



SOUTH BURNETT
REGIONAL COUNCIL

AGENDA

Liveability, Governance and Finance Standing Committee Meeting Wednesday, 11 October 2023

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

Date: Wednesday, 11 October 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 13 SEPTEMBER 2023

File Number: 11/10/2023

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 13 September 2023 be received.

ATTACHMENTS

- 1. Minutes of the Liveability, Governance and Finance Standing Committee Meeting held on 13 September 2023**



SOUTH BURNETT

REGIONAL COUNCIL

MINUTES

**Liveability, Governance and Finance
Standing Committee Meeting
Wednesday, 13 September 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, 13 SEPTEMBER 2023 AT 9:00AM**

PRESENT:

Councillors:

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

Council Officers:

Mark Pitt (Chief Executive Officer), Kevin Searle (Acting General Manager Infrastructure), Kerri Anderson (Acting General Manager Finance & Corporate), Darryl Brooks (General Manager Liveability), Tiarna Hurt (Executive Assistant), Leanne Petersen (Manager Facilities and Parks), Louise Reidy (Strategic Procurement Coordinator), Lynelle Paterson (Coordinator Executive Services), Jennifer Pointon (Manager Community and Lifestyle), Michael Hunter (Coordinator Commercial Enterprises), David Hursthouse (Coordinator Development Services).

1 OPENING

Cr Potter opened the meeting and welcomed all attendees.

2 LEAVE OF ABSENCE / APOLOGIES

Nil

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 Scott Henschen inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of *Local Government Act 2009*) in **Item 15.1 Fees & Charges – Transhipping Fee**.

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

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

I, Cr Kathy Duff inform this meeting I have a declarable conflict of interest (as defined in section 150EN of the *Local Government Act 2009*) in **Item 15.1 Fees & Charges – Transhipping Fee**.

This declarable conflict of interest arises because I have bought and sold cattle through an agent at the saleyards.

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

I, Cr Kirstie Schumacher inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of *Local Government Act 2009*) in **Item 15.1 Fees & Charges – Transshipping Fee**.

This declarable conflict of interest arises because I have bought and sold cattle through an agent at the Coolabunia Saleyards.

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

Attendance:

At 9:03am, Strategic Procurement Officer Louise Reidy entered the meeting.

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

5.1 MINUTES OF THE LIVEABILITY, GOVERNANCE AND FINANCE STANDING COMMITTEE MEETING HELD ON 10 MAY 2023

COMMITTEE RESOLUTION 2023/57

Moved: Cr Kathy Duff
Seconded: Cr Jane Erkens

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

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

Against: Nil

CARRIED 6/0

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

COMMITTEE RESOLUTION 2023/58

Moved: Cr Jane Erkens
Seconded: Cr Kathy Duff

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

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

Against: Nil

CARRIED 6/0

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

COMMITTEE RESOLUTION 2023/59

Moved: Cr Gavin Jones
Seconded: Cr Scott Henschen

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

7 CORPORATE GOVERNANCE & STRATEGY

7.1 AUSTRALIA DAY - NOMINATION FORMS AND LOCATION

COMMITTEE RESOLUTION 2023/60

Moved: Cr Scott Henschen
Seconded: Cr Kirstie Schumacher

That the committee recommends 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 Kumbia Hall on the 21st of January 2024.

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

Against: Nil

CARRIED 6/0

Attendance:

At 9:28am, Manager Facilities and Parks Leanne Petersen entered the meeting.

7.2 FLYNN ELECTORATE INFRASTRUCTURE PRIORITIES

COMMITTEE RESOLUTION 2023/61

Moved: Cr Kathy Duff

Seconded: Cr Gavin Jones

That the committee recommends to Council:

1. That Council nominate the following projects for the Flynn Electorate potential infrastructure projects:

- a) Barlil Weir (Advocacy Role)
- b) Mundubbera Durong Road
- c) Proston Boondooma Road
- d) Memerambi Gordonbrook Road
- e) Footpath Improvements – Proston & Hivesville
- f) Wondai Industrial Estate Stage 2 Works
- g) Park and Recreational Facility Upgrades – Proston, Hivesville, Tingoorra and Wondai
- h) Drainage Improvements – Tingoorra
- i) Tourism Signage

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

Against: Nil

CARRIED 6/0

8 PEOPLE & CULTURE

8.1 SBRCQ 2223_135 PURCHASE OF PPE FIELD UNIFORMS

COMMITTEE RECOMMENDATION

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

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.

MOTION 2023/62

Moved: Cr Kirstie Schumacher

Seconded: Cr Jane Erkens

That item 8.1 lay on the table until the September Ordinary Meeting.

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

Against: Nil

CARRIED 6/0

9 FINANCE & SUSTAINABILITY

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

COMMITTEE RESOLUTION 2023/63

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That the committee recommends 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'.

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

Against: Nil

CARRIED 6/0

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

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

COMMITTEE RESOLUTION 2023/64

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

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

10.1.1 QUESTION ON NOTICE - PROSTON CENTENARY

Question on notice from Cr Duff:

Can the Library Staff and/or Councillors include a float in the Proston Street Parade at the Proston Centenary Celebrations?

Attendance:

At 9:47am, Acting General Manager Infrastructure Kevin Searle left the meeting.

At 9:48am, Strategic Procurement Officer Louise Reidy left the meeting.

10.2 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2023/65

Moved: Cr Jane Erkens

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

10.3 ART, CULTURE AND HERITAGE ADVISORY COMMITTEE

COMMITTEE RESOLUTION 2023/66

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the committee recommends 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

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

Against: Nil

CARRIED 6/0

11 COMMUNITY DEVELOPMENT (HEALTH, YOUTH, SENIOR CITIZENS)

11.1 YOUTH ENGAGEMENT HUB - KINGAROY

COMMITTEE RESOLUTION 2023/67

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the committee recommends 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.

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

Against: Nil

CARRIED 6/0

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2023/68

Moved: Cr Scott Henschen

Seconded: Cr Gavin Jones

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 2023/69

Moved: Cr Danita Potter

Seconded: Cr Scott Henschen

That the meeting resume at 10:27am

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

Against: Nil

CARRIED 5/0

Attendance:

At the resumption of the meeting, Acting Mayor Gavin Jones was not present.

At the resumption of the meeting, Coordinator Commercial Enterprise Michael Hunter was present.

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

COMMITTEE RESOLUTION 2023/70

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the committee recommends 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.

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

Against: Nil

CARRIED 5/0

12 PROPERTY & FACILITY MANAGEMENT

Attendance:

At 10:49am, Acting General Manager Infrastructure Kevin Searle returned to the meeting.

12.1 UPDATE ON CHRISTMAS TREE COSTINGS

COMMITTEE RESOLUTION 2023/71

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That the committee recommends to Council that;

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

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

Against: Cr Kirstie Schumacher

CARRIED 4/1

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

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

COMMITTEE RESOLUTION 2023/72

Moved: Cr Jane Erkens

Seconded: Cr Scott Henschen

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

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

Against: Nil

CARRIED 5/0

14 TOURISM & VISITOR INFORMATION CENTRES

Attendance:

At 11:10am, Coordinator Development Services David Hursthouse entered the meeting.

14.1 RINGSFIELD HOUSE ADVISORY COMMITTEE

COMMITTEE RESOLUTION 2023/73

Moved: Cr Jane Erkens

Seconded: Cr Kathy Duff

That the committee recommends 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.

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

Against: Nil

CARRIED 5/0

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

Attendance:

At 11:14am, Manager Facilities and Parks Leanne Petersen left the meeting.

At 11:29am, Chief Executive Officer Mark Pitt left the meeting.

At 11:33am, Chief Executive Officer Mark Pitt returned to the meeting.

At 11:36am, Coordinator Executive Services Lynelle Paterson entered the meeting.

At 11:38am, Coordinator Executive Services Lynelle Paterson left the meeting.

15.1 FEES & CHARGES - TRANSHIPPING FEE

COMMITTEE RESOLUTION 2023/74

Moved: Cr Scott Henschen

Seconded: Cr Kirstie Schumacher

That the committee recommends 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.

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

Against: Nil

CARRIED 5/0

15.2 CONSIDERATION TO WAIVER CONSIGNMENT FEES COOLABUNIA SALEYARDS

COMMITTEE RESOLUTION 2023/75

Moved: Cr Jane Erkens
Seconded: Cr Kirstie Schumacher

That the committee recommends 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.

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

Against: Nil

CARRIED 5/0

16 PORTFOLIO - REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING

Attendance:

At 11:50am, Coordinator Commercial Enterprises Michael Hunter left the meeting.

At 11:50am, Manager Community and Lifestyle Jennifer Pointon left the meeting.

At 11:55am, Manager Facilities and Parks Leanne Petersen left the meeting.

At 11:55am, Manager Facilities and Parks Leanne Petersen returned to the meeting.

16.1 REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES AND COMMUNITY & SOCIAL HOUSING PORTFOLIO REPORT

COMMITTEE RESOLUTION 2023/76

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 Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 5/0

16.2 DEVELOPMENT SERVICES OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2023/77

Moved: Cr Jane Erkens
Seconded: Cr Kathy Duff

That the Development Services Operational update be received for information.

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

Against: Nil

CARRIED 5/0

17 DEVELOPMENT SERVICES - (PLANNING, BUILDING, PLUMBING)

17.1 DELEGATED AUTHORITY REPORTS (1 AUGUST 2023 TO 31 AUGUST 2023)

COMMITTEE RESOLUTION 2023/78

Moved: Cr Scott Henschen

Seconded: Cr Kathy Duff

That the Delegated Authority report be received.

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

Against: Nil

CARRIED 5/0

17.2 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT

COMMITTEE RESOLUTION 2023/79

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

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

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

Against: Nil

CARRIED 5/0

18 QUESTIONS ON NOTICE

18.1 QUESTION ON NOTICE - HIGHER DENSITY APPLICATIONS

COMMITTEE RESOLUTION 2023/80

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the response to the question regarding Higher Density Applications raised by Councillor Schumacher be received and noted.

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

Against: Nil

CARRIED 5/0

Attendance:

At 12:18pm, Manager Community and Lifestyle Jennifer Pointon returned to the meeting.

At 12:18pm, Coordinator Commercial Enterprises Michael Hunter returned to the meeting.

19 CONFIDENTIAL SECTION

COMMITTEE RESOLUTION 2023/81

Moved: Cr Kathy Duff
Seconded: Cr Jane Erkens

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 Transhipping 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.

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

CARRIED 5/0

Attendance:

At 12:34pm, Manager Community and Lifestyle Jennifer Pointon left the meeting.
At 12:38pm, Manager Community and Lifestyle Jennifer Pointon returned to the meeting.
At 12:39pm, Coordinator Development Services David Hursthouse left the meeting.

COMMITTEE RESOLUTION 2023/82

Moved: Cr Scott Henschen
Seconded: Cr Jane Erkens

That Council moves out of Closed Council into Open Council.

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

CARRIED 5/0

Attendance:

At 12:47pm, Manager Community and Lifestyle Jennifer Pointon left the meeting.
At 12:47pm, Coordinator Commercial Enterprise Michael Hunter left the meeting.

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

COMMITTEE RESOLUTION 2023/83

Moved: Cr Jane Erkens
Seconded: Cr Scott Henschen

That the report be received for information.

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

CARRIED 5/0

19.2 TRANSHIPPING FEE - REDUCTION

COMMITTEE RESOLUTION 2023/84

Moved: Cr Kathy Duff
Seconded: Cr Jane Erkens

That the committee recommends to Council that:

1. South Burnett Regional Council reduce the transshipping fee for Cross Livestock from \$750.00 to \$112.50 for the 22/23 financial year due to the number of cattle transhipped from the Coolabunia Saleyard Complex.

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

CARRIED 5/0

20 CLOSURE OF MEETING

The Meeting closed at 12:47pm.

The minutes of this meeting were confirmed at the Liveability, Governance and Finance Standing Committee Meeting held on 11 October 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: 11-10-2023

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:

International Access to Information Days 2023 was recently celebrated. Council jumped on board to show support for IAI Day 2023, by raising awareness of every individual's right of access to government-held information; and the public sector's responsibility to release information if it is in the public interest to do so. This includes supporting the fundamental human right to promote open, democratic societies where citizens are empowered and participate in government.

RTI myth – Text messages are not documents and don't need to be disclosed. This is incorrect. The RTI Act applies to all documents including text messages in the possession or control of an agency are a document.

The Corporate and Governance teams have been kept busy supporting the Customer Service team during the rates period as well as handling additional correspondence and requests during this period.

Communications/Media:

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

- Media Releases x 29
- Media enquiries (via the Media email) x 4
- Social Media:
 - Facebook: x 131
 - Instagram: x 61
 - LinkedIn: x 4

- X (Previously Twitter): x 0
- Printed advertising x 3
- Graphic design x 39

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

Finance & Sustainability:

The due date for the July to December 2023 rating period ended on the 28th of September 2023.

Finance have been working with auditors to complete the yearly audit, with the financial statements due to be signed off on the 9th of October.

Council's cash and cash equivalents at the end of September 2023 was \$72.9m with a majority of the balance sitting with QTC.

BACKGROUND

Nil

ATTACHMENTS

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

Media Releases – September 2023: 29

1. 068. Public Notice - 01-09-2023 - Prescribed Burn Notification - Oakview Lane Murgon
2. 069. Public Notice - 04-09-2023- Extension to Time SBRC 22 23-22 Request for Tender - Waste Facilities - Operations and Supervision
3. 070. Public Notice - 05-09-23 - Successful Funding for Capital Works at Wondai Waste Facility
4. 071. Public Notice - 05-09-23 - Repair Works along Burnett Street Kingaroy
5. 072. Public Notice - 05-09-23 - Notice of Works - Restoration Works at Dingo Creek Carpark
6. 073. Public Notice - 06-09-23 - Upgrades to Les Muller Park Blackbutt
7. 074. Public Notice - 06-09-23 - Refurbishment for Lions Park Kingaroy
8. 075. Public Notice - 06-09-2023 - SBRCEOI-23 24-05 Invitation to Offer - Two (2) Damara Sheep
9. 076. Public Notice - 07-09-2023- SBRCQ 23 24-58 Supply and Installation of Rural Fencing on Maidenwell Bunya Mountains Road
10. 077. Public Notice - 11-09-2023- South Burnett Aquatic Centre Open
11. 078. Public Notice - 11-09-2023- Nanango Visitor Information Centre Open.
12. 079. Public Notice - 11-09-2023- Clean-up for Nanango Parks
13. 080. Public Notice - 12-09-2023- SBRCEOI 23 24-06 Call for Submissions to Co-locate at the Murgon Visitor Information Centre
14. 081. Public Notice - 14-09-2023- Upgrades to Carpark area at Apex Park Kingaroy
15. 082. Public Notice - 14-09-2023 - Temporary Closure – Proston Customer Service Centre and Library
16. 083. Public Notice - 15-09-2023- SBRC 23 24-04 Request for Tender for Murgon PCYC - Renovate existing toilets & construct New PWD facilities
17. 084. Public Notice - 15-09-2023- Notification of Bitumen Resealing Works
18. 085. Public Notice - 18-09-2023 - School Crossing Upgrade - Angel Avenue Murgon
19. 086. Public Notice - 19-09-2023 - Notification of Water Main Replacement - Markwell Street, Kingaroy
20. 087. Public Notice - 19-09-2023 - Notification of Water Main Replacement - Glendon Street, Kingaroy
21. 088. Public Notice - 21-09-2023 - Traineeships with South Burnett Regional Council
22. 089. Public Notice - 22-09-2023 - Kent Street Kingaroy – St Mary’s Catholic College Footpath Extension
23. 090. Public Notice - 25-09-2023 - State School Frontage Works - Frederick Street Wooroolin
24. 091. Public Notice - 26-09-23 - Scheduled Maintenance for Les Muller Park Toilets Blackbutt
25. 092. Public Notice - 26-09-23 - Closure of Allan Stirling Memorial Park Bunya Mountains
26. 093. Public Notice - 29-09-23 - The Ironing Maidens present Electro House Wife
27. 094. Media Release - 29-09-2023 - Call for 2024 Australia Day Award Nominations
28. 095. Public Notice - 29-09-23 - Drainage Improvements - Nystrom Road Boobie
29. 096. Public Notice - 29-09-23 - Footpath Works - Tessmanns Road Kingaroy

Media Releases 23-24						
2022	Jul	Aug	Sep	Oct	Nov	Dec
	30	37	29			
2023	Jan	Feb	Mar	Apr	May	Jun

Media enquiries (received to the 'Media' email, excludes phone and other emails): 4

1. 05-09-23 – News Corp – Seeking comment on roadside vending
2. 13-09-23 – Burnett Today – Seeking comment from Cr Erkens regarding Nanango Race Club's training track
3. 27-09-23 – Burnett Today – Regional University Hubs
4. 29-09-23 – Burnett Today – Seeking comment regarding tribute to Ralph Clark

Media Enquiries 23-24						
2022	Jul	Aug	Sep	Oct	Nov	Dec
	9	13	4			
2023	Jan	Feb	Mar	Apr	May	Jun

Social media: South Burnett Regional Council

Facebook

@southburnettregion: 131 posts (-15.5%)

Most engaged post: 06-009-23 – Check out the before and after video of the KTP – 10,996 reached, 262 reactions, 0 comments, 24 shares

Followers: 10,371 (+85 from August 2023)

Page reach: 66,275 (+19.3% from August 2023)

Paid Reach: 31,335 (+100% from August 2023) Paid ads for A Day at the Dam and Shine by Design Women's Luncheon.

Instagram: 61 posts (-16.4%)

Most engaged post: 11-09-2023 – R U OK ? Day Reel – 990 reached, 15 likes, 0 comments

Followers: 1,216 (+14 from August 2023)

Page reach: 1756 (+95.1% from August 2023)

LinkedIn: 2 posts, 2 re-posts

Most engaged post: 14-09-23 – We want you - 559 Impressions, 7 Reactions, 22 Clicks, 0 Comments

Website clicks: 12 (+50% from August 2023)

Page visits: 150 (-27.5% from August 2023)

Followers: 2452 (+36 from August 2023)

X (Previously Twitter): 0 posts

Tweet impressions: 74

Followers: 488 (0 new followers from August 2023)

Social media posts – all platforms						
2022	Jul	Aug	Sep	Oct	Nov	Dec
	Facebook: 119	Facebook: 162	Facebook: 131	Facebook:	Facebook:	Facebook:
	Instagram: 72	Instagram: 76	Instagram: 61	Instagram:	Instagram:	Instagram:
	LinkedIn: 1	LinkedIn: 3	LinkedIn: 2	LinkedIn:	LinkedIn:	LinkedIn:
	X: 4	X: 5	X: 0	X:	X:	X:
2023	Jan	Feb	Mar	Apr	May	Jun
	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 1 Enews during September

Printed advertising

- Council progressed two full page ads (Page 4) in the South Burnett Today published on 7 September and 21 September.
- Council progressed one Murgon Moments ad in September for South Burnett Libraries

Radio advertising

- Radio advertising was progressed for the month of September.

Graphic design – September 2023

- Website Banners x 3
- Social media graphics – Public Notices and Canva Designs x 25
- Flyers / Brochures / Poster x 5
- Continued with Annual Report
- Continued with Community plans
- Email Signatures x 2
- Certificate
- White Pages advertisement

7 CORPORATE GOVERNANCE & STRATEGY

7.1 ALGA - MOTION SUBMITTED TO 2023 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT

File Number: 11102023

Author: Chief Executive Officer

Authoriser: Chief Executive Officer

PRECIS

Summary of outcomes to motions submitted to the 2023 National General Assembly of Local Government.

SUMMARY

South Burnett Regional Council submitted several resolutions to the assembly for consideration and once adopted advocacy by ALGA at the Commonwealth level of Government.

OFFICER'S RECOMMENDATION

That the report be noted for information

LINK TO CORPORATE/OPERATIONAL PLAN

OR12 Advocate strongly to key stakeholders, including state and federal governments, on regional priorities, including funding opportunities.

BACKGROUND

Please see attached correspondence from ALGA President Cr Linda Scott

ATTACHMENTS

- 1. Motions Submitted to 2023 National General Assembly of Local Government**



25 September 2023

Cr Brett Otto
Mayor
South Burnett Regional Council
PO Box 336
Kingaroy QLD 4610
By email: mayor@sbrc.qld.gov.au

Dear Mayor Otto,

Motions submitted to 2023 National General Assembly of Local Government

Thank you for the following motions submitted by your council to the 2023 National General Assembly of Local Government (NGA):

Motion number 79

This National General Assembly calls on the Australian Government to implement initiatives and taxation reforms that encourage private investment in increasing housing stocks in regional areas.

This motion was passed by delegates at the Assembly and considered by the ALGA Board at its July 2023 meeting.

The Board resolved to include your resolution in correspondence sent to the Hon Julie Collins MP, Minister for Housing, along with other NGA resolutions that fall within their jurisdiction.

Motion number 97

This National General Assembly calls on the Australian Government to conduct an enquiry into the primary health care crisis and specifically the decline in the number of general practitioners.

This motion was passed by delegates at the Assembly and considered by the ALGA Board at its July 2023 meeting.

The Board resolved to include your resolution in correspondence sent to the Hon Mark Butler MP, Minister for Health, along with other NGA resolutions that fall within their jurisdiction.

Motion number 114

This National General Assembly calls on the Australian Government to advocate for increased funding for all areas of domestic violence with a specific emphasis in rural, regional, and remote areas.

This motion was passed by delegates at the Assembly and considered by the ALGA Board at its July 2023 meeting.

The Board resolved to include your resolution in correspondence sent to the Hon Justine Elliot MP, Assistant Minister for the Prevention of Family Violence, along with other NGA resolutions that fall within their jurisdiction.

Motion number 117

This National General Assembly calls on the Australian Government to advocate for increased support for the Medicare rebate for private purposes.

This motion was passed by delegates at the Assembly and considered by the ALGA Board at its July 2023 meeting.

The Board resolved to also include this resolution in the correspondence to Minister Butler.

We have asked Ministers Collins, Butler, and Elliot to provide a response to these resolutions within 90 days, and their responses, once received, will be published on our website.

I would encourage you to visit www.nationalgeneralassembly.com.au to check on the progress of your council's resolutions and the Government's response.

Thank you once again for your support of the 2023 National General Assembly, and for passionately advocating on behalf of the communities we serve.

Yours sincerely



Cr Linda Scott
ALGA President

cc: Mayor Mark Jamieson, President Local Government Association of Queensland

7.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL PRE LODGEMENT DEVELOPMENT APPLICATION MEETINGS POLICY - STRATEGIC031

File Number: 11-10-23

Author: General Manager Finance and Corporate

Authoriser: Chief Executive Officer

PRECIS

Adoption of the South Burnett Regional Council Pre Lodgement Development Application Meetings Policy – Strategic031.

SUMMARY

This policy identifies protocols for pre-lodgement development application meetings (pre-lodgement meetings) to ensure probity, and awareness of roles and responsibilities of applicants and Council representatives.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That the South Burnett Regional Council Pre Lodgement Development Application Meetings Policy – Strategic031 be adopted as presented.

FINANCIAL AND RESOURCE IMPLICATIONS

No direct financial and resource implications arise from this report which have not already been considered in the development of Council's annual budget.

LINK TO CORPORATE/OPERATIONAL PLAN

Corporate Plan 2021 - 2026	OR2 Achieve community recognition as an ethical Council that values and practices community consultation, accountable governance and open and transparent decision-making
Operational Plan 2022/2023	Deliver the Council Policy Governance Framework aligned to strategic planning and relevant legislation incorporating Council's policies, procedures, forms and factsheets
	Promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The Draft South Burnett Regional Council Pre Lodgement Development Application Meetings Policy – Strategic031 was reviewed by General Manager Liveability and Coordinator Development Services, supported by Corporate, Governance & Strategy

The Draft South Burnett Regional Council Pre Lodgement Development Application Meetings Policy – Strategic031 was then presented at the Executive Leadership Team Meeting held on 29 August 2023 for endorsement to the Liveability, Governance and Finance Standing Committee.

The Draft South Burnett Regional Council Pre Lodgement Development Application Meetings Policy – Strategic031 was then discussed and reviewed by the relevant General Manager/Manager and Portfolio Councillor at a Portfolio Councillor Meeting held on 3 October 2023.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)*Human Rights Act 2019 (Qld)*

Section 4(b) of the *Human Rights Act 2019* requires public entities to act and make decisions in a way compatible with human rights. The Act requires public entities to only limit human rights in certain circumstances and after careful consideration. The human rights protected under the Act are not absolute. This means that the rights must be balanced against the rights of others and public policy issues of significance.

In the decision-making process, Council is to consider the 23 human rights:	
1. Recognition and equality before the law;	13. Cultural rights—Generally;
2. Right to life;	14. Cultural rights—Aboriginal peoples and Torres Strait Islander peoples;
3. Protection from torture and cruel, inhuman or degrading treatment;	15. Right to liberty and security of person;
4. Freedom from forced work;	16. Humane treatment when deprived of liberty;
5. Freedom of movement;	17. Fair hearing;
6. Freedom of thought, conscience, religion and belief;	18. Rights in criminal proceedings;
7. Freedom of expression;	19. Children in the criminal process;
8. Peaceful assembly and freedom of association;	20. Right not to be tried or punished more than once;
9. Taking part in public life;	21. Retrospective criminal laws;
10. Property rights;	22. Right to education;
11. Privacy and reputation;	23. Right to health services.
12. Protection of families and children;	

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct local law or delegation implications arise from this report.

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications arise from this report.

REPORT

This policy applies to all Council employees involved in organising and undertaking pre lodgement meetings for development applications as per Council's Planning Scheme.

This policy does not apply to development approvals for building works.

ATTACHMENTS**1. Draft Pre-lodgement Development Application Meetings Policy**



POLICY CATEGORY - NUMBER: Strategic031
POLICY OWNER: Environment & Planning

ECM ID: 2957759
ADOPTED:

Pre-Lodgement Development Application Meetings Policy

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. POLICY STATEMENT

This policy identifies protocols for pre-lodgement development application meetings (pre-lodgement meetings) to ensure probity, and awareness of roles and responsibilities of applicants and Council representatives.

South Burnett Regional Council ('Council') has an obligation to ensure that the exercise of its regulatory power is carried out consistently and without bias.

2. SCOPE

This policy applies to all Council employees involved in organising and undertaking pre-lodgement meetings for development applications as per Council's Planning Scheme.

This policy does not apply to development approvals for building works.

3. GENERAL INFORMATION

3.1. Pre-Lodgement Meeting

A pre-lodgement meeting is between a prospective applicant and Council's development staff to discuss a development proposal prior to the formal lodgement of a development application.

The meeting provides a prospective applicant with the opportunity to discuss and receive feedback from Council employees on the technical aspects of a development proposal following a preliminary assessment of submitted plans and documents.

A pre-lodgement meeting is not a substitute for independent professional advice or a comprehensive due diligence process.

3.2. Meeting Participants

Meeting participants will include the prospective applicant and their consultant/s, development staff and as required, specialist Council employees and/or state referral agencies.

Monthly reporting of the number and location of pre-lodgement meetings will be made to keep senior management and Councillors informed of prospective developments.

3.3. Development generally not Suitable for a Pre-lodgement Meeting

Council will not generally offer pre-lodgement meetings for the types of development listed below:

- dwelling houses (including structures like sheds, extensions, carports and secondary dwellings);
- dual occupancies (includes auxiliary units);

- minor Reconfiguring a Lot development applications (one lot into two or three lots, boundary realignments);
- home-based businesses; and
- advertising devices.

These types of development are generally treated as planning and development enquiries and advice can be provided by phone, email, or in person.

3.4. Purpose of Pre-Lodgement Meetings

Pre-lodgements meetings are intended to support the proposed applicant prior to lodging a development application. This support does not replace the professional town planning advice that should be sought by the proposed applicant but intends to reduce the potential for further information requests during assessment of the development application.

Pre-lodgement meetings are generally intended to:

- confirm applicable Council development requirements in the South Burnett Regional Planning Scheme;
- confirm infrastructure charging policy and methodology;
- identify Council information requirements and additional technical studies that are required to be lodged with the development application;
- confirm the level of assessment and any approvals required;
- confirm the need for the development application to be referred to SARA or other agencies;
- identify potential design, engineering, environmental and landscaping issues that will need to be addressed based on a preliminary assessment of submitted information;
- explore possible solutions to identified issues;
- provide feedback to applicants regarding proposed solutions to identified issues;
- respond to queries raised by applicants regarding a potential development application;
- provide clarity about the assessment process and typical timeframes;
- assist in expediting the assessment process, through the lodgement of a comprehensive development application;
- provide an indication of the appropriateness of the proposal; and
- provide accurate, reliable, constructive advice.

Pre-lodgement meetings are generally not intended to:

- Provide a detailed assessment of the development proposal;
- Provide calculation of infrastructure charges;
- Indicate the likely outcome of the ensuing assessment process;
- Provide a detailed compliance audit of the development proposal against applicable planning scheme codes or other Council policy instruments;
- Speculate Council's view on specific issues should such issues be raised subsequently in public submissions; or
- Provide feedback on development proposals other than that development proposal for which the meeting was requested.

A pre-lodgement meeting is not intended to determine development application outcomes or pre-empt referral agency assessment outcomes, as a final determination can only be made following lodgement of a development application.

It is important to note that issues not identified at pre-lodgement meetings may still emerge during the consideration of a development application once it has been lodged.

Pre-lodgement meetings are intended to provide guidance and advice to streamline the development application assessment process, and help with questions regarding land uses, development

proposals, planning and engineering matters including infrastructure, and preparing well-made development applications.

Given pre-lodgement meetings are a free service, meeting minutes are generally not supplied following the pre-lodgement meeting. However, applicants will be encouraged to take their own meeting notes.

3.5. Requesting a Pre-lodgement Meeting

Prior to requesting a pre-lodgement meeting, the prospective applicant should first contact Council’s development staff to discuss the proposal and to confirm whether a pre-lodgement meeting is necessary.

If it is determined that a pre-lodgement meeting should take place, the perspective applicant is required to complete a Council Pre-lodgment Meeting Request Form. The form is to be accompanied by proposal plans drawn to scale with scale clearly marked, and must show the location of all physical structures, such as buildings and landscaping, and site features, such as pathways and topographical features and any other relevant material. The form can be accepted by via email, post or in person at a Council Service Centre.

If the Council Pre-lodgment Meeting Request Form is deemed to be incomplete, contact will be made with the prospective applicant requesting the information required.

Following receipt of a completed Council Pre-lodgment Meeting Request Form, the prospective applicant will be contacted within two (2) business days to schedule a meeting to be held generally within ten (10) business days, subject to the availability of Council’s development staff. Fees

Council provides this service at no cost to prospective applicants.

4. DEFINITIONS

Business Day means a day that is not a Saturday, a Sunday or a public holiday in Council and commences the day after contact with Council.

Council means South Burnett Regional Council.

Council employee means a person employed by Council who performs work, under the direction and control of Council, on an ongoing basis with an ongoing expectation of work entitled to superannuation contributions paid by Council.

Council representative means all Councillors and Council employees including permanent, casual and temporary employees, apprentices, trainees, contractors, volunteers, and work experience students.

5. LEGISLATIVE REFERENCE

Nil

6. RELATED DOCUMENTS

Nil

7. NEXT REVIEW

As prescribed by legislation or November 2024

8. VERSION CONTROL

Version	Revision Description	Adopted Date	ECM Reference
1	Development of policy		

Mark Pitt PSM
CHIEF EXECUTIVE OFFICER

Date:

DRAFT

8 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES

8.1 COMMUNITY DEVELOPMENT, ARTS & HERITAGE AND LIBRARY SERVICES PORTFOLIO REPORT

File Number: 11-10-2023

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.

OFFICER'S RECOMMENDATION

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

2023 South Burnett Regional Youth Council

In September, the South Burnett Regional Youth Council hosted the Kingaroy Chamber of Commerce and Industry's Meet and Greet. Youth Council representatives took the opportunity to address Kingaroy businesses, offering a comprehensive overview of their mission: to enhance the involvement of young individuals in our community and foster their active participation in decision-making processes.

Black Summer Bush Fire Grant

Shine By Design Workshops and Luncheon

The Shine by Design workshops were held in Kingaroy, Murgon and Nanango during September. With a focus on positive psychology, these workshops promoted wellbeing and happiness, by concentrating on aspects like resilience, optimism and gratitude. Anyone attending these workshops automatically received a free ticket to attend the Shine by Design Luncheon which was held on the 30 September 2023 with special guest speaker Sam Bloom, the inspiration behind the movie Penguin Bloom.

2023 Connect and Grow Scholarships

South Burnett Regional Council has committed to provide support for ten community members who reside in the South Burnett to complete a Cert III in Health Services Assistance through the Rural Medical Education Australia's Kingaroy Clinical Training Centre. Connect and Grow Scholarships is a proactive and community orientated approach to address our community's health care challenges. With an aim to develop a capable and sustainable local health workforce, through upskilling community members that already reside in the areas of need with the health sector. Applications for scholarships close 30 November 2023.

South Burnett Duathlon

South Burnett Regional Council partnered with South Burnett Rail Trail Association to deliver South Burnett's first Duathlon on 10 September 2023. There were 3 categories offered, Enticer, Sprint and Team events. This event was well received with over 50 participants registered. The South Burnett Rail Trail association is hoping to run this as an annual event.

Library Services:**Picnic in the Park Success**

On Thursday 28 September over 250 people attended South Burnett Libraries Picnic in the Park at the Butter Factory Park in Nanango. With crafts, games, face painting, ice blocks and bubbles it was all hands on deck as families enjoyed a morning in the sun. Library staff wish to thank our Councillors for chipping in on the morning to make it all run smoothly.

School Holiday Success & CTC Community Days

Our libraries were very busy during the school holidays as we hosted in-house crafts, a Picnic in the Park scavenger hunt at each branch and handed out over 250 take home craft packs. Library staff also attended the CTC Community Days at Nanango and Murgon, which once again provided a great opportunity to get out and about and promote the services available at our libraries.

Proston Centenary Celebrations

South Burnett Libraries were approached by the Proston Heritage Association to take part in the recent Centenary celebrations on Saturday 30 September. Julie M from the Proston Library would like to thank the Parks and Gardens team for their help setting up a gazebo so that children could partake of crafts and activities. We also thank the Proston Heritage Association for inviting us along.

Celebrate Seniors' Month in October with South Burnett Libraries

South Burnett Libraries will be celebrating Senior's Month by hosting a series of events across the region as follows:

Library Tech Workshops

Library staff will be hosting a series of Library Tech Workshops for Senior's Month to help community members discover digital resources that are available for free as part of their library membership. These 'hands on' workshops will give attendees the chance to explore eBooks, eAudiobooks and eMagazines, with staff also talking them through the library catalogue and how to search and reserve items. Each library will also have a "No such thing as a silly question" box available so that community members can have any burning questions that they may deem as 'silly' answered at the sessions.

Blackbutt Library	Thursday 5 October from 10.00am
Kingaroy Library	Tuesday 10 October from 10.00am
Wondai Library	Wednesday 11 October from 10.00am
Proston Library	Friday 13 October from 10.00am
Nanango Library	Thursday 19 October from 2.00pm
Murgon Library	Wednesday 1 November from 10.00am

Blackbutt Library - Social Cards

The Blackbutt Library will be launching social card afternoons from Thursday 12 October at 2.00pm. Games that will kick start these weekly sessions include Greed, Rummikub and Yahtzee, with future games and/or cards introduced as per the interests of the group.

Nanango Library – Wheel of Fortune

Try your luck and have a giggle at the Nanango Library as they play Library Wheel of Fortune. Answer library related questions and enjoy some morning tea from 10.00am on Tuesday 24 October.

Social Book Chats

Book lovers in the South Burnett are invited to stop in for a chat with Librarians Judy and Julie as they talk about what they have loved reading and what they'll be reading next. Join in the conversation at:

Murgon Library Wednesday 11 October from 9.30am

Kingaroy Library Wednesday 25 October from 9.30am

Terrifying Tuesday and Spooky Saturday

It's almost that time again!

The Blackbutt, Murgon, Nanango, Proston, and Wondai libraries will all be hosting a Terrifying Tuesday afternoon of tricks and treats on Tuesday 31 October from 3.30pm-4.30pm. Dress up and join in the fun!

AND DON'T FORGET!

Spooky Saturday will be on again at the Kingaroy Library on Saturday 28 October from 10.00am-12noon. FREE face painting, games, and crafts as well as a best dressed competition. See you there... if you dare!

Pop Up Library at the Nanango Markets

South Burnett Libraries will have a pop-up library at the Nanango markets on Saturday 4 November. Stop in and say hi if you see library staff there!

Painted Rocks at CTC Community Day at Murgon



Nickie at the CTC Community Dat at Murgon



Cristi and Shelley ready for the Picnic in the Park



Julie at the Proston Centenary



ATTACHMENTS

Nil

8.2 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE**File Number: 11-10-2023****Author: Manager Community & Lifestyle****Authoriser: Chief Executive Officer****PRECIS**

Liveability – Community and Lifestyle Operational Update

SUMMARYLiveability – Community and Lifestyle Operational Update

OFFICER'S RECOMMENDATION

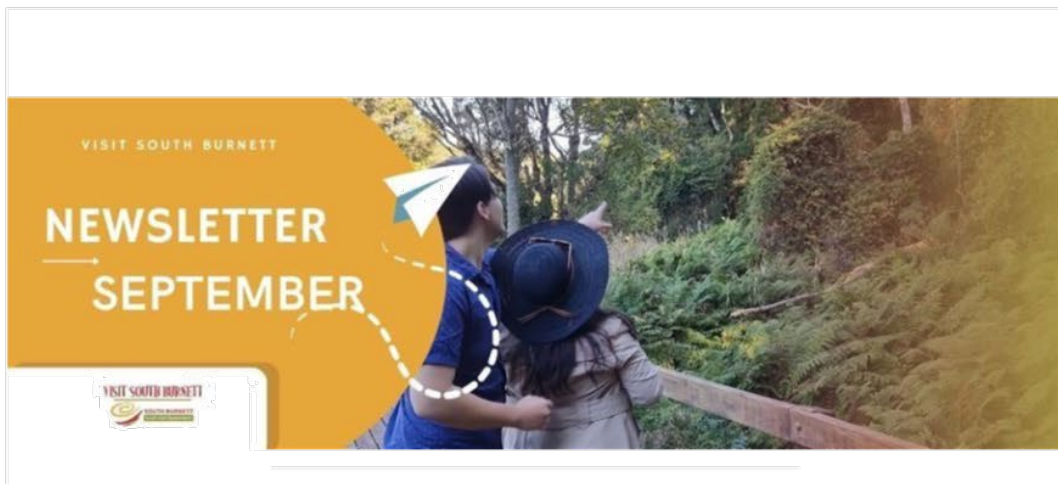
That the Community and Lifestyle Operational Update be received.

BACKGROUND

Nil

ATTACHMENTS

1. VSB Newsletter
2. Tourism, VIC's & Museums
3. Leasing Report October 2023
4. Community Development Operational Report - October 2023
5. Library Monthly Report
6. Commercial Enterprise - Operational Update



Robyn Dower with her mural located at the Kingaroy VIC on Haly St ↑

Wrap-up

What a busy start to Spring, with many fantastic events filling the calendar!

-Transportation for the South Burnett: Visit South Burnett is working towards public transportation for the South Burnett, but we need everyone to get on board (see what we did there), Thank you to those businesses and groups that have sent through their letter of support! If you would like to submit a letter please email it to admin@visitsouthburnett.au or call 0481 749 951.

• **New Mural:** A huge Congratulations to Visit South Burnett's Arts Portfolio holder Robyn Dower: The beautiful mural (photo above) created by local artist Robyn Dower is the latest inclusion to the mural trail and is conveniently nestled at the rear entrance of the Kingaroy VIC. Taking just over two weeks to complete, the mural represents the rich farming history and the generations past, present, and future of the South Burnett.

Robyn really enjoyed her time at the V.I.C. and the abundant offers of tea and coffee from the lovely volunteers

• **Visit South Burnett is heading to Dalby! The CMCA (Campervan & Motorhome Club of Australia) 36th National Rally is being held in Dalby this year. 8th-14th October. Visit South Burnett will be attending this event to promote the South Burnett to a very targeted market. We're looking for VSB members who might be interested in attending the event and manning the Stall.**

Days required Wednesday-Saturday! If you would like to volunteer some time please contact us at admin@visitsouthburnett.au or call 0481 749 951.

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

- CMCA Stall, promote the South Burnett, and set up a roster for the four days.
- Wrap up on Fraser Coast Flavours event - Pros & cons - attend again in 2024?
- Next Meet and Greet - Heritage Museum - guest speaker announced.
- Letter of support from Business groups, community groups, etc for Public Transportation
- Letter of support & itinerary ideas for South Burnett Regional Council 2024 QICA Conference

Visit South Burnett New Email Address:

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



Tourism and Events Queensland. VSB attended the Tourism and Events Queensland (TEQ), in partnership with Southern Queensland Country Tourism - 'Conversations with Industry' event earlier this month. Some key notes from the event:

- Southern Queensland Country Tourism is rebranding to Queensland Country
 - TEQ's Blueprint for 2032 - see more
- Changes to the ATDW platform and a reminder to update your details if you haven't done so already.
 - **QTIC** - Best Practice [Guide](#) for Working with First Nations Tourism
 - Register for QTIC's free online Respecting First Nations cultural protocols in Australia micro [course](#)

↑ TEQ discussion with industry, guest speakers Kate Scott - Co-Ordinator Toowoomba Carnival of Flowers & Co-Ordinator for Snowflakes in Stanthorpe

↓ VSB Tourism Development Officer with Toowoomba Carnival of Flowers Co-Ordinator Kate Scott





Cr. Jane Erkens, VSB's Gloria Kirkness & Jason Kinsella at TEQ Event. ↓



↓ Ringfield House - Groove in the Garden. Kingaroy Vintage Machinery Rally ↓




↓ All the Fun at the Avocado Festival

Wondai Show & Rodeo! ↑

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 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!**



VISIT SOUTH BURNETT
SOUTH BURNETT
South East Queensland

MEMBERSHIP APPLICATION 2023/2024
ABN: 57271854781

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 SQCT 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:

<small>Post: Visit South Burnett Inc PO Box 454 Nanango, Qld 4615</small>	<small>Email completed application and receipt of payment to: visitsouthburnett@gmail.com</small>
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Download membership form




Be prepared!


Caravan & Camping Parks Bushfire Preparedness Kit

DOWNLOAD

Winter Campaign Results!



VISIT SOUTH BURNETT
South Burnett
South East Queensland



VSB Winter Campaign Results 2023

With Visit South Burnett implementing seasonal campaigns we've seen good growth for both our social platforms and the website.

Below is a snapshot of some of the key growth results throughout the Summer campaign:

Facebook followers: ↑ 5771 followers (↑ 13.24%)

Social Reach: ↑ 104,128 (↑ 87.2% from Jan 29, 2023 - Apr 30, 2023)

Paid Social Impressions: 298,327 (↑ 113.9% from Jan 29, 2023 - Apr 30, 2023)


Website Impressions: last 90 days 118,000 impressions - ↑ 50.2% from previous period.

Weekly visits - 1632 visits this week so far

Pages with most views:

- 1) Home Page
- 2) Events Calendar
- 3) Rail Trail
- 4) Nanango Showgrounds
- 5) Accommodation

Tourism Development Officer - Visit South Burnett
0481 749 951



83% of visitors to the South Burnett Region during June 2023 are intrastate. 16% are interstate, with 45% arriving from New South Wales.


Data source SQCT

Top 5 areas

- Toowoomba
- Bundaberg
- Booral
- Beachmere
- Gympie

Data source SQCT





Meet & Greet
at Yarraman Heritage Museum

Visit South Burnett is delighted to invite you to the October Meet and Greet.

Where: Yarraman Heritage Museum
26 Millar St, Yarraman QLD 4614

When: Thursday, 5th October- 6.00pm Start
Nibbles provided

- Discover the hidden treasures
- Learn about the History
- Meet other tourism operators from the region
- Catch up with the VSB committee • 'Business Bites'
- Bring along your brochures, business cards & flyers

Special Guest Speaker
Merv Pratt
Managing Director
Afford a Home Group
Talking Cabins, Accommodation,
council approvals and more

RSVP by 30th Sept on 0481 749 951 or email admin@visitsouthburnett.au

A bit about our hosts: Yarraman Heritage Museum

A snapshot of life in the early 1900s is in store for visitors to Yarraman Heritage Museum. The Museum comprises eight historic buildings experience a guided tour of the Heritage House complex, craft shop, Museum, Community Radio, and the historian about pioneer families. Visitors will also find the Yarraman Railway Station, Arthur Brown's Butcher Shop, a typical slab hut circa 1921, and a farmer's cottage circa 1930. Take in the Military Memorabilia and marvel at the rail display.

Guest Speaker: Introducing Merv Pratt, a dynamic entrepreneur with six years of dedicated experience in the affordable housing industry. As the visionary co-founder and Managing Director of Afford A Home Group, Emergency Accommodation Australia, and Dwellr, Merv is at the forefront of addressing Australia's housing crisis, offering innovative solutions to challenges such as affordable housing, worker accommodations, student lodging, and eco-tourism. Join us to hear Merv Pratt share his insights and expertise and discover how their passion for affordable housing is reshaping the future of accommodation in Australia.

Where: Yarraman Heritage Museum - 26 Millar St, Yarraman QLD 4614
When: Thursday, 5th October- 6.00 pm Start

The "Meet and Greets" are a casual networking event, with the purpose of giving businesses and committees the opportunity to showcase themselves and promote upcoming events, listen to some great guest speakers, keep up to date with what's happening with Visit South Burnett, connect with other members and start building some great relationships.

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.



South Burnett artists have been invited to donate artworks to a special charity exhibition, Art 4 Ukraine, to be held at Ringsfield House in Nanango next month.

The exhibition will run from October 6-8 (Friday to Sunday) and entry will be by gold coin donation.

All the works will be for sale with proceeds going to international aid agency Caritas Australia to support their work in Ukraine.

The event is being curated by former gallery owner and artist Joanne Newbery.

Live music will be provided by musicians from The Shed on the Friday and Saturday, while the free "Grooving In The Gardens" concert at Ringsfield House grounds featuring the Swing Beans will add to the festivity on the Sunday.

Moffatdale Ridge Wines will provide refreshments.

"It will be great to see Ringsfield House come alive again with this combination of art, music and community action," Cr Jane Erkens said.

"Council and the Ringsfield Advisory Committee are working to make it once again a place of community connection."

The original idea for the charity exhibition came from Anna Aird, a Kingaroy artist who wanted to help the war-affected people in Ukraine and thought of fundraising by selling several paintings.

"That blossomed into this call out to artists across the South Burnett to donate artworks," Joanne Newbery said.

"It is very generous of everyone, from the artists to the sponsors to donate so much. I am confident that the general public will relish the opportunity to buy some great art at great prices for a great cause.

"It is terrible to watch the suffering of families across the other side of the world and not be able to do anything about it. But Art 4 Ukraine is one little way that you can contribute to making the world a better place."

Artists are asked to deliver their donated artworks to Ringsfield House on Thursday, October 5, or visit Facebook Art For Ukraine on Facebook for more details.

They should attach information to the back including their name, title of the work, medium and expected price.

Artists may also provide a one page bio with photo for display next to their work. All art media is invited, including sculpture (so long as you provide any necessary plinths).

Art 4 Ukraine will be open to the public from 10:00am-5:00pm on October 6-7 and from 10:00am-3:00pm on October 8.

Evening openings will also be held on Friday and Saturday nights from 6:00pm to 9:00pm.

News From our members:

The next WBDA Inc. breakfast meeting will be held on Tuesday 10th October 2023 - 6.15am for a 6.30am start at the Wondai Colonial Motel. This breakfast meeting will comprise the General Meeting followed by the AGM.



SEPT 30TH TO OCT 2ND

DRINK NUOVA SCUOLA WINES
#drinkoutsidethebox

DELICIOUS PLATTERS

WINE TASTING

LAST OPEN HOUSE FOR 2023!

LIVE MUSIC SAT & SUN

BOOK ONLINE NOW!

Vic Pascoe
Solo Musician
Vocal/Guitar

October Long Weekend Open House!
 Live music from local musician Vic Pascoe 12-3pm Sat and Sun
 Lunch Platters available 11-3pm Sat, Sun, Mon!
www.nuovascuola.com.au/book-your-visit
 Wine Tasting 10.30am to 4.30pm all weekend (bookings not required for wine tasting)



SBRCEOI 23/24-06 Call for Submissions to Co-locate at the Murgon Visitor Information Centre

South Burnett Regional Council are seeking not-for-profit organisations to express their interest in the opportunity to co-locate at the Murgon Visitor Information Centre. Offer documents can be downloaded from Council's website or by speaking to Council's Customer Service Officers.

Offer documents are available from the Council website under Tenders & Supply or by speaking to Council's Customer Service Officers.

Submissions open on Tuesday 12 September 2023 and close at 3pm on Wednesday 4 October 2023.

For further information contact Council on 1300 789 279, 07 4189 9100 or email info@sbrc.qld.gov.au.



**Wondai Regional Art Gallery Proudly Presents South Burnett Regional Council
October 2023 Open Art Competition.**

Which includes the \$3,000 Mayor's Acquisitive Art Prize. In the month of October the whole gallery will be filled with entries for the South Burnett Regional Council's 16 th October Open Art Competition with a total of over \$8,000 in prizemoney. This competition is proudly sponsored by: The South Burnett Regional Council, along with sponsors Bendigo Bank, Parkside Group, Cherbourg Aboriginal Shire Council, Colin Boyce MP (Federal Member for Flynn), Senator James McGrath, Deb Frecklington MP (State Member for Nanango), Wondai Lions Club, Raffin Electrical, Hobbs & Associates, Ivy Lane Hair Studio, Wondai Regional Art Gallery and Wondai Country Running Festival. The \$3,000 Mayor's Acquisitive Art Prize will be judged from every section of art in the Gallery. Acting Mayor Gavin Jones will be opening the exhibition on the evening of Friday, 6th October 2023. All winners will be announced and all prizes will be presented on the night. Entry forms are available at the Wondai Regional Art Gallery. The closing date for all entries is Saturday, 30th September, 2023. Opening Night: Friday, 6 th October 2022, from 6pm. \$5.00 entry includes a Hot & Cold Supper Wine will be served by Nuova Scuola Announcements of winners & presentations The exhibition will remain in the Gallery until Saturday 28 th October 2023. The Wondai Regional Art Gallery is open 7 days a week, 10.00am till 3.00pm. Entry is free. Telephone: 07 4168 5926 or email wondai.art@sbrc.qld.gov.au



KCCI KINGAROY CHAMBER OF COMMERCE & INDUSTRY INC

LAUNCHING THE SOUTH BURNETT'S PATH TO PROSPERITY

BROUGHT TO YOU BY BENDIGO BANK

EXPERT ECONOMIC INSIGHTS FROM OUR GUEST SPEAKERS

DINE WITH US AND GET YOUR OFFICIAL BRIEFING ON REPORTS:
 "WHY INVEST IN THE SOUTH BURNETT" & "REGIONAL ECONOMIC OPPORTUNITIES"

NEIL GLENTWORTH - DUNNE MEDFORTH

TERRY RYDER - HOTSPOTTING

TUESDAY 24 OCT

TIME 5.30 PM

PLACE KINGAROY TOWN HALL

DRESS CODE: SMART
 BUFFET DINNER SUPPLIED. BAR AVAILABLE

BOOK NOW
 ONLINE BOOKINGS: [TRYBOOKING.COM/CLPXB](https://trybooking.com/CLPXB)

Bendigo Bank
 Community Bank Yaramon, Blackbutt and Narango

GARDEN GROVE

PUSH PULL MARKETING
 PR & EVENTS

Some Upcoming Events in September & October

October

- Annie Jr. South Burnett Musical Comedy Society - Kingaroy - 29th Sep - 1st Oct
 - 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
- Bjelke-Petersen Dam Inland Fishing Classic – 30th September - 1st October
- Nuova Scuola Wines October Long Weekend Open House - 30th Sep - 2nd Oct
 - Kingaroy Art Gallery Exhibition Opening - 6th October
 - Wondai Art Gallery - Art Competition - Opening Night - 6th October
 - Colours Of Yarraman - Yarraman - 7th October
 - Relay For Life - Kingaroy - 7th October
- The Ironing Maidens Present Electro House Wife - Nanango Cultural Centre 7th Oct
 - Grooving in the Gardens - Ringsfield House - 8th October
 - Art 4 Ukraine - Ringfield House - 6th - 8th October
 - SwineSong - Kingaroy Town Hall - 13th October
 - Bunya Red Farm - Open Farm Day - 15th October
 - Heritage Nanango Waterhole Rocks - 19th - 21st October
- Sue & Geoff's Country Music Campout - Wooroolin - 19th-21st October
 - Wondai Races - Wondai - 21st October
 - Cuppa & Craft - Mulanah Gardens - 21st October
 - Kingaroy Speedway - Season Opener - 21st October
 - Day at the Dam Music Festival - BP Dam - 28th October
 - Murgon Music Muster - 31st October - 5th November

November

- Murgon Music Muster - 31st October - 5th November
 - Chrissy Trees 4 U - Season Opens - 4th November
- Burnett Sunsets Community Concert - Kingaroy Town Hall - 4th November
 - Menopause The Musical - Kingaroy Town Hall - 10th November
- Kingaroy Speedway - Spring Spectacular - Kingaroy - 11th November
 - Family Fun Day - Murgon State School - 11th November
 - Inverlaw Hall Dance - 11th November
- Dinner Under the Stars - Bunya Mountains - 18th November
 - Motors n Mochas - Kingaroy - 19th November
 - Bunya Red Farm - Open Farm Day - 19th November
- Beauvale Daylillies Open Garden - 18th & 19th November

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

Courses, meetings & workshops!

- VSB Meet and Greet - October 5th Yarraman Heritage Museum
- Southern Queensland Country Tourism - Let's Talk Agritourism - 9th October - [Goondiwindi](#)
- [Toowoomba Agritourism Workshop](#) - November 1st

Do you have a special offer for our VSB members? Send it through to admin@visitsouthburnett.au or call Melanie on 0481 749 951

Spring Clean your marketing!

Now is a great time to Spring Clean your marketing!
So lets take 6 days of September to declutter and streamline!

Day 1 -

- 1) Find all the places your business is advertised (you might be surprised) - remember to check, classifieds, ads, billboards, sponsorships, social media, google, road signs, vehicles, print, flyer & brochures, business cards, etc...
- 2) Once you found it all, make sure all your information is correct on the advertisement; phone number, website, social links work, address. The right logo and colours are used, and correct services listed!

Don't let your advertising turn into an unused gym membership!
If you're spending money on it, it better be working for you.

Day two - Find Your business!

Today we're going to google our business! (Get your friends and family to google your business as well) don't just search your business name, but do some searches related to your industry. let's say your a hairdresser you might search things like;

- Hairdresser near me?
- Hair dresser in the South Burnett?
- Best hair cuts?
- Where to get a kids cut?

What are you looking for when you're searching?

- ♥ Does your business appear on the search? (remember to get other people to search too, they will get different results)
 - ♥ Where does your business appear - order is everything!
(They say the best place to hide a dead body is page 2 of google)
 - ♥ can people easily get in touch with you if they find you on a search?
- Ideally when someone is searching a business they are at the end of the buying cycle and a ready to make a purchase or booking, so it's really important that they can easily find and make contact with you in just two clicks!

Day three - google ranking, why it matters and how to fix it.

So if you're following along, on day one you tracked down all the places your business is advertised, day two we googled our business and took note of where and how it appeared. Day Three! Why does it matter what google thinks? And how can we change the order? Firstly, think back (and for me this is waaayy back) to the phonebook days aka alphabetical days..businesses would pick names like A1 service or A.A Electrical to appear first on the page, as most people would ring the first business and work their way down.

That habit hasn't changed with over 25% of people clicking through on the first organic search result. but rather than it being alphabetical now it's all about "google ranking"

What are some key factors the google algorithms looks at?

* How relevant is your content compared to the search.

* How easy is your website to use.

* Where you are based

* How reliable is the information

* How recently was the information or website updated?

What are some easy things you could do today to help your ranking?

* Update some content on your website to match what people are searching. Have a look at google trends <https://trends.google.com.au/trends/?hl=en-AU>

and play around with what people are searching for in your industry.

* Make sure your google my business profile is set up and

you've filled out all the information, added photos etc.

(you do not need a website to set up a google my business profile just an ABN)

* Make sure all the links on your website and social profiles are working.

* Use KeyWords when describing your business. Eg.

" The BEST Hairdresser in the South Burnett! Cuts, colours, perms. Kids and toddlers cuts.

Talk to our expert staff today. " Book online at www.hairhair.com.au or give us a call on 0412 412 213"

Ps. This is very basic SEO (Search Engine Optimisation!)

Next month we'll do the remaining 3 days!

IMPORTANT:

Are you a VSB Member? Would you like your business listed on the VSB Website then simply fill in the business information from (download form by pushing the button below) and email it to tourismvsb@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?

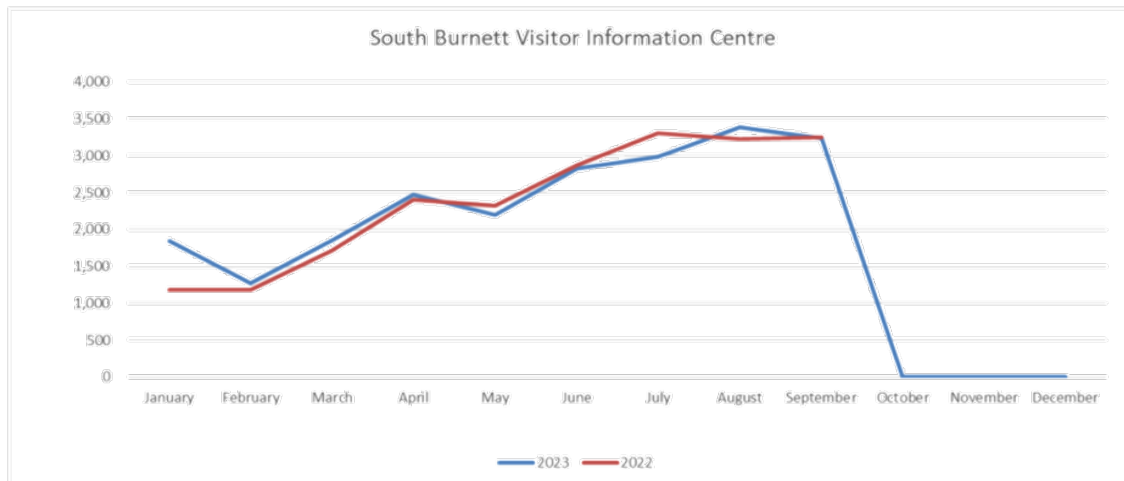
CLICK HERE



Monthly Statistics:

Visitor Information Centres – Monthly Statistics 2021-2022						
2023	Jan	Feb	Mar	Apr	May	Jun
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
2023	Jul	Aug	Sep	Oct	Nov	Dec
Sales	K - \$7320 M - \$27 N - \$770 W - \$3412	K - \$10391 M - \$103 N - \$666 W - \$4319	K - \$7873 M - \$276 N - \$1129 W - \$4581	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 - 1425 M - 250 N - 569 W - 978	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 - 1 M - 0 N - 0 W - 1	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 - 141 M - 32 N - 34 W - 47	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 - 894 M - 111 N - 196 W - 251	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 - 30 M - 16 N - 24 W - 29	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	3,235	-	-	-	22,074
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

3rd Famil:

We had another successful Famil on the 21st September. Staff arranged to take the network Volunteers to Boondooma Homestead and the Dairy Museum. The Volunteers at the Boondooma Homestead showed our Volunteers around and gave a wonderful tour. They were also given morning tea – scones with jam and cream.

Lunch was held at the Murgon Service Club where Michael Hunter the Commercial Enterprises Coordinator, Heath & Rowena the Dam Managers gave the Volunteers a talk on what the Dams have to offer. Michael supplied the Volunteers with statistics on visitor stay over numbers and sales for both Dams for the last 2 years.

We then finished the day at the Dairy Museum, where the Volunteers were given afternoon tea of pikelets with jam and cream, scones with jam and cream and a date and walnut slice. The Volunteers wandered around the grounds taking in all the history that is on offer.

Everyone came away full of food, tired but with a little bit more knowledge about Boondooma Homestead, the Dairy Museum and the Dams.

Turnout - 28

- Blackbutt – Roy Emerson Museum 7
- Nanango 0
- Kingaroy VIC 9
- Kingaroy Museum 3
- Wondai VIC 0
- Wondai Museum 2
- Murgon VIC 3

As well as 3 Staff, and Cr Kathy Duff

LEASING

Item	Description	Actions
Kingaroy Rugby League Football Club Juniors and Seniors Inc – Lease D on SP274891	Request for information to apply for Operational Works Permit.	Assisted with progressing the Operational Works Permit.
SB Care – Town Common Hall	Request to renew lease	Report prepared for the October Liveability, Governance and Finance Standing Committee.
Blackbutt Water Tower – Lot 1 on RP130127	Request for lease for existing telecommunications equipment and relocation of cabinet.	Internal discussions with Water & Wastewater. Discussed the Leasing process and Policy with applicant. Waiting for the final design prior to survey, and rental valuation being sort.
Memerambi Transfer Station – Lot 1 on SP162935	Request for Department of Resource to review potential to convert Lease to Freehold or Renewal of Lease.	Provided response to the Department of Resources requesting renewal of lease for community asset.
Licence to Occupy – Lot 2 on N2349 & 3 on SP904784	Request to renew licence – Low Impact – Grazing	Tender for Lease to be prepared to align with Council's Property Leasing Policy and Disposal of Assets Policy.
Site 5 – Wondai Aerodrome	Request for Landowners Consent to site Jet A1 Fuel tank on Site 5, Wondai Aerodrome	Landowners consent for a six (6) month trial issued with conditions.
Licence Area 7 – Kingaroy Aerodrome	Breach of Licence to Occupy.	Letter issued to notify of breach and request rectification.
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	Report prepared for the October Liveability, Governance and Finance Standing Committee.
Management of Reserve for Memorial Park – Part of Lot 1 on CP904146	Request for Trustee Lease for Memorial Park and Expansion to Wondai Memorial Pool.	Report provided to September Liveability, Governance and Finance Standing Committee.
Barambah & District Aero Club Inc – Wondai Aerodrome	Renewal of Deed of Licence to Occupy for Area 6 & 11	Waiting for signed Licence Agreement to be returned for execution.
Tingoorra Sports Association Inc – Lot 91 on FY2885	Request for Lease of Recreation Reserve for Cricket Club.	Report prepared for the October Liveability, Governance and Finance Standing Committee.

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.	On Hold until advised by General Manager Liveability or CEO.
Proston Golden Spurs Campdraft Association Inc – Lot 1 on SP269740	Request for consent and support to apply for grant funding	Landowners consent and support letter sent.
Proston Showground Reserve	Investigate and realign boundaries to support future growth and development of the site in conjunction with Proston community groups.	Surveyor engaged, waiting for survey to be finalised.
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	Lease Executed
Lease C within Lot 6 on SP274891	Requested to review prepared sub-agreements.	Reviewed sub-agreements and provided advice.
Roy Emerson Museum & Nukku Nook - Blackbutt & District Tourism & Heritage Association Inc.	Request for renewal and extension to licence area for a new building.	Deed of Licence to Occupy issued for review and comment.
Blackbutt Hall - Blackbutt & District Tourism & Heritage Association Inc.	Request for renewal licence to occupy.	Deed of Licence to Occupy issued for review and comment.
Proston QWCA – Lease A in Lot 5 on RP904174	Request to site shipping container on Leased.	Advised that a shipping container still requires building approval and would not be suitable for the site. Suggested that a secure storage shed would be a suitable option.
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	Ongoing matter still under investigation.
Reserve for Departmental and Official – Lot 80 on FY2562	Request from the Department of Resources to review trusteeship.	Meeting held with Department of Resources to discuss proposal. Further onsite visit scheduled.

Reserve for Park & Recreation - Lot 488 on Crown Plan FY2753	Request to review options for use/secondary use and land management options	Ongoing discussions at Leasing, Land Sales and Planning Meeting.
Camping and Water Reserve - Lot 24 on NCL373	Review of State Lease for Grazing for appropriate use.	Provided advice for rectification of reserve to comply with Lease conditions.
<p>Additional to Leasing for Community Development Events/Other:</p> <ul style="list-style-type: none"> • Shine By Design – Nanango & Kingaroy Events • A Day at the Dam – Organisation Committee • Ringsfield House Advisory Committee • Aerodrome Reporting Officer / Works Safety Officer – Kingaroy Aerodrome 		

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"> • The Shine by Design workshops were held in Kingaroy, Murgon and Nanango during September. With a focus on positive psychology, these workshops promoted wellbeing and happiness, by concentrating of aspects like resilience, optimism and gratitude. Anyone attending these workshops automatically received 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 luncheon is being held in Kingaroy and is open to all women of the South Burnett for \$10.00 per person. • South Burnett Regional Council has committed to provide support for ten community members who reside in the South Burnett to complete a Cert III in Health Services Assistance through the Rural Medical Education Australia’s Kingaroy Clinical Training Centre. Connect and Grow Scholarships is a proactive and community orientated approach to address our community’s health care challenges. With an aim to develop a capable and sustainable local health workforce, through upskilling community members that already reside in the areas of need with the health sector. Applications for scholarships close 30 November 2023. • South Burnett Regional Council partnered with South Burnett Rail Trail Association to deliver South Burnett’s first Duathlon on 10 September 2023. There were 3 categories offered, Enticer, Sprint and Team events. This event was well received with over 50 participants registered. The South Burnett Rail Trail association is hoping to run this as an annual event. <p>The Day at the Dam Concert – 28 October 2023</p> <ul style="list-style-type: none"> • Tickets for the Day at the Dam concert are now open for purchase. • 415 Adult tickets have been sold. • 11 – 16-17 year tickets have been sold. • 63 – children’s tickets have been sold. • Community service providers and employment agencies have been invited to the event. • An invitation has been sent to SBRC staff to volunteer at the event. • Food vendor applications are being processed.

	Economic Recovery and Investment Stream	<p>Regional Development Action Plan and Investment prospectus.</p> <ul style="list-style-type: none"> • Interviews with external stakeholders including current business community members and Regional Development Advisory Committee members to ascertain their views on • Key infrastructure gaps • Digital communication quality and capacity • Barriers to attracting and retaining staff. <p>Data collected through the interviews will be provided to Dr Tom Keenan to develop the draft investment prospectus and the Regional Development Action Plan.</p>
Operation Plan Projects		
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"> • The South Burnett Regional Youth Council attended a workshop at their September meeting and provide feedback for this project. • Community consultation workshops were held on 23 September. The feedback is being collated and an overview will be provided prior to community consultation.
OPL/18 Reconciliation Action Plan	Develop a Reconciliation Action Plan (RAP) for the South Burnett Regional Council	<ul style="list-style-type: none"> • The invitation to join a Reconciliation Action Plan 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"> • In September, the Youth Council hosted the Kingaroy Chamber of Commerce and Industry's Meet and Greet. Youth Council representatives took the opportunity to address Kingaroy businesses, offering a comprehensive overview of their mission: to enhance the involvement of young individuals in our community and foster their active participation in decision-making processes. • The Youth Council also attended a workshop at their September meeting and provide feedback for the Arts, Cultural & Heritage Strategic Plan.

SOUTH BURNETT LIBRARIES 2023-2024 Yearly Statistics Updated 3 October 2023		
Visitors	40,472	
Total Loans & Renewals	38,294	
New Memberships	291	
JP Visitation (Kingaroy)	912	
Meeting Room Bookings (hrs)	239	
PROGRAM TOTALS		
FOR 0-5 EARLY CHILDHOOD		
	Attendance	Sessions
Total on site	1152	91
Outreach (F5F off site)	899	7
FOR CHILDREN 6-12		
Total on site	252	30
Outreach OFF SITE		
FOR YOUNG ADULTS 13-17		
Total on site		
ADULT PROGRAMMING		
Total on site	507	97
Outreach OFF SITE	37	2
DIGITAL LITERACY		
Total on site	363	171
CULTURAL CELEBRATION		
Total on site	54	10

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
	01/09/23 – 30/09/23	01/09/22- 30/09/22	01/07/23– 31/08/23	01/07/22- 30/09/22
Cemeteries	Burial/Ashes/ Exhumations	Burial/Ashes/ Exhumations	Total	Total
Blackbutt	2	1	2	3
Booie	2	0	2	0
Kumbia	0	1	1	2
Memerambi	0	0	1	0
Mondure/Wheatlands	0	0	0	0
Murgon	1	5	4	10
Nanango	5	3	8	14
Proston	0	0	0	3
Taabinga	5	3	12	18
Tingoora	0	0	0	0
Wondai	3	3	7	8
Total	18	16	37	58

Saleyards Update

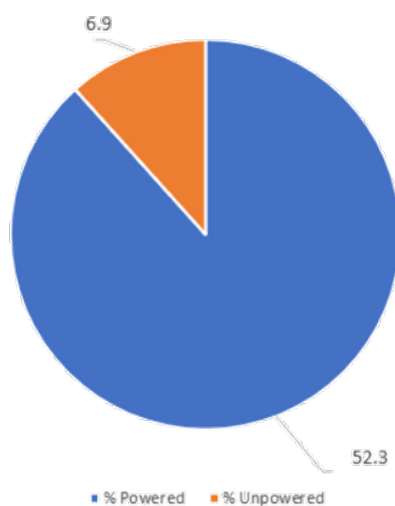
Stats Item	Monthly		Year to date Cumulative
	2023/24	2022/23	2023/24
	01/09/23-30/09/23	01/09/22-30/09/22	01/07/23– 30/06/24
Coolabunia Saleyards			
Dipping (Agent & Private)	286	1068	2275
Inspection (Private)	224	289	852
Consignment / Transit (Private)	134	234	548
Weighed (Agent & Private)	0	758	1307
Sold (Agent)	81	846	1495
Spray	3	0	3
Nanango Dip Yard			
Cattle Dipped	0	45	35

Customer Requests

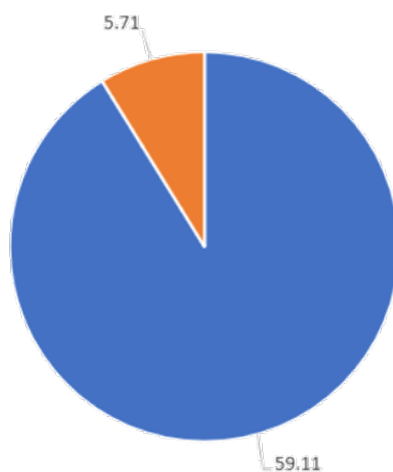
Category	Monthly	Year to Date Cumulative	
	2023/24	2023/24	2022/23
	01/09/23-30/09/23	01/07/23 – 30/06/24	01/07/22 – 30/06/23
Airports	8	23	31
Cemetery	7	19	42
Dams	3	5	5
Saleyards	0	2	2
Total	18	49	80

Dams Update

Boondooma Occupancy Rate



Bjelke-Petersen Occupancy Rate



8.3 REGIONAL UNIVERSITY STUDY HUBS – 2023 APPLICATION ROUND

File Number: 111023023
Author: Chief Executive Officer
Authoriser: Chief Executive Officer

PRECIS

Applications are now open for community-owned organisations to apply to establish a Regional University Study Hub in a regional or remote area of Australia. Up to 10 new Hubs will be established in this round.

SUMMARY

Applications for funding will be accepted until 5:00pm (Australian Eastern Daylight Time) 15 December 2023.

OFFICER'S RECOMMENDATION

That the Committee recommend to Council:

1. That South Burnett Regional Council apply to the Regional University Study Hubs – 2023 Application Round.

Corporate Plan

GR9 Explore, advocate and pursue opportunities for post-secondary education within the region.

GR14 Support our community and key stakeholders to build a plan for our region's eventual coal transition.

GR15 Work with key stakeholders to promote workforce attraction and retention in the South Burnett.

OR12 Advocate strongly to key stakeholders, including state and federal governments, on regional priorities, including funding opportunities.

BACKGROUND

Previously considered at the 22 February 2023 Ordinary Meeting of Council

12.2 NOTICE OF MOTION - COUNTRY UNIVERSITIES HUB

RESOLUTION 2023/1

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That South Burnett Regional Council start the process of organising a Management Committee for a Country Universities Centres (CUC's) of which the Hub will be in Kingaroy with later expectations of the centre opening other satellite CUCs in the surrounding towns/villages including Cherbourg.

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

Against: Nil

CARRIED 7/0

ATTACHMENTS

Nil

9 COMMUNITY DEVELOPMENT (HEALTH, YOUTH, SENIOR CITIZENS)

9.1 RENEWAL OF LEASE - SOUTH BURNETT WESTERN PERFORMANCE CLUB INC.

File Number: 11 October 2023

Author: Lease Officer

Authoriser: Chief Executive Officer

PRECIS

South Burnett Western Performance Club Inc have requested to renew Lease B in Lot 174 on Crown Plan FY803924.

SUMMARY

South Burnett Western Performance Club Inc (SBWPC) currently hold a lease on Lot B in Lot 174 on FY803924 which expires on 23 October 2023. SBWPC have requested to renew the lease for a further 10 years.

OFFICER'S RECOMMENDATION

That the Committee recommends 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 Trustee Lease of the valuable non-current asset, which is Lot B in Lot 174 on Crown Plan FY803924 with South Burnett Western Performance Club Inc for a term of ten (10) years.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Trustee Lease between Council and South Burnett Western Performance Club Inc on terms and conditions that Chief Executive Officer considers satisfactory to Council.

FINANCIAL AND RESOURCE IMPLICATIONS

Rent for the lease will be a concessional rent applied to all community and not for profit groups of \$75.00 per year (excluding GST).

Council will be responsible for any costs associated with the preparation of the lease including registration of the Trustee Lease.

LINK TO CORPORATE/OPERATIONAL PLAN

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

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

South Burnett Western Performance Club Inc requested to renew the Lease of Lot B in Lot 174 on FY803924, Council provided a draft Trustee Lease for review and comment on 6 July 2023.

On 7 August 2023, SBWPC's secretary clarified Clause 7 restricting overnight sleeping and residential usage without Council's consent. The Club has been advised that Council has consented (Resolution 2022/362 - 25 January 2022) to camping facilities which are only to be used for event participants and only during events, no other camping is permitted as the grounds are not an approved camping site.

SBWPC's secretary confirmed the conditions in the draft trustee lease were satisfactory to Council on 21 September 2023.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The land is a Reserve for Racecourse Recreation Aircraft Landing. Council is trustee of the Reserve and holds a lease with the SBWPC which expires in October 2023. 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)(ii) of Local Government Regulation 2012*.

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 buildings located on the site are not listed on Council's asset register and are owned by the SBWPC. Maintenance and repairs of the grounds and buildings are the responsibility of SBWPC.

REPORT

Address: Racecourse Road, Nanango

Lease Area: Lot B in Lot 174

RPD: Lot 174 on FY803924

Area: 4.425 ha

Tenure: Reserve for Racecourse Recreation Aircraft Landing

Trustee: South Burnett Regional Council

Background:

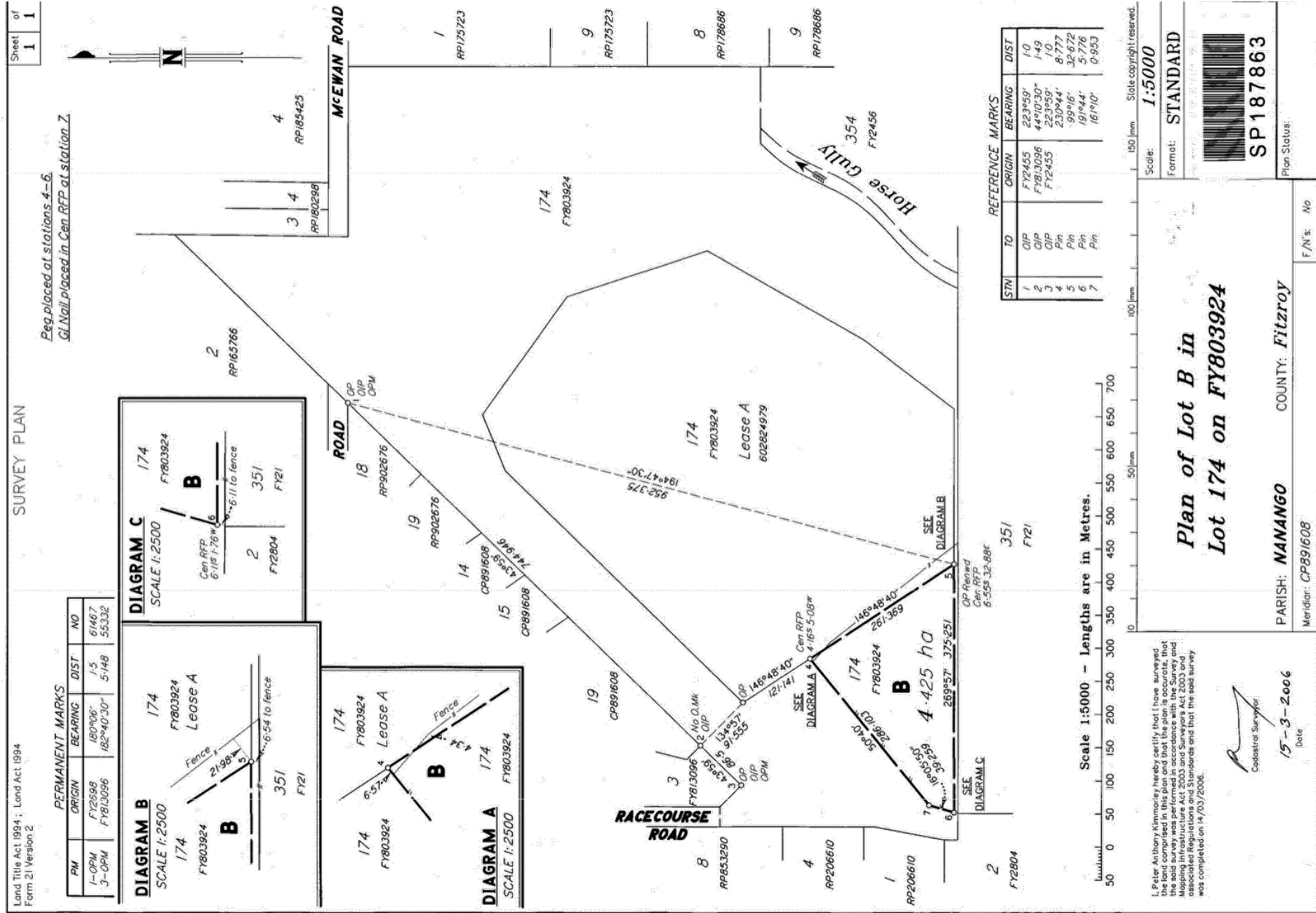
The South Burnett Western Performance Club Inc (SBWPC) formed in 1994 and actively encourages participation in equestrian events and physical activity by children, young people, and adults. This results in direct health and social benefits to participants, and therefore contributing to the well-being of the region and social economy.

SBWPC have held a lease for Lot B on in Lot 174 on FY803924 since 2003 and have maintained and improved the facilities for the last 20 years.

SBWPC have requested a renewal of the lease for a further 10 years.

ATTACHMENTS

1. **Survey Plan of Lot B in Lot 174 on FY803924**
2. **Aerial Map - South Burnett Western Performance Club Inc - Lease Area B**



WARNING : Folded or Mutilated Plans will not be accepted. Plans may be rolled. Information may not be placed in the outer margins.

Registered

711877843
\$321.90
25/08/2008 11:36

BE 400 NT

5. Lodged by
PETER ATKINSON & COMPANY
06
(Include address, phone number, reference, and Lodger Code)

6. Existing
Title Reference | Lot | Plan | Lots | Emits | Road
49017987 | 174 | FY803924 | B | |

1. Certificate of Registered Owners or Lessees.
I/We _____

(Names in full)
* as Registered Owners of this land agree to this plan and dedicate the Public Use Land as shown hereon in accordance with Section 50 of the Land Title Act 1994.
* as Lessees of this land agree to this plan.

Signature of *Registered Owners *Lessees _____
* Rule out, whichever is inapplicable

2. Local Government Approval.
* NANANGO SHIRE COUNCIL SOUTH BURKETT REGIONAL COUNCIL
hereby approves this plan in accordance with the:
%

3. Plans with Community Management Statement:
CMS Number: _____
Name: _____
Dept File: _____
Local Govt: _____
Surveyor: 06609

4. References:
% Insert Integrated Planning Act 1997 or
Insert designation of signatory or delegation Local Government (Planning & Environment) Act 1990

Dated this 12th day of August 2008
Jerry Hayward # CHIEF EXECUTIVE OFFICER
_____ # _____

* Insert the name of the Local Government. % Insert Integrated Planning Act 1997 or
Insert designation of signatory or delegation Local Government (Planning & Environment) Act 1990

7. Portion Allocation:
Orig | Lots
B

8. Map Reference: 9244-12211

9. Locality: Nanango

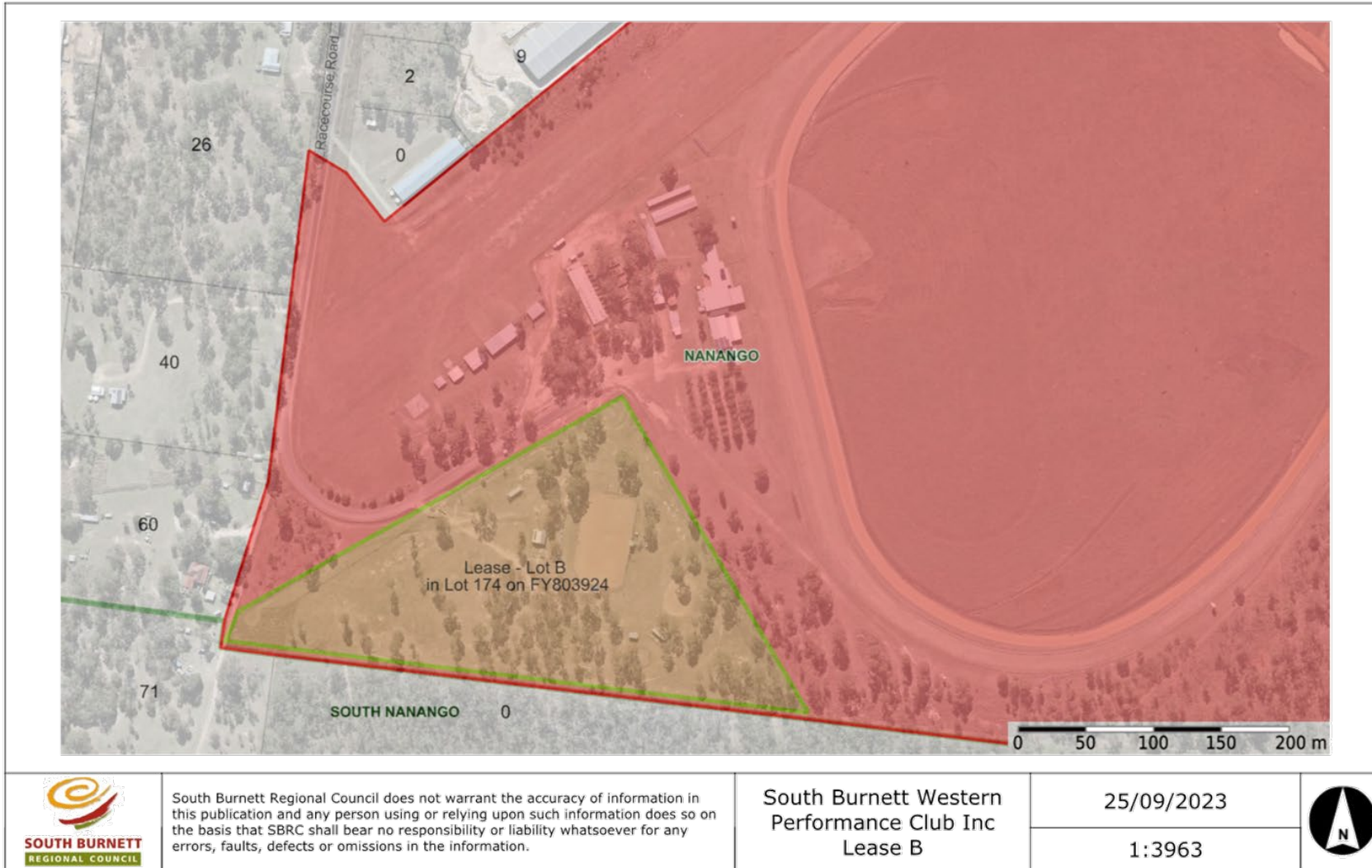
10. Local Government: NANANGO S. C.

11. Passed & Endorsed:
By: Kimmorley & Associates Pty Ltd
Date: 15-3-2006
Signed: [Signature]
Designation: Liaison Officer

12. Building Format Plans only.
I certify that:
* As far as it is practical to determine, no part of the building shown on this plan encroaches onto adjoining lots or roads.
* Part of the building shown on this plan encroaches onto adjoining * lots and road encroaches onto adjoining * lots and road

13. Lodgement Fees:
Survey Deposit \$ _____
Lodgement \$ _____
New Titles \$ _____
Photocopy \$ _____
Postage \$ _____
TOTAL \$ _____

14. Insert Plan Number
SP187863



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.

South Burnett Western
Performance Club Inc
Lease B

25/09/2023

1:3963



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

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

File Number: 11-10-2023

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.

OFFICER'S RECOMMENDATION

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

Tourism

A great long weekend with the opening of the 55 Million Years Ago Centre attracting a good crowd, and this will add to the many attractions in the region.

Music in the region

I attended a fundraising event over the long weekend which consisted of around 60 musicians visiting the South Burnett to share their music. It was held to raise funds for the McGrath Foundation and many of those attending was very impressed with what the South Burnett had to offer.

Visit South Burnett

I will be travelling with members from Visit South Burnett to Dalby! The CMCA (Campervan & Motorhome Club of Australia) 36th National Rally is being held in Dalby this year. 8th-14th October we will be attending this event to promote the South Burnett to a very targeted market. Anyone wishing to assist in the promotion are invited to contact Mel at VSB and organise to contribute.



A huge Congratulations to Visit South Burnett's Arts Portfolio holder Robyn Dower: The beautiful mural (photo above) created by local artist Robyn Dower is the latest inclusion to the mural trail and is conveniently nestled at the rear entrance of the Kingaroy VIC

3rd Famil:

We had another successful Famil on the 21 September. Staff arranged to take the network Volunteers to Boondooma Homestead and the Dairy Museum. The Volunteers at the Boondooma Homestead showed our Volunteers around and gave a wonderful tour. They were also given morning tea – scones with jam and cream.

Lunch was held at the Murgon Service Club where Michael Hunter the Commercial Enterprises Coordinator, Heath & Rowena the Dam Managers gave the Volunteers a talk on what the Dams have to offer. Michael supplied the Volunteers with statistics on visitor stay over numbers and sales for both Dams for the last 2 years.

We then finished the day at the Dairy Museum, where the Volunteers were given afternoon tea of pikelets with jam and cream, scones with jam and cream and a date and walnut slice. The Volunteers wandered around the grounds taking in all the history that is on offer.

Everyone came away full of food, tired but with a little bit more knowledge about Boondooma Homestead, the Dairy Museum and the Dams.

Turnout - 28

Blackbutt – Roy Emerson Museum	7
Nanango	0
Kingaroy VIC	9
Kingaroy Museum	3
Wondai VIC	0
Wondai Museum	2
Murgon VIC	3

As well as 3 Staff, and Cr Kathy Duff

Commercial Enterprises

Dams:

Bjelke- Petersen Caravan and Recreation Park was a hive of activity on the Kings Birthday weekend with the Bjelke- Petersen Dam Fish Management Committee hosting the BP Dam Inland Fishing

Classic event. They are a group of devoted volunteers that work hard to stock the Dam with freshwater fish. The weekend saw around 350 competitors with supporters bringing in some good catches in every class. Still to do their round up on the event but organisers report a very successful event.

Saleyards:

The dry weather has come with harsh reality, and I see many small acreage owners are struggling with feed for animals. After such good seasons to return to these dry conditions is certainly influencing market prices.

The monthly store sale due to be held at the end of September was cancelled due to low numbers. However, prices remain firm in the Stud Bull sale and speciality female sales held though September. The team continue to deliver the capital works program at the saleyards with the completion of the replacement of some of the cat-walks.

**Aerodromes:**

The Kingaroy Soaring Club hosted the State Championships Gliding event from the 30 September to 07 October 2023 and the National Club and Sports class champions from 8 October to 15 October 2023.

The competition was a Grand Prix format, in the following classes:

- Club Class (unballasted)
- Sports (ballasted).

Councillor Jones tells me the skies were a picture with all the aircraft competing. The weather was perfect with good breezes on the ground not sure how that affected the aircraft.

Competitors are utilising this event as a warmup to the World Gliding Championships to be held in Australia from the 29 November 2023.

Sport and Recreation:

Many South Burnett residents spent last weekend supporting Queensland teams in the football finals. I think all would have to agree that although the teams were unsuccessful, they certainly played well and were a credit to all.

ATTACHMENTS

Nil

11 PORTFOLIO - REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING

11.1 REGIONAL DEVELOPMENT, DEVELOPMENT SERVICES AND COMMUNITY & SOCIAL HOUSING PORTFOLIO REPORT

File Number: 11-10-2023

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.

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

Building

During the month of August, the Building Team received 67 customer requests and 44 building applications as follows:

- 26 – Council Applications; and
- 18 – Privately Certified Lodgements.

The number of building applications projected to be received by Council for the current financial year is 412. 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 244. 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 91 customer requests, 13 planning applications and attended three (3) pre-lodgement meetings. The breakdown of applications are as follows:

- 2 – Material Change of Use (MCU);
- 6 – Reconfiguration of a Lot (RAL);
- 5 – Plan of Sealing (POS);
- 0 – Operational Work (OPW); and
- 0 – Development Incentive Scheme.

The number of planning applications projected to be received by Council for the current financial year is 144. 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 14 customer requests and 29 plumbing and drainage applications as follows:

- 20 – Class 1/10a – Domestic No Sewer;
- 7 – Class 1/10a – Domestic Sewer; and
- 2 – Class 2-9 – Other Building (Commercial).

The number of plumbing applications projected to be received by Council for the current financial year is 280. 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 October 2023, Council's request remains within the internal approval processes of DSDILGP and/or with the Minister, despite assurances that Ministerial sign off was imminent.

Resourcing

There has been a slight reduction in reliance on the assistance of external consultants in the Planning Team 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, pre-lodgement meetings, planning scheme review, and internal Council pressures (such as including training).

ATTACHMENTS

Nil

11.2 DEVELOPMENT SERVICES OPERATIONAL UPDATE

File Number: 11-10-2023

Author: General Manager Liveability

Authoriser: Chief Executive Officer

PRECIS

Development Services Operational Update.

SUMMARY

Development Services Operational Update.

OFFICER'S RECOMMENDATION

That the Development Services Operational update be received for information.

ATTACHMENTS

- 1. September 2023 Development Services Operational Update**

NOTE TO USERS:
 The data rows for years prior to the current financial year in this report **DO NOT UPDATE** when the report is run. That data is fixed and static.
 The report has a default start date of 1/7/23 and default end date as the last day of the previous month. (eg if run in April, the report will return data to 31 March).
 If required, the start date may be changed to any date within the current financial year. If required the end date may be changed to a specific end date (eg today).

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 2023/2024
 Period 01-Jul-2023 to 30-Sep-2023

Planning Applications													
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	13	0	0	0	0	0	0	0	0	0	36

Building Applications													
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	26	0	0	0	0	0	0	0	0	0	103

Private Certification Applications													
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	18	0	0	0	0	0	0	0	0	0	61

Plumbing Applications													
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	18	23	29	0	0	0	0	0	0	0	0	0	70

Private Certification YTD Report on Subcategories

Period 01-Jul-2023 to 30-Sep-2023

Application Type	Total
AltPoolFnc	0
BudgetAcc	0
CAP	0
Class1&10a	12
Class1&10b	0
Class10a	25
Class10a&b	0
Class10b	3
Class1a	11
Class1b	0
Class2	0
Class3	0
Class4	0
Class5	2
Class6	1
Class7	1
Class8	0
Class9	0
Class9a	0
Class9b	1
Class9c	0
FarmShed	1
IssChgClas	1
Remove	1
Restump	1
RetainWall	0
SACouncilP	0
SASStatePro	0
SignSatDsh	0
SpecStruct	0
SwimPool	1
TempStruct	0
Total	61

Planning Applications YTD Report on Subcategories

EnvandPlanStats (005).xlsx EnvandPlanStats.xlsx

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Period 01-Jul-2023 to 30-Sep-2023	
Application Type	Total
QEXC	0
QMCU	8
QOPW	3
QPOS	7
QRAL	18
QSPS	0
LLTempHome	1
Total	37

Plumbing Applications YTD Report on Subcategories Period 01-Jul-2023 to 30-Sep-2023	
Application Type	Total
DomNoSewer	40
DomSewer	24
OtherBuild	6
Total	70

Building Applications YTD Report on Subcategories Period 01-Jul-2023 to 30-Sep-2023	
Application Type	Total
AltPoolFnc	1
BldMatters	1
BudgetAcc	0
CAP_Bld	0
Class1&10a	1
Class1&10b	0
Class10a	50
Class10a&b	1
Class1a	24
Class1b	0
Class2	0
Class3	1

EnvandPlanStats (005).xlsx EnvandPlanStats.xlsx

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Class4	1
Class5	1
Class6	1
Class7	1
Class8	1
Class9	1
DesignSite	7
DwellReloc	1
FarmShed	3
FireSafety	0
IssChgClas	0
Remove	0
ReRoof	1
ResService	0
Restump	2
RetainWall	0
SACouncilP	0
SASStatePro	0
SignSatDsh	0
SpecStruct	0
SwimPool	4
TempStruct	0
Total	103

12 DEVELOPMENT SERVICES - (PLANNING, BUILDING, PLUMBING)**12.1 DELEGATED AUTHORITY REPORTS (1 SEPTEMBER 2023 TO 30 SEPTEMBER 2023)****File Number:** 11-10-2023**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 September 2023 until the 30 September 2023.

OFFICER'S RECOMMENDATION

That the Delegated Authority report be received.

BACKGROUND

N/A

ATTACHMENTS

1. **MCU22/0018 - Material Change of Use for Agricultural Supplies Store and Special Industry (Manufacturing Fertiliser) and Concurrent ERA7 - Chemical Manufacturing at 107 River Road, Kingaroy (and described as Lot 5 on SP249675).**
2. **MCU23/0005 - Material Change of Use - Warehouse (Storage Facility) at 11155 Bunya Highway, Kingaroy (and described as Lot 7 on SP303245).**
3. **MCU23/0007 - Minor Change to an Existing Development Approval (MCU21/0006) at 95 Markwell Street, Kingaroy (and described as Lot 4 on RP178596),**
4. **MCU23/0011 - Material Change of Use (Low Impact Industry) at 4 Jarrah Street, Kingaroy (and described as Lot 7 on RP63331).**
5. **MCU23/0012 - Material Change of Use (8 x Multi Dwelling Units) at 40 & 42 Markwell Street, Kingaroy (and described as Lots 107 & 108 on RP7914).**
6. **RAL22/0042 - Reconfiguration of a Lot - Subdivision (1 Lot into 5 Lots) at D'Aguiar Highway & Parsons Road, Nanango (and described as Lot 120 on SP119862).**
7. **RAL23/0006 - Reconfiguration of a Lot - Subdivision (1 Lot into 2 Lots) at 46 Kingaroy Burrandowan Road, Taabinga (and described as Lot 2 on RP174630).**
8. **RAL23/0011 - Reconfiguration of a Lot - Subdivision (2 Lots into 4 Lots) at 31 & 33 Verdelho Drive, Moffatdale (and described as Lots 130 & 131 on SP191465).**
9. **RAL23/0012 - Reconfiguration of a Lot - Subdivision (1 Lot into 3 Lots) at Reservoir Service Road, Blackbutt (and described as Lot 23 on RP884795).**
10. **RAL23/0013 - Reconfiguration of a Lot - Boundary Realignment (2 Lots into 2 Lots) at 41 & 43 Alexander Street, Wooroolin (and described as Lots 3 & 4 on RP56931).**
11. **RAL23/0016 - Reconfiguration of a Lot - Boundary Realignment (4 Lots into 3 Lots) at Barron Park Drive, Kingaroy (and described as Lots 70, 71, 72 & 73 on SP341242).**
12. **RAL23/0025 - Minor Change - Amendment of Survey Plans at 2504 Niagara Road, Boyneside.**
13. **OPW23/0012 - Operational Work (Earthworks) at 10 Youngman Street, Kingaroy (and described as Lot 6 on SP274891).**

Delegated Authority:

Date:

0.0 MATERIAL CHANGE OF USE FOR AGRICULTURAL SUPPLIES STORE AND SPECIAL INDUSTRY (MANUFACTURING FERTILISER) AND CONCURRENT ERA7 - CHEMICAL MANUFACTURING AT 107 RIVER ROAD, KINGAROY (AND DESCRIBED AS LOT 5 ON SP249675). APPLICANT: E E MUIR & SONS PTY LTD C/- ONF SURVEYORS.

File Number: MCU22/0018

Author: Planning Consultant

Authoriser: Chief Executive Officer

	SIGNATURE	DATE
coordinator development services MANAGER	[Redacted]	8/09/23
GM	[Redacted]	
CEO	[Redacted]	12-09-2023

PRECIS

Material Change of Use for Agricultural Supplies Store and Special Industry (Manufacturing Fertiliser) and Concurrent ERA7 - Chemical Manufacturing at 107 River Road, Kingaroy (and described as Lot 5 on SP249675). Applicant: E E Muir & Sons Pty Ltd C/- ONF Surveyors.

SUMMARY

- Application for Material Change of Use – Development Permit for Agricultural Supplies Store and Special Industry (Manufacturing Fertiliser and concurrent Environmentally Activity 7 4(a) – Chemical Manufacturing 200t to 5,000t of fertiliser in a year.
- The application seeks a development permit for:
 - Agricultural Supply Store (incl storage areas for agricultural supplies on-site).
 - Mix and store fertilisers.
 - Store chemicals used in the creation fertilisers.
- Subject site located in the Medium Impact Industry Zone under the South Burnett Regional Council Planning Scheme v1.4.
- Proposal triggered impact assessment as the proposal includes Agricultural Supplies Store and Special Industry (15) Manufacturing fertilisers involving ammonia which are 'other uses' not listed in Table 5.5.8 of the South Burnett Regional Planning Scheme v1.4 (SBRC Planning Scheme v1.4).
- The subject site is 7,931m² in area.
- The development application is assessed against the whole of the South Burnett Regional Council Planning Scheme including the Strategic Framework and the relevant codes including:
 - Medium Industry Zone Code.
 - Services Works Code.
- Referral to SARA was required as the proposed use includes an ERA7 – Chemical Manufacturing 4(a) - Manufacturing, in a year, the following quantities of fertiliser - 200t to 5000t. SARA issued an Environmental Authority on 7 July 2023 subject to conditions and provided a Referral Agency Response with no requirements on 19 July 2023.
- Council issued an Information Request on 26 August 2022 which was responded to by the Applicant on 29 November 2022.
- 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 (refer to Attachment A – Statement of Reasons).
- Refer to Attachment B – Infrastructure Charges Notice.
- Refer to Attachment C – Concurrence Agency Response.
- Application recommended for approval subject to reasonable and relevant conditions.

OFFICER'S RECOMMENDATION

That Council approve the Development Application for a Material change of use – development permit (Agricultural Supplies Store and Special Industry (Manufacturing Fertiliser and concurrent Environmentally Activity 7 4(a)) located at 107 River road, Kingaroy (and described as Lot 5 on SP249675), subject to the following conditions.

Delegated Authority:

Date:

emissions to acceptable levels or wind conditions are such that the acceptable levels are achieved.

EH3. Where outdoor lighting is required the applicant must locate, design and install lighting which minimises the potential for light spillage to cause nuisance to neighbours.

EH4. Fertiliser and conveyors

- All fertiliser conveyors and weigh hopper type equipment shall be enclosed by structures impervious to dust.
- Fertiliser and other particulate materials are to be delivered in sealed transport containers/bins or similar.
- Shut-off valves are to be in all silo fill lines and closure of the valves is to be activated automatically by the detection of a high level in the silo being filled.
- A test circuit for simulating high level conditions in the silos is to be used before each bulk delivery.
- An audible and visual alarm is to be in operation to warn of any detection of a high level in the silo(s).

Submit to Council certification that the air quality control systems have been installed to achieve the requirements of this condition.

EH5. Rainfall and stormwater runoff which may contact wastes or contaminants on the site must not be released to any stormwater drain or waters without the holder taking all practicable measures as may be necessary to prevent or minimise the release of such wastes or contaminants.

- Stormwater runoff from adjoining properties must be prevented from entering the site.
- The water quality of the discharge water to the stormwater system needs to be tested at the following intervals:
 - (a) initial discharge;
 - (b) on a quarterly basis during the first six (6) months;
 - (c) on a yearly basis after the first six (6) months;
 - (d) or according to a testing regime agreed by an authorised officer of Council by means of a written approval.

EH6. A stormwater management plan shall be submitted to Council. The licenced activity shall thereafter be carried out in strict compliance with the requirements of this plan.

The stormwater management plan must address the following issues:

- a) prevention of incident stormwater and stormwater runoff from contacting wastes or contaminants;
- b) implementation of a site stormwater impact minimisation plan;
- c) avoidance and minimisation of contaminated stormwater;
- d) minimisation of the amount of soil to be exposed or disturbed by staging works and duration of exposure;
- e) installation of sediment control measures; and
- f) reuse, treatment and disposal of contaminated stormwater.

EH7. Silt Trap

- A silt trap of adequate size must be installed on the site to intercept general runoff from uncontaminated areas on the site.
- The silt trap must be visually inspected daily to ensure that the water quality is maintained in a nuisance free condition and to ensure that deposits are removed as frequently as required to ensure the installation performs effectively.
- The use of water sprays on aggregate bins and for dust suppression purposes must not cause continuous runoff or any discharge or overflow from the silt trap to the stormwater system.

Delegated Authority:

Date:

- In the event of an incident which may result in contaminated water entering the silt trap, a pump must be provided which is capable of pumping the contaminated water to the washout pit to prevent it from entering the stormwater system.
 - There must be no discharge from the silt trap to the stormwater system other than flow directly associated with a rainfall event.
- EH8. The bin storage area and any loading bays must be designed to allow water from these areas to flow to sewer via an approved interceptor. These details must be shown on detailed plans and must be submitted prior to Operational Works (eg excavation and filling).
- EH9. Provide a refuse storage area, as shown on the approved plans and documents. The enclosure/refuse storage room must be of a design to accommodate the quantity of refuse and recycling including source separation to allow for low servicing collection of the development. This storage area must:
- A suitable enclosure with an impervious floor, with dimensions which exceed the size of the nominated bin size by at least 300mm at the rear and both sides and 600mm at the front.
 - Graded and drained towards an area of significant landscaping or bio-retention device.
 - Provided with a hose cock and hose in close proximity to the enclosure. Waste containers shall be maintained in a clean and hygienic condition.
 - enclosed so the area is able to be secured after hours;
 - located in accordance with crime prevention through environmental design principles so as not to create a natural ladder;
 - illuminated for night time use; and
 - screened from view from public land with a maximum transparency of 20%
 - Bins must be located in an area which allows them to be manoeuvred from the bin storage area to the designated internal collection point.
- EH10. Regulated waste must be removed from the premises by a waste transport holding a licence and relevant waste transport docket to transport regulated waste. The following records must be made of regulated wastes removed from the premises:
- the date, quantity and type of waste removed.
 - The operator and company name of the waste transporter which removed the waste;
 - The intended treatment/disposal destination of the waste.
- EH11. Solid contaminants (e.g. oil drums, absorbent, etc) must be stored in a manner to prevent the mobilisation, or the potential for mobilisation, of the contaminant by wind or water.
- All waste is to be recycled where possible and any residual waste unsuitable for recycling must be removed to a licensed waste disposal facility.
 - Solid waste disposed to an industrial waste bin must be chemically stable, non-putrescible and inert.
 - Containers or vessels used for the storage of oils, paints, solvents and/or other potential contaminants must be emptied prior to disposal to an industrial bin.
 - Solid waste materials such as absorbent rags, paper, sawdust which have been soaked in chemicals must be bagged and disposed of to an industrial waste bin. Readily combustible materials sawdust must not be used to clean up volatile solvents or combustible liquids.
 - All waste oil filters are to be collected by a licensed waste oil/ waste oil filter recycler.
 - A contaminant (including a waste) must not:
 - be buried at the Premises; or
 - be in contact with soil at the Premises; or
 - directly or indirectly seep or penetrate into the soil or groundwater at the Premises.

Delegated Authority:

Date:

- ENG7. Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).

WATER SUPPLY

- ENG8. Connect the development to Council's reticulated water network via a single connection.

SEWERAGE

- ENG9. Connect the development to Council's existing reticulated sewerage system via a single connection.

PARKING AND ACCESS GENERAL

- ENG10. All internal driveway, parking, access & manoeuvring areas are to be sealed with concrete, asphalt or a two-coat bitumen seal to accommodate vehicles intended to frequent the site.

- ENG11. Provide 30 carparking bays in accordance with the plans referred to in this approval. Car parks shall be constructed in accordance with AS2890.1 *Parking facilities - Off street car parking*.

- ENG12. Provide onsite parking for a B-Double in accordance with the plans referred to in this approval.

- ENG13. Undertake line marking for all vehicle parking areas generally in accordance with the approved plans referred to in this approval. Provide wheel stops to protect pedestrians, landscaping areas, and buildings where appropriate.

VEHICLE ACCESS

- ENG14. Widen the existing a crossover as required to accommodate the swept path of a B-Double. Any widening shall be in accordance with IPWEA drawing RS-051: Heavy Duty Vehicle Crossing.

- ENG15. Any existing kerb damage during construction or resulting from the approved use shall be replaced to the same profile of that existing.

ELECTRICITY AND TELECOMMUNICATION

- ENG16. Connect the development to electricity and telecommunication services.

EARTHWORKS – GENERAL

- ENG17. Earthworks involving cut or fill with a nett quantity of material greater than 50m³, requires an Operational Work application.

- ENG18. Undertake earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.

EROSION AND SEDIMENT CONTROL – GENERAL

- ENG19. Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

- ENG20. Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

FLOODING

- ENG21. The bottom of the silos shall be located at a height above the ARI100 flood level, based on the Flood Risk Mapping for Kingaroy prepared by Kellogg Brown & Root dated 17 December 2014, per the Queensland Floodcheck website.

Delegated Authority:

Date:

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.

Delegated Authority:

Date:

	<ul style="list-style-type: none"> - Hours of Operation - Sealing of Impervious Areas 	
Referral agencies	Agency	Concurrence/ Advice
	SARA	Concurrence (ERA)
Public notification	Yes – 15 business days	
Planning Regulation 2017	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 immediate locality.



Source: QLD Globe

2.1. SITE DESCRIPTION & EXISTING USE

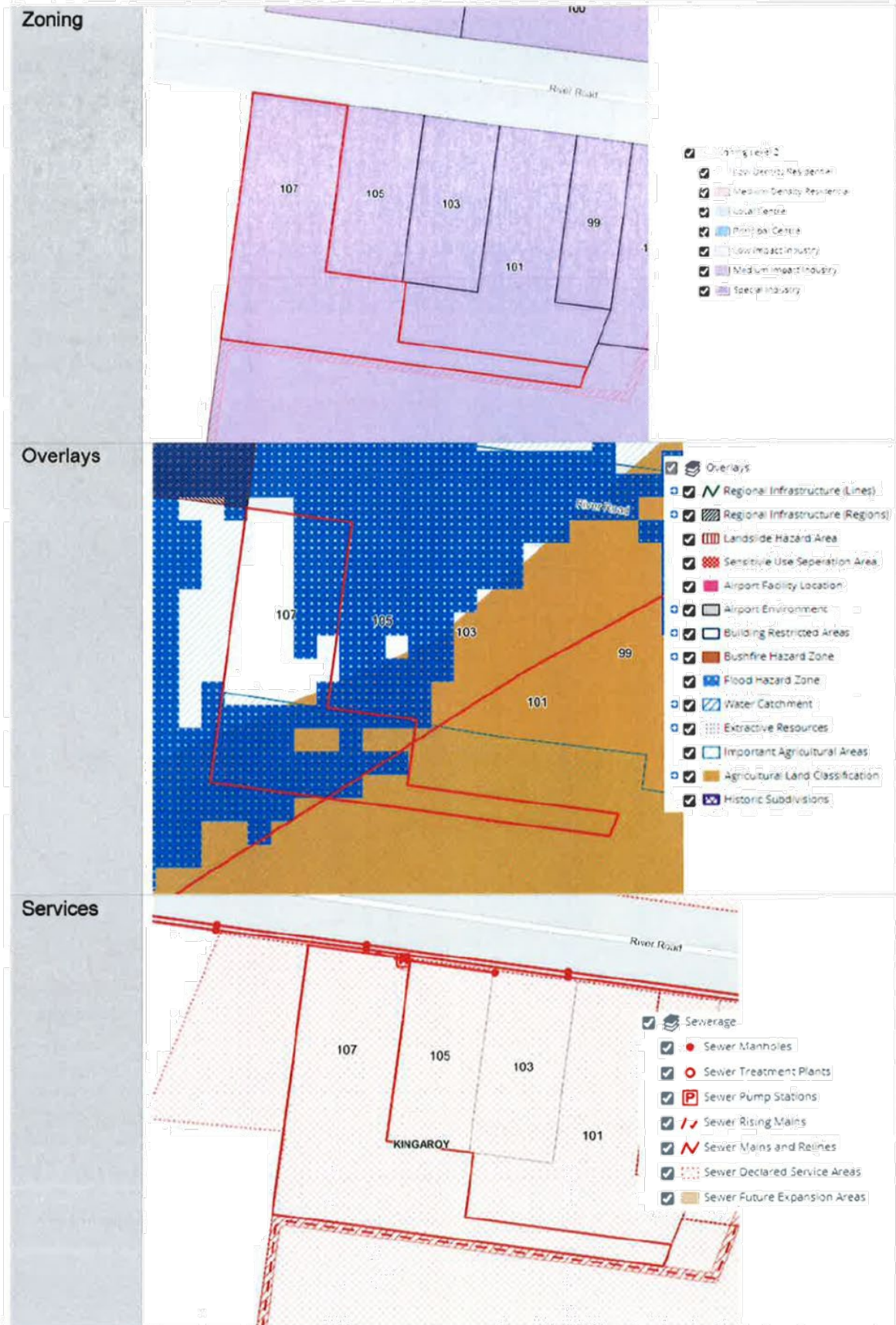
The subject site is located south-west of the Kingaroy township, approximately 400m west of the intersection with Youngman Street (Bunya Highway), Kingaroy. The land is included in the Medium Impact Industry Zone under the South Burnett Regional Council Planning Scheme.

The relatively flat and irregular shaped site as outlined in the maps in Table 1 below and has a total area of 7,931m². The site is affected by the following:

- The entire site is mapped as containing Category X vegetation on the regulated vegetation management map. A small narrow section along the north-western boundary of the site (within the existing exotic landscape strip within the front boundary setback/carpark) is also mapped as containing Category R vegetation on the regulated vegetation management map. Site visits did not observe native vegetation (on the site).
- Southern and eastern parts of the site are mapped as Flood Hazard Area on Overlay Map OM3 - Flood Hazard Overlay of the SBRC planning scheme, however it was noted that all proposed structures intended to house the development currently exist on the site.

Delegated Authority:

Date:



Delegated Authority:

Date:

3. PROPOSAL DETAILS

The proposal is set out in Table 2 below.

SUMMARY DETAILS

Tenancies	Tenancy 1 (Shed 1, offices and Shed 2)	Tenancy 2 (Shed 1A)	Nb. Shed 1A does not form part of this application or approval
Gross Floor Area + Outdoor Storage Area	1,374m ²	600m ²	
Building height	Existing (New silos, bins, tank 6.5m)	Existing	
Storeys (height)	1	1	
Site Cover	3000m ² (62%)		
Impervious Area	7,104m ²		
Landscape	Existing		
Number of parking spaces	30		
Access	Existing industrial crossover via River Road		
Design Vehicle	B-double		
Setbacks	Existing buildings to be utilised. Proposed fertiliser mixing bin, silos and fertiliser tank to be located: <ul style="list-style-type: none"> • 1.3m from southern boundary (Medium Impact Industry Zone utilised for grazing) • 10m from the western boundary (Rural Zone with Dwelling House) 		
Materials	Existing buildings to be reused		

This application seeks a Development Permit to establish an Agricultural supply store on-site and to manufacture/mix fertilisers from chemicals to be stored in silos on-site.

The mixing and storage of fertiliser on-site constitutes Special industry and requires an environmental authority (EA) for Environmentally Activity 7 4(a) – Chemical Manufacturing in a year, the following qualities of fertiliser: 200t to 5,000t. It is noted that the anticipated amount of raw goods sourced/produced per year is 1,500 tonnes for retail purposes.

The proposed use is intended to utilise existing premises with the exception of Shed 1A which is a separate tenancy leased for Warehouse purposes (is not part of this application).

The remainder of the buildings (i.e. Shed 1, Shed 2, Office and OFC components) as well as five (5) silos located on the southern boundary of the site form a separate tenancy and are to utilised as follows:

Delegated Authority:

Date:

4. 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.

The following sections of the *Planning Act 2016* are relevant to this application:

- 45(5) *An impact assessment is an assessment that –*
- (a) *must be carried out –*
 - (i) *against the assessment benchmarks in a categorising instrument for the development; and*
 - (ii) *having regard to any matters prescribed by regulation for this subparagraph; and*
 - (b) *may be carried out against, or having regard to, any other relevant matter, other than a person's personal circumstances, financial or otherwise.*

In regard to the prescribed regulation, being the *Planning Regulation 2017*, the following sections apply in the assessment of this application:

Section 30 – Assessment Benchmarks generally

- (1) *For section 45(5)(i) of the Act, the impact 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 impact 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 development is not in a local government area—any local planning instrument for a local government area that may be materially affected by the development;*
 - (c) *if the local government is an infrastructure provider—the local government's LGIP.*
- (3) *However, an assessment manager may, in assessing development requiring impact assessment, consider an assessment benchmark only to the extent the assessment benchmark is relevant to the development.*

Table 3 - Matters Prescribed in Schedule 10 of the Planning Regulation						
Part	Matter	Applicability to this Development Application	Prohibited Development	Assessable Development	Referral Agency	Assessment Benchmarks / Matters to be assessed against
1	Airport Land	N/A		N/A	N/A	N/A
2	Brothels	N/A	N/A	N/A		N/A
3	Clearing Native Vegetation	N/A	N/A	N/A	N/A	N/A
4	Contaminated Land	N/A		N/A	N/A	N/A
5	Environmentally Relevant Activity	YES	N/A	YES	Concurrence	Code 22: Environmentally relevant activities
6	Fisheries: - Aquaculture - Declared Fish Habitat - Marine Plants - Waterway Barrier works	N/A N/A N/A N/A		N/A	N/A	N/A
7	Hazardous Chemical Facilities	N/A		N/A	N/A	N/A
8	Heritage Place: - Local Heritage Place - Queensland Heritage Place	N/A		N/A	N/A	N/A
9	Infrastructure Related: - Designated Premises - Electricity - Oil and Gas - State Transport Corridors and Future State Transport Corridors - State-controlled transport tunnels and future state-controlled transport tunnels	N/A N/A N/A N/A N/A			N/A	N/A

Table 3 - Matters Prescribed in Schedule 10 of the Planning Regulation						
Part	Matter	Applicability to this Development Application	Prohibited Development	Assessable Development	Referral Agency	Assessment Benchmarks / Matters to be assessed against
17	Tidal Works or Work in a Coastal Management District	N/A		N/A	N/A	N/A
18	Urban Design	N/A			N/A	N/A
19	Water Related Development: - Taking or interfering with water - Removing quarry material - Referral dams - Levees	N/A N/A N/A N/A		N/A	N/A	N/A
20	Wetland Protection Area	N/A	N/A	N/A	N/A	N/A
21	Wind Farms	N/A		N/A		N/A

Based on the findings in [Table 3](#) it has been concluded that the application required referral to SARA as a Referral Agency in accordance with Schedule 10, Part 5, Division 4, Table 2, Item 1 – Material change of use for an environmentally relevant activity of the *Planning Regulation 2017*.

The purpose of this section is to ensure that environmentally relevant activities are located and designed to avoid or mitigate environmental harm on environmental values of the natural environment, adjacent sensitive land uses and sensitive receptors; and avoid impacts on matters of state environmental significance, and where avoidance is not reasonably possible, minimise and mitigate impacts, and provide an offset for significant residual impacts where appropriate.

As the concurrence ERA is a material change of use, the development application is required to be referred to the state for assessment under [State Code 22: Environmentally Relevant Activities](#).

The following comments address the Assessment Benchmarks of the Planning Regulation for the proposal.

Strategic Framework

A review of the applicant's response to the strategic framework (below) was undertaken.

Settlement Pattern	The proposal does not conflict with the strategic outcomes of Section 3.2.1 in particular the proposal is considered a high employment generating activity that will be located in an area with high accessibility. The proposed industry will be located and designed to minimise impacts on the adjoining industry uses and do not represent an expansion of activities beyond the zoned industrial area.
Rural Futures	The proposal does not conflict with the strategic outcomes of Section 3.3 in particular the proposal will not erode the existing rural landscapes in the region or alienate agricultural land. The proposal will support and enhance the integrity of the region's rural industry by providing goods and service that will ultimately support rural production. The proposal will maintain the integrity of and safe and efficient operation of the Kingaroy airport as it is well separated from the airport and do not involve activities that could undermine the airport's air space by attracting wildlife.
Strong Economy	The proposal does not conflict with the strategic outcomes of Section 3.4 in particular the economic contribution of the proposal to support rural activities and providing additional employment opportunities.
Natural Systems and Sustainability	The proposal does not conflict with the strategic outcomes of Section 3.5 in particular the proposal does not encourage inappropriate development that may cause land use conflicts or adversely impact on the environmental values of waterways. The proposal avoids potential impacts on the function of flood plains and does not worsen the severity or impact of natural hazards as it avoids the mapped potential flood hazard area.
Strong Communities	The proposal does not conflict with the strategic outcomes of Section 3.6 in particular the proposal can be suitably integrated with the existing development in relation to road and active transport networks and access to community facilities and employment opportunities, given the direct access to River Road and the broader Kingaroy region. The proposal will retain the established streetscape character and visual amenity established in the area. The proposal will be suitably integrated with existing development and utilise existing services and infrastructure available in the locality. The proposal is well separated from the residential developments in Kingaroy to avoid the potential for reverse amenity impacts on these areas. The proposal will not result in significant noise levels or discharge of contaminants to land or air.
Infrastructure and Servicing	The proposal does not conflict with the strategic outcomes of Section 3.7 in particular it is noted that sufficient urban infrastructure is available to support the proposal. The proposal does not conflict with the strategic outcomes as it will not result in adverse impacts on the safe and efficient operation of the local road network servicing the subject lot and wider Kingaroy township. Access to the site from River Road has been assessed and meet the relevant standards to main safety and efficiency.
The applicant's address of the Strategic Framework is acceptable with exception of response to the Strong Communities which was re-assessed below.	
STRATEGIC FRAMEWORK	
Strong Communities	
(19) Special Industry land uses are adequately separated from sensitive land use (as defined in the	The application was referred to SARA as an application for an

Ordinary Council Meeting Agenda

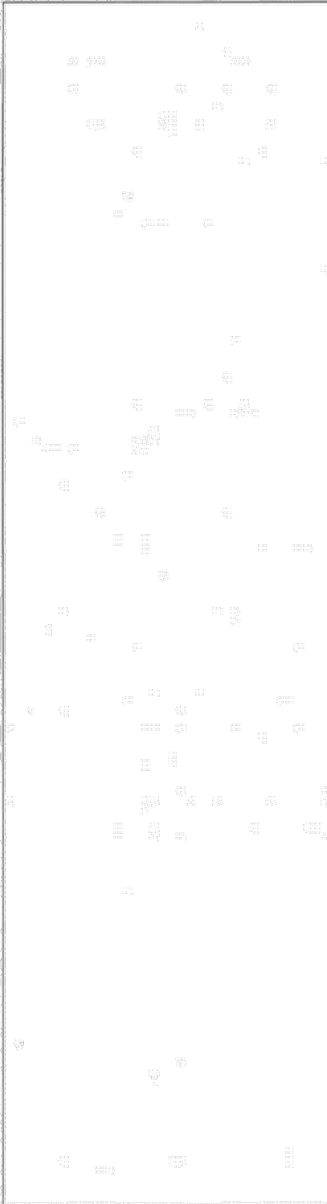
25 December 2030

<p>(a) Land is to be provided at Murgon, Wondai, Kingaroy and Nanango for a wide range of industrial, manufacturing and storage activities with potential to create new employment which are not readily accommodated in the Low Impact Industry Zone because of greater land requirements or more intensive operating characteristics.</p>	<p>Not Applicable</p>
<p>(b) Uses and works are located, designed, screened or buffered and managed to maintain safety to people, avoid adverse effects on the natural environment and minimise impacts on adjacent non-industrial land.</p>	<p>The approval includes conditions requiring implementation of Range Environmental Site Based Management Plan recommendations.</p>
<p>(c) Non-industrial uses, such as offices and retail uses, which are ancillary to and directly support the industrial area may be appropriate.</p>	<p>The proposed Agricultural Supplies Store has a direct nexus with the proposed Special Industry (manufacture and storage of fertilisers) that will enable the sale of the product from the site. Office areas will be ancillary to the proposed Agricultural Supplies Store and Special Industry which can be imposed as a condition of development.</p>
<p>(d) Development maximises the use of existing transport infrastructure and has access to the appropriate level of transport infrastructure but does not compromise the efficiency of the local and State-controlled road network.</p>	<p>The proposal will utilise existing transport infrastructure which will maintain safe and efficient access to River Road which is not a State-controlled road. A Traffic & Pavement Impact Assessment Report prepared by ATC Engineers showed that traffic generated by the proposed development is expected to be less than 5% of the existing background traffic and unlikely to have any perceptible impact on the performance of the existing road network.</p>
<p>(e) The scale, character and built form of development contributes to a high standard of amenity.</p>	<p>All existing buildings on-site are to be retained and utilised with the proposed external silos and fertiliser mixing area to be screened by the large existing building (Shed 1) at the street frontage. The front façade of Shed 1 that presentation to the street is contemporary in form with a central feature entry including skillion awning, coloured posts and glass sliding doors; as well as mixed materials and finishes the length of the front façade including window openings, rendered and painted masonry and colorbond cladding. An established 1.2m wide landscape strip is provided along the front boundary and the western</p>

<p>receptors, higher standards of siting, design, environmental performance, buffering and screening will apply.</p>	<p>Site Based Management Plan recommendations.</p> <p>An EA for ERA7 was issued by the State which is considered to sufficiently attend to matters associated with proximity to sensitive uses (refer to Environmental Authority P-EA-100458360)</p>	
<p>(m) Sites fronting major thoroughfares provide a high standard of visual presentation.</p>	<p>Refer to response to (e).</p>	
<p>(n) Activities generating high volumes of traffic, particularly heavy vehicle traffic, are located in areas having direct access to the major road network or access other than through residential areas or other sensitive receptors.</p>	<p>The proposed development will utilise existing premises including the existing industrial crossover that is directly accessible to River Road which does not provide access through a residential area.</p>	
<p>(o) Higher order commercial uses are inconsistent with the purpose of this zone and should be located in the appropriate centre zone.</p>	<p>Not Applicable</p>	
<p>PERFORMANCE OUTCOME</p>	<p>ACCEPTABLE OUTCOME</p>	<p>RESPONSE</p>
<p>Section 1 General</p>		
<p>PO1 Buildings are of a scale that is consistent with the surrounding built form, streetscape and civic spaces.</p>	<p>AO1.1 Maximum building height is 11.5m.</p>	<p>AO1.1 No new buildings are proposed as part of the proposed development and all existing buildings are to be maintained. The proposed fertiliser mixing bin, five fertiliser storage silos and liquid fertiliser tank located 1.3m from the southern boundary of the site is no greater than 6.5m in height (i.e. silo height which is below the eave height of Shed 1).</p>
<p>PO2 Development does not jeopardise the rural production capacity of the Zone.</p>	<p>AO2.1 Buildings are setback from sub-arterial or higher order road frontages by a minimum of 8m.</p> <p>or</p>	<p>AO2.1 The existing buildings setbacks will remain unchanged with the front building currently setback in excess of 10m from the River Road frontage.</p>
	<p>AO2.2 Buildings are setback from all other road frontages by a minimum of 4m. and</p>	<p>AO2.2 – N/A</p>

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	<p>AO3.2 All parts of the building facades visible from an arterial or higher order road are constructed predominantly of brick or coloured concrete or masonry and do not incorporate highly reflective materials. and</p>	<p>AO3.2 – Complies. All existing buildings on-site are to be retained and utilised. The front office portion of the building that presents to the street is contemporary in form with a central feature entry including skillion awning, coloured posts and glass sliding doors; and mixed materials and finishes the length of the front façade including large glass door, window openings, rendered and painted masonry block and colorbond cladding.</p>
	<p>AO3.3 Buildings include variation in parapet design, roofing heights and treatments. and</p>	<p>AO3.3 – Complies. All existing buildings on-site are to be retained and utilised. The front office portion of the building that presents to the street is contemporary in form, incorporating opposing skillion roof forms including a feature awning over the posted feature entry.</p>
	<p>AO3.4 The main entry to the building is easily identifiable from and directly accessible from the principal street frontage of the site and any ancillary office or sales area is located at the front of the building.</p>	<p>AO4.1 – Complies. The proposal utilises existing buildings and carparking areas with ample provision for carparking readily visible within the front boundary setback and along the open eastern boundary of the site. The front entry is easily identifiable and directly accessible from River Road with the central front entry of the existing contemporary front façade being highly visible from the River Road.</p>
<p>PO4 Development is not exposed to risk from natural hazard relating to land slip.</p>	<p>AO4.1 Development is to be connected to reticulated water supply and sewerage. and</p>	<p>AO4.1 – Complies. The proposal utilises existing buildings on a developed site which is connected to reticulated water supply and sewerage.</p>
	<p>AO4.2 Development is supplied with reticulated electricity and telecommunications services. and</p>	<p>AO4.1 – Complies. The proposal utilises existing buildings on a developed site which is supplies with reticulated electricity and telecommunications services.</p>
	<p>AO4.3</p>	<p>AO4.2 – Complies & Conditioned</p>

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	where their removal is not required to site the use. and	
	AO5.5 Shade trees are provided in car parking areas at a ratio of 1 tree for each 6 car parking spaces.	AO5.5 – N/A The proposal is for re-use of an existing developed site, (this aspect of the development appears to exist).
PO6 Site access facilitates the efficient, effective, safe and convenient functioning of transport infrastructure.	AO6.1 Site access is provided to a gazetted, formed and sealed road. and	AO6.1 - Complies Site access via the existing industrial crossover in River Road, which is a formed and sealed road.
	AO6.2 Access arrangements preclude the need for vehicles to reverse on or off the site. and	AO6.2 - Complies. A Traffic & Pavement Impact Assessment Report was prepared by ACT Engineers dated 14/11/2023, which examined the suitability of long articulated heavy vehicle operation and confirmed through manoeuvring templates that a B-double will be able to safely access and leave the site, as well as park and manoeuvre within the site in forward gear.
	AO6.3 Site access is provided that is at least 15m from an uncontrolled intersection or 30m from an intersection with traffic lights or islands. and	AO6.3 - Complies. Site access is to be provided via the existing industrial crossover which is not within 15m of an uncontrolled intersection or 30m from traffic lights or islands.
	AO6.4 Where practical, adjoining industrial uses utilise a shared access point.	AO6.3 – N/A Site access via the existing industrial crossover is to be retained.
PO7 Development does not adversely affect the safety and security of people and property.	AO7.1 Storage of dangerous goods and combustible liquids is limited to: (a) Class 2.1 - 2t or kl; (b) Class 2.2 - 100t or kl; (c) Class 2.3 - 100kg or litres; (d) Class 3 - 20kl;	AO7.1 – Complies & Conditioned The approval include conditions stating the dangerous good specified in AO7.1 cannot be stored as part of this approval.

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	<p>Stormwater is directed away from areas of potential contamination. and</p>	<p>appear to discharge stormwater to River Road (catchment 1), with a subsequent discharge point (catchment 2) at the rear. Conditions have been imposed to manage stormwater discharge appropriately.</p>
	<p>AO8.4 Areas where potentially contaminating substances are stored or used are covered and bunded. and</p>	<p>AO8.4 Complies The fertiliser plant mixes, stores, and loads vehicles from a closed elevated system (i.e. the system is completely covered).</p>
	<p>AO8.5 Provision is made for spills to be controlled on-site for removal and disposal by an approved means. and</p>	<p>AO8.5 Complies & Conditioned The Range Environmental Consultants 'Site Based Management Plan' J0000821 forms part of the approval documentation. Implementation of the report is also conditioned.</p>
	<p>AO8.6 Liquid or solid wastes are not discharged directly to land or waters.</p>	<p>AO8.6 Complies & Conditioned The Range Environmental Consultants 'Site Based Management Plan' J0000821 forms part of the approval documentation. Implementation of the report is also conditioned.</p>
<p>PO9 Refuse storage areas are located for convenient collection, screened from public view and provided with facilities for self-contained cleaning.</p>	<p>AO9.1 Refuse storage areas are located behind the front building line, allow the appropriately sized collection vehicle to enter and exit in a forward gear. The use of staff car parking areas to accommodate internal manoeuvring is permissible. and</p>	<p>AO9.1 The refuse storage area is proposed to the south-east of the subject site (at the rear of Shed 1A) based on scaled drawings showing manoeuvring of a B-double is it determined that an RCV will have sufficient space to enter and leave the site in a forward motion (note and RCV is likely to be a Long Rigid Vehicle type).</p>
	<p>AO9.2 The refuse storage area is provided in a building or other enclosed structure screened to a minimum height of 0.2m above the height of the refuse receptacles.</p>	<p>AO9.2 Complies & Conditioned Bin enclosure is conditioned.</p>

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	Any sales area does not exceed 20% of the total gross floor area. and	The retail area is not annotated on plans however applicant stated that the proposal will include a retail sales area of 174m ² (approximately 8%) of the total gross floor area. A condition has been imposed to limit the retail area to 174m ² (or 8%).
	AO11.3 Direct sales to the public are restricted to the sale of items produced on site.	PO11 Complies Applicant states that the nature of the proposal will include the retail sale of goods that are not produced on site. However, this will be restricted to agricultural supplies and fertilizer mixed on site and sold in bulk. The selling of items associated with and in support of fertiliser product is determined to be compliant with PO11.
PO12 Business activities are established at accessible locations and limited to small-scale outlets that provide goods and services for local industries and employees.	AO12.1 Business activities are located central to the industrial area that they serve. and	AO12.1 – N/A No business activities are proposed.
	AO12.2 The business activity addresses an identified deficiency in local service. and	AO12.2 – N/A
	AO12.3 The business activity has a total use area no greater than 250m ² , excluding on-site car parking areas.	AO12.3 – N/A
Section 3 Caretaker's accommodation – Not Applicable PO13/AO13 to PO14/AO14		
Section 4 For development affected by one or more overlays		
Airport environs overlay		
Public safety sub-area		
PO15 Development located at the end of runways does not increase the risk to public safety.	AO15.1 Development does not include the following within an airport's public safety area as depicted on Overlay Map 01:	AO15.1 – N/A The site is included in OM1 – Airport Environs Overlay – Distance from Airport (3km)

	<p>Overlay Map 01 for turf farms, fruit tree farms, piggeries, show grounds, food processing plants, food, organic waste or putrescible waste facilities, dairy or poultry farms, outdoor sport and recreation or sewage treatment facilities ensures potential food or waste sources are covered and collected so that they are not accessible to wildlife.</p>	
<p>Biodiversity overlay – Not Applicable PO17/AO17 to PO19/AO19</p>		
<p>Bushfire hazard overlay – Not Applicable PO20/AO20 to PO22/AO22</p>		
<p>Flood hazard overlay The Applicant did not specifically address this matter however noted that State Government's DA Mapping System shows 'flood plain assessment overlays' outside the boundaries of the subject site. State flood mapping relative to the subject site is different to SBRC's planning scheme overlay. Notwithstanding, an assessment of the SBRC Planning Scheme Flood Overlay is provided below.</p>		
<p>PO23 Development is not exposed to risk from flood events by responding to flood potential and maintains personal safety at all times.</p>	<p>AO23.1 All new allotments include an area of sufficient size to accommodate the intended land use outside the area identified on Overlay Map 03. and</p>	<p>AO23.1 – N/A No new allotments are proposed.</p>
	<p>AO23.2 New buildings are not located within the area identified on Overlay Map 03; or</p>	<p>AO23.2 – N/A No new buildings are proposed.</p>
	<p>AO23.3 Development is sited above the 1%AEP flood event where known, or the highest known flood event, as follows: (a) Habitable floor levels - 500mm; (b) Non-habitable floor levels - 300mm; (c) On-site sewage treatment and storage areas for potential contaminants - 300mm;</p>	<p>AO23.3 Not applicable the proposal seeks to use existing buildings/structures on the site.</p>

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<p>velocity or flood level, and does not increase the potential for flood damage either on site or other properties.</p>	<ul style="list-style-type: none"> (a) involve a net increase in filling greater than 50m³; or (b) result in any reductions of onsite flood storage capacity and contain within the site any changes to depth / duration/velocity of flood waters; or (c) change flood characteristics outside the site in ways that result in: <ul style="list-style-type: none"> (i) loss of flood storage; (ii) loss of/changes to flow paths; (iii) acceleration or retardation of flows; or (iv) any reduction in flood warning times. 	<p>operational works application in the event earthworks exceed 50m³.</p>
<p>PO25 Development avoids the release of hazardous materials into floodwaters.</p>	<p>AO25.1 Materials manufactured or stored on site are not hazardous in nature. or</p>	<p>AO25.1 Complies Materials associated with the special industry are now approved under the relevant Environmental Authority (ERA07). All material manufactured, and raw materials are stored in elevated positions (above ground) in sealed containers.</p>
	<p>AO25.2 Hazardous materials and any associated manufacturing equipment are located above the nominated flood level.</p>	<p>PO25.2 Complies & Conditioned The development is conditioned to ensure storage of hazardous materials remain elevated above the 1% AEP (as identified on State Government Flood check mapping).</p>
<p>PO26 Community infrastructure in any area mapped as</p>	<p>No outcome specified.</p>	<p>PO26 – N/A</p>

<p>The development is planned and designed considering the land use constraints of the site for achieving stormwater design objectives.</p>	<p>achievable stormwater quality treatment measures that meet the design objectives identified in Table 9.4.4.</p>	<p>Submission of a Detailed SBSMP is conditioned.</p>
<p>PO2 Development does not discharge wastewater to a waterway or off-site unless demonstrated to be best practice environmental management for that site.</p>	<p>AO2.1 A wastewater management plan prepared by a suitably qualified person and addresses : (a) wastewater type; (b) climatic conditions; (c) water quality objectives; (d) best-practice environmental management; and</p>	<p>AO2.1 – Not Applicable</p>
	<p>AO2.2 Wastewater is managed in accordance with a waste management hierarchy that: (a) avoids wastewater discharge to waterways; or (b) minimises wastewater discharge to waterways by re-use, recycling, recovery and treatment for disposal to sewer, surface water and groundwater.</p>	<p>AO2.2 – Not applicable Development does propose discharge of waste water to waterways.</p>
<p>PO3 Construction activities avoid or minimise adverse impacts on stormwater quality.</p>	<p>AO3.1 An erosion and sediment control plan addresses the design objectives for the construction phase in Table 9.4.4.</p>	<p>AO3.1 – N/A Proposed development is to occur within existing buildings and sealed areas. Erosion and sediment control is conditioned.</p>
<p>PO4 Operational activities avoid or minimise changes to waterway hydrology from adverse impacts of altered stormwater quality and flow.</p>	<p>AO4.1 Development incorporates stormwater flow control measures to achieve the design objectives for the postconstruction phase in Table 9.4.4.</p>	<p>AO4.1 – Complies & Conditioned. Development is conditioned to submit a Stormwater management plan.</p>
<p>Section 2 Infrastructure</p>		

<p>PO7 Landscaping is appropriate to the setting and enhances local character and amenity.</p>	<p>Landscaping is provided in accordance with the relevant zone code provisions. and</p>	<p>No additional landscaping is proposed. The proposed uses/activities are to occur in existing buildings and sealed areas within a developed site.</p>
	<p>AO7.2 Where shade tree planting is required in vehicle parking areas each planting bed has a minimum area of 2m² and is unsealed and permeable. and</p>	<p>AO7.2 –N/A</p>
	<p>AO7.3 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>AO7.3 – Complies No additional landscaping is proposed. The proposed uses/activities are to occur in existing buildings and sealed areas within a developed site. It is noted that an established 1.2m wide landscape strip is provided along the front boundary and the western boundary within the front setback.</p>
<p>Section 5 Filling and Excavation Not Applicable – No filling or excavation is proposed.</p>		
<p>Section 6 - All operational work subject to an overlay – Not Applicable – No operational work is proposed.</p>		
<p>Biodiversity overlay – Not Applicable – No operational work is proposed.</p>		
<p>Flood hazard overlay – Not Applicable – No operational work is proposed.</p>		
<p>Regional infrastructure overlay – Not Applicable – No operational work is proposed.</p>		
<p>Water catchments overlay – Not Applicable – No operational work is proposed.</p>		

The consideration of other relevant matters applies to the assessment and decision-making process for this impact assessable development application. The below summarises the matters considered by the planning assessment.

<p>Applicant submitted reports</p>	<ul style="list-style-type: none"> • Site Based Assessment Report (J000821 • Preliminary Stormwater Management Report V1 (As considered relevant to the SBRC Impact Assessment and Conditions). <p>Note – other reports considered relevant to the Environmental Authority application/permit that ran concurrently with this DA.</p>
<p>Assessment considerations of merits</p>	<p>Impact assessment under the <i>Planning Act 2016</i> is an 'unbounded' assessment, meaning relevant matters other than those prescribed can also be considered, and weighing and balancing 'inside the box' as well as</p>

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	<ul style="list-style-type: none"> • Making a material change of use; • Carrying out building work. <p>Refer to Attachment B for the Infrastructure Charges Notice.</p>
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Public Notification

Date Notification Commenced	9 December 2023
Date Notification Completed	18 January 2023
Date notice of compliance received	19 January 2023

No submissions were received.

6. RECOMMENDATION

It is recommended that the impact assessable application for a Development Permit for Agricultural Supplies Store and Special Industry (Manufacturing Fertiliser) and Concurrent ERA7 - Chemical Manufacturing at 107 River Road, Kingaroy (and described as Lot 5 on SP249675) be approved subject to reasonable conditions.

ATTACHMENTS

1. **Attachment A - Statement of Reasons**
2. **Attachment B - Infrastructure Charges Notice**
3. **Attachment C - Concurrence Agency Response**
4. **Attachment D - Approved Plans**
5. **Attachment E - Range Environmental Site Based Management Plan**
6. **Attachment F - Preliminary Stormwater Management Report**

NOTICE ABOUT DECISION – STATEMENT OF REASONS

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

Applicant:	E E Muir & Sons Pty Ltd C/- ONF Surveyors
Application No:	MCU22/0018
Proposal:	Development Permit for Agricultural Supplies Store and Special Industry (Manufacturing Fertiliser) and Concurrent Environmentally Relevant Activity 7 4(A) - Chemical Manufacturing in a year, the following quantities of fertiliser: 200t to 5,000t.
Street Address:	107 River Road, Kingaroy QLD 4610
RP Description:	Lot 5 on SP249675
Assessment Type:	Impact Assessment
Number of Submissions:	None received

On 12 September 2023 the above development was recommended for:

- Approval
 Refusal

1. Reasons for the Decision

The reasons for this decision are:

- Proposal does not conflict with the SBRC Planning Scheme Strategic Framework
- The proposal is consistent with the SBRC Planning Scheme overall outcomes for the Medium Impact Industry Zone Code and Services & Works Code.
- The proposal does not propose new building works in flood affected areas.
- Reasonable and relevant conditions of approval can be imposed to ensure compliance with the South Burnett Planning Scheme 2017 requirements.
- The proposal presents no conflicts with the assessment benchmarks.

2. Assessment Benchmarks

The following are the benchmarks apply to this development:

- Strategic Framework
- Medium Impact Industry Zone Code
- Services & Works Code

3. Compliance with Benchmarks

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

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

INFRASTRUCTURE CHARGES NOTICE*(Section 119 of the Planning Act 2016)*

APPLICANT:	EE Muir & Sons Pty Ltd C/- O'Reilly Nunn Favier - ONF Surveyors PO Box 896 KINGAROY QLD 4610	
APPLICATION:	Agricultural supplies store and Special Industry (Manufacturing fertiliser) and concurrent ERA 7 - Chemical Manufacturing	
DATE:	30/08/2023	
FILE REFERENCE:	MCU22/0018	
AMOUNT OF THE LEVIED CHARGE: <i>(Details of how these charges were calculated are shown overleaf)</i>	\$88,094.00	Total
	\$42,594.00	Water Supply Network
	\$23,358.00	Sewerage Network
	\$21,984.00	Transport Network
	\$0.00	Parks and Land for Community Facilities Network
	\$158.00	Stormwater Network
AUTOMATIC INCREASE OF LEVIED CHARGE:	The amount of the levied charge is subject to an automatic increase. Refer to the Information Notice attached to this notice for more information on how the increase is worked out.	
LAND TO WHICH CHARGE APPLIES:	Lot 5 on SP249675	
SITE ADDRESS:	107 River Road, Kingaroy	
PAYABLE TO:	South Burnett Regional Council	
WHEN PAYABLE: <i>(In accordance with the timing stated in Section 122 of the Planning Act 2016)</i>	Material Change of Use – When the change happens.	
OFFSET OR REFUND:	Not Applicable.	

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

NOTES:

1. No GFA has been applied to the storage silos
2. The GFA for the Office is considered to form part of the Agricultural Supply Store, and is not a separate use.

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Not Applicable	-	-	\$0.00	-	\$0.00

Stormwater

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Commercial Bulk Goods	2,977	m2 impervious	\$2.00	CR Table 2.2	\$5,954.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing Use – Other Industry	2,898	m2 impervious	\$2.00	CR Table 2.2	\$5,796.00

Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Commercial Bulk Goods	\$42,594.00	\$23,358.00	\$21,984.00	\$0.00	\$158.00	\$88,094.00
Total	\$42,594.00	\$23,358.00	\$21,984.00	\$0.00	\$158.00	\$88,094.00

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

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

- 69 Hart Street, Blackbutt, 4314;
- 45 Glendon Street, Kingaroy, 4610;
- 42 Stephens Street West, Murgon, 4605;
- 48 Drayton Street, Nanango, 4615;
- McKenzie Street, Wondai, 4606; or
- via other methods identified on the Itemised Breakdown.

Enquiries

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

Permit

Environmental Protection Act 1994

Environmental authority P-EA-100458360

This environmental authority is issued by the administering authority under Chapter 5 of the Environmental Protection Act 1994.

Environmental authority number: P-EA-100458360

Environmental authority takes effect on the date that your related development approval **MCU22/0018** takes effect. This is the take effect date.

Within 5 business days of the environmental authority taking effect, the administering authority must be given written notice of the occurrence. Prior to the commencement of the activity, the administering authority must be given written notice of the proposed date of commencement.

The first annual fee is payable within 20 business days of the take effect date.

The anniversary date of this environmental authority is the same day each year as the take effect date. The payment of the annual fee will be due each year on this day.

Environmental authority holder(s)

Name(s)	Registered address
E.E. MUIR & SONS PTY. LIMITED	107 River Rd KINGAROY QLD 4610

Environmentally relevant activity and location details

Environmentally relevant activity/activities	Location(s)
ERA 07 - Chemical manufacturing - 4(a) - Manufacturing, in a year, the following quantities of fertiliser - 200t to 5000t	5/SP249675

Additional information for applicants

Environmentally relevant activities

The description of any environmentally relevant activity (ERA) for which an environmental authority (EA) is issued is a restatement of the ERA as defined by legislation at the time the EA is issued. Where there is any inconsistency between that description of an ERA and the conditions stated by an EA as to the scale, intensity or manner of carrying out an ERA, the conditions prevail to the extent of the inconsistency.

An EA authorises the carrying out of an ERA and does not authorise any environmental harm unless a condition stated by the EA specifically authorises environmental harm.

Permit

Environmental authority P-EA-100458360

A person carrying out an ERA must also be a registered suitable operator under the *Environmental Protection Act 1994* (EP Act).

Contaminated land

It is a requirement of the EP Act that an owner or occupier of contaminated land give written notice to the administering authority if they become aware of the following:

- the happening of an event involving a hazardous contaminant on the contaminated land (notice must be given within 24 hours); or
- a change in the condition of the contaminated land (notice must be given within 24 hours); or
- a notifiable activity (as defined in Schedule 3) having been carried out, or is being carried out, on the contaminated land (notice must be given within 20 business days)

that is causing, or is reasonably likely to cause, serious or material environmental harm.

For further information, including the form for giving written notice, refer to the Queensland Government website www.qld.gov.au, using the search term 'duty to notify'.

Take effect

Please note that, in accordance with section 200 of the EP Act, an EA has effect:

- a) if the authority is for a prescribed ERA and it states that it takes effect on the day nominated by the holder of the authority in a written notice given to the administering authority - on the nominated day; or
- b) if the authority states a day or an event for it to take effect-on the stated day or when the stated event happens; or
- c) otherwise on the day the authority is issued.

However, if the EA is authorising an activity that requires an additional authorisation (a relevant tenure for a resource activity, a development permit under the *Planning Act 2016* or an SDA Approval under the *State Development and Public Works Organisation Act 1971*), this EA will not take effect until the additional authorisation has taken effect.

If this EA takes effect when the additional authorisation takes effect, you must provide the administering authority written notice within 5 business days of receiving notification of the related additional authorisation taking effect.

The anniversary day of this environmental authority is the same day each year as the original take effect date unless you apply to change the anniversary day. The payment of the annual fee will be due each year on this day. An annual return will be due each year on 01 April.

If you have incorrectly claimed that an additional authorisation is not required, carrying out the ERA without the additional authorisation is not legal and could result in your prosecution for providing false or misleading information or operating without a valid environmental authority.

Permit

Environmental authority P-EA-100458360



Signature

7 July 2023

Date

Tristan Roberts
Department of Environment and Science
Delegate of the administering authority
Environmental Protection Act 1994

Enquiries:

GPO Box 2454, BRISBANE QLD 4001

Phone: (07) 3330 5715

Email: EnergyandExtractive@des.qld.gov.au**Privacy statement**

Pursuant to section 540 of the EP Act, the Department is required to maintain a register of certain documents and information authorised under the EP Act. A copy of this document will be kept on the public register. The register is available for inspection by members of the public who are able to take extracts, or copies of the documents from the register. Documents that are required to be kept on the register are published in their entirety, unless alteration is required by the EP Act. There is no general discretion allowing the Department to withhold documents or information required to be kept on the public register. For more information on the Department's public register, search 'public register' at www.qld.gov.au. For queries about privacy matters please email privacy@des.qld.gov.au or telephone 13 74 68.

Permit

Environmental authority P-EA-100458360

Obligations under the *Environmental Protection Act 1994*

In addition to the requirements found in the conditions of this environmental authority, the holder must also meet their obligations under the EP Act, and the regulations made under the EP Act. For example, the holder must comply with the following provisions of the Act:

- general environmental duty (section 319)
- duty to notify environmental harm (section 320-320G)
- offence of causing serious or material environmental harm (sections 437-439)
- offence of causing environmental nuisance (section 440)
- offence of depositing prescribed water contaminants in waters and related matters (section 440ZG)
- offence to place contaminant where environmental harm or nuisance may be caused (section 443)

Other permits required

This permit only provides an approval under the *Environmental Protection Act 1994*. In order to lawfully operate you may also require permits / approvals from your local government authority, other business units within the department and other State Government agencies prior to commencing any activity at the site. For example, this may include permits / approvals with your local Council (for planning approval), the Department of Transport and Main Roads (to access state controlled roads), the Department of Resources (to clear vegetation), and the Department of Agriculture and Fisheries (to clear marine plants or to obtain a quarry material allocation).

Obligations under the *Mining and Quarrying Safety and Health Act 1999*

If you are operating a quarry, other than a sand and gravel quarry where there is no crushing capability, you will be required to comply with the *Mining and Quarrying Safety and Health Act 1999*. For more information on your obligations under this legislation contact Mine Safety and Health at <https://www.rshq.qld.gov.au/>, or phone 13 QGOV (13 74 68) or your local Mines Inspectorate Office.

Development Approval

This permit is not a development approval under the *Planning Act 2016*. The conditions of this environmental authority are separate, and in addition to, any conditions that may be on the development approval. If a copy of this environmental authority is attached to a development approval, it is for information only, and may not be current. If you are unsure that you have the most current version of the environmental authority relating to this site please visit <https://apps.des.qld.gov.au/env-authorities/> to access all environmental authorities currently approved.

Permit

Environmental authority P-EA-100458360

Conditions of environmental authority

Agency interest: General	
Condition number	Condition
G1	Activities under this environmental authority must be conducted in accordance with the following limitations: (a) Manufacturing of chemicals is limited to fertilisers; (b) Manufacturing of chemicals must not exceed 1,200 tonnes per annum.
G2	Any contravention of a condition of this environmental authority must be reported to the administering authority as soon as practicable, but no more than 24 hours after becoming aware of the contravention.
G3	All reasonable and practicable measures must be taken to prevent or minimise environmental harm caused by the activity.
G4	Other than as permitted by this environmental authority, the release of a contaminant into the environment must not occur.
G5	Prior to commencement of the activity, written procedures must be developed that: a) identify all potential risks to the environment from the activity, including during and outside routine operations, during closure and in an emergency; and b) identify measures to prevent or minimise the potential for environmental harm for each of the potential risks identified; and c) establish an inspection and maintenance program for plant and equipment including calibration and servicing that is in accordance with manufacturer's instructions; and d) establish a staff training program on obligations under this environmental authority and the <i>Environmental Protection Act 1994</i> to be conducted as part of staff inductions and at least annually; and e) establish processes to review environmental risks, incidents, performance and complaints.
G6	Written procedures required by condition G5 must be: a) implemented; b) kept in a location readily accessible to personnel carrying out the activity; and c) reviewed at least annually or following any amendments made to the environmental authority.
G7	Plant and all equipment must be installed, operated and maintained in a proper and effective manner.
G8	All records must be kept for a period of at least five years and provided to the administering authority upon request, within the timeframe and in the format specified in the request.