



**AGENDA FOR ORDINARY MEETING
TO BE HELD IN COUNCIL CHAMBERS, BUNDABERG
ON TUESDAY 09 AUGUST 2016, COMMENCING AT 10.00 AM**

		Page
1	Apologies	
2	Invocation	
3	Confirmation of Minutes	
	B1 Ordinary Meeting of Council - 19/07/16	
4	Councillors	
	C1 Financial Support for the scuttling of HMAS Tobruk in local waters to further enhance tourism and economic opportunities for our region.	3
5	Executive Services	
	D1 Reduction of Electricity Tariffs	5
6	Governance & Communications	
	F1 Christmas Closure of Council Administration Office, Service Centres, Libraries, Art Centres and Depots	7
	F2 Show Holiday Nomination for 2017	9
	F3 2015/2016 - 4th Quarter Operational Report	12
7	Planning	
	J1 Wearing Road, Bargara - Request for Street Naming - Bargara Views Estate	38
8	Development Assessment	
	K1 Request to Change Development Approval [Extractive Industry Use (Sand Quarry)]	44

9	Community & Cultural Services	
	N1 Moncrieff Entertainment Centre Air Conditioning System Replacement	74
	N2 Australia Day Celebrations – Calling for Expressions of Interest	76
	N3 Expression of Interest for Application of Artwork on Council Infrastructure	87
10	Sport, Recreation, Venues & Disaster Management	
	Q1 Support for the Bundaberg Region Multi-Use Sports and Community Centre (Multiplex) - Stage 2	90
11	Tourism & Regional Growth	
	R1 ‘Expression of Interest’ to Lease Council Land - Development of a RV Park for ‘Self-Contained’ vehicles only near the Bundaberg CBD	94
12	Economic Development	
	S1 Bundaberg Regional Council Sister City Program – September 2016 Delegation	110
13	Confidential	
	T1 Lot 2 on RP847129 - Request for a Rates Review	
14	General Business	
15	Meeting Close	



Item

09 August 2016

Item Number:	File Number:	Part:
C1	.	Councillors

Portfolio:

Councillors

Mayoral Minute:

Cr Jack Dempsey - Financial Support for the scuttling of HMAS Tobruk in local waters to further enhance tourism and economic opportunities for our region.

Background:

In June 2015, the former Mayor of Bundaberg Regional Council offered support on behalf of Council for the establishment of a Regional Dive Wreck Advisory Group which was supported by the Wide Bay Burnett Regional Development Australia, to secure a decommissioned Australian Naval vessel to be sunk in local waters. The concept for creating artificial reefs is used to attract divers and develop a diverse tourism offering. The project will help ensure our region remains a preferred, relevant and competitive tourism destination for domestic and international visitors, and will value add to our current tourism operations.

The economic and tourism benefits of recreational dive wrecks is undeniable and the HMAS Tobruk project is supported by a Business Case developed by Regional Development Australia, which clearly identifies both direct and indirect economic benefits to the region.

Bundaberg and Hervey Bay already have the capability, capacity and infrastructure needed to support a substantial dive tourism industry. The proposed site between Bundaberg and Hervey Bay would not interfere with existing shipping channels or commercial fishing.

It is Council's belief that opportunities may arise from the project and would put forward a proposal for facilities at the Port of Bundaberg to be utilized in the process of readying the HMAS Tobruk for scuttling.

The Federal Member for Hinkler, The Hon Keith Pitt MP, has requested Bundaberg Regional Council commit funding to the amount of \$1 million towards this project. Whilst Council has always been extremely supportive of the proposal for the scuttling of HMAS Tobruk in local waters, no commitment towards funding has been made.

Close collaboration of the Federal and Qld State Governments and Bundaberg and Fraser Coast Regional Councils remains critical to securing this iconic project for the Bundaberg and Fraser Coast regions.

Attachments:

Nil

Motion:**That Council:**

- 1. agree in principle to support the HMAS Tobruk Dive Experience Project in local waters with a financial contribution of \$1 million towards the overall project costs;**
- 2. commit to working jointly with Fraser Coast Regional Council in the process of selecting a local site for the scuttling of the vessel;**
- 3. commit to working in close co-operation with the Federal and State Governments in addressing approvals and processes that will be necessary to facilitate the scuttling of HMAs Tobruk off the coast of Bundaberg and Hervey Bay.**

Further, that Council put forward a proposal that the facilities at the Port of Bundaberg be utilized in the process of readying the HMAS Tobruk for scuttling.



Item

09 August 2016

Item Number:

D1

File Number:**Part:**

EXECUTIVE SERVICES

Portfolio:

Executive Services

Subject:

Reduction of Electricity Tariffs

Report Author:

Peter Byrne, Chief Executive Officer

Authorised by:

Peter Byrne, Chief Executive Officer

Link to Corporate Plan:

Community - 4.1.5 An affordable, quality lifestyle

Background:

In early May 2016 Bundaberg Canegrowers presented the ARC UP united community concept to Council pointing out that:-

- electricity is the No 1 financial worry for all households in Queensland, ranking at 79 per cent (Choice Consumer Pulse Survey - September 2015);
- 60 per cent of all people are worried about paying their next electricity bill (Consumer group the Alliance of Electricity Consumers (AEC));
- Business is more concerned about electricity prices than any other issue in Queensland (Chamber of Commerce and Industry Queensland);
- Small businesses are not reinvesting, as a result of high power bills, in their businesses or taking on new employees (AEC);
- Farmers are turning off their irrigation pumps, with 8000 of the 62,000 jobs in the Queensland agriculture sector set to be lost unless power prices are reversed (Canegrowers Queensland, Cotton Australia and Bundaberg Regional Irrigators Group);
- Soaring power prices are impacting on the costs to ratepayers of local authority rates, water and sewerage and transport reliant on electricity such as trains (AEC).

Bundaberg Regional Council supported the ARC UP campaign in May 2016.

Since then ARC Up has received written support from over 1,000 individuals and entities across regional Queensland including Hinchinbrook, Burdekin and Carpentaria Shire Councils, the Independent Association of retirees, Queensland Chamber of Commerce, and many others.

In early June a Bundaberg Canegrowers Representative met with Mr Scott Britton from LGAQ and requested the LGAQ's support.

The LGAQ is very much aware of the impact of out of control prices on Queensland in both Ergon and Energex areas. (Now combined into the one entity Energy Queensland) and the effect that this has on Councils and the ratepayers they represent. Mr Britton suggested that Bundaberg Canegrowers request Council sponsor a motion at the 2016 Conference.

There are a number of methods that could be employed to do this including, but not limited, to the following:-

- Limiting the WACC of Energex, Ergon Energy and Powerlink to QLD Treasury Corporation's bond rate (currently around 2%);
- Prohibiting the collection of an effective corporate tax rate on profits;
- Writing down the value of network assets, to reflect a realistic \$RAB/MW demand;
- Removing the cost of the Solar Bonus Scheme from Energex and Ergon Energy's books;
- Removal of the 5% headroom charge.

Moving the Customer Service obligation (CSO) from Ergon retail to the network distributor to assist with the introduction of retail competition.

Associated Person/Organization:

Bundaberg Canegrowers

Consultation:

Councillors have previously indicated their support for the ARC UP campaign.

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.

Risk Management Implications:

There appears to be no risk management implications.

Communications Strategy:

A Communication Strategy is not required.

Attachments:

Nil

Recommendation:

That the Local Government Association of Queensland make representations to the State Government to reduce electricity tariffs as gazetted for the 2015/16 year by 33% for the Energy Queensland network footprint.



Item

09 August 2016

Item Number:	File Number:	Part:
F1	.	GOVERNANCE & COMMUNICATIONS

Portfolio:

Organisational Services

Subject:

Christmas Closure of Council Administration Office, Service Centres, Libraries, Art Centres and Depots

Report Author:

Amy Crouch, Executive Assistant

Authorised by:

Andrew Ireland, General Manager Organisational Services

Link to Corporate Plan:

Governance - 4.4.1 Listening and communicating effectively

Background:

In past years, Council has agreed to the closure of administration offices and depots, etc over the Christmas/New Year period, provided that all members of staff agree to take this time off as resolved by Council.

Council is to maintain emergency staffing over this period that will be able to attend to emergencies which may occur.

Public holidays for the Christmas/New Year period are observed on the days below:

- Christmas Day – Sunday 25 December and Tuesday 27 December* 2016
- Boxing Day – Monday 26 December 2016
- New Year's Day – Sunday 1 January and Monday 2 January* 2017

*From Christmas Day 2011, the *Holidays Act 1983* provides for an extra public holiday to be added when Christmas Day, Boxing Day or New Year's Day falls on a weekend.

It is therefore proposed that Council's main administration office, service centres, libraries, arts centres and depots (and other administrative and depot areas as applicable) be closed for general business on the 3 working days over the Christmas/New Year period, namely, Wednesday 28, Thursday 29 and Friday 30 December 2016 with offices and depots reopening on Tuesday 3 January 2017;

Associated Person/Organization:

Nil.

Consultation:

Employees Joint Consultative Committee

Portfolio Councillor Governance & Communications – Cr Helen Blackburn

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.

Communication Strategy:

Communications Team consulted. A Communication Strategy is:

- Not required
- Required

Attachments:

Nil

Recommendation:

That:

- 1. Council's main administration office, service centres, libraries, arts centres and depots (and other administrative and depot areas as applicable) be closed for general business on the 3 working days over the Christmas/New Year period, namely, Wednesday 28, Thursday 29 and Friday 30 December 2016 with offices and depots reopening on Tuesday 3 January 2017;**
- 2. Staff be offered the alternative of taking the subject 3 days from annual leave or a combination of annual leave and accrued rostered days off;**
- 3. The Chief Executive Officer advertise the closure and telephone numbers of Council officers who will attend to emergent business over this period.**



Item

09 August 2016

Item Number:

F2

File Number:

.

Part:GOVERNANCE &
COMMUNICATIONS**Portfolio:**

Organisational Services

Subject:

Show Holiday Nomination for 2017

Report Author:

Amy Crouch, Executive Assistant

Authorised by:

Andrew Ireland, General Manager Organisational Services

Link to Corporate Plan:

Governance - 4.4.6 A commonsense approach to planning, coordination and consultation

Background:

Council has received correspondence from the Office of Industrial Relations requesting Council make a nomination for a show holiday for 2017 in accordance with the requirements of the *Holiday Act 1983*.

Council conducted a survey in 2010 with residents in the post code area of 4671 to obtain their views on the allocation of the Gin Gin show holiday by aligning it with the Bundaberg Regional show holiday. 88% of survey respondents did not support a change.

Since this time, Council has nominated the show day holiday for the Gin Gin area (ie post code 4671) be allocated to the Monday before Peoples' Day of the Brisbane Exhibition held in August each year, while the rest of the region observes the Bundaberg Show Day holiday held in May each year.

Should Council resolve to have two show day holidays as in previous years, it is recommended Council submit a nomination to the Office of Industrial Relations for gazettal of a show holiday for the Bundaberg Region, based on a postcode basis, ie:

- 4660 and 4670 – Thursday 1 June 2017; and
- 4671 – Monday prior to People's Day for the Brisbane Exhibition – Monday 14 August 2017.

If the nomination is accepted by the Office of Industrial relations, Council staff based in Council service centres, offices, depots etc located at Bundaberg, Bargara, Childers and Gin Gin will observe the show holiday as Thursday 1 June 2017 as their allocated show holiday day.

Associated Person/Organization:

Not applicable.

Consultation:

Bundaberg Show Society

Portfolio Councillor Governance & Communications – Cr Helen Blackburn

Divisional Councillor – Division 3, Cr Wayne Honor

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.

Communication Strategy:

Communications Team consulted. A Communication Strategy is:

- Not required
- Required

Attachments:

- 1 Correspondence from Office of Industrial Relations - Show holiday 2017

Recommendation:

That application be made to the Office of Industrial Relations for gazettal of Show Holidays for the Bundaberg Region, based on a postcode basis, ie:

- a) 4660 and 4670 – Thursday 1 June 2017; and
- b) 4671 – Monday 14 August 2017 (Monday prior to People’s Day for the Brisbane Exhibition).

Further, that Council Offices and Depots located in postcodes 4660, 4670 and 4671 be closed on Thursday 1 June 2017; and all Council Employees in those locations have this day as their allocated Show Day Holiday.



5 July 2016

Dear Chief Executive Officer,

As you may be aware, each year local governments are requested to nominate special and show holidays for the following year in line with the requirements of the *Holidays Act 1983* (the Act).

The Office of Industrial Relations has introduced an on-line application form for local governments to make their special holidays applications for 2017. The introduction of the on-line process will allow for a more efficient nomination and approval process.

You are invited to make nomination/s for show or special holidays by completing and submitting the on-line form no later than Friday, 2 September 2016. **Please access the [on-line form here](#).**

Holidays appointed in respect of an annual agricultural, horticultural or industrial show are public holidays and those appointed for an event which has significance to a particular district are bank holidays.

Ministerial approval and gazettal arrangements for the special holidays remain unchanged and notification of the appointment of the holidays will be published in the Queensland Government Gazette.

Confirmation of the approved special holidays together with a link to the Queensland Government Gazette will be emailed to your office.

Should you require further information regarding this process, please contact Ms Jacqui McGuire, Office of Industrial Relations on 3227 6085 or email jacqui.mcguire@justice.qld.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read "AJ James".

A J (Tony) James
Executive Director
Industrial Relations Policy and Regulation
Office of Industrial Relations
Queensland Treasury



Item

09 August 2016

Item Number: F3	File Number: .	Part: GOVERNANCE & COMMUNICATIONS
---------------------------	--------------------------	--

Portfolio:

Organisational Services

Subject:

2015/2016 - 4th Quarter Operational Report

Report Author:

Kresha Hodges, Coordinator Corporate Planning & Performance Management

Authorised by:

Christopher Joosen, Governance Manager

Link to Corporate Plan:

Governance - 4.4.2 Open and transparent leadership

Background:

In accordance with Section 174 of the Local Government Regulation 2012, the Chief Executive Officer “*must present a written assessment of the local government’s progress towards implementing the annual operational plan at meetings of the local government held at regular intervals of not more than 3 months*”.

Quarterly reports provide a mechanism for assessing Council’s progress in meeting the goals of the Corporate Plan. The attached report highlights the achievement of Council over the past three (3) months with most areas achieving the targets set.

Each manager has provided a comment in the report on their department’s or section’s progress.

Associated Person/Organization:

Not applicable.

Consultation:

All General Managers and Managers

Portfolio spokesperson – Cr Helen Blackburn

Legal Implications:

There appear to be no legal implications.

Policy Implications:

There appear to be no policy implications.

Financial and Resource Implications:

Any financial implications and resource utilisations have been identified in the report.

Risk Management Implications:

There appears to be no risk management implications.

Communication Strategy:

Communications Team consulted. A Communication Strategy is:

- Not required
- Required

Attachments:

- 1 4th Quarter Operational Report 2015/2016

Recommendation:

That the 2015/2016 – 4th Quarter Operational Report (as detailed on the 24 pages appended to this report) – be received and noted by Council.



4th Quarter Operational Report 2015-2016

Introduction

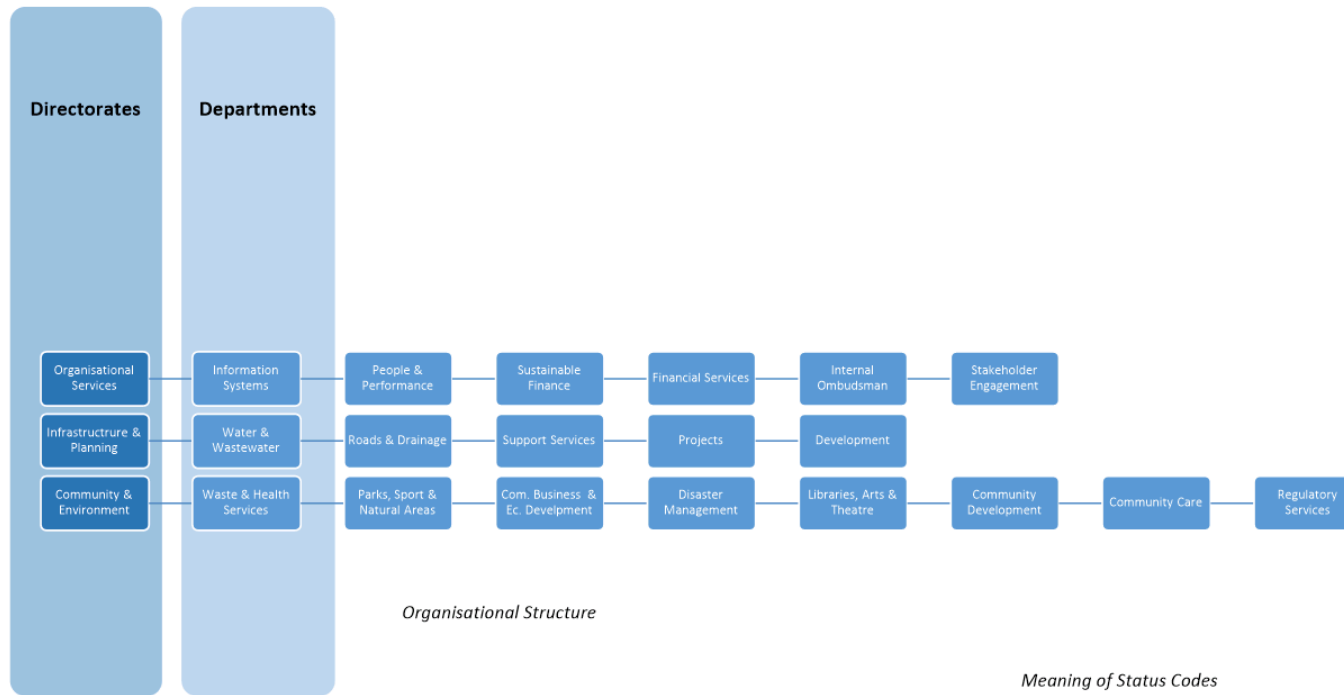
Bundaberg Regional Council's Performance Reports provide quarterly assessment of progress towards implementing Bundaberg Regional Council's Corporate Plan 2014-2019 and 2015-2016 Operational Plan. It is a legislative requirement under the Local Government Act 2009 and Local Government Regulation 2012. This 4th Quarter Report provides an evaluation of the contribution of Council's services and initiatives to the delivery of 2014-2019 Corporate Plan Outcomes during the 2015-2016 4th Quarter and 2015-2016 Financial Year.



Corporate Planning Framework



This Performance Report is divided into four key areas which reflect our community *Values* as described in *Bundaberg Region 2031*. Key Performance Indicators within this document report and monitor the work of Council, and also provide trend and base-comparison data, which supports management to improve the efficiency and effectiveness of Council's operations.



Meaning of Status Codes

Indicator	Status	Indicator meaning
✓	On track	Initiative is proceeding to plan with no indication of future impediments.
★	Completed	Initiative has been completed.
○	Monitor	Progress is not as expected but action is being/has been taken and is expected to be back on track within the next quarter or financial year.
↗	Trend	This data is being collected for observation and analysis.
✗	Action required	Progress is significantly behind schedule or is rated 'closely monitor'. Decisive action is required to get back on track.

A connected community, full of life

safeguarding our wellbeing, connecting our community, enhancing our quality lifestyle

Outcome 1.1 A safe active and healthy community						
Strategy 1.1.1 Facilitate a range of leisure, physical activity and recreation programs to help meet basic community needs						
Department	Service Area	Performance Indicators	Target	Actual	Status	Comment
Libraries, Arts & Theatre	Theatre: Community Engagement	Number of cinema and theatre patrons visiting the Moncrieff Theatre.	Quarterly 8000	11,939	✓	The MEC has again achieved high levels of engagement this quarter. Community events included the Dance Eisteddfod, CQUniversity graduation, combined schools concert, Ignite Dance Concert, 3 free community movies and U3A concert. Commercial hires have included Ten Tenors, Graeme Connors, Akmal, Ian Moss and many more.
Strategy 1.1.2 Support preventative public health programs to minimise the exposure of the community to health risks						
Department	Service Area	Performance Indicators	Target	Actual	Status	Comment
Parks, Sport & Natural Areas	Sport: Physical Activity & Preventative Health	Number of physical activity and preventative health initiatives delivered by Council.	Quarterly 25	35	✓	Initiatives this quarter included the Recreate Newsletter, weekly Enews, Women 'Get Out Get Active' program (funded), MoveIt Expo, Development and community partnership engagement, promotion and support of key sporting events/funding; Cycle Mapping activity finalised, and commencement of the BRC Signage Strategy (Wayfinding).
Waste & Health Services	Environmental Health: Environmental Monitoring & Community Preparedness	Percentage Environmental Monitoring & Community Preparedness programs have been effectively completed. Programs include: Vector and Environmental monitoring and Disaster Management preparations.	Annually 100%	95%	✓	Vector monitoring continued across the region with the inclusion of Childers. Rapid Surveillance of Vector Presence (RSVP) of ovi trapping has been finalised throughout North and South Bundaberg. An Approved Inspection Program with the assistance of QLD Health is expected to be introduced to the Childers area in October 2016 prompted by the identification of Aedes aegypti in Childers May 2016.
Strategy 1.1.3 Support a safe living environment for the community through public safety initiatives and measures						
Department	Service Area	Performance Indicators	Target	Actual	Status	Comment
Waste & Health Services	Environmental Health: Licencing Assessment & Approvals: Health Licencing Inspections	Percentage of inspections completed against the anticipated number of inspections for the year.	Annually 98%	YTD 85%	✓	85% of licenced businesses have been inspected. There has been a significant increase in the number of licensable food business applications throughout the Bundaberg region in the last financial year - 154 in total, bringing the number of licenced food businesses to 570 with an extra 23 pending. (Note: Lower Tolerance is 85%)
Waste & Health Services	Waste: Community Education & Public Relations	Number of community education activities undertaken.	Annually 70	76	✓	43 Media Releases and 30 Material Recovery Facility Tours were undertaken during the year.
Water & Wastewater	Wastewater Systems: Reportable Incidents	Number of reportable incidents.	Quarterly <3	15	✗	14 Breaches of our Environmental Authorities at the Childers, Bargara, Coral Cove, East and Woodgate WWTP's, plus 1 discharge incident due to valve failure which occurred at the corner of Avoca & Scott St's Millbank. All issues have been resolved.
Water & Wastewater	Water Supply Systems: Reportable Incidents	Number of reportable incidents.	Quarterly <3	3	⦿	These are not new incidents but are on-going and under a watching brief with the Regulator, BRC monitoring continues. 1 x Gooburrum WSA - Nitrate. 2 x Gregory River WSA - Trihalomethane's (THM's).
Water & Wastewater	Water Supply Systems: Drinking water microbiological compliance	Percentage drinking water is compliant.	Quarterly 98%	100%	✓	Nil exceedances.

A connected community, full of life

safeguarding our wellbeing, connecting our community, enhancing our quality lifestyle

Outcome 1.1 A safe active and healthy community						
Strategy 1.1.4 Build resilience in our communities to manage natural or man-made adversity						
Department	Service Area	Performance Indicators	Target	Actual	Status	Comment
Disaster Management	Disaster Preparedness	Number of Local Disaster Management Group (LDMG) meetings held.	Annually 3	4	✓	The first Local Disaster Management Group (LDMG) for the 2015-16 financial year occurred 2 July 2015. The second 2 October 2015; the third 16 December 2015, and the fourth meeting was held 10 March 2016. Additionally, the Childers Local Disaster Management Sub-group meeting was held 8 December 2015, and the Gin Gin Local Disaster Management Sub-group meeting was held on 10 December 2015. The legislative basis for these meetings is the <i>Disaster Management Act 2003</i> , which requires a minimum of 2 (Ordinary) meetings of the Local Disaster Management Group per annum.
Strategy 1.1.5 Engage the community and develop key partnerships that support social planning, community programs and information to enable active participation in all aspects of community life and activity						
Department	Service Area	Performance Indicators	Target	Actual	Status	Comment
Community Development	Community Events: Iconic & Community Events	Number of community events held.	Annually 30	24	✓	Community and Strategic events for the quarter included: ANZAC Day Bundaberg, ANZAC Day Gin Gin and Agrotrend.
Community Development	Social Development Action Plan	Number of Social Actions addressed. There are a total of 23 Actions to be implemented over a 3 year period. Priorities include: Safeguarding our wellbeing; Connecting our community; Enhancing our affordable and quality lifestyle and Celebrating our diversity.	Annually 20	YTD 20	✓	Top four actions addressed for the quarter include: 1. RE:Act youth month in April-40+ workshops and events, over 500 attendees across the month. 2. Ice Community Service workers information sessions and resource card development over 50 attendees. 3. Financial Assistance workshops to potential grant applicants in the Multicultural sector, Seniors and Indigenous community. 4. Flourish Family Fun Day which received good feedback from attendees and stall holders with a total of 79 babies presented to Mayor Dempsey.
Community Care	Children & Family Support Programs	Percentage programs are demonstrating compliance with standards & meeting funding targets. Programs include: Neighbourhood Centres; Outside School Hours Care; Resource and Toy Libraries; Community Workshops and Playgroups.	Annually 98%	100%	✓	The Outside School Hours Care (OSHC), Neighbourhood Centres, and Child and Family Program are meeting all obligations under the Queensland Government funding agreements. All programs are meeting obligations under the new Results Based Accountability (RBA) whilst working with in the Human Service Standards. Recently both the Neighbourhood Centres and Child and Family program have received notice of additional funding from the State to deliver programs from 2016 - 17 forward. 2017 however, will see a reduction in funding for OSHC.
Community Care	Home & Community Care Services (Isis, South Kolan and Gracie Dixon)	Percentage services are demonstrating compliance with standards & meeting funding targets. Services include: transport; home maintenance; domestic cleaning; in-home respite; social support; centre-based respite; personal care and meals.	Annually 98%	95%	✓	All legislative obligation are being met under each of the funding areas, both the Commonwealth and State. Some capacity exists in some programs for both under and over 65's -these services

A connected community, full of life

safeguarding our wellbeing, connecting our community, enhancing our quality lifestyle

Outcome 1.2 Equitable access to adequate services and well maintained facilities

Strategy 1.2.1 Plan, provide and maintain or facilitate a range of leisure, physical activity and recreation services and facilities to help meet basic community needs

Department	Service Area	Performance Indicators	Target	Actual	Status	Comment
Community Development	Venues & Facilities: Maintenance	Percentage of capital and maintenance projects completed.	Annually 100%	YTD 96%	✓	Capital and Maintenance Projects for the quarter included: Retaining wall at Childers Historical Complex; Facelift to front of Civic Arcade; Cubicle door replacement at Miara Holiday Park Amenities block; New carpet installed at Bundaberg and Bargara Service Centres; Off-season maintenance started on all Swimming Pools; New pool filters purchased for Isis Pool; First stage of Air Conditioning upgrade completed at Bundaberg Administration Centre, and building commenced on the new amenities block at Elliott Heads Holiday Park.
Community Care	Senior's Housing (68 units)	Percentage services are demonstrating compliance with standards & meeting funding targets.	Annually 98%	100%	✓	Occupancy rates continue to be 'high' to 'capacity'. All obligations under standards and service agreements are being met. Units have been upgraded as vacancies occur ensuring units are kept to a good standard.
Parks, Sport & Natural Areas	Parks: Maintenance; Meeting agreed service standards	Percentage service levels have been met. Services include: cleaning and inspections of playgrounds, boat ramps, toilet facilities and BBQs, and mowing and edging of grass.	Quarterly 85%	82%	✓	Data submitted by maintenance staff demonstrate that service levels for Parks and Open Space were met for at least 82% of all parks. This data may be unreliable as a new mobile tasking system has been implemented and some service data may not have updated. Actual service level is likely higher than 82%.

Strategy 1.2.2 Advocate for such services and facilities with other government and private sector stakeholders

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Parks, Sport & Natural Areas	Sport: Youth Representatives & Sport Organisations	Number of successful grants applications in support of individual sportspeople & sport organisations.	Quarterly 20	26	✓	There were 24 successful Young People in Sport applications and 2 successful application the Sport Championships Funding Program this quarter.

Outcome 1.3 A culture of learning

Strategy 1.3.1 Plan and advocate for a better quality of life for the community through facilitating learning opportunities for the community

Department	Service Area	Performance Indicators	Target	Actual	Status	Comment
Libraries, Arts & Theatre	Libraries: Community Connectivity: Digital Literacy	Number of participants in our Digital Literacy programs.	Quarterly 100	260	✓	Digital literacy programs continue to be well attended. Currently programs are offered in Bundaberg Library regularly, and at Childers Library on an as-needed basis. In addition to our regular iPad and Android tablet classes, there are also robotics sessions during school holidays, Scratch coding sessions with a volunteer tutor during school terms, and the <i>Everyone Online</i> pilot project, which we are running with the State Library of Queensland. The Actual number is inflated due to the inclusion of numbers for our inaugural <i>Makerspace Event</i> . 150+ children and their parents attended this event (held as part of a Diploma of Project Management assessment requirement), in which children could learn/create/play with various technologies.

Strategy 1.3.3 Use our libraries as key resource centres and agents for promoting the value of life-long learning for our community

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Libraries, Arts & Theatre	Libraries: Community Services: Library Usage	Number of patrons using our libraries.	Quarterly 75,000	7,6602	✓	The number of visitors to our library branches between April-June. Bundaberg branch had 61,163, Childers 10,351 and Gin Gin 5,088.

An empowered and creative place

empowering creativity, celebrating our diversity, encouraging life-long learning

Outcome 1.4 A community that values the arts and culture

Strategy 1.4.1 Support and extend opportunities for community engagement and connectedness through partnerships and networking

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Libraries, Arts & Theatre	Arts & Culture: Community Participation	Number of participants in our Arts & Culture programs. Programs include: Visual Arts education & workshops; professional development workshops for artists & educators; Artists in Residence program; school holiday programs & community group programs.	Quarterly 300	5072	✓	A wide range of public programs were on offer to the community this quarter. In addition to regular programs of school holiday workshops; monthly guided tours, and teacher workshops, programming was extended to build on the popular exhibitions of Flora and Fauna and Anne Frank at BRAG, and the community was offered specialist artist talks; a dinner; a high tea; fashion film festival and a boutique market. Of the 5,072 people, 3000 people attended the boutique Mumma's Nest Market. The Public Programs Officer also delivered a large volume of guided tours and activities for groups who were interested to connect with our key exhibitions during the period. 23 groups also conducted self-guided tours of the exhibitions.

Strategy 1.4.2 Work with key stakeholders towards improving knowledge and understanding of the arts and culture and create opportunities for greater involvement with and exposure to them

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Libraries, Arts & Theatre	Arts & Culture: Community Engagement: Visitation to our region's Art Galleries	Number of visitors to BRAG & ChARTs.	Quarterly 7,000	11,244	✓	Two exhibitions in this period proved highly popular with the community, these included Flora and Fauna and Anne Frank. These exhibitions also generated a wide range of public programs also encouraging visitation. Of the 11,244 visitors, 3,458 were to CHARTS and 7,786 were to BRAG.
Libraries, Arts & Theatre	Arts & Culture: Stakeholder Partnerships	Number of strategic partnerships developed or purposefully maintained (with the aim of generating greater community involvement & meaningful participation).	Quarterly 12	42	✓	The majority of partnerships developed during this period (35) were delivered through the Public Programs Officer and Community Arts Officer assisting with key Bundaberg events including RiverFeast and Social Inclusion Week and assisting organisations including Gidarjil, Bundaberg Toy Library, Creative Regions, Paragon Theatre, Friends of Childers Festival, Spinal Injuries Association and the Chinese New Year Committee.
Libraries, Arts & Theatre	Theatre: Stakeholder Partnerships	Number of diverse cultural groups involved with the Moncrieff Entertainment Centre community programs and theatre operations.	Quarterly 25	18	✓	Substantial commercial theatre hires in this final quarter resulted in less opportunity to host engagement opportunities.

An empowered and creative place

empowering creativity, celebrating our diversity, encouraging life-long learning

Outcome 1.5 An affordable, quality lifestyle

Strategy 1.5.1 Advocate for and a better quality of life for the community through relevant, affordable services, programs and facilities

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Libraries, Arts & Theatre	Libraries: Community Services: Community Engagement	Number of participants in our community programs. Programs include: weekly <i>Babytime</i> , <i>Toddler Time</i> and <i>Story Time</i> programs; author events; guest speakers; library tours; media events and youth programs.	Quarterly 2,000	3,246	✓	Figure represents the participants at our weekly children's activities, school holiday activities, author events, First 5 outreach activities and community events held at all our branches for the April-June period.

Outcome 1.6 Our culture, identity and heritage being valued, documented and preserved

Strategy 1.6.1 Promote cultural development through understanding, recognising, recording and preserving the region's heritage, diversity, arts and culture

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Libraries, Arts & Theatre	Arts & Culture: Culture & Identity	Number of Culture & Identity projects/programs delivered. A Culture & Identity project/program develops and promotes our local regional identity. It may include representations about our regional identity from individual, community, national and/or global perspectives.	Quarterly 4	4	✓	Four culture and identity projects were delivered this quarter including the Margaret Murdoch exhibition, highlighting the life of a highly acclaimed fashion designer from Bundaberg; Centrefold, an exhibition by Childers artists; Out of The Vault, an exhibition showcasing portraits from the Bundaberg Regional Council Art Collection, and the Barolin Nature Reserve project involving a collaboration with Parks and Natural Areas staff within Council.
Libraries, Arts & Theatre	Libraries: Local History: Recording and preserving our region's heritage	Number of images, recordings and items documented, catalogued or posted to our website (i.e. in Picture Bundaberg, Bundaberg Stories or History Bytes).	Quarterly 200	288	✓	The number of new images added/digitised/catalogued for our Picture Bundaberg archive, which is currently comprised of 6,700 images of our region.

A healthy natural environment

caring for our surrounding, sustaining the environment

Outcome 2.1 A natural environment that is valued and sustainable						
Strategy 2.1.1 Provide a range of community awareness activities and programs that enable the community to support the preservation of the region's natural environment						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Parks, Sport & Natural Areas	Natural Resource Management: Public Awareness & Education	Number of public awareness and education programs and activities. Programs include: field days, community events, brochures, workshops & signage.	Quarterly 8	11	✓	11 environmental awareness programs were delivered during the 4th quarter. 1. Mechanical removal of aquatic weeds at Baldwin Swamp Environmental Park (News-Mail article and local news coverage) 2. Moore Park Beach Wetlands Awareness Signage (developed with Moore Park State School as part of their Reef Guardian Schools Program) 3. Coordinated Wild Dog Baiting Program 4. Land Protection Stand at Agrotrend 5. Carbon Farming Case Study with Greenfleet and BMRG 6. Channel 7 & 9 coverage of Unmanned Aerial Vehicle (UAV) Spray Trial 7. Radio Interview and News-Mail article covering UAV trial in Childers area 8. New signage and fact sheet for neighbouring residents for the Harry Frauca Boardwalk area of Baldwin Swamp Environmental Park 9. Assistance in development of marine debris awareness project 10. Reprint and distribution of the Barolin Nature Reserve Natural Area Brochure 11. GRT article in Council's Newsfeed Newsletter.
Strategy 2.1.3 Within resources and in partnerships with key stakeholders, effectively and efficiently manage, rehabilitate and preserve the environment amenity of our region						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Parks, Sport & Natural Areas	Natural Resource Management: Natural Areas Operational Plans	Percentage of actions undertaken. Key priorities include: Weed control, track maintenance, regeneration projects and Natural Areas improvement.	Annually 75%	70%	✓	70% of Natural Area Operational Plan actions were completed in the 2015-16 financial year, helping Council and key environmental stakeholders to effectively and efficiently manage, rehabilitate and preserve the region's environmental amenity. The target was slightly lower than anticipated however, many environmental projects were completed outside of Council's Natural Area Estate in locations such as Moore Park Beach, Elliott Heads, Coonarr Wetlands, and Bargara foreshore areas.
Strategy 2.1.4 Develop and implement plans underpinned by the principles of sustainable development						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Development	Policy Development Implementation	Bundaberg CBD Master Plan: Percentage the CBD Master Plan has been finalised for adoption.	Annual (Goal Post) 100%	75%	○	Completion of the first draft has been achieved. Further refinements and drafting is being done to reflect feedback from first review.

Sustainable environmental planning and design

recognising local character, prioritising regional infrastructure








Outcome 2.2 A quality, aesthetically pleasing built environment that meets basic community needs						
Strategy 2.2.2 Enable, support and manage our built environment so that it embraces the identity and liveability of individual communities						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Parks, Sport & Natural Areas	Infrastructure Provision: Requirements & Provision	Number of public open space areas upgraded with new infrastructure.	Annual 10	15	✓	New assets and infrastructure were installed at 9 Parks and Open Space locations this quarter including new playground at Gin Gin Recreational Reserve; shelter at Claude Dooley Park Moore Park; car park and access at Christen Park Bargara; shelter at Elliott Heads Foreshore; Shade Structure at Heritage Park Childers; Visitor Car Park at Bundaberg Cemetery, and Shelter at Herb Muller Park, Innes Park.
Parks, Sport & Natural Areas	Asset Maintenance & Renewal: Requirements & Provision	Number of identified priority capital projects completed to maintain and renew existing infrastructure.	Annually 10	16	✓	Assets were maintained and renewed at 6 locations this quarter including replacement of a playground at Elliott Heads Foreshore; Band Stand at Alexandra Park Bundaberg; reseal of Botanic Gardens internal road, and several shelters and BBQ's.
Outcome 2.3 The provision of infrastructure fit for purpose that meets the region's current and future needs						
Strategy 2.3.1 Ensure a coordinated and integrated approach to regional infrastructure, implementation and maintenance						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Development	Development Assessment: 10 days or less	Percentage of total development applications issued with a decision within 10 days.	Quarterly 30%	29.2%	✓	21 applications had a decision stage of 10 days or less.
Development	Development Assessment: 40 days or less	Percentage of total development applications issued with a decision within 40 days.	Quarterly 85%	84.7%	✓	61 applications had a decision stage of 40 days or less.
Development	Development Assessment: Negotiated Requests	Percentage of development approvals that have a negotiated request.	Quarterly < 10%	4%	✓	There were 3 negotiated decision notice requests processed for the quarter.
Development	Policy Development and Implementation	Local Government Infrastructure Plan adopted for the Bundaberg region.	Annual 80%	55%	✗	Tasks completed this quarter included completion of population model and review of road hierarchy. The review of plans for trunk infrastructure commenced, and consultants were commissioned to undertake separate modelling for Water and Wastewater. Target was not reached primarily due to delays by the consultant in completing the population model and other operational work requirements.
Roads & Drainage	Construction: Management & delivery of Annual Capital Works Program	Percentage of works completed.	Annual 95%	94%	○	The Roads and Drainage Annual Capital Works Program was delivered with a final expenditure of 94% of the total Annual Budget. Although slightly under target, all projects were mostly practically completed at the end of the financial year with only minor expenditure on these projects not fully received. Roads capital – 96% Stormwater – 84% Footpaths and Pathways – 96% Stormwater was slightly down due to some projects being deferred and preconstruction expenditure yet to be spent.

Sustainable environmental planning and design

recognising local character, prioritising regional infrastructure

Outcome 2.3 The provision of infrastructure fit for purpose that meets the region's current and future needs

Strategy 2.3.1 Ensure a coordinated and integrated approach to regional infrastructure, implementation and maintenance






Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Roads & Drainage	Maintenance: Outstanding Defects	Percentage increase or decrease of outstanding defects (i.e. maintenance work to be completed).	Quarterly -2.5%	+7.8%		Outstanding defects recorded for the Roads and Pathway network in Reflect total 11,305; an increase of 7.8% during the quarter. 2,375 defects were completed in the 3 month period. The increase in outstanding defects could be attributed to the imposed budget constraints approaching the end of the financial year.
Support Services	Asset Maintenance: Advice, Planning & Design	Percentage of internal client survey results satisfactory or above.	Quarterly 75%	89%		Positive feedback was received with clients commenting on how well the AMS Work, Planning and Control process is working, and the improvement in service delivery. 32% Very Good, 57% Good, 5% Average, 1% Poor and 5% Not Applicable
Support Services	Asset Maintenance: Maintenance Delivery: Planned Maintenance	Percentage of Priority 1 & 2 work tickets raised against the total number tickets. Notes: Priority 1 & 2 work is primarily reactive maintenance. A high level will indicate a high focus on reactive rather than preventative maintenance. Asset Maintenance's long-term objective is to increase planned and preventative maintenance.	Quarterly Trend	58.8%		Total Priority 1 & 2 Work Tickets (primarily unscheduled maintenance tasks) totalled 58% of all maintenance work tickets for quarter. Reduction in the number of scheduled maintenance tasks was due to budget restrictions in other areas. Scheduled work tickets: 986 Unscheduled work tickets: 580
Support Services	Asset Maintenance: Maintenance Delivery: Requested Maintenance	Portion of Priority 1 & 2 work tickets raised against the number of works completed.	Quarterly 95%	83.2%		580 Priority 1 & 2 scheduled tasks with 483 completed. Some tasks deferred on client decision basis in response to management request for savings in the 4th quarter.
Support Services	Design: Technical Advice: Provision of quality technical advice across Council Departments	Percentage of internal client survey results satisfactory or above.	Quarterly 75%	n/a		Only 1 survey was completed for the period.
Support Services	Fleet Maintenance: Availability of Plant, Vehicle & Equipment	Percentage of overall plant, vehicle and equipment availability.	Quarterly 95%	97.76%		Group utilisation in the 4th quarter was 98.64% of the quarterly utilisation target. Utilisation is made up of Heavy Vehicles and Yellow Plant
Support Services	Fleet Maintenance: Utilisation of Plant, Vehicle & Equipment	Percentage user departments have met minimum utilisation targets.	Quarterly 90%	98.64%		The average utilisation was 85.71%.

Sustainable environmental planning and design

recognising local character, prioritising regional infrastructure

Outcome 2.3 The provision of infrastructure fit for purpose that meets the region's current and future needs

Strategy 2.3.1 Ensure a coordinated and integrated approach to regional infrastructure, implementation and maintenance

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Water & Wastewater	Plumbing Services: Inspections	Number of inspections (i.e. ensuring compliance with building codes).	Quarterly Trend	568		Figure represents plumbing inspections only. Notice to service provider (NTSP) inspections and on-site sewerage complaints inspections are not included.
Water & Wastewater	Wastewater Systems: Sewer main blockages	Number of sewer main blockages per 100km (indicative of processes).	Annually <30	10.00		13 Sewer Main Blockages within 679.98 km of sewer main length, which equates to 1.91 blockages per 100 km for the period April 2016 to June 2016. These results are within the annual target.
Water & Wastewater	Wastewater Supply Systems: Water main leaks	Number of water main leaks per 100km (indicative of infrastructure).	Annually <20	4.57		6 Water Main Breaks within 906.37km of water main length, which equates to 0.66 breaks per 100 km for the period April 2016 to June 2016. These results are within the annual target.
Water & Wastewater	Water Supply Systems: Water usage	Water usage per head of population for Bundaberg Region.	Quarterly Trend	324 L/P/D		324 litres per person per day (L/P/D/P is higher than the 3rd quarter of 300 L/P/D – figure is within normal consumption trends).
Water & Wastewater	Water Supply Systems: Water usage vs. allocation	Water usage as a percentage of allocation for Bundaberg Region.	Quarterly < 95%	56.1%		56.1 % of allocation consumed for the quarter indicates adequate allocation to service community requirements.

Sustainable environmental planning and design

recognising local character, prioritising regional infrastructure

Outcome 2.3 The provision of infrastructure fit for purpose that meets the region's current and future needs

Strategy 2.3.2 Support the rehabilitation and/or the preservation of the environmental amenity of the region

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Waste & Health Services	Waste: Resource Recovery: Municipal solid waste diverted from landfills	Percentage of waste diverted to be reused.	Quarterly 30%	32%	✓	Percentage comprises collections recycling, green waste and steel products.

Strategy 2.3.4 Apply financial sustainability principles in planning, funding, creating and maintaining infrastructure

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Projects	Recoveries: Work hour recovery from Capital Works	Percentage of recoveries as a proportion of operational work hours.	Quarterly 75%	87%	✓	This quarter the Projects Department has exceeded the recovery target by 12%. This was expected due to the phase and volume of capital works underway in the 4th quarter.
Support Services	Asset Management: Asset Valuation & Revaluation	Revaluation of infrastructure assets: Percentage that revaluation of the Transport Infrastructure Class has been completed.	Annually 100%	100%	✓	Asset Revaluation of the Transport Infrastructure class was being undertaken in 2015-2016 financial year, but has now been rescheduled to be completed in the 2nd quarter of 2016-17, due to an extension of time in the delivery of the condition assessments by Pavement Management Systems, within the Bridges and Roads categories. Condition survey of Footpaths has been completed.
Water & Wastewater	Project Planning & Delivery: Delivery of annual new and replacement Capital Works	Percentage of works completed against the Annual Capital Works program.	Annually 95%	97.3%	✓	13 Capital Works Projects were scheduled for the 2015-16 financial year. The following are incomplete - (1) Rubyanna WWTP (Multi-Year Project) (2) Gin Gin Water Treatment Plant Upgrade, (3) Deering Place Wastewater, (4) Takalvan Street Control Valve Upgrade

A vibrant economy

creating self-sufficient industry, developing diversity in our economy, growing local jobs, enhancing local skills

Outcome 3.1 Diversified, prosperous and innovative industry sectors						
Strategy 3.1.1 Implement and action the regional economic development strategy						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Commercial Business & Economic Development	Economic Development Strategy (EDS)	Percentage EDS priorities have been implemented EDS is a 10 year blueprint for sustainable economic growth.	Annually 100% over the course of the year	100%	✓	A full report of all economic development initiatives was delivered to the Business Bundaberg Advisory Committee in mid-May. Some of these initiatives have been reported through local media channels including the Council and Business Bundaberg websites. Successful activities held in the 4th quarter included 'Bundaberg Business Expo and the associated GoDigitalBundaberg forum', 'Port Trade Development Group', TEQ SGBR Destination Leaders Program, WBB Resource Group; visit to Bundaberg by a Nanning Delegation; Airport Master-plan finalisation; RV Friendly Park options; Bundaberg Arts & Innovation Hub options; GoDigitalQld and the ongoing startupBundaberg meet and greets.
Strategy 3.1.2 Support, market and promote the region						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Commercial Business & Economic Development	Tourism Development and Services: Bundaberg North Burnett Tourism (BNBT) Partnership Agreement	Percentage BNBT progress reports have been satisfactory completed.	Annually 100%	100%	✓	The Partnership Agreement with BNBT includes reporting and review guidelines including a formal presentation to Council every 6 month period. A formal report and presentation was made to Council during the last quarter. BNBT deliverables this year included: Re-establishment of Lady Musgrave day tours, implementation of the Mon Repo Master Plan (including a new \$10M funding commitment from the Qld. Govt) and development and implementation of a culinary tourism strategy. Negotiations have also been held between Council and BNBT to renew the Partnership Agreement for a further 4 year period from 1 July 2016.

A vibrant economy

creating self-sufficient industry, developing diversity in our economy, growing local jobs, enhancing local skills

Outcome 3.2 Support and facilitate employment opportunities for the community**Strategy 3.2.1 Promote and support initiatives designed to enhance increased local employment and training**

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Commercial Business & Economic Development	Employment Rate	Unemployment rate for the Bundaberg region (Target 5.9% is equal to Qld. Unemployment rate).	Annually < 6.4%	8.7 %		The annually adjusted unemployment rate in the Wide Bay Region as provided by the Qld. Government Statistician's Office as at 26 May 2016, shows the rate decreasing by 2.6 percentage points from the April Quarter 2015. The unemployment rate in the Bundaberg Region is the same as the level for the Wide Bay Burnett region, but remains significantly higher than the average for Queensland at 6.2%, which is the aspirational target listed in our Economic Development Strategy.

Strategy 3.2.2 Promote and support initiatives designed to enhance increased local employment and training





Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Commercial Business & Economic Development	Bundaberg Regional Airport	Number of passengers processed through the Bundaberg Regional Airport terminal.	Quarterly 30,000	43,530		Passenger numbers have risen by some 12% in comparison to the same quarter last year. The total pax (passenger facilitation charge) numbers for the 2015-16 year was 167,128 which is an increase of 10,893 on 2014-15 and a percentage increase of 7%.
Commercial Business & Economic Development	Bundaberg Regional Airport	Number of Regular Public Transport (RPT) services.	Quarterly 380	489		The number of Regular Public Transport (RPT) services has increased due to airlines offering additional flights.

Outcome 3.3 Foster a flexible, supportive and inclusive business environment**Strategy 3.3.1 Promote the vision that encourages business enterprises relocating to, expanding within, or establishing in the region**

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Commercial Business & Economic Development	Economic Development: Networks & Partnerships: Support to existing business	Number of direct contacts with existing businesses, providing information and referrals.	Quarterly 30	44		Again this quarter was a busy period for business meetings and business support.


Innovative people

creating self-sufficient industry, developing diversity in our economy, growing local jobs, enhancing local skills

Outcome 3.3 Foster a flexible, supportive and inclusive business environment						
Strategy 3.3.2 Support and encourage appropriate levels of regional economic investment with the capacity to diversify and expand the economic base and secure sustainable new business investment						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Commercial Business & Economic Development	Economic Growth: Gross Regional Product	Percentage growth in our region's Gross Regional Product (GRP).	Annually 2.4% Data calculated in Nov.	0.4%		The Gross Regional Product for 2014-15 improved considerably on the previous year's negative figure (minus 7.2%). A significant number of regional projects commenced during 2014-15 and a corresponding increase in our GRP was anticipated and pleasingly realised. This improved figure is nearly in-line with the Queensland Gross State product of 0.5%. Our Economic Development Strategy KPI target is based on long-term (5 year average) State averages.
Commercial Business & Economic Development	Export Growth	Value of goods exported from the Bundaberg Region.	Annually \$1.8 B Data calculated in Nov	\$1.1B		Exports from the region are measured on an annual basis and while the aspirational goal for 2014-15 was not met, we look forward to the publication of new figures later this year. It is important to see growth in exports from the region as businesses that export are more likely to be financially stable and employ more people.
Outcome 3.4 Attract and support the enhancement, retention, education and employment opportunities for key demographic groups						
Strategy 3.4.1 Encourage, promote and support innovation and learning within the community						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
People & Performance	Human Resources: Community Support: Education, Work Experience & Employment	Number of Community Support activities undertaken (includes work experience, traineeships, apprenticeships, scholarships, and cadetships).	Annually 50	93		Council hosted 59 work experience students, 33 volunteers and 1 engineering scholarship during the 2015-16 Financial Year.
Strategy 3.4.2 Encourage environmentally sustainable development opportunities						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Commercial Business & Economic Development	Clean Energy Strategy (CES)	Percentage CES priorities have been implemented.	Annually 75%	75%		Phase 1 Objectives include: 1. Reduce Council's operation costs related to energy consumption. 2. Reinforce Council's commitment and leadership in clean energy related initiatives through proactive adoption and implementation. 3. Council staff to become increasingly aware of energy efficient policies and implement actions into daily work routines. 4. Implementation of appropriate clean energy solutions where significant energy efficiencies can be gained. 5. Preserve and protect our natural environment through environmentally conscious energy management practices and efficient resource utilisation. For more information on current projects and initiatives refer to http://www.bundaberg.qld.gov.au/clean-energy-bundaberg/projects

Effective and ethical governance

responsive, cohesive, sustainable, ethical and accountable

Outcome 4.1 Listening and communicating						
Strategy 4.1.2 Proactively seek community engagement within the community						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Stakeholder Engagement	Social Media Engagement: Community engagement through social media platforms	Stakeholder Engagement: Social Media Engagement: Community engagement through social media platforms: Number of views - Twitter, Facebook and YouTube.	Quarterly 250,000	404,232	✓	The Media and Marketing Team has produced an increased amount of online videos and interactive posts in the last quarter in response to the new Council's increased focus on digital communications. Community engagement continues to be above our target.
Outcome 4.2 Open and transparent leadership						
Strategy 4.2.2 Support an open and accountable governance framework						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Internal Ombudsman	Community Access	Right to Information (RTI) and Privacy (IP) Applications received and processed within applicable timeframes.	Quarterly 90%	100%	✓	5 <i>Right to Information</i> Applications were processed within timeframes during the quarter.
Internal Ombudsman	Governance: Administrative Reviews	Number of Administrative Reviews received and processed within applicable timeframes.	Quarterly Trend	5		5 <i>Administrative Action Complaints</i> were received during the 4th quarter.
Internal Ombudsman	Insurance	Number of Insurance Claims processed within timeframes (General Insurance & Public Liability Claims).	Quarterly 95%	100%	✓	19 insurance claims were received and processed within timeframes during the 4th quarter.
Outcome 4.3 Strong regional advocacy						
Strategy 4.3.2 Represent and promote the interests of the community through key regional stakeholders						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Commercial Business & Economic Development	Economic Development: Networks & Partnerships: Investment in business attraction	Number of meetings held with key regional development agencies.	Quarterly 5	17	✓	With the Local Government elections held in March and the resultant new Councillors there was a need to increase the level of consultation with key regional development stakeholders over the past quarter.

Effective and ethical governance

responsive, cohesive, sustainable, ethical and accountable

Outcome 4.3 Strong regional advocacy

Strategy 4.3.2 Represent and promote the interests of the community through key regional stakeholders

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Stakeholder Engagement	Media Communications: Representing & communicating the interests of regional stakeholders	Number of media releases including releases, statements and web-site posts.	Quarterly 150	174	✓	The Media and Marketing Team produced a high number of media releases during the last quarter in relation to initiatives undertaken by the new Council and the 2016-17 Budget. The local print media published 100 per cent of Budget material provided.

Outcome 4.4 A committed and responsive customer service focus

Strategy 4.4.1 Provide friendly, respectful and proactive customer service delivery, consistent with our values

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Development	Community & Internal Customer Services	Percentage planning searches are issued within statutory and corporate time frames.	Quarterly 95%	99%	✓	232 Building Records searches, 6 limited planning certificates, 2 standard planning certificates and 6 full planning certificates were issued during the quarter.
Financial Services	Customer Service: Customer Request Management (CRM)	Percentage of CRMs outstanding across council in relations to the timeframes assigned.	Quarterly <15%	11%	✓	Council's response to customer requests has exceeded performance expectations, providing a quality timely service to our residents.
Information Systems	Efficient Operations: Support Requests	Number of support requests.	Quarterly Trend	1,800	↔	Close to expected quarter result for support requests based on current trend of near 600 requests per month.
Information Systems	Efficient Operations: Resolved Support Requests	Percentage of requests resolved within service level standards.	Quarterly 98%	95%	✓	This is an improvement over the previous quarter even though support staff were assisting with project delivery tasks including mobility and core systems replacement.

Effective and ethical governance

responsive, cohesive, sustainable, ethical and accountable

Outcome 4.4 A committed and responsive customer service focus						
Strategy 4.4.1 Provide friendly, respectful and proactive customer service delivery, consistent with our values						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Roads & Drainage	Group: Response to complaints and community requests for works and advice	Percentage of Customer Requests (CRMs) completed within allocated time periods.	Quarterly 80%	77%	✓	A total of 2233 tasks were completed for the Roads and Drainage Group during the 4th quarter, with an average processing time of 16 days per task. (Note: Lower Tolerance is 60)
Support Services	Fleet: Management: Administration: Internal client satisfaction	Percentage of internal client survey results satisfactory or above.	Quarterly 75%	83.3%	✓	88.3% of internal client survey results rated satisfactory or above. Customer Satisfaction Surveys are issued at the completion of preventative maintenance services. 77 surveys were sent out in the 4th quarter with 31 being returned.
Water & Wastewater	Plumbing Services: Approvals	Percentage of approvals processed within allocated time period.	Quarterly 95%	62%	✗	Extended approvals times during the quarter were due to the group being down one staff member and a protracted HR matter (now solved). Approval times are to be brought back to the required standard by continuous tracking of performance and the application of overtime where required.
Water & Wastewater	Plumbing Services: Inquiries	Number of enquiries.	Quarterly Trend	879	↔	1,248 enquiries received (including Plumbing, NSTP counter and telephone calls).
Strategy 4.4.3 Continue to develop a more cohesive workplace culture with a strong customer focus						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Financial Services	Customer Service: Call Centre: Call Management	Percentage of calls effectively processed at point of contact.	Quarterly 90%	97%	✓	Response to customer enquiries via the Call Centre has exceeded set tolerances, providing quality outcomes at the first point of contact.
Outcome 4.5 Responsible financial management and efficient operations						
Strategy 4.5.1 Maintain a long-term financial sustainability strategy						
Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Sustainable Finance	Budget: Operating Surplus	Ratio is between 0 and 15% of total operating revenue.	Annually 5%	4.4%	✓	The 2015-16 preliminary result is 4.4% The Budget estimate for 2016-17 is 2.5%
Sustainable Finance	Financial Forecasting: Asset Sustainability Ratio	Capital expenditure on replacement assets is greater than 90% of depreciation.	Annually 100%	75%	✗	The 2014-2015 preliminary result is 75% (Lower Tolerance is 90%) The Budget estimate for 2016-17 is 185.6%

Effective and ethical governance

responsive, cohesive, sustainable, ethical and accountable

Outcome 4.5 Responsible financial management and efficient operations

Strategy 4.5.2 Drive the region's strategic direction on behalf of the community through effective and responsible policy, planning and decision making

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Development	Development Compliance	Enforcement actions are taken within statutory timeframes (includes actions against breaches and unlawful use of land, defective or illegal building works).	Quarterly 100%	100%	✓	For the quarter there were 126 compliance matters investigated: 53 compliance letters; 35 Show Cause Notices and 18 Enforcement Notices.
Financial Services	Financial Accounting: Cash Flow	Level of funds available greater than \$30m at the end of the financial year.	Annually \$40m	\$93.5m	○	Cash held at the end of the quarter was approximately \$93.5m. This balance, which is slightly higher than the upper tolerance limit of \$90m, is the result of the rating period earlier in the 2016 year, and it is expected that cash levels will drop to within the tolerance range as expenditure on the large Capital Projects increases in the first quarter of the new financial year.
Financial Services	Procurement: Strategic Supply; Spend under Management: Management of expenditure through a defined procurement process	Percentage of spend under management.	Quarterly 60%	65%	✓	As new arrangements are put in place the percentage of spend under management is slowly increasing. The use of BRCprocureit is aiding this process.
Roads & Drainage Support Services	Planning: Adoption of our rolling 3 Year Capex Program Asset Management: Strategic Implementation: Review Corporate Asset Management Framework	Percentage the program has been developed and is ready for adoption by Council. Percentage the review of Asset Management documents has been completed. Notes: Documents include Council's Asset Management Policy and Asset Management Strategy, as well as Council's multiple Asset Management Plans.	Annually 100% Annual 100%	100% 75%	✓ ○	Both the 2016-17 Budget and Three Year Capex have been adopted by Council. The Asset Management Policy and Asset Management Strategy have been revised for review by the Executive Team, and the Water, Wastewater, Footpath and Buildings and Structures Asset Management Plans revision is being updated for Group Manager Review. Transport and Stormwater Asset Management Plans are being revised. The target date for adoption by Council of the complete Framework of Asset Management documents has been revised to September 2016.
Support Services	Asset Management: Sustainable Management: Reconciliation of assets and infrastructure against long-term sustainability	Percentage the reconciliation process has been completed.	Annually 100%	100%	✓	Capital recognition processes are formally undertaken after the periods ending October, February, April and May. All Internal Capex and all Donated Capex have been processed and reconciled, and asset data maintenance and validation process have been undertaken.
Support Services	Design: Delivery of Civil Design Program	Percentage of Design Projects delivered against the revised capital budget. (Goal is to increase the implementation Civil Design Programs across Council i.e. Department utilisation of Design support in Capital Works projects).	Bi-annually 100%	100%	✓	All projects were completed as requested. From the original program, 2 Roads and Drainage projects were deferred to the 2016-17 program as further consultation was required, and 1 Water and Wastewater project was put on hold as directed by the client.
Support Services	Fleet: Acquisition and Disposal	Percentage the annual plant replacement program has been committed by the end of the third Quarter.	Annually 95%	112%	○	Four items (2 trucks, 1 ute, 1 tractor) were provided for in the 2014-15 budget but were delivered and paid for in the 2015-16 budget resulting in an over expenditure of \$318,427.18 in the 2015-16 year. All approved items from 15-16 budget were committed by the end of the 3rd quarter, giving a combined performance of 112%.

Effective and ethical governance

responsive, cohesive, sustainable, ethical and accountable

Outcome 4.5 Responsible financial management and efficient operations

Strategy 4.5.2 Drive the region's strategic direction on behalf of the community through effective and responsible policy, planning and decision making

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Sustainable Finance	Budget: Loan indebtedness	Loan indebtedness does not exceed 60% of Gross Operating Expenses.	Annually 10%	-2.5 %	✓	The 2015-16 preliminary result is -2.5 % The Budget estimate for 2016-17 is 19.5%

Strategy 4.5.3 Apply effective knowledge management practices in our service delivery to our community

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Financial Services	Accounts Payable: Creditor Invoices: Process all creditor invoices, credit notes & payments within payment terms	Number of payments outside of terms.	Quarterly < 90	48	✓	Results this quarter are quite low due to the promptness of council staff returning invoices for the June period to enable costing to be entered into this year's budget Notes: Number of invoices paid short is dependent upon Council staff returning invoices promptly and within end of month time frames. Internal systems are in place to chase up missing documentation before end of month. Carry overs are promptly chased up and cleared before the following month.
Financial Services	Audits	Prepare unaudited Annual Financial Statements in accordance with the applicable accounting standards and forward to the external auditors within legislative timeframe.	Annually 100% by the end of 2nd Quarter	50% (2015-16)	✓	The interim audit for the 2015-16 financial year was conducted in April 2016 and no significant audit issues were identified. The 2015-16 financial year was closed off in the Council financial system on 30 June 2016, and work has now begun on the preparation of the Annual Financial Statements for audit in October 2016.
Financial Services	Financial Assets: Overall Condition	Number of assets with an overall condition index of 7 (very poor condition) or worse, unless asset is to be decommissioned.	Annually <250	2,382	✗	There has been a small reduction in number of assets in poor condition compared to last quarter (2,407) due to capital expenditure. The larger percentage of assets are in the Wastewater class as a result of aging infrastructure.
Financial Services	Investments	Minimum return on investments is 1% (Percentage is calculated above the target cash rate).	Annually > 0.5%	This quarter 1.12%	✓	Interest rates were quite strong in April. However, when the RBA decreased the cash rate to 1.75% in May, the rates have fallen slightly.
Financial Services	Taxation: Compliance with Taxation legislation	Percentage taxation requirements have been completed (includes GST, BAS & Payroll).	Annually 100%	100%	✓	All taxation requirements are currently being met for this stage of the year with normal monthly BAS and Payroll Tax returns being submitted. The Annual Fringe Benefits Tax Liability Return has been prepared and submitted.
Information Systems	Projects	Percentage of projects on schedule and on budget.	Annually 100%	YTD 70%	✗	A number of projects were finalised this quarter including re-cabling, rack and uninterrupted power supply (UPS) and works at various microwave sites. The core systems replacement project continues in the requirement gathering phase.
Information Systems	Efficient Operations: Systems Availability	Percentage Information and Technology systems are available (availability indicates there is no interruption to business operations).	Quarterly 98%	97%	✓	This figure includes downtime for both unscheduled and scheduled maintenance and issues. A target of 98% represents a possible monthly downtime of IT services of 14hrs 36mins. This figure is calculated through a monitoring service of 1000's of sensors, which maintain statistics and metrics against Council's business applications, IT services, IT infrastructure and networks. As expected in the last quarter, the availability figure was slightly lower as a large number of scheduled replacement works on the network were completed.

Effective and ethical governance

responsive, cohesive, sustainable, ethical and accountable

Outcome 4.6 A common sense approach to planning, coordination and consultation

Strategy 4.6.2 Provide strong governance and leadership that includes open, timely and transparent communication and responsible decision making

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Financial Services	Revenue: Rates	Outstanding Rates as a percentage of rates levied	Bi-annually <5%	4.15%	✓	Rates debt owing before the half-yearly Rates Billing on 31 July 2016 was \$5,780,977 which is 4.15% of levy of \$139,245,911. Rates debt owing 5 February 2016 was \$5,656,645 which is 3.9% of levy of \$145,138,441.
Internal Ombudsman	Risk Management	Percentage of open risk compared to total risk each quarter (i.e. the number of open risks compared to closed risks, shown as a percentage)	Quarterly <10%	20.95%	✗	Due to the amalgamation of differing software packages during this quarter the reported figure is higher than the tolerance. There is no actual heightened risk exposure across council. The KPI will be revised to ensure an appropriate tolerance level is established.
Regulatory Services	Regulated Parking: Debt Recovery: SPER	Number of parking infringement notices forwarded to SPER for debt recovery (SPER – Penalties Enforcement Agency).	Quarterly Trend	266	↔	266 parking infringements were referred to SPER for debt collection due to non-payment

Outcome 4.7 A valued workforce committed to the region delivering quality services

Strategy 4.7.2 Facilitate the development and maintenance of a workforce that embraces innovation and improved service delivery

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
People & Performance	Human Resources: Training and Development: Staff satisfaction	Percentage of staff satisfaction with training.	Quarterly 80%	90%	✓	89 staff participated in mandatory training with an average satisfaction rating of 90%.
People & Performance	Workplace Health and Safety: Hazard Inspections: Timeliness of hazard inspections	Percentage of inspections carried out on time.	100%	Annual Result 100%	✓	280 inspections were scheduled 280 were completed.

Effective and ethical governance

responsive, cohesive, sustainable, ethical and accountable

Outcome 4.7 A valued workforce committed to the region delivering quality services

Strategy 4.7.3 Ensure our workforce is adequately trained, developed and supported to competently manage themselves and their work

Department	Service Area	Performance Indicator	Target	Actual	Status	Comment
Internal Ombudsman	Governance: Organisational Governance Awareness	Percentage of staff trained in Governance Compliance and Risk Management processes and procedures (Right To Information (RTI) and Information Privacy (IP) training).	Annually 90%	98.5%	✓	560 of 567 eligible employees have completed Right to Information and Information Privacy training.
People & Performance	Workplace Health and Safety: Lost Time Injury Frequency Rate: Industry standard measurement	Number of injuries per number of hours worked (all employees across whole organisation).	Annually <17.9	16.94%	✓	The LTIFR was influenced by an increased number of hours worked this quarter and an increase of injuries requiring time off work. LTIFR remains under the annual target of 17.9%
People & Performance	Workplace Health and Safety: Days Lost	Number of days leave taken as a result of injury.	Annually <588	395	✓	The number of days taken as a result of injury increased significantly in the 4th quarter (181 days) but the annual amount remains significantly under the annual target of 588 days.
People & Performance	Workplace Health and Safety: Lost Time Injuries	Number of people injured requiring leave of duties.	Annually <24	25	✓	Council's focus on early and sustained return to work has resulted in the majority of staff returning to work following injury.
People & Performance	Workplace Health and Safety: Notifiable incidents	Number of notifiable incidents.	Annually <4	5	✓	2 incidences occurred this quarter. 1 incident was a vehicle accident involving 2 members of the public at a BRC work site. The other incident was not as a result of work being performed but was within a category that had to be reported.
People & Performance	Workplace Health and Safety: Training and Development	Percentage attendance to mandatory WHS training.	Annually 98%	YTD 81%	✗	This quarter 476 staff were identified - 440 attended which equates to 92% for quarter. In total 1880 staff were booked in for training with 1518 attending, resulting in 81% attendance for the year (Note: Lower Tolerance is 90%)





Item

09 August 2016

Item Number:	File Number:	Part:
J1	339.2016.2.1	PLANNING

Portfolio:

Infrastructure & Planning Services

Subject:

Wearing Road, Bargara - Request for Street Naming - Bargara Views Estate

Report Author:

Richard Jenner, Development Assessment Manager

Authorised by:

Michael Ellery, Group Manager Development

Link to Corporate Plan:

Governance - 4.4.6 A commonsense approach to planning, coordination and consultation

Background:

APPLICATION NO	339.2016.2.1
PROPOSAL	Request to name street
APPLICANT	Gairloch Developments Pty Ltd
LOCATION	Chantilly Street, Bargara
ESTATE NAME	Bargara Views Estate
RELATED APPROVAL	321.2008.50212.2
DATE OF REQUEST	05/07/2016
EXISTING NAME	N/A
NO. OF SUBMITTERS	N/A

1. BACKGROUND

The Developer Gairloch Development Pty Ltd in a request dated 6 July 2016 provided three (3) preferences for Roads A-D, being the final stage of Bargara Views Estate. In addition to the proposed new roads, the Road Name Plan also nominates to extend Chantilly Street to the Sarel Street/Firefly Street intersection.

It should be noted that a combination of Court and Place are proposed by the Developer which is consistent with the approved names for previous stages of the development.

Table 1 provides a summary of the street names, proposed by the Applicant, for consideration.

Table 1 - Suggested Street Names for Final Stage of Bargara Views Estate

Road	Street Names Register – suggested by Developer	Alternative Names – suggested by Developer
	Name	Name
Road A		1. Sarah Place 2. Lamond Place 3. Chilton Place
Road B		1. Elise Court 2. Chase Court 3. Knox Court
Road C		1. Chase Court 2. Knox Court 3. Lamond Place
Road D		1. Twilight Street 2. Vision Street 3. Starlight Street

2. ASSESSMENT

2.1 Street Names

	Yes	No	N/A
Does the proposal reflect aspects of the area in which it is located, including historical names?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the proposal part of a theme for a development?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is the name a noun and generally contain one (1) word? If a composite word, does the word supplement the primary name?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where in an urban locality, are the proposed names unique to that locality?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where in a rural area, is the proposed name unique to the Bundaberg region?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
For extensions to existing streets, does the extension retain the name of the street extended?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

It is proposed that Road A be named Lamond Place as Sarah Place sounds similar to both Sarra Place, East Bundaberg and Sarel Street, Bargara.

It is proposed that Road B be named Knox Court as Elise Court sounds similar to Ellis Street, Bundaberg North.

It is considered that the request does comply with the requirements of the Street and Parking Naming Governance Policy.

Associated Person/Organization:

N/A

Consultation:

N/A

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.

Risk Management Implications:

There appears to be no risk management implications.

Communications Strategy:

Communications Team consulted. A Communication Strategy is:

- Not required
- Required

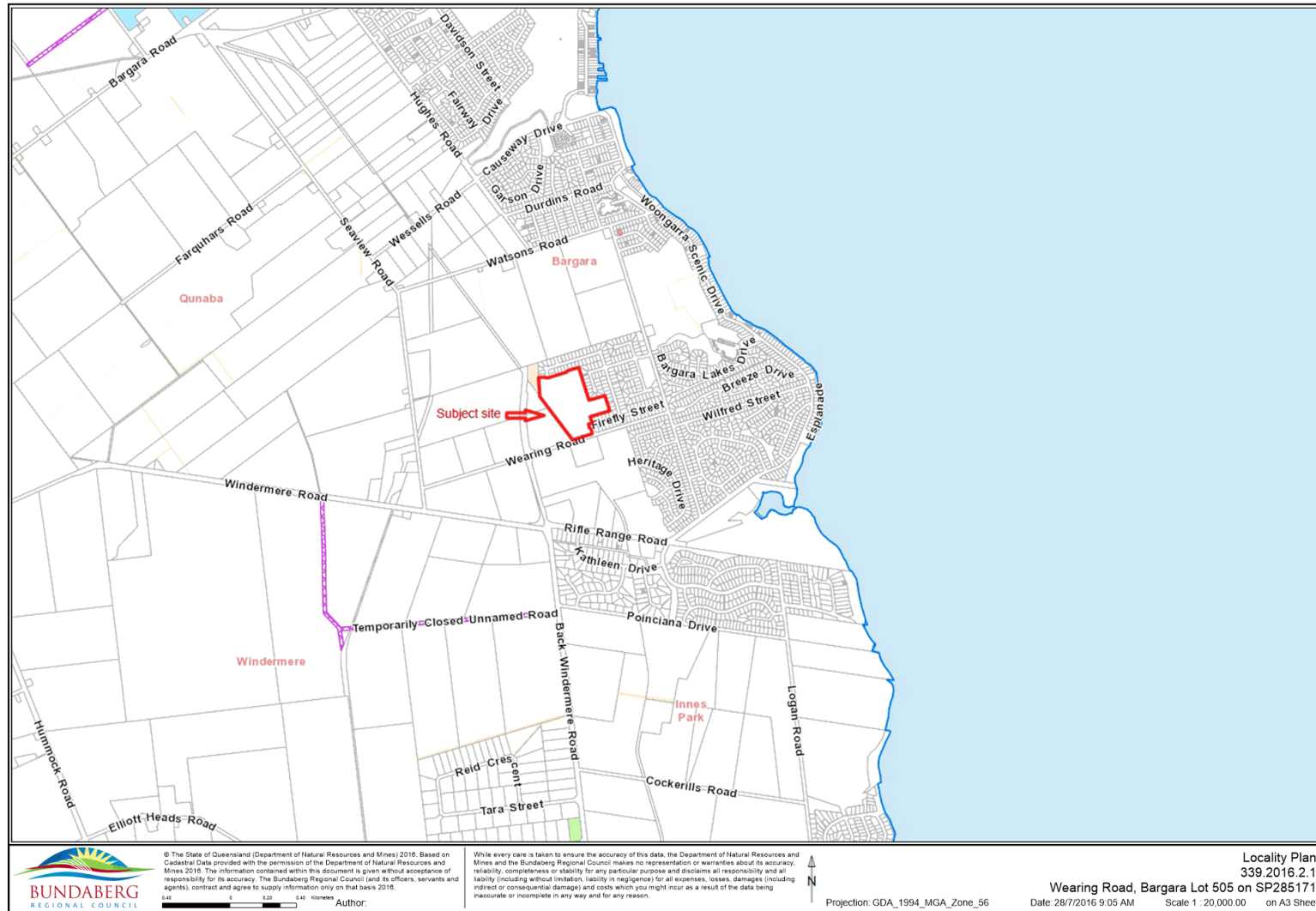
Attachments:

- 1 Locality Plan
- 2 Site Plan
- 3 Road Naming Plan

Recommendation:

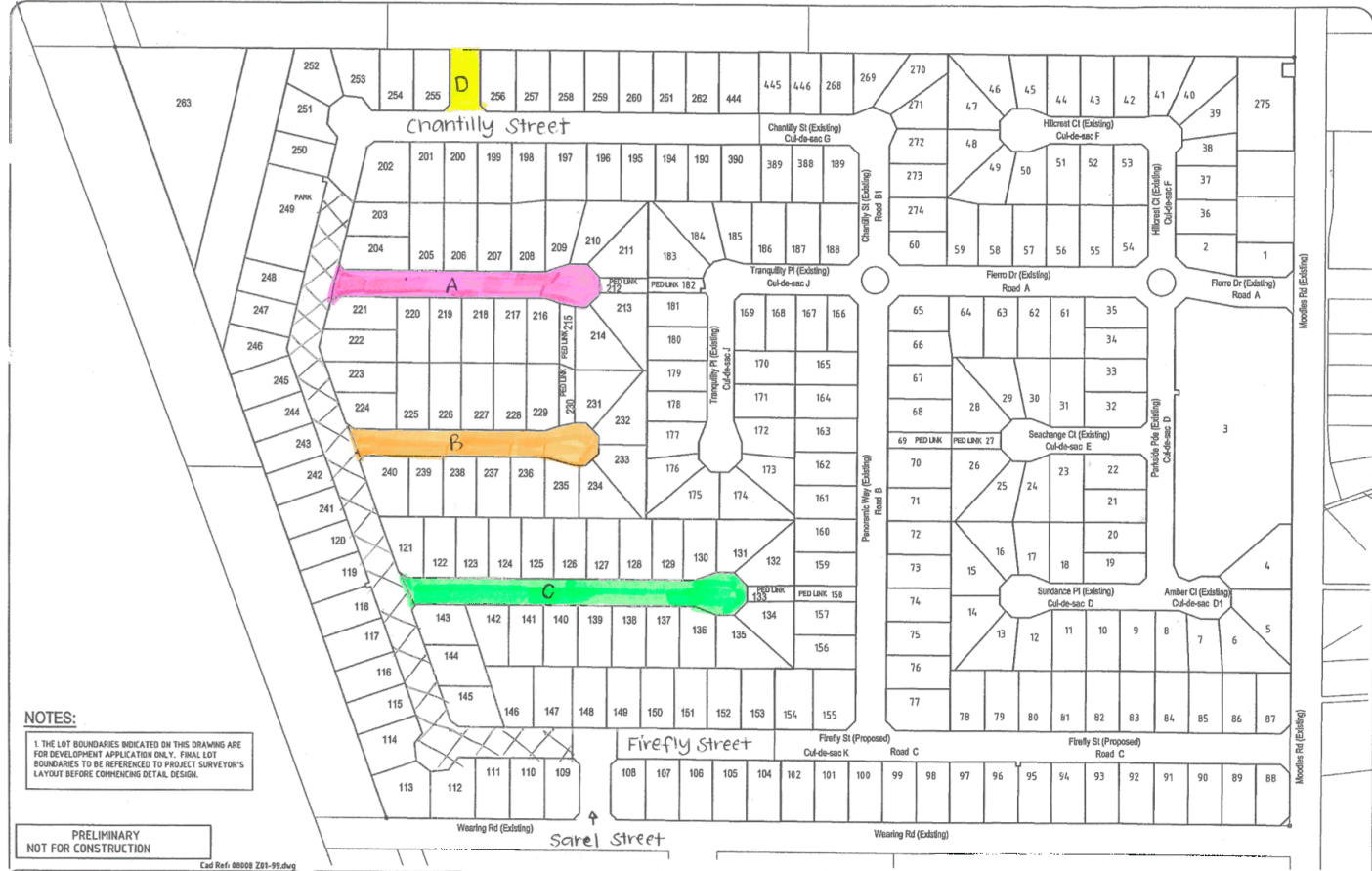
That:

- a. **roads A-D shown on the Road Naming Plan for the Bargara Views Estate off Wearing Road, Bargara, shown in Attachment 3 to this report be named Lamond Place, Knox Court, Chase Court and Twilight Street respectively.**
- b. **the extension to Chantilly Street retain this name as shown in Attachment 3.**





- D Twilight Street
Vision Street
Starlight Street
- A Sarah Place
Lamond Place
Chilton Place
- B Elise Court
Chase Court
Knox Court
- C Chase Court
Knox Court
Lamond Place
- Extension of existing
Chantilly Street to
Sarel Street intersection



NOTES:
 1. THE LOT BOUNDARIES INDICATED ON THIS DRAWING ARE FOR DEVELOPMENT APPLICATION ONLY. FINAL LOT BOUNDARIES TO BE REFERENCED TO PROJECT SURVEYOR'S LAYOUT BEFORE COMMENCING DETAIL DESIGN.

PRELIMINARY
NOT FOR CONSTRUCTION

NO.	DATE	REVISION FOR	APPROVED

Cad Ref: 88008 Z01-99.dwg

DO NOT SCALE

GAILROCH DEVELOPMENTS

BROCK & ASSOCIATES
 CONSULTING ENGINEERS
 PROJECT MANAGERS

BARGARA VIEWS ESTATE

OVERALL LAYOUT
STAGES 5 TO 9
STREET NAMES

DRAWING NO.
88008 -Z13

339.2016.2.1
Road Naming Plan



Item

09 August 2016

Item Number:	File Number:	Part:
K1	322.2015.42796.2	DEVELOPMENT ASSESSMENT

Portfolio:

Infrastructure & Planning Services

Subject:

Request to Change Development Approval [Extractive Industry Use (Sand Quarry)]

Report Author:

Grant Barringer, Planning Officer

Authorised by:

Michael Ellery, Group Manager Development

Link to Corporate Plan:

Nil -

Summary:

APPLICATION NO	322.2015.42796.2
PROPOSAL	Request to Change Development Approval [Extractive Industry Use (Sand Quarry)]
APPLICANT	Ian Milton Excavations Pty Ltd & Milton Excavations
OWNER	<ul style="list-style-type: none"> • LC Scott & PJ Scott • MR Poulsen and KW Poulsen • B Hooijer & J A Hooijer • Changing Tides Pty Ltd
PROPERTY DESCRIPTION	Lot 2 on SP199531, Lots 1 and 2 on RP95665, Lot 22 on RP880955, Lot 7 on RP893728, Lot 24 on RP93056 and Lot 33 on SP249608
ADDRESS	Moore Park Road, Moore Park Beach, Fairydale Road Moore Park Beach, Norton Road Moore Park Beach, 191 Fairydale Road Moore Park Beach
PLANNING SCHEME	Bundaberg Regional Planning Scheme 2015
DATE OF ORIGINAL DECISION	14 October 2015
DATE PERMISSABLE CHANGE REQUEST RECIEVED	Request lodged 11 March 2016 and properly made (request fee paid) on the 27 July 2016.
STATUS	The 30 business day decision period ends on 7 September 2016
LEVEL OF DELEGATION	Level 3

1. NATURE/DESCRIPTION OF REQUESTED CHANGES

The applicant seeks to amend the decision notice under section 369 of the Sustainable Planning Act 2009 to reflect the following:

- Amend Condition 6 within schedule 1 of the decision notice to reduce the total annual tonnage output from 49,990 tonnes per annum to 20,000 tonnes per annum;
- Amend the development description title on Page one (1) of the Development Permit to remove Lot 7 on RP893728, currently owned by Changing Tides Pty Ltd, from the development permit; and
- Amend condition 20 within schedule 1 of the decision notice to reflect a standard of road work upgrades for Norton Road given the reduction of proposed vehicle movements accessing Norton Road by the proposed use.

As a consequence of the proposed annual reduction of material from the site, the applicant also seeks an amended adopted infrastructure charges notice.

2. ASSESSMENT

Attachment 1 of this report details the relevant matters related to the above request.

The following is a summary of the Assessment Manager's comments:

The applicant make representations that it meets the Permissible Change test in that:

- The use is not a substantially different development
- If the application were to be remade it would not introduce referral to additional concurrence agencies;
- The proposed reduction of annual tonnage, coupled with amended roadwork's conditions and excision of Lot 7 on RP893728 would not likely cause submissions for the changes if the proposal was re-advertised; and
- The proposed change does not introduce prohibited development.

The DA team have considered the proposed reduction of annual tonnage (coupled with proposed roadwork's conditions) and the proposed excision of Lot 7 on RP893728 against section 369 of the *Sustainable Planning Act 2009 (SPA)* and the explanatory guidelines notes for permissible changes. The DA team have considered the proposed reduction of annual tonnage (coupled with proposed roadwork's conditions) against section 369 of the *Sustainable Planning Act 2009 (SPA)* and the explanatory guidelines notes for permissible changes.

The DA team also consider the removal of Lot 7 on RP893728 meets the permissible change test in that:

- the proposed change would still allow the development to operate as intended without there being significant impacts on traffic flow and the transport network;
- the proposed changes do not dramatically change the built form in terms of scale, bulk and appearance given the use does not proposed built form;
- the proposed changes do not impact on infrastructure provision; and

- the proposed changes do not introduce a new parcel of land to the application/development.

As a consequence of the proposed excision of the Lot 7 on RP893728 the DA team have requested the applicant to supply a new proposal plan identifying the new subject site and new extraction areas. This plan, prepared by InsiteSJC -Drawing Ref: Z14-504C-P July 2016 is considered appropriate to replace the approved plan dated September 2015.

It is also noted that the proposed changes will result in an Amended Infrastructure Changes Notice. This new rate will be calculated under the current Adopted Infrastructure Charges Resolution. For formation purposes, the current infrastructure charge for the amended development is \$17,350.43.

3 REFERRALS

3.1 Referral Agency

Referral Agency responses were received from the following State agencies:

Agency	Concurrence/Advice	Date Received	Conditions Yes/No
Department of Infrastructure, Local Government and Planning	Concurrence	30 March 2016	No

Any significant issue raised in the referral agencies response have been addressed in section 2.

3.2 Internal Referral Agencies

Advice was received from the following internal departments:

Internal department	Referral Comments Received
Development Assessment- Engineering	26 July 2016

Any significant issue raised in the internal referrals have been addressed in section 2.

Communication Strategy:

Communications Team consulted. A Communication Strategy is:

- Not required
- Required

Attachments:

- 1 Assessment of Relevant Matters
- 2 Locality Plan
- 3 Site Plan
- 4 Amended Adopted Infrastructure Charges Notice
- 5 DILGP Response

Recommendation:

That the request to Change a Development Approval made on 4 February 2016 for Development Application 322.2015.42796.2 be determined as follows.

SUBJECT SITE

Moore Park Road, Fairydale Road, Norton Road and 191 Fairydale Road Moore Park Beach described as Lot 2 on SP199531, Lots 1 and 2 on RP95665, Lot 22 on RP880955, Lot 7 on RP893728, Lot 24 on RP93056 and Lot 33 on SP249608

DECISION

Approved in full subject to conditions

The approved changes are set out as follows:

- Remove reference of Lot 7 on RP893728 from the Development Description title on Page one (1) of for the Development Permit.
- Amend section 9 of the decision notice to read as follows:

APPROVED PLANS

The approved plans for this development approval are listed in the following table:

<i>Plan number</i>	<i>Plan name</i>	<i>Date</i>
<i>Z14-504C-P (Sheet 1 of 1)</i>	<i>Extractive Industry</i>	<i>July 2016</i>
<i>CC-3052 CON02 D1</i>	<i>Concept Road Sealing Plan</i>	<i>October 2015</i>

- Amend Condition 6 to read as follows:

Nature and Extent of the Approved Use

6. Materials extracted from the site must not exceed the following output annually:

<i>Maximum Tonnage Extracted</i>	<i>Heavy Vehicle Movement</i>
<i>20,000 tonnes per annum</i>	<i>A maximum haulage in a single day of 96 tonnes (up to eight (8) trips in a small body truck or four (4) trips with a 24 tonne capacity vehicle). The use is limited to a maximum haulage in a single day of 24 tonnes (up to one (1) trip in a small body truck or two (2) trips with a 24 tonne capacity vehicle) until Norton Road is constructed in accordance with condition 20 of this decision notice and any related conditions of the associated Operational Works Approval.</i>

Note: A single vehicle 'trip' is one truck entering (un-laden) and exiting (laden) the site.

- Amend condition 20 to read as follows:

Roadworks and Access

- 20. The developer must upgrade Norton Road and associated culvert/bridge crossing in accordance with the following requirements—***
- a. widen between chainage 00 (from Moore Park Road) and 150 and chainage 950 (from Moore Park Road) to chainage 1050 to provide a nominal pavement width of a minimum six (6) metres generally in accordance with Standard construction details as per Burnett Shire Council Drawing No R102 Type Cross Sections Rural Roads for a Road Classification of Rural Access Road for a gravel pavement; and***
 - b. trimming (where necessary), watering, rolling with multi-tyred rollers to bind the loose stone and provide a tightly bond pavement to approximately chainage 1354 in accordance with the standard provided in the Austrian Road Research Board Unsealed Road Manual – Guidelines to Good Practice; and***
 - c. provide sealed pavement at culvert crossing/bridge signed in accordance with the MUTCD narrow bridge standard and with widening and sealing both east and west of the crossing, accordance with Empire Engineering plan CC3052 CON02 D1 – Concept Road Sealing Plan; and***
 - d. Be completed within three (3) months of the date of this approval.***

Note: Final details to be determined as part of an application for Operational Works.

A copy of the decision notice for the original application is included within Schedule 1, showing the changes in ***bold italics***.

SCHEDULE 1

This Decision Notice includes changes approved on 9 August 2016. Changes are in bold italics.

14 October 2015

Ian Milton Excavations Pty Ltd & Milton Excavations
CI- Insite SJC
CI- Smart eDA

**Decision Notice
Sustainable Planning Act 2009
s.335**

Thank you for your Development Application for Material Change of Use for Extractive Industry Use (Sand Quarry) at Moore Park Road, Fairydale Road, Norton Road, 191 Fairydale Road, Moore Park Beach; land described as Lot 2 on SP199531. Lot 1 on RP95665, Lot 2 on RP95665, Lot 22 on RP880955, Deleted, Lot 24 on RP93056, Lot 33 on SP249608 lodged with Council on 3 March 2015. I wish to advise that Council determined the above Development Application on {13 October 2015. Details of the Council's decision are:

DECISION

Approved in full subject to conditions

The conditions of this approval are set out in Schedule 1. These conditions are clearly identified to indicate whether the assessment manager or concurrence agency imposed them.

1. DETAILS OF APPROVAL

The following approvals are given:

	Sustainable Planning Regulation 2009, schedule 3 reference	Development Permit	Preliminary Approval
Making a material change of use assessable under the planning scheme, a temporary local planning instrument, a master plan or a preliminary approval to which section 242 applies		✓	

Deemed Approval

Section 331 of the Sustainable Planning Act 2009 (SPA) is not applicable to this decision.

2. PRELIMINARY APPROVAL AFFECTING THE PLANNING SCHEME

Not Applicable.

3. OTHER NECESSARY DEVELOPMENT PERMITS AND/OR COMPLIANCE PERMITS

Listed below are other development permits and/or compliance permits that

- All Operational Work

4. CODES FOR SELF ASSESSABLE DEVELOPMENT

The following codes must be complied with for self-assessable development related to the development approved.

The relevant codes identified in the:

- Planning Scheme for Burnett Shire and Associated Planning Scheme Policies

5. DETAILS OF ANY COMPLIANCE ASSESSMENT REQUIRED FOR DOCUMENTS OR WORK IN RELATION TO THE DEVELOPMENT

Not Applicable

6. SUBMISSIONS

There were fourteen (14) properly made submissions received for the application. The name and address of the principal submitter for each properly made submission are as follows:

Name of principal submitter	Address
1. Kevin J Brignull	69 Norton Road, Moore Park Beach QLD 4670
2. Angela Pickstone	16 Kingfisher Crescent, Moore Park Beach QLD 4670
3. Toby Day	todydat@hotmail.com
4. Stephen Power	227 Fairydale Road, Moore Park Beach QLD 4670
5. Andrew Hurst	99 Mertin Street, Bourke, NSW 2840
6. Y Penridqe	9 Lilly Pilly Place, Moore Park Beach, QLD 4670
7. Burghard and Irmgard Muller	15 Kindt Street, Moore Park Beach, QLD 4670
8. John Adams and Penelope Teiniker (Two submissions received from submitters on the 14 May and 24 May)	174 Sylvan Drive, Moore Park Beach QLD 4670
9. EM and D Hurst	12 Kindt Street, Moore Park Beach QLD 4670
10. James Waters	36 Egret Lane, Moore Park Beach QLD 4670
11. Robert Bromwich	8 Angela Court, Welcome Creek, QLD 4670
12. Moore Park Beach Community Association (C/- Maureen Lawrence)	51 Orchid Drive, Moore Park Beach QLD 4670
13. Lesley and Rodney Scoffell	2 Angela Court, Welcome Creek, QLD 4670

7. CONFLICT WITH A RELEVANT INSTRUMENT AND REASONS FOR THE DECISION DESPITE THE CONFLICT

The assessment manager does not consider that the assessment manager's decision conflicts with a relevant instrument.

8. REFERRAL AGENCY

The referral agency for this application are:

For an application involving State-controlled road	Name of referral agency	Advice agency or concurrence agency	Address
<i>Development within 25 metres of a State Controlled Road (Schedule 7, Table 3, Item 1); and Development impacting on State Transport Infrastructure (Schedule 7, Table 3, Item 2).</i>	Department of State Development, Infrastructure and Planning	Concurrence	State Assessment and Referral Agency (SARA) E: WBBSARA@dsdip.qld.gov.au P: PO Box 979 Bundaberg Qld 4670

9. APPROVED PLANS

The approved plans for this development approval are listed in the following table:

<i>Plan number</i>	<i>Plan name</i>	<i>Date</i>
<i>Z14-504C-P (Sheet 1 of 1)</i>	<i>Extractive Industry</i>	<i>July 2016</i>
<i>CC-3052 CON02 D1</i>	<i>Concept Road Sealing Plan</i>	<i>October 2015</i>

10. WHEN APPROVAL LAPSES IF DEVELOPMENT NOT STARTED

Pursuant to section 341 of the *Sustainable Planning Act 2009*, this approval will lapse four (4) years from the date that the approval takes effect unless the relevant period is extended pursuant to section 383.

11. REFUSAL DETAILS

Not Applicable

12. CONDITIONS ABOUT INFRASTRUCTURE

The following conditions about infrastructure have been imposed under Chapter 8 of the *Sustainable Planning Act 2009*:

Condition/s	Provision under which the Condition was imposed
19,20,23 and 32	Section 665 - Non-trunk Infrastructure
N/A	Section 646 - Identified Trunk Infrastructure
N/A	Section 647 - Other Trunk Infrastructure

13. APPEAL RIGHTS

Appeal Rights are set out in Schedule 2.

If you wish to discuss this matter further, please contact Grant Barringer on the above telephone number.

Yours sincerely



Michael Ellery
Group Manager Development

SCHEDULE 1— Conditions and Advices
Part 1a-Conditions imposed by the assessment manager

Part 1b –Advice Notes

Part 2-Concurrence agency conditions

SCHEDULE 2-SPA extract on appeal rights

APPROVED PLANS

AMENDED ADOPTED INFRASTRUCTURE CHARGES NOTICE

SCHEDULE 1-Conditions and Advice

PART 1A-CONDITIONS IMPOSED BY THE ASSESSMENT MANAGER

General

1. Meet the full cost of all works and any other requirements associated with this development, unless specified in a particular condition.
2. Where there is any conflict between Conditions of this Decision Notice and details shown on the Approved Plans, the Conditions prevail.

3. Comply with all of the conditions of this Development Permit prior to the commencement of the use, unless otherwise stated within this notice, and maintain compliance whilst the use continues.

Site Operation

4. The Extractive Industry Use must only be operated by a single operator.

Permit Expiry

5. This Development Permit will expire twenty (20) years from the date of this Decision Notice.

Nature and Extent of the Approved Use

6. ***Materials extracted from the site must not exceed the following output annually:***

<i>Maximum Tonnage Extracted</i>	<i>Heavy Vehicle Movement</i>
<i>20,000 tonnes per annum</i>	<p><i>A maximum haulage in a single day of 96 tonnes (up to eight (8) trips in a small body truck or four (4) trips with a 24 tonne capacity vehicle).</i></p> <p><i>The use is limited to a maximum haulage in a single day of 24 tonnes (up to one (1) trip in a small body truck or two (2) trips with a 24 tonne capacity vehicle) until Norton Road is constructed in accordance with condition 20 of this decision notice and any related conditions of the associated Operational Works Approval.</i></p>

Note: A single vehicle 'trip' is one truck entering (un-laden) and exiting (laden) the site.

7. Screening of materials extracted from the site must not continue if extraction activities cease to be carried out on the premises.
8. No blasting or crushing activities are permitted as part of the use of the premises for Extractive Industry.
9. The sale of extracted material (sand) and / or associated products direct to the public or wholesale from the premises is not permitted.
10. There must be no servicing or maintenance of vehicles, machinery or plant on the site.
11. The premises must be maintained in a neat and tidy state at all times with any outdoor storage areas and services (including the topsoil stockpile) appropriately screened from view from the road by screens and/or landscaping.
12. A record of each year's output must be kept on the site and must be provided to the Assessment Manager at any time upon request.
13. Excavation activities must not extend outside the approved exaction area.

14. The maximum disturbed area of the extraction cells at any one time (excluding rehabilitation areas) must not exceed 3ha total, in a maximum of three (3) cells. This requirement must be incorporated into the Quarry Management Plan, linked to site rehabilitation, be prepared by a suitably qualified person, and lodged to the Assessment manager for approval prior to commencement of the use.
15. The importation of extractive industry material sourced externally to the site for processing, blending, or stockpiling is not permitted.
16. The approved use(s) must not result in the release of odour or visible contaminants, including dust, smoke, fumes and aerosols to the environment which cause an environmental nuisance.
17. The approved use(s) must be undertaken so that no undue disturbance is caused to neighbouring properties by virtue of bright lights, traffic, noise, dust or interference with television or radio reception.

Road works and Access

18. Only one (1) vehicle access point is permitted from the Norton Road carriageway to the development site at any one time. Any proposed or future site access is to be in a location and to a standard approved by Council's Senior Development Engineer.
19. Prior to the commencement of use, construct a new access to Norton Road at the proposed access point in Lot 2 on RP95665 generally in accordance with following:
 - a. Development Works Planning Scheme Policy Standard Drawing R113-1 (Rural and Urban Accesses Requiring Culverts No Kerb and Channel) OR R113-2 (Rural and Urban Accesses No Kerb and Channel). Such driveway works must be inclusive of clearing of vegetation in the road reserve as necessary to ensure a safe access onto the existing road.

Roadworks and Access

20. ***The developer must upgrade Norton Road and associated culvert/bridge crossing in accordance with the following requirements:-***
 - a. ***widen between chainage 00 (from Moore Park Road) and 150 and chainage 950 (from Moore Park Road) to chainage 1050 to provide a nominal pavement width of a minimum six (6) metres generally in accordance with Standard construction details as per Burnett Shire Council Drawing No. R102 Type Cross Sections Rural Roads for a Road Classification of Rural Access Road for a gravel pavement; and***
 - b. ***trimming (where necessary), watering, rolling with multi-tyred rollers to bind the loose stone and provide a tightly bond pavement to approximately chainage 1354 in accordance with the standard provided in the Austrian Road Research Board Unsealed Road Manual – Guidelines to Good Practice; and***

- c. ***provide sealed pavement at culvert crossing/bridge signed in accordance with the MUTCD narrow bridge standard and with widening and sealing both east and west of the crossing, accordance with Empire Engineering plan CC3052 CON02 D1 – Concept Road Sealing Plan; and***

- d. ***Be completed within three (3) months of the date of this approval.***

Note: Final details to be determined as part of an application for Operational Works.

Heavy Vehicle Haulage

- 21. Material cartage must only be undertaken by vehicles with a maximum capacity not exceeding 24 tonnes.
- 22. Development haulage traffic on the local road network is restricted to Norton Road and the access via Moore Park Road. No haulage via Fairydale Road or direct access to Moore Park Road is permitted.

Stormwater

- 23. Prior to the commencement of the use the developer must prepare, submit and have approved by the Assessment Manager a Stormwater Management Plan that details the following requirements (note: the works must be completed prior to the commencement of the use):
 - a. A stormwater drainage system connecting to a lawful point of discharge. The works must be undertaken in accordance with an Operational Works approval and must include in particular:
 - i. The design for the site drainage system, fill, car parking and access must be undertaken so that flows from adjacent properties will not be impeded by the development;
 - b. At least one emergency exit route must be designed to the following considerations - derived in accordance with SCARM 73 (CSIRO 2000):
 - i. Medium Level Hazard – Adjusted Hazard Estimate for the Q100 ARI event; and
 - ii. Low Level Hazard – Adjusted Hazard Estimate for the Q50 ARI event.
 - c. The Lawful Point of Discharge for the development is:
 - i. Norton Road, Road Reserve.
 - d. The drainage system for the development must incorporate Stormwater Quality Improvements in accordance with the State Planning Policy July 2014 and the Bundaberg Regional Council Stormwater Management Strategies. A Site Based Stormwater Management Plan and Erosion and Sediment Control Management Plan, inclusive of long term maintenance measures, must be submitted as part of an application for Operational Works outlining how the Stormwater Quality Improvements in both the construction and operational phases of the development will be achieved.

- e. The stormwater drainage is to be designed such that no restriction to existing or developed stormwater flow from upstream properties or ponding of stormwater within upstream properties occurs as a result of the development.
24. Prior to the commencement of the use all stormwater drainage works and other requirements of the Stormwater Management Plan must be completed and maintained for the life of the approved use.

Hours of Operation

25. Unless otherwise approved in writing by the Assessment Manager, no activities, including all heavy vehicle movements, are to be undertaken outside of the hours of:
- a. On a business day before 7.00 am or after 5 pm; or
 - b. On any other day, at any time.
26. Operation of plant and equipment and the arrival or departure of haulage vehicles must not occur outside the nominated hours of operation.

Quarry Management Plan

27. A Quarry Management Plan must be submitted to and approved by the Assessment Manager prior to the commencement of the use. The plan must have regard to the conditions of this approval and include, but not be limited to the following features:
- a. Operational Details – extraction methodology, maximum extraction depth;
 - b. Management of Potential Impacts and Site Management (including, dust management, operational noise impacts, details/location of proposed extraction cells, site rehabilitation, Acid Sulfate Soils, Stormwater management, site flooding, transport haulage (internal and external); and
 - c. Site rehabilitation and closure.
28. The approved Quarry Management Plan must be complied with whilst the use continues, including during the rehabilitation of the site.
29. Rehabilitation of the site must be undertaken progressively in accordance with the approved Quarry Management Plan. The rehabilitation plan forming part of the Quarry Management Plan must have regard to the conditions of this approval and incorporate (at a minimum) the following features:
- a. Batter slopes must not exceed 1V in 6H;
 - b. All quarry excavation pits must be free draining;
 - c. Permanent stormwater quality controls must be incorporated to ensure stormwater runoff meets environmental quality standards;
 - d. Rehabilitation areas (ie extracted cells) are to be topsoiled and made fit for continued agricultural use;
 - e. Any subsidence must be re-profiled; and

- f. No wetlands or ponds are permitted in association with site rehabilitation.
- 30. Excavated cells are to be progressively rehabilitated in accordance with the approved Quarry Management Plan. Rehabilitation works must commence immediately upon completion of extraction of the cell/s.
- 31. Submit to the Bundaberg Regional Council every two (2) years a report prepared by a suitable qualified consultant detailing the progression of rehabilitation at that time the report is submitted including evidence of compliance with rehabilitation conditions of approval and the sites approved Quarry Management Plan.

Water & Onsite Sewerage Facilities

- 32. Provide and maintain for the life of the approved use a temporary sanitary toilet of a minimum of one (1) unisex or equivalent sanitary facility including hand washing facility and a potable water supply not less than 1000 litres for Staff and Visitors. The facility is to be provided prior to the commencement of the approved use.

Signage

- 33. Erect and maintain a single sign adjacent to the site access. The sign must display as a minimum:
 - a. the name of the business operating on the premises;
 - b. the on-site speed limit;
 - c. the hours of operation; and
 - d. contact details for complaints.
- 34. No other signage (excluding safety and warning signage) is permitted without written approval of Council.

Safety and Security

- 35. Undertake all practical measures to ensure public access to the extractive industry is restricted.

Washing and Screening Plant

- 36. Any mobile processing plant must be operated such that it does not cause any off site impact to the adjoining environment and in accordance with the broader requirements of Development Permit Conditions.

TLPI- Flooding

- 37. The approved extractive industry must not exacerbate localised flood impacts or characteristics on adjoining, upstream or downstream properties.
- 38. The developer must ensure that storage of hazardous materials only occurs above the defined flood level of the subject land.

PART 1B –ADVICE NOTES

Environmental Harm

- A. The *Environmental Protection Act 1994* states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance. In this regard persons and entities, involved in the civil, earthworks, construction and operational phases of this development, are to adhere to their 'general environmental duty' to minimise the risk of causing environmental harm. Environmental harm is defined by the Act as any adverse affect, or potential adverse affect whether temporary or permanent and of whatever magnitude, duration or frequency on an environmental value and includes environmental nuisance. Therefore, no person should cause any interference with the environment or amenity of the area by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit, sediment, oil or otherwise, or cause hazards likely in the opinion of the administering authority to cause undue disturbance or annoyance to persons or affect property not connected with the use.

Infrastructure Charges Notice

- B. Please find attached the Infrastructure Charges Notice (Register No: 331.2015.746.1) applicable to the approved development.

Resubmission of Amended Plans Required

- C. The conditions of this Decision Notice require resubmission of plans to Council with amendments. Please address the amended plans to Council's Development Assessment Branch with the Register No. 322.2015.42796 .1 separate to any Operational Works application. To avoid delays and assessment issues with the Operational Works application, it is recommended the plans be resubmitted prior to lodgement of any Operational Works application.

Referral Agency Responses

- D. Please note all referral agency conditions and advices attached to this Decision Notice.

Compliance

- E. The person/s responsible for the management of the premise is/are to ensure ongoing compliance with conditions of this Development Permit including Conditions relating to the ongoing use of the premise, and the design and layout of the development.

Aboriginal and Cultural Heritage

- F. This development approval does not authorise any activity that may harm Aboriginal cultural heritage. Under *the Aboriginal Cultural Heritage Act 2003* you have a duty of care in relation to such heritage.
Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal cultural heritage."

Council does not warrant that the approved development avoids affecting Aboriginal cultural heritage. It may therefore be prudent for you to carry out searches, consultation, or a cultural heritage assessment to ascertain the presence or otherwise of Aboriginal cultural heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding.

Other

- G. Plans and specifications for Operational Work must be prepared and certified by a Professional Engineer registered with the Board of Professional Engineers of Queensland.
- H. Prior to both commencement of use, plans and specifications for Operational Work must be approved by Council.
- I. Prior to both commencement of use, Operational Work must be certified by an Engineer registered with the Board of Professional Engineers of Queensland.

PART 2-CONCURRENCE AGENCY CONDITIONS

The Department of State Development Infrastructure and Planning, by letter dated 30 April 2015 (copy letter attached for information).

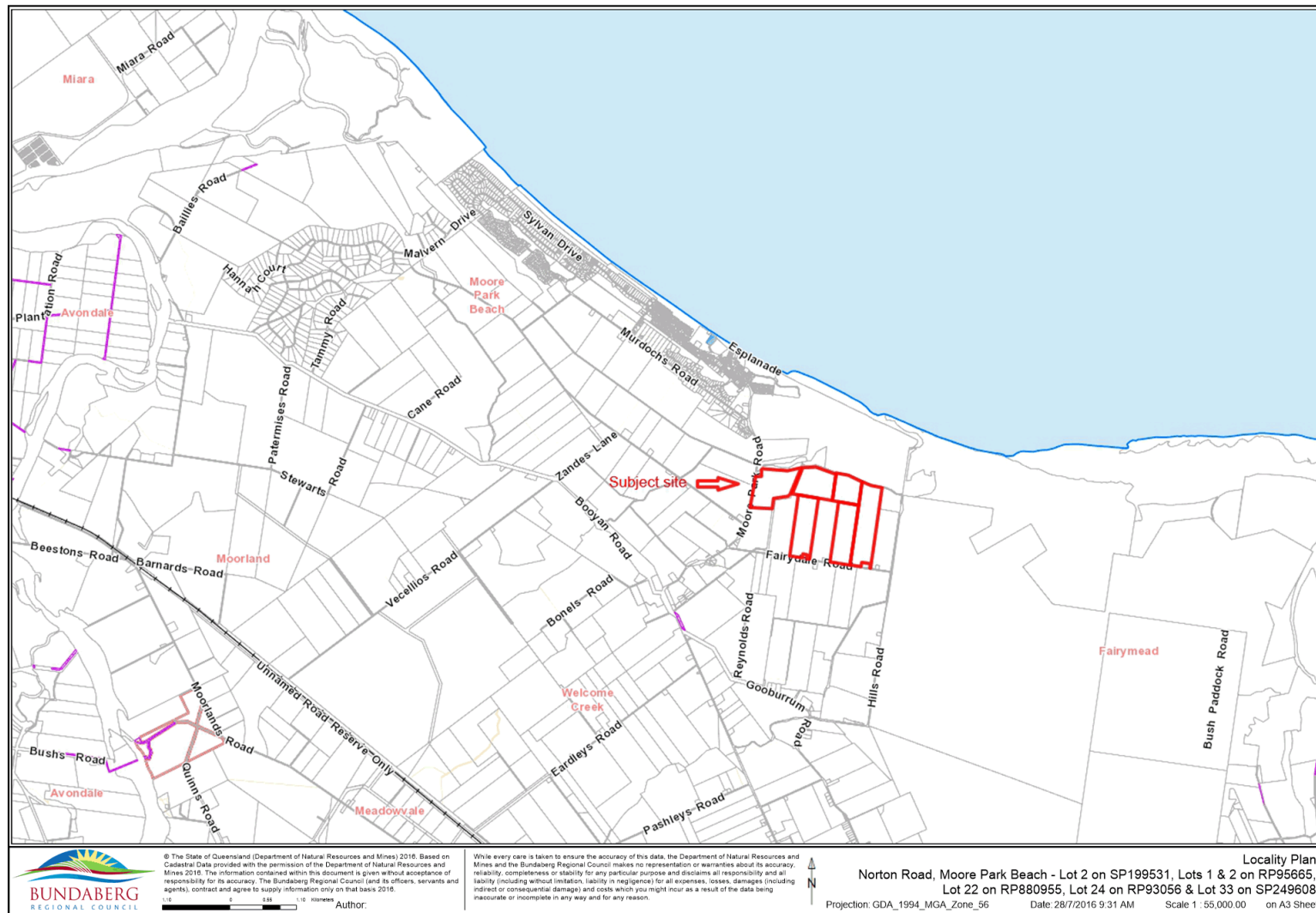
ATTACHMENT 1

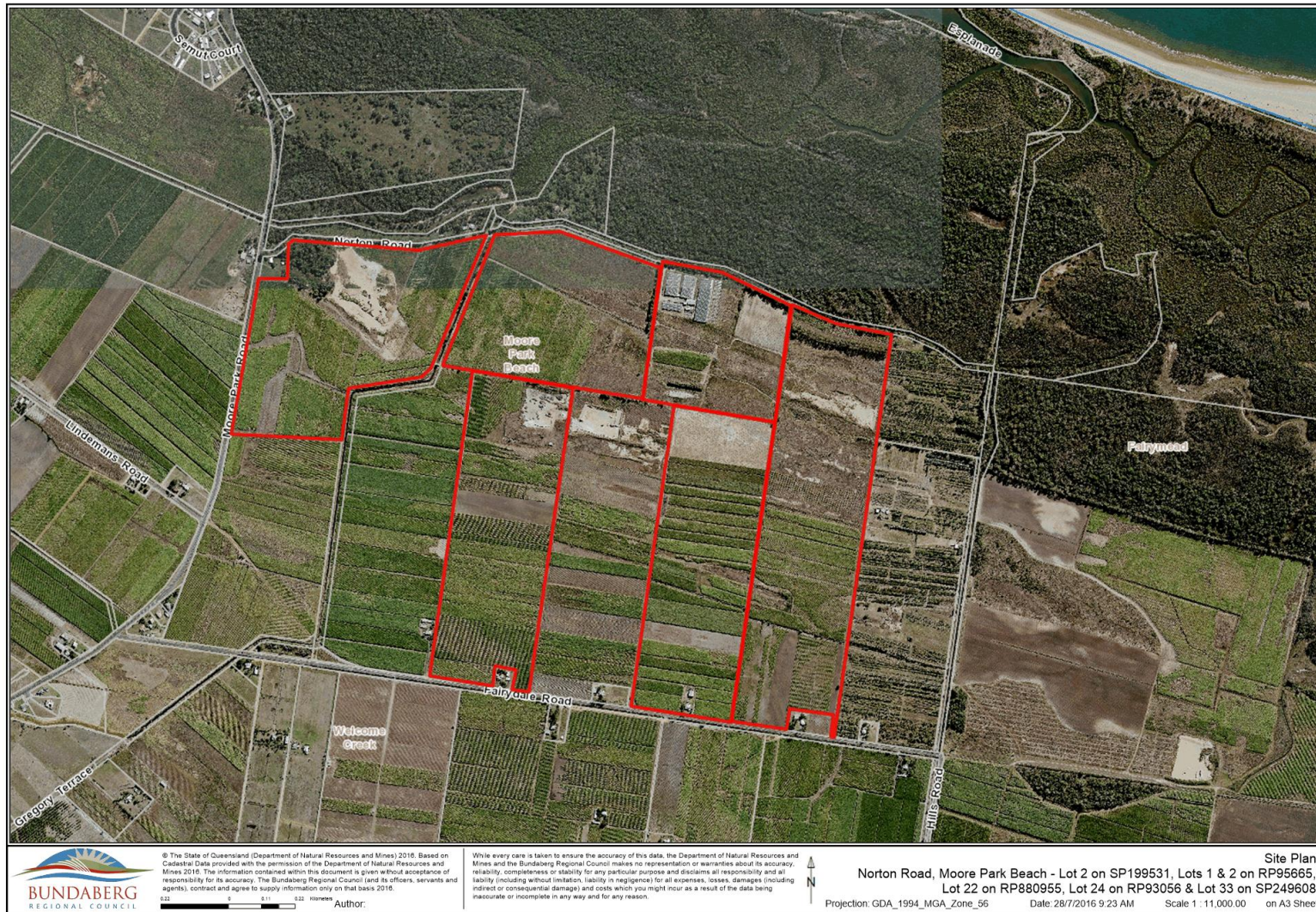
Condition		Applicant's Representations	Considerations						
<p>Nature and Extent of the Approved Use</p> <p>6. Materials extracted from the site must not exceed the following output annually:</p> <table border="1"> <tr> <td>Maximum Tonnage Extracted</td> <td>Heavy Vehicle Movement</td> </tr> <tr> <td>49,990 tonnes per annum</td> <td> <p>A maximum haulage in a single day of 240 tonnes (up to twenty trips in a small body truck or ten trips with a 24 tonne capacity vehicle).</p> <p>The use is limited to a maximum haulage in a single day of 24 tonnes (up to one (1) trip in a small body truck or two (2) trips with a 24 tonne capacity vehicle) until Norton Road is constructed in accordance with condition 20 of this decision notice and any related conditions of the associated Operational Works Approval.</p> </td> </tr> </table> <p>Note: A single vehicle 'trip' is one truck entering (un-laden) and exiting (laden) the site.</p>		Maximum Tonnage Extracted	Heavy Vehicle Movement	49,990 tonnes per annum	<p>A maximum haulage in a single day of 240 tonnes (up to twenty trips in a small body truck or ten trips with a 24 tonne capacity vehicle).</p> <p>The use is limited to a maximum haulage in a single day of 24 tonnes (up to one (1) trip in a small body truck or two (2) trips with a 24 tonne capacity vehicle) until Norton Road is constructed in accordance with condition 20 of this decision notice and any related conditions of the associated Operational Works Approval.</p>	<p>The applicant seeks to reduce the annual total of maximum tonnage from 49,990 tonnes p.a. down to 20,000 tonnes p.a.</p> <p>The applicant make representations that it meets the Permissible Change test in that:</p> <ul style="list-style-type: none"> • The use is not a substantially different development- as the development is still for an extractive industry (Sand Quarry); • The application is remade would not introduce referral to additional concurrence agencies; • The Development Application, through the notification stage of the assessment did attract several submission about the proposed development. The majority of which raised concerns about the potential traffic and road network conflicts, Dust Emissions, Land Use, Operational and post development stormwater, noise, proximity and context to dwelling house, water catchment- specifically drinking water and the possible amenity impacts of an Extractive Industry use in a rural/ no urban locale. <p>It is the applicant's contention that the proposed reduction of annual tonnage, coupled with existing and proposed amended roadwork's conditions consider the items listed</p>	<p>Agreed.</p> <p>The DA team have considered the proposed reduction of annual tonnage (coupled with proposed roadwork's conditions) against section 369 of the <i>Sustainable Planning Act 2009 (SPA)</i> and the explanatory guidelines notes for permissible changes.</p> <p>The applicant originally sought to stage the amount of extraction in order to stage the payments for infrastructure contributions and stage the types and amount of Road Works required for Norton Road and Moore Park Road (State controlled Road). The original assessment confirmed that staging the development would have resulted in administrative difficulties for the Operator and Council to confirm when stage thresholds were exceeded and appropriate infrastructure outcomes delivered. As a result Council excluded staging outcomes for the proposed development and gave a maximum tonnage extraction rate and single charge under the Adopted Infrastructure Charges Resolution.</p> <p>In this instance the DA team consider the proposed reduction meets the criteria set out under section 369 of SPA and proposes to replace condition 6 with the following:</p> <p>Nature and Extent of the Approved Use</p> <p>6. Materials extracted from the site must not exceed the following output annually:</p> <table border="1"> <tr> <td>Maximum Tonnage Extracted</td> <td>Heavy Vehicle Movement</td> </tr> </table>	Maximum Tonnage Extracted	Heavy Vehicle Movement
Maximum Tonnage Extracted	Heavy Vehicle Movement								
49,990 tonnes per annum	<p>A maximum haulage in a single day of 240 tonnes (up to twenty trips in a small body truck or ten trips with a 24 tonne capacity vehicle).</p> <p>The use is limited to a maximum haulage in a single day of 24 tonnes (up to one (1) trip in a small body truck or two (2) trips with a 24 tonne capacity vehicle) until Norton Road is constructed in accordance with condition 20 of this decision notice and any related conditions of the associated Operational Works Approval.</p>								
Maximum Tonnage Extracted	Heavy Vehicle Movement								

	<p>above and would therefore likely appease the concerns if the application were to be re-advertised at the proposed scale.</p> <ul style="list-style-type: none"> The proposed change does not introduce prohibited development. 	<p>20,000 tonnes per annum</p>	<p><i>A maximum haulage in a single day of 96 tonnes (up to eight (8) trips in a small body truck or four (4) trips with a 24 tonne capacity vehicle).</i></p> <p><i>The use is limited to a maximum haulage in a single day of 24 tonnes (up to one (1) trip in a small body truck or two (2) trips with a 24 tonne capacity vehicle) until Norton Road is constructed in accordance with condition 20 of this decision notice and any related conditions of the associated Operational Works Approval.</i></p> <p><i>Note: A single vehicle 'trip' is one truck entering (unladen) and exiting (laden) the site.</i></p>
--	--	---------------------------------------	--

<p>Road works and Access</p> <p>20.The developer is to upgrade Norton Road in accordance with the following requirements—</p> <ul style="list-style-type: none"> a. Seal the pavement for a length of 35 metres either side of the centreline of the existing driveway to dwellings on Lot 1 RP98558 giving a total sealed length of 70 metres; b. Standard construction details as per Burnett Shire Council Drawing No. R102 Type Cross Sections Rural Roads for a Road Classification of Rural Access Road for a gravel pavement.; and c. Be completed within three (3) months of the date of this approval. 	<p>Given the proposed reduction of material p.a. to be extracted (20,000 tonnes), the applicant provided a civil engineering report to suggest that an alternative roadwork's condition was appropriate. In summary, the proposed changes are:</p> <ul style="list-style-type: none"> • The existing dirt road through, watering, rolling and binding the existing surface with compactive effort provided by multi-tyred rollers is sufficient (in lieu of widening); and • The culvert crossing in accordance with the MUTCD narrow bridge standard with widening sealing both east and west of the crossing, accordance with proffered plan CC3052 CON02 D1 – Concept Road Sealing Plan prepared by Empire Engineering. 	<p>Specific outcome 286 of the EIC states that the haul route must be constructed (or provided) to a standard that: ensures the safety and efficiency of the network is not compromised, minimise the impact on amenity and minimises the need for ongoing maintenance</p> <p>The efficacy of the existing dirt road (subject to the abovementioned maintenance requirements) must be associated with a concordant adequate geometry, such as, sight distance so that vehicles can pass without reduction of efficiency of the road.</p> <p>Investigation of the section of Norton Road near the Moore Park Road intersection up to chainage 150 reveals that the northern shoulder of the road is damaged (rutting) and as such the central tenant of the adequacy argument for continued use of the existing dirt road is compromised due to its width - because vehicles are obviously having to leave the road so often that their use is damaging that section of road. Further, there is a section of substandard width and geometry of road at approximately chainage 950 to 1050 (from Moore Park Road) that has pavement, but the pavement has been covered by grass and as such this section will need to be widened.</p> <p>Accordingly, condition 20 should be amended to reflect the proffered culvert works and upgrading of the road in concert with the following:</p> <ul style="list-style-type: none"> • the stripping of grass and widening of pavement to 6.0 metres between chain 00 and 150 and 950 and 1050 from Moore Park Road). <p>It is also noted that the Concept Road Seal Plan prepared by Empire Engineering (Dwg No: CC3052 CON02 D1) should also be included in section 9- Approved Plans of the Development Permit.</p> <p>Provided the above, the following condition is considered appropriate to achieve a satisfactory standard for the proposed change:</p> <p>Roadworks and Access</p>
---	--	--

		<p>20. The developer must upgrade Norton Road and associated culvert/bridge crossing in accordance with the following requirements—</p> <ul style="list-style-type: none"> a. widen between chainage 00 (from Moore Park Road) and 150 and chainage 950 (from Moore Park Road) to chainage 1050 to provide a nominal pavement width of a minimum six (6) metres generally in accordance with Standard construction details as per Burnett Shire Council Drawing No. R102 Type Cross Sections Rural Roads for a Road Classification of Rural Access Road for a gravel pavement; and b. trimming (where necessary), watering, rolling with multi-tyred rollers to bind the loose stone and provide a tightly bond pavement to approximately chainage 1354 in accordance with the standard provided in the Austrian Road Research Board Unsealed Road Manual – Guidelines to Good Practice; and c. provide sealed pavement at culvert crossing/bridge signed in accordance with the MUTCD narrow bridge standard and with widening and sealing both east and west of the crossing, accordance with Empire Engineering plan CC3052 CON02 D1 – Concept Road Sealing Plan; and d. Be completed within three (3) months of the date of this approval. <p>Note: Final details to be determined as part of an application for Operational Works.</p>
--	--	---







PO Box 3130, BUNDABERG QLD 4670
 Local Call **1300 883 699** | Fax **(07) 4150 5410**
 ABN 72 427 835 198

Amended ADOPTED INFRASTRUCTURE CHARGES NOTICE

Resolution (No. 1) 2015

To: Ian Milton Excavations Pty Ltd & Milton Excavations
 C/ - Insite SJC

Date of Issue: 9 August 2016
Register No.: 331.2015.746.1

Land to which the Charge Applies

Address: 191 Fairydale Rd, Moore Park Rd, Norton Rd & Fairydale Rd MOORE PARK BEACH
Property Description: RP93056/24, Lots 1 and 2 on RP95665, SP199531/2, RP880955/22, SP249608/44

Development to which the Adopted Infrastructure Charge Applies

The adopted infrastructure charge applies to the following development type: **Material Change of Use**
Development Approval No.: 322.2015.42796.2

Current Amount of the Adopted Infrastructure Charge

The adopted infrastructure charge has been calculated in accordance with the method outlined in the Bundaberg Regional Council Adopted Infrastructure Changes Resolution (No.1) 2015 and Chapter 8 of the Sustainable Planning Act 2009. Please see Schedule 1 of this notice for the detailed calculation of the current amount.

Current Amount of Adopted Infrastructure Charge = \$17,350.43
 (as at date of issue)

Offsets

Please see Schedule 1 of this notice for the detailed calculation of any offsets.

Total offsets applicable to this development = n/a

Refunds

Please see Schedule 1 of this notice for the detailed calculation of any refunds.

Total refunds applicable to this development = n/a

Automatic Increase

The charges are subject to an automatic increase in accordance with Bundaberg Regional Council Adopted Infrastructure Changes Resolution (No.1) 2015. Council's adopted infrastructure charge is to automatically increase from the time the charge is levied to the time the charge is paid. As per section 631 of SPA this automatic increase provision is calculated as follows:

- (a) If the duration of time between the date the charge is levied to the date the charge is paid is less than or equal to one calendar year, then there is no there is no automatic increase. Therefore the adopted infrastructure charge payable is equal to the charge amount at the time the charge is levied; or
- (b) If the duration of time between the date the charge is levied to the date the charge is paid is greater than one calendar year, then the automatic increase provision is an amount representing the increase in the PPI index. The increase in PPI index is calculated for the period starting on the day the charge is levied and ending on the day the charge is paid, adjusted by reference to the 3-yearly PPI index average. Where the 3- yearly PPI index average means the PPI index smoothed in accordance with the 3-year moving average quarterly percentage change between quarters. Therefore the automatic increase provision is calculated as shown in equation 1 below:

$$\text{automatic increase provision} = \frac{\text{Smoothed PPI (paid date)}}{\text{Smoothed PPI (levied date)}} \dots\dots\dots(1)$$

Where: *Smoothed PPI (paid date)* = 3 yearly smoothed PPI at time the charge is paid
 = average (12 previously published PPI figures relative to paid date)
Smoothed PPI (levied date) = 3 yearly smoothed PPI at time the charge is levied
 = average (12 previously published PPI figures relative to levied date)



PO Box 3130, BUNDABERG QLD 4670
 Local Call **1300 883 699** | Fax **(07) 4150 5410**
 ABN 72 427 835 198

The *adopted infrastructure charge* payable is equal to the charge amount at the time the charge is levied multiplied by the automatic increase provision amount as shown in equation 2 below:

$$\frac{\text{adopted infrastructure charge payable}}{\text{charge payable}} = \text{levied charge} \times \text{automatic increase provision} \dots(2)$$

Finally, if after applying the automatic increase provision the *adopted infrastructure charge payable* is:

- (a) more than the maximum adopted charge that Council could have levied for the development at the time the charge is paid, then the adopted infrastructure charge payable is the maximum adopted charge for the development; or
- (b) less than the charge amount at the time the charge is levied, then the *adopted infrastructure charge* payable is the charge amount at the time the charge is levied.

Payment of the Adopted Infrastructure Charge

- The **due date for payment** of the *adopted infrastructure charge* is:
 - **before the change of use happens**
- Interest at 11% per annum, calculated daily, will be applied to overdue payments.
- The charge is to be paid to **Bundaberg Regional Council**. Please contact Bundaberg Regional Council, Development Assessment Team, prior to making payment.
- Please include a copy of this Notice with payment.

Other Important Information

1. PAYMENT

This notice is due and payable by the due date shown. Cheques, money orders or postal notes should be made payable to Bundaberg Regional Council and crossed "Not Negotiable". Change cannot be given on cheque payments. Property owners will be liable for any dishonour fees.

2. GOODS AND SERVICES TAX

The federal government has determined that rates and utility charges levied by a local government will be GST exempt. Accordingly, no GST is included in this infrastructure charges notice.

3. INFRASTRUCTURE CHARGES ENQUIRIES

Enquiries regarding this infrastructure charges notice should be directed to Council's Development Assessment Team on telephone 1300 883 699 during office hours or e-mail: duty_planner@bundaberg.qld.gov.au

Notice is hereby given under the *Sustainable Development Act 2009* and the *Local Government Act 2009* that the adopted infrastructure charges notice is levied by the Bundaberg Regional Council on the described land. The adopted infrastructure charge is DUE AND PAYABLE BY THE ABOVE DUE DATE. The adopted infrastructure charge plus any arrears and interest may be recovered by legal process without further notice if unpaid after the expiration of the DUE DATE as the charge is deemed to be overdue. PETER BYRNE, CHIEF EXECUTIVE OFFICER

Richard Jenner
 Development Assessment Manager



Amended ADOPTED INFRASTRUCTURE CHARGES NOTICE
 SCHEDULE 1 – Calculation of Current Charges, Offsets and Refunds

PO Box 3130, BUNDABERG QLD 4670
 Local Call 1300 883 699 | Fax (07) 4150 5410
 ABN 72 427 835 198

Applicant: Ian Milton Excavations Pty Ltd & Milton Excavations
Applicant address: C/- Insite SJC
 Site address: 191 Fairydale Rd, Moore Park Rd, Norton Rd & Fairydale Rd MOO
 Lot/Plan: RP93056/24, Lots 1 and 2 on RP95665, SP199531/2, RP800955/22

Development Type: Material Change of Use
Due date for payment: before the change of use happens
Dev Approval No.: 322.2015.42796.2
Register No.: 331.2015.746.1

Prepared by: Arran Walker
Date of Issue: 9/05/2016
Authorising Officer: Richard Jenner
Inside PIA: No

Adopted Infrastructure Charges: \$ 17,350.43
Offset: n/a
Additional Charge Condition: n/a
AICN - Amount Payable: \$ 17,350.43

Summary of the Adopted Infrastructure Charges

Stage	Application Type	Charge Type	Infrastructure Charge Area	Use category	Use	Charge category	Charge per dwelling or lot or bedroom or tent or cabin	Charge per m ² GFA	Charge per m ² impervious area	Dwellings or lots or bedrooms or tents or cabins	GFA (m ²)	Impervious Area (m ²)	Discount category	Discount	Subtotal
ALL	MCU	New	Hinterland Partially Serviced (no wastewater and no water supply)	Specialised uses	Extractive industry	\$ per equivalent 3 or more bedroom dwelling	\$ 10,000.00	n/a	n/a	1.735			n/a	0%	\$ 17,350.43
Adopted Infrastructure Charges Total: \$ 17,350.43															

Methodology used to calculate extractive industry charge

As per the Adopted Infrastructure Charges Resolution (No. 1) 2015, the charge for extractive industry is the charge in Table 2.2 or Table 2.3 for a use category (in column 1) that appropriately reflects the use at the time of assessment. The Extractive Industry charge is thus calculated by first determining the equivalent residential vehicle trips that will be placed on the road network by the development. From this number of trips, the equivalent number of 3 bedroom rural dwellings is calculated using the average of 6 trips/day/dwelling.

Additional Working	
1. Annual tonnage	20000
2. Haul truck capacity (truck and trailer)	24
3. Total truck per year (annual tonnage/capacity)	833.3
4. Quarry working days	260
5. Trucks per day (trucks per year/working days)	3.21
6. Truck trips (with return x 2)	6.41
7. Number of employees	2
8. Employee trips (2 way) - passenger car equivalents x 2	4.00
9. Total vehicle trips (truck trips + employee trips in passenger car equivalents)	10.41
10. Equivalent dwelling for this traffic load (based 6 rural lot trips per 3 bedroom dwelling)	1.7350

Intentional Blank



PO Box 3130, BUNDABERG QLD 4670
 Local Call **1300 883 699** | Fax **(07) 4150 5410**
 ABN 72 427 835 198

ADOPTED INFRASTRUCTURE CHARGES NOTICE INFORMATION NOTICE

1. REASON FOR DECISION

This notice has been issued pursuant to the Bundaberg Regional Council Adopted Infrastructure Changes Resolution (No. 1) 2015 and Chapter 8 of the Sustainable Planning Act 2009.

2. APPEAL RIGHTS

The recipient of the infrastructure charge may appeal to the Planning and Environment Court in accordance with section 478 of the Sustainable Planning Act 2009.

478 Appeals about infrastructure charges notice

- (1) The recipient of an infrastructure charges notice may appeal to the court about the decision to give the notice.
- (2) However, the appeal may be made only on 1 or more of the following grounds—
 - (a) the charge in the notice is so unreasonable that no reasonable relevant local government could have imposed it;
 - (b) the decision involved an error relating to—
 - (i) the application of the relevant adopted charge; or
 - (ii) the working out, for section 636, of additional demand; or
 - (iii) an offset or refund;
 - (c) there was no decision about an offset or refund;

Examples of possible errors in applying an adopted charge—

 - (i) the incorrect application of gross floor area for a non-residential development;
 - (ii) applying an incorrect 'use category' under an SPRP (adopted charges) to the development.
 - (d) if the infrastructure charges notice states a refund will be given—the timing for giving the refund.
- (3) To remove any doubt, it is declared that the appeal must not be about—
 - (a) the adopted charge itself; or
 - (b) for a decision about an offset or refund—
 - (i) the establishment cost of infrastructure identified in an LGIP; or
 - (ii) the cost of infrastructure decided using the method included in the local government's charges resolution.
- (4) The appeal must be started within 20 business days after the day the recipient is given the relevant infrastructure charges notice.

478A Appeals against refusal of conversion application

- (1) The applicant for a conversion application may appeal to the court against a refusal, or deemed refusal, of the application.
- (2) The appeal must be started within the following period—
 - (a) if the applicant is given written notice of the refusal—20 business days after the day the applicant is given the notice;
 - (b) otherwise—20 business days after the end of the required period under section 660(5) for the application.

The recipient of the infrastructure charge may appeal to a building and development committee in accordance with section 535 of the Sustainable Planning Act 2009.



PO Box 3130, BUNDABERG QLD 4670
Local Call **1300 883 699** | Fax **(07) 4150 5410**
ABN 72 427 835 198

535 Appeals about infrastructure charges decisions

- (1) The recipient of an infrastructure charges notice may appeal to a building and development committee about the decision to give the notice.
- (2) However, the appeal may be made only on 1 or more of the following grounds—
 - (a) the decision involved an error relating to—
 - (i) the application of the relevant adopted charge; or
 - (ii) the working out, for section 636, of additional demand; or
 - (iii) an offset or refund;
 - (b) there was no decision about an offset or refund;
Examples of possible errors in applying an adopted charge—
 - (i) the incorrect application of gross floor area for a non-residential development;
 - (ii) applying an incorrect 'use category' under an SPRP (adopted charges) to the development;
 - (c) if the infrastructure charges notice states a refund will be given—the timing for giving the refund.
- (3) To remove any doubt, it is declared that the appeal must not be about—
 - (a) the adopted charge itself; or
 - (b) for a decision about an offset or refund—
 - (i) the establishment cost of infrastructure in an LGIP; or
 - (ii) the cost of infrastructure decided using the method included in the local government's charges resolution.
- (4) The appeal must be started within 20 business days after the day the recipient is given the relevant infrastructure charges notice.

535A Appeals against refusal of conversion application

- (1) The applicant for a conversion application may appeal to a building and development committee against a refusal, or deemed refusal, of the application.
- (2) The appeal must be started within the following period—
 - (a) if the applicant is given written notice of the refusal—20 business days after the day the applicant is given the notice;
 - (b) otherwise—20 business days after the end of the required period under section 660(5) for the application.



Department of Infrastructure,
Local Government and Planning

Our reference: SPD-0316-025851
Your reference: 322.2015.42796.1

30 March 2016

Peter Byrne
Chief Executive Officer
Bundaberg Regional Council
PO Box 3130
BUNDABERG QLD 4670
ceo@bundaberg.qld.gov.au

Dear Mr Byrne

Notice about request for permissible change—relevant entity

Moor Park Road, Fairdale Road and Norton Road, Moore Park Beach; 2 SP199531, 1 and 2 RP95665, 22 RP880955, 7 RP893728, 24 RP93056, 33 SP249608
(Given under section 373(1) of the *Sustainable Planning Act 2009*)

The Department of Infrastructure, Local Government and Planning received a copy of the request for a permissible change under section 372(1) of the *Sustainable Planning Act 2009* on 14 March 2016 advising the department, as a relevant entity, of the request for a permissible change made to the responsible entity under section 369 of the *Sustainable Planning Act 2009*.

The department understands that the proposed changes are as follows:

- Reduce the maximum extraction to 20 000 tonnes per annum
- Remove lot 7 on RP893728 from the development approval
- Amend the requirements for road widening along Norton Road.

The department has considered the proposed changes to the development approval and advises that it has no objection to the change being made.

If you require any further information, please contact Holly Sorohan, Principal Planning Officer, on 07 4331 5605, or via email WBBSARA@dilgp.qld.gov.au who will be able to assist.

Yours sincerely

A handwritten signature in black ink, appearing to be 'SD', with a stylized flourish at the end.

Sarah Doring
A/Manager (Planning)

**Item****09 August 2016****Item Number:**

N1

File Number:

A2684084

Part:COMMUNITY & CULTURAL
SERVICES**Portfolio:**

Community & Environment

Subject:

Moncrieff Entertainment Centre Air Conditioning System Replacement

Report Author:

David Cornwell, Operational Supervisor Libraries, Arts & Theatre

Authorised by:

Gavin Steele, General Manager Community & Environment

Link to Corporate Plan:

Community - 4.1.2 Equitable access to adequate services and well maintained facilities

Background:

The current Moncrieff Entertainment Centre air conditioning system is unreliable, has reached the end of its service life and the risk of total failure during peak use period is relatively high. A commercial Air Conditioning company site inspection has determined the following;

- The thermostat is not operational and the system is not 'averaging' effectively (creating freezing temperatures which are not able to be managed)
- Only 3 of the 8 compressors in this unit are working.
- This is an older type unit so the gas for it (R22) is becoming obsolete and is very expensive, ie approx \$160-\$180/kg and each compressor needs approximately 25 kgs of gas.
- Some compressors have been re-gassed but are likely to leak and require further re-gassing due to their age and corrosion.

Council's Trade Services department has determined and recommended that the unit requires replacement and cannot guarantee against total breakdown or unserviceability, beyond December 2016 or sooner. Estimate for replacement is \$150,000 which includes building works, electrical connection, duct work modifications etc.

The new air conditioning unit will make a vast change on existing power bills. The current unit requires 200 amps, while the proposed new unit will only draw 66 amps. In addition, the new unit utilises intelligent CO2 sampling which adjusts the air conditioning automatically to the number of patrons present.

Trade Services have estimated a 50% reduction in annual power costs.

8 weeks delivery time for the unit would be required and the venue would need to be closed for 2 weeks for installation. Bookings for the Moncrieff are heavy for the rest of the year, with the exception of two weeks in November 2016.

Associated Person/Organization:

David Cornwell, Operational Supervisor Libraries, Arts & Theatre

Consultation:

Portfolio Spokesperson: Cr Judy Peters

Divisional Councillor: Cr Helen Blackburn

General manager Community & Environment Gavin Steele

Infrastructure & Planning Services Supervisor Christopher Williams

Legal Implications:

There appear to be no legal implications.

Policy Implications:

There appear to be no policy implications.

Financial and Resource Implications:

Provision has not been made in the current budget for replacement of this air conditioning unit, however, some potential savings in other capital projects in the Community & Environment department may help defray this cost.

Risk Management Implications:

The consequence of a total failure would render the Moncrieff unusable for at least 10 weeks. This will cause bookings from community groups and commercial productions to be cancelled and bring significant reputational damage to Council.

Planned replacement of the current air conditioning at the soonest opportunity (November) will minimise the likelihood of major disruption to the Moncrieff's business and customers.

Communications Strategy:

Communications Team consulted. A Communication Strategy is:

- Not required
- Required

Attachments:

Nil

Recommendation:

That \$150,000 of 2016/17 Capital Budget be allocated to replace the air conditioning system for the Moncrieff Entertainment Centre.

**Item****09 August 2016****Item Number:**

N2

File Number:

A2685377

Part:COMMUNITY & CULTURAL
SERVICES**Portfolio:**

Community & Environment

Subject:

Australia Day Celebrations – Calling for Expressions of Interest

Report Author:

Bruce Green, Operational Supervisor Community Development

Authorised by:

Gavin Steele, General Manager Community & Environment

Link to Corporate Plan:

Community - 4.1.6 Our culture, identity and heritage being valued, documented and preserved

Background:

Since 2013 Council has been calling for Expressions of Interest to community groups interested in hosting Australia Day celebrations.

An Australia Day Celebration Expression of Interest Information Package outlines conditions of application and all applications are received via the Application Form. A committee assesses applications and a recommendation is forwarded to Council for approval.

The approved applicant is responsible for the organisation, management and delivery of the event with Council guidance and limited assistance. Copies of the most recent Information Package and Application Form are attached for your information.

Below is an outline of community groups who have previously applied for and have been approved to run the event:

- 2013 – Moore Park Bowls & Sports Club (cancelled due to major disaster and approved to hold in 2014)
- 2014 – Moore Park Bowls & Sports Club, Moore Park Beach, Australiana Theme
- 2015 – No applications received (subsequently a small event was run by Council), Botanic Gardens, Australiana Theme
- 2016 – Rotary City Daybreak, Botanical Gardens, Jackie Howe Australiana Theme

Associated Person/Organization:

Heidi Mason, Community Events Co-ordinator

Consultation:

Portfolio Spokesperson: Cr Judy Peters

Divisional Councillor: N/A

Bruce Green, Operational Supervisor Community Development

Gavin Steele, General Manager Community and Environment

Legal Implications:

There appear to be no legal implications.

Policy Implications:

There appear to be no policy implications.

Financial and Resource Implications:

An allocation of \$14,000 has been set aside in the 2016/17 budget for the delivery of this event.

Risk Management Implications:

There appears to be no risk management at this stage, however, if a community group is engaged, then appropriate risk management strategies will be considered commensurate with running such an event on behalf of Council.

Communications Strategy:

Communications Team consulted. A Communication Strategy is:

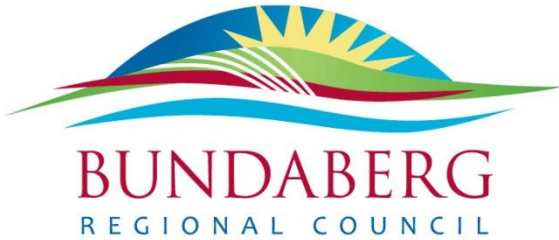
- Not required
- Required

Attachments:

- 1 Expression of Interest

Recommendation:

That Expressions of Interest be called for interested community groups to apply to host Council's Official Australia Day celebrations on 26 January 2017.



DISCOVER OUR SPIRIT®

Discover Our Spirit is a registered trademark of Bundaberg Regional Council.

Australia Day Celebration Expression of Interest Information Package

Expressions of Interest are invited from enthusiastic community focused groups to host Bundaberg Regional Councils *OFFICIAL Australia Day Celebrations in their local area.

Australia Day Celebrations will provide the host group with a unique opportunity to showcase their local community to a diverse range of residents and visitors.

This activity would be subsidised by Council through financial and in-kind assistance with Council's Event Coordinator and Portfolio Councillor sitting on the organising committee to assist with event planning and implementation.

The attached information and application form has been prepared to help interested community focused groups who may wish to apply.

Additional information can be obtained by contacting the Community Events team on 1300 883 699 or cec@bundaberg.qld.gov.au

Applications are to be received by 4.45pm on Friday 10th April 2015 to Community Events, Bundaberg Regional Council, PO Box 3130 Bundaberg QLD 4670.

**(Please note that this Expression of Interest relates to the hosting of Bundaberg Regional Council's Official Australia Day celebration only. All other community events and/or funding is separate and will continue as appropriate).*

CALL CENTRE: **1300 883 699**
www.bundaberg.qld.gov.au

Bundaberg Regional Council will support one local community/service group to host its official Australia Day celebrations on **26 January 2016**. This process is designed to support community focused groups that have the passion and drive to plan, organise, and implement the event, in partnership with Bundaberg Regional Council.

Applicants are encouraged to develop innovative and imaginative celebratory activities around the general Australia Day concept.

Please take the time to read and consider all information provided in this information package before submitting your application.

Conditions of Application

Funding & In-Kind Assistance

- Council will contribute a cash contribution of up to \$9,000 towards the delivery of this event. Any funding not spent will be required to be returned to Council;
- The host organisation will be required to acquit funds upon completion of the event;
- These funds must cover activities to be provided free of charge (or by donation) to the general public;
- The host organisation will be required to provide staging and AV of a professional quality as needed;
- The host organisation may seek additional sponsorship from commercial entities etc subject to Council's approval;
- The host organisation will be required to provide a budget, including a breakdown of all costs associated with delivering the proposed event;
- Council is able to provide the loan on the day of the following equipment:-
 - 1 BBQ trailer
 - Other approved equipment as required
 - Australian Flag Bunting
- The host organisation will be required to arrange and pay for any additional equipment such as marquees, generators or toilets required for the event.

Location

- The activity must be held within the boundaries of Bundaberg Regional Council;
- It must be held in a location which meets all Workplace Health and Safety considerations (i.e. suitable size, access for the disabled, emergency services, adequate availability for parking etc);
- Able to cater for attendance of 3000+.

Activities

- An official Australia Day Awards & Citizenship Ceremony will be held prior to the day with recognition of Award recipients required at the celebrations;
- An official welcoming ceremony must be held during the event and must include a welcome by the Bundaberg Regional Council Mayor or a representative and a Welcome to Country;
- The event can be held at any time of the day but must cease by 7.00pm;
- Entry must be free and open to all residents;
- Unique Australiana themed activities are encouraged;
- It is suggested that you include ideas and approaches that will create memorable activities that attract a diverse audience;
- The provision of free activities as above is required. The host organisation may ask for a gold coin donation in lieu of payment for a limited number of activities, which may be kept by the organisation to offset additional event expenses or be given to a nominated charity;
- The inclusion and participation of other groups by way of entertainment, demonstrations etc is desirable.

Planning/Implementing

- A committee must be established and will be responsible for all aspects of event delivery, with support from Council's Community Events Coordinator. This Committee is required to meet regularly to plan the event;
- The host organisation must be willing and able to set up all required equipment for the event;
- The host organisation must have the ability to develop and keep a budget on all event and associated costs;
- The host organisation must have the ability to develop and keep an Action Plan on all event preparations (template available from Community Events);
- The host organisation will be required to organise all activities for example: face painting/sand sculpture/rides/entertainment/stallholders etc;
- The host organisation will be required to decorate the proposed site as appropriate.

Insurance/WPHS

- The host organisation must have or obtain at least 20M Public Liability Cover (for the event);
- The host organisation must have the ability to develop a Risk Management Plan for the event;
- Bundaberg Regional Council can organise and provide for the provision of First Aid for the event duration if required;
- The host organisation will be responsible for the provision of SES personnel or similar to assist with traffic/parking management if required.

Marketing

- Bundaberg Regional Council will manage and pay for all aspects of advertising/marketing;
- Any additional marketing or promotional activities not undertaken by Council will be negotiated with Council's Community Events Co-ordinator prior to being organised;
- Media releases or in person promotion will be held jointly with a Council and Community Group representative.

Assessment

- A committee will assess applications with notification provided no later than 1 June, 2015;
- Applications will be evaluated against the following criteria:
 1. **Conditions** -The application meets all of the conditions outlined in the Information Package, and have all necessary documentation attached;
 2. **Creativity** - An appropriate and memorable proposed event with an attractive and varied program of proposed activities;
 3. **Project Management** - Ability to manage, plan and implement all aspects of the event;
 4. **Community Involvement** - Demonstrated strong community engagement, enthusiasm and support.
- Organisations may be considered ineligible if previous Council funding/agreements have not been satisfactorily met;
- The successful host organisation can only apply to host the Australia Day Celebrations once every three (3) years
- The decision of Council is final;
- In the result of no suitable applications being put forward. Council may at its discretion choose to run the event or alternatively offer it to another organisation to host.

Australia Day Celebration Expression of Interest Application Form

Please read the information package prior to completing this application form. For enquiries or assistance with your application phone Council's Community Events team on 1300 883 699.

Details of your group/ organisation	Organisation:
	Address:
	Postal Address:
	Telephone: Fax:
	Is your Group/Organisation registered for GST? <input type="checkbox"/> Yes <input type="checkbox"/> No (If not, please submit a Statement of Supplier available from the ATO website)
Contact person for this application	Name:
	Position:
	Telephone: Mobile:
	Email: (preferred)
Event Details	Event Name:
	Venue/Location:
	Facilities Description: (Describe how it meets WPHS considerations)
	Event Times:
Event Objectives	

Description of event
program and activities

(attach separate sheet if
required)

List who will be involved
(including any other
organisations/groups)

BUDGET ESTIMATES

Please supply budget estimate details for this event

Income			Expenditure (continued)		
Source	Total Income GST inclusive	Total Income Less GST	Item	Total Cost GST Inclusive	Total Cost Less GST
TOTAL PROJECTED INCOME					
Expenditure					
Item	Total Cost GST Inclusive	Total Cost Less GST			
			TOTAL PROJECTED EXPENDITURE		

Please detail other sponsorship sought, or your organisation's contribution towards this project

Organisation's Name				Amount \$
	Yes	No	Pending	

YOU MUST PROVIDE THE FOLLOWING: *(Please Tick once attached)*

***Note: Applications which do not provide the additional information as requested will not be assessed.*

- A copy of your organisation's minutes confirming the decision to submit an Australia Day Celebration Expression of Interest.
- A copy of your current Public Liability Insurance Certificate (or evidence of your ability to acquire insurance for the event)
- Completed Application Form

CERTIFICATION

I hereby certify that I have been authorised to prepare and submit this application on behalf of the above mentioned group / organisation and the information contained herein is a true and correct record to the best of my knowledge. On behalf of the above mentioned group / organisation, I agree to accept funding in accordance with the Australia Day Expression of Interest guidelines and conditions.

Signature _____

Date _____

Name _____

Position _____

WITNESS

Signature _____

Date _____

Name _____

Position _____

Please send application to:

Email (preferred)

ceo@bundaberg.qld.gov.au

Postal Address
 Bundaberg Regional Council
 Community Events
 PO Box 3130
 Bundaberg QLD 4670

Hand Delivered
 Bundaberg Regional Council
 Community Events
 157 Civic Arcade, Bourbong Street
 Bundaberg, QLD 4670

NOTE: *Clearly label envelope 'Australia Day Expression of Interest Application'.*



Item

09 August 2016

Item Number:	File Number:	Part:
N3	.	COMMUNITY & CULTURAL SERVICES

Portfolio:

Community & Environment

Subject:

Expression of Interest for Application of Artwork on Council Infrastructure

Report Author:

Gavin Steele, General Manager Community & Environment

Authorised by:

Gavin Steele, General Manager Community & Environment

Link to Corporate Plan:

Community - 4.1.4 A community that values the arts and culture

Background:

On 13 August 2015, Council entered into a Public Art Consultancy Agreement with a local Bargara artist to paint a mural on the Sewer Pump Station Switchboard Cabinet located in Mary Kinross Park at Bargara. This agreement was on a trial basis at no cost to Council to ascertain the public's acceptance of artwork on public structures.

In the nearly 12 months since the artwork was completed at Mary Kinross Park, there has been a positive community response to the work that was done. Due to local interest in further projects it is now appropriate for Council to consider other suitable locations where Council infrastructure exists which would be appropriate as a medium for further murals.

To ensure that Council is also providing an opportunity on an equitable basis for all local artists to showcase their ability, it is also appropriate that an Expression of Interest (EOI) process be undertaken for the identified infrastructure that can be utilised so that all appropriately skilled and qualified artists have the chance to be involved.

Whilst the initial trial project at Mary Kinross Park was undertaken at no cost to Council, it is proposed that a total of \$10,000 funding, subject to successful application to Council's Regional Arts Development Fund (RADF), be allocated for the entire project which consists of nine (9) Switchboard Cabinets located around the Bargara township.

The nine (9) identified Switchboard cabinets are located at:-

1. Woongarra Scenic Drive A Sewerage Pump Station (SE 1050)
2. Woongarra Scenic Drive B Sewerage Pump Station (SE 1055)
3. Miller Street A Sewerage Pump Station (SE 0742)
4. Miller Street B Sewerage Pump Station (SE 0747)
5. Miller Street C Sewerage Pump Station (SE 0752)
6. Trevors Road Sewerage Pump Station (SE 0966)
7. Bauer Street Sewerage Pump Station (SE 0149)
8. Whalley Street Sewerage Pump Station (SE 0994)
9. Sandhills Drive Sewerage Pump Station (SE 0862)

The EOI will require submitters to outline their proposed design for each Sewerage Pump Station, a timeline for completion, a budget and their funding sources. Council will at its sole discretion determine the appropriateness of the proposed design for each location and assess the ability of the submitter to undertake the proposed work.

Any successful artist will need to comply with Council's workplace health and safety policies and have appropriate insurance coverage to undertake the required work.

The finished works and ongoing maintenance obligations will be as per Council's Public Art Policy.

Associated Person/Organization:

Gavin Steele, General Manager – Community & Environment

Consultation:

Portfolio Spokesperson: Cr Judy Peters

Divisional Councillor: Cr Greg Barnes

Legal Implications:

There appear to be no legal implications.

Policy Implications:

Council will need to review its Public Arts Policy prior to finalisation of the Expressions of Interest process to ensure that the proposal is in accordance with Council's desired position on public art.

Financial and Resource Implications:

Funding of \$10,000 under Council's Regional Arts Development Fund (RADF) will need to be quarantined in the 2016/17 financial year for allocation to this project.

Risk Management Implications:

Council will mitigate risks by ensuring that appropriate insurance coverage is held by any artists undertaking work on Council's infrastructure and ensuring that all works are undertaken in accordance with Council's Workplace Health and Safety Policies and Procedures.

Communications Strategy:

Communications Team consulted. A Communication Strategy is:

- Not required
- Required

Attachments:

Nil

Recommendation:

That Expressions of Interest be called for suitably qualified and skilled artists to paint murals on 9 Council owned Sewerage Pump Station Switchboard cabinets located in the Bargara area located at:-

1. Woongarra Scenic Drive A Sewerage Pump Station (SE 1050)
2. Woongarra Scenic Drive B Sewerage Pump Station (SE 1055)
3. Miller Street A Sewerage Pump Station (SE 0742)
4. Miller Street B Sewerage Pump Station (SE 0747)
5. Miller Street C Sewerage Pump Station (SE 0752)
6. Trevors Road Sewerage Pump Station (SE 0966)
7. Bauer Street Sewerage Pump Station (SE 0149)
8. Whalley Street Sewerage Pump Station (SE 0994)
9. Sandhills Drive Sewerage Pump Station (SE 0862)

Further, that a total of \$10,000 be set aside from the 2016/17 Regional Arts Development Fund to support the mural project.



Item

09 August 2016

Item Number:	File Number:	Part:
Q1	A2683024	SPORT, RECREATION, VENUES & DISASTER MANAGEMENT

Portfolio:

Community & Environment

Subject:

Support for the Bundaberg Region Multi-Use Sports and Community Centre (Multiplex) - Stage 2

Report Author:

Cameron Bisley, Branch Manager - Commercial Business & Economic Development

Authorised by:

Gavin Steele, General Manager Community & Environment

Link to Corporate Plan:

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

Background:

Engineering firm GHD Australia were originally engaged through a formal tender process in September 2013 to develop the original (full) scope of works for the \$24M Bundaberg Region Multi-use Sports and Community Centre (Multiplex). Since completion of both the original design and Council's site preparation works, Council has applied for financial assistance to construct the Multiplex facility through a number of funding programs including Natural Disaster Relief and Recovery Arrangements (NDRRA) and the National Stronger Regions Fund (NSRF). Council was unsuccessful in securing the needed funding through both NDRRA and NSRF (Round 1).

Due to the inability to secure funding for the project as a whole, Council subsequently made the decision to divide the scope of construction into two stages. Stage 1 of this project includes a three-court sports hall, gymnastics hall, weights and cardio exercise area, and community meeting rooms. Council was successful in securing \$5M of the \$13.7M for Stage 1 of the project under the Queensland Government's Building our Regions (BOR) Program. This BOR (Round 1) funding was announced by the Queensland Government in December 2015.

More recently, as part of the Federal election the Coalition Government via the Deputy Prime Minister and the Member for Hinkler made a commitment, that if they were returned to Government, Council will receive \$5M from the Australian Government for Stage 2 construction of the Multiplex. Further details via the funding deed are expected from the Department of Infrastructure and Regional Development in the coming weeks.

At present, Council's expression of interest for funding under Round 2 of the Building our Regions fund has been shortlisted to proceed to the detailed application stage. Council will be submitting a detailed application that seeks an additional \$5M from the Queensland Government for the construction of Stage 2.

The total project cost is estimated at \$12.26M and includes the following features:

Multiplex – Stage 1 Features (Out of scope; currently under construction)	Multiplex – Stage 2 Features (In scope for BoR Round 2)
<ul style="list-style-type: none"> • Three-court sports hall (2300 m²) • Gymnastics hall of 900 m² • Weights/cardio area • Group fitness area • Facilities for persons with disabilities • Storage areas • Three meeting/community rooms for general community use • Canteen facilities • Air conditioning to selected areas • Hot water system using solar, gas and electric services • Compliant levels of natural light and ventilation • Car parking • Outdoor recreation spaces • Adjoining parklands and playgrounds 	<ul style="list-style-type: none"> • Sports/civic hall of 1500 m² with retractable seating <ul style="list-style-type: none"> ○ Banquet style seating capacity of approximately 1000 ○ Theatre style seating capacity of approximately 2000 • Two community function rooms • Commercial kitchen • Café facilities • Air conditioning to selected areas • Breakout space • Male and female amenities, including facilities for persons with disabilities • Foyer and lobby to civic hall

Stage 2 features provide for increasing economic growth and employment by improving the potential to host major state and national sporting competitions, large community events and major business conferences. Furthermore, this facility will build strong partnerships between Queensland Police-Citizens Youth Welfare Association (PCYC), the facility operator, and community groups, sporting organisations, local and state government, and other private sector entities to deliver community programs. In addition, should we face future natural disasters Stage 2 will significantly improve Bundaberg's recovery and emergency evacuation capabilities.

As part of the BOR detailed application process, it is a mandatory requirement to include a Council resolution indicating its support for construction of Stage 2 and its commitment to the management associated with ongoing capital maintenance and depreciation costs. Please note that operational costs are not included in future financial commitments, as these costs will be borne by PCYC as the facility operator.

Associated Person/Organization:

Cameron Bisley – Branch Manager, Commercial Business & Economic Development

Consultation:

Portfolio Spokesperson: Cr David Batt

Divisional Councillor: Cr Helen Blackburn

Chief Executive Officer, General Manager Community & Environment

Legal Implications:

There appear to be no legal implications.

Policy Implications:

There appear to be no policy implications.

Financial and Resource Implications:

A capital cost plan has been prepared by quantity surveyors, Wilde and Woollard (Qld) Pty Ltd. Linking the capital cost estimate with scope, Bundaberg Regional Council proposes the following cost-sharing model under Round 2 of the *Building our Regions Fund* between the Queensland Government, Australian Government and Bundaberg Regional Council.

Funding Source	Funding Inclusions	Funding Exclusions (covered by Council or PCYC)
Bundaberg Regional Council	\$2,260,000	\$464,900
Queensland Government	\$5,000,000 *	\$ -
Australian Government	\$5,000,000	\$ -
Total	\$12,260,000	\$464,900

* Council is applying for this funding under Building our Regions (Round 2).

Exclusions

Exclusions from the funding package for Stage 2 construction, but still required as part of the project, include the following components:

Cost	Responsibility
Consultancy fees (e.g. refined designs, building certification, etc.)	Council
Project and work management	Council
Portable long service leave	Council
Curtains and blinds	Council
Kitchen equipment	Council
GST	Council
Sports equipment	PCYC
Loose furniture	PCYC
Authority fees and approval costs	Council; development approval paid in full
Headworks charges	No cost, as the facility will be used for not-for-profit purposes
IT and Communications equipment	Cabling included in Stage 2 construction costs; Telecommunications equipment (e.g. phones, etc.) will be the responsibility of PCYC

Managing Ongoing Costs

PCYC will be responsible for the future ongoing operational costs associated with managing the Multiplex facility; Council will assume responsibility for ongoing capital maintenance and depreciation costs. Capital maintenance and depreciation expenditure has been forecasted with costs adjusted annually based on local government Council Cost Index (CCI). Council has estimated the capital maintenance costs for Stage 2 to be 1% of the building cost or approximately \$122,600 per annum. Depreciation expense for Stage 2 has been calculated using criteria as determined by Queensland Treasury Corporation and is approximately \$153,250 per annum (based upon an 80 year life).

For the purposes of the calculations below, Council has factored an annual CCI increase of 2.21% (based upon Local Government Association of Queensland's figure using data as at December quarter of 2014).

Projected Combined Maintenance and Depreciation Expenditure – Multiplex Stage 2

Year	Projected Operational and Maintenance Expenditure
2018	\$275,850
2019	\$281,946
2020	\$288,177
2021	\$294,546
2022	\$301,055

Risk Management Implications:

There appears to be no risk management implications.

Communications Strategy:

Communications Team consulted. A Communication Strategy is:

- Not required
 Required

Attachments:

Nil

Recommendation:

That Council:-

- 1. proceed with the construction of Stage 2 of the Bundaberg Region Multi-use Sports and Community Centre (Multiplex), conditional upon a \$5M commitment from the Queensland Government under Round 2 of the Building our Regions Fund; and**
- 2. commit to the upfront and ongoing capital maintenance and depreciation costs associated with construction of Multiplex Stage 2.**



Item

09 August 2016

Item Number:	File Number:	Part:
R1	A2608228	TOURISM & REGIONAL GROWTH

Portfolio:

Community & Environment

Subject:

'Expression of Interest' to Lease Council Land - Development of a RV Park for 'Self-Contained' vehicles only near the Bundaberg CBD

Report Author:

Cameron Bisley, Branch Manager - Commercial Business & Economic Development

Authorised by:

Gavin Steele, General Manager Community & Environment

Link to Corporate Plan:

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

Background:

BRC's Economic Development Strategy 2014-2024 'A Better Climate for Business' outlines a vision for a changed economy and leveraging emerging opportunities. The growth of our regional tourism industry will play a vital role in our future economic performance as outlined in the Bundaberg North Burnett Destination Tourism Plan which looks to double visitor expenditure by 2020 to \$551M. As the southern gateway to the Great Barrier Reef, together with our pristine natural environment and regional attractions, significant opportunity lies in unlocking the tourism potential in our region. Hence, Council, is now looking at cost-effective ways to facilitate Bundaberg becoming nationally recognised as a recreational vehicle (RV) friendly region. While this specific project looks at an opportunity adjacent to the Bundaberg CBD, it is acknowledged that this work is an extension of other initiatives underway in both Childers and Gin Gin to also promote their RV Friendly status.

Statistics gathered from the ABS Motor Vehicle Census shows that there are over 556,848 caravans, motorhomes and other industry products registered in Australia. This is a 34% increase in registrations since 2008 with over 5% year on year growth for the past six years.

Further statistics and background information from the Caravan Industry Association of Australia include the following:

- Caravanning and camping visitors spend approximately \$7 billion when travelling in Australia, creating an economic value of \$17.44 billion to the Australia economy annually. Around 90% of all visitor nights in the sector are spent in regional Australia, making the sector a large economic contributor to regional Australia.
- The Tourism Research Australia National Visitor Survey indicates there were over 30 million domestic visitor nights spent in a caravan park or commercial camping ground during the year ended September 2013. The sector makes up 10% of all visitor nights in Australia and domestic tourists make up 89% of travel within the sector.
- Caravan parks are strong contributors to their local economies. In addition to the non-financial contribution they make through the provision of service such as tourist information, for every \$100 of revenue received by the park \$138 of direct economic benefit flows through the local economy.
- International caravanning and camping visitors in 2011 spent on average \$7,507 per trip, compared to only \$4,776 for non-caravanning and camping visitors. International caravanning and camping visitors in 2011 also spent on average 71 visitor nights in Australia compared to just 33 for their non-caravanning and camping counterparts.

Given the closure of Council's Finemore Holiday Park back in 2013, as a result of extensive flood damage, it is considered timely that Council investigate how we can support self-contained recreational vehicles which are a relatively new and growing sector in Australia. Self-contained RV vehicles require relatively low-cost camping options as they are equipped with on-board fresh water tanks and grey and black water containment facilities.

Based upon the strong growth of the caravan industry, and coupled with our region's opportunities as a preferred tourism destination, the purpose of this report is to call for 'Expressions of Interest' to lease Council land to establish a RV park for self-contained vehicles near the Bundaberg CBD. In addition to the direct tourism benefits associated with the RV industry, development of an RV park in a strategically located area near the city would assist in Council's long term plans for CBD revitalisation.

Proposed Site

While Council originally considered a small number of strategically identified sites it was decided that Site A - Approximately 1 ha immediately adjacent to Saltwater Creek in the North-East corner of the old Showgrounds and Site D – approximately 2 ha adjacent to the IGA Supermarket in North Bundaberg were the most appropriate.

This sites have been chosen as they are in flood prone areas adjacent to the Bundaberg CBD and alternate development options would be severely constrained. Flood prone areas are suitable for fully self-contained vehicles as they will be instructed to leave well prior to any flood event. Also given the minimal infrastructure required at a self-contained RV Park there is minimal risk of flood damage to such items.

Requirements used in the selection process of a suitable site included:

1. Safe, sustainable location
2. Ease of access for all vehicles, including large motorhomes and fifth wheelers
3. Access to potable water
4. Acceptably flat land of approximately 10,000 m² (approx 40-60 vehicles)
5. Likely to receive all necessary consents and planning approvals
6. Adjacent to or within easy access of major roads or highways
7. Able to install a black-water dump point at or within 100 m of location
8. Infrastructure of the proposed RV park would mandate that all vehicles utilising the park are self-contained vehicles (ie on board fresh water tanks and grey and black water containment facilities)

Preferred, but non-essential attributes:

1. Scenic setting
2. Capable of constructing fencing around the site perimeter
3. Reticulated sewerage
4. Water and electricity
5. Reasonable proximity to tourist and recreational attractions
6. Within reasonable walking distance of retail outlets

Associated Person/Organization:

Cameron Bisley – Branch Manager, Commercial Business & Economic Development

Consultation:

Portfolio Spokesperson: Cr Greg Barnes

Divisional Councillor: Cr Helen Blackburn

Numerous letters and phone calls Council has received on this subject since Finemore Caravan Park was closed.

BRC Councillors and Planning Department

Campervan Motorhome Club of Australia

It is anticipated that further community consultation will be undertaken by the successful tenderer as part of the Development Application approval process.

Legal Implications:

As per Bundaberg Regional Council's Purchasing Policy - Acquisition of Goods & Services GP-3-048 the 'Expression of Interest' to develop and operate a RV park adjacent to the Bundaberg CBD will be undertaken via a formal tender process.

Hence this will be an open and transparent process ensuring Council complies with the Local Government Act 2009 and the Local Government Regulation 2012, and promotes procurement practices which optimises value for money and promotes effective supplier relationships.

The successful tenderer will be required to comply with Council's Regional Planning Scheme 2015 including the finalisation of appropriate Development Approvals. Note: all proposed sites are considered a 'tourist park' land use and will be an impact assessable land use against the Bundaberg Regional Council Planning Scheme

A Scoping Study highlighting planning considerations has been included in the attachments.

Policy Implications:

Refer above - Bundaberg Regional Council's Purchasing Policy - Acquisition of Goods & Services GP-3-048

Financial and Resource Implications:

It is intended that the successful tenderer will be fully responsible for the development and ongoing maintenance of the proposed RV Park in Bundaberg and this will be achieved at no financial cost to Council. This includes all costs associated with site establishment, which may include but is not limited to the following:-

- Development/Building Approvals
- Preparation of Survey Plan and Lease documents
- Service/Utility connections
- Fencing
- Installation of a dump point
- Potable water taps
- Shelter shed (if required)
- Establishing internal driveways (if required)
- Vegetation clearing and landscaping (if required)

It is expected that the future operator would enter into a Commercial Lease agreement (standard conditions to apply) with Council based on their nominated rental and the following tenure arrangements.

Term:	5 years with a 5 year option
Special Condition:	Lease can be terminated with 6 months' notice at the discretion of Council
Review Date:	annually upon each anniversary of the commencement date
Rent Review:	3% increase at each review date
Outgoings:	Operator responsible for 100%
Insurance:	Public Liability – minimum of \$20 million

(Note: Special Condition is necessary to provide Council with flexibility over any future development of the Old Showground site)

Ongoing RV Park Management

Future operators must be able to manage and operate the site through an on-site custodian(s), whose role is to oversee activities on the site and report any issues to the governing body or the appropriate authorities.

Operators will be expected to meet all ongoing maintenance and management costs, with the RV Park operating at no cost to the Bundaberg community or Bundaberg Regional Council. Ongoing costs shall include, but not limited to, the following:

- Lease payments
- Rubbish removal
- Mowing
- General maintenance
- Electricity
- Site management

Risk Management Implications:

The perceived opposition by existing caravan park operators.

The site is a re-introduction of a pre-existing service provided by the Finemore Holiday Park which has been removed from the area. The RV Park will only provide for a limited clientele with caravan parks offering a higher quality service and longer term stays.

There is evidence to suggest that the current stock of cheap short term accommodation for RV users in the Bundaberg region is of low quality, despite a high demand. The Christmas period saw over 21,000 visitors pass through the Bargara caravan park.

Council currently provides 4 alternate free 20 hour stay area for Caravan & RV owners across the region.

The siting of these alternate sites will not promote increased economic activity in the Bundaberg CBD.

There currently exists a charter by BRC to not allow any additional temporary accommodation in flood prone areas.

The high mobility of RV users and the development of a sufficient emergency exit plan could justify such an exception.

Communications Strategy:

Communications Team consulted. A Communication Strategy is:

- Not required
- Required

Attachments:

- 1 Aerial Photo - Site A
- 2 Aerial Photo - Site D
- 3 Scoping Study

Recommendation:

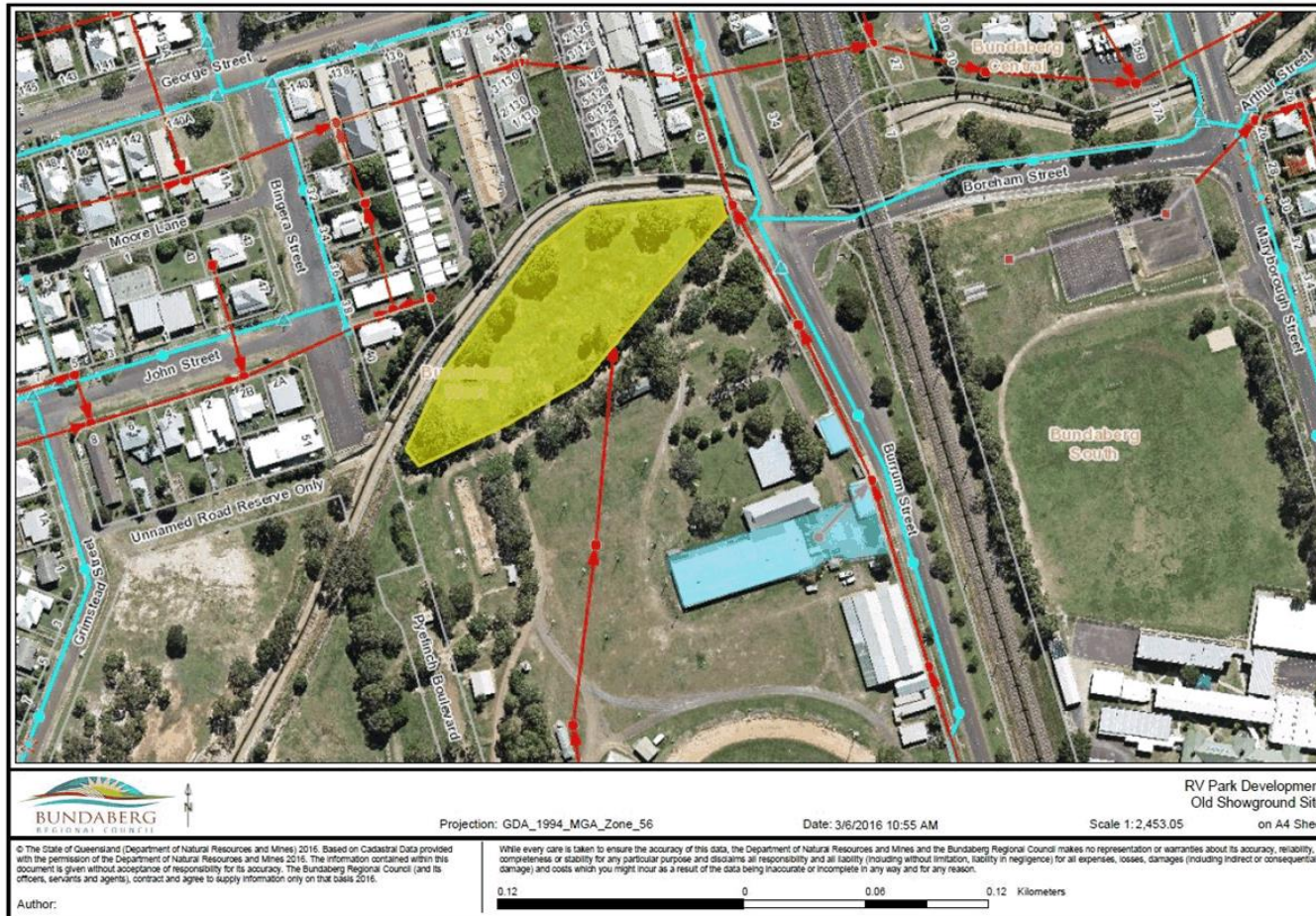
That consultation be undertaken with adjacent Residents/Property Owners in the areas adjoining:-

- **Site A being located in the North-East corner of the Old Showgrounds; and/or**
- **Site D being approximately 2 ha adjacent to the IGA Supermarket in North Bundaberg.**

Further that subject to the outcomes of the community consultation above, that:-

- 1. Tenders be called for an Operator/s to develop and operate a RV Park, for self-contained vehicles only, on the above-described lands; and**
- 2. The Chief Executive Officer be authorized to enter into a Commercial Lease Agreement with the selected Operator on suitable terms to Council and based on the draft terms outlined in this report.**

Attachment 1 – Site A - Old Showground site



Attachment B - Site D – approximately 2 ha adjacent to the IGA Supermarket in North Bundaberg





RV Park – Bundaberg CBD

Scoping Report

July 2016

Prepared by: Isaac Scheer

Document Control

Revision	Date	Chapter/section/page revised	Signatures		
			Originator	Checked	Approved
A		Draft Report	HB/AO	HB	

Table of Contents

RV Park – Scoping Report.....	3
1.0 Introduction	3
1.1 Proposal	3
1.2 Potential.....	3
1.3 Methodology.....	3
2.0 Key Findings	4
2.1 Site Analysis	4
2.2 BRC Planning Scheme 2015 Strategic Framework	5
2.6 Further Considerations	8

RV Park – Scoping Report

1.0 Introduction

The Recreational vehicle market is worth \$3 Billion to Queensland annually. Research indicates that a single RV park contributes \$1.5 million annually based on an average spend of \$70 to \$100 per day.

1.1 Proposal

Based upon the strong growth of the caravan industry, and coupled with our region's opportunities as a preferred tourism destination, the purpose of this report is to examine the establishment of a self-contained RV park near the Bundaberg CBD. In addition to the direct tourism benefits associated with the RV industry, development of an RV park in a strategically located area near the city would assist in Council's long term plans for CBD revitalisation.

Given the closure of Council's Finemore Holiday Park back in 2013, as a result of extensive flood damage, it is considered timely that Council investigate how we can support the self-contained recreational vehicles which are a relatively new and growing sector in Australia. Self-contained RV vehicles require relatively low-cost camping options as they are equipped with on-board fresh water tanks and grey and black water containment facilities

1.2 Potential

The instalment of RV friendly sites in towns with existing caravan parks have regularly seen opposition from existing caravan park operators. The above analysis suggests that although there is a perceived unfair increase in competition to caravan park operators. The introduction of a RV friendly site is servicing a currently unmet demand for alternative short term accommodation. The result of not meeting this demand allows for highly mobile RV vehicle owners to move elsewhere to more appealing sites.

1.3 Methodology

The following has provided a SWOT analysis of the three potential sites. The forth site at Hinkler Lions Tourist Park Road has been excluded due to it being within the SPP Airport and Aviation Facilities ANEF 20 Contour. This combined with existing long-term leases being in place makes it unsuitable for the proposed use.

A broad development and strategic assessment has been conducted for the sites against the Bundaberg Regional Council Planning Scheme 2015.

This report also includes a list of topics for further consideration due to the preliminary nature of this analysis.

2.0 Key Findings

2.1 Site Analysis

Site A – Old Showgrounds

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - Proximity to CBD and Hinkler Central - Existing services nearby - Existing amenities - Existing vegetation - Good walkability to services - Proximity to Hospital 	<ul style="list-style-type: none"> - Localised and Riverine flooding - Proximity to residential use - Low Passive surveillance - Furthest site from hospital - Poor access to Highway 	<ul style="list-style-type: none"> - Increase CBD activity 	<ul style="list-style-type: none"> - Council's plans to develop area

Site B – Old Bridge, North Bundaberg

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - Aesthetically pleasing (Riverfront) - Good walkability to North Bundaberg commercial area - Access to boat ramp - High passive surveillance - Good access for large vehicles - Good access to Highway - Good emergency exits 	<ul style="list-style-type: none"> - High flood danger (3 emergency exit routes) - Proximity to traffic and rail bridge - Proximity to existing caravan park - Proximity to residential use 	<ul style="list-style-type: none"> - Capacity to increase size - Access to water and future ferry services 	<ul style="list-style-type: none"> - Perceived negative amenity for CBD - Removal of existing central open space

Site C – Walla Street

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - Proximity to CBD and Hinkler Central - Existing amenities - Existing vegetation 	<ul style="list-style-type: none"> - Localised and Riverine flooding (Poor exit routes) - Proximity to skate park - Low Passive surveillance - Furthest site from hospital - Poor access to Highway 	<ul style="list-style-type: none"> - Potential to increase walkability 	<ul style="list-style-type: none"> - Removal of existing open space - Limited capacity to increase size

Site D – IGA, North Bundaberg

Strengths	Weaknesses	Opportunities	Threats
<ul style="list-style-type: none"> - Good walkability to North Bundaberg commercial area - High passive surveillance - Good access for large vehicles - Good access to Highway 	<ul style="list-style-type: none"> - High flood danger (1 emergency exit routes) - Distance to traffic bridge and CBD 	<ul style="list-style-type: none"> - Capacity to increase size 	<ul style="list-style-type: none"> - Perceived negative amenity for adjacent residential

- Good emergency exits - Largest site	- Access via residential streets - Extension of infrastructure services (sewer & water required) - Proximity to residential use		
--	---	--	--

2.2 BRC Planning Scheme 2015 Strategic Framework

The Strategic Framework of the BRC Planning Scheme 2015 under section 3.2.2 outlines the defining characteristics of the Bundaberg region as the Queensland's Lifestyle Capital. The themes and the ability of the RV Park to meet those themes are listed below;

Lifestyle Themes	Opportunity
(a) An extensive, intact, productive and diverse rural and natural landscape;	The siting of the RV Park is in a way which enhances and preserves the current landscape.
(b) Affordable living with residents accommodated in city, coastal, hinterland and rural settings;	The service provided for the park allows for an alternative type of accommodation which is currently not provided for.
(c) A strong and diverse regional economy and successful activity centres that support local employment and enterprise;	The RV park is diversifying and strengthening the regional economy by providing an alternative servicing an increasing number of persons moving through the region.
(d) The wide range and high quality of regional infrastructure and community facilities;	The RV Park is a specific type of use which currently is unserved.
(e) Ease of accessibility to jobs, services and the coast;	The RV Park will be situated in a way which enables ease of access to services such as health and retail services for persons travelling within the state.
(f) The individual character and identity of places like the river city of Bundaberg;	The intensification of activity within City of Bundaberg will enhance and promote the character of Bundaberg city, as a Lifestyle Capital.
(g) A generally more relaxed lifestyle;	The proposed use is recreational in nature and further promotes this aspect of the Bundaberg Region.
(h) Access to a range of arts and cultural experiences;	A centralised RV Park increases the accessibility of persons to arts and cultural experiences within the City Centre of the Bundaberg Region.

2.2.1 Economic Development Theme

The RV Park does not conflict with any of the key concepts of the Economic Development Themes outlined in the BRC Planning Scheme 2015 Strategic Framework. The table below addresses the way in which the RV Park may contribute to these existing themes.

Key Concepts	
a)	The RV Park diversifies the regional economy by providing a service which currently not serviced.
b)	The introduction of a RV Park at site B may help strengthen the economic self-sufficiency of the North Bundaberg retail and commercial area. The Park provides accommodation with good accessibility to this precinct.
d)	The introduction of a RV Park will be part of an existing network of RV Parks throughout Australia. The new park will ensure Bundaberg becomes known as an RV Friendly location and would be added to the national network.
f)	The introduction of the RV Park to either site A, B or C will enhance the viability of the small scale enterprises situated in close proximity to the sites.
g)	The RV Park will utilise the existing high quality transport network which is currently used by owners of RV's to pass through the Bundaberg Region.

2.2.2 Impact of Current Planning Instruments

The proposed use is defined as a ‘tourist park’ under the Bundaberg Regional Council Planning Scheme 2015.

In all proposed sites a ‘tourist park’ land use is an impact assessable land use against the Bundaberg Regional Council Planning Scheme

Sites A, B & C are zoned as Open Space and therefore the Open Space Code applies.

<u>Performance Outcome 8</u>	The development of a RV Park must not impede the accessibility and use of movement networks, through and within the open space area. The Preferable attributes of the RV Park conflicts with this outcome through its desire to have ‘adequate fencing’. To comply with this outcome the RV Park operator will need to prove that its fencing doesn’t impede the permeability and the existing amenity of the open space.
------------------------------	---

Sites D is zoned Limited Development (Constrained Land).

<u>Performance Outcome 1</u>	Development in this zone is generally limited to prioritising uses or new uses of a non-urban or rural nature.
------------------------------	--

<u>Performance Outcome 6</u>	Development is to maintain a high level of amenity and avoids adverse visual and priority impacts (amongst other impacts)
------------------------------	---

The use is assessable against the Relocatable Home Park and Tourist Park Code. Potential conflicts with this code include;

<u>Acceptable Outcome 3.1</u>	<ul style="list-style-type: none"> - Only Site D of the proposed parks meet the Acceptable Outcome of a minimum of 2ha for a Tourist Park. - The proposed sites do not have a road frontage of 20m.
<u>Acceptable Outcome 3.2</u>	The existing road infrastructure does not meet the minimum requirements
<u>Acceptable Outcome 6.1</u>	The park must comply with the maximum density of no more than 30 caravan sites per hectare. The proposed RV Park is asking for a relaxation of this standard for approximately 40-60 sites per hectare.
<u>Acceptable Outcome 10.1</u>	Toilet, shower and laundry amenities are to be located within 100m of every caravan site. None of the current sites comply with this outcome.

The Proposed sites are assessable against the Flood Hazard Overlay Code. Potential conflicts with this code include;

<u>Performance Outcome 4.2</u>	The proposed development requires a relaxation of this performance outcome as it is proposing an increased intensification of residential uses below the DFL. The development has the potential to justify this conflict by developing an adequate warning system and evacuation plan.
--------------------------------	--

The proposed sites are assessable against the Acid Sulphate Soil Overlay Code.

<u>Overall Outcome 2. a)</u>	Any construction required must avoid or minimise the release of acid and metal contaminants where disturbance of ASS is unavoidable.
------------------------------	--

2.6 Further Considerations

The perceived opposition by existing caravan park operators.

The site is a re-introduction of a pre-existing serviced provided by the Finemore Holiday Park which has been removed from the area. The RV Park will only provide for a limited clientele with caravan parks offering a higher quality service and longer term stays.

There is evidence to suggest that the current stock of cheap short term accommodation for RV users in the Bundaberg region is of low quality, despite a high demand. The Christmas period saw over 21,000 visitors pass through the Bargara caravan park.

Council currently provides 4 alternate free 20hr stay area for Caravan & RV owners across the region.

The siting of these alternate sites will not promote increased economic activity in the Bundaberg CBD

There currently exists a charter by BRC to not allow any additional temporary accommodation in flood prone areas.

The high mobility of RV users and the development of a sufficient emergency exit plan may justify such an exception.

**Item****09 August 2016**

Item Number:	File Number:	Part:
S1	A2697437	ECONOMIC DEVELOPMENT

Portfolio:

Community & Environment

Subject:

Bundaberg Regional Council Sister City Program – September 2016 Delegation

Report Author:

Cameron Bisley, Branch Manager - Commercial Business & Economic Development

Authorised by:

Gavin Steele, General Manager Community & Environment

Link to Corporate Plan:

Economy - 4.3.3 Foster a flexible, supportive and inclusive business environment

Background:**1.0 Overview**

The purpose of this report is to seek Council approval for activities under the 2016-17 Bundaberg Regional Council Sister City Program. This program has been vital in developing stronger civic, cultural and trade relationships and is a key part of the 'Harnessing our Global Relationships' priority identified in Council's Economic Development Strategy 2014-2024.

Council is now entering the 18th year of its Sister City relations with the Nanning Municipal People's Government and has now been informally invited by Mayor Zhou Hongbo to attend the 13th China-ASEAN Trade Expo and the Nanning International Sister Cities Forum to be held between 11-14 September.

The following relevant Objectives are contained in the Sister City Advisory Committee – Terms of Reference

Objectives

- 1.1 The objective is to promote Sister City relationships that affiliate the Bundaberg Region with cities in other countries where such relationships have a significant positive influence on the communities involved.
- 1.2 The Committee is convened by the Bundaberg Regional Council to provide a formalised structure for discussion, sharing information and framing recommendations for decision by the Committee and where required, Council.
- 1.3 The Committee will aim to develop and maintain Sister City relationships with a view to fostering enduring business, cultural and community links.

The Committee seeks to generate mutual benefits for, and develop productive relationships between Bundaberg Regional Council and other cities/towns participating in the scheme, namely:

- Setsu City, Japan
- Nanning City, China.

An important project occurring between the two municipal governments is Stage 1 of a major upgrade of the Chinese Gardens at the Botanic Gardens. Detailed designs and costings are currently being developed with Nanning City bearing the full financial cost of the project which is anticipated to be in excess of \$500,000.

Council has in recent years implemented a number of export development activities including the staging of the Asian Century Trade Forum on 31 July 2013, a trade delegation to Nanning in February 2014 and the support of the local Trade & Invest Queensland Officer. These programs have formed an important part of the ongoing development of the key industries identified in Council's Economic Development Strategy.

Council's Sister Cities trade and investment activities is aimed at:

- promoting the capabilities, products and services of the regions export ready businesses
- assisting local firms to generate export sales which will expand the region's economy and workforce
- promoting the region as a preferred location for investment and relocation
- developing a pro-active, commercially focused international connections program that leverages the regions global contacts

Council's involvement in the Sister Cities Program provides a platform for local firms to access global markets, particularly in the Guangxi Zhuang Autonomous Region where our Sister City Nanning is based.

The September delegation will set the platform for a further trade delegation to Nanning which is set down for later this year or early next year. Ongoing discussions are being held with a number of local firms who are keen to explore trade and investment opportunities in Nanning and a broader call will be made to the Bundaberg business community in the coming months to gauge interest in participating. The Sister Cities Program is about strengthening and sustaining the Bundaberg Regions economy over the long term by assisting local businesses to move into export markets. Local businesses that derive revenue from multiple markets (such as locally, nationally and internationally) are better equipped to survive major downturns such as the recent global financial crisis.

2.0 Target Industry Sectors

Target industry sectors based on research and recent exchanges include:

- Education
- Tourism
- Agriculture
- Aviation

3.0 Proposed outbound delegation

The delegation to visit Nanning City (11 - 14 September 2016) and Guangzhou will include:

- Cr Jack Dempsey – Mayor, Bundaberg Regional Council
- Cr Ross Sommerfeld – Councillor, Bundaberg Regional Council
- Cr David Batt – Councillor, Bundaberg Regional Council
- Mr Haiyi Wu – Senior Development Officer International Relations, Bundaberg Regional Council

4.0 Proposed Itinerary

While the final itinerary is still being negotiated with the Nanning Foreign Affairs Office the following activities are planned:

- Attendance at the 2016 Nanning International Sister City Forum
- Attendance at the 13th China – ASEAN Expo. This is the major international trade fair held annually in Nanning and is co-sponsored by the Commerce & Trade Departments of China and the 10 ASEAN Countries.
- Meetings with the Nanning Tourism Bureau
- Visit Qinzhou City including the China - Malaysia Qinzhou Industrial Park and the Qinzhou Free Trade Port
- Meetings with the officers at Trade & Invest Queensland and Austrade in Guangzhou

Note: all expenses in Nanning including travel and accommodation will be borne by the Nanning Municipal Peoples Government.

Associated Person/Organization:

Nanning Foreign Affairs Office

Trade and Invest Queensland – Guangzhou

Austrade - Guangzhou

Consultation:

Portfolio Spokesperson: Cr Jack Dempsey

Divisional Councillor: N/A

BRC Councillors and local businesses

Legal Implications:

There appear to be no legal implications.

Policy Implications:

There appear to be no policy implications.

Financial and Resource Implications:

The Sister Cities Program is funded under the 2016-17 Commercial Business & Economic Development Branch - Operational Budget.

Risk Management Implications:

There appears to be no risk management implications.

Communications Strategy:

Communications Team consulted. A Communication Strategy is:

- Not required
- Required

Attachments:

Nil

Recommendation:

That the following members of the Bundaberg Regional Council Sister City delegation accept the invitation by Zhou Hongbo, Mayor of Nanning to attend 2016 Sister City Conference including the 13th China-ASEAN Trade Expo (CAEXPO):

- **Cr Jack Dempsey;**
- **Cr Ross Sommerfeld;**
- **Cr David Batt; and**
- **Mr Haiyi Wu.**