



# Minutes

Of The

## General Council Meeting

Held in the Council Chambers, 45 Glendon Street Kingaroy

on Wednesday, 17 July 2013

Chief Executive Officer: Ken McLoughlin

# SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday, 17 July 2013

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Minutes of the meeting of the South Burnett Regional Council, held in the Council Chambers, 45 Glendon Street Kingaroy on 17 July 2013 at 9.02am.

**PRESENT:**

**Councillors:**

Present: Cr DW Kratzmann (Mayor), Cr KM Campbell, Cr CD Dalton, Cr KA Duff, Cr BL Green, Cr DJ Palmer, Cr DP Tessmann

**Council Officers:**

Ken McLoughlin (Chief Executive Officer), Gary Wall (General Manager Finance & Information Technology), Stan Taylor (General Manager Planning & Environment), Russell Hood (General Manager Infrastructure Services)

**1. Leave Of Absence**

Nil.

**2. Prayers**

Nil.

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

**3.1 South Burnett Regional Council Minutes**

**Officer's Recommendation**

That the minutes of the previous meeting held on Wednesday 12 June 2013 as recorded be confirmed.

**Resolution:**

*Moved Cr CD Dalton, seconded Cr DP Tessmann.*

*That the minutes of the previous meeting held on Wednesday 12 June 2013 be confirmed subject to the changes below.*

**5.1 Environmental Services - Declaration of Interest:-**

*Reason: Cr Dalton is a member of the board of South Burnett Jobmatch & Ventures and holds an executive position as Secretary.*

*Reason: John Kersnovski is the Vice Chairman of the South Burnett Jobmatch Board.*

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

**3.2 South Burnett Regional Council Special Budget Meeting Minutes**

**Officer's Recommendation**

That the minutes of the Special Budget meeting held on Wednesday 3 July 2013 as recorded be confirmed.

**Resolution:**

*Moved Cr CD Dalton, seconded Cr DJ Palmer.*

*That the Officer's Recommendation be adopted.*

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

**4. Mayoral Report**

**4.1 MR - 1190206 - Mayor's Report**

**Summary**

Mayoral Report to council for the period 5 June 2013 to 8 July 2013.

**Officer's Recommendation**

That the Mayoral Report to council for the period 5 June 2013 to 8 July 2013 be received.

**Resolution:**

*Moved Cr DW Kratzmann, seconded Cr KA Duff.*

*That the Mayoral Report to council for the period 5 June 2013 to 8 July 2013 be received.*

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

**CONSIDERATION OF BUSINESS SECTIONS INCLUDING BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETINGS**

See Business Function Headings

## **5. Planning, Communities & Environment**

### **5.1 Planning & Land Management**

#### **(a) Officer's Reports**

##### **5.1.1 P&LM - 1137269 - Living Comfort Group - SeDA Material Change of Use (Multiple dwelling units) - 2 Marjorie Street, Kingaroy - Lot 86 RP66068 - Living Comfort Group**

### **Summary**

#### **Key Point Summary**

- Application for Material Change of Use (3 Multiple Dwelling Units);
- Subject site included within the Residential Zone (Residential B Preferred Dominant Land Use Area) under the Kingaroy IPA Planning Scheme;
- Application is Impact Assessable against the Kingaroy Shire IPA Planning Scheme;
- Two properly made submissions were received during the public notification period; and
- Application recommended for approval subject to reasonable and relevant conditions

### **Officer's Recommendation**

That Council *approve* the Development Application for Material Change of Use (3 Multiple Dwelling Units) on 2 Marjorie Street, Kingaroy, and described as Lot 86 on RP66068, subject to the following conditions:

#### **General**

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:
- Site Plan – Job No. – 11-671 Drawing No. A-100 Rev F - AMR Design - July 2011;
  - Proposed Floor Plan Unit 1 – Job No. – 11-671 Drawing No. A-101 Rev F - AMR Design - July 2011;
  - Proposed Floor Plan Units 2 & 3 – Job No. – 11-671 Drawing No. A-102 Rev F - AMR Design - July 2011;
  - Proposed Elevations Unit 1 – Job No. – 11-671 Drawing No. A-103 Rev F - AMR Design - July 2011;
  - Proposed Elevations – Job No. – 11-671 Drawing No. A-104 Rev F - AMR Design - July 2011;
  - Proposed Elevations – Job No. – 11-671 Drawing No. A-105 Rev F - AMR Design - July 2011; and
  - Site Plan Landscaping Job No. – 11-671 - Drawing No. A-107 Rev F - AMR Design - July 2011.
- GEN2. All works, including the relocation of services (Telstra, lighting etc.) are to be completed at no cost to Council.
- GEN3. Dust prevention measures to be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent premises, during and after construction.
- GEN4. Maintain the site in a clean and orderly state at all times.
- GEN5. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.

### **Further Development Permits**

- GEN6. The development herein approved may not start until: the following development permits have been issued and complied with as required:
- Development Permit for Building Works;
  - Development Permit for Plumbing and Drainage Work;
  - Development Permit for Operational Works (Site Works, road widening, kerb and channel and associated drainage, landscaping, access driveways, water supply and sewerage discharge sludge collection and removal, stormwater disposal).

### **Compliance Assessment**

- GEN7. All conditions of this approval are to be satisfied prior to Council issuing a Compliance Certificate for the commencement of the use, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

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

### **Fencing**

- MCU1. Provide a minimum 1.8m high screen fence along the side and rear property boundaries of the site, tapered to 1.2m in height over a length of 4m toward Street/Road frontages.

- MCU2. Fence construction between private open space areas of unit is to be solid screen fencing to a height not exceeding 1.8m.

### **Satellite Dishes**

- MCU3. A maximum of one satellite dish is permitted on the premises with a maximum diameter of 1.2m with a maximum height of 10.5m above ground level.

### **Landscaping**

- MCU4. The site is to be landscaped in accordance with Planning Scheme Policy No. 5 – Landscaping prior to commencement of the use.

A detailed landscaping plan prepared in accordance with Planning Scheme Policy No.5—Landscaping is to be submitted to Council for Compliance Assessment prior to any work commencing on site.

- MCU5. A minimum 2m wide strip of landscaping is to be provided along Marjorie Street frontage (excluding vehicle manoeuvring areas).

- MCU6. Windows to habitable rooms on the site face onto an open area on the site of at least 1.5m deep.

### **Clothes Drying Area**

- MCU7. Each dwelling unit is to be provided with external clothes drying facilities within the nominated open private space areas.

### **Letterboxes and Unit Identification**

- MCU8. Letterboxes shall be provided in accordance with Job No. – 11-671 Drawing No. A-100 Rev F - AMR Design - July 2011 (Site Plan) for each habitable unit, including the body corporate if appropriate. Each box shall be distinguished by a number corresponding to the unit number.

- MCU9. Each dwelling unit is to be readily identified by number.

### **Refuse Storage Collection**

- MCU10. Provision must be made for the storage and removal of refuse in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.



- MCU11. Any areas that are dedicated for the collection and/or storage of solid waste on the premises are to be:
- level;
  - provided with impervious hard stand and drained; and
  - if facing either the street frontage or adjoining properties, screened by a 1.8m high fence around the full perimeter.
- MCU12. Refuse bin areas are to be provided for the washing out of the refuse bins and in connection with this:
- all tap outlets must be fitted with backflow prevention devices;
  - the floor areas are to be drained to sewer; and
  - areas are to be covered of drainage designed such that water not associated with the washing out process (e.g. rainfall) does not enter the sewer.

### **Rainwater Tanks**

- MCU13. Rainwater tanks / storage device/s are to be located outside the area that constitutes the minimum 20m<sup>2</sup> of private open space for each dwelling unit (above ground tanks only).

### **Car Parking**

- MCU14. Prior to the commencement of use, provide a minimum of three (3) car parking spaces and one (1) visitor space on-site which must be made available at all times in accordance with submitted Site Plan – Job No. – 11-671 Drawing No. A-100 Rev F - AMR Design - July 2011.

### **Lighting**

- MCU15. Design all external lighting in accordance with *AS4282-1997 "Control of the Obtrusive Effects of Outdoor Lighting"*.

Artificial illumination is not to cause a nuisance to occupants of nearby premises and any passing traffic. Direct security and flood lighting away from adjacent premises to minimise the protrusion of light outside the street.

### **Vehicle Parking, Access and Manoeuvring**

- ENG1. The property access and internal roadway shall be design and constructed in accordance with IPWEAQ Standard Drawing R-050, Table S2.7 – Design and Construction Standards of the Kingaroy Shire IPA Planning Scheme.
- ENG2. Fencing, landscaping and letterboxes are not to impede sight lines for vehicles exiting the site.

### **Water Supply**

- ENG3. A water connection will be required to service the proposed units to current South Burnett Regional Council standards.

### **Sewerage Reticulation**

- ENG4. A sewerage connection will be required to service the proposed units to current South Burnett Regional Council standards.
- ENG5. Where the proposed driveway is to be constructed over the sewer, construction jointed sections are to be incorporated so as to facilitate future Council access for maintenance/service purposes.
- ENG6. Any work over or adjacent to Council's sewer infrastructure, including the construction/rebuilding/alteration of buildings or other structures and filling or excavation of material, is to be in accordance with Council's Building Over and Adjacent to Sewers Policy.

### **Earthworks/Lot Filling/Sewer Infrastructure**

ENG7. Any proposed earthworks if not self-assessable against Council's Kingaroy Shire IPA Planning Scheme shall be in accordance with Council's Planning Scheme Urban Locality Code - 020 – S20.1 and shall be undertaken under a separate Development Permit for Operational Works.

### **Stormwater**

- ENG8. The stormwater infrastructure serving the site will be in accordance with Hendricks/House Consulting Engineers Stormwater Management Report Revision A dated 12 March 2013 and Hendricks/House Consulting Engineers drawing number H7 for project 3461 Revision B.
- ENG9. All stormwater drainage systems, including all surface, underground and roof water components are to effectively drain all stormwater falling on the proposed development to Council's stormwater system, rainwater tanks or other legal points of discharge.
- ENG10. The stormwater drainage system serving the site is to be designed so that the post-development flows at the point of discharge to all downstream properties including road reserves remains consistent with the pre-developed case.
- ENG11. Stormwater drainage is to be designed such that no restriction to existing or developed stormwater flow from upstream properties or ponding of stormwater within upstream properties occurs as a result of the development.
- ENG12. Kerb adaptors should be installed where the site stormwater is proposed to be piped to the existing kerb and channel system along the site frontage. Stormwater socket reducers may be required to accommodate this depending on the pipe diameters proposed.

### **Advice**

- ADV1. With the introduction of the *Sustainable Planning (Housing Affordability and Infrastructure Charges Reform) Amendment Act 2011*, an applicant's obligations with respect to infrastructure contributions/charges is now contained in a separate adopted infrastructure charges notice rather than in this development approval.
- ADV2. Section 341(1) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.
- ADV3. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.
- ADV4. Attached for your information is a copy of Division 8 of the *Sustainable Planning Act 2009* as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention—
- a) the applicant's Appeal Period commences upon receipt of this advice and expires twenty (20) business days thereafter.

- b) should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.

## Adopted Infrastructure Charges Notice

**To:** Living Comfort Group  
PO Box 799  
EVERTON PARK QLD 4053

**Date of Issue:** 4 June 2013

**Reference Number:** IR1137269

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**Amount of the Charge:** \$ 16,988.33

**Land to which the charge applies:** 2 Marjorie Street, Kingaroy (and described as Lot RP66068)

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

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

### Advisory Notes:

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

Index Used: CPI Brisbane		CPI: 1-Mar-11	CPI % Index: N/A
<b>Water Supply - Charge</b>	<b>Catchment</b>	<b>Kingaroy : LL Zone</b>	<b>Charge/EP: \$ 1,456.87</b>
Development Type:	MCU	Demand EP:	3 Units @ 3.2 EP per unit
Discription :	3 Unit development at 2 Marjorie Street, Kingaroy	Total EP:	9.60
		Credit EP:	3.00
		Total EP less credit:	6.60
		Contribution Payable: \$	9,615.34 Receipt No.: <input type="text"/>
<b>Sewerage - Charge</b>	<b>Catchment</b>	<b>Kingaroy : Zone no. 35</b>	<b>Charge/EP: \$ 728.08</b>
Development Type:	MCU	Demand EP:	3 Units @ 3.2 EP per unit
Discription :	3 Unit development at 2 Marjorie Street, Kingaroy	Total EP:	9.60
		Credit EP:	3.00
		Total EP less credit:	6.60
		Contribution Payable: \$	4,805.33 Receipt No.: <input type="text"/>
<b>Parks - Charge</b>	<b>Catchment</b>	<b>R</b>	<b>Charge/EP: \$ 389.04</b>
Development Type:	MCU	Demand EP:	3 Units @ 3.2 EP per unit
Discription :	3 Unit development at 2 Marjorie Street, Kingaroy	Total EP:	9.60
		Credit EP:	3.00
		Total EP less credit:	6.60
		Contribution Payable: \$	2,567.66 Receipt No.: <input type="text"/>
<b>Other Contributions or Infrastructure to be provided in lieu of charges</b>			
Contribution Type:	N/A	Quantity:	N/A
Infrastructure In Lieu of Charges:	N/A		Receipt No.: <input type="text"/>
<b>TOTAL CHARGES</b>			
		Total Charge: \$	16,988.33
CHECKED BY:	Brian Moloney	DATE:	<input type="text" value="4/06/2013"/>

**Resolution:**

*Moved Cr CD Dalton, seconded Cr KM Campbell.*

*That the Officer's Recommendation be adopted.*

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

**5.1.2 P&LM - 1153122 - Forwarding an application for a Material Change of Use - Proposed Telecommunications Facility & Equipment at 196 Gesslers Road Murgon - Lot 5 RP228136 - Applicant: NBN Co./ Owner: E & R Pratt**

**Summary**

**KEY POINT SUMMARY**

- Application is for a Major Utility (for the purpose of this report, it will be referred to as a (Telecommunication Facility)) to be erected on land identified in the Rural Zone
- The proposal is defined under a Community Use Class as a Major Utility and further defined as a Telecommunication Facility
- A Telecommunication Facility located on Rural zoned land is considered an Impact Assessable application
- The equipment to be installed will consist of the following:
  - One (1) 40.0 metre lattice tower, with three (3) panel antennas (each not more than 2.8 metres in length)
  - Four (4) parabolic antennas (not more than 1.8m in diameter)
  - Two (2) outdoor cabinets to house associated equipment at the base of the lattice tower
  - Ancillary equipment associated with operation of the facility, including cable trays, cabling, safe access methods, bird proofing, earthing, electrical works and air-conditioning equipment.
  - All equipment will be located within a compound, enclosed by a 2.4 metre high chain-link fence, with an area of 96m<sup>2</sup>.
  - Not including any construction variations, the facility will not exceed a total height of 42.0 metres above ground level.
- Application was subject to Impact Assessment against the Murgon Shire IPA Planning Scheme – Community Use Class – Major Utility
- Special Management Overlay Areas (SMOAs) affecting the property:
  - SMOA Map 2C – Environmental Management Areas – Water Quality Elements - Indicative Riparian Land 100m Buffer
  - SMOA Map 2D – Economic Resource – Class A – Good Quality Agricultural Land
  - SMOA Map 2D (i) Buffer Area Management to Intensive Animal Husbandry & Industrial Zoned Land - 200m area of influence to Industrial Zoned Land and as affecting the Rural .and Rural Residential Localities and the Residential Zone and Buffer to Feedlots & Piggery
- One (1) submission was received objecting to the proposal
- Approval subject to reasonable and relevant conditions is recommended

**Officer's Recommendation**

That Council *approve* the Development Application for a Material Change of Use (Telecommunication facility) on Lot 5 on RP228136 located at Gesslers Road, Murgon subject to the following conditions:

### **General**

GEN1. Development of the subject land is to proceed generally in accordance with the site plan and supporting information submitted by the applicant and identified as Drawing Nos.

- Drawing Title: Overall Site Plan, Drawing No. – 4MUR-51-04-MUR-C2, Rev 03, Drafted by: BRS
- Drawing Title: Site Setout Plan, Drawing No. – 4MUR-51-04-MUR-C3, Rev 03, Drafted by: BRS
- Drawing Title: Site Elevation and Details, Drawing No. – 4MUR-51-04-MUR-C4, Rev 03, Drafted by: BRS
- Drawing Title: Site Specific Notes and Antenna Table, Drawing No. – 4MUR-51-04-MUR-C1, Rev 03, Drafted by: BRS

GEN2. The applicant is required to maintain the tower area in a clean and orderly state at all times, clearing of declared weeds and feral animals.

GEN3. All works, including the relocation of services (Telstra, lighting etc.) are to be completed at no cost to Council.

GEN4. Dust prevention measures are to be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent premises during extraction operations.

GEN5. All buildings and structures are to be fully contained within the area identified on the approved plans.

### **Compliance Assessment**

GEN6. All conditions of this approval are to be satisfied prior to Council issuing a Compliance Certificate for the commencement of the use (extension), and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

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

### **Further Development Permits**

GEN7. The development herein may not commence until the following Development Permits or Certificates have been issued and complied with as required:

- Development Permit for Building Work

### **Access**

ENG1. The vehicle access point is to be designed and constructed in accordance with the IPWEAQ Standard Drawing R-056 and table S2.7 – Design and Construction Standards of the Murgon Shire Council IPA Planning Scheme.

### **Council's Advice to the Applicant**

ADV1. Section 341(1) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within a period of 4 years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.

ADV2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the

presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.

ADV3. Attached for your information is a copy of Division 8 of the *Sustainable Planning Act 2009* as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention -

- a) The applicant's Appeal Period commences upon receipt of this advice and expires 20 business days thereafter.
- b) Should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.

#### **Resolution:**

*Moved Cr CD Dalton, seconded Cr DP Tessmann.*

*That the Officer's Recommendation be adopted.*

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

#### **5.1.3 P&LM - 1157126 - Forwarding an application for Material Change of Use - Proposed Telecommunications Facility & Equipment at 8131 Bunya Highway, Kumbia**

#### **Summary**

##### **KEY POINT SUMMARY**

- Application is for a Major Utility (for the purpose of this report, it will be referred to as a (Telecommunication Facility)) to be erected on land identified in the Rural Zone
- The proposal is defined under a Community Use Class as a Major Utility and further defined as a Telecommunication Facility
- A Telecommunication Facility located on Rural zoned land is considered an Impact Assessable application pursuant to the Kingaroy Shire IPA Planning Scheme
- NBN Co propose to construct a new fixed wireless broadband facility comprised of the following:
  - One (1) 40.0 metre monopole, with three (3) panel antennas (each not more than 2.8 metres in length)
  - Two (2) parabolic antennas (not more than 1.2m in diameter)
  - Two (2) outdoor cabinets to house associated equipment at the base of the pole
  - Ancillary equipment associated with the operation of the facility, including cable trays, cabling, safe access methods, bird proofing, earthing, electrical works and air-conditioning equipment.
  - All equipment will be located within a compound, enclosed by a 2.4 metre high chain-link fence, with an area of 96m<sup>2</sup>.
  - Not including any construction variations, the facility will not exceed a total height of 42.0 metres above ground level.
- Special Management Overlay Areas (SMOAs) affecting the property:
  - SMOA Map 2C – Environmental Management Areas – Water Quality Elements - Indicative Riparian Land 100m Buffer
  - SMOA Map 2D – Economic Resource – Class A and Class B – Good Quality Agricultural Land
- Nil submissions were received regarding the proposal



- Approval subject to reasonable and relevant conditions is recommended

### **Officer's Recommendation**

That Council *approve* the Development Application for a Material Change of Use (Telecommunication facility) on Lot 2 on RP84568 located at 8131 Bunya Highway, Kumbia subject to the following conditions:

#### **General**

GEN1. Development of the subject land is to proceed generally in accordance with the site plan and supporting information submitted by the applicant and identified as Drawing Nos.

- Drawing Title: Overall Site Plan, Drawing No. – 4KRO-51-03-KUM-C2, Rev 03, Drafted by: JX
- Drawing Title: Site Setout Plan, Drawing No. – 4KRO-51-03-KUM-C3, Rev 04, Drafted by: JX
- Drawing Title: Site Elevation and Details, Drawing No. – 4KRO-51-03-KUM-C4, Rev 04, Drafted by: JX
- Drawing Title: Site Specific Notes and Antenna Table, Drawing No. – 4MUR-51-04-MUR-C1, Rev 03, Drafted by: BRS

GEN2. The applicant is required to maintain the tower area in a clean and orderly state at all times, clearing of declared weeds and feral animals.

GEN3. All works, including the relocation of services (Telstra, lighting etc.) are to be completed at no cost to Council.

GEN4. Dust prevention measures are to be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent premises during extraction operations.

GEN5. All buildings and structures are to be fully contained within the area identified on the approved plans.

#### **Compliance Assessment**

GEN6. All conditions of this approval are to be satisfied prior to Council issuing a Compliance Certificate for the commencement of the use (extension), and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

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

#### **Further Development Permits**

GEN7. The development herein may not commence until the following Development Permits or Certificates have been issued and complied with as required:

- Development Permit for Building Work

#### **Access**

ENG1. The vehicle access point is to be designed and constructed in accordance with the IPWEAQ Standard Drawing R-056 and table S2.7 – Design and Construction Standards of the Kingaroy Shire Council IPA Planning Scheme.

#### **Council's Advice to the Applicant**

ADV1. Section 341(1) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within a period of 4 years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.

ADV2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.

ADV3. Attached for your information is a copy of Division 8 of the *Sustainable Planning Act 2009* as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention -

- a) The applicant's Appeal Period commences upon receipt of this advice and expires 20 business days thereafter.
- b) Should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.

**Resolution:**

*Moved Cr CD Dalton, seconded Cr KM Campbell.*

*That the Officer's Recommendation be adopted.*

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

**5.1.4 P&LM - 1160029 - Request to change an existing approval template application for extension of Stage 1D subdivision approval of Swendson Place Kingaroy - Lot 901 SP184630 - Allan Swendson**

**Summary**

**KEY POINT SUMMARY**

- Applicant has requested a third currency period extension to the existing Development Approval;
- Original Reconfiguring a Lot (1 lot into 19 lots) approval granted on 4 May 2005;
- Change to Existing Approval granted on 5 July 2005 in relation to Parks Contributions/Bond;
- Change to Existing Approval granted an extension to the currency period for two (2) years until 4 May 2011;
- Change to Existing Approval granted an additional extension to the currency period for two (2) years until 4 May 2013;
- Subject site is included in the Rural Residential zone under the Kingaroy Shire IPA Planning Scheme;
- There were no Concurrence Agencies as part of the development approval;
- Subject site is identified in Kingaroy Shire IPA Planning Scheme SMOA Map 2C as being in the Gordonbrook Dam – Physical Catchment, SMOA Map 2D – Class A & B Good Quality Agricultural Land, SMOA Map 2E(i) Inner Horizontal Surface Footprint (IHS Footprint);
- Applicant paid \$42,084.00 in water headworks in 2006 as a result of the original approval; Condition has been complied with and no further charges can be applied.

- Recommendation that Council approve the request to extend the currency period for a period of two (2) years.

**Officer's Recommendation**

That Council *approve* the application for an extension of the currency period for an additional two (2) years to 4 May 2015 for Reconfiguring a Lot (1 lot into 19 lots) at Clarke & Swendson Road, Kingaroy (and described as Lot 901 on SP184630) by updating the following conditions and advice:-

~~RaL3~~ **Parks Contributions**

~~In accordance with Planning Scheme Policy No. 7, the developer must pay the following parkland contributions prior to the use commencing.~~

~~The total contribution is currently assessed at \$21,850.38, however, the actual amount payable will be based on Council's policy and the rate applicable at the time of payment.~~

Contribution	Zone/Catchment	Rate	Calculation	Contribution
Parkland	Residential Zone	\$383.34/EP	19 Rural Residential Allotments @ 3.0EP/Lot  Total EP = 57.0EP	\$21,850.38

**Advice**

- ADV1. The applicant is advised that it is unlikely Council will support further extensions to the currency period due to the timeframe since the original development permit was issued on 4 May 2005.
- ADV2. With the introduction of the *Sustainable Planning (Housing Affordability and Infrastructure Charges Reform) Amendment Act 2011*, an applicant's obligations with respect to infrastructure contributions/charges is now contained in a separate adopted infrastructure charges notice rather than in this development approval.

The Development Approval will lapse on 4 May 2015 unless substantially started prior to the expiry of the currency period.

All other conditions attached to the Decision Notice (Reference IR1034914 Dated 15 June 2011 & IR199382 Dated 5 July 2005) shall be complied with.

**Resolution:**

*Moved Cr CD Dalton, seconded Cr DJ Palmer.*

*That the Officer's Recommendation be adopted.*

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

**5.1.5 P&LM - 1143083 - Forwarding Material Change of Use - Development Permit for Construction of a telecommunications monopole with antennas and associated compound at 204 Quarry Road Memerambi**

**Summary**

**Key Point Summary**

- Application is to construct a new fixed wireless broadband facility (Major Utility – Telecommunication Facility);
- Subject site is included in the Rural Locality;
- Application is Impact Assessable against:
  - Rural Locality Code;
  - Telecommunications Facility Code;
  - Natural Features and Resources Overlay Code;
- Application was publicly notified between 7 May 2013 and 29 May 2013;
  - No public submissions were received during the notification period;
- Application is recommended for approval subject to reasonable and relevant conditions.

**Officer's Recommendation**

That Council *approve* a Development Permit for Material Change of Use (Major Utility – Telecommunication Facility) at 204 Quarry Road, Memerambi (and described as Lot 171 on FTZ37448) subject to the following conditions.

**General**

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:
- Drawing No. 4MUR-51-09-MEM-C2, Rev 2 – Overall Site Plan;
  - Drawing No. 4MUR-51-09-MEM-C3, Rev 2 – Site Setout Plan;
  - Drawing No. 4MUR-51-09-MEM-C4, Rev 2 – Site Elevation and Details.
- GEN2. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.
- GEN3. Dust prevention measures must be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent properties.
- GEN4. Maintain the site in a clean and orderly state at all times.
- GEN5. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.

**Property Access**

- ENG1. Property access shall be in accordance with Kingaroy Shire Council Drawing No. 10231 and table S2.7 – Design and Construction Standards of the Kingaroy Shire Council IPA Planning Scheme.

Only one access per lot shall be permitted.

**Advice**

- ADV1. Section 341(1) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.

- ADV2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.
- ADV3. Attached for your information is a copy of Division 8 of the *Sustainable Planning Act 2009* as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention—
- a) the applicant's Appeal Period commences upon receipt of this advice and expires twenty (20) business days thereafter.
  - b) should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.

**Resolution:**

*Moved Cr CD Dalton, seconded Cr DJ Palmer.*

*That the Officer's Recommendation be adopted.*

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

**5.1.6 P&LM - 1178799 - Requesting a Negotiated Decision - Delete Condition to Reconfigure a Lot at 23 George Street Blackbutt - Lot 6 SP146204 - Leigh Gault**

**Summary**

**Key Point Summary**

- Applicant has requested a Negotiated Decision Notice in relation to deleting Condition GEN10 (Amended Plans) and amending Condition ENG6 (Roadworks) contained within Council's Decision Notice
- Application was approved (without conditions) by the former Nanango Shire Council on 11 March 2008, with conditions being applied by the current South Burnett Regional Council at its General Meeting held 20 March 2013.
- A Decision Notice was forwarded to the Applicant on 22 April 2013
- Applicant provided written representations on 5 June 2013 in relation to requirement for amended proposal plans and the construction specifications of Margaret Street
- Recommendation that Council refuse in full written representations provided by the Applicant

## Officer's Recommendation

That Council *refuse* in full the Applicant's request for a Negotiated Decision Notice and retain all conditions of development approval as per Council's Decision Notice dated 22 April 2013.

### Resolution:

*Moved Cr CD Dalton, seconded Cr DJ Palmer.*

*That the Officer's Recommendation be adopted.*

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

### 5.1.7 P&LM - 1244920 Forwarding IDAS Application - Reconfiguration of a Lot (1 lot into 17 lots) for property at River Road, Kingaroy - Lot 10 RP204229 - Applicant: The Planning Place

## Summary

### Key Point Summary

- Application is for the Reconfiguration of a Lot (1 Lot into 17 Lots)
- Subject site is included within the Industrial Zone (General Industry Preferred Land Use Area) under the Kingaroy Shire IPA Planning Scheme
- Proposed lots range in area from 1000m<sup>2</sup> to 5230m<sup>2</sup> with 14 lots not complying with the minimum lot size of 1500m<sup>2</sup> for the General Industry Preferred Land Use Area
- Subject site is also subject to a separate application currently in the Information Stage of IDAS to 'override' the Planning Scheme and proposing a 'light industry precinct' with a view towards attracting smaller scale and more environmentally friendly industrial land uses
- Application is considered to provide an alternative lot size and supports the current land market in Kingaroy
- Application recommended for approved subject to reasonable and relevant conditions:

## Officer's Recommendation

That Council *approve* the Applicant's request for a Development Permit for the Reconfiguration of a Lot (1 Lot into 17 Lots) at River Road, Kingaroy (and described as Lot 10 RP204229) subject to the following conditions:

### General

- GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions:
- Drawing No: 4629 P5, Sheet No 1 of 1 Rev C, Drawn by: O'Reilly Nunn Favier and dated 19 September 2012
  - Integrated Stormwater Management Report (Proposed Industrial Subdivision - Ref: - 120381) issued 6 December 2012 (revised 6 May 2013) - Lindsay Consulting Structural & Civil Engineers
  - Overland Flow Study prepared by RMA Engineers dated 17 September 2012
  - Sewer Network Analysis prepared by RMA Engineers dated 17 September 2012
- GEN2. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.

GEN3. The applicant is required to maintain the site in a clean and orderly state at all times, clearing declared weeds and feral animals.

### **Compliance Assessment**

GEN4. All conditions of this approval are to be satisfied prior to Council issuing a Compliance Certificate for the commencement of the use, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

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

### **Further Development Permits**

GEN5. The development herein may not commence until the following Development Permits or Certificates have been issued and complied with as required:

- Development Permit for Operational Works

### **Survey Marks**

RAL2. Prior to the submission of the Survey Plan to Council, the applicant is to reinstate survey marks and install new survey marks in their correct position in accordance with the Survey Plan, and the work is to be certified in writing by a Licensed Surveyor.

### **Natural Resources Valuation Fees**

RAL3. Payment of Department of Environmental and Resource Management valuation fees that will result from the issue of split valuations prior to Council sealing the Plan of Survey. The contribution is currently assessed at \$765.00 (17 x \$45.00); however, the actual amount payable will be based on Council's Register of Regulatory & Cost-Recovery Fees and the rate applicable at the time of payment.

### **Electricity**

RAL4. Reticulated electricity is to be provided to the development in accordance with relevant Australian Standards.

RAL5. Written confirmation from the electricity authority, that all matters relating to the reticulation of electricity including electrical civil works have been completed, is to be provided to Council prior to sealing the Survey Plan.

### **Telecommunications**

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

### **Easements**

RAL7. Easements are required over any interallotment drainage systems. Such easements shall not be less than three (3) metres in width.

### **Certificate**

RAL8. Provide certification by a Registered Professional Engineer of Queensland (RPEQ) that the building site for each lot is 100mm above the ARI 100 storm event. Such certification must be provided prior to the construction of any buildings on site.

**Water Supply**

- ENG1. Prior to making an application for Operational Works, a water supply report certified by a Registered Professional Engineer of Queensland (RPEQ) must be provided to the satisfaction of Council's Water and Wastewater Department to ascertain the internal main size for the industrial development. The report must include a water model detailing the fire fighting requirements for the industrial development and how the proposed water system will meet these requirements.
- ENG2. A reticulated water supply connection must be made available at the property boundary for each lot in accordance with the recommendations of the water supply report and Schedule 2, Division 3.2 - Design and Construction Standards, Table S2.10 of the Kingaroy Shire IPA Planning Scheme prior to Council sealing the Survey Plan. The works shall include, but not be limited to, the construction of pipework, valves, fire hydrants, connection to the existing system, relocation of utility and Council services, service connections including stop taps to each lot, and reinstatement of all properties and road reserves affected by the works. Detailed plans required to comply with this condition are to be lodged under a separate Development Permit for Operational Works.

**Sewer Layout Plan**

- ENG3. Prior to making an application for Operational Works, a revised conceptual sewer layout plan must be submitted to Council demonstrating that the sewer connection from the proposed industrial development will be made to Council's sewer network at the manhole located in the road reserve adjacent to the north-east corner of Lot 1 on RP95000 and not on the east of River Road as currently proposed.

**Sewerage Reticulation**

- ENG4. A sewerage connection will be required to service each lot to current South Burnett Regional Council standards prior to sealing the Survey Plan. Detailed plans required to comply with this condition are to be lodged under a separate Development Permit for Operational Works.

**Stormwater**

- ENG5. The stormwater drainage system serving the site is to be designed so that the post-development flows at the point of discharge to all downstream properties including road reserves remains consistent with the pre-developed case.
- ENG6. Stormwater drainage is to be designed such that no restriction to existing or development stormwater flow from upstream properties occurs as a result of the development.

**Property Access**

- ENG7. A single property access is to be provided to each lot in accordance with IPWEAQ Standard Drawing R-052 and Table S2.7 - Design and Construction Standards of the Kingaroy Shire IPA Planning Scheme.

**Road Construction**

- ENG8. The proposed Access Street shall be constructed for its full length (approximate length 400m) as detailed below:

<b>Reserve Width</b>	<b>Seal Width</b>	<b>Kerb &amp; Channel</b>
20.0m	12.0m	Type B1 on IPWEAQ Standard Drawing SEQ R-080

Detailed plans required to comply with this condition are to be submitted under a separate Development Permit for Operational Works application.



### **Kerb Adaptors**

ENG9. Kerb adaptors should be installed where the site stormwater is proposed to be piped to the existing kerb and channel system along the site frontage. Stormwater socket reducers may be required to accommodate this, depending on the pipe diameters proposed.

### **Earthworks**

ENG10. No fill is to be placed on the development site unless approved by Council as part of the engineering plans for Operational Works. Any allotment filling for a depth greater than 500m to provide for building platforms shall be conducted in accordance with Australian Standard 3798 and a certificate of quality and uniformity of fill shall be provided by a Registered Professional Engineer Queensland (RPEQ). The level of responsibility shall be Level 1.

### **Advice**

- ADV1. With the introduction of the *Sustainable Planning (Housing Affordability and Infrastructure Charges Reform) Amendment Act 2011*, an applicant's obligations with respect to infrastructure contributions/charges is now contained in a separate adopted infrastructure charges notice rather than in this development approval.
- ADV2. Section 341(3) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of four (4) years the approval will lapse. Note that in accordance with section 341(7) a related approval may extend the relevant (currency) period.
- ADV3. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the *Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.
- ADV4. Attached for your information is a copy of Division 8 of the *Sustainable Planning Act 2009* as regards Rights of Appeal. With respect to Appeal Rights of Applicants, the following is drawn to your attention—
- a) the applicant's Appeal Period commences upon receipt of this advice and expires twenty (20) business days thereafter.
  - b) should the applicant notify the Assessment Manager (Council) in writing of acceptance of the conditions of approval and that it is not intended to make an appeal, the Applicant's Appeal Period is at an end.

### **Resolution:**

*Moved Cr CD Dalton, seconded Cr DJ Palmer.*

*That the Officer's Recommendation be adopted.*

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

**5.1.8 P&LM - 1140809 - Request for Negotiated Decision - Material Change of Use (Shop) at 25A Kingaroy Street Kingaroy - Lot 11 SP204673 - Applicant : The Planning Place**

**Summary**

**Key Point Summary**

- Applicant has requested a Negotiated Decision Notice in relation to deleting Conditions MCU1 and ADV1 (Amended Plans) and amending Conditions GEN1 (Approved Plans), MCU4 (Landscaping), ENG1 (Car Parking), ENG3 (Vehicle Manoeuvring) and ENG11 (Footpaths) contained within Council's Decision Notice
- Application was approved by Council at its General Meeting held 20 February 2013 with a Decision Notice being forwarded to the Applicant on 22 February 2013
- Applicant forwarded written representations on 28 February 2013 (refer to Appendices)
- Recommendation that Council approve the written representations provided by the Applicant

**Officer's Recommendation**

That Council *approve* the Applicant's request for a Negotiated Decision Notice by amending GEN1, deleting MCU1, adding new MCU1 and MCU5, amending MCU4, deleting ENG1, ENG3 and ENG11 and deleting ADV1.

GEN1. The subject site is to be developed generally in accordance with the plans and information submitted with the application unless otherwise amended by the following conditions.

- Drawing Number 3352B.5 Revision ~~E F~~ (Ground Level) prepared by Alex Enborisoff Architects and dated ~~23 November 2012~~ **FEB'13**
- Drawing Number 3352B.6 Revision ~~E F~~ (Roof Plan) prepared by Alex Enborisoff Architects and dated ~~23 November 2012~~ **FEB'13**
- Drawing Number 3352B.7 Revision ~~E F~~ (Elevations 1) prepared by Alex Enborisoff Architects and dated ~~23 November 2012~~ **FEB'13**
- Drawing Number 3352B.8 Revision ~~E F~~ (Elevations 2) prepared by Alex Enborisoff Architects and dated ~~23 November 2012~~ **FEB'13**
- Drawing Number 3352B.9 Revision ~~E F~~ (Section) prepared by Alex Enborisoff Architects and dated ~~23 November 2012~~ **FEB'13**
- Small Rigid Vehicle (SRV) turning template prepared by TTM Consulting Pty Ltd dated 28 May 2013.

~~MCU1. The applicant shall provide amended plans for Shop proposed at 25A Kingaroy Street, Kingaroy (Lot 11 on SP204673) incorporating the following changes to ensure compliance with the Urban Locality Code:~~

- ~~• Delete 'Shop 1' from the development reducing the total floor area of the Shop to 141.067m<sup>2</sup> (combined total floor area of 'Shop 2' and 'Shop 3')~~
- ~~• All service vehicle delivery areas associated with the proposed Shop are to be relocated a minimum distance of 10m from the northern and western boundaries of the subject site~~
- ~~• The bin storage area is to be located a minimum of 2.0m from the northern and western side boundaries of the subject site and screened by a 1.8m high solid screen fence~~

- ~~A 2.0m wide landscape buffer is to be indicated along the full length of the northern side and rear boundaries of the subject site (refer to Condition MCU6)~~
- ~~Ensure that ingress and egress from all car parking spaces on the subject site complies with Australian Standard AS2890.1:2004 for a B99 class vehicle (refer to Condition ENG3)~~
- ~~A minimum 6.0m setback from both the Kingaroy Street and Mirage Avenue frontages (measured to the outermost projection) for the proposed Shop~~
- ~~Unarticulated wall length for the proposed Shop is a maximum of 15.0m per street frontage and each facade is to incorporate variations in scale, materials and colour to reduce the impact on the amenity of the surrounding residential area~~
- ~~Provide a drawing showing the full turning template required for a HRV class vehicle to enter and exit the subject site in a forward gear as per AS2890.1:2004~~

MCU1. The maximum GFA of any tenancy shall be restricted to 100m<sup>2</sup>.

MCU4. The applicant is required to prepare a landscape plan for the subject site in accordance with Planning Scheme Policy No. 5 of the Kingaroy Shire IPA Planning Scheme for Compliance Assessment by Council ~~and is to incorporate a minimum 1.0m wide landscape strip along each street frontage and a 2.0m wide landscape strip along the northern and western side boundaries of 25A Kingaroy Street (Lot 11 on SP204673)~~. This plan is to be submitted to and approved by Council prior to the landscaping work commencing. Plant species may be selected from Council's *Branching Out – Your Handy Guide to Tree Planting in the South Burnett* (refer to booklet provided).

MCU5. All deliveries to the site during weekdays shall occur outside the hours 8.00am to 9.30am and 2.30pm to 4.00pm.

ENG1. Prior to the commencement of use, provide a minimum of ~~seven (7)~~ **ten (10)** car parking spaces **on site**. (plus HRV space) on Lot 11 on SP204673 in association with the approved Shop. The location of car parking spaces for the Shop is to be identified on a revised site plan in accordance with Condition MCU1.

### **Vehicle Manoeuvring**

ENG3. ~~All vehicle manoeuvring occurring associated with Shop (Lot 11 on SP204673) is to be in designed and constructed for a B99 class vehicle based on Australian Standard AS2890.1:2004. A revised proposal plan is required to be submitted to and approved by Council's Infrastructure Department.~~

ENG11. The Applicant is required to construct a ~~4.5m~~ **1.2m** wide concrete footpath along the full frontage of Lot 11 on SP204673 in accordance with IPWEAQ Standard Drawing R-065. Kerb ramps are to be installed at locations agreed to by Council in accordance with IPWEAQ Standard Drawing R-090.

ADV1. ~~In order to comply with Condition MCU1 it may be necessary to prepare a completely separate or 'clean sheet' design. For assistance in redesigning the proposed Shop to achieve a greater level of compliance with key requirements of the Kingaroy Shire IPA Planning Scheme please contact Council's Senior Planning Officer, Peter Mulcahy on (07) 4189 9100.~~

Other conditions of development approval as per Council's Decision Notice dated 22 February 2013 to be retained.

**Resolution:**

*Moved Cr CD Dalton, seconded Cr DP Tessmann.*

*That the Officer's Recommendation be adopted.*

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

**(b) Portfolio Report**

Planning & Land Management Portfolio Report

No Report.

**5.2 Environmental Services**

**(a) Officer's Reports**

**5.2.1 ES - 1189370 - Request for Burial on Private Land at L1 RP146654 Booie - Robert and Robyn Cobby**

**Document Information**

**IR No** 1189370

**Author** Manager Environmental Services

**Endorsed By** General Manager Planning and Environment

**Date** 17 July 2013

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**Summary**

Email of request received from Mr Robert and Mrs Robyn Cobby to have their son "Matthew" buried on their private land/farm at 12 Faughnans Road on Lot 1 RP 146654 in the Booie area.

**Officer's Recommendation**

That Council be advised that the Chief Executive Officer, under delegation, approved Mr Robert and Mrs Robyn Cobby's request to have their son, Matthew buried on private land at 12 Faughnans Road, Booie described as Lot 1 RP146654.

**Resolution:**

*Moved Cr KA Duff, seconded Cr CD Dalton.*

*That the Officer's Recommendation be adopted.*

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

**(b) Portfolio Report**

Environmental Services Portfolio Report

No Report.

**5.3 Waste**

**(a) Officer's Reports**

No Report.

**(b) Portfolio Report**

Waste Portfolio Report

No Report.

**5.4 Natural Resource Management (NRM) & Parks**

**(a) Officer's Reports**

No Report.

**(b) Portfolio Report**

Natural Resource Management (NRM) & Parks Portfolio Report

**5.4.1 NRM&P - 1190343 - NRM & Parks Portfolio Report**

**Summary**

NRM & Parks Portfolio Report to council for the period 5 June 2013 to 8 July 2013

**Officer's Recommendation**

That the NRM & Parks Portfolio Report to council for the period 5 June 2013 to 8 July 2013 be received.

## **Resolution**

*Moved Cr KA Duff, seconded Cr KM Campbell.*

*That the NRM & Parks Portfolio Report to council for the period 5 June 2013 to 8 July 2013 be received.*

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

## **5.5 Community**

### **(a) Officer's Reports**

#### **5.5.1 C&CS - 1188249 - Minutes of the Healthy Communities Management Advisory Committee meeting held on 28 May and 25 June 2013**

### **Summary**

Providing a copy of the Minutes of the Healthy Communities Management Advisory Committee Meetings held on Tuesday, 28 May and Tuesday, 25 June 2013.

### **Officer's Recommendation**

That Council endorse the attached minutes and recommendations of the Healthy Communities Management Advisory Committee held on Tuesday, 28 May and Tuesday, 25 June 2013.



**South Burnett**  
Regional Council

electorate - communities

Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting  
Tuesday, 28 May 2013 @ 2.00pm

**Present:** Cr Deb Palmer (SBRC), Cr Keith Campbell (SBRC), Carolyn Knudsen (SBRC), Kerry Oldfield (SBRC), Eleanor Sharpe (SBRC), Nicole O'Brien (BIEDO), Caitlin Isaac (RHealth), Louise Judge (SBODP), Nicole Connolly (SC), Kristen Firman (CTC), and Janine Pay (SRS),  
**Apologies:** Tamara Kelly (BIEDO), Michael Eadie (PCYC), Margie Hams (DOWNQ ML), Sue Crossley (Old Health), Amy Frame (Old Health), Greg Griffiths (SBRC), Juliette McAleer (Disability Services), Karen Baron (Rotary Kingaroy), Mark White (Old Health), Matthew Kenny (CTC), Kerrie Zeller (ORME), Prue Bauer (CTC), Judith Skinner (DOWNQ ML), Rob Lange (Old Health), Rosemary Braithwaite (Graham House), Linda Silburn (BIEDO), Nina Temperon (CTC), Scott Hawkins (Active After School Program) and Belinda Pennel (Deb Frecklington's Office)

**Chair:** Cr Debra Palmer **Minutes:** Wendy Kruger

Agenda Item	Action Summary	Responsible Officer	Due Date
<b>Welcome</b>	Cr Deb Palmer welcomed everyone to the meeting and thanked them for attending.		
<b>Minutes from Previous Meeting</b>	<b>Resolution:</b> <i>That the minutes of the previous Committee Meeting held on Tuesday, 23 April 2013 as record be confirmed.</i>  Moved Caitlin Isaacs Seconded Louise Judge  <i>Carried</i>		
<b>Correspondence</b>	Nil		
<b>Business Arising from Previous Meeting</b>			
<ul style="list-style-type: none"> <li>Recovery &amp; Resilience Team</li> </ul>	Louise Judge advised the Committee members that the Recovery & Resilience Team ceased operating as of yesterday morning (27 May 2013).		



**South Burnett**  
Regional Council

Directorate - communities

Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting  
Tuesday, 28 May 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> <li>Introduction of the Manager - Planning &amp; Land Management</li> </ul>	<p>Council's General Manager Properties, Eleanor Sharpe introduced Chris Du Plessis, the Manager of Planning &amp; Land Management to the Committee and provided an update on the restructure within Council and how it could affect the Healthy Communities MAC and the meetings. Eleanor invited all attending committee members to introduce themselves to Chris. Chris then provided a brief update on his role under the new structure.</p>		
<ul style="list-style-type: none"> <li>Healthy Communities Plan Review</li> </ul>	<p>Kerry Oldfield reminded the committee members on the email she sent them regarding the Healthy Communities Plan Review and at the next meeting will be used to workshop the Plan. She asked that if they had any goals that had been achieved or items that were to be highlighted.</p> <p>Eleanor advised that when we review the plan, we are to highlight items that are a high priority to the committee (eg Upgrade of Footpaths etc)</p> <p>If members are not able to attend, they can provide their submissions to Kerry.</p> <p>The outcomes from the workshop will be circulated to the committee members</p>	Kerry Oldfield	
<ul style="list-style-type: none"> <li>Update from the Healthy Communities Officer - Kerry Oldfield</li> </ul>	<p>Kerry provided an update on the Healthy communities programs. Heartmovers are still ongoing and they are picking up new participants.</p> <p>Live for Life Training occurred early in the year, the participants/trainees are still waiting on their licence but they will still be running programs. They however require mentoring and asked if Committee members knew of anybody who could assist to let her</p>	Kerry Oldfield	





**South Burnett**  
Regional Council

Directorate - communities

Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting  
Tuesday, 28 May 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
	<p>know: Heart Foundation Walking – they have had interest from a walking group in Nanango and they are looking for someone to coordinate a walking group in the morning. Kerry and Caitlin can provide the training and asked the committee members if they knew of someone who would be interested and to let them know. Small Activities for Families were held at Filmfest. She had a good response from the children who attended the children's movie. Blackbutt's Bloomin Beautiful Festival – There is a bike ride on both days of the festival. There is a bike ride on the Saturday and this is a fun ride from Blackbutt to Yarraman and there is a ride on the Sunday and this is from Blackbutt to Linville. She is also trying to set up a scavenger hunt for the kids on Sunday and a skateboard workshop as well. Update on the Bike Ride being carried out by Cycling Old. The Bike ride is from 27-28 July. The community ride is on 28 July starting at 8am. The start and finish for the Professional and Community ride will be at CTC Youth Park along the railway line. Cycling Queensland are also wanting to host a workshop during the June Holidays for school kids as an activity and will hopefully include bike maintenance and safety. The dates are to be confirmed and all going well they may even have some celebrity bike riders attending. Reminder to committee members that the Nutrition workshop is being held at Blackbutt State School. Community Kitchens are ongoing. Nanango is restarting this week and is ongoing with the Diabetes Prevention Group.</p>		



**South Burnett**  
Regional Council

Directorate - communities

Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting  
Tuesday, 28 May 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<p><b>Business for Discussion</b></p> <ul style="list-style-type: none"> <li>Tenure requirements for Sport and Recreation Infrastructure Funding</li> </ul>	<p>Janine advised that the funding rounds will be opening soon in the second part of the year. She advised that as part of the assessment, sporting groups are not required to have a lease but have a three (3) year tenure if they are using a council owned property for their club. They will be required to provide a letter of support from Council (which is a form) and a letter from their Sporting Assoc providing support for the application. Janine asked Council's representative, who she can refer any queries from the Sporting Clubs to within Council. This is in relation to any possible Development Approvals that may be required as part of their applications.</p> <p>Janine asked that the contact details be sent to her and requested a single contact to prevent confusion to the applicant.</p> <p>Chris Du Plessis asked if there is a checklist that applicants use.</p> <p>Janine advised that it's attached to the Agenda. Janine confirmed the attached form is the letter of support that is provided by Council.</p> <p>Janine advised that the funds allocated are a maximum of \$100,000 and the clubs have to provide 20%.</p> <p>Chris advised that at this point the contact would be himself, Manager of Planning &amp; Land Management however Janice Truss, the Administration Officer for his Department would take the initial call.</p> <p>Chris provided a contact phone number to Janine.</p> <p>"Get Started", "Infrastructure Grant" and "Get Going" are the three funding rounds coming up.</p>	<p>Janine Pay</p>	
<p><b>General Section</b></p>			



**South Burnett**  
Regional Council

Directorate - Communities

Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting  
Tuesday, 28 May 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<b>Update from Members</b>			
<b>Caitlin</b>	This week is her final session for Diabetes Prevention Program in Nanango and Kingaroy. The Nanango group are starting up a community kitchen as a result. Will be finalising in June as the funding ceases.		
<b>Kirsten – CTC</b>	Kirsten advised that they have been successful in receiving funding in conjunction with Graham House for Personal Helpers and Mentors. Mentors work with small groups of people. There is the possibility that people who were affected by the disaster could utilise this.		
<b>Louise Judge</b>	400 people attended the "It will be Alright in the Long Run" Concert featuring John Schumann with Hugh McDonald and the Vagabond Crew on Sunday, 26 May at the Kingaroy Town Hall Forecourt. There is a new exercise physiology program being run in Nanango. Louise then provided an update from Margie Hams (copy from Louise). The Men's Health week is to be held on 12 June and it's to be held at the Kingaroy RSL. The Health Consultative committee is no longer just a Kingaroy committee. They now cover the entire South Burnett and the Renal Unit is looking to expand to twelve (12) patients. Community Health is running Mum and Bubs groups. They have had difficulty getting the word out there. Partners in recovery – mental health prog – fed funded – DDSW Region has been successful in getting funding. Got 50% of funding requested.		



**South Burnett**  
Regional Council

Directorate - Communities

Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting  
Tuesday, 28 May 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<p><b>Nicole Connolly</b></p>	<p>Stanwell has been involved with Mothers Day Classic and have helped raising funds. They were actively involved in the recent Community Concert and showed that there is the need for these events.</p>		
<p><b>Nicole O'Brien</b></p>	<p>There have been changes to the cluster group – Blackbutt Golf Club has rolled off and Nanango Golf Club has rolled on. Nanango Golf Club received a grant for Upgrades and Repairs to the Club house and grounds.</p>		
<p><b>Janine Pay</b></p>	<p>The last of the disaster flood funding has been completed. Twelve (12) clubs in the South Burnett received funding and these projects are to be completed in November 2013. Volunteer Training is on 18 June 2013. The "Get Started" Program is opening soon. Janine advised who can be a referral agent for kids. (ie Councilors can be a referral agent). Two (2) referral agents are needed and they have to know the applicant for a minimum of twelve (12) months. Two (2) separate referral agents are required. This round is targeting summer sports and is valid for PCYC. National Parks have announced a funding round coming up called "Friends of Park" for funding amounts from \$ 5,000 to \$25,000.</p>		
<p><b>Eleanor</b></p>	<p>Eleanor provided an update on the Mathew Hayden Way. Ficks Crossing Council Reserve has been leased. Christian Wale is the contact. It is going to be a school for kids who have no alternative. It's for kids who are not able to be schooled through main stream education system.</p>		



**South Burnett**  
Regional Council

Directorate - communities

Minutes of the Healthy Communities Management Advisory Committee (MAC) Meeting  
Tuesday, 28 May 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
	Council is also currently investigating the future of the Private Hospital as the lease is coming up for renewal and we are looking at how we can manage this facility in the future.		
	Cr Palmer thanked Eleanor for all her support with the Healthy Communities MAC and wished her luck when she leaves Council.		
Meeting closed at 3.03 pm			



## Fact Sheet for Referral Agents

### What is Get Started?

*Get Started* is one of three funding programs that comprise the Queensland Government's *Get in the Game* initiative to support sport and recreation at the grassroots level.

*Get Started* assists children and young people who can least afford or may otherwise benefit from joining a sport or recreation club. Eligible children and young people are provided with a voucher<sup>1</sup> valued up to \$150, which can be redeemed at a registered sport or recreation club.

### Who is eligible?

Individuals eligible to apply for a voucher are:

- children and young people from the age of five and under the age of 18 who hold or whose parent/guardian/carer holds a Centrelink Health Care Card or Pensioner Concession Card and who are residents of Queensland
- other children or young people identified by two referral agents.

### What funding is available?

A maximum of \$150 (GST exclusive) per voucher is available to help pay the cost of sport or recreation membership and/or participation fees<sup>2</sup>. There is a limit of one voucher per child/young person per year.

### When will the vouchers be available?

#### Round 1

15 Jan 2013	Applications open
15 Apr 2013	Applications close
15 May 2013	Vouchers expire

<sup>1</sup> The funding will be distributed in two rounds each year on a first come, first serve basis. Once the allocation for each round is exhausted, the program will close and no further vouchers will be offered for that round.

<sup>2</sup> If the membership/participation fees are more than \$150, the parent/guardian/carer is required to pay the difference. If the membership/participation fees are less than \$150, the department will pay the club for the actual membership/participation fees only. The balance is not redeemable in cash or as payment for individual items to participate in the activity (such as jerseys, boots etc.).

#### Round 2

15 Jul 2013	Applications open
15 Oct 2013	Applications close
15 Nov 2013	Vouchers expire

The program opens for two rounds each year until 2015.

### Who are referral agents?

Children and young people who do not or whose parents, carers or guardians do not have a Centrelink Health Care Card or Pensioner Concession Card may be eligible for the program if they are recommended by two referral agents. Referral agents are people who hold the following positions:

- police officer/police liaison officer
- local councillor/council youth development officer
- school teacher/principal/guidance counsellor
- local sport and recreation coordinator (funded under the Queensland Government's Local Sport and Recreation Jobs Plan)
- state and federal member of Parliament.

### What are the referral criteria?

Referral agents assist with identifying children and young people who would most benefit from payment of membership/participation fees so they can participate in sport/active recreation.

Referral agents must meet the following criteria to refer a child or young person:

- child/young person cannot be an immediate family member
- child/young person cannot be referred to a club where the referral agent is involved as a member or employee
- must know the child/young person for a period of 12 months or longer
- must be able to demonstrate, if requested, the reasons why the child/young person is referred.

To be eligible for referral, an application must be endorsed by two referral agents who hold different positions.

Date updated: 09/01/2013

[www.npsr.qld.gov.au](http://www.npsr.qld.gov.au)



**How do I refer someone?**

To refer a child/young person, provide them with the *Get Started Parent/Guardian/Carer Fact Sheet* along with the following details (these details will be required when they register for a voucher):

- your name and position title
- your organisation's name
- your contact phone number and email address:

Advise the parent/guardian/carer that they must provide the details of two referral agents to be eligible.

Referral agents may be contacted by the department to confirm the referral of a child/young person.

**Need further information?**

For further information about *Get Started* contact a local Sport and Recreation Services office on 1300 656 191 or visit [www.npsr.qld.gov.au/getinthegame](http://www.npsr.qld.gov.au/getinthegame).

**Get Playing Letter of Support from (Insert name of Council)**

This letter is to confirm (Insert name of Council) support for (Insert name of organisation) application for funding through the Department of National Parks, Recreation, Sport and Racing *Get Playing* program.

(Insert name of Council) recognises the need for (insert project description).

<b>(Insert name of Council)</b> can endorse the following information with respect to the proposed project:	
<b>Lease / Right to Occupy</b>	
(Insert name of organisation) has a minimum three year lease/right to occupy over the proposed project site:	Yes/No
Council anticipates it will renew (Insert name of organisation) lease/right to occupy:	Yes/No
The proposed project does not require an amendment to the existing lease/right to occupy:	Yes/No
<b>Permission to Build / Development and Building Approval</b>	
(Insert name of organisation) has the permission of Council to undertake the project on Council land subject to the relevant Council approvals.	Yes/No
If the proposed project is being constructed on Council land held in trust:	
• The proposed project complies with the existing land management plan:	Yes/No/NA
• Council can confirm Development Approval is <b>not</b> required for the proposed project:	Yes/No/NA
• If Development Approval is required, (Insert name of organisation) has discussed or has lodged a development application with Council:	Yes/No/NA
• If Development Approval is required, will the proposed project be assessed as:	
o Self assessable	Yes/No
o Code assessable	Yes/No
o Impact assessable	Yes/No
• What is the estimated time required to receive the relevant approval for the proposed project?	.....
• Building Approval is required before the project can proceed to construction:	Yes/No
<b>Funding Contribution</b>	
Council's financial contribution to the project is:	\$.....
• Evidence of Council's financial contribution is attached:	Yes/No/NA

Council acknowledges the person signing this letter has the delegated authority to confirm the information provided.

If you have any further questions please do not hesitate to contact (Insert name of Council officer) on (Insert contact no. of Council officer).

Regards

Signature:..... Date:.....

(Insert name of Council officer)  
 (Insert title of Council officer)  
 (Insert name of Council)





# INVITATION

The Kingaroy General Practice Chapter in partnership with Darling Downs South West Qld Medicare Local invite health care professionals, medical students & service providers from the region to attend this year's conference in Kingaroy

This activity has been approved by the RACGP CQ&CPD Program for the 2011-2013 triennium for 20 Category 2 CPD points.

Topics include: wound care, immunisation handbook update, intervention pain management, CPR, radiology, orthopaedic surgery and cardiology.

**WHEN:** 1 & 2 June 2013

**Saturday: 9am-4.30pm**  
**Sunday: 10am-3.30pm**  
 Registration from 8.30am

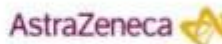
Saturday night- 2013 Mayoral Charity Gala Ball  
 (Limited seats available)

**WHERE:** Kingaroy RSL

**COST:** FREE

**RSVP:** **Wednesday 29 May 2013**  
 Margie Hams- Regional Program Officer  
 0400 177 311  
[mhams@ddswgmedicarelocal.com.au](mailto:mhams@ddswgmedicarelocal.com.au)

Sponsored by:



### Kingaroy Primary Health Care Education Conference - Registration Form

Please complete this form and return to Margie at [mhams@ddswgmedicarelocal.com.au](mailto:mhams@ddswgmedicarelocal.com.au) or fax to (07) 4638 2886

Title: ..... First Name: ..... Surname: .....

Practice/Organisation: .....

Postal Address: .....

Phone: ..... Email: .....

Do you have any dietary requirements? Yes/No If Yes please specify: .....

Will you be attending the social function on Saturday night?.....



**HEAD OFFICE - TOOWOOMBA**  
 PO Box 1510 TOOWOOMBA QLD 4300  
 t 1300 806 608  
 a 07 4658 2000 1 07 4638 2886

**REGIONAL OFFICES**  
 CHARLEVILLE - GOONDMUNDI - KINGAROY - ROMA - ST GEORGE

[www.ddswgmedicarelocal.com.au](http://www.ddswgmedicarelocal.com.au)

Medicare Local gratefully acknowledges the financial and other support from the Australian Government Department of Health and Ageing



**Kingaroy Primary Health Care Education**  
**Draft Conference Program**  
**Saturday 1st & Sunday 2nd June 2013**  
**Kingaroy RSL**

Time	Education	
9.00am-9.10am	Welcome to Country	
	STREAM 1	STREAM 2
9.10am-11.00am	Dr Paul O'Connell (Radiology) CT Imaging of the Paranasal Sinuses Dr Greg Cowderoy (Radiology) Imaging of the Cervical Spine Dr John McGuire (Radiology) The Kidneys – Radiology Investigation	Dr Penny Hutchinson Introduction of the New Immunisation Hand book
11.00am-11.15am	Morning Tea	
11.15am – 12.30pm	Dr Michelle Alizart (QML) Cytology liquid based Cytology	Dr Martin Byrne Managing an emergency in a Practice - TBC
12.30pm – 1.00pm	Lunch	
1.00pm-2.00pm	Dr Alen Howell Interventional Pain Management	Heather Fraser Smith&Nephew Wound Management
2.00pm – 2.15pm	Afternoon Tea	
2.15pm – 3.15pm	Dr Stephen Cox Antiplatelet agents and their role in the treatment of cardiac patients	Heather Fraser Smith&Nephew Wound Management Continued
3.15pm – 4.15pm	Dr Joshi Closed treatment of fractures & Plaster Workshop	
6.00pm – 1.00am	Mayors Charity Ball	



**Kingaroy Primary Health Care Education  
Draft Conference Program  
Saturday 1st & Sunday 2nd June 2013  
Kingaroy RSL**

	STREAM 1	STREAM 2
10.00am – 11.00am	Manjeet Singh – E Health Personally Controlled Electronic Health Record	
11.00am – 11.15am	Morning Tea	
11.15am – 12.30pm	E Health Continued	
12.30pm – 1.30pm	Lunch	
1.30pm – 3.30pm	CPR	

**Sponsors and supporters of the Kingaroy Primary Health Care Education Conference:**

- South Burnett Radiology
- QRME
- QML Pathology
- AstraZeneca
- MSD
- Mundipharma
- Smith&Nephew
- Rhealth

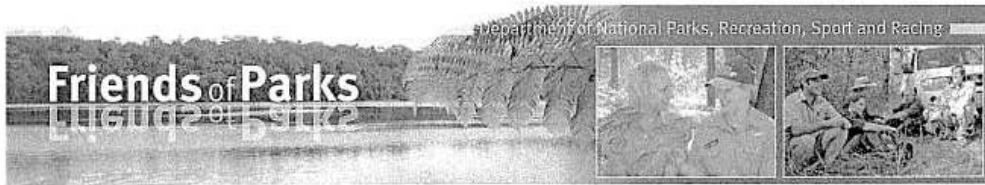


## **Kingaroy Primary Health Care Education**

### **Draft Conference Program**

**Saturday 1st & Sunday 2nd June 2013**

**Kingaroy RSL**



## Friends of Parks small grants program

### What is Friends of Parks?

Friends of Parks covers a wide range of volunteer services provided by members of the community to support and enhance management of Queensland's national parks and forests. This small grants program developed by the Department of National Parks, Recreation, Sport and Racing will support existing, and encourage new, volunteering efforts on parks and other areas managed by the Queensland Parks and Wildlife Service (QPWS).

### What funding is available?

One-off grants of \$5,000 to \$25,000 (GST exclusive) are available to eligible organisations.

### Important dates

Date	Activity
22 May 2013	Funding round opens
17 July 2013	Funding round closes
Late September 2013	Announcement of successful projects
October 2013	Projects commence once funding agreement has been signed by both parties
November 2014	Projects must be completed
December 2014	Project acquittal reports required to be submitted to the department

### Who can apply?

To apply for funds under the Friends of Parks initiative, applicants must be experienced in delivering volunteer services and are:

- any Queensland not-for-profit volunteer organisation or not-for-profit community organisation incorporated under the:
  - ▶ *Associations Incorporation Act 1981* (Qld)
  - ▶ *Corporations Act 2001* (Commonwealth)
  - ▶ *Cooperatives Act 2002* (Commonwealth)
  - ▶ *Corporations (Aboriginal and Torres Strait Islander) Act 2006* (Commonwealth)

### Eligible organisations include:

- established volunteer and Friends of Parks groups
- recognised Traditional Owners of parks
- outdoor recreation clubs such as four-wheel-drive and mountain bike clubs
- environmental organisations such as:
  - ▶ Landcare, Coastcare and Bushcare groups
- local community groups such as:
  - ▶ Rotary, Lions and natural history associations

Eligible organisations must also hold Public Liability insurance of \$10 million.

### What projects are eligible?

Activity/Equipment	Description
Recreation services	Projects that support the development and improvement of facilities for recreation activities such as mountain biking, four-wheel-driving, horse riding, bushwalking and camping
Visitor services	Projects that support visitor enjoyment of parks such as guided activities, creation of trail maps, meeting and greeting visitors and assisting with the provision of visitor advice
Wildlife, heritage and conservation management services	Projects that support wildlife monitoring, revegetation, plant propagation, cultural heritage conservation, track maintenance and monitoring the condition of tracks and campsites to protect and enhance parks

### How to apply

The funding information package and application forms are available on the Department of National Parks, Recreation, Sport and Racing website at [www.nprsr.qld.gov.au](http://www.nprsr.qld.gov.au)

### For further information on the funding program:

phone (07) 3330 5016 (8.30am–4.30pm weekdays) or email [qpws@nprsr.qld.gov.au](mailto:qpws@nprsr.qld.gov.au)

Great state. Great opportunity.





**South Burnett**  
Regional Council

electorate - communities

**Healthy Communities Management Advisory Committee (MAC) Meeting Agenda**  
Tuesday, 25 June 2013 @ 2.00pm

**Present:** Cr Keith Campbell (SBRC), Kerry Oldfield (SBRC), Cr Barry Green (SBRC), Caitlin Isaac (RHealth), Louise Judge (SBODP), Nicole O'Brien (BIDO), Bernice Hilly (RHealth), Scott Hawkins (Active After School Program) and Richard Henshaw (RHealth)

**Apologies:** Nicole Connolly (SC), Mark White (Old Health), Michael Eadie (PCYC), Kristen Firman (CTC), Janine Pay (SRS), Kerrie Zeller (ORME), Belinda Pennel (Deb Freckington's Office) and Linda Silburn (BIDO), Tamara Kelly (BIDO), Margie Hams (DDWNG ML), Sue Crossley (Old Health), Amy Frame (Old Health), Greg Griffiths (SBRC), Juliette McAleer (Disability Services), Matthew Kenny (CTC), Prue Bauer (CTC), Judith Skinner (DDWNG ML), Rosemary Braithwaite (Graham House), Linda Silburn (BIDO) and Nina Temperton (CTC)

**Chair:** Cr Keith Campbell **Minutes:** Wendy Kruger

Agenda Item	Action Summary	Responsible Officer	Due Date
<b>Welcome</b>	Cr Keith Campbell welcomed everyone to the meeting. Keith then introduced Richard Henshaw, Health Promotion Officer Mental Health-AOD and Cr Barry Green as the Portfolio Councillor for Sport & Recreation. Cr Keith Campbell congratulated Louise Judge on being inducted as a Paul Harris Fellow at the Rotary Club Meeting the night before.		
<b>Minutes from Previous Meeting</b>	Cr Campbell advised that the minutes from the previous meeting unfortunately hadn't been finalised and they would be forwarded to the Committee within the week.		
<b>Correspondence</b>			
• Nil			
<b>Business Arising from Previous Meeting</b>			
•			



Healthy Communities

Healthy Communities Management Advisory Committee (MAC) Meeting Agenda  
 Tuesday, 25 June 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<p><b>Business for Discussion</b></p> <ul style="list-style-type: none"> <li>Welcome to New Member - Richard Henshaw - Queensland Health</li> </ul>	<p>Cr Keith Campbell in his welcome introduced Richard Henshaw, the Health Promotion Officer Mental Health-AOD. Richard gave a brief of his role however advised that it is still under some construction and he sits within Mental Health - AOD and in approximately 3 or 4 months he will be focusing on a preventative process.</p>		
<ul style="list-style-type: none"> <li>Resignation from Karen Barron - Rotary Kingaroy</li> </ul>	<p>Cr Campbell advised that Karen Barron the Committee's representative from the Rotary Club of Kingaroy had resigned. The committee agreed that they accept Karen's resignation and that Kerry Oldfield write to the President of the Rotary Club of Kingaroy asking if they still wished to be members of the Healthy Communities MAC and to provide a nominee.</p> <p><b>Resolution: The committee accepts Karen Barron's resignation from the Healthy Community Management Advisory Committee and Kerry Oldfield write to the President of the Rotary Club of Kingaroy asking for a nominee if they still wish to continue to be a member.</b></p> <p>Moved: Louise Judge                  Seconded: Kerry Oldfield</p> <p style="text-align: right;"><i>Carried (10/0)</i></p>	Kerry Oldfield	
<ul style="list-style-type: none"> <li>Update from the Healthy Communities Officer - Kerry Oldfield</li> </ul>	<p>Kerry provided an update on the Healthy communities programs. The Heart moves and Lift for Life programs are ongoing. There are no swimming programs to report on at this time.</p> <p>Fifty-four (54) subsidised gym memberships have been implemented</p>		



**South Burnett**  
Regional Council

electorate - communities

Healthy Communities Management Advisory Committee (MAC) Meeting Agenda  
Tuesday, 25 June 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
	<p>across the region. The most recent memberships are with PCYC following on from the PCYC Heartmoves programs in Murgon and Orana, Kingaroy.</p> <p>The Heart Foundation walking groups are still ongoing. She is looking at starting new groups so if the committee know of anyone who wishes to commence a walking group to contact either herself or Caitlin. She ran through the training required to be an organiser.</p> <p>Community Events – Kerry advised that she had met with the Blackbutt C&amp;K Kindergarten and they are involved in organising a scavenger hunt at the Bloomin Beautiful Blackbutt Festival. They will be providing support with flyers etc.</p> <p>She is still working with Michael Eadie on finalising the details on the bike ride and they are also working on registrations and online registrations.</p> <p>Cycling Old Event – Kerry reminded the Committee on the Community Ride happening on Sunday 28 July from Bam (starting from CTC Youth Services, Somerset Street, Kingaroy). She is waiting on brochures being sent to her and she will then forward them to the Committee Members when they arrive.</p> <p>An additional cycling race will be held on Saturday 27 July in Kumbia as part of the Cycling Queensland Road Team Series (this is a professional race).</p> <p>She is waiting on brochures being sent to her and she will then forward them to the Committee Members when they arrive.</p> <p>The bike ride on Saturday in Kumbia is being organised as well as part of the Cycling Queensland Event.</p> <p>The bike workshops haven't been organised for the holidays but</p>		





electorate - communities

Healthy Communities Management Advisory Committee (MAC) Meeting Agenda  
 Tuesday, 25 June 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<b>General Section</b>			
<b>Update from Members</b>			
Caitlin Isaacs – Rhealth	Cycling Queensland still want to organise visits to the schools in the region. Cr Barry Green requested more information regarding the race. Kerry advised that she will be forwarding the information to him as well as the promotional materials		
Louise Judge	Her funding has been extended for three (3) months which allows her to continue her projects (ie Community Kitchens and Diabetes Prevention) as well the Transport Project Advised that she will be continuing.		
Paula Noonan	Paula advised that PCYC were successful in getting funding of \$80,000 towards updating their squash courts at the end of July. This would allow them to install moveable walls which gave them greater flexibility for the use of the courts. She also advised that from 26 June, the gym will be shut for 3 days to allow them to carry out work to extend the gym into the office that was used by the physiotherapist. PCYC received funding which also included extra equipment. They have also sourced second hand furniture from other PCYC's in the state. They have the upcoming opening of the skateboard park.		
Scott Hawkins	Scott advised they have finished the grant application for their program and this will allow them to continue until 2014. The transition for next year will allow them to be more flexible. They currently have a 7 week program with a certain amount of activities per week. They are also looking at getting more sites for active After		



**South Burnett**  
Regional Council

electorate - communities

**Healthy Communities Management Advisory Committee (MAC) Meeting Agenda**  
Tuesday, 25 June 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
	<p>School programs. They are also looking for schools and clubs to sign up as they can provide sporting equipment, pay for coaches, pay for transport to venues and even food. Asked the Committee if they were aware of any schools or day care centres (Before and After School Care) who may be interested to let him know.</p>		
<p><b>Berneice Hilly - RHealth</b></p>	<p>Berneice advised that her Contract is now until December 2013 and this will mean that she will be working 2 days a week for the next six months. Her role is Workplace Wellness across the South Burnett and Southern Queensland region. Her role is to gain work for RHealth in the privately funded sector either in consultation, preparing funding submissions and supporting organisations to apply for funding and delivering health promotion and preventive health initiatives targeted at:</p> <ul style="list-style-type: none"> <li>• Nutrition</li> <li>• Healthy Eating</li> <li>• Physical Activity</li> <li>• Mental Health</li> <li>• Alcohol and Tobacco education</li> </ul> <p>At this stage they are working with mining and energy companies, but would like to extend this to any organisation wishing to work in health promotion and chronic disease prevention.</p>		
<p><b>Nicole O'Brien - BIEDO</b></p>	<p>Nicole advised that they have been successful in receiving funding for her role which is until 2015.</p>		



electorate - communities

Healthy Communities Management Advisory Committee (MAC) Meeting Agenda  
 Tuesday, 25 June 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
<p><b>Tamara Kelly (Provided by Nicole)</b></p>	<p>She advised that the Nanango Cricket Club recently received funding of \$10,000 towards upgrading and repairs of their facilities and grounds. Nanango Golf Club has received funding for \$12,000. She is also currently developing Strategic Plans with local clubs to allow them to move forward.</p> <p>Tamara is the BIEDO – Sports &amp; Recreation Coordinator in the North Burnett Region and the Garden Coordinator in the South Burnett. She currently runs 2/3 programs in the South Burnett. They received funding of \$250,000 for Sport &amp; Recreation Programs last year.</p> <p>Tamara put in a request/proposal to be considered as part of the Healthy Communities Plan review. Tamara has asked if there is an avenue to be able to progress some form of capacity in the Mental Health funding to start up programs in the South Burnett.</p> <p>Cr Barry Green advised that he has been recently asked where people can seek assistance for mental health issues. He asked the Committee what organisations are available in the South Burnett to provide assistance for mental health issues/concerns.</p> <p>Louise Judge briefly provided a list of community groups and organisations and support groups that are available in the South Burnett.</p> <p>This then raised questions if "Mental Health" was included in the Healthy Communities plan and it was suggested that the Mental Health be included/acknowledged in the Healthy Community Plan.</p>		
	<p>"Seeds of Hope" – Sandy Towell</p>		



**South Burnett**  
Regional Council

Directorate - Communities

**Healthy Communities Management Advisory Committee (MAC) Meeting Agenda**  
Tuesday, 25 June 2013 @ 2.00pm

Agenda Item	Action Summary	Responsible Officer	Due Date
	Boots n Bulldust – Sandy Towell Uniting Care Community – provide counselling Support Group at Ringsfield House – Betty Day Community Mental Health – part of Chealth – Mental Health Act		
Cr Barry Green	Cr Barry Green commented that there are an increasing number of children who are denied access to sport due to the increasing costs associated with joining clubs and parents who are time poor. He asked the Committee if there were programs out there for them to access.  Paula advised that there are programs out in the Community and one example was "Get going" funding It was commented that the Active After School Programs is another avenue and has a capacity for parents who can't afford to pay the sporting costs.  Nicole O'Brien from BIEDO will arrange to meet with Barry to discuss ways to better promote the funding available.		
Meeting closed at 2.50pm to allow for the Healthy Community Plan Workshop			



Healthy Communities Management Advisory Committee (MAC) Meeting  
Agenda  
Tuesday, 25 June 2013 @ 2.00pm

<p>HC MAC 25/6/2013</p>	<p>No participants on HC dbase: 265</p>
<p>Item</p>	<p>Allocate resources (human and financial) towards on-the-ground implementation of the Plan. Seek funding (such as COAG Healthy Communities funding or similar) to fund a Healthy Communities Coordinator position. SBRC Healthy Communities Plan - 3.6.1 (b)</p>
<p>Engage local fitness leaders to conduct Lift for Life or Heart Moves programs for adults. (dependant on identified community needs)</p> <p>(This goal has been changed to fit in with the National Program Guidelines)</p> <p>SBRC Healthy Communities Plan - 3.3.1 (j - o)</p>	<p><b>Current No Lift for Life Participants:</b> Kry 24, Mgn 28, Wondai 16 <b>(TOTAL 68)</b></p> <p><b>Lift for Life participants:</b> Kry 7</p> <p><b>Current No of Heartmoves participants:</b> Ngo 36, Kry 20, Wdai 20, Mgn 43, Boondooma 12 <b>(TOTAL 131)</b>.</p> <p><b>Completed Heartmoves participants:</b> Wdai 5, Ngo 7, Boondooma 8, Kry 20, Mgn 11, <b>(TOTAL 51)</b></p> <p>TOTAL Lift for Life Programs running - 5 TOTAL Lift for Life Programs completed - 1 TOTAL HEARTMOVES Programs running - 8. TOTAL HEARTMOVES Programs completed - 6</p> <p><b>Lift for Life trainees update</b> - 4/4 trainees attended training in Brisbane 7-8 May. Licenses now finalised. 3/4 trainees will provide Lift for Life with a mentor.</p> <p><b>Lift for Life Providers</b> - trained providers: 5, providers currently running a program/s: 4</p> <p><b>Heartmoves Providers</b> - trained providers: 5, providers currently running a program/s: 4</p>



Healthy Communities Management Advisory Committee (MAC) Meeting  
Agenda  
Tuesday, 25 June 2013 @ 2.00pm

<p>Upcoming Nanango Lift for Life - to be provided at a hall - possibly Cultural Centre. Providers will bring their equipment with them.</p>	<p>No programs running currently</p>	<p>No of subsidised memberships implemented: Ngo 14, Kry 24, Boondooma 8, Murgon 8 <b>TOTAL 54</b></p>	<p>Reminder - Walk organiser training can be done with Healthy Communities Coordinator from July if community members are interested in starting a new walking group Walking groups continuing as normal - Nanango, Kingaroy, Wondai, Murgon, Proston, Hivesville</p>
	<p>Engage local fitness leaders to conduct <del>Heart Moves in pools</del> adult learn to swim/ water fitness where there are pool facilities available. (This goal has been changed to fit in with the National Program Guidelines) SBRC Healthy Communities Plan - 3.3.1 (j - o)</p>	<p>Partner with physical activity providers such as South Burnett Aquatic Centre, PCYC, commercial gyms to provide reduced memberships as part of a recognition program. The program to be two-fold with one stream focusing on the unemployed (holding a concession card) and the other stream to focus on volunteers. This is to help with the sustainability of the Lift for Life program (work with businesses to support down time) Eligibility to be determined. SBRC Healthy Communities Plan - 3.3.2 (c)</p>	<p>In conjunction with Heart Foundation Walking, work to establish a sustainable walking program across the region by:  Ø Improving promotion of existing walking groups in Kingaroy, Wondai and Blackbutt Ø Establishing new walking groups in all towns, with priority locations being:</p>



**South Burnett**  
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Healthy Communities Management Advisory Committee (MAC) Meeting  
Agenda  
Tuesday, 25 June 2013 @ 2.00pm

<ul style="list-style-type: none"> <li>o Nanango</li> <li>o Murgon</li> <li>o Proston</li> <li>o Kumbia and Maidenwell</li> <li>o Once established, continue to expand walking groups and increase the number of available groups</li> <li>o Ensure walking groups provide for a range of target groups, with a key focus on:             <ul style="list-style-type: none"> <li>o Men</li> <li>o Mums with strollers</li> <li>o Older adults</li> </ul> </li> <li>o SBRC Healthy Communities Plan - 3.3.1 (d)</li> </ul>	<p>Work in progress</p> <p>Events required have been completed as per Implementation Plan</p> <p>No activity to report</p>
<ul style="list-style-type: none"> <li>o Undertake the Healthy Food Access Basket survey as highlighted in the Healthy Communities Plan and original tender brief.</li> <li>o Undertake a Ausdrisk Health Promotion and Health assessment pitstops and local program advertising and marketing. (Australian Diabetes Risk Assessment Tool) at community events</li> <li>o SBRC Healthy Communities Plan - 3.6.3</li> <li>o Active local parks by running an annual Active Parks program across the region             <ul style="list-style-type: none"> <li>o Target mothers, 45-59 year olds and older adults</li> <li>o Concentrate on destination parks and ensure provision across the region in Kingaroy, Nanango, Wondai and Murgon</li> <li>o Seek Expression of Interest from local person/s to coordinate the program</li> </ul> </li> <li>o SBRC Healthy Communities Plan - 3.3.1 (a)</li> </ul>	



**South Burnett**  
Regional Council

Directorate - Communities

Healthy Communities Management Advisory Committee (MAC) Meeting  
Agenda  
Tuesday, 25 June 2013 @ 2.00pm

<p>Establish an 'Active and Healthy Families' program aimed at providing a range of free or low-cost activities across the region for families with a specific focus on mothers out of the workforce. Activities could include:</p> <ul style="list-style-type: none"> <li>Ø Obstacle / fitness circuits</li> <li>Ø Treasure hunts</li> <li>Ø Cooking workshops</li> <li>Ø Gardening workshops (utilising community gardens)</li> </ul> <p>SBRC Healthy Communities Plan - 3.3.1 (b) Develop a regular community event such as a 'Mt Wooroolin Race' that inspires people to get fit. The event could:</p> <ul style="list-style-type: none"> <li>Ø Include several classes</li> </ul>	<p>No activity to report</p>
<ul style="list-style-type: none"> <li>Ø Be incorporated with an overall Healthy Lifestyle Expo or another festival</li> </ul> <p>Partner with employment groups to help run the program SBRC Healthy Communities Plan - 3.3.1 (f) Conduct a 'program planning day' at least once or twice per year, to determine a suite of programs to be run under an 'Active &amp; Healthy South Burnett' banner and work together to confirm funding arrangements, dates, venues and contact details for the programs so that they may be incorporated into an 'Active &amp; Healthy South Burnett' program brochure (monthly stakeholders meetings) SBRC Healthy Communities Plan - 3.4.1 (b)</p>	<p><b>Blackbutt Festival BVRT Walk/Ride event</b> - Planning meeting for Scavenger Hunt activity with B'butt C and K Kindy. Bike ride event with PCYC - planning ongoing, no major issues to report. <b>Cycling Old - Community Ride Event</b> as per last month's report - community ride will be on Sun 28 Jul 8am. Start and finish near CTC youth services. Tents and stalls set up along railway line. During June school holidays there will be bike workshops/activities led by Cycling Old. Promotional material soon to go to printers Additional race in Kumbia to be held on Saturday 27 July</p>
	<p>Review in June 2013 - email with HC plan sent to HC MAC members 27/5</p>





Healthy Communities Management Advisory Committee (MAC) Meeting  
Agenda  
Tuesday, 25 June 2013 @ 2.00pm

<p>No activity to report</p>	<p>Develop a permanent 'Healthy Communities' link on the home page of Council's website providing an active and healthy tip and linking to the Active South Burnett website SBRC Healthy Communities Plan - 3.4.1 (d)</p>
<p>Preparing content and commenced map collection - ongoing</p>	<p>Develop 'active and healthy' maps and brochures showing all walk / cycle paths and key sport and recreation facilities throughout the region. Publish hard copies and include on Councils website and the Active South Burnett website. SBRC Healthy Communities Plan - 3.4.1 (g)</p>
<p>Ongoing for all programs as needed</p>	<p>In addition to a combined program brochure develop individual promotional flyers for all physical activity and healthy eating programs and distribute through local networks such as school newsletters, letter-box drops and newspaper inserts. (including launch material for COAG funded program) SBRC Healthy Communities Plan - 3.4.1 (i)</p>
<p>completed</p>	<p>Seek permission to incorporate the logos of the Federal Government's 'Measure Up' campaign and State Government's 'Go for 2 and 5' campaign on all promotional material associated with Healthy Communities SBRC Healthy Communities Plan - 3.4.1 (j)</p>
<p><b>Food Safety Supervisor training completed on 30 May as part of Blackbutt Parent Volunteer program (Provider - Dietitians from Nutrition Australia). 7 parents participated and received their Food Safety certificates - all are volunteers at the school's tuckshop and breakfast club. These parents have also attended the extra Wednesday night nutrition talks funded by the school.</b></p>	<p>Work with primary schools to identify the skills and interests of parents and establish a community volunteerism program encouraging and providing training for local parents to become involved in physical activity and nutrition programs as leaders/helpers. This initiative may be piloted in one township initially to determine its effectiveness and later extended to other areas in the region SBRC Healthy Communities Plan - 3.4.1 (h)</p>



Healthy Communities Management Advisory Committee (MAC) Meeting  
Agenda  
Tuesday, 25 June 2013 @ 2.00pm

<p>SBRC Healthy Communities Plan - 3.4.2 (a) Partner with other agencies to promote healthy eating eg.                   Ø Engage directly with supermarket chains to run demonstration classes in supermarkets (eg food budgeting, shopping, healthy food preparation)                  Ø Conduct workshops on nutrition-related topics (eg food budgeting, shopping, food preparation, home growing fruit and vegetables) at community events such as markets, festivals, shows etc                  Ø Assist local residents to access locally grown fruit and vegetables via markets, roadside stalls etc                  Ø Community Kitchen cooking skills startup program                  SBRC Healthy Communities Plan - 3.5.2 (a)                  Provide incentives to restaurants, cafes, take away food outlets to provide healthy eating choices possibly via:                  Ø Reduced licensing fees                  Ø Promotion in 'healthy eating' guides                  Ø Use of venues as preferred caterers for corporate events                  SBRC Healthy Communities Plan - 3.5.2 (b)                  Support and partner with RHealth in the development and implementation of a 'Healthy Food Choice' program aimed at 'accrediting' local food outlets                  Ø Potential to resource through Council's existing EHO responsibilities                  Ø Once mobile, develop a database of 'preferred suppliers' for use at Council functions</p>	<p>Community Kitchens - ongoing. Participant no's 5-10 per town, programs running in 6 towns (Benarkin, Nanango, Kingaroy, Wondal, Murgon, Proston)                  Extra promotion undertaken for the Nanango Community kitchen - to participants from previous programs and participants on the Healthy Communities database                  Healthy Communities Coordinator to facilitate programs from July</p>
<p>No activity to report</p>	<p>RHealth to implement this program across the SB over the next 6 months with Healthy Communities funding support. Berneice will deliver the program.</p>



Healthy Communities Management Advisory Committee (MAC) Meeting  
Agenda  
Tuesday, 25 June 2013 @ 2.00pm

<p>SBRC Healthy Communities Plan - 3.5.2 (d) Work with local residents to establish, revitalize or continue community gardens.</p>	<p>Kingaroy Community Garden - ongoing weekly sessions. No. of people on member register approx 75. Approximate number of regular active members 10-15. Tank and garden design ideas forwarded to Council Parks and Gardens Coordinator for feedback and approval</p>
<p>SBRC Healthy Communities Plan - 3.5.2 (d)</p>	<p>Diabetes Prevention Programs completed, data analysis underway</p>
<p>Liaise with RHealth and Qld Health to promote the 'lighten up' program in all main towns</p>	
<p>SBRC Healthy Communities Plan - 3.5.2 (f)</p>	
<p>Establish mechanisms to ensure planning for active and healthy communities is embedded into and considered across all Council departments, particularly Health, Planning, Parks, Transport and Human Resources. This could be achieved by including an 'Active &amp; Healthy' component on the agendas of existing inter-departmental meetings (eg Managers meetings) or by creating an internal 'Healthy Communities Working Group' involving the relevant staff positions.</p>	
<p>SBRC Healthy Communities Plan - 3.6.1 (c)</p>	
<p>Clearly define the relationship between the Healthy Communities Management Advisory Committee, the Active South Burnett group and local physical activity providers and establish clear communication channels</p>	
<p>SBRC Healthy Communities Plan - 3.6.2 (a) Audit Fees</p>	<p>No activity to report</p>

**Resolution:**

*Moved Cr KM Campbell, seconded Cr DP Tessmann.*

*That the Officer's Recommendation be adopted.*

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

**5.5.2 C&CS - 1189320 - Minutes of the Boondooma Homestead Management Advisory Committee meeting held on 11 June 2013**

**Summary**

The Boondooma Homestead Management Advisory Committee held a meeting on Tuesday, 11 June 2013 and submits the following minutes to be tabled at the next Council Meeting for discussion.

**Officer's Recommendation**

That Council endorses the recommendations and minutes of the Boondooma Homestead Management Advisory Committee meeting held on Tuesday, 11 June 2013.



Directorate - Community and Economic Development

Minutes of Boondooma Homestead Management Advisory Committee  
 Tuesday, 11 June @ 10.00am

**Present:** Cr Kathy Duff, Cr Debra Palmer, Buddy Thomson, Mavis Metzroth, Bruce Metzroth, Lynn Bennett, Richard Grimes, Bob & Leslie Somerset, Marion Alford, and Judy Brandt

**Apologies:** Marion Alford, Kathleen Jiggins, Patie Brown

**Observers:**

**Chair:** Cr Kathy Duff      **Minutes:** Wendy Kruger

Agenda Item	Action Summary	Responsible Officer	Due Date
<b>Welcome</b>	Meeting opened at 9.41 am. Cr Duff welcomed everybody to the meeting.		
<b>Minutes from Previous Meeting</b>	<i>Resolution: That the minutes of the previous Committee Meeting held on Tuesday, 14 May 2013 as record be confirmed.</i>  Moved: Buddy Thomson Seconded: Mavis Metzroth  Carried: 7/0		
<b>Correspondence</b>			
• <b>Ergon - Offer for Upgrade</b>	Letter was received however this item is held over until Russell Springall was able to attend the meeting to allow further discussion.	Cr Kathy Duff	
• <b>Scots in the Bush Funding</b>	Confirmation from Tourism Events Queensland, that Boondooma Museum & Heritage Assoc. Inc was successful for funding under the Events Flood Assistance Program for the "Scots in the Bush" for \$5,000. Letter was received.	Buddy Thomson	



**South Burnett**  
Regional Council

Directorate - Community and Economic Development

**Minutes of Boondooma Homestead Management Advisory Committee  
Tuesday, 11 June @ 10.00am**

Agenda Item	Action Summary	Responsible Officer	Due Date
<b>Business Arising from Previous Meeting - 7 May 2013</b>			
<ul style="list-style-type: none"> <li>Rural Getaway Drive</li> </ul>	Cr Duff advised that the request for financial assistance from the Boondooma Museum & Heritage Assoc. Inc, will be discussed at the Council meeting tomorrow (12 June 2013) and she will be able to then provide an update at the next meeting.	Cr Kathy Duff	
<ul style="list-style-type: none"> <li>Caravan Turning Signage</li> </ul>	Cr Duff advised that she was contacted by Department of Main Road and Transport and they have confirmed they will be installing the blue caravan turning signs.	Cr Kathy Duff	
<ul style="list-style-type: none"> <li>Building &amp; Contents Insurance</li> </ul>	Judy Brandt provided a list of the contents of the Caretakers Cottage to Wendy Kruger. This list will be forwarded to the Properties Sections. Copies of the site plan, showing all the structures was provided to the Committee Members.	Cr Kathy Duff	
<ul style="list-style-type: none"> <li>Caravan Parks</li> </ul>	The resolution from the previous meeting is going to the Council Meeting on 12 June 2013 for endorsement. The application process will take approx 2-3 months to obtain the Permit.	Cr Kathy Duff	
<ul style="list-style-type: none"> <li>Business Plan</li> </ul>	Judy & Lyn advised they are still waiting on the Business Plan from Trudi Bartlett. They also advised they are to provide Trudi with a copy of the logo and decided to use the logo that was on their souvenirs. However they had to apply for a limited licence and are just waiting on a digital copy of the logo. This will be sent to Trudi.	Judy Brandt & Lynn Bennett	
<b>General Business</b>			
<ul style="list-style-type: none"> <li>Budget Update</li> </ul>	Cr Duff provided brief update on the budget.		
<b>Agenda Items - New Business</b>			



**South Burnett**  
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Directorate - Community and Economic Development

**Minutes of Boondooma Homestead Management Advisory Committee**  
Tuesday, 11 June @ 10.00am

Agenda Item	Action Summary	Responsible Officer	Due Date
Council Community Assistance Funding	<p>Cr Duff advised that the Boondooma Museum &amp; Heritage Assoc. Inc should acknowledge the annual funding received from Council each year at their Heritage Muster Event. Discussions were held regarding the use of Council's logo on media releases and flyers.</p> <p>The Committee requested clarification from Council regarding the use of the logo and how Council would require future sponsorship/funding to be acknowledged.</p>	Michael Hunter & Cr Kathy Duff	
ANZAC Day	<p>It was brought up by Lynn Bennett that the 2013 ANZAC Day Service and previous Services held at Boondooma Homestead were not included in the Council advertisement and was not included on Council's website.</p> <p>The Committee requested that future ANZAC Day Services held at Boondooma Homestead be included in any Council advertising and on Council's website.</p>	Cr Kathy Duff & Michael Hunter	
Australia Post Neighbourhood Community Grant	<p>Judy advised that the Boondooma Museum &amp; Heritage Assoc. Inc will be applying for the Australia Post Neighbourhood Community Grant for \$20,000 towards the Fit out and Refurbishment of bush style lodgings at Boondooma Homestead. This funding closes on 28 June 2013.</p>	Judy Brandt	
Other Funding Applications	<p>The Committee haven't heard back from any of their other grant funding applications.</p>	Buddy Thomson	
Meeting closed at 10.10am			



**South Burnett**  
Regional Council

Directorate - Community and Economic Development

Minutes of Boondooma Homestead Management Advisory Committee  
Tuesday, 11 June @ 10.00am



Ergon Energy Work Request: 780323 BAD

*Customer Connection Group Southern*  
Level One  
97-99 Adelaide Street  
Maryborough QLD 4650  
PO Box 183  
Maryborough QLD 4650  
Telephone: 131046  
Facsimile: (07) 4121 9514  
Website [www.ergon.com.au](http://www.ergon.com.au)

15 May 2013

Attention: Russell Springall  
South Burnett Regional Council  
PO Box 336  
KINGAROY QLD 4610

Dear Russell,

**SUPPLY AVAILABLE AT LOT: Lot 3 on SP186442 Mundubbers-Durong Road -  
BOONDOOMA.**

Following your enquiry, Ergon Energy has investigated the requirements for providing an electricity supply to the above address. From our information we can confirm that an **Overhead** electricity supply can be made available to the property location listed above from the existing Ergon Energy network without the need for any significant work by Ergon Energy.

This advice which shall remain valid for three months from the date of this letter is given on the information that you have provided Ergon Energy in regards to the location and your electrical load requirements of **60 amps, single phase**. Should any of these details change this advice may not be applicable and your enquiry will require re-evaluation. This may or may not result in an Offer for Network Connection Services costs being provided for your consideration.

As an electricity supply is readily available your electrical contractor should confirm the point of supply with Ergon Energy to enable completion of work that will enable the connection of your installation to the electricity supply. Once completed, your electrical contractor will be required to submit a Form A to Ergon Energy to advise us that the installation is ready for connection.

In conjunction with your electrician submitting a Form A to Ergon Energy you are required to contact a licensed electricity retailer (which may be Ergon Energy Queensland Pty Ltd or any other retailer) to organise an electricity retail sales contract for the premise.

Depending on the type of connection organised by your electrician (i.e. an underground connection in an overhead area) there may be a cost to you and an extension in the time involved in Ergon Energy providing the connection.

On receipt, Ergon Energy will match the relevant Form A to the electricity retailer order and organise to make the final connection. Until this time this letter should not be taken as an undertaking that an electricity connection will be made.

If you have any further enquiries in respect of this Request please do not hesitate to contact **Belinda Devlin** on (07) 4122 5353 quoting the Ergon Energy Work Request at the top of this letter.

Yours sincerely,

Belinda Devlin  
Customer Connection Officer - Southern

Template PW090101105 Ver 3

Ergon Energy Corporation Limited ABN 35 087 040 062  
Ergon Energy Queensland Pty Ltd ABN 11 121 177 802





Minutes of Boondooma Homestead Management Advisory Committee  
Tuesday, 11 June @ 10.00am

Boondooma Homestead Projected Electricity Usage Data Sheet 13/05/2013

Below is a table showing the annual kWh from the meter read information. It is approximately from November one year, to November the next (i.e. 2012 is actually from 4/11/2011-6/11/2012).

	Nov- Feb	Feb- May	May- Aug	Aug- Nov	Total
2012	1450	1465	1455	1466	5836
2011	0	0	562	1450	2002
2010	1212	881	3764	2149	8006
2009	1003	934	5009	1198	8144
2008	870	894	3325	1941	7030
2007	659	1219	1663	1163	4704
2006	2185	1907	3646	2875	12313
2005	1658	1704	1480	2224	7066
2004	1155	1423	1821	1956	6355
2003	2085	1473	2711	463	6732
2002	1673	2092	3001	2323	9089
Average	1403	1362	3179	1774	7749

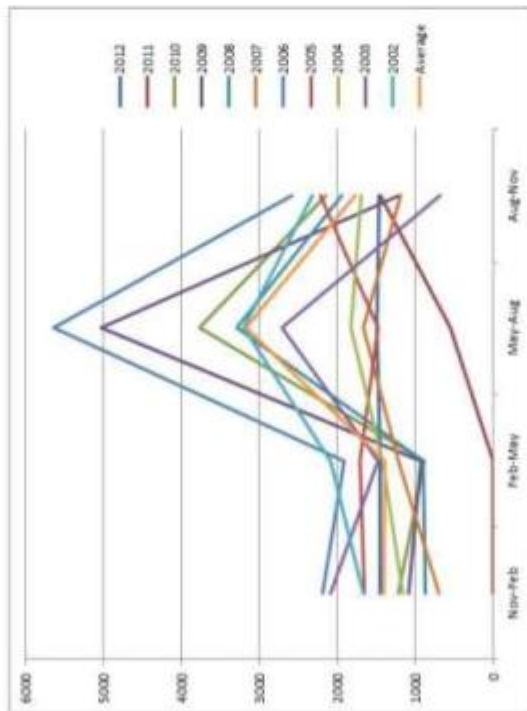
The usage was significantly different in 2002, 2006 and 2011.



Minutes of Boondooma Homestead Management Advisory Committee  
Tuesday, 11 June @ 10.00am

Boondooma Homestead Projected Electricity Usage Data Sheet 13/05/2013

The calculated average value (excluding 2011 and 2012) is shown as the orange line.





Minutes of Boondooma Homestead Management Advisory Committee  
Tuesday, 11 June @ 10.00am

Boondooma Homestead Projected Electricity Usage Data Sheet 13/05/2013

The calculation has been carried out using the average line as the data:

Historical Bill	Quarter (Without Event)	1,403	Quarter (Without Event)	1,392	Quarter (With Event)	3,179	Quarter (With Event)	1,774
Total Annual kWh		7749						
Approx Annual (without Event)		5550						
Approx total Event (kWh)		2199						
Pole Fuse Size (Amps)		200						
Total Event Days		8						
Hours of Full Load Usage per day		12						
Total Event kWh		4608						
<b>Existing Annual Usage</b>					7749			kWh
<b>Expected Annual Usage</b> <small>(Based on above pole fuse, event days and hours of full load usage)</small>					10198			kWh

Based on the input data (yellow cells), Expected usage of around 10.2MWh (or 10200 kWh).



**South Burnett**  
Regional Council

Directorate - Community and Economic Development

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Minutes of Boondooma Homestead Management Advisory Committee  
Tuesday, 11 June @ 10.00am

**From:** Boondooma Homestead [mailto:info@boondoomahomestead.org.au]  
**Sent:** Thursday, 30 May 2013 9:40 AM  
**To:** Marion Alford; Bob & Leslie Somerset; Michael Hunter; Richard & Julie Grimes; Kathy Duff External; Pattie Brown  
**Subject:** Fw: Flood affected regional events receive financial boost

Hi Everyone

Good news for Scots in the Bush

Judy

----- Original Message -----

**From:** [Media Statements QLD](#)  
**To:** [Kate Blumke](#)  
**Sent:** Thursday, May 23, 2013 1:31 PM  
**Subject:** Flood affected regional events receive financial boost

Minister for Tourism, Major Events, Small Business and the Commonwealth Games  
The Honourable Jann Stuckey

**Flood affected regional events receive financial boost**

Special financial support packages will help reschedule regional events affected by floods earlier this year.

Minister for Tourism, Major Events, Small Business and the Commonwealth Games Jann Stuckey today announced 17 successful applications for the Events Flood Assistance Program (EFAP).

"Seventeen regional Queensland events will now receive funding totalling \$150,000 through the EFAP," Ms Stuckey said.

"Events in flood-declared council areas that suffered or were cancelled as a result of the floods were eligible to apply.

"Regional events are a great source of community pride and also bring significant economic and social benefits to the host community.

"By attracting visitors and tourists, these events support local communities and local economies, and we



Minutes of Boondooma Homestead Management Advisory Committee  
Tuesday, 11 June @ 10.00am

want to ensure they can go ahead as planned, or are re-staged."

The EFAP funds will be used to help with hiring temporary infrastructure, engaging specialists to develop the event and marketing costs.

The State Government recognises the importance of regional events in generating tourism and continues to provide support through Tourism and Events Queensland's Regional Development Program.

"To date, more than \$21 million has been invested in 976 regional events across the state through the Regional Development Program," Ms Stuckey said.

Supporting regional tourism also contributes to the Government's goal of doubling annual overnight visitor expenditure from \$15 billion to \$30 billion by 2020.

**Successful EFAP events:**

Heart of Gold International Film Festival	11 to 14 July, Gympie
Cane to Coral Classic	4 August, Bundaberg
Bargara Strawberry Fair	3 August, Bargara
Laidley A&J Annual Show and Rodeo	5 to 7 July, Laidley
Laidley Spring Festival	12 to 14 September, Laidley
Kilkivan ACA National Finals	4 to 7 September, Kilkivan
Tom Quilty Gold Cup	7 to 9 June, Kilkivan
Voices@Cania	24 to 25 August, Cania
Scots in the Bush	16 to 18 August, Boondooma
Teebar Show and Sports Stampede	15 June, Boompa
Tiaro Farming and Lifestyle Field Day	13 July, Tiaro
The Village Festival	18 to 18 August, Yeppoon
2013 Australian SuperMoto Championships	6 to 8 September, Proserpine
2013 Whitsunday Film Festival	20 to 30 June, Airlie Beach and Bowen
70 <sup>th</sup> Anniversary Catalina Memorial Bowen	17 August, Bowen
Airlie Beach Race Week	9 to 16 August, Airlie Beach
Clash of the Paddles	20 to 24 June, Hamilton Island

**[ENDS] 23 May 2013**

**Media Enquiries**

Minister's office – James O'Loan, 0439 291 268  
Tourism and Events Queensland – 3535 5010

[Unsubscribe](#)

**Resolution:**

*Moved Cr KA Duff, seconded Cr KM Campbell.*

*That the Officer's Recommendation be adopted.*

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

**(b) Portfolio Reports**

Community Portfolio Report

No Report.

Arts, Culture and Heritage Portfolio Report

No Report.

Sport and Recreation Portfolio Report

No Report.

Indigenous Affairs Portfolio Report

**5.5.3 C&CS - 1190351 - Indigenous Affairs Portfolio Report**

**Summary**

Indigenous Affairs Portfolio Report to council for the period 5 June 2013 to 8 July 2013

**Officer's Recommendation**

That the Indigenous Affairs Portfolio Report to council for the period 5 June 2013 to 8 July 2013 be received.

**Resolution**

*Moved Cr KA Duff, seconded Cr DJ Palmer.*

*That the Indigenous Affairs Portfolio Report to council for the period 5 June 2013 to 8 July 2013 be received.*

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

**6. Economic Development & Tourism**

**6.1 Economic Development**

**(a) Officer's Reports**

No Report.

**(b) Portfolio Report**

Economic Development Portfolio Report

**6.1.1 ED&T - 1190971 - Economic Development & Tourism Portfolio Report**

**Summary**

Economic Development & Tourism Portfolio Report to council for the period 5 June 2013 to 8 July 2013.

**Officer's Recommendation**

That the Economic Development & Tourism Portfolio Report to council for the period 5 June 2013 to 8 July 2013 be received.

**Resolution**

*Moved Cr DW Kratzmann, seconded Cr KA Duff.*

*That the Economic Development & Tourism Portfolio Report to council for the period 5 June 2013 to 8 July 2013 be received.*

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

**6.2 Tourism**

**(a) Officer's Reports**

No Report.

**(b) Portfolio Report**

Tourism Portfolio Report

No Report.

**7. Infrastructure Services**

**7.1 Roads & Drainage**

**(a) Officer's Reports**

**7.1.1 R - 1188377 - Minutes of the Traffic Advisory Committee Meeting held on Tuesday 28 May 2013**

**Summary**

The Minutes of the Traffic Advisory Committee Meeting held in the Committee Room of South Burnett Regional Council's Kingaroy office on Tuesday 28 May 2013 are provided for Council to note and consider.

**Officer's Recommendation**

That Council:

Endorses the attached Minutes of the Traffic Advisory Committee held on Tuesday 28 May 2013.

Adopts the recommendations of the Committee in relation to:

- (a) Reduction of speed zone to 60 kph and advanced warning signage at Wheatlands State School.
- (b) Moving 80 kph school zone closer to the Durong State School.
- (c) the Albert and Kent St Kingaroy intersection in relation to improved line marking, installation of a bigger Give Way sign and pruning of trees.



 <p><b>South Burnett</b> Regional Council</p>	<p><b>MINUTES</b> Traffic Advisory Committee</p>
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**Purpose:** Meeting of Traffic Advisory Committee (TAC)

**Venue:** Kingaroy Office

**Date:** 28 May 2013

**Attendance:** Cr Wayne Kratzmann (Mayor), Chairperson, Cr Damien Tessmann, Cr Keith Campbell (Deputy Mayor), Cr Kathy Duff, John Kersnovski (General Manager, Infrastructure), Jeff Stephan (Manager Operations SBRC), Russell Hood (Manager Water & Waste Water SBRC), Peter Van Eysden (Principal Engineer, TMR Bundaberg), Russell Rogers (Snr Advisor Traffic & Road Safety, TMR Gympie), Wayne Crofts (Senior Advisor Road Safety, TMR Bundaberg), Maree Shepherd (Road Safety Officer, TMR Bundaberg), Acting Snr Sgt Nick Nitschke (QPS Kingaroy), Sgt Ron Reynolds (QPS Kingaroy), Derek Yarrow, (Snr Technical Officer SBRC), Kay Dove (Infrastructure Support Officer SBRC)

**Apologies:** James D'Arcy (Manager Technical Services, Acting Inspector Duane Frank, SBRC Judi Johnson (Regional Manager RACQ), Snr Sgt Lance Guteridge (QPS Murgon), Sgt Jason Newton (QPS Nanango)

AGENDA ITEM	ACTION
<p><b>OPENING</b></p>	<p>Cr Kratzmann welcomed all in attendance and opened the meeting at 10.40am. Cr Kratzmann asked Cr Tessmann to chair the meeting.</p>
<p><b>CONFIRMATION OF MINUTES</b></p>	<p>Moved by Cr Duff, Maree Shepherd seconded, that the Minutes of the Traffic Advisory Committee held at Wondal on 26 March 2013.</p>
<p><b>BUSINESS ARISING FROM MINUTES</b></p> <ul style="list-style-type: none"> <li>(a) Markwell/Kingaroy Street lights</li> <li>(b) Taabinga SS</li> <li>(c) Illuminated School Zone signage</li> <li>(d) Murgon Primary school parking</li> </ul>	<p>Derek Yarrow reported that we are waiting for announcement in State budget to see if this project will be funded.</p> <p><b>Action:</b> Kay will organise a meeting (after the June school holidays) for further consultation with the Principal, P&amp;C rep, Cr Tessmann, Maree Shepherd (TMR) and SBRC reps.</p> <p>Derek Yarrow advised that signage will be installed week commencing 17 June.</p> <p><b>Action:</b> Cr Green to be advised.</p> <p>Cr Duff felt the trial of teachers parking in the school grounds will not work as teachers and staff believe that this is unsafe solution. Project will now have to wait for community fundraising.</p>

<p>(e) Boral Quarry - (formerly Fortress)</p> <p>(f) Bridgman Parade / Taylors Road, Kingaroy (Cr Kratzmann)</p> <p>(g) Boondoorna Dam sign (Bunya Highway) (Cr Kratzmann)</p> <p>(h) Home Creek No 2 invert (Cr Dalton)</p> <p>(i) Wheatlands School zone signage (Wondai police)</p> <p>(j) Road name changes across the region (update on Report to Council e.g Okeden Road / Okeden Byanda Road)</p> <p>(k) Kingaroy Cricket Club (KCC) entrance</p>	<p>Maree Shepherd advised that TMR do not have SWP funding available however other funding will be investigated. This is a work in progress.</p> <p>Russell Rogers advised that due to flooding this meeting has not been arranged however this will now be progressed in conjunction with SBRC.</p> <p><b>Action:</b> Technical Services (James D'Arcy) to arrange this meeting</p> <p>Sgt Nick Nitschke advised Bunya Hwy reviewed and this was not a priority. TMR resolved to leave speed signage as is.</p> <p>Peter Van Eysden advised that signage does not fit in within TMR tourist policy as issues with the size of sign and it also has road safety implications. TMR will not accept it in their road corridor. <b>ITEM CLOSED</b></p> <p>Jeff Stephan advised that improvements have been made however also noted that there hasn't been a big downfall of rain since to test. Monitor situation and check after future heavy rain. Water can sit at the floodway for days. Cr Duff drives over this every day so she will monitor and advise. <b>ITEM CLOSED</b></p> <p>Peter Van Eysden advised TMR had undertaken a speed analysis which indicated that the 80 kph could be reduced to 60 kph. DTMR will implement this ASAP. Additional signage will also be put in place advising that the School Zone is 60 kph.</p> <p>As the remainder of the road is a 100 kph zone, TMR will install advanced warning signage to advise of the 60 kph zone ahead.</p> <p>Peter Van Eysden advised that the TMR Gympie have been looking into this. Okeden Byanda Rd under DNRM is listed as Okeden Rd. Any changes need to be noted on the DNRM mapping system.</p> <p>Boondoorna Dam Rd (as TMR know it) is also known as Okeden Rd and it not a simple process to change the name due to the number of properties on that road. Council tried in early 1990s to change this with public consultation. As a temporary measure further consultation with DNRM is necessary to get dual signage put in place. TMR, Council and DNRM will continue to work on this.</p> <p><b>Action:</b> TMR's Mike Chambers is working on this and will report to next meeting</p> <p>There has been a meeting with Bean Growers Association (BGA) regarding property purchases and access. Once advice is received from BGA a new entrance off River Road for B-Doubles can proceed and this will alleviate issues with the B-Doubles using the KCC entrance.</p> <p><b>Action:</b> General Manager Infrastructure to report outcome at next meeting</p>
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<p>(l) 1. Report on a request from David Muller re B-Double use</p> <p>2. Report on a request from Marion Petersen</p> <p>3. Green time on Fisher &amp; Haly Sts intersection (raised by Manager Technical Services)</p> <p>(m) Dulong State School re parking signage (Cr Duff)</p>	<p>David Muller needs to apply for any changes to TMR and this then comes back to SBRC for comment.</p> <p><b>Action:</b> Kay to forward original email onto Mike Chambers TMR. <b>ITEM CLOSED</b></p> <p>(a) Fisher &amp; Haly Sts - request for turning arrows to be installed.</p> <p><b>Action:</b> TMR are looking at this.</p> <p>(b) Fisher &amp; Moore Sts - request to change Stop sign on Fisher St / Moore St intersection to a Give Way sign.</p> <p><b>Action:</b> Technical Services investigation</p> <p><b>Action:</b> TMR to respond to Mrs Petersen. ( Kay to email TMR Mrs Petersen's postal address)</p> <p>TMR have investigated. Evaluated for 85 % of traffic, 11-15 vehicles per hour. No changes proposed.</p>
<p>(2) 80 kph speed zone coming out of Murgon towards Wondai (Cr Duff)</p>	<p><b>Speed Survey:</b> TMR carried out a speed survey at the school which resulted in the decision to move 80 kph closer to the school zone.</p> <p>Peter Van Eysden believes this would have more effect than lowering the speed limit. Signs can be placed on both sides of the road. He suggests speed be left at 80 kph during school time.</p> <p><b>Action:</b> TMR to shorten the school zone.</p> <p>Cr Duff believes school will not be happy with outcome. Sgt Nitschke agreed to discuss the matter with Sgt Gary Brown of Wondai Police as speeding is a compliance issue. <b>ITEM CLOSED</b></p> <p><b>Parking Signage</b> (raised by Cr Duff): where the bus parks the cars park. School wanted a designated school bus area. If bus parks there permanently cars could lose their line of sight. Cr Duff asked if it was possible to meet with school principal.</p> <p><b>Action:</b> (1) Peter Van Eysden offered to ring the Principal however noted that there are budget limits - Peter will report to next meeting re parking signage.</p> <p>TMR conducted a speed review which resulted in 80% of vehicles were travelling at 99 kph - TMR recommended that the speed limit remain in place.</p>

<p><b>GENERAL BUSINESS</b></p> <p>1. (a) Correspondence from Snr Sgt Frank re Graeme Beard - Taylors Rd &amp; Bunya Hwy intersection</p> <p>(b) Jason Ford letter re recent accident at Albert and Kent Sts intersection.</p> <p>(2) Correspondence via Cr Campbell from Ray Iversen - re intersection of Cowie Dve &amp; Tessmanns Rd</p>	<p>Cr Duff again raised the issue of the number of entrances along this stretch however it was reiterated that speeding is a compliance issue.</p> <p>Jeff Stephen said the slashing has been programmed. <b>ITEM CLOSED</b></p> <p><b>Action:</b> TMR to investigate reflective signage and report to next meeting</p> <p>Main issue appears to be that drivers disobey the Give Way sign at that intersection. It was noted that the signage on this corner is different to other intersections nearby. When travelling down Kent St from St Mary's Catholic College signage gives the impression of being a straight through road.</p> <p>Jason Ford also suggested a speed bump similar to Jarrah / Doonkuna Sts intersection. If speed bump is out of the question then perhaps a stop sign could be considered.</p> <p>SBRC's Derek Yarrow advised that SBRC cannot install stop signs at doesn't comply with MUTCD. It appears the main conflict is from the south and the current Give Way signage is appropriate. It was suggested that bigger signage and a target board be added.</p> <p>Sgt Ron Reynolds suggested thick painted lines be painted to make this clearer and look like a major intersection.</p> <p>SBRC's John Kersnovski advised that SBRC were to prune trees following last meeting to assist with clear vision.</p> <p>Cr Tessmann agreed that the addition of line marking as well as a larger Give Way sign and the pruning of trees would assist.</p> <p><b>Action:</b> SBRC (General Manager Infrastructure) to send a response letter to Jason Ford.</p> <p>SBRC's Derek Yarrow reported that there is no crash history and visibility appears to be OK. Again it comes down to the same issue of not driving to the conditions. The issue is the speed of traffic on Tessmanns Road and blind spots in the road appears to be the issue. John Kersnovski believes this is a compliance issue and doesn't think there is anything that can be done.</p> <p><b>Action:</b> SBRC (General Manager Infrastructure) to write to Ray Iversen.</p>
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<p>(3) Letter from John Box via Cr Kratzmann re suggestion to construct a path for the safety of walkers in the area of Coral St Kingaroy</p>	<p>Derek Yarrow advised pathways in that area are included in a long term plan. This will be left to budget discussions. <b>Action:</b> Derek Yarrow to provide Kay with this information for feedback to the Mayor.</p>
<p><b>REPORTS</b> Kingaroy Police</p>	<p>Nothing further to report On behalf of those present, Cr Tessmann wished Acting Snr Sgt Nick Nitschke all the best for his relocation to the Sunshine Coast.</p>
<p><b>Main Roads</b> <b>Old Transport</b></p>	<p>TMR had nothing more to add. Maree Shepherd advised that the times on the School Zone signage at Cloyna and Windera need to be checked. Kumbia issue will be resolved with the installation of flashing lights. <b>Action:</b> Jeff Stephan to ensure changes are made to signage. Maree introduced Wayne Crofts, Snr Advisor Road Safety in Southern Region. Wayne advised that he had spent 6 years as a police officer in Kingaroy and has been with Old Transport in Bundy for a few years now.</p>
<p><b>Proposed meeting dates for 2013</b></p>	<p>13 August and 12 November (note dates have been changed) <b>Meeting closed at 1.30 pm</b></p>

**Resolution:**

*Moved Cr DP Tessmann, seconded Cr KM Campbell.*

*That the Officer's Recommendation be adopted.*

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

**(b) Portfolio Report**

Roads & Drainage Portfolio Report

No Report.

**7.2 Design & Technical Services**

**(a) Officer's Reports**

No Report.

**7.3 Water & Wastewater**

**(a) Officer's Reports**

No Report.

**(b) Portfolio Report**

Water & Wastewater Portfolio Report

No Report.

**8. Finance, Property & Information Technology (IT)**

**8.1 Finance**

**(a) Officer's Reports**

**8.1.1 F - 1189298 - Sale of Land for Overdue Rates**

**Summary**

In accordance with Division 3 Section 140 of the *Local Government Regulation 2012*, this report contains a list of properties that are eligible for sale for arrears action. A decision to sell land for overdue rates or charges can only be made by resolution.

It is recommended that Council resolve to sell the Land contained in Table A because the rates or charges have remained unpaid for three (3) or more years and no action has been taken by the owner to enter into an arrangement or maintain an arrangement with Council to pay the rates or charges within a satisfactory time frame.

## Officer's Recommendation

That in accordance with the provisions of the *Local Government Regulation 2012*, Council hereby resolves to sell the following lands because overdue rates remain unpaid for three (3) or more years and no action has been taken by the owner to enter into a payment arrangement or maintain a payment arrangement with the Council to pay the rates or charges within a satisfactory time frame.: -

- a. Lot 4 on Registered Plan 178596, County of Fitzroy, Parish of Boonenne, Title Reference 16328145, Registered Owner Jaerok Pty Ltd
- b. Lot 14 on Survey Plan 204673, County of Fitzroy, Parish of Boonenne, Title Reference 50722250, Registered Owner Bryan Gavin Purcell
- c. Lot 47 on Registered Plan 890680, County of Fitzroy, Parish of Wooroolin, Title Reference 50100808, Registered Owner Ross Lawrence Kavanagh & Melissa Jane Kavanagh.
- d. Lots 27-28 on Survey Plan 233460, County of Fitzroy, Parish of Boonenne, Title Reference 50812077 & 50812078, Registered Owner PR Developments Aust Pty Ltd & SB Developments Qld Pty Ltd.
- e. Lot 4 on Survey Plan 186424, County of Fitzroy, Parish of Wooroolin, Title Reference 50662062, Registered Owner Rovergrove Pty Ltd.
- f. Lot 8 on Registered Plan 846801, County of Fitzroy, Parish of Wooroolin, Title Reference 50141926, Registered Owner Kim S Laurenceson.
- g. Lot 3 on Survey Plan 162947, County of Fitzroy, Parish of Wooroolin, Title Reference 50486529, Registered Owner Mark C Dance & Maria N McMillan.
- h. Lot 5 on Registered Plan 32393, County of Cavendish, Parish of Taromeo, Title Reference 11038135, Registered Owner Graham Jardeng.
- i. Lot 3 on Registered Plan 32394, County of Cavendish, Parish of Taromeo, Title Reference 50744026, Registered Owner Graham Jardeng.
- j. Lot 4 on Registered Plan 32394, County of Cavendish, Parish of Taromeo, Title Reference 50744023, Registered Owner Graham Jardeng.
- k. Lot 5 on Registered Plan 32394, County of Cavendish, Parish of Taromeo, Title Reference 50744024, Registered Owner Graham Jardeng.
- l. Lots 1-7, 9-16, 29-31 on Registered Plan 15181, County of Fitzroy, Parish of Coolabunia, Title Reference 11192224, Registered Owner Joseph Obst.
- m. Lot 198 on Crown Plan N231, County of Fitzroy, Parish of Nanango, Title Reference 14231059, Registered Owner Senad Kucukovic.
- n. Lot 199 on Crown Plan N231, County of Fitzroy, Parish of Nanango, Title Reference 14231060, Registered Owner Senad Kucukovic.
- o. Lot 2 on Registered Plan 212302, County of Fitzroy, Parish of Johnstown, Title Reference 16987172, Registered Owner Merlyn D Reeves.
- p. Lot 1 FY1808, County of Fitzroy, Parish of Johnstown, Title Reference 13245185, Registered Owner Merlyn D Reeves.

- q. Lot 58 on Registered Plan 177433, County of Fitzroy, Parish of Boogie, Title Reference 16123107, Registered Owner Thomas Heinrich Thomsen.
- r. Lot 65 on Registered Plan 177433, County of Fitzroy, Parish of Boogie, Title Reference 16123114, Registered Owner (Estate of) Margaret M Richardson.
- s. Lot 129 on Registered Plan 179862, County of Fitzroy, Parish of Tarong, Title Reference 16191230, Registered Owner Lori Cleland & Victor John Cleland.
- t. Lot 18 on Registered Plan 206861, County of Cavendish, Parish of Taromeo, Title Reference 16831122, Registered Owner Margaret J & June N Collins.
- u. Lot 102 on Registered Plan 173326, County of Cavendish, Parish of Taromeo, Title Reference 16024243, Registered Owner Paul L Rosentreter.
- v. Lot 4 on Registered Plan 172930, County of Cavendish, Parish of Taromeo, Title Reference 16058192, Registered Owner Peter Kerry Boyle.
- w. Lot 2 on Registered Plan 187193, County of Cavendish, Parish of Taromeo, Title Reference 16404072, Registered Owner Carol A Mathers.
- x. Lot 13 on Registered Plan 859433, County of Cavendish, Parish of Taromeo, Title Reference 18564119, Registered Owner Stephen J Malone.
- y. Lot 8 on Registered Plan 182137, County of Fitzroy, Parish of Neumgna, Title Reference 16292200, Registered Owner Jane Moore Personal Representative under instrument 705583950.
- z. Lot 2 on Registered Plan 63749, County of Fitzroy, Parish of Cloyna, Title Reference 11883066, Registered Owner William Frederick Green.
- aa. Lot 607 on Crown Plan M5513, County of Fitzroy, Parish of Murgon, Title Reference 18192238, Registered Owner Darryl Austin Smith and Craig Steven Schmidt.
- bb. Lot 1 on Registered Plan 80198, County of Fitzroy, Parish of Murgon, Title Reference 12843155, Registered Owner The Trustee of the Property of Frederick Neil Collard, a Bankrupt and Prudence Ann Collard.
- cc. Lot 87 on Registered Plan 105329, County of Fitzroy, Parish of Murgon, Title Reference 13998172, Registered Owner Pauline Gugala.
- dd. Lot 19 on Registered Plan 203393, County of Fitzroy, Parish of Mondure, Title Reference 18525141, Registered Owner Geoffrey Carl Thorley & Barbara Marjorie Fleming.
- ee. Lot 14 on Registered Plan RP66780, County of Boondooma, Parish of Proston, Title Reference 16686035, Registered Owner Josephine Badran.
- ff. Lot 17 on Registered Plan 57676, County of Boondooma, Parish of Proston, Title Reference 12353033, Registered Owner Geoffrey Carl Thorley & Barbara Marjorie Fleming.
- gg. Lot 2 on Survey Plan 116128, County of Fitzroy, Parish of McEuen, Title Reference 50257145, Registered Owner Ben G Adams & Sandra P Davies.
- hh. Lot 38 on Crown Plan BO 585, County of Boondooma, Parish of Ballogie, Title Reference 16168004, Registered Owner Mellissa J Pryor.



- ii. Lot 4 on Registered Plan 195413, County of Boondooma, Parish of Jua, Title Reference 16548178, Registered Owner Ricky Clark.
- jj. Lot 39 on Registered Plan 190623, County of Boondooma, Parish of Proston, Title Reference 16465027, Registered Owner Patricia Kaye Baker.
- kk. Lot 2 on Registered Plan 85313, County of Boondooma, Parish of Cushnie, Title Reference 13015078, Registered Owner Neva J Watson.
- ll. Lot 1 on Registered Plan 117547, County of Boondooma, Parish of Lawson, Title Reference 14707157, Registered Owner Ian Charles Windsor Sneddon and Patricia Kay Sneddon.

**Resolution:**

*Moved Cr KM Campbell, seconded Cr CD Dalton.*

That in accordance with the provisions of the *Local Government Regulation 2012*, Council hereby resolves to sell the following lands because overdue rates remain unpaid for three (3) or more years and no action has been taken by the owner to enter into a payment arrangement or maintain a payment arrangement with the Council to pay the rates or charges within a satisfactory time frame.: -

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- b. Lot 47 on Registered Plan 890680, County of Fitzroy, Parish of Wooroolin, Title Reference 50100808, Registered Owner Ross Lawrence Kavanagh & Melissa Jane Kavanagh.
- c. Lots 27-28 on Survey Plan 233460, County of Fitzroy, Parish of Boonenne, Title Reference 50812077 & 50812078, Registered Owner PR Developments Aust Pty Ltd & SB Developments Qld Pty Ltd.
- d. Lot 4 on Survey Plan 186424, County of Fitzroy, Parish of Wooroolin, Title Reference 50662062, Registered Owner Rovergrove Pty Ltd.
- e. Lot 8 on Registered Plan 846801, County of Fitzroy, Parish of Wooroolin, Title Reference 50141926, Registered Owner Kim S Laurenceson.
- f. Lot 3 on Survey Plan 162947, County of Fitzroy, Parish of Wooroolin, Title Reference 50486529, Registered Owner Mark C Dance & Maria N McMillan.
- g. Lot 5 on Registered Plan 32393, County of Cavendish, Parish of Taromeo, Title Reference 11038135, Registered Owner Graham Jardeng.
- h. Lot 3 on Registered Plan 32394, County of Cavendish, Parish of Taromeo, Title Reference 50744026, Registered Owner Graham Jardeng.
- i. Lot 4 on Registered Plan 32394, County of Cavendish, Parish of Taromeo, Title Reference 50744023, Registered Owner Graham Jardeng.
- j. Lot 5 on Registered Plan 32394, County of Cavendish, Parish of Taromeo, Title Reference 50744024, Registered Owner Graham Jardeng.
- k. Lots 1-7, 9-16, 29-31 on Registered Plan 15181, County of Fitzroy, Parish of Coolabunia, Title Reference 11192224, Registered Owner Joseph Obst.

- l. Lot 198 on Crown Plan N231, County of Fitzroy, Parish of Nanango, Title Reference 14231059, Registered Owner Senad Kucukovic.
- m. Lot 199 on Crown Plan N231, County of Fitzroy, Parish of Nanango, Title Reference 14231060, Registered Owner Senad Kucukovic.
- n. Lot 2 on Registered Plan 212302, County of Fitzroy, Parish of Johnstown, Title Reference 16987172, Registered Owner Merlyn D Reeves.
- o. Lot 1 FY1808, County of Fitzroy, Parish of Johnstown, Title Reference 13245185, Registered Owner Merlyn D Reeves.
- p. Lot 58 on Registered Plan 177433, County of Fitzroy, Parish of Boobie, Title Reference 16123107, Registered Owner Thomas Heinrich Thomsen.
- q. Lot 65 on Registered Plan 177433, County of Fitzroy, Parish of Boobie, Title Reference 16123114, Registered Owner (Estate of) Margaret M Richardson.
- r. Lot 102 on Registered Plan 173326, County of Cavendish, Parish of Taromeo, Title Reference 16024243, Registered Owner Paul L Rosentreter.
- s. Lot 4 on Registered Plan 172930, County of Cavendish, Parish of Taromeo, Title Reference 16058192, Registered Owner Peter Kerry Boyle.
- t. Lot 2 on Registered Plan 187193, County of Cavendish, Parish of Taromeo, Title Reference 16404072, Registered Owner Carol A Mathers.
- u. Lot 8 on Registered Plan 182137, County of Fitzroy, Parish of Neumgna, Title Reference 16292200, Registered Owner Jane Moore Personal Representative under instrument 705583950.
- v. Lot 2 on Registered Plan 63749, County of Fitzroy, Parish of Cloyna, Title Reference 11883066, Registered Owner William Frederick Green.
- w. Lot 607 on Crown Plan M5513, County of Fitzroy, Parish of Murgon, Title Reference 18192238, Registered Owner Darryl Austin Smith and Craig Steven Schmidt.
- x. Lot 19 on Registered Plan 203393, County of Fitzroy, Parish of Mondure, Title Reference 18525141, Registered Owner Geoffrey Carl Thorley & Barbara Marjorie Fleming.
- y. Lot 14 on Registered Plan RP66780, County of Boondooma, Parish of Proston, Title Reference 16686035, Registered Owner Josephine Badran.
- z. Lot 17 on Registered Plan 57676, County of Boondooma, Parish of Proston, Title Reference 12353033, Registered Owner Geoffrey Carl Thorley & Barbara Marjorie Fleming.
- aa. Lot 2 on Survey Plan 116128, County of Fitzroy, Parish of McEuen, Title Reference 50257145, Registered Owner Ben G Adams & Sandra P Davies.
- bb. Lot 38 on Crown Plan BO 585, County of Boondooma, Parish of Ballogie, Title Reference 16168004, Registered Owner Mellissa J Pryor.
- cc. Lot 4 on Registered Plan 195413, County of Boondooma, Parish of Jua, Title Reference 16548178, Registered Owner Ricky Clark.

- dd. Lot 39 on Registered Plan 190623, County of Boondooma, Parish of Proston, Title Reference 16465027, Registered Owner Patricia Kaye Baker.
- ee. Lot 2 on Registered Plan 85313, County of Boondooma, Parish of Cushnie, Title Reference 13015078, Registered Owner Neva J Watson.
- ff. Lot 1 on Registered Plan 117547, County of Boondooma, Parish of Lawson, Title Reference 14707157, Registered Owner Ian Charles Windsor Sneddon and Patricia Kay Sneddon.

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

**(b) Portfolio Report**

Finance Portfolio Report

No Report.

**8.2 Property**

**(a) Officer's Reports**

No Report.

**(b) Portfolio Report**

Property Portfolio Report

No Report.

**8.3 Information Technology (IT)**

**(a) Officer's Reports**

No Report.

**(b) Portfolio Report**

Information Technology Portfolio Report

No Report.

**9. Executive Services**

**9.1 Executive**

**(a) Officer's Reports**

**9.1.1 E - 1190367 - By-Election for Division 6, South Burnett Regional Council**

## Summary

Councillor for Division 6, Cr Cheryl Dalton has formally resigned by signed notice of resignation to Council's Chief Executive Officer, Ken McLoughlin. The effective date of Cr Dalton's resignation is 18 July, 2013.

Pursuant to section 161 of the *Local Government Act 2009*, Councillor Dalton's office will become vacant in the middle of the Council's term and the vacancy must therefore be filled by a by-election. The date for the by-election to fill the vacancy must be within 12 weeks after the vacancy happens. The Electoral Commission of Queensland has the responsibility for conducting the by-election.

Council has the option to apply to the Minister for Local Government, Community Recovery and Resilience for the poll to be conducted by postal ballot under the *Local Government Electoral Act 2011*.

## Officer's Recommendation

That Council;

- a) Apply to the Minister for Local Government, Community Recovery and Resilience for the poll to be conducted by postal ballot pursuant to section 45 of the *Local Government Electoral Act 2011*;
- b) Put forward to the Minister for Local Government, Community Recovery and Resilience, the date of 7 September, 2013 as a suitable date for the poll;
- c) Adjust the 2013/14 Budget to fund the by-election, on advice from the Minister for Local Government, Community Recovery and Resilience as to the ballot type.

## Resolution:

*Moved Cr DP Tessmann, seconded Cr DJ Palmer.*

*That the Officer's Recommendation be adopted.*

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

Cr Cheryl Dalton gave her valedictory address after 16 years in Local government. Cr Dalton resigns from Council as of 18 July 2013

All Councillors then spoke acknowledging her contribution to Local government and South Burnett Regional Council.

The Mayor presented Cr Dalton with a special gift - a framed montage of photos taken around Division 6 by South Burnett photographer Max Walters.

## ADJOURNMENT:

### Motion:

*Moved Cr DP Tessmann, seconded Cr KA Duff.*

*That the meeting adjourn at 10.29am.*

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

**RESUMPTION:**

**Motion:**

*Moved Cr KA Duff, seconded Cr DP Tessmann.*

*That the meeting resume at 10.55am with attendance as previous to the adjournment*

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

**(b) Portfolio Report**

Executive Portfolio Report

No Report.

**9.1 Human Resources**

**(a) Officer's Reports**

No Report.

**(b) Portfolio Report**

Human Resources Portfolio Report

No Report.

**9.1 Governance**

**(a) Officer's Reports**

No Report.

**(b) Portfolio Report**

Human Resources Portfolio Report

No Report.

**10. Information Section**

**10.1 IS - 1188307 - Reports for the Information of Council**

**Summary**

- Listing of correspondence pending completion of assessment report
- Delegated Authority Report
- Workplace Health & Safety Report

**Officer's Recommendation**

That the reports be received.

**Resolution:**

*Moved Cr KA Duff, seconded Cr KM Campbell.*

*That the report be received.*

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

**11. General Section**

No Report.

**CLOSED SESSION:**

**Motion:**

*Moved Cr KM Campbell, seconded Cr DJ Palmer.*

That the meeting be closed to the public for Council discussions in accordance with Section 275(1)(a) *the appointment, dismissal or discipline of employees*, (e) contracts proposed to be made by it, (f) starting or defending legal proceedings involving it of the *Local Government Regulation 2012*,

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

**ATTENDANCE:**

*During the Closed Session the General Managers were requested to leave the meeting to allow Councillors to discuss staffing matters.*

**OPEN COUNCIL:**

**Motion:**

*Moved Cr DP Tessmann, seconded Cr DJ Palmer.*

*That the meeting resume in Open Council.*

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

**Report:**

The Mayor reported that whilst in Closed Session, in accordance with Sections 275(1)(a) *the appointment, dismissal or discipline of employees*, (e) contracts proposed to be made by it, (f) starting or defending legal proceedings involving it of the *Local Government Regulation 2012*, Council considered matters concerning *Resurfacing Works at Kingaroy Airport, Kerbside Recycling Collection, Memerambi Estate, Organisational Structure and Senior Executive Appointment Panel*.

**Motion:**

*Moved Cr DW Kratzmann, seconded Cr KA Duff.*

*That the Mayor's report be received.*

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

**12. Confidential Section**

**12.1 CONF - 1188391 - Contract SBRC - 12/13-05 Resurfacing works at Kingaroy Airport**

**Reason for Confidentiality**

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

(e) contracts proposed to be made by it

**Recommendation**

That:

1. Council accept the tender from SRS Roads Pty Ltd for the sum of \$438,612.00 (excl GST) for the bitumen resealing of the runway and ancillary areas at Kingaroy Airport.
2. Council engage the services of a third party Works Safety Officer at an indicative cost of \$ 10,000 (excl GST)

**Resolution:**

*Moved Cr DP Tessmann, seconded Cr BL Green.*

*That the Officer's Recommendation be adopted.*

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

**12.2 CONF - Kerbside recycling collection be included as part of a tender for waste management in the South Burnett.**

**Reason for Confidentiality**

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

- (e) contracts proposed to be made by it

**Summary:**

Kerbside recycling collection be included as part of a tender for waste management in the South Burnett.

**Motion:**

*Moved Cr KM Campbell, seconded Cr CD Dalton.*

*That Council resolve based upon the State government's waste strategy targets, to include a two bin waste system (one 240 litre wheelie bin for general waste and another 240 litre wheelie bin for recyclables) as part of the Waste Collection Tender with a final decision on recycling to be made prior to entering into the new Waste Collection Contract.*

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

**12.3 CONF - 1173630 Memerambi Estate Proposed Solution Infrastructure Works (Roads & Drainage)**

**Reason for Confidentiality**

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

- (f) starting or defending legal proceedings involving it

**Summary:**

Proposed solution by Summit View Meritor Pty Ltd to the completion of outstanding roads and drainage infrastructure Memerambi – Planning and Environment Court Application No 2001 of 2013.

**Motion:**

*Moved Cr KA Duff, seconded Cr DP Tessmann.*

*That Council reject Summit View Meritor Pty Ltd's proposal of 9 July 2013 and await response from Summit View Meritor Pty Ltd's financier.*

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



## 12.4 CONF - 1189980 - South Burnett Regional Council Organisational Structure

### Reason for Confidentiality

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

- (a) the appointment, dismissal or discipline of employees

### Recommendation

That Council adopt an organisational structure where there are three (3) Departments headed by General Managers, namely:

- Finance, Property and Information Technology;
- Infrastructure; and
- Planning, Community and Environment.

### Resolution:

*Moved Cr KM Campbell, seconded Cr KA Duff.*

*That the Officer's Recommendation be adopted.*

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

**12.5 CONF - 1189981 - Senior Executive Employee Appointment Panel**

**Reason for Confidentiality**

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

- (a) the appointment, dismissal or discipline of employees

**Recommendation**

That pursuant to Section 196(4) of the Act, the Mayor, Chief Executive Officer and the Deputy Mayor be appointed to the Senior Executive Employee Appointment Panel.

**Resolution:**

*Moved Cr BL Green, seconded Cr DJ Palmer.*

*That the Officer's Recommendation be adopted.*

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

There being no further business the meeting was declared closed at 11.21am.

Confirmed before me this ..... day of .....2013

..... **MAYOR**

