burnett Online – Requesting a quote regarding vandalism in the Butter Factory Park
- 5. 08-08-23 – Burnett Today – Study Hubs in Kingaroy
- 6. 11-08-23 – Burnett Today – Seeking information regarding rates enquiries
- 7. 23-08-23 – Burnett Today – Requesting information and photos on Book Week
- 8. 24-08-23 – ABC Regional – Requesting an interview regarding water security, item 14.1 in Council meeting 23 August 2023
- 9. 21-08-23 – Channel 7 – Requesting an interview with the Mayor regarding roadside vendors
- 10. 25-08-23 – Channel 7 – Requesting an interview regarding magpie swooping season
- 11. 25-08-23 – Channel 7 – Request for a statement regarding roadside vendors.
- 12. 25-08-23 – ABC Southern Queensland – Requesting an interview regarding youth mental health sessions
- 13. 29-08-23 – News Corp – Requesting comment regarding roadside vendor licences

<b>Media Enquiries 23-24</b>						
<b>2022</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
	9	13				
<b>2023</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>

**Social media: South Burnett Regional Council****Facebook**

**@southburnettregion:** 162 posts (+36.1%)

**Most engaged post:** 16-08-23 – South Burnett turning it on for the Matilda's – 13,293 reached, 829 reactions, 69 comments, 53 shares

**Followers:** 10,244 (+84 from July 2023)

**Page reach:** 64,143 (+91% from July 2023)

**Paid Reach:** 0 (-100% from June 2023)

**Instagram:** 76 posts (+5.6%)

**Most engaged post:** 30-08-2023 – Supporting Bravehearts Day – 391 reached, 19 likes, 2 comments

**Followers:** 1,210 (+16 from July 2023)

**Page reach:** 918 (- 0.8% from July 2023)

**LinkedIn:** 3 posts, 4 re-posts

**Most engaged post:** 31-08-23 – Join our Team - 359 Impressions, 1 Reactions, 18 Clicks, 0 Comments

**Website clicks:** 8 (+166.7% from July 2023)

**Page visits:** 207 (+27% from July 2023)

**Followers:** 2422 (+34 from July 2023)

**X (Previously Twitter):** 5 posts

**Top post:**

23-08-2023 A Day at the Dam Music Festival - 85 impressions, 0 profile clicks, 1 retweet, 0 Like

**Tweet impressions:** 283

**Profile visits:** 197

**Followers:** 488 (-1 followers from July 2023)

<b>Social media posts – all platforms</b>						
<b>2022</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
	Facebook: 119	Facebook: 162	Facebook:	Facebook:	Facebook:	Facebook:
	Instagram: 72	Instagram: 76	Instagram:	Instagram:	Instagram:	Instagram:
	LinkedIn: 1	LinkedIn: 3	LinkedIn:	LinkedIn:	LinkedIn:	LinkedIn:
	X: 4	X:5	X:	X:	X:	X:
<b>2023</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>
	Facebook:	Facebook:	Facebook:	Facebook:	Facebook:	Facebook:
	Instagram:	Instagram:	Instagram:	Instagram:	Instagram:	Instagram:
	LinkedIn:	LinkedIn:	LinkedIn:	LinkedIn:	LinkedIn:	LinkedIn:
	X:	X:	X:	X:	X:	X:

**Enews**

- Council progressed 2 Enews during August

**Printed advertising**

- Council progressed two full page ads (Page 4) in the South Burnett Today published on 10 August and 24 August
- Council progressed one Courier Mail ad and one Qld Government Gazette ad for August
- Council progressed one Murgon Moments ad in August for South Burnett Libraries

**Radio advertising**

- Radio advertising was progressed for the month of August.

**Graphic design – August 2023**

- Website Banners x 3
- Social media graphics – Public Notices and Canva Designs x 35
- Flyers / Brochures / Poster x 5
- Festival of the Dams Certificates
- Completion of Traineeship Certificate
- Continued with Annual Report
- Bunya Mountains Disaster Management Community event flyer
- Continued with Community plans

## **7 CORPORATE GOVERNANCE & STRATEGY**

### **7.1 AUSTRALIA DAY - NOMINATION FORMS AND LOCATION**

**File Number:** 13-09-2023

**Author:** Coordinator Executive Services

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Confirming 2024 Australia Day nomination forms and the location of 2024 Australia Day Awards Ceremony.

#### **SUMMARY**

Seeking approval for the 2024 Australia Day nomination forms and the location of 2024 Australia Day Awards Ceremony.

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#### **OFFICER'S RECOMMENDATION**

That the committee recommend to Council:

1. The South Burnett Regional Council 2024 Nomination Forms be approved; and
2. The Location of Australia Day Awards Ceremony be held at the \_\_\_\_\_ on \_\_\_\_\_

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

The 2024 Australia Day Awards Ceremony has been included in the 2023/2024 budget.

#### **LINK TO CORPORATE/OPERATIONAL PLAN**

OPE/06 - Continued support for Annual Australia Day Awards and community events

#### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

NA

#### **LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

NA

#### **POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

NA

#### **ASSET MANAGEMENT IMPLICATIONS**

NA

#### **REPORT**

At Council's General Meeting held on the 25 August 2021, Council passed a resolution to hold the Australia Day Awards 2022 in Nanango.

At the Council's Meeting on 15 September 2021, Council passed a resolution to hold the Australia Day Awards 2022 in Blackbutt, due to the town of Nanango celebrating their Quartoseptcentennial (175 years) in 2023, and a request that the Australia Awards be held at Nanango to coincide with this event.

Below are the list of locations;

2016 – Proston

2017 – Nanango

2018 – Murgon

2019 – Blackbutt

2020 – Kingaroy

2021 – Wondai

2022 – Blackbutt – postponed due to covid

2023 - Nanango

## **ATTACHMENTS**

**Nil**

## 7.2 FLYNN ELECTORATE INFRASTRUCTURE PRIORITIES

**File Number:** 13092023  
**Author:** Chief Executive Officer  
**Authoriser:** Chief Executive Officer

### PRECIS

By email to Cr Duff, the Federal Member for Flynn is currently in the process of compiling a list of infrastructure priorities for federal funding ahead of the next federal election.

### SUMMARY

Council is requested to supply a list of priority projects in the South Burnett which are in the Flynn Electorate including a description for each project, the amount of funding sought, total project cost and expected timing.

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### OFFICER'S RECOMMENDATION

That the committee recommend to Council:

1. That Council nominate the following projects for the Flynn Electorate potential infrastructure projects:
  - (a) [Type Recommendation here](#)

### BACKGROUND

The request is for:

- Infrastructure projects;
- Capital building projects; and
- Community development projects.

Projects short listed from the Standing Committee Meeting will be further detailed for the September Ordinary Meeting.

Some projects previously considered for the Council advocacy programmes and to commence discussion include:

- ❖ Mundubbera Dulong Road
- ❖ Proston Boondooma Road
- ❖ Memerambi Gordonbrook Road
- ❖ Footpath improvements Proston and Hivesville
- ❖ Wondai Industrial Estate Stage 2 Works
- ❖ Park and Recreational Facility Upgrades – Proston, Hivesville, Tingoora, and Wondai
- ❖ Drainage improvements – Tingoora
- ❖ Tourism Signage

### ATTACHMENTS

Nil



## **8 PEOPLE & CULTURE**

### **8.1 SBRCQ 2223\_135 PURCHASE OF PPE FIELD UNIFORMS**

**File Number:** 230831

**Author:** Strategic Procurement Coordinator

**Authoriser:** Chief Executive Officer

#### **PRECIS**

*Section 104 of the Local Government Act 2009 (Act)* requires that Council must have suitable financial management processes which have regard to the sound contracting principles when entering into a contract. As par to this requirement, Procurement has identified an opportunity to establish a contracted arrangement for the supply of PPE Field Uniforms.

#### **SUMMARY**

Council is seeking to enter in to a 12mth supply arrangement with a suitably experienced provider for the supply of PPE Field Uniforms for staff. For efficient and convenient procurement of essential PPE, a single supply arrangement with a supplier will ensure Council meets its Workplace Health & Safety obligations in a timely and efficient manner for its employees.

Council tendered/Quoted for the provision of PPE Field Uniforms. 5 offers were received. The evaluation panel assessed and scored conforming offers against a predetermined assessment criterion. Based on the evaluation panels assessment the offers received, Safety Quip represented the highest rated assessment against the qualitative selection criteria and demonstrated to be the most advantageous offer to Council and is therefore recommended as the successful supplier.

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#### **OFFICER'S RECOMMENDATION**

That the Committee recommends to Council:

That Council approves the recommendation to establish a 12-month supply arrangement for Hi-Visibility Field Uniforms with Safety Quip.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

Personal Protective Equipment (PPE) has an allocated and approved budget.

#### **LINK TO CORPORATE/OPERATIONAL PLAN**

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

KP OR16 – Continue to give priority to ongoing Work health and Safety and prudent management.

#### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

The request for quote has been publicly advertised on Council's online tendering platform Illion Tenderlink and advertised on Council website. All identified local suppliers were approached directly and encouraged to apply.

#### **LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

This procurement activity meets the legislative requirements of the Sound Contracting Principles outlined in the *Local Government Act 2009* and the Default contracting procedures required for a medium sized contract under *s225 of the Local Government Regulation 2012*

#### **POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

This procurement activity meets Councils Procurement Policy Guidelines.

## **ASSET MANAGEMENT IMPLICATIONS**

N/A

## **REPORT**

Council procures approximately \$45,000 per annum in Hi-Visibility field uniforms for an average of 150 field staff. Council is obligated to ensure that Field Staff are provided with appropriate Hi-Visibility PPE to perform their work in a safe manner.

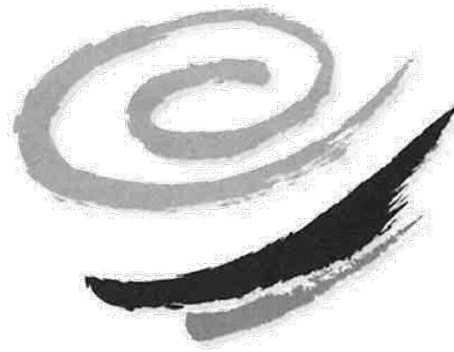
A 12mth arrangement will eliminate the need to request quotes on each occasion that PPE is required for new and existing Field Staff. Regular requests for quote present a costly, timely and inefficient exercise for both Council and the supplier.

Council publicly advertised an Invitation to Offer through the online tendering platform Illion Tenderlink enabling the opportunity for suppliers to quote on PPE Field Uniform requirements.

Council received 5 responses. The evaluation panel assessed and scored conforming offers against a predetermined assessment criterion. Based on the evaluation panels assessment the offers received, Safety Quip represented the highest rated assessment against the qualitative selection criteria and demonstrated to be the most advantageous offer to Council and is therefore recommended as the successful supplier.

## **ATTACHMENTS**

- 1. SBRCQ 2223\_135 Post Market Recommendation Report**



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

**Post Market Recommendation Report \$15K - \$200K**

**Project Title: PPE Field Uniforms**

**Contract Reference No: SBRCQ 2223\_135**

**Author: Louise Reidy**

**Position Title: Strategic Procurement Coordinator**

**Date: 22/08/23**


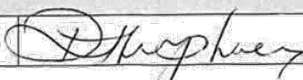


CEO APPROVED FORM: ID 0000000  
 Version 2 – July 2022  
 Finance & Corporate - Procurement

## Post Market Recommendation Report \$15K - \$200K

**PRIVACY COLLECTION NOTICE:** South Burnett Regional Council collects your personal information for the purpose of processing this form and for use in any Council matters. Your personal information is handled in accordance with the *Information Privacy Act 2009* and will only be disclosed to a third party as per the South Burnett Regional Council Information Privacy Policy. **A hard copy of this electronic document is considered uncontrolled when printed**

<b>Executive Summary</b>			
<p>Council is seeking to enter in to a 12mth supply arrangement with a suitably experienced provider for the supply of PPE Field Uniforms for staff. For efficient and convenient procurement of essential PPE, a single supply arrangement with a supplier will ensure Council meets its Workplace Health &amp; Safety obligations in a timely and efficient manner for its employees.</p> <p>Council tendered/Quoted for the provision of PPE Field Uniforms. 5 offers were received. The evaluation panel assessed and scored conforming offers against a predetermined assessment criteria and therefore recommends Safety Quip as the successful supplier.</p>			
<b>Timeline</b>			
<b>Release date</b>	27/06/23	<b>Closed date</b>	18/07/23
<b>Offers were received from the following suppliers</b>			
1	CA Design & Print		
2	Safety Quip		
3	Uniform Zone		
4	Winc Australia		
5	Totally Work Wear Bundaberg		
<b>Exceptions</b>			
Was an exception applied to the procurement process? (Failure to meet Council Policy)		<input type="checkbox"/> Yes Procurement exception form Must accompany this report	<input checked="" type="checkbox"/> No
<b>Evaluation Methodology</b>			
<b>How have the sound contracting principles been satisfied?</b>		<b>Justification/Explanation</b>	
Value for money		Appropriate price weighting	

Open and effective competition		Public Request for Quote	
The development of competitive local business and industry		All known local suppliers encouraged to apply via direct contact	
Environmental protection		Ethically and sustainably sourced products	
Ethical behaviour and fair dealing		Probity maintained throughout procurement process	
<b>Evaluation and analysis / selection criteria</b>			
<b>Selection Criteria</b>		<b>Weighting</b>	
Local Content		40%	
Price		30%	
Industry Experience		15%	
Delivery Timeframe		15%	
Total Weighted Score		100%	
<b>Evaluation Results</b>			
<b>Rank</b>	<b>Result (% or score)</b>	<b>Tenderer</b>	<b>Price</b>
1	64 / 100	Safety Quip	Schedule of Rates
2	64 / 100	CA Design & Print	Schedule of Rates
3	62 / 100	Uniform Zone	Schedule of Rates
4	38 / 100	Totally WW Bundaberg	Schedule of Rates
5	30 / 100	Winc Australia	Schedule of Rates
<b>Recommendation</b>			
<p>Safety Quip and CA Design &amp; Print scored equally based on the total weighted criteria. CA Design &amp; Print scored strongly in the local content criteria which carried the most weight of all the criteria's applied, however appropriate industry experience in the supply chain of PPE was unable to be obtained via research of the company. The schedule of rates submitted by CA Design &amp; Print were not favourable in the best interests of council's budgets.</p> <p>Safety Quip submitted a competitively priced offer along with considerable previous industry experience in the supply chain of PPE and safety equipment in general. Safety Quip do not have a local base and therefore scored lower within the highest weighted criteria of local content, however the business maintains a presence in the South Burnett region by servicing multiple large businesses on a weekly basis with a proven track record of exceptional delivery time frames and customer service.</p> <p>Taking into consideration that PPE is an integral part of Council's operational requirement, a responsive and reliable supply chain is important to ensure that council is able to maintain its obligations to staff by providing a safe environment in which to work including the supply of uniforms that are fit for purpose and provided within a timely manner.</p> <p>Based on the evaluation panels assessment the offer from Safety Quip represented the highest rated assessment against the qualitative selection criteria and demonstrated to be the most advantageous offer to Council and is therefore recommended as the successful supplier.</p>			
<b>Recommended Tenderer</b>		<b>Tendered Price (Exc. GST)</b>	
Safety Quip		Total Price not Applicable – Schedule of Rates	
<b>Authorised officer delegation approval</b>			
Given/Surname	Louise Reidy	Signature	
Date	22/08/23		
<b>Manager Approval: &lt;\$100K</b>			
Given/Surname	Rebecca Humphrey	Signature	
Date	23/8/23		



CEO APPROVED FORM: ID 0000000  
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Finance & Corporate - Procurement

## Post Market Recommendation Report \$15K - \$200K

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<b>GM Approval: \$100K &lt; \$200K</b>			
<b>Given/Surname</b>		<b>Signature</b>	<b>Date</b>
<b>CEO Approval: &gt;\$200K</b>			
<b>Given/Surname</b>		<b>Signature</b>	<b>Date</b>

## **9 FINANCE & SUSTAINABILITY**

### **9.1 AMENDMENT TO FEES AND CHARGES - COPY OF RATE/WATER NOTICE**

**File Number:** 13-09-2023

**Author:** Financial Accountant

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Copy of rate notice/s fees and charges for 2023/24.

#### **SUMMARY**

Removal of the copy of rate/water notice/s other than for current financial year fee of \$10.00 for 2023/24.

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#### **OFFICER'S RECOMMENDATION**

That the committee recommend to council:

That the 2023/24 Fees and Charges be amended to remove the \$10.00 fee for a 'copy of rates/water notice/s other than for current financial year'.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

Minimising the time resource required to recover the existing fee. Small financial loss of income (minimal number of copies usually provided).

#### **LINK TO CORPORATE/OPERATIONAL PLAN**

N/A

#### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Fees and charges will be amended accordingly for Council website.

#### **LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

N/A

#### **POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

N/A

#### **ASSET MANAGEMENT IMPLICATIONS**

N/A

#### **REPORT**

Since the 2023/24 fees and charges were adopted by Council it has become apparent that the time & labour required to raise the current fee for a copy of rate/water notices/s other than for the current financial year outweighs the \$10.00 recovered through the fee.

It is proposed that the fee for a 'copy of rate notice/s other than for the current financial year' be removed and is submitted for Council's consideration and approval.

#### **ATTACHMENTS**

Nil

## **10 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES**

### **10.1 COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES PORTFOLIO REPORT**

**File Number:** 13-09-2023

**Author:** Councillor

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Community Development, Arts & Heritage and Library Services Portfolio Report

#### **SUMMARY**

Cr Potter presented her Community Development, Arts & Heritage and Library Services Portfolio Report to Council.

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#### **OFFICER'S RECOMMENDATION**

That Cr Potter's Community Development, Arts & Heritage and Library Services Portfolio report to Council be received for information.

#### **Localised Mental Health Initiatives**

Council has engaged Chris Lynn to visit the region on 14 October 2023 at Lyle Vidler Oval. Council has partnered with South Burnett Cricket Association to host a BBQ, drink stalls, skills and drills with Chris.

Funding was provided from Queensland Health and with the purpose of delivering community events that bring people together and re-establish community connectedness.

#### **South Burnett Regional Council Community Grants**

South Burnett Regional Council's Community Grants program opened on the 1 August. The Community Development Team hosted Grant Information sessions in Murgon, Wondai, Kingaroy and Murgon. Applications closed on 31 August, receiving 13 submissions which are currently being assessed.

#### **2023 South Burnett Regional Youth Council**

The South Burnett Regional Youth Council have once again hosted the PIG JAM Battle of the Bands and PIGS CAN FLY art competition. This year's concert attracted lots of young people to O'Neill Square to watch and judge the 6 bands competing for the title. The addition of the art competition gave 27 young people a platform to showcase their artist flare and talents. CTC and Yourtown provided support with a free BBQ, slushies and popcorn. The addition of flower crown making was a huge success.

#### **Shine by Design Workshops**

The first Shine by Design workshop was held in Murgon on the 2 September. With a focus on positive psychology, these workshops will promote wellbeing and happiness, by concentrating on aspects like resilience, optimism and gratitude. Anyone attending these workshops will automatically receive a free ticket to attend the Shine by Design Luncheon to be held on the 30 September 2023 with special guest speaker Sam Bloom, the inspiration behind the movie Penguin Bloom. The next 2 workshops will be held in Nanango on the 9 September 2023 and Kingaroy on the 16 September 2023. Cost to participate is \$10.00.



### **Winter Warmers Program**

The Winter Warmers program is now complete, this program was hosted in 4 towns across the South Burnett including Cloyna, Nanango, Proston and Wooroolin. With a focus on health and wellbeing, catering for all fitness levels participants were encouraged to try different exercise programs including Tai Chi, chair yoga and mountain bike riding. Cooking demonstrations that showcased simple meal preparation inspiring healthy eating habits for everyone involved.

### **Graham House**

Graham House is looking for more volunteer drivers. This is a great opportunity for anyone with a licence to get out and meet people. If you know anyone that might be interested in joining this amazing program, please get them to get in touch with Graham House Murgon.

### **South Burnett Regional Libraries Book Week**

I would like to thank the Councillors for attending the South Burnett Regional Libraries Book Week festivities. I would encourage all community members to keep an eye on Libraries Facebook page for information for any upcoming events.

### **Book Week Success**

Our libraries celebrated this year's Book Week theme of Read, Grow, Inspire in a BIG way by hosting a series of Mad Hatters Tea Parties, which included lots of stories and some biscuit decorating (and plenty of smiles). Our library staff fully embraced the 'Alice in Wonderland' theme with appearances made by Tweedle Dee and Tweedle Dum, the Red Queen and the March Hare, just to name a few. Each tea party was a great success, and the library team would like to thank our Councillors for attending these events. In total, 167 children, parents and caregivers attended South Burnett Libraries Book Week celebrations across the region.

### **Statistical Return Submission and Highlights**

To ensure that Council meet the criteria of the State Library of Queensland's Service Level Agreement and to receive the annual Public Library Grant, a Statistical Return is completed and submitted by the Regional Librarian at the end of each financial year. The report includes visitation and collection statistics, program attendance, library opening hours and library staffing levels. The Statistical Return for the 2022-23 financial year was submitted on 31 August 2023.

### **Dementia Action Week Morning Tea**

South Burnett Libraries are partnering with Lutheran Services to share information and resources about dementia with members of our local community. The Kingaroy Library will host a morning tea on Wednesday 13 September from 10.00am-12.00pm that will include guest speakers from Carers Gateway, Orana Aged Care as well as library staff promoting the free resources on offer to assist and support those affected by dementia.

### **R U OK Day Resources**

As R U Ok Day approaches on 14 September 2023, our library team have compiled a list of mental health and well-being resources from the collection. This list is available on the library's website for customers to browse, reserve and borrow.

### **Get Set for Prep at St Mary's Kingaroy**

On Thursday 14 September, library staff will visit St. Mary's Catholic College as part of their 'Get Set For Prep!' school readiness program. Staff will have the opportunity to meet next year's prep students and their parents, share some stories and promote our libraries and the resources that are available for local families.

## **CTC Small Town Skills and Family Days**

Due to the overwhelming success of the recent CTC Small Town Skills and Family Fun Days, South Burnett Libraries are excited to be a part of the next two events scheduled for Wednesday 20 September at Nanango and Tuesday 26 September at Murgon. These events are a great opportunity for skill sharing amongst community members and provide local families the chance to attend free and fun activities over the school holidays.

### **School Holiday Activities**

Our library team are ready for the upcoming school holidays, with a variety of activities planned for our young community members. Each branch will once again host an in-house activity, whilst also offering take-home craft packs for those who like to get their craft on at home. Each library will also have an interactive 'Picnic in the Park' BINGO game set up for some added fun and to promote our upcoming outreach event scheduled at the Butter Factory Park in Nanango on Thursday 28 September 2023.

### **Coffee, Cake & Chat**

The second of the series of Coffee, Cake and Chat will be held in Murgon on Saturday 9 September, with Larry Cann from the Black Dog Institute providing insights into mental health and wellbeing.

### **First 5 Forever**

The First 5 Forever Picnic in the Park will be held in Nanango on Thursday 28 September. Attendees will enjoy, free face painting, free games and free craft.

### **Picnic in the Park**

Our library service invites local families and caregivers to a free morning of games, crafts, activities and face painting at the Butter Factory Park in Nanango on Thursday 28 September from 10.00am-11.30am. This First 5 Forever event has been developed for children aged 0-5, with older children more than welcome to join in the fun. Those who wish to attend are asked to bring a picnic morning tea, rug, wattle bottle and hat.

### **Proston Centenary**

South Burnett Libraries are excited to take part in the Proston Centenary celebrations by hosting a stall on Saturday 30 September 2023. The library service has also purchased 2 copies of "Proston: 100 Years down the track" to add to the collection for our customers.

### **Senior's Month Plans**

Our libraries will once again celebrate Senior's month in October by hosting a series of events across the region. Please keep an eye out on the South Burnett Libraries Facebook and Instagram pages for more information or enquire at your local library to find out what's on.

**Book Week Mad Hatters Tea Parties**



**CTC Small Town Skills Day at Proston**



**ATTACHMENTS**

1. Youth Council Minutes August 2023



## South Burnett Regional Youth Council Meeting Minutes

Date:	Tuesday 8 August 2023
Time:	4.00pm
Location:	Warren Truss Chambers & TEAMS
Present:	Cr Danita Potter, Nicholas Sutton, Maggie Livett, Nicole Gunston, Kayleigh Johannesen, Charlise Tennant, Casey Springhall, Remy Favier, Sharlette Calvert, Bella Hams, Steffanie Humphries, Wyatt Johnson, Margie Hams
Guests:	Ava Kefford, Nica Gayatgay
Apologies:	Maria Sykes, Ebony Wessling

1.	<b>Meeting Open</b>	
1.1	Welcome and Acknowledgement of Country	Cr Danita Potter
1.2	<b>Confirmation of Previous Minutes</b> The Minutes of the meeting held on the 11 July 2023 were accepted as a true and accurate record of that meeting.	Moved by: Nicole Gunston Seconded by: Casey Springhall
2.	<b>General Business</b>	
2.1	Welcome new Youth Council member. <ul style="list-style-type: none"> <li>Steffanie Humphries introduced herself to the group and the Youth Council welcomed her to the team.</li> </ul>	
2.2	<b>PIG JAM Battle of the Bands:</b> <b>Margie:</b> <ul style="list-style-type: none"> <li>Youth Council will need to meet at Baconfest HQ (Townhall Reception Room) at 1pm Saturday 19 August, to sign in as a volunteer and be issued with a t-shirt and a vest.</li> <li>We now have 6 bands registered to compete at PIG JAM.</li> <li>PIG JAM will run from 1pm – 7.30pm.</li> <li>MC duties on the day will be shared around the group.</li> <li>Everything at the PIG JAM event will be for all attendees.</li> <li>Flower crown making will be available for on the day.</li> <li>Yourtown will be providing the BBQ.</li> <li>CTC will be giving out popcorn and slushies.</li> <li>Graffiti art workshops will be facilitated by 'sigh' and will run during the event.</li> <li>Youth Council will be manning the registration table, giving out arm bands and 'voting tokens' and raffle tickets.</li> <li>Youth Council will be manning the Glitter Bar.</li> <li>Youth Council will be manning the voting table, where guests will place their tokens in containers to vote for their favourite artists.</li> </ul>	

2.3	<p><b>PIGS CAN FLY ART COMPETITION:</b></p> <p><b>Margie:</b></p> <ul style="list-style-type: none"> <li>▪ We currently have 14 artists registered for the art competition.</li> <li>▪ Youth Council will be judging the PIGS CAN FLY ART COMPETITION, next Tuesday 15 August 2023.</li> <li>▪ Art competition winners will be announced during the PIG JAM event.</li> </ul>
2.4	<p><b>Fundraising and Sponsorship</b></p> <p><b>Margie:</b></p> <ul style="list-style-type: none"> <li>▪ To date we have 4 Whole Hog sponsors for PIG JAM, which is \$1200.</li> <li>▪ We have a gift voucher from Kingaroy IGA and a gift box from Bega.</li> </ul> <p><b>Other sponsors to follow up:</b></p> <ul style="list-style-type: none"> <li>▪ Bunnings – Margie to follow up.</li> <li>▪ McDonalds – Bella to follow up.</li> <li>▪ BCF – Maggie to follow up.</li> <li>▪ Big W – Margie to follow up.</li> <li>▪ Kingaroy Shopping World – Margie to follow up.</li> <li>▪ Kingaroy Office Central – Margie to follow up.</li> <li>▪ Blooms the Chemist – Margie to follow up.</li> <li>▪ Harvey Norman – Margie to follow up.</li> </ul>
3.	<p><b>Matters for Discussion</b></p>
3.1	<p><b>Kingaroy Youth Engagement Centre:</b></p> <p>South Burnett Regional Councillors passed a resolution that:</p> <ol style="list-style-type: none"> <li>1. South Burnett Regional Council engages with our Youth Council and interested community members to form a working group with the view to establish a ‘Youth Engagement Centre’, noting that the Youth Council may wish to recommend naming the proposed centre in keeping with its objectives; and</li> <li>2. South Burnett Regional Council seeks expressions of interest from community organisations and suitably credentialed and authorised adult volunteers to support the centres operations and supervisory requirements and that report be brought back to a future Liveability, Governance and Finance Standing Committee Meeting.</li> </ol> <p>Council would like Youth Council’s feedback about the proposed Youth Engagement Centre.</p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>▪ An engagement centre probably won’t hit the mark, because it won’t be somewhere that kids would want to hang out.</li> <li>▪ If the centre was located in Kingaroy, transport would be an issue for young people in the outlying towns.</li> <li>▪ The programs facilitated by CTC are good, but we don’t always hear about the activities until it’s too late.</li> <li>▪ Having a travelling program would be better than having a centre in one place.</li> <li>▪ There are some great services in the South Burnett, but there is still a stigma around accessing these services.</li> <li>▪ Places like the skatepark in town are considered a place to avoid.</li> <li>▪ There are some Australian online mental health services that we can access, for example Kids Help Line and Beyond Blue.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ It's easier to access services online, but it doesn't replace face to face services.</li> <li>▪ It is not always easy to access face to face services.</li> <li>▪ Youth specific locations like the skate parks often become 'drug hubs'</li> <li>▪ Activities supervised by adults, that give young people somewhere to go if they feel lonely or down, is better than a centre.</li> <li>▪ If there was one place, there would be some stigma around it, a moving program like the one at CTC is better.</li> <li>▪ It's not hard to access services, but it's hard if you don't know what's available and sometimes you just want to talk to someone your own age, not just adults.</li> <li>▪ The CTC programs are great, but I don't always hear about them or when they are running.</li> <li>▪ I think we have enough services and the right services, but I don't think everyone know what is available to them.</li> <li>▪ Youth programs like the ones that CTC host are not advertised enough or at the right places.</li> <li>▪ Online services are really good, so I don't think a youth hub has to be a physical place, but it could be an online service.</li> <li>▪ There's a new games night in Kingaroy, which engages people that wouldn't normally attend other activities.</li> <li>▪ With our region being so vast, I think we need to think outside the box to cater for all young people in the South Burnett.</li> </ul>
3.2	<p><b>Kingaroy Chamber of Commerce and Industry Meet &amp; Greet</b>                  South Burnett Regional Youth Council has been invited to host the September meet and greet.</p> <ul style="list-style-type: none"> <li>▪ The meet and greet will be held on Tuesday 12 September (straight after our meeting) at the reception room of the Kingaroy Town Hall.</li> <li>▪ Youth Council have been asked to give a small speech to talk about our activities this year.</li> <li>▪ Wyatt, Remy and Nicole would like to present on the night.</li> </ul>
4.	<b>Meeting Close</b>
5.1	<p><b>Next Meeting</b>                  Tuesday 12 September 2023</p>

**OPEN ACTIONS**

ACTIONS	LEAD	TO BE COMPLETED BY
Send invitation to Youth Council to meet to judge the Pigs Can Fly Art Competition.	Margie	9 August 2023
Send link to register to be a volunteer at Bacon Fest	Margie	9 August 2023
Follow up on businesses for sponsorship (see list above)	All	17 August 2023
Meet with Remy, Wyatt & Nicole to discuss the KCCI meet and greet.	Margie	31 August 2023



**10.2 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE****File Number:** 13-09-2023**Author:** Manager Community & Lifestyle**Authoriser:** Chief Executive Officer**PRECIS**

Liveability – Community and Lifestyle Operational Update

**SUMMARY**Liveability – Community and Lifestyle Operational Update

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**OFFICER'S RECOMMENDATION**

That the Community and Lifestyle Operational Update be received.

**BACKGROUND**

Nil

**ATTACHMENTS**

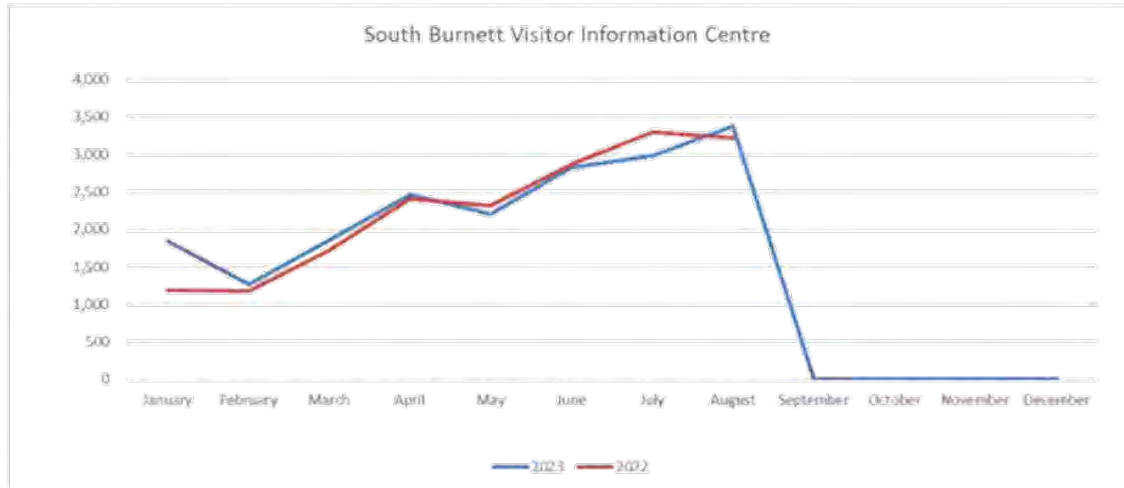
1. Tourism & VIC's Monthly Report
2. Visit South Burnett Newsletter
3. Leasing - Operational Update - September 23
4. Community Development Development Report - August 2023
5. Library Monthly Report
6. Commercial Enterprise Operational Update

**Monthly Statistics:**

<b>Visitor Information Centres – Monthly Statistics 2021-2022</b>						
<b>2023</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>
Sales	K - \$4166 M - \$225 N - \$805 W - \$2351	K - \$2826 M - \$5 N - \$897 W - \$1980	K - \$4684 M - \$277 N - \$2091 W - \$2324	K - \$4757 M - \$0 N - \$1431 W - \$2251	K - \$5109 M - \$133 N - \$703 W - \$2309	K - \$6349 M - \$255 N - \$1981 W - \$3129
Visitor Numbers	K - 692 M - 139 N - 332 W - 359	K - 511 M - 0 N - 244 W - 281	K - 743 M - 147 N - 384 W - 422	K - 1103 M - 0 N - 507 W - 610	K - 911 M - 198 N - 372 W - 714	K - 1272 M - 196 N - 441 W - 774
Coach Tours	K - 0 M - 0 N - 0 W - 0	K - 1 M - 0 N - 0 W - 0	K - 0 M - 0 N - 0 W - 0	K - 0 M - 0 N - 0 W - 0	K - 1 M - 0 N - 0 W - 0	K - 1 M - 0 N - 2 W - 4
Volunteer Numbers	K - 115 M - 27 N - 34 W - 30	K - 110 M - 39 N - 45 W - 33	K - 157 M - 30 N - 28 W - 44	K - 131 M - 27 N - 32 W - 47	K - 141 M - 27 N - 29 W - 43	K - 143 M - 25 N - 32 W - 52
Volunteer Hours	K - 671 M - 107 N - 195 W - 151	K - 676 M - 156 N - 229 W - 169	K - 884 M - 121 N - 171 W - 253	K - 735 M - 97 N - 167 W - 267	K - 855 M - 98 N - 165 W - 244	K - 880 M - 97 N - 179 W - 282
Days Open	K - 24 M - 18 N - 21 W - 22	K - 28 M - 22 N - 27 W - 28	K - 31 M - 18 N - 25 W - 30	K - 28 M - 18 N - 26 W - 28	K - 28 M - 20 N - 25 W - 30	K - 30 M - 18 N - 24 W - 30
<b>2023</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>
Sales	K - \$7320 M - \$27 N - \$770 W - \$3412	K - \$10391 M - \$103 N - \$666 W - \$4319	K - \$ M - \$ N - \$ W - \$	K - \$ M - \$ N - \$ W - \$	K - \$ M - \$ N - \$ W - \$	K - \$ M - \$ N - \$ W - \$
Visitor Numbers	K - 1594 M - 18 N - 442 W - 806	K - 1698 M - 0 N - 597 W - 1086	K - M - N - W -	K - M - N - W -	K - M - N - W -	K - M - N - W -
Coach Tours	K - 0 M - 0 N - 0 W - 0	K - 4 M - 0 N - 2 W - 0	K - M - N - W -	K - M - N - W -	K - M - N - W -	K - M - N - W -
Volunteer Numbers	K - 138 M - 1 N - 24 W - 52	K - 133 M - 21 N - 34 W - 53	K - M - N - W -	K - M - N - W -	K - M - N - W -	K - M - N - W -
Volunteer Hours	K - 846 M - 5 N - 148 W - 292	K - 778 M - 77 N - 200 W - 297	K - M - N - W -	K - M - N - W -	K - M - N - W -	K - M - N - W -
Days Open	K - 30 M - 3 N - 23 W - 27	K - 31 M - 13 N - 28 W - 31	K - M - N - W -	K - M - N - W -	K - M - N - W -	K - M - N - W -



	January	February	March	April	May	June	July	August	September	October	November	December	Total
2023	1,846	1,269	1,859	2,467	2,201	2,831	2,983	3,383	-	-	-	-	18,839
2022	1,186	1,180	1,716	2,405	2,324	2,874	3,302	3,227	3,245	2,232	1,961	1,494	27,146



**South Burnett VIC Network**

**Wondai Heritage Museum:**

Wondai Heritage Museum on the 12<sup>th</sup> of August 2023 had their open day and was a great success. The Volunteers arranged for all the stalls including a sausage sizzle and coffee van. The Goomeri Chrome Bumpers Car Club also attended. By the end of the day the Museum had 222 visitors through the door. Acting Mayor Gavin Jones gave the speech for the Dedication and there was a good turn out from Councillors and Staff. We even had 2 reporters from Newspapers covering the event.

The day was such a success that the Volunteers have requested that the Open Day be arranged annually.



**Kingaroy Heritage Museum:**

The Kingaroy Heritage Museum has been busy with 2 school visits, arranging 23 peanut hunts, 2 bus tours, 2 history requests completed and sent to customers and 807 visitors to the Museum for the month of August.

The general Customer Feedback has been:

- Great display & very interesting
- Impressed & very good
- Excellent! So well presented – learnt a lot

The Volunteers have also redesigned the foyer – uncluttered. The foyer now a better flow and is welcoming.

**Kingaroy Visitor Information Centre:**

The Mural on the back wall of the Kingaroy VIC has been completed and looks amazing. Staff and the Volunteers are looking at arranging a morning tea and will be inviting Councillors, Staff, Volunteers and the Artist. This will be a good time for everyone to appreciate the mural and talk to the artist – Robyn Dower.



The Volunteers at the Kingaroy VIC have also been busy redesigning the TV Room and brochures. Again, this is to make it easier for the visitors to find the brochures that they are needing. It has also made the flow in the VIC a lot easier.



#### **Nanango VIC:**

Due to low volunteer numbers at the Nanango VIC's, their hours and days open have not been up to the accreditation standard. If the numbers stay the way they are at the next Audit next year the Nanango VIC will lose their accreditation.

The Number are:-

January -	Closed 4 days (160 hours)
February -	Closed 1 day (166 hours)
March -	Closed 9 days (138 hours)
April -	Closed 3 days (146 hours)
May -	Closed 5 days (158 hours)
June -	Closed 7 days (139 hours)
July -	Closed 7 days (146 hours)
August -	Closed 3 days (157 hours)

To keep accreditation the centre needs to be open 7 days a week, minimum of 42 hours per week – 168 hours per month.



### Wrap-up

**Visit South Burnett** has had a few busy weeks, with the South Burnett's peak season coming to a close, VSB is hitting the ground running with a new Spring marketing campaign & school holiday campaign ready to launch, making sure all year round is peak season!

**-Transportation survey results** - see below for a full breakdown.

As you can imagine, the South Burnett residents are screaming for public transportation in the South Burnett, with a lot of interest in a local run as well as a regular run to Toowoomba.

**-Wondai Heritage Museum Open Day** - Congratulations to the Volunteers and organisers, VSB was excited to attend the day. This museum is a must-visit and a true asset to the South Burnett region.

### •VSB Meet and Greet at Hillview Cottages:

Thank you to our wonderful August Meet and Greet hosts, Dan & Sheralyn from Hillview Cottages. It was great to see so many new faces and awesome to welcome some new VSB members. Key topics

- Transportation survey and results for the South Burnett and how we will progress from here.
- Some of the amazing events coming up in our region.
- The future of accommodation for the South Burnett.

### Visit South Burnett New Email Address:

**VSB is excited to announce our main email address has changed to [admin@visitsouthburnett.au](mailto:admin@visitsouthburnett.au). Please add this email address to your 'save senders list' to not miss out on any updates from VSB.**

### • VSB Management committee meeting round-up -

- Help increase volunteers in VICs, Possible suggestions bring your volunteer a drink (coffee or tea) – VSB management committee to workshop this idea and consult members.
- Survey for regional economic future fund – Ivan Rasmussen VSB has been added to the list.
- Transportation survey and advert have been sent to SB Today and will be printed in the paper. – Thank you to SB Today for covering costs.
- Kingaroy airport – possible tourism opportunity.
- VSB to look into hosting our own Tourism Seminar and invite businesses and operators to talk and educate VIC volunteers and the general public. – Possible guest speakers, marketing gurus etc.



Images: 1: Wondai Heritage Museum Open Day  
2 & 3 Hillview Cottages Meet and Greet



## VSB Membership Renewal!

- **Visit South Burnett** - Membership is due. It's that time of the year again, Renew your VSB membership to keep up to date on all things tourism! Below are just some of the advantages of being a VSB Member:
  - Feature spot on our [www.visitsouthburnett.com.au](http://www.visitsouthburnett.com.au) website
  - Option to promote seasonal specials and events through Visit South Burnett
  - One-on-one help with Digital Marketing including Facebook, Instagram & Tiktok
    - The opportunity to host your own meet and greet
  - Monthly Newsletter - and the option to promote your upcoming events, products, and services.
    - Customised Workshops
    - A voice in local tourism
    - Access to customised surveys

- Industry advice & updates
- Discounted pricing across promotional material and other VSB member's products & services.
- Direct access to your RTO - **Membership cost only \$50 for the year!**

**MEMBERSHIP APPLICATION 2023/2024**  
ABN: 57271854781

**Visit South Burnett**  
SOUTH BURNETT  
South East Queensland

Date: \_\_\_\_\_

Trading name: \_\_\_\_\_

Surname: \_\_\_\_\_ Given Names: \_\_\_\_\_

Postal Address: \_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

Residential Address (if different to postal address): \_\_\_\_\_  
\_\_\_\_\_ Postcode: \_\_\_\_\_

Phone Numbers :  
Work: \_\_\_\_\_ Home: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Website (if available): \_\_\_\_\_

Are you a SOCT Member  Yes  No

Nominating Member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

VSB membership 2023/2024 Financial year is \$50  
Joining now will entitle you to membership until 30th June 2024  
Your membership application will be endorsed at the next VSB management committee meeting.

Please complete all details and return form to:

Post: Visit South Burnett Inc  
PO Box 454  
Nanango, Qld 4675

Email completed application and receipt of payment  
to: [visitsouthburnett@gmail.com](mailto:visitsouthburnett@gmail.com)

[Download membership form](#)



**Transportation Survey Results!**



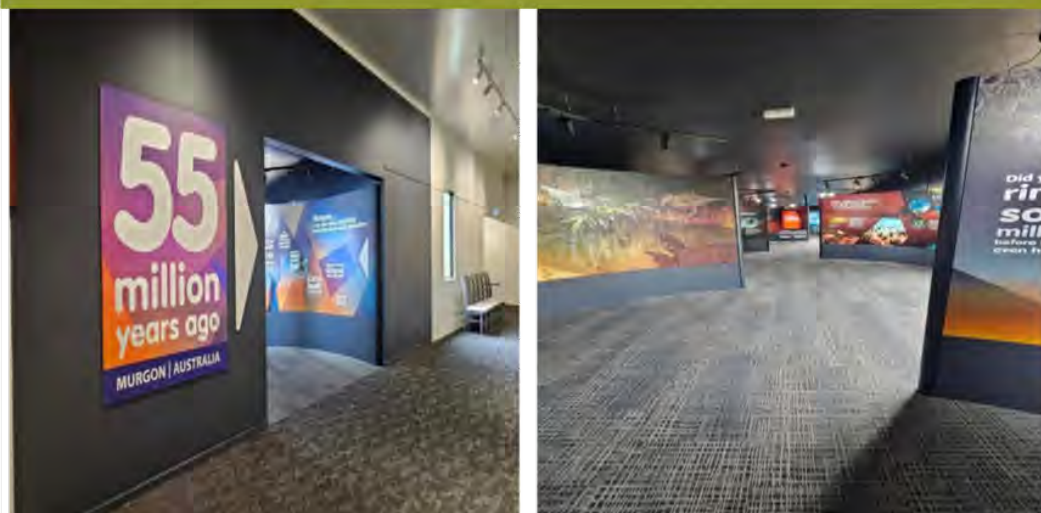
Transportation Survey

Check out the survey results, and see what over 400 locals had to say.

[SURVEY RESULTS CLICK HERE](#)

### What's next?

Visit South Burnett needs your support! We're looking for **'Letters of support'** from local groups, organisations & businesses about how your organisation or business would utilise public transport if it was available, and what it could mean to our region. (really focusing on connecting). Please send your letters of support to [admin@visitsouthburnett.au](mailto:admin@visitsouthburnett.au).



### Sneak peek!

Murgon's newest attraction is almost ready to reveal all its secrets and Visit South Burnett Inc. was given a special sneak peak.

What a credit this museum and art gallery is to all the volunteers, researchers, artists, builders, planners and scientists who have worked tirelessly to bring the vision to life. Step inside and be immersed in an interactive palaeontological journey discovering the creatures that roamed the Murgon region between 24 – 70 million years ago.

Official opening October 2nd, 2023!  
Follow their Facebook page for more updates  
[55 Million Years Ago](#)

**Council Pools Opening Soon**





South Burnett Regional Council is pleased to announce the opening of the Summer Swimming Season, which will begin on Friday 15 September.

Visitors to the Murgon Jubilee Swimming Pool will see a familiar face, with Lori Hall being awarded manager of the pool.

Natalie and her team at the Wondai Swimming Pool are excited to welcome visitors over the summer period who can have fun with the new Splash Play Area and refurbished change rooms.

All pools will continue to offer a great range of exercise programs and recreational activities as per previous years. For further information please contact the pool managers directly on the following numbers:

Blackbutt Pool 4163 0531  
South Burnett Aquatic Centre 4163 1143  
WJ Lang Memorial Pool 4162 1863  
Wondai Swimming Pool 4169 0087  
Murgon Jubilee Swimming Pool 4168 1754  
Proston Pool 4168 9132

Council encourages the community to use the Council pools to cool off and enjoy water play, swim laps, attend some fitness classes, learn to swim, improve your swim stroke, or join a swimming club.

- Kingaroy Pool features three pools – 50m heated outdoor pool, a children's wading pool and an indoor learn to swim pool. Kingaroy also has a beach volleyball court on site.
- Murgon Pool has two pools – 50m heated outdoor pool and a children's wading pool.
  - Wondai Pool has a 25m heated outdoor pool and the new Splash Play area.
- Nanango Pool has a 25m indoor heated pool, a hydrotherapy pool and a children's wading and play pool area.
  - Blackbutt Pool has a 25m (6 lane) outdoor pool.
  - Proston Pool has a 25m (6 lane) freshwater outdoor pool.

Please contact your friendly local pool manager and discuss what they have to offer. Further information about our pools can be found on Council's website Swimming Pools – South Burnett Regional Council.



**Spotted! The latest article in Australia-New Zealand Cycling magazine with a readership over 50,000 as well as Instagram/Facebook**

## Grants!

### **Boosting Accessible Tourism Experiences Grant CLOSING 31ST AUGUST**

Funding to support the development and enhancement of tourism products and smaller scale infrastructure to make it more accessible.

The \$1 million Boosting Accessible Tourism Experiences Grant provides funding support for sole traders and small tourism and events businesses to develop and/or enhance accessibility.

It is part of the Queensland Government's \$12 million investment to support delivery of a package of initiatives to enhance and develop accessible tourism products and to raise awareness about accessible tourism experiences in Queensland.

The Year of Accessible Tourism supports key actions in the Towards Tourism 2032 strategy. Grants between \$5,000 and \$20,000 (GST exclusive) are available for the development and/or enhancement of existing tourism products or infrastructure to develop more accessible visitor experiences and enhance accessibility for tourism workers. Grant funding may cover up to 50 percent of eligible project costs.

The key objectives of the Fund are to support projects that will:

- increase the number of tourism and events businesses that are delivering exceptional and accessible customer experiences
- have a positive impact for the community through improved accessibility to visitors
  - support and provide opportunities to the tourism and events industry to make improvements to accessibility for visitors and workers with disability.

Check out more ↓

<https://www.dtis.qld.gov.au/tourism/funds/boosting-accessible-tourism-experiences-grant>

### **Queensland Destination Events Program**

The Queensland Destination Events Program (QDEP) seeks to leverage the crucial link between events and the destinations in which they are staged, extending the flow of the economic, marketing and social benefits of events throughout metropolitan and regional Queensland.

#### **• Gambling Community Benefit Fund**

The Gambling Community Benefit Fund (GCBF) is Queensland's largest one-off community grants program and distributes approximately \$60 million each year to not-for-profit community groups. The GCBF funding helps these groups to provide services, leisure activities and opportunities for Queensland communities.

#### **• Female Founders Co-Investment Fund**

Female Founders Co-Investment funding is available to innovative female founded businesses undertaking a new pre-seed or seed capital raise.

## News From our members:



## Wondai Regional Art Gallery

### September 2023 Exhibition

The month of September will see the Wondai Regional Art Gallery hosting three exhibitions:

#### **"New Beginnings" by Julie Tomlinson (First Gallery)**



Julie has been a nurse for almost 46 years and only in the last decade has revealed her underlying passion for art and all its beauty within. Her dear mum started her creative journey with a 6 week graphite class in 2004. From there Julie didn't really do much until she found a Brisbane artist, Jenny Cass, who reignited her passion for art and began creating textured acrylics. In 2019, Julie was nominated and won the prestigious award with Sunshine Coast Health Service for EXCEPTIONAL PEOPLE'S AWARD for Cultural Care

whilst on duty at Gympie Hospital. Her paintings remain displayed in the Palliative Care Unit and also in the front entry of Extended Services Unit, the motto being "We Focus On You". She has also volunteered at Wondai Health Service for residents and staff to see her paint an artwork from start to finish and that is also displayed there for all to see. She's also started holding a couple of workshops to now share her expertise to others. Julie loves working in textured mediums, and has recently been dabbling in watercolour and fluid art.

#### **"Satisfaction" by Monday Artists (Main Gallery)**



The Monday Artists exhibition "Satisfaction" is inspired by everyone's need to bring joy and satisfaction into their life. The exhibition explores the 'loves' of the group members and what brings satisfaction into their life. Through the use of acrylics, oils, watercolours, photography, inks and collage, a wide variety of styles and subjects are presented, challenging the viewer to reflect on what satisfies them. Whether it is nature, family, animals, food, sunsets – satisfaction is different for each of us and may change depending on life's joys and challenges. In a society where everything has a price, the Monday Artists invite viewers to contemplate a time and place where doing things 'just to satisfy the soul' is a priority. The exhibition is diverse because all members are unique in their interpretation of their 'satisfaction' both in the world and their artistic journey. "Satisfaction" is their 9<sup>th</sup> Exhibition together and showcases their most recent work.

#### **"Pieces of Me" by Trish Erkens (Third Gallery)**



Trish Erkens is a local artist based in the South Burnett. Although Trish has always been creative, she has been a serious artist for over 30 years. Trish has won many awards over the years and has been teaching other artists to achieve their goals for almost 25 years. Trish loves to paint in all mediums, but watercolour is her first love. She welcomes you to her "Pieces of Me" exhibition where you will get a glimpse of her true self in her beautiful artworks.

#### **"Kidz Korner" Moffatdale State School**

**Opening Night: Friday 1<sup>st</sup> September, from 6pm**

*\$5.00 entry includes Hot & Cold Supper & Punch*

*Wine will be served by Nuova Scuola*

*Live Entertainment by Laurie Hagman*

*The exhibition will remain in the Wondai Regional Art Gallery until 3pm on Saturday 30<sup>th</sup> September 2023.*

*The exhibition will be open 7 days a week, 10.00am till 3.00pm. Free Entry.*

*Telephone: 07 4168 5926 or email [wondai.art@sbrc.qld.gov.au](mailto:wondai.art@sbrc.qld.gov.au)*

**A DAY AT THE DAM 2023**

TAYLOR MOSS  
THE WOLFE BROTHERS  
CASEY BARNES  
WILL DAY

RYZA • SPARROW • SOUL GOOD • ROCKIN OUR ABILITIES  
BAR • FOOD STALLS • ONSITE CAMPING  
FREE SHUTTLE BUS • COMMUNITY STALLS

★★★ **ON SALE NOW** ★★★

**28 OCTOBER 2023**  
BJELKE-PETERSEN DAM  
MOFFATDALE, QLD

Scan the QR code to secure your ticket  
events.tourism.qld.gov.au/day-at-the-dam

Australian Government Queensland Government SOUTH BURNETT REGIONAL COUNCIL

**A Day at the Dam Music Festival – Food Vendor Applications are now open!**  
A Day at the Dam working committee are seeking applications for food vendors to attend A Day at the Dam Music Festival to be held at the Bjelke-Petersen Dam on Saturday 28 October 2023.

South Burnett Regional Council has received joint Australian and Queensland government funding to encourage connectedness, networking, and social inclusion across the region following natural disasters.

This exciting event will provide a platform for local service providers, disaster recovery and

employment agencies to showcase their products and share resources to our attendees, through trade displays and a mini job fair.

For further details and to submit your application please complete the form below.

Day at the Dam - Saturday 28 October 2023 – South Burnett Regional Council  
Applications close on Thursday 31 August 2023 and successful applicants will be contacted by Friday 8 September 2023.

**update:** South Burnett Regional Council is pleased to announce the addition of under 18 tickets for A Day at The Dam Music Festival to be held at Bjelke-Petersen Dam on 28 October 2023.

During the Council's General meeting held on Wednesday 23 August, it was resolved to include children's pricing for this event, including the following:

\* Young People aged 16 years – 17 years General Admission - \$40.00

\* Children aged 15 years and under General Admission – FREE

\*\*Please note: Children aged 15 years or under must be accompanied by an adult holding an Over 18 General Admission ticket!

### **The Proston Heritage Collection -Stallholders WANTED!**

Things are getting serious in the Centenary Headquarters! With only 12 weeks to go we are now on the lookout for stall holders!

If you would like to have a stall on either Saturday 30th September or Sunday 1st October please head over to our website and apply!

Apply Here - <https://prostonheritage.org.au/apply-for-stall>

KCCI is conducting a survey to gather information on what our region looks like and what our Members & South Burnett businesses to see as what the business barriers are so we can direct our efforts to activities that will enable your success.

This survey should take less than 5 minutes to complete, we are collecting information so we can better serve the local business community, all information collected is private and confidential and captured securely by Microsoft.

Please click the link below to complete the survey.

<https://forms.office.com/r/hshmtb9EmH>

**The Nanango Tourism and Development Association Inc.** will hold its Annual Meeting on Thursday 21st September at the RSL I. The Ling Hai room, from 5pm for a 5.30 pm start. All members are encouraged to attend to elect a new committee for the 23/24 year's operation.

New members are welcome! If you would like to become involved as either a general member or a member of the Committee please come along and join. Annual membership is \$20.

## Some Upcoming Events in

## September & October

### September

- Art Exhibition Opening - Wondai - 1st September
  - Wondai Show 2023 - 1st - 2nd September
- Goomeri Chrome Bumpers Show & Shine - Wondai - 2nd September
  - Westlink Petroleum Truck Show - Wondai - 2nd September
- Queensland Youth Philharmonic Orchestra - Kingaroy - 2nd September
  - Heritage NananGO PLAYfest - 2nd - 3rd September
  - Off-Grid Lifestyle Expo - Goomer - 2nd-3rd September
    - Cooyar Hotel Bull & Bronc Ride - 2nd September
- South Burnett Western Performance Club - Spring Ranch Show - 2nd September
  - Grooving in the Gardens - Ringsfield House - 3rd September
    - Father's Day - 3rd September
  - Proston Rally & Burnouts - Proston - 9th & 10th September
  - Heritage Nanango Country Muster - 7th - 10th September
    - Blackbutt Avocado Festival - Blackbutt - 9th September
    - Double Dingo Duathlon - Wondai - 10th September
- Kingaroy & District Vintage Machinery Rally - Kingaroy Airport - 16th -17th September
  - Wellness Workshop - Kingaroy - 16th September
    - SBMBC Annual Winery Ride - 17th September
  - Wondai Spring Garden Expo - Wondai - 23rd - 24th September
    - De-Stash Market - Wooroolin - 23rd September
- Kings Birthday Long Weekend - Manar Park - 29th September - 2nd October
  - Back to Proston Centenary Celebrations - 29th September - 1st October

### October

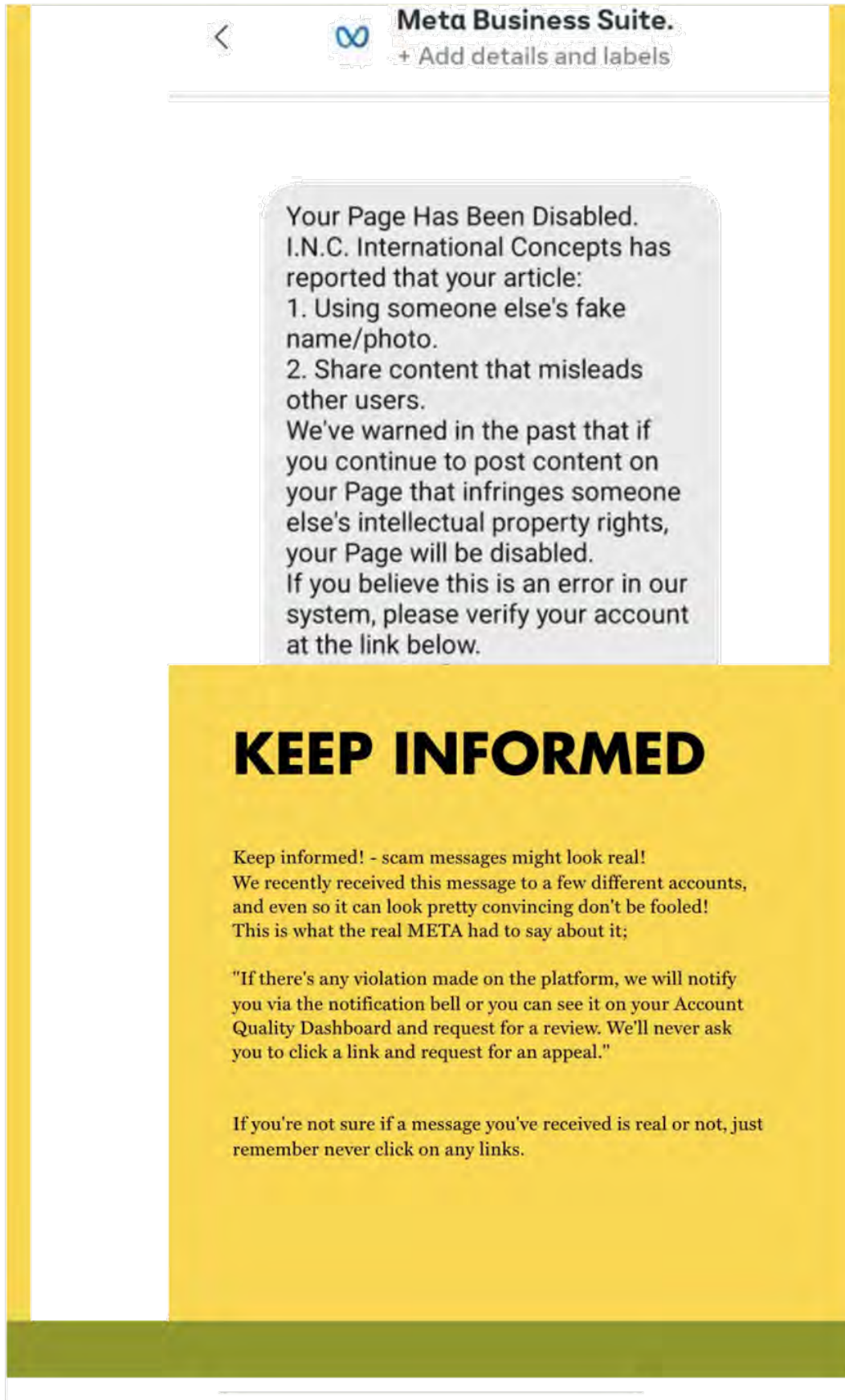
- 55 Million Years Ago Grand Opening -Murgon - 2nd October
- Kings Birthday Long Weekend - Manar Park - 29th September - 2nd October
  - Back to Proston Centenary Celebrations - 29th September - 1st October
    - Colours Of Yarraman - Yarraman - 7th October
  - Grooving in the Gardens - Ringsfield House - 8th October
    - Inverlaw Hall Spring Ball - 14th October
    - Bunya Red Farm - Open Farm Day - 22nd October
  - Heritage Nanango Waterhole Rocks - 19th - 21st October
    - Wondai Races - Wondai - 21st October
    - Kingaroy Speedway - Season Opener - 21st October
    - Day at the Dam Music Festival - BP Dam - 28th October

### Local Markets:


- Kingaroy Friendship Markets - 3rd Saturday - Kingaroy Showgrounds
  - Nanango Markets 1st Saturday - Nanango Showgrounds
    - Kumbia Markets 2nd Saturday - Bell St
  - Wooroolin Community Markets 2nd Saturday - QCWA Building
    - Yarraman Markets Every Saturday - Toomey St Yarraman
    - Murgon CBD Markets 2nd Sunday – Lamb St Murgon
- Nanango Church Yard-Op Shop Markets - 4th Saturday of the Month - 110 Burnett Street
  - Blackbutt Country Markets 3rd Sunday - Les Muller Park Coulson Street Blackbutt
    - Wondai Country Markets 4th Saturday - Coronation Park Wondai
      - Bunya Mountains Markets Last Sunday - Bunya Mountains
        - Hivesville Country Markets - Last Sunday
          - Proston - 3rd Saturday of the Month

**Do you have a special offer for our VSB members? Send it through to [visitsouthburnettevents@gmail.com](mailto:visitsouthburnettevents@gmail.com) or call Melanie on 0481 749 951**

**Marketing Insight - Scam Messages Making the Rounds.**



The image shows a screenshot of a mobile notification from Meta Business Suite. At the top, there is a back arrow, the Meta logo, and the text "Meta Business Suite." followed by "+ Add details and labels". The main notification text reads: "Your Page Has Been Disabled. I.N.C. International Concepts has reported that your article: 1. Using someone else's fake name/photo. 2. Share content that misleads other users. We've warned in the past that if you continue to post content on your Page that infringes someone else's intellectual property rights, your Page will be disabled. If you believe this is an error in our system, please verify your account at the link below." Below the notification is a yellow banner with the text "KEEP INFORMED" in large, bold, black letters. Underneath the banner, there is a warning: "Keep informed! - scam messages might look real! We recently received this message to a few different accounts, and even so it can look pretty convincing don't be fooled! This is what the real META had to say about it; 'If there's any violation made on the platform, we will notify you via the notification bell or you can see it on your Account Quality Dashboard and request for a review. We'll never ask you to click a link and request for an appeal.'" At the bottom of the banner, it says: "If you're not sure if a message you've received is real or not, just remember never click on any links."

<  **Meta Business Suite.**  
+ Add details and labels

Your Page Has Been Disabled.  
I.N.C. International Concepts has reported that your article:

1. Using someone else's fake name/photo.
2. Share content that misleads other users.

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Keep informed! - scam messages might look real!  
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If you're not sure if a message you've received is real or not, just remember never click on any links.



**IMPORTANT:**

Are you a VSB Member? Would you like your business listed on the VSB Website then simply fill in the business information form (download form by pushing the button below) and email it to [tourismvab@gmail.com](mailto:tourismvab@gmail.com) with a nice photo or two. If you're having trouble downloading the form or would like a hard copy please call Melanie on 0455 49 47 41.

[Download Form](#)

HAVE YOU JOINED THE VISIT SOUTH BURNETT MEMBERS ONLY FB GROUP YET?

[CLICK HERE](#)

Visit South Burnett



Don't want these emails anymore? You can [Unsubscribe](#) or [Manage Preferences](#).

**LEASING**

<b>Item</b>	<b>Description</b>	<b>Actions</b>
Boondooma Homestead	Internal request to review of Lease conditions.	Provided advice on clause 3.03 & 3.07.
EV Charing Stations – Nanango & Kingaroy	Internal request to review the agreement terms and conditions.	Provided suggested changes to draft agreements for electric vehicle charging stations on Council's land.
Licence to Occupy – Lot 2 on N2349 & 3 on SP904784	Request to renew licence – Low Impact	Internal review of land requirements and alignment with Council's Property Leasing Policy.
South Burnett Western Performance Club Inc - Lot B in Lot 174 on FY803924	Request to renew lease of Lot B in Lot 174 on FY803924	Awaiting response on draft lease terms.
Barambah & District Aero Club Inc – Wondai Aerodrome	Renewal of Deed of Licence to Occupy for Area 6 & 11	Issue of Licence to Occupy for execution.
Lewis Duff Road, Ballogie, Lot C on AP23234 – Triple R Motorsport Limited	Request to align access road within boundary of road reserve for Lewis Duff Road. Cancellation of grazing permit required prior to application in accordance with Construction of Unmade Road Policy.	Further briefing to CEO and General Manager Liveability.
Proston Showground Reserve	Investigate and realign boundaries to support future growth and development of the site in conjunction with Proston community groups.	Surveyor engaged.
Proston Show Society	Request to lease caravan park.	On hold whilst boundary realignment is being undertaken.
Wondai Aerodrome – Site 13	Request to lease one (1) vacant site	Report provided to August Liveability, Governance and Finance Standing Committee.
Roy Emerson Museum & Nukku Nook - Blackbutt & District Tourism & Heritage Association Inc.	Request for renewal and extension to licence area for a new building.	Letter to the Department of Transport & Main Roads for approval to issue Licence to Occupy – under review from Manager Parks and Facilities to provide further detail on the masterplan of the BVRT.
Blackbutt Hall - Blackbutt & District	Request for renewal licence to occupy.	Deed of Licence to Occupy issued for review and comment.

Tourism & Heritage Association Inc.		
Lot 59 on RP67068 – Infrastructure on water tower	Request for Licence Agreement.	Matter lay on the table Ordinary Meeting August – Applicant has now withdrawn application and provided feedback to CEO.
Lots 1, 10, 11 & 12 on Crown Plan K8452	Request for advice regarding road access, water and sewer connections from the Department of Resources	Response provided to the Department of Resources.
Site 5 – Wondai Aerodrome	Request for Landowners Consent to site Jet A1 Fuel tank on Site 5, Wondai Aerodrome	Draft response letter with Aerodrome Manager for review.
Proston Men’s Shed - Lease A on SP910058 within Lot 4 on RP904174	Request for Landowners Support to apply for grant funding	Letter of Support supplied to the Proston Men’s Shed.
Native Title Training	Request for updated proposal for Native Title Seminar	Awaiting updated proposal.
Envirospheres - Lot 19 CP891608 - 50102073	Review of lease – Month to Month	Briefing note provided to Land Investigation Officer – Further internal views to be sort.
Tenure of unregistered bore within Road Reserve.	Request for advice on correct tenure for unregistered bore within Road Reserve.	Provided to NRM for Grazing Permit. Application to Department of Resources for access to water bore.
SB Care – Town Hall Common	Request to renew lease	Under negotiation.
Lease A in Lot 2 on RP159347	Request to expand Lease Area for Rural Fire Brigade	Response to notify of the requirement to keep the current access to the old night soil location.
Reserve for Park & Recreation - Lot 488 on Crown Plan FY2753	Request to review options for use/secondary use and land management options	Briefing note provided to General Manager Liveability.
Camping and Water Reserve - Lot 24 on NCL373	Review of State Lease for Grazing for appropriate use.	Joint meeting scheduled with Lease Holder, Planning & Development and Lease Officer.
Lot 2 on SP243209	Request to review tenure of buildings located on Lot 2 on SP243209	Briefing provided to Land Investigation Officer.
Lot 12 on SP122189	Review of Sub-Lease conditions	Briefing provided to Manager Facilities and Parks & General Manager Liveability.

Lease A & B within Lot 1 on CP M55124	Request for variation and amendment to Lease	Executed Form 13 – Amendment provided for registration to Titles Queensland.
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## Community Development

### 2022/2024 Black Summer Bushfire Recovery Grants Program

Department of Industry, Science, Energy and Resources

Department of the Prime Minister and Cabinet

Project Name	Description	Status
Community Connection OPL/27	Social Recovery and Resilience Investment Stream	<ul style="list-style-type: none"> <li>▪ The Winter Warmers Program has now been completed. This program was hosted in 4 towns across the South Burnett including Cloyna, Proston, Nanango and Wooroolin. Focusing on health and wellbeing, attendees were invited to try different exercise programs and were treated to cooking demonstrations for affordable, nutritious meals.</li> <li>▪ The Community Development team hosted Grant Information Sessions for Council's Community Grant Program and RADF. Both rounds have now closed with 13 applications for the Community Grants and 7 submissions for RADF. Application assessments are currently underway.</li> </ul> <p>The Day at the Dam Concert, 28 October BP Dam.</p> <ul style="list-style-type: none"> <li>▪ Tickets for the Day at the Dam concert are now open for purchase.</li> <li>▪ 299 adult tickets have been sold.</li> <li>▪ 8 16-17-year tickets have been sold.</li> <li>▪ 30 free children's tickets have been issued.</li> <li>▪ Community service providers and employment agencies will be invited to have a trade display at the event.</li> </ul>
	Economic Recovery and Investment Stream	<p>Regional Development Action Plan and Investment prospectus.</p> <ul style="list-style-type: none"> <li>▪ Interviews with external stakeholders including current business community members and Regional Development Advisory Committee members to ascertain their views on               <ul style="list-style-type: none"> <li>- Key infrastructure gaps</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>- Digital communication quality and capacity</li> <li>- Barriers to attracting and retaining staff.</li> </ul> <ul style="list-style-type: none"> <li>▪ Data collected through the interviews will be provided to Dr Tom Keenan to develop the draft investment prospectus and the Regional Development Action Plan.</li> </ul>
<b>Operational Plan Projects</b>		
Project Name	Description	Status
OPL/17 Arts, Culture and Heritage Committee	Committee to develop an Arts, Culture & Heritage Strategic Plan	<ul style="list-style-type: none"> <li>▪ Community Consultation workshops have commenced for the Arts, Heritage, and Culture Strategic Plan.</li> <li>▪ The South Burnett Regional Youth Council has been invited to provide feedback for this project.</li> </ul>
Ringsfield House Advisory Committee	Committee to develop a Ringsfield House Strategic Plan and provide recommendations to Council.	<p>The Ringsfield House Advisory Committee meeting was held on Tuesday 29 August. The following recommendations will be put forward for Councils consideration.</p> <ul style="list-style-type: none"> <li>▪ That Ringsfield House be open by appointment with tours conducted by Volunteers that have been inducted as per the Volunteer process of the Visitor Information Centre with reporting to the Visitor Enhancement Officer and the Tourism Officer.</li> <li>▪ That Ringsfield House be promoted as a community facility and venue and is open to hirers who wish to run community led events.</li> <li>▪ That a stocktake of current artefacts be completed and a future recommendation is made from the committee to reduce the number of artefacts.</li> <li>▪ That any volunteers wishing to participate in undertaking work at the house are inducted and managed by Council (excluding those working for a hirer incorporated group).</li> </ul>
OPL/18 Reconciliation Action Plan (RAP)	Develop a Reconciliation Action Plan (RAP) for the	<ul style="list-style-type: none"> <li>▪ The invitation to join a Reconciliation Action Plan</li> </ul>

	South Burnett Regional Council	working group will be issued to all staff later in the year.
OPL/21 South Burnett Regional Youth Council	Advocate for and facilitate wellbeing events across the region.	<ul style="list-style-type: none"><li>▪ Youth Council once again hosted the PIG JAM Battle of the Bands and PIGS CAN FLY art competition. This event attracted 6 bands competing for the title and 27 art competition entries were received for the art competition.</li><li>▪ Youth Council have been invited by the Kingaroy Chamber of Commerce and Industry to host the September Meet and Greet.</li></ul>

<b>SOUTH BURNETT LIBRARIES 2023-2024</b>		
<b>Yearly Statistics Updated 5 September 2023</b>		
<b>Visitors</b>	<b>27,802</b>	
Total Loans & Renewals	26,811	
New Memberships	213	
JP Visitation (Kingaroy)	640	
Meeting Room Bookings (hrs)	163	
<b>PROGRAM TOTALS</b>		
<b>FOR 0-5 EARLY CHILDHOOD</b>		
	<b>Attendance</b>	<b>Sessions</b>
Total on site	832	64
Outreach (F5F off site)	154	3
<b>FOR CHILDREN 6-12</b>		
Total on site	168	20
Outreach OFF SITE		
<b>FOR YOUNG ADULTS 13-17</b>		
Total on site		
<b>ADULT PROGRAMMING</b>		
Total on site	352	67
Outreach OFF SITE	37	2
<b>DIGITAL LITERACY</b>		
Total on site	246	119
<b>CULTURAL CELEBRATION</b>		
Total on site	39	7



**LIVEABILITY – COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE**

**Jennifer Pointon**  
Manager Community & Lifestyle

**Cemetery Update**

Stats Item	Monthly		Year to Date Cumulative	
	2023/24	2022/23	2023/24	2022/23
	01/08/23 – 31/08/23	01/08/22- 31/08/22	01/07/23– 31/08/23	01/07/22- 31/08/22
Cemeteries	Burial/Ashes/ Exhumations	Burial/Ashes/ Exhumations	Total	Total
Blackbutt	0	2	0	2
Booie	0	0	0	0
Kumbia	1	1	1	1
Memerambi	0	0	1	0
Mondure/Wheatlands	0	0	0	0
Murgon	1	3	3	5
Nanango	2	6	3	11
Proston	0	1	0	3
Taabinga	1	7	7	15
Tingoora	0	1	0	0
Wondai	3	5	4	5
<b>Total</b>	<b>8</b>	<b>26</b>	<b>19</b>	<b>42</b>

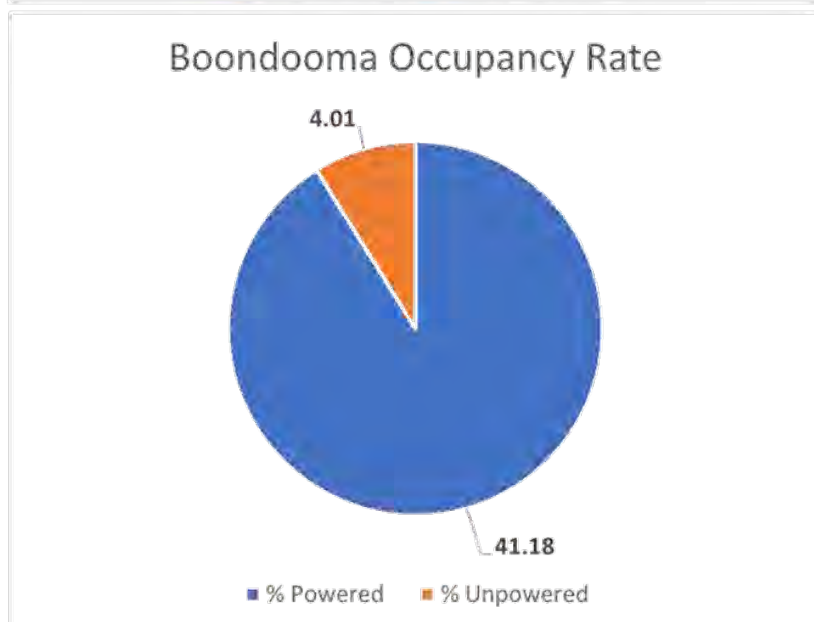
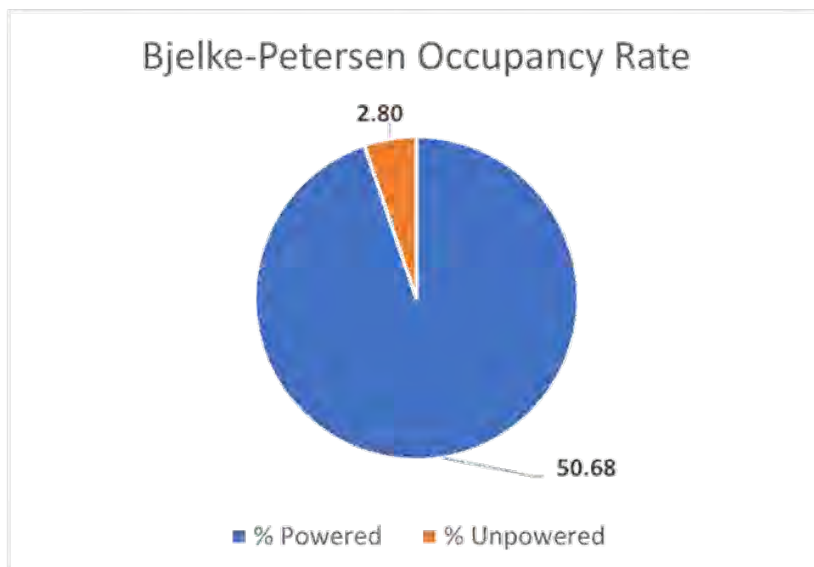
**Saleyards Update**

Stats Item	Monthly		Year to date Cumulative
	2023/24	2022/23	2023/24
	01/08/23-31/08/23	01/08/22-31/08/22	01/07/23– 30/06/24
<b>Coolabunia Saleyards</b>			
Dipping (Agent & Private)	667	467	1989
Inspection (Private)	92	411	628
Consignment / Transit (Private)	46	380	414
Weighed (Agent & Private)	646	0	1307
Sold (Agent)	663	134	1414
Spray	0	0	0
<b>Nanango Dip Yard</b>			
Cattle Dipped	0	15	35

**Customer Requests**

Category	Monthly	Year to Date Cumulative	
	2023/24	2023/24	2022/23
	01/08/23-31/08/23	01/07/23 – 30/06/24	01/07/22 – 30/06/23
Airports	9	15	19
Cemetery	4	12	32
Dams	0	2	3
Saleyards	0	2	2
<b>Total</b>	<b>13</b>	<b>31</b>	<b>56</b>

**Dams Update**



**10.3 ART, CULTURE AND HERITAGE ADVISORY COMMITTEE**

**File Number:** 13-09-2023  
**Author:** Visitor Enhancement Officer  
**Authoriser:** Chief Executive Officer

**PRECIS**

To extend committee membership of the Art, Culture and Heritage Advisory Committee.

**SUMMARY**

The Art, Culture and Heritage Advisory Committee members were appointed at Council’s Ordinary Meeting on 20 October 2021, with the following resolution:

**RESOLUTION 2021/214**

Moved: Cr Danita Potter  
 Seconded: Cr Roz Frohloff

That South Burnett Regional Council appoint the following individuals who have submitted an Expression of Interest as members of the Arts, Culture and Heritage Advisory Committee as per the Arts, Culture and Heritage Advisory Committee Terms of Reference:

- South Burnett Arts Inc – Robyn Dower
- Kingaroy Arts Team Inc - Julia Jeffery
- Blackbutt Art Gallery Inc – Russ Lebsanft
- South Burnett Musical Comedy Society – Craig Reiger
- South Burnett Community Orchestra - Andrew Maddern
- Wondai Regional Art Gallery – Elaine Madill
- Saint Mary’s Catholic College – Niketa Law
- Nanango Theatre Company – Valerie Mathews
- Community Representative – Mr Wayne Brown
- Community Representative – Mr Greg Hodges

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

Against: Nil

**CARRIED 7/0**

**OFFICER’S RECOMMENDATION**

That the Committee recommend to Council that:

That membership for the following members of the Art, Culture and Heritage Advisory Committee, be extended until the 31 December 2023.

ORGANISATION	MEMBERSHIP	NAME
South Burnett Arts Inc	Member	Robyn Dower
Kingaroy Arts Team Inc	Member	Julia Jeffery
Blackbutt Art Gallery Inc	Member	Russ Lebsanft
South Burnett Musical Comedy Society	Member	Craig Reiger

South Burnett Community Orchestra	Member	Andrew Maddern
Wondai Regional Art Gallery	Member	Elaine Madill
Indigenous Representative	Member	Niketa Law
Community Representative	Member	Wayne Brown

## **BACKGROUND**

As per the adopted Terms of Reference, representatives will be appointed for a two (2) year term, commencing on 1 July each year and if appointed at any time after 1 July, the first year of term will end on 30 June.

Representatives may be nominated at the end of the two-year term, to extend their appointment, however no representative may serve more than two (2) consecutive two (2) terms or a total of four (4) years.

The two-year term ended 30 June 2023.

## **ATTACHMENTS**

- 1. Arts, Culture and Heritage Advisory Committee Terms of Reference**



**POLICY CATEGORY - NUMBER:** Statutory045  
**POLICY OWNER:** Liveability  
**ECM ID:** 2787778  
**ADOPTED:** 27 April 2022

## Arts, Culture and Heritage Advisory Committee Terms of Reference

**NOTE:** Council regularly reviews and updates its policies. The latest controlled version can be obtained from the Policy Register on Council's intranet or by contacting Council's Corporate, Governance & Strategy Branch. **A hard copy of this electronic document is considered uncontrolled when printed.**

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### 1. INTRODUCTION

Council has instituted the setup of an Advisory Committee (the Committee) to support regional arts, culture and heritage activity in the South Burnett region as a facilitator.

### 2. OBJECTIVES

- providing leadership to the sectors through advocacy, promotion and development/ maintenance of Council's arts, cultural and heritage assets;
- identifying and responding to community needs through strategic planning;
- assisting with local coordination of art culture and heritage activities;
- assisting in the stimulation of the arts, culture and heritage-based enterprises;
- encouraging collaboration across sectors; and
- managing and displaying Council's art and heritage collections across its facilities.

### 3. DUTIES AND RESPONSIBILITIES

Council's primary role in supporting the arts, culture and heritage activity in the region is as a facilitator.

### 4. MEMBERSHIP

Council will appoint the members, two (2) Councillors will be appointed to the Committee, one of whom shall be the Community, Arts, Heritage, Sports & Recreation Portfolio Holder who will perform the role of Committee Chairperson. A further Councillor shall be appointed to the Committee as Deputy Chair. Council can at any time appoint a stand-in or replacement member to the committee. Council will appoint the members based on industry representation from the following groups:

- SB Arts;
- Blackbutt Art Gallery;
- Kingaroy Art Gallery;

- Wondai Art Gallery;
- Indigenous Representative;
- SB Community Orchestra;
- SB Musical Comedy Society; and
- Two (2) Community Representatives.

The Community, Arts, Heritage, Sports & Recreation portfolio holder will perform the role of Committee Chairperson.

The other councillor shall be appointed to the Committee as Deputy Chair.

Council can at any time appoint a proxy or replacement member to the committee.

Council will appoint the members on the committee based on appropriate cross industry representation.

Council's Chief Executive Officer and General Manager Liveability is appointed to the committee as ex-officio members. Council's planning and technical officers may be invited to provide advice and feedback to the committee as appropriate and at the discretion of the CEO.

Representatives will be appointed for a two (2) year term, commencing on 1 July each year and if appointed at any time after 1 July, the first year of their term will end on 30 June.

Representatives may be nominated at the end of the two-year term to extend their appointment, however no representative may serve more than two (2) consecutive two (2) year terms or a total of four (4) years.

## 5. MEETINGS

- the chairperson may determine the dates, times and places for the Committee's meetings.
- the Committee meetings will be held quarterly on rotation with the meeting minutes and recommendations reported to Council at the Community Standing Committee Meeting.
- based on current priorities, grant funding opportunities or alike, the Arts, Culture and Heritage Advisory Committee may meet more regularly depending on current priorities and demand, however will meet at a minimum of four times a year.
- the agenda will be prepared and circulated among members and attendees at least five (5) days prior to the meeting.
- the Committee may collectively decide to invite other Council officers, elected representatives, guest speakers or relevant bodies or attendees to participate in Committee meetings and provide further information as necessary.
- committee members may request a meeting be scheduled within a minimum of 10 business days' notice.
- a quorum shall consist of at least half of the members of the Committee plus one.
- Council shall provide secretarial functions and prepare a written report about the recommendations the Committee may make representation to Council about.
- the Chief Executive Officer shall present the report to Council at the next available Council meeting.
- Council may nominate agenda items for the Committee meeting's agenda, and may specifically request feedback or stakeholder input from the committee with regards to a specific topic or matter.
- Council may submit agenda items or discussion topics to the Committee meeting for consideration and response by the committee members.

## 6. ETHICAL CONDUCT

Committee members must exercise transparency, integrity, honesty, objectivity and ethical conduct in the fulfilment of their duties and responsibilities. Members must ensure confidentiality, exercise prudence, care and due diligence in the handling of Council and personal information acquired in

the course of their duties.

Members must immediately declare to the Chairperson any interest that may represent a real, potential or apparent conflict of interest related to their Committee membership. In case of a conflict of interest involving the Chairperson, declaration to the Chief Executive Officer is required. The declaration must be made on appointment to the Committee and in relation to specific agenda items at the outset of each Committee meeting and be updated as necessary.

#### 7. COMMITTEE EVALUATIONS

The Committee will conduct an annual self-assessment to evaluate its performance and ensure the efficient and effective achievement of objectives. The assessment will confirm that all duties and responsibilities indicated in these terms of reference have been performed. The Chairperson will take necessary action to ensure that enhancements and recommendations highlighted in the assessment are properly implemented.

#### 8. LEGISLATIVE REFERENCE

*Crime and Corruption Act 2001 (Qld)*

*Local Government Act 2009 (Qld)*

*Local Government Regulation 2012 (Qld)*

#### 9. RELATED POLICIES/PROCEDURES

South Burnett Regional Council Arts, Culture and Heritage Policy – Strategic 009

South Burnett Regional Council Conduct of Council & Committee Meetings Policy – Statutory 017

South Burnett Regional Council Employee Conflict of Interest Policy – Statutory 033

South Burnett Regional Council Councillor Code of Conduct Policy – Statutory 001

South Burnett Regional Council Employee Code of Conduct Policy – Statutory 011

South Burnett Regional Council Fraud and Corruption Prevention Management Policy – Statutory 021

#### 10. NEXT REVIEW

As prescribed by legislation or March 2023

#### 11. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	Development and Adoption	24 March 2021	2787778
2	Administrative amendment – organisational structure review – resolution 2022/432	27 April 2022	2787778

  
Mark Pitt PSM  
CHIEF EXECUTIVE OFFICER

Date: 27 April 2022

## **11 COMMUNITY DEVELOPMENT (HEALTH, YOUTH, SENIOR CITIZENS)**

### **11.1 YOUTH ENGAGEMENT HUB - KINGAROY**

**File Number:** 4-09-2023

**Author:** Manager Community & Lifestyle

**Authoriser:** Chief Executive Officer

#### **PRECIS**

A report in response to Resolution 2023/478

#### **SUMMARY**

A Resolution was passed at the Ordinary Council meeting 29 March 2023 requesting Council engage with the Youth Council to gauge interest in establishing a Youth Engagement Centre and release an Expression of Interest to community organisations to work in partnership to provide supervision

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#### **OFFICER'S RECOMMENDATION**

That the Committee recommend to Council that:

1. The Co-ordinator of Community Development Officer liaise with CTC Inc. and Council's Regional Librarian and Youth Council to formulate a twelve-month youth focused program to commence in April 2024.
2. To seek grant funding to deliver the program into the community.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

Council does not currently have the financial and human resources to deliver Resolution 2023/478. It is noted that the current CTC program funding is due for completion in mid-2024. Council's Black Summer Bushfire grant is due for acquittal in March 2024.

#### **LINK TO CORPORATE/OPERATIONAL PLAN**

OPL/21 Advocate for and facilitate wellbeing events across the region supporting our youth through Youth Council

OPL/02 Enable free and equitable access to library facilities, services, and programs for all members of the community to support the learning, recreation, and social needs of the community.

#### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

The resolution was provided to the Youth Council's August meeting with the feedback provided within this report.

#### **LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

NIL

#### **POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

NIL

#### **ASSET MANAGEMENT IMPLICATIONS**

Council does not have any suitable surplus buildings located in Kingaroy and therefore cannot accommodate a Youth Hub.



**REPORT**

Ordinary Meeting Resolution:

**13.2 KINGAROY YOUTH ENGAGEMENT CENTRE**

**RESOLUTION 2023/478**

Moved: Cr Danita Potter  
 Seconded: Cr Jane Erkens

That:

1. South Burnett Regional Council engages with our Youth Council and interested community members to form a working group with the view to establish a ‘Youth Engagement Centre’ , noting that the Youth Council may wish to recommend naming the proposed centre in keeping with its objectives; and
2. South Burnett Regional Council seeks expressions of interest from community organisations and suitably credentialled and authorised adult volunteers to support the centres operations and supervisory requirements and that report be brought back to a future Liveability, Governance and Finance Standing Committee Meeting.

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

Against: Nil

**CARRIED 7/0**

**Feedback from Youth Council**

It is recognised that youth programs that are developed in partnership with young people are more likely to be effective at engaging the population and have a greater impact. The South Burnett Regional Youth Council identify that a fixed Youth Engagement Centre in Kingaroy would be less effective than a travelling program that ensures broader coverage and participation. The Youth Council identified programs like the Safer Communities program facilitated by CTC are more likely to have an impact than can be replicated across a wide geographic area and has the potential to reach more young people especially those that live in outer towns and villages.

Other identified programs and centres such as the Barambah Youth Hub, located at the Murgon State High School is accessible to all young people in the South Burnett and hosts free services including GP clinic and allied health services.

The Youth Council have as a collective also discussed the role of online services such as Kids Help Line and Beyond Blue that can be readily accessed with less risk of stigma that could potentially be associated with centralised location.

The Youth Council believe that youth should have a lead role in the promotion youth orientated programs and that young people across the region are aware and have access to these programs and activities.

**Program delivery by Council’s Libraries**

The library team located in all regional townships also offer a range of youth orientated activities both within the library facility and as an outreach at different locations.

<b>ACTIVITY</b>	<b>LOCATION</b>	<b>IN-HOUSE</b>	<b>OUTREACH</b>
<b>CHILDREN 0-5</b>			
First 5 Forever Rhyme Time	Kingaroy	Y	
	Murgon	Y	

	Nanango	Y	
	Proston	Y	
First 5 Forever Story Time	Kingaroy	Y	
	Nanango	Y	
	Wondai	Y	
First 5 Forever Stay & Play	Kingaroy	Y	
	Nanango	Y	
First 5 Forever Special Story Times	Regional	Y	Y
Child Health Drop In Clinics	Blackbutt	Y	
	Kingaroy	Y	Y
	Nanango	Y	
Kindy Group Visits	Regional	Y	Y
Book Week	Regional	Y	Y
<b>CHILDREN 6-12</b>			
Kid's Corner	Kingaroy	Y	
	Murgon	Y	
	Nanango	Y	
	Wondai	Y	
School Group Visits	Regional	Y	Y
Home School Group Visits	Regional	Y	
School Holiday Activities	Regional	Y	Y
Movie Mornings	Kingaroy	Y	
Kingdom of Libraria Loyalty Program	Regional	Y	
Medieval Party	Kingaroy	Y	
<b>FAMILIES</b>			
Saturday Morning Hang Outs	Kingaroy	Y	
Halloween Celebrations	Regional	Y	
Spooky Saturday	Kingaroy	Y	
Special Events	Regional	Y	Y
Outreach as invited	Regional		Y
<b>TEENS</b>			
Adolescent Book Club	Kingaroy	Y	
Ready for Work	Regional		Y

\*Each branch has puzzles and games available on a drop in basis

\*Regularly have High School students studying and socialising in the afternoons

**CTC Term 3 Calendar**

**2023 School Year Planner – Term 3 CTC Youth Crew Activities and Events**

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
JULY							
		3	4	5	6	7	8
							9
JULY							
WEEK 1	10	11	12	13	14	15	16
JULY							
WEEK 2	17	18	19	20	21	22	23
JULY							
WEEK 3	24	25	26	27	28	29	30
JULY/AUGUST							
WEEK 4	31	1	2	3	4	5	6
AUGUST							
WEEK 5	7	8	9	10	11	12	13
AUGUST							
WEEK 6	14	15	16	17	18	19	20
AUGUST							
WEEK 7	21	22	23	24	25	26	27
AUGUST/SEPTEMBER							
WEEK 8	28	29	30	31	1	2	3
SEPTEMBER							
WEEK 9	4	5	6	7	8	9	10
SEPTEMBER							
WEEK 10	11	12	13	14	15	16	17
SEPTEMBER							
WEEK 11	18	19	20	21	22	23	24
SEPTEMBER/OCTOBER							
WEEK 12	25	26	27	28	29	30	1

Key: School Holidays

PCYC Boxing Training on Wednesdays 3.30-5pm at South Burnett PCYC in Murgon

Girls Only Self Defence Class on Tuesdays 6-7pm at Karate 4 Kids in Kingaroy

Youth Crew Craftersnoons on Thursdays 3-5.30pm at Youth and Family Services Kingaroy & Kumbia QCWA Hall

CTC Youth Crew is a free activities and events program for 12-24-year-olds.

This project received grant funding from the Australian Government through the Safer Communities Fund Round 6 Early Intervention grants stream.



For more information call the CTC Youth and Family Services Office on 4162 7788 or email [katem@sbctc.com.au](mailto:katem@sbctc.com.au)

**Your Town:**

Yourtown Kingaroy funded by Workforce Australia offer training, workshops, individualised one on one support to youth within the region. The program is focused on an individual's needs to support transition into the workforce.

**ATTACHMENTS**

Nil

## 11.2 MANAGEMENT OF RESERVE FOR MEMORIAL PARK - TRUSTEE LEASE AND EXTENSION TO WONDAI MEMORIAL POOL FACILITY

**File Number:** 13 September 2023  
**Author:** Lease Officer  
**Authoriser:** Chief Executive Officer

### PRECIS

For Council to determine the management of the vacant section of the Reserve for Memorial Park, Wondai.

### SUMMARY

Council has been approached by both the Returned & Services League of Australia [Queensland Branch] Wondai Sub-Branch Inc. (Wondai RSL) and Wondai Memorial Pool Management seeking part of Lot 1 on Crown Plan 904146.

The Wondai RSL have requested to enter a Trustee Lease with Council for the development of a community Memorial Park.

Management of the Wondai Memorial Pool have request to extend the boundary for development and inclusion of a gym to the current facility.

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### OFFICER'S RECOMMENDATION

That the Committee recommend to Council that:

1. South Burnett Regional Council resolves that the exception in *Local Government Regulation 2012 section 236 (1)(b)(i)* applies for the disposal by grant of a Trustee Lease to the valuable non-current asset which is part of the land comprising of part of Lot 1 on CP904146, to Returned & Services League of Australia [Queensland Branch] Wondai Sub-Branch Inc.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Trustee Lease between Council and Returned & Services League of Australia [Queensland Branch] Wondai Sub-Branch Inc. on terms and conditions the Chief Executive Officer reasonably considers satisfactory to Council.
3. Council provides to Returned & Services League of Australia [Queensland Branch] Wondai Sub-Branch Inc. (the Association) a Letter of Landowners Consent to apply for grant funding to develop a community Memorial Park, provided that:
  - (a) All planning applications, if required, are sought and approval granted prior to the commencement of work.
  - (b) The Association holds a of \$20 Million Public Liability, Volunteer Worker Insurance and/or Workcover policy for the project period.
  - (c) All works must be carried out by a suitably qualified and experienced contractor who must provide to the Association, copies of all licences, Work Safe Method Statements or Risk Assessments to undertake the works.
  - (d) All works must be located within the boundary of the proposed Trustee Lease.
  - (e) All relevant legislation and regulations are adhered to including those relevant to vegetation protection, cultural heritage, and native title legislation.
  - (f) Arrangements are to be put in place to mitigate nuisance and dust to neighbouring residents during the works.

- (g) The Association will be responsible for the disposal of all rubbish and waste materials from site and any commercial/industrial tipping fees.
  - (h) The association will be responsible for the ongoing maintenance of the Memorial Park.
  - (i) Upon Termination of the Trustee Lease the Association must return the site to its original condition prior to commencement of the lease.
4. South Burnett Regional Council approve the extension of the Wondai Memorial Pool for inclusion of a community gym facility.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

Council will be responsible for any costs associated with the lease including a survey of the land for inclusion and registration of the Trustee Lease.

The Wondai RSL Sub-Branch will apply for grant funding under the State Government's Queensland Remembers Grant Program to develop the community Memorial Park.

Council will be responsible to install a new boundary fence for the Memorial Pool Facility, the estimate of costs is \$22,750, being approximately 70m of fence at \$325 per metre.

#### **LINK TO CORPORATE/OPERATIONAL PLAN**

EC5: Continue to support, renew and maintain pools, libraries, halls and Customer Service Centres across our region at agreed service levels.

IN10: Investigate options for leasing opportunities to not-for-profit groups and organisations.

OPL/14: Management of Council's buildings and facilities including operational maintenance programmes, commercial and community leases and cost-effective asset management programs to meet agreed service levels.

OPL/15: Maintain Council's swimming pools across the region.

#### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Council has been in consultation with both the Wondai RSL Subbranch and Wondai Memorial Pool Management to discuss the section of unused reserve land (ex-van parking area). Through several meetings both parties mutually agreed to a division of the unused land.

Council has sort views from the Department of Resources, a Trustee Lease for development of a memorial park is consistent with the purpose of the reserve, Council can extend the land for the memorial pool for the inclusion of community gym, provided management and entry is located within the Memorial Pool Facility.

A Land Management Plan (LMP), additional Community Engagement and Native Title considerations is required for any secondary use outside of the purpose of the reserve, including development of a commercial gym outside of the Memorial Pool Facility.

#### **LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

A proposed community Memorial Park is consistent with the purpose of the reserve in accordance with Written Authority is given to the Council as trustee of trust land under *section 64 of the Land Act 1994* to dispense with the need to obtain Ministerial approval for a trustee lease.

The proposed Trustee Lease complies with the requirements of *section 7(2) of Land Regulation 2020*.

An offer of a Trustee Lease to a community group is in accordance with *section 236(1)(b)(i) of Local Government Regulation 2012*.

Non-extinguishment of Native Title is applicable under Module J – Dealings on continuing pre-Wik reservations and leases which complies with *Commonwealth Native Title Act 1993 (CTH): sections 24JA and 24JB* provided the proposed Memorial Park is open and accessible to the public.

#### **POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

Offering of a Trustee Lease is in accordance with Council's Property Lease Policy and Disposal of Assets Policy.

### **ASSET MANAGEMENT IMPLICATIONS**

The Memorial Pool is Council's Asset and currently under a management and operation agreement with Natalie Mann, Council remains the asset owner of the facility.

Ongoing maintenance and repairs of the Memorial Park will be the responsibility of the Wondai RSL.

### **REPORT**

Property details: 101 Mackenzie Street, Wondai

RDP: Lot 1 on CP904146

Tenure: Reserve for Memorial Purposes

Administrative Advices: Native Title Determination (Non-Exclusive) Dealing 721733222

Proposed Trustee Lease Area: Approximately 1454.4 Square Metres

Proposed Extension of Memorial Pool Facility: Approximately 655.1 additional square metres

### **Background:**

Council has been approached by both the Returned & Services League of Australia [Queensland Branch] Wondai Sub-Branch Inc. (Wondai RSL) and Wondai Memorial Pool Management to use the vacant section of the Reserve for Memorial Park.



The Wondai RSL have requested to enter a Trustee Lease and apply for grant funding to develop a community Memorial Park. The Memorial Pool Management has requested to expand the boundary of the memorial pool for inclusion of a gym.

Several meetings were held between both parties and Council with agreement to divide the remaining section of vacant land being reached. The extension of the Wondai Memorial Pool requires an additional 18m of land with the remaining section of the reserve available for a Trustee Lease with the Wondai RSL.

### **ATTACHMENTS**

- 1. Map of approximate areas for Trustee Lease and Memorial Pool Extension - Wondai Memorial Reserve**



 <p><b>SOUTH BURNETT</b> REGIONAL COUNCIL</p>	<p>South Burnett Regional Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that SBRC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.</p>	<p>Wondai Memorial Reserve Trustee Lease &amp; Extension to Memorial Pool</p>	<p>05/09/2023</p> <hr/> <p>1:1097</p>	
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## 12 PROPERTY & FACILITY MANAGEMENT

### 12.1 UPDATE ON CHRISTMAS TREE COSTINGS

**File Number:** 13/09/2023

**Author:** Manager Facilities and Parks

**Authoriser:** Chief Executive Officer

#### PRECIS

Update on Christmas Tree costings.

#### SUMMARY

New Christmas Tree frames have been provided for Hivesville, Kumbia and Murgon. Footings have been provided for five (5) locations. Additional funding will be required to purchase garland for trees in Hivesville, Kumbia and Murgon as well as Christmas decorations for all locations.

#### OFFICER'S RECOMMENDATION

That the committee recommend to Council that;

1. Christmas tree garland and new decorations be purchased and a budget of \$57,000 be provided from the 2023/24 Building Asset Restricted Cash.

#### FINANCIAL AND RESOURCE IMPLICATIONS

Total of \$80,154 is required for the garland and decorations this cost plus the tree frames and footings can be capitalised as a Building Asset. Since the Christmas Tree location has not been decided for Kumbia some of the cost could be deferred till 2024/25. Therefore, the revised cost required for the tree garland and tree decorations will be \$57,052.67 in 2023/24 and to be funded by Building Asset Restricted Cash.

Council would have the \$57k available out of the Building Asset Replacement line item for the Christmas Trees (this excludes Kumbia for now).

Buildings and Communities Restricted Cash	Jun-23	Restricted Cash		
		Allocated for use in 23/24	to be used in future	Restricted Cash still available
Building Asset Replacement	125,699.93 -	55,154.00		70,545.93
Kingaroy Pool Refurbishment	1,950,000.00	-	1,950,000.00	-
Buildings Unused Depreciation	3,600.00	-		3,600.00
Building Condition Assessment future years	400,000.00 -	129,126.52		270,873.48
Buildings Continued Projects	670,892.45 -	670,892.45		-
Community & Lifestyle Continue Projects	152,669.56 -	152,669.56		-
Cloyna Hall	72,349.18	-	72,349.18	-
Mondure Hall (insurance)	118,778.00 -	118,778.00		-
<b>Total</b>	<b>3,493,989.12 -</b>	<b>1,126,620.53 -</b>	<b>2,022,349.18</b>	<b>345,019.41</b>

#### LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan: EC16 Partner with community to develop and promote events.

#### COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Consultation has been held with the Wondai, Murgon, Hivesville, Blackbutt and Kumbia communities on the tree location and size of tree.



**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

No direct Legal Implications

**POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

No direct Policy Implications

**ASSET MANAGEMENT IMPLICATIONS**

Christmas Tree frames, footings, garland and decorations to be capitalised as a Building Asset. Ongoing maintenance of the asset will occur within Operational budgets.

**REPORT**

Christmas Tree frames have been provided for the villages of Hivesville and Kumbia as these two locations previously did not have permanent Christmas Trees. A new Christmas Tree frame has also been provided for Murgon to replace the previously damaged one. Christmas Tree footings have been provided for five locations. Additional funding will be required for the purchasing of garland and decorations. New Christmas Tree decorations are required for all locations as the majority of existing decorations require replacement due to damage or age. In the previous year repairs were continuously required to fix damaged decorations in various towns. The decorations chosen are the same for all locations so that the theme will be consistent throughout the region. Garland is required for the three new Christmas Tree frames in Hivesville, Kumbia and Murgon. Total of \$80,154 is required for the purchasing of the garland and decorations. However, as the Christmas Tree location for Kumbia has not been decided, costings for this location could be deferred till 2024/25. The revised total for the garland and decorations will then be \$57,052.67.

Allocation of \$30,000 in the 2022/23 Operational Budget was provided for garland and decorations, but unfortunately the tree frames were not manufactured in time for the 2022 Christmas period. Therefore, a new budget allocation is requested in the 2023/24 budget to complete the Christmas Trees.

**ATTACHMENTS****1. Christmas Tree Costings 2023**

<b>Christmas Tree Costings 2023</b>									
<b>Christmas Tree Frames</b>	<b>Kingaroy</b>	<b>Nanango</b>	<b>Wondai</b>	<b>Kumbia</b>	<b>Blackbutt</b>	<b>Murgon</b>	<b>Proston</b>	<b>Hivesville</b>	<b>Total</b>
	-	-	-	\$9,823.14	-	\$9,823.14	-	\$9,823.14	\$29,469.42
<b>Christmas Tree Footings</b>	<b>Kingaroy</b>	<b>Nanango</b>	<b>Wondai</b>	<b>Kumbia</b>	<b>Blackbutt</b>	<b>Murgon</b>	<b>Proston</b>	<b>Hivesville</b>	<b>Total</b>
	-	-	\$631.32	\$631.32	\$583.48	\$631.32	-	631.32	\$3,108.76
<b>Rag Bolt Cages</b>	<b>Kingaroy</b>	<b>Nanango</b>	<b>Wondai</b>	<b>Kumbia</b>	<b>Blackbutt</b>	<b>Murgon</b>	<b>Proston</b>	<b>Hivesville</b>	<b>Total</b>
	-	-	\$601.18	\$245.99	\$601.18	\$245.99	-	245.99	\$1,940.33
<b>Christmas Tree Garland</b>	<b>Kingaroy</b>	<b>Nanango</b>	<b>Wondai</b>	<b>Kumbia</b>	<b>Blackbutt</b>	<b>Murgon</b>	<b>Proston</b>	<b>Hivesville</b>	<b>Total</b>
67 metres per tree	-	-	-	\$19,333.33	-	\$19,333.33	-	\$19,333.33	\$58,000.00
<b>Christmas Tree Decorations</b>	<b>Kingaroy</b>	<b>Nanango</b>	<b>Wondai</b>	<b>Kumbia</b>	<b>Blackbutt</b>	<b>Murgon</b>	<b>Proston</b>	<b>Hivesville</b>	<b>Total</b>
	\$1,898.00	\$2,168.00	\$2,168.00	\$3,768.00	\$3,768.00	\$3,768.00	\$848.00	\$3,768.00	\$22,154.00
Garland and Decorations Total Costing									<b>\$80,154.00</b>
Total Costing									\$114,672.51

**13 PORTFOLIO - TOURISM & VISITOR INFORMATION CENTRES, SPORT & RECREATION AND COMMERCIAL ENTERPRISES**

**13.1 TOURISM & VIC'S, SPORT & RECREATION AND COMMERCIAL ENTERPRISES PORTFOLIO REPORT**

**File Number:** 13-09-2023

**Author:** Division 1 Councillor

**Authoriser:** Chief Executive Officer

**PRECIS**

Tourism & VIC's, Sport & Recreation and Commercial Enterprises Portfolio Report

**SUMMARY**

Cr Erkens presented her Tourism & VIC's, Sport & Recreation and Commercial Enterprises Portfolio Report.

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**OFFICER'S RECOMMENDATION**

That Cr Erken's Tourism & VIC's, Sport & Recreation and Commercial Enterprises Portfolio report to Council be received for information.

**Tourism:**

Quite excited about Visit South Burnett being invited to attend a rally by CMCA event being held in Dalby in October. I am hoping to get over to help promote the South Burnett Region for a couple of days. I would like to encourage South Burnett Tourist operators to contact Visit South Burnett Inc. to see how they can be involved in the event.

**South Burnett VIC Network**

**Wondai Heritage Museum:**

Wondai Heritage Museum on the 12<sup>th</sup> of August 2023 had their open day and was a great success. The Volunteers arranged for all the stalls including a sausage sizzle and coffee van. The Goomeri Chrome Bumpers Car Club also attended. By the end of the day the Museum had 222 visitors through the door. Acting Mayor Gavin Jones gave the speech for the Dedication and there was a good turn out from Councillors and Staff. We even had 2 reporters from Newspapers covering the event. The day was such a success that the Volunteers have requested that the Open Day be arranged annually.



**Kingaroy Heritage Museum:**

The Kingaroy Heritage Museum has been busy with 2 school visits, arranging 23 peanut hunts, 2 bus tours, 2 history requests completed and sent to customers and 807 visitors to the Museum for the month of August.

The general Customer Feedback has been:

- Great display & very interesting
- Impressed & very good
- Excellent! So well presented – learnt a lot

The Volunteers have also redesigned the foyer – uncluttered. The foyer now a better flow and is welcoming.

**Kingaroy Visitor Information Centre:**

The Mural on the back wall of the Kingaroy VIC has been completed and looks amazing. Staff and the Volunteers are looking at arranging a morning tea and will be inviting Councillors, Staff, Volunteers and the Artist. This will be a good time for everyone to appreciate the mural and talk to the artist – Robyn Dower.



The Volunteers at the Kingaroy VIC have also been busy redesigning the TV Room and brochures. Again, this is to make it easier for the visitors to find the brochures that they are needing. It has also made the flow in the VIC a lot easier.



**Nanango VIC:**

Due to low volunteer numbers at the Nanango VIC's, their hours and days open have not been up to the accreditation standard. If the numbers stay the way they are at the next Audit next year the Nanango VIC will lose their accreditation.

The Number are:-

January -	Closed 4 days (160 hours)
February -	Closed 1 day (166 hours)
March -	Closed 9 days (138 hours)
April -	Closed 3 days (146 hours)
May -	Closed 5 days (158 hours)
June -	Closed 7 days (139 hours)
July -	Closed 7 days (146 hours)
August -	Closed 3 days (157 hours)

To keep accreditation the centre needs to be open 7 days a week, minimum of 42 hours per week – 168 hours per month.

### Commercial Enterprises

Commercial Enterprises...Like me I am sure that many are looking to the Music on the Dams to be held at Bjelke Petersen Dam. I have checked out the Artists and they all sound great. I was very pleased to see that we are not charging for children under 16 as this may make it a more affordable event for community to attend. I attended the opening of the Mountain Bike tracks at the Bunya Mountains and it was a great opportunity to discuss what Western Downs have planned for upcoming events and to discuss how we can share information between the regions to try and encourage tourists to stay in our area a little longer.



### Dams:

The dams have been a hive of activity during August with visits from various Caravan Clubs from all over the state, Ulysses Motorbike club stayed at BP Dam 25 -27 August with the Dam Managers catered the evening meals which was well received by the club. Ride for Relay stayed on the 30<sup>th</sup> in the contractors' rooms and managers also catered for the riders and support staff, they then travelled through the region on their way to Boondooma Dam where they enjoyed a breakfast on the water's edge.

The managers and staff are awaiting the influx of School Holiday guest with all powered and accommodation sites fully booked, leaving only unpowered camp sites now available.

Boondooma Dam hosted the 2<sup>nd</sup> round of the SBRC Festival of The Dams hosted by Fishing Freshwater on the 9-10 September 2023.

**Saleyards:**

The monthly August store sale was conducted by Aussie Land & Livestock & Grant Daniel Long with 663 head being sold. The cattle price market has really taken a hit over the last month, with some prices not seen since 2019 this is to several factors over supply, very dry weather conditions and long-term weather forecasts.

Coolabunia Selling Complex conducted the Coolabunia Classic Charolais, Aussie Angus & Brangus & Bunya Droughtmaster Bull over the last month.

Work has commenced on installing new hardwood timber boards on the high catwalks, these boards being replaced are mostly still the original ones from the build in 1982, this will be an ongoing replacement program over the next twelve months funded through capital works and undertaken by local contractor.

Council has installed a display screen outside the saleyards canteen allowing vendors and buyers to set lot by lot results whilst enjoying some great food and drinks supplied by Endeavour foundation.

**Aerodromes:**

QFES was deployed to the Kingaroy Aerodrome during the High Fire Danger periods, with (3) water bombing aircrafts on standby and personnel manning around the clock in readiness for fire outbreaks.

**Sporting:**

It is great to see the local sporting facilities being so well utilised. The Alan Downie Soccer Field hosted an event and it is so good to see all those young people learning about sportsmanship and teamwork. I believe these are skills that valuable to them in the future.



Teams from around the South Burnett Region along with some from neighbouring district met in Nanango last week to play in for a mini carnival.



The Grooving in the Gardens at Ringsfield House are proving popular with residents and I am happy to report that I am very happy with the events.



So many events on in the South Burnett region all of which are bringing visitors to the area and the Nanango Theatre Group brought many visitors with the Annual Play Festival. It was very well attended.

#### **BACKGROUND**

Nil

#### **ATTACHMENTS**

Nil



## **14 TOURISM & VISITOR INFORMATION CENTRES**

### **14.1 RINGSFIELD HOUSE ADVISORY COMMITTEE**

**File Number:** 13-09-2023

**Author:** Manager Community & Lifestyle

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Ringsfield House Advisory Committee met on 29 August 2023.

#### **SUMMARY**

The Ringsfield House Advisory Committee have been meeting to determine the future strategic direction of Ringsfield House.

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#### **OFFICER'S RECOMMENDATION**

That the Committee recommend to Council that:

1. That Ringsfield House be open by appointment with tours being conducted by Volunteers that have been inducted as per the Volunteer process of the Visitor Information Centre with reporting to the Visitor Enhancement Officer and the Tourism Officer.
2. That Ringsfield House be promoted as a community facility and venue and is open to hirers who wish to run community led events.
3. That a stocktake of current artefacts be completed and a future recommendation is made from the committee to reduce the number of artefacts.
4. That any volunteers wishing to participate in undertaking work at the house are inducted and managed by Council (excluding those working for a hirer incorporated group).
5. An amendment is made to the 2023/2024 fees and charges for group tours of Ringsfield House for \$5.00 per person.
6. That the minutes of the July 2023 and August 2023 Ringsfield House Advisory Committee be received for information.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

The opening of the House by appointment will incur additional resources of cleaning that can be allocated from the Facilities operational budget.

#### **LINK TO CORPORATE/OPERATIONAL PLAN**

OPL/03 Promotion and operation of Council owned heritage, arts visitor information centre and tourism assets including Council's tourist facilities at Boondooma and Bjelke Petersen Dam.

#### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

The Ringsfield House Advisory Committee met to discuss the recommendations on 29 August 2023

#### **LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

NIL

#### **POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

NIL

#### **ASSET MANAGEMENT IMPLICATIONS**

The House will require a basic clean prior to opening. The Committee have provided assurances that the risk of artefacts being stolen during visits are low and that the induction of Volunteers under the Visitor Information Centre framework would support their ability to work in the asset under the supervision of the Visitor Information Centre Officers and members of the Ringsfield House Committee.

## **REPORT**

As per the attached minutes

## **ATTACHMENTS**

- 1. Minutes - August**
- 2. Minutes - June**
- 3. Workshop summary**



## Ringsfield House Advisory Committee Meeting

### Meeting Minutes

Meeting Date:	Tuesday 29 August 2023
Time:	5.00pm
Location:	Ringsfield House
Present:	Cr Jane Erkens, Jennifer Pointon, Cathy Jackson, Gloria Kirkness
Guests:	Julie Crowley, Charlie (Joe Scott) Spagalli, Geoff Lindridge, Joanne Newberry
Apologies	Margie Hams, Cr Danita Potter, Simone Kucyk, Sue Wallis, Rebecca Bayntun

1.	<b>Opening</b>
1.1	<p><b>Acknowledgement of Country and round table introductions (Cr Jane Erkens)</b></p> <ul style="list-style-type: none"> <li>Meeting opened at 5:02pm.</li> <li>Cr Jane Erkens advised that Council's Coordinator Community Development, Margie Hams has handed in her resignation as she has been offered an exciting opportunity to work with Head to Health.</li> <li>Welcome and introduction to Council's Manager Community &amp; Lifestyle, Jennifer Pointon.</li> </ul>
2.	<b>General Business</b>
2.1	<p><b>Ringsfield House Advisory Committee – Volunteers:</b></p> <p>All newly appointed members of the Ringsfield House Advisory Committee must be inducted as per the Volunteer process of the Visitor Information Centre.</p> <ul style="list-style-type: none"> <li>The Ringsfield House Advisory Committee was originally established to allow highly skilled volunteers to develop a Strategic Plan and to provide recommendations to Council to support the reactivation of Ringsfield House for community use.</li> <li>Cr Jane Erkens advised that members of the committee would be willing to become an official volunteer Working Group to support Council by opening Ringsfield House and undertaking events or tours on a pre-booked basis.</li> <li>All volunteers will be required to be inducted and must hold a current Blue Card.</li> <li>A report to Council will be required for the appointment of new volunteers for Ringsfield House Advisory Committee.</li> </ul>
2.2	<p><b>Proposal for Group Tour:</b></p> <p>Pursers Coaches would like to take a tour group of 40 people through the house on Thursday 14 September 2023.</p> <ul style="list-style-type: none"> <li>Council's Tourism, Visitor Information Centre and Arts Officers, Roz McKitterick and Naomi Baldacchino will be available to plan and attend the event.</li> <li>Council is seeking nominations from volunteers of the Ringsfield House Advisory Committee to undertake tours on the day.</li> </ul>

	<p>undertake the tours on the day.</p> <ul style="list-style-type: none"> <li>An induction will need to be arranged prior to this event.</li> </ul>
3.	<b>Matters for Discussion</b>
3.1	<p><b>Management of Artifacts:</b></p> <ul style="list-style-type: none"> <li>Jennifer advised that Council needs reporting and accountability of the artifacts donated to Ringsfield House.</li> <li>The Advisory Committee need to decide on how the artifacts on display will be managed to ensure items are not missing or stolen after events or tours of the house.</li> <li>Gloria Kirkness advised that not many items had been stolen during past events.</li> <li>Cr Jane Erkens stated that the demographic of people attending the house decreased the risk of artifacts being stolen.</li> <li>Rebecca Bayntun has taken a full inventory and pictures of artifacts upon closure of Ringsfield House.</li> <li>Julie Crawley stated that the Nanango History Room Inc could volunteer to catalogue the items and artifacts for Ringsfield House.</li> <li>It was recommended that Rebecca Bayntun work with the Nanango History Room volunteers to complete the catalogue of artifacts.</li> </ul> <p><i>Action: Jennifer Pointon to set aside time to arrange volunteer inductions for Ringsfield House and speak to Rebecca Bayntun regarding the proposed catalogue of artifacts and items.</i></p>
3.2	<p><b>Fees and Charges Review:</b></p> <ul style="list-style-type: none"> <li>The group has decided that a fee \$5.00 per person is appropriate for a guided tour of the Ringsfield House.</li> <li>The current fee structure was introduced to gauge community use and feedback, the fees and charges were only developed for non-for-profit community groups and a full review of the fees and charges for use of the house and grounds is required.</li> <li>The Advisory Committee needs to consider affordability of the facility to ensure appropriate use to justify the ongoing operations of Ringsfield House.</li> </ul> <p><i>Action: Add a full review of the fees and charges to the next committee meeting agenda.</i></p>
3.3	<p><b>Ringsfield House Strategic Plan &amp; Business Planning:</b></p> <ul style="list-style-type: none"> <li>Outlined in the Terms of Reference for the Advisory Committee is key performance indicators:             <ul style="list-style-type: none"> <li>Develop a Strategic Plan for Council endorsement.</li> <li>Develop a Business Plan for Council endorsement.</li> </ul> </li> <li>Items to be considered by the Advisory Committee are:             <ul style="list-style-type: none"> <li>Volunteer management and availability of volunteers.</li> <li>Development of scripting to ensure consistency for all volunteers and Council staff when undertaking tours of the house.</li> <li>Advertising and promotion of the house and facilities.</li> <li>Ongoing maintenance and repairs of the facility.</li> </ul> </li> </ul> <p><u>Key values for Ringsfield House Strategic Plan:</u></p> <ul style="list-style-type: none"> <li>Significant History of Ringsfield House.</li> <li>Strong connections to the community, including historic use of the house, donations of artifacts and ongoing use by community members.</li> <li>A unique Community Asset for the South Burnett Region.</li> <li>Providing an affordable facility for community events to bring people together.</li> <li>Use of the gardens for ongoing connection to the community</li> <li>Keep Ringsfield House apart of the community.</li> </ul>

House Strategic Plan and Business Plan.

3.4

**Proposal for Gallery Fundraising Event:**

Joanne Newberry is seeking the Advisory Committee's approval to use the facilities at Ringsfield House to host a pop-up gallery event to raise funds for Ukraine:

- Artwork has been donated to be sold at pop-up gallery event with proceeds to be donated to Ukraine.
- The event is proposed for 5 October to 15 October 2023, and galleries within the South Burnett do not have any availability to host this event.
- The group discussed seeking agreement for the Nanango RSL to use their room dividers for the event.
- Suggestion for the event to be held at either the enclosed veranda within Ringsfield House or holding the event within the Chapel.
- Jennifer Pointon raised concerns that the enclosed veranda did not have the appropriate hooks to support the artwork and security for the house.
- The preferred site is the Chapel and it was suggested that the pews could be either be temporarily removed for the event or moved to the outer walls and partition off with the room dividers which would be used to display the artwork.
- Joanne would need to arrange to be auspices for an Incorporated Association and fill out the Ringsfield House Hire Application.

**Action:** Cr Jane Erkens and Joanne Newberry to view the Chapel on Friday 1 September 2023 to review the suitability of the space for the pop-up gallery event.

**Action:** Joanne Newberry to email Council with confirmation of auspices of an Incorporated Association, three options for use of the facility and a draft layout plan along with the Hire Application form.

3.5

**Banking of Cash Donations:**

Cr Jane Erkens handed in the cash donations taken from events at Ringsfield House for appropriate handling and banking:

Notes	Number	Amount
\$100.00	0	0
\$50.00	0	0
\$20.00	3	\$60.00
\$10.00	5	\$50.00
\$5.00	9	\$45.00
<b>Sub-Total</b>		<b>\$155.00</b>
Coins	Number	Amount
\$2.00	33	\$66.00
\$1.00	17	\$17.00
\$0.50	3	\$1.50
\$0.20	7	\$1.40
\$0.10	2	\$0.20
\$0.05	4	\$0.20
<b>Sub-Total</b>		<b>\$86.30</b>
<b>Total Cash Donated</b>		<b>\$241.30</b>

	<ol style="list-style-type: none"><li>1. That Ringsfield House be open by appointment with tours being conducted by Volunteers that have been inducted as per the Volunteer process of the Visitor Information Centre with reporting to the Visitor Enhancement Officer and the Tourism Officer.</li><li>2. That Ringsfield House be promoted as a community facility and venue and is open to hirers who wish to run community led events.</li><li>3. That a stocktake of current artefacts be completed and a future recommendation is made from the committee to reduce the number of artefacts.</li><li>4. That any volunteers wishing to participate in undertaking work at the house are inducted and managed by Council (excluding those working for a hirer incorporated group).</li></ol>
<b>4.</b>	<b>Meeting Close</b>
4.1	Meeting Summary and Close 6:04pm (Cr Jane Erkens)
4.2	Next Meeting: TBC



## Ringsfield House Advisory Committee

### Minutes

Date	Thursday 1 June 2023	Venue	Ringsfield House
Time opened	5.00pm		
Attendees	Cr Jane Erkens, Simone Kucyk, Sue Wallis, Cathy Jackson, Margie Hams		
Guests	Geoff Lindridge, Julie Crowley, Gloria Kirkness, Charlie Spagalli,		
Apologies	Cr Danita Potter, Rebecca Bayntun,		

Item No.	Description
<b>1.</b>	<b>Opening</b>
	Acknowledgement of Country and Meeting Introduction (Cr Jane Erkens)
<b>2.</b>	<b>Introduction</b>
	A round table of introductions was conducted (all)
<b>3.</b>	<b>General Business</b>
	<ul style="list-style-type: none"> <li>▪ Applications to join the Ringsfield House Advisory Committee have now closed.</li> </ul>
<b>4.</b>	<b>Matters for Discussion</b>
	<ul style="list-style-type: none"> <li>▪ The report from the last meeting was presented to the advisory group (Margie)</li> <li>▪ Options for the future management of Ringsfield House (Cathy)</li> </ul> <p>Option 1 – Ringsfield House Advisory Committee become incorporated</p> <ul style="list-style-type: none"> <li>- The advisory committee leases Ringsfield House from Council</li> <li>- All maintenance and upkeep of Ringsfield House would be the committee's responsibility</li> <li>- The History Room could sub-lease from the Ringsfield House Committee or Council could do a separate lease for them.</li> <li>- Brighthaven Units would continue to be managed by Council.</li> </ul> <p>Option 2 – Ringsfield House is put up for a commercial tender</p> <ul style="list-style-type: none"> <li>- Applicant would pay for rates and utilities</li> </ul> <p>Option 3 – Ringsfield House become a commercial enterprise under Council's Banner</p> <ul style="list-style-type: none"> <li>- A manager would be engaged by Council to oversee the house (like the Wondai pool)</li> <li>- The overall management of the house would fall under the Commercial Enterprise team in Council.</li> </ul> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>▪ 2022/2023 Financial Year the maintenance of Ringsfield House cost \$45,344</li> <li>▪ Ringsfield House Hire costs need to be updated to match current market trends for venue hire.</li> </ul>

Page 1 of 2

Item No.	Description
	<ul style="list-style-type: none"> <li>▪ Further discussion about the proposed options for Ringsfield House to be discussed at the next meeting.</li> </ul>
<b>5.</b>	<b>Meeting Close</b>
	<p><b>Next Meeting:</b> Thursday 6 July 2023</p>

**Open Actions**

Actions	Lead	To be completed by
Send copy of the previous meeting report	Margie	5/07/2023

Draft



## Ringsfield House Advisory Committee Strategic Workshop Summary

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Date: 20 March 2023

Prepared by: Margie Hams

### Brief Description

This report collates and summarises the feedback obtained from the Ringsfield House Advisory Committee members in relation to the strengths, weakness, opportunities and threats of Ringsfield House.

### Summary of Responses

Ringsfield House is a unique and attractive place for visitors and locals alike. The following responses were highlighted for the property.

#### History:

A much-loved landmark with a rich history, Ringsfield house was built in 1908 as a private residence. In 1942 it was transformed into a maternity hospital with almost 4000 babies delivered. By 1973 the house was a Lifeline women's refuge and continued in this capacity for a further 20 years.

In 1994 this beautiful building was restored by the Nanango Historical Society.

As a living museum, the house provides a window into the past! Visitors can learn about the region and experience firsthand what it would have been like to live in this era.

#### Facilities and Infrastructure:

Ringsfield House has the infrastructure and facilities to be the ideal venue for weddings, receptions, cultural events, musical events, art exhibitions and workshops. Ringsfield House has the opportunity to interlink with other recreational facilities such as the rail trail, which brings more tourists to the region.

#### Unique Flora and Fauna:

The gardens at Ringsfield House are home to a rare heritage plant, 'Aechmea Vallerandii'. This rare plant increases the cultural significance of the gardens and needs to be preserved. The gardens could also be utilised by community groups for community gardens.

#### Community Involvement:

Nanango has a strong sense of community which is evidenced by the large number of volunteers who are actively involved in supporting the many attractions and community projects across the region.

It is important that Ringsfield House remains accessible to the Nanango Community.

#### Maintenance

The South Burnett Regional Council currently cover the costs for maintenance of Ringsfield House, ideally any plans for future use of the House and its grounds would cover these costs. Current hire costs for Ringsfield House are not sufficient for this venue.

**Artifacts**

Ringsfield House is a living museum filled with artifacts on display, which makes it a unique experience for visitors. If the house is opened for events in the future, these artifacts may need to be put in cabinets to ensure they are not stolen or damaged by visitors. A governance structure should be put in place for future donations to the house.

**Council Support**

South Burnett Regional Council is a strong support of the arts and culture in the South Burnett region. The Ringsfield House Advisory Committee has been established to provide recommendations to Council that best suit the communities needs.

**Conclusion**

The South Burnett region is a rich and diverse cultural and historical area which attracts visitors far and wide. With Its local stories and our community involvement Ringsfield House has huge potential to be the go-to destination for both tourists and our local community members.

## **15 COMMERCIAL ENTERPRISES (SALEYARDS, DAMS, AERODROMES, CEMETERIES)**

### **15.1 FEES & CHARGES - TRANSHIPPING FEE**

**File Number:** 13/09/2023

**Author:** Coordinator Commercial Enterprises

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Fees & Charges Schedule 23/24 proposed changes to Transshipping Fee – Coolabunia Saleyards

#### **SUMMARY**

Review of Transshipping Fee 23/24 Fees & Charges to make a fairer system for users of this service Coolabunia Saleyard Complex.

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#### **OFFICER'S RECOMMENDATION**

That the Committee recommend to Council:

1. That Council adopt a Transshipping Fee of <100hd at \$250.00 per annum and >100hd at \$750.00 per annum for the 2023/24 financial year and amend the 2023/2024 schedule of Fees and Charges accordingly.

#### **FINANCIAL AND RESOURCE IMPLICATIONS**

The additional fee will support smaller transport carriers to utilise the Coolabunia Saleyards without a prohibitive cost.

#### **LINK TO CORPORATE/OPERATIONAL PLAN**

OPL/06 Maintain and improve Council's Saleyards to meet community standards.

#### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

A request was made for a reduction of fee and has triggered investigation into a tiered fee system.

#### **LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

NIL

#### **POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

NIL

#### **ASSET MANAGEMENT IMPLICATIONS**

The introduction of the fee will support smaller transport operators to use the yards and decrease the occurrence of the use of hardstand areas for cross loading.

#### **REPORT**

Council currently only has two transport companies utilising the transshipping service one small under 100 head and one large 500 to 1500 head estimated per year. Due to not having the yards staffed 5 days a week monitoring the movements it is based on honesty from the transport companies. Therefore, to encourage more transport operators to utilise the yards it is proposed to offer a fee for the service.

**ATTACHMENTS**

**Nil**

## **15.2 CONSIDERATION TO WAIVER CONSIGNMENT FEES COOLABUNIA SALEYARDS**

**File Number:** 13092023  
**Author:** Coordinator Commercial Enterprises  
**Authoriser:** Chief Executive Officer

### **PRECIS**

Request to waive consignment fees for sale cattle – Coolabunia Saleyards

### **SUMMARY**

Council has been approached by Agents Grant Daniel & Long & Aussie Land and Livestock to consider the waiver of consignment fees for sale cattle that are held over to be cleared following a sale.

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### **OFFICER'S RECOMMENDATION**

That the Committee recommend to Council:

That Council decline the request for waiver of consignment fees for sale cattle that are held over to be cleared as a reduction was already considered in the setting of fees for 2023/24 financial year.

### **FINANCIAL AND RESOURCE IMPLICATIONS**

It is expected that the if the waiver of fees was approved that this would reduce the operational income by \$4,765.50.

### **LINK TO CORPORATE/OPERATIONAL PLAN**

OPL/06 Maintain and improve Council's Saleyards to meet community standards.

### **COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Coolabunia Saleyards Working Group met on 27 July 2023 in which the request was made.

### **LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

N/A

### **POLICY/LOCAL LAW DELEGATION IMPLICATIONS**

N/A

### **ASSET MANAGEMENT IMPLICATIONS**

The reduction of fees would impact the available budget to undertake asset maintenance associated with the service.

### **REPORT**

Following the Coolabunia Saleyards working group meeting on the 27 July 2023, Agents GDL & ALL requested Council to consider waiving the consignment fee for cattle that are held following a sale.

The agents expressed that the fee was excessive and may affect buyers' interest in purchasing tick infected cattle at sales due to the extra cost to clear per head.

The consignment fee has always been a charge in Council's Fees & Charges Schedule, Council Officers reduced the consignment fee rates for sale cattle held over in 2023/24 to assist with the above concerns (see table below) which is a decrease in revenue by \$582.45 from previous year 2022/23. The fees charged offsets ongoing maintenance/cleaning etc for this service.

<b>2022/23 Consignment Fee</b>	<b>2022/23 Consignment numbers</b>	<b>2022/23 Consignment Costs</b>	<b>2023/24 Consignment Fee</b>	<b>2023/24 Consignment numbers</b>
1 <sup>st</sup> Day \$2.65	1059 x \$2.65	\$2806.35	1059est x \$1.50	\$4765.50
Each day thereafter \$1.20	1059 x \$1.20 x 2days	\$2541.60	p/day x 3	
<b>Total</b>		<b>\$5347.95</b>		<b>\$4765.50</b>

Council Officers recommend that agents continue to work with vendors to undertake pre-sale tick clearing on property and increase the pre-sale tick inspection rate to ensure that cattle can be cleared on sale day and are then not subject to consignment fees. This will also assist vendors in maximising the options for sale and decrease the discount price offered by buyers for ticky cattle.

#### **ATTACHMENTS**

##### **1. Coolabunia Saleyards - Pre Treatment information**

# COOLABUNIA SALEYARDS COMPLEX REQUIREMENTS - CHEMICAL PRE-TREATMENT FOR CATTLE TICK LINE CLEARANCE



## Dips

Cattle presented for tick line clearance must be dipped at least 4 full days and not more than 7 days prior to the inspection. The dip must be maintained at the appropriate chemical concentration for tick control.

## Pour-on and injectable products

All pour-on and injectable products used as pre-treatment must have a label claim for the control of cattle tick.

Products that claim aids in the control of cattle tick are not suitable.

Cattle to have a pour-on or injectable pre-treatment must be treated at least 6 days but not more than 9 days prior inspection. Make certain the applicator is calibrated and weights of the cattle to be treated are accurate to ensure the correct dosage rates are applied.

## Cattle tick - meeting my general biosecurity obligation (GBO) declaration

All cattle presented for tick line clearance must be accompanied by a Cattle tick - meeting my general biosecurity obligation (GBO) declaration form.

Cattle must have at least one of the above treatments (dip, pour on or injectable) in the correct time intervals to be eligible for inspection. Best practice is two suitable treatments prior to inspection.

Vendors should declare all recent tick treatments. Where possible a combination of pour on / injectables and dipping pre-treatment is a good practice.

Consult with the accredited certifier prior to inspection regarding appropriate treatments and treatment intervals. Be aware of withholding periods and retreatment intervals for the chemicals used.

Effective treatments at appropriate time intervals give the best chance of line clearance at the first inspection.

**If you require a tick line clearance inspection at Coolabunia Saleyards Complex, please contact Council's Saleyards Supervisor on 0418 477 096 for bookings prior to presenting cattle.**



**16 PORTFOLIO - REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING**

**16.1 REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES AND COMMUNITY & SOCIAL HOUSING PORTFOLIO REPORT**

**File Number:** 13-09-2023

**Author:** Councillor

**Authoriser:** Chief Executive Officer

**Precis**

Regional Development, Development Services and Community & Social Housing Portfolio Report

**Summary**

Cr Schumacher presented her Regional Development, Development Services and Community & Social Housing Portfolio Report to Council.

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**Officer's Recommendation**

That Cr Schumacher's Regional Development, Development Services and Community & Social Housing Portfolio Report to Council be received for information.

**Development Services**

A Builder's Forum organised by Council was held in Kingaroy on Wednesday 16 August 2023. The purpose of the forum was to update the local builders about the major changes to the National Construction Code 2022.

Changes that commenced on 1 May 2023 included new consistent volume structure and new housing provision standards. However, liveable housing and energy efficiency changes have a longer transition period and come into effect on 1 October 2023.

The forum was 2 hours in duration and 23 attendees included local builders, designers, and glaziers. The forum provided the knowledge to ensure that future 'builds' meet the energy efficiency star rating (increasing from 6 to 7 stars) as well as the implementation of correct building code changes.

**Building**

During the month of August, the Building Team received 57 customer requests and 58 building applications as follows:

- 37 – Council Applications; and
- 21 – Privately Certified Lodgements.

The number of building applications projected to be received by Council for the current financial year is 462. This figure compares to 402 for the previous 2022/23 financial year and 364 applications for the 2019/20 financial year.

The number of privately certified applications projected to be received by Council for the current financial year is 258. This figure compares to 255 for the previous 2022/23 financial year and 195 applications for the 2019/20 financial year.

**Planning**

During the month of August, the Planning Team received 90 customer requests, 8 planning applications and attended two (2) pre-lodgement meetings. The breakdown of applications are as follows:

- 2 – Material Change of Use (MCU);



- 4 – Reconfiguration of a Lot (RAL);
- 1 – Plan of Sealing (POS);
- 1 – Operational Work (OPW); and
- 1 – Development Incentive Scheme.

The number of planning applications projected to be received by Council for the current financial year is 138. This figure compares to 121 for the previous 2022/23 financial year and 64 applications for the 2019/20 financial year.

### **Plumbing**

During the month of August, the Plumbing Team received 17 customer requests and 20 plumbing and drainage applications as follows:

- 13– Class 1/10a – Domestic No Sewer;
- 7 – Class 1/10a – Domestic Sewer; and
- 1 – Class 2-9 – Other Building (Commercial).

The number of plumbing applications projected to be received by Council for the current financial year is 258. This figure compares to 236 for the previous 2022/23 financial year and 248 applications for the 2019/20 financial year.

### **Major Planning Scheme Amendment**

A revised version of the proposed major amendment (version 2.1) was submitted to the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) on 22 March 2023. The States timeframes for its review expired in May without receiving a response. Council's consultant advises that such delay is a consistent local government experience and continues to follow up DSDILGP about Council's request. As of 4 September 2023, Council's request remains within the internal approval processes of DSDILGP and/or with the Minister. The next process step is for the Minister to give Council notice of the outcome of the State interest review, whether Council may proceed to publicly consult the proposed major amendment of the planning scheme and the communications strategy that Council must implement when proceeding to public consultation.

### **Resourcing**

Reliance on the assistance of external consultants in the Planning Team has reduced due to there being a full complement of staff. However, ongoing assistance is still required due to the increase and frequency of customer requests, development applications, planning scheme review, and internal Council pressures including training. Additionally, planning staff are required to attend ad hoc discussions and stakeholder meetings in addition to existing and projected workloads.

## **ATTACHMENTS**

### **1. Regional Development Portfolio Report**

Australia Australia, coal-dependent communities like ours are being faced with the economic, environmental, and social challenges presented by the energy transition. Energy communities like us will continue to play an integral part of the energy transition, however early planning and investment to help create the future we desire is critical. Over this past term, through the development of the South Burnett 25-year Economic Roadmap ([Water Feasibility Study – South Burnett Regional Council](#)) our Council has been consulting with our community and all levels of government about the opportunities to create employment, sustain our agricultural and value adding industries and be positioned to harness further manufacturing and new zero industries. Our ideal geographical location, available workforce, soils, knowledge, suitable transmission network and alike means our region is ready for sustainable growth.

Over these past few months, our Council has participated in a Stakeholder Advisory Committee (SAC) and process led by the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) and chaired by the Executive Regional Director Craig Rutledge. The state appointed Ernest and Young (EY) to head up the development of the **Regional Transformation Strategy and Implementation Plan** for the Darling Downs, South West and South Burnett Region (DDSWB). During this time EY and the DSDILGP have held 26 targeted consultation sessions across the DDSWB with stakeholders across local government, construction, agriculture, energy transport, tourism, community, and not-for-profit sectors. There have been 4 SAC meetings held in Dalby, 10 interagency briefings, 3 council of Mayors presentations and a public media campaign soon to commence. CEO Mark Pitt, Cr Gavin Jones and Cr Kirstie Schumacher have been at the table with a very clear message - *to support our region through this transition we need early planning and investment in creating critical water, roads, housing, tertiary education, and community infrastructure*. We have been strong advocates along with the other appointed representatives from the South Burnett including Linchon Hawks (Swickers), Josh Gadischke (Plenty Food), Georgie Somerset (AgForce) and John Carey (Stanwell, RDA WBB, Red Earth Foundation, BIEDO). I'd like to recognise and thank these members; it has been an absolute privilege and amazing learning experience to work with them and be part of these discussions.

On 18 August, Council responded to the state's request with 12 comprehensive proposals for funding consideration for the state's **Regional Economic Futures Funding (REFF)**. I'd like to recognise CEO Mark Pitt, GM Infrastructure Aaron Meehan, Ged Brennan and the KBR team who worked tirelessly to create first class proposals that addressed Council's feedback, the state's criteria and objectives of Queensland's Energy and Jobs Plan ([Department of Energy and Public Works \(epw.qld.gov.au\)](#)). Thank you also to my fellow councillors and management team who worked together to workshop the project concepts.

A summary of the project proposals submitted to the REFF is listed below:

### **FOCUS AREA 1: JOB-CREATING WATER INFRASTRUTURE**

The South Burnett has an abundance of excellent soil, growing conditions and generations of farming experience. The region already produces \$360 million of agricultural production, with emerging export opportunities through the existing transport infrastructure.

Agriculture is a proven job creator. By contrast, renewal energy projects create relatively few jobs. For example, the State Government has committed \$776 million to the Tarong West Wind Farm to construct 150 turbines. This investment will create 15 direct ongoing jobs. By contrast, investing in water projects and agriculture, will create substantially more jobs for substantially less money.

Our 25-year economic road map investigation has confirmed the viability of specific agricultural proposals that will employ locals and provide local food security and increase

export opportunities. These proposals will replace the jobs lost and add \$100 million to local agricultural production.

Importantly, the proposal is that the agricultural production created through this new water infrastructure in Net Zero agriculture. Accordingly, we have proposed the investigation of a net zero agricultural precinct that will allow agricultural production in the South Burnett to create net zero jobs as part of the energy transition.

As summary of these project is set out below:

<b>Project</b>	<b>Description</b>	<b>Funding Sought</b>
Kingaroy Water for Growth	Addresses an acute water security concern for Kingaroy while also provides for additional water for high value, job creating irrigation.	\$9.5M
Developing a Green Agricultural Precinct in the South Burnett	Agriculture is key to economic growth, job creation and decarbonisation in South Burnett and Queensland. This funding will facilitate critical feasibility, research and planning studies to accelerate the development of the Green Agricultural Precinct, and support precincts across regional Queensland.	\$1.8M
Nanango Water Solution	Urban water for Nanango is currently provided by the Barker's Creek bore field. Bores are primarily recharged via water discharged to Meandu Creek from the Tarong Power Station. When Tarong stops making releases, these bores will drop, and Nanango will not have enough urban drinking water. This project would finalise investigation of an alternative water source.	\$1.25M
Demand Assessment for High Priority Water	As the power station ceases to generate coal fired power, it is expected that this water demand will decrease. This project will identify the future users of this water, including green power, high value agriculture, agricultural processing and green fertiliser production. There will be a focus on the highly productive agricultural areas, where high value can be derived from water use, and labour intensive business to support employment.	\$1.6M
Barlil Weir Detailed Business Case and final approvals	Barlil Weir has been identified as a critical storage to increase water reliability. This will enable a shift to high-value crops like wine grapes, olives, and garlic. This application seeks the funding to complete the final phase of investigations, and approvals, to become a shovel-ready project.	\$7.5M
Blackbutt Irrigation Detailed Business Case	An extension of the Blackbutt pipeline will increase agricultural production, employment and regional prosperity. It will meet the significant demand for access to new and reliable water to make use of a highly productive area. This application seeks the funding to complete the final phase of investigations, and approvals, to become a shovel-ready project.	\$3.6M
West Barambah Project Options Analysis	Water reliability in the Barker Barambah Water Supply Scheme has been low. There is an opportunity to increase	\$0.6M

	<p>this reliability with resulting improvement is agricultural production and job creation. An options analysis is needed to determine the viability of a storage at this site.</p>	
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**FOCUS AREA 2: ECONOMIC DIVERSIFICATION AND ENABLING**

Council has identified enabling projects, that will support our transition to a low-emission future. They are focused on diversifying the economy through the development of enabling infrastructure and net-zero industrial precincts.

Project	Description	Funding Sought
Smart Country Enabler	The South Burnett High Speed Pathway to Growth is the installation and immediate deployment of QCN High Speed Fibre in Kingaroy, from Tarong via Nanango. The project will connect to the "last mile" digital enabling infrastructure being created by the Kingaroy Transformation Project. Access to high speed internet is an essential enabler for the skills, health and industrial precincts.	\$6.8M
Regional Future Skills Program and Hub for South Burnett	South Burnett is undergoing an economic transformation with the introduction of new industries – renewable energy, circular economy, high-tech agriculture, and smart health care. This creates a need, and opportunity, for high skilled employment and education. This project will assess and plan for a generational investment in the development of an education and skills development program and hub.	\$1.2M
South Burnett Industrial Circular Economy Precinct	Development of two industrial circular economy precincts in the South Burnett Region to facilitate industrial expansion, investment in circular economy technology and sustainable development through industrial and agricultural waste reuse. This funding will complete a business case to identifies and assesses precinct options, and develop a clear pathway for the development of a precinct.	\$1.5M
Kingaroy Community Health Precinct Development	The new community health precinct aims to address service gaps in the region by improving functionality and capability of the community health and aged care infrastructure. Current infrastructure is no longer fit-for-purpose, limiting service availability and access. The scope of the community health precinct project encompasses the development of a state-of-the-art health and aged care facility to serve the growing needs of Kingaroy and surrounding communities.	\$5.0M
Kingaroy Aerodrome Master Plan	The Kingaroy Aerodrome Master Plan will provide a strategic plan for the aerodrome to provide a long-term planning framework for the future use, infrastructure development, land use, economic benefits, and cost recovery. This Masterplan will inform the economic and	\$0.5M

	social requirements, investment, and opportunities for the region.	
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While we know our region will change as the government owned Tarong Power Stations and Meandu Mine is scheduled to transition from predominantly coal fired energy to create a clean energy hub. Our region has a unique opportunity to plan for the eventual changes and codesign the future we desire. In closing, I understand that the Stakeholder Advisory Committee will continue to meet during November – December 2023, and further consultation will occur with regards to the funding agreements, and the release of the draft Regional Transformation Strategy and Implementation Plans. We welcome the Premier's pledge not to leave regional communities behind and welcome the opportunity to be at the table early.

#### **Queensland Farmers Federation Renewable Energy Landholder Toolkit:**

The energy generation map ([Power plants map of Queensland \(epw.qld.gov.au\)](http://epw.qld.gov.au)) recognises the proposed renewable projects across Queensland. In the South Burnett, our region is set for a period of rapid growth as the map recognises the Tarong West Project (formerly Ironleaf) 500 MW of wind and the Kingaroy Wind Farm 57 MW of wind, along with the Wambo Windfarm 250 MW of wind currently under construction not far from where we border the Western Downs Region. In meeting with residents at the recent RES community information session at the Ironpot and Kumbia Halls, it is my understanding that there are many other project proponents investigating wind farm projects in and around the Ironpot area. I would strongly encourage any resident who may have project proponents knocking on their doors to download a copy of the Queensland Farmers Federation Renewable Energy Landholder Toolkit available here: [QFF-Renewable-Energy-Toolkit-June23\\_web-1.pdf](#). While the toolkit provides landholders with support to make more informed decisions when considering hosting renewable infrastructure, it is recommended landholders seek sound legal and financial advice before entering into any agreement with a renewable proponent.

#### **Submission: Updates to State code 23: Wind farm development and the associated planning guidance.**

Over this term, our council has held many discussions with all levels of government about the importance of a regulatory framework to support the planning, construction and operation of renewable energy projects. Council has also partnered with the LGAQ and other resource councils to progress these discussions with the state. In response to the Department of State Development, Infrastructure, Local Government and Planning review of the State code 23: Wind farm development and its associated Planning Guidance are used by the State Assessment and Referral Agency to assess wind farm applications, I prepared and made the following submission:

The purpose statement of the State code 23: Wind farm development states that 'The purpose of the code is to protect individuals, communities and the environment from adverse impacts resulting from the construction, operation and decommissioning of wind farm development'. Upon reading the code and the planning guidance it is unclear as to who is responsible for ensuring that the intent and good will underpinning this purpose statement is achieved for rural, remote and regional communities. While the code and planning advice has focused on achieving 'decision ready' applications, the review undertaken by the state government fails to detail how the associated guidelines will be enforced and ultimately what regulatory body will be responsible for ensuring the compliance of the benchmarks and continuation of such pre, during and post wind farm construction.

The GasFields Commission is a Queensland body that manage and improve the sustainable coexistence of landholders, regional communities, and the onshore gas industry in Queensland. The Department of Energy and Public Works administers and monitors legislation affecting the Queensland gas sector through the following acts and regulations. Gas regulation and licensing in Queensland is covered by the Gas Supply Act 2003, National Gas (Queensland) Act 2008 and Energy and Water Ombudsman Act 2006.

I would argue that the review of State code 23: Wind farm development still offer little confidence to host communities that the proposed regulatory framework will be achieved in the planning, development, construction, and operation of wind farm projects. As stated in the government's draft Planning guidance for State code 23: Wind farm development (August 2023, p. 4), 'This guideline is advice that only applies to a development application for a material change of use for a wind farm development, applied for under the Planning Act 2016'. It also states that the guideline is to assist in optimising the project layout and site design and that use of the guideline will not guarantee assessment outcomes. While it is understood that SARA will undertake its own assessment of an application, it is unclear who and what regulatory body host wind farm communities can have the confidence that a wind farm project proponent and owner will be true to their word and held to account.

Furthermore, some of the language used throughout the State code 23: Wind farm development is open to interpretation and needs to provide further clarity. Throughout the code and planning guidance, the term may should be replaced with the word must. This change in language changes the guidelines from a list of maybes to a defined criterion of clear non-negotiables, meaning the approval process would protect the environment and the host community from adverse impacts or harm. In its current drafted form, the draft code, and guidelines still only detail what is ideal not what must be achieved. The state clearly recognises the importance of biosecurity protections, water quality, erosion control and natural drainage, natural hazards, acoustic criteria for sensitive receptors, heavy vehicle haulage routes and wind farm decommissioning however the draft code does not instil confidence that these criteria must be met before an approval is granted. The use of loose language does not instil a sense of confidence that the project owner and proponent will do what is in the best interests of the host community. While compliance with these criteria may increase the project costs, the project proponent's ignorance of such could clearly result in consequential and irreversible impacts to the social and environmental sustainability of a host region. The language and premise of the revised code must regulate wind farm project proponents and owners to be good neighbours and valued members of the host community for the whole-of-life of the project, this includes upfront commitments to community benefit/investment schemes.

Furthermore, there needs to be a stringent requirement for all wind farm project proponents to engage with the relevant local government. The definition of such needs to include not only the host local government, but any adjoining local government who is likely to be impacted by the construction and ongoing operations of the project. There needs to be a clear requirement in the code that states SARA will not accept a development application, without demonstrated evidence of engagement with all local governments. Often there is shared road infrastructure between local government boundaries that needs to be considered prior to an application being granted approval. A project proponent should be required to reach a preliminary agreement with both host and adjoining local

governments, particularly with regards to the use of road and/or community owned infrastructure and the opportunity for legacy contributions, such as long term housing outcomes, that could be created in these communities. There must be an agreed position between both state and local governments that demonstrates the commerciality of a project and its alliance to achieving the ambitions of the state government's energy policy will not override the critical importance of delivering on the Environmental, Social and Governance (ESG) principles of doing what is right in both host and nearby communities. Furthermore, the acceptance of a project application by SARA must also trigger a mandatory notification process to the immediate and surrounding local government areas (LGA) and provide an opportunity for the LGA's to advise SARA of any impediments or concerns with regards to the project or the engagement undertaken. A process like this would enable more holistic communication between both state and local governments prior to the commencement of these projects and help to create better outcomes in the host community.

Local governments should also be able to provide input with regards to the draft management plans required by the project proponent at time of lodgement and be given a reasonable opportunity of 30 days for instance to provide feedback on items including the:

- Detailed erosion and sediment control plan
- Stormwater management plan
- Post-construction stabilisation works to minimise erosion and run-off impacts to surrounding areas.
- Emergency management plans
- Traffic impact assessment and detailed construction and heavy vehicle haulage plans
- preliminary rehabilitation/restoration plan
- bushfire management plans
- safety and emergency management plans

Furthermore, there are many aspects of a project that could change and impact on the delivery of these plans as further work is undertaken on the site. The code only stipulates for these plans to be provided in draft form and further consideration needs to be undertaken about how the evolution and delivery of these plans will be monitored and enacted in local communities. The local government should be engaged in this process and afforded an opportunity to provide feedback or a submission on such.

While project proponents are strongly encouraged to proactively engage with local community prior to lodging a SARA application, currently there are no statutory requirements to deliver on this. The state government also needs to consider what kind of boots on the ground they could provide to support the smooth delivery of these projects in rural, remote, and regional communities. Currently if there is a problem, it is not unlikely for the local resident to air their frustrations with the local government, being the closest level of government to the people. Local governments do not have the funding or resources to respond to these complaints and when residents have penned letters to the Department of Public Energy and Works it has not been uncommon for them to be advised they should speak to their local Council in response. There clearly needs to be an established complaints hotline, or independent investigation officer/commissioner who can respond and act on community complaints when they are made and who has the regulatory

provisions to enforce action when the project proponent or owner does not comply with conditions of their approval or such. It is important host communities have someone that they can contact who will be able to provide timely and accurate advice and information.

As stated in the government's draft planning guidance for State code 23: Wind farm development (August 2023, p. 8) the SDAP assessment details that areas cleared for construction purposes will be required to be rehabilitated to the maximum extent possible. The guideline fails to detail what is considered the 'maximum extent', this term is largely open to interpretation, and it is unclear who will be responsible for determining that this performance outcome has been achieved as intended in the approvals process. While it is understood the Vegetation Management Act 1999, the Nature Conservation Act 1992 and the Environment Protection and Biodiversity Conservation Act 1999 should protect the natural environment it is unknown as to how this will be monitored and ensured both pre, during and post construction of the wind farm. The code should determine clearly who the responsible regulatory body will be to ensure the measures undertaken do not create environmental harm or consequence to the natural capital. A baseline measurement should be taken prior to any construction, and an annual reporting process of such must be a regulatory requirement of the wind farm project proponent and owner. This information should be shared with the community and neighbourhood in an open and transparent way, to establish and maintain a social license to operate. Clearly not all project proponents and owners will deliver on this, hence the need for more stringent regulations.

The draft Planning guidance for State code 23: Wind farm development (August 2023, p. 11) recognises that extensive areas of access tracks, turbine pads and laydown areas are exposed and unvegetated during wind farm construction. While this recognises that wind farms under construction must manage erosion and run off to a 'high standard', this statement is open for interpretation. The term 'high standard' needs to be defined and reinforced with a legislative requirement and mutual understanding that a state government agency will be undertaking regular monitoring of the site pre, during and post construction to ensure the detailed erosion and sediment control plan is achieved.

The draft Planning guidance for State code 23: Wind farm development (August 2023, p. 12) states that PO9 will impose conditions on approved applications to require the preparation of detailed bushfire management plans and safety and emergency management plans 'to ensure that construction and operational workforces are appropriately protected'. It is recommended that the local government, surrounding community and rural firefighters be engaged in this process, because while the safety of the construction and operational workforces is important, as is the safety of the surrounding neighbours and community. These wind farms are in rural and remote areas, where there are limitations on resources and available water stocks for fighting bush fires. Project proponents should be required to help make a financial contribution to the locally based rural fire brigade annually and engage in conversations with the community about the designation of safe places, a telephone tree to notify neighbours and a plan for what action will be taken by who should a bushfire occur in the area. In essence these plans must be discussed with the immediate community who would be impacted by such.

There is also a large disproportion between the economic and social benefits promised to host communities and the benefits delivered on both pre, during and



post construction. With regards to PO14 in the draft Planning guidance for State code 23: Wind farm development (August 2023, p. 17) host communities must have an opportunity to engage in this process well before the project is constructed. The housing crisis is impacting regional, rural, and remote communities. Historically, state government owned coal fired power stations-built housing in the communities in which they were based for their workforce and to encourage more of their workers to choose to live in the host community. This practice helped to build relationships of trust and understanding between site workers who became part of the community. There is a unique opportunity for the state government to help regional communities to extract more meaningful and legacy benefits from the construction of wind farms. The code should encourage investment in local housing solutions and further conversations with both state and local government about opportunities to collaborate early in delivering on such. The establishment of a worker's camp means that the projected economic benefits of a project are diminished locally if hotels, motels, and restaurants are unable to house or support the construction workforce. The workers camp model also can encourage unfavourable social behaviours in communities and the investment in such could be better applied to helping regional, rural, and remote communities to achieve better housing outcomes post the construction phase. The concept of a construction workers camp should be a last resort option, that is only considered after all other options have been explored and assessed. If necessary, the project proponent and owner should work with the community and the state and local government to create some form of housing that can be transitioned to support the local population post construction. There is a growing demand for studio apartments to house professional's working in regional hospitals and alike, as well as a need to provide safe and affordable housing for our aging population and people with disabilities. With considered effort, there is a unique opportunity for regional, rural, and remote communities to harness the investment in wind farms and create more meaningful accommodation/housing outcomes that could assist host communities to meet the changing housing needs and grow their populations. Further work needs to be undertaken to consider the construction worker's accommodation options report and how these project proponents and owners could encourage their workers to live locally or create more meaningful housing outcomes. Mining has created instances of boom or bust in regional, rural, and remote communities. This combined with the eventual closure of coal fired power stations means more needs to be done to incentivise investors to house their workforces in host communities, as well as help build, construct, own or maintain housing stocks locally. Partnerships could be created with local and state governments to access underutilised parkland or vacant land for housing and accommodation purposes, however a project proponent needs to be incentivised to invest prior to construction for additional housing stocks or options to be achieved.

PO16-20 in the draft Planning guidance for State code 23: Wind farm development (August 2023, p. 20) states that if SARA supports the view that heavy vehicle haulage is realistically viable for the construction of a project, conditions of approval will then require the preparation of detailed Traffic Impact Assessments and detailed Construction and Heavy Vehicle Haulage Plans to be prepared prior to commencing construction. Further conditions need to be placed on the approvals process that ensures the project proponent and owner are financially responsible for the relevant upgrades to locally owned road infrastructure. Council's must be compensated reasonably for the costs to upgrade and maintain the impacted road infrastructure both pre, during and post construction. These costs should not be borne by the local ratepayers, and there needs to be clear provisions in the code that stipulate what is reasonable compensation for such. Furthermore, those who

live on the roads that are likely to be impacted must be contacted by the project proponent and owner and kept informed about any works that could and will impact their lifestyle and amenity. Neighbourhood compensation schemes should also be investigated for those adjoining or adjacent landholders who won't host wind towers on their properties however will be impacted by increased road traffic and changes to their general amenity. These sensitive receivers should receive compensation for the disruption, in addition to any community benefit scheme.

Understanding the decommissioning process and what is anticipated is important to local communities, as is the opportunity to create a circular economy and the opportunity to recycle or refurbish wind farm components in regional, remote, and rural locations that host wind farms. While PO23 in the draft Planning guidance for State code 23: Wind farm development (August 2023, p. 23) conditions an approval with an end of operation decommissioning management plan to be submitted to SARA before the wind farm is decommissioned, it does not empower or enable communities to be part of this planning and process and could see this long term conversation be left idle until any further the life of the project is considered. A progressive rehabilitation and closure plan (PRC plan) is a critical element of the Queensland Government's Mined Land Rehabilitation Policy. When submitting a site-specific application for an EA for a new mining activity relating to a mining lease, applicants are required to develop and submit a proposed PRC plan as part of their application. While it is understood that technology is evolving and pending the agreement of impacted landholders, wind farms may be refurbished beyond their end of life, there needs to be a regulatory provision that requires the project proponent and owners to engage in early conversations and decisions about the decommissioning of the wind farm. It is critically important that the whole-of-life impacts of wind farm developments are considered at the application stage, and while this new performance outcome seeks to address decommissioning there is not enough details about how the host landholders and community will be engaged in the process. There is also no requirement for the project owner or proponent to work with community and relevant stakeholders to establish local solutions to the ongoing maintenance and eventual decommissioning of the site. There is significant concern that turbines and blades could end up in landfill by the end of the decade without significant research into what options exist. Somehow project owners and proponents need to be responsible for the eventual end of life decommissioning of their projects and the state and federal government need to provide incentives for energy companies to explore methods for achieving a circular economy for wind energy in regional, remote and rural communities. Consideration needs to be given to the design for circularity, lifetime extension, mechanical recycling/upcycling, and potential uses in cement production.

In closing it is my view that the state government should include the 10 principles of the Clean Energy Council, 'Best Practice Charter for Renewable Energy Developments' ([Community engagement | Clean Energy Council](#)) in the State code 23: Wind farm development and make these regulatory requirements for wind farm project proponents and owners. The challenge for communities is in knowing who to talk to, who to trust and who will be accountable to making things right and making good with those impacted. It is important to understand the project proponent who a landholder may develop a relationship with, isn't necessarily the project owner, and therefore there is a risk that relationships of trust and understanding will not be maintained post construction.

Too often it feels that deals are being done under the cloak of confidentiality agreements and without providing property owners with the facts and time to make considered decisions. The rush to sign landholders up and to meet the

decarbonisation targets set by the state government is having a real and detrimental impact on the health and wellbeing of our communities. In many ways, it is a double edged sword, because regional, rural and remote communities are equally passionate about growing and sustaining their communities and know that with proper planning and a commitment to working together communities could benefit from these projects. Clearly, the decisions to approve a wind farm cannot be made through the lens of profitability – these projects need to be assessed in their entirety and they must deliver on the social, environment and economic promises made to their host communities. We genuinely need a regulatory framework that protects all parties and gives some level of ownership to the host communities. There is a genuine risk that in the hurry to meet the clean energy goals of the state, our wind resources are being locked up and there is little to no benefit for host communities. While change is inevitable, progress is optional, and I genuinely believe the focus needs to be placed on open two way communication and the creation of genuine and lasting benefits for host communities. Poor and inadequate practices of wind farm project proponents and owners will be to the detriment of everyone and so the work needs to be done upfront in the planning and assessment phase and carried through to the operation and end of life. There is often an enormous clash in values and divide between the project proponent and who they seek to sell the project to. Both parties need to walk the talk and be held accountable. As the Premier said upon the release of the Queensland Energy and Jobs Plan, her government will not leave regional communities behind. Now is the time to demonstrate that.

Submitted by Kirstie Schumacher on 4 September 2023.

I would also like to thank and acknowledge Mark Pitt and James Darcy who provided a submission on behalf of South Burnett Regional Council.

BIEDO in partnership with South Burnett Regional Council South Burnett Regional Council hosted two soil health workshops in Blackbutt and Kumbia with funding from the joint Commonwealth-State Disaster Recovery Funding Arrangements (DRFA). Ian Moss, Founding Director of FARM Agronomy [And Resource Management](#) presented strategies to develop economic sustainability by introducing regenerative practices into farming enterprises. Ian spoke with producers about ways they can improve soil health whilst growing a profitable enterprise. [Agriculture Officer Alan Broome](#) has been working on another session to be held on Saturday 9 September with Alejandro Carrillo, an internationally renowned regenerative rancher. On Las Damas Ranch, Mexico, in the arid heart of the [Chihuahuan Desert](#), Alejandro Carrillo's grazing management has improved soil health and water infiltration, escalating pasture production, biodiversity and livestock numbers, to create a profitable and resilient business.

The purpose of these workshops has been to help improve the resilience of our agricultural sector, however the consistent feedback received from participants has been focused on the critical importance of water security.

**16.2 DEVELOPMENT SERVICES OPERATIONAL UPDATE**

**File Number:** 13-09-2023

**Author:** Manager Environment and Planning

**Authoriser:** Chief Executive Officer

**PRECIS**

Development Services Operational Update.

**SUMMARY**

Development Services Operational Update.

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**OFFICER'S RECOMMENDATION**

That the Development Services Operational update be received for information.

**ATTACHMENTS**

- 1. August 2023 Development Services Operational Update**

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
Comparison of Development Applications 2019/2020, 2020/2021, 2021/2022, 2022/2023 and 2023/24													
Period 01-Jul-2023 to 31-Aug-2023													
<b>Planning Applications</b>													
2019/2020	3	8	8	10	6	3	1	3	5	5	6	6	64
2020/2021	8	3	9	2	4	9	1	1	6	5	10	4	62
2021/2022	11	6	8	11	4	4	3	13	12	10	15	12	109
2022/2023	17	4	18	7	10	8	0	12	12	10	15	8	121
2023/2024	14	9	0	0	0	0	0	0	0	0	0	0	23
<b>Building Applications</b>													
2019/2020	38	51	35	33	32	6	38	35	20	20	23	33	364
2020/2021	37	34	41	42	44	27	37	55	43	39	48	42	489
2021/2022	40	41	44	43	36	24	36	37	34	28	43	35	441
2022/2023	42	46	37	34	42	29	25	30	32	20	36	29	402
2023/2024	34	43	0	0	0	0	0	0	0	0	0	0	77
<b>Private Certification Applications</b>													
2019/2020	24	16	12	25	17	21	11	15	8	18	14	14	195
2020/2021	18	15	59	31	24	10	14	28	28	17	21	18	283
2021/2022	32	21	21	15	22	17	14	27	24	17	22	25	257
2022/2023	22	30	17	16	29	13	11	27	15	21	26	28	255
2023/2024	22	21	0	0	0	0	0	0	0	0	0	0	43
<b>Plumbing Applications</b>													
2019/2020	32	20	21	21	21	15	24	14	24	11	19	26	248
2020/2021	23	26	17	43	30	23	22	30	31	21	27	14	307
2021/2022	27	34	30	30	22	17	19	19	24	27	28	22	299
2022/2023	14	23	20	13	25	15	14	30	19	17	26	20	236
2023/2024	19	24	0	0	0	0	0	0	0	0	0	0	43

**Private Certification YTD Report on Subcategories  
Period 01-Jul-2023 to 31-Aug-2023**

Application Type	Total
AltPoolFnc	0
BudgetAcc	0
CAP	0
Class1&10a	11
Class1&10b	0
Class10a	15
Class10a&b	0
Class10b	2
Class1a	10
Class1b	0
Class2	0
Class3	0
Class4	0
Class5	1
Class6	1
Class7	0
Class8	0
Class9	0
Class9a	0
Class9b	1
Class9c	0
FarmShed	1
IssChgClas	1
Remove	0
Restump	0
RetainWall	0
SACouncilP	0
SASStatePro	0
SignSatDsh	0
SpecStruct	0
SwimPool	0
TempStruct	0
<b>Total</b>	<b>43</b>

**Planning Applications YTD Report on Subcategories  
Period 01-Jul-2023 to 31-Aug-2023**

Application Type	Total
QEXC	0
QMCU	6
QOPW	3
QPOS	2
QRAL	12
QSPS	0
LLTempHome	1
<b>Total</b>	<b>24</b>

**Plumbing Applications YTD Report on Subcategories  
Period 01-Jul-2023 to 31-Aug-2023**

Application Type	Total
DomNoSewer	21
DomSewer	17
OtherBuild	5
<b>Total</b>	<b>43</b>

**Building Applications YTD Report on Subcategories**  
**Period 01-Jul-2023 to 31-Aug-2023**

Application Type	Total
AltPoolFnc	1
BldMatters	1
BudgetAcc	0
CAP_Bld	0
Class1&10a	1
Class1&10b	0
Class10a	41
Class10a&b	1
Class1a	16
Class1b	0
Class2	0
Class3	1
Class4	1
Class5	1
Class6	1
Class7	0
Class8	1
Class9	1
DesignSite	6
DwellReloc	1
FarmShed	0
FireSafety	0
IssChgClas	0
Remove	0
ReRoof	1
ResService	0
Restump	1
RetainWall	0
SACouncilP	0
SASStatePro	0
SignSatDsh	0
SpecStruct	0
SwimPool	1
TempStruct	0
<b>Total</b>	<b>77</b>



## **17 DEVELOPMENT SERVICES - (PLANNING, BUILDING, PLUMBING)**

### **17.1 DELEGATED AUTHORITY REPORTS (1 AUGUST 2023 TO 31 AUGUST 2023)**

**File Number:** 13-09-2023

**Author:** Administration

**Authoriser:** Chief Executive Officer

#### **PRECIS**

Reports signed by the Chief Executive Officer under delegated authority.

#### **SUMMARY**

This report comprises a listing of any reports approved by delegated authority from the 1 August 2023 until the 31 August 2023.

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#### **OFFICER'S RECOMMENDATION**

That the Delegated Authority report be received.

#### **BACKGROUND**

Nil

#### **ATTACHMENTS**

- 1. OPW23/0011 - Operational Works - Earthworks at 63 Reece Court, Wondai (and described as Lot 12 on RP890683). Applicant NE Davis**
- 2. RAL23/0020 - Updated Change - Removal of condition ENG03 at 116-120 Harris Road, Kingaroy (and described as Lot 24 on RP37027) - Applicant Keith Murdoch c/-ONF Surveyors**

**0.0 OPERATIONAL WORKS - EARTHWORKS AT 63 REECE COURT, WONDAI (AND DESCRIBED AS LOT 12 ON RP890683). APPLICANT NE DAVIS**

**File Number:** OPW23/0011  
**Author:** Engineering Contractor, Development Services  
**Authoriser:** Chief Executive Officer

CONTRACTOR	DATE
GM	21/08/23
CEO	22/8/23
	23-08-2023

**PRECIS**

Application for Operational Work for Earthworks at 63 Reece Court, Wondai  
 The works are required for a future house pad;

**SUMMARY**

- Development Application for Operational Work – Earthworks – OPW23/0011.
- Subject site located in the rural residential zone under the South Burnett Regional Council Planning Scheme;
- The development application is assessed against the relevant code of the South Burnett Regional Council Planning Scheme. Relevant codes including the Service & Works Code;
- Council did not issue an information request;
- The application has been assessed and the proposal generally meets the requirements of the planning scheme and relevant codes or has been conditioned to comply;
- The application is recommended for approval subject to reasonable and relevant conditions.

**OFFICER’S RECOMMENDATION**

It is recommended that Council approve the development application for Operational Work for Earthworks at 63 Reece Ct, Wondai - Lot 12 on RP890683, on land described as Lot 12 on RP890683 and situated at 63 Reece Court, Wondai, subject to the following conditions:

**GENERAL**

- ENG 1 Compliance with the plans and specifications submitted with Development Application OPW23/0011, approval conditions, and all Council Planning Scheme Policies.
- ENG 2 This approval extends to Earthworks only as detailed, and is conditional upon a set of “Issued for Construction” drawings, amended if required by the conditions of this approval, being submitted to Council for endorsement, prior to pre-start meeting.
- ENG 3 Undertake all approved works and works required by conditions of this development approval at no cost to Council.
- ENG 4 Adhere to the following hours of construction unless otherwise approved in writing by Council:

Monday to Saturday:	6.30am to 6.30pm	Noise permitted
Monday to Sunday:	6.30pm to 6.30am	No noise permitted
Sunday and Public Holidays:		No noise permitted

Do not conduct work or business that causes audible noise from or on the site outside the above hours.

- ENG 5 Be responsible to carry out Work Health and Safety legislative requirements.

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- ENG 6 Ensure all work sites are maintained in a clean, orderly state at all times.
- ENG 7 Manage all waste in accordance with the relevant legislation and regulations and dispose of regulated waste at a licensed facility of South Burnett Regional Council by a licensed regulated waste disposal contractor.
- ENG 8 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.
- ENG 9 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 damage immediately upon completion of works associated with the development.

**STORMWATER**

- ENG 10 Ensure that earthworks and fill on the subject land do not lead to ponding of stormwater or actionable nuisance, and drain freely to a lawful point of discharge in accordance with the Queensland Urban Drainage Manual.
- ENG 11 Do not concentrate stormwater onto adjoining properties.

**DEVELOPMENT WORKS**

- ENG 12 Maintain erosion and sedimentation controls at all times during the course of the project. Council Officers will inspect and assess the sediment and erosion control measures and temporary fencing implemented, and any alterations and/or supplementary works required must be incorporated.
- ENG 13 Implement measures to prevent site vehicles tracking sediment and other pollutants from the site onto adjoining streets during the course of the project, and to prevent dust nuisance during construction and the ensuing defects liability period.
- ENG 14 Be responsible for protecting nearby property owners from dust pollution arising from construction and maintenance of the works required by this approval, and comply with any lawful instructions from the Assessment Manager if, in his opinion, a dust nuisance exists.

**EARTHWORKS**

- ENG 15 Fill shall be suitably compacted to provide a suitable platform for any future building or structure, and shall not erode.
- ENG 16 Contain cut or fill batters wholly within the subject land. Do not place fill on adjacent properties without providing Council with written permission from the respective property owner(s).
- ENG 17 Do not use contaminated material as fill on the site. Undertake any filling using inert materials only, with a maximum particle size of 75mm.

ENG 18 Submit to Council, the following for approval in the event it is proposed to import material to or export material from the site, prior to commencement of the work:

- (a) details of the location of any material to be sourced for fill including the volume of fill to be moved from any particular source site;
- (b) details of the final location for any material to be exported from the site from excavations including the volume to be moved to any particular site; and
- (c) the proposed haulage route(s) and truck sizes for carting of the material.

Note: Further Development Applications may be required to be submitted to and approved by Council for sites proposed to import material from or export material to, or conditions may be applied to any sites endorsed in accordance with this condition, eg submit a Traffic Management Plan to Council for acceptance, or rehabilitation of the site. Any required approvals are to be in place prior to commencement of the work.

This approval does not extend to any material proposed to be imported to or exported from the site:

- (d) other than from or to site(s) that have a current Development Approval enabling them to export/accept any material; or
- (e) the material is being exported to and accepted at a licensed Council refuse facility.

**INSPECTIONS AND TESTING**

ENG 19 Submit to Council the pre-start meeting agenda at the confirmation of a date and time for the meeting.

ENG 20 Provide Council with a minimum of two clear working days notice to undertake compulsory inspections and meetings at the following stages:

- (a) Pre-start meeting with Council, Contractor, and developer;
- (b) at the point of completion of all works.

The approval is subject to construction being undertaken in accordance with the Approved Plans prepared by the applicant as listed below:

<b>Drawing No./ Revision/Sheet No.</b>	<b>Drawing/Plan Title</b>	<b>Date</b>
Plan 1	Site Layout Plan (as amended in red by Council)	21/8/23
Plan 2	Cross Section (as amended in red by Council)	21/8/23

**ADVICE NOTES**

The applicant be advised that:

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- (a) Prior to commencement of the use or endorsement of the survey plan as applicable, the applicant shall contact Council to arrange a Development Compliance Inspection.
- (b) The applicant must ensure compliance with environmental conditions whether required to hold an Environmental Authority or not. These include, but are not limited to water quality, air quality, noise levels, waste waters, lighting and visual quality as a result of any activity or by-product or storage of materials within the confines of the building(s) and property boundaries.

Any amendment, alteration or addition to the development approval will require further consideration by Council in assessing any changes to the environmental conditions.

- (c) The *Aboriginal Cultural Heritage Act 2003* (ACHA) is administered by the Department of Aboriginal and Torres Strait Islander and Multicultural Affairs (DATSIMA). The ACHA establishes a duty of care to take all reasonable and practicable measures to ensure any activity does not harm Aboriginal cultural heritage. This duty of care:
- (i) is not negated by the issuing of this development approval;
  - (ii) applies on all land and water, including freehold land;
  - (iii) lies with the person or entity conducting an activity; and
  - (iv) if breached, is subject to criminal offence penalties.

Those proposing an activity involving surface disturbance beyond that which has already occurred at the proposed site must observe this duty of care. Details of how to fulfil this duty of care are outlined in the duty of care guidelines gazetted with the ACHA. The applicant should contact DATSIP's Cultural Heritage Co-ordination Unit on telephone (07) 3224 2070 for further information on the responsibilities of developers under the ACHA.

- (d) The **relevant period** for the development approval (Operational Work) shall be **two (2) years** starting the day the approval is granted or takes effect. In accordance with Section 85(1)(c) of the *Planning Act 2016* (PA), the development approval for Operational Work lapses if the development does not substantially start within the abovementioned **relevant period**.

An applicant may request Council to extend the **relevant period** provided that such request is made in accordance with Section 86 of PA and before the development approval lapses under Section 85 of the PA.

- (e) Council is to be indemnified against any claims arising from works carried out by the applicant on Council's property.
- (f) The relevant Planning Scheme for this Development Permit is the South Burnett Regional Council Planning Scheme 2017. All references to the Planning Scheme and Schedules within these conditions refer to the above Planning Scheme.

**Conclusion**

The proposed development has been assessed against the requirements of the South Burnett Regional Council Planning Scheme 2017. It is considered that the proposed development generally

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complies with the requirements of the Planning Scheme and as such, the applicant should be provided with a Development Permit. The Development Permit should contain the conditions detailed in the Officer's Recommendation in order to ensure that the proposal complies with the South Burnett Regional Council Planning Scheme 2017.

**FINANCIAL AND RESOURCE IMPLICATIONS**

No implication can be identified.

**LINK TO CORPORATE/OPERATIONAL PLAN**

Growing our Region's Economy and Prosperity

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

**COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Refer to CONSULTATION in this report.

**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

No implication identified.

**POLICY/LOCAL LAW/DELEGATION IMPLICATIONS**

No implication can be identified.

**ASSET MANAGEMENT IMPLICATIONS**

No implication can be identified.

**REPORT****1. APPLICATION DETAILS**

Site address	63 Reece Court, Wondai
Real property description	Lot 12 on RP890683
Easements or encumbrances on title	Nil
Area of Site	1.761 ha
Current Use	Vacant
Environmental Management Register or Contaminated Land Register	N/A
Applicant's name	Neril Davis
Zone	Rural Residential
Applicable Overlays	Nil
Proposed use as defined	Nil

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<b>Details of proposal</b>	<b>Material Change of Use (MCU's)</b>	
	▪ Gross Floor Area (GFA)	N/A
	▪ Impervious area	N/A
	▪ Building height	N/A
	▪ Site Cover	N/A
	▪ Access	N/A
	▪ Landscape	N/A
	▪ Number of car parks	N/A
	▪ Number of units/tenancies	N/A
	<b>Reconfiguring a Lot (RALs)</b>	
	• Number of existing lots	N/A
	• Easements or leases proposed	N/A
	• Number of proposed lots	N/A
	• Lot areas	N/A
• Access	N/A	
<b>Application type</b>	Aspects of Development	Type of Approval Requested
		Preliminary Approval
		Development Permit
	Material Change of Use (MCU)	
	Reconfiguration of a Lot (RAL)	
Building Work (BW)		
Operational Work (OPW)		X
<b>Level of Assessment</b>	Code Assessment	
<b>Pre-lodgement Consultation history</b>	/	
<b>Key planning issues e.g. vegetation, waterway corridors, overland flow</b>		
<b>Referral agencies</b>	Agency	Concurrence/ Advice
	NA	NA
<b>Public notification</b>	No	
<b>Planning Regulation 2017</b>	N/A	

**2. THE SITE**

This section of the report provides a description of the site, details about the existing use and notable characteristics of the site, the standard of servicing, and the form of development in the immediately locality.

**2.1. SITE DESCRIPTION & EXISTING USE**

Table 1 – Maps & Descriptions (Source:Intramaps )

Site	63 Reece Court, Wondai
Zoning	Rural Residential
Overlays	Nil
Services	Road, Water
Topography	Sloping

**3. ASSESSMENT OF ASSESSMENT BENCHMARKS**

Framework for Assessment

Categorising Instruments for Statutory Assessment

For the *Planning Act 2016*, the following Categorising Instruments may contain Assessment Benchmarks applicable to development applications:

- the *Planning Regulation 2017*
- the Planning Scheme for the local government area
- any Temporary Local Planning Instrument
- any Variation Approval

Of these, the planning instruments relevant to this application are discussed in this report.

Planning Act 2016, Section 26 – Assessment Benchmarks generally

(1) For section 45(3)(a) of the Act, the code assessment must be carried out against the assessment benchmarks for the development stated in schedules 9 and 10.

(2) Also, if the prescribed assessment manager is the local government, the code assessment must be carried out against the following assessment benchmarks—

- (a) the assessment benchmarks stated in—
  - (i) the regional plan for a region, to the extent the regional plan is not identified in the planning scheme as being appropriately integrated in the planning scheme; and
  - (ii) the State Planning Policy, part E, to the extent part E is not identified in the planning scheme as being appropriately integrated in the planning scheme; and
  - (iii) a temporary State planning policy applying to the premises;
- (b) if the local government is an infrastructure provider—the local government’s LGIP.

(3) However, an assessment manager may, in assessing development requiring code assessment, consider an assessment benchmark only to the extent the assessment benchmark is relevant to the development.

**4.1. DEVELOPMENT CODE ASSESSMENTS**

**SERVICE AND WORKS CODE**

Performance outcomes	Assessment benchmarks	Assessment
<b>General</b>		
<b>PO1</b> The development is planned and designed considering the land use constraints of the site for achieving stormwater design objectives.	<b>AO1.1</b> A stormwater quality management plan provides for achievable stormwater quality treatment measures that meet the design objectives identified in Table 9.4.4.	N/A for Operational Work



Performance outcomes	Assessment benchmarks	Assessment
<p><b>PO2</b> Development does not discharge wastewater to a waterway or off-site unless demonstrated to be best practice environmental management for that site.</p>	<p><b>AO2.1</b> A wastewater management plan prepared by a suitably qualified person and addresses :</p> <ul style="list-style-type: none"> <li>(a) wastewater type;</li> <li>(b) climatic conditions;</li> <li>(c) water quality objectives;</li> <li>(d) best-practice environmental management;</li> </ul> <p>and</p> <p><b>AO2.2</b> Wastewater is managed in accordance with a waste management hierarchy that:</p> <ul style="list-style-type: none"> <li>(a) avoids wastewater discharge to waterways; or</li> <li>(b) minimises wastewater discharge to waterways by re-use, recycling, recovery and treatment for disposal to sewer, surface water and groundwater.</li> </ul>	<p>N/A</p>
<p><b>PO3</b> Construction activities avoid or minimise adverse impacts on stormwater quality.</p>	<p><b>AO3.1</b> An erosion and sediment control plan addresses the design objectives for the construction phase in Table 9.4.4.</p>	<p>Erosion and sediment control has been conditioned. No changes to stormwater arrangements expected.</p>
<p><b>PO4</b> Operational activities avoid or minimise changes to waterway hydrology from adverse impacts of altered stormwater quality and flow.</p>	<p><b>AO4.1</b> Development incorporates stormwater flow control measures to achieve the design objectives for the post-construction phase in Table 9.4.4.</p>	<p>N/A</p>
<b>Infrastructure</b>		
<p><b>PO5</b> Development is provided with infrastructure which:</p> <ul style="list-style-type: none"> <li>(a) conforms with industry standards for quality;</li> <li>(b) is reliable and service failures are minimised; and</li> <li>(c) is functional and readily augmented.</li> </ul>	<p><b>AO5.1</b> Except in the Rural zone, all development occurs on a site with frontage to a sealed road.</p> <p>and</p> <p><b>AO5.2</b> Infrastructure is designed and constructed in accordance with the standards contained in PSP1 – Design and Construction Standards.</p>	<p>N/A</p>

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Performance outcomes	Assessment benchmarks	Assessment
<b>Vehicle parking</b>		
<p><b>PO6</b> Vehicle parking and access is provided to meet the needs of occupants, employees, visitors and other users.</p>	<p><b>AO6.1</b> Vehicle parking spaces are provided on-site in accordance with Table 9.4.5.</p> <p>and</p> <p><b>AO6.2</b> A service bay is provided on-site for the service vehicle nominated in Table 9.4.5.</p> <p>and</p> <p><b>AO6.3</b> Driveway crossings are provided to the standard contained in PSP1 – Design and Construction Standards.</p> <p>and</p> <p><b>AO6.4</b> Vehicle parking and manoeuvring areas are provided in accordance with the standards contained in PSP1 – Design and Construction Standards.</p>	<p>N/A</p>
<b>Landscaping</b>		
<p><b>PO7</b> Landscaping is appropriate to the setting and enhances local character and amenity.</p>	<p><b>AO7.1</b> Landscaping is provided in accordance with the relevant zone code provisions.</p> <p>and</p> <p><b>AO7.2</b> Where shade tree planting is required in vehicle parking areas each planting bed has a minimum area of 2m<sup>2</sup> and is unsealed and permeable.</p> <p>and</p> <p><b>AO7.3</b> Plantings along frontages or boundaries are in the form of defined gardens with three tier planting comprised of groundcovers, shrubs (understorey), and trees (canopy) and provided with a drip irrigation system, mulching and border barriers.</p>	<p>N/A</p>
<p><b>PO8</b> Plant species avoid adverse impacts on the natural and built environment, infrastructure and the safety of road networks.</p>	<p><b>AO8.1</b> Landscaping utilises plant species that are appropriate for the location and intended purpose of the landscaping.</p> <p>and</p> <p><b>AO8.2</b> Species selection avoids non-invasive plants.</p> <p>Editor's Note. Guidance on plant selection is provided in Branching Out - Your Handy Guide to tree Planting in the South Burnett available from Council.</p>	<p>N/A</p>

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Performance outcomes	Assessment benchmarks	Assessment
<b>Filling and excavation</b>		
<p><b>PO9</b> Development results in ground levels that retain:</p> <ul style="list-style-type: none"> <li>(a) access to natural light;</li> <li>(b) aesthetic amenity;</li> <li>(c) privacy; and</li> <li>(d) safety.</li> </ul>	<p><b>AO9.1</b> The depth of:</p> <ul style="list-style-type: none"> <li>(a) fill is less than 2m above ground level; or</li> <li>(b) excavation is less than 2m below ground level.</li> </ul> <p>and</p> <p><b>AO9.2</b> The toe of the fill, or top of the excavation is not less than 0.5m inside the site property boundary.</p> <p>and</p> <p><b>AO9.3</b> Works do not occur on slopes over 15% in grade.</p> <p>and</p> <p><b>AO9.4</b> Retaining walls over 1m in height are terraced 1.5m for every 1m in height and landscaped.</p> <p>and</p> <p><b>AO9.5</b> Batter slopes are not steeper than 25% and are grassed and terraced 1.5m for every 1m in height.</p> <p>and</p> <p><b>AO9.6</b> Filling or excavation for the purpose or retention of water:</p> <ul style="list-style-type: none"> <li>(a) is certified by an RPEQ engineer to safely withstand the hydraulic loading;</li> <li>(b) directs overflow such that no scour damage or nuisance occurs on adjoining lots.</li> </ul>	<p>Cut or fill is less than 2m in height/depth.</p> <p>Existing slope is less than 15%.</p>
<p><b>PO10</b> Filling or excavation does not cause damage to public utilities.</p>	<p><b>AO10.1</b> Filling or excavation does not occur within 2m horizontally of any part of an underground water supply, sewerage, stormwater, electricity or telecommunications system.</p>	<p>Public Utilities not expected to be affected.</p>
<p><b>PO11</b> Filling and excavation avoids water ponding on the premises or nearby premises that will adversely impact on the health of the community.</p>	<p><b>AO11.1</b> Following filling or excavation:</p> <ul style="list-style-type: none"> <li>(a) the premises: <ul style="list-style-type: none"> <li>(i) are self-draining; and,</li> <li>(ii) has a minimum slope of 0.25%; and,</li> </ul> </li> <li>(b) surface water flow is: <ul style="list-style-type: none"> <li>(i) directed away from neighbouring properties; or</li> <li>(ii) discharged into a stormwater drainage system designed and constructed in accordance with AS3500 section 3.2.</li> </ul> </li> </ul>	<p>N/A</p>

Performance outcomes	Assessment benchmarks	Assessment
<b>All operational work subject to an overlay</b>		
<b>Biodiversity overlay</b>		
<b>PO12</b> Development avoids, minimises or mitigates adverse impacts on areas of environmental significance.	<b>AO12.1</b> Uses and associated works are confined to areas not identified on Overlay Map 05. or <b>AO12.2</b> Development is compatible with the environmental values of the area. or <b>AO12.3</b> Where development within an area identified on Overlay Map 05 is unavoidable, measures recommended by a suitably qualified ecologist are incorporated to protect and retain the environmental values and underlying ecosystem processes within or adjacent to the development site to the greatest extent practical.	N/A
<b>PO13</b> Biodiversity values of identified areas of environmental significance are protected from the impacts of development	<b>AO13.1</b> Development adjacent to Protected Areas identified on Overlay Map 05 is set back a minimum of 100m from the park boundaries in the absence of any current 'Management Plans' for these areas.	N/A
<b>PO14</b> There are no significant adverse effects on water quality, ecological and biodiversity values.	<b>AO14.1</b> Uses and associated works are confined to areas outside overland flow paths and natural drainage features. and <b>AO14.2</b> The Waterway Corridors identified on Overlay Map 05 are maintained in a natural state.	N/A
<b>Flood hazard overlay</b>		
<b>PO15</b> Development directly, indirectly and cumulatively avoids any significant increase in water flow, velocity or flood level, and does not increase the potential for flood damage either on site or other properties.	<b>AO15.1</b> Works associated with the proposed development do not: <ul style="list-style-type: none"> <li>(a) involve a net increase in filling greater than 50m<sup>3</sup> in the area identified on Overlay Map 03;</li> <li>(b) result in any reductions of on-site flood storage capacity and contain within the site any changes to depth / duration/velocity of flood waters; or</li> <li>(c) change flood characteristics outside the site in ways that result in: <ul style="list-style-type: none"> <li>(i) loss of flood storage;</li> <li>(ii) loss of/changes to flow paths;</li> <li>(iii) acceleration or retardation of flows; or</li> <li>(iv) any reduction in flood warning times.</li> </ul> </li> </ul>	N/A

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Performance outcomes	Assessment benchmarks	Assessment
<b>Regional infrastructure overlay</b>		
<b>PO16</b> Earthworks do not restrict access to and along major electricity infrastructure corridors by the electricity providers, using their normal vehicles and equipment.	<b>AO16.1</b> Earthworks do not alter levels along the boundaries of existing easements by more than 300mm and do not result in increased inundation of electricity infrastructure.	Site is not near any existing easements
<b>PO17</b> There is no worsening of drainage or erosion conditions affecting the bulk supply and linear infrastructure.	No outcome specified.	N/A
<b>Water catchments overlay</b>		
<b>PO18</b> There are no significant adverse effects on the water quality of the Region's drinking water supply.	<p><b>AO18.1</b> Development within the Bjelke-Petersen Dam Water Resource Catchment Area and the 800m buffer to Boondooma and Gordonbrook Dams shown on Overlay Map 06 has no significant adverse effect on the quantity and availability of raw water for consumption, as determined by a suitably qualified water quality expert.</p> <p>or</p> <p><b>AO18.2</b> Development within the Cooyar Creek water supply buffer area shown on Overlay Map 06 complies with the specific outcomes and measures of the <i>Seqwater Development Guidelines: Development Guidelines for Water Quality Management in Drinking Water Catchments 2012</i>.</p>	Site is not within a water supply catchment

**4. CONSULTATION**

**Referral Agencies**

State Assessment and Referral Agency	N/A
Other	N/A

**Council Referrals**

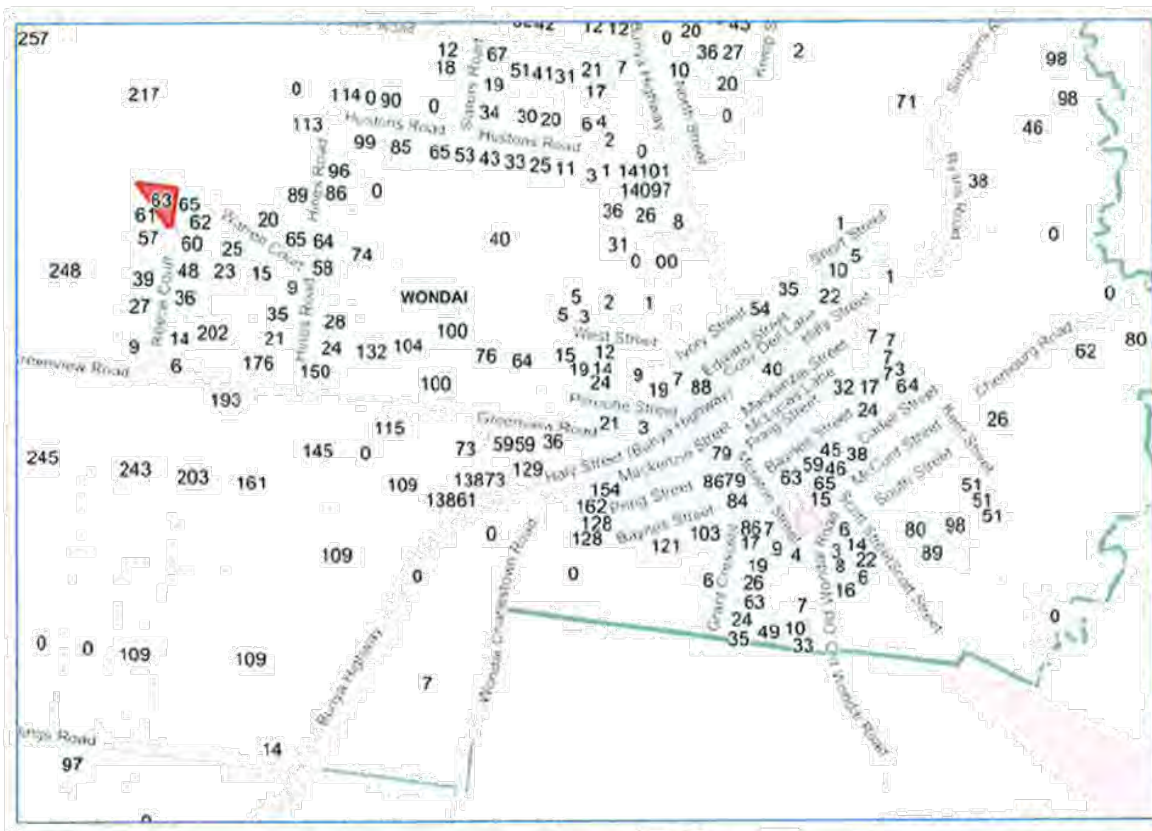
INTERNAL REFERRAL SPECIALIST	REFERRAL / RESPONSE
Development Engineer	Councils Development Engineer has done the assessment
Infrastructure Charges Unit	N/A for operational Work

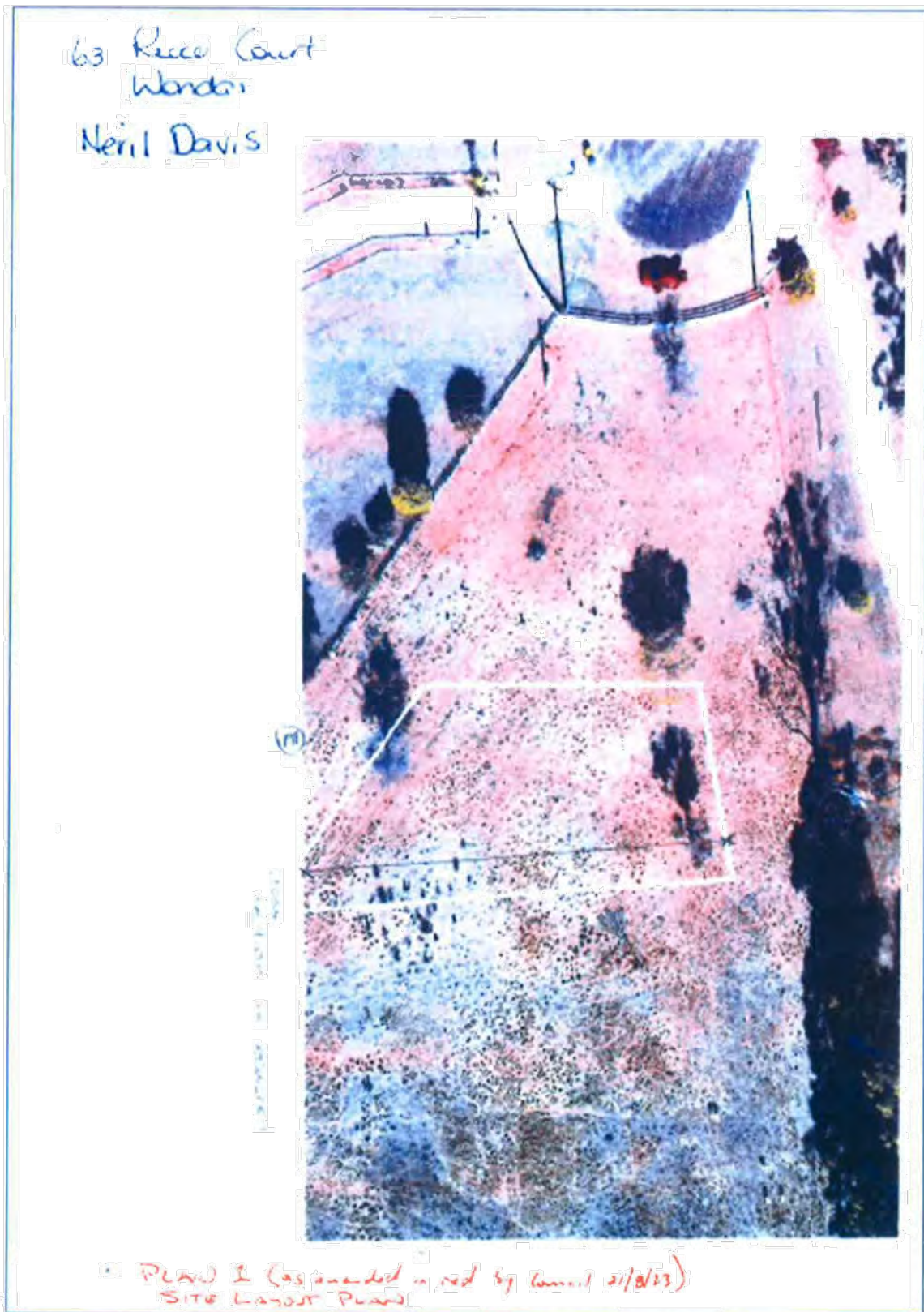
**5. RECOMMENDATION**

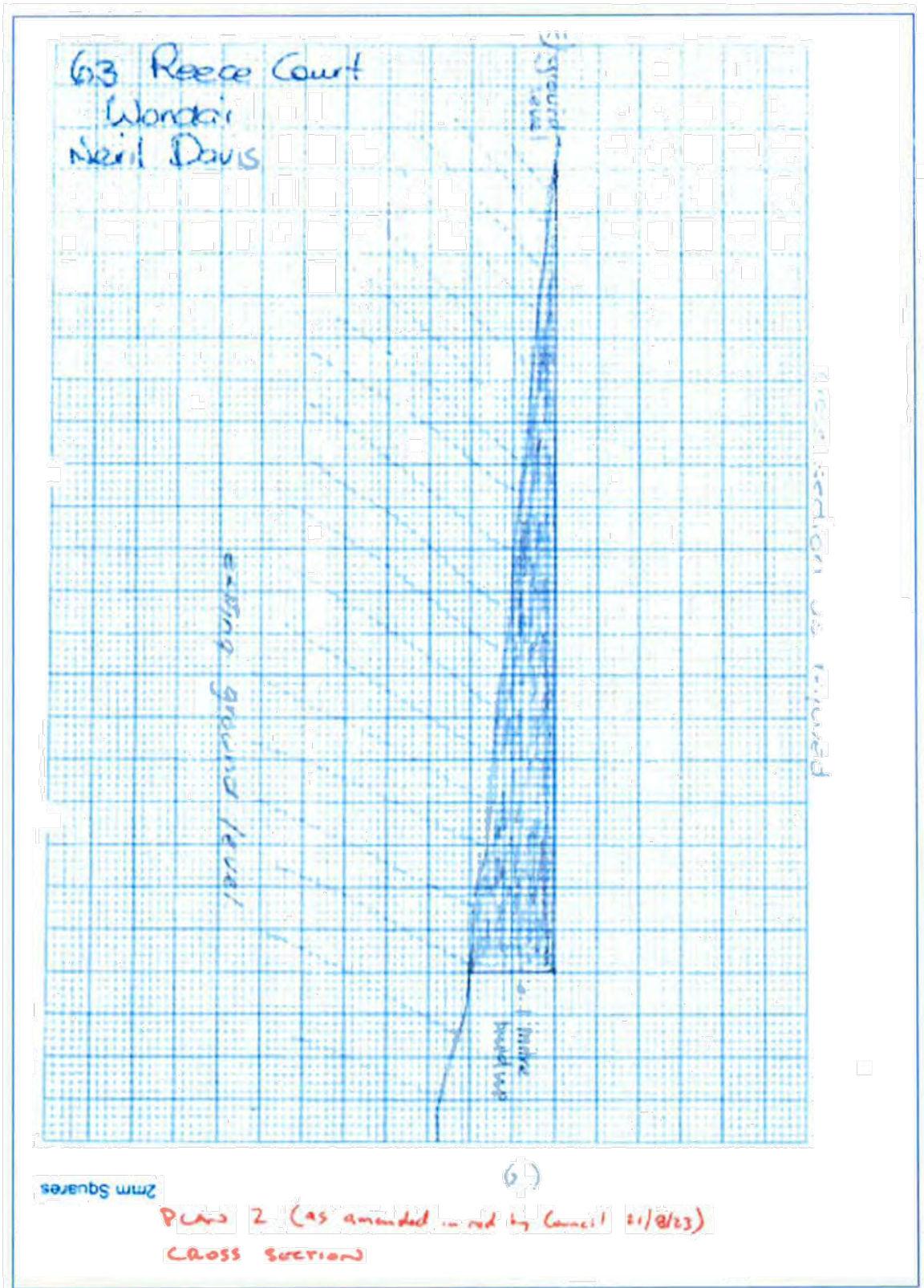
The proposed development has been assessed against the requirements of the South Burnett Regional Council Planning Scheme 2017. It is considered that the proposed development generally complies with the requirements of the Planning Scheme and as such, the applicant should be provided with a Development Permit. The Development Permit should contain the conditions detailed in the Officer's Recommendation in order to ensure that the proposal complies with the South Burnett Regional Council Planning Scheme 2017.

**ATTACHMENTS**

Nil









**0.0 UPDATED MINOR CHANGE - REMOVAL OF CONDITION ENG03 AT 116 - 120 HARRIS ROAD, KINGAROY (AND DESCRIBED AS LOT 24 ON RP37027) - APPLICANT: KEITH MURDOCH C/- ONF SURVEYORS**

**File Number:** RAL23/0020  
**Author:** Planning Officer  
**Authoriser:** Chief Executive Officer

Coordinating MANAGER	[Redacted]	DATE
GM		23/08/23
CEO		24.8.2023

**PRECIS**

Change Application (Minor Change) for Reconfiguring a Lot - Removal of Condition ENG03 at 116 - 120 Harris Road, Kingaroy (and Described as Lot 24 on RP37027) - Applicant: Keith Murdoch C/- ONF Surveyors

**SUMMARY**

- Applicant submitted a Change Application (Minor) to the Reconfiguring a Lot (1 Lot into 3 Lots);
- Decision notice was issued on 16 January 2020 for the Reconfiguring a Lot;
- The proposed changes summarised:
  - Remove an easement (refer to revised proposal plan – Attachment C);
  - Removal of 6x6m truncation proposed at the north-western corner of Lot 1;
    - The removal of an easement does not trigger code assessment.
- No technical reports have been submitted to support the requested changes
- The site is zoned Emerging Communities Zone under the South Burnett Regional Council Planning Scheme 2017;
- The approved use was Code Assessable in the Emerging Communities Zone. However, the assessment process will be consistent with a Change Application (Minor) under the *Planning Act 2016* (Section 81);
- Request to Change an Existing Approval application was assessed against *Planning Act 2016* Section 81 (Assessing and deciding application for minor changes); and
- Recommendation that Council approve the requested Change Application (minor) subject to amending the existing conditions in response to the requested change:
  - Amend condition GEN2;
  - Amend condition ENG3.

**OFFICER'S RECOMMENDATION**

That Council *approve* the Request to Change Approval (Reconfiguring a Lot) pursuant to the provisions of Section 81 of the *Planning Act 2016* and subject to the amendments listed below (deleted text in strikethrough and new text in bold):

**GENERAL CONDITIONS**

**NON-STAGED DEVELOPMENT PERIOD - RAL**

GEN1. The development must be completed within four (4) years of the development approval starting to have effect. The development approval will lapse unless the survey plan for the development required to be given to Council for approval is provided within this period.

GEN2. The development must be completed and maintained generally in accordance with the approved plans and documents and any amendments arising through conditions to this development approval:

**WHEN APPROVAL STARTS TO HAVE EFFECT**

RAL2. This development approval starts to have effect in accordance with the provisions of Section 71 of the Planning Act 2016.

**WHEN APPROVAL LAPSES**

RAL3. This development approval will lapse in accordance with the provisions contained within Sections 85 and 88 of the Planning Act 2016, unless otherwise stated elsewhere within this development approval.

**RECONFIGURING A LOT – CURRENCY PERIOD**

RAL4. Section 85(1)(b) of the Planning Act 2016 provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse.

**ENGINEERING 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 Council's endorsement of the Survey Plan unless stated otherwise.

ENG2. Be responsible for any alteration necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

**EASEMENT**

ENG3. Provide an easement for the following:  
 a road reserve easement having a minimum width of 16 metres, plus an area to construct a cul-de-sac head with a radius of 18m, and truncation at a future intersection with a right angle with three equal chords on a six metre radius, or as determined in any approval for Operational Work, whichever is the greater, to the benefit of Council.

The restrictions imposed (non-permanent fixtures) on the property within an easement, will include:

- a building (habitable or not), regardless of size;
- a bridge or culvert;
- a tower, mast, pillar, or post;
- a wall or a fence (other than a dividing fence);
- a shipping container or similar object;
- a sculpture or statue;
- a viaduct, railway line, roadway or path;
- a swimming pool or a tank; or
- anything else that may be reasonably characterised as a structure when placed upon land (whether by affixation or by resting upon its own weight).

**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. Design and construct stormwater drainage to ensure that the development will

**PROPERTY NOTES****FLOOD HAZARD AREA**

PN1. Development Approval RAL19/0011 - Flood Hazard Area The following notation applies to approved Lot 1, 2 & 3: All future purchasers of the subject land should note that the lots are within the Flood Hazard Area Overlay of the South Burnett Regional Council Planning Scheme. The owner is responsible to ensure that any such buildings used for residential occupation is not exposed to risk from flood events by responding to flood potential.

**SEWERAGE**

PN2. Development Approval RAL19/0011 - Sewerage The following notation applies to approved Lots 1, 2 & 3: These properties are not serviced by Council's reticulated sewerage network. Any future development on the lot/s must be provided with an on-site waste water treatment and effluent disposal system having a capacity sufficient for the use. The establishment of a waste water treatment and disposal system for the site requires a Development Permit to be obtained from Council under the Plumbing Drainage Act 2018. The system must be designed in accordance with the Queensland Plumbing and Wastewater Code and Australian Standard AS/NSZ 1547:2012 "On-site Domestic Wastewater Management.

**FINANCIAL AND RESOURCE IMPLICATIONS**

No implication can be identified.

**LINK TO CORPORATE/OPERATIONAL PLAN**

Growing our Region's Economy and Prosperity

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

**COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)**

Council's Consultant Engineer provided updated conditions in relation to the requested change.

**LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)**

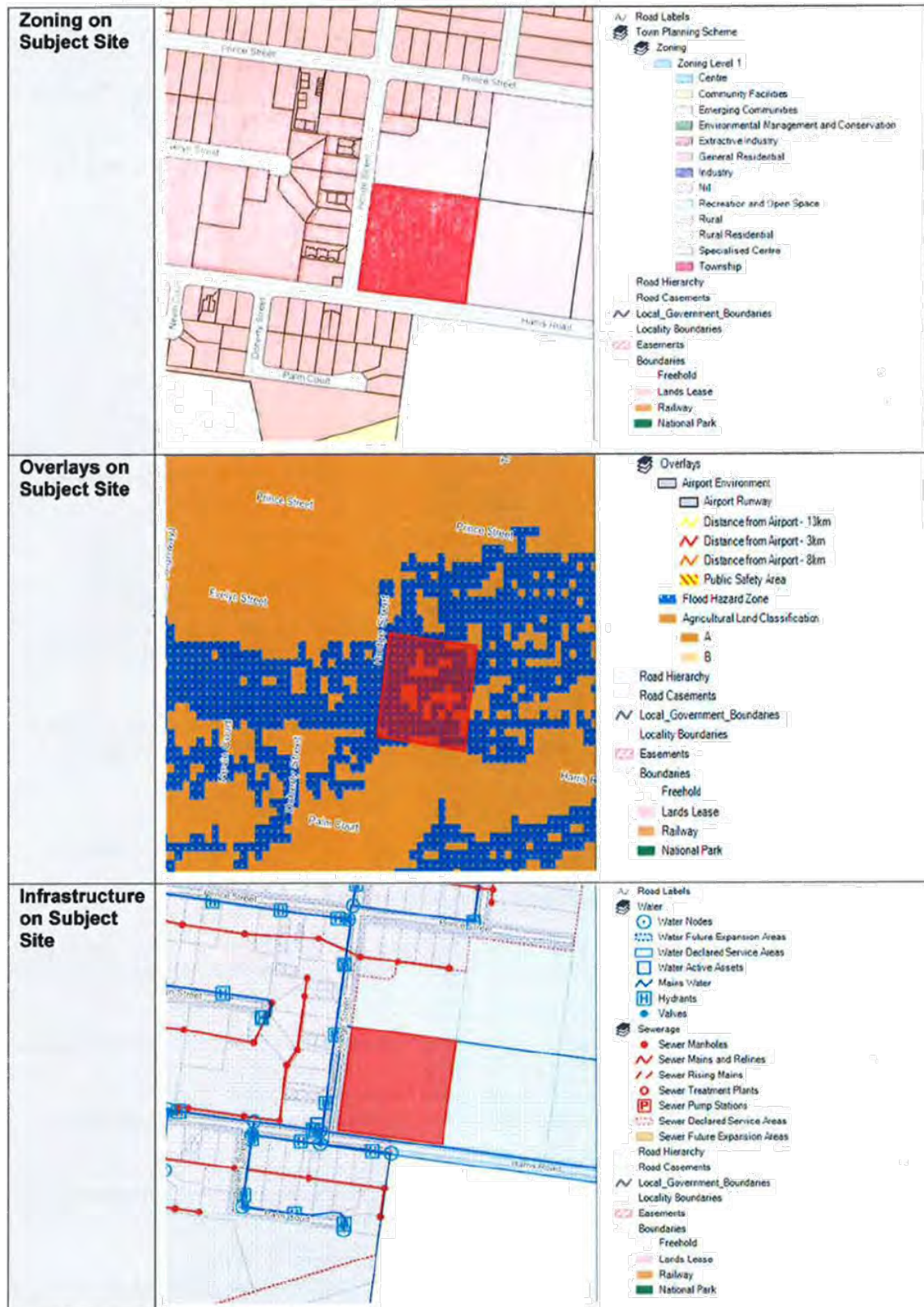
Applicant has a right of appeal against Council's decision pursuant to the *Planning Act 2016*.

**POLICY/LOCAL LAW/DELEGATION IMPLICATIONS**

No implication can be identified.

**ASSET MANAGEMENT IMPLICATIONS**

No implication can be identified.



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	✓	Reconfiguring a lot from 1 to 3 lots, the design amendments are not assessed to be substantially different to warrant a new application.
If a development application for the development, including the change, were made when the change application is made would not cause--		
A. The inclusion of prohibited development in the application; or	✓	The proposed changes will not result in prohibited development.
B. Referral to a referral agency, other than to the chief executive, if there were no referral agencies for the development application; or	✓	There were no referral agencies for the original application and the proposed changes do not result in additional referrals.
C. Referral to extra referral agencies, other than to the chief executive; or	✓	The proposed changes do not require the application to be referred to extra referral agencies.
D. A referral agency to assess the application against, or have regard to, matters prescribed by regulation under section 55(2), other than matters the referral agency must have assessed the application against, or have had regard to, when the application was made; or	✓	<b>Not applicable.</b>
E. Public notification if public notification not required for the development application.	✓	The proposed changes do not change the level of assessment (Code Assessment).

The Development Assessment Rules 2017 (Schedule 1) provides guiding criteria in relation to 'substantially different development'. The proposed change is assessed against these criteria in **Table 4**.

**Table 4.** Assessment against Substantially Different Development Criteria (Development Assessment Rules 2017)

<b>SUBSTANTIALLY DIFFERENT DEVELOPMENT CRITERIA</b>	<b>COMPLIES</b>	<b>RESPONSE</b>
A Change may be considered to result in a substantially different development if the proposed change:		
A. Involves a new change	✓	There are no additional uses proposed.
B. Results in the application applying to a new parcel of land	✓	The proposed changes do not include new parcel of land
C. Dramatically changes the built form in terms of scale, bulk and appearance	✓	There is no change to the approved reconfiguration, site access and or services.
D. Changes the ability of the proposal to operate as intended	✓	The deletion of condition will not affect the orderly sequence of future residential allotments within the Emerging Communities Zone. The reconfiguration in question will continue to be a subdivision of 1 Lot into 3 Lots as per previous approval.
E. Removes a component that is integral to the operation of the development	✓	The change proposed does not involve the removal of any critical components of the reconfiguration. Access and services to the approval with the changes remain the same.
F. Significantly impacts on traffic flow and the transport network, such as increasing traffic to the site	✓	The proposed change to the approval does not change the ultimate traffic or transport arrangements.
G. Introduces new impacts or increases the severity of known impacts	✓	There are no new impacts or increased impacts raised by the change to the internal or external environment.

## 17.2 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT

**File Number:** 09-08-2023

**Author:** Administration Officer

**Authoriser:** Chief Executive Officer

### PRECIS

List of correspondence pending completion of assessment report.

### SUMMARY

Reports pending completion of assessment as of 31 August 2023.

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### OFFICER'S RECOMMENDATION

That the List of correspondence pending completion of assessment report as of 31 August 2023 be received.

### REPORT

#### **Reconfiguration of a lot (RAL) applications**

1. RAL22/0011 – Easement associated with MCU22/0004 at 79 Zerners Road MURGON
2. RAL22/0042 – Reconfiguration of a lot – Subdivision (1 Lot into 10 Lots) at 14503 D'Aguiar Highway, NANANGO
3. RAL23/0002 – Reconfiguration of a lot – Boundary Realignment at 858 Memerambi Gordonbrook Road GORDONBROOK
4. RAL23/0006 – Reconfiguration of a lot – Subdivision (1 Lot into 2 Lots) at 46 Kingaroy Burrandowan Road TAABINGA
5. RAL23/0011 – Reconfiguration of a lot – Subdivision (2 Lot into 4 Lots) at 31 & 33 Verdelho Drive MOFFATDALE
6. RAL23/0012 – Reconfiguration of a lot – Subdivision (1 Lot into 3 Lots) at Reservoir Service Road BLACKBUTT
7. RAL23/0013 – Reconfiguration of a lot – Boundary Realignment at 41 & 43 Alexander Street WOOROOLIN
8. RAL23/0014 – Minor Change to Existing Approval (RAL22/0032) – Boundary Realignment (6 Lots into 5 Lots) at 12 Arthur Street East NANANGO
9. RAL23/0015 – Reconfiguration of a Lot – Subdivision (2 Lots into 15 Lots), New Road and Drainage Easements at 189 & 193 Crumpton Drive BLACKBUTT NORTH
10. RAL23/0016 – Reconfiguration of a Lot – Boundary Realignment (4 Lots into 3 Lots) at Bunya Highway KINGAROY
11. RAL23/0020 – Minor Change to Existing Approval (RAL19/0011) at 116-120 Harris Road KINGAROY
12. RAL23/0021 – Reconfiguration of a Lot – Subdivision (1 Lot into 3 Lots) at 20-28 Glendon Street KINGAROY
13. RAL23/0022 - Minor Change to Existing Approval (RAL22/0031) at 6 Cherbourg Road MURGON
14. RAL23/0023 – Reconfiguration of a Lot – Subdivision (5 Lots into 25 Lots), New Road and Drainage Easements at 70, 84 & 104 Crumpton Drive BLACKBUTT NORTH
15. RAL23/0024 – Reconfiguration of a Lot – Subdivision (1 Lot into 2 Lots) at 14 McCord Street WONDAI
16. RAL23/0026 – Reconfiguration of a Lot – Subdivision (1 lot into 2 lots) at 92 Anita Road BLACKBUTT NORTH
17. RAL23/0027 – Reconfiguration of a Lot – Boundary Realignment (2 lot into 2 lots) at 394-415 Crumpton Drive, BLACKBUTT NORTH

**Material Change of Use (MCU) Applications**

1. MCU21/0017 – Material Change of Use – Expansion of the existing piggery (57,000SPU) at 592 Morgans Road, WINDERA (and described as Lot 49 on MZ555 & Lot 203 on SP251979)
2. MCU21/0019 – Other Change to Existing Approval - Material Change of Use (Master Planned Community and Development Permit for Reconfiguration of a lot (1 lot into 6 lots plus parkland dedication) at Corner Bunya Highway & Taylors Road KINGAROY
3. MCU22/0004 – Extractive Industry and Easement at 79 Zerners Road MURGON
4. MCU22/0011 – Motorsport and Ancillary Facilities and Caretakers' Residence and ERA (63) for Sewerage Treatment at Lewis Duff Road BALLOGIE
5. MCU22/0018 – Agricultural supplies store and Special Industry (Manufacturing fertiliser) and concurrent ERA 7 (Chemical Manufacturing) at 107 River Road KINGAROY
6. MCU22/0034 – Major Utility Infrastructure – Solar Farm at Bowman Road BLACKBUTT
7. MCU23/0005 – Material Change of Use – Warehouse at Bunya Highway KINGAROY
8. MCU23/0007 – Minor Change to Existing Approval – Material Change of Use (Increase to Number of Units and Associated Layout Changes) at 95 Markwell Street KINGAROY
9. MCU23/0008 – Material Change of Use – Food & Drink Outlet and Function Facility (associated with RAL23/0008) at 20 Fork Hill Drive MOFFATDALE
10. MCU23/0009 – Material Change of Use – Three (3) Additional Multi Dwelling Units at 42 & 44 Markwell Street KINGAROY
11. MCU23/0010 – Material Change of Use – Bulk Landscape Supplies Yard at 100 River Road KINGAROY
12. MCU23/0011 – Material Change of Use – Low Impact Industry at 4 Jarrah Street KINGAROY
13. MCU23/0012 – Material Change of Use – Multiple Dwelling (3 Units) at 40 & 42 Markwell Street KINGAROY
14. MCU23/0013 – Other Change to Existing Approval (MCU22/0022) – Short-term Accommodation Units at 17 Fork Hill Drive MOFFATDALE
15. MCU23/0014 – Material Change of Use – Short-term Accommodation (5 Farm Stay Units) at 18 Millers Road BOOIE
16. MCU23/0015 – Material Change of Use – Multiple Dwelling (3 Units) at 99 Anita Road BLACKBUTT NORTH
17. MCU23/0016 – Material Change of Use – Accommodation Building providing 14 Short-term Accommodation Units at 1 Hodge Street KINGAROY
18. MCU23/0017 – Material Change of Use – Short-Term Accommodation (24 x Accommodation Units) at 27-31 Pound Street KINGAROY
19. MCU23/0018 – Material Change of Use – Multiple Dwelling (15 Units) at 44 Stephens Street West MURGON

20. MCU23/0019 – Minor Change to Existing Approvals (MCU18/0005 & MCU21/0024) at 1 Rogers Drive KINGAROY
21. MCU23/0020 – Material Change of Use – Dwelling House at 1 Ringtail Lane BUNYA MOUNTAINS
22. MCU23/0021 – Material Change of Use – Multiple Dwelling (3 Units) at 1 Kelvyn Street KINGAROY

**Operational Works (OPW) Applications**

1. OPW23/0012 – Operational works (cut and fill earthworks) at 10 Youngman Street, KINGAROY

**ATTACHMENTS**

Nil



**18 QUESTIONS ON NOTICE****18.1 QUESTION ON NOTICE - HIGHER DENSITY APPLICATIONS****File Number:** 13.09.2023**Author:** General Manager Liveability**Authoriser:** Chief Executive Officer

The following question on notice was received from Councillor Schumacher.

**Question**

Is there anything Council can do to make these applications to achieve a positive outcome?

**Response**

*Applicants are encouraged to have pre-lodgement meetings prior to the submission of their formal application. This is a great way to engagement with the Planning team to understand the requirements that need to be addressed in an application. This free service is designed to ensure higher quality applications are received, which then assists in the application going through the assessment and approval stage much more efficiently.*

*In addition to this, Council already offers discounts via the Infrastructure Incentives Policy.*

**RECOMMENDATION**

That the response to the question regarding Higher Density Applications raised by Councillor Schumacher be received and noted.

**ATTACHMENTS****Nil**

## 19 CONFIDENTIAL SECTION

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### 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*:

#### **19.1 Legal Update - Update on Planning Matter before the Planning and Environment Court.**

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.

#### **19.2 Transshipping Fee - Reduction**

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.

## 20 CLOSURE OF MEETING