AGENDA FOR ORDINARY MEETING
TO BE HELD IN COUNCIL CHAMBERS, BUNDABERG
ON TUESDAY 23 NOVEMBER 2010, COMMENCING AT 10.00 AM

1 Apologies
2 Invocation
3 Confirmation of Minutes
   B1 Ordinary Meeting of Council - 09/11/10
4 Councillors
   C1 Leave of Absence - Cr DE Rowleson
   C2 Leave of Absence - Cr AG Bush
5 Chief Executive Officer
   D1 Operational Review of Service Delivery
   D2 Widening of Totten Street - Petition
6 Finance
   F1 Financial Summary as at 1 November 2010
7 Governance
   G1 Internal Audit and Risk Committee - Minutes 28 October 2010
   G2 Bundaberg & District Table Tennis Association Inc - Renewal of
      Lease - Reserve 1127 1 Childers Road, Bundaberg
8 Community & Cultural Services
   H1 Cultural Policy
   H2 Wesley Mission Community Care
   H3 Combined Lions Truck Drive for Kids
   H4 Rotary Club of Childers
   H5 Mayor's Annual Christmas Appeal
## Health & Environmental Services

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>I1</td>
<td>Baldwin Swamp Barrage Fishway Proposal</td>
</tr>
<tr>
<td>I2</td>
<td>34 Duffy Street, Burnett Heads - Request to remove street tree</td>
</tr>
<tr>
<td>I3</td>
<td>312 Bourbong Street, Bundaberg West - Request for regulated parking</td>
</tr>
<tr>
<td>I4</td>
<td>254 Bourbong Street, Bundaberg West - Request for regulated parking</td>
</tr>
<tr>
<td>I5</td>
<td>Australian Disability Parking Scheme</td>
</tr>
<tr>
<td>I6</td>
<td>Standing Vehicle Permit for CBD fixed location</td>
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<tr>
<td>I7</td>
<td>Landholder Giant Rats Tail Grass Subsidy</td>
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## Roads & Drainage

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>K1</td>
<td>Booyal-Dallarnil Road, Booyal - Road Closure</td>
</tr>
<tr>
<td>K2</td>
<td>Oakwood Road - Road Closure</td>
</tr>
<tr>
<td>K3</td>
<td>Callaghans Road, Alloway - Surplus QR Property</td>
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## Water & Wastewater

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<thead>
<tr>
<th></th>
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<tr>
<td>L1</td>
<td>Biosolids Spreader</td>
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## Planning

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<thead>
<tr>
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<tbody>
<tr>
<td>M1</td>
<td>Gifting of Land for Road Reserve to Council over Lot 25 on CK119, Lot 22 on</td>
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<tr>
<td></td>
<td>CK1205, Lot 1089 on CK2054</td>
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<tr>
<td>M2</td>
<td>Wide Bay Motor Complex</td>
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## Development

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<tr>
<td>N1</td>
<td>439 Sims Road, Redridge - Request to change existing approval</td>
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<tr>
<td>N2</td>
<td>153 Kevin Livingston Drive, Isis Central; Request to Change a Development</td>
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<tr>
<td></td>
<td>Approval for Heavy Industry (Fertiliser Manufacture)</td>
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<tr>
<td>N3</td>
<td>60 Barolin Street, Bundaberg South; Material Change of Use – Impact Assessment – for Professional Offices</td>
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## General Business

<table>
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<tr>
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<tr>
<td>15</td>
<td>Meeting Close</td>
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Agenda for Ordinary Meeting of Council

Meeting held: 23 November 2010

Item

<table>
<thead>
<tr>
<th>Item Number:</th>
<th>File Number:</th>
<th>Part:</th>
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<tbody>
<tr>
<td>C1</td>
<td>n/a</td>
<td>COUNCILLORS</td>
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**Portfolio:**
Chief Executive Officer

**Subject:**
Leave of Absence - Cr DE Rowleson

**Report Author:**
Wendy Saunders, Executive Services Coordinator

**Authorised by:**
Peter Byrne, Chief Executive Officer

**Link to Corporate Plan:**
Nil

**Background:**
By letter dated 11 November 2010, Cr Rowleson requests leave of absence from all Council meetings between the period Wednesday 17 November and Monday 29 November 2010.

**Associated Person/Organization:**
Cr DE Rowleson

**Consultation:**
Nil

**Legal Implications:**
There appear to be no legal implications.

**Policy Implications:**
There appear to be no policy implications.

**Financial and Resource Implications:**
There appear to be no financial or resource implications.

**Attachments:**
Nil
Recommendation:

That Cr DE Rowleson’s application for leave of absence from all Council meetings between the period Wednesday 17 November and Monday 29 November 2010 be granted.
Item Number: C2  File Number: n/a  Part: COUNCILLORS

Portfolio: Chief Executive Officer

Subject: Leave of Absence - Cr AG Bush

Report Author: Wendy Saunders, Executive Services Coordinator

Authorised by: Peter Byrne, Chief Executive Officer

Link to Corporate Plan: Nil

Background:
By letter dated 15 November 2010, Cr Bush requests leave of absence from all Council meetings between the period Wednesday 24 November to Friday 3 December 2010.

Associated Person/Organization: Cr AG Bush

Consultation: Nil

Legal Implications:
There appear to be no legal implications.

Policy Implications:
There appear to be no policy implications.

Financial and Resource Implications:
There appear to be no financial or resource implications.

Attachments:
Nil
Recommendation:

That Cr AG Bush's application for leave of absence from all Council meetings between the period Wednesday 24 November to Friday 3 December 2010 be granted.
Agenda for Ordinary Meeting of Council

Item 23 November 2010

<table>
<thead>
<tr>
<th>Item Number:</th>
<th>File Number:</th>
<th>Part:</th>
</tr>
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<tbody>
<tr>
<td>D1</td>
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<td>CHIEF EXECUTIVE OFFICER</td>
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**Portfolio:**
Chief Executive Officer

**Subject:**
Operational Review of Service Delivery

**Report Author:**
Peter Byrne, Chief Executive Officer

**Authorised by:**
Peter Byrne, Chief Executive Officer

**Link to Corporate Plan:**
Governance - 4.4.5 Responsible financial management and efficient operations

**Background:**
Following the amalgamation of the 4 Councils, a comprehensive review of the service delivery structure of Council has been undertaken by an appointed Staff Team, chaired by Director Governance, Glenn Hart.

Since then further investigations have been undertaken in relation to several of the key findings detailed in the report.

Council is aiming to achieve long term financial sustainability, and to continue to maintain levels and standards of service whilst providing for the growing expectations of the community.

The streamlining of the functions undertaken from Council’s Administration Centre, Service Centres, Depots and Workshops, together with the continual review of all Council’s activities and operations will assist to meet these desired aims.

Additional briefings have been provided to Councillors as the project has progressed and a series of 11 meetings were held with staff across the region to update them on the progress of the review.

The Staff Consultative Committee formed as part of the current Enterprise Bargaining Agreement was also briefed on 9 September, 2010.

**Consultation:**
Operational Review Team, Councillors, Directors, Managers and Staff.

Meeting held: 23 November 2010
Legal Implications:
There appear to be no legal implications.

Policy Implications:
There appear to be no policy implications.

Financial and Resource Implications:
Funding has been provided in the current budget for commencement of the implementation of the review, and provision will be required to be made in future budgets for alterations necessary to various depots, etc, arising as a result of the outcomes of the review.

Preliminary costings have been prepared for proposed alteration/modification works, for funding consideration in the 2011/2012 Budget.

Attachments:
Nil

Recommendation:
To achieve Council’s aims of long term financial sustainability, and to continue to maintain levels and standards of service whilst providing for the growing expectations of the community - that:-

1. Public Administration Centre
   1.1 the Public Administration Centre be retained in the Central Business District of the City of Bundaberg;
   1.2 as provided in the current budget, the vacant office space in the Civic Arcade be refurbished to enable consolidation of the Community and Cultural Services’ Staff;
   1.3 additional parking areas be identified on Council Land and established where appropriate for use as staff car parking;
   1.4 strategic planning be undertaken to identify the most suitable option to facilitate the location all of the administration functions of Council are located at one central location in the future.

2. Service Centres
   2.1 Service Centres be retained at Bargara, Childers and Gin Gin; with the receipting hours at these centres being 8.30 am to 4.30 pm;
   2.2 planning be undertaken to centralise the administrative functions of the Infrastructure Services Department within the Bargara Service Centre.
3. **Depots**

3.1 **Gin Gin Depot**

3.1.1 the Gin Gin Depot remain as a mixed use active depot;

3.1.2 planning be undertaken to identify necessary works to ensure facilities meet future operational needs.

3.2 **Childers Depot**

3.2.1 the depot adjacent to the Childers Service Centre remain as a mixed use facility, with the Blacksmith Court Depot area to be closed and the lot be offered for sale by tender;

3.2.2 detailed planning be undertaken to ensure depot facilities and the required upgrading works meet operational needs; with the 3 vacant lots owned by Council at 2, 4 and 8 Ernest Street being incorporated into the depot complex.

3.3 **Woodgate Sheds**

3.3.1 the Woodgate Sheds be maintained for localised storage and Environmental Services’ operations purposes.

3.4 **Heales Road Depot**

3.4.1 the Heales Road Depot be used as a storage site for stockpile of bulk materials, bridge timbers, pipes, all weather and undercover long term storage, and housing of machinery;

3.4.2 the various operational activities currently co-ordinated from the Heales Road Depot be now co-ordinated as follows:–

- Environmental Services – at the Depot at Young Street, Bundaberg North, and at Moore Park;
- Natural Resources Management – at the Depot at Young Street, Bundaberg North;
- Roads and Drainage – at the Kalkie Depot;
- Fleet Workshop – at East Bundaberg and Kalkie Depots, as determined by work patterns; and
- Store – at the Operations Centre at Bundaberg East.
3.5 **East Bundaberg Depot**

3.5.1 the Roads and Drainage field activities and co-ordination be relocated to Kalkie Depot;

3.5.2 Environmental Services’ field activities currently located at the East Depot, be transferred to Kalkie Depot;

3.5.3 Environmental Services’ co–ordination activities currently located at the East Bundaberg Depot be transferred to Depot at Young Street, Bundaberg North;

3.5.4 stockpile operations be relocated to Orr Street;

3.5.5 the depot facilities be reconfigured and upgraded as necessary to meet operational requirements.

3.6 **North Bundaberg (Botanic Gardens) Depot**

3.6.1 this depot be designated for activities associated with Environmental Services and Natural Resource Management;

3.6.2 a detailed study of the nursery operations at this depot be undertaken to assess its capacity to meet the operational needs of the Council;

3.6.3 action be taken to facilitate the provision of appropriate office and shed facilities at this location.

3.7 **Kalkie Depot**

3.7.1 the Water and Wastewater Operations Staff based at this depot be relocated to the East Bundaberg Depot; and the current Environmental Services area be reconfigured to facilitate this relocation process;

3.7.2 the office, depot yard and storage facilities be reorganised and upgraded as required to facilitate operational requirements;

3.7.3 the pavement and spoil stockpiles on Port Road be reorganised, and relocated to an alternate site where possible.
4. **Fleet Operations**

4.1 **East Bundaberg Operations Centre**

4.1.1 the East Bundaberg Operations Centre remain as the location of the Fleet Management Team;

4.1.2 the mechanical workshop remain, and be responsible for vehicle and plant servicing and repair, as determined by operational needs;

4.2 **North Bundaberg Workshop**

4.2.1 the North Bundaberg Workshop be retained for use on an “as needs” basis;

4.2.2 the small plant operation from this workshop be relocated to the East Bundaberg Depot;

4.3 **Heales Road Workshop**

4.3.1 the Heales Road Workshop be discontinued and the mechanics operations previously operating from this depot be relocated to the workshops at Kalkie or East Depot, as per operational requirements;

4.4 **Kalkie Workshop**

4.4.1 the operations of the Kalkie Workshop be retained, with its operations to target vehicle and plant servicing and repair with emphasis on servicing of Council’s construction plant;

4.4.2 an additional mobile hoist be purchased and installed in the Kalkie Workshop (as provided in the current budget);

4.5 **Childers Workshop**

4.5.1 the Childers Workshop be retained for vehicle and plant servicing and repair, with emphasis on servicing of Council’s construction plant;

4.6 **Gin Gin Workshop**

4.6.1 the on-site mechanical workshop operations at Gin Gin cease;

4.6.2 field breakdown service truck operation be established for the hinterland sector;

4.6.3 the welding bay in the workshop be retained;
5. **Stores**

5.1 **Childers**

5.1.1 the Childers Store close; with a consignment store arrangement to be implemented;

5.1.2 preferred supplier agreements be entered into with local hardware suppliers for specific stock items.

5.2 **Gin Gin**

5.2.1 the Gin Gin Store close; with a consignment store arrangement to be implemented;

5.2.2 preferred supplier agreements be entered into with local hardware suppliers in Gin Gin for specific stock items;

5.3 **Heales Road**

5.3.1 the Store at the Heales Road Depot be closed;

5.4 **Kalkie**

5.4.1 the Kalkie Store be closed, with a consignment store arrangement to be implemented;

5.5 **East Bundaberg Operations Centre**

5.5.1 the East Bundaberg Operations Centre be the Central Store for Council.

6. **Other Issues**

6.1 **Audit of Council Owned Property**

6.1.1 a detailed audit of all Council owned properties be undertaken;

6.2 **Community Halls**

6.2.1 investigations be undertaken in relation to the possible establishment of agreements with Community Hall Groups to manage Council-owned halls on behalf of Council;
6.3 Animal Control and Pound Facilities

6.3.1 a review be undertaken of Council Animal Control facilities; and the investigation into the options for the provision of Animal Control Services outside Council’s normal working hours, including the options for the use of Contractors, be completed;

6.4 Service Levels

6.4.1 Service Levels be established for all Council Operations.
Item Number: D2
Portfolio: Chief Executive Officer
Subject: Widening of Totten Street - Petition
Report Author: Nancy Launchbury, Senior Executive Assistant to CEO
Authorised by: Peter Byrne, Chief Executive Officer
Link to Corporate Plan: Environment - 4.2.3 The provision of quality infrastructure that meets the region’s current and future needs

Background:
The Chief Executive Officer has received a petition containing 126 signatures stating: “This petition of the Residents of Totten Street, and the surrounding area do hereby request the Bundaberg Regional Council to widen the bitumen surface and upgrade linemarkings on Totten Street. These urgent maintenance issues to Totten Street are in the interests of public and road users’ safety”.

Legal Implications:
There appear to be no legal implications.

Policy Implications:
There appear to be no policy implications.

Financial and Resource Implications:
It being noted that at its meeting of 12 October 2010, Council included widening of Totten Street, Kepnock, at an estimated cost of $45,000 in the 2010/2011 Minor Capital Works Program to be carried out as resources permit.

Attachments:
Nil

Recommendation:
That the petition be received and noted.
Item Number: F1  
File Number: FM/0011  
Part: FINANCE

**Portfolio:**  
Finance

**Subject:**  
Financial Summary as at 1 November 2010

**Report Author:**  
Anthony Keleher, Manager Financial Accounting

**Authorised by:**  
Allan Shorter, Director Finance

**Link to Corporate Plan:**  
Governance - 4.4.5 Responsible financial management and efficient operations

**Background:**  
It is a requirement of the *Local Government (Finance, Plans and Reporting) Regulation 2010* that a monthly report be presented to Council on its financial operations.

These reports must be presented in accordance with section 152 of the *Local Government (Finance, Plans and Reporting) Regulation 2010*.

**Associated Person/Organization:**  
Not applicable.

**Consultation:**  
Not applicable.

**Legal Implications:**  
There appear to be no legal implications.

**Policy Implications:**  
There appear to be no policy implications.

**Financial and Resource Implications:**  
There appear to be no financial or resource implications.

**Attachments:**

1. Financial Summary as at 1 November 2010
Recommendation:

That the Financial Summary as at 1 November 2010 (as detailed on the 2 pages appended to this report), be noted by Council.
### Financial Summary

#### as at 01 Nov 2010

<table>
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<tr>
<th>Programme check: 24%</th>
<th>Actual YTD</th>
<th>Planned Budget</th>
<th>% Act to Budget</th>
<th>Actual YTD</th>
<th>Planned Budget</th>
<th>% Act to Budget</th>
<th>Actual YTD</th>
<th>Planned Budget</th>
<th>% Act to Budget</th>
<th>Actual YTD</th>
<th>Planned Budget</th>
<th>% Act to Budget</th>
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<tbody>
<tr>
<td><strong>Operating Activities</strong></td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td><strong>Revenue</strong></td>
<td>100,218,202</td>
<td>101,140,585</td>
<td>5%</td>
<td>95,750,384</td>
<td>95,792,793</td>
<td>4%</td>
<td>10,467,818</td>
<td>18,700,000</td>
<td>54%</td>
<td>9,308,379</td>
<td>18,105,320</td>
<td>50%</td>
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<td><strong>Sensitivity and Other Changes</strong></td>
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<td>10,687,889</td>
<td>5%</td>
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<tr>
<td><strong>Operating Expenses</strong></td>
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<td>12,238,770</td>
<td>13,449,254</td>
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<tr>
<td><strong>Operating Profit</strong></td>
<td>11,390,232</td>
<td>8,723,975</td>
<td>5%</td>
<td>18,216,561</td>
<td>20,261,310</td>
<td>54%</td>
<td>9,308,379</td>
<td>18,105,320</td>
<td>50%</td>
<td>7,048,914</td>
<td>19,940,680</td>
<td>36%</td>
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<tr>
<td><strong>Total Operating Revenue</strong></td>
<td>54,830,551</td>
<td>127,882,657</td>
<td>4%</td>
<td>30,139,791</td>
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<td>5%</td>
<td>9,215,075</td>
<td>18,727,348</td>
<td>50%</td>
<td>9,308,379</td>
<td>20,254,305</td>
<td>46%</td>
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<td><strong>Operating Expenses</strong></td>
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<td>81,953,228</td>
<td>4%</td>
<td>30,139,791</td>
<td>76,675,091</td>
<td>5%</td>
<td>9,215,075</td>
<td>18,727,348</td>
<td>50%</td>
<td>9,308,379</td>
<td>20,254,305</td>
<td>46%</td>
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<tr>
<td><strong>Operating Profit</strong></td>
<td>11,390,232</td>
<td>8,723,975</td>
<td>5%</td>
<td>18,216,561</td>
<td>20,261,310</td>
<td>54%</td>
<td>9,308,379</td>
<td>18,105,320</td>
<td>50%</td>
<td>7,048,914</td>
<td>19,940,680</td>
<td>36%</td>
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<tr>
<td><strong>Capital Activities</strong></td>
<td>35,942,656</td>
<td>24,340,663</td>
<td>4%</td>
<td>30,139,791</td>
<td>76,675,091</td>
<td>5%</td>
<td>9,215,075</td>
<td>18,727,348</td>
<td>50%</td>
<td>9,308,379</td>
<td>20,254,305</td>
<td>46%</td>
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<tr>
<td><strong>Capital Expenditure (Includes Grants in Aid)</strong></td>
<td>19,040,117</td>
<td>12,094,586</td>
<td>4%</td>
<td>18,216,561</td>
<td>20,261,310</td>
<td>54%</td>
<td>9,308,379</td>
<td>18,105,320</td>
<td>50%</td>
<td>7,048,914</td>
<td>19,940,680</td>
<td>36%</td>
</tr>
<tr>
<td><strong>Net Capital Expenditure</strong></td>
<td>5,109,570</td>
<td>5,109,570</td>
<td>5%</td>
<td>18,216,561</td>
<td>20,261,310</td>
<td>54%</td>
<td>9,308,379</td>
<td>18,105,320</td>
<td>50%</td>
<td>7,048,914</td>
<td>19,940,680</td>
<td>36%</td>
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<tr>
<td><strong>Working Capital Movement</strong></td>
<td>11,930,647</td>
<td>17,095,005</td>
<td>5%</td>
<td>18,216,561</td>
<td>20,261,310</td>
<td>54%</td>
<td>9,308,379</td>
<td>18,105,320</td>
<td>50%</td>
<td>7,048,914</td>
<td>19,940,680</td>
<td>36%</td>
</tr>
</tbody>
</table>

#### Notes:

- The financial year of the Council has been extended from 30 June to 31 December 2010.

### Attachment 1 - Financial Summary as at 1 November 2010
### Financial Summary as at 01 Nov 2010

#### Budget

<table>
<thead>
<tr>
<th>Description</th>
<th>Council</th>
<th>General</th>
<th>Waste</th>
<th>Sovereign</th>
<th>Water</th>
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<tr>
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<td>Collection</td>
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<td>12,176,400</td>
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<tr>
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<td>1,100,000</td>
<td>1,100,000</td>
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<tr>
<td><strong>Operating Surplus</strong></td>
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<td>12,276,400</td>
<td>12,276,400</td>
<td>12,276,400</td>
<td>12,276,400</td>
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<tr>
<td><strong>Capital Surplus</strong></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td><strong>Total Surplus</strong></td>
<td>12,276,400</td>
<td>12,276,400</td>
<td>12,276,400</td>
<td>12,276,400</td>
<td>12,276,400</td>
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<tr>
<td><strong>Total Budget</strong></td>
<td>12,276,400</td>
<td>12,276,400</td>
<td>12,276,400</td>
<td>12,276,400</td>
<td>12,276,400</td>
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#### Actual

<table>
<thead>
<tr>
<th>Description</th>
<th>Council</th>
<th>General</th>
<th>Waste</th>
<th>Sovereign</th>
<th>Water</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
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#### Notes

- **Revenue** includes grants and subsidies.
- **Operating Surplus** is the difference between revenue and expenses.
- **Capital Surplus** is the difference between capital revenue and capital expenses.
- **Total Surplus** is the sum of operating and capital surpluses.
- **Total Actual** is the sum of revenue and expenses.
- **Variance** is the difference between total actual and total budget.
Item

Meeting held: 23 November 2010

Item Number: G1
File Number: CM/0012
Part: GOVERNANCE

Portfolio:
Governance

Subject:
Internal Audit and Risk Committee - Minutes 28 October 2010

Report Author:
Glenn Hart, Director Governance

Authorised by:
Glenn Hart, Director Governance

Link to Corporate Plan:
Governance - 4.4.2 Open and transparent leadership

Background:
The Internal Audit and Risk Committee meeting was held on the 28 October 2010 and the minutes of the meeting are attached for Council’s information.

At this meeting the External Auditors were present along with the Internal Auditors.

The External Auditors presented the outcome of their 2009/2010 audit of Council’s Financial Statements as well as providing detailed information on their audit findings.

The committee has also requested that Council appoint the chairperson of the Internal Audit and Risk Committee in accordance with the Local Government (Finance, Plans and Reporting) Regulation 2010.

Associated Person/Organization:
Nil

Consultation:
Internal Audit and Risk Committee

Legal Implications:
There appear to be no legal implications.

Policy Implications:
There appear to be no policy implications.

Financial and Resource Implications:
There appear to be no financial or resource implications.
Recommendation:

That:-

• the minutes of the Internal Audit and Risk Committee Meeting held on 28 October 2010, be received and noted by Council; and

• Cr DJ Batt be appointed as Chairperson of the Internal Audit and Risk Committee.
ATTENDANCE

Council Representatives – Cr GR Barnes and Cr AG Bush (proxy).

Apology – Cr DJ Batt.

External Representatives – Ms S Barletta and Mr D Green.

By Invitation – Messrs PJ Byrne (Chief Executive Officer), RA Shorter (Director Finance), AJ Keleher (Manager Financial Accounting), J McMullen (IMS Team Leader).

Apology – Mr GK Hart (Director Governance).

By Invitation: External Auditors – Messrs S Stavrou and D Rodgers (Deloitte Touche Tohmastu).

By Invitation: Internal Auditors – Mr J Krenske (Ulton Group)

WELCOME – Mr Keleher welcomed all present.

APPOINTMENT OF ACTING CHAIRPERSON FOR TODAY’S MEETING –

Note: Sections 159(1) and (3) of the “Local Government (Finance, Plans and Reporting) Regulation 2010” state:-

(1) The audit committee of a Local Government must ..... 

(b) include ....

(i) 2, but no more than 2, councillors appointed by the Local Government; ....

....
(3) The Local Government must appoint 1 of the members mentioned in subsection (1)(b)(i) as chairperson.

It was unanimously agreed that Cr GR Barnes be Acting Chairperson for today’s Meeting.

N.B.

(A) During the Meeting, Mr Stavrou received confirmatory advice that Section 159(3) of the Local Government (Finance, Plans and Reporting) Regulation 2010, has been amended to read as follows:-

(3) The Local Government must appoint 1 of the members of the audit committee as chairperson.

The matter of the appointment of a chairperson of the Audit & Risk Committee will be now listed for consideration by Council at its Meeting of 23 November, 2010.

(B) As stated in the Minutes of this Committee of 26th August, 2010 – the Charter of this Committee is to be revised to reflect the requirements of the “Local Government Act 2009”.

BUSINESS OF MEETING

1. Minutes – It was agreed that the Minutes of the Meeting held on 26 August, 2010, be taken as read and confirmed.

2. Issues Register – Mr Keleher addressed the Meeting on the status of the Issues Register. The specific queries raised in relation to the Register were answered.

It was agreed that the information contained in the Report be noted.

ACTIONS: Mr Hart to review the Issues Register in order to highlight changes recorded between Meetings.

3. External Audit Presentation of 2009/10 Audit and Financial Statements – Messrs Stavrou and Rodgers addressed the Meeting on the conduct of the audit of the 2009/10 Financial Statements; and particularly commended the Finance Staff in finalising these Statements accurately within the prescribed time-frames.

ACTIONS: That Council be advised the Audit & Risk Committee affirms the 2009/2010 Financial Statements and recommends that the Statements be presented to Council.
4. **Internal Audit Reviews** – Mr Krenske addressed the Meeting on the findings of the various internal audits conducted to date; and outlined the audits proposed for the period November 2010 to June 2011.

5. **Internal Quality Audits** – Mr McMullen addressed the Meeting on the Internal Quality Audits conducted between June and August 2010, and on the audits proposed for the next period.

6. **Next Meeting** – Thursday, 3 February, 2011 – 10.00 am.

There being no further business, the Meeting was closed at 3.00 p.m.

CHAIRMAN
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**Portfolio:**
Governance

**Subject:**
Bundaberg & District Table Tennis Association Inc - Renewal of Lease - Reserve 1127 1 Childers Road, Bundaberg

**Report Author:**
Michael Lye, Manager Administration

**Authorised by:**
Michael Lye, Manager Administration

**Link to Corporate Plan:**
Governance - 4.4.6 A commonsense approach to planning, coordination and consultation

**Background:**
Bundaberg Table Tennis Association Inc have a long association with Reserve 1127 through a 20 year Trustee Lease that will expire 31 December 2010.
The lease area contains a purpose built building and the association requests Council to renew their lease for a period of twenty (20) years.

**Associated Person/Organization:**
Not applicable.

**Consultation:**
Manager Venues & Facilities - recommends renewal of the lease.
Strategic Projects Coordinator – offers no objection to renewal of the lease.

**Legal Implications:**
There appear to be no legal implications.

**Policy Implications:**
There appear to be no policy implications.

**Financial and Resource Implications:**
There appear to be no financial or resource implications.
Recommendation:

That approval be granted to the renewal of the lease to the Bundaberg & District Table Tennis Association Inc over that part of Recreation Reserve 1127 currently occupied by the association, for a period of 20 years, subject to the following conditions:

- the lease to contain similar but updated terms and conditions to the current lease;
- rent $50 plus GST per annum to be subject to review by Council from time to time;
- all service charges to be met by the association; and
- the cost of preparation and registration of the lease including survey costs is to be borne by the association.

Further that the association be advised changes to the Bundaberg Recreation Precinct to incorporate the new Showgrounds may have an affect on leases within Reserve 1127.
Item

Item Number: H1  
File Number: CS/0008  
Part: COMMUNITY & CULTURAL SERVICES

Portfolio:
Community & Cultural Services

Subject:
Cultural Policy

Report Author:
Andrew Gill, Manager Cultural Services

Authorised by:
John Clerke, Director Community & Cultural Services

Link to Corporate Plan:
Community - 4.1.4 A community that values the arts and culture

Background:
The first Regional Arts and Cultural policy has been drafted for the amalgamated council by Creative Regions in conjunction with Council. Extensive community consultation had taken place in each region just prior to amalgamation (involving Creative Regions Directors) and all policies were very current. The process for the regional policy involved drawing together the former policies of Burnett Shire, Kolan Shire, Isis Shire and Bundaberg City and a workshop with the Regional Arts Development Fund Community Committee. A draft was developed by Creative Regions and forwarded to relevant internal staff for feedback before a final draft was submitted.

Consultation:
The workshop with the RADF Committee took place in September 2009. This committee includes representatives from each former council area.

Legal Implications:
There appear to be no legal implications.

Policy Implications:
If adopted this would be the new Arts and Cultural Policy.

Financial and Resource Implications:
There appear to be no financial or resource implications.

Attachments:
1 Arts & Cultural Policy
**Recommendation:**

That the amended “Arts & Cultural Policy” (as detailed on the 5 pages appended to this report) - be adopted by Council.
1.0 INTRODUCTION

‘Bundaberg Region, strategically situated at the southern end of the Great Barrier Reef and stretching from the Burrum River to Baffle Creek, is comprised of 6,451 sq km and is home to more than 90,000 people, with our population expected to grow to over 141,000 people within twenty-five years’. [History of Council]

The Bundaberg Region ranges over a varied landscape and houses a number of discrete communities, each with their unique identities. Policy areas that address the cultural life of the Region need to take into account the fact that people may choose a rural lifestyle in the hinterland or live in an urban environment by the river or the sea. From the Region’s earliest Indigenous and non-Indigenous inhabitants, people have chosen to live here because of the temperate climate and the capacity of the land and the sea to meet their material needs.

Clusters of population have grown up around agriculture, transport routes, holiday destinations and watering holes. All of these communities need a sense of place in order to attract the residents and services that will allow their community to thrive. At the same time, the Bundaberg Region needs to draw all of these separate communities into a sense of regional identity which will serve long-term economic and social sustainability.

Today, the Bundaberg region is the site of both tree change and sea change movements. The challenge of Council is to make the Region attractive to professionals who want the advantages of the lifestyle and the identification with a cultural hub of significance as a place to raise their families and develop their businesses. In choosing to do so, they will contribute to the economic life and future development of the Region. Failure to create this culturally rich and diversified environment will increase the current pressure on social services in the community as forecast by the Federal Government Report prepared by the National Institute of Economic and Industry Research in 2006. Enrichment of the cultural life of the community is directly linked to the survival of the region socially and economically.

Bundaberg has become known for two important trends that affect its cultural life. Firstly, Bundaberg is renowned for fostering the skills of emerging artists, who then travel to continue their development. Historically, some significant artists from the region have built professional careers including Gladys Moncrieff, Vance Palmer, Donald Smith and Florence Broadhurst. More recently it has become a destination for emerging artists from urban centres who can have their work viewed in a regional area as a stepping stone in their careers. The second trend is that people tend to return to Bundaberg after they have completed their studies elsewhere to work and to raise their families. There is a strong impulse to come back to Bundaberg as ‘home’.
Council leadership Over the past three years, Council personnel and consultants across the region have committed time and energy to community consultation and planning for arts, culture and heritage development. Their work has identified the key themes that have community support and that are the foundation for potential projects.
This Arts and Cultural Policy is an expression of Bundaberg Regional Council's leadership role in cultural development and will be used by the Council to assist them in making decisions and determining new directions based on the aspirations of local people and the goals set in the Bundaberg Region Community Plan. This policy is a tool in achieving the key goals of: fostering local identity and regional thinking; encouraging community participation and innovation in arts and cultural activity and promoting the region as a cultural hub that will attract the professional workers who will contribute to the sustainability of the region's economy.

**Council's current investment** Council's investment in arts, culture and heritage to date has established the Bundaberg Region as a creative hub in Queensland, a designation which has long term social and economic benefits. This investment includes:

- Facilities - libraries, galleries, museums, a theatre, cultural tourism attractions, community halls, show grounds, parks and gardens, public artworks and community friendly streetscapes
- Programs - festivals and events, arts training opportunities, facility based programs and activities
- People - personnel employed by council in facilities and managerial positions, events officers, cultural workers and community development officers
- Funding - Community Grants Scheme, partnership with State Government in the Regional Arts Development Fund, in-kind support and donations

### 2.0 POLICY STATEMENT

*Investment in the cultural life of the Bundaberg Region produces a vibrant and prosperous community, known for its creativity, that people will want to visit, reside in and come home to.*

### 3.0 POLICY OBJECTIVES

- Define and promote our regional identity
- Build civic pride
- Preserve and value our cultural heritage pre- and post-settlement
- Invest in public art
- Promote the Bundaberg Region as a significant creative hub in Queensland, nurturing the development of emerging artists and creative industries
- Retain professionals, attract tourists and future residents
- Recognise cultural development as fundamental to achieving Council's recognised F restaurants, Tourism and Lifestyle objectives to support economic development [Bundaberg Regional Economic Development Strategy 2009-2014]
- Enhance the lifestyle of residents through creative streetscaping, access to open air spaces for relaxation and cultural facilities which provide a variety of age specific cultural activity and entertainment
- Support the development of cultural tourism products including festivals, events and attractions

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• Acknowledge the role of arts and culture in economic growth
• Foster the development of arts products, merchandising and marketing
• Assist arts entrepreneurs in business development and strategic planning
• Liaise with educational institutions to drive and develop cultural products and programs
• Support collaborations between professional and emerging artists
• Strengthen the community cultural sector
• Support arts and cultural groups to sustain cultural activity
• Build partnerships across community, government, commerce and industry to enhance the capacity of the sector
• Facilitate effective networks, communication and coordination
• Promote and market arts and cultural activities
• Advocate for the importance of arts and cultural activity to the quality of life of the community
• Increase community participation in and ownership of arts and cultural activity
• Make activities and venues affordable
• Ensure residents have awareness of and access to the cultural services and activities of the region
• Consult community on their cultural aspirations at least on an annual basis
• Council will endeavour to have a physical presence at arts and cultural events and activities to keep their knowledge of the sector current
• Build skills and foster leadership in the sector
• Facilitate workshops, forums and training
• Support professional development of artists and artworkers
• Recognise and reward the work of skilled volunteers in the sector
• Create an environment where community drivers can initiate innovative activity
• Access best practice community cultural development examples from other regions
• Affirm Social inclusion
• Include all sectors of the community in planning arts and cultural activities
• Foster arts and cultural projects with and by youth
• Engage individuals and organisations in the disability sector through targeted projects and programs
• Address the issue of an aging population in the region through tailored project development
• Recognise, respect and celebrate Aboriginal and Torres Strait Islander Culture
• Acknowledge the traditional owners through the development of a formal protocol
• Invite traditional owners to give "welcome to country" at significant regional events
• Consult Elders and key community representatives on arts, cultural and heritage aspirations and decisions that affect their community
• Encourage Elders and community leaders to develop days or events of significance for their community

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• Collaborate with Aboriginal corporations in the region to foster the professional development of artists and artworks
• Support the collection and safe keeping of Aboriginal and Torres Strait Islander artefacts, oral history and traditional language
• Forge links between the Aboriginal and Torres Strait Islander community and wider community through arts projects and the support of events like NAIDOC Week
• Recognise, respect and celebrate cultural diversity
• Support local and regional festivals and events which acknowledge Bundaberg's rich cultural history
• Maintain networks with agencies engaged in servicing culturally diverse communities
• Exercise cultural sensitivity in the planning of arts and cultural projects and public events
• Ensure all Council staff and elected representatives receive training in culturally sensitive service delivery
• Give voice to members of diverse communities through supporting their arts and cultural projects
• Enhance the cultural values of the natural and built environment
• Take cultural activity outdoors
• Involve cultural facility staff in the concept development of Council's strategic projects
• Develop interpretive trails that tell the stories of communities and places
• Identify and preserve natural elements, buildings and places of significant cultural heritage
• Broker partnerships that engage arts and cultural activity in addressing environmental issues (both built and natural)
• Secure adequate resources
• Continue engagement with federal and state government funding bodies to increase investment in regional projects and programs
• Continued engagement with communities to ensure that Council is aware of changing resource needs in the sector
• Continue to support the Bundaberg Region Cultural Foundation
• Include access for arts and cultural activity in the Community Grants Scheme
• Identify new partners to attract funding into the arts and cultural sector
• Encourage and assist community groups in grant writing and sourcing other financial opportunities, sponsorships and partnerships
• Provide adequate cultural facilities
• Maintain and develop Council's cultural facilities, staffing and programs
• Showcase arts and cultural product and develop audiences
• Recognise built infrastructure as a key element of a vital arts and cultural sector
• Maintain a quadruple bottom line in Council planning
• Consider key cultural policy areas in Council strategic decision making and in the drafting of other Council policies and plans as well as social, economic and environmental considerations
• Build evaluative mechanisms into cultural planning and implementation strategies

4.0 POLICY PRINCIPLES

5.0 ASSOCIATED DOCUMENTS

Not Applicable
Item Number: H2  
File Number: RD/0023  
Part: COMMUNITY & CULTURAL SERVICES

Portfolio:  
Community & Cultural Services

Subject:  
Wesley Mission Community Care

Report Author:  
Melinda Shield, Acting Community Events Co-Ordinator

Authorised by:  
Melinda Shield, Acting Community Events Co-Ordinator

Link to Corporate Plan:  
Community - 4.1.2 Equitable access to adequate services and well maintained facilities

Background:  
Wesley Mission Community Care has written to Council requesting assistance with repairs to their driveway at 44 Electra Street, Bundaberg Central. They advise that the driveway into the premises is causing damage to work and client vehicles.

The problem regarding the existing driveway is due to the height of the footpath in relation to the road. Council would be required to totally remove the existing driveway and install a new driveway invert with a concrete rib poured insitu.

Cost to resolve the problem would be $815 (inc GST).

In the past Council has refused these types of requests. If Council decides to approve funding for these works, it may set a precedent for other future requests for driveway repairs.

Consultation:  
John Brillante, Infrastructure Technical Officer & Peter Watling, Manager Community Care & Social Development

Legal Implications:  
There appear to be no legal implications.

Policy Implications:  
There appear to be no policy implications.
**Financial and Resource Implications:**
$815.00

**Attachments:**
Nil

**Recommendation:**
That Wesley Mission Community Care be advised that due to limited budget resources Council is unable to provide assistance to repair its driveway at 44 Electra Street, Bundaberg Central.
Item Number: H3  File Number: CP/0001  Part: COMMUNITY & CULTURAL SERVICES

Portfolio:
Community & Cultural Services

Subject:
Combined Lions Truck Drive for Kids

Report Author:
Melinda Shield, Acting Community Events Co-Ordinator

Authorised by:
Melinda Shield, Acting Community Events Co-Ordinator

Link to Corporate Plan:
Community - 4.1.1 A safe, active and healthy community

Background:
The combined Bargara Lions & Lionesses Clubs, Moore Park Lions and various community volunteers, are coordinating activities for the 2011 Bundy Truck Drive for Kids to be held on Sunday 3 April, 2011, at the Moore Park Community Centre and Oval. This event raises money for the Bundaberg & Mater Hospital Children’s Wards and it is anticipated up to eighty (80) vehicles will participate.

The proposed route starts at 10.00 am from Brischetto’s property on Hughes Road, follows Bargara Road into Bundaberg, along Toonburra Street into Quay Street, over Burnett Traffic Bridge to Queen Street, into Gin Gin Road and turns into Moore Park Road to finish at the Moore Park Community Centre & Oval. Planned activities for the day include markets, BBQ, live entertainment and truck displays.

Permission has been sought to follow the above route from the Department of Main Roads and Queensland Police Service. No road closures are required.

Further, appropriate bookings have been made with the Moore Park Community Centre to use the Moore Park Beach Oval and Community Centre from 6.30 am until approximately 4.00 pm.

It is noted that once final details are planned, the organisers will put forward an in-kind assistance request following the approved guidelines as adopted by Council.

Consultation:
John Clerke, Director of Community and Cultural Services
Legal Implications:
There appear to be no legal implications.

Policy Implications:
There appear to be no policy implications.

Financial and Resource Implications:
Provision has been made in the 2010/11 Budget for the provision of in-kind assistance

Attachments:
Nil

Recommendation:
That Council offer no objection to the Combined Bargara Lions & Lionesses Clubs & Moore Park Lions’ request to hold the Bundy Truck Drive for Kids following a route through Bundaberg Regional Council streets on 3 April 2011, subject to the following conditions:-

1. The organizing committee obtaining the approval of the Queensland Police Service and Department of Main Roads;

2. All road signage shall be in accordance with the Manual of Uniform Traffic Control Devices. (It being noted that it is the organisers responsibility to arrange for collection and return of any barricading required);

3. The area is to be left in a clean and tidy condition after the event and the organisers are to rectify any damage to park and/or road facilities caused by persons attending the event.
Item 23 November 2010

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**Portfolio:**
Community & Cultural Services

**Subject:**
Rotary Club of Childers

**Report Author:**
Melinda Shield, Acting Community Events Co-Ordinator

**Authorised by:**
Melinda Shield, Acting Community Events Co-Ordinator

**Link to Corporate Plan:**
Community - 4.1.1 A safe, active and healthy community

**Background:**

A request has been made from the Rotary Club of Childers seeking Council consideration of $4,000 (plus GST) to conduct their annual Childers Christmas in the Park to be held at the Isis High School Grounds and Community Stadium on Sunday, 5 December.

Christmas in the Park will essentially be offered in two parts this year. It is planned to commence outdoor activities at 3.30 pm, these events will involve the rides and amusements Rotary is able to source. The afternoon will also feature camel rides and a Bethlehem street scene built around the Nativity. The biblical style street will include a blacksmith, baker, fish monger, etc to provide further evidence of the ‘reason for the season’ – the Birth of Christ. At 7 pm the event will move indoors where a multi denominational service will form a part of the evening proceedings before moving to a range of entertainers, groups, etc to provide music and singing through until 10 pm. Santa is also scheduled to visit with a ‘present’ for each child in attendance.

The event has been running since the late 60’s and early 70’s and in the late 1990’s the Christmas in the Park was picked up by the Rotary Club of Childers as a community project. In 2009 Bundaberg Regional Council donated $2000 towards this event.

Rotary Club of Childers has provided a running budget with regards to staging the Christmas in the Park event.
**Proposed Expenditure**

Hire of Venue plus lights $200  
Hire of amusements – Rides n Slides $2,600  
Hire of live Camels for rides and nativity play $1,200  
Advertising – 50% subsided by APN $400  

**Total Expenditure** $4,400

**Expected Income** Nil

**In-Kind Support**

20 Rotary, 6 Apex, 20 church workers to provide volunteer labour between 3 pm until 10 pm  
320 volunteer hours includes set up, clean up $6,400  

Isis Town and Country newspaper Discounted promotion package $400 savings  
Community bands, musical and choral groups Gratis performance  
Arrival and performance by Santa and Distribution of ‘free’ gifts (lollies and soft Drinks) 250 packs $400  

Donation of large fully decorated Christmas Tree $200  

**Total In-Kind Support** $7,400 plus

**Consultation:**

Peter Watling, Manager Social Development & Community Care & John Clerke, Director Community & Cultural Services

**Legal Implications:**

There appear to be no legal implications.

**Policy Implications:**

The amount exceeds the limit in Council’s Financial Assistance Policy of $999, therefore this request is referred to Council for consideration.

**Financial and Resource Implications:**

Provision has been made in the Community Events Donation Program for a $2,000 donation to this organisation.
Attachments:
Nil

Recommendation:
That a donation in the sum of $2,000 be made to the Rotary Club of Childers to assist with the costs associated with running its Christmas in the Park event to be held on 5 December 2010.
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**Portfolio:**
Community & Cultural Services

**Subject:**
Mayor’s Annual Christmas Appeal

**Report Author:**
Nicky Killick, Senior Administration Officer

**Authorised by:**
Nicky Killick, Senior Administration Officer

**Link to Corporate Plan:**
Community - 4.1.1 A safe, active and healthy community

**Background:**
In previous years Council has made a donation to the Mayor’s Annual Christmas Appeal. Provision has been made in the 2010/11 Budget to make a donation of $2,500.

**Consultation:**
John Clerke, Director Community & Cultural Services

**Legal Implications:**
There appear to be no legal implications.

**Policy Implications:**
There appear to be no policy implications.

**Financial and Resource Implications:**
Provision has been made in the 2010/11 Budget of $2,500

**Attachments:**
Nil

**Recommendation:**
That a donation of $2,500 be made to the Mayor’s Annual Christmas Appeal.
A proposal has been submitted to construct a fishway on the Bundaberg Creek, to allow fish passage past the barrage in Baldwin Swamp. It is important for environmental ecology and the local seafood industry that fish are provided habitats for breeding and feeding. Many fish species require brackish water and freshwater for feeding and for seasonal breeding behaviour. The significantly important species for local recreation and commercial fishing that require brackish/fresh water include Barramundi, Mangrove Jack and Sea Mullet.

The Burnett River has been significantly compromised by multiple barrages and weirs that inhibit and disrupt fish passage throughout the catchment. Following local studies to identify barriers to fish movement, the “Regional Biopass Strategy” was developed by the Queensland Department of Fisheries and Burnett Mary Regional Group (BMRG). This strategy has identified the barrage on Bundaberg Creek, in Baldwin Swamp, as a significant barrier.

Effective fish passage can only occur at the barrage when tide heights exceed 3.45 metres, or during flow events that occur following significant rainfall over the immediate Bundaberg Creek Catchment area. In the past 12 months, effective fish passage from favourable tidal influxes occurred on only 17 occasions. The average duration of each of these events was between 2 and 3 hours. Coupled with rainfall generated flow events within the Bundaberg Creek catchment, effective fish passage across the barrage only occurs on average between 14 to 21 days per year. These events do not necessarily correlate to the seasonal breeding or migratory
requirements of the fish species found within this region and may only be in the order of a few hours in duration over the majority of these days.

The barrage construction also inhibits movement – as the spillway has a shallow, wide surface which is difficult for fish to swim through and exposes them to predators such as birds. Fish sampling undertaken on 27 June 2009 showed that species in Baldwin Swamp are predominantly fresh water, with some limited number of mullet. The fish sampling also showed an abundance of feeding opportunities for the larger predatory fish species that would populate the Baldwin Swamp if there was no barrier.

In 2008, Oceanwatch Australia Ltd (an organisation aligned with the seafood industry to improve local fish habitats), made a submission to the Federal Government for funding. This was supported by the Bundaberg Council and BMRG. This funding was successful and secured via the “Caring for our Country” program. Fisheries Queensland, a service of the Department of Employment, Economic Development and Innovation (DEEDI), also secured funding through the “Burnett Program of Actions”. This funding is available until January 2011 unless extensions are granted.

The budget for the project is $104,000. This comprises $34,000 from Ocean Watch, $55,000 from DEEDI and $15,000 (in kind support) from Bundaberg Regional Council. The Council in-kind support does not need to be accounted or acquitted, and would comprise mostly existing staff undertaking reports and obtaining approvals, supervising construction, planting vegetation and assisting them source contractors and suppliers of materials.

A proposal and budget has been prepared and presented by Fisheries Technical Officer, DEEDI, Mr. Peter Wrench, as per the attached. Council support and approval is required, as the project is on a reserve under the control of Council and it requires in kind support.

The concept, a Nature-Like Bypass Fishway, creates an opportunity for native fish passage by imitating as close as possible a natural stream environment. Bypass fishways are low-gradient, earthen or rocky channels with interconnecting pools that mimic the structure of natural streams. This style of structure is traditionally less expensive to establish and far easier to maintain than other types of fish passage apparatus. A site survey of the surrounding parklands revealed contours conducive to this style of fishway. No modification to the existing barrage would be required.

Due to funding timeline restrictions and the late submission of the proposal, a full and adequate consideration of the proposal has not yet been made by Council staff. However, this proposal was developed after meetings with staff and is consistent with these discussions. The project officer Mr. Peter Wrench from DEEDI, and Ms. Michelle Haase from Oceanwatch, have been flexible in their approach and have stated they will modify the construction to suit Council’s requirements.
The location, appearance and purpose of the fishway is consistent with the use of the area and enhancement of the natural attributes and environment of the Baldwin Swamp. The proposal is also supported by the Friends of the Baldwin Swamp Group. With good explanatory signage included in the project, there will be significant educational value with the high profile urban location.

**Associated Person/Organization:**
Geordie Lascelles, Manager Environmental Services

**Consultation:**
Fisheries Technical Officer, DEEDI, Senior Fisheries Officer, DEEDI, Project Manager, Ocean Watch Australia, and Nick MacLean, Manager – Natural Resources

**Legal Implications:**
There appear to be no legal implications, however necessary State Government permits to undertake this work will be obtained.

**Policy Implications:**
There appear to be no policy implications.

**Financial and Resource Implications:**
Estimated cost of Council in kind support is $15,000. The remainder of the project is funded.

**Attachments:**
1 slide 1  
2 slide 2  
3 slide 3  
4 slide 4  
5 slide 5  
6 slide 6  
7 slide 7  
8 slide 8  
9 slide 9  
10 slide 10  
11 slide 11  
12 slide 12

**Recommendation:**
That Department of Employment, Economic Development and Innovation’s proposal to construct a fishway on the Bundaberg Creek, at the Baldwin Swamp Barrage, be accepted.

Further, that Council assist with the project by providing in-kind assistance to the value of $15,000.00.
Baldwin Swamp Environmental Park
Nature – Like Fishway Proposal
Baldwin Swamp Nature-Like Bypass Fishway

- Original concept focussed on establishing a rock ramp fishway immediately on the existing weir.

- Concept would require some disturbance of the weir deck to fit a series of culverts for the direction of flow onto the rock ramp fishway.

- In addition the rock ramp would need to extend some 20 metres downstream of the existing weir structure, causing some disturbance to the fisheries habitat in that vicinity.

- Site investigations determined that the creek bed floor profile downstream of the weir would require a temporary coffer dam to dewater the site and facilitate construction. This process is cost prohibitive and outside of the scope of our project budget.

- An alternative option has been formulated for this site; a Nature Like Bypass Fishway.

- This option is more cost effective, simpler to construct, will minimise impact to the fisheries habitat, is in keeping with the surrounding landscape, and utilises existing topography to facilitate native fish passage into Baldwin Swamp Environmental Park.

- The enclosed budget estimate has been tailored for high end construction costs based on highest quotes.

- We seek formal Council permission to proceed with this project pending Council acceptance of the material contained within this proposal document.
Previous Design Concept

PLAN VIEW
(not to scale)

Rock fill for scour protection both side banks D400 +

Raise existing by 600mm

Debris chute

1800 x 600 culverts by 3

Debris removal area

Mangrove

© The State of Queensland, Department of Employment, Economic Development and Innovation, 2010
Alternative Concept: Nature – Like Bypass Fishway

The concept of a Nature-Like Bypass Fishway is to create an opportunity for native fish passage by imitating as close as possible a natural stream environment. Bypass fishways are low-gradient, earthen or rocky channels with interconnecting pools that mimic the structure of natural streams. This style of structure is traditionally less expensive to establish and far easier to maintain than other types of fish passage apparatus. A site survey of the surrounding parklands revealed contours conducive to this style of fishway.

Note: Final number of resting pools and riffle zones will be determined by the final site survey.
Baldwin Swamp Nature-Like Bypass Fishway

<table>
<thead>
<tr>
<th>Site Survey</th>
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<tbody>
<tr>
<td>Transverse AB</td>
</tr>
<tr>
<td>Transverse BC</td>
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<tr>
<td>Transverse CD</td>
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<tr>
<td>Transverse DE</td>
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</tr>
<tr>
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<td>G1</td>
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</tr>
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<td>H1</td>
</tr>
<tr>
<td>H2</td>
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<td>H3</td>
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</tbody>
</table>

Transverse Path
Transect Path
Bypass Fishway Path
Lowest Elevation Point
Technical Specifications:

- Length - 120 metres (actual)
- Maximum Depth - 1.0 metre (fish refuge/resting pools)
- Maximum Width - 6.0 metres
- Slope 1:100
- Head Loss - 1040 mm
- Refuge Pools - 7 (between 6 metres and 12 metres in length)
- Riffle Zones - 7 (between 4 metres and 8 metres in length)
- Downstream Entrance - 12 metre Riffle Zone
- Upstream Exit - 10 metre section comprising rock armoured banks with a single inverted culvert (span 2.4 m, depth 0.6 m, length 2.4 m), covered to permit the passage of pedestrian traffic across the structure.
- Upstream fishway exit to incorporate an aquatic plant deflection boom to direct nuisance aquatic weeds away from the entrance and direct them towards the existing weir during peak flow periods.
- Additional culvert sections included to facilitate the incorporation of a fish passage monitoring station. Two units are required for this purpose:
  - 1 - 2.4 x 0.6 x 2.4 inverted culvert
  - 1 - 0.6 x 0.6 x 2.4 inverted culvert
A nature-like bypass fishway will offer several distinct advantages:

- Minimal disruption to mangroves downstream of the structure.
- Eliminates the need for the construction of a coffer dam downstream of the weir.
- Eliminates the need for profound disturbance of the existing weir platform.
- Design is in keeping with existing park surrounds.
- Design utilises existing topography and site run off/over flow patterns, redirecting low to moderate flows away from the existing weir crossing increasing access.
- Construction process is far simpler and less disruptive to park users.
- Minimal maintenance required once established.
- Less expensive to construct (redirection of flow and dewatering not required).
- Will provide valuable fish passage opportunities during extended low to moderate flow periods, greatly increasing access native fish access to the area ponded areas maintained within the environmental park.
- Increasing available breeding and nursery habitat for native fish species in the lower Burnett River.
## Baldwin Swamp Nature-Like Bypass Fishway

### BALDWIN SWAMP BYPASS FISHER - OPERATING BUDGET

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Cost</th>
<th>Total</th>
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<td>Signage (as specified below)</td>
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### Notes
- Total cost: $35,024.00
- Includes delivery and installation.

### Operating Costs

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<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
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### Total Budget

- Total Budget: $40,674.00
- Subject to adjustment.
Bypass Concept Schematic
Pond Arrangement
(viewing upstream)

NOT TO SCALE
Pond Number, Depth & Width,
Subject to Flow/Discharge Requirements
(as per site investigation)

Thank you for your time and consideration in this matter
Item 23 November 2010

Item Number: I2  File Number: EM/0019  Part: HEALTH & ENVIRONMENTAL SERVICES

Portfolio:
Health & Environmental Services

Subject:
34 Duffy Street, Burnett Heads - Request to remove street tree

Report Author:
Geordie Lascelles, Manager Environmental Services

Authorised by:
Greg Savage, Director Health & Environmental Services

Link to Corporate Plan:
Environment - 4.2.1 A natural environment that is valued and sustainable

Background:
A request has been received by a resident at 34 Duffy Street, Burnett Heads to remove a gum tree from a roadway property on Duffy Street between Power and Corser Streets, Burnett Heads. The request arises from concern for damage to property or injury should part or all of the tree fall.

Council receives several requests each week for tree removal from footpaths around the region. It is generally accepted that trees contribute positively to the character and amenity of neighbourhoods and the trees are enjoyed by more than just the immediate residents. Qualified horticultural staff access the requests and generally only remove trees for safety reasons or damage to infrastructure. Trees are not removed due to nuisance factors eg leaf drop or shade.

Council staff members have periodically inspected the trees over the past few years due to requests for removal. The requests were declined, however the crown has been thinned and some branches removed. The previous decisions to retain the tree have been based on:

- Health and structural integrity of the tree appears to be sound. There are no signs of rot, deterioration, illness, splits or faults. The tree shows no obvious signs of stress, has healthy foliage, no visible evidence of root disease, no signs of borer activity and no signs of die back.
- The tree is not overhanging dwellings or structures.
- The tree is a native with no pest weed properties.
- The tree contributes positively to the amenity of the area.
- There have been similar requests declined in this area.
It is acknowledged that this species of tree would not be chosen if there was to be new street tree planting in residential areas due to size and it is not on Council’s recommended street tree list.

Due to the size of the tree, the resident is especially concerned about the tree falling in cyclonic winds. Obviously no person can warrant how a tree will fare in cyclonic conditions and there is a risk that part of this tree and debris from all over the area may damage the house in these types of conditions.

There have been some Councils that have a practice where they will decide to not remove a tree but would not object to its removal, in an appropriate manner, with all costs being borne by the applicant.

**Associated Person/Organization:**
Len Fletcher

**Consultation:**
Charlie Murray, Coastal Supervisor, Environmental; Tim Rich, Group Supervisor – Gardens and Chris Joosen (Manager Corporate Support).

**Legal Implications:**
There appear to be no legal implications.

**Policy Implications:**
There appear to be no policy implications.

**Financial and Resource Implications:**
There appear to be no financial or resource implications.

**Attachments:**
1. Photograph
2. Letter of request

**Recommendation:**
That the request for the removal of the gum tree on the roadway on Duffy Street between Power and Corser Streets, Burnett Heads - be not agreed to as the:-

- health and structural integrity of the tree appears to be sound (there being no signs of rot, deterioration, illness, splits or faults, shows no obvious signs of stress, has healthy foliage, no visible evidence of root disease, no signs of borer activity and no signs of die back);
- tree is not overhanging dwellings or structures; is a native with no pest weed properties; and the contributes positively to the amenity of the area.
## Item 23 November 2010

### File Number: TT/0013

#### Part:

- HEALTH & ENVIRONMENTAL SERVICES

<table>
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<th>File Number:</th>
<th>Part:</th>
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<tr>
<td>I3</td>
<td>TT/0013</td>
<td>HEALTH &amp; ENVIRONMENTAL SERVICES</td>
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### Portfolio:

Health & Environmental Services

### Subject:

312 Bourbong Street, Bundaberg West - Request for regulated parking

### Report Author:

John Duffield, Manager Health & Regulatory Services

### Authorised by:

Greg Savage, Director Health & Environmental Services

### Link to Corporate Plan:

Environment - 4.2.3 The provision of quality infrastructure that meets the region’s current and future needs

### Background:

A request has been received for the establishment of 6 time regulated angle parking bays at 312 Bourbong Street, Bundaberg West as a new café is opening in the building and needs turnover of the available on-street parking for it to be viable. The café is part of the new building on the Bourbong Street corner with Hope Street.

### Associated Person/Organization:

Cameron Donaldson

### Consultation:

Consultation has been held with the applicant by telephone to discuss what parking time restrictions were desired. There is a high demand for the available on-street parking resources and without the turnover of parking the café would clearly struggle. The request is for two 30 minute parking bays and four 1 hour parking bays. However only five angle parking bays are located in this area. The applicant was advised accordingly, and is now seeking two 30 minute bays and three 1 hour bays.

### Legal Implications:

There appear to be no legal implications.

### Policy Implications:

There appear to be no policy implications.
**Financial and Resource Implications:**
There would be minor financial and resource implications associated with line marking and signage.

**Attachments:**
1. Photograph

**Recommendation:**
That the all day angle parking bays in front of 312 Bourbong Street, Bundaberg West, be altered to two (2) thirty (30) minute Regulated Parking Bays and three (3) one (1) hour Regulated Parking Bays with such parking to be regulated between the hours of 8.45 am and 5.00 pm Monday to Friday, and 8.45 am to 11.30 am Saturday.
Item Number: I4  
File Number: TT/0013  
Part: HEALTH & ENVIRONMENTAL SERVICES

Portfolio:  
Health & Environmental Services

Subject:  
254 Bourbong Street, Bundaberg West - Request for regulated parking

Report Author:  
John Duffield, Manager Health & Regulatory Services

Authorised by:  
Greg Savage, Director Health & Environmental Services

Link to Corporate Plan:  
Environment - 4.2.3 The provision of quality infrastructure that meets the region’s current and future needs

Background:  
A request has been made by the Chief Executive Officer Regional Housing Limited to establish time regulated parking at 254 Bourbong Street, Bundaberg West, citing that many of their clientele have health and mobility issues and are experiencing difficulty accessing parking near the office.

Associated Person/Organization:  
Chief Executive Officer, Regional Housing Limited

Consultation:  
An onsite meeting was held with the Housing Limited’s Chief Executive Officer’s personal assistant to discuss their parking needs. The request for a disabled parking bay cannot be met as the proximity to the running lane of traffic would be dangerous. The gradient on the existing footpath is also not compatible with the establishment of a disabled parking bay.

There would be enough room to create 5 or 6 parallel parking bays and the preferred time regulation would be 1 hour.

Legal Implications:  
There appear to be no legal implications.

Policy Implications:  
There appear to be no policy implications.
Financial and Resource Implications:

There would be minor financial and resource implications associated with line marking and signage.

Attachments:

1 Photograph

Recommendation:

That One Hour Regulated Parallel Parking Bays be marked in front of 254 Bourbong Street, Bundaberg West, with such parking to be regulated between the hours of 8.45 am and 5.00 pm Monday to Friday, and 8.45 am to 11.30 am Saturday.
Item 23 November 2010

Item Number: I5
File Number: TT/0013
Part: HEALTH & ENVIRONMENTAL SERVICES

Portfolio:
Health & Environmental Services

Subject:
Australian Disability Parking Scheme

Report Author:
John Duffield, Manager Health & Regulatory Services

Authorised by:
Greg Savage, Director Health & Environmental Services

Link to Corporate Plan:
Community - 4.1.2 Equitable access to adequate services and well maintained facilities

Background:
The Queensland Government, along with other States and Territories, has been working closely with the Australian Government to simplify the various disability parking schemes currently in use in Australia. There is now a single national Australian Disability Parking Scheme. There is also a new Australian Disability Parking permit which is now recognised in every State and Territory of Australia.

There are blue permits (for people with serious impairments to their ability to walk) and red permits (for people with lesser impairment to their ability to walk). New national minimum parking concessions for permit holders have been introduced and have been further enhanced by the Queensland Government. This has some implications for Council in relation to on-street disabled parking.

Associated Person/Organization:
John Duffield, Manager Health and Regulatory Services

Consultation:
Blue permit holders are now entitled to free on-street parking all day where the time limit specified is 30 minutes or more. Where the time limit is less than 30 minutes, blue permit holders can park for a maximum of 30 minutes.

Red permit holders are entitled to park in off-street designated disability parking only (e.g., shopping centres, hospitals and similar). Council currently extends equal usage rights to on-street disabled parking bays to red permit holders. The number of red permits held in the Bundaberg region has risen exponentially in recent years, to a point that blue permit holders are experiencing difficulties in accessing on-street
disabled parking, despite Council’s best efforts in providing additional bays. This issue has been confronted by both the former Maroochy Shire and Mackay City with largely varying degrees of success.

Mackay City has successfully withdrawn access to on-street disabled parking from red permit holders.

Some years ago, Maroochy Shire attempted to restructure their local disability parking permit arrangements similar to the new national scheme. However, as the proposal received strong opposition from the large number of elderly, red permit holders in the shire, the proposal was withdrawn.

Due to the number of tourists who visit the region, it is most opportune for Council to change its local parking policies now to avoid having a conflicting practice specific only to the Bundaberg Region.

To avoid confusion between local and national schemes, it is recommended that Council alter its disability parking arrangements in line with the introduction of the new permit system.

To facilitate a smooth transition, it would be ideal for Council to write to all red permit holders in the Bundaberg Region, advising of the nationwide changes to the Disability Parking Scheme and a letter was sent to Queensland Transport requesting access to this information. The Department has advised that although it cannot release this information to Council, it could assist by sending a mail out on Council’s behalf. A costing could not be provided until the size of the mail out is known. This is the most appropriate method of informing permit holders of the changes and it is recommended that the Department’s offer to assist in this regard be accepted.

**Legal Implications:**

There could be legal implications for Council in regard to discrimination, should it choose not to adopt the national standard.

**Policy Implications:**

There appear to be no policy implications.

**Financial and Resource Implications:**

There would be minor financial and resource implications associated with signage and Queensland Transport’s cost to send a bulk mail out on Council’s behalf.

**Attachments:**

Nil

**Recommendation:**

That the national practice of extending on-street disabled parking access to blue permit holders only as detailed in the Australian Disability Parking Scheme - be adopted by Council.
Item Number: I6
File Number: ENV/127
Part: HEALTH & ENVIRONMENTAL SERVICES

Portfolio: Health & Environmental Services

Subject: Standing Vehicle Permit for CBD fixed location

Report Author: John Duffield, Manager Health & Regulatory Services

Authorised by: Greg Savage, Director Health & Environmental Services

Link to Corporate Plan: Economy - 4.3.3 Foster a flexible, supportive and inclusive business environment

Background:
A request has been received from the operators of a mobile wood fired pizza business to occupy a parking bay in close proximity to the Central Hotel on Friday and Saturday nights. The business would operate between the hours of 10.00 pm and 3.30 am. The operators have advised that they have permission to use a private car-park located in Targo Street opposite McDonald’s but would prefer to be located on street.

Associated Person/Organization:
Operators of Janelapino’s Woodfired Pizzas.

Consultation:
Council’s Town Planning Section has advised that if private land is used for this purpose it would require a Material Change of Use Application. This would be a matter between the operator and landholder, and would not require a Standing Vehicle Permit.

The Operator has advised that his preferred location is the parking bay located on Woongarri Street used by the Chic’s Pie Van on Saturday mornings. This location is unsuitable as it is used as a taxi rank at night.

A potential alternative site is the Loading Zone on Bourbong Street between Targo and Tanitha Street. However, at an onsite meeting, the owner of Bundaberg Disposals and Outdoors advised he was not in favour as he already experiences considerable vandalism.
Consultation was held with representatives of McDonald’s City Centre, Sunshine Kebabs and Hungry Tum as these businesses currently operate at the same hours to cater for the late night trade. The owner of Hungry Tum has expressed great concern as her trade has reduced by 75% since McDonald’s commenced 24 hour operations. All of the above businesses have expressed concern in regards to increased competition. McDonalds have expressed concern citing the expense of providing security.

It would seem that late night food availability is currently quite well catered to.

Contact was made with the Sergeant at Bundaberg Police whom advised that the Police Service would have no concerns about Council approving this application.

**Legal Implications:**

There appear to be no legal implications.

**Policy Implications:**

There appear to be no policy implications.

**Financial and Resource Implications:**

Council’s Register of Fees and Charges for 2010/2011 sets an Annual Permit fee of $350.00 for a standing vehicle.

**Attachments:**

1. Photograph of proposed driveway site

**Recommendation:**

That the request be not agreed to - as there are commercial food operations in the area.
The Bundaberg region is subject to a relatively high level of Giant Rats Tail Grass (GRT) infestation. GRT is a highly invasive grass that threatens primary production and degrades natural areas. The GRT problem in the Bundaberg region can be attributed to a number of historic decisions made by State Government and landholders themselves, and by a general lack of weed seed spread prevention measures and general Land Protection methods practiced by former Councils.

Since the Land Protection (Pest & Stock Route Management) Act 2002 came into effect, GRT has been declared a Class 2 pest plant which means all landholders are responsible for the control of infestations, and Council has the role of inspecting properties and issuing notices accordingly. These legal obligations come at a cost to both landholders and Council.

The inspection and notification process involves a considerable amount of time for both Land Protection Officers and available administrative support to inspect, record, notify, process and re-inspect properties with declared class 1 or 2 weed infestations. Due to this time heavy process, relatively small availability of human resource in the Natural Resources section, and the negative attention the Land Protection system creates for Council, a Landholder support program has been proposed to try and reduce the impact of these negative factors, and generally have a better uptake of Land Protection responsibilities by landholders across the region.

The Natural Resources Section is proposing to establish a GRT herbicide subsidy scheme, where Council will purchase 150 x 20 litre drums of the Flupropanate herbicide Taskforce, and offer it back to landholders at a 25% reduced rate, on the
provision that a Property Pest Management Plan (PPMP, basic template attached, final will be adapted from this document) is completed by the participating landholder, which should result in further reductions of GRT infestations throughout the Bundaberg region.

A cap on the amount of subsidised Taskforce drums has been intentionally placed on the scheme to encourage early uptake by landholders. A maximum of 2 drums of Taskforce will be available per landholder and landholders currently under a Land Protection Control Notice will not be eligible for the subsidy.

It is anticipated that this subsidy offer will see a rise in interest and participation in Land Protection activity by landholders, and an increase in effective community engagement by the Land Protection Team. This scheme would further extend Council’s assistance to Landholders and be a great counterpart to the Quikspray unit, wick-wiper, boom-less spray, and splatter gun hire programs currently offered to and well-utilised by landholders throughout the Bundaberg region. Another advantage of subsidising Flupropanate herbicide is that it is selective to the control of two of Council’s priority weed species, African Love Grass and Giant Rats Tail Grass only (i.e. it is ineffective for general weed or post spraying) giving assurance that subsidy scheme won’t be abused.

The PPMP step in the subsidy process will give Land Protection Officers a broad platform for educating landholders more closely on effective GRT management and assist in tailoring inspection regimes so as to not waste time with poorly timed inspections, or undue notifications. The PPMP will be a detailed three year plan that is targeted specifically at managing GRT at the property level for this period.

Other anticipated advantages of the subsidy scheme proposal include;
- improving community engagement and education;
- limiting further spread of GRT seed;
- reducing Council’s control costs on roads and the cost of compliance activities;
- providing landholders with assistance in meeting control costs;
- timing and encouragement of early uptake of the program will further limit the spread as GRT will be treated at the opportune time to reduce seeding; and
- through use of the PPMP, landholders will have a more cost-effective and efficient approach to treating GRT on their property.

Additional to this subsidy scheme, landholders will also be educated and where possible supported and facilitated in acquiring other certifications and licensing relevant to treating declared weed infestations. Funding will be sought to assist landholders in obtaining their ACDC and Chemical Users licenses as additional form of assistance, and further ensuring that landholders have the skills necessary to efficiently manage weeds on their land.

**Associated Person/Organization:**

Nick Maclean, Manager Natural Resources
Consultation:
Consultation has been entered into with the Land Protection Team.

Legal Implications:
There appear to be no legal implications.

Policy Implications:
There appear to be no policy implications.

Financial and Resource Implications:
The cost to Council for the initial purchase of 150 x 20 litre drums of Taskforce is $82,500.00. After the 25% subsidy, Council would recoup $61,875.00, making the overall cost to Council $20,625.00.

Attachments:
1 Example Property Pest Management Plan

Recommendation:
That Council establish a Landholder Subsidy Scheme for the control of Giant Rats Tail Grass - to enable landholders upon lodgment of a Property Pest Management Plan, to access herbicides from Council at a subsidised rate.
Property pest management plan

**How to**

These worksheets can be filled in electronically or printed out and filled in manually. If you need help in completing the plan, please consult the Property Pest Management Guide and/or contact your local Biosecurity Officer.

1. Property details and background

<table>
<thead>
<tr>
<th>Ownership and property information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tenure</td>
</tr>
<tr>
<td>Property name</td>
</tr>
<tr>
<td>Lot / Plan property description</td>
</tr>
<tr>
<td>Property size (ha)</td>
</tr>
<tr>
<td>Shire</td>
</tr>
<tr>
<td>Owners name</td>
</tr>
<tr>
<td>Property location / address</td>
</tr>
<tr>
<td>Postal address if different from above</td>
</tr>
<tr>
<td>Phone home:</td>
</tr>
<tr>
<td>Phone business:</td>
</tr>
<tr>
<td>Mobile:</td>
</tr>
<tr>
<td>Fax:</td>
</tr>
<tr>
<td>Email:</td>
</tr>
</tbody>
</table>

Other items and attributes
- permits
- state interests
  (main roads, national parks, stock routes)
- agreements (e.g. nature refuge agreement)
- easements licences approvals
- developmental controls

Current uses
2. Weed species (A new worksheet can be used per species)

<table>
<thead>
<tr>
<th>Overview of weed species on property</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Please display these attributes on a property map, preferably on an image base, if possible. Mark areas on clear overlays if you do not wish to draw directly onto the map.</em></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>What weed/s does this plan cover?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>How long have these weeds been on the property?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>How were these weeds introduced to your property?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>What is the % cover of these weed/s on the property? Note: see Section 2, Step 3 a) of the guidelines for how to estimate weed cover %.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Show on a map or overlay where weeds are distributed, and their estimated densities.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Do they pose a threat to other areas within the property? If yes, which areas? (e.g. southwest corner of property at risk of parthenium infestation from seeds carried downstream).</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Do they pose a threat to neighbouring properties? If yes, which ones?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Is the control of these weeds a priority in your local government area?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>
### Plant life cycle

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>How do the existing weeds spread?</td>
<td></td>
</tr>
<tr>
<td>When do the weeds flower and seed?</td>
<td></td>
</tr>
<tr>
<td>Is there a critical period for control? (e.g. plants must be removed prior to setting seed in February-March)</td>
<td></td>
</tr>
</tbody>
</table>

### Control/management methods

*Please complete the attached yearly activity calendar.*

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is the recommended best practice for your situation? (Include source of recommendation).</td>
<td></td>
</tr>
<tr>
<td>Details of any agreed weed treatment program for your property (e.g. Local government property plan)</td>
<td></td>
</tr>
<tr>
<td>Are native animals and/or plants/ecosystems impacted by these control measures? Detail mitigation methods for native species. Note: see Step 3 b) of the guidelines for examples.</td>
<td></td>
</tr>
<tr>
<td>Are watercourses, wetlands and/or soils impacted by these control measures? Detail mitigation methods for these areas. Note: see Step 3 c) of the guidelines for examples.</td>
<td></td>
</tr>
<tr>
<td>Frequency and timing of monitoring of the weed infestation.</td>
<td></td>
</tr>
</tbody>
</table>
### New threats/weed hygiene

*Please mark high risk areas for weed invasion on your property map.*

**Note:** Refer to Step 3 d) of the guidelines for suggestions.

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are there weeds that have the potential to threaten your property but are not yet a problem?</td>
<td>Please list these weed species. (include garden and pasture plants in and around your property)</td>
</tr>
<tr>
<td>How do you monitor threats?</td>
<td></td>
</tr>
<tr>
<td>Can your monitoring be improved? How?</td>
<td></td>
</tr>
<tr>
<td>Do you report threats to your local government or Biosecurity Queensland officer?</td>
<td>(If property is within a nature refuge also report problem to relevant DERM officer)</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Note:</strong> for weed identification information and further state government details refer</td>
<td>Steps 3 of the guidelines as well as Section 3.</td>
</tr>
<tr>
<td>Steps 3 of the guidelines as well as Section 3.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>What are your current weed hygiene practices?</td>
<td></td>
</tr>
<tr>
<td>List any additional weed hygiene practices that would be useful for your property.</td>
<td></td>
</tr>
</tbody>
</table>
3. Pest animals/plague pests (A new worksheet can be used per species)

<table>
<thead>
<tr>
<th>Overview of pest animal species on your property:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Note:</strong> refer to Step 3 e) of the guidelines for more information</td>
</tr>
<tr>
<td>What pest animal problems are there on your property?</td>
</tr>
<tr>
<td>What damage is this pest animal causing, e.g. stock losses, crop damage? Include any impacts on native animals and plants/ecosystems</td>
</tr>
<tr>
<td>Where is this occurring? Display as an overlay on the base map.</td>
</tr>
<tr>
<td>When does this species breed?</td>
</tr>
<tr>
<td>Is there a critical time for carrying out control programs? (e.g. foxes should be baited 4–6 weeks before lambing; wild dogs should be baited in the autumn when they are mating, and again in the spring when there are pups around).</td>
</tr>
<tr>
<td>Is control of this pest animal a priority in your local government area?</td>
</tr>
<tr>
<td>Is this pest a new one identified under the local government area pest management plan?</td>
</tr>
</tbody>
</table>

**Control/ management methods:**

Please complete the attached yearly activity calendar for your current methods. You may fill out other yearly activity calendars for future years after working through the following sections of the template.

| What control methods are you currently using? |
| Are they consistent with current best practice? |
| What restrictions, if any, apply to these control methods?  
| (e.g. no baiting within two kilometres of a house or public utility, requirements for chemical buffer zones adjacent to creeks, stock withholding periods) 
| Include environmental or ecosystem impacts |
| Are you coordinating monitoring and control with neighbouring properties? |
| If not, is it possible to begin doing so? |
| Are the pest animals damaging any particular areas?  
| (e.g. pigs in waterholes, wild dogs in calf paddocks, areas where plague pests can be particularly damaging) |
| How do you currently check (monitor) pest animal damage and numbers? |
| What actions, if any, could you take to utilise this pest animal as part of your management program?  
| (e.g. sell feral pigs for pet food trade) |

**New threats**

| Are there any pest animals in the local area that have the potential to threaten your property? |
| What would be the likely impact of these species on your property? |
| What monitoring program do you have in place to detect any threat from these species? |
| Can your monitoring be improved? How? |

---

**Attachment 1 - Example Property Pest Management Plan**
4. Assessing risk and assigning priorities

Note: for further information on risks and priorities, please refer to Step 4 of the Guidelines.

4.1 Risk assessment matrix

Plot the pest species on the matrix (examples of wild dogs and parthenium are given). Consider each species individually – locate them along each axis (i.e. impact on property and likelihood) and enter them in the appropriate box. Continue with all pest species for your property until all species are listed. You can now assign priorities according to where the risk to your property lies – fill out section 4.2. The species placed nearest the bottom right hand corner are likely to represent the greatest risk to your property and surrounding area (in the example below, parthenium represents greater risk than feral pigs).

Risk assessment matrix

<table>
<thead>
<tr>
<th>Impact on property and surrounding area if occurs</th>
<th>Likelihood of occurrence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minor</td>
<td>Unlikely</td>
</tr>
<tr>
<td>Moderate</td>
<td>Minor</td>
</tr>
<tr>
<td>Major</td>
<td>Major</td>
</tr>
<tr>
<td>Irreversible</td>
<td>Irreversible</td>
</tr>
</tbody>
</table>

4.2 Pest species priorities

Consider the risk to your property, surrounding area, legal requirements, etc.

<table>
<thead>
<tr>
<th>Pest</th>
<th>Location/paddock</th>
<th>Priority (e.g. low, medium or high)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>
5. Goals, targets and actions (to control existing pests and prevent entry of new pests)

5.1 Setting overall goals

Note: for further information on goals, please refer to Step 5 a) of the Guidelines.

<table>
<thead>
<tr>
<th>Vision (usually one vision)</th>
<th>Goals (may be many)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(e.g. to manage pests on the property to maintain its productive capacity and to protect its land, water, biodiversity and cultural heritage)</td>
<td>e.g.</td>
</tr>
<tr>
<td></td>
<td>• Eradicate siam weed to protect native vegetation</td>
</tr>
<tr>
<td></td>
<td>• Contain parthenium by improving pasture management</td>
</tr>
<tr>
<td></td>
<td>• Reduce the impact of rubervine on native vegetation</td>
</tr>
<tr>
<td></td>
<td>• Reduce the impact of feral pigs on crops and property watercourses</td>
</tr>
</tbody>
</table>

5.2 Targets and actions

Note: See table on next page for an example on how to fill out this table—for more information on targets & actions, refer to Step 5 b) of the Guidelines.
### Targets/Goals

<table>
<thead>
<tr>
<th>Targets/Goals</th>
<th>Management actions</th>
<th>Who</th>
<th>When</th>
<th>Cost</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monitoring</td>
<td>Records</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Example of how to fill out the Targets and actions table**

<table>
<thead>
<tr>
<th>Targets/Goals</th>
<th>Management actions</th>
<th>Who</th>
<th>When</th>
<th>Cost</th>
<th>Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First year</strong>&lt;br&gt;Control 70% of prickly acacia along fence lines and water facilities</td>
<td>Build washdown pad on property</td>
<td>TJ,CD,LP</td>
<td>Dec 2010</td>
<td>$1500</td>
<td>Feb 2010</td>
</tr>
<tr>
<td></td>
<td>Survey paddock, stock access routes, and water points</td>
<td>CD,LP</td>
<td>Mar and June 2010</td>
<td>Nil</td>
<td>30 Mar to 30 June</td>
</tr>
<tr>
<td><strong>2–5 years</strong>&lt;br&gt;Control 100% of prickly acacia in paddock</td>
<td>Basal bark scattered infestations before seed set</td>
<td>TJ</td>
<td>Mar to May 2010</td>
<td>$150</td>
<td>30 Apr</td>
</tr>
<tr>
<td></td>
<td>Fence off prickly acacia from stock</td>
<td>TJ</td>
<td>Mar 2011</td>
<td>$5000</td>
<td>30 Mar</td>
</tr>
<tr>
<td></td>
<td>Grub thick infestations in first year</td>
<td>Contractor</td>
<td>May to Sept 2011</td>
<td>$5000</td>
<td>31 Aug</td>
</tr>
<tr>
<td></td>
<td>Overall spray all new seedlings</td>
<td>Contractor</td>
<td>June 2011</td>
<td>$1200</td>
<td>30 July</td>
</tr>
<tr>
<td></td>
<td>Hold all new stock in holding paddock for seven days (with weed hygiene declaration form)</td>
<td>CD</td>
<td>Sept 2011</td>
<td>Nil</td>
<td>30 Sept</td>
</tr>
<tr>
<td></td>
<td>Wash down all equipment before starting work</td>
<td>CD,LP</td>
<td>as required</td>
<td>Nil</td>
<td>as required</td>
</tr>
<tr>
<td></td>
<td>Relocate stock from heavily infested paddocks before pod set</td>
<td>CD,LP</td>
<td>Sept 2011</td>
<td>Nil</td>
<td>15 Oct</td>
</tr>
<tr>
<td>Targets/Goals</td>
<td>Management actions</td>
<td>Who</td>
<td>When</td>
<td>Cost</td>
<td>Completed</td>
</tr>
<tr>
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</tr>
<tr>
<td></td>
<td>Reduce stocking rates in infested paddocks to promote pasture growth</td>
<td>CD</td>
<td>Sept 2011</td>
<td>Nil</td>
<td>30 Sept</td>
</tr>
<tr>
<td>Monitoring</td>
<td>Purchase 10 camels to complement grubbing</td>
<td>JD</td>
<td>Nov 2011</td>
<td>$5000</td>
<td>28 Nov</td>
</tr>
</tbody>
</table>

**Records**
- Photo files
- Records of inspections
- Records of pesticide applications
- Records of permit applications
6. Monitoring records

Note: See next page for an example on how to fill out this table—for more information on monitoring, please refer to step 6 of the Guidelines.

<table>
<thead>
<tr>
<th>Date/time period</th>
<th>Number/amount/density</th>
<th>Change/trend</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pest species:</td>
<td></td>
<td></td>
<td></td>
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<tr>
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<td></td>
<td></td>
<td></td>
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</tbody>
</table>

Pest species: 

Pest species: 

Pest species: 

Attachment 1 - Example Property Pest Management Plan
**Example of how to fill out the Monitoring records table**

<table>
<thead>
<tr>
<th>Date/time period</th>
<th>Number/amount/density</th>
<th>Change/trend</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pest Species: Wild dogs (Example)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2010</td>
<td>10 adult dogs killed</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Confirmed 82 sheep killed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2011</td>
<td>3 adult dogs killed</td>
<td>Downward trend in pest numbers and impact</td>
<td>Reflects success joint control program with adjoining neighbours.</td>
</tr>
<tr>
<td></td>
<td>Confirmed 10 sheep killed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2012</td>
<td>Cont...</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2013</td>
<td>Cont...</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2014</td>
<td>Cont...</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### 7. Yearly Activity Calendar

<table>
<thead>
<tr>
<th>Activities</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
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8. Yearly review

*Note:* for further information, please refer to Step 6 b) of the Guidelines.

8.1 What has worked well this year?

________________________________________________________________________________________________________
________________________________________________________________________________________________________

8.2 What has not worked this year?

________________________________________________________________________________________________________
________________________________________________________________________________________________________

8.3 What changes can I/we make for the next year?

________________________________________________________________________________________________________
________________________________________________________________________________________________________

8.3 Other comments

________________________________________________________________________________________________________
________________________________________________________________________________________________________
Booyal-Dallarnil Road, Booyal - Road Closure

Report Author: 
Peter Jensen, Group Manager Roads & Drainage

Authorised by: 
Wayne Cunningham, Director Infrastructure Services

Link to Corporate Plan: 
Environment - 4.2.3 The provision of quality infrastructure that meets the region's current and future needs

Background: 
Correspondence has been received from the Department of Environment and Resource Management (DERM) requesting Council's views with respect to an application for permanent closure of part of Booyal-Dallarnil Road described as Lot 1 on RL 7553, Parish of Stanton, Locality of Booyal.

This section of road (approximately 2.8 hectares) is temporarily closed under Road Licence 7/7553. The licensee is the applicant. The area is used for grazing purposes.

The site abuts the Booyal-Dallarnil Road which is a State controlled road. Council does not have any infrastructure on this section of road. There appears to be no requirement for Council to keep this area as road reserve. DERM is obtaining the views of the Department of Transport and Main Roads as part of the application.

Associated Person/Organization: 
Department of Environment and Resource Management

Consultation: 
Nil

Legal Implications: 
There appears to be no legal implications.

Policy Implications: 
There appears to be no policy implications.
Financial and Resource Implications:
There appears to be no financial or resource implications.

Attachments:
1. Drawing 10/206 - Permanent Road Closure Application
2. Locality Plan

Recommendation:
That Council offer no objection to the proposed permanent road closure of approximately 2.8 hectares of temporarily closed road currently held under Road Licence 7/7533 described as Lot 1 on RL 7553, Parish Stanton, Locality of Booyal provided any area of closed road is amalgamated with the adjoining property.

Further, that the Department of Environment & Resource Management be requested to consult with the Department of Transport & Main Roads as the Booyal-Dallarnil Road is a State Controlled Road.
Road Proposed To Be Permanently Closed
abt 2.6 ha
Item Number: K2  
File Number: RD/0006 (10/028641)  
Part: ROADS & DRAINAGE

**Portfolio:**
Infrastructure Services

**Subject:**
Oakwood Road - Road Closure

**Report Author:**
Peter Jensen, Group Manager Roads & Drainage

**Authorised by:**
Wayne Cunningham, Director Infrastructure Services

**Link to Corporate Plan:**
Environment - 4.2.3 The provision of quality infrastructure that meets the region’s current and future needs

**Background:**
The Department of Environment and Resource Management is seeking Council’s views and/or requirements regarding an application to permanently close a section of Oakwood Road reserve.

Oakwood Road runs off Gin Gin Road. The section of road reserve in question is currently under a road licence for the purpose of cane farming. If the application is approved, the Department of Environment and Resource Management will require that the section of road be amalgamated with the adjoining freehold property, being Lot 1 on RP46039. A small area (111 square metres) adjoining Lot 4 on RP51073 would become an opened road reserve if the application is approved.

All adjoining lots are in the same family ownership.

The road reserve does provide access to the Burnett River and although Council does not have any infrastructure on the road reserve at present, future access to this environmentally significant area may be required.

**Associated Person/Organization:**
The Department of Environment and Resource Management

**Consultation:**
 Nil

**Legal Implications:**
There appears to be no legal implications.
Policy Implications:
There appears to be no policy implications.

Financial and Resource Implications:
There appears to be no financial or resource implications.

Attachments:
1. Letter from DERM re Permanent Road Closure - Oakwood Road
2. Drawing 10-214 - Permanent Road Closure - Oakwood Road
3. Locality Plan - Oakwood Road

Recommendation:
That the Department of Environment and Resource Management be advised Council objects to the proposed permanent closure of part of Oakwood Road reserve adjacent to Lot 3 on RP51073 and Lot 1 on RP46039 as the road provides access to an environmentally significant area on the Burnett River.

However, Council would not object to the continuation of the temporary closure.
Item Number: K3  
File Number: CP/0051(10/025341)  
Part: ROADS & DRAINAGE

Portfolio: Infrastructure Services

Subject: Callaghans Road, Alloway - Surplus QR Property

Report Author: Peter Jensen, Group Manager Roads & Drainage

Authorised by: Wayne Cunningham, Director Infrastructure Services

Link to Corporate Plan: Environment - 4.2.3 The provision of quality infrastructure that meets the region's current and future needs

Background:
Correspondence has been received from Queensland Rail (QR) seeking advice from Council regarding surplus property under the control of QR. Lot 149 on CK1624 situated at Callaghan’s Road, Alloway was used previously as a livestock holding and loading area. The stockyards were removed several years ago.

QR has suggested two options:
Option 1: Dedicate all of Lot 149 on CK1625 as 'road'. (See attached plan)

Option 2: Dedicate that part of Lot 149 on CK1624 shown in red as 'road' and close that part of Callaghan's Road shown in blue and incorporate it into the balance of Lot 149 (See attached plan).

The section of Callaghans Road proposed by Queensland Rail to be closed provides access to No 44 Callaghans Road and access would need to be maintained.

Discussions have also been held with the owners of the two properties adjoining this section of road. The owner of Lot 1 on RP 107402 has requested that access from the northern side of the property to Callaghans Road be maintained. The owner of the other property has no issues with any proposed closure. Option 3 attached shows details of the proposal.

Option 3 would require Queensland Rail to construct a gravel road from the end of existing bitumen on Callaghans Road to provide access to Lot 260 on CK 3161.

Planning and Development Department have advised that Lot 149 is zoned in the Community Zone and any area of road reserve closed and amalgamated with the balance of the lot will have a similar zoning. QR should be advised that an MCU application will need to be submitted for any change in use for this property.

Meeting held: 23 November 2010
**Associated Person/Organization:**
Queensland Rail (QR)

**Consultation:**
This matter has been discussed with Queensland Rail and adjoining property owners.

**Legal Implications:**
There appears to be no legal implications.

**Policy Implications:**
There appears to be no policy implications.

**Financial and Resource Implications:**
There appears to be no financial or resource implications.

**Attachments:**
1 Options 1, 2 and 3

**Recommendation:**

That Queensland Rail be advised Council would offer no objection to the continuation of Callaghans Road reserve through a portion of Lot 149 on CK 1624 and closing of the road reserve around the northern and eastern sides only of Lot 149 and incorporation in the balance of Lot 149 subject to Queensland Rail:-

- undertaking to construct a four (4) metre wide gravel road on a six (6) metre wide formation from the end of the existing bitumen on Callaghan’s Road to provide access to Lot 260 on CK 3161; and
- meeting all costs associated with the proposal.

Further, Queensland Rail be advised the resulting property would then be included in the Community Zone and a Material Change of Use Development Application Approval would be required prior to any change in land use.
Attachment 1 - Options 1, 2 and 3
Item Number: L1  
File Number: SD/0088  
Part: WATER & WASTEWATER

**Portfolio:**  
Infrastructure Services

**Subject:**  
Biosolids Spreader

**Report Author:**  
Tom McLaughlin, Group Manager Water and Wastewater

**Authorised by:**  
Wayne Cunningham, Director Infrastructure Services

**Link to Corporate Plan:**  
Environment - 4.2.3 The provision of quality infrastructure that meets the region’s current and future needs

**Background:**  
At Council’s Meeting of 10 August 2010, it was resolved that, “Council hire suitable equipment to dispose of biosolids on agricultural land”.

Based on the results of a recent trial on Bundaberg Sugar land at Avondale, Council officers now have a greater appreciation of the type of equipment that is required to spread biosolids. The spreader used on the trial was sourced from Warwick and is well suited to this activity. The tractor and plough were supplied by Bundaberg Sugar.

It is currently viewed that the reuse of biosolids by land application is a long term solution and as such it would be cost-beneficial for Council to purchase a suitably sized second hand tractor and a new spreader instead of hiring. We have been unable to source a second-hand spreader.

Hiring equipment was investigated, however there was a general reluctance from owners and machinery suppliers contacted to hire this equipment for a six to twelve month period.

The cost of a new nine tonne spreader and a second hand tractor is estimated at $72,000 and $90,000 respectively.

**Associated Person/Organization:**  
Nil

**Consultation:**  
Nil
Legal Implications:
There appears to be no legal implications.

Policy Implications:
There appears to be no policy implications.

Financial and Resource Implications:
The cost of purchasing this equipment can be met from funds in the 2009/10 Wastewater Budget.

Attachments:
Nil

Recommendation:

That:-

• due to the costs involved in the ongoing hire of equipment for disposal of biosolids on agricultural land - that part of Council’s Resolution at its meeting of 10 August, 2010, viz:-

  “Council hire suitable equipment to dispose of biosolids on agricultural land"
  
  be rescinded;

• pursuant to Section 184 of the “Local Government (Finance, Plans and Reporting) Regulation 2010, Council now purchase a suitably sized second hand tractor and new spreader to enable biosolids to be applied to land as a soil conditioner.
Item Number: M1
File Number: -
Part: PLANNING

Portfolio: Planning & Development Services

Subject: Gifting of Land for Road Reserve to Council over Lot 25 on CK119, Lot 22 on CK1205, Lot 1089 on CK2054

Report Author: Andrew Fulton, Director Planning & Development

Authorised by: Andrew Fulton, Director Planning & Development

Link to Corporate Plan: Environment - 4.2.1 A natural environment that is valued and sustainable

Background:

At a meeting attended by Council Officers and Cr Sommerfeld with a representative of A Rossmann Holdings Pty Ltd on 28 October 2010, as the landowner has offered to Council land for a road reserve over the above land parcels at Coonarr. The proposed road reserve is 20 metres wide and on an alignment roughly as shown on GHD Figure 1, Job No. 4123134.

The land comprises approximately 10 hectares to the western side of these allotments and would provide lawful access across these allotments to the southern bank of Elliott River. The acquisition of the road would require survey at cost to Council, however, no charge would be made for the land. It would be expected that the land would be dedicated as Road Reserve to the State. An indicative cost of survey and legals is $30,000; no budget allocation exists for this amount.

The road would not be constructed and follow an alignment that provides least environmental constraints. In support of the alignment, the GHD report concludes as follows:-

1. The western boundary option retains maximum flexibility in the location, design and performance of any future ecologically sustainable resort hotel development of the subject land;

2. The western boundary option is expected to have the least adverse impact on State biodiversity values;
(3) **The western boundary option has little potential impact on areas of essential habitat** (with the qualification that the route should avoid the endangered regional ecosystem and essential habitat area toward the south-west corner of the site);

(4) **The western boundary option is most likely to have the least impact upon wetlands;**

(5) **The western boundary option avoids possible areas of storm surge inundation;**

(6) **The western property boundary option avoids introducing an incongruent, linear design element through what we expect would necessarily be an intuitive resort hotel design response to the environmental values of the subject land;**

(7) **The western boundary option avoids introducing a potential conflict between internal pedestrian movement and future external traffic flow associated with the road reserve.**

Because the road is being granted to the State, under the *Land Acquisition Act* the *Sustainable Planning Act 2009* determines that such is not Reconfiguring a Lot for the purpose of that Act and hence a Lot Reconfiguration Application is not triggered. It would merely necessitate the sealing of plan by Council and its subsequent registration.

In consideration of the alignment, the proposed alignment as per GHD Figure 1, Job No. 4123134 is unnecessarily winding and would require some modification at the time of field survey to ensure the alignment provides for a future road with the design speed of 80 km/h.

Contact has been made with the Office of State Revenue with respect to the payment of Stamp Duty. Their initial response was that they did not believe the transfer was exempt. For a ruling on this issue, a valuation would be required and they would take up to 30 working days to give their ruling.

**Associated Person/Organization:**
A Rossmann Holdings Pty Ltd; Bundaberg Regional Council

**Consultation:**
A Rossmann Holdings Pty Ltd; Office of State Revenue

**Legal Implications:**
There appear to be no legal implications.

**Policy Implications:**
There appear to be no policy implications.

**Financial and Resource Implications:**
It is noted that there is no allocated budget amount for the proposal.
Attachments:
1  GHD Figure 1, Job No. 4123134

Recommendation:
That the offer of land a portion of land described as Lot 25 on CK119, Lot 22 on CK1205 and Lot 1089 on CK2054, situated at Coonarr for Road Purposes be declined - as Council does not require road access through this area at this time.
Figure 01
Item Number: M2  
File Number: n/a  
Part: PLANNING

Portfolio: Planning & Development Services
Subject: Wide Bay Motor Complex
Report Author: Naomi Searle, Manager Economic Development
Authorised by: Naomi Searle, Manager Economic Development

Link to Corporate Plan: Economy - 4.3.3 Foster a flexible, supportive and inclusive business environment

Background:

On 12 July 2010, the Wide Bay Motor Complex Group made a presentation to Council regarding the development of a large scale motor sport precinct within the Bundaberg region. In order to progress the development, the group indicated that they first need to secure land. Lot 1 on RP182418, freehold to Council (see attachment), was identified as a potential site for the development of the complex.

On 9 August 2010 Council’s Director Planning and Development and Manager Economic Development provided a presentation to Council regarding the future opportunities of the site, including site issues and constraints. It was recommended that the proposed site could be conducive to the development a Motor Sport Complex.

The Wide Bay Motor Complex Group has formally corresponded to Council requesting that Council table and consider the following requests in regards to land situated at Buxton Road Isis River, Lot 1 on RP182418:

1. That the Committee be granted a fifty year (50) lease with an initial five (5) year ‘peppercorn’ lease period to allow for development and construction of the facility. If the proposed project is developed within the five (5) year peppercorn period, the balance of the term be negotiated at an agreed commercial leasing rate;
2. That Council provides with the land a Material Change of Use to the appropriate zoning to suit such a complex;
3. That a four (4) kilometer buffer zone be established around the Complex;

Meeting held: 23 November 2010
4. The group acknowledges that the site has a parcel of remnant vegetation zoning of approximately fifty (50) metres around the water course on the north aspect of the land. The group will include a protection zone for this area in the final engineered layout of the complex;

5. The group acknowledges that a gazetted road is in situ between Lot 1 and Lot 2 and requests that Council accurately identifies an easement of an access road from Buxton Road into the boundary line of Lot 1.

To progress the project, the Wide Bay Motor Complex Group has consulted with the community through a series of public meetings, which were held in Bundaberg, Childers and Buxton.

Upon analysis of the site issues and constraints, the following recommendation are made:

1. Due to the Sustainable Planning Act 2009 necessitating a Lot Reconfiguration approval for a leased parcel of land greater than ten (10) years, that the Wide Bay Motor Complex Group be offered to submit a lot reconfiguration application of the proposed lease area over Lot 1 on RP182418, for the purposes of granting a 30 year lease over part of that lot.

2. Subject to a successful Lot Reconfiguration application process, the Wide Bay Motor Complex Group be offered the following:

   a. A thirty (30) year lease over Lot 1 on RP182418, with constraints to be performance measured throughout the lease period;
   
   b. That the lease be offered at rate of $50 (+ GST) per year for five (5) years and set at a commercial leasing rate to be negotiated between Council and the Wide Bay Motor Complex Group prior to the signing of the lease;
   
   c. That Council has the option to cancel the lease should the development stage 1 not be operational within the initial five (5) year period and that the ongoing lease be subject to the lessee reaching agreed milestones;
   
   d. That Council acts as the Development Assessment Manager and the Wide Bay Motor Complex Group apply for a Material Change of Use, Preliminary Approval overriding the Planning Scheme for Lot 1 on RP182418 to allow for outdoor entertainment (Motor Sport);
   
   e. As the development of a buffer zone around the site will require an amendment to the Planning Scheme and has the potential to trigger compensations to nearby landowners, that the group undertake a noise report for the complex to be used as a basis for consultation to amend the scheme, in conjunction with Council quantifying potential compensation costs prior to Council signing the lease agreement;
   
   f. That the development of a protection zone for remnant vegetation be in accordance with relevant legislations;
g. That as part of the Material Change of Use process, the Wide Bay Motor Complex Group also applies for an easement to provide an access road from Buxton Road into the boundary line of Lot 1 on RP182418;

h. That the lease offer be subject to Wide Bay Motor Complex Group obtaining a satisfactory planning approval within 24 months to allow for the operations of the complex;

i. That all development costs, including external development costs, studies, fees and charges, and all costs associated with the development of the lease documentation are to be borne by Wide Bay Motor Complex Group;

j. That the above offer stand for a period of 12 months and be subject to Council’s consideration thereafter.

**Associated Person/Organization:**
Wide Bay Motor Complex Group

**Consultation:**
A presentation has been made to the Council by the Wide Bay Motor Complex Group. Council’s Director Planning and Development and Manager Economic Development provided a presentation to Council regarding possible sites and site constraints. The Wide Bay Motor Complex Group has undertaken public consultation through public meetings held in Bundaberg, Childers and Buxton.

**Legal Implications:**
Lease documentation will need to be executed.

**Policy Implications:**
There appear to be no policy implications.

**Financial and Resource Implications:**
There appear to be no financial or resource implications.

**Attachments:**
1. Locality plan

**Recommendation:**
That the Wide Bay Motor Complex Group be advised:-

1. the Sustainable Planning Act 2009 requires a Lot Reconfiguration approval for a leased parcel of land with terms greater than ten (10) years - and requested to submit a lot reconfiguration application of the proposed lease area over Lot 1 on RP182418, for the purposes of granting a 30 year lease over part of that lot;
2. subject to a successful Lot Reconfiguration application process, Council would be prepared to offer the Group a 30 year lease over land described as Lot 1 on RP 182418, situated at Buxton Road, Isis River, subject to the following conditions:-

a. appropriate constraints to be performance measured throughout the lease period;

b. the lease be offered at rate of $50 (+ GST) per year for five (5) years and set at a commercial leasing rate to be negotiated between Council and the Wide Bay Motor Complex Group prior to the signing of the lease;

c. Council has the option to cancel the lease should the development stage 1 not be operational within the initial five (5) year period and that the ongoing lease be subject to the lessee reaching agreed milestones;

d. Council acts as the Development Assessment Manager and the Wide Bay Motor Complex Group apply for a Material Change of Use, Preliminary Approval overriding the Planning Scheme for Lot 1 on RP182418 to allow for outdoor entertainment (Motor Sport);

e. (as the development of a buffer zone around the site will require an amendment to the Planning Scheme and has the potential to trigger compensations to nearby landowners) the group undertake a noise report for the complex to be used as a basis for consultation to amend the scheme, in conjunction with Council quantifying potential compensation costs prior to Council signing the lease agreement;

f. the development of a protection zone for remnant vegetation be in accordance with relevant legislations;

g. as part of the Material Change of Use process, the Wide Bay Motor Complex Group also applies for an easement to provide an access road from Buxton Road into the boundary line of Lot 1 on RP182418;

h. the lease offer be subject to Wide Bay Motor Complex Group obtaining a satisfactory planning approval within 24 months to allow for the operations of the complex;

i. all development costs, including external development costs, studies, fees and charges, and all costs associated with the development of the lease documentation are to be borne by Wide Bay Motor Complex Group;

j. the above offer stand for a period of 12 months and be subject to Council’s consideration thereafter.
Item Number: N1
File Number: 321.2008.20953.3
Part: DEVELOPMENT

Portfolio:
Planning & Development Services

Subject:
439 Sims Road, Redridge - Request to change existing approval.

Report Author:
Hamish McIntosh, Planning Officer

Authorised by:
Richard Jenner, Senior Planner

Link to Corporate Plan:
Nil -

Applicant:
Sommerfeld Jensen Campbell Pty Ltd

Owner:
A B & C L McPherson

Location:
439 Sims Road, Redridge

RPD:
Lot 7 on CK 2050, County Cook, Parish Isis

Area:
130.266 Hectares

Land Designation:
Rural B Zone (Superseded) & Part Rural & Part Rural Protected – Arable Land (Superseded Strategic Land Use Plan)

Planning Scheme:
Superseded Planning Scheme for the Balance of the Area of the Isis Shire

Background
Council issued a Development Permit for Reconfiguring a Lot over land situated at 439 Sims Road, Redridge and described as Lot 7 on CK2050, Parish of Isis, County of Cook by Decision Notice dated 21 August 2008. This Development Permit approved the creation of four (4) rural allotments ranging in area from 25.01 hectares
to over forty (40) hectares in two (2) stages. Conditions of the approval required road works to be carried out on Sims Road which bisects the subject land.

Amendments to the conditions of the original approval were endorsed by the Planning and Development Committee under Notice dated 21 April 2009. This decision permitted an alternative staging arrangement for the construction of Sims Road (Amendments to conditions 12 and 14) and the removal of condition 13. In this regard, condition 13 required the developer to investigate the flood immunity of the Stockyard Creek floodway (at the northern end of Sims Road) and carry out upgrades to ensure Q2 immunity. Representations contended that the upgrading of the Stockyard Creek floodway to achieve Q2 immunity was overly onerous and should not be required as alternative flood free egress would be available in view of the conditioned road works. The deletion of condition 13 was consented to on this basis.

The present Request to Change the Existing Approval has been made by Sommerfeld Jensen Campbell Pty Ltd under letter dated 4 August 2010. The request proposes to change the existing approval to the extent detailed below:

- Change or cancel a condition of approval.

Specifically;

- Condition 12 (Amended) – Staging – Stage Two - Amend; and,
- Condition 14 (Amended) – Staging – Stage One - Amend;

**Considerations**

Sections 374, 375 and 376 of the *Sustainable Planning Act 2009* provide the legislative framework for considering a request to change a development approval.

The Assessment and Decision of this application is in accordance with these provisions.

**Condition 12 (Amended) – Staging – Stage Two & Condition 14 (Amended) – Staging – Stage One**

The present request relates to the requirement to upgrade Sims Road under a staged construction arrangement for a prescribed distance (generally the full length of the lands frontage). A six (6) metre gravel pavement on an eight (8) metre formation was the construction standard applied in this case.

The conditions subject to the request are provided below:

**Stage Two**

12. **(Amended) Sims Road is to be upgraded to a six (6) metre gravel pavement on an eight (8) metre formation commencing at the edge of Sims Road**
constructed at Stage One and continuing to the Sims Road causeway and in accordance with a development permit for the works.

Stage One

14. (Amended) Sims Road is to be upgraded to a six (6) metre gravel pavement on an eight (8) metre formation commencing from the constructed section of Sims Road to the south of the subject site to twenty (20) metres past the common boundary of lots 22 and 23 and in accordance with a development permit for the works.

The Applicant has requested that conditions 12 (Amended) and 14 (Amended) be changed to reflect the following:

Stage Two

12. Sims Road (north) is to be upgraded to a six (6) metre gravel pavement on an eight (8) metre formation commencing from the Sims Road causeway and terminating one hundred and fifty (150) metres south west of the northern boundary of Lot 22 with a gravel turnaround, and in accordance with a development permit for the works.

Stage One

14. Sims Road (south) is to be upgraded to a six (6) metre gravel pavement on an eight (8) metre formation commencing from the constructed section of Sims Road to the south of the subject site terminating twenty (20) metres east of the south western boundary of Lot 23 with a gravel turnaround, and in accordance with a development permit for the works.

Essentially the Applicant is requesting that only partial construction of Sims Road, namely its northern and southern ends, occur as a consequence of the development.

The Applicant’s justification for the abovementioned changes includes the following:

- access requirements for the lots will be satisfied by constructing Sims Road twenty (20) metres past the access of each of the proposed allotments. Any works additional to this are considered to be a benefit to the community rather than the developer;
- the lands Sims Road frontage is presently unconstructed and generally not in use; and,
- cost estimates under the current conditional framework render the present proposal unviable.

To facilitate the changes to the conditions and the rural road network the applicant has proposed to:

- make application to the Department of Environment and Resource Management for a Temporary Closure/Road License over the unconstructed part of the road; and,
• seek a road name change (e.g. Sims Road North / South) to rectify potential confusion by emergency services and other vehicles.

Council’s Planning and Development Department cannot support the present request to alter previously amended conditions 12 and 14. Conditions 12 and 14 are reasonable and relevant and should be maintained as imposed on the following basis:

• Not constructing Sims Road will isolate proposed lots 21 and 22 and introduce a safety risk in the circumstance where Sims Road is cut by floodwater. There is no alternative access for proposed Lots 21 and 22;

• The application is a development application under the superseded planning scheme. Accordingly, under section 3.5.4 (4)(d) of Integrated Planning Act 1997 the Assessment Manager can apply Planning Scheme Policy 6/07 – Development Standards for existing roads (section 6.4.2.2) where ‘…Council may require existing roads to be upgraded for the frontage of any development’ whereby a construction standard of a rural access (now residential) is 6.0 metre sealed on an 8.0 metre formation;

• The original condition was provided with a concession against the road standard, being the removal of the need to provide a sealed road frontage in accordance with PSP 6/07;

• The construction of Sims Road will provide a necessary firebreak;

• The construction of Sims Road will provide necessary boundary definition between the proposed allotments;

• Linking the existing constructed northern and southern approaches through the proposed subdivision provides a benefit to the wider community;

• The construction of Sims Road will provide greater permeability in the rural road network providing shorter travel times for rural traffic to both Childers (Northern lots) and Bundaberg (Southern lots). This will also benefit the created parcels with improved access to Bundaberg and Childers. This is supported by a travel time versus route analysis performed by Sustainable Development;

• A decision to approve the present request to amend conditions 12 and 14 would be inconsistent with a former decision of the Council. Condition 13 was previously deleted on the basis that Sims Road would be constructed.

Additionally, the original condition to upgrade Sims Road was imposed with reference to Goal 3 of the Strategic Plan. Appropriate access throughout the plan area is a desired outcome under the Strategic Plan. In this instance, appropriate access is confined to the standard of roads giving access to the site. The upgrading of Sims Road was considered to be a means of providing appropriate access to the new allotments.
Conclusions

Planning and Development has undertaken a detailed analysis of the request to amend Condition 12 (Amended) – Staging – Stage Two & Condition 14 (Amended) – Staging – Stage One. This included consideration of the original justification for imposing the requirement to construct Sims Road through the subject site. Additionally, the matter was considered in context with previous amendment requests and changes made to the original approval.

Amendments to Condition 12 and 14 that align with the Applicant’s request would be contrary to the Council’s original assessment considerations for the development. It is considered that Conditions 12 and 14 are reasonable and relevant conditions and should be maintained. The requirement to construct Sims Road through the development site is defendable on policy and rural planning grounds. It is therefore recommended that the Applicant’s request be rejected and that Conditions 12 and 14 be maintained in their present state.

Attachments:

1. Original Decision Notice
2. Client’s Representation
3. Eview Plan
4. Planning Scheme Map

Recommendation:

That the request to change existing approval - Development Application for Lot Reconfiguration - 4 Lots - at 439 Sims Road, Redridge (approved by Decision Notice dated 21 August, 2008); Land described as Lot 7 on CK 2050, County Cook, Parish Isis, be refused; and Council issue a Decision Notice listing the reasons for refusal as detailed hereunder:-

1. Condition 12 (Amended) and Condition 14 (Amended) are reasonable and relevant conditions;
2. There is no Rural Planning or Policy basis to justify the proposed changes to Condition 12 (Amended) and Condition 14 (Amended);
3. The proposed amendments to Condition 12 (Amended) and Condition 14 (Amended) introduce an inconsistency with Goal 3 of the Strategic Plan;
4. Not constructing Sims Road will isolate proposed Lots 21 and 22 and introduce a safety risk in the circumstance where Sims Road is cut by floodwater. There is no alternative access for proposed Lots 21 and 22;
5. The construction of Sims Road will provide a necessary firebreak and alternative access in the event of a bushfire in the locality;

Meeting held: 23 November 2010
6. Planning Scheme Policy 6/07 – Development Standards for existing roads (section 6.4.2.2) where ‘...Council may require existing roads to be upgraded for the frontage of any development’ whereby a construction standard of a rural access (now residential) is 6.0 metre sealed on an 8.0 metre formation. The original condition was provided with a concession against the road standard, being the removal of the need to provide a sealed road frontage in accordance with PSP 6/07. Conditions 12 and 14 are considered reasonable and relevant based on Council Policy;

7. The construction of Sims Road will provide necessary boundary definition between the proposed allotments;

8. Linking the existing constructed northern and southern approaches through the proposed subdivision provides a benefit to the wider community;

9. The construction of Sims Road will provide greater permeability in the rural road network providing shorter travel times for rural traffic to both Childers (Northern lots) and Bundaberg (Southern lots). This will also benefit the created parcels with improved access to Bundaberg and Childers;

10. A decision to approve the present request to amend conditions 12 and 14 would be inconsistent with a former decision of the Council. Condition 13 was previously deleted on the basis that Sims Road would be constructed.
Attachment 3 - Planning Scheme Map
Item

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<td>322.2010.29253.1</td>
<td>DEVELOPMENT</td>
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**Portfolio:**
Planning & Development Services

**Subject:**
153 Kevin Livingston Drive, Isis Central; Request to Change a Development Approval for Heavy Industry (Fertiliser Manufacture)

**Report Author:**
Merinda Grayson, Planning Officer

**Authorised by:**
Andrew Fulton, Director Planning & Development

**Link to Corporate Plan:**
Nil -

**Applicant:**
Agrichem

**Owner:**
Isis Central Sugar Mill Co Ltd

**Location:**
153 Kevin Livingston Drive, Isis Central

**RPD:**
Lot 2 on RP158560, County Cook, Parish Gregory

**Area:**
3.607 ha

**Land Designation:**
Enter property zoning

**Planning Scheme:**
Isis Shire 2007
Background:
On 14 February 2007 an application for Material Change of Use for Heavy Industry (Kenaf processing facility) was lodged with the former Isis Shire Council. The former Isis Shire Council at its meeting on the 26 June 2007 approved the use subject to conditions.

Proposal
By request received on the 16 June 2010, the Applicant, made representations with respect to the current approval to change the heavy industry use as follows:

The Applicant proposes to use the site for the mixing of chemicals to create fertilisers for agricultural purposes. The Applicant also details that the proposed development is consistent with the existing approval and that there is no need to change any of the conditions in the existing approval.

Note: Council’s Planning Services have reviewed the approval conditions package and note that Condition 3 and 4 will be required to be amended to remove reference to kenaf (see considerations below).

Considerations
It is Council’s Planning Services consideration that the proposed amendment is a permissible change and is supported in this instance. The changes will require an amendment to condition 3 and condition 4 removing reference to the kenaf use and inserting the new use “fertiliser”. It is therefore recommended that Condition 3 and 4 be amended as follows:

3. **All carparking areas and internal roads/driveways shall be imperviously sealed and maintained to the satisfaction of Council’s Director, Engineering Services. Council may accept a lesser standard for the bulk storage (fertiliser) areas and associated roads which may be surfaced to facilitate all weather use vehicles and pedestrian while eliminating potential dust, scouring, ponding and other nuisances. All carparking and driveways area shall be designed, constructed and maintained to Council’s satisfaction.**

4. **The site access from Kevin Livingston Drive and the internal road accessing the fertiliser plant shall be widened /constructed to a 7.0m seal. The access and internal roads shall be designed, constructed and maintained to the satisfaction of Council.**

Attachments:
1. Original Decision Notice
2. DERM Response
3. Proposal Plans
Recommendation:

That the Request to Change a Development Approval (Council Reference Number TP575) in regard to a Development Application for Material Change of Use for Heavy Industry (Fertiliser Manufacture) at 153 Kevin Livingston Drive, Isis Central; land described as Lot 2 on RP158560, County of Cook, Parish of Gregory be approved with conditions as listed below:

- Amend condition 3 (vehicle/car parking) to replace the word kenaf with fertiliser to read:

  3. All carparking areas and internal roads/driveways shall be imperviously sealed and maintained to the satisfaction of Council’s Director, Engineering Services. Council make accept a lesser standard for the bulk storage (fertiliser) areas and associated roads which may be surfaced to facilitate all weather use vehicles and pedestrian while eliminating potential dust, scouring, ponding and other nuisances. All carparking and driveways area shall be designed, constructed and maintained to Council’s satisfaction.

- Amend condition 4 (access) to replace the word kenaf with fertiliser to read:

  4. The site access from Kevin Livingston Drive and the internal road accessing the fertiliser plant shall be widened/constructed to a 7.0m seal. The access and internal roads shall be designed, constructed and maintained to the satisfaction of Council.
Item Number: N3  
File Number: 322.2010.29061.1  
Part: DEVELOPMENT

**Portfolio:**  
Planning & Development Services

**Subject:**  
60 Barolin Street, Bundaberg South; Material Change of Use – Impact Assessment – for Professional Offices

**Report Author:**  
Aaron Kelly, Planning Officer

**Authorised by:**  
Rob Thompson, Manager Planning (City & Hinterland)

**Link to Corporate Plan:**  
Nil -

**Applicant:**  
Sommerfeld Jensen Campbell Pty Ltd

**Owner:**  
Crownies Pty Ltd & WD Highland & MK Highland

**Location:**  
60 Barolin Street, Bundaberg South

**RPD:**  
Lot 2 on RP340, County Cook, Parish Bundaberg

**Area:**  
966 m²

**Land Designation:**  
Residential "B" (Local Area 4)

**Planning Scheme:**  
Planning Scheme for Bundaberg City
1. **Proposal:**

This is an Application seeking a Development Permit for a Material Change of Use to remove the existing dwelling from the site and erect and establish a two (2) storey Professional Office building on the site, nominated for use at this point as a law firm.

Plans submitted with the Application illustrate the building will be sited hard against the site’s southern boundary for a distance of 18.19 metres. The building areas can be separated into the following:

- Ground floor – 260.8 square metres;
- Mezzanine floor – 41.6 square metres;
- Patio – 6.1 square metres.

The mezzanine is central to the building.

A staff car parking area catering for nine (9) vehicles is proposed to the rear of the offices and a further three (3) vehicle spaces are proposed within the buildings 8.7 metre setback from the front property boundary. Access to the rear is provided along a 3.625 metre wide driveway adjacent to the northern boundary of the site. A one (1) car garage is also provided hard against the north-eastern corner of the site.

**Subject Site & Surrounding Land Uses**

The site is an existing Residential “B” Precinct allotment located on the eastern side of Barolin Street, Bundaberg South, in between Burnett Street and McMannie Street. Currently on the site is a high-set single dwelling.

Adjoining the site to all sides are residential developments. Surrounding land uses in the immediate area comprise a variety of commercial professional office uses, single dwellings and multi-unit residential. Directly adjacent to the north and south of the site are single dwellings and directly adjacent to the rear of the site (east) ten (10) units are currently being constructed for the Queensland Government Department of Housing.

There are several Commercial developments, some very recent, in the general vicinity of the subject site in Barolin Street including a beauty salon, an accountancy firm, a dental practice and a surveying firm. A new dental surgery practice is currently being constructed with four (4) new professional office tenancies further to the south.

**Considerations**

1. **Planning Scheme**

The site is included within a Residential "B" Precinct in Local Area 4 in the Planning Scheme for Bundaberg City. The proposed development, Professional Offices is defined as a Commercial Activity "A" in the Planning Scheme. In Local Area 4, a Commercial Activity “A” on a Residential “B” Precinct allotment represents Impact
Assessable Development that is otherwise consistent with the Local Area Planning Intent, and City Planning Strategies.

The development will also be assessed against the provisions of the Commercial Activity Code, Infrastructure Services Code, the Landscaping Code, and the Signs Code.

For the purposes of this Application the primary Code for consideration and assessment is the Commercial Activity Code.

2. **Commercial Activity Code**

2.1 **Performance Criteria**

The submitted building and site plan with the Application illustrate that the proposed professional offices will be sited hard against the site’s southern boundary for a distance of 18.19 metres. Sited hard against the boundary, the wall against the boundary is required to be fire rated in accordance with the provisions of the *Building Act 1975* hence requires two (2) metre returns at each end. This solid concrete rendered wall will have a height of 2.9 metres. The property directly adjacent to the south with which this wall will face currently contains a residential single dwelling (62 Barolin Street).

An enclosed garage with a floor area of approximately twenty-five (25) square metres is also sited hard against the sites north-eastern corner.

In Acceptable Solution A4.3, the Commercial Activity Code provides a clear provision of the interface between commercial and residential properties, viz:

“A4.3 A 3m wide boundary setback is provided at the interface with the Residential A or Residential B Precincts;”

This Acceptable Solution is a solution in order to comply with Performance Criteria P4, viz:

“P4 Building design, scale and siting must be consistent with the character of the street in which the site is situated.”

An Information Request was issued to the Applicant in this regard who has responded indicating that they are not willing to change the submitted plan. The Applicant and Clients met with Council Officers to discuss this issue and this has resulted in the Applicant wishing to pursue with the current site plan and not comply with this Acceptable Solution.

The Applicant’s reasons for siting the building directly on the subject boundary among others include other dispensations granted for commercial buildings in the immediate area, site constrictions, agreements from owners of adjacent properties and the aesthetic residential design of the proposal.
2.2 Purpose

The purpose of the Commercial Activity Code is:

“To facilitate new commercial development that makes a positive contribution to streetscape through building design, siting and scale while ensuring that adverse off-site impacts are within limits acceptable to the local community.”

It is considered that the proposed Professional Offices are generally in accord with the purpose of the Commercial Activity Code but however the incorporations of a nil setback to the common residential boundary at 62 Barolin Street to the south, requires detailed consideration.

While the building is envisaged to make a positive contribution to the streetscape through its design and scale, it is considered the siting of the development creates adverse off-site impacts to the adjacent residential property that are not within acceptable limits. This nil setback is detrimental to the streetscape.

2.3 Residential Interface Considerations

The Applicant has chosen to pursue with the current plan indicating the nil setback to this residential boundary and were advised that the siting was in contravention of the Code. There has been prior opportunity for the Applicant to amend this plan and negotiate with Council a new plan which may have given some dispensation towards this siting requirement.

It is important to note that dispensation has been given towards the residential interface of commercial buildings adjacent to Residential precincts in this area in the past where it has been argued that residential amenity and the requirement for car parking and other such considerations justify a reduced setback. However, this dispensation rarely results in the building having no setback to side and rear boundaries at all.

Overall, it is seen that the building siting is not consistent with the predominant residential character of Barolin Street which contains primarily residential dwellings and commercial developments which consistently provide an appropriate interface where they adjoin residential properties. While the Applicant also argues that the adjoining property owners show no objection to commercial buildings being sited upon a common boundary as they have future aspirations to also develop these properties for commercial purposes, this in no way justifies no separation between the proposed commercial building and the existing residential interface at all, or a precedent for this to occur.

3. DEO’s, Local Area Planning Intents and City Planning Strategies

3.1 Desired Environmental Outcomes

A Performance Indicator for DEO 4 – Built Environment, where it relates to amenity states that:
“(c) Urban character, in terms of road construction, street plantings and building bulk, height and setback, of each locality within the City is maintained and enhanced.”

3.2 Local Area 4 – Higher Density Residential

The Planning Intent for Local Area 4 – Higher Density Residential states that:

“1. This Local Area will provide a diverse range of facilities in a variety of forms, styles, densities and heights, taking advantage of the areas accessibility to the CBD…..”

and,

“2. Infilling of existing commercial areas may also be appropriate where proposals achieve high levels of design and protect the amenity of adjoining lots.”

3.3 Residential Strategy

Key Strategy 1.1 of the Residential Strategy states that:

“1.1 The public expectations for the future amenity of residential areas is secured by preventing the intrusion of development that could seriously detract from that amenity.”

3.4 Amenity and Character

The proposal is considered to be in conflict with Points 2, and 1.1 highlighted above.

It is not argued that the proposed site at 60 Barolin Street is not an appropriate site for a professional office development with several professional office developments on Residential “B” Precinct allotments, particularly in the area of Barolin Street in between the CBD and Walker Street. This area has received a particular influx of development of this type with no less than thirteen (13) such professional office uses in this area, most recently an orthodontist practice and four (4) office tenancies on the corner of McConville Street and Barolin Street.

However the thirteen (13) such professional office uses occurring in this immediate area have been considered favourably particularly as they have been proven to display due care in minimising impacts on adjacent residential properties. The interface between commercial and residential uses has always remained historically critical in assessing these proposals to the point that only one (1) of these developments has been constructed within the required setback.

The proposed new building on the site, while designed ensuring that the City Image Area has been addressed throughout the set back of the building from the street and its sensitive design, facade and selection of building materials, has failed to secure the amenity of adjoining allotments.

The proposed nil setback of the proposed professional office development to residential land is considered to have a detrimental effect on what is still considered to be a predominantly residential streetscape. Council has taken great diligence to
ensure the residential interfaces of commercial buildings in Local Area 4 maintain the residential amenity and character of the area.

5. **Engineering or Internal Referral**

5.1 **Water**

The site has access to Council’s 100mm AC water main in Barolin Street.

5.2 **Sewerage**

Council’s 150mm VC sewerage main traverses the site.

5.3 **Stormwater Drainage**

The Commercial Activity Code and Infrastructure Services Code (ISC) refer to the provision of stormwater for this development. Performance Criteria P4 of the ISC pertains to the stormwater for the development and it requires controls to ensure that stormwater drainage does not result in unacceptable water quality, increased flooding or erosion impacts.

5.4 **Roadworks & Car Parking**

Barolin Street has an unsealed road shoulder and the site is currently accessible via a bridge crossing.

Two (2) street trees exist to the site frontage. The proposal includes the removal of a Crows Ash street tree which could be replaced if required.

Under the provisions of the Vehicle Parking and Access Code the proposed use of professional offices requires 1 car parking space per thirty (30) square metres of total use area. The total use area of the building will be 270 square metres. Therefore the development requires a minimum of nine (9) car parking spaces. A total of thirteen (13) spaces have been proposed.

6. **Submissions**

As a result of Public Notification of this Application no submissions were received.

**Conclusions**

It is the Planning Officers’ recommendation that the Council should refuse the Application based on the following grounds:

(A) The proposed development fails to comply with the Commercial Activity Code of the Planning Scheme for Bundaberg City.

   (1) Acceptable Solution A4.3 and of the Commercial Activity Code which prescribes that:
“A4.3 A three (3) metre wide boundary setback is provided at the interface with the Residential “A” or Residential “B” Precincts;”

The proposed development provides a nil setback for 18.19 metres adjacent to an allotment located within a Residential “B” Precinct.

(2) Performance Criteria P4 of the Commercial Activity Code prescribes that:

“P4 Building design, scale and siting must be consistent with the character of the street in which the site is situated.”

The siting of the proposed commercial building which incorporates a nil setback to the adjacent residential boundary is not consistent with the existing primary residential character of Barolin Street. Other commercial developments located in Barolin Street incorporate siting and design consistent with the residential character of Barolin Street.

(3) The Purpose of the Commercial, Activity Code states that:

“To facilitate new commercial development that makes a positive contribution to streetscape through building design, siting and scale while ensuring that adverse off-site impacts are within limits acceptable to the local community.”

The proposed development incorporates a nil setback to an adjacent residential boundary of which the siting of the building does not make a positive contribution to the streetscape. The 2.9 metre high, 18.19 metre long concrete wall that will orientate directly to the adjacent residential property will create an unacceptable off-site impact.

(B) The proposed development does not achieve the Desired Environmental Outcomes of the Planning Scheme for Bundaberg City, namely DEO 4 – Built Environment.

DEO4 (Built Environment) states that:-

“Bundaberg’s built environment achieves set standards of amenity, energy efficiency and safety.”

Performance Indicator 4.1(c) states that:-

“4.1 Amenity

(c) Urban Character, in terms of road construction, street plantings and building bulk, height and setback, of each locality within the City is maintained or enhanced.”

The setback of the development does not maintain or enhance the urban character of the locality.
The proposed development fails to comply with Planning Scheme for Bundaberg City’s Residential Strategy.

Key Strategy 1.1, described as Most Relevant to Local Area 4 states that:

“1.1 The public expectations for the future amenity of residential areas is secured by preventing the intrusion of development that could seriously detract from that amenity.”

The setback of the proposed development to the adjoining residential boundary is considered to detract from the amenity of the surrounding residential area. The development does not satisfy public expectations in that it does not provide for the security of the amenity of the Local Area.

The proposed development fails to comply with the Planning Scheme for Bundaberg City’s Local Area Planning Intent for Local Area 4.

Point 2 of the Local Area Planning Intent for Local Area 4, states:

“Infilling of existing commercial areas may also be appropriate where proposals achieve high levels of design and protect the amenity of adjoining lots.”

The proposed development is inappropriate as it incorporates a nil building setback to the adjacent residential boundary which does not protect the amenity of the adjoining lot.

However, at its meeting of 12 October, 2010, Council Resolved “That Development Application for Material Change of Use – for Professional Offices at 60 Barolin Street, Bundaberg South; land described as Lot 2 on RP340, County Cook, Parish Bundaberg, be deferred until a future round of meetings; and officers of Council’s Planning and Development Department prepare Conditions of approval for further consideration by Council.”

Accordingly, the following Conditions of approval are submitted should Council resolve to approve this proposal.

**Part 1(a). Conditions Imposed by the Assessment Manager 322.2010.29061**

**General**

1. All works are to be undertaken at the Developer’s expense;

2. All Conditions contained in this Decision Notice are to be completed/complied with before the use hereby approved commences, unless otherwise stated within this notice;
Infrastructure Contributions

3. Payment of Infrastructure contributions for Sewerage, Water Supply, Stormwater and Transport (local and state controlled roads), in accordance with Council’s adopted Planning Scheme Policy, is required.

Contributions required, if paid by 30 June, 2011, are:-

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<td>1</td>
<td>$1,230.85</td>
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<tr>
<td>Pedestrian and Cycle Ways</td>
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<td>N/A</td>
<td>-</td>
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<tr>
<td>Parks, Recreation and Community Land</td>
<td>N/A</td>
<td>N/A</td>
<td>-</td>
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All contributions are payable prior to the issue of a Development Permit for Building Works, unless stated otherwise within this notice. The actual contribution payable will be adjusted if necessary to allow for variations determined in accordance with the applicable Planning Scheme policy current at the time of payment;

Water

4. Council permits one water property service only for each property. This means only one connection to the water main although there may be a potable and a fire service feeding from that connection;

5. The Developer is to provide a metered service, and internal infrastructure as required, to satisfy the fire fighting and water supply demands of the proposed development;

6. Arrangements for the installation of any new metered service and sub-meters, or removal of an existing service, are to be made with Council’s Water and Wastewater Infrastructure Planning Technical Support Section. All works are to be undertaken by Council at the Developer’s expense;

Sewerage

7. Dedication of a 2.5 metre wide sewerage easement, at no cost to Council, to contain the sewer reticulation where it traverses the lot from property boundary to property boundary. The easement must be located to provide a minimum distance of one (1) metre between the easement boundary and the sewer reticulation. The easement documentation is to be acceptable to Council and be prepared at the full cost of the Developer;
8. The Developer is to:-

8.1 locate the proposed building clear of the existing site sewerage reticulation as detailed in Council’s Policy for the ‘Construction of Buildings over Existing Sewer Lines’; and

8.2 provide appropriate footings to the structure such that no extra loading is exerted on the Council sewerage infrastructure prior to what was exerted before construction of the Building;

Stormwater

9. The point of discharge for site stormwater associated with the car parking areas must be Barolin Street kerb and channel;

10. The design for the site drainage system, fill, car parking and access shall be undertaken such that flows from adjacent properties will not be impeded by the proposed development;

11. Stormwater drainage shall be designed and constructed in accordance with the requirements of the Queensland Urban Drainage Manual and Bundaberg City Council, ie. piped system is to be provided with a capacity to cater for Q10 ARI flows with overland flowpaths to be provided for a capacity of Q100 ARI less piped flow;

12. A grated trench drain is to be provided at the entry/exit to the property where the Q10 ARI flows are not contained within the site;

13. Stormwater quality improvement (SQID) and bio-retention devices are to be provided to treat runoff from all car park areas from the proposed development. The objective of the SQID is to remove oil, grit and sediments. The details of this device and the bio-retention devices are to be submitted with the required Operational Works application and a performance based approach will be used to assess the SQID system proposed;

Roadworks and Carparking

14. The internal parking layout is to be generally in accordance with Design Direct Site Plan 100201 - DA 1 (A)– 25 May 2010;

15. Provision of an off-street car parking and vehicle manoeuvring area for thirteen (13) customer and employee parking spaces. Such car parking, access and manoeuvring areas shall be:-

15.1 constructed and sealed with bitumen, asphalt, concrete or approved pavers;
15.2 line-marked into parking bays;
15.3 designed to include a manoeuvring area to allow vehicles to enter and leave the site in a forward gear;
15.4 designed to include the provision of fill and/or boundary retaining walls to allow for the containment and management of site stormwater drainage as required;
15.5 drained to the relevant site discharge point;
15.6 designed in accordance with AS/NZS2890.1-2004: ‘Parking Facilities Part 1: Off-street Car Parking’;

16. Pavement construction and asphaltic concrete (AC) sealing is to be provided to the full site frontage of Barolin Street from the existing kerb and channelling to the edge of the existing pavement. The pavement is to be designed in accordance with Austroads Pavement Design for Light Traffic: A supplement to Austroads Pavement Design Guide (AP-T36/06). The pavement specifics shall be determined at the Operational Works Stage;

17. Construction of a reinforced concrete industrial footpath invert crossing in accordance with Council’s Drawing No. R-0051 (Current Version) for the Barolin site access. The crossing shall be a minimum of six (6) metres. The specific requirements of the crossing shall be determined at the Operational Works stage of the development;

18. Removal of obsolete kerb crossings, kerb drainage outlets and footpath crossovers. Works shall include the reinstatement of frontage kerb and channelling and footpath profile to suit;

19. A 1.5 metre wide concrete ribbon footpath shall be provided for the full length of the site frontage in accordance with Council’s Drawing 13977. Works shall include re-grading of the grassed area to suit the new footpath, with topsoiling and grass seeding to disturbed path areas as well as fill material to the footpath to remove trip hazards;

20. The street tree that is required to be removed to cater for the new development access is to be replaced. Due to the historical use of the adjacent Delonix regia (Poinciana) in the area the existing Flindersia Australis (Crows Ash) must be replaced with a Poinciana. Such a new street tree is to be:

20.1 replaced with a Poinciana of a minimum 200 Litre bag;
20.2 provided with a root barrier system installed to the satisfaction of Council;
20.3 installed and maintained to best horticultural practice standards;
20.4 provided in a location that otherwise will be confirmed by the Manager Sustainable Development on site but however nominally in the same position but 5.7 metres offset from the property boundary.

21. A landscaped tree surround shall be provided to both (existing and replacement) Poinciana street trees within the road shoulder. The size and location of the surrounds shall suit the tree root system and the development access. The specific dimensions for the surround shall be finalised as part of the development Operational Works application;
Landscaping

22. Landscaping of the site is to:-

22.1 consist of the construction of permanent garden beds planted with trees and shrubs, with particular attention to the street frontages of the site.

Landscaping is to be completed prior to the premises being occupied and is to be maintained while the use of the premises for the ‘approved use’ continues;

22.2 include species recognised for their low water requirements and are to be provided with an approved controlled underground or drip watering system.

Any such system is to be fitted with an approved testable backflow prevention device at the Developer’s expense. Please liaise with Council’s Building Services, and Water and Wastewater Infrastructure Planning Technical Support Sections in this regard;

Fencing

23. The provision of a 1.8 metre high solid screen fence along the side and rear boundaries of the site, commencing from the front boundary of the subject property, where such fencing does not currently exist. From the front building line of the structure to the front boundary of the site such fencing may be reduced to a height of 1.2 metres with exception of any private open space areas between the main building line and Barolin Street. The total cost of this new fencing is to be met by the Developer;

24. Screen fencing must contain no gaps so that the privacy of adjoining residents is protected. Where timber paling fences are proposed, the palings are to be overlapped to allow for the natural shrinkage of the timber;

25. The erection of a second boundary line fence parallel to any existing boundary fence, is prohibited, thereby preventing the creation of an unmaintainable area between two fences that may attract or harbour vermin or pests;

26. Should any existing fence provide insufficient screening then the Developer may, by agreement with the owner/s of the neighbouring property, replace the existing fence wholly at the Developer’s expense. Any replacement fence must comply with the requirements of this approval;

27. Should any existing fence not comply with the requirements of this approval then the Developer must replace said fencing in accordance with the requirements of this approval;
Signage
28. The size and dimensions of all signage proposed as part of the new development will need to comply with the Signs Code contained within the Planning Scheme for Bundaberg City. Any signage that does not comply with the Code shall require a Development Application for the Planning Approval of Operational Works (involving placing an advertising device on premises);

Lighting
29. External lighting is to be designed in accordance with AS4282-1997: ’Control of the Obtrusive Effects of Outdoor Lighting’ so as not to cause nuisance to nearby residents or passing motorists;

Waste Bin Storage
30. The Developer is to provide a sufficient area for the storage of all waste bins. This area is to be sealed, screen fenced and designed so as to prevent the release of contaminants to the environment;

Air Conditioners
31. Air Conditioning units are to be designed, installed, maintained, and operated so that noise emissions are within the limits imposed by the Environmental Protection Act, Regulations and Policies;
32. Condensation from air conditioning units is to be discharged to the sewerage system;

Other
33. Any damage occasioned to the kerb and channelling and / or footpath is to be repaired / reinstated at the completion of all works;
34. Any placement of fill material within the subject land is to comply with the Planning Scheme for Bundaberg City’s ‘Filling and Excavation Code’. All fill material to be placed on the subject allotment is to be tested and structurally certified in accordance with the Code.

Part 1(b). Assessment Manager’s Advices 322.2010.29061.1

Plans and specifications for Operational Work must be prepared and certified by a Professional Engineer registered with the Board of Professional Engineers of Queensland.

Attachments:
1. Infrastructure Contributions
2. Proposal Plans
3. Site Photo
4. Locality Plan
5. Adjoining Letter

Meeting held: 23 November 2010
Recommendation:

Submitted for Council’s consideration.
## Development Contributions Calculations - Infrastructure Contributions Planning Scheme Policy

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<th>TOTAL :</th>
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<td>SJC</td>
<td>Development type:</td>
<td>MCU</td>
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<td>Full development</td>
<td>Address:</td>
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<td>Defined Use in PSP:</td>
<td>Commercial Activity A - Professional Office</td>
<td>Council &amp; Zone:</td>
<td>BuCC 4a Residential B</td>
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<tr>
<td>Date:</td>
<td>13/09/2010</td>
<td>Compiled by:</td>
<td>ASJ</td>
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### Transport (Roads - Regional - DTMR)

- **ED1 (EDU)** = 1.89<br>0.7 per 100m² GFA (GFA 270 m²)
- **ED2 (EDU)** = 0
- **Total ED** = 1.89
- **CR** = $1,256 BuCC
- **PC (EDU)** = 1
- **I** = 1.1011
- **Total Contribution** = $2,437.20

### Water Supply

- **ED1 (EDU)** = 1.6422<br>17 EDU per Ha (Site area 0.0966ha)
- **ED2 (EDU)** = 0
- **Total ED** = 1.6422
- **CR** = $3,029 BuCC
- **PC (EDU)** = 1<br>1/EDU per Lot (1 dwelling "As of Right") [all]
- **I** = 1.1011
- **Contribution** = $2,141.89

### Sewerage

- **ED1 (EDU)** = 1.6422<br>17 EDU per Ha (Site area 0.0966ha)
- **ED2 (EDU)** = 0
- **Total ED** = 1.6422
- **CR** = $3,125 East/North
- **PC (EDU)** = 1.00
- **I** = 1.1011
- **Contribution** = $2,209.77

### Transport (Pedestrian Paths & Bikeways)

- **ED1 (EDU)** = 0<br>Na
- **ED2 (EDU)** = 0
- **Total ED** = 0
- **CR** = $637 BuCC
- **PC (EDU)** = 0.00
- **I** = 1.1011
- **Contribution** = $0.00

### Drainage & Stormwater

- **ED1 (EDU)** = 2.415<br>1 per 400m² of Site Area (Site area 966 m²)
- **ED2 (EDU)** = 0
- **Total ED** = 2.415
- **CR** = $1,500 Burnett (DSW1) & BuCC
- **PC (EDU)** = 1.00
- **I** = 1.00
- **Contribution** = $2,122.50

### Transport (Roads - Sectoral - BRC)

- **ED1 (EDU)** = 1.89<br>0.7 per 100m² GFA (GFA 270 m²)
- **ED2 (EDU)** = 0
- **Total ED** = 1.89
- **CR** = $1,231 BuCC
- **PC (EDU)** = 1.00
- **I** = 1.1011
- **Contribution** = $1,206.35

### Public Parks & Community Land

- **ED1 (EDU)** = 0<br>Na
- **ED2 (EDU)** = 1
- **Total ED** = 1
- **CR** = $2,238 Millbank
- **PC (EDU)** = 0.00
- **I** = 1.1011
- **Contribution** = $0.00

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Attachment 1 - Infrastructure Contributions
ATTACHMENT 2 - PROPOSAL PLANS

BUILDING AREA:
ENCELDED CAR PARK 27.52m²

FOR APPROVAL
NOT FOR CONSTRUCTION

ELEVATION 1

ELEVATION 2

ELEVATION 3

ELEVATION 4

FLOOR PLAN
SCALE 1:50

DESIGN DIRECT
LEVEL 1, 125 BACHAR STREET
PO BOX 1178 BUNDABERG QLD 4670
(07) 4156 3511
info@designdirect.com.au

PROJECT
PROPOSED PROFESSIONAL OFFICES

LOCATION
LOT 2 (99) BAROLIN STREET
BUNDABERG, QLD

PLANS
FOR APPROVAL
SCALE A3

200217
100201
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