



Minutes

Of The

General Council Meeting

Held in the Council Chambers, 45 Glendon Street Kingaroy

on Wednesday, 21 November 2012

Acting Chief Executive Officer: Gary Wall



SOUTH BURNETT REGIONAL COUNCIL MINUTES

Wednesday, 21 November 2012

ORDER OF BUSINESS:

1.	LEAVE OF ABSENCE	1
2.	PRAYERS	1
3.	ADDRESS FROM PUBLIC GALLERY	1
4.	RECEIPT OF PETITIONS	1
5.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	1
5.1	South Burnett Regional Council Minutes	1
5.2	South Burnett Regional Council Special Minutes (Acceptance of Contract).....	2
5.3	South Burnett Regional Council Special Minutes.....	2
6.	MAYORAL REPORT	2
6.1	MR - 1359717 - Mayoral Report	2
7.	PLANNING & ENVIRONMENT	3
7.1	ENVIRONMENTAL SERVICES	3
7.1.1	ES - 1352799 - Waste Collection Contract Renewal	3
7.1.2	ES - 1306957 - Changes to Environmental Services Fee Charges Aug 2012	3
7.2	NATURAL RESOURCE MANAGEMENT (NRM) & PARKS.....	5
7.3	NRM, PARKS AND ENVIRONMENT PORTFOLIO REPORT	5
7.3.1	NRMP&E - 1358553 - NRM Parks & Environment Portfolio Report.....	5
8.	PLANNING, LAND MANAGEMENT AND WASTE.....	5
8.1	PLANNING AND LAND MANAGEMENT.....	5
8.1.1	P&LM - 1158729 - Groundwork Plus - Forwarding a SeDA Material Change of Use (Extractive industry) - Chinchilla Road Durong - Lot 22 BO44 & Lot 28 BO426 - Applicant: Hy-Tec Industries (Queensland) Pty Ltd.....	5
8.1.2	P&LM - 1336224 - Requesting Council waive the development application fees for the Christian Life Centre's application in regards to their Food Aid Program	9
8.1.3	P&LM - 1327003 - O'Reilly Nunn Favier - Requesting Council Delete Condition ENG6 - Reifs Road Upgrade in relation to Reconfiguration of a Lot - 3 Lots into 23 Lots - Braithwaite - Reifs Road Tablelands - Lot 1 FY609, Lot 76 FY1219 & Lot 1 RP216333	10
8.1.4	P&LM - 1253967 - O'Reilly Nunn Favier - Forwarding SeDA Material Change of Use (Multiple dwelling units) - James Street Kingaroy - Lots 18, 19 & 22 SP245782 - Roundtree Developments Pty Ltd atf RT Development Trust #1 C/- O'Reilly Nunn Favier.....	11
8.1.5	P&LM - 1297055 - Forwarding SeDA Material Change of Use (Major utility - telecommunication facility) - 54 Rural Road Nanango - Lot 321 FY2843 - Applicant: Telstra C/- Urbis Pty Ltd Owner : P & RNJ Bellingham	16
8.1.6	P&LM - 1313007 - Forwarding SeDA for Reconfiguration of a Lot (Boundary realignment) - Tessmanns Road & Schellbachs Road Kingaroy - Lots 211 and 212 SP238500 - Application: O'Reilly Nunn Favier Owner : M. Torrens	17
8.2	WASTE.....	20
8.3	PLANNING & LAND MANAGEMENT & WASTE PORTFOLIO REPORT	21
8.3.1	PLM&W - 1358592 - Planning Land Management & Waste Portfolio Report	21
9	COMMUNITY & CULTURAL SERVICES	21
9.1	COMMUNITY & CULTURAL SERVICES	21

9.1.1	C&CS - 1355919 - Healthy Communities Committee Minutes 18 October 2012	21
9.1.2	C&CS - 1343418 - Minutes of the Boondooma Homestead Management Advisory Committee and Building Sub Committee meetings held on 9 October 2012.....	26
9.1.3	C&CS - 1355960 - Community Recovery Flexible Funding Program - Momento Photography Book of Flood Images	33
9.1.4	C&CS - 1356325 - Community Recovery Flexible Funding Program - Documentary of the reconstruction of Taromeo Cemetery	34
9.1.5	C&CS - 1356268 - Community Recovery Flexible Funding Program - Taromeo Cemetery Reconstruction Ceremony and Event	34
9.2	COMMUNITY & CULTURAL SERVICES PORTFOLIO REPORT	35
10.	ECONOMIC & TOURISM DEVELOPMENT	35
10.1	ECONOMIC & TOURISM DEVELOPMENT	35
10.2	ECONOMIC & TOURISM DEVELOPMENT PORTFOLIO REPORT	35
11.	OPERATIONS AND TECHNICAL SERVICES	35
11.1	OPERATIONS	35
11.1.1	O - 1325530 - Review of TIDS Funded Roadworks Program	35
11.1.2	O - 1322509 - Gympie Regional Council - Requesting response to land being auctioned by real estate and requesting Council set the reserve price at \$95,000 for Manyung Sand Quarry at Jones Road Manyung - Lot 2 RP78265	35
11.2	TECHNICAL SERVICES.....	36
11.2.1	TS - 1323851 - DNR - Department of Natural Resources & Mines - Forwarding copy of Notice published in Government Gazette of 31 August 2012 regarding Application for Permanent Road Closure - Greenslade Road abutting L2 RP910974.....	36
11.2.2	TS - 1358244 - 2013-2014 Roads to Recovery	37
11.3	ROADS PORTFOLIO REPORT	38
11.3.1	O - 1358392 - Roads Portfolio Report.....	38
12.	WATER & WASTEWATER.....	39
12.1	WATER & WASTEWATER.....	39
12.2	WATER & WASTEWATER PORTFOLIO REPORT	39
13.	FINANCE & INFORMATION SERVICES	39
13.1	INFORMATION SERVICES	39
13.2	FINANCIAL OPERATIONS	39
13.2.1	FO - 1328293 - Stanwell Corporation Limited - Notice of Objection against Categorisation - Requesting reclassification from Category 414 - Coal Mine to Category 6 - Rural Land property (Meandu Mine) at Nobby Smith Way, Tarong	39
13.2.2	FO - 1357209 - Sale of Land for Overdue Rates or Charges	40
13.2.3	FO - 1331501 - Rate Exemptions and Remissions - additions to approved list	42
13.3	FINANCIAL PLANNING	43
13.3.1	FP - 1358242 - Monthly Financial Statements	43
13.3.2	FP- 1358248 - South Burnett Regional Council Monthly Capital Works	43
13.4	FINANCIAL AND INFORMATION SERVICES PORTFOLIO REPORT	44
13.4.1	F&IS - 1359738 - Financial and Information Services Portfolio Report.....	44
14.	EXECUTIVE SERVICES	44
14.1	EXECUTIVE.....	44
14.2	HUMAN RESOURCES	44
14.3	GOVERNANCE.....	44

14.3.1	G - 1349938 - Meeting Dates for the Ordinary Meetings of Council	44
14.3.2	G - 1358227 - Annual Report 2011/2012	45
14.3.3	G - 1358163 - Media Relations Policy.....	46
14.3.4	G - 1358018 - Councillor Discretionary Fund Policy.....	51
14.4	STRATEGIC PROJECTS & GRANTS	55
14.5	GOVERNANCE PORTFOLIO REPORT	55
15.	INFORMATION SECTION	55
15.1	IS - 1358578 - Reports for the Information of Council.....	55
16.	GENERAL SECTION	55
17.	CONFIDENTIAL SECTION.....	56
17.1	CONF - 1357009 - Tender 12/13-07 Design and Documentation for Kingaroy Waste Water Treatment Plant Upgrade	57
17.2	CONF - 1357910 - Offer to Purchase L1 RP211324.....	57
17.3	CONF - 1332278 - Request to re-open Pedler Road, Tarong.....	58
17.4	CONF - 1357896 - Joyce Ruddell bequeath release of funds to Southern Cross Care (Qld) Inc.....	59

Minutes of the meeting of the South Burnett Regional Council, held in the Council Chambers, 45 Glendon Street Kingaroy on 21 November 2012 at 9:01am.

PRESENT:

Councillors:

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

Council Officers:

Gary Wall (Acting Chief Executive Officer), John Kersnovski (General Manager Infrastructure Services), Eleanor Sharpe (General Manager Community & Economic Development), Stan Taylor (General Manager Planning & Environment)

1. Leave Of Absence

Nil.

2. Prayers

A representative of the Ministers Fraternal, Pastor Geoff Folker offered prayers for Council and for the conduct of the Council meeting.

3. Address From Public Gallery

Nil

4. Receipt Of Petitions

Nil.

5. Confirmation Of Minutes Of Previous Meeting

5.1 South Burnett Regional Council Minutes

Officer's Recommendation

That the minutes of the previous meeting held on Wednesday 17 October 2012 as recorded be confirmed.

Resolution:

Moved Cr KA Duff, seconded Cr KM Campbell.

That the minutes of the previous meeting held on Wednesday 17 October 2012 as recorded be confirmed.

Carried 7/0
FOR VOTE - Councillors voted unanimously

5.2 South Burnett Regional Council Special Minutes (Acceptance of Contract)

Summary:

Confirmation of Minutes of Special meeting of the South Burnett Regional Council held in the Council Chambers, 45 Glendon Street Kingaroy on 14 November 2012.

Resolution:

Moved Cr KA Duff, seconded Cr DP Tessmann.

That the minutes of the special meeting held on Wednesday 14 November 2012 as recorded be confirmed.

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

5.3 South Burnett Regional Council Special Minutes (Acceptance of Contract)

Summary:

Confirmation of Minutes of Special meeting of the South Burnett Regional Council held in the Council Chambers, 45 Glendon Street Kingaroy on 14 November 2012

Motion:

Moved Cr DJ Palmer, seconded Cr BL Green.

That the minutes of the special meeting held on Wednesday 14 November 2012 as recorded be confirmed.

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

6. Mayoral Report

6.1 MR - 1359717 - Mayoral Report

Summary

Mayoral Report to council for the period 12 October 2012 to 14 November 2012.

Officer's Recommendation

That the Mayoral Report to council for the period 12 October 2012 to 14 November 2012 be received.

Resolution:

Moved Cr DW Kratzmann, seconded Cr KM Campbell.

That the Mayoral Report to council for the period 12 October 2012 to 14 November 2012 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

7. Planning & Environment

7.1 Environmental Services

7.1.1 ES - 1352799 - Waste Collection Contract Renewal

Summary

Proposed extension of the existing Waste Collection Contracts in order to coincide with the Gympie Regional Council's proposed new waste collection date and also to account for enough time to develop the South Burnett Regional Council's Waste Strategy and implement Council's own new waste collection contract.

Officer's Recommendation

That Council:

1. Approves an extension to the existing Waste Collection Contracts for the Wondai, Murgon and Nanango areas through to the 30 June 2014.
2. Advise the Gympie Regional Council of the South Burnett Regional Council's decision, particularly in relation to the Wondai, Murgon and Kilkivan Waste Collection Contract.
3. In conjunction with the Gympie Regional Council, formally write to JJ Richards advising of the joint decision to extend the Wondai, Murgon and Kilkivan Waste Collection Contract to 30 June 2014.
4. Write to JJ Richards, formally requesting them to continue their existing collection service to Nanango through to 30 June 2014.

Resolution:

Moved Cr CD Dalton, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted

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

7.1.2 ES - 1306957 - Changes to Environmental Services Fee Charges Aug 2012

Summary

Minor changes to be made to the 2012/2013 Fees and Charges.

Officer's Recommendation

That Council approve

- a) the following amendments to the *2012/2013 Fees and Charges Schedule*:
-

1. Page 44 - Change the fee for a 2m³ skip bin casual service for the Kingaroy area from \$101.00 to \$108.00
 2. Page 11 - Change the Purchase Fee for a niche in a columbarium wall from \$133.00 to \$259 (GST inclusive), which does not include a plaque.
 3. Page 11 - Change the Reservation fee for a niche in a columbarium wall from \$133.00 to \$578 (GST inclusive), which includes the provision of and the installation of a reservation plaque.
 4. Page 44 - Delete the Waste Levy charges.
- b) the following fees to be added to the *2012/2013 Fees and Charges Schedule*:
5. Establish a Food Business category called Home Based Business–Market (selling within the South Burnett at the local markets only). The Assessment of Applicant Fee will be \$72, while the Home Based Business - Market Licence will be \$57 and the renewal each year thereafter will be \$57.
 6. Establish a waste disposal fee of \$28 (GST inclusive) per tonne for the Kingaroy Landfill Weighbridge.

Resolution:

Moved Cr CD Dalton, seconded Cr DJ Palmer.

That Council approve

- a) the following amendments to the *2012/2013 Fees and Charges Schedule*:
1. Page 44 - Change the fee for a 2m³ skip bin casual service for the Kingaroy area from \$101.00 to \$108.00
 2. Page 11 - Change the Purchase Fee for a niche in a columbarium wall from \$133.00 to \$259 (GST inclusive), plus the cost price of a reservation plaque .
 3. Page 11 - Change the Reservation fee for a niche in a columbarium wall from \$133.00 to \$578 (GST inclusive), which includes the provision of and the installation of a reservation plaque.
 4. Page 44 - Delete the Waste Levy charges.
- b) the following fees to be added to the *2012/2013 Fees and Charges Schedule*:
5. Establish a waste disposal fee of \$28 (GST inclusive) per tonne for the Kingaroy Landfill Weighbridge.

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

7.2 Natural Resource Management (NRM) & Parks

Nil.

7.3 NRM, Parks and Environment Portfolio Report

7.3.1 NRMP&E - 1358553 - NRM Parks & Environment Portfolio Report

Summary

NRM & Environment Portfolio Report to council for the period 9 October 2012 to 13 November 2012

Officer's Recommendation

That the NRM Parks & Environment Portfolio Report to council for the period 9 October 2012 to 13 November 2012 be received.

Resolution:

Moved Cr KA Duff, seconded Cr DP Tessmann.

That the NRM Parks & Environment Portfolio Report to council for the period 9 October 2012 to 13 November 2012 be received.

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

Presentation

A presentation was made by Bendigo Bank Board members Wayne Emms, David Robinson and Jeff Connor regarding the proposed Nanango Community Bank Branch of Bendigo Bank.

8. Planning, Land Management and Waste

8.1 Planning and Land Management

8.1.1 P&LM - 1158729 - Groundwork Plus - Forwarding a SeDA Material Change of Use (Extractive industry) - Chinchilla Road Durong - Lot 22 BO44 & Lot 28 BO426 - Applicant: Hy-Tec Industries (Queensland) Pty Ltd

Summary

- Application for Development Permit for Material Change of Use (Extractive Industry) to increase the scale of the existing approved use
- Subject site included within the Rural Zone under the Wondai Shire IPA Planning Scheme
- The Department of Transport and Main Roads (DTMR) are a Concurrence Agency as the subject site fronts a State Controlled Road (Chinchilla Wondai Road) - the Department advised on 25 July 2012 that conditions were to be incorporated into any development approval issued by Council
- The Department of Environment and Resource Management (DERM) are a Concurrence Agency due to the proposed use involving an Environmentally Relevant

Activity (ERA) - the Department advised on 27 September 2012 that conditions were to be incorporated into any development approval issued by Council

- No submissions received during the public notification period
- Application recommended for approval subject to reasonable and relevant conditions

Officer's Recommendation

That Council *approve* the applicants request for a Development Permit for Material Change of Use (Extractive Industry) on Lot 22 on BO44 and Lot 28 on BO426 located at 10988 Chinchilla Wondai Road, Durong subject to the following conditions;

General

GEN1. The subject site is to be developed generally in accordance with Drawing No. 1294.037 Revision 1, Conceptual Site Layout Plan prepared by Groundwork Plus, dated 24 October 2011 and subject to the following requirements:

- The total extent of extraction areas must not exceed 175ha;
- The maximum disturbed area of the extractive pits (including rehabilitation areas) must not exceed 40ha at any one time;
- A minimum buffer of 50 metres must be maintained from the Wetland Management Area identified by the Department of Environment and Heritage Protection (DEHP);
- Haulage from the site is limited to 40,000 tonnes of material in any twelve (12) month period as required by the concurrence agency conditions of the Department of Transport and Main Roads; and
- A minimum buffer of 10 metres must be maintained from drainage lines with a stream order of 1 or 2 as identified on the Conceptual Site Layout Plan (Drawing No. 1294.008 Revision 3 prepared by Groundwork Plus)

GEN2. The applicant is required to maintain the site in a clean and orderly state at all times.

GEN3. Dust prevention measures are to be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent premises during extraction operations.

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.

Waste Storage

MCU1. Provision must be made for the storage and removal of refuse in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.

Hours of Operation

MCU2. Hours of operation for the approved use (excluding maintenance) are between 6am to 6pm Monday to Friday and 8am to 1pm on Saturday.

MCU3. No operations are to be conducted on a Sunday or on public holidays.

Vegetated Buffer

MCU4. Prior to the commencement of use, establish a 20m wide vegetation buffer along the eastern boundary for the full length of the extraction operations based on the sequence of staging indicated on the approved proposal plan. The buffer is to be designed in

according with Appendix 2 of the State Planning Policy 1/92: Guidelines: Separating Agricultural and Residential Land Uses.

Stormwater

- ENG1. The stormwater drainage system serving the site is to be designed so that post-development flows at the point of discharge to all downstream properties including road reserves remains consistent with the pre-developed case.
- ENG2. The stormwater drainage is to be design 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.

Advice

- ADV1. Section 341(1)(a) 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 KA Duff.

That Council *approve* the applicants request for a Development Permit for Material Change of Use (Extractive Industry) on Lot 22 on BO44 and Lot 28 on BO426 located at 10988 Chinchilla Wondai Road, Durong subject to the following conditions;

General

- GEN1. The subject site is to be developed generally in accordance with Drawing No. 1294.037 Revision 1, Conceptual Site Layout Plan prepared by Groundwork Plus, dated 24 October 2011 and subject to the following requirements:
- The total extent of extraction areas must not exceed 175ha;
 - The maximum disturbed area of the extractive pits (including rehabilitation areas) must not exceed 40ha at any one time;

- A minimum buffer of 50 metres must be maintained from the Wetland Management Area identified by the Department of Environment and Heritage Protection (DEHP);
- Haulage from the site is limited to 40,000 tonnes of material in any twelve (12) month period as required by the concurrence agency conditions of the Department of Transport and Main Roads; and
- A minimum buffer of 10 metres must be maintained from drainage lines with a stream order of 1 or 2 as identified on the Conceptual Site Layout Plan (Drawing No. 1294.008 Revision 3 prepared by Groundwork Plus)

GEN2. The applicant is required to maintain the site in a clean and orderly state at all times.

GEN3. Dust prevention measures are to be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent premises during extraction operations.

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.

Waste Storage

MCU1. Provision must be made for the storage and removal of refuse in accordance with the *Environmental Protection (Waste Management) Regulation 2000*.

Hours of Operation

MCU2. Hours of operation for the approved use (excluding maintenance) are between 6am to 6pm Monday to Friday and 8am to 1pm on Saturday.

MCU3. No operations are to be conducted on a Sunday or on public holidays.

Vegetated Buffer

MCU4. Prior to the commencement of use, establish a 10m wide vegetation buffer along the eastern boundary for the full length of the extraction operations based on the sequence of staging indicated on the approved proposal plan. The buffer is to be constructed of an earth mound with vegetation planted on the top with the design to be approved by the Chief Executive Officer prior to the construction.

Stormwater

ENG1. The stormwater drainage system serving the site is to be designed so that post-development flows at the point of discharge to all downstream properties including road reserves remains consistent with the pre-developed case.

ENG2. The stormwater drainage is to be design 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.

Advice

ADV1. Section 341(1)(a) 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.

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

8.1.2 P&LM - 1336224 - Requesting Council waive the development application fees for the Christian Life Centre's application in regards to their Food Aid Program

Summary

The Christian Life Centre Kingaroy Incorporated is seeking a waiver of the \$2,449 town planning application fee (based on 2012/2013 fees and charges) for the establishment of a Special Use (Church) at 22 Stolzenberg Road, Kingaroy (Lot 3 on RP868343).

Officer's Recommendation

That Council:

- approve 100% waiver of the \$2,449 Planning Assessment Fee for the establishment of a Special Use (Church) having regard to the community nature of the use which is proposed by the Christian Life Centre Kingaroy Incorporated and its volunteers and refund an amount of \$1,224.50 (50% of the total application fee) as paid by the applicant on 28 September 2012.

Resolution:

Moved Cr CD Dalton, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted

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

ADJOURNMENT:

Motion:

Moved Cr DP Tessmann, seconded Cr KM Campbell.

That the meeting adjourn for twenty (20) minutes

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

During the adjournment a Citizenship Ceremony was held for:-

Mr Albert Auer
Ms Corazon Bemrose
Ms Ut Huynh
Mrs Grace Garside
Mrs Fran Van Vegchel

RESUMPTION:

Motion:

Moved Cr KA Duff, seconded Cr DJ Palmer.

That the meeting resume at 11:04am with attendance as previous to the adjournment

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

8.1.3 P&LM - 1327003 - O'Reilly Nunn Favier - Requesting Council Delete Condition ENG6 - Reifs Road Upgrade in relation to Reconfiguration of a Lot - 3 Lots into 23 Lots - Braithwaite - Reifs Road Tablelands - Lot 1 FY609, Lot 76 FY1219 & Lot 1 RP216333

Officer's Recommendation

That the Council **refuse** the Applicant's Request to Change an Existing Approval and retain Condition ENG6 based on advice from Council's Infrastructure Department. All conditions are to be retained as per Council's Amended Decision Notice dated 28 August 2012.

Resolution:

Moved Cr KM Campbell, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted.

*Lost 5/2
FOR VOTE - Cr KM Campbell, Cr BL Green
AGAINST VOTE - Cr DW Kratzmann (Mayor), Cr CD Dalton, Cr KA Duff, Cr DJ Palmer,
Cr DP Tessmann*

Resolution:

Moved Cr CD Dalton, seconded Cr KA Duff.

That Council accede to the applicant's request to delete ENG6 as Council doesn't consider it a reasonable condition due to the reduced scale of the development.

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

8.1.4 P&LM - 1253967 - O'Reilly Nunn Favier - Forwarding SeDA Material Change of Use (Multiple dwelling units) - James Street Kingaroy - Lots 18, 19 & 22 SP245782 - Roundtree Developments Pty Ltd atf RT Development Trust #1 C/- O'Reilly Nunn Favier

Summary

- Application for Development Permit for Material Change of Use (Multiple Dwelling Units)
- Subject site included within the Residential Zone (Residential B Preferred Dominant Land Use Area) under the Kingaroy IPA Planning Scheme
- The four (4) submissions received during the public notification period raised issues of the number of dwelling units which exist in the surrounding area, increase in vehicle movements on the local street network, residential amenity and stormwater impacts on adjoining properties
- Proposed development in its current form does not comply with key Overall Outcomes within the Urban Locality Code and key Specific Outcomes within the Multiple Dwelling Unit, Accommodation Building and Retirement Village Code in the Kingaroy Shire IPA Planning Scheme
- Key aspects of non-compliance identified include reduction in levels of residential amenity, increase in vehicle movements, orientation and design of dwelling units relative to site characteristics and stormwater impacts on adjoining properties
- An independent review was undertaken by a consulting Town Planner which correlated with a number of planning grounds raised within the assessment and by submitters
- Recommendation to refuse the applicant's request for a Development Permit and issue a Preliminary Approval subject to reasonable and relevant conditions over 15 James Street (Lot 18 on SP245782) providing an opportunity for the application to seek a Development Permit under the Negotiated Decision process under SPA and refuse the applicant's request for a Development Permit over 9 James Street (Lot 22 on SP245782) and 13 James Street (Lot 19 on SP245782)

Officer's Recommendation

That Council:

- A. (i) *refuse* the applicants request for a Development Permit for Material Change of Use (Multiple Dwelling Units); and
- (ii) *approve* a Preliminary Approval for Material Change of Use (Multiple Dwelling Units) on Lot 18 on SP245782 located at 15 James Street, Kingaroy only, 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.

- GEN2. All works, including the relocation of services (Telstra, lighting etc.) are 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 of 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 Material Change of Use (15 James Street only)
- Development Permit for Building Work
- Development Permit for Plumbing and Drainage Work

Amended Plans

- MCU1. The applicant shall provide amended plans for the three (3) dwelling units proposed at 15 James Street, Kingaroy (Lot 18 on SP245782) incorporating the following design elements:

- The dwelling units must appear as a single residential Dwelling House when viewed from James Street (Unit 1 is to be orientated with vehicular and pedestrian entry via James Street)
- The bin storage area is to be located 2.0m from the James Street frontage and 0m from the side (eastern) boundary of the subject site and screened by a 1.5m high solid screen fence
- The two (2) visitor car parking spaces are to be relocated to the south-east corner of the subject site and accessed via Easement A in Lot 19 on SP245782 (13 James Street)
- Ensure that ingress and egress from all car parking spaces (including visitor car parking spaces) on the subject site complies with Australian Standard AS2890.1:2004 for a B99 class vehicle (refer to Condition ENG3)
- All resident car parking and manoeuvring is to be via a separate driveway crossover on James Street extending along the western (side) boundary with provision for a 0.5m landscape strip along the common boundary
- Units 2 and 3 are to have garages orientated towards the west
- Living areas within each dwelling unit must have a north or north-easterly orientation in order to maximise solar access
- Internal living areas are required to directly adjoin designated private open space areas
- A Stormwater Management Plan is to be prepared in accordance with the requirements of Condition ENG6

Fencing

- MCU2. Fence construction along the side and rear boundaries is to be solid screen fencing to a height not exceeding 1.8m to prohibit direct views between habitable rooms of dwelling units and between individual private open space areas.

- MCU3. The height of the fences forward of the main building line except where bounding private open space, is to be 1.2m if of solid construction, or up to 1.8m if gaps permit 50% transparency. Fences or walls over 1.2m in height are tapered to 1.2m in height within 4.0m of the front boundary.

Satellite Dishes

- MCU4. A maximum of one satellite dish is permitted per dwelling unit with a maximum diameter of 1.2m with a maximum height of 10.5m above ground level.

Lighting

- MCU5. Lighting used to illuminate any areas of the premises is to be designed and constructed in accordance with Australian Standard AS4282 (Obtrusive Effects of Outdoor Lighting) to ensure that lighting does not directly illuminate any nearby premises or roadways.

Landscaping

- MCU6. 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 the James Street frontage (excluding driveway and vehicle manoeuvring areas). 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).

Clothes Drying Area

- MCU7. Each dwelling unit is to be provided with external clothes drying facilities in the private open space area.

Letterboxes and Unit Identification

- MCU8. Letterboxes shall be provided 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.

Rainwater Tanks

- MCU10. The developer shall provide the equivalent of 9,200L of roof water storage for each dwelling unit, provided in communal or separate containers in accordance with MP4.2 of the Queensland Development Code (QDC). The location of the rainwater tanks is not to compromise the designated private open space areas for individual dwelling units.

Car Parking

- ENG1. Prior to the commencement of use, provide a minimum of five (5) car parking spaces in accordance with the approved plans for 15 James Street, Kingaroy. The total number of car parking spaces is to include three (3) resident car parking spaces and two (2) visitor car parking spaces. The location of car parking spaces is to be identified on a revised site plan in accordance with Condition MCU1.

Roads & Access

- ENG2. The two (2) property accesses shall be designed and constructed in accordance with IPWEAQ Standard Drawing No. R-0050 and Table S2.7 - Design and Construction Standards of the Kingaroy Shire IPA Planning Scheme and located in accordance with Condition MCU1.

Vehicle Manoeuvring

ENG3. All vehicle manoeuvring occurring on 15 James Street 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 Section prior to the issue of a Development Permit for Material Change of Use.

Water Supply

ENG4. A water connection will be required to service the proposed units to current South Burnett Regional Council standards.

Sewerage Reticulation

ENG5. A sewerage connection will be required to service the proposed units to current South Burnett Regional Council standards.

Stormwater

ENG6. An on-site stormwater management plan shall be provided to Council's Infrastructure Department indicating a stormwater detention tank (sizing to be determined in calculations detailed in the stormwater management plan as per the Queensland Urban Drainage Manual). This tank should detail the overflow from the rainwater tanks and the flows off the impervious sealed driveway area for a Q100 rain even to the predevelopment state. The outlet from the stormwater detention tank shall be pumped to a manhole at the front of the subject site (outlet flow to be determined in calculations detailed in the stormwater management plan as per QUDM) and then gravity fed to the kerb and channel system. The stormwater plan and all associated calculations and assumptions are to be prepared by a Registered Professional Engineer Queensland (RPEQ).

Earthworks

ENG7. Any proposed earthworks shall be undertaken in accordance with the Urban Locality Code, Element (g) within the Kingaroy IPA Planning Scheme unless approved separately under a Development Permit for Operational Works.

Advice

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 development 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.

ADV2. Section 341(1)(a) 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. In this instance a related approval is considered to be a Development Permit for Material Change of Use (15 James Street only).

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.

And:

B. *refuse* the applicants request for a Development Permit for Material Change of Use (Multiple Dwelling Units) on Lots 22 and 19 on SP245782 located at 9 and 13 James Street, Kingaroy for the following reasons:

- The proposed development is not consistent with a number of key Desired Environmental Outcomes within the Kingaroy Shire IPA Planning Scheme;
- The proposed development does not accord with key Overall Outcomes of the Urban Locality Code;
- The proposed development does not accord with key Overall Outcomes of the Multiple Dwelling Unit, Accommodation Building and Retirement Village Code;
- The proposed dwelling units on rear allotments do not positively contribute to the streetscape due to the distance between dwelling units and James Street;
- The lack of appropriate on-site stormwater retention on each individual allotment considered to increase stormwater impacts on adjoining properties;
- The proposed dwelling units on rear allotments are considered to detrimentally impact on existing levels of residential amenity; and
- and increase in vehicle movements and associated noise and light issues due to the combined access for thirteen (13) vehicle spaces from a single access point along an access handle 8.0m in width

Resolution:

Moved Cr CD Dalton, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted

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

8.1.5 P&LM - 1297055 - Forwarding SeDA Material Change of Use (Major utility - telecommunication facility) - 54 Rural Road Nanango - Lot 321 FY2843 - Applicant: Telstra C/- Urbis Pty Ltd Owner : P & RNJ Bellingham

Summary

Key Point Summary

- Application for Material Change of Use (upgrade to Major Utility - (Telecommunications Facility)) in the Rural Zone;
- Application is Impact Assessable against the Nanango Shire IPA Planning Scheme;
- Telstra currently operates a facility comprising of a 20m wooden pole and equipment shelter located within an enclosure;
- The new Telstra facility is proposed to be located within the existing Telstra Lease Area and will comprise:
 - 5m high pole;
 - Three (3) Telstra panel antennas (2.63m long) attached to the top of the pole via a headframe;
 - One (1) low impact equipment hut adjacent to the pole, with dimensions 3.2m (L) by 2.28m (W) x 3.0m (H); and
 - Concealed conduits for feeder cables.
- No public submissions were received by Council during the public notification period 24 August 2012 to 18 September 2012; and
- The application is recommended for approval subject to reasonable and relevant conditions.

Officer's Recommendation

That Council *approve* the Development Application for a Material Change of Use (Telecommunication Facility) at 54 Rural Road, Nanango (and described as Lot 321 FY2843) 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.
- Preliminary - Mobile Network Site - 49275 - Site Access and Locality Plan - Telstra Corporation Limited - Drawing No Q103761 - Sheet No S1 Index.
 - Preliminary - Mobile Network Site - 49275 - Site Layout & Access - Telstra Corporation Limited - Drawing No Q103761 - Sheet No S1-1 Index.
 - Preliminary - Mobile Network Site - 49275 - Site Elevation - Telstra Corporation Limited - Drawing No Q103761 - Sheet No S3 Index.
 - Mobile Network Site - 49275 - Nanango CMTS - Site Elevation - Sheet No S3-1 Index.
- GEN2. The proposed equipment shelter is to be finished in a pale eucalyptus colour to ensure it blended with the natural background.
- GEN3. Resultant or associated installation, repair or relocation of services is to be completed at no cost to the Council.
- GEN4. Dust prevention measures must be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent properties.
- GEN5. Maintain the site in a clean and orderly state at all times.

- GEN6. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.
- GEN7. All significant existing vegetation should be protected and maintained unless situated in a location approved for building or other works.

Access

- ENG1. Property access to the Telstra compound shall be in accordance with IPWEAQ standard drawing SEQ-R-056 and table S2.7 – Design and Construction Standards of the Nanango Shire Council IPA Planning Scheme.

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 BL Green.

That the Officer's Recommendation be adopted

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

- 8.1.6 P&LM - 1313007 - Forwarding SeDA for Reconfiguration of a Lot (Boundary realignment) - Tessmanns Road & Schellbachs Road Kingaroy - Lots 211 and 212 SP238500 - Application: O'Reilly Nunn Favier Owner : M. Torrens**

Summary

- Application for Development Permit for Reconfiguration of a Lot (Boundary Realignment)

- Subject site included within the Rural Zone under the Kingaroy IPA Planning Scheme
- Proposed reconfiguration does not meet the minimum 200ha allotment size specified within the Rural Locality Code under the Kingaroy Shire IPA Planning Scheme
- Proposed allotments are 86.0ha and 11.4ha in area
- The applicant asserts that the proposed boundary realignment is for bona fide reasons to '*protect the environmental attributes of the site*' rather than realising the productivity of land for rural purposes and supporting the viability of rural activities within the Rural Zone
- Proposed Lot 11 contains remnant vegetation along the southern boundary with Stage 4 of Summit View Estate
- The proposed Reconfiguration of a Lot (Boundary Realignment) is considered to be 'inconsistent' with Table S3.1 of the Rural Locality Code as both proposed allotments are less than 200ha in area
- Based on information supplied by the applicant and the size of proposed Lot 11 (11.4ha) it could reasonably be assumed that this allotment will be used in future for residential purposes
- The proposed boundary realignment seeks to achieve more regular shape allotments thereby potentially increasing the efficiency of agricultural activities on proposed Lot 12
- Application recommended for approval subject to reasonable and relevant conditions

Officer's Recommendation

That Council *approve* the applicants request for a Development Permit for Reconfiguration of a Lot (Boundary Realignment) on Lots 211 and 212 on SP238500 located at Tessmanns and Schellbachs Road, Kingaroy 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 Number 4723P/1 Revision A (Proposed Boundary Realignment) prepared by O'Reilly Nunn Favier Consulting Surveyors and received by Council on 20 August 2012
- GEN2. All works, including the relocation of services (Telstra, lighting etc.) are 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 of 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 sealing of the Survey Plan, 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.

Survey Marks

RAL1. Prior to Council sealing the Survey Plan, the applicant is to provide a certificate signed by a licensed surveyor stating that after the completion of all works associated with the subdivision, survey marks were reinstated where necessary and all survey marks are in their correct position in accordance with the approved plan.

Telecommunication

RAL2. Prior to Council sealing the Survey Plan, the applicant is to provide each lot with a telecommunication service. Where supply is not to be provided at this time, evidence detailing an agreement for the proposed service is to be provided for Council's consideration and approval.

Electricity

RAL3. Prior to Council sealing the Survey Plan, the applicant is to provide each lot with connection to reticulated electricity supply in accordance with Australian Standards. Provide written confirmation from the electricity authority that all matters relating to electricity supply and connection, including electrical and civil works, have been completed.

Statutory Covenant

RAL4. Provide a Statutory Covenant along the western boundary of proposed Lot 11 to ensure that no habitable structures are located within 150m of the new boundary (due to potential dust/noise generation of agricultural activities on proposed Lot 12). In this regard, the Statutory Covenant is to comply with the "Statutory Covenant – Guidelines for their Use in Queensland". The Statutory Covenants are to be registered prior to Council sealing the Survey Plan pursuant to Section 97(3)(b) of the *Land Title Act 1994* and Section 373(4)(b) of the *Land Act 1994*.

Statutory Covenant

RAL5. Provide a 40m vegetation buffer along the northern boundary of proposed Lot 11 prior to the sealing the Survey Plan. This buffer shall provide separation to the agricultural land uses to the north of proposed Lot 11 and be designed and planted in accordance with the requirements of Appendix Two within *Guideline 2 for State Planning Policy 1/02 Separating Agricultural and Residential Land Uses 1.0*".

RAL6. A landscape plan is to be submitted to Council (prepared in accordance with Planning Scheme Policy No. 5 within the Kingaroy Shire IPA Planning Scheme) for approval prior to any work commencing for the buffer on proposed Lot 11. The proposal plan submitted to Council is required to indicate the following:

- The extent of the buffer;
- The location and spacing of proposed and any existing trees and shrubs;
- A list of tree and shrub species to be planted in accordance with Council's *Suitable Plant Species Report* (refer to attached); and
- Details about how the vegetated buffer will be maintained

Roads & Access

ENG1. Provide a reciprocal access easement in favour of proposed Lot 11 over the existing access handle on proposed Lot 12. Prior to sealing the Survey Plan a copy of this access easement will be provided to Council. No vehicular access to proposed Lot 11 is permitted via Diamond Court due to the existing stormwater easement over proposed Lot 11.

ENG2. Access to both Lot 11 and 12 shall be in accordance with Schedule 2, Table S2.7 of the Kingaroy IPA Planning Scheme.

Stormwater

- ENG3. 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.
- ENG4. Stormwater drainage is to be design 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.

Advice

- ADV1. Section 341(2)(a) of the *Sustainable Planning Act 2009* provides that, if this approval is not acted upon within the period of two (2) 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.
- ADV4. The applicant is required to obtain separate approval through the Department of Environment and Heritage Protection (DEHP) prior to the construction of any fencing along the common boundary between proposed Lots 11 and 12.

PROCEDURAL MOTION:

Moved Cr CD Dalton, seconded Cr DJ Palmer.

That the previous item lay on the table until the December 2012 meeting of Council.

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

8.2 Waste

Nil.

8.3 Planning & Land Management & Waste Portfolio Report

8.3.1 PLM&W - 1358592 - Planning Land Management & Waste Portfolio Report

Summary

Planning Land Management and Waste Portfolio Report to Council for the period 9 October 2012 to 13 November 2012.

Officer's Recommendation

That the Planning Land Management and Waste Portfolio Report to Council for the period 9 October 2012 to 13 November 2012 be received.

Resolution:

Moved Cr CD Dalton, seconded Cr KA Duff.

That the Planning, Land Management and Waste Portfolio Report to Council for the period 9 October 2012 to 13 November 2012 be received.

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

9. Community & Cultural Services

9.1 Community & Cultural Services

9.1.1 C&CS - 1355919 - Healthy Communities Committee Minutes 18 October 2012

Summary

Providing a copy of the minutes from the Healthy Communities Management Advisory Committee meeting held in Kingaroy on 18 October 2012.

Officer's Recommendation

That Council endorse the minutes and recommendations of the Healthy Communities Management Advisory Committee meeting held on 18 October 2012.



South Burnett
Regional Council

PO Box 336 Kingaroy Qld 4610
Ph 1300 789 279 Fax 07 4162 4806
Email: info@southburnett.qld.gov.au
www.southburnett.qld.gov.au
ABN 89 972 463 351

Healthy Communities Committee

Meeting Minutes

MEETING DATE:	Thursday 18 October 2012	TIME:	1:00pm
VENUE:	Corporate Meeting Room, Glendon Street, Kingaroy		
ATTENDEES:	Caitlin Isaac (RHealth); Nicole O'Brien (BIEDO); Nicole Connolly (TPS); Karen Baron (Rotary); Janine Pay (SRO); Cr Keith Campbell (SBRC); Cr Deb Palmer (SBRC); Carolyn Knudsen (SBRC);		
APOLOGIES:	Kerry Oldfield (SBRC); Eleanor Sharpe (SBRC); Berneice Hilly (RHealth); Kerry Zeller; Michael Eadie (PCYC); Louise Judge (SBCN); Prue Leng (BIEDO)		

Cr Campbell opened the meeting at 1:03 pm. The committee were advised that Eleanor Sharpe (General Manager Communities) will be attending when possible and that Carolyn Knudsen (Manager Community and Cultural Services) will be the nominated Council officer assisting the Committee.

Confirmation of Previous Meeting Minutes

Minutes of meeting held 20 September 2012.

Moved Nicole Connolly seconded Nicole O'Brien

That the minutes of the previous meeting be adopted.

Carried 7/0

Business arising from previous minutes:

Healthy Food Access Basket Report – Kerry Oldfield is an attendance apology).

Action: An update to be provided at the next meeting.

Sporting Club Expo - Nicole advised that she has been in contact with Paula Nunan and they are currently looking at ways to run the expo in all towns rather than whole region at once. Nicole advised the committee that they are hoping to tie in with the Active Parks activities to get more people involved within the sporting clubs.

Sporting Club Contacts - Janine advised the committee that Sporting Club contacts are already listed on the Active South Burnett website. Caitlin advised that this list would need to be updated. Janine and Caitlin to update the list on the website.

Action: An update is to be provided at the next meeting.

Swimming Pool Tickets - The committee were advised that an investigation into the bulk buying of swimming pool tickets by schools has not occurred at this stage.

Action: Carolyn to follow up and provide an update at the next meeting.

Stanwell Financial Incentives - Nicole advised that the Stanwell EBA has not yet been approved therefore no update can be provided at this meeting.



South Burnett
Regional Council

PO Box 336 Kingaroy Qld 4610
Ph 1300 789 279 Fax 07 4162 4806
Email: info@southburnett.qld.gov.au
www.southburnett.qld.gov.au
ABN 89 972 463 351

Healthy Communities Committee

Business for Discussion

1. LQAQ Wellbeing symposium

The committee were advised that Council had approved the recommendation to attend the symposium and Carolyn, Kerry and Eleanor will be meeting next week to discuss the symposium further. It is envisaged that Eleanor will be the speaker for the session. Cr Palmer advised that she will be attending the symposium, however the dates clash with a council meeting. The committee were advised that Kerry is coordinating attendances and an update will be provided at the next meeting.

2. Update from the Healthy Communities Officer

- Carolyn advised the committee that an update had been emailed out by Kerry prior to the meeting.
- The poster for the Wondai pool's adult learn to swim program had been sent out to the committee prior to the meeting however no feedback had been provided.
- The committee were advised that the Blackbutt-Benarkin community kitchen had their meeting day today and the program is progressing well.
- Wondai community kitchen is still running, however no update had been provided prior to this meeting.
- Active parks for Nanango is planned to start this term.

3. Distribution List for Healthy Communities Material

The committee were advised that the email distribution list needed to be updated.

The following changes were made:

Removed:

Berneice Hilly
Cassim Makada
Elizabeth Handley
Jasmine Glasson
Lydia Gunston
Nicole King
Prue Leng
Tully Parker
Peta Rutherford

Added:

Kerrie Zeller
Mark White
Belinda Pennell

Amended:

Janine Pay



South Burnett
Regional Council

PO Box 336 Kingaroy Qld 4610
Ph 1300 789 279 Fax 07 4162 4806
Email: info@southburnett.qld.gov.au
www.southburnett.qld.gov.au
ABN 89 972 463 351

Healthy Communities Committee

4. Changes to RHealth Positions

The committee were advised that RHealth has been able to keep Caitlin's position until June 2013 at which point a review will be undertaken. The position which was held by Berneice was not renewed. Council is very appreciative that Berneice is volunteering with Council until she can secure a position elsewhere.

5. Active South Burnett Activities (standing Item)

Nicole advised that the Reading Bug launch will be occurring tomorrow, Friday 19 October. A media release was done to advise the public about the egg being found at Meandu Mine. The egg will remain at Nanango State School for a time before moving on to St Patricks Primary School. Stores/businesses in Nanango have shown interest in the project and will have the egg for a few days each for children to come in and read to the egg. Once the bug has hatched in February 2013 it will attend events for the remainder of next year.

The committee were advised that a number of Active South Burnett Members have been unable to continue within the group so a decision needs to be made as to whether the group itself can continue. Janine advised that she is currently in the process of trying to reform the group and is bringing some new ideas to the table. Janine to provide an update at the next meeting.

6. General Business – Updates from Members

The committee agreed that this committee is important to the community and it is really critical that the committee continues to be sustainable. The committee requested that financial reports be brought to the meeting every 3 months for the committee to view and advise if there is any way the financial position of the committee be improved. Quarterly report to include the budget, projects that have been completed and any grants sought.

The committee were advised that the Community Cabinet will be held on the 6th November 2012. Nicole advised that there will be a meet and greet on the Monday and then the group will attend the Kumbia Races on the Tuesday for Melbourne Cup.

Janine Pay: Janine advised that there are 3 different funding programs open at the moment which will see \$18 Million in grants distributed over the next 3 years.

Get Started is a program aimed at young people wishing to join a sporting club but are not financially able to do so. Get Started provides vouchers up to \$150 towards club registration fees to people with a health care card however there is an opportunity for people without health care cards to be referred to join the program. Advertising campaigns for this funding will occur within the near future and will also be promoted through schools.

Get Going is a program which provides up to \$10,000 for sporting clubs only to fund initiatives to increase club memberships i.e. Come and Try Days.

Get playing offers up to \$100,000 towards infrastructure for clubs to increase memberships. Clubs are required to contribute 20% of the total cost which can include in-kind. Janine advised that she will forward through the application form for Council to forward out if there are any clubs we believe could benefit from this grant. The committee suggested Maidenwell Tennis Club could benefit from this grant.

All funding details are attached.



South Burnett
Regional Council

PO Box 336 Kingaroy Qld 4610
Ph 1300 789 279 Fax 07 4162 4806
Email: info@southburnett.qld.gov.au
www.southburnett.qld.gov.au
ABN 89 972 463 351

Healthy Communities Committee

Karen Baron entered the meeting at 1:50 pm

Nicole O'Brien: Nicole advised that most of the sporting clubs in the region have their annual general meetings coming up, so the majority of their activities have been placed on hold however Nicole is currently trying to get them to do up their strategic plans.

Nicole Connolly: Nicole advised that "Hump day" was held last Wednesday. "Hump Day" was a luncheon held for all Service providers in the region as a thank-you for their help and was an excellent chance for the service providers to network with each other. Nicole advised the committee that this day was a huge success.

Caitlin Isaac: Caitlin advised that she is currently trying to plan new programs. Plans are being put in place for Proston to incorporate their community kitchen with some physical activity based healthy lifestyle workshops. Caitlin advised that she is also looking to run another "12 week waist loss challenge", however this is still in the planning stage.

Karen Baron: Karen advised that she had been attending the Heartmoves program and would like to note that it had been excellent. There are currently 8 participants in her session with the majority of them being between 50 to 80 years old. Karen also advised that she had started water aerobics in Kingaroy with 3 sessions running per week. Karen is currently liaising with PCYC to do a walk through the mall in the mornings as an exercise program. Currently waiting for permission from the Shopping Centre before planning can continue.

The committee were advised that a program is being held in Blackbutt which is called "eat meet and greet". This program enables older people in the community to meet new people. This program has been really successful and brings people from all across the South Burnett. Viv to get contact details for this group.

Carolyn Knudsen: Carolyn requested that at future meetings the minutes be displayed on the screen for the committee to see and edit them as the meeting progresses. The committee agreed that this would be acceptable on the condition that this would not cause the meetings to go longer than the allotted 2 hour timeframe. Kerry Oldfield to provide her update in written form prior to each meeting. All Official material that is required for the minutes to also be forwarded through before each meeting.

Meeting closed: Meeting closed 2:15 pm

Next meeting – 15 November 2012, 1:00-3:00pm, Corporate Meeting Room, Glendon Street, Kingaroy

Resolution:

Moved Cr DJ Palmer, seconded Cr KA Duff.

That Council endorse the minutes and recommendations of the Healthy Communities Management Advisory Committee meeting held on 18 October 2012.

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

9.1.2 C&CS - 1343418 - Minutes of the Boondooma Homestead Management Advisory Committee and Building Sub Committee meetings held on 9 October 2012.

Summary

The Boondooma Homestead Management Advisory Committee and Building Sub-committee held meetings on 9 October 2012 and submit the following minutes to be tabled at the next Council Meeting for discussion.

Officer's Recommendation

That Council endorse the recommendations and minutes of the Boondooma Homestead Management Advisory Committee meeting held on 9 October 2012.



South Burnett
Regional Council

Directorate-Community and Economic Development

Minutes of Boondooma Homestead Management Advisory Committee
Tuesday, 9 October 2012 @ 9.30am

Present: Bob Somerset, Richard Grimes, Lynne Bennett, Bruce Metzroth, Mavis Metzroth, Marion Alford, Buddy Thomson, Kathleen Jiggen
Apologies: Marion Montreal, Pattie Brown, Leslie Somerset & Cr Deb Palmer
Observers: Russell Springall & Michael Hunter
Chair: Cr Kathy Duff **Minutes:** Wendy Kruger

Agenda Item	Action Summary	Responsible Officer	Due Date
Welcome	Cr Kathy Duff welcomed all Committee members to the meeting and thanked them for their time to attend.		
Minutes from Previous Meeting	Recommendation: <i>That the minutes of the previous meeting held on Tuesday 11 September 2012 as recorded be confirmed</i> <i>Moved: Richard Grimes</i> <i>Seconded: Bob Somerset</i> <i>Carried: 9/0</i>		
Business Arising from Previous Meeting - 11 September 2012			
<ul style="list-style-type: none"> • BIEDO 	Lynne Bennett advised that she has not been contacted by the BIEDO Grant Angels for the grant funding assistance for the shed/workshop. Lynne will contact both Trudi and the BIEDO Grant Angels to progress their applications for grant funding and report back to the November meeting	Lyn Bennett	Next Meeting
<ul style="list-style-type: none"> • Business Plan 	Lynne Bennett advised that Trudi has all of the information needed and has not been in contact since their previous meeting. Cr Kathy	Cr Kathy Duff	Next Meeting



South Burnett
Regional Council

Directorate- Community and Economic Development

Minutes of Boondooma Homestead Management Advisory Committee
Tuesday, 9 October 2012 @ 9.30am

Agenda Item	Action Summary	Responsible Officer	Due Date																		
<ul style="list-style-type: none"> Update on Caretakers Cottage - Furniture 	<p>Duff offered to contact Trudi Bartlett and report back to the Management Advisory Committee at the November meeting.</p> <p>Cr Kathy Duff advised that herself and Lyn Bennett carried out an audit on the furniture currently in the Caretakers Cottage to allow Council to purchase these pieces. The furniture is currently owned by Buddy Thomson and Lynn Bennett. The items and prices are listed below.</p> <table border="0"> <tr> <td>Kitchen Table & Chairs</td> <td>\$150.00</td> </tr> <tr> <td>2 x Single Lounge Chairs</td> <td>\$300.00 (\$150 each)</td> </tr> <tr> <td>Telephone table,</td> <td></td> </tr> <tr> <td>QA coffee table,</td> <td></td> </tr> <tr> <td>Corner table,</td> <td></td> </tr> <tr> <td>Red Chair & Lounge Chair</td> <td>\$50.00</td> </tr> <tr> <td>Ensemble Double Bed</td> <td>\$100.00</td> </tr> <tr> <td>Outdoor Setting</td> <td>\$75.00</td> </tr> <tr> <td>Total</td> <td>\$675.00</td> </tr> </table> <p>Resolution: Council to purchase the items listed above for the price of \$675.00.</p> <p>Moved: Bob Somerset Seconded: Richard Grimes</p>	Kitchen Table & Chairs	\$150.00	2 x Single Lounge Chairs	\$300.00 (\$150 each)	Telephone table,		QA coffee table,		Corner table,		Red Chair & Lounge Chair	\$50.00	Ensemble Double Bed	\$100.00	Outdoor Setting	\$75.00	Total	\$675.00		
Kitchen Table & Chairs	\$150.00																				
2 x Single Lounge Chairs	\$300.00 (\$150 each)																				
Telephone table,																					
QA coffee table,																					
Corner table,																					
Red Chair & Lounge Chair	\$50.00																				
Ensemble Double Bed	\$100.00																				
Outdoor Setting	\$75.00																				
Total	\$675.00																				

Carried: 9/0



South Burnett
Regional Council

Directorate-Community and Economic Development

Minutes of Boondooma Homestead Management Advisory Committee
Tuesday, 9 October 2012 @ 9.30am

Agenda Item	Action Summary	Responsible Officer	Due Date
General Business <ul style="list-style-type: none"> Budget Update 	<p>Michael provided an update to the Committee Members on the budget. He advised that 28% of the year has elapsed and advised that the Operating Expenses is at 35% so the Committee is to be aware.</p> <p>Michael confirmed that the budget for the Restoration is at \$17,992 to date and this amount is to be put on the agenda for Building Sub Committee meeting to be held in December 2012.</p> <p>The accounts for the Soil Testing from Darling Downs Soil Testing for \$550 and Electricity \$339 to be forwarded to Council.</p> <p>It has been noted that if the Boondooma Museum & Heritage Assoc Inc have to purchase any specialised tools required for the restoration work that it is an option that the money could come out of the restoration budget. Michael Hunter advised that the Inc could invoice Council for these items however to be aware of budget limitations</p>	<p>Michael Hunter</p> <p>Lyn Bennett</p>	<p>December Meeting</p> <p>Next Meeting</p>
Agenda Items - New Business <ul style="list-style-type: none"> Update on Caretakers Report 	<p>Michael provided an update on the report carried out on the Caretakers Cottage</p>	<p>Michael Hunter</p>	<p>December Meeting</p>
<p>Caravan Turning Signage</p>	<p>Council is to arrange for Wondai Electrical to install a single hard wired smoke alarm in the Caretakers Cottage.</p> <p>Concerns were raised regarding signage advising motorists that there are caravans turning onto the property. Buddy advised that they had received a phone call from Council advising that the Inc. would have</p>	<p>Cr Kathy Duff</p>	<p>December Meeting</p>



South Burnett
Regional Council

Directorate- Community and Economic Development

Minutes of Boondooma Homestead Management Advisory Committee
Tuesday, 9 October 2012 @ 9.30am

Agenda Item	Action Summary	Responsible Officer	Due Date
<ul style="list-style-type: none"> Confirmation of Name for Inc 	<p>to apply to Department of Transport & Main Roads. Cr Kathy Duff offered to investigate and progress. It was suggested the caravan turning sign (including speed reduction) installed on the northern side of Manar Road turnoff and the southern side of Thomson Road.</p>		
<ul style="list-style-type: none"> Thanks & Appreciation to Council. 	<p>Lynne Bennett asked Council to ensure all correspondence and cheques made to the Inc are in the name of Boondooma Museum & Heritage Assoc. Inc. Michael Hunter advised that Council would update their Creditors Information and ECM records accordingly</p>	Wendy Kruger/Michael Hunter	Next Meeting
<ul style="list-style-type: none"> Update on Staffing 	<p>Lyn Bennett asked that it be recorded that the Boondooma Museum & Heritage Assoc Inc would like to thank and pass on their appreciation to Council for their generosity for the annualised funding of \$1,000 recently received at the Community Presentation night and would like to pass on their thanks to Council for an outstanding evening.</p>		
<p>Next Meeting</p>	<p>Michael Hunter advised the Committee members that Noreen Brier had tendered her resignation from Council effective 5 October 2012 and as a result he would now be the Liaison Officer and will be attending meetings in future.</p>		
	<p>It was decided to set the dates for the next two (2) meetings and they are as follows: 9.00 am 13 November 2012 - Boondooma Homestead Management Advisory Committee Meeting 9.00 am 11 December 2012 - Boondooma Homestead Building Sub Committee Meeting 10.30 am 11 December 2012 - Boondooma Homestead Management Advisory Committee Meeting</p>		
	<p>Meeting closed at 11.28 am</p>		



South Burnett
Regional Council

Directorate- Community and Economic Development

Minutes of Boondooma Homestead Building Sub-Committee
Tuesday, 9 October 2012 @ 9.00am

Present: Bob Somerset, Richard Grimes, Bruce Metzroth and Buddy Thomson
Apologies: Kathleen Jiggen
Observers: Michael Hunter, Russell Springall, Chris Du Plessis, Mavis Metzroth
Chair: Cr Kathy Duff **Minutes:** Wendy Kruger

Agenda Item	Action Summary	Responsible Officer	Due Date
Welcome	Cr Kathy Duff welcomed members of the Boondooma Homestead Building Sub-committee to the meeting.		
Minutes from Previous Meeting 7 August 2012	Recommendation: <i>That the minutes of the previous meeting held on Tuesday 7 August 2012 as record be confirmed</i>		
Business Arising from Previous Meeting - 7 August 2012			
<ul style="list-style-type: none"> Building compliance on Ablutions Block 	Buddy Thompson advised the Committee that this ongoing.	Buddy Thompson	
General Business			
<ul style="list-style-type: none"> Update on work on Shed/Workshop Update on plans/footing design for Dongers 	<p>Buddy Thomson advised that he has received a quote for \$40,000 and Trudi Bartlett is looking into possible grant opportunities.</p> <p>Cr Kathy Duff to investigate where Council gets its premix concrete and to advise Buddy Thomson.</p> <p>The committee was advised that Buddy Thomson and Richard Grimes will be seeing if they are able to move the dongers with their equipment</p>	<p>Buddy Thompson/Trudi Bartlett</p> <p>Cr Kathy Duff</p> <p>Buddy Thomson & Richard Grimes</p>	Next Meeting



South Burnett
Regional Council

Directorate- Community and Economic Development

Minutes of Boondooma Homestead Building Sub-Committee
Tuesday, 9 October 2012 @ 9.00am

Agenda Item	Action Summary	Responsible Officer	Due Date
	He also advised that a working bee is being held in the first week in December to work on the Dongas. The Inc. is to email Wendy Kruger or Michael Hunter the date for the working bee to allow Council to put it up on the Intranet to ask for volunteers to assist.	Lynn Bennett	Next Meeting
<ul style="list-style-type: none"> Effluent Disposal 	Soil report has been received (copy is to be given to Council). Chris Du Plessis advised that he will give a copy to Council's Plumbing Inspector, Jamie Neal to identify what sort of system is required. Feedback will then be given back at the next Building Sub-committee meeting	Chris Du Plessis/Russell Springall	Next Meeting
<ul style="list-style-type: none"> Contact with Qld Heritage Council 	Chris Du Plessis advised that this is still ongoing. Further update to be provided at the next Sub Committee Meeting in December.	Chris Du Plessis	December meeting
<ul style="list-style-type: none"> Ergon – Power to Gift Shop & Dongers 	Buddy Thomson advised it is still ongoing and the trenches will be done during the working bee in December. The Inc is to advise Wondai Electrical when the trenches will be dug to allow them to then come out and carry out the work.	Buddy Thomson	
Next Meeting	The next meeting of the Building Sub-Committee will be held on 11 December 2012 starting at 9.00 am Meeting closed at 10.20 am		

Schedule A - Minutes Items to be actioned from previous meetings

Item	Meeting Date	Completed

Resolution:

Moved Cr DJ Palmer, seconded Cr KA Duff.

That Council endorse the recommendations and minutes of the Boondooma Homestead Management Advisory Committee meeting held on 9 October 2012.

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

ATTENDANCE:

Cr BL Green declared an interest in the following matter and left the meeting at 11:44 AM.

Reason: Cr Green's wife is the president of the Brisbane Valley Heritage Trails Incorporated.

9.1.3 C&CS - 1355960 - Community Recovery Flexible Funding Program - Memento Photography Book of Flood Images

Summary

After the devastating floods in 2011, Council was granted \$250,000 to assist with the local community's recovery efforts. These funds were to be provided to community groups to help them assist with the human and social recovery of the community and also to contribute to the community's disaster preparedness.

Officer's Recommendation

That Council endorse the recommendation from the Flexible Funding Committee to provide \$10,421 to the Brisbane Valley Heritage Trails Incorporated for the production of a Memento Photography Book of Flood Images

Resolution:

Moved Cr DJ Palmer, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted

*Carried 6/0
FOR VOTE - Councillors voted unanimously
ABSENT. DID NOT VOTE - Cr BL Green*

ATTENDANCE:

Cr BL Green returned from temporary absence at 11:47 AM

9.1.4 C&CS - 1356325 - Community Recovery Flexible Funding Program - Documentary of the reconstruction of Taromeo Cemetery

Summary

After the devastating floods in 2011, Council was granted \$250,000 to assist with the local community's recovery efforts. These funds were to be provided to community groups to help them assist with the human and social recovery of the community and also to contribute to the community's disaster preparedness.

Officer's Recommendation

That Council endorse the recommendation from the Flexible Funding Review Committee to provide \$4,633 to the Blackbutt Tourism and Heritage Association for the production of a documentary detailing the history, damage to and reconstruction of the Taromeo Cemetery.

Resolution:

Moved Cr DJ Palmer, seconded Cr CD Dalton.

That the Officer's Recommendation be adopted

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

9.1.5 C&CS - 1356268 - Community Recovery Flexible Funding Program - Taromeo Cemetery Reconstruction Ceremony and Event

Summary

After the devastating floods in 2011, Council was granted \$250,000 to assist with the local community's recovery efforts. These funds were to be provided to community groups to help them assist with the human and social recovery of the community and also to contribute to the community's disaster preparedness.

Officer's Recommendation

That Council endorse the recommendation from the Flexible Funding Committee to provide up to \$7,100 to the Blackbutt Tourism and Heritage Association to organise a community celebration and ceremony to mark the reconstruction of the heritage listed Taromeo Cemetery, which was destroyed in the 2011 floods.

Resolution:

Moved Cr DJ Palmer, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted

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

9.2 Community & Cultural Services Portfolio Report

Cr Palmer gave a verbal report on the Community & Cultural Services Portfolio.

10. Economic & Tourism Development

10.1 Economic & Tourism Development

Nil.

10.2 Economic & Tourism Development Portfolio Report

Mayor Kratzmann gave a verbal report on the Economic & Tourism Development Portfolio.

11. Operations and Technical Services

11.1 Operations

11.1.1 O - 1325530 - Review of TIDS Funded Roadworks Program

Summary

The attached spreadsheet is a detailed sheet containing capital roadworks projects listed for 2012/13 and for Council consideration. The amended program includes changes due the reduction of TIDS subsidy, publication of the funded QTRIP and as a result of actual costs being known and more detailed understanding of some of the listed projects

Officer's Recommendation

That the revised 2012/13 Capital Roadworks budget be adopted and adjustments to the 2012/2013 budget be made as required.

Resolution:

Moved Cr DP Tessmann, seconded Cr KA Duff.

That the Mayor and Chief Executive Officer be authorised to negotiate a revised 2012/13 TIDS program taking into account the reductions proposed by the State government and Regional Road Group and to report to the December Council meeting on the outcome achieved.

Carried 7/0

FOR VOTE - Councillors voted unanimously

11.1.2 O - 1322509 - Gympie Regional Council - Requesting response to land being auctioned by real estate and requesting Council set the reserve price at \$95,000 for Manyung Sand Quarry at Jones Road Manyung - Lot 2 RP78265

Summary

A letter has been received from the Gympie Regional Council advising that their Council has resolved to dispose of its interest in a former sand quarry in their region at Jones Road, Manyung which is jointly owned with the South Burnett Regional Council and advising that their Mayor and Chief Executive Officer have been authorised to enter into discussions with authorised

representatives of the South Burnett Regional Council to determine the reserve price of the land in question.

The land was used by the former Kilkivan and Murgon Shires as a source of sand until 1980's and has not been used since for any purpose. Investigations have revealed that there are environmental constraints on the land that could prevent further use of the land as a sand quarry and also that Council does not have any use for the land at present and is unlikely to have a use in the future.

This report recommends that the land be declared as surplus to councils needs and be disposed of in accordance with the provisions of the current Local Government Act and Regulations.

Officer's Recommendation

That:

1. Council dispose of its interest in Lot 2 RP78265, located on Jones Road, Manyung, in accordance with the provisions of the Local Government Act 2009 and the Local Government (Finance, Plans and Reporting) Regulation 2010, due to the property being surplus to council's requirements, in consultation with Gympie Regional Council.
2. The Mayor and Chief Executive Officer be authorised to enter into discussions with the Mayor and Chief Executive Officer of the Gympie Regional Council to determine the reserve price, with this to be based on the valuation report prepared by John Logan and Associates.
3. Council provide the names of Pratt Agencies Pty Ltd and Murgon Real Estate as real estate agents in Murgon that may provide land auction services.

Resolution:

Moved Cr DP Tessmann, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted

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

11.2 Technical Services

11.2.1 TS - 1323851 - DNR - Department of Natural Resources & Mines - Forwarding copy of Notice published in Government Gazette of 31 August 2012 regarding Application for Permanent Road Closure - Greenslade Road abutting L2 RP910974

Summary

An application has been made to the Department of Natural Resources and Mines (DNRM) to permanently close a western section of Greenslade Road, Brooklands.

The section of road to be closed is at the western end, is approximately 750m long from Brooklands-Pimpimbudgee Road and is approx 2.8ha in size.

Part of this section of Greenslade Road is formed and serves one residence and the balance of Greenslade Road is unformed.

A section of the proposed road closure length is subject to flood restoration works and these should be cancelled if the closure proceeds.

Subject to no objections being received by DNRM from adjacent owners it is recommended that Council offer no objection to this permanent road closure.

Officer's Recommendation

That Council:

1. Offers no objection to this proposed permanent closure.
2. Flood restoration works scheduled for this section be cancelled if the road closure proceeds.

Resolution:

Moved Cr DP Tessmann, seconded Cr CD Dalton.

That the Officer's Recommendation be adopted

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

11.2.2 TS - 1358244 - 2013-2014 Roads to Recovery

Summary

This report recommends a program of works for the 2013-14 Roads to Recovery financial year. Roads to Recovery is a federal program that is fully funded and assists all local governments with the management of road infrastructure within their region.

Officer's Recommendation

It is recommended that Council adopt the following list of projects as its 2013/14 Roads to Recovery Program:

- Stuart Valley Drive Haly Creek/Ellesmere (geometric & pavement widening) \$300,000
 - Franks Road Taromeo (pavement widening) \$474,000
 - Wattlecamp Road Wattlecamp (drainage & pavement widening) \$400,000
- \$1,174,000

Resolution:

Moved Cr DP Tessmann, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted

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

11.3 Roads Portfolio Report

11.3.1 O - 1358392 - Roads Portfolio Report

Summary

Roads Portfolio Report to council.

Officer's Recommendation

That the Roads Portfolio Report to council be received.

Resolution:

Moved Cr DP Tessmann, seconded Cr BL Green.

That the Roads Portfolio Report to council be received.

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

ADJOURNMENT:

Motion:

Moved Cr DP Tessmann, seconded Cr DJ Palmer.

That the meeting adjourn for lunch.

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

RESUMPTION:

Motion:

Moved Cr BL Green, seconded Cr DJ Palmer.

That the meeting resume at 1:10pm with attendance as previous to the adjournment

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

Presentation

A presentation was made by the Regional Economic Development Advisory Committee (REDAC) on the Economic Development Initiative in the Wide Bay Burnett Region.

ATTENDANCE:

Cr CD Dalton left the meeting at 01:28 PM

Cr CD Dalton returned from temporary absence at 01:33 PM

Cr DW Kratzmann (Mayor) left the meeting at 01:35 PM. The Deputy Mayor assumed the Chair.

Cr DW Kratzmann (Mayor) returned from temporary absence and resumed the chair at 01:44 PM

Cr CD Dalton left the meeting at 1:45 PM

Cr CD Dalton returned from temporary absence at 01:49 PM

12. Water & Wastewater

12.1 Water & Wastewater

Nil.

12.2 Water & Wastewater Portfolio Report

Nil.

13. Finance & Information Services

13.1 Information Services

Nil

13.2 Financial Operations

13.2.1 FO - 1328293 - Stanwell Corporation Limited - Notice of Objection against Categorisation - Requesting reclassification from Category 414 - Coal Mine to Category 6 - Rural Land property (Meandu Mine) at Nobby Smith Way, Tarong

Summary

An objection to the rate classification for property at Nobby Smith Way, Tarong has been received from Stanwell Corporation Limited. They request that Council reclassify the property from Rate Category 414 – Coal Mine to Rate Category 6 – Rural.

It is recommended that Council not allow the objection on the basis that Council considers that the dominant use of the subject land is for the purposes of an integrated coal mine within the scope of differential rate category 414. Consequently no amendments will be made to either the rate category or the level of rates charged for the 2012/13 financial year.

Officer's Recommendation

That Council not allow the objection on the basis that Council considers that the dominant use of the subject land is for the purposes of an integrated coal mine within the scope of differential rate category 414. Consequently no amendments will be made to either the rate category or the level of rates charged for the 2012/13 financial year.

Resolution:

Moved Cr KM Campbell, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted

Carried 6/1
FOR VOTE - Cr DW Kratzmann (Mayor), Cr KM Campbell, Cr CD Dalton, Cr KA Duff, Cr DJ Palmer, Cr DP Tessmann
AGAINST VOTE - Cr BL Green

13.2.2 FO - 1357209 - Sale of Land for Overdue Rates or Charges

Summary

In accordance with Division 3 Section 74 of the Local Government (Finance, Plans and Reporting) Regulation 2010, 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 (Finance, Plans and Reporting) Regulation 2010, the South Burnett Regional 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 14 on Survey Plan 204673, County of Fitzroy, Parish of Boonenne, Title Reference 50722250
- (b) Lot 3 on Registered Plan 66420, County of Fitzroy, Parish of Boonenne, Title Reference 12473184
- (c) Lot 47 on Registered Plan 890680, County of Fitzroy, Parish of Wooroolin, Title Reference 50100808
- (d) Lot 30 on Registered Plan 203083, County of Fitzroy, Parish of Wooroolin, Title Reference 16769139
- (e) Lot 31 on Registered Plan 203081, County of Fitzroy, Parish of Wooroolin, Title Reference 16769146
- (f) Lot 32 on Registered Plan 203081, County of Fitzroy, Parish of Wooroolin, Title Reference 16769147
- (g) Lot 13 on Registered Plan 172526, County of Fitzroy, Parish of Wooroolin, Title Reference 16074171
- (h) Lot 34 on Registered Plan 67068, County of Fitzroy, Parish of Wooroolin, Title Reference 15554219
- (i) Lot 5 on Registered Plan 32393, County of Cavendish, Parish of Taromeo, Title Reference 11038135
- (j) Lot 3 on Registered Plan 32394, County of Cavendish, Parish of Taromeo, Title Reference 50744026
- (k) Lot 4 on Registered Plan 32394, County of Cavendish, Parish of Taromeo, Title Reference 50744023
- (l) Lot 5 on Registered Plan 32394, County of Cavendish, Parish of Taromeo, Title Reference 50744024

- (m) Lots 1-7, 9-16, 29-31 on Registered Plan 15181, County of Fitzroy, Parish of Coolabunia, Title Reference 11192224
- (n) Lot 198 on Crown Plan N231, County of Fitzroy, Parish of Nanango, Title Reference 14231059
- (o) Lot 199 on Crown Plan N231, County of Fitzroy, Parish of Nanango, Title Reference 14231060
- (p) Lot 58 on Registered Plan 177433, County of Fitzroy, Parish of Boobie, Title Reference 16123107
- (q) Lot 2 on Registered Plan 167553, County of Fitzroy, Parish of Kunioon, Title Reference 16003075
- (r) Lot 129 on Registered Plan 179862, County of Fitzroy, Parish of Tarong, Title Reference 16191230
- (s) Lot 54 on Registered Plan 169788, County of Cavendish, Parish of Taromeo, Title Reference 15947182
- (t) Lot 11 on Registered Plan 174021, County of Cavendish, Parish of Taromeo, Title Reference 16077233
- (u) Lot 4 on Registered Plan 172930, County of Cavendish, Parish of Taromeo, Title Reference 16058192
- (v) Lot 176 on Registered Plan 199593, County of Cavendish, Parish of Taromeo, Title Reference 16672172
- (w) Lot 8 on Registered Plan 182137, County of Fitzroy, Parish of Neumgna, Title Reference 16292200
- (x) Lot 5 on Crown Plan FY2446, County of Fitzroy, Parish of Cloyna, Title Reference 15413210
- (y) Lot 2 on Registered Plan 63749, County of Fitzroy, Parish of Cloyna, Title Reference 11883066
- (z) Lot 607 on Crown Plan M5513, County of Fitzroy, Parish of Murgon, Title Reference 18192238
- (aa) Lot 61 on Crown Plan M5518, County of Fitzroy, Parish of Murgon, Title Reference 12146172
- (bb) Lot 1 on Registered Plan 80198, County of Fitzroy, Parish of Murgon, Title Reference 12843155
- (cc) Lot 87 on Registered Plan 105329, County of Fitzroy, Parish of Murgon, Title Reference 13998172
- (dd) Lot 2 on Registered Plan 57468, County of Fitzroy, Parish of Murgon, Title Reference 12138213
- (ee) Lot 3 on Crown Plan FY1300 and Lot 62 on Crown Plan FY1300, County of Fitzroy, Parish of Mondure, Title Reference 15982128

- (ff) Lot 19 on Registered Plan 203393, County of Fitzroy, Parish of Mondure, Title Reference 18525141
- (gg) Lot 14 on Registered Plan RP66780, County of Boondooma, Parish of Proston, Title Reference 16686035
- (hh) Lot 17 on Registered Plan 57676, County of Boondooma, Parish of Proston, Title Reference 12353033
- (ii) Lot 17 on Registered Plan 57676, County of Boondooma, Parish of Proston, Title Reference 12353033,
- (jj) Lot 4 on Registered Plan 195413, County of Boondooma, Parish of Jua, Title Reference 16548178
- (kk) Lot 39 on Registered Plan 190623, County of Boondooma, Parish of Proston, Title Reference 16465027
- (ll) Lot 353 on Crown Plan FY168, County of Fitzroy, Parish of McEuen, Title Reference 17092213
- (mm) Lot 1 on Registered Plan 117547, County of Boondooma, Parish of Lawson, Title Reference 14707157

Resolution:

Moved Cr KM Campbell, seconded Cr CD Dalton.

That consideration of the report be deferred until the February 2013 Council Meeting and in the meantime ratepayers who have properties with rate arrears that are listed for sale action be placed with a commercial debt collection agency in a final attempt to have the rate arrears paid prior to sales action being commenced.

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

13.2.3 FO - 1331501 - Rate Exemptions and Remissions - additions to approved list

Summary

A request has been received from Goodstart Early Learning Limited to allow a rate remission on their leased Child Care Centre at 75-83 Ivy Street, Kingaroy.

It is recommended that Council agree to provide a rate remission for the Kingaroy Care for Kids Child Care Centre.

Officer's Recommendation

That Council agree to provide a rate remission of \$10,879.00 for the Kingaroy Care for Kids Child Care Centre situated at 75-83 Ivy Street, Kingaroy.

Resolution:

Moved Cr KM Campbell, seconded Cr CD Dalton.

That the Officer's Recommendation be adopted.

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

13.3 Financial Planning

13.3.1 FP - 1358242 - Monthly Financial Statements

Summary

The following information provides a snapshot of Council's Financial Position as at 13 November 2012.

Officer's Recommendation

That the Monthly Financial Report as at 13 November 2012 be received and noted.

Resolution:

Moved Cr KM Campbell, seconded Cr DJ Palmer.

That the Monthly Financial Report as at 13 November 2012 be received and noted.

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

13.3.2 FP- 1358248 - South Burnett Regional Council Monthly Capital Works

Summary

The following information provides a snapshot of Council's Capital Works as at 13 November 2012.

Officer's Recommendation

That the South Burnett Regional Council's Monthly Capital Works Report as at 13 November 2012 be received and noted.

Resolution:

Moved Cr KM Campbell, seconded Cr KA Duff.

That the South Burnett Regional Council's Monthly Capital Works Report as at 13 November 2012 be received and noted.

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

13.4 Financial and Information Services Portfolio Report

ATTENDANCE:

Cr KA Duff left the meeting at 02:24 PM

Cr KA Duff returned from temporary absence at 02:26 PM

13.4.1 F&IS - 1359738 - Financial and Information Services Portfolio Report

Summary

Finance and Information Services Portfolio Report to council for the period 9 October 2012 to 13 November 2012.

Officer's Recommendation

That the Finance and Information Services Portfolio Report to council for the period 9 October 2012 to 13 November 2012 be received.

Resolution:

Moved Cr KM Campbell, seconded Cr DJ Palmer.

That the Finance and Information Services Portfolio Report to council for the period 9 October 2012 to 13 November 2012 be received.

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

14. Executive Services

14.1 Executive

Nil.

14.2 Human Resources

Nil.

14.3 Governance

14.3.1 G - 1349938 - Meeting Dates for the Ordinary Meetings of Council

Summary

At the post election meeting of 16 May 2012, Council resolved to fix the day and time for ordinary meetings as the third Wednesday of the month at 9:00am. It is now necessary to confirm the dates, times and locations of the ordinary meetings of Council for the period January to December 2013.

Officer's Recommendation

1. That the day and time for the ordinary meetings of Council continue as the third Wednesday of the month at 9:00am.

2. That the following meeting schedule listing dates, times and locations for Council's ordinary meetings for January to December 2013 be adopted and advertised in accordance with section 74 of the *Local Government (Operations) Regulation 2010*.

Town	Date	Time	Location
Kingaroy	Wednesday, 16 January 2013	9:00am	Council Chambers, Glendon Street Kingaroy
Kingaroy	Wednesday, 20 February 2013	9:00am	Council Chambers, Glendon Street Kingaroy
Kingaroy	Wednesday, 20 March 2013	9:00am	Council Chambers, Glendon Street Kingaroy
Kingaroy	Wednesday, 17 April 2013	9:00am	Council Chambers, Glendon Street Kingaroy
Kingaroy	Wednesday, 15 May 2013	9:00am	Council Chambers, Glendon Street Kingaroy
Kingaroy	Wednesday, 19 June 2013	9:00am	Council Chambers, Glendon Street Kingaroy
Kingaroy	Wednesday, 17 July 2013	9:00am	Council Chambers, Glendon Street Kingaroy
Kingaroy	Wednesday, 21 August 2013	9:00am	Council Chambers, Glendon Street Kingaroy
Kingaroy	Wednesday, 18 September 2013	9:00am	Council Chambers, Glendon Street Kingaroy
Kingaroy	Wednesday, 16 October 2013	9:00am	Council Chambers, Glendon Street Kingaroy
Kingaroy	Wednesday, 20 November 2013	9:00am	Council Chambers, Glendon Street Kingaroy
Kingaroy	Wednesday, 18 December 2013	9:00am	Council Chambers, Glendon Street Kingaroy

Resolution:

Moved Cr BL Green, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted

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

14.3.2 G - 1358227 - Annual Report 2011/2012

Summary

Pursuant to section 108 of the *Local Government (Finance, Plans and Reporting) Regulation 2010*, Council is required to prepare an Annual Report which contains an assessment of Council's performance in implementing its Corporate and Operational Plans, audited financial statements, and other statutory information as required by legislation.

Officer's Recommendation

That the South Burnett Regional Council Annual Report 2011/12 be adopted.

Resolution:

Moved Cr DW Kratzmann, seconded Cr KM Campbell.

That the Officer's Recommendation be adopted

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

14.3.3 G - 1358163 - Media Relations Policy

Summary

The Media Relations Policy has been reviewed due to the introduction of Councillor Portfolios and changes to the organisational structure and responsibilities. This policy is to ensure that Council maintains its corporate integrity by delivering clear messages that are consistent with Council's strategic direction and operational intent and the community is properly informed through the media of Council activities, decisions and the delivery of services and facilities.

Officer's Recommendation

That the Media Relations Policy be adopted.



Media Relations Policy

Table of Contents

1. POLICY STATEMENT	1
2. SCOPE	1
3. POLICY OBJECTIVES	1
4. BACKGROUND AND/OR PRINCIPLES	1
5. LEGISLATIVE AUTHORITY	1
6. GENERAL INFORMATION	1
7. ASSOCIATED POLICY PROCEDURES	3
8. DEFINITIONS	3
9. DATE REVIEWED	4
10. NEXT REVIEW	4

1. POLICY STATEMENT

This policy outlines the principles, protocols and methods for managing communication to ensure consistent, factual information is provided to the community through the media.

2. SCOPE

The policy applies to all areas of Council: Councillors, employees, consultants and contractors engaged by the Council and all media outlets.

3. POLICY OBJECTIVES

To ensure Council's stakeholders – ratepayers, residents, business and industry, community organisations and visitors – are properly informed through the media of Council activities, decisions and the delivery of services and facilities. This policy also ensures that Council maintains its corporate integrity by delivering clear messages that are consistent with Council's strategic direction and operational intent.

4. BACKGROUND AND/OR PRINCIPLES

Media relation's is an important tool for effective communication and promotion of Council's activities, decisions, initiatives, services and facilities. It is critical to ensure residents are accurately and factually informed about these matters. To achieve this and facilitate organisational transparency and accountability, it is essential that Council has a media relations policy that ensures an effective flow of information to the community with unified and considered messages.

5. LEGISLATIVE AUTHORITY

Local Government Act 2009

Corporate Plan 2009-2013: Organisational Excellence, Goal EXC5.1 An informed and engaged community.

6. GENERAL INFORMATION

There are two distinct types of media relations:

- (1) Organisational Media Relations (Council);
 - Preparing/Releasing Media Statements (Proactive)

- Responding to Media Enquiries (Reactive)

(2) Councillors and the Media

6.1 ORGANISATIONAL MEDIA RELATIONS

6.1.1 Preparing and Releasing Media Statements

Organisational media relations are coordinated by Council's Governance Branch. The Governance Branch is responsible for overseeing information provided to the media on Council decisions, activities, services and facilities. Council media relation is proactive and aims to inform and foster public confidence in the organisation. Activities include the production of media releases and the management of media enquiries.

6.1.1.1 Official Council Spokespersons

The Mayor is the official spokesperson for all Council responses or media interviews of organisational or regional significance. The Mayor may delegate to a Councillor to speak on his behalf.

Portfolio spokespersons are able to make comment to the media on Council activities relating to their specific portfolio area. Portfolio spokesperson's appointed to represent Council on committees and/or external organisations are also able to make comment

If an enquiry is of a technical nature that requires certain expertise or if it relates to programmed Council activities, then the Chief Executive Officer or relevant General Manager may speak directly with the media. Where comment is made to the media, the Chief Executive Officer or General Manager is required to notify the Portfolio Spokesperson (Portfolio Councillor) of the nature of their comments. The Governance Branch is available for support and should always be advised of media activities that may be of strategic importance. The Chief Executive Officer or General Manager may authorise other officers in their department to engage with the media on operational matters.

6.1.1.2 Media Release Preparation

All media releases, including those produced by Councillors in relation to their portfolio, will be managed and distributed through Council's Governance Branch to maintain a quality standard.

The Mayor, Councillors, Chief Executive Officer and General Managers may request a media release be prepared. Council officers in the course of their duties may request that a media release is issued, subject to Manager approval. Background and supporting information should be provided to the Governance Branch with the request. Council's Governance Branch will also advise on the item's newsworthiness and the appropriate timing and distribution of the media release with Council's broader objectives in mind. All media releases will be endorsed by the Governance Branch for the Chief Executive Officer's approval.

6.1.1.3 Approval Process

The Chief Executive Officer must approve all written Council media releases provided to the

media.

6.1.2 Responding to Media Enquiries

All media enquiries are to be directed to the Governance Branch in the first instance. The Governance Branch, in consultation with the Chief Executive Officer, will co-ordinate a response. The Governance Branch may assign subsequent enquires to General Managers and Managers.

The Mayor is Council's official spokesperson however on occasions where the Mayor is unavailable or decides that another person responds, the following general guidelines will be used by the Chief Executive Officer in allocating responsibility:

- Where the matter relates to a portfolio, the Chief Executive Officer may ask the Portfolio Spokesperson to respond;
- If the matter has a specialised or technical component, the Chief Executive Officer may respond or delegate to a General Manager to draft a written response;
- Where the matter is of a sensitive nature, spokespeople authorised under this protocol are encouraged to consider providing a written response to specific questions. All written responses shall be co-ordinated by the Governance Branch and must be approved by the Chief Executive Officer; however
- In all cases, where comment is made to the media, the spokesperson is required to notify the Chief Executive Officer of the nature of their comments.

6.2 COUNCILLORS AND THE MEDIA

Media relations initiated and undertaken by Councillors on their own behalf rather than as designated representatives of the Council as a whole or in relation to their portfolio, are not supported by Council's internal media relations function, unless otherwise directed by the Chief Executive Officer. Background information on a topic may be provided to a Councillor with approval from a General Manager or the Chief Executive Officer.

In undertaking Councillor media relations, Councillors should ensure that when they are not expressing Council policy, they state that their views are a personal opinion.

7. ASSOCIATED POLICY PROCEDURES

Media Relations Procedure

8. DEFINITIONS

Media relations refer to the use of the media to communicate messages about Council. This includes preparation and distribution of media releases, media statements, media interviews and conferences or briefings, media launches and features.

Media refers to television, radio and print media journalists, photographers and camera operators, including representatives from trade and specialist publications and internet news services.

Media release is designed to be sent to the media in order to encourage them to develop articles on a subject. A media release is written in order to highlight an important event, program, or piece of information by Council that succinctly describes *who, what, where, when, why and how* of the story. Media releases are intended to promote the interests of Council.

9. DATE REVIEWED

November 2012

10. NEXT REVIEW

November 2014

Resolution:

Moved Cr KA Duff, seconded Cr DJ Palmer.

That the Officer's Recommendation be adopted

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

14.3.4 G - 1358018 - Councillor Discretionary Fund Policy

Summary

The purpose of this policy is to ensure a fair, equitable and transparent process applies in relation to the allocation of monies from the Councillor's Discretionary Funds for events and projects that benefit the community of the South Burnett region in accordance with the *Local Government Act 2009*.

Officer's Recommendation

That the Councillor Discretionary Fund Policy be adopted.



Councillor Discretionary Fund Policy

Table of Contents

1. PURPOSE	1
2. SCOPE	1
3. POLICY STATEMENT	1
4. DEFINITIONS	2
5. LEGISLATIVE AUTHORITY	3
6. ASSOCIATED POLICY PROCEDURES	3
7. NEXT REVIEW	3

1. PURPOSE

The purpose of this policy is to ensure a fair, equitable and transparent process applies in relation to the allocation of monies from the Councillor's Discretionary Funds for events and projects that benefit the community of the South Burnett region, in accordance with the *Local Government Act 2009* and the *Local Government (Finance, Plans and Reporting) Regulation 2010*. The policy also details the annual reporting requirements for Councillor Discretionary Funds under Section 117 of the *Local Government Finance, Plans and Reporting) Regulation 2010*.

2. SCOPE

To guide the allocation of funding provided by the Councillor's Discretionary Funds to community purposes and to community organisations within the South Burnett Regional Council region.

3. POLICY STATEMENT

The following procedure is to be undertaken for this Policy:

3.1 Each year the Council may determine that funds shall be set aside in the annual budget for community purposes and meeting requests for financial assistance from community organisations as decided upon by each Mayor, Deputy Mayor or Councillor. Unspent discretionary funds will not be rolled over to the next financial year.

3.2 Separate expenditure accounts may be established for the Mayor, Deputy Mayor and each Councillor within the Governance Branch budget for this purpose and available funds will be allocated to each expenditure account in accordance with the Council's Annual Budget.

3.3 Section 150 of the *Local Government (Finance, Plans and Reporting) Regulation 2010* prescribes the requirements that Councils must follow in administering Councillors Discretionary Funds.

3.4 In accordance with Council's *Community Assistance Policy* and Clause 3 of this policy, the Mayor, Deputy Mayor and each Councillor is authorised to recommend grants and projects not exceeding the annual allocation adopted by Council in its annual budget, subject to the funding criteria in paragraph 3.5.

3.5 The following eligibility criteria will apply to all requests:

- a) Funding must be allocated in accordance with the *Local Government Act 2009, Local Government (Finance, Plans and Reporting) Regulation 2010* and Council's *Community Assistance Policy*;
- b) Councillor Discretionary Funds must not be used for capital works of the local government;
- c) Community organisations must be not-for-profit and provide services and activities of benefit to the region and its communities in the South Burnett Regional Council area;
- d) Community organisations operating gaming machines will not be eligible for financial assistance;
- e) Political parties are ineligible for funding;
- f) Requests must be in writing setting out details of the request and its purpose;
- g) State and Commonwealth government agencies will not be eligible for funding (Exemption for School Award Nights);
- h) Applicants shall have no outstanding debt with Council (including rates);
- i) Council's funding involvement and support must be appropriately acknowledged with opportunities provided for Council publicity and participation at key activities;
- j) Not-for-profit organisations who have not acquitted under the *Community Assistance Policy* or other Council funded programs are not eligible for further funding until the acquittal report is submitted and approved by Council; and
- k) Funding is available for one off projects.

3.6 Having satisfied themselves that a request complies with paragraph 3.5 above, the Mayor, Deputy Mayor or Councillor shall be authorised to recommend allocations from their individual Discretionary Fund as set out below:

- a) The Discretionary Fund requests shall be by way of a "Councillors Discretionary Fund Authority Form", completed by the Mayor, Deputy Mayor or Councillor and referred to the Manager Governance who will be responsible for:
 - (i) assessing the application against this policy and Council's *Community Assistance Policy*; and
 - (ii) where appropriate, authorising the processing of the Councillor recommended allocation.

3.7 In accordance with section 150 of the *Local Government (Finance, Plans and Reporting) Regulation 2010*, the Manager Governance will maintain a record of all grants approved under the Councillor Discretionary Fund and will publish on Council's website and display on Council's public noticeboard monthly, the name of each community organisation receiving funding, the amount and purpose of that funding.

3.8 In accordance with section 117 of the *Local Government (Finance, Plans and Reporting) Regulation 2010*, the Manager Governance will keep a register of grants to community organisations under the Councillor Discretionary Fund and ensure that the details of expenditure are included in Council's Annual Report.

4. DEFINITIONS

Community organisation is defined as per the dictionary Schedule of the *Local Government (Finance, Plans and Reporting) Regulation 2010*:

Community organisation means:

- (a) *an entity that carries on activities for a public purpose; or*
- (b) *another entity whose primary object is not directed at making a profit.*

Discretionary funds is defined in Section 109 of the *Local Government Act 2009*:

Discretionary funds are funds in the local government's operating fund that are budgeted for use by a Councillor at the Councillor's discretion.

Capital works is defined for the purposes of this policy as:

- a) the renewal or replacement of assets identified in Council's Asset Register;
- b) new assets identified in Council's 10 Year Capital Works Program;
- c) works identified in Council's Annual Capital Works Program;
- d) asset acquisitions valued at \$5,001 or greater which must be entered to Council's Asset Register as a major capitalised asset or otherwise meets asset acquisition requirements under section 8 of Council's *Asset Management Policy*.

5. LEGISLATIVE AUTHORITY

Local Government Act 2009

Local Government (Finance, Plans and Reporting) Regulation 2009

6. ASSOCIATED POLICY PROCEDURES

Community Assistance Policy

Asset Management Policy

7. NEXT REVIEW

November 2014

Resolution:

Moved Cr DJ Palmer, seconded Cr CD Dalton.

That the Officer's Recommendation be adopted

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

14.4 Strategic Projects & Grants

Nil.

14.5 Governance Portfolio Report

Nil.

15. Information Section

15.1 IS - 1358578 - Reports for the Information of Council

Summary

Delegated Authority Report
Listing of Correspondence pending completion of assessment report
Workplace Health & Safety Report
Monthly Water & Wastewater Report

Officer's Recommendation

That the reports be received.

Resolution:

Moved Cr KA Duff, seconded Cr KM Campbell.

That the reports be received.

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

16. General Section

Nil.

17. Confidential Section

CLOSED SESSION:

Motion:

Moved Cr DP Tessmann, seconded Cr BL Green.

That the meeting be closed to the public for Council discussions in accordance with Section 72(1)(e) contracts proposed to be made by it, and Section 72(1)(f) starting or defending legal proceedings involving it, of the Local Government (Operations) Regulation 2010.

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

ATTENDANCE:

Cr DJ Palmer left the meeting at 02:43 PM

Cr DJ Palmer returned from temporary absence at 02:44 PM

OPEN COUNCIL:

Motion:

Moved Cr DJ Palmer, seconded Cr KA Duff.

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 Section 72(1)(e) contracts proposed to be made by it, and Section 72(1)(f) starting or defending legal proceedings involving it, of the Local Government (Operations) Regulation 2010, Council considered matters concerning Tender 12/13-07 Design and Documentation for Kingaroy Waste Water Treatment Plant Upgrade, Offer to Purchase L1 RP211324, Request to re-open Pedler Road, Tarong and Joyce Ruddell bequeath release of funds to Southern Cross Care (Qld) Inc

Motion:

Moved Cr DW Kratzmann, seconded Cr KA Duff.

That the Mayor's report be received

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

17.1 CONF - 1357009 - Tender 12/13-07 Design and Documentation for Kingaroy Waste Water Treatment Plant Upgrade

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 72(1)(e) of the Local Government (Operations) Regulation 2010, 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 Council:

1. award Tender 12/13 – 007 Design and Document Kingaroy Waste Water Treatment Plant to Hunter Water Australia Pty Ltd for a total price of \$547,460 ex GST as per the Tender Submission;
2. authorise the Chief Executive Officer to execute contracts in relation to this tender; and
3. advise the unsuccessful tenderers accordingly.

Resolution:

Moved Cr BL Green, seconded Cr DP Tessmann.

That the Officer's Recommendation be adopted

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

17.2 CONF - 1357910 - Offer to Purchase L1 RP211324

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 72(1)(e) of the Local Government (Operations) Regulation 2010, 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 Council delegate authority to the Chief Executive Officer to negotiate a suitable purchase price with the owners of Lot 1 RP211324, Henry Street Nanango.

Resolution:

Moved Cr BL Green, seconded Cr DJ Palmer.

That Council delegate authority to Cr Green and the Chief Executive Officer to negotiate a suitable purchase price with the owners of Lot 1 RP211324, Henry Street Nanango.

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

17.3 CONF - 1332278 - Request to re-open Pedler Road, Tarong

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 72(1)(f) of the Local Government (Operations) Regulation 2010, which permits the meeting to be closed to the public for business relating to the following:

- (f) starting or defending legal proceedings involving it

Recommendation

That Council advise the Department of Natural Resources and Mines that it believes that the temporary road closure known as Road Licence 33/5990 should be reaffirmed and that it has made this decision as a result of contact with adjoining landowners to the closed portion of Pedler Road, Tarong.

Resolution:

Moved Cr DP Tessmann, seconded Cr DJ Palmer.

That Council advise the Department of Natural Resources and Mines that it believes that the temporary road closure known as Road Licence 33/5990 should be reaffirmed and that it has made this decision as a result of contact with adjoining landowners to the closed portion of Pedler Road, Tarong, and Council request DERM to place a condition on the permit that the gate not be locked to allow access by adjoining landowners.

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

17.4 CONF - 1357896 - Joyce Ruddell bequeath release of funds to Southern Cross Care (Qld) Inc

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 72(1)(f) of the Local Government (Operations) Regulation 2010, which permits the meeting to be closed to the public for business relating to the following:

- (f) starting or defending legal proceedings involving it

Recommendation

That Council authorise the Chief Executive Office to release the funds held in trust from the Estate of Joyce Edna Ruddell to be paid to Southern Cross Care (Qld) Inc. The amount of the funds is \$87,245.35 plus accrued interest since 02 November 2012.

Resolution:

Moved Cr DJ Palmer, seconded Cr KA Duff.

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 3:12pm.

Confirmed before me this day of2012

..... **MAYOR**