



**AGENDA FOR ORDINARY MEETING  
TO BE HELD IN COUNCIL CHAMBERS, BUNDABERG  
ON TUESDAY 25 JUNE 2019, COMMENCING AT 10.00 AM**

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**Item****25 June 2019****Item Number:**

F1

**File Number:**

.

**Part:**

FINANCE

**Portfolio:**

Organisational Services

**Subject:**

Financial Summary as at 31 May 2019

**Report Author:**

Anthony Keleher, Chief Financial Officer

**Authorised by:**

Amanda Pafumi, General Manager Organisational Services

**Link to Corporate Plan:**

Our People, Our Business - 3.1 A sustainable financial position - 3.1.2 Apply responsible fiscal principles for sustainable financial management.

**Background:**

In accordance with Section 204 of the *Local Government Regulation 2012* a financial report must be presented to Council on a monthly basis. The attached financial report contains the financial summary and associated commentary as at 31 May 2019.

**Associated Person/Organization:**

Nil

**Consultation:**

Financial Services Team

**Chief Legal Officer's Comments:**

Pursuant to section 204 of the *Local Government Regulation 2012* the Local Government must prepare and the Chief Executive Officer must present, the financial report. The financial report must state the progress that has been made in relation the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

**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.

Yes

No

**Attachments:**

[↓](#)1 Financial Summary as at 31 May 2019

**Recommendation:**

**That the Financial Summary as at 31 May 2019 be noted by the Council**

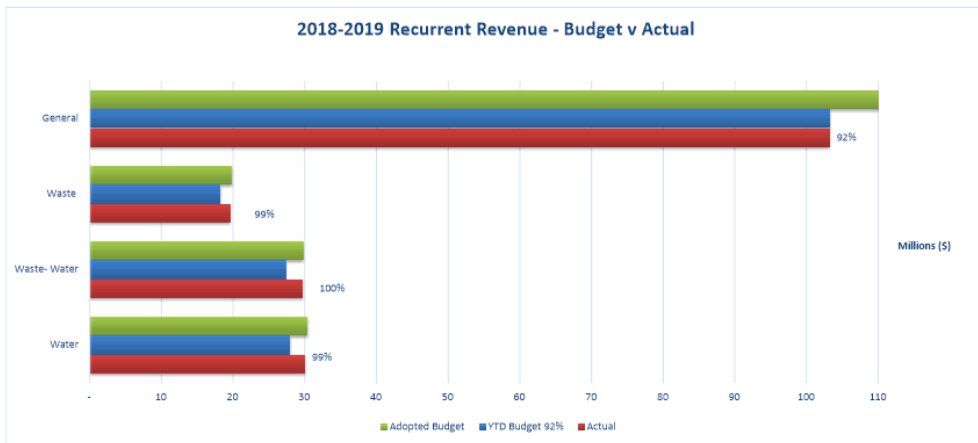
Financial Summary  
as at 31 May 2019

	Council			General			Waste			Wastewater			Water		
	Actual YTD	Adopted Budget	% Act/ Bud	Actual YTD	Adopted Budget	% Act/ Bud	Actual YTD	Adopted Budget	% Act/ Bud	Actual YTD	Adopted Budget	% Act/ Bud	Actual YTD	Adopted Budget	% Act/ Bud
<i>Progress check - 92%</i>															
<b>Recurrent Activities</b>															
<i>Revenue</i>															
Rates and Utility Charges	154,811,719	158,069,910	99%	83,918,453	85,357,610	98%	14,719,068	14,561,200	101%	28,642,324	28,493,400	101%	27,531,874	27,657,700	100%
Less: Discounts and Pensioner Remissions	(8,581,913)	(8,476,850)	101%	(8,008,784)	(7,911,200)	101%	(188,091)	(193,190)	97%	(210,522)	(210,670)	100%	(154,518)	(161,590)	96%
	<b>146,249,806</b>	<b>147,593,260</b>	<b>99%</b>	<b>75,909,669</b>	<b>77,446,410</b>	<b>98%</b>	<b>14,530,977</b>	<b>14,368,010</b>	<b>101%</b>	<b>28,431,802</b>	<b>28,282,730</b>	<b>101%</b>	<b>27,377,358</b>	<b>27,496,110</b>	<b>100%</b>
Fees and Charges	23,988,955	28,465,529	89%	16,727,489	19,092,278	88%	4,642,849	4,888,251	95%	835,913	980,000	85%	1,462,704	1,505,000	97%
Interest Revenue	3,945,574	3,875,791	102%	1,823,949	1,455,041	125%	418,337	485,000	90%	485,246	535,750	91%	1,218,042	1,420,000	86%
Grants, Subsidies and Donations	8,685,867	14,300,870	61%	8,834,729	14,183,247	61%	25,775	137,623	16%	-	-	-	5,363	-	-
Sale of Developed Land Inventory	134,540	134,540	100%	134,540	134,540	100%	-	-	-	-	-	-	-	-	-
<b>Total Recurrent Revenue</b>	<b>182,664,742</b>	<b>192,369,990</b>	<b>95%</b>	<b>103,230,376</b>	<b>112,291,516</b>	<b>92%</b>	<b>19,617,938</b>	<b>19,858,884</b>	<b>99%</b>	<b>29,752,961</b>	<b>29,798,480</b>	<b>100%</b>	<b>30,063,467</b>	<b>30,421,110</b>	<b>99%</b>
<i>Expenses</i>															
Employee Costs	62,918,164	72,174,655	87%	49,031,263	56,822,247	86%	5,436,929	5,631,541	97%	4,311,646	4,837,221	89%	4,138,326	4,883,646	85%
Materials and Services	52,997,561	66,839,966	79%	32,552,871	41,238,288	79%	7,966,737	9,013,183	88%	5,713,714	7,531,574	76%	6,764,239	9,056,921	75%
Finance Costs	3,970,050	4,621,016	86%	1,291,207	1,583,281	82%	850,199	948,350	90%	1,558,744	1,793,000	87%	269,900	296,385	91%
Depreciation	43,342,096	47,282,286	92%	31,360,737	34,211,712	92%	1,558,868	1,700,583	92%	5,246,778	5,727,031	92%	5,172,713	5,642,960	92%
<b>Total Recurrent Expenditure</b>	<b>163,227,871</b>	<b>190,917,923</b>	<b>85%</b>	<b>114,236,078</b>	<b>133,855,528</b>	<b>85%</b>	<b>15,812,733</b>	<b>17,293,657</b>	<b>91%</b>	<b>16,833,882</b>	<b>19,888,826</b>	<b>85%</b>	<b>16,345,178</b>	<b>19,879,912</b>	<b>82%</b>
<b>Operating Surplus</b>	<b>19,436,871</b>	<b>1,452,067</b>		<b>(11,005,702)</b>	<b>(21,564,012)</b>		<b>3,805,205</b>	<b>2,565,227</b>		<b>12,919,079</b>	<b>9,909,654</b>		<b>13,718,289</b>	<b>10,541,198</b>	
<i>Transfers to</i>															
NCP Transfers	(2)	-		(10,719,350)	(11,693,836)		(1,870,423)	(2,040,461)		5,126,280	5,595,579		7,460,491	8,138,718	
<b>Total Transfers</b>	<b>(3,776,101)</b>	<b>-</b>		<b>(10,960,662)</b>	<b>(11,693,836)</b>		<b>(1,870,423)</b>	<b>(2,040,461)</b>		<b>3,593,233</b>	<b>5,595,579</b>		<b>5,461,751</b>	<b>8,138,718</b>	
<b>Movement in Unallocated Surplus</b>	<b>23,212,972</b>	<b>1,452,067</b>		<b>(45,040)</b>	<b>(9,870,176)</b>		<b>5,675,628</b>	<b>4,605,688</b>		<b>9,325,846</b>	<b>4,314,075</b>		<b>8,256,538</b>	<b>2,402,480</b>	
Unallocated Surplus/(Deficit) brought forward	33,202,536	33,202,536		(1,584,562)	(1,584,562)		11,205,555	11,205,555		4,870,484	4,870,484		18,711,109	18,711,109	
<b>Unallocated Surplus/(Deficit)</b>	<b>56,415,508</b>	<b>34,654,603</b>		<b>(1,629,632)</b>	<b>(11,454,768)</b>		<b>16,881,183</b>	<b>15,811,243</b>		<b>14,196,310</b>	<b>9,184,539</b>		<b>26,967,647</b>	<b>21,113,589</b>	
<b>Capital Activities</b>															
<i>Council's Capital Expenditure (Excludes Donated Assets)</i>															
Council Expenditure on Non-Current Assets	53,599,188	95,808,667	56%	43,771,981	77,848,942	56%	1,253,064	2,843,836	44%	5,043,771	9,359,684	54%	3,530,372	5,756,205	61%
Loan Redemption	8,137,685	6,653,043	92%	3,526,128	3,800,043	93%	567,410	620,000	92%	1,769,435	1,933,000	92%	274,712	300,000	92%
<b>Total Capital Expenditure</b>	<b>59,736,873</b>	<b>102,461,710</b>	<b>58%</b>	<b>47,298,109</b>	<b>81,648,985</b>	<b>58%</b>	<b>1,820,474</b>	<b>3,463,836</b>	<b>53%</b>	<b>6,813,206</b>	<b>11,292,684</b>	<b>60%</b>	<b>3,805,084</b>	<b>6,056,205</b>	<b>63%</b>
<b>Cash</b>															
Opening balance	124,464,224	124,464,224													
Movement - increase/(decrease)	20,793,274	(16,114,221)													
<b>Closing balance</b>	<b>145,257,498</b>	<b>108,350,003</b>													

Further to the Financial Summary Report as at 31 May 2019, the following key features are highlighted.

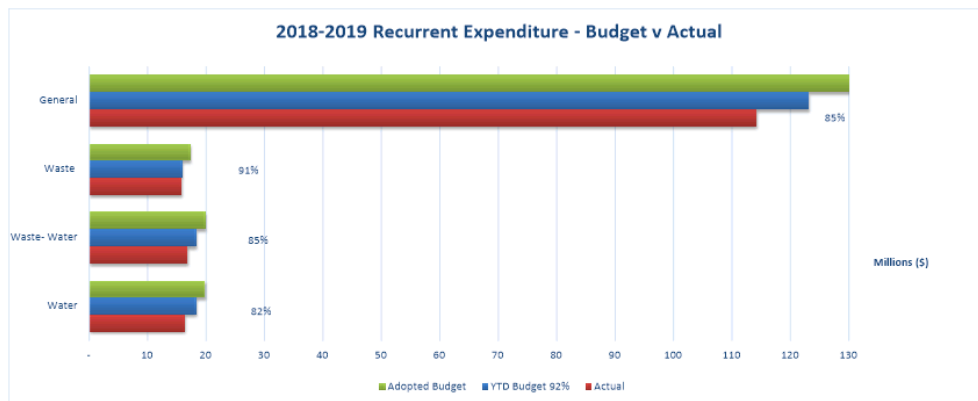
**Recurrent Revenue**

- Rates and Utility Charges have been levied for the six months to June. Year-to-date income for the general fund is slightly lower than 100% of budget. This will increase in the next month as Council receives payments in advance.
- Fees and charges are tracking in line with the budget. There are some minor seasonal variations within the funds.
- Interest Revenue is more than the annual budget. This is due to the significant cash balance Council currently holds to pay for the delivery of the remaining capital works program. It's expected that the total interest received this financial year will be around \$550,000 more than budgeted.
- Grants, Subsidies and Donations are less than the year-to-date budget. This is expected and reflects the payment cycle of several grants. Council has made a provision in the budget for an advance of the 2019/2020 Financial Assistance Grant which is expected to be paid in late June.



### Recurrent Expenditure

- Employee Costs are slightly less than the year-to-date budget. In the Waste Fund the wages are tracking above budget with additional resources being employed to meet operational requirements. Overall Employee costs will be less than budget due to a number of vacant positions not being filled immediately.
- Materials and Services are less than the year-to-date budget. This is partly as a result of significant Non-Capital Projects, such as the Staff Relocation Project not yet being delivered. It's expected that materials and services will be less than the budget this financial year with underspends spread across many business units and departments. Some Non-Capital Projects are unlikely to be delivered this financial year and will need to be considered as part of the reprovioning to be undertaken early next financial year.
- Finance Costs are slightly less than the year-to-date budget. These finance costs will be incurred prior to the end of the financial year and approximate the budget.

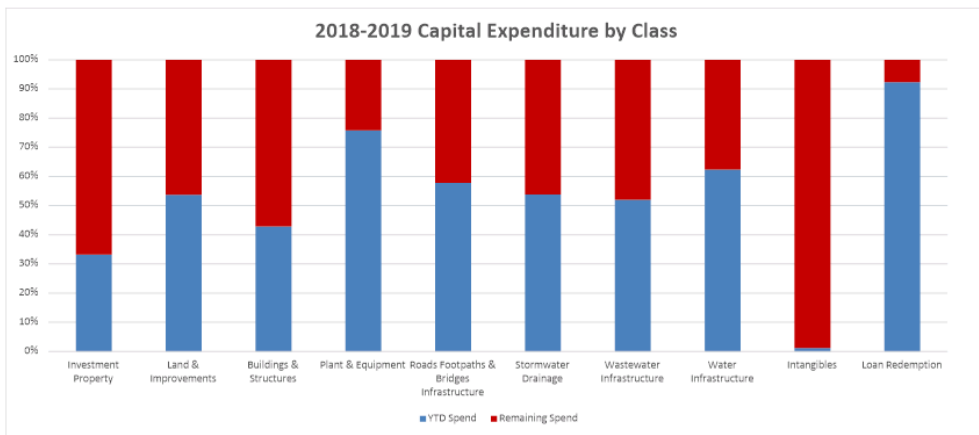
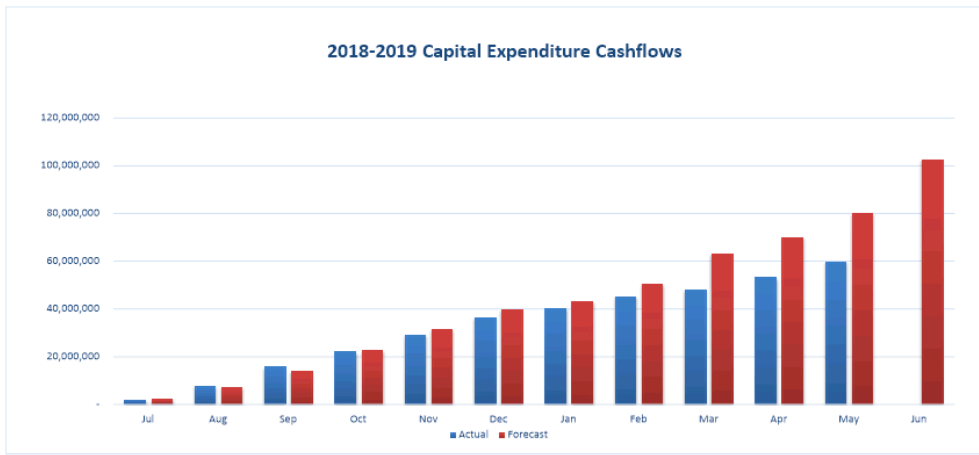


### Expected Operating Result

It's expected that Council will achieve an operating surplus significant higher than the budget as a consequence of the reasons outlined above. The additional funds will enable Council to fund some of the reprovionings that may occur over financial years to complete non-capital projects as well as fund the investment in the proposed future capital works program.

**Capital Expenditure and Capital Grants**

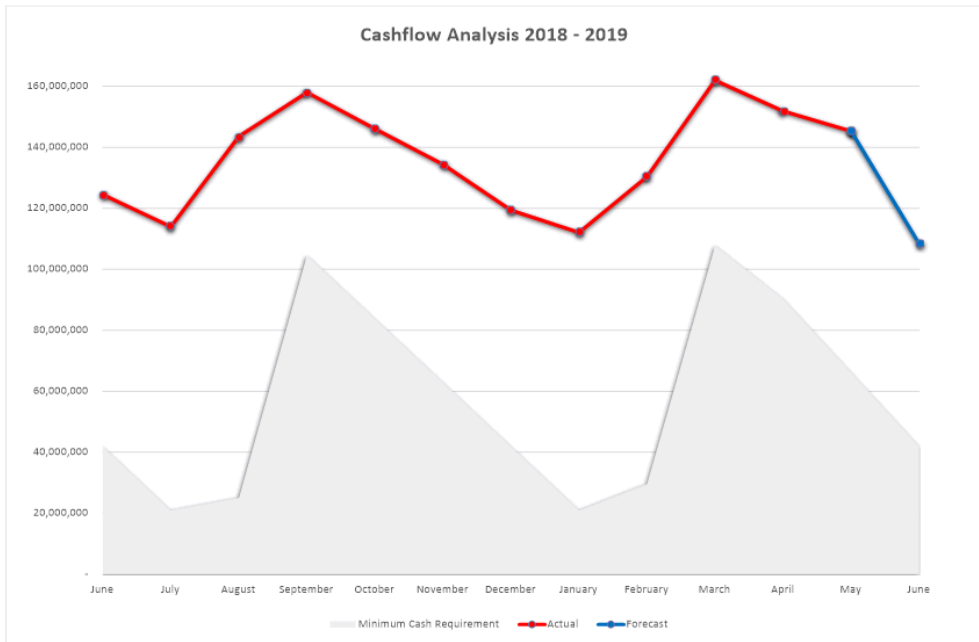
- Capital expenditure is tracking below expectations this financial year with significant projects still to be delivered. It's expected there will be reprovisions of required projects into next financial year. Significant projects currently underway and/or completed include the Elliott Heads Foreshore Redevelopment, Smart Water Meter Trial, Netball Carpark Extension, Norville Pool Bucket Play Area, Fitzgerald and Thabeban Street Roundabout, Regional Aviation Precinct Development, McCarthy Road Drainage, Hughes Road Roundabout and Staff Relocation work at East Depot. Projects that have recently begun include Tirroan Road Realignment and the Road Resurfacing Programs.
- Capital grants are on track with all milestones having been met and any variations to funding agreements approved. There are several capital grants claims to be submitted prior to the end of the financial year as well as advances for future capital works projects.





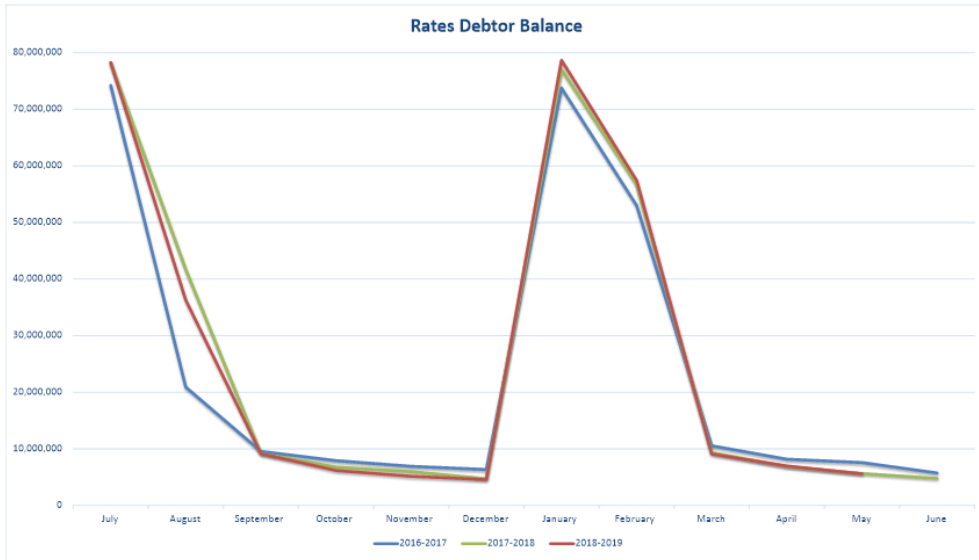
**Cash**

- The cash balance as at 31 May 2019 was \$145.2 million, a decrease of \$6.7 million from the last report at 1 May 2019, reflecting the outgoings relating to operations and capital works.
- No short-term liquidity issues are foreseeable. The forecast in the graphical analysis below represents the budget cashflow. It's expected that the actual cash balance at the end of the financial year will be greater than the budget forecast as a result of the delivery of the capital works program.



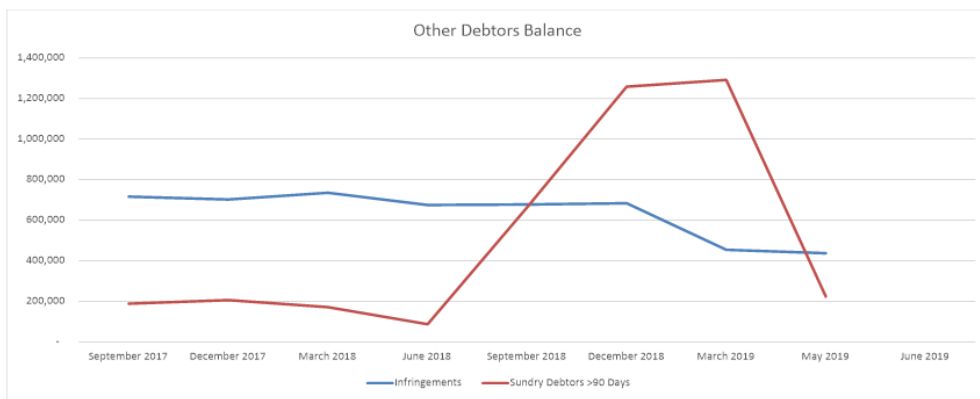
**Rates Debtor**

- Rates outstanding total \$5.6 million which is equivalent with the rate debt outstanding this time last year. Statement of claims have been issued by Council's debt recovery agent to ratepayers for debts which remain unpaid.



**Other Debtors**

- Infringements outstanding total \$0.44 million. The decrease in the balance is a result of Council's resolution from March 2019 to write off unrecoverable historical notices. Infringements are recovered via SPER. Council's internal auditor is currently undertaking a follow-up audit on Infringement management and controls.
- Sundry Debtors outstanding for more than 90 days total \$0.22 million across 80 accounts. The spike between June 2018 and March 2019 were grant claims associated with the Burnett Heads CBD project. These claims have now been paid. Overdue accounts are a result of varying circumstances including: liquidation; lease disputes; protracted approval processes within government agencies; capacity of debtors to pay. Some of the accounts have been approved to be on a payment arrangement, others have been referred to Council's debt recovery agent whilst some debts related to property will be transferred to the rates account. Further where there are debtors who fail to pay on time, they can be denied credit and required to pay cash i.e Waste Disposal Fees.



**Item****25 June 2019****Item Number:**

G1

**File Number:**

.

**Part:**

GOVERNANCE

**Portfolio:**

Organisational Services

**Subject:**

Council Policies

**Report Author:**

Amanda Sapolu, Chief Legal Officer

**Authorised by:**

Amanda Pafumi, General Manager Organisational Services

**Link to Corporate Plan:**

Our People, Our Business - 3.2 Responsible governance with a customer-driven focus  
 - 3.2.3 Administer statutory compliant governance operations incorporating insurance;  
 risk management; property management and Council policies and procedures.

**Background:**

In 2018, Council adopted a number of policies following an extensive review.

Policies with an annual review date have recently been reviewed by the policy owners and the revised policies are provided to Council for adoption.

<b>Policy name</b>	<b>Description of amendments</b>
Buy Local Policy	<ul style="list-style-type: none"> <li>• Definitions added for FTE and Procurement Board.</li> <li>• Minor changes to grammar.</li> <li>• Policy review changed from annual to biennial.</li> </ul>
Council Vehicle Usage Policy	<ul style="list-style-type: none"> <li>• Section 9.2.1 payment of after tax component updated in line with CPI increase from 1 July 2019</li> <li>• Minor changes to grammar.</li> </ul>
Public Interest Disclosure Policy	<ul style="list-style-type: none"> <li>• Updates to various sections following a review of the Queensland Ombudsman Public Interest Disclosure Standards.</li> </ul>

**Associated Person/Organization:**

Not applicable.

**Consultation:**

Policy owners.

**Chief Legal Officer's Comments:**

The policies are in accordance with legislation and best practice guidelines.

**Policy Implications:**

The policies will be adopted and further implemented within Council.

**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.

Yes

No

**Attachments:**

- [↓](#)1 CP-3-046 Buy Local Policy V2
- [↓](#)2 CP-3-017 Council Vehicle Usage Policy V2
- [↓](#)3 CP-3-035 Public Interest Disclosure Policy V2

**Recommendation:**

**That Council:**

1. **rescind the following policies:**
  - **CP-3-046 Buy Local Policy, version 1;**
  - **CP-3-017 Council Vehicle Usage Policy, version 1; and**
  - **CP-3-035 Public Interest Disclosure Policy, version 1.**
2. **adopt the following policies:**
  - **CP-3-046 Buy Local Policy, version 2;**
  - **CP-3-017 Council Vehicle Usage Policy, version 2; and**
  - **CP-3-035 Public Interest Disclosure Policy, version 2.**



## Buy Local Policy

### HEAD OF POWER

- *Local Government Act 2009*, section 104
- *Local Government Regulation 2012*, Chapter 6 – Contracting

### INTENT

The purpose of this policy is to provide a local content framework that provides an enhanced opportunity for businesses in the Bundaberg Regional Council local government area when quoting and/or tendering to supply Council.

### SCOPE

This policy applies to all staff.

### DEFINITIONS

**FTE** means full-time equivalent and is a unit that indicates the hours worked of an employee.

**Procurement Board** means a leadership group chaired by Council's Manager Strategic Procurement and Supply to oversee Council's procurement and contracting activities.

### POLICY STATEMENT

1. Council is committed to generating positive economic and social outcomes for the community as well as ensuring best value in its procurement activities. This policy has the key objective of enhancing the participation of competitive local businesses in bidding for Council's business.
2. The policy embeds local content principles within Council procurement procedures and practices which:
  - i. Benefits the promotion of value for money with probity and accountability;
  - ii. Advances Council's economic, social and environmental policies; and
  - iii. Increases transparency in procurement local content evaluation.
3. The policy does not mandate that Council must use local suppliers; rather it is about providing a mechanism for Council to be able to transparently consider a range of potential suppliers, when making procurement decisions.
4. The Buy Local Policy is focused on achieving a value for money outcome.
5. A 10% local content preferential weighting is to be applied to the evaluation criteria for goods, services and ICT procurement activities.

This weighting is to be based on a business location categorisation.

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Policy No. CP-3-046

Adopted/Effective Date: 25/06/19 Version: 2

Responsible Department: Organisational Services

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## Buy Local Policy

Score	Category	Description
10%	A	Is a developing or established business in the Bundaberg Regional Council local government area directly employing local FTEs
8%	B	Has a branch office in the Bundaberg Regional Council local government area directly employing a minimum of 10 FTEs (not contractors)
6%	C	Has a branch office in the Bundaberg Regional Council local government area, established for a minimum of 6 months, directly employing less than 10 FTEs (not contractors)
4%	D	Has a business in the adjacent local government areas (Gladstone, North Burnett, Fraser Coast)
2%	E	Is a Queensland business
1%	F	Is an interstate business
0%	G	Is an overseas business

A Category "A" business, is a business that:

- Has its head office in and conducts business within the local government area (includes sole traders) prior to a contract being awarded for which their offer has been submitted;
- May also conduct business outside of the local government area.

Any branch office (Category B or C business) must:

- Be a branch office of the business submitting the offer, not of a subsidiary or parent company;
- Constitute a physical address, not a post office box or other mailing address.

Remaining proximities (adjacent local government, Queensland, interstate and overseas locations) are determined by the location of the business's head office.

6. For construction procurement activities, the nature and scope is often complex and regularly involves the appointment of a principle contractor and sub-contractors. To enable consideration of the wider community and social benefits beyond the first contract level, a bespoke buy local content scoring criterion (minimum 10% weighting of evaluation score), must be outlined in the premarket submission and approved by the Procurement Board.
7. For contracts under \$200,000 (exclusive GST), Council reserves the right to invite only local businesses in the local government area to quote or tender.
8. For contracts greater than \$200,000 (exclusive of GST), Council officers must seek a Council resolution to invite only local businesses in the local government area to quote or tender.

### ASSOCIATED DOCUMENTS

- Bundaberg Regional Council – Procurement and Contract Manual
- Procurement Policy
- Employee Code of Conduct

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Policy No. CP-3-046

Adopted/Effective Date: 25/06/19 Version: 2

Responsible Department: Organisational Services

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## Buy Local Policy

### DOCUMENTS CONTROLS

Council will review this policy biennially or in response to changes in law or best practice.

### POLICY OWNER

The Manager Strategic Procurement, Strategic and Procurement Supply Services is the responsible person for this policy.

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Policy No. CP-3-046

Adopted/Effective Date: 25/06/19 Version: 2

Responsible Department: Organisational Services

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## Council Vehicle Usage Policy

### HEAD OF POWER

- *Local Government Act 2009*, section 9 (1)

### INTENT

The purpose of this policy is to address the provision, usage and circumstances/conditions under which Council vehicles are managed and operated.

### SCOPE

This policy applies to all Councillors, employees and other drivers of any vehicles under Council's control/ownership for which usage is granted.

### DEFINITIONS

**Private use** means an employee has private use of a fully maintained vehicle in accordance with the provisions of this policy, except during periods of unpaid leave or paid leave greater than six weeks, unless appropriate approval has been obtained.

**Commuter use** means an employee has the private use of the vehicle limited to travel between home and work within the Council local government area; and travel that is incidental to travel in the course of performing employment related duties.

**Fringe Benefit Tax (FBT)** means a tax payable to an employee in place of salary or wages.

### POLICY STATEMENT

Council vehicles are a resource for the purposes of achieving effective and efficient operations of Council. Council's policy is not to provide vehicles to employees for private use. Where Council seeks to provide an employee benefit, this should be undertaken utilising Novated Vehicle Lease provisions, contained in the Salary Packaging Policy.

#### 1. Vehicle selection

- 1.1 Vehicle selection is based upon the Council work requirements and cost benefit to Council and shall be made by Fleet & Trade Services in consultation with the relevant manager/supervisor. No vehicle colour or other preference will be given to employees.
- 1.2 Minimum whole of life costing will be used in the selection of any vehicle within a particular vehicle class during the procurement process. FBT implications will be considered in determining the whole of life costing.

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Policy No. CP-3-017

Adopted/Effective Date: 25/06/19 Version: 2

Responsible Department: Infrastructure Services

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## Council Vehicle Usage Policy

### 2. Vehicle ownership

- 2.1 All vehicles remain the property of Council and as such, Council will pay all registration, insurance and third party property insurance.
- 2.2 All Council vehicles, other than those utilising private use benefit, shall display Council identification/badging, unless otherwise determined by an Executive Leadership Team member.
- 2.3 The benefit given to employees for use of Council vehicles comes with a responsibility to maintain the vehicle in a clean, tidy and well-maintained condition, including regular washing/cleaning and ensuring that all scheduled servicing and necessary maintenance is undertaken.
- 2.4 The vehicle shall not be modified in any way by the employee. Vehicles may be fitted with an automatic vehicle location device in accordance with the Fleet Services Global Positions Systems Policy.

### 3. Replacement schedule

Vehicles will be replaced at a time considered appropriate by the Fleet Management Advisory Committee in consultation with the employees' Executive Leadership Team member. Light vehicles will be replaced at approximately 160,000 kilometres travelled, a minimum of five years or as determined by the Fleet Management Advisory Committee.

### 4. Usage restrictions

- 4.1 Unless provided for by other provisions in this policy, Council vehicles are only to be utilised by a Council employee.
- 4.2 Council vehicles shall not be used:
  - for competition or rally;
  - for commercial purposes;
  - for farming practices;
  - on the beach (excepting where required for work purposes);
  - on sand or unformed tracks (excepting where required for work purposes);
  - for any other purposes excluded by Council's motor vehicle insurance policy; or
  - otherwise approved by the relevant General Manager.
- 4.3 The employee must not wilfully or recklessly misuse or mistreat the motor vehicle.
- 4.4 Smoking is not permitted in or on any Council vehicles or equipment.
- 4.5 All drivers must comply with requirements of Council's Alcohol and Drug Policy.

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## Council Vehicle Usage Policy

### 5. Authorised users/driver's licence requirements

- 5.1 All drivers who are required to drive Council vehicles must hold an appropriate and current Australian Driver's Licence (including any conditional licences where the conditions of such licence are observed during use).
- 5.2 Staff who require a licence to carry out their work and who have their licence cancelled either fully or partially, shall immediately notify their manager/supervisor in writing.
- 5.3 Council vehicles may be driven by any person who satisfies the authorised user as below:
  - read and understood this policy; and
  - booked and obtained the vehicle through Council's PoolCar system; or
  - completed and approved a Use of Council Vehicle Agreement Form.
- 5.4 All employees utilising a Council vehicle must ensure that a Council approved log book is kept and completed (unless the vehicle is not subject to FBT) or the vehicle is booked through Council's PoolCar system.

### 6. Penalty notices and convictions

- 6.1 An employee convicted of drink driving or consumption or use of an illegal drug in association with a crash and/or incident, will be liable for all costs associated with the repair of such vehicle/vehicles.
- 6.2 If a driver is charged and found guilty of a driving offence which results in cancellation or suspension of their licence, all Council vehicle usage, including private use, will be suspended immediately and the vehicle returned to Council.
- 6.3 Traffic infringement fines incurred are the responsibility of the driver at the time of the infringement. The allocated driver (responsible for the vehicle) must be able to identify whether it was an alternative driver.

### 7. Termination/variance of agreements

- 7.1 The Chief Executive Officer reserves the right to rescind a decision to provide a vehicle, vary the type of vehicle to be provided and vary the contribution rates.
- 7.2 Employees may terminate private use or commuter use privileges by providing seven days' notice in writing. Employees are not obliged to enter into private use or commuter use arrangements.

### 8. Private use

Councillor's private use is addressed in the Expenses Reimbursement for Councillors Policy.

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## Council Vehicle Usage Policy

- 8.1 The provision of a vehicle for private use is offered on a cost recovery basis and is to be considered an employee privilege.
- 8.2 The Chief Executive Officer may approve private use of the vehicle during periods of unpaid leave or paid leave greater than six weeks.
- 8.3 The vehicle must be available for Council operational purposes during all normal duties of the employee unless the employee is absent on official business or as agreed with the Executive Leadership Team.
- 8.4 Should the vehicle be unavailable for use due to accident/mechanical failure, Council is not obliged to provide a replacement vehicle.
- 8.5 Private use vehicles are to be usually garaged within the Bundaberg Regional Council local government area.
- 8.6 During private use, the employee may authorise use of the vehicle by another (nominated and approved) licensed driver.
- 8.7 Council will provide a fuel card for the vehicle's private use and fund FBT expenses where applicable. The fuel card is to be used for the allocated vehicle only and its use is restricted to within 600 kilometres (straight line) from the Bundaberg City Post Office. Fuel beyond this radius, when the vehicle is being utilised privately, is to be at the expense of the allocated driver.

### 9. Cost to Employee for Private Use

- 9.1 The cost to the employee for private use of the vehicle will be as calculated in accordance with the table hereunder, unless another amount is specified in the contract of employment.
- 9.2 The cost consists of two components:
  - After tax – this reduces the FBT payable by Council and the employee's Reportable FBT;
  - Salary sacrifice – this is the employee's contribution towards the deemed private use operating costs of the vehicle.

9.2.1 Payment of 'After Tax' component will be through fortnightly payroll deductions:

Level of Use	After Tax (FBT Reduction)	Salary Sacrifice
Private Use	\$61.66 per week commencing 1 July 2019	Nil
Commuter Use	Nil	Nil

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## Council Vehicle Usage Policy

9.2.2 Annual increases (1 July each year) in the weekly after tax payment will be by March CPI (Brisbane). In addition, Council reserves the right to review the cost from time to time and give the employee three months' notice in writing of a change in the cost specified in the agreement.

9.2.3 An employee may apply to suspend deductions:

- during periods of leave when private use is not available;
- when the employee is directed to make the vehicle available, or the vehicle is unavailable through no fault of the employee (e.g. accident repair), for a period of more than two days and no substitute vehicle is available for private use.

9.3 All tolls incurred whilst utilising the vehicle for private use are payable by the employee assigned the vehicle.

### 10. Commuter Use

10.1 Commuter Use vehicles are to be submitted into Council's Vehicle Pool system during working hours, unless exempted by the relevant General Manager.

10.2 Commuter Use vehicles are to be garaged within the Bundaberg Regional Council Local Government area.

10.3 The vehicle is to be driven by a Council Employee only (i.e. not family members).

10.4 The vehicle must be available for Council use during all normal duties of the employee.

10.5 All Commuter Use vehicles shall contain Council identification/badging, other unless determined.

10.6 The vehicle shall be returned to Council for reallocation to another employee during periods of planned/unplanned leave greater than two (2) working days.

10.7 Approval may be granted to employees with commuter use for minor deviations of travel between home and work with the documented approval from the employee's Manager or General Manager.

### 11. Fringe Benefit Tax

11.1 FBT in relation to vehicles will be calculated in accordance with the *Fringe Benefits Tax Assessment Act 1986* (FBTA Act) in order to provide the lowest taxable value. As such, the Financial Accounting Section will liaise with staff that are allocated non-exempt vehicles to ensure taxation compliance and Council's liability is not unnecessarily inflated.

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## Council Vehicle Usage Policy

- 11.2** Employees may choose to make voluntary after tax contributions towards the operating cost of an allocated vehicle for personal reasons including reducing reportable FBT. Proof of contribution (tax invoices, receipts for fuel etc) must be forwarded to the Financial Accounting Section before 1 April each year to effect reportable Fringe Benefits.
- 11.3** Employees that are allocated non-exempt vehicles will be required to maintain a logbook for each taxation year. Employees will be required to provide a detailed 12 weeks logbook every five (5) years or when circumstances warrant it, in accordance with section 10A of the FBTA Act. For vehicles allocated to Council's PoolCar system, this system will fulfil the requirements of maintaining a logbook.
- 11.4** Employees that are allocated an exempt vehicle will be required to complete an exemption declaration in a format approved by the Australian Taxation Office for any vehicle driven by them during the FBT year.
- 11.5** Council's Financial Accounting Section will liaise with staff in relation to taxation requirements described above. Council may take disciplinary action against employees who fail to comply with the taxation requirements associated with provision of a vehicle. Potential action includes, but is not limited to, recoup taxable value of fringe benefit or surrender of vehicle rights.

### ASSOCIATED DOCUMENTS

- Alcohol and Drug Policy
- Car Pool Vehicle Usage Operational Policy
- Code of Conduct for Councillors Policy
- Employee Code of Conduct
- Fleet Services - Global Position Systems (GPS) Policy
- Payment of Toll Fees Procedure
- Expenses Reimbursement for Councillors Policy.
- Salary Packaging Policy
- Use of Council Vehicle Agreement Form
- Vehicle Crash/Damage Report Form

### DOCUMENTS CONTROLS

Council will review this policy annually or in response to changes in law or best practice.

### POLICY OWNER

The Branch Manager Fleet and Trade Services, is the responsible person for this policy.

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## Public Interest Disclosure Policy

### HEAD OF POWER

- *Public Interest Disclosure Act 2010*, sections 28 and 60

### INTENT

The purpose of this policy is to facilitate the disclosure, in the public interest, of information about wrongdoing in the public sector in accordance with the *Public Disclosure Act 2010* (PID Act).

### SCOPE

This policy applies to all employees, Councillors and members of the public that make a disclosure.

This policy should be read in conjunction with the Public Interest Disclosure Procedure.

### DEFINITIONS

**Discloser** means a person that makes a disclosure in accordance with the PID Act.

**Executive Leadership Team** means any position directly reporting to the Chief Executive Officer.

**PID Coordinator** means the Chief Legal Officer.

**PID Support Officer** means an appropriate person as delegated by the PID Coordinator to provide support to the discloser.

**Public Interest Disclosure (PID)** means a disclosure made under the PID Act.

**Public officer** means an employee of Council.

**Reprisal** means reprisal as defined under section 40 of the PID Act.

**Subject officer** means a public officer who is the subject of allegations or wrongdoing made in a PID.

### POLICY STATEMENT

#### 1. Statement of organisational commitment

The Chief Executive Officer and the Executive Leadership Team encourage the reporting of wrongdoing and are committed to maintaining integrity and promoting the public interest through facilitating the effective notification, assessment and management of PIDs in accordance with the PID Act.

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## Public Interest Disclosure Policy

### 2. Roles and responsibilities

To achieve its obligations under the PID Act, the Chief Executive Officer has designated the role of PID Coordinator to the Chief Legal Officer. For other nominated roles, refer to the PID Procedure.

### 3. How PIDs can be made

A PID can be made verbally by calling Council's call centre on 1300 883 699, over the counter at a service centre or in writing addressed to the PID Coordinator by post or email to [PID@bundaberg.qld.gov.au](mailto:PID@bundaberg.qld.gov.au).

### 4. Commitment to take action

Council will treat all PIDs appropriately, take concerns seriously and ensure the privacy and confidentiality of a discloser is maintained throughout the process.

Council will accept PIDs made anonymously however this will often make the disclosure more difficult to investigate. Council strongly encourages disclosers to identify themselves when making a PID. Strict confidentiality is maintained at all times in relation to the investigation and reporting of PIDs.

Staff are not protected from the consequences of their own wrongdoing by using the PID mechanism.

### 5. Commitment to act on false or misleading information

It is an offence under the PID Act to intentionally give false or misleading information. A person found guilty of providing false or misleading information may be subject to criminal prosecution. A public officer found guilty of providing false or misleading information may be disciplined or dismissed.

### 6. Commitment to support

#### 6.1 Discloser support

Support will be provided to the discloser including assistance to allow a PID to be made.

The nominated PID Support Officer will maintain appropriate levels of communication and support throughout the investigation of the PID. Council's Employee Assistance Program may be accessed by employees who may need additional support.

The discloser must maintain confidentiality and integrity of the process by not discussing it with those unconnected with the matter. All correspondence from Council should be regarded as strictly confidential.

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## Public Interest Disclosure Policy

### 6.2 Subject officer support

Council will assure the subject officer that the PID will be dealt with impartially, fairly and in accordance with the principles of natural justice. Council will ensure confidentiality and the presumption of innocence.

Subject officers may access Council's Employee Assistance Program for additional support.

### 7. Risk of reprisal and risk assessment

As soon as possible after receiving a PID, the PID Coordinator will determine the level of detection and support appropriate for a discloser by conducting a risk assessment of reprisal using the PID Risk Assessment Guide. Review may be undertaken on a regular basis throughout the process until the management of the PID is finalised.

Council will ensure protection measures are in place that are proportionate to the risk of reprisal.

### 8. Training and communication

Council provides initial training on PIDs as part of its induction process and detailed training is provided by a relevant external agency every two years to appropriate officers.

### 9. PID procedure

Detailed information on how to make a PID, how the PID will be investigated and determined can be found in Council's PID Procedure.

## ASSOCIATED DOCUMENTS

- Employee Assistance Program
- PID Procedure
- PID Risk Assessment Guide
- Queensland Ombudsman Public Interest Disclosure Standard Numbers 1, 2 and 3

## DOCUMENTS CONTROLS

Council will review this policy biennially or in response to changes in law or best practice. As part of its review, Council will review the effectiveness of the PID framework and its ability to manage, minimise and eradicate wrongdoing.

## POLICY OWNER

The Chief Legal Officer, Governance and Legal Services is the responsible person for this policy.

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**Item****25 June 2019****Item Number:**

G2

**File Number:**

.

**Part:**

GOVERNANCE

**Portfolio:**

Organisational Services

**Subject:**

Show Holiday Nomination for 2020

**Report Author:**

Jon Rutledge, People, Safety &amp; Culture Manager

**Authorised by:**

Amanda Pafumi, General Manager Organisational Services

**Link to Corporate Plan:**

Our People, Our Business - 3.2 Responsible governance with a customer-driven focus - 3.2.5 Provide and review systems, programs and processes to ensure effective and efficient service delivery to meet community expectations.

**Background:**

Each year Council must make application to the Office of Industrial Relations nominating days for a show public holiday in accordance with the requirements of the *Holidays Act 1983*.

In past years Council has nominated two show day holidays:

- The Gin Gin Show holiday be allocated to the Monday before Peoples' Day of the Brisbane Exhibition held in August each year;
- The rest of the region observe the Bundaberg Show day, being a Thursday in late May/early June.

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

- 4660 and 4670 – Thursday 28 May 2020; and
- 4671 – Monday prior to People's Day for the Brisbane Exhibition – Monday 10 August 2020.

If the nomination is accepted by the Office of Industrial Relations, Council employees based in Council Service Centres, offices, depots etc located at Bundaberg, Bargara, Childers and Gin Gin will observe the Show Holiday as Thursday 28 May 2020.

After initial email advice received from the Show Society indicating its preference for continuation of the Thursday Public Holiday, Gavin Steele called the Show Society to discuss the possibility of moving the Show Holiday to the Friday for the 2020

event. The Show circuit is managed by the Queensland Chamber of Agriculture (QCAS) and the Bundaberg Show Society had discussed the option of a Show Holiday on the Friday of the event but have ruled it out for 2020 but will undertake further discussions with QCAS to look at options for 2021.

**Associated Person/Organization:**

Nil

**Consultation:**

Portfolio Spokesperson: Cr Helen Blackburn, Governance & Communications.

Divisional Councillor: Cr Wayne Honor, Division 3.

Gin Gin Show Society

Bundaberg Show Society

**Chief Legal Officer's Comments:**

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.

Yes

No

**Attachments:**

Nil

**Recommendation:**

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

- **4660 and 4670 – Thursday 28 May 2020; and**
- **4671 – Monday 10 August 2020 (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 28 May 2020; and all Council employees in those locations have this day as their allocated Show Day Holiday.**

**Item****25 June 2019****Item Number:**

K1

**File Number:**

Nil

**Part:**

PLANNING

**Portfolio:**

Planning &amp; Development Services

**Subject:**

Amendment to the Bundaberg Regional Council Planning Scheme Policy for Development Works

**Report Author:**

Arron Walker, Strategic Planning Engineer

**Authorised by:**

Stephen Johnston, Chief Executive Officer

**Link to Corporate Plan:**

Our Environment - 2.1 Infrastructure that meets our current and future needs - 2.1.1 Develop, implement and administer strategies and plans underpinned by the principles of sustainable development.

**Background:**

Council at its meeting held 26 February 2019 decided to amend its Planning Scheme Policy for Development Works (Development Works Policy) and to publicly consult on the proposed amendment. The proposed amendment was placed on public consultation from 13 March to 18 April 2019. Public consultation consisted of the following:

- A public notice about the proposed amendment was published in the NewsMail on 13 March 2019. This public notice details about the proposed amendment to the Development Works Policy, where to obtain information and how to make a submission;
- The proposed amended policy, including standard drawings and related information was made available on Council's public website. This included a link to the Development Works Policy amendment content from the "Have your say" page;
- Details about the proposed amendment was sent via email on 11 March 2019 to all consultant engineers that are actively engaged in development works in the Bundaberg Regional Council area. The email was sent to 51 recipients;
- A public information session was held on 20 March 2019. A group of 13 people attended this session including three representatives from RMA Engineers;
- The proposed Development Works Policy amendment was also made available at Council's customer service centres; and

- Council staff offered on-site information sessions to local engineering firms in Bundaberg, which resulted in two additional information sessions:
  - Empire Engineering (ie, seven staff) on 27 March 2019, and
  - GHD (ie, five staff) on 4 April 2019.

**Submissions**

Council received two formal submissions related to the proposed Development Works Policy amendment. These consisted of one submission from RMA Engineers and one internal Council submission. In addition, both Empire Engineering and GHD provided verbal feedback at their respective information sessions, indicating general support for the proposed amendments. A summary of the key points raised and all proposed changes to the proposed Development Works Policy amendment are summarised in Table 1 below.

Table 1 – Submission Summary and Proposed Changes

ID	Matter Raised	Policy Amended	Response/Changes to Policy
<b>Matters Raised in RMA submission</b>			
1	The submission supported the inclusion of the new water services design and construction code and standard drawings of the Wide Bay Burnett Regional Organisation of Councils (WBBROC).	N/A	The support for Council’s proposed change is welcomed.
2	The submission supported developing future flood models using Tuflow model software.	N/A	The support for Council’s proposed change is welcomed.
3	The submission proposed changing ARI references to AEP.	Yes	The Development Works Policy has been updated to use both nomenclatures together (eg, 10 year ARI (10% AEP)). This is how this issue is dealt with in the current version of QUDM (ie, version 2017).
4	In existing catchments, there should be some discussion/commentary regarding the appropriateness of adopting Major Drainage System design ARI - 100years + Climate Change, where infrastructure may not be equipped to appropriately manage the increased flow rates.	Yes	The following wording was added “ <i>The Developer/Applicant is to notify Council where the pre-development drainage analysis has identified deficiencies in the existing drainage system. Given the varying age of parts the drainage network, older design standards and changes in modelling techniques (i.e., ARR87 to ARR16) may have resulted in parts of the system no longer being able to cater for the design storm flows. Council will consider these issues as per Section 13.1 of QUDM.</i> ”

ID	Matter Raised	Policy Amended	Response/Changes to Policy
5	Commentary/guidance should also be provided with respect to the changes in moving from 1987 to 2016 IFD and the effect of increased flow rates and effect on existing infrastructure.	Yes	Same response as item 4 above.
6	Hydrological loss values SC 6.3.5.8.2 represent a saturated catchment and are considered suitable for the design of a fully developed catchment, with a stormwater network, with design flow capacity (no mitigation). However, adopting these prescribed loss values does not appropriately consider the consequences of increased discharge rates from a proposed development where the catchment preceding a rain event is relatively dry and the development discharges to an inadequate downstream stormwater network.	No	<p>At this stage, Council has not completed enough research into the new ARR 2016 infiltration rates and regional losses to make a change here. ARR 2016 suggests that soil tests be undertaken to determine infiltration rates. In addition, infiltration rates will vary during wet or dry periods. As a result, Council has maintained its current position in the Development Works Policy.</p> <p>Council plans to undertake soil tests across the region over the next 2 years (during wet/dry times) to get a better understanding of infiltration rates that could be adopted in the future.</p>
7	Use of rainfall pattern ensembles are not discussed nor, following assessment, are the expected flow rates to be adopted. There has been some discussion around the median and mean values.	Yes	ARR 2016 suggests that “testing has demonstrated that on most catchments large number of events in the ensemble patterns are clustered around the mean and median”. Council’s drainage staff have been using the median temporal pattern for the last 2 years now and feel that it has provided good results. Consequently, the Development Works Policy has been updated to provide guidance in this area (see section SC6.3.5.8.2).
8	The submission generally supported the changes to the operational works procedures.	N/A	The support for Council’s proposed change is welcomed
9	SC6.3.13 (1) should also include reference to the developer’s contractor.	Yes	Section SC6.3.13.2 has been updated to better define the roll of the developer’s contractors.
10	SC6.3.13 (3) Define Developers Representative.	Yes	Section SC6.3.13.2 has been updated and the Developer’s Representative has been renamed Developer’s Superintendent. The roll responsibility of the Developer’s Superintendent is now clearly outlined in the revised section.

ID	Matter Raised	Policy Amended	Response/Changes to Policy
11	It is recommended that the construction management plan be prepared by the contractor, and submitted to Council for review, prior to the prestart occurring. The construction management plan directly impacts on the site management, construction timeframes and contract costs. I consider that the contractor is best placed to prepare the Construction Management Plan that achieves construction efficiency and compliance with the approved design, as they are ultimately responsible for the site.	Yes	The Development Works Policy has been updated to allow either the Principal Constructor or the Supervising Engineer to prepare the Construction Management Plan. Some components of the Construction Management Plan like the Quality Plan for contributed assets must still be undertaken by the Supervising Engineer. It is hoped that this arrangement will allow for the numerous contractual arrangements employed in the Bundaberg region while not compromising the quality of the contributed assets that Council will receive.
12	Consider a prequalification register for contractors to work within the Bundaberg Regional Council area.	No	At this stage, Council has no plans to introduce prequalification of contractors working within the development industry in the Bundaberg Regional Council Area.
13	As the authority, Council need to review quality documents and enforce compliance with these requirements across the industry. We recommend that council prepares an audit check of the submitted on-maintenance package to be in accordance with the PSP.	No	This item has not been included in the Development Works Policy as it is an existing part of Council's internal auditing of Operational Works Applications.
14	The construction industry should be consulted prior to implementation of the proposed changes.	N/A	No additional consultation is required as the proposed Development Works Policy is not significantly different to the version released for public consultation.
15	The submission supported the incorporation of the new lawful point of discharge test in QUDM 2016.	N/A	The support for Council's proposed change is welcomed
<b>Matters Raised in Council submission</b>			
16	Updated various references to QUDM where section numbers have changed from 2007 to 2016.	Yes	References updated.

ID	Matter Raised	Policy Amended	Response/Changes to Policy
17	The WBBROC standard is current ambiguous on when partial services are allowed within the Bundaberg Regional Council area.	Yes	Section SC3.4.4 Partial Water Services has been added to clarify when these types of services are required. In addition, extra detail has been added to section SC6.3.13.3.3 about the Tag and Bag procedure related to these services.
18	WBBROC standard drawing WBB-SEW-1302-1 is missing.	Yes	WBBROC standard drawing WBB-SEW-1302-1 added to drawings.
19	Section SC6.3.11 does not refer to the current requirements under the Telecommunications Act 1997.	Yes	Section SC6.3.11 has been updated to include the requirements for fibre-ready pit and pipe under Part 20A of the Telecommunications Act 1997.
20	Section SC6.3.8.3 should be reworded to simplify and clarify requirements where electrical reticulation is not required (e.g., for sustainable rural lots).	Yes	Section SC6.3.8.3 has been reworded to rationalize and clarify electricity supply requirements for rural lots. This includes the following recommended property note for sustainable rural lots and rural lots created from a boundary realignment: <i>“At the time of its creation, Council did not require this lot to be connected to the reticulated electricity network. The owner and potential purchasers should investigate whether the lot has since been connected to the network or if alternative power arrangements have been made. Connecting to the reticulated electricity network provided by Ergon Energy or another provider is only one way of providing electricity to this lot.”</i>
21	The water sensitive urban design requirements are not in line the State Planning Policy (SPP).	Yes	Section SC6.3.5.2.1 has been updated to reflect the current SPP.
22	Council may have new flood studies under development that would be useful to developers (i.e., by saving them time and money).	Yes	Section SC6.3.5.4 has been updated to advise developers to check with Council for the availability of draft flood studies in their area of interest.
23	The policy contains some grammatical errors and missing references.	Yes	Various grammatical errors and missing references have been corrected.

**Post Consultation Amendments**

The proposed Development Works Policy has been updated to incorporate the changes identified in Table 1 above. A copy of the amended proposed Development Works Policy is included at Attachment 1. It is considered that the changes made have not resulted in the proposed Development Works Policy amendment being significantly different to the version released for public consultation.



**Associated Person/Organization:**

Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP), and the Minister for State Development, Manufacturing, Infrastructure and Planning (The Hon Cameron Dick MP).

**Consultation:**

A notice of Council's decision to adopt the amended Planning Scheme Policy is required to be published in the State Government Gazette, local newspaper and on Council's website. In addition, after the Planning Scheme Policy for Development Works becomes effective, Council will invite the local development industry to attend an information session on the policy, including changes that occurred in response to public consultation.

**Chief Legal Officer's Comments:**

The *Planning Act 2016* identifies circumstances where a landowner may be entitled to compensation for reduced value of interest in land arising from a change to the Council's planning scheme, including a change to a planning scheme policy. Although it is unlikely that the proposed planning scheme policy changes would give rise to any claim for compensation, any applicant can request assessment of their proposal under the superseded planning scheme for a period of up to 1 year after the new planning scheme policy commences.

**Policy Implications:**

This proposed amendment to the Bundaberg Regional Council Planning Scheme Policy for Development Works and associated Standard Drawings is not a significant change in Council policy. The planning scheme policy by its nature should contain the latest version of any applicable industry standards for development works. Consequently, this amendment proposes to adopt the most recent industry standards for water, wastewater and flood modelling. In addition, to improve efficiency of engineering assessment, this amendment proposes to clarify Council's current processes for operational works.

**Financial and Resource Implications:**

Council's 2018/19 budget includes appropriate allocation of resources to undertake the proposed planning scheme policy amendment.

**Risk Management Implications:**

There appears to be no risk management implications.

**Communications Strategy:**

A Communication Strategy is:

- Not required
- Required

**Attachments:**

- [↓ 1](#) Amended Planning Scheme Policy for Development Works
- [↓ 2](#) Amended Standard Drawings

**Recommendation:**

**That pursuant to the *Planning Act 2016* and the Minister's Guidelines and Rules – Council:-**

- (a) adopt the proposed amendment to the Planning Scheme Policy for Development Works and associated Standard Drawings, incorporating changes as detailed in Table 1, noting that the changes have not resulted in the amendment being significantly different to the version released for public consultation; and**
- (b) incorporate the amended version of the proposed Planning Scheme Policy for Development Works and associated Standard Drawings into the Bundaberg Regional Council's Planning Scheme, effective 1 July 2019.**

**SC6.3 Planning scheme policy for development works****SC6.3.1 Purpose**

- (1) The purpose of this planning scheme policy for development works is to
  - (a) provide a uniform standard for works within the Bundaberg Regional Council local government area;
  - (b) facilitate the design of new works by the use of standard provisions; however, there is still an allowance for flexibility through the application of the relevant standards, policy documents and industry standards.
- (2) This policy cannot provide a solution for every proposal or for every situation encountered. Consequently, this policy does not prevent or discourage alternate solutions for individual development sites. Where this policy does not provide a solution the Developer/Applicant or their Consultant must demonstrate that the proposed solution is in accordance with industry standards.
- (3) Consultation with Council's development engineers is encouraged, especially early in the concept or design stages, as this will assist in the early identification and resolution of matters and issues that may cause delays in the approval and/or construction of subsequent works.

**SC6.3.2 Application**

- (1) This policy applies to development identified as requiring assessment against the **Planning scheme policy for development works**.
- (2) The policy provides supporting requirements to assist in achieving acceptable outcomes within the Bundaberg Regional Council Planning Scheme (planning scheme) and is read in conjunction with the planning scheme.

**SC6.3.3 Roads, driveways, pathways, and cycleways**

The purpose of this section is to support development assessment for the design and construction of roads, pathways and cycleways under the planning scheme.

**SC6.3.3.1 Design standards and reference documents**

The planning and design of developments within the Bundaberg Regional Council local government area must be undertaken in accordance with the current edition of the following key reference documents, unless specifically outlined in this policy or other Council references stated otherwise:

- (a) *Austrroads - Guide to Road Design* – at the time of writing this document the series was as listed below:
  - (i) AGRD01-10 Part 1: Introduction to Road Design
  - (ii) AGRD02-06 Part 2: Design Considerations
  - (iii) AGRD03-10 Part 3: Geometric Design
  - (iv) AGRD04-09 Part 4: Intersections and Crossings - General
  - (v) AGRD04A-10 Part 4A: Unsignalised and Signalised Intersections
  - (vi) AGRD04B-11 Part 4B: Roundabouts
  - (vii) AGRD04C-09 Part 4C: Interchanges
  - (viii) AGRD05-10 Part 5: Drainage Design
  - (ix) AGRD06-10 Part 6: Roadside Design, Safety and Barriers
  - (x) AGRD06A-09 Part 6A: Pedestrian and Cyclist Paths
  - (xi) AGRD06B-09 Part 6B: Roadside Environment
  - (xii) AGRD07-08 Part 7: Geotechnical Investigation and Design
  - (xiii) AGRD08-09 Part 8: Process and Documentation

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- (b) *Austrroads - Guide to Pavement Technology* – at the time of writing this document the series, relating to development, was as listed:
- (i) AGPT02-12 Part 2: Pavement Structural Design
  - (ii) AGPT03-09 Part 3: Pavement Surfacing
  - (iii) AGPT04E-09 Part 4E: Recycled Materials
  - (iv) AGPT04G-09 Part 4G: Geotextiles and Geogrids
  - (v) AGPT04I-09 Part 4I: Earthworks Materials
  - (vi) AGPT06-09 Part 6: Unsealed Pavements (the primary document is the ARRB Unsealed Road Manual)
  - (vii) AGPT10-09 Part 10: Subsurface Drainage
- (c) *Austrroads - Guide to Traffic Management* – at the time of writing this document the series, relating to development, was as listed:
- (i) AGTM012-09 Part 1: Introduction to Traffic Management
  - (ii) AGTM02-08 Part 2: Traffic Theory
  - (iii) AGTM03-13 Part 3: Traffic Studies and Analysis
  - (iv) AGTM04-09 Part 4: Network Management
  - (v) AGTM05-08 Part 5: Road Management
  - (vi) AGTM06-13 Part 6: Intersections, Interchanges and Crossings
  - (vii) AGTM07-09 Part 7: Traffic Management in Activity Centres
  - (viii) AGTM08-08 Part 8: Local Area Traffic Management
  - (ix) AGTM09-09 Part 9: Traffic Operations
  - (x) AGTM10-09 Part 10: Traffic Control and Communication Devices
  - (xi) AGTM11-08 Part 11: Parking
  - (xii) AGTM12-09 Part 12: Traffic Impacts of Developments
  - (xiii) AGTM13-09 Part 13: Road Environment Safety
- (d) Other Austrroads Standards presented as follows:
- (i) AG-G34/06 Design Vehicles and Turning Path Templates
  - (ii) AP-G88-11 Cycling Aspects of Austrroads Guides
  - (iii) AP-T36-06 Pavement Design for Light Traffic – A Supplement to Austrroads Pavement Design Guide
  - (iv) AS1289 [0-7] Methods of testing soils for engineering purposes
- (e) Unsealed Roads Manual – Guidelines to Good Practice – ARRB ed Giummarra
- (f) The following Australian Standards:
- (i) AS1158 [1-6] Lighting for roads and public spaces
  - (ii) AS1289 [0-7] Methods of testing soils for engineering purposes
  - (iii) AS1428 Design for Access and Mobility
  - (iv) AS 2890.1 Parking Facilities – Off-street car parking
  - (v) AS 2890.2 Parking Facilities – Off-street commercial vehicle facilities
  - (vi) AS 2890.3 Parking Facilities – Bicycle parking facilities
  - (vii) AS 2890.5 Parking Facilities – On-street parking
  - (viii) AS 2890.6 Parking Facilities – Off-street parking for people with disabilities
  - (ix) AS3798 Guidelines on Earthworks For Commercial and Residential Developments
  - (x) AS4373 Pruning of Amenity Trees
  - (xi) AS4678 Earth-retaining Structures
  - (xii) AS4970 Protection of Trees on Development Sites
- (g) The following Department of Transport and Main Roads Standards:
- (i) Manual for Uniform Traffic Control Devices (MUTCD) Queensland

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- (ii) MRS05/MRTS05 Unbound Pavements
  - (iii) MRS11/MRTS11 Sprayed Bituminous Surfacing
  - (iv) MRS12/MRTS12 Sprayed Bituminous Emulsion
  - (v) MRS17/MRTS17 Bitumen
  - (vi) MRS18/MRTS18 Polymer Modified Binder
  - (vii) MRS19/MRTS19 Cutter Flux Oils
  - (viii) MRS20/MRTS20 Cutback Bitumen
  - (ix) MRS22/MRTS22 Supply of Cover Aggregate
  - (x) MRS30/MRTS30 Dense Graded and Open Graded Asphalt
  - (xi) MRS35 /MRTS35 Recycled Materials for pavements (it is at Council's discretion to use this standard in lieu of Austroads)
  - (xii) The Guide to Pavement Markings
- (h) The following Institute of Public Works Engineering Australia Queensland Division (IPWEAQ) guidelines:
- (i) *Complete Streets – Guidelines for Urban Street Design (2010)*–
  - (ii) *Lower Order Road – Design Guidelines (2016)*
- (i) Bundaberg Regional Council – Standard Drawings – See **Appendix SC6.3A (Standard drawings list)**.

### SC6.3.3.2 Road hierarchy

The formalisation of a road hierarchy enables the safe and efficient development of the road system that caters for the movement of people and goods whilst maintaining the amenity of urban and rural areas.

#### SC6.3.3.2.1 Classifications

- (1) The road hierarchy structure is divided into two main categories:
  - (a) Urban roads –the purpose, function and character for each urban road classification is shown in **Table SC6.3.3.2.1.1 (Urban road classifications)** and their respective cross sections are shown in standard drawing R2001 to R2008; and
  - (b) Rural roads – the purpose, function and character for each urban road classification is shown in **Table SC6.3.3.2.1.2 (Rural road classifications)** and their respective cross sections are shown in standard drawing R3001 to R3004.
- (2) The road hierarchy for all existing roads are shown on Council's interactive mapping website (i.e., <http://www.bundaberg.qld.gov.au/services/interactive-mapping>). In addition, the road hierarchy for all future and existing trunk roads are shown in Schedule 3 (Local government infrastructure plan mapping and supporting material).
- (3) Extractive industry haul routes are a special case and the Developer/Applicant must nominate the design equivalent standard axles (ESA) for each road. Extractive industry haul routes must be designed to provide a road cross section in accordance with the following:
  - (a) for urban areas, an Industrial Collector standard is required, and
  - (b) for rural areas, a Principal Rural Collector standard is required.

**Table SC6.3.3.2.1.1 Urban road classifications**

Classification	Purpose	Function & Character
Arterial	Arterial routes provide interregional connections between major activity and service centres and	It is intended that arterial routes will: <ul style="list-style-type: none"> <li>• Be designed for efficient and safe movement of high volumes of people and goods.</li> <li>• Serve as primary through and freight routes</li> </ul>

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## Schedule 6 – Planning Scheme Policies

Classification	Purpose	Function & Character
	major urban areas within the city.	<ul style="list-style-type: none"> <li>Be designed to help present attractive landscaped entrances and routes through major urban centres within the Bundaberg Regional Council area</li> <li>Incorporate design measures to minimise environmental impacts on surrounding land uses</li> <li>Serve as bus and line haul public transport routes</li> <li>Provide for off-road bicycle and pedestrian facilities</li> <li>Typically have four or more lanes when fully developed</li> <li>Ideally have no direct property access</li> <li>Be designed for the estimated traffic loads derived from approved traffic studies with a minimum design traffic loading of 3.7 x 10<sup>6</sup> equivalent standard axles</li> </ul>
<b>Sub-arterial</b>	Sub-arterial routes connect arterial routes through and around major urban areas.	<p>It is intended that Sub-arterial routes will:</p> <ul style="list-style-type: none"> <li>Be designed for efficient and safe movement of moderate volumes of people and goods</li> <li>Provide connection between arterial roads and local areas and linkage between arterial roads for through traffic</li> <li>Be designed to present attractive landscaped routes through major urban centres within the Bundaberg Regional Council area</li> <li>Incorporate design measures to minimise environmental impacts on surrounding land uses</li> <li>Serve as bus routes and provide access to public transport</li> <li>Provide for on-road bicycle lanes and off-road pedestrian paths on both sides of the road</li> <li>Typically have 4 or more lanes when fully developed</li> <li>Ideally have no direct property access</li> <li>Be designed for the estimated traffic loads derived from approved traffic studies with a minimum design traffic loading of 2 x 10<sup>6</sup> equivalent standard axles</li> </ul>
<b>Trunk Collector (Suburban)</b>	Trunk Collector roads carry primarily inter-suburb traffic.	<ul style="list-style-type: none"> <li>It is intended that Suburban Trunk Collectors will:</li> <li>Be designed to carry freight associated with the local or suburban area</li> <li>Minimise environmental impacts on surrounding activities</li> <li>Serve as bus routes and provide access to public transport</li> <li>Provide for on-road bicycle lanes and off-road pedestrian paths on both sides of the road</li> <li>Ideally have no direct property access</li> <li>Be designed for the estimated traffic loads derived from approved traffic studies with a minimum design traffic loading of 1 x 10<sup>6</sup> equivalent standard axles</li> </ul>
<b>Collector (Neighbourhood)</b>	Neighbourhood Collectors provide connection between residential access streets and primary traffic carrying roads.	<p>It is intended that Neighbourhood Collectors will:</p> <ul style="list-style-type: none"> <li>Provide direct access to properties</li> <li>Provide on-road parking on both sides of the road</li> <li>Minimise environmental impacts on surrounding activities</li> <li>Be designed to provide safe use by cyclists and pedestrians and an off-road pedestrian path on one side of the road</li> <li>Be designed for traffic loading of 3 x 10<sup>5</sup> equivalent standard axles</li> </ul>
<b>Local Access</b>	Local Access streets provide direct access	<p>It is intended that Local Access streets will:</p> <ul style="list-style-type: none"> <li>Provide direct access to properties</li> </ul>

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Classification	Purpose	Function & Character
<b>(Access Street / Access Place)</b>	to adjoining residential properties.	<ul style="list-style-type: none"> <li>Provide on-road parking</li> <li>Provide a safe and pedestrian / cyclist preferred environment</li> <li>Be designed for traffic loading of 6 x 10<sup>4</sup> equivalent standard axles</li> </ul>
<b>CBD / Commercial Access</b>	Commercial Access streets provide access to properties and businesses within the commercial centres of the city and surrounding towns.	<p>It is intended that Commercial Access streets will:</p> <ul style="list-style-type: none"> <li>Be designed to carry freight and other commercial goods associated with the Central Business District (CBD) and other commercial areas</li> <li>Minimise environmental impacts on surrounding activities</li> <li>Serve as bus routes and provide access to public transport</li> <li>Provide on-road parking</li> <li>Provide for on-road bicycle lanes and off-road pedestrian pathways on both sides of the road</li> <li>Ideally have no direct property access</li> <li>Be designed for the estimated traffic loads derived from approved traffic studies with a minimum design traffic loading of 5 x 10<sup>8</sup> equivalent standard axles</li> </ul>
<b>Industrial Collector</b>	Industrial Collector streets provide connection between Industrial Access streets and connect directly to suburban Trunk Collectors and Sub Arterial routes.	<p>It is intended that Industrial Collector streets will:</p> <ul style="list-style-type: none"> <li>Be designed to carry heavy vehicles associated with the industrial development area</li> <li>Minimise environmental impacts on surrounding activities</li> <li>Provide direct access for heavy vehicles to properties</li> <li>Provide on-road parking on both sides of the road</li> <li>Provide for off-road cycle &amp; pedestrian paths on both sides of the road</li> <li>Be designed for the estimated traffic loads derived from approved traffic studies with a minimum design traffic loading of 5 x 10<sup>8</sup> equivalent standard axles</li> </ul>
<b>Industrial Access</b>	Industrial Access streets provide direct access to individual properties.	<p>It is intended that Industrial Access streets will:</p> <ul style="list-style-type: none"> <li>Provide direct access for heavy vehicles to properties</li> <li>Be designed to provide a safe environment for cyclists and pedestrians.</li> <li>Be designed for the estimated traffic loads derived from approved traffic studies with a minimum design traffic loading of 5 x 10<sup>8</sup> equivalent standard axles</li> </ul>

Table SC6.3.3.2.1.2 Rural road classifications

Classification	Purpose	Function & Character
<b>Principal Rural Road</b>	Principal Rural roads provide connection between rural villages/townships, other higher order regional roads and urban centres.	<p>It is intended that Principal Rural roads will:</p> <ul style="list-style-type: none"> <li>Be designed to carry freight and other heavy vehicles associated with rural and primary production activities</li> <li>Minimise environmental impacts to adjoining properties</li> <li>Provide direct access to properties</li> <li>Be of sufficient width to accommodate on-road cycling</li> <li>Be designed for a minimum traffic loading of 1 x 10<sup>8</sup> equivalent standard axles</li> </ul>
<b>Rural/Rural Residential Collector</b>	Rural Collector roads provide connection between rural access roads and other higher order roads and	<p>It is intended that Rural/Rural Residential Collector roads will:</p>

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Classification	Purpose	Function & Character
	provide direct access to adjoining rural and/or rural residential properties.	<ul style="list-style-type: none"> <li>Be designed to carry heavy vehicles and other traffic associated with rural and rural residential land use zoning</li> <li>Minimise environmental impacts to adjoining properties</li> <li>Provide direct access to properties</li> <li>Be of sufficient width to accommodate on-road cycling</li> <li>Be designed for a minimum traffic loading of 5 x 10<sup>5</sup> equivalent standard axles</li> </ul>
<b>Rural/Rural Residential Access</b>	Rural Access roads provide direct access to adjoining rural and/or rural residential properties.	It is intended that Rural Access roads will: <ul style="list-style-type: none"> <li>Provide access to adjoining properties</li> <li>Be designed for a minimum traffic loading of 3 x 10<sup>5</sup> equivalent standard axles</li> </ul>
<b>Village/Township Collector</b>	Village/Township Collector are primary traffic carrying streets within rural villages and townships and provide direct access to adjoining properties.	It is intended that Village/Township Collector streets will: <ul style="list-style-type: none"> <li>Be designed to carry heavy vehicles and other traffic associated with rural and rural residential land use zoning</li> <li>Minimise environmental impacts to adjoining properties</li> <li>Provide direct access to properties</li> <li>Be of sufficient width to accommodate on-road cycling</li> <li>Be designed for a minimum traffic loading of 3 x 10<sup>5</sup> equivalent standard axles</li> </ul>
<b>Village/Township Access</b>	Village/Township Access streets provide direct access to adjoining properties in rural villages and townships.	It is intended that Rural Access roads will: <ul style="list-style-type: none"> <li>Provide direct access to properties</li> <li>Minimise environmental impacts on surrounding activities</li> <li>Provide a safe and pedestrian / cyclist preferred environment</li> <li>Be designed for traffic loading of 3 x 10<sup>5</sup> equivalent standard axles</li> </ul>

#### SC6.3.3.3 Geometric design

Council has adopted the Complete Streets (IPWEAQ 2010) as the primary guide for its road layout (refer to standard drawings for the road cross sections). However, Complete Streets does not preclude cul-de-sacs and T-intersections in the mix of road and intersection layouts. Accordingly, it will be necessary, in some cases, to control vehicle speeds in residential streets through tight horizontal alignments - by providing curved alignment and limiting the 'road leg length'. The Design Criteria tables in this manual provide minimum values where speed controls are required. Therefore, Queensland Streets (IPWEAQ 1995) may be used to obtain values outside the minima.

#### SC6.3.3.4 Design elements and criteria

##### SC6.3.3.4.1 Layout design principles

- (1) The layout of minor roads should incorporate the following principles.
  - (a) Layouts should ensure strict geometric control of traffic speeds and volumes in residential areas. Council adopts Complete Street (IPWEAQ 2010), however, at the time of writing refer to Queensland Streets (IPWEAQ 1995) for the provision of speed controls outside those given in Council's standard drawings (Appendix SC6.3A);
  - (b) No more than three minor roads should be traversed from the most remote lot to the nearest accessible district access road;
  - (c) Travel time for a vehicle in a low speed residential environment (< 50 km/h) should be no greater than 90 seconds;



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- (d) A pavement surface treatment may only be provided on the 50km/h minor road at the 60km/h major road interface. No other minor road intersections should be provided with pavement surface treatments.
- (2) Specific to industrial areas:
  - (a) Road loop layouts in industrial areas should ensure that the design vehicle can be accommodated around bends (without crossing the centreline);
  - (b) Pavement surface treatments are not required in industrial estates.
- (3) Designers are encouraged to consult with Council and other relevant authorities prior to and/or during the preparation of design.

**SC6.3.3.4.2 Local area traffic management**

- (1) A Local Area Traffic Management (LATM) involves the use of treatments like speed bumps and chicanes within a local residential area to improve residential amenity and reduce vehicle speed. Council believes such treatments should not be used in new residential developments as these treatments can affect parking, cycling and pedestrian activities. Developers should manage speed through applying good geometric design and speed control devices should only be proposed on existing roads where no other solution is viable.
- (2) LATM schemes have a major impact on residents and public involvement in their preparation is essential. Where speed control devices on existing roads are proposed, it should be in accordance with a scheme approved by Council. The Developer is to undertake consultation, with guidance from Planning and Development, with the Divisional Councillor, residents, property and business owners and community groups prior to submitting the functional layout for approval.
- (3) For network legibility, consistent forms of speed control treatment should be used along neighbourhood access roads.
- (4) Night time visibility of speed control devices should be enhanced by appropriate means including street lighting, raised retro-reflective pavement markers, white reflective road markings including white painted kerb faces.

**SC6.3.3.4.3 Design vehicle**

Design vehicles for Council roads must be in accordance with AP – G34/06 Austroads – *Design Vehicle Turning paths and Templates* with the exceptions as follows:

- (a) Trunk Collector/ Collector to Trunk Collector/ Collector /Industrial – Design Single Articulate Vehicle (19m);
- (b) Trunk Collector/ Collector to Access Street – Design Single Unit Bus (12.5m) unless specifically approved otherwise by Council's nominated officer;
- (c) Trunk Collector/Industrial –B-Double (25m), where applicable, refer also Transport Operations (Road Use Management) Act 1995 – Route Assessment Guidelines for Multi-Combination Vehicles in Queensland and National Transport Commission – Guidelines for Assessing the Suitability of Heavy Vehicles for Local Roads

**SC6.3.3.4.4 Design criteria**

Council's standard drawings provide a summary of the design elements that are applicable to Council's road network (refer Guide to Road Design Part 3: Geometric Design (Austroads 2010) for additional guidance). It should be noted that some parts of the existing road network might not comply with all the specified design parameters and road widths may be adjusted in retrofit areas. Designers are encouraged to consult with Council during the preparation of designs if they plan to vary from standard drawings' specifications.

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#### SC6.3.3.4.5 Kerb and channel details

The following design criteria are applicable to kerb and channel

- (a) Survey - for new kerb and channel should extend a minimum of 50 m along the road beyond the frontage(s) of the subdivision or such greater distance as is required to join to the existing kerb and channel;
- (b) Extend - a minimum of 5 m onto the adjacent land. Note, the road pavements may not always need to be centrally located within the road reserve;
- (c) Grade - not be less than 0.3 percent;
- (d) Where roofwater drains to the street - at least one point of connection in the concrete kerb and channel per lot must be provided. This point of connection shall comprise a heavy duty galvanised steel kerb adapter located a minimum of one (1) metre from any property boundary. For verges where concrete footpath is to be provided, the Developer must install roofwater pipes (RHS downpipes or equivalent) to the property boundary.

#### SC6.3.3.4.6 Cul-de-sac, turning areas & allotment width

- (1) The minimum diameter for a cul-de-sac in all areas must be 20 metres. No other termination treatment is accepted by Council.
- (2) Allotments fronting a cul-de-sac must be of sufficient width at the property boundary to ensure that a driveway at the kerb invert (refer Standard Drawing R1010) can be accommodated with a minimum of 150mm clearance either side of the adjoining allotment driveways. The minimum lot size and dimensions are provided in **Table 9.3.4.3.2 (Minimum lot size and dimensions)**, **Table 9.3.4.3.3 (Access strip requirements for rear lots)**, and **Table 9.3.4.3.4 (Minimum width for irregular shaped lots)** of the reconfiguring a lot code.

#### SC6.3.3.4.7 Medians

Council may, solely at its discretion, allow the use of painted medians rather than raised medians. Medians must be a minimum width of 6.0 metres unless used for traffic islands (refer Section SC6.3.3.5.4) and pedestrian shelters

#### SC6.3.3.4.8 Verges

##### SC6.3.3.4.8.1 General

Verge is defined as that part of the road reserve between the carriageway and the boundary of adjacent lots. Verge widths are measured from property boundaries to invert of the kerb and channel. Verge widths in older established areas may vary.

##### SC6.3.3.4.8.2 Crossfall

Verge crossfalls will generally be no greater than 2.5%. Verge crossfalls in the older areas usually vary from the standard. Accordingly, it will be necessary to obtain approval, from the relevant Council development engineer, of the proposed crossfalls for each project.

##### SC6.3.3.4.8.3 Longitudinal grade

Longitudinal grades on any verge should aim to be in accordance with AS 1428 – *Design for Access and Mobility*. Using the aforementioned code accommodates people using mobile devices or in wheelchairs. The designer must seek guidance from a Council development engineer where it is not possible to meet the grade requirements of AS 1428.

##### SC6.3.3.4.8.4 Landscaping requirements

The verge will be landscaped with grass or turf. Any other verge landscaping (including the use of Water Sensitive Urban Design) must be specifically approved by the relevant Council development engineer. An example of a Water Sensitive Urban Design for an Access Street is shown in standard drawing R1002.

**SC6.3.3.4.9 Driveways and access to developments**

Council adopts the Austroads Guide to Traffic Management Part 12: Traffic Impacts of Development (Section 3.3) and the Austroads Guide to Traffic Management Part 5: Road Management (Section 2) for access to developments. For large size developments that require internal roads also refer to **Section SC6.3.3.5 (Intersections)**.

**SC6.3.3.4.9.1 Driveways**

- (1) All residential developments must provide a concrete residential driveway slab in accordance with R1010 and R1014 or R1015.
- (2) All rural/ rural residential developments must provide a sealed rural driveway in accordance with R1012 or R1013 (i.e., Type A, B or C).
- (3) All commercial and industrial developments must provide a concrete driveway slab in accordance with R1011, a minimum width of 6.0 metres is nominated, however this width must be sufficient to accommodate at least the entering design vehicle and exiting car at the same time.
- (4) The standard of internal driveway and car park construction (including pavement surfacing) must provide for the proposed traffic vehicle loads and traffic movements. The pavement surfacing must, as a minimum, be equivalent to the road surface fronting the development.

**SC6.3.3.4.9.2 Access handles**

- (1) In all residential developments where access is through an easement or access handle, a driveway must be provided which is:
  - (a) Provided with a concrete residential driveway slab in accordance with R1010;
  - (b) Constructed and sealed with a minimum width of 3.5 metres with asphalt, concrete, bitumen or approved pavers for its full length (see **Table 9.3.4.3.3 (Access strip requirements for rear lots)** of the reconfiguring a lot code). Pavement shall be abutted by concrete edge strips (herein referred to as pavement construction);
  - (c) Provided with a 1.8 metre high screen privacy fence to each boundary of the Access Strip, including provision of a 300mm wide concrete mower strip;
  - (d) Provided with conduits and / or services for water supply, underground power, stormwater and telecommunications within the Access Strip prior to pavement construction.
- (2) In all rural/rural residential village/township developments where access is through an easement or access handle a driveway must be provided which is:
  - (a) Provided with a sealed residential driveway in accordance with R1012;
  - (b) Constructed and sealed with a minimum width of 3.5 metres for rural residential zone and 4 metres for rural zone. The driveway must be sealed with asphalt, concrete, bitumen or approved pavers for the full length of the access, or such lesser distance as would be required to ensure that a future residence on the adjoining lots would not experience nuisance (e.g., dust, noise) from passing traffic (see **Table 9.3.4.3.3 (Access strip requirements for rear lots)** of the reconfiguring a lot code);
  - (c) Provided with conduits and / or services where applicable for water supply, power (if not overhead), stormwater and telecommunications within the Access Strip.

**SC6.3.3.4.10 Pavement tapers (including road widening for MCU/ROL)**

- (1) For a lot reconfiguration where the roadway transitions to a different width pavement at the boundaries of the subject land, the Developer must provide a minimum 1 in 10 taper between new and existing pavements. The tapers commence:
  - (a) Where the surrounding pavement is less wide – the taper commences at the boundaries of the subject land;
  - (b) Where the surrounding pavement is wider than conditioned – taper commences within the subject land;

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- (2) Pavement tapers must also be provided for road widening associated with an MCU (MCU tapers). The MCU tapers must commence at the boundaries of the subject land and must be of sufficient width to accommodate the turning manoeuvres (in and out) of the Design Vehicle from the through lane. Note the minimum turning speed for a design vehicle will be 40 kph and the design vehicle must not cross the centreline of the through pavement.

#### SC6.3.3.4.11 Staging – temporary sealed turn-around

A temporary sealed turn-around is to be provided for at the end of each internal roadway at the development stage boundaries. The temporary turn-around must provide with a minimum 20 metre turning circle measured from the edge of pavement. The turn-around may be a bitumen prime then single coat seal and must be fully located within the road reserve.

#### SC6.3.3.4.12 Alignment – horizontal and vertical

- (1) For trunk collector and rural roads the speed value of a curve as suggested by its geometry may not be able to be achieved if stopping sight lines is restricted by lateral obstructions. Where the angle of deflection is small, significantly larger radii should be used to achieve an adequate curve length and avoid the unappealing appearance of kinks. It is the radii achieved for the through lanes, not for the design centreline, which is important.
- (2) In a reverse curve situation, a length of tangent should be used between the curves to improve driveability and aesthetics and the curves should be of a similar radius. Broken back or compound curves, where the radius of the second curve is less than that of the first, should not be used. These, or higher, standards should be applied to deviations of through lanes which result from the introduction of turn lanes.
- (3) Intersection location is often dictated by vertical sightline considerations. The consideration of intersection-specific sight distance requirements can influence the vertical alignment adopted for the major road carriageway.

#### SC6.3.3.5 Intersections

##### SC6.3.3.5.1 Types

- (1) *Complete Streets (IPWEAQ 2010)* posits the use of 4-way intersections insofar as they improve permeability and legibility of neighbourhoods, however, *Complete Streets* does reaffirm the need to check the capacity of each 4-way intersection. Council has not developed heuristics for the appropriate number of allotments or road length that would be attributable to 4-way intersection to control road speeds and, hence, Council requires intersection adequacy checks (for all new developments) to demonstrate the efficacy of the *Complete Streets* doctrine. This information is to be included in the Transport Impact Study associated with a development approval.
- (2) The priority for intersections in Greenfield developments should be considered as: 4-way intersections, followed by T-intersection then roundabout or signalised (dependent upon the necessity to accommodate pedestrian movements and on-road bicycle movements).
- (3) Roundabouts should be used only where priority is equalised for all approaches. Consequently, this form of intersection should only be used with roads which are no more than one level apart in the road hierarchy and have reasonably balanced traffic flows to ensure that traffic on major road approaches is not unreasonably impeded by the minor approach traffic. On major junctions, roundabouts should only be used at the lowest end of the traffic volume range (subject to pedestrian and bicycle constraints) where single lane operation can suffice. There may be scope for a staged treatment with single lane approaches before widening to multi lane standard is required, at which time traffic signals may be installed.
- (4) Consideration is to be given to Council's road hierarchy and lower order roads are not to directly access higher order roads.

**SC6.3.3.5.2 Location and intersection geometry**

Council requires the horizontal geometry of T-intersections and 4-way intersections to present at 90 degrees (projection) to the major road, unless specifically approved otherwise in the development approval. The projection or horizontal geometry must continue for a minimum of 10 metres into the minor road.

**SC6.3.3.5.3 Spacing/stagger**

The stagger distance for T-intersections shall generally be in accordance with the Guide to Road Design Part 4A: Unsignalised and Signalised Intersections (Austroads 2010). Council has adopted the following minimum stagger lengths:

- (a) Right-left staggered T-intersection – stagger distance to be a minimum of 40 metres on Access Street/Access Street and 60 metres on all others,
- (b) Left-right staggered T-intersection stagger distance to be a minimum of 60 metres on Access Street/Access Street and 150 metres on all others.

**SC6.3.3.5.4 Traffic islands**

- (1) The function of islands is to effectively restrict vehicles to certain paths, providing safe refuges for pedestrians and locations for the erection of traffic control devices. They should be raised and constructed with semi mountable kerb. Pedestrian paths through islands should be flush with the road surface.
- (2) Raised island kerbs should be set back from traffic lanes and have larger offsets on approaches. The islands should be fully outlined by solid painted lines. Appurtenances and any landscaping on islands have to have adequate clearances to moving traffic and not obstruct visibility. Planting is normally restricted to clean trunk trees and low ground covers.

**SC6.3.3.6 On-street parking****SC6.3.3.6.1 Parking provisions**

On street parking will only need to be line marked in commercial areas or in accordance with development approvals. Refer to Council's standard drawings for on road parking provisions.

**SC6.3.3.6.2 Parking at cul-de-sac and turning areas**

Car parking within the cul-de-sac and turning areas is prohibited. In these cases special parking provisions such as indented bays or central island parking should be incorporated into the design that satisfies the requirements in Council's standard drawings.

**SC6.3.3.7 Sight distance, sightlines and truncations**

- (1) A principal aim in road design is to ensure that the driver is able to perceive any potential road hazards in sufficient time to take action and avoid mishap. Therefore, sight lines must be preserved within the road reserve.
- (2) "Safe Intersection Sight Distance", refer Austroads requirements, should always be met in both the horizontal and vertical planes. Special attention should also be given to Roundabout sight triangle requirements.
- (3) Truncations and road dedications to property boundaries must be provided as required to maintain intersection and corner sightlines, minimum verge and roadway widths at any point in the road networks. Particular notice must be given to: traffic calming devices, intersections, bends, cul-de-sac heads and roundabouts. All truncation areas must be included in road reserve and dedicated free of cost to Council.
- (4) Notwithstanding the truncations to maintain sight lines, as a minimum, a Developer must provide truncations to all intersections to a minimum of six (6.0) metre three (3) chord configuration.

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### SC6.3.3.8 Services

#### SC6.3.3.8.1 Alignments

- (1) Services must be in accordance with the standard drawings unless specifically approved by a Council development engineer.
- (2) Costs associated with relocation of services as a result of a development (e.g., due to clearance issue) will be met by the Developer.
- (3) Council will allow multiple services in a single trench if approval of a proposal is submitted from the relevant service providers.

#### SC6.3.3.8.2 Service pits and manholes

- (1) Service pits and manholes within the roadway or verge should be installed accurately, blending smoothly with the finished longitudinal and transverse grades of the verge. Where the Developer is retrofitting or developing a site it will be necessary to check with a Council development engineer if it is necessary to adjust an existing pit to accommodate the new works. Any modification to Council's network will be at the Developer's expense.
- (2) Any modification to Council's services within neighbouring private allotments will require the provision of an easement at the Developer's expense.
- (3) Service pits should not be placed in areas that would compromise the construction of kerb ramps to the relevant standards, refer standard drawing list.

#### SC6.3.3.8.3 Service conduits

- (1) Service conduits required by the relevant service authorities including water services should be installed prior to final trim of the subgrade.
- (2) Kerb markers (brass indicator discs) should be placed in the kerb and channel at service conduit crossings. In the case of interlocking paver, threshold treatments or mass concrete roads, developers should make provision for incorporating spare conduits (with markers) at the time of construction to alleviate the need for unsightly repair work in the future.
- (3) Note Council will not inspect the subgrade until the conduits have been placed and backfilled.

#### SC6.3.3.8.4 Conflict with council service

##### SC6.3.3.8.4.1 AC water mains

- (1) The Developer must replace the full length of an AC water main, with DICL class K9 mains, where the subgrade level of the approved pavement (usually associated with road widening) is within 200 mm of the top of the water main for 100 mm diameter mains or 300 mm for all other diameter water mains.
- (2) Water supply works performed on live water supply infrastructure will be required to be undertaken by Council at the Developer's expense. Council will provide a quotation at the written request of the Developer. The request must be accompanied by plans marked 'For Construction'.

##### SC6.3.3.8.4.2 PVC water mains

PVC water mains must have a minimum 600 mm clearance from the pavement subgrade.

##### SC6.3.3.8.4.3 Wastewater mains

Wastewater mains must have a minimum 600 mm clearance from the pavement subgrade.

### SC6.3.3.9 Pedestrian pathways and cyclist facilities

- (1) Specific conditions relating to the provision of footpaths, shared pathways and cyclist facilities are provided in **Table SC6.3.3.9.1 (Pathway and cycleway requirements)**.

Table SC6.3.3.9.1 Pathway and cycleway requirements

Classification	Road Type or Land Use Zone	Footpath (FP) <sup>(1)</sup> <sup>(2)</sup> Shared Pathway (SP) <sup>(1)</sup> On Road Cycleway (ORC)	Desirable Width (M) <sup>(4)</sup>
<b>Non-trunk requirements</b>			
Urban footpath network	Collector roads	FP one side <sup>(1)</sup>	1.5
	All roads in High Density Residential Zone	FP one side <sup>(1)</sup>	1.5
	All roads in Medium Density Residential Zone	FP one side <sup>(1)</sup>	1.5
	Industrial Access roads	FP one side <sup>(1)</sup>	1.5
	CDB/Commercial Access Roads	FP both sides	2
<b>Trunk requirements (refer to the Local Government Infrastructure Plan and Plans for trunk infrastructure mapping LGIP-TNP-01 to LGIP-TNP-33)</b>			
Urban multi-modal pathway network (as per LGIP) <sup>(3)</sup>	Principal Pathway	SP both sides	3
	Distributor Pathway	SP one side <sup>(1)</sup>	2.5
	Collector Pathway	SP one side <sup>(1)</sup>	2.0
	On Road Principal Cycleway	ORC both sides	2.0
	On Road Distributor Cycleway	ORC both sides	1.5
	On Road Regional Recreational Cycleway	ORC both sides	1.5
	Off Road Regional Recreational Cycleway	Single SP (eg. on old rail alignment or through nature reserve)	3.0

## Notes—

- (1) FP/SP one side will generally be on northern or western side of road
  - (2) Council may waive the necessity to provide a non-trunk footpath where there would be no chance that a contiguous pathway could be provided in the immediate area/block.
  - (3) Where pathways and cycleways are located on State Controlled Roads, proposals must be approved by Department of Transport and Main Roads and comply with their standards.
  - (4) Where preferred pathway widths are not achievable, Council may consider alternative pathway proposals (e.g. pathways with reduced widths on both sides of the roads, on-road cycle lanes).
- (2) Pathways will be designed in accordance with Austroads Guide to Road Design - Part 6A: Pedestrian and Cyclist Paths.
  - (3) Kerb ramps will be required where a concrete footpath
    - (a) Leads to a street intersection,
    - (b) At pedestrian crossings,
    - (c) At median islands
  - (4) Kerb ramps must be located clear of obstacles such as stormwater gullies, street sign posts and trees.

**SC6.3.3.10 Traffic control signage and street names**

The Developer must supply and erect all necessary street signs, traffic control signs and posts in accordance with the Standard Drawings R1040, R1041, R1042 and R1043. Signage should comply with the *Manual of Uniform Traffic Control Devices (MUTCD)* and with *Austroads' Guide to Traffic Management Part 10: Traffic Control and Communications Devices*.

**SC6.3.3.10.1 Traffic control signage**

Signs will not be used on minor roads in order to minimise maintenance commitments and improve visual amenity. However the following exceptions apply

- (a) Roundabouts;
- (b) Entrances to low speed residential areas, where 'Local Traffic Area 40 km/h' signs are used;

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- (c) Locations where isolated devices might be installed requiring signage to comply with the MUTCD.

**SC6.3.3.10.2 Street names**

- (1) The Developer must liaise with the Bundaberg Regional Council for determination of the names for new development roadways in accordance with the procedure outlined in **Appendix SC6.3B (Street and park naming procedure)**. Generally, it is expected that a Developer will submit three (3) names for each roadway for approval. Council will then provide the developer with a list of approved names.
- (2) The Developer is advised that the road name determination process takes a minimum of three (3) weeks.

**SC6.3.3.11 Traffic impact assessments**

All developments involving high trip generating land uses will require a traffic impact assessment (TIA) report. Council may also request an impact assessment for other developments if the proposed development is considered to have an impact on the safety and operational efficiency of Council's road network.

**SC6.3.3.11.1 Report and modelling requirements**

- (1) The report should be prepared in accordance with the Guide to Traffic Management Part 12: Traffic Impacts of Development (Austroads 2009) and/or Guide for Assessment of Road Impacts of Development (Queensland Government 2006).
- (2) All reports must be accompanied by the electronic SIDRA models.
- (3) Council maintains both Saturn and EMME transportation models. At Council's discretion, larger developments may be required to utilise these models as part of the Transport Study.
- (4) Developers are encouraged to consult with Council's Development Engineer and other relevant authorities prior to or during the preparation of TIA especially in respect to how the developer intends to resolve traffic issues.

**SC6.3.3.11.2 Traffic volumes**

- (1) Traffic volume on the individual minor roads should be determined based on the following generation rates:
  - (a) In residential areas intended to accommodate single detached housing, use 10 vehicles per day (vpd) which is trip ends or cumulative trips out and back) from each dwelling unit,
  - (b) For multi-unit dwellings at 6 vpd,
  - (c) For rural residential and village/townships, assume 7.5 vpd from each allotment,
  - (d) Peak traffic generally is 1 vehicle per lot or 10 percent of AADT ( appropriate lane factor applies),
  - (e) For other developments, use design data from approved traffic studies/guidelines.
- (2) For other development types refer to Roads Transport Authority or Institute of Transportation Engineers publications

**SC6.3.3.11.3 Peak split**

Intersection design must be based on an 80 in and 20 out split for all peak traffic, unless specifically approved otherwise.

**SC6.3.3.11.4 Unsignalised intersection gap acceptance and follow-up headway**

Intersection design must be based on a 5 second gap acceptance and 3 second follow-up headway, unless specifically approved otherwise.



**SC6.3.3.12 Haul route management plan**

Major development or extractive industry haul routes must comply with the following:

- (a) A designated haulage route will be required for the import and export of any significant quantities of earthworks or construction materials from the site (>5,000t) including gravel and concrete for example, to minimise the impact on Council roads and nuisance to residents;
- (b) An assessment of the road pavement for the haul route must be made by a Registered Professional Engineer of Queensland (RPEQ) to determine the suitability of the pavement for the intended traffic movements. Mitigation measures will be required where pavements are identified as being substandard;
- (c) A Haul Route Management Plan will be required to ensure that any spillage, pavement damage, or vehicle breakdowns can be addressed with minor impact to residents

**SC6.3.3.13 Pavement design****SC6.3.3.13.1 Design objectives and principles**

The underlying principle of pavement design is to achieve a pavement that is functional, structurally sound, has good ride quality, and requires minimal maintenance over its design life (refer Austroads Guide to Pavement Technology)

**SC6.3.3.13.2 Design procedure***SC6.3.3.13.2.1 Design life*

The design life for flexible pavements is 20 years. This value may be increased by Council in certain circumstances for the higher order roads. The design life for rigid pavements is 40 years

*SC6.3.3.13.2.2 Traffic loadings*

Traffic loading may be obtained from **Table SC6.3.3.13.3.2.1 (Road classification pavement details)** or derived using *Austroads Guide to Pavement Technology* and *Pavement Design for Light Traffic – A Supplement to Austroads Pavement Design Guide*.

*SC6.3.3.13.2.3 Subgrade strength*

- (1) The design parameter for the subgrade is the California Bearing Ratio (CBR – refer Laboratory Determination for more details). The pavement design should be based on the CBR tests being the lowest CBR representative of the subgrade over the various lengths of road at the box depth
- (2) A design CBR should be determined for each identifiable unit defined on the basis of topographic, geological and drainage conditions at the site. In determining the design CBR, account should also be taken of the variation of the subgrade strength with depth below subgrade level. The critical layer of material should be established to ensure each layer has adequate cover.

*SC6.3.3.13.2.4 Sampling frequency*

- (1) Subgrade should be evaluated at the following frequencies:
  - (a) Road length ≤ 120m: 1 test for every 60m or part thereof, but not less than 2 tests for each project (unless minor road widening associated with MCU then only one test);
  - (b) Road length > 120m: 1 test for every 60m-120m, but not less than 3 tests for each project;
  - (c) One Dynamic cone penetrometer profile AS 1289 6.3.2 at each CBR location or stratum.
- (2) Notwithstanding the above frequencies, at least one sample should be evaluated for each soil type. Spacing of test sites should be selected to suit subgrade, topographic and drainage characteristics.

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SC6.3.3.13.2.5 *Laboratory determination of design CBR*

- (1) The design CBR should be based on the soaked condition in the subgrade at a compaction of 100% standard i.e., the design CBR is the 4-day soaked CBR as determined by testing in accordance with AS 1289.6.1.1 (single point test).
- (2) When the subgrade CBR is particularly sensitive to changes in moisture content, adequate testing of the CBR over a range of moisture contents and densities should be provided and CBR interpolated at the design moisture content and density conditions (i.e., 4-point test using QDMR Main Roads test Q113A).
- (3) Where a number of tests are taken use the 10<sup>th</sup> percentile (Mean - 1.3\*SDV).

SC6.3.3.13.2.6 *Soft subgrades and sand*

- (1) If the CBR determined for the subgrade is less than the minimum CBR nominated in Austroad – *Guide to Pavement Design*; then one of the following subgrade treatment options is required:
  - (a) Remove unsuitable subgrade material and replace with minimum CBR 15 gravel or select material. The depth of subgrade replacement must be determined for each specific site, however, as a guide the depth would be expected to be in the vicinity of 300 mm;
  - (b) Carry out lime stabilisation treatment in accordance with Main Roads methodologies (this option should only be used in subgrades with high PI);
  - (c) Utilise other techniques such as rock spalls on geotextile, geogrids together with correctly sized gravel/rock blanket course, etc. These proposals need to be submitted to Council for approval.
- (2) After subgrade improvement, the pavement design should be based on subgrade CBR 3 for granular pavement and CBR 5 for concrete pavement. Also refer to Austroads – *Guide to Pavement Design* for further information.
- (3) Note, a 150 mm select fill trimming course will be required for roads constructed on sand. The trimming course must not be included in the pavement design.

**SC6.3.3.13.3 Pavement types**

SC6.3.3.13.3.1 *Pavement types/materials*

Pavement materials must be in accordance with MRS05 & MRTS05 - *Unbound Pavements* unless the pavement is associated with a lot reconfiguration of unsealed rural road where the land is associated with agricultural purposes where the ARRB *Unsealed Roads Manual – Guidelines to Good Practice* will apply. Refer **Section SC6.3.3.13.3.3 (Concrete pavements)** for concrete pavements.

SC6.3.3.13.3.2 *Pavement thickness*

- (1) The supervising engineer (or Superintendent) must provide a pavement design for approval by a Council development engineer for each new road or road widening. The pavement design must be carried out in accordance with Austroads *Guide to Pavement Technology* and/or *Pavement Design for Light Traffic – A Supplement to Austroads Pavement Design Guide*. Pavement Depths must be increased by 25mm to allow for tolerances (averaged maximum).
- (2) Council's minimum pavement depths are set out in accordance with **Table SC6.3.3.13.3.2.1 (Road classification pavement details)**. Pavement depths must be recorded in all pavement density checks and included in the information provided to Council at 'On Maintenance'.

Table SC6.3.3.13.3.2.1 Road classification pavement details

Classification	Road Type	Pavement Design <sup>(1)</sup> (ESAs)	Minimum Sub Base (MRTS Class)	Minimum Base (MRTS Class)	Min Pavement Thickness (including Surfacing)	Pavement Surfacing (mm AC)
Urban Residential	Trunk Collector	1 x 10 <sup>6</sup>	2.2	2.1	300	40
	Collector	3 x 10 <sup>5</sup>	2.3	2.1	225	25
	Access Rd/Place	6 x 10 <sup>4</sup>	2.3	2.1	225	25
Industrial	Collector	5 x 10 <sup>6</sup>	2.2	2.1	275	40
	Access	5 x 10 <sup>6</sup>	2.2	2.1	275	40
Commercial	CBD/Comm.	5 x 10 <sup>6</sup>	2.2	2.1	275	40
Rural/ Rural Residential	Principal Rural Road	1 x 10 <sup>6</sup>	2.2	2.1	225	Prime & 2 Coat <sup>(2)</sup>
	Collector	5 x 10 <sup>5</sup>	2.3	2.1	200	Prime & 2 Coat <sup>(2)</sup>
	Access <sup>(3)</sup>	3 x 10 <sup>5</sup>	2.3	2.2	200	Prime & 2 Coat <sup>(2)</sup>
Village/ Township	Collector	3 x 10 <sup>5</sup>	2.3	2.1	200	Prime & 2 Coat <sup>(2)</sup>
	Access	3 x 10 <sup>5</sup>	2.3	2.2	200	Prime & 2 Coat <sup>(2)</sup>

Notes—

- (1) ESA may be determined by traffic study
- (2) Minimum depth does not include subgrade replacement and prime must be place independently of the seal and must be allowed 48 hours to cure prior to the placement of the seal. Note for boney surfaces the minimum spray rate of 0.82 l/m<sup>2</sup> must be increased. The final rate must be approved by the relevant Council development engineer prior to application.
- (3) Where road is to unsealed use gradings specified by ARRB *Unsealed Roads Manual – Guidelines to Good Practice*

## SC6.3.3.13.3.3 Concrete pavements

- (1) Full depth concrete roads are generally used only in heavily trafficked situations. These roads must be designed in accordance with the Austroads *Guide to Pavement Design* and submitted to Council for approval.
- (2) A full depth concrete road can be designed for urban streets subject to the following requirements:
  - (a) The pavement must have a minimum 100 mm thick unbound granular sub-base consisting of Class 2.1 granular material (MRS 05);
  - (b) The flexural strength of the concrete must be a minimum 4.0 MPa;
  - (c) The Load Safety Factor (LSF) must be 1.3;
  - (d) Integral or structural concrete shoulders are not required;
  - (e) Special attention should be paid to the jointing details in regard to ride quality and the provision of additional conduits for future services;
  - (f) The design, detailing and construction of concrete pavements for residential streets should be in accordance with the publication *Guide to Residential Streets and Paths* (Cement & Concrete Association of Australia, C&CAA T51, February 2004).

## SC6.3.3.13.4 Pavement widening (specific requirements)

- (1) The pavement design for road widening must be in accordance with **Section SC6.3.3.13.3.2 (Pavement thickness)**. However, where the design pavement depth is less the existing pavement, the existing pavement depth must be adopted to provide for pavement drainage.

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- (2) Existing pavement must be cut back in 150 mm steps for each layer of the new pavement widening.
- (3) Seals must overlap a minimum of 300 mm.

**SC6.3.3.13.5 Subsoil drainage**

- (1) Subsoil Drainage, refer Austroad Part 10 and Figure 5.2 – Pavement Drain Type 2 Austroads Part 5: Drainage Design (2008, p.58), must be provided in the following locations:
  - (a) Under all kerb, kerb and channel or edge restraint (where underground drainage is available);
  - (b) Under all traffic islands containing landscaping;
  - (c) In all locations where the wet weather water table is above the subgrade or where natural springs may wet the pavement;
  - (d) In any location where there is insufficient side drainage (table drains) or where the pavement materials are not free draining.
- (2) Subsoil drainage should only be used in rural areas where table drains will not adequately protect the pavement from wetting (i.e., springs).

**SC6.3.3.14 Pavement construction**

- (1) The technical requirements for the construction of unbound pavements are defined in the Guide to Pavement Technology Part 8: Pavement Construction (Austroads 2009).
- (2) When constructing a new road, a Developer must operate under a Quality Management System (QMS). Generally this would be associated with an ROL involving more than 3 new residential allotments and MCU having more than 4 car parks.
- (3) Geotextile Filters are the preferred subsoil for all Bundaberg Regional Council roads, unless specifically approved otherwise by the relevant Council development engineer. See also Figure 5.2 Pavement Drain Type 2 (Austroads Part 5: Drainage Design 2008, p.58)
- (4) Unbound granular pavement materials must be supplied in accordance with DTMR standards,

**SC6.3.3.15 Road surfacing**

**SC6.3.3.15.1 Asphalt pavements**

- (1) Asphalt is the required surfacing material for all roads within the urban, CBD/commercial and industrial road hierarchy. Asphalt must be supplied and placed in accordance with MRS30 and MRTS30.
- (2) For all new construction, i.e., previously unsealed surfaces, the surface must be primed with AMC00 or AMC0 (MRTS20) sprayed at a rate of 1 – 0.82 l/m<sup>2</sup>. The prime must be allowed to cure for a period of 48 hours prior to the tack coat and application of the Asphalt surfacing.
- (3) For boney unbound pavement surfaces (low fines) Council reserves the right to increase the minimum application rate and/or request an application of single coat sprayed seal. The necessity for a revised application rate and/or bitumen seal will be determined by the relevant Council development engineer prior to the inspection of the base.
- (4) Note: all recycled pavements require a single coat 10 mm sprayed seal and a minimum of 40 mm asphalt.

**SC6.3.3.15.2 Bitumen seals**

*SC6.3.3.15.2.1 Supply of bitumen*

Bitumen and associated materials must be supplied in accordance with MRS11 and MRS 17 – 20.

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SC6.3.3.15.2.2 *Cover aggregate*

Supply of precoated aggregate must be in accordance with MRS22.

SC6.3.3.15.2.3 *Surfacing*

Bitumen surfacing must be in accordance with MRS11 with the seal consisting on a prime and then two coat seal.

SC6.3.3.15.2.4 *Typical application rates for double/double seal*

The typical application rates are provided in **Table SC6.3.3.15.2.4.1 (Typical rates for prime and seal road surfacing)**.

**Table SC6.3.3.15.2.4.1 Typical rates for prime and seal road surfacing**

Surfacing	Spray Rate (l/m <sup>2</sup> )	Cover Aggregate Rate (m <sup>3</sup> to m <sup>2</sup> )
Prime	1 - 0.82 AMC00 or AMC0	Na
<i>Allow 48 hours between prime and seal</i>		
First Coat <sup>(1)</sup>	1.35 Aggregate 16 mm	1 to 88
Second Coat	0.72 Aggregate 7 mm	1 to 175

Note—

(1) The spray rate must be confirmed by the Superintendent or Supervising Engineer prior to its application.

**SC6.3.3.15.3 Threshold treatments**

SC6.3.3.15.3.1 *Stamped asphalt*

Council's preferred treatment for entrance thresholds is stamped asphalt as it combines a decorative appearance with a strong and low maintenance asphalt base. Council recommends "StreetPrint" or similar at these locations. For more information on "StreetPrint" refer to <http://www.bricknpave.com.au/StreetPrint.htm>.

SC6.3.3.15.3.2 *Concrete surfacing to full depth pavement*

- (1) Exposed aggregate surface is permitted in local traffic area threshold treatments provided that the crushed aggregate finish:
  - (a) Achieves a minimum Polished Aggregate Friction Value (PAFV) value of 45
  - (b) Complies with the skid resistance requirements of the Guide to Pavement Technology Part 3: Pavement Surfacing (Austroads 2009) and the Guide to Residential Streets and Paths – 2nd Ed (Cement & Concrete Association of Australia 2004).
- (2) Stamped concrete is not permitted as the surface texture can cause a potential hazard for cyclists.

SC6.3.3.15.3.3 *Coloured threshold treatments*

- (1) Coloured surface treatment must serve a traffic management function such as thresholds at local traffic areas and to visually enhance school zones. The use of coloured surface treatment as an aesthetic enhancement to the streetscape is not permitted. For further details and particular requirements on coloured treatments, texturing, decorative, and high friction coatings on asphalt and concrete surfaces, refer to the DTMR *Guideline to pavement markings (June 2013)*.
- (2) The colour of the threshold treatment must be approved by Council.

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### SC6.3.4 Water and wastewater

The design and construction standard for Council's water and wastewater networks are stated in the WBBROC Water Services Design and Construction Code. This code is consistent with the SEQ Design and Construct Code which in turn reflects the various, nationally accepted WSAA codes. Further reference documents and requirements are included in the remainder of this section.

#### SC6.3.4.1 Design standards and reference documents

The planning and design of development within the Bundaberg Regional Council local government area must be undertaken in accordance with the current edition of the following key reference documents, unless specifically outlined in this section or other Council references dictate otherwise:

- (a) WBBROC Water Services Design and Construction Code (including relevant WSAA codes and Australia Standards)
- (b) DERM – Planning Guidelines for Water and Sewerage, (DERM, Queensland Government 2010)
- (c) Fire Hydrant and Vehicle Access Guidelines for Residential, Commercial and Industrial Lots (Queensland Fire and Emergency Services, Queensland Government 2015)
- (d) Bundaberg Regional Council – Standard Drawings – See **Appendix SC6.3A (Standard drawings list)**.

#### SC6.3.4.2 General design considerations

##### SC6.3.4.2.1 Easements

- (1) Council's requirements for easements are listed in WBBROC Water Services Design and Construction Code.
- (2) Council has a standard instrument of easement, for use by Developers. A copy of the document can be made available upon request.

##### SC6.3.4.2.2 Building over or near water or wastewater infrastructure

- (1) Developers and designers are advised that Council will not allow dwellings to be constructed over water and wastewater infrastructure.
- (2) Permissible clearances are given in WBBROC Water Services Design and Construction Code.
- (3) Part 1.4 of the Queensland Development Code (QDC MP 1.4) provides a mechanism for initial assessment of potential impact a building or structure may have on infrastructure assets and provide some acceptable solutions. These should be considered in association with the WBBROC Water Services Design and Construction Code.

##### SC6.3.4.2.3 Connection to existing water or wastewater infrastructure

- (1) Any works performed on live water or wastewater infrastructure will be undertaken by Council at the Developer's expense.
- (2) Council will provide a quotation to undertake the works at the written request of the Developer (FM-7-467 "Notice to Service Provider Application for Water & Sewer" is available at [www.bundaberg.qld.gov.au/council/forms](http://www.bundaberg.qld.gov.au/council/forms)). The request must be accompanied by plans marked 'For Construction'.

##### SC6.3.4.2.4 Alignment of water or wastewater mains

- (1) The alignment of water or wastewater mains shall be in accordance with WBBROC Water Services Design and Construction Code with further clarification as follows:
  - (a) *Road Reserve* – Refer Council's standard drawing number R1050,

- (b) *Allotments* – except where perpendicular to or intersecting with a property boundary, a water or wastewater main shall not be situated closer than 1.5 metres to a property boundary (fenceline).

#### SC6.3.4.2.5 Water or wastewater mains within parks and reserves

- (1) Water or wastewater mains within parks and reserves must be contained within an easement as outlined in WBBROC Water Services Design and Construction Code.
- (2) A Developer will be required to negotiate with DERM to obtain an easement over proposed water or wastewater infrastructure where the aforesaid infrastructure traverses an existing reserve. All costs associated with obtaining and registration of the easement will be at the Developer's expense.

#### SC6.3.4.2.6 Replacement of existing water mains

The Developer must replace existing water mains with ductile iron where:

- (a) Trench - it is necessary to trench under the main,
- (b) Subgrade - refer also section 11 of the Roads and Pathways chapter of the development manual.

#### SC6.3.4.2.7 Flushing and sterilisation of water mains

- (1) The Developer must provide flushing and sterilisation points as per WBBROC Water Services Design and Construction Code. The Council's preferred sterilisation point is a hydrant.
- (2) Council will undertake sterilisation of the water main prior to connection to the water infrastructure. Works will be conducted at the Developer's expense.

#### SC6.3.4.3 Design programs for sizing mains

The following computer programs are accepted for design of main sizing (also refer Table 3.2 of WSA 03):

- (a) SewGEMS, and
- (b) WaterGEMS

#### SC6.3.4.4 Partial Water Services

For greenfield development, Council requires the provision of partial water services in accordance with WBBROC standard drawing WBB-WAT-1109-2. The Developer/Applicant is to coordinate the tag and bagging of these services during Operational Works (see SC6.3.13.8)

#### SC6.3.5 Stormwater

- (1) The Queensland Urban Drainage Manual (QUDM) Fourth Edition, 2016 shall be the basis for the design of stormwater drainage, except as amended by this manual.
- (2) The design of the proposed drainage system and earthworks for a development commences with establishing a lawful point of discharge for the site. Once the lawful point of discharge has been established to the satisfaction of Council's development engineers then the Applicant/Developer must provide a drainage solution that does not adversely affect the upstream or downstream drainage systems. If the downstream system is not capable of carrying the increased discharge the Applicant/Developer must indicate what measures are proposed to mitigate the impact. The Applicant/Developer must also consider any trunk drainage identified in the Local Government Infrastructure Plan that is required to support future upstream or downstream developments.

#### SC6.3.5.1 Design standards, reference documents and acceptable programs

The planning and design of the developments within the Bundaberg Regional Council local government area must be undertaken in accordance with the current edition of the following key reference documents, unless specifically outlined in this chapter or other Council references dictate otherwise:

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- (a) Queensland Government – at the time of writing this document the series was as listed below:
- (i) State Planning Policy - state interest guideline Water quality,
  - (ii) Urban Stormwater Quality – Planning Guidelines (2010),
  - (iii) Environmental Protection (Water) Policy 2009 – Burrum, Gregory, Isis, Cherwell and Elliott Rivers environmental values and water quality objectives – Basin 137 at <https://www.ehp.qld.gov.au/water/policy/pdf/documents/burrum-river-ev-2010.pdf>, and Plan WQ1371 at <https://www.ehp.qld.gov.au/water/policy/pdf/plans/burrum-river-ev-plan-2010.pdf>.
- (b) IPWEA – Queensland Urban Drainage Manual Fourth Edition, 2016
- (c) Environment Protection Agency's (EPA) – Guideline – EPA Best Practice Urban Stormwater Management – Erosion and Sediment Control <http://www.derm.qld.gov.au/register/p02301aa.pdf>
- (d) Engineers Australia – at the time of writing this document, the series relating to development was as listed :
- (i) Australian Rainfall and Runoff (ARR) – 1987 and 2016,
  - (ii) Australian Runoff Quality – A guide to water sensitive urban design.
- (e) EDAW – *Ecological Engineering Practice Area* – Urban Stormwater – Queensland best practice environmental management guidelines 2009
- (f) *Water by Design* – at the time of writing this document, the series relating to development was as listed:
- (i) Music Modelling Guidelines (2010),
  - (ii) Construction and Establishment Guidelines – Swales, Bioretention Systems and Wetlands.
  - (iii) Bundaberg Regional Council Urban Stormwater Quality Management Plan (BMT WBM 2013).
- (g) The following Australian Standard:
- (i) AS1554 Structural Steel Welding
  - (ii) AS1597 Precast Reinforced Concrete Box Culverts
  - (iii) AS3725 Design for Installation of Buried Concrete Pipes
  - (iv) AS 4058 Precast Concrete Pipes
  - (v) AS4139 Fibre Reinforced Pipes
  - (vi) AS4671 Steel Reinforcing Materials
- (h) Austroads – Waterway Design – A Guide to the Hydraulic Design of Bridges, Culverts and Floodways
- (i) *Austroads - Guide to Pavement Technology* – at the time of writing this document, part relating to development was AGPT10-09 - Part 10: Subsurface Drainage
- (j) *Australian Institute for Disaster Resilience – Managing the floodplain – a guide to best practice in flood risk management in Australia – Handbook 7 - Floodplain Management in Australia: Best Practice Principles and Guidelines*
- (k) *John Argue* – Storm Drainage Design in Small Urban Catchments – A handbook for Australian Practice – Special Report 34 Australian Road Research Board
- (l) International Erosion Control Association – Best Practice Erosion and Sediment Control
- (m) *Lewis Rossman* – Stormwater management model User's Manual Version 5 – United States Environmental Protection Agency
- (n) *Bundaberg Regional Council* – Standard Drawings – See Appendix SC6.3A (Standard drawings list).



**SC6.3.5.2 Environmental requirements****SC6.3.5.2.1 Water quality**

- (1) Designs must incorporate the principles of Water Sensitive Urban Design (WSUD) into the development at all stages of the development.
- (2) For urban catchments, the Bundaberg Regional Council Urban Stormwater Quality Management Plan (USQMP) has identified the Environmental Values (EVs) and Water Quality Objectives (WQOs) and key opportunities for implementing stormwater best management practices.
- (3) Developments are classified as being either high or low risk.
- (4) Developments are high risk if they:
  - (a) fall within the urban catchments identified in the USQMP, and
  - (b) have and a site area 2500m<sup>2</sup> or greater, and
  - (c) have 6 or more lots/dwellings, or an impervious area greater than 25% of the net developable area
- (5) All other developments are low risk unless the development is deemed to be of a size and scale that is inconsistent with the planning scheme by the assessment manager. If in doubt, the catchment risk will be determined at the pre-lodgement meeting.
- (6) High risk developments trigger the necessity to identify Environmental Values (EVs) and Water Quality Objectives (WQOs) and demonstrate how they are achieved through the provision of site-based stormwater management plans (SBSMP).
- (7) SBSMP must aim to
  - (a) address both quality and quantity control issues at pre-development (approval) stage;
  - (b) integrate permanent stormwater management features into overall development landscape plan;
  - (c) identify legal point(s) of discharge (these need to be identified before development approval is given);
  - (d) address ecological protection issues that are influenced by the management of stormwater (e.g., waterway corridor vegetation and habitat management issues);
  - (e) identify clearly pollutants of concern and their sources for both the construction and operational phases of development
  - (f) be updated and submitted for post-approval (operational works) stages, which will include Sediment and Erosion Control Plans (ESCP);
- (8) The format of SBSMP is to be determined along with the WQOs at a pre-development meeting, however, they can be generally in accordance with Brisbane City Council Subdivision and Development Guidelines Part C – Water Quality Management Guidelines.
- (9) The water quality objectives for low risk developments are usually achieved by best practice standards. Low catchment risk developments would provide controls such as in pit silt traps (e.g., Ecosol RSF 100 or equivalent) and sediment and erosion control measures pre- and post-construction.

**SC6.3.5.2.2 Erosion and sediment control**

Erosion and Sediment Control must be designed in accordance with the recommendations contained within the Environment Protection Agency's (EPA) – *Guideline – EPA Best Practice Urban Stormwater Management – Erosion and Sediment Control* and International Erosion Control Association's (IECA) – *Best Practice Erosion & Sediment Control* and 'Queensland Urban Drainage Manual' (QUDM).

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### SC6.3.5.3 Lawful point of discharge

#### SC6.3.5.3.1 General

- (1) QUDM defines the lawful point of discharge as:  
*'A point of discharge of stormwater from an allotment that is considered to satisfy the requirements specifically outlined with the Queensland Urban Drainage Manual'*
- (2) Council's criteria for determining the lawful point of discharge are based on the QUDM. The criteria are as follows:
  - (i) Will the proposed development alter the site's stormwater discharge characteristics in a manner that may substantially damage a third party property?
    - a. If not, then no further steps are required to obtain tenure for a lawful point of discharge (assuming any previous circumstances and changes were lawful);
    - b. If there is a reasonable risk of such damage, then consider issue (ii) or (iii);
  - (ii) Is the location of the discharge from the development site under the lawful control of Council or other statutory authority from whom permission to discharge has been received? This will include a park, watercourse, drainage or road reserve, stormwater registered drainage easement, or land held by local government (including freehold land). Council will require information about the potential impact of the site's stormwater discharge characteristics on third party properties (particularly those downstream of the proposed discharge point) before it will consent to the discharge entering its land;
    - a. If so, then no further steps are required to obtain tenure for a lawful point of discharge;
    - b. If not, then consider issue (iii). A land owner or regulator may require that the developer obtain an authority to discharge as described in (iii) in order for the stormwater to ultimately flow to a location described in (ii);
  - (iii) An authority to discharge over affected properties will be necessary. In descending order of certainty, an authority may be in the form of:
    - a. Dedication of a drainage reserve or park;
    - b. A registered easement for stormwater discharge/works;
    - c. Written discharge approval via a formal agreement.
- (3) Developer/Applicant should refer to Section 3 of QUDM when assessing the potential damage and nuisance that may be caused by the proposed development. It is the Developer/Applicant's responsibility to not cause nuisance, rather than the regulator's responsibility to assess and condition works to prevent a nuisance. Further, as outlined in QUDM any assessment of the potential adverse impacts of stormwater changes on other properties should not only consider the current usage of the land, but also the value and/or potential of the land to be developed for future uses.

#### SC6.3.5.3.2 Due Diligence Assessment

- (1) The Developer/Applicant must submit to Council the Due Diligence Assessment undertaken as per Section 3.5 of QUDM. This will include determining the pre-development drainage situation. Clearly identifying proposed drainage works and determining the changes in volume, rate, frequency, duration, velocity, location and quality of the stormwater runoff. The assessment will also provide evidence that the post-development discharge can be managed without causing an actionable nuisance.
- (2) The Developer/Applicant is to notify Council where the pre-development drainage analysis has identified deficiencies in the existing drainage system. Older design standards and changes in modelling techniques (i.e., ARR87 to ARR16) may have resulted in parts of the drainage network no longer being able to cater for the design storm flows. Council will consider these issues as per Section 13.1 of QUDM.

#### SC6.3.5.3.3 Easements

- (1) The extent of an easement is determined by the necessity to obviate an actionable nuisance. Hence, this issue needs to be determined early in the development process.

Accordingly, it is beneficial to have a pre-submission meeting to determine the likelihood of a nuisance issue.

- (2) Generally, where an easement is required over downstream properties, Council will require the Developer/Applicant to obtain an in-principle agreement from effected property owners. The in-principle agreement would note the characteristics of the flow, the proposed solution, and the necessity for registration of easement(s) (prior to submission of the operational works approval).
- (3) Council has a standard instrument of easement for use by developers for Drainage (pipes) and Open Cut Drainage (open drains) for use by developers; a copy of the instrument can be made available upon request.

#### SC6.3.5.4 Flood studies

- (1) Development within the Flood Hazard Area will require a Flood Hazard Assessment and Mitigation Report as described in Section SC6.5.3.5. To aid in the development of this report and/or the Due Diligence Assessment (see SC6.3.5.3.2), Council has the following flood studies and their respective models:
  - (a) Burnett River Flood Study (GHD, 2013) – 1D/2D TUFLOW model;
  - (b) Kolan River and Gin Gin Creek (GHD, 2014) – 1D/2D TUFLOW model;
  - (c) Baffle Creek Flood Study (O2, 2014) - only draft report available;
  - (d) Burrum, Cherwell, Isis, Gregory River Flood Study – (GHD, 2015) – 1D/2D XPSWMM Model;
  - (e) Saltwater Creek Flood Study (Cardno, 2010) – 1D/2D XPSWMM Model;
  - (f) Bundaberg Creek Flood Study (Cardno, 2013) – 1D/2D XPSWMM Model;
  - (g) McCoys Creek Flood Study (GHD, 2015) - 1D/2D XPSWMM Model;
  - (h) Bundaberg Coastal Small Streams (BMT WBM, 2014) - 1D/2D XPSWMM Model;
  - (i) Apple Tree Creek Flood Study (Cardno 2004) – HEC-RAS Model;
  - (j) Palmer and O'Connell Creeks Drainage Study (GHD, 1997) – HEC-RAS Model;
  - (k) Non-urban Creeks and Overland Flow Path Flood Study – 2D TUFLOW Model; and
  - (l) Storm Tide Flood Study (BMT WBM, 2013) – only report available.
- (2) Copies of the flood studies and models are available on request.
- (3) New flood studies are commissioned regularly by Council. The Developer/Applicant should check for the availability of new flood studies prior to undertaking any modelling works.

##### SC6.3.5.4.1 Design programs

- (1) Council prefers the submission of major drainage studies undertaken by the following programs: XPSWMM, XPRAFTS, TUFLOW and HEC\_RAS.
- (2) The preferred hydrology for the major storm event involving larger catchment is the listed in **Section SC6.3.5.8.3 (Infiltration factors initial and continuing losses)**

##### SC6.3.5.4.2 Minor Hydraulic Designs

Council has the ability to check design's undertaken in 12D, XPDRAINS and XPSTORM. Refer also to Section **SC6.3.5.10.10 (Drainage calculation presentation)** for standard of presentation.

#### SC6.3.5.5 Design storms

**Table SC6.3.6.5.1 (Design storms for major and minor drainage systems)** provides the design storms for developments within the Bundaberg Regional Council local government area.

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**Table SC6.3.6.5.1 Design storms for major and minor drainage systems**

Major Drainage System		Design Storm
		100 year ARI (1% AEP) plus Climate Change
Minor Drainage System		ARI (AEP)
Development Category (QUDM)	BRC Planning Scheme – Zone	ARI (AEP)
Central business and commercial	Principal centre zone, Major centre zone, district centre zone, Local centre zone, Neighbourhood centre zone, Specialised centre zone	10 year ARI (10% AEP)
Industrial	Industry zone, High impact industry zone	10 year ARI (10% AEP)
Urban residential high density/high Density	High density residential zone	10 year ARI (10% AEP)
Urban residential low density	Medium density residential zone, Low density residential zone, Emerging community zone, Limited development zone, Community facilities zone	5 year ARI (18% AEP)
Rural Residential	Rural residential zone, Sport and recreation zone	2 year ARI (39% AEP)
Open space – parks, etc.	Rural zone, Open space zone, Environmental management and conservation zone	1 year ARI (63% AEP)
Roadway Criteria		ARI (AEP)
Major Road (i.e., Arterial, Sub-arterial, Trunk Collector (Suburban), Industrial Collector, Principal Rural Road)	Table Drain/Kerb & Channel	10 year ARI (10% AEP) <sup>(1)</sup>
	Cross Drainage (Culverts)	50 year ARI (2% AEP) <sup>(2,3)</sup>
All other Roads	Kerb and Channel	Use relevant Development Category above
	Cross Drainage (if Rural Culverts <sup>(4)</sup> )	10 year ARI (10% AEP) <sup>(3)</sup>

Notes—

- The design storm for Major Road overrides the Development Category design storm
- Designer must ensure that the 100 year ARI (1% AEP) backwater does not enter properties upstream. In addition the downstream face of the causeway embankment may need protection where overtopping is likely to occur and d/v checks must still be below maximum levels
- may change if the Roadways is deemed to be part of Council's emergency evacuation route
- Rural cross drainage requirement may be reduced to 2 year ARI (39% AEP) where risk level is medium in 50 year ARI (2% AEP) flood event as defined in SCARM 73. See also Section SC6.3.5.10.7.2 for further guidance on emergency evacuation routes.

#### SC6.3.5.6 Catchment hydrology – rainfall intensity

- Rainfall intensity-frequency-duration data **Error! Reference source not found.** Rainfall intensity-frequency-duration (IFD) data used must be in accordance with the following:
  - The IFD data stated within an adopted flood study from SC6.3.5.4 are to be used for developments utilising these existing adopted flood models. These IFD data will generally be consistent with ARR 1987; or
  - Where a new flood model is required the IFD data is to be obtained from the Bureau of Meteorology and is to utilise ARR 2016. These IFD are available here: <http://www.bom.gov.au/water/designRainfalls/revise-ifd/>.

**SC6.3.5.7 Catchment Hydrology – rational method design details****SC6.3.5.7.1 Coefficient of runoff**

The fraction impervious for various development types must be in accordance with QUDM except as specifically mentioned in **Table SC6.3.6.7.1.1 (Fraction impervious – QUDM Table 4.5.1 exceptions)**

**Table SC6.3.6.7.1.1 Fraction impervious – QUDM Table 4.5.1 exceptions**

Development Category	Fraction impervious (fi)
Urban Residential –	
High Density	0.9
Medium Density	0.75
Low Density	0.5

Note—refer to the planning scheme for the definition of the development category.

**SC6.3.5.7.2 Time of concentration**

- (1) The standard inlet times depicted in Table 4.6.1 QUDM may be used or alternatively sheet flow times are to be determined using Friend's Equation with the addition of pipe and channel flow times determined in accord with sections 4.6.7 and 4.6.8 of QUDM.
- (2) For sheet flow lengths outside the limitations of the Friend's Equation and for rural catchments, the time of concentration shall be calculated using the Bransby Williams or modified Friend's Equation (refer QUDM 4.6.11).

**SC6.3.5.8 Catchment hydrology – runoff method – design details****SC6.3.5.8.1 Temporal patterns – ARR 1987**

The temporal patterns stated within an adopted flood study from SC6.3.5.4 are to be used for developments utilising these existing flood models. These temporal patterns will generally be consistent with ARR 1987.

**SC6.3.5.8.2 Ensemble temporal patterns - ARR 2016**

Where a new flood model is required the 10 ensemble temporal patterns from ARR 2016 are to be analysed (see Book 2, Chapter 5, Section 5, ARR 2016). These ensemble temporal patterns have been chosen to represent the variability in observed patterns. The median temporal pattern (i.e., 6th highest flow rate out of 10 ensemble temporal patterns) is to be used for design.

**SC6.3.5.8.3 Infiltration factors initial and continuing losses**

- (1) Hydrological data modelling should be based on the following:
  - (a) Routing Method – Laurenson (do not calculate B unless specifically approved),
  - (b) Infiltration Method – Uniform Loss –generally will be as follows:
    - (i) *Urban and Rural Impermeable* – initial 0 mm/h, absolute continuing 0 mm/h;
    - (ii) *Urban permeable* – initial 0 mm/h, absolute continuing 2.5 mm/h;
    - (iii) *Rural permeable* – initial 0 mm/h, absolute continuing 2.5 – 3.5 mm/h;
  - (c) Manning Roughness – impermeable 0.014, permeable 0.025 – 0.035 (this value may be adjusted to suit).
- (2) The above values allow for an embedded critical rainfall event occurring within a saturated catchment – which anecdotally represents the critical event within Bundaberg.

**SC6.3.5.9 General design considerations****SC6.3.5.9.1 Minimum grade on allotments**

For minimum grade on allotments see section SC6.3.10.1.

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#### SC6.3.5.9.2 Overland flow paths

- (1) An overland flow path is defined as follows:
  - (a) Where a piped drainage system exists, the path-of-travel of the floodwaters which exceed the capacity of the underground drainage system;
  - (b) Where no piped drainage system (or the outlet to the system) or other form of defined watercourse exists, the path taken by surface runoff from higher parts of the catchment. This does not include a watercourse or gully with well defined banks.
- (2) Overland flow paths must have velocity\*depth not greater than 0.4 m<sup>2</sup>/s in high risk areas and 0.6 m<sup>2</sup>/s elsewhere.
- (3) Any proposed development, especially those involving filling, needs to take account of existing or created overland flow paths and make due provision in the design. Overland flow paths must be clearly indicated on the drawings and supported by calculations, cross sections and plan layouts shown on the approved engineering drawings with due consideration of freeboard.
- (4) Developments within any overland flow paths are generally not permitted unless the Developer/Applicant can satisfactorily demonstrate compliance with all the flood immunity freeboard and trafficability (especially d\*v issues and emergency evacuation routes) requirements set out in this document.
- (5) In residential subdivisions, overland flow paths must be located in roadways, parks (in a combined park and drainage reserve) or pathways.
- (6) No overland flow paths will be permitted through urban allotments – unless specifically approved by Council. Where the overland flow path is approved such path must be covered by an easement with the preferred tenure i.e., easement or reserve, to be determined by Council.
- (7) In site developments such as apartment buildings or townhouses where the sites are filled to provide suitable falls to the roadway, the Developer must pay particular attention to the preservation of existing overland flow paths, the obstruction of which may cause flooding or ponding of stormwater on adjoining properties.
- (8) Where Overland flow paths should be located through commercial/industrial development such paths must be located along and through the car park/driveways and must be protected by an easement.

#### SC6.3.5.10 Outlets – point of discharge – under control of Council

- (1) The Developer/Applicant should not assume that drainage channels, overland flow paths, drainage outlets, energy dissipaters or stormwater detention/polishing basins will automatically be permitted in public space (newly created Council asset or existing Council asset).
- (2) Prior to the design of any stormwater discharge facility into Council controlled land, the Developer/Applicant should consult with the Council's development engineers to ensure that Stormwater outlets in any public space (existing or newly created Council asset) must be addressed at the development approval (conceptual design) stage.

##### SC6.3.5.10.1 Tidal Effects

Tidal levels must be in accordance with Council's storm tide model and QUDM.

##### SC6.3.5.10.2 Pipe Considerations

###### SC6.3.5.10.2.1 Standard Alignment

The standard alignment for stormwater drainage lines is given in Council Standard Drawing R1050 – Public Utilities Typical Service Conduit Alignment.

###### SC6.3.5.10.2.2 Standard Requirements

Pipes used may be either reinforced concrete or fibre reinforced concrete type and have the following properties:

- (a) Minimum pipe sizes:
  - (i) Low flow pipes 300mm diameter (unless inter-allotment drainage);
  - (ii) Other 300mm diameter – refer QUDM - Minimum pipe sizes;
  - (iii) Between manholes - 375mm diameter;
- (b) Minimum desirable grade refer QUDM;
- (c) Minimum Class 3 within roadways,
- (d) Minimum clear cover shall be 600mm to subgrade in all instances, unless approved otherwise by a Council development engineer;
- (e) Box culverts shall be precast reinforce concrete and shall have cast in-situ bases with subsurface drainage outlets at 15-10m intervals.

SC6.3.5.10.2.3 Start HGL and Maximum Flows

- (1) Start HGL will be, the maximum of, 150 mm below the invert of the kerb and channel (when entering an existing pit) otherwise, in accordance with QUDM – Tailwater levels.
- (2) Where a Development Approval promulgates a point of discharge into an existing inlet pit, the capacity of the pipe up to 100 year ARI (1% AEP) must be limited to the development's proportional area percentage of the inlet capacity of the pit at 5 year ARI (20% AEP) (or value given in **Table SC6.3.6.5.1 (Design storms for major and minor drainage systems)**).

SC6.3.5.10.3 Access Chambers

- (1) Manhole or access chamber spacing shall be in accordance with Section 7.6 of QUDM.
- (2) Where a pre-cast gully pit is provided as an access chamber the chamber shall be constructed to the invert of the pipe.
- (3) Combined access chamber/gully pits shall only be used up to a 600mm RCP.
- (4) Chambers may be pre-cast or cast insitu concrete boxes, or pre-cast FRC or RCPs. Chambers may only be used for inter-allotment drainage below 300 mm diameter. Minimum dimensions of the pits are provided in **Table SC6.3.6.10.3.1 (Inter-allotment chamber pit dimensions)**. For inter-allotment drainage pits, junctions or changes in direction for pipes over 300 mm refer standard drawings for further details.

**Table SC6.3.6.10.3.1 Inter-allotment chamber pit dimensions**

Minimum Depth to Invert	Boxes – Internal Dimensions (mm)	FRC or RCP Systems
< 900 mm	600*600 <sup>(1)</sup>	600 mm Diameter
> 900 mm	600*900 <sup>(1)</sup>	750 mm Diameter

Note—<sup>(1)</sup> Minimum wall thickness 100 mm all cast insitu boxes

- (5) FRC and RCP systems shall be constructed by embedding the lower precast shaft section into a wet cast-insitu concrete base. Cut outs of pipe penetrations shall be made using concrete saws/drills in such a manner as to minimise damage to the adjacent pipe materials.
- (6) Lids to cast-insitu manholes shall be light duty in allotments, gardens etc., and heavy duty elsewhere. Close fitting cast iron galvanised steel or concrete infill type (Gatic Light Duty, Polycrete Broadstel or similar) of approximately the same internal dimensions as the manhole.
- (7) Lids to FRC and RCP manholes shall be the manufacturers' proprietary concrete or concrete infill type.
- (8) Infill concrete shall be 25 MPa.
- (9) Lids must match finished surface ground slope and level.

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#### SC6.3.5.10.4 Pipe junctions – instead of access chambers

Branch pipe connections are allowed without an access chamber subject to the following:

- (a) Branch size 150 mm on 450 – 900 mm pipe,
- (b) Branch size 300 mm on 900 – 1500 mm pipe,
- (c) Rocla (or equivalent) saddle slope junction is to be used,
- (d) Intercept angle is to be not less than 45 degrees in the direction of flow and always in direction of flow.

#### SC6.3.5.10.5 Stormwater inlet pits

- (1) Field inlet pits are to be constructed in accordance with the Standard Drawings all pits must be designed to accommodate a 50 percent blockage factor on the inlet calculations, unless the field inlet has a depression on all four sides as indicated on Council Standard Drawing D1002.
- (2) Council has approved the use of lip in line (with grate) drainage pits unless the pit is located in or near a bus crossing, refer Standard Drawings for further pit details.

#### SC6.3.5.10.6 Floodways/open channels

- (1) Floodways and open channels should generally be designed in accordance with section 9 of QUDM. Unless specifically approved otherwise Council requires open channels and floodways to be designed in accordance with the following:
- (2) Concrete low flow invert 1.2 metres wide falling to a type 3 MRD drive over kerb or equivalent (ignore effect on manning n),
- (3) Side slopes not greater than 1 in 6 unless approved by a Council development engineer,
- (4) Fall towards invert of 1 in 100 minimum in trapezoidal cross section,
- (5) Minimum fall of the channel is 0.1 percent, however, isolated seepage/French drains will be required at not less than 250 metre intervals,
- (6) Landscaping and tree planting to facilitate minimal visual impact of the open drain.
- (7) An open channel with critical or supercritical conditions is not acceptable. The velocity should be limited to less than 90% critical velocity in the major storm event (or Froude less than 0.8). The maximum velocity allowed in an unlined channel is set out in QUDM Section 8.07 for earth and vegetated channels and should not exceed 2 m/s unless approved by the relevant Council development engineer.
- (8) Have velocity\*depth not greater than 0.4 m<sup>2</sup>/s in high risk areas and 0.6 m<sup>2</sup>/s elsewhere.
- (9) Channel velocity checks should assume that downstream undersized drainage structures, such as culverts, will be upgraded to current design standards at some time in the future. The afflux caused by any roadway crossing over a watercourse should not affect the adjoining properties.

#### SC6.3.5.10.7 Flow depths (freeboard) and flooded width limitation

##### SC6.3.5.10.7.1 Urban (including industrial and commercial)

- (1) The flow depth and width limitations given in QUDM are adopted. However, the lower value of 0.4 m<sup>2</sup>/s must be adopted for all lateral drainage conditions or where loss of life situation occurs for longitudinal drainage conditions.
- (2) Freeboard given in Figure 7.3.1 for QUDM is also adopted, however, where an existing situation has a freeboard greater than the value given in QUDM the existing freeboard must be maintain, unless specifically approved by the relevant Council development engineer.

##### SC6.3.5.10.7.2 Emergency evacuation routes

At least one identified emergency exit route must be designed to the following considerations = derived in accordance with SCARM 73 (CSIRO 2000):



- (a) Medium Level Hazard – Adjusted Hazard Estimate for the 100 year ARI (1% AEP) event,
- (b) Low Level Hazard – Adjusted Hazard Estimate for the 50 year ARI (2% AEP) event.

**SC6.3.5.10.8 Detention basins**

- (1) It should be noted that *ad hoc* detention basins in public land are not a preferred drainage solution and may not be used without the prior approval of Council.
- (2) Detention basins shall be designed in accordance with Section 5 of QUDM and to criteria nominated by Development Approval.
- (3) Other conditions pertaining to the design and construction of detention basins are given as follows:
  - (a) Basins must be visually and physically integrated into the parkland. Landscape plans are to be supplied as part of the operational works approval,
  - (b) All batter slopes less than 1(V) 6(H),
  - (c) Provision of concrete invert connecting all inlets to outlets – designed to accommodate the load of Council's maintenance equipment,
  - (d) Provision of 1.5% crossfall to detention basin floor and 0.7% if pipes or underground storage,
  - (e) Provision of appropriate signage and depth markers,
  - (f) Provision of safety grilles on outlets,
  - (g) All outlet structures shall be designed to allow egress by small children
- (4) Major detention systems, as determined by Council, on private land (on-site stormwater detention basin) will only be permitted in developments pertaining to material change of use such as Community Titles Scheme, commercial and industrial developments where such basin is covered by an appropriate easement and maintenance plan.
- (5) The detailed design submission must be prepared and certified by an RPEQ suitably qualified in the field of drainage/hydraulic investigations. The following information must be included in the submission:
  - (a) Calculations for each storage – major basins must be undertaken by an approved program using the documented runoff routing method described in this development manual,
  - (b) Where WSUD components are proposed the water depth must be limited to under 500 mm with maximum extended detention depth of not greater than 300 mm,
  - (c) Calculations verifying that the flow paths/floodways, drainage systems and any overflow weirs have sufficient capacity – to cater for the design storm event,
  - (d) Design plans and engineering plans.
- (6) Underground detention facilities are not a preferred drainage solution and may not be used without the prior approval of Council. However, in the event that an underground detention storage system is required, the design should address a number of public health, maintenance and pollution issues. The storage should be self-cleaning, well ventilated, does not cause accumulation of noxious gas, and facilitate easy maintenance and inspection. The design should incorporate the following requirements:
  - (a) The base has a suitable fall to the outlet (minimum grade 0.7%) and is appropriately shaped to prevent permanent ponding,
  - (b) Provision of a minimum 600 mm x 1000 mm maintenance access opening. The lifting weight of the grated lid should not exceed 20 kg,
  - (c) Installation of step irons to storage pits greater than 1.2 m depth,
  - (d) Where the storage is not sufficiently deep (< 1.2 m), access grates should be placed at the extremities of the tank and at intervals not exceeding 3 m. This should allow any point in the tank to be flushed or reached with a broom or similar implement, without the need to enter the tank;

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- (e) The minimum clearance height for accessible tanks is 1.2 m. Tanks less than 0.75 m high must be precast to avoid difficulties with removing formwork;
- (f) To enable visual observation of the entire base of the storage pit, at least 30% of the roof surface area should be grated. Grates should be a minimum of 600 mm wide by 1000 mm long, and arranged in a continuous lengths along the storage pit. Both the access point and the grated areas should be secured to prevent public access.

**SC6.3.5.10.9 Scour protection**

*SC6.3.5.10.9.1 General*

All outlets shall be designed to incorporate scour protection or energy dissipaters in accordance with QUDM.

*SC6.3.5.10.9.2 Energy dissipaters*

Energy dissipation shall be designed in accordance with QUDM section 8.6.

*SC6.3.5.10.9.3 Outlet channel*

- (1) Deemed to comply criteria for energy dissipation in outlet channels are as follows:
  - (a) Slope between 0.3% and 0.6%.
  - (b) Minimum length of outlet channel 10 metres long.
  - (c) Outlet channel velocity to conform to QUDM.
  - (d) Outlet channel to discharge to a quiescent water body or spread out evenly over flat well grassed ground with a slope no steeper than 3%.
- (2) Detailed hydraulic calculations are required for outlet channel that do not satisfy the above criteria.

**SC6.3.5.10.10 Drainage calculation presentation**

- (1) Calculations for rational method pipe design are to be presented in accordance with QUDM. Care must be taken to ensure that partial area effects are determined in the programs and that the dynamic values are calculated in accordance with QUDM.
- (2) All calculations are to be accompanied with catchment plans and other manual calculation sufficient to facilitate checking and approval of plans for minor and major storms.
- (3) The design hydraulic grade line is to be shown on the pipe longitudinal sections and where the pipes are flowing part full the grade line shall be adjusted to the upstream obvert of the part full pipe.

**SC6.3.5.10.11 Drainage reserves and easements**

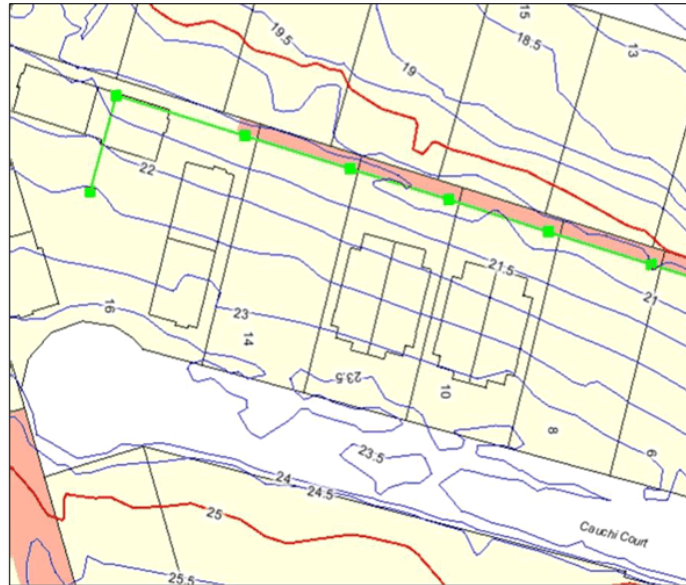
The minimum widths of drainage reserves and easements are presented in **Table SC6.3.6.10.11.1 (Drainage reserve and easement considerations)**.

**Table SC6.3.6.10.11.1 Drainage reserve and easement considerations**

Description	Title	Minimum Widths
Inter-allotment drainage	Easement	Min 3.0 metres, where pipe is > 300 mm and shared with sewerage increase to 3.5 metres
Road drainage piped through private property without an overland flow path	Easement	The greater of - 3.0 metres or pipe(s) width plus 1.0 metre either side
Overland flow path – either with or without underground drainage component	Reserve or Easement	The greater of - 4.0 metre or sufficient drain width to contain 100 year ARI (1% AEP) plus freeboard in accordance with Table 9.03.1 of QUDM plus minimum 2.5 metre for linear access roads where requested

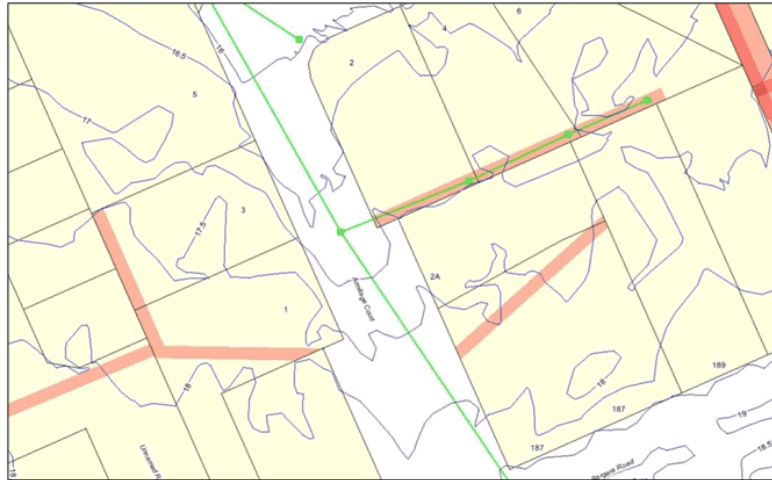
**SC6.3.5.11 Inter-allotment Drainage**

- (1) Inter-allotment drainage must be provided to:
- Residential/Rural Residential/Village and Township lots where land is developed on the high side and any part of the lot does not drain to the kerb frontage, refer **(Figure SC6.3.2 (Inter-allotment Drainage (stormwater shown as green lines))**).
  - Residential/Rural Residential/Village and Township lots where developed land is the lower land and upper land has been developed prior to lower land, refer **Figure SC6.3.3 (Inter-allotment Drainage - Lower Land Development (note new lots were 2, 4, 6)**.

**Figure SC6.3.2 Inter-allotment Drainage (stormwater shown as green lines)**

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**Figure SC6.3.3 Inter-allotment Drainage - Lower Land Development (note new lots were 2, 4, 6)**



- (2) Inter-allotment drainage systems must be designed to cater for 100 year ARI (1% AEP) (with Climate Change) flows unless specifically approved otherwise by Council's development engineer.

#### **SC6.3.5.12 Construction**

##### **SC6.3.5.12.1 Backfilling and bedding**

- (1) Backfilling and bedding will be in accordance with AS 3725. Guidance is also given in Austroads Part 5: Drainage Design.
- (2) Where backfill is 5mm spalls taken to a minimum 150mm above the pipe, every third EB may be replaced with geotextile band.

#### **SC6.3.6 Open space, public parks and land for community facilities**

This section defines the technical requirements for design and construction/preparation of the open space, public parks and land for community facilities. This section should be read in conjunction with Section 4.3 of the Planning Scheme which lists the desired standard of service for trunk public parks and land for community facilities. This policy is based on the Bundaberg Regional Council Parks and Open Space Study (Ross Planning, 2012).

##### **SC6.3.6.1 Reference documents**

The planning and design of open space, public parks and land for community facilities within the Bundaberg Regional Council local government area must be undertaken in accordance with the current edition of the following key reference documents, unless specifically outlined in this section or other Council references dictate otherwise:

- (a) The following Australian Standard:
- (i) AS4685:2004 (Part 1 to 6) sets out the general and specific requirements for playground equipment;
  - (ii) AS/NZS 4422: 1996 Playground Surfacing – Specifications, Requirements and Test Methods;
  - (iii) AS/NZS 4486.1: 1997 Playgrounds and Playground Equipment - Part 1: Development, Installation, Inspection, Maintenance and Operation;
  - (iv) AS2155: 1982 Playgrounds: Guide to Siting and to Installation and Maintenance of Equipment;

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- (v) AS2555: 1982 Supervised Adventure Playgrounds - Guide to Establishment and Administration;
  - (vi) AS 1428: 1992 Design for Access and Mobility;
  - (vii) AS1158.3.1 Prime Public Lighting Code;
  - (viii) AS4282 Control of Obtrusive Effects of Outdoor Lighting;
  - (ix) AS1798 Lighting Poles;
  - (x) AS3000 & 3008 Cabling.
- (b) Crime Prevention through Environmental Design: Guidelines for Queensland, Part A: Essential features of safer places, Queensland Government, 2007.
- (c) Bundaberg Regional Council – Standard Drawings – **Appendix SC6.3A (Standard drawings list)**.

### SC6.3.6.2 Hierarchy and classifications

The open space hierarchy is divided into two main categories:

- (a) Trunk public parks and land for community facilities that caters for higher order recreation, sport and community facilities.
- (b) Non-trunk open space that caters for lower order recreational uses, cultural uses and nature reserves.

The classifications are shown in **Table SC6.3.7.2.1 (Open space hierarchy)**.

**Table SC6.3.7.2.1 Open space hierarchy**

Classification	Sub-type	Description
<b>Trunk</b>		
Recreation Park	Local	These parks provide a limited range of recreation opportunities for local residents. These parks contain basic infrastructure for recreation use, but generally cater for short visits only.
	Neighbourhood	Larger sized recreation parks providing a significant range of facilities and activity spaces for recreation. These parks have facilities to cater for large groups and are appealing to a range of users. They can service several suburbs or a whole town depending on population density and are fairly well known destinations for those people living within their catchment.
	Regional	Major recreation parks that offer a wide variety of opportunities to a broad cross-section of the local government area's population and visitors. These parks are generally large in size, embellished for recreation and/or sport, well-known amongst residents and are major destinations.
Sport Park	Neighbourhood	Neighbourhood sports parks are suitable for local fixtures but may not have the quality of playing surface or amenities of a Regional-level facility. The facilities would be of a significant standard but may not comply with State regulations for the sport.
	Regional	Regional sports facilities could comfortably host regional (or potentially State) competitions. Factors such as quality of playing surface, amenities and canteen availability and lighting standards (where lights are provided) have been considered.
Land for Community Facilities	Neighbourhood and Regional	Land for community buildings such as libraries, public pools and halls.

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Classification	Sub-type	Description
<b>Non-trunk</b>		
Linear Park	Local	Local linear parks are most commonly used to link residential areas to neighbourhood scale pedestrian links (either in linear parks or major pedestrian multi-modal routes). The land contains infrastructure to facilitate recreation use, primarily a formed path. Drainage
	Neighbourhood	These linear corridors are embellished to provide pedestrian linkages that connect recreation facilities, other types of open space, residences, community infrastructure and commercial areas or form a circuit. The land contains infrastructure to facilitate recreation use, including a formed path and offers an attractive recreation setting. Drainage
Iconic/Civic Park	Neighbourhood	Local civic parks are either landscaped areas such as town entrance statements or offer some amenity in terms of function such as monument/memorial parks and lookouts. They provide little, to no, recreation opportunities.
	Regional	An iconic landmark property used for general purpose, recreation or civic ceremony, which features high use by the neighbourhood community and its visitors. Assessed on values including iconic representation, recreational appeal, visibility, location and heritage significance. These properties may include a monument and provide unique facilities for civic events, festivals, major community events, families and people of all ages, and are considered significant landmarks in their own right.
Nature Park	Neighbourhood	These properties are planned and managed to protect environmental values, but may also include basic facilities that enable passive use, including seating, pathway or cycleway.
	Regional	A property primarily used for an ecological or conservation purpose, usually being the protection of an area of significant environmental value, protecting and enhancing biodiversity by providing habitat for flora and fauna, including wildlife movement corridors and riparian zones.

## Schedule 6 – Planning Scheme Policies

### SC6.3.6.3 Trunk open space infrastructure desired standards of service

- (1) Desired Standards of Service (DSS) is the level of open space that Council strives to provide as a minimum to all residents across the local government area. DSS can be categorised under four broad measures and are explained in more detail in the LGIP tables listed below:
- Rate of land provision for public park and land for community facilities (see LGIP Table 4.4.5.2);
  - Accessibility standard (see LGIP Table 4.4.5.3);
  - Land characteristics (see LGIP Table 4.4.5.4);
  - Standard facilities/embellishments for parks (see LGIP Table 4.4.5.5).

### SC6.3.6.4 Waterways and foreshore land

- The Developer must provide land for open space purposes along all waterways, wetlands, natural drainage lines and foreshores to protect environmental processes and natural drainage systems and facilitate public access.
- Any Reconfiguration of Lot within the Central Coastal Urban Growth Area (as shown in Figure 7.2.1 (Central Coastal Urban Growth Area Structure Plan Concept)) must dedicate

open space along the foreshore to provide a continuous linear park from the Burnett Heads to Elliott Heads. This important recreational corridor will provide any missing links in the coastal Principal Pathway as shown in the LGIP mapping (i.e., LGIP-TNP-14, LGIP-TNP-17, LGIP-TNP-21 and LGIP-TNP-26). In addition, Council requires a road between this open space and development.

#### SC6.3.6.5 General treatment and preparation of site

- (1) The following treatment and preparation of the site is required by Council.
  - (a) All existing structures and associated fixtures are removed from the site
  - (b) Wells are filled and sealed;
  - (c) Bores are registered and upgraded and maintained for future use;
  - (d) Clearing of part or entire site as directed by Council's representative. No clearing of vegetation is to be carried out before a Council representative has inspected the site and approved such works.
  - (e) Levelled as directed by Council to provide a final landform suitable for ease of maintenance and practical use by the public. Earthworks may be required to:
    - (i) Re-profiling of existing dam/s, filling of minor depressions or, as a batter to approved roadworks;
    - (ii) Provide a 1 in 80 cross-fall on playing areas/ovals, 1 in 6 maximum batter slopes, catch drains and scour protection.
  - (f) Sufficient topsoil is provided in order to support the growth of flora that is compatible with the proposed use of the site;
  - (g) Turf grass used within the parkland areas is cut from a weed free environment and is to have no viable weed seed within the turf grass.
  - (h) Installation of an extruded concrete hard edge to all planted/revegetated areas which adjoin turfed/grass seeded areas;
  - (i) All declared and noxious weeds and trees are removed from the site as directed by Council's representative.

#### SC6.3.6.6 Bollards

- (1) Bollards are to be provided along road frontages to open space to limit vehicular access. Bollards may also be required in association with infrastructure such as playground equipment as directed by a Council representative.
- (2) Bollards are to be constructed as per Council's standard drawing R1061 (see **Appendix SC6.3A (Standard drawings list)**). Where bollards are not incorporated within a footpath, an edge restraint is to be used between the posts (see ER2 on standard drawing R1020). The maximum spacing between bollards is as follows:
  - (a) 1.5m when used to limit vehicular access;
  - (b) 3m for all other areas (must be approved by Council's development engineer).

#### SC6.3.7 Landscaping

##### SC6.3.7.1 General requirements

- (1) Landscaping should be designed to be environmentally responsive and enhance the appearance of the development by:
  - (a) Being of an appropriate scale relative both to street reserve width and to the size and nature of the development;
  - (b) Incorporating significant existing vegetation, where possible being sensitive to site attributes such as streetscape character and natural landform;
  - (c) Maintaining existing vegetation (where possible);

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- (d) Taking into consideration views, micro-climatic conditions and drainage;
  - (e) Maximising areas suitable for on site infiltration of stormwater;
  - (f) Allowing adequate lighting and pedestrian and vehicular safety;
  - (g) Effectively screening storage and service areas, such as garbage collection areas, from views outside the site, and provided with a suitable irrigation system fitted with an approved backflow prevention device.
- (2) In addition, where possible landscaping for residential development should
- (a) Improve privacy and minimise overlooking between dwelling and/or rooming units,
  - (b) Provide an adequate screen to incompatible development on adjoining land,
  - (c) Integrate and form linkages with parks, reserves and transport corridors.

#### SC6.3.7.2 Landscape Plans

- (1) The local government's standards are—
- (a) for applications seeking a preliminary approval for a material change of use or reconfiguring a lot—a *Landscape Concept Plan* is to be submitted;
  - (b) for applications seeking a development permit for reconfiguring a lot resulting in an increase in the number of lots—a *Limited Landscape Plan* is to be submitted; and
  - (c) for applications seeking a development permit for a material change of use—a *Full Landscape Plan* is to be submitted.
- (2) The local government may require the information to assess the application or in approving the application, subject the approval to a condition requiring that landscaping be carried out in accordance with satisfactory landscaping plans.

**Table SC6.3.8.2.1 Landscape plan standards**

Specific Information Required	Type of landscape plan		
	Concept	Limited	Full
Landscape areas defined	✓	✓	✓
Existing vegetation identified		✓	✓
Growth form and purpose of vegetation identified	✓	✓	✓
Surface treatments, fencing and other hardscape elements identified		✓	✓
Locations and species to be planted – plotted to scale		✓	✓
Additional details as shown in Section SC6.3.7.3			✓

#### SC6.3.7.3 Additional information for full landscape plans

- (1) General information:
- (a) date;
  - (b) scale (1:100 is preferred);
  - (c) north point;
  - (d) project description and location;
  - (e) client's name, address and contact number;
  - (f) designer's name, address and contact number.
- (g) General site and design information:
- (h) extent of landscape areas;
  - (i) existing and proposed building and landscaped areas (where applicable);
  - (j) property boundaries, adjacent allotments, roads and street names;



- (k) location of drainage, sewerage and other underground services and overhead power lines;
  - (l) location and name of all existing trees, clearly nominating those trees which are to be removed;
  - (m) soil type (e.g., sand, clay, loam) and condition (e.g., well drained, low lying);
  - (n) locality plan, showing site boundaries in relation to adjacent properties and streets;
  - (o) vehicle movement areas, bin storage areas, vehicle and bin washdown areas, and service and utility areas.
- (2) Landscape area calculation:
- (a) calculation of the area of landscaping (measured in square metres) proposed as a means of complying with any applicable code;
  - (b) calculation of the area of landscaping (measured in square metres) disaggregated into component parts, including:
    - (i) garden beds;
    - (ii) turfed or grassed areas;
    - (iii) paved pedestrian areas;
    - (iv) nature conservation areas;
    - (v) effluent land application areas; and,
    - (vi) water areas.
  - (c) calculation of the square metre area of landscaping actually provided broken down into turfed and planted areas.
- (3) Detail design information:
- (a) surface treatment e.g. paving, mulch, turf, roadway;
  - (b) edge treatments, particularly garden edges;
  - (c) plant schedule including botanical name, quantity and staking;
  - (d) location and species of proposed plants;
  - (e) planting bed preparation;
  - (f) subgrade treatment of planting beds in areas of compaction, particularly involving vehicle parking areas;
  - (g) details and soil depths of planter boxes and podiums;
  - (h) mounding, contouring, levelling or shaping of the surface levels, particularly around areas of changes of levels;
  - (i) surface and subsurface drainage and collection points;
  - (j) method of erosion control on slopes steeper than 1:4;
  - (k) position of external elements, e.g. seats, bollards, bins, lights, walls and fences;
  - (l) fence height, material and finish;
  - (m) irrigation systems;
  - (n) paving type if area includes public footpaths;
  - (o) the arrangements proposed to be made for the future maintenance of the landscaping.

#### SC6.3.7.4 Acceptable plant species

The list of approved:

- (a) Street trees are shown in **Appendix SC6.3C (Approved street trees)**
- (b) Coastal trees are shown in **Appendix SC6.3D (Approved coastal trees)**.

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- (c) Open forest and woodland species are shown in **Appendix SC6.3E (Approved open forests and woodland species)**.
- (d) Shrubs and vines forest species are shown in **Appendix SC6.3F (Approved shrubs and vine forests species)**.
- (e) Species for banks of saltwater watercourses are shown in **Appendix SC6.3G (Approved species for banks of saltwater watercourses)**.
- (f) Species for banks of freshwater watercourses are shown in **Appendix SC6.3H (Approved species for banks of freshwater watercourses)**.
- (g) Small tree and tall shrub species are shown in **Appendix SC6.3I (Approved small trees and tall shrubs species)**.

#### **SC6.3.7.5 Unacceptable plant species**

The unacceptable plant species are shown in **Appendix SC6.3J (Unacceptable plant species)**.

#### **SC6.3.7.6 Composts and mulches**

The use of composts and mulches must comply with the following standards to ensure weeds and weed seed are not spread:

- (a) Australian Standard AS 4454 (2012). Composts, Soil Conditioners and Mulches.
- (b) Australian Standard AS 4419 (2003). Soils for Landscaping and Garden Use.

#### **SC6.3.7.7 Landscaping within road or drainage reserves**

Landscaping works that are not triggered in accordance with the Landscaping Code but are associated with road construction, including acoustic fences, or associated with drainage reserves must be prepared by a registered landscape architect and be approved as part of the Operational Works process.

##### **SC6.3.7.7.1 Planting areas and street trees**

###### *SC6.3.7.7.1.1 Planting areas*

- (1) Planting areas (or garden beds) on the verge/footpath will only be approved at feature locations or where the design of the site lends itself to a planting area or landscaped area. High maintenance plants will not be accepted. The planting area will usually consist of a tree, shrub and ground cover layer and must not impede important sight lines and be designed with CPTED (Crime Prevention Through Environmental Design) guidelines in mind.
- (2) Planting areas within the verge must usually not exceed 1.0 metre in width. All planting areas are to be contained within an approved garden edge.

###### *SC6.3.7.7.1.2 Plant characteristics*

Form, texture and colour of plants play an essential role in creating character and a unified landscape theme. Plant selection is to take into account location and site specific environmental conditions, such as soil type. The selection of plants should also reflect the purpose/function required, e.g., to screen an undesirable feature such as a pump station. The inclusion of indigenous species as the core element is promoted with remainder of planting made up of appropriate native species with inclusion of some non invasive exotic species for colour and interest considered.

###### *SC6.3.7.7.1.3 Maintenance aspects*

Maintenance aspects which would need to be considered within the design process would generally include:

- (a) The provision of long life plants;

- (b) Species chosen must be appropriate for the location and planting area provided. Adequate space must be provided to allow for root growth within the space, and not into adjacent surfaces /structures;
- (c) Minimum water and pruning;
- (d) No interference with existing services (above or below ground), signage, street lighting, footpaths, kerb and channel, structures, road pavement surfaces etc;
- (e) Sub-surface drainage from medians and traffic islands are to discharge into a sealed pipe system.

#### SC6.3.7.7.1.4 *Street trees general*

Proposed street trees should be in keeping with the following:

- (a) Significant existing trees are to be identified and incorporated within parkland and road reserve where possible. Prior to Council accepting these trees as an asset at Off Maintenance, the developer will be required to provide an Arborist report (at no cost to Council) outlining the current condition and long term viability of the trees.
- (b) The use of same species where possible creating avenue planting. Incorporation of individual feature trees at focal points like roundabouts, medians and main collector roads etc. Designing in this way can assist in way finding within a development.
- (c) Species chosen should reflect the local character of the area and where possible, use existing species which are appropriate for the available space allowing for future growth including root development and canopy spread.
- (d) Planting techniques should incorporate containment of root growth where necessary. Setback from kerb should be sufficient to enable safe access and egress for parked vehicles and not impede visibility at driveway crossovers and pedestrian crossings etc. Consideration must also be given to service location, street lights and traffic signage when planning the positioning of trees.

#### SC6.3.7.7.1.5 *Street tree locations*

- (1) Planting is to be avoided in the following situations:
  - (a) Where the footpath is less than 3 meters wide. Where an existing street footpath containing trees and shrubs contradicts this, than discretion maybe exercised to vary this provision in accordance with the other elements of this policy.
  - (b) Where kerb and channel has not yet been constructed, except with the written permission of the Council. The situation where this provision will be varied would be where the Council has an approved street design, or has determined a standard location of services/kerb and channelling for streets of a certain theme.
  - (c) Within 3 meters of and invert crossing, driveway, electricity pole, fire hydrants, water valves and inspection boxes.
  - (d) Within 7.5 meters of a street light.
  - (e) Within 1 meter to the back of kerb or any service to minimise conflict with such utilities with an absolute minimum of 600 mm.
  - (f) Within 7.5 meters of the property line for driveway access for the property.
  - (g) Within 20 meters of the property line for an access street intersection.
  - (h) Within 40 meters of the property line for a collector street intersection.
  - (i) Within 55 meters of the property line for a trunk collection street intersection.
  - (j) Within the sight triangle as defined by the aforementioned distance/footpath width. Trees and shrubs may be planted outside the sight triangle if no conflict with access drives or services is generated.
  - (k) Under any overhead powerlines **unless** trees are of an approved type.
- (2) Trees should be planted at a least 1 tree per allotment or on average 1 tree every 20 meters, whichever is lesser

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**SC6.3.7.1.6 Street tree characteristics**

- (1) This section outlines the preferred characteristics of the proposed street trees that are to be considered when selecting species for utilisation within the road reserve. The species are to be approved by Council and are to be in keeping with the following points:
  - (a) Minimum stock size - *General* - is to be minimum 45 litre bag.
  - (b) Minimum stock size - *High Profile Location* - is to be minimum 100 litre bag.
  - (c) Tree is to demonstrate a strong single leader with no bifurcation of the trunk.
  - (d) Tree is to show good trunk taper and calliper and be self supporting without the assistance of stakes (stakes being required for the establishment period).
  - (e) Tree is to have a minimum clear trunk of 1.2 meters as to maintain sightlines.
  - (f) Trees are **not** to be pot bound. Pot bound specimens are to be rejected.
  - (g) Any pruning has been carried out in accordance with AS 4373 – *Pruning of Amenity Trees*.
  - (h) Trees are to be true to form, disease and pest free and in vigorous healthy condition.
- (2) Tree is to be planted in accordance with best practice. Street tree species are selected in accordance with approved list shown in **Appendix SC6.3C (Approved street trees)**. An approved Root Barrier treatment to be installed where required by Council.
- (3) Note it is expected that only one type of tree would be used per street treatment zone and any other tree must be specifically approved by the relevant Council development engineer.
- (4) The 'Land Management Manuals' published by the Department of Environment and Resource Management must be referenced by Consultants to assist in plant species selection, planning strategies, design and site management decisions with regard to local environment and soil types.

**SC6.3.7.1.7 Removal and reinstatement**

- (1) The Council may approve requests from property owners for removal of trees and shrubs within the road reserve within the following guidelines:
  - (a) The request shall be made by the owner of the property having frontage to the footpath. Where the request is made by any other person, it shall be accompanied by the written consent of the property owner in which the tree fronts.
  - (b) The request shall clearly state the reasons for the removal. Matters to which Council shall give due consideration include:
    - (i) The species of tree or shrub,
    - (ii) Damage to the applicant's land and improvements,
    - (iii) Death or disease of tree or shrub,
    - (iv) Danger to person's using the road reserve;
    - (v) Interference with visibility of traffic.
  - (c) Where, in the opinion of the Council, the complaint could be alleviated by other means, the removal of tree or shrub shall not be approved until such remedies have been applied.
  - (d) Where practical, a tree or shrub which is removed shall be replaced, by the applicant/owner, with an advanced tree or shrub of an approved species.
- (2) All trees and shrubs within the road reserve, whom so ever planted, are considered the property of Council. Any interference with such trees and shrubs other than in strict compliance with the provisions of the policy shall be regarded as an offence for which a person may be prosecuted.

**SC6.3.7.2 Traffic islands**

- (1) Landscaping of medians, traffic control devices etc. is to be carried out in accordance with the Main Roads Landscape Manual. Any proposals are to be documented in a landscape plan and submitted for approval. Medians and islands that will be planted must be designed to accommodate landscape works by providing:
  - (a) Adequate site preparation and soil depths,
  - (b) Root Barriers where needed,
  - (c) Conduit for future tap connection,
  - (d) Sub-soil drainage discharging to an enclosed pipe system.
- (2) Plant selection should take into account:
  - (a) Sight paths at intersections and speed control devices,
  - (b) Tree form, shape and location within the road reserve must not encroach into the space required for a vehicle to pass through a traffic control device.

**SC6.3.7.3 Planting of batters***SC6.3.7.3.1 Batters less than 1H in 6W*

These batters can easily be mown and therefore maybe approved as being grassed. Each project will be assessed on a project by project basis with site location, accessibility, purpose and surrounding character being taken into account regarding the acceptability of grass as opposed to planting.

*SC6.3.7.3.2 Batters Greater than 1H in 6W*

These batters are not easily mown and therefore easily maintained landscape is required. Site location, accessibility, purpose and surrounding character will be taken into account when selecting plant species. Generally, these batters are densely planted and mulched with a suitable edge treatment installed. Very steep batters are to be constructed using a combination of retaining walls and gently sloped planting areas. Surface drainage should be managed by redirecting away from steep batters as to reduce erosion and batter destabilisation. Where there is a possibility of erosion, alternative mulching treatments are to be considered such as hydromulching or biodegradable matting product such as *Jutemat*.

**SC6.3.7.4 Irrigation systems within road reserve**

Irrigation systems proposed for installation within the road reserve are not to be installed on a permanent basis. If proposed, an irrigation plan accompanying the landscape plans is to be submitted to Council for approval.

**SC6.3.7.5 Entrance features and fencing**

- (1) Marketing features to the entry of a developments such as waterfalls, fountains, flagpoles, ornate entrance walls/structures, landscaping and the like are to be contained within the private property boundary and are not to protrude onto any footpath, road reserve etc.
- (2) Proposed fencing/acoustic fencing to the street frontage of a development is to be constructed within the private property boundary. The fencing is to have a maximum lineal run of no more than 20 meters without articulation. These articulations are to be setback a minimum of 1.5 meters into the block to provide an adequate planting area for soft landscaping to improve the aesthetics of the development frontage

**SC6.3.8 Electrical and Lighting****SC6.3.8.1 General**

- (1) Electrical Reticulation and Street Lighting shall be designed and installed to the requirements of the Electrical Safety Act 2002, Regulations and associated Australian Standards. All work shall be designed, constructed, supervised and certified by competent electrical engineers qualified to undertake such work. All lighting must be the

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most energy efficient lighting available in the National Electricity Market Load Tables for Unmetered Connection Points (AEMO 2015). LED lights are Council's preferred technology, other types of lightings must be approved by Council's Development Engineers.

#### **SC6.3.8.2 Urban and Rural Residential reticulation**

- (1) Underground electrical reticulation to each and every lot shall be provided in all new residential, commercial and industrial developments unless otherwise agreed to by Council.
- (2) Where minor subdivisional development occurs within an area which has existing overhead reticulation, Council may approve overhead connection subject to Ergon approval.
- (3) Conduit location and alignments shall be in accordance with the following requirements:
  - (a) Shared trenching with telephone reticulation at road crossings and on footpaths is permissible;
  - (b) No sharing of trenches is to occur with water reticulation;
  - (c) Crossing of existing roads are generally to be bored;
  - (d) Council's senior development engineer may approve open trenching to roads below collector standard dependent on the condition of the existing pavement and surfacing or where subsoil conditions or site specific constraints prohibit the use of boring equipment;
  - (e) Road crossings are to be at right angles to the road centre line;
  - (f) Electrical crossings are generally to be to the opposite boundary to water service crossings; and
  - (g) Electrical crossings are not permitted within the area defined as an intersection under the *Traffic Regulations 1962*, unless on standard 0.3 metre to 0.9 metre alignment of protected intersecting property line.
- (4) Electrical pillar locations shall be in accordance with the following requirements:
  - (a) Pillars shall be located at side boundaries wherever possible;
  - (b) Pillars shall be located on alternative boundaries to water hydrants;
  - (c) No pillars shall be located on truncated boundaries at intersections; and
  - (d) Placement of pillars on tangent points may be accepted if necessary.
- (5) Pad mount transformers shall be located within the road reserve fronting proposed or existing parkland or drainage reserves unless otherwise approved by Council.
- (6) A Certificate of Electricity Supply from Ergon Energy is to be submitted to Council prior to approval of a plan of subdivision. A property note may be entered in Council's system to alert the property owner or prospective purchasers that the property may not be serviced by electricity until a Certificate of Acceptance for the development has been issued by Ergon Energy and it is energised.

#### **SC6.3.8.3 Rural reticulation**

- (1) Electrical reticulation will generally not be required for sustainable rural lots, or lots created from a rural boundary realignment. Where electricity is not provided at the time of subdivision, a property note may be entered in Council's system to alert the property owner or prospective purchasers that –

*At the time of its creation, Council did not require this lot to be connected to the reticulated electricity network. The owner and potential purchasers should investigate whether the lot has since been connected to the network or if alternative power arrangements have been made. Connecting to the reticulated electricity network provided by Ergon Energy or another provider is only one way of providing electricity to this lot.*

- (2) Electrical reticulation will be required for new lots that are not deemed sustainable for rural production, and which are not created from a rural boundary realignment, unless otherwise agreed to by Council.
- (3) Council will generally accept overhead supply to rural allotments, however the developer shall install underground supply where required by Ergon Energy.
- (4) Where electrical reticulation is required, a Certificate of Electricity Supply from Ergon Energy is to be submitted to Council prior to approval of a plan of subdivision. A property note may be entered in Council's system to alert the property owner or prospective purchasers that the property may not be serviced by electricity until a Certificate of Acceptance for the development has been issued by Ergon Energy and it is energised.
- (5) For the purposes of this Policy, any lot that does not comply with the 100 hectare minimum area shall be considered unsustainable for rural production purposes, unless otherwise accepted as being sustainable for rural production through Council's assessment of the reconfiguring a lot application. To remove any doubt, any rural lot likely to be used primarily as a rural home site, is not considered sustainable for rural production.

#### SC6.3.8.4 Street lighting design requirements

##### SC6.3.8.4.1 General

All works are to be designed to the requirements of the following Ergon Energy standards and approval:

- (a) Australian Standard Code of Practice AS1158 2005,
- (b) Queensland Department of Main Roads requirements and approvals for State Controlled roads,
- (c) Bundaberg Regional Council requirements.

##### SC6.3.8.4.2 Street lighting requirements

**Table SC6.3.9.4.2.1 (Lighting standards for various road classifications)** references street lighting requirements against road classifications.

**Table SC6.3.9.4.2.1 Lighting standards for various road classifications**

Zones/Uses	Road Type	Street Lighting Standard
<i>Residential</i>	Access Place	P4
	Access Street	P4
	Collector (Neighbourhood)	P4
	Trunk Collector (Suburban)	V4
<i>Commercial</i>	All	P2
<i>Industry</i>	All	P4

##### SC6.3.8.4.3 Street lighting in rural/ village/ township residential areas

Street lighting requirements for rural residential developments will be assessed on a case by case basis, but will generally be designed with 'flag' lighting at intersections and at other locations determined on safety issues. The standard for a Village/Township collector will be nominated with the development approval.

##### SC6.3.8.4.4 Pedestrian and bikeway pathway lighting

- (1) Lighting of pedestrian and bikeway pathways between streets is to be achieved by arranging for a street light to coincide with the walkway entrance, such that the light is visible from every point within the walkway.
- (2) Lighting of pedestrian and bikeway pathways will be assessed on a case by case basis and will generally be in accordance with the relevant Australian Standards.

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#### SC6.3.8.4.5 Open space lighting

Lighting of open space and park areas will be undertaken on a case by case basis.

#### SC6.3.8.4.6 Pedestrian crossings and refuge lighting

Pedestrian crossings and refuges shall be lit to the requirements of AS1158.4 "Supplementary Lighting at Pedestrian Crossings".

#### SC6.3.8.4.7 Intersection and roundabout lighting

Intersections and roundabouts shall be lit to the requirements of AS1158.1 "Vehicular Traffic Lighting".

#### SC6.3.8.4.8 Alignment of street lighting

- (1) Where underground power is provided, the light pole location is to generally be 600 mm behind the back of kerb.
- (2) Street light poles are to be located at side boundaries wherever possible.
- (3) Street light poles shall not be located adjacent to water crossings.
- (4) Offset of one (1) metre from physically located conduits is acceptable provided access to properties is not affected.

#### SC6.3.8.4.9 Lighting materials

All lighting poles and fittings shall comply with the following Australian Standards:

- (a) AS1158 - "The lighting of urban roads and other public thoroughfares";
- (b) AS1798 - "Lighting poles and bracket arms - preferred dimensions";
- (c) AS3771 - "Road lighting luminaries with integral control gear";
- (d) AS4065 - "Concrete poles for overhead lines and street lighting"

#### SC6.3.8.4.10 Turtle friendly lighting

Within an identified Sea Turtle Sensitive Area (as shown on the Coastal protection overlay map), all street lighting, park lighting and outdoor lighting shall be the most energy efficient, dark sky compliant, and amber lighting available in the National Electricity Market Load Tables for Unmetered Connection Points (AEMO 2015). Dark sky compliant lighting prevents light from escaping upward, where necessary lights may be shrouded to direct light down and away from the beach (e.g., aeroscreen light fittings).

#### SC6.3.8.4.11 Process

At the time of seating of the Plan of Survey, Council will accept that satisfactory arrangements have been made for the supply of electricity if a letter from Ergon Energy verifying such arrangements, is provided.

#### SC6.3.8.4.12 Controls

Electrical reticulation and street lighting shall be assessed during the Operational Works stage of a development.

### SC6.3.9 Environmental requirements

#### SC6.3.9.1 Dust

Dust control measures must include minimising exposure of site areas, staging of earthworks and setting wind speed limits for site operation. Where works are considered to be operating in high winds or causing a sufficient dust nuisance, Council shall require development works to cease until conditions are favourable.



**SC6.3.9.2 External surfaces**

A Developer must ensure that during construction the external pavement surfaces are swept or washed regularly and maintained in good condition.

**SC6.3.9.3 Erosion and sediment control**

Erosion and sediment control must be designed in accordance with the recommendations contained within the Environment Protection Agency's (EPA) – *Guideline – EPA Best Practice Urban Stormwater Management – Erosion and Sediment Control* and International Erosion Control Association's (IECA) – *Best Practice Erosion & Sediment Control* and 'Queensland Urban Drainage Manual' (QUDM).

**SC6.3.9.4 Protection of vegetation**

- (1) The identification and protection of trees on or in close proximity to a development site must be in accordance with AS4970 – Protection of trees on development sites. Trees requiring pruning are to be pruned in accordance with AS4373 - Pruning of amenity trees and must be agreed with Council's development engineer prior to commencement of works. No earthworks must be undertaken within the Tree Protection zone of protected vegetation or vegetation to be retained.
- (2) The development site must be cleared of all weeds listed in the following documents or as otherwise specified in a weed management plan for the site:
  - (a) Land Protection (Pest and Stock Route Management) Regulation 2003;
  - (b) Council's Pest Management Plan;
  - (c) Invasive Naturalised Plants in Southeast Queensland, alphabetical by genus (Queensland Herbarium, 2002).
- (3) The developer is to prevent the establishment of potential weeds as well as the spread of weeds and other pests through the movement of soil, weed seeds and contaminants through machinery, vehicular, building materials and other vectors.

**SC6.3.10 Earthworks****SC6.3.10.1 General**

General earthworks must be as follows:

- (a) The minimum fall on residential or rural residential must be 1 in 200 to the street or other approved stormwater lawful point of discharge;
- (b) The minimum fall on commercial or industrial allotments must be 1 in 400 to the street or other approved stormwater lawful point of discharge;
- (c) A testing regime must be submitted for approval with the operational works approval.

**SC6.3.10.2 Batter treatment**

Batter treatments must comply with the following:

- (a) Cut and fill batters must not exceed 1 in 6 in urban drains on overflow drainage paths (except rural road table drains where 1 in 4 is acceptable) which in all areas unless specifically approved otherwise;
- (b) The toe of any fill batter and the top of any cut batter must be a minimum 300mm clear of the boundary line of an adjoining property.
- (c) In certain circumstances it may be advantageous to construct cut or fill batters on adjoining property. In these situations, permission from adjoining property owner/s and Council's development engineer will be required.
- (d) Batter treatments are preferred to retaining walls in parkland and other public owned lands (see **Section SC6.3.10.3 (Retaining walls and structures)**).

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### SC6.3.10.3 Retaining walls and structures

Retaining walls must be designed in accordance with the following:

- (a) In residential areas, retaining walls and structures over 1.5 metres in height are to be stepped 1.0 metre (horizontally) for each 1.5 metres in height to a maximum height of 3.0 metres and landscaped appropriately, unless approved specifically otherwise;
- (b) Retaining walls over 1.5 metres require approval by Council in the Development Approval;
- (c) All retaining walls and structures abutting existing or proposed road reserves, parkland or other public owned lands must be contained within the proposed allotments, unless approved specifically otherwise;
- (d) Design drawings for retaining walls and structures higher than 0.9 metres or subject to surcharge loadings must be certified by a RPEQ for compliance with AS4678- Earth-retaining structures.

### SC6.3.10.4 Suitable material for embankments and earthworks (allotment fill)

Material suitable for earthworks and embankments will be as follows:

- (a) In *Roads (Embankment and leads)* – refer to Austroads Part 4I: Earthworks Materials
- (b) *Allotment Earthworks* – refer to AS3798 with further qualifications:
  - (i) No rock within 600 mm of finished surface – with rock defined as stone with a dimension greater than 2/3 the layer thickness;
  - (ii) In top 600 mm of fill - not greater than 20 percent retained on 37.5 mm sieve;
  - (iii) Any fill that is defined as Moderately Expansive in Table 3.2 of Austroads 4I: Embankment Materials (2009, p.10) is deemed to be unsuitable, unless specifically approved for use by the relevant Council development engineer.

### SC6.3.11 Telecommunications

- (1) The Developer is required to enter into an agreement with a telecommunications infrastructure provider for the provision of telecommunications infrastructure to the development as per the Telecommunications Act 1997. More information about the Developer's responsibilities under the Telecommunications Act 1997 is available at <https://www.communications.gov.au/policy/policy-listing/telecommunications-new-developments>.
- (2) Telecommunications conduits (fibre-ready pit and pipe) will be required for all new developments unless the development is exempt from the requirement to install fibre-ready pit and pipe under Part 20A of the Telecommunications Act 1997. The Developer will be required to provide evidence to Council that the development complies with any relevant exemption criteria. Information about the exemption process is available at <https://www.communications.gov.au/policy/policy-listing/exemption-pit-and-pipe-requirements>.
- (3) The provision of connectivity and all other works (including operational works approvals) shall be entirely at the Developer's expense unless otherwise arranged under contract with the telecommunications infrastructure provider.

### SC6.3.12 Gas supply

The Developer is encouraged to enter into an agreement with a gas distribution authority for the provision of a gas supply network within the development (e.g., especially commercial and industrial developments within existing gas supply service areas).

### **SC6.3.13 Operational works, construction, inspection, maintenance and bonding procedures**

This section outlines the responsibilities, requirements and obligations on Developers and their consultants when undertaking operational works within the Bundaberg Regional Council local government area. The intent is to streamline the process of finalising a project to the 'on maintenance' and 'off maintenance' stages.

#### **SC6.3.13.1 General**

- (1) The working hours for construction activities are only permitted between 7:00am and 5:00pm, Monday to Friday, unless otherwise approved by Council's development engineers.
- (2) The location of all existing infrastructure services must be identified before operational works commence.
- (3) Consultation with Council 's development engineers is encouraged, especially in areas involving design variations and certification this will assists in the early identification and resolution of matters and issues that may cause delays where a compliance assessment process is required (ROL - obtaining signed survey plans).
- (4) Road closures must be undertaken in accordance with Bundaberg Regional Council's road closure policy.
- (5) Asignit software must be used if works require the erection of traffic control signs on the road reserve. Asignit software is used to manage the documentation and reporting of roadworks, road closures (including signage placement), floods and other traffic events on Council's road network. It will also provide reporting to Council when internal staff, suppliers and contractors are working on Council's road network. Council provides Asignit software and training free of charge. Please contact Asignit directly at [admin@asignit.com](mailto:admin@asignit.com) or through their website [www.asignit.com](http://www.asignit.com) for the software to be delivered to your business. Prior to commencing work in the road reserve, Traffic Management Control Plans must be uploaded to the Asignit system and confirmation sent to [development@bundaberg.qld.gov.au](mailto:development@bundaberg.qld.gov.au).
- (6) Public Liability Insurance must be maintained at the greater of the value given in the contract or \$20 Million

#### **SC6.3.13.2 Works supervision and responsibilities**

- (1) The Developer must engage the services of suitably qualified professionals to ensure all development work is designed and constructed to;
  - (a) the engineering standards set out in this Planning Scheme Policy;
  - (b) all relevant Australian Standards and Building Codes;
  - (c) approved drawings and nominated standard drawings; and
  - (d) the requirements outlined within all relevant technical specifications.
- (2) The Developer must appoint a Developer's Superintendent to be the single point of contact for Council during the operational works. Typically, the Developer's Superintendent will be the civil Supervising Engineer or main civil contractor (i.e., Principal Contractor). The Developer's Superintendent has the following responsibilities:
  - (a) Overall management, control and operation of the construction site;
  - (b) Coordinating the development of the Construction Management Plan (see SC6.3.13.3);
  - (c) Ensuring compliance with the Construction Management Plan;
  - (d) Coordinating the supervision, construction and certification of all engineering, building, landscaping and minor works;
  - (e) Coordinating Council inspections and testing;

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- (f) Coordinating resolution for non-conforming works;
  - (g) Implementing complaint management procedures;
  - (h) Coordinating meetings and record keeping (i.e., minuting meetings);
  - (i) Coordinating all reporting and submission of all as-constructed information.
- (3) Where operational works requires engineering certification, the following responsibilities apply:
- (a) The Developer must appoint a Supervising Engineer, who is a Registered Professional Engineer of Queensland (RPEQ), for each area of engineering requiring certification. For example, a development requiring both electrical and civil works will require a Civil Supervising Engineer (RPEQ Civil) and an Electrical Supervising Engineer (RPEQ Electrical) in accordance with the Professional Engineers Act 2002. Each Supervising Engineer is responsible for the supervision and certification of engineering works in their respective engineering field.
  - (b) The Supervising Engineer is responsible for developing a Quality Plan (including inspection and test plans). The Supervising Engineer is responsible for compliance with the Quality Plan.
  - (c) A construction superintendent may be nominated or appointed by a Supervising Engineer but must be supervised by the Supervising Engineer at all times throughout the construction period. The Supervising Engineer is to take full responsibility for all construction work related to the infrastructure they are certifying.
- (4) Where operational works requires building certification, the Developer must appoint a licensed Building Certifier to ensure works are designed and constructed to appropriate building standards.
- (5) Where operational works requires landscape works, the Developer must appoint a suitably qualified person to ensure works are designed and constructed to the approved landscape plan.
- (6) Council's development engineers are available to provide advice on the level of supervision required for development works.

**SC6.3.13.3 Construction Management Plan**

- (1) The purpose of the Construction Management Plan (CMP) is to ensure:
- (a) the operational works are undertaken in a safe and efficient manner,
  - (b) minimise the impact on surrounding properties,
  - (c) protects the environment,
  - (d) maintains the levels of service of existing infrastructure, and
  - (e) ensures new infrastructure is built to an appropriate quality.
- (2) The CMP will include
- (a) Key Contact Information,
  - (b) Construction Program,
  - (c) Safety Plan,
  - (d) Environmental Management Plan,
  - (e) Quality Plans, and
  - (f) Traffic Management Plan.
- (3) The level of detail in the CMP will depend on the scope of the operational works. It is unlikely that one consultant will provide all components of the CMP, however, it is the responsibility of the Developer's Superintendent to coordinate the development of the entire document.

#### SC6.3.13.3.1 Key Contact Information

- (1) The Key Contact Information will include the following.
  - (a) Developer's Superintendent (name and contact details);
  - (b) List of all Supervising Engineers (name, contact details, RPEQ details, engineering area and scope of works under their supervision)
  - (c) Principal Contractor (name and contact details);
  - (d) A list of nominated site personnel and contact details;
  - (e) Workplace Health and Safety Officer/Contact (name and contact details).
- (2) Depending on the scope of the operational works the additional contacts may also be required:
  - (a) Building Certifier/s (name and contact details);
  - (b) Landscape Consultant (name and contact details);

#### SC6.3.13.3.2 Construction Program

- (1) The Construction Program will be a broad overview of the significant milestones and their respective timings. The Construction Program should allow Council to program its staff to provide inspection and testing.
- (2) The Construction Program will include two (2) sets of A3 "for construction" drawings incorporating any changes required by the Operational Works Approval. These drawings are to be provided in ADAC compliant XML files too.

#### SC6.3.13.3.3 Safety Plan

Council encourages a culture of safe working environments and procedures. A Safety Plan must be completed for a construction 'workplace' in accordance with the Work Place Health and Safety Act 2011. The CMP must clearly state that a Safety Plan has been completed for the workplace. The CMP must include an extract from the Safety Plan that outlines the induction process for Council staff entering the workplace. If requested the Safety Plan must be made available to Council at any time during the works.

#### SC6.3.13.3.4 Environmental Management Plan

The Environmental Management Plan must be completed in accordance with the Environmental Protection Legislation. The Environmental Management Plan must be submitted with the CMP for Council's information. The Environmental Management Plan will include the following:

- (a) Hours of work;
- (b) Access and site restrictions;
- (c) Procedures to ensure that the external road surfaces remain in a clean state, free of detritus generated from the site;
- (d) Noise and vibration;
- (e) Air quality, dust and odour;
- (f) Acid sulphate soils;
- (g) Cultural Heritage;
- (h) Management of adjacent fauna;
- (i) Storage of fuel and other hazardous goods;
- (j) Fuelling and maintenance of vehicles and equipment;
- (k) Disposal of waste (including fuel, oil, chemicals and sewage);
- (l) Disposal of excess spoil;
- (m) Water quality and surface water runoff;
- (n) Management of Site Dewater;

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- (o) Sedimentation and erosion control;
- (p) Stockpile management;
- (q) Re-vegetation and reinstatement of disturbed areas;
- (r) Management of weeds and pests;
- (s) Waste management;
- (t) Handling and reporting of complaints and environmental incidents (including dispute resolution procedures).

#### SC6.3.13.3.5 Quality Plans

- (1) The Quality Plans must be completed for all works being undertaken as part of the operational works. The Quality Plans may cover a range of activities where different levels of supervision and certification are required.
- (2) For contributed assets (i.e., future Council assets), Quality Plans must be submitted for Council's approval with the CMP. The Quality Plan for contributed assets will include the following:
  - (a) Details of who is responsible for supervision and certification of each component of the works (e.g., engineer, building certifier and/or landscape architect);
  - (b) Inspection and Test Plans (ITP) for all relevant components of the works. The ITPs must include the proposed test frequencies and Council inspection hold points as listed in section SC6.3.13.4. This will include provision on the ITP to allow Council's inspectors to sign attendance at hold points (see SC6.3.13.4.1);
  - (c) For all other assets, the CMP must state who is responsible for the Quality Plans of these assets. If requested the Quality Plans must be made available to Council at any time during the works.

#### SC6.3.13.3.6 Traffic Management Plan

The Traffic Management Plan (TMP) must be completed in accordance with the requirements of the Manual for Uniform Traffic Control Devices (MUTCD). The TMP and supporting Traffic Guidance Scheme (TGS) must be submitted with the CMP for Council's information and feedback. The TMP must be undertaken by a qualified Traffic Management Designer (TMD) and uploaded to the Asignit system and with a confirmation sent to [development@bundaberg.qld.gov.au](mailto:development@bundaberg.qld.gov.au).

#### SC6.3.13.4 Council Inspections and testing standards

It is the responsibility of the Supervising Engineer to arrange all inspections, testing and certifications. The Supervising Engineer must be present during all Council inspections. Council officers will not deal directly with Contractors.

##### SC6.3.13.4.1 Inspections (Council Hold Points)

- (1) Provide at least 48 hours notice for Council officers to inspect:
  - (a) Placement of reinforcement, formwork and areas of construction jointing prior to pouring of all concrete;
  - (b) Installation of root barriers and trees;
  - (c) All pavement layer proof rolls (i.e., sub-grade, sub-base and base);
  - (d) All prepared pavement prior to prime (i.e., after brooming);
  - (e) Location of each electrical light pole within the works;
  - (f) Bedding, pipelaying and backfilling for water supply, sewerage and stormwater drainage features, including sewer points of connection, water service connections and stormwater connections to existing network;
  - (g) Pressure testing for all water and sewerage mains segments;
  - (h) Sewerage and stormwater access chambers for the following:

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- (i) Prior to pouring/placement of access chamber bases,
- (ii) Formwork/placement for access chambers prior to pouring,
- (iii) Vacuum testing for wastewater access chambers

**SC6.3.13.4.2 Testing**

- (1) The Supervising Engineer is responsible for ensuring all works are tested in accordance with the appropriate standards. All costs associated with testing are to be borne by the Developer.
- (2) Tests may include, but are not limited to, the following:
  - (a) Closed circuit television (CCTV) report and footage of all sewerage and stormwater infrastructure prior to the commencement of the maintenance period and again prior to the conclusion of the maintenance period;
  - (b) Vacuum testing of the required proportion of sewerage access chambers as per the relevant standard;
  - (c) Proof rolls and compaction testing of all pavement layers (i.e., sub-grade, sub-base and base) as per the relevant standard,
  - (d) Geotechnical tests and quality/uniformity of fill tests for all earthworks

**SC6.3.13.4.3 Tag and Bag Procedure for Partial Water Services**

- (1) Provide at least 2 weeks notice for Council officers to organise tags for partial water services.
- (2) Provide at least 48 hours notice for Council officers to undertake Tag and Bag of partial water services. Prior to contacting Council, the Developer's Superintendent is to ensure the following:
  - (a) Sterilisation and pressure testing of all water mains associated with the partial service have been undertaken,
  - (b) the partial services are live;
  - (c) lots to be serviced are at their finished surface level, and
  - (d) final survey and pegging of all lots is completed.

**SC6.3.13.5 On-Maintenance Report**

- (1) The Developer's Superintendent is required to provide an On-Maintenance Report prior to acceptance of on-maintenance. This report must include the following:
  - (a) Certification signed by the relevant Supervising Engineer/s (i.e., an RPEQ for each area of engineering) that all works have been undertaken, completed and inspected in accordance with:
    - (i) the operational works approval,
    - (ii) the relevant conditions of any higher order Material Change of Use approval or Reconfiguring a Lot approval, and
    - (iii) requirements of Bundaberg Regional Council Planning Scheme Policy for Development Works and associated standard drawings.
  - (b) Certification signed by the relevant Supervising Engineer/s (i.e., RPEQ) confirming any variations to the design that result in Operational Work being outside of design tolerance will not result in a failure of the Operational Work to perform as intended by the design;
  - (c) "As Constructed" information as listed in Section SC6.3.13.7. Including certification signed by an engineering or cadastral surveyor confirming the "As Constructed" information has been collected and documented in accordance with standard industry practice and is accurate to within 20mm
  - (d) Certification of building work signed by a licensed Building Certifier

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- (e) Certification that landscape works are constructed as per the approved landscape plan by the landscape architect/designer.
- (f) Completed quality plans, including:
  - (i) A plan identifying where and when inspections and testing occurred;
  - (ii) All ITPs associated with contributed assets (any variations from the ITPs submitted at pre-start should be justified);
  - (iii) Test results from CCTV for all sewerage and stormwater infrastructure (including WSA compliant Infrastructure Condition Reports and all CCTV data);
  - (iv) Test results from pressure testing water and sewerage mains;
  - (v) Road compaction testing and proof test rolling results; and
  - (vi) All tests associated of earthworks including drawing/s identifying fill depth and location on the site.
- (2) If required, an exceptions report with rectification timeframes will be provided by the Developer's Superintendent to Council after the inspection.

#### SC6.3.13.6 Amendment to approved drawings

The relevant Council development engineer must approve all design variations on a project. Where amendments are carried out without Council approval, the change is to be substantiated by the Developer's Superintendent. Council reserves the right to order variations to the works where they don't meet design standards provided in this Planning Scheme Policy. Where rectification works are required, such works will be carried out at the Developer's expense.

#### SC6.3.13.7 As Constructed information

##### SC6.3.13.7.1 Minor projects

- (1) *Electronic* - collated "As Constructed" information is required as follows:
  - (a) Formatted as AutoCAD 2004 or later 'model space',
  - (b) Scaled to 1 unit = 1 metre,
  - (c) Tied to a minimum of two permanent survey marks with 2nd order horizontal accuracy (MGA94 Zone 56 coordinates) or better (to enable linking of the "As Constructed" information to Council's GIS system),
  - (d) With finished surfaces (spot heights and contours) to 5m outside the plan area of the Operational Work,
  - (e) With separate layers for each type of infrastructure (water main, water service, electricity, telecommunication, lighting, stormwater drainage, roadwork, sewerage, footpath within the plan area of the Operational Work,
  - (f) That highlights infrastructure within the plan area of the Operational Work that has not been affected by the Operational Work and therefore may not be accurately located,
  - (g) Compiled using AutoCAD's eTransmit function resulting in one file (\*.zip) that contains all "As Constructed" information relevant to the Operational Work and all plot style tables, font maps, etc that are necessary to successfully extract the eTransmit file and access the "As Constructed" information.
- (2) *Hard Copies* - Two (2) complete sets of scale drawings on A1 or A3 paper, complete with annotations and amendments, presented in a clear & legible form.
- (3) *PDF Copies* - 'As Constructed' signed drawings in .pdf format

##### SC6.3.13.7.2 Major projects - as design as construct (ADAC) submission

- (1) *Electronic* - Council has adopted the ADAC system of presentation of 'as constructed' information for major projects. Refer to Council's Guidelines on the Implementation of ADAC for Major Projects with the Bundaberg Regional Council Local Government Area.



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- (2) Hard Copies - Two (2) complete sets of scale drawings on A1 or A3 paper, complete with annotations and amendments, presented in a clear & legible form.

**SC6.3.13.8 Pre-start procedure**

- (1) A pre-start meeting must be held on site prior to any works commencing. The following people are required to attend the pre-start meeting:
- (a) Developer's Superintendent (i.e., Single point of contact for works)
  - (b) Supervising Engineer/s (i.e., Civil RPEQ and other RPEQs as required - see SC6.3.13.2)
  - (c) Principal Contractor (i.e., Main Civil Contractor)
  - (d) Council's representatives (i.e., Development Engineer and Technical Officer), and
  - (e) Developer (where appropriate).
- (2) At least 48 hours notice must be given prior to the pre-start meeting. This notice will include the submission of a CMP for approval (see SC6.3.13.3). Where the components of the CMP cannot be completed before the pre-start meeting, the Developer's Superintendent must seek approval to provide an incomplete CMP.
- (3) The Developer's Superintendent is responsible for organising and minuting the pre-start meeting. The draft minutes are to be forwarded to the Council for approval within one week of the meeting. Once approved, the Developer's Superintendent is responsible for distribution of the approved minutes to all attendees of the pre-start meeting.

**SC6.3.13.9 On-Maintenance procedure**

**SC6.3.13.9.1 On-Maintenance meeting and inspection**

- (1) An On-Maintenance meeting must be held on site prior to commencing the maintenance period. The following people are required to attend the On-Maintenance meeting:
- (a) Developer's Superintendent (i.e., Single point of contact for works),
  - (b) Supervising Engineer/s (i.e., Civil RPEQ and other RPEQs as required - see SC6.3.13.2),
  - (c) Principal Contractor (i.e., Main Civil Contractor),
  - (d) Council's representatives (i.e., Development Engineer and Technical Officer), and
  - (e) Developer (where appropriate).
- (2) At least 48 hours notice must be given prior to the On-Maintenance meeting. This notice will include the submission of an On-Maintenance Report for approval (see SC6.3.13.5).
- (3) The Developer's Superintendent is responsible for organising and minuting the On-Maintenance meeting. The draft minutes are to be forwarded to the Council for approval within one week of the meeting. Once approved, the Developer's Superintendent is responsible for distribution of the approved minutes to all attendees of the On-Maintenance meeting.

**SC6.3.13.9.2 General (security) performance bond and maintenance bonds**

- (1) Council at its discretion may accept a Performance Bond to provide surety of completion of outstanding works. The Performance Bond must be to a value of 1.3\* the value of the expected works. Generally, Bank Guarantees will NOT be accepted as a Performance Bonds.
- (2) Where Performance bonds are for a considerable amount of monies Council will consider a staged reduction of the bond monies.
- (3) The Developer is required to submit a Maintenance Bond to the value of 5% of the total construction cost of Operational Work, including all variations, or \$2,000, whichever is higher. This bond will be held by the Assessment Manager until the Operational Work is

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accepted 'Off Maintenance'. The maintenance bond may be in the form of an unconditional Bank Guarantee.

#### **SC6.3.13.9.3 Works accepted On-Maintenance**

Council will provide written confirmation that a project has been accepted On-Maintenance. The letter may include a list of outstanding minor works.

#### **SC6.3.13.9.4 On-Maintenance period**

- (1) The On-Maintenance period for a project will generally be 12 months except for bioretention areas which will have a period of 24 months. The On-Maintenance period may be extended in part or in whole where outstanding works have not been finished or maintenance is undertaken by the contractor, delaying acceptance of the Operational Work Off-Maintenance.
- (2) The On-Maintenance period is to commence on the date nominated in Council's On-Maintenance acceptance letter and is to conclude on the date nominated in the Council's Off-Maintenance acceptance letter. During the On-Maintenance Period, the Developer's Superintendent must:
  - (a) Ensure Operational Work is maintained at no cost to Council;
  - (b) Footpaths, street trees and landscaping, drainage reserves and Parks are kept in a tidy manner by seeding and mowing; and
  - (c) Ensure defects (if any) are rectified within a reasonable time (generally 2 weeks from when they are identified).
- (3) The On-Maintenance period between Council and the Developer should not be confused with any Defects Liability Period that may exist.

#### **SC6.3.13.10 Off-Maintenance procedure**

Prior to the Operational Work being accepted Off-Maintenance:

- (a) Ensure grass coverage of at least 80% (per square metre) is obtained over all public access land,
- (b) Confirm with Council's representative that temporary erosion and sediment control measures are no longer required and, if warranted, arrange for their disposal, and
- (c) Ensure any defects (if any) raising during the maintenance period are rectified.

#### **SC6.3.13.10.1 Off-Maintenance meeting and inspection**

- (1) An Off-Maintenance meeting must be held on site prior to Council accepting the Operational Work as Off-Maintenance. The following people are required to attend the 'Off Maintenance' meeting:
  - (a) Developer's Superintendent (i.e., Single point of contact for works),
  - (b) Supervising Engineer/s (i.e., Civil RPEQ and other RPEQs as required – see SC6.3.13.2),
  - (c) Principal Contractor (i.e., Main Civil Contractor),
  - (d) Council's representatives (i.e., Development Engineer and Technical Officer), and
  - (e) Developer (where appropriate).
- (2) At least 48 hours notice must be given prior to the Off-Maintenance meeting. This notice will include the following:
  - (a) Confirmation signed by the Supervising Engineer (i.e., RPEQ) that all infrastructure are in a satisfactory condition;
  - (b) Identification of remedial works undertaken during the maintenance period (including test reports if required);
  - (c) Final test results from CCTV for all sewerage and stormwater infrastructure (including WSA compliant Infrastructure Condition Reports and all CCTV data);

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- (3) The Developer's Superintendent is responsible for organising and minuting the Off-Maintenance meeting. The draft minutes are to be forwarded to the Council for approval within one week of the meeting. Once approved, the Developer's Superintendent is responsible for distribution of the approved minutes to all attendees of the Off-Maintenance meeting.

**SC6.3.13.10.2 Works accepted Off-Maintenance**

Council will provide written confirmation that the operational works have been accepted Off-Maintenance.

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### Appendix SC6.3A Standard drawings list

Council's standard drawings are shown in **Table SC6.3A.1 (Standard drawings)**.

**Table SC6.3A.1 Standard drawings**

Drawing Number	Description
<b>Roads - Bundaberg Regional Council</b>	
R1002	Residential Roads – Optional Type Plans & Cross Section to suit WSUD
R1004	Typical Cross Sections – Industrial Collector and Access Street
R1010	Driveways – Residential Driveway Slabs
R1011	Driveways – Industrial and Commercial Driveway Slabs – Two Way Access
R1012	Driveways – Rural and Urban Accesses Requiring Culverts – No Kerb and Channel
R1013	Driveways - Rural and Urban Accesses – No Kerb and Channel
R1014	Driveways – Residential Invert Crossings (Layback & Standard Kerb & Channel)
R1015	Driveways – Residential Invert Crossing – Steep Driveways
R1016	Driveways – Residential Driveway Slabs for Brown Streets
R1020	Kerb and Channel – Kerbs, Channels and Inverts – Profiles and Dimensions
R1021	Kerb and Channel – Kerb and Channel Drainage Connections
R1030	Footpaths and Cycle Paths – Concrete Strip Footpaths
R1031	Footpaths and Cycle Paths – Bicycle Deflection Rail
R1032	Footpaths and Cycle Paths – Chicane Entrance Treatment
R1040	Signage – Street Name Sign and Post
R1041	Signage – Sign – Footings and Locations
R1042	Signage – Location Plan or Rural Addressing Number Post
R1043	Signage – Bus Stop Sign Details
R1050	Public Utilities – Typical Service Conduit Alignment
R1051	Public Utilities – Conduit/Service Road – Crossing Details
R1060	Road Edge Guide Posts and Bollards – Posts Types and Spacings
R1061	Road Edge Guide Posts and Bollards – Standard Bollard Treatment with 4 PVC Casing
R1062	Road Edge Guide Posts and Bollards – Standard Bollard Treatment
R2001	Road Type cross sections – Urban Road – Sub-arterial
R2002	Road Type cross sections – Urban Road – Trunk Collector
R2003	Road Type cross sections – Urban Road – Collector Street
R2004	Road Type cross sections – Urban Road – Access Street
R2005	Road Type cross sections – Urban Road – Access Place
R2006	Road Type cross sections – Urban Road – CBD/Commercial Access
R2007	Road Type cross sections – Urban Road – Industrial Collector
R2008	Road Type cross sections – Urban Road – Industrial Access
R3001	Road Type cross sections – Rural Road – Principal Rural Road
R3002	Road Type cross sections – Rural Road – Collector Roads
R3003	Road Type cross sections – Rural Road – Access Roads
R3004	Road Type cross sections – Rural Road – Unsealed Roads
<b>Roads - Institute of Public Works Engineering Australasia Queensland Division (IPWEAQ) Standard Drawings</b>	
SEQ R - 090	Kerb Ramp – Ramped Pedestrian Crossings
SEQ R - 091	Kerb Ramp – Ramped and Cut Through Treatments for Pedestrian Crossings Slip Lanes and Medians
SEQ R - 092	Kerb Ramp – Installation of TGSI's on Ramped Kerb Crossings (Sheet 1 of 2)
SEQ R - 093	Kerb Ramp – Installation of TGSI's on Ramped Kerb Crossings (Sheet 2 of 2)
SEQ R - 094	Kerb Ramp – Locations and Configurations
SEQ R - 140	Subsoil Drains - Detail

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Drawing Number	Description
SEQ R - 142	Subsoil Drains – Access Points
SEQ R – 180	Typical Bus Stop layout
SEQ R – 181	Typical Bus Stop layout – Guidelines for the Layout of a Rural Bus Stop
<b>Stormwater - Bundaberg Regional Council</b>	
D1001	Field Inlet - Filed Inlet/Grated Gully Pit – Profiles and Dimensions
D1002	Field Inlet -Field Inlet pit Dome Top Cover Partially Submerged Inlet
R1002	Residential Roads – Optional Type Plans & Cross Section to Suit WSUD
37133	WSUD – Bioretention – Infill Sites
<b>Stormwater - IPWEAQ</b>	
SEQ D-010	Stormwater Access Chamber Details – 1050 – 2100 diameter
SEQ D-014	Manhole Frame – (Roadway and Non-Roadway) - 1050 to 1500 diameter
SEQ D-018	Manhole Riser Details – (Roadway)
SEQ D-019	Manhole Cover – (Roadway) – 1050 – 1500 diameter
SEQ D-020	Manhole Cover – (Non Roadway) – 1050 – 1500 diameter
SEQ D-021	Manhole Cover Concrete Infill – (Pedestrian Traffic) – 1050 – 1500 diameter
SEQ D-060	Drainage Pits Kerb inlet – Kerb in Line General Arrangements
SEQ D-061	Drainage Pits - Kerb Inlet – Precast Lintel Details
SEQ D-062	Drainage Pits – Kerb Inlet – Grate and Frame
SEQ D-082	Drainage Details – Culvert Inlet Screens
D-0011	Access Chamber – Roof Slabs – Dia 1050 - 2100
D-0012	Access Chamber – Roof Slabs – Dia 1500 Extended 600 and 900
D-0013	Access Chamber – Roof Slabs – Rectangular Standard Reinforcement
D-0017	Access Chamber – Roof Slabs – Rectangular Fabric Reinforcement
D-0030	Excavation, Bedding and Backfill of Stormwater Drainage Pipes
D-0031	Excavation, Bedding and Backfill of Precast Box Culverts
D-0040	Sediment Control Devices – Sediment Fence – Entry/Exit Sediment Trap
D-0041	Sediment Control Devices – Kerb and Field Inlets – Check Dams & Straw Bale Bank
D-0080	Inlets and Outlets to Stormwater Drains (Concrete)
D3201	Residential Property Access Standard Box Culvert Base Slabs
D3202	Residential Property Access Standard Box Culvert Wings/Headwalls
<b>Water and wastewater - WBBROC</b>	
WBB-GEN-1100-1	General Standard Drawing – Water Supply, Sewerage, Vacuum Sewerage and Pressure Sewerage Legend
WBB-SEW SET	Sewerage Standard Drawing Set
WBB-SPS SET	Sewage Pump Station Standard Drawing Set
WBB-WAT SET	Water Supply Standard Drawing Set
<b>Open space, public parks and land for community facilities</b>	
16566	Picnic shelter shed
16567	Picnic shelter table and seating
16568	Picnic table with roof
16478-S01	Picnic shelter – layout and construction details
<b>Tree Planting Details – Bundaberg Regional Council</b>	
P6111	Standard Street Planting Details - Typical detail – Road shoulder planting
P6211	Standard Street Planting Details - Typical detail – Back of kerb planting
P6311	Standard Street Planting Details - Typical detail – Tree protection requirements

## Schedule 6 – Planning Scheme Policies

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## Appendix SC6.3B Street and park naming procedure

### SC6.3B.1 Park names

- (1) Park names shall reflect respected persons and families who have made a significant contribution to the well being of the region where the park is located. The Council at its sole discretion may determine contrary to this requirement.
- (2) The Council shall consider suggestions from developers of new parks for park names.

### SC6.3B.2 Street names

- (1) Street names shall reflect aspects of the area they are located, including historical names. The Council at its sole discretion may determine contrary to this requirement.
- (2) Council's order of preference in allocating street names shall be:
  - (a) Historical Persons/Historical Place Names,
  - (b) Other relevant aspects (e.g., local flora and fauna) ,
  - (c) Themed Street Names.
- (3) The Council shall consider up to 3 suggestions per street from Developers of new streets for street names.
- (4) The Council will consider developments where street and park names follow a particular theme.
- (5) Street names shall be nouns and generally contain one (1) word. Composite words may be acceptable when they supplement the primary name. Names shall be unique and unambiguous to the Bundaberg Regional Council Local Government Area.
- (6) Where a street is extended, the new section created will retain the name of the extended street.

### SC6.3B.3 Definition of terms

**Table SC6.3B.3.1 (Street name – Nomenclature description)** provides the road definitions which apply in the naming of streets.

**Table SC6.3B.3.1 Street name – Nomenclature description**

Type	Definition
<b>Road</b>	An Arterial, Sub Arterial, Trunk Collector, Collector Road;
<b>Street</b>	An Arterial, Sub Arterial, Trunk Collector, Collector or Access Road;
<b>Drive</b>	Collector or Access Road of substantial length;
<b>Avenue</b>	A tree lined Collector or Access Road;
<b>Boulevard</b>	A Collector or Access Road with significant landscape;
<b>Terrace</b>	Collector or Access Road with significant topographical features;
<b>Crescent</b>	A Loop Road;
<b>Circuit</b>	A Loop Road that rejoins itself;
<b>Way</b>	Similar to Drive or Avenue;
<b>Lane</b>	A narrow public right of way of reserve width;
<b>Court</b>	A cul-de-sac less than 100 metres in length;
<b>Close</b>	A cul-de-sac less than 100 metres in length;
<b>Place</b>	A cul-de-sac greater than 100 metres in length.

### SC6.3B.4 Process of approval of names of park or streets

The process for approval of Park and Street names is as follows:

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- (d) Council will keep a list of suggested names for streets which will be updated when requests are received from the public. The list will be available to developers and the public on request;
- (e) Prior to the sealing of a Plan of Survey creating a road, the developer shall submit 3 suggested road names for each new street in their development;
- (f) Prior to the sealing of a Plan of Survey creating a park, the developer may submit a suggested park name for each new park in their development;
- (g) For "themed" developed the developer shall submit a list of potential street and park names for the entire development prior to the sealing of the Plan of Survey for Stage 1 of the development;
- (h) The Council will consider suggested street and park names at its Planning and Development Committee Meetings guided by this Policy;
- (i) The Council has the sole right to determine street and park names;
- (j) The developer will be advised of Council's chosen street and park names and shall provide appropriate signage in accordance with the relevant policies and guidelines.

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### Appendix SC6.3C Approved street trees

The following is a list of approved street trees for developments in the Bundaberg Regional Council area.

**Table SC6.3E.1 Approved street trees (not under powerlines)**

Botanical Name	Common Name	Use	Comments
<i>Agathis robusta</i>	Kauri Pine	Rural Street Tree	Large tree, Pine like in form, large fruit when mature makes this unsuitable for urban location.
<i>Banksia integrifolia</i>	Coastal Banksia	Coastal Street Tree	Gnarled form, Yellow flowers, woody seed pods.
<i>Brachychiton acerfolius</i>	Illawarra Flame Tree	Urban/Rural Street Tree	Deciduous tree to approximately 15m, red flowers in spring/summer. Best suited to larger road reserve.
<i>Brachychiton rupestris</i>	Qld Bottle Tree	Urban/Rural Street Tree	Semi deciduous tree to 15m. Large swollen bottle trunk a feature. Creamy flowers in spring/summer. Best suited to larger road reserve.
<i>Buckinghamia celsissima</i>	Ivory Curl	Urban Street Tree	Masses of creamy flowers
<i>Callistemon viminalis</i>	Weeping Bottlebrush	Urban/Rural Street Tree	Masses of red flowers, weeping in form, can look untidy.
<i>Cupaniopsis anacardiodes</i>	Tuckeroo	Coastal Street Tree	Lime green foliage, orange berries, lollipop form, mature specimens have buttressed trunk.
<i>Elaeocarpus eumundii</i>	Eumundi Quandong	Urban/Rural Street Tree	Med rainforest tree, red new growth a feature, columnar in form.
<i>Elaeocarpus obovatus</i>	Hard Quandong	Urban/Rural Street Tree	Med rainforest tree, small cream flowers followed by blue berries, peach coloured new growth a feature.
<i>Flindersia australis</i>	Crows Ash	Urban/Rural Street Tree	Green foliage, woody seed pods, columnar in form, many mature specimens within Bundaberg streetscape.
<i>Grevillea baileyana</i>	White Oak	Urban/Rural Street Tree	Masses of white/cream flowers, Lobbed leaves with gold undersides.
<i>Harpullia pendula</i>	Tulipwood	Urban Street Tree	Lime green foliage, orange berries, light coloured bark, many examples within the Bundaberg streetscape.
<i>Hymenosporum flavum</i>	Native Frangipani	Urban/Rural Street Tree	Narrow evergreen tree to 10m. Fragrant yellow flowers in spring. Grows in sun or shade, prefers good quality well drained soil. Does not like to be too exposed.
<i>Lophostemon confertus</i>	Brush Box	Rural Street Tree	Dense crown of shiny leaves, Columnar in habit
<i>Stenocarpus sinuatus</i>	Qld Firewheel Tree	Urban/Rural Street Tree	Tall evergreen tree 15-20m tall. Variable dark green leaves. Orange red flowers in summer. Best suited to larger road reserve
<i>Syzygium luehmannii</i>	Small Leaved Lilly Pilly	Urban Street Tree	Dense tree requiring lift pruning within streetscape, red berries, red/pink new growth a feature.



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Botanical Name	Common Name	Use	Comments
<i>Waterhousea floribunda</i>	Weeping Lilly Pilly	Urban/Rural Street Tree	Bushy tree, weeping habit, white/cream flowers followed by berries, found naturally along creek lines.

Table SC6.3E.2 Approved street trees (under powerlines)

Botanical Name	Common Name	Use	Comments
<i>Acmena hemilampra</i>	Satin Ash	Urban Street Tree	Cream flowers followed by white berries. Lush green tree, Can require periodic lift pruning.
<i>Acronychia imperforata</i>	Fraser Island Apple	Coastal Street Tree	
<i>Alectryon coriaceus</i>	Beach Birds Eye	Coastal Street Tree	
<i>Backhousea myrtifolia</i>	Grey Myrtle	Urban/Rural Street Tree	
<i>Backhousea citriodora</i>	Lemon Scented Myrtle	Urban/Rural Street Tree	Small tree, creamy flowers, lemon scented leaves used in cooking
<i>Corymbia ptychocarpa</i>	Swamp Bloodwood	Urban/Rural Street Tree	Small tree, large leaves flowers Pink or Red (Winter/Spring)
<i>Elaeocarpus reticulatus</i>	'Prima Donna' cultivar	Urban/Rural Street Tree	Small evergreen tree, this cultivar has small pink frilled flowers
<i>Phaleria clerodendron</i>	Scented Daphne	Urban/Rural Street Tree	Small tree to 6m large, glossy green leaves. White fragrant flowers on trunk and branches predominantly in summer.
<i>Xanthostemon chrysanthus</i>	Golden Penda	Urban Street Tree	Small evergreen tree. Bright yellow pom pom flowers a feature.

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### Appendix SC6.3D Approved coastal trees

The following is a list of approved coastal trees for developments in the Bundaberg Regional Council area.

**Table SC6.3F.1 Approved coastal trees development**

Botanical Name	Common Name	Comments
<i>Araucaria cunninghamii</i>	Hoop pine	Very tall and erect pineshaped tree with symmetrical branches. Frost tender.
<i>Banksia integrifolia</i>	Coast banksia	Shapely tree with large dull green leaves with white underneath. Strongly scented yellow flowers in thick dense spikes
<i>Banksia serrata</i>	Red honeysuckle	Small tree with hard, toothed leaves. Widely cultivated as a coastal ornamental. Bird attractant.
<i>Callistemon viminalis</i>	Weeping bottlebrush	A large shrub or small tree 3-8m high with a graceful, weeping appearance that produces brilliant red flowers in spring and early summer.
<i>Callitris columellaris</i>	Coast cypress pine	A tall dense, evergreen pine that can be cut back to form a dense hedge. Prefers deep sandy loams.
<i>Casuarina equisetifolia</i>	Coast she-oak	Small she-oak with sparse drooping needle-like foliage. Highly resistant to wind and salt spray and grows on raw sand.
<i>Cupaniopsis anacardioides</i>	Tuckeroo	Excellent shade tree with dark green foliage. Will stand planting in exposed situations on poor soils along the coastal strip.
<i>Eucalyptus ptychocarpa</i>	Swamp bloodwood	A small spreading ornamental tree bearing masses of spectacular crimson, pink or white flowers. Has large leathery leaves.
<i>Eucalyptus tereticornis</i>	Blue gum	Eucalypt with smooth bluey grey trunk with irregular blotches. An important hollow producing tree. Flowers used by native birds and bats and leaves used by koalas.
<i>Eucalyptus tessellaris</i>	Moreton Bay Ash	A tall, slender, attractive eucalypt with smooth, white bark on the upper trunk and hard, chunky, tessellated bark around the base. White flowers attract parrots.
<i>Eugenia reinwardtiana</i>	Beach cherry	Shrub to 3m producing edible red fruits about 2cm in diameter.
<i>Harpullia pendula</i>	Tulipwood	Shade tree with large, glossy leaves and clusters of yellow flowers followed by red or yellow seed cases containing two shiny black seeds. Widely used as a street tree on a variety of soils where it rarely exceeds 10m.
<i>Leptospermum petersonii</i>	Lemon-scented teatree	Bushy shrub to 5m bearing masses of white flowers. Excellent for hedges and screens. Grows on most soil types.
<i>Livistona decipiens</i>	Weeping cabbage palm	Tall native palm with a dense head of fan-shaped leaves and slender trunk. Requires warm conditions for best growth and moist, shady conditions when young.
<i>Melaleuca dealbata</i>	Silver-leaved paperbark	Common tree on coastal creeks north of Maryborough. Greyish green leaves that fade to red with age. Bears white flowers attractive to birds and bees.
<i>Melaleuca leucadendra</i>	Broad-leaved tea-tree	Weeping tree with a fairly straight trunk covered with layers of papery white bark. Bird attracting when in flower.

### Appendix SC6.3E Approved open forests and woodland species

The following is a list of approved open forests and woodland species for developments in the Bundaberg Regional Council area.

**Table SC6.3G.1 Approved open forest and woodland species**

Botanical Name	Common Name	Comments
<i>Acacia disparrima</i> ( <i>syn aulacocarpa</i> )	Hickory wattle	Small fast growing tree with a height range of 6-20m. Produces sweetly scented yellow flowers in autumn. Good pioneer species widely used by native wildlife.
<i>Acacia maidenii</i>	Maiden's wattle	Small, compact, fast growing wattle bearing yellow flowers.
<i>Alphitonia excelsa</i>	Soap tree or red ash	Tree with a layered, spreading canopy and leaves distinctly white on the underside. Fast growing and widely used by native fauna.
<i>Casuarina littoralis</i>	Forest oak	Small tree usually with a conical shape and branches characteristically curving upwards. Usually found on stony or sandy soils.
<i>Corymbia citriodora</i>	Lemon-scented gum	A clean, straight tree of graceful appearance with smooth pinkish grey trunk. Leaves have a strong lemon scented smell when crushed. Food tree for greater gliders.
<i>Corymbia intermedia</i>	Pink bloodwood	A medium to tall tree covered with brownish-chunky bark. Flowers used by fruitbats and lorikeets.
<i>Eucalyptus tereticornis</i>	Blue gum	Eucalypt with smooth bluey grey trunk with irregular blotches. An important hollow producing tree. Flowers used by native birds and bats and leaves used by koalas.
<i>Eucalyptus tessellaris</i>	Moreton Bay Ash	A tall, slender, attractive eucalypt with smooth, white bark on the upper trunk and hard, chunky, tessellated bark around the base. White flowers attract parrots.
<i>Grevillea banksii</i>	Red flowered silky oak	An attractive small shrub with heads of red or white blooms and fern-like foliage.
<i>Lophostemon confertus</i>	Brush box	Tree with a dense crown of dark green, shiny leaves often used for street and park planting as a shade tree.
<i>Lophostemon suaveolens</i>	Swamp mahogany	A medium sized tree with rough, flaky bark and attractive white flowers. Fast growing and suitable for wet soils.
<i>Melia azedarach</i>	White cedar	A deciduous tree with attractive compound leaves and blue flowers, and clusters of yellow berries. Berries are poisonous to some domestic animals but eaten by possums and native birds.

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### Appendix SC6.3F Approved shrubs and vine forests species

The following is a list of approved shrubs and vine forests species for developments in the Bundaberg Regional Council area.

**Table SC6.3H.1 Approved shrubs and vine forest species**

Botanical Name	Common Name	Comments
<i>Alchornea ilicifolia</i>	Holly bush	Shrub or small tree with sharply toothed, stiff leathery leaves.
<i>Alectryon connatus</i>	Bird's eye alectryon	Small tree with young parts and flowers densely hairy. Pale blue-green colour under the leaves.
<i>Aphananthe philippinensis</i>	Rough-leaved elm	Small to medium-sized tree with rough-surfaced leaves and branchlets, and prickly toothed leaves.
<i>Bridelia leichhardtii</i>	Small-leaved brush ironbark	Shrub or small tree with small leaves and red fruit 4-5mm across.
<i>Canthium coprosmoides</i>	Coast canthium	Tall shrub or small tree with orange-red 2-lobed fruit 8mm across.
<i>Cassine melanocarpa</i>	Black olive plum	Small tree with thick and leathery leaves with shiny black fruit 1 ½ -2 ½ cm across.
<i>Cleistanthus cunninghamii</i>	Cleistanthus	Small tree with branchlets having raised protuberances. Fruit a 3-lobed capsule.
<i>Clerodendrum floribundum</i>	Lolly bush	Small tree or shrub with branchlets often purplish. Attractive black fruit are seated in a bright red petal like calyx.
<i>Cupaniopsis anacardioides</i>	Tuckeroo	Excellent shade tree with dark green foliage. Will stand planting in exposed situations on poor soils along the coastal strip.
<i>Drypetes deplanchei</i>	Yellow tulip	Medium sized tree with young leaves sharply toothed. Fruit a red/orange coloured drupe.
<i>Ficus obliqua</i>	Small-leaved Moreton Bay fig	Tall tree growing to 40m. Fruit a yellow to orange coloured fig. Fruit eaten by birds.
<i>Flindersia australis</i>	Crows ash	Large shade tree reaching to about 18m in open plantings. Foliage is dark green in a dense rounded crown. An excellent shade and avenue tree native to Queensland.
<i>Flindersia collina</i>	Leopard ash	Queensland native tree with slender trunk and glossy green crown and white flowers. Trunk has leopard like blotches. Ideal as a medium sized shade tree.
<i>Harpullia pendula</i>	Tulipwood	Shade tree with large, glossy leaves and clusters of yellow flowers followed by red or yellow seed cases containing two shiny black seeds. Widely used as a street tree on a variety of soils where it rarely exceeds 10m.
<i>Jagera pseudorhus</i>	Foambark	Small tree with capsules covered with rusty brown irritating hairs, splitting into 3 segments. Seeds eaten by ground-dwelling native fauna.
<i>Melia azedarach</i>	White cedar	A deciduous tree with attractive compound leaves and blue flowers, and clusters of yellow berries. Berries are poisonous to some domestic animals but eaten by possums and native birds.
<i>Mischocarpus pyriformis</i>	Yellow pear-fruit	Medium tree with yellow/orange, pear-shaped capsules. Slow growing.
<i>Pleiogynium timorense</i>	Burdekin plum	Medium to large tree with a large, spreading crown that produces an edible reddish purple plum.
<i>Rapanea variabilis</i>	Muttonwood	Small tree to about 5m. Produces mauve to blue small drupes about 5mm in diameter. Has attractive foliage and decorative fruit.

### Appendix SC6.3G Approved species for banks of saltwater watercourses

The following is a list of approved species for banks of saltwater watercourses within developments in the Bundaberg Regional Council area.

**Table SC6.3I.1 Approved species for banks of saltwater watercourses**

Botanical Name	Common Name	Comments
<i>Acacia disparrima</i> (syn <i>aulacocarpa</i> )	Hickory wattle	Small fast growing tree with a height range of 6-20m. Produces sweetly scented yellow flowers in autumn. Good pioneer species widely used by native wildlife.
<i>Alphitonia excelsa</i>	Soap tree or red ash	Tree with a layered, spreading canopy and leaves distinctly white on the underside. Fast growing and widely used by native fauna.
<i>Callitris columellaris</i> *	Coast cypress pine	A tall dense, evergreen pine that can be cut back to form a dense hedge. Prefers deep sandy loams.
<i>Casuarina equisetifolia</i> *	Coast she-oak	Small she-oak with sparse drooping needle-like foliage. Highly resistant to wind and salt spray and grows on raw sand.
<i>Casuarina glauca</i>	Swamp oak	Fast growing sheoak native of saline and wet sites but used for windbreaks and shelter belts in heavy soils. Seeds eaten by pigeons.
<i>Clerodendrum floribundum</i>	Lolly bush	Small tree or shrub with branchlets often purplish. Attractive black fruit are seated in a bright red petal like calyx.
<i>Cupaniopsis anacardioides</i>	Tuckeroo	Excellent shade tree with dark green foliage. Will stand planting in exposed situations on poor soils along the coastal strip.
<i>Eucalyptus tereticornis</i>	Blue gum	Eucalypt with smooth bluey-grey trunk with irregular blotches. An important hollow-producing tree. Flowers used by native birds and bats and leaves used by koalas.
<i>Eucalyptus tessellaris</i>	Moreton Bay Ash	A tall, slender, attractive eucalypt with smooth, white bark on the upper trunk and hard, chunky, tessellated bark around the base. White flowers attract parrots.
<i>Ficus opposita</i>	Sandpaper fig	Small tree with sandpapery rough leaves. Figs eaten by native birds.
<i>Glochidion ferdinandi</i>	Coast glochidion	Small densely growing tree to 10m. Green to red roundish, ribbed capsule.
<i>Jagera pseudorhus</i>	Foambark	Small tree with capsules covered with rusty brown irritating hairs, splitting into 3 segments. Seeds eaten by ground-dwelling native fauna.
<i>Livistona decipiens</i>	Weeping cabbage palm	Tall native palm with a dense head of fan-shaped leaves and slender trunk. Requires warm conditions for best growth and moist, shady conditions when young.
<i>Melia azedarach</i>	White cedar	A deciduous tree with attractive compound leaves and blue flowers, and clusters of yellow berries. Berries are poisonous to some domestic animals but eaten by possums and native birds.
<i>Pleiogynium timorense</i>	Burdekin plum	Medium to large tree with a large, spreading crown that produces an edible reddish purple plum.

Note— \* Found mainly in coastal river areas rather than saltwater river areas.

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### Appendix SC6.3H Approved species for banks of freshwater watercourses

The following is a list of approved species for banks of freshwater watercourses within developments in the Bundaberg Regional Council area.

**Table SC6.3J.1 Approved species for banks of freshwater watercourses**

Botanical Name	Common Name	Comments
<i>Acacia disparrima</i> (syn <i>aulacocarpa</i> )	Hickory wattle	Small fast growing tree with a height range of 6-20m. Produces sweetly scented yellow flowers in autumn. Good pioneer species widely used by native wildlife.
<i>Alphitonia excelsa</i>	Soap tree or red ash	Tree with a layered, spreading canopy and leaves distinctly white on the underside. Fast growing and widely used by native fauna.
<i>Clerodendrum floribundum</i>	Lolly bush	Small tree or shrub with branchlets often purplish. Attractive black fruit are seated in a bright red petal-like calyx.
<i>Cupaniopsis anacardioides</i>	Tuckeroo	Excellent shade tree with dark green foliage. Will stand planting in exposed situations on poor soils along the coastal strip.
<i>Eucalyptus tereticornis</i>	Blue gum	Eucalypt with smooth bluey-grey trunk with irregular blotches. An important hollow-producing tree. Flowers used by native birds and bats and leaves used by koalas.
<i>Ficus coronata</i>	Creek sandpaper fig	Small fig growing along creek banks. Fruit edible, purplish and hairy.
<i>Glochidion sumatranum</i>	Cheese tree	Small to medium fast growing tree. Fruits are flattened and fluted similar to round cheese.
<i>Jagera pseudorhus</i>	Foambark	Small tree with capsules covered with rusty brown irritating hairs, splitting into 3 segments. Seeds eaten by ground-dwelling native fauna.
<i>Leptospermum polygalifolium</i>	Wild may	Slender, twiggy shrub with small, narrow scented leaves and white flowers.
<i>Melaleuca quinquenervia</i>	Paper bark	Medium sized-tree that likes wet and wallum-like areas. Birds, bats and ants feed on the nectar.
<i>Melia azedarach</i>	White cedar	A deciduous tree with attractive compound leaves and blue flowers, and clusters of yellow berries. Berries are poisonous to some domestic animals but eaten by possums and native birds.
<i>Pleiogynium timorensis</i>	Burdekin plum	Medium to large tree with a large, spreading crown that produces an edible reddish-purple plum.
<i>Waterhousea floribunda</i>	Weeping cherry	Excellent spreading tree with decorative yellow flowers and dense green foliage. Suited to moist soils. Fruit attractive to birds and bats.

### Appendix SC6.3I Approved small trees and tall shrubs species

The following is a list of approved small trees and tall shrubs species for developments in the Bundaberg Regional Council area.

**Table SC6.3K.1 Approved small tree and tall shrub species**

Botanical Name	Common Name	Comments
<i>Barklya syringifolia</i>	Barklya, Golden shower tree	Slow growing, very showy, evergreen small tree with heart-shaped leaves. Bears masses of brilliant, yellow flowers in early summer.
<i>Buckinghamia celsissima</i>	Ivory curl	Showy small tree bearing masses of grevillea-like white flowers. Excellent tree for avenue planting. Rarely exceeds 6m in amenity plantings.
<i>Callistemon polandii</i>	Red bottlebrush	A bushy small tree growing to 5m that is noted for its long lasting 9cm long, bright red, gold-tipped flowers.
<i>Callistemon Viminalis</i>	Weeping bottlebrush	A large shrub or small tree 3-8m high with a graceful, weeping appearance that produces brilliant red flowers in spring and early summer.
<i>Eucalyptus ptychocarpa</i>	Swamp bloodwood	A small spreading ornamental tree bearing masses of spectacular crimson, pink or white flowers. Has large leathery leaves.
<i>Euodia muelleri</i>	Little euodia	Small tree to about 5m. Colourful reddish-pink flowers grow from trunk.
<i>Harpullia pendula</i>	Tulipwood	Shade tree with large, glossy leaves and clusters of yellow flowers followed by red or yellow seed cases containing two shiny black seeds. Widely used as a street tree on a variety of soils where it rarely exceeds 10m.
<i>Leptospermum petersonii</i>	Lemon-scented tea-tree	Bushy shrub to 5m bearing masses of white flowers. Excellent for hedges and screens. Grows on most soil types.
<i>Melaleuca leucadendra</i>	Broad-leaved tea-tree	Weeping tree with a fairly straight trunk covered with layers of papery white bark. Bird attracting when in flower.
<i>Melaleuca viridiflora</i>	Red-flowering tea-tree	Medium sized paperbark that has pale lemon to pink and occasionally red flowers.
<i>Pittosporum rhombifolium</i>	White pittosporum	Usually grows to about 6m in cultivation. Has a dense crown of glossy, dark green, toothed leaves and small white flowers which produces clusters of orange berries in winter.
<i>Xanthostemon chrysanthus</i>	Golden penda	Small tree that occurs in coastal north Qld. Flowers are bright yellow, very prominent and bird attracting. Excellent specimen tree where ample moisture is available.

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### Appendix SC6.3J Unacceptable plant species

The following plant species are unacceptable for landscaping within the Bundaberg Regional Council area.

Table SC6.3L.1 Unacceptable plant species

Botanical Name	Common Name
<i>Acacia farnesiana</i>	Mimosa Bush
<i>Acalypha sinensis</i>	Chinese Acalypha
<i>Acetosa sagittata</i>	Rambling Dock
<i>Agave americana</i>	Century Plant
<i>Agave sisalana</i>	Sisal
<i>Agave vivipara</i> var. <i>vivipara</i>	Sisal
<i>Ageratina adenophora</i>	Crofton Weed
<i>Ageratina riparia</i>	Mistflower
<i>Ageratum houstonianum</i>	Blue Billygoat Weed
<i>Alternanthera philoxeroides</i>	Alligator Weed
<i>Anredera cordifolia</i>	Madeira Vine, Lamb's Tail, Potato Vine
<i>Araujia horotum</i>	White Moth Vine
<i>Ardisia crispa/crenata</i>	Coral Berry, Ardisia
<i>Ardisia humilis</i>	Spice Berry
<i>Arecastrum</i> (syn. <i>Syagrus</i> ) <i>romanzoffianum</i>	Cocos Palm
<i>Aristolochia elegans</i>	Dutchman's Pipe or Calico Flower
<i>Arunda donax</i>	Giant Reed
<i>Asclepias curassavica</i>	Red Cotton Bush
<i>Asparagus africanus</i>	Asparagus fern
<i>Asparagus (Myrsiphullum) asparagoides</i>	Bridal Creeper
<i>Asparagus densiflora</i>	Asparagus fern
<i>Asparagus plumosus</i>	Ferny Asparagus
<i>Baccharis halimifolia</i>	Groundsel Bush
<i>Bidens pilosa</i>	Cobbler's Pegs
<i>Brachiaria decumbens</i>	Signal Grass
<i>Brachiaria multica</i>	Para Grass
<i>Bryophyllum delagoense</i> (Syn. <i>B. diagamontianum</i> x <i>tubiflorum</i> )	Mother-of-Millions Hybrid
<i>Bryophyllum pinnatum</i>	Live Plant
<i>Bryophyllum tubiflorum</i>	Mother-of-Millions
<i>Caesilpinia decapetala</i>	Thorny Poinciana
<i>Callisia fragrans</i>	Purple Succulent
<i>Canna species (indica and generalis)</i>	Canna Lilly
<i>Cardiospermum grandiflorum</i>	Balloon Vine
<i>Cascabela thevitia</i> syn. <i>Thevitia peruviana</i>	Yellow Oleander
<i>Cassia coluteoides</i>	Easter Cassia
<i>Catharanthus roseus</i>	Pink Periwinkle
<i>Celtis sinensis</i>	Chinese Elm, Chinese Celtis
<i>Cenchrus caliculatis</i>	
<i>Cenchrus echinatus</i>	Mossman River Grass
<i>Cestrum parqui</i>	Cestrum
<i>Chloris gayana</i>	Rhodes Grass
<i>Chrysanthemoides monilifera</i> subsp. <i>rotunda</i>	Bitou Bush
<i>Cinnamomum camphora</i>	Camphor Laurel
<i>Commelina benghalensis</i>	Hairy Wandering Jew



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Botanical Name	Common Name
<i>Conyza bonariensis</i>	Flax-leaf Fleabane
<i>Conyza canadensis</i>	Canadian Fleabane
<i>Conyza sumatrensis</i>	Tall Fleabane
<i>Corymbia torelliana</i>	Cadaga or Cadaghi
<i>Cynodon dactylon</i>	Bahama Grass / Green Couch
<i>Cyperus brevifolius</i>	Mullumbimby Couch
<i>Cyperus involucreatus</i>	African Sedge
<i>Cyperus rotundus</i>	Nut Grass
<i>Desmodium intortum</i>	Green-leaved Desmodium
<i>Desmodium uncinatum</i>	Silver-leaved Desmodium
<i>Digitaria eriantha</i>	Pangola Grass
<i>Duranta erecta</i>	Duranta, Blue Sky Flower
<i>Eichornia crassipes</i>	Water Hyacinth
<i>Eleusine indica</i>	Crowsfoot Grass
<i>Eragrostis curvula</i>	African Lovegrass
<i>Erythrina crista-galli</i>	Cockspur Coral Tree
<i>Eugenia uniflora</i>	Brazilian Cherry
<i>Euphorbia cyathophora</i>	Painted Spurge
<i>Euphorbia heterophylla</i>	Milk Weed
<i>Furcraea foetida</i>	Cuban Hemp
<i>Furcraea selloa</i>	Hemp
<i>Gleditsia triacanthos (+ all ornamental varieties)</i>	Honey Locust Tree
<i>Gloriosa superba</i>	Glory Lilly
<i>Gomphocarpus physocarpus</i>	Balloon Cotton Bush
<i>Gymnocoronis spilanthoides</i>	Senegal Tea
<i>Hymenachne amplexicaulis</i>	
<i>Hypoestes phyllostachya</i>	Polka-dot Plant
<i>Impatiens walleriana</i>	Balsam
<i>Ipomoea cairica</i>	Mile a Minute
<i>Ipomoea indica</i>	Morning Glory
<i>Juncus articulatus</i>	Jointed Rush
<i>Koeleruteria elegans</i>	Golden Rain Tree
<i>Lantana camara var. camara</i>	Lantana
<i>Lantana montevidensis</i>	Creeping Lantana
<i>Leucaena leucocephala</i>	Leucaena
<i>Ligustrum lucidum</i>	Privet Broad Leaf
<i>Ligustrum sinense</i>	Privet Small Leaf, Chinese Privet
<i>Lilium formosanum</i>	Taiwan Lily
<i>Lonicera japonica</i>	Japanese Honeysuckle
<i>Ludwigia ochoualis</i>	
<i>Lycium ferocissimum</i>	African Boxthorn
<i>Macfadyena unuis-cati</i>	Cats Claw Creeper
<i>Macroptilium atropurpureum</i>	Siratro
<i>Macrotyloma axillare</i>	Perrenia Horse Gram
<i>Melinis minutiflora</i>	Molasses Grass
<i>Melinis repens</i>	Red Natal Grass
<i>Mimosa pudica</i>	Common Sensitive Plant
<i>Murraya paniculata cv. Exotica</i>	Murraya, mock orange
<i>Myriophyllum aquaticum</i>	Parrot's Feather
<i>Nasella neessiana</i>	Chilean Needle Grass

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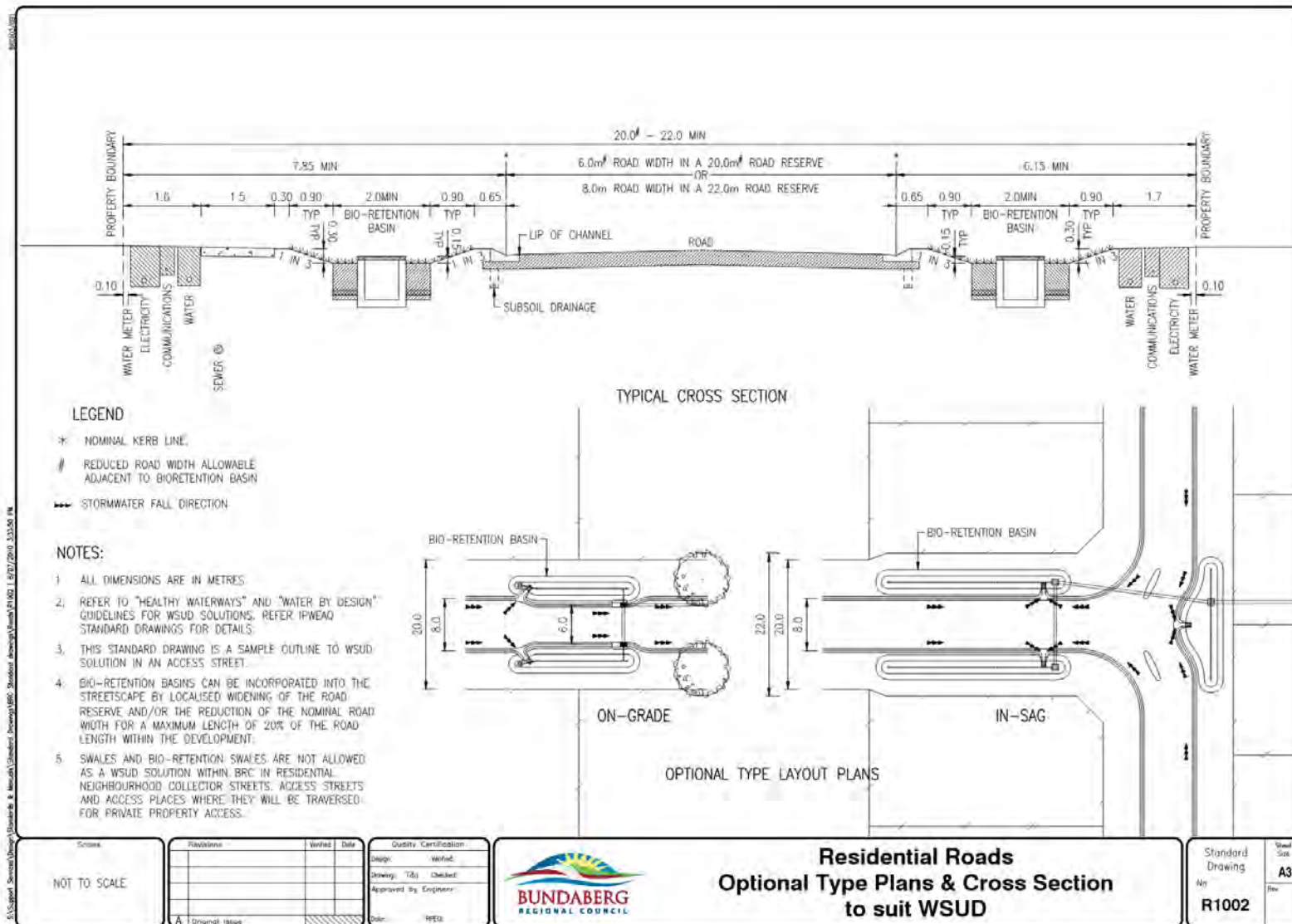
Botanical Name	Common Name
<i>Neonotonia wightii</i>	Glycine
<i>Nephrolepis cordifolia</i>	Fish bone fern
<i>Nymphaea caerulea subsp. zanzibarensis</i>	Blue Lotus
<i>Ochna serrulata</i>	Ochna, Mickey Mouse Bush
<i>Oenothera drummondii subsp. drummondii</i>	Beach evening Primrose
<i>Olea africana</i>	African Olive
<i>Olea europea</i>	Olive
<i>Optunia spp.</i>	Drooping Pear Tree, prickly pears
<i>Oxalis corniculata</i>	Creeping Oxalis, Yellow Wood Sorrell
<i>Panicum maximum</i>	Green Panic / Guinea Grass
<i>Parkinsonia aculeata</i>	Jerusalem Thorn
<i>Paspalum conjugatum</i>	Paspalum
<i>Paspalum dilatatum</i>	Paspalum
<i>Paspalum mandiocanum</i>	
<i>Paspalum notatum</i>	Bahia Grass
<i>Passiflora edulis</i>	Passion Fruit
<i>Passiflora foetida</i>	Stinking Passion Vine
<i>Passiflora suberosa</i>	Corky Passion Vine
<i>Passiflora subpeltata</i>	White Passion Fruit
<i>Parthenium hysterophorus</i>	Parthenium Weed
<i>Paulownia spp</i>	Paulownia
<i>Pennisetum alopecuroides</i>	Swamp Foxtail
<i>Pennisetum clandestinum</i>	Kikuyu Grass
<i>Pennisetum purpureum</i>	Elephant Grass
<i>Pennisetum setaceum</i>	African Fountain Grass
<i>Phyla canescens</i>	Condamine Couch / Lippia
<i>Phyllostachys aurea</i>	Fishpole Bamboo
<i>Phytolacca octandra</i>	Inkweed
<i>Pinus caribaea</i>	Caribbean Slash Pine
<i>Pinus elliottii</i>	Slash Pine
<i>Pistia stratiotes</i>	Water Lettuce
<i>Prosopis pallida</i>	Algaroba
<i>Prunus munsoniana</i>	Wild Goose Plum
<i>Psidium guajava</i>	Guajava, Guava
<i>Pueraria lobata</i>	Kudzu
<i>Pyrostegia venusta</i>	Flame Vine
<i>Rhaphiolepis indica</i>	Indian Hawthorn
<i>Ricinus communis</i>	Castor Oil Plant
<i>Rivina humilis</i>	Spice Berry
<i>Rorippa nasturtium-aquaticum (syn. Nasturtium officinale)</i>	Watercress
<i>Rubus bellobatus</i>	Kittatinny Blackberry
<i>Rubus discolor (R. fruticosus complex)</i>	a Blackberry
<i>Rubus ellipticus</i>	Yellow Berry
<i>Rubus fruticosus</i>	Blackberry
<i>Ruellia malacosperma</i>	Ruellia
<i>Ruppia maritima</i>	Sea Tassel
<i>Salvia coccinea</i>	Red Salvia
<i>Salvinia molesta</i>	Salvinia
<i>Sansevieria trifasciata</i>	Mother in Laws Tongue

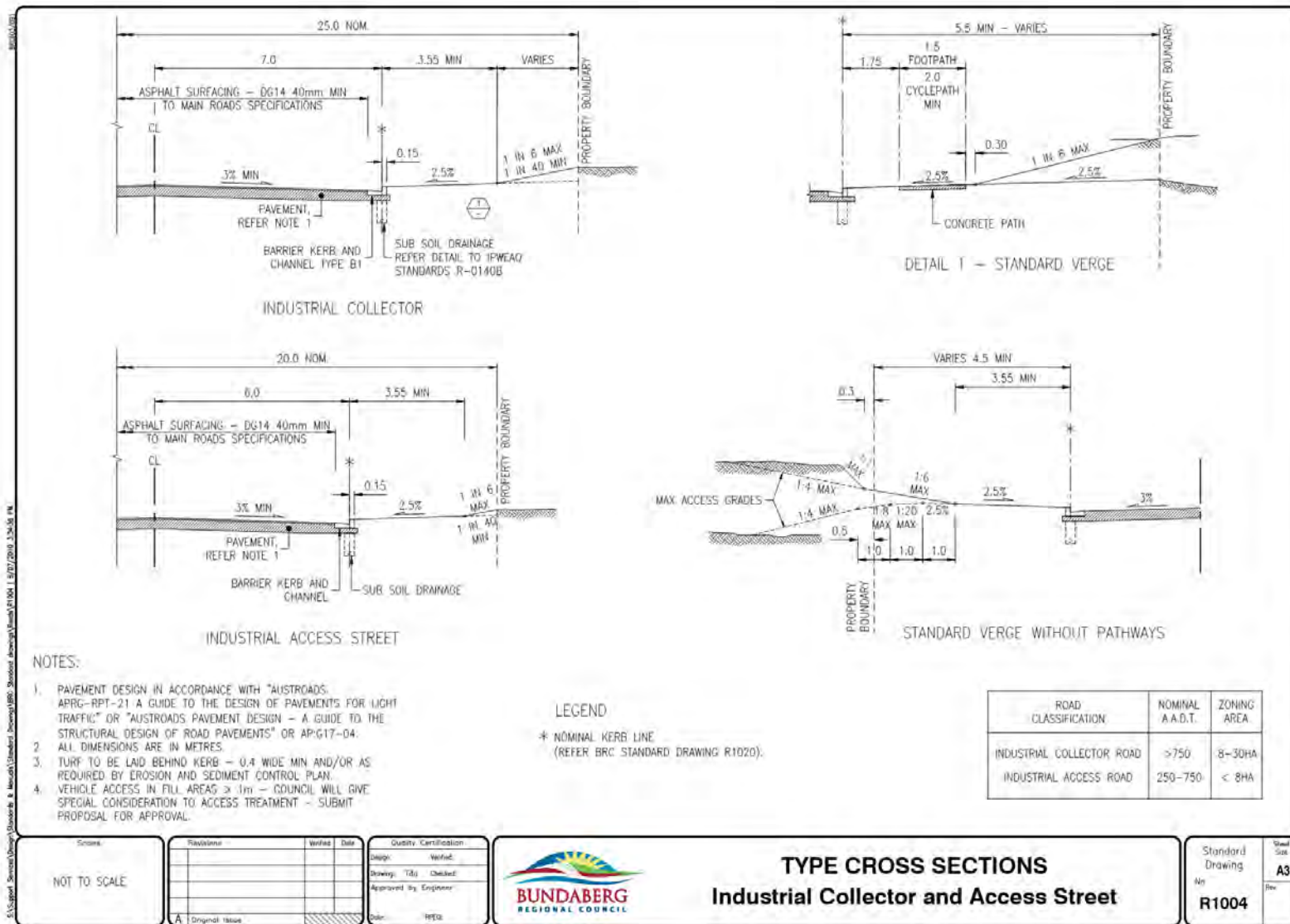
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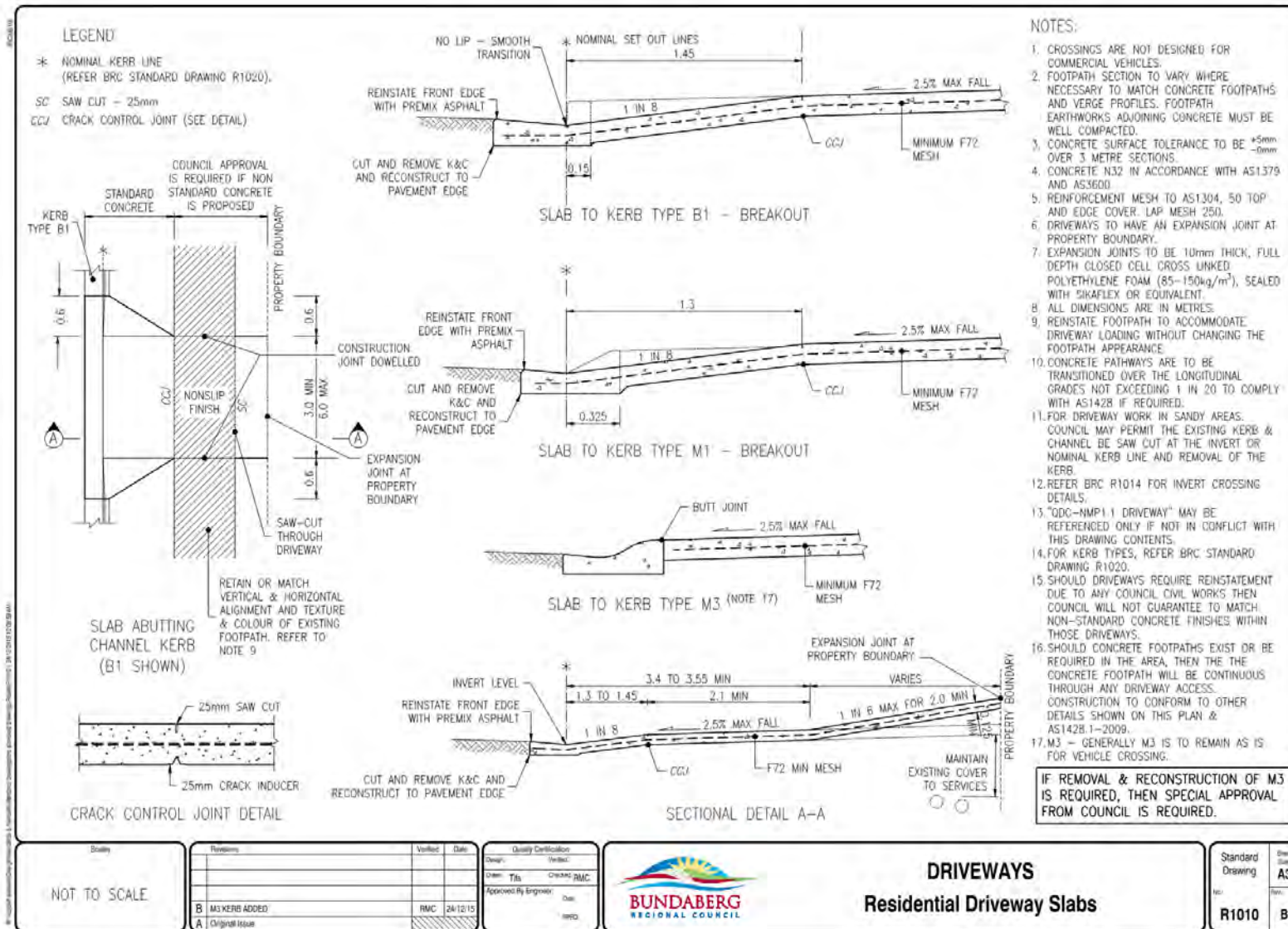
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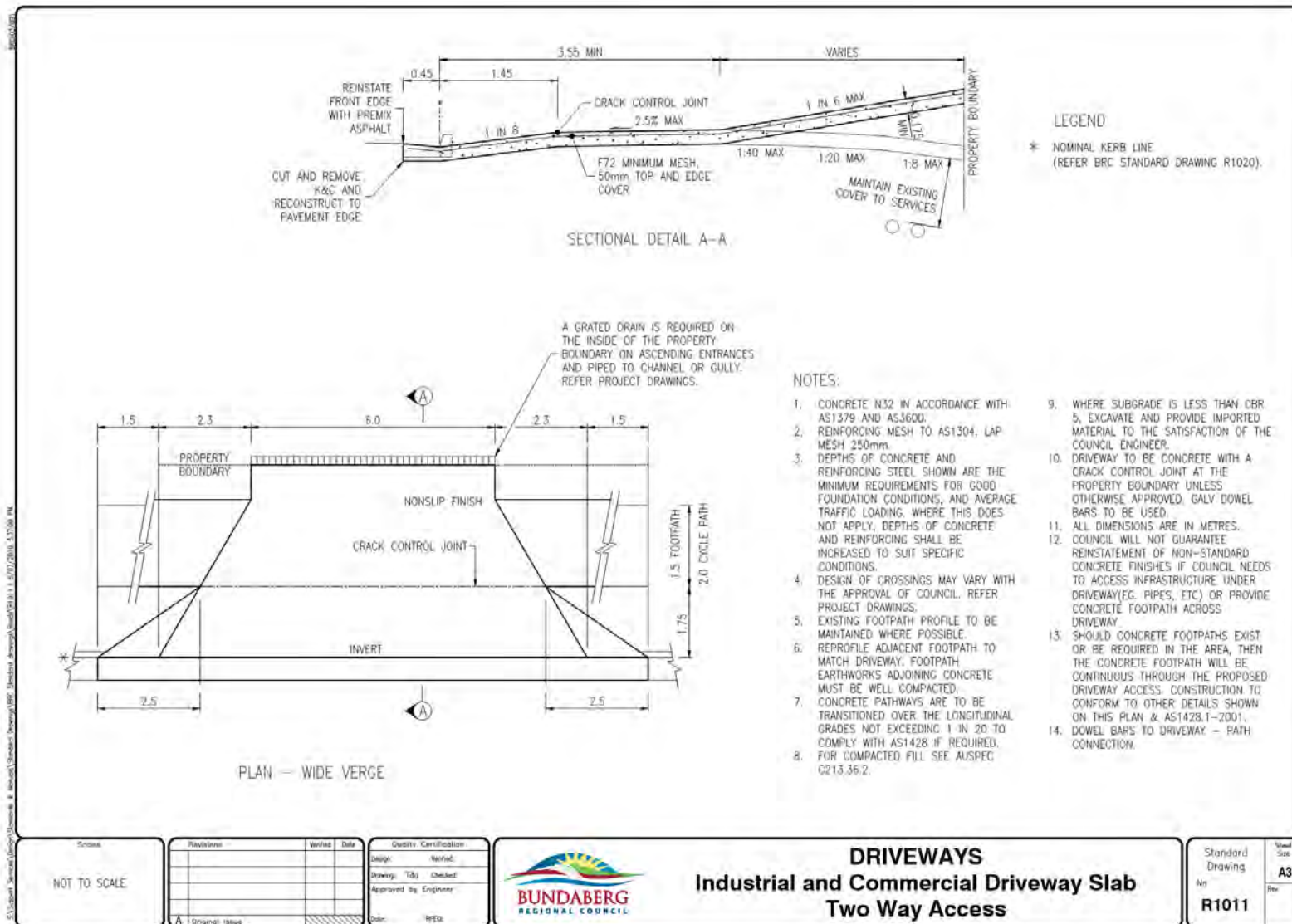
Botanical Name	Common Name
<i>Scheffera actinophylla</i>	Umbrella Tree
<i>Schinus molle</i>	Pepper Tree
<i>Schinus terebinthifolia</i>	Broad Leafed Pepperina Tree, Pepper Tree
<i>Senecio madagascariensis</i>	Fire Weed
<i>Senecio tamoides</i>	Canary Creeper
<i>Senna pendulina</i>	Easter cassia, Winter senna
<i>Senna septentrionalis (syn. floribunda)</i>	Arsenic Bush
<i>Setaria sphacelata</i>	South African Pigeon Grass
<i>Sida rhombifolia</i>	Paddy's Lucerna
<i>Solanum erianthum</i>	Tobacco Bush
<i>Solanum hispidum</i>	Giant Devil's Fig
<i>Solanum mauritianum</i>	Wild tobacco tree
<i>Solanum seaforthianum</i>	Brazilian nightshade
<i>Solanum torvum</i>	Devil's Fig
<i>Solidago canadensis var. scabra</i>	Canadian Goldenrod
<i>Spathodea campanulata</i>	African Tulip Tree
<i>Sphagneticola (syn. Wedelia) trilobata</i>	Singapore Daisy
<i>Sporobolus africanus</i>	Paramatta Grass
<i>Sporobolus fertilis</i>	Giant Paramatta Grass
<i>Sporobolus jacquemontii</i>	American rat's tail Grass
<i>Stylosanthes scabra</i>	Shrubby Stylo
<i>Tagetes minuta</i>	Stinking Roger
<i>Stenolobium stans</i>	Yellow Bells, Yellow Bell Flower
<i>Themada quadrivalvis</i>	Grader Grass, Thatch Grass
<i>Thunbergia alata</i>	Black-eyed Susan
<i>Thunbergia grandiflora</i>	Blue Thunbergia
<i>Tithonia diversifolia</i>	Mexican Sunflower
<i>Tradescantia albiflora</i>	Wandering jew
<i>Tradescantia zebrina</i>	Zebrina
<i>Triumfetta rhomboidea</i>	Chinese Burr
<i>Verbesina enceloides</i>	Crownbeard
<i>Xanthium spinosum</i>	Bathurst Burr

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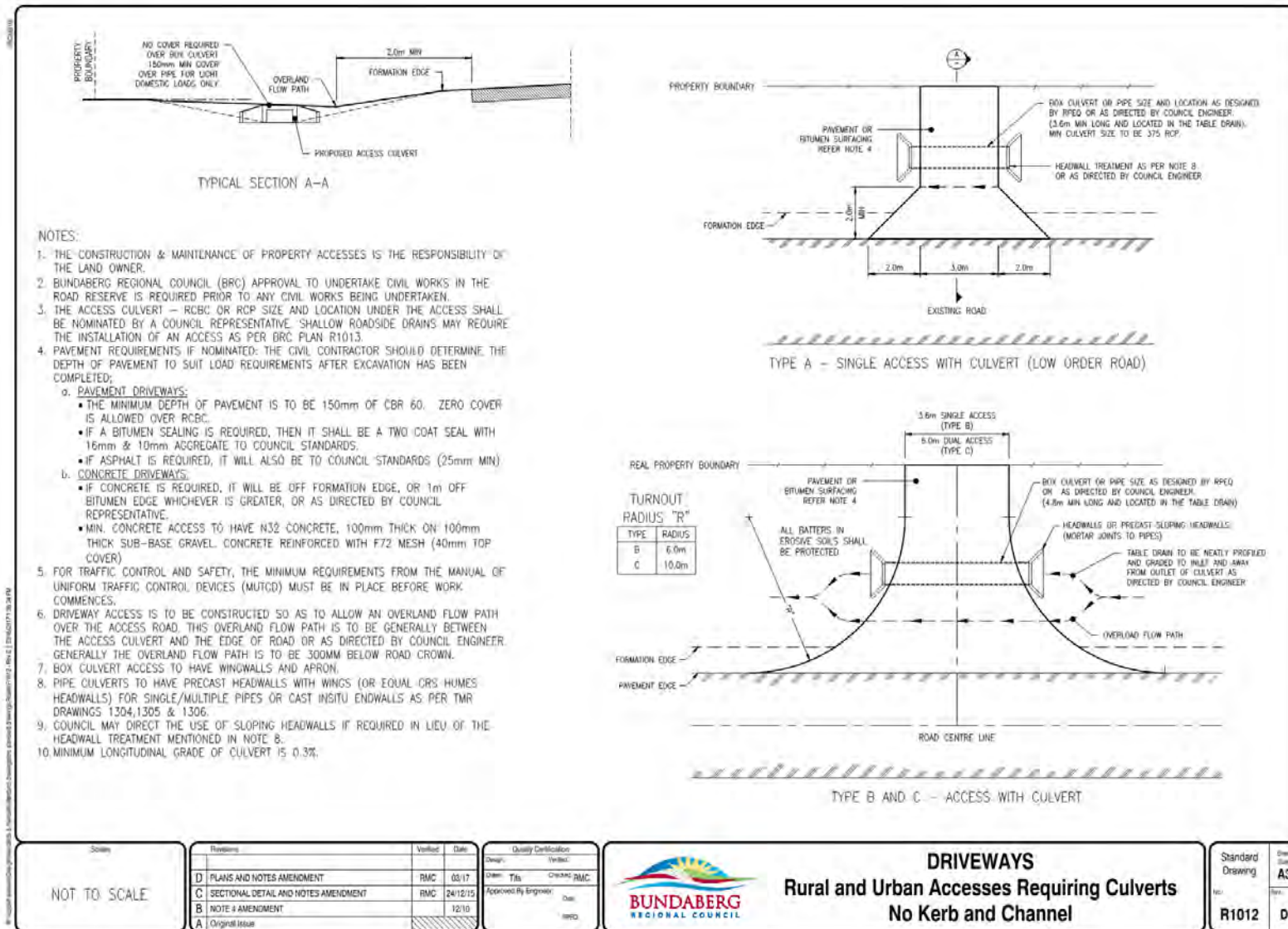
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Approved by:	Engineer:
Date:	RFID:

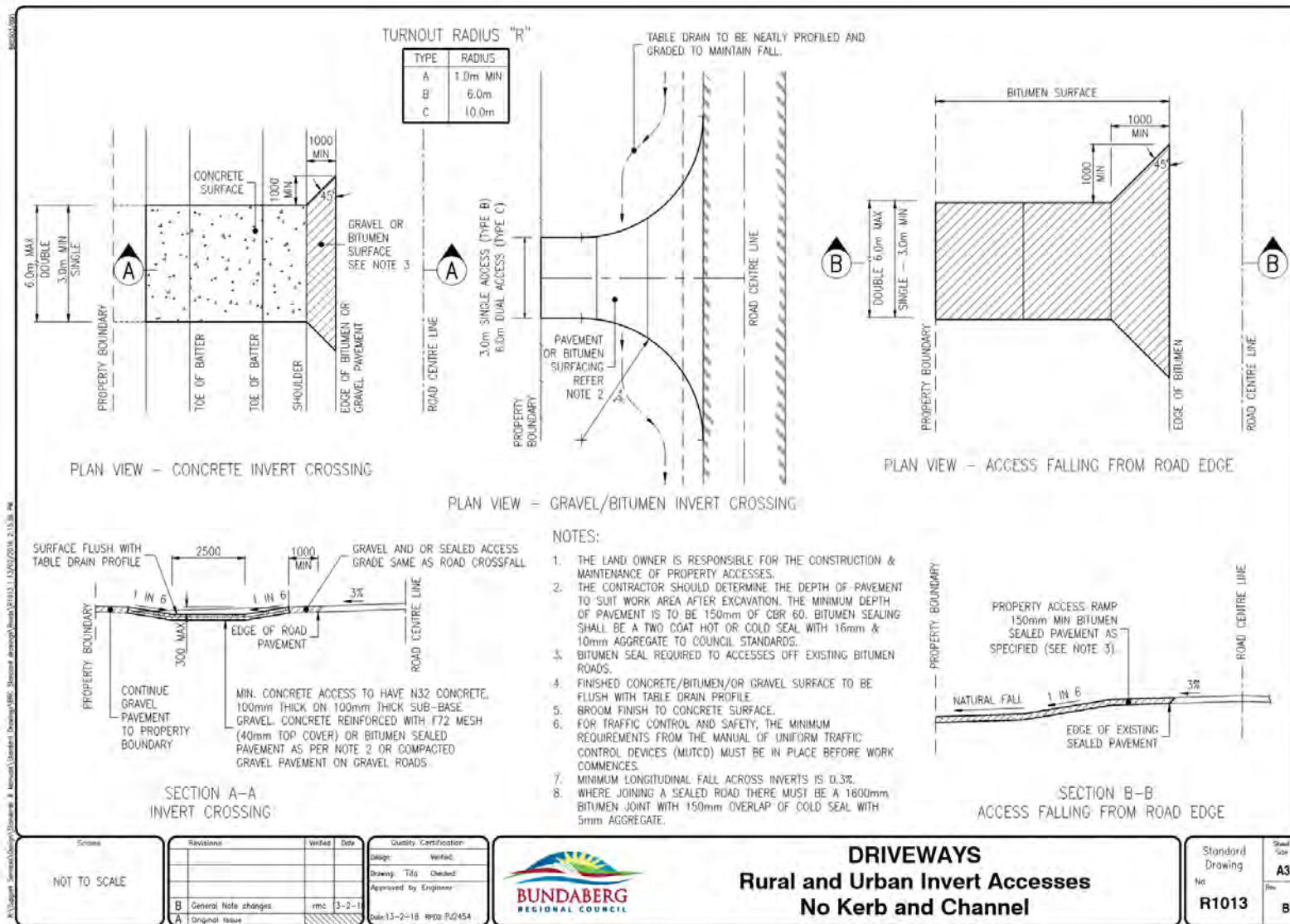


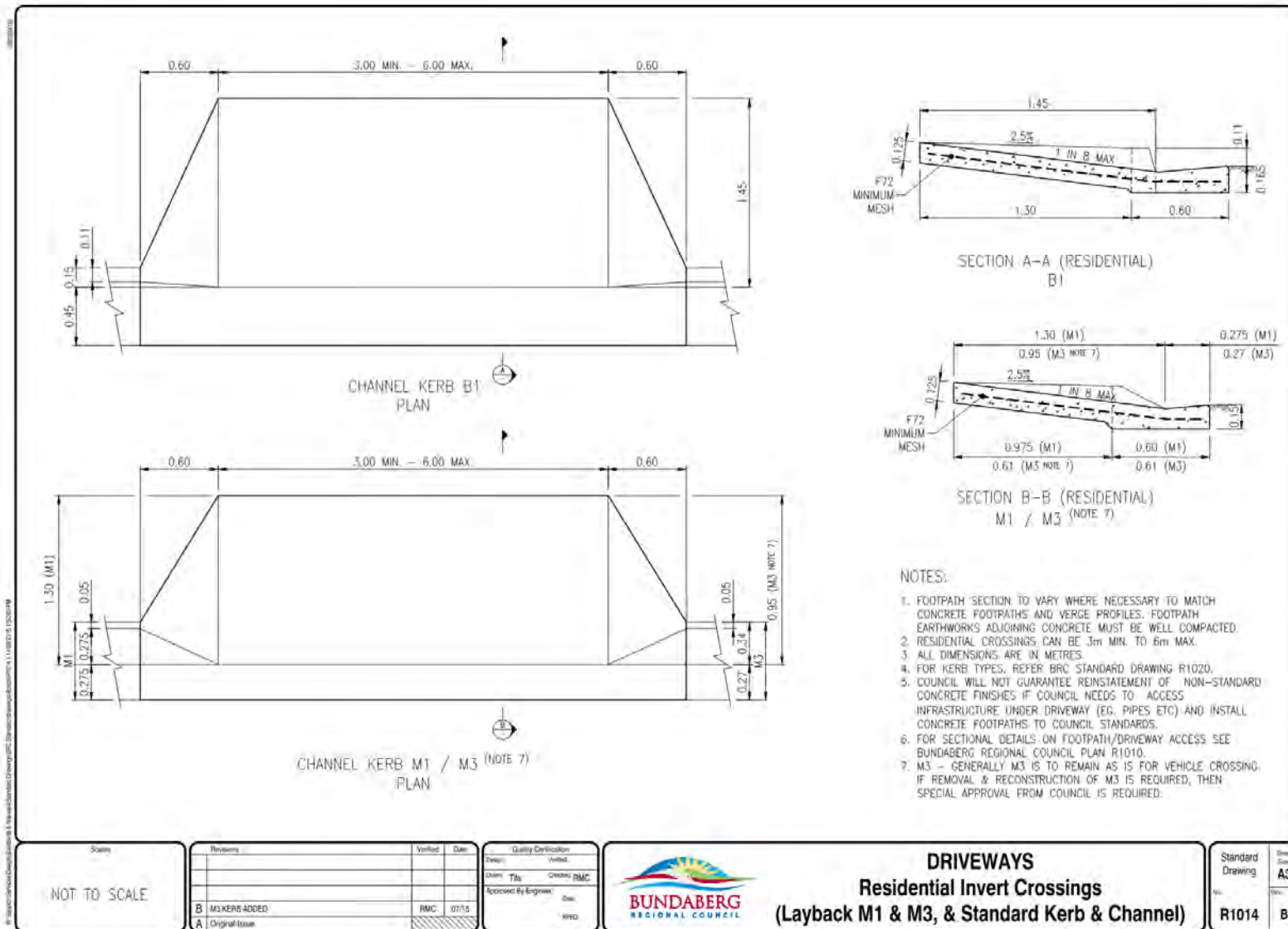
**DRIVEWAYS**  
**Industrial and Commercial Driveway Slab**  
**Two Way Access**

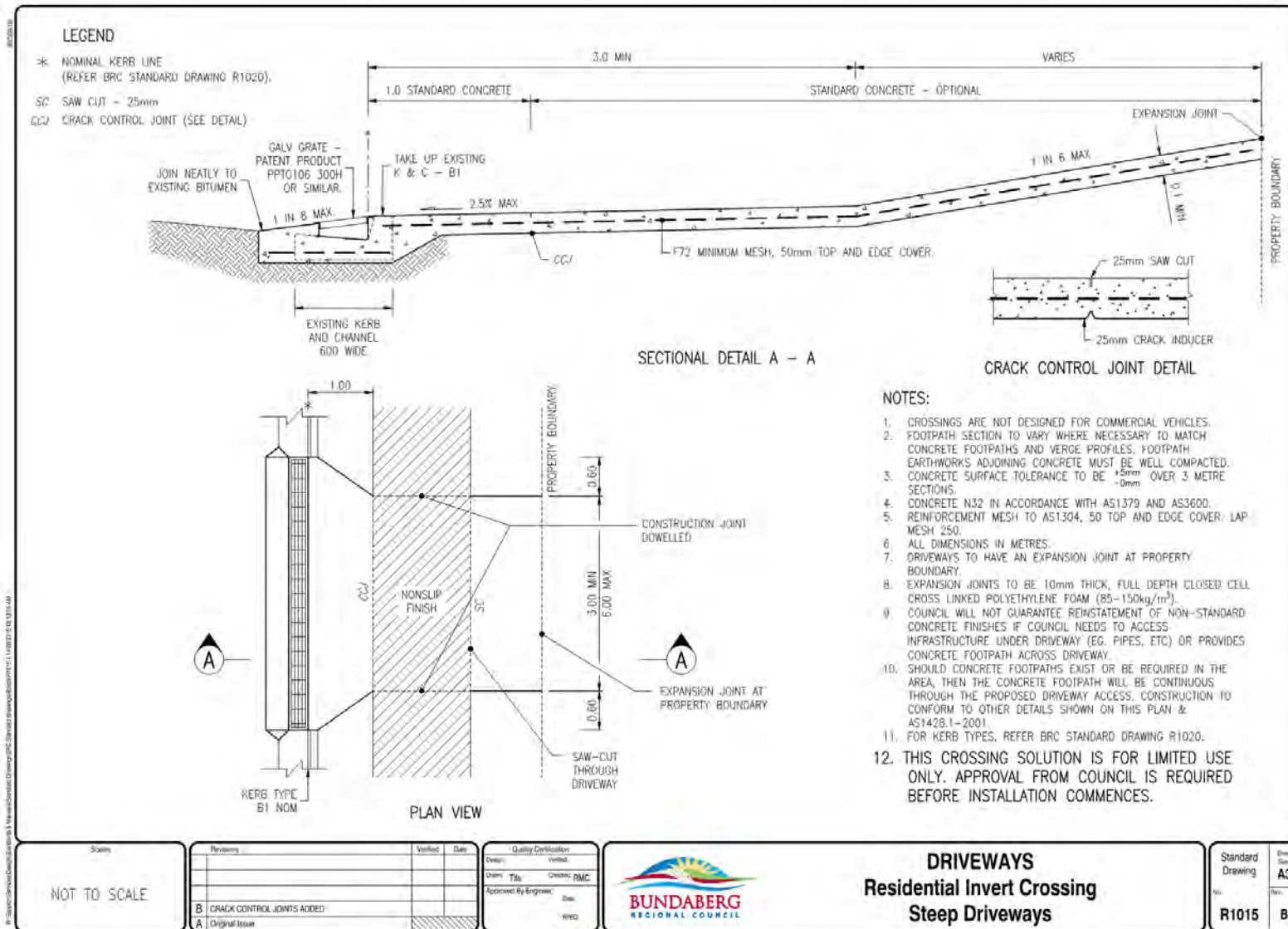
Standard Drawing No	Sheet Size
R1011	A3

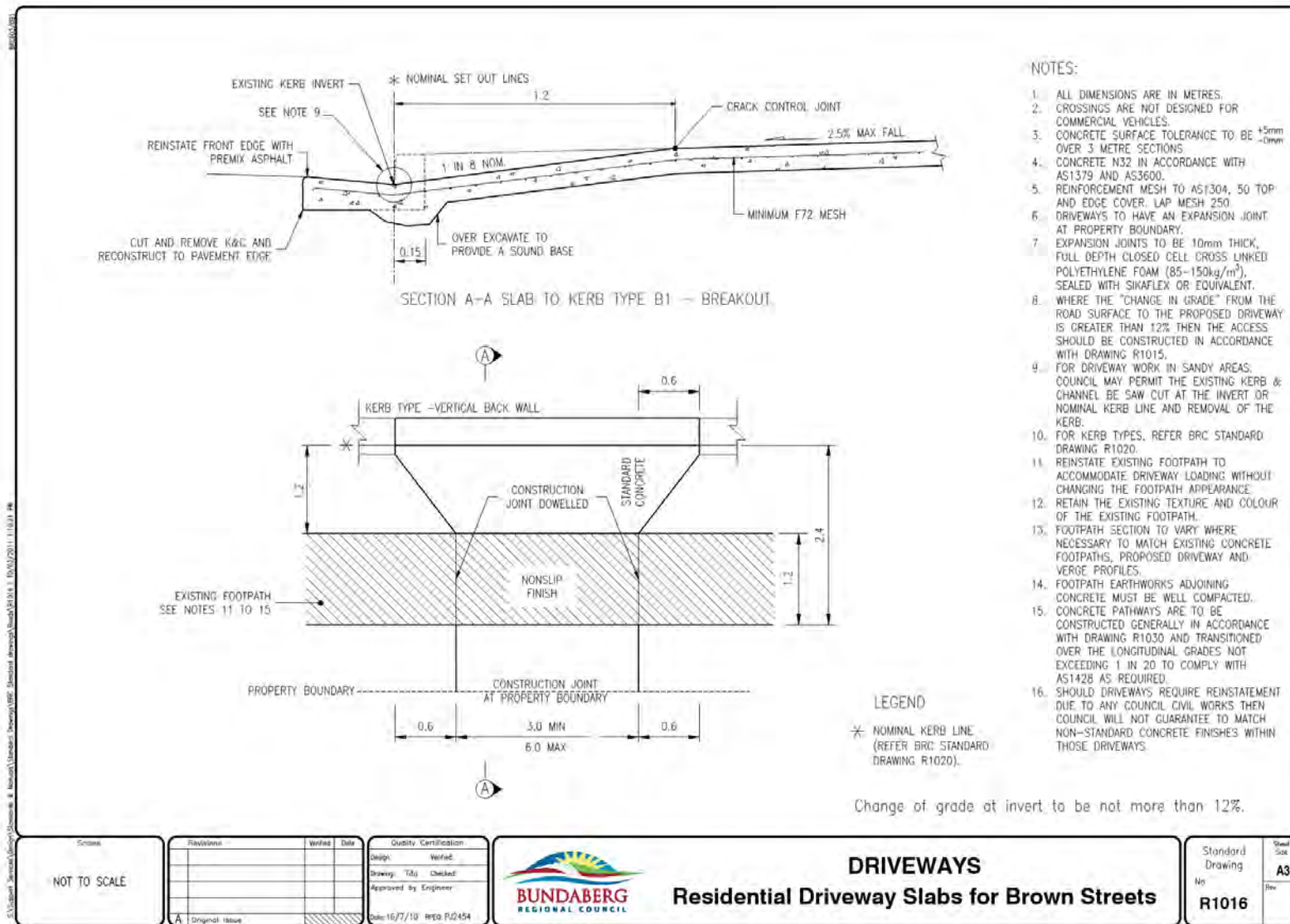


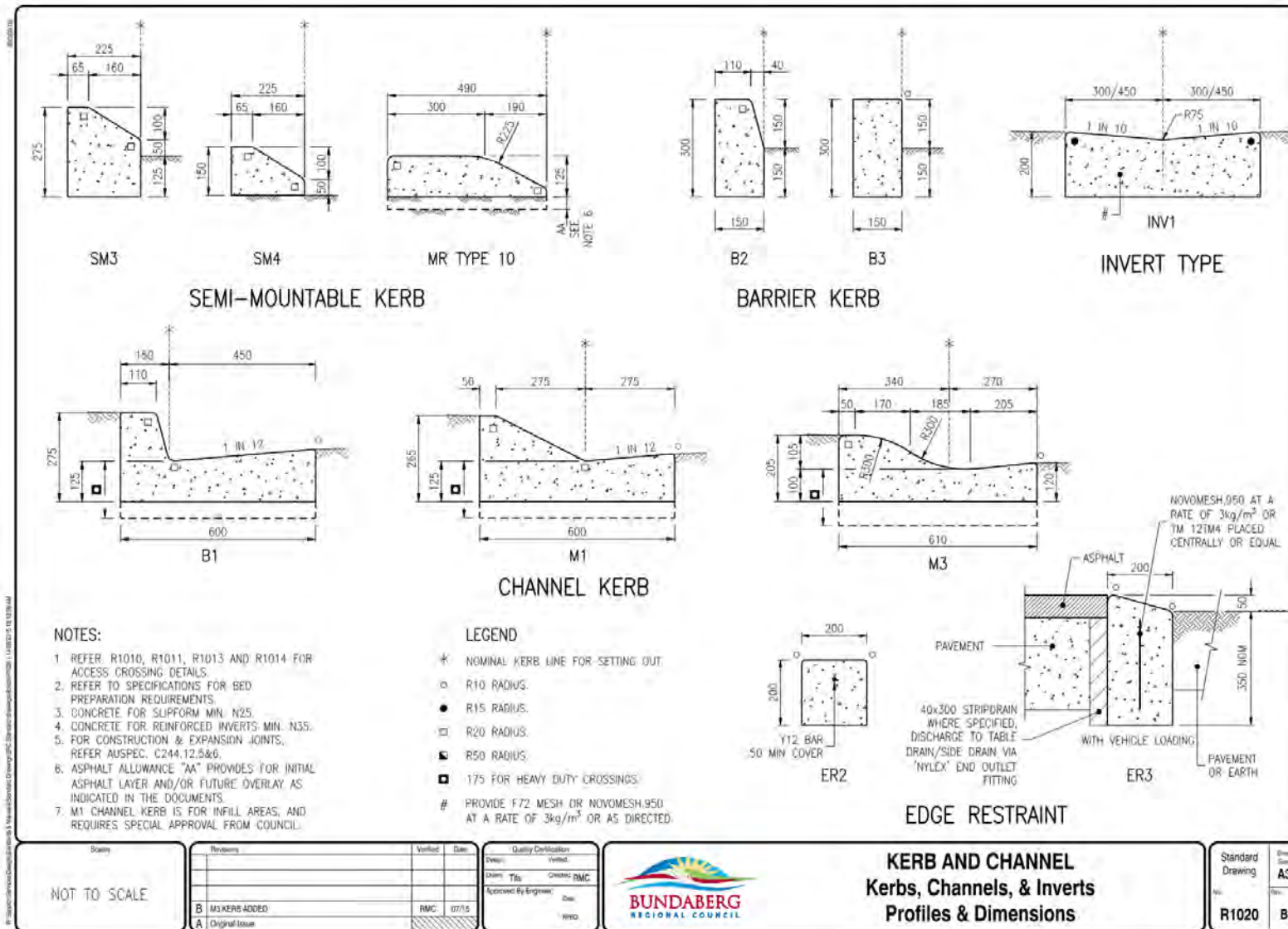


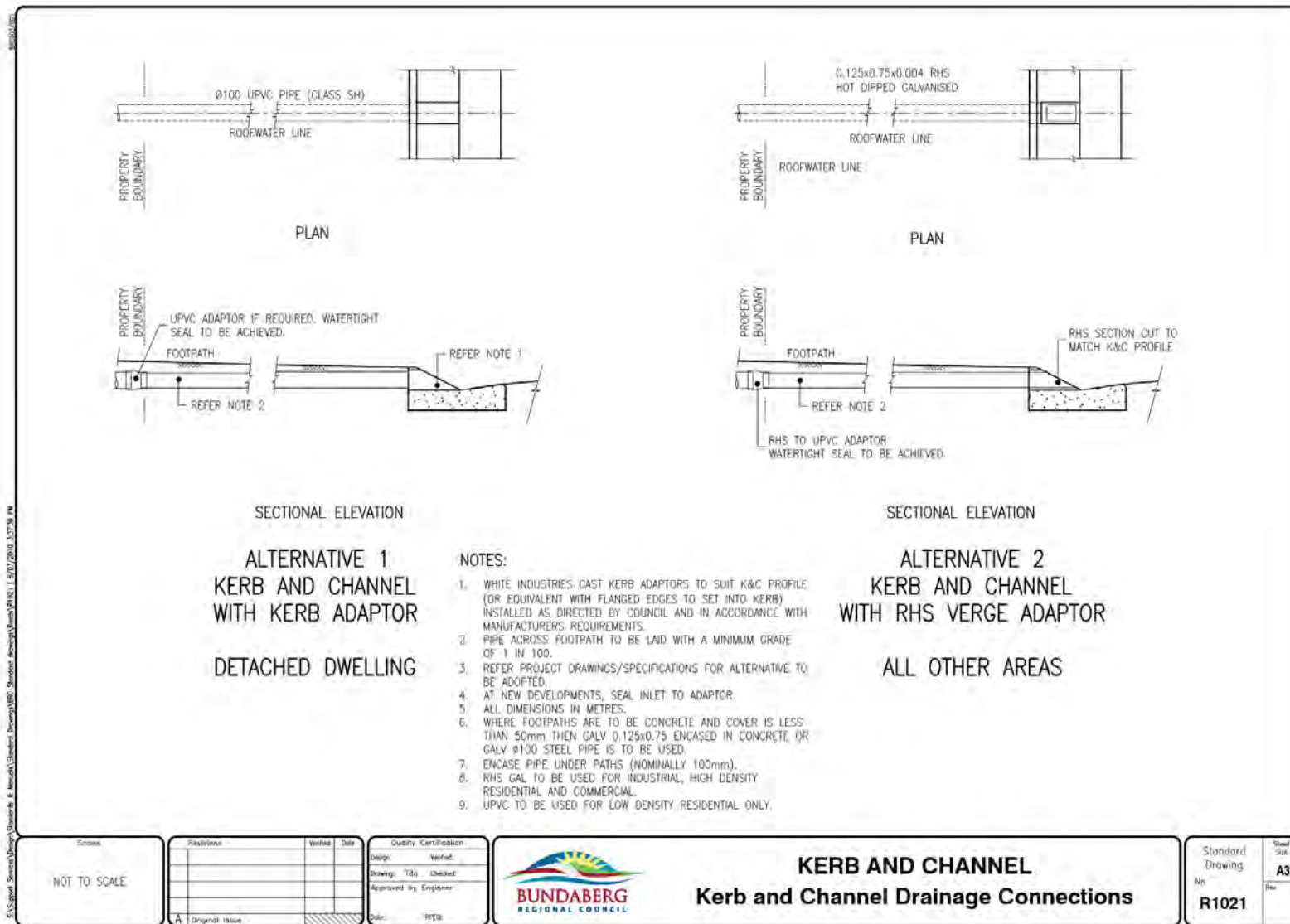


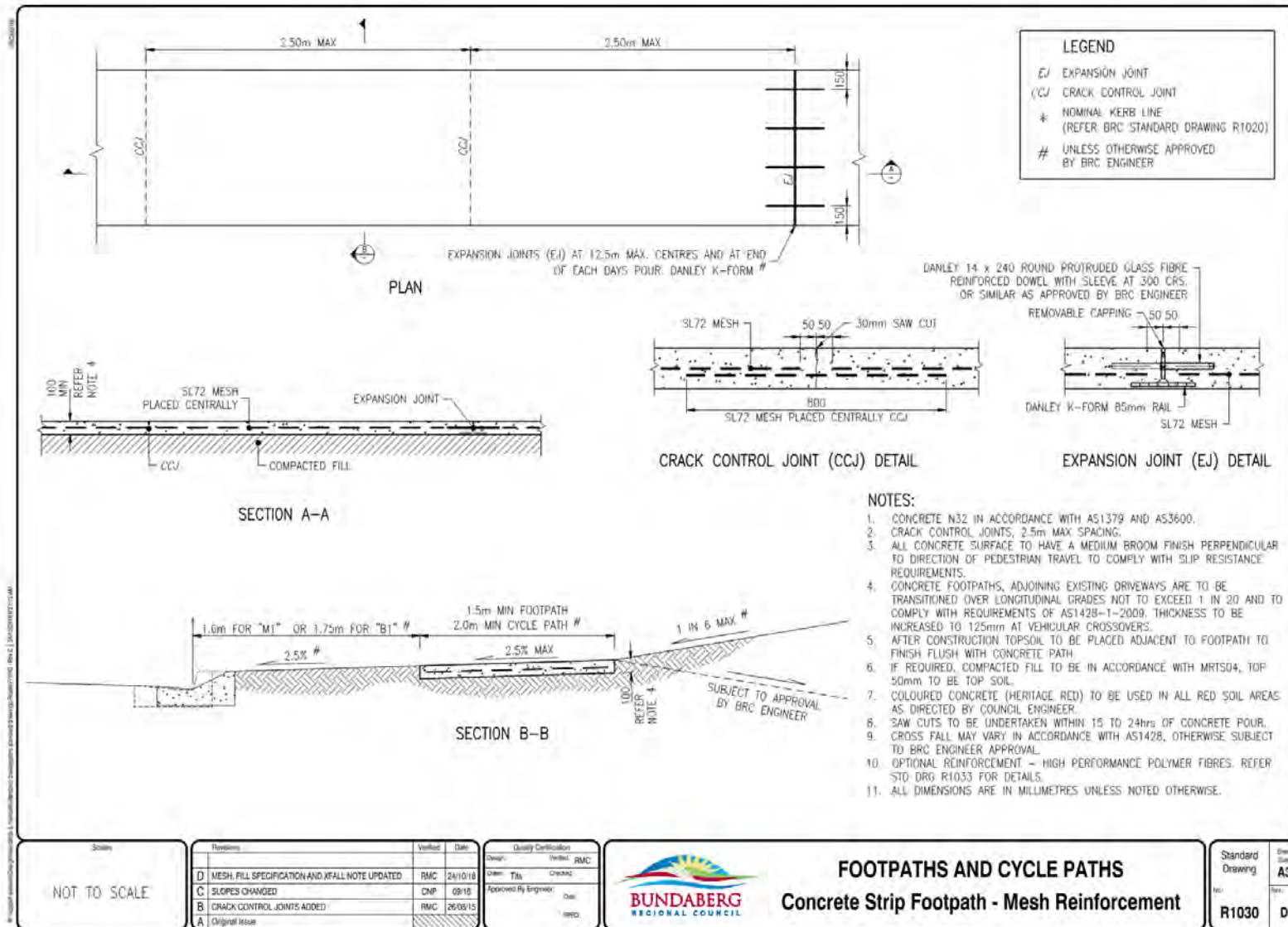


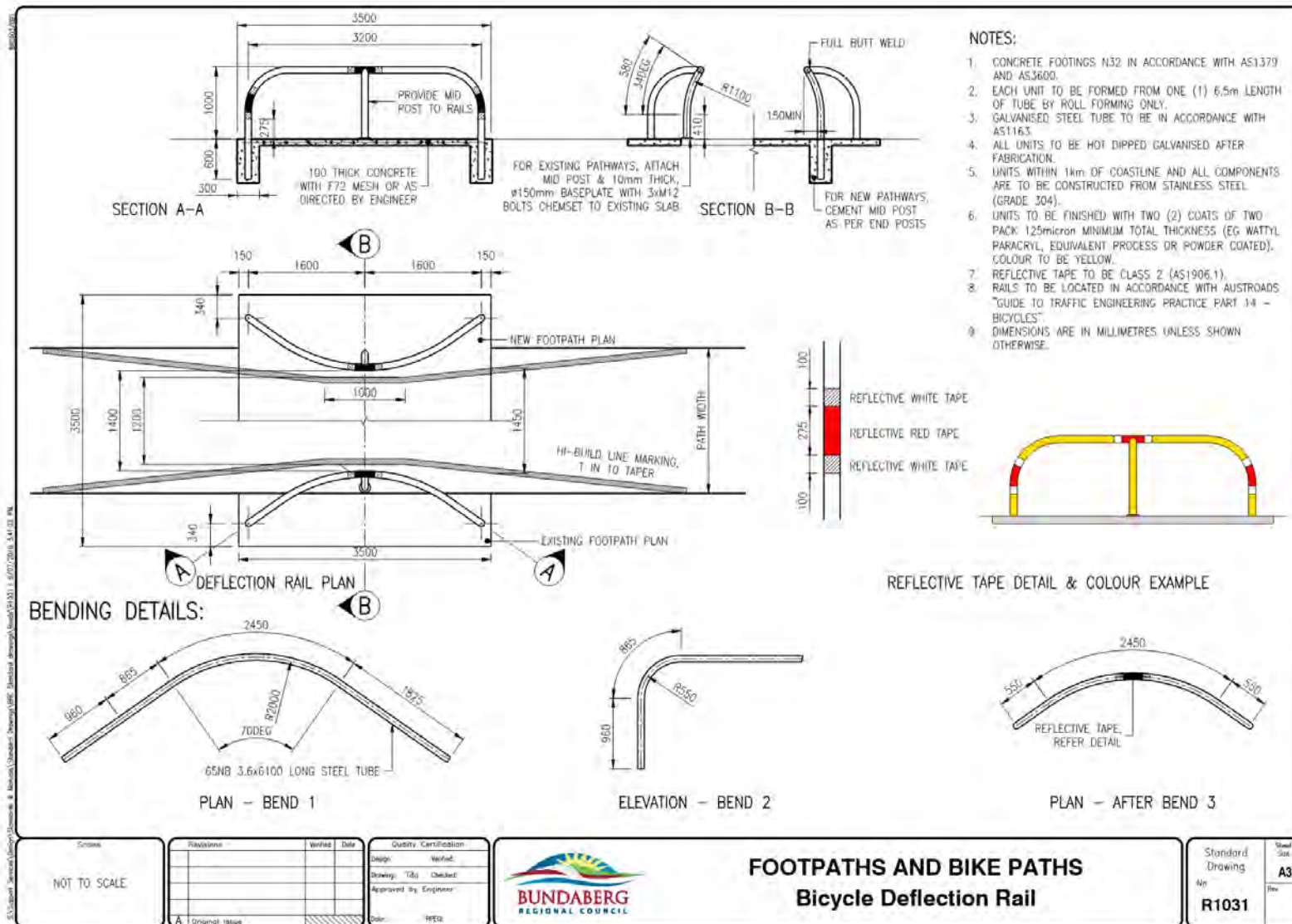




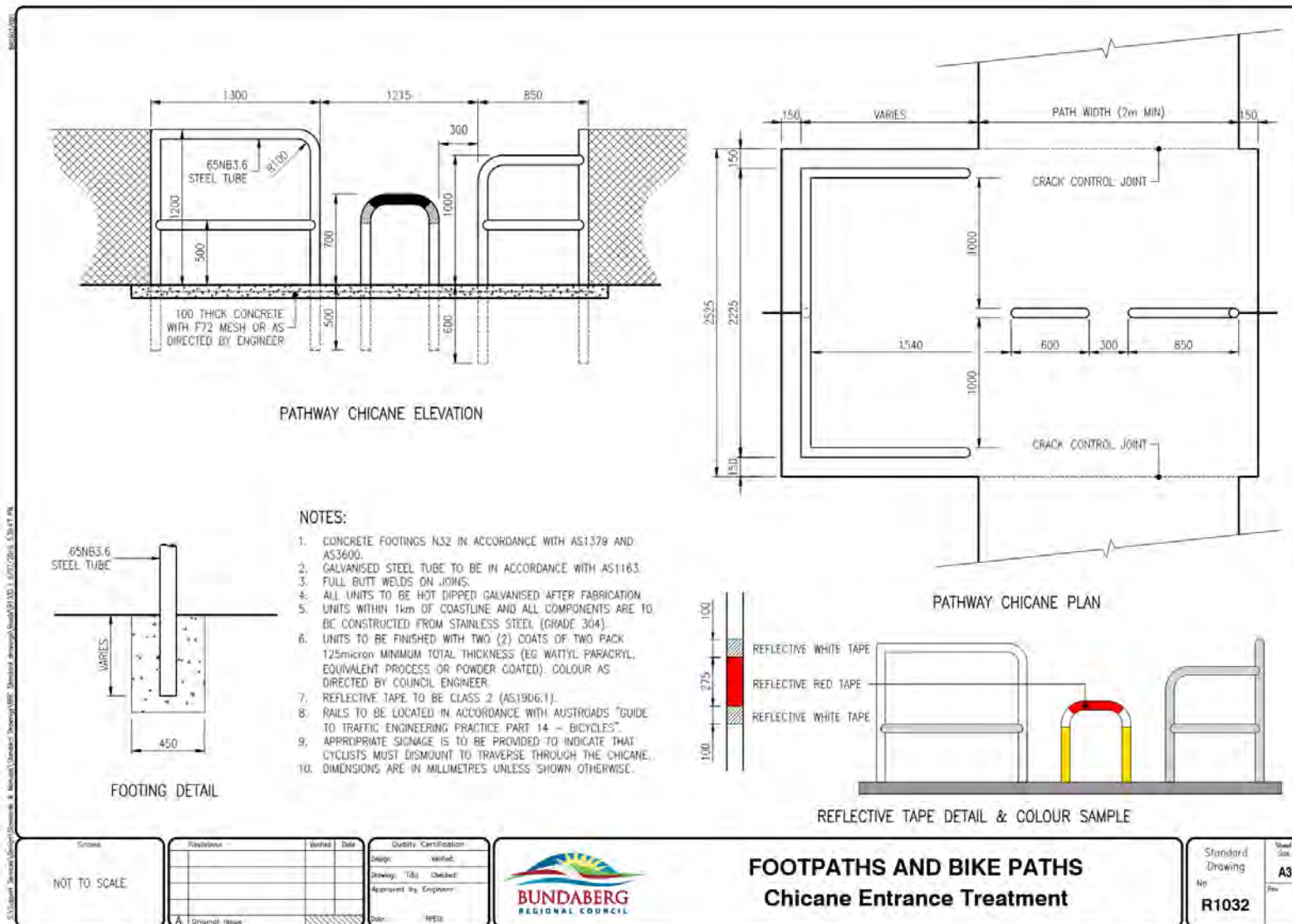












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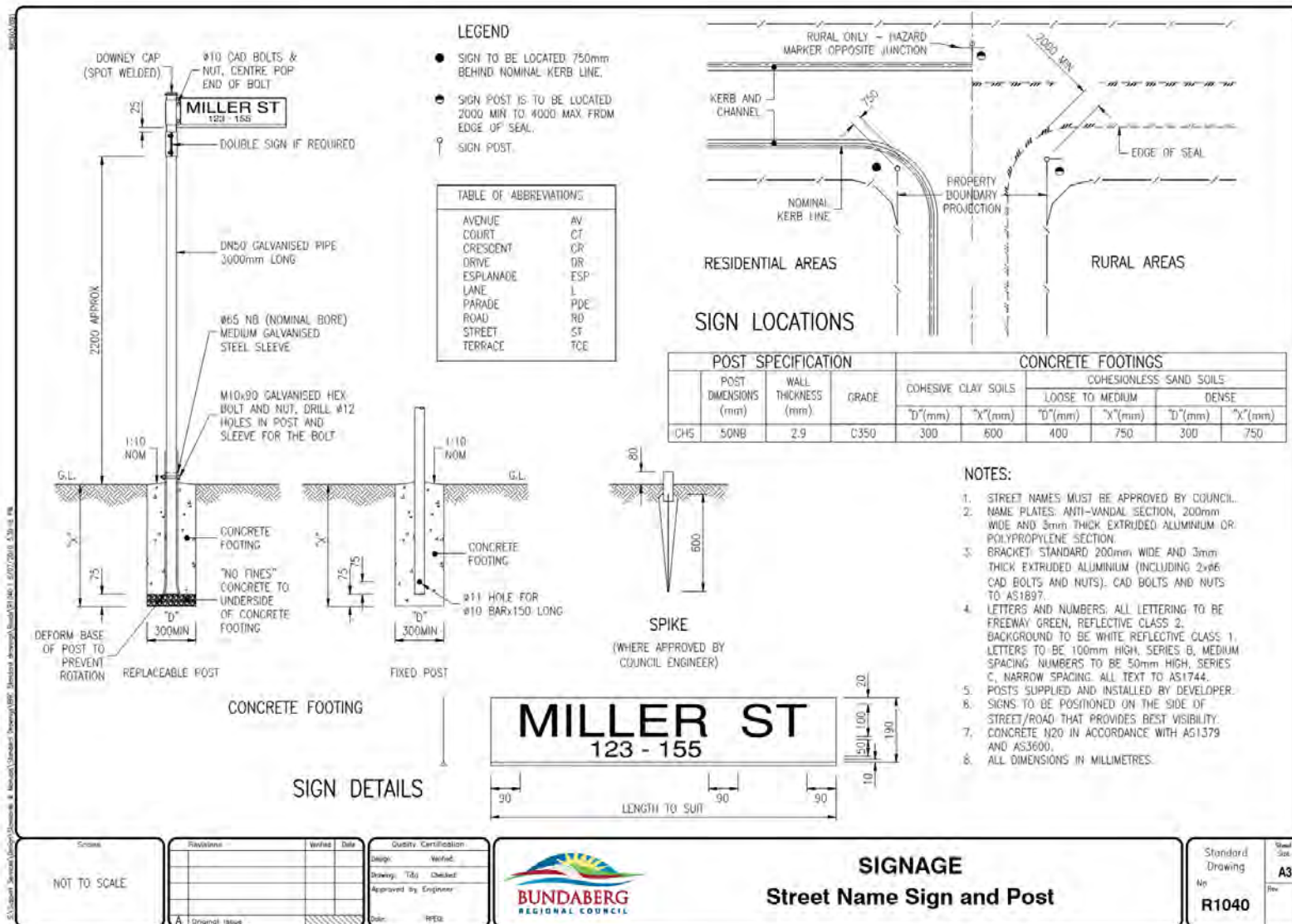
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A	Original Issue	

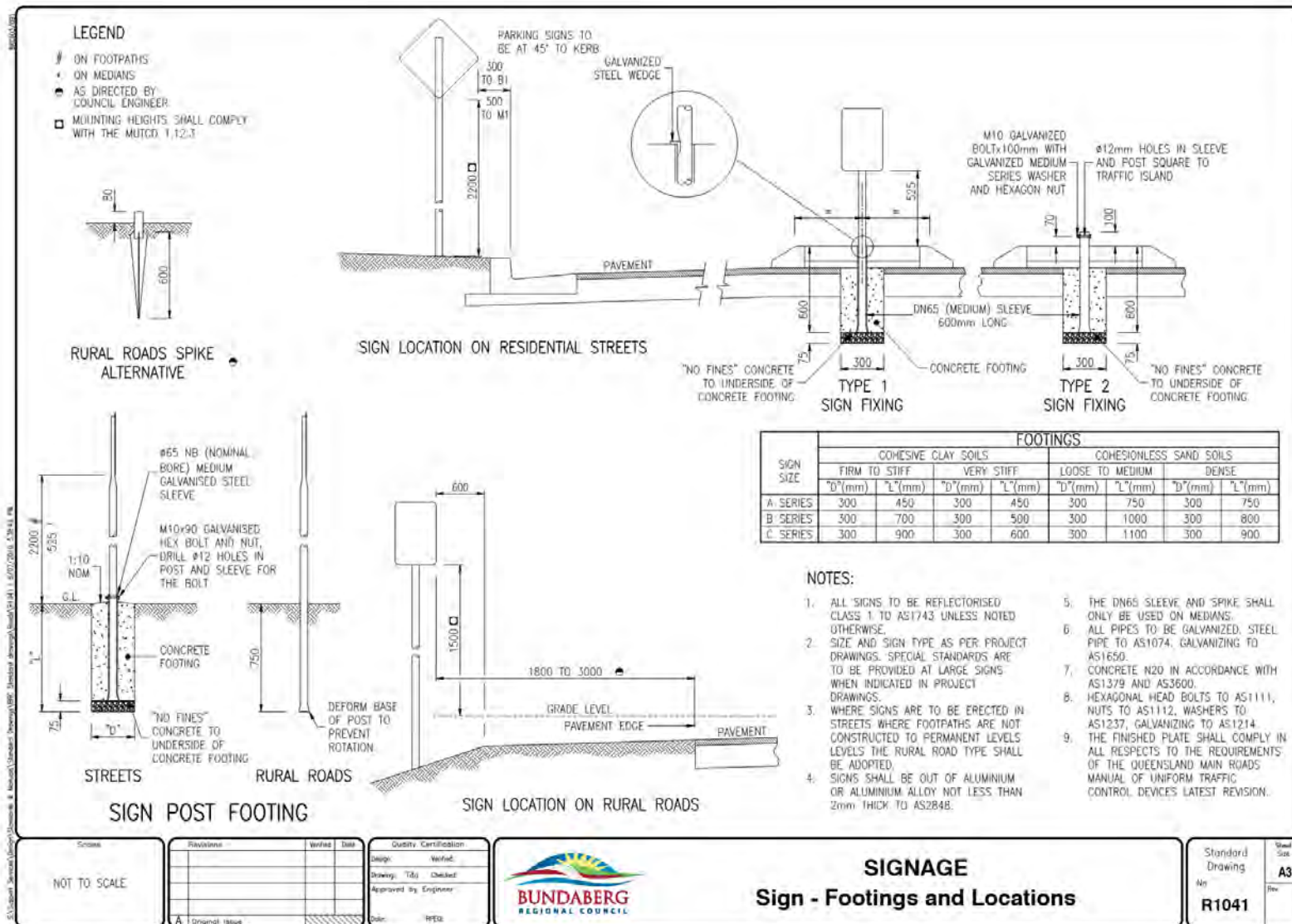
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Approved by Engineer:	
Date:	RF02

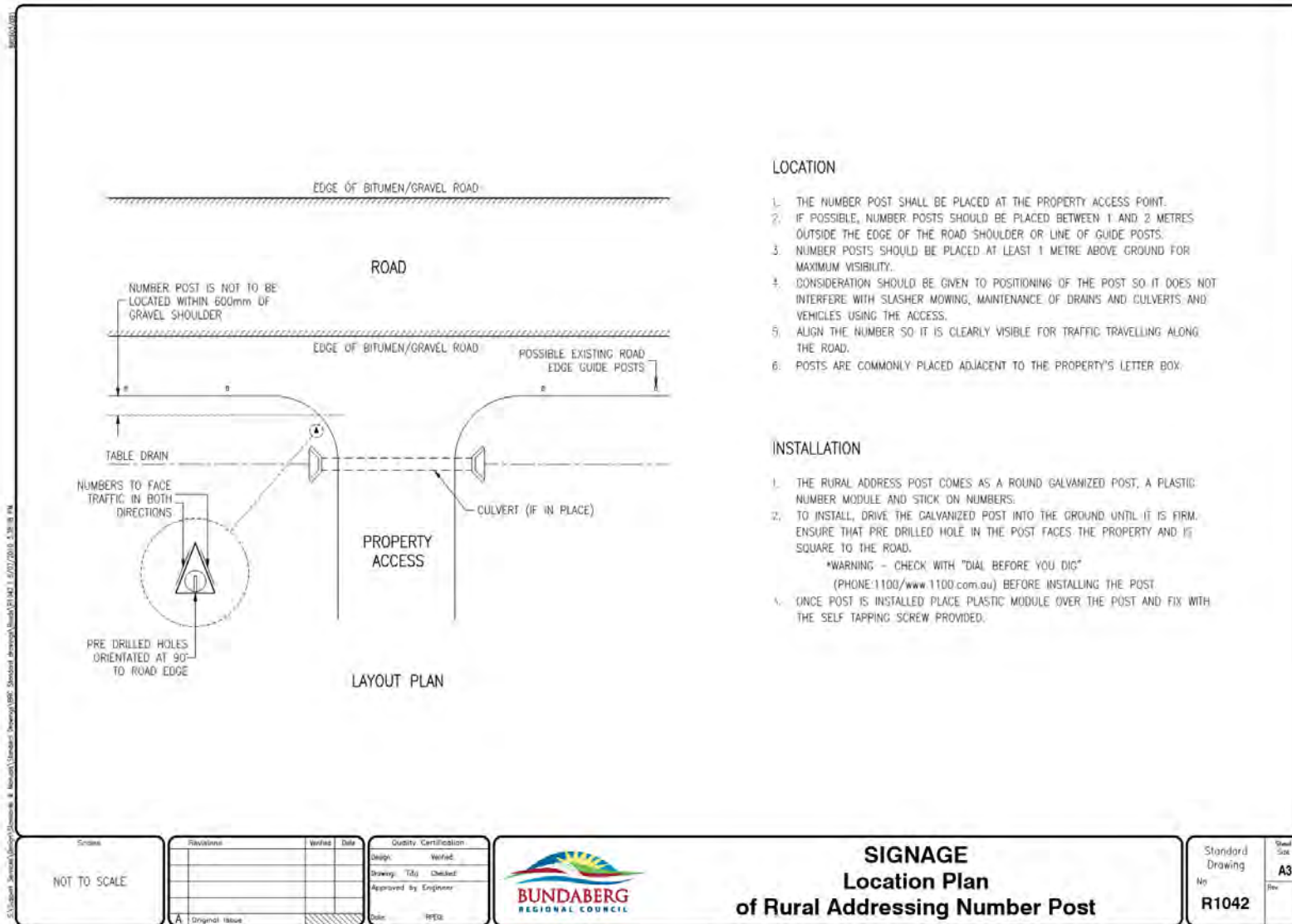


**FOOTPATHS AND BIKE PATHS Chicane Entrance Treatment**

Standard Drawing No	R1032	Sheet Size	A3
Rev			







**LOCATION**

1. THE NUMBER POST SHALL BE PLACED AT THE PROPERTY ACCESS POINT.
2. IF POSSIBLE, NUMBER POSTS SHOULD BE PLACED BETWEEN 1 AND 2 METRES OUTSIDE THE EDGE OF THE ROAD SHOULDER OR LINE OF GUIDE POSTS.
3. NUMBER POSTS SHOULD BE PLACED AT LEAST 1 METRE ABOVE GROUND FOR MAXIMUM VISIBILITY.
4. CONSIDERATION SHOULD BE GIVEN TO POSITIONING OF THE POST SO IT DOES NOT INTERFERE WITH SLASHER MOWING, MAINTENANCE OF DRAINS AND CULVERTS AND VEHICLES USING THE ACCESS.
5. ALIGN THE NUMBER SO IT IS CLEARLY VISIBLE FOR TRAFFIC TRAVELLING ALONG THE ROAD.
6. POSTS ARE COMMONLY PLACED ADJACENT TO THE PROPERTY'S LETTER BOX.

**INSTALLATION**

1. THE RURAL ADDRESS POST COMES AS A ROUND GALVANIZED POST, A PLASTIC NUMBER MODULE AND STICK ON NUMBERS.
2. TO INSTALL, DRIVE THE GALVANIZED POST INTO THE GROUND UNTIL IT IS FIRM. ENSURE THAT PRE DRILLED HOLE IN THE POST FACES THE PROPERTY AND IS SQUARE TO THE ROAD.  
 \*WARNING - CHECK WITH "DIAL BEFORE YOU DIG"  
 (PHONE:1100/www.1100.com.au) BEFORE INSTALLING THE POST.
3. ONCE POST IS INSTALLED PLACE PLASTIC MODULE OVER THE POST AND FIX WITH THE SELF TAPPING SCREW PROVIDED.

Scale <b>NOT TO SCALE</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Revisions</th> <th>Width</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>A</td> <td>Original Issue</td> <td> </td> </tr> </tbody> </table>	Revisions	Width	Date										A	Original Issue		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Quality Certification</th> </tr> </thead> <tbody> <tr> <td>Design:</td> <td> </td> </tr> <tr> <td>Drawn:</td> <td>Tidy</td> </tr> <tr> <td>Checked:</td> <td> </td> </tr> <tr> <td>Approved by:</td> <td>Engineer</td> </tr> <tr> <td>Date:</td> <td>RF02</td> </tr> </tbody> </table>	Quality Certification		Design:		Drawn:	Tidy	Checked:		Approved by:	Engineer	Date:	RF02	 <p><b>SIGNAGE</b>  <b>Location Plan</b>  <b>of Rural Addressing Number Post</b></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Standard Drawing No</td> <td style="text-align: right;"><b>R1042</b></td> </tr> <tr> <td>Sheet Size</td> <td style="text-align: right;"><b>A3</b></td> </tr> </table>	Standard Drawing No	<b>R1042</b>	Sheet Size	<b>A3</b>
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Date:	RF02																																		
Standard Drawing No	<b>R1042</b>																																		
Sheet Size	<b>A3</b>																																		

**Construction Details**

End capped and corner ground to give smooth appearance OR plastic cap finish flush as indicated.

Bolt galvanised and painted out to match background

4mm LUGS Butt weld and grind finish

Position for two (2) (back to back) A4 timetable cases

Position for four (4) (back to back) A4 timetable cases

100mm wide reflective class 2 yellow band encircling the post (white reflective for white post)

10mm holes (Typ)

Footings to sit proud of GL in grassed areas.

Deform base to prevent rotation.

Face of kerb or edge of road shoulder

750 to post CL

Elevation Scale 1:20

Unless otherwise noted all dimensions in millimetres. Use figured dimensions in preference to scaling. Contractor to confirm all dimensions and details on site for all sign types prior to manufacture.

Note: Colours on this page may differ in appearance from those selected in artwork for final output.

**Construction Specifications:**

**Post:**  
Materials: 65NB steel post, C350 grade, 3.2mm wall thickness, deformed base to prevent rotation. Spot weld 3 steel lugs to inside edge of curve to support head plate.  
Finishes: Post hot dip galvanised and powder-coated in white (PMS White) or yellow (PMS 116). It should have a 100mm wide yellow engineers grade vinyl band to encircle the post 600mm from GL.

Posts may be painted when used in areas of high civic design standards or when used in situations with many other signs eg. at interchanges. Local councils may apply to paint post a suitable neutral colour to meet local design guidelines. Post colours must have a luminance contrast with the background of at least 30% to comply with the Disability Standards for Accessible Public Transport.

**Sign Plate:**  
Materials: The head plate should be made from 1.6mm aluminium.  
Finishes: The head plate should be double sided and made of reflective material to a Class 2 standard. All graphics to be screenprinted on reflective stock. An over coat of anti-graffiti (film or finish) is to be applied to seal sign.

**Installation:**  
Footing size: 300mm Dia. with depth (L) according to strength of soil.

Firm Clay	Sand / Soft clay / Fill
700mm	900mm

Refer: Bus Stop Sign Post Details - Drawing 2005.102.1 (for other options)  
Selection of foundation type and strength category to be approved by engineer

**Concrete Specification:** Concrete poured directly against auger hole unless approved otherwise. Mechanically vibrate full depth of concrete.

Concrete	Max. water/cement ratio	Min. cement content	Max. Aggregate	Slump
N25 to AS3600	0.55	250kg/m <sup>3</sup>	20mm	80mm

Paved surfaces are to be removed and replaced over footing and made good. In grassed locations footing is to sit proud of ground to prevent damage to post during mowing.

**Location Plan:**  
The sign should be located at the down stream end of the bus stop and perpendicular to the traffic lane.  
The post should be closest to the road and the sign away from the road.

On kerbed roads, signs should be located minimum 750mm back from the face of the kerb. Where mounlable or semi mounlable kerbs are used, the minimum clearance should be minimum 650mm from top of kerb. On unkerbed roads, signs should be minimum 750mm clear of the outer edge of the shoulder.

**Primary Version**  
Primary Version: has a blue head plate with white behind stop name. It should be used for bus stops located within Brisbane City Council that are part of the TransLink network. A yellow support post (A) should be used.

**Inverted Version**  
Inverted Version: has a white head plate with white behind stop name. It should only be used to identify city express or inter-city stops located within Brisbane City Council that are part of the TransLink network. A white support post (B) should be used. A 3mm wide Green Line (C) should be inserted above the Stop Name in the inverted version of the sign.

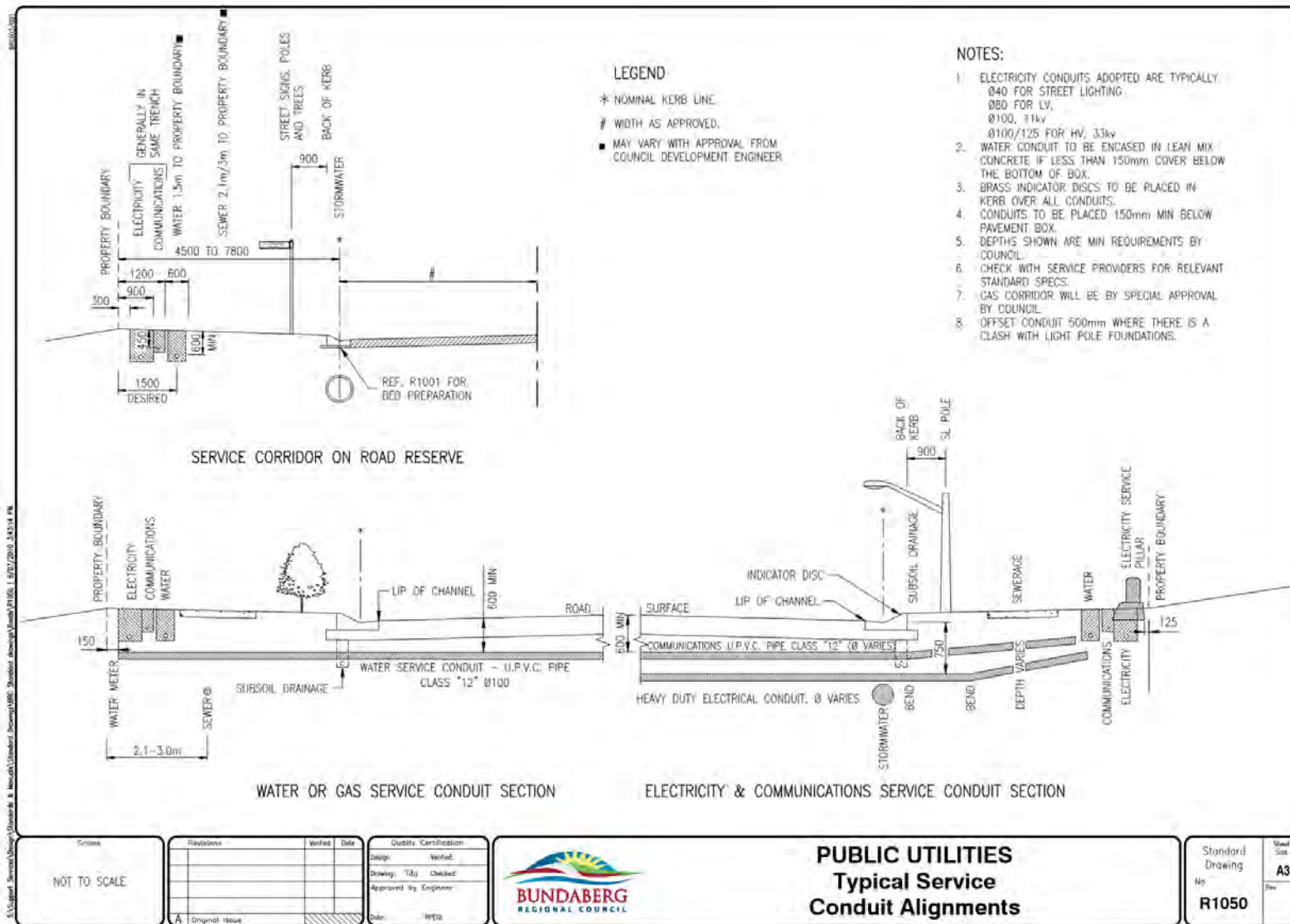
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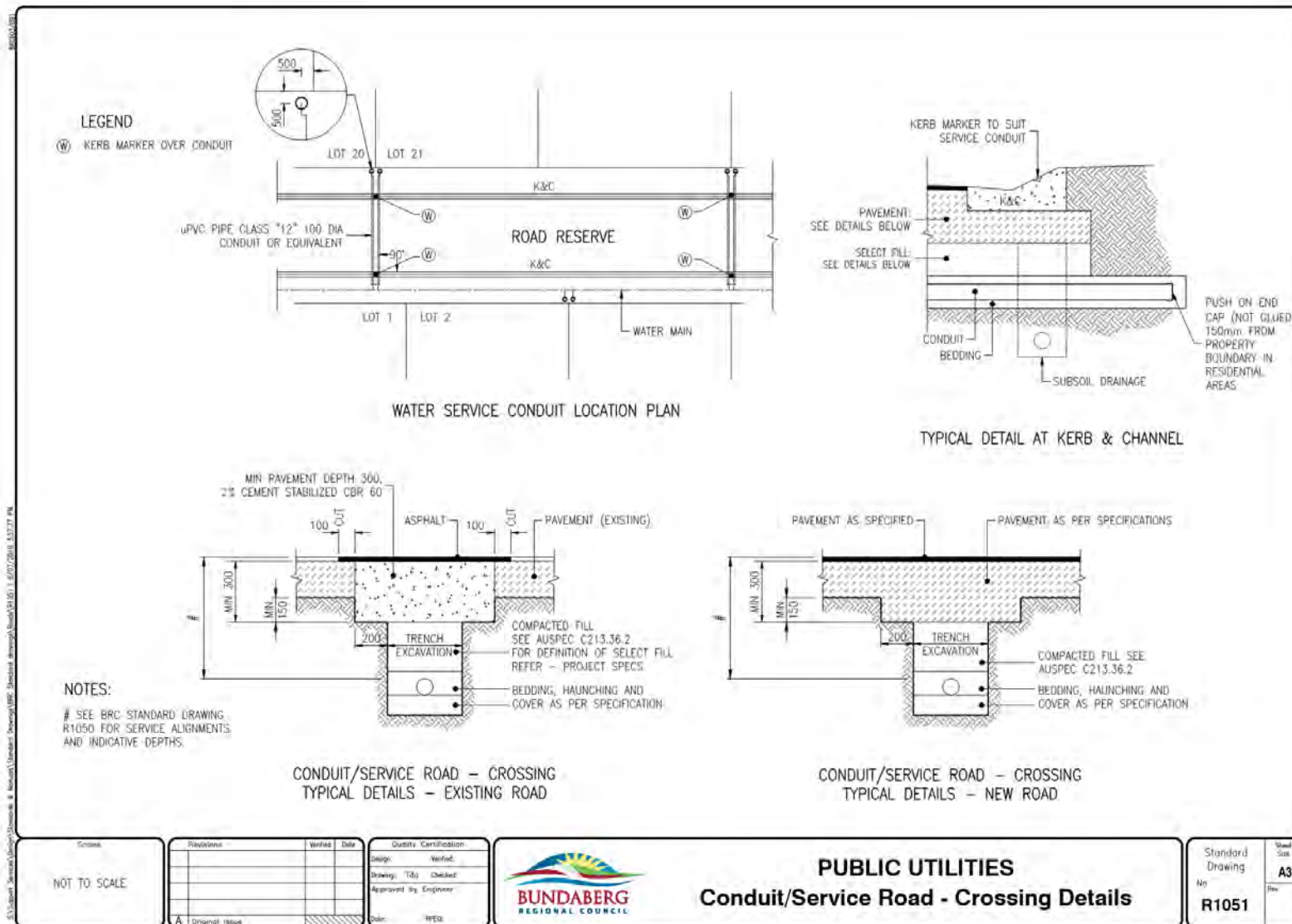
Revisions	Veried	Date
A	Original Issue	

Quality Certification	
Design:	Veried:
Drawing:	Tdg Checked:
Approved by:	Engineer:
Date:	RFDQ

**SIGNAGE**  
**Bus Stop Sign Details**

Standard Drawing No	Sheet Size
R1043	A3





Scale: NOT TO SCALE

Revisions	Checked	Date
A	Original Issue	

Quality Certification	
Design:	Verified:
Drawing:	Checked:
Approved by:	Engineer:
Date:	RFQ:



**PUBLIC UTILITIES**  
**Conduit/Service Road - Crossing Details**

Standard Drawing No	R1051	Sheet Size	A3
Rev			

**STEEL-FLEX GUIDE POST**

**INSTALLATION DETAILS**

**ROADWAY GENERALLY:**

1. INSIDE FACE OF POST TO BE SET IN LINE WITH THE SHOULDER EDGE.
2. THE DISTANCE FROM THE PAVEMENT EDGE SHOULD BE UNIFORM.
3. POSTS SHOULD BE SET SO THAT THEIR TOPS ARE ON A SMOOTH GRADE.

**NOTES:**

1. GUIDE POSTS OTHER THAN THOSE SHOWN TO BE APPROVED BY COUNCIL ENGINEER BEFORE USE. GUIDE POSTS TO BE INSTALLED TO MANUFACTURERS' SPECIFICATIONS.
2. DELINEATORS SHALL BE THE FOLLOWING REFLECTORISED PANELS WITH THE LONGER AXIS VERTICAL IN EACH CASE. RED DELINEATORS (100x50mm) SHALL BE ON THE LEFT HAND SIDE AND WHITE DELINEATORS (100x25mm) ON THE RIGHT HAND SIDE AS SEEN BY APPROACHING DRIVERS. COMPLYING WITH CLASS 1A MATERIAL AS/NZS1906.1.
3. POST SPACING: WHERE THE LOCATION OF ROAD EDGE GUIDE POSTS IS NOT SPECIFIED IN THE PROJECT DRAWINGS, THEN THE SPACING SHALL BE IN ACCORDANCE WITH MUTCD 3.2.4.4.
4. ALL DIMENSIONS IN MILLIMETRES UNLESS OTHERWISE SHOWN.

**FRONT VIEW  
CONCRETE VERGE/BATTER**

**SIDE VIEW  
CONCRETE VERGE/BATTER**

**\* REFER GENERAL MUTCD NOTES (F)**

CURVE RADIUS (m)	SPACING (m)	
	OUTSIDE OF CURVE	INSIDE OF CURVE
< 100	6	12
100-199	10	20
200-299	15	30
300-399	20	40
400-599	30	60
600-799	40	60
800-1199	60	60
1200-2000	90 +	90 +
2000-UP TO STRAIGHTS	150 +	150 +

**TABLE (1) GUIDE POST SPACING ON CURVES**

POSTS ON INSIDE OF CURVE ARE TO BE LOCATED OPPOSITE A POST ON THE OUTSIDE OF THE CURVE WHERE POSSIBLE.

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NOT TO SCALE

Revisions	Width	Date
A	Original Issue	

Quality Certification:

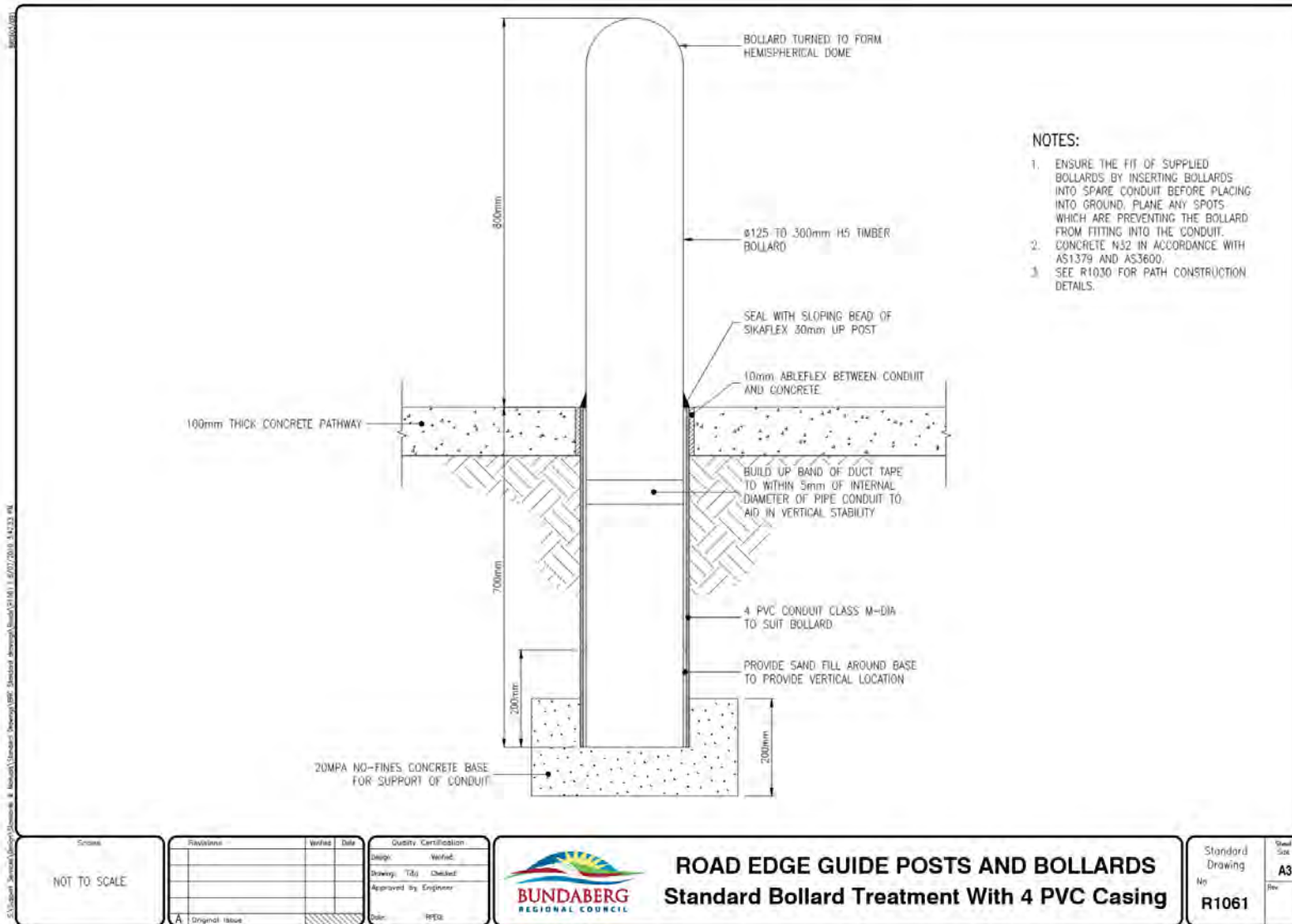
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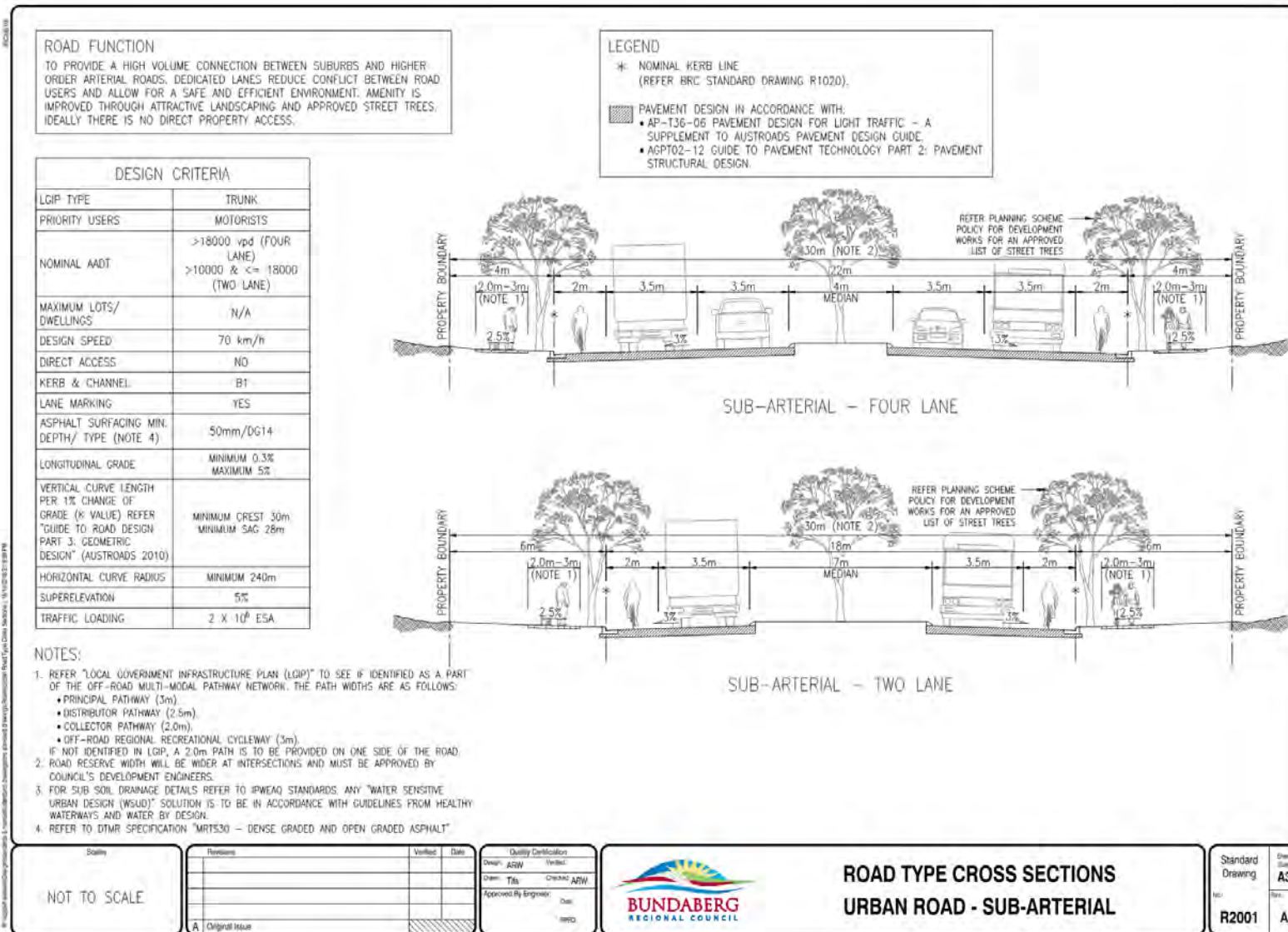
**ROAD EDGE GUIDE POSTS AND BOLLARDS**  
**Posts Types and Spacings**

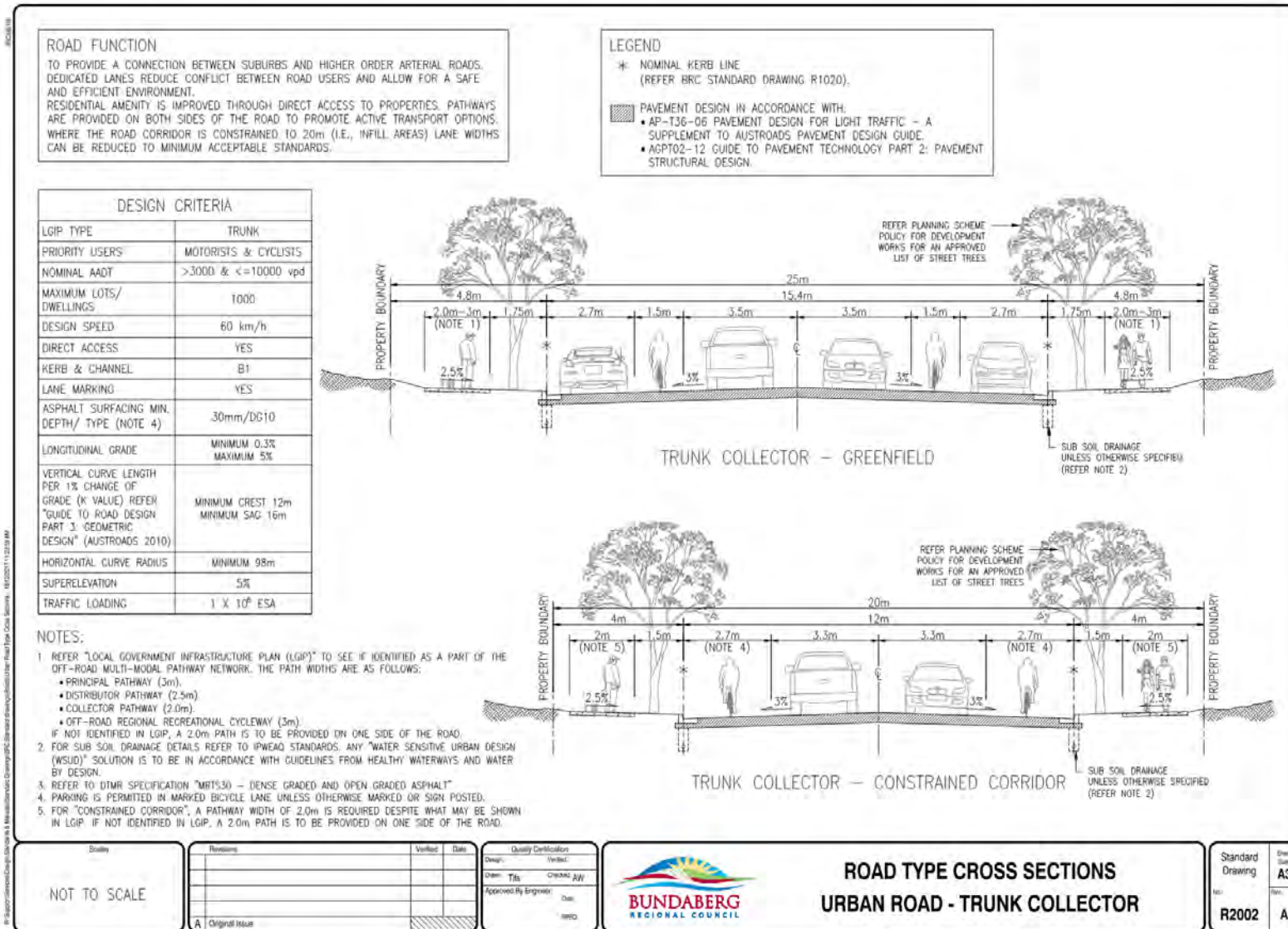
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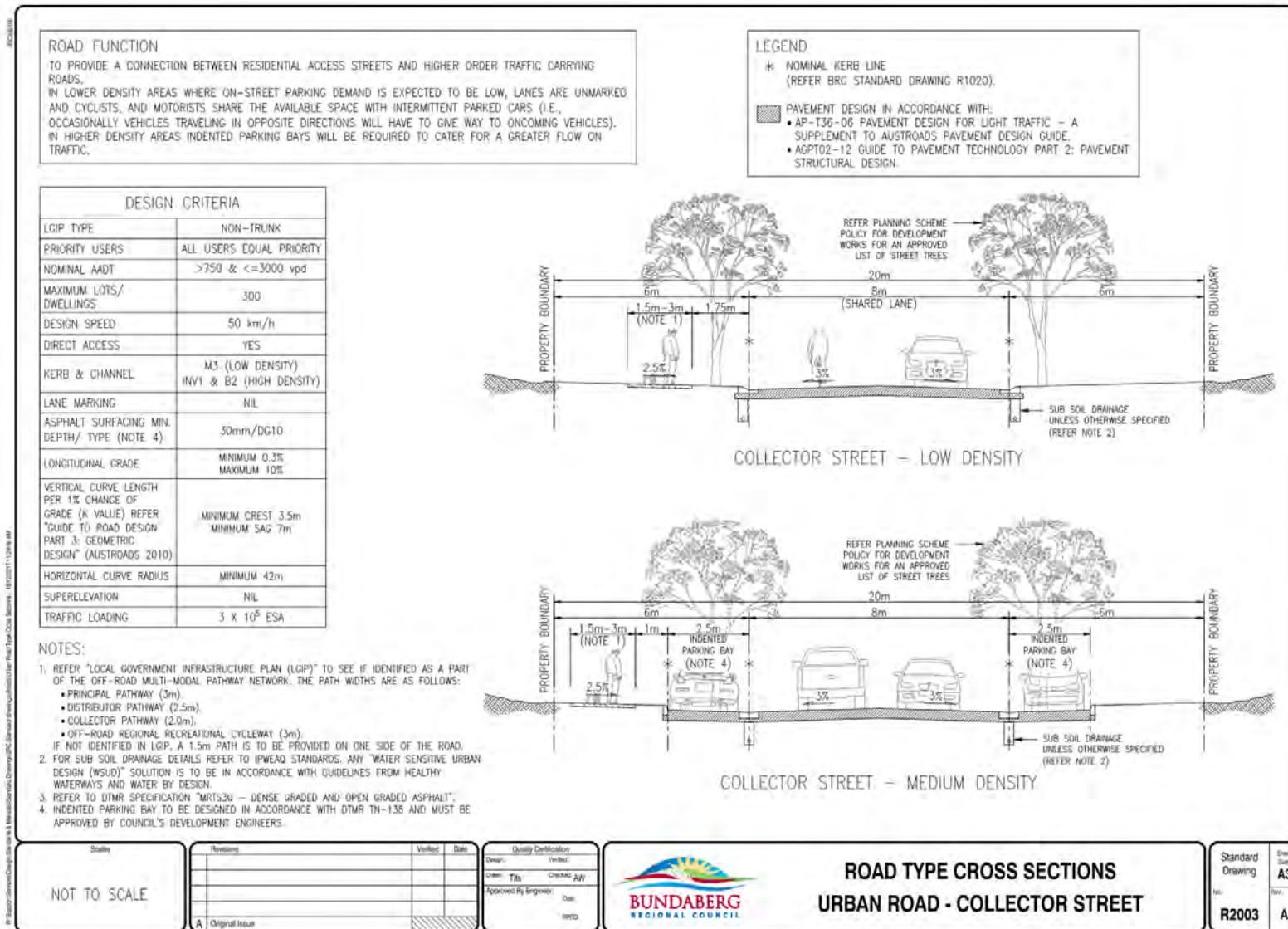
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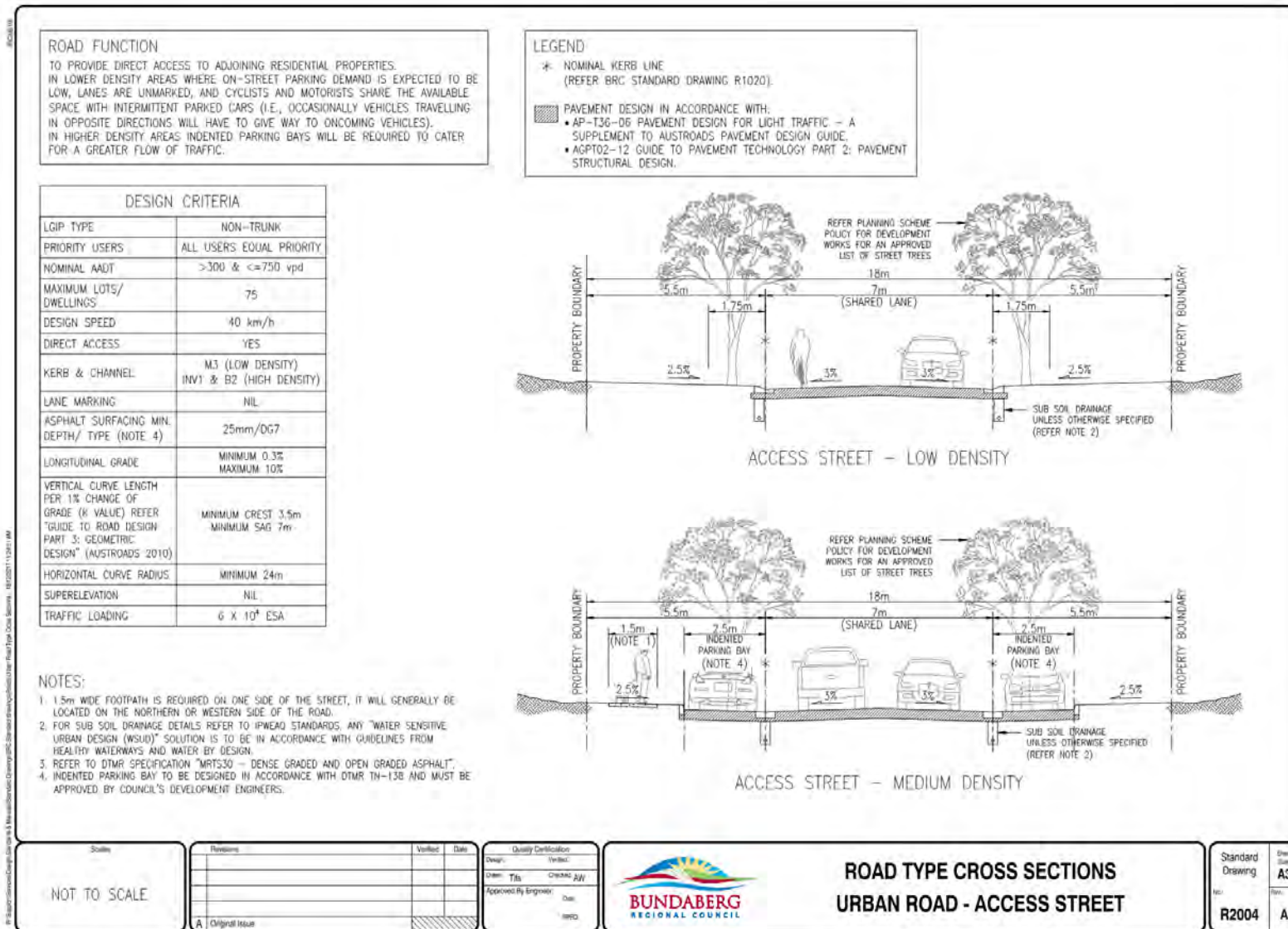


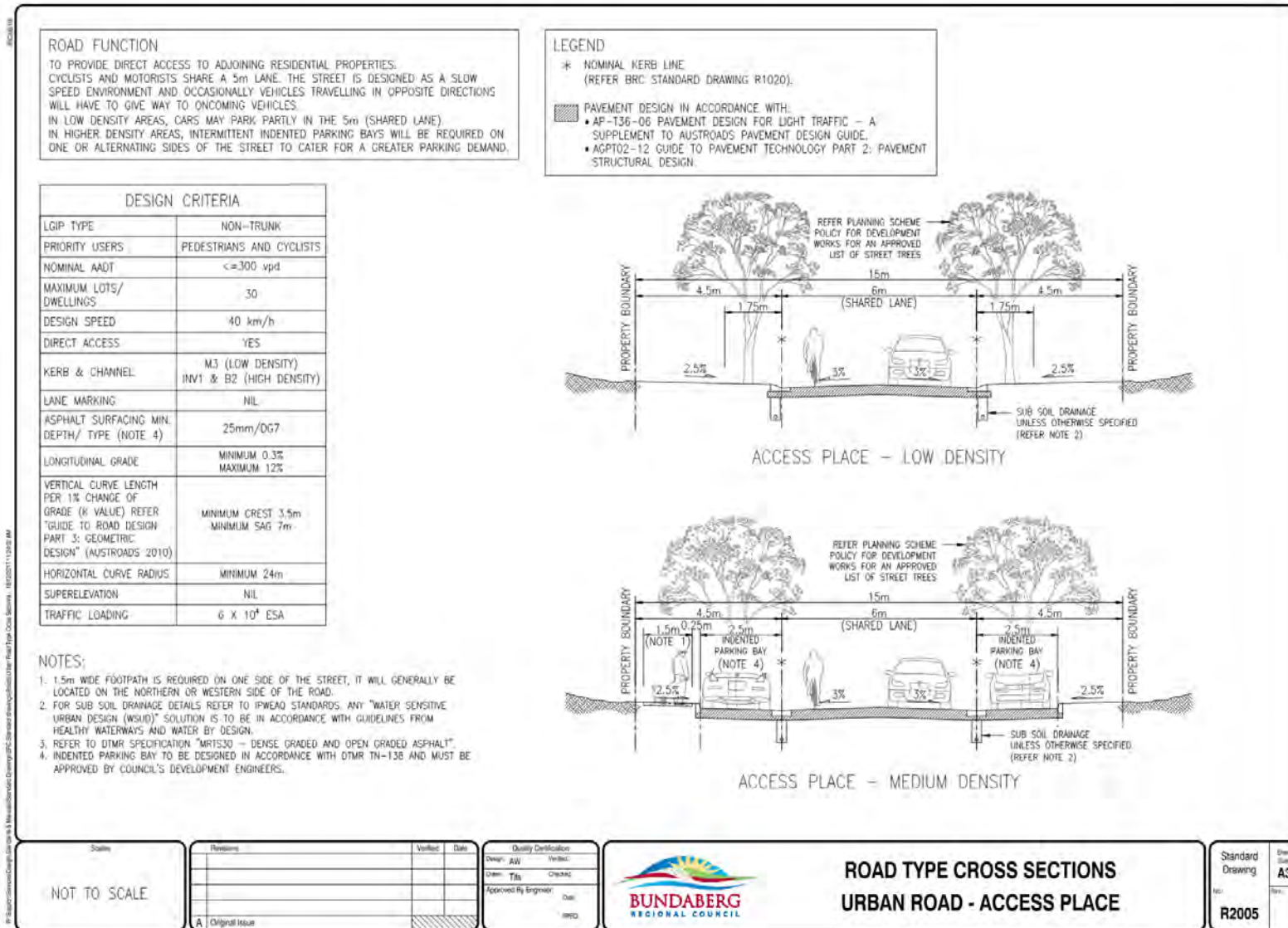


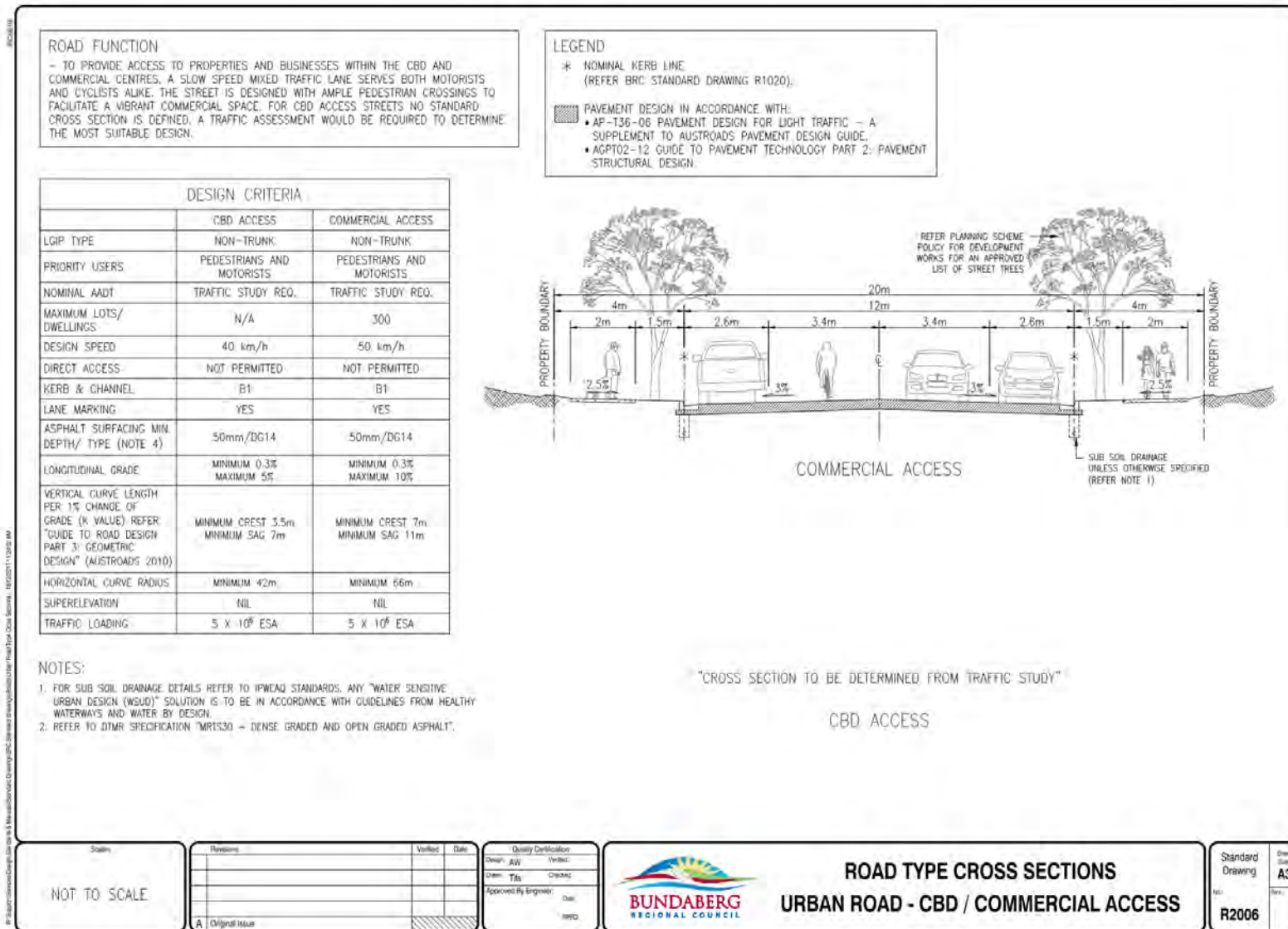


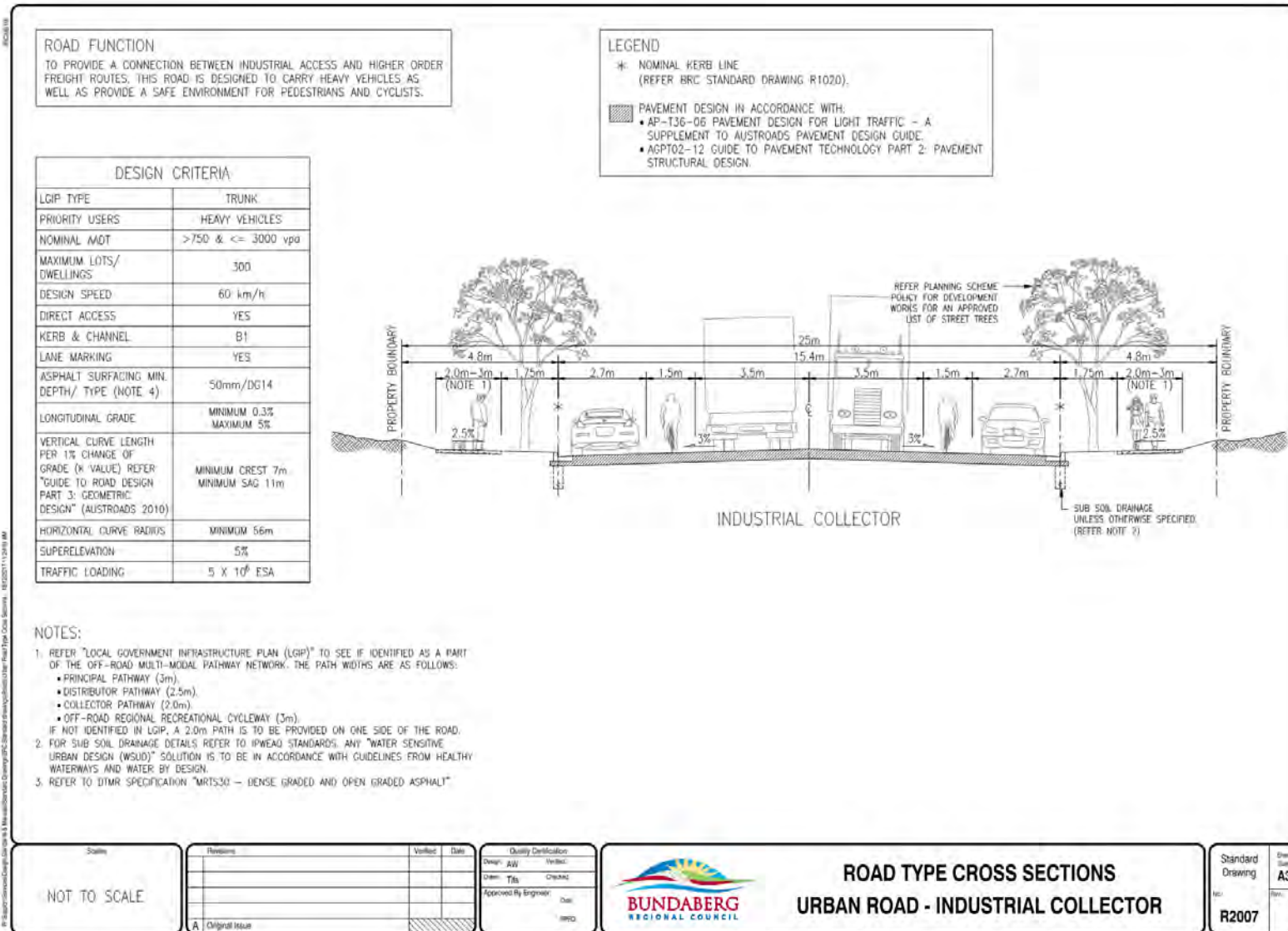




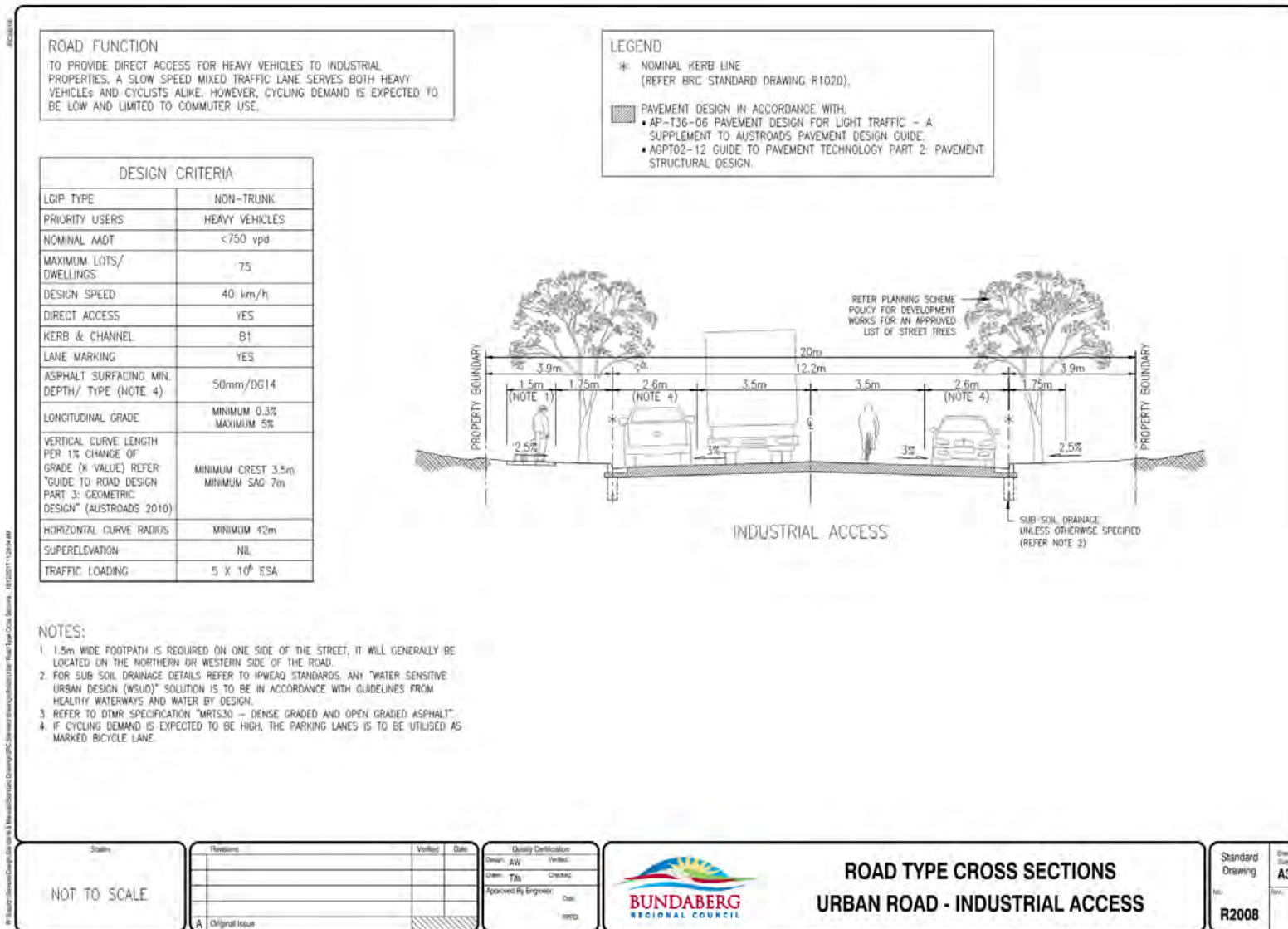


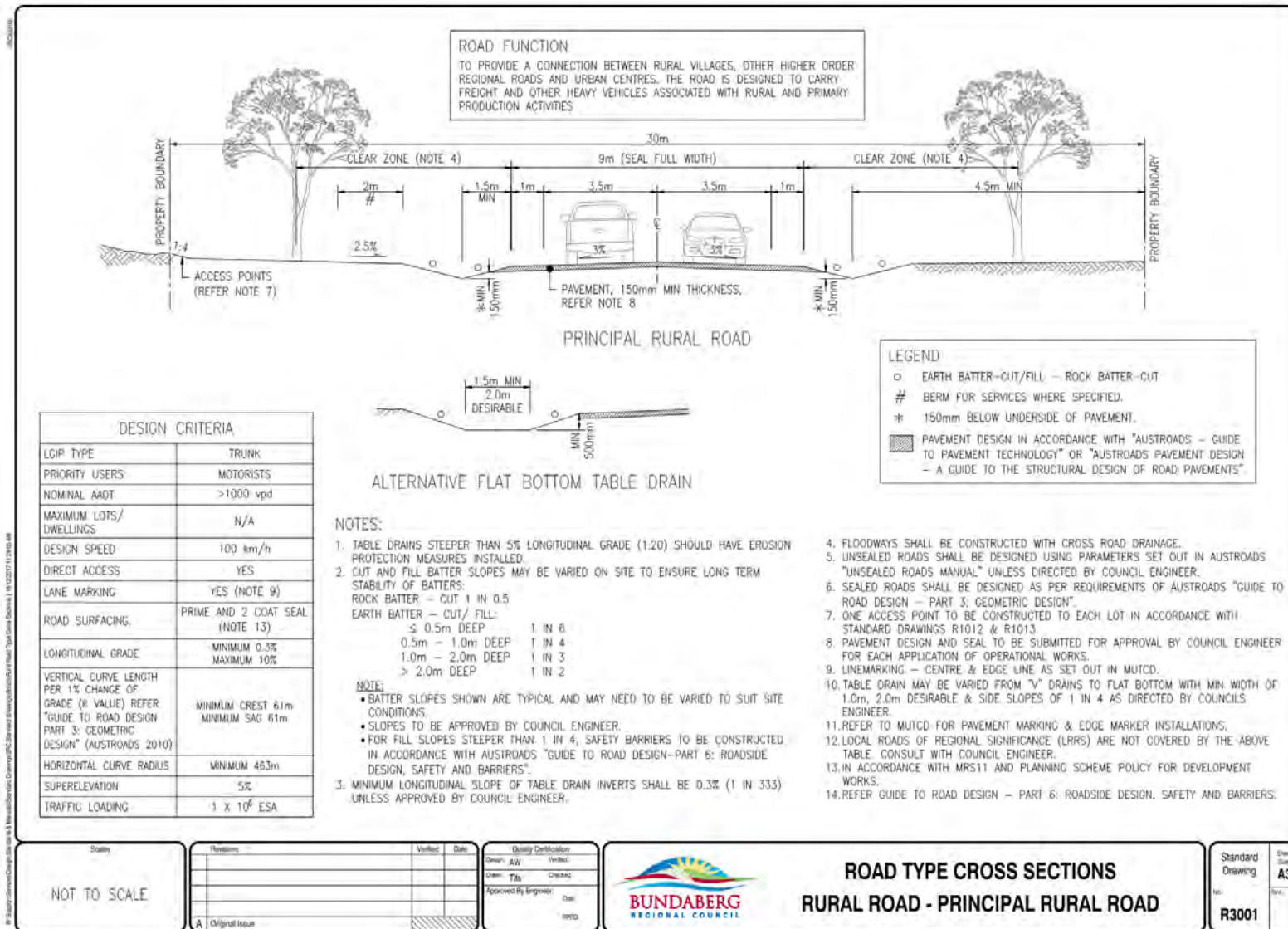


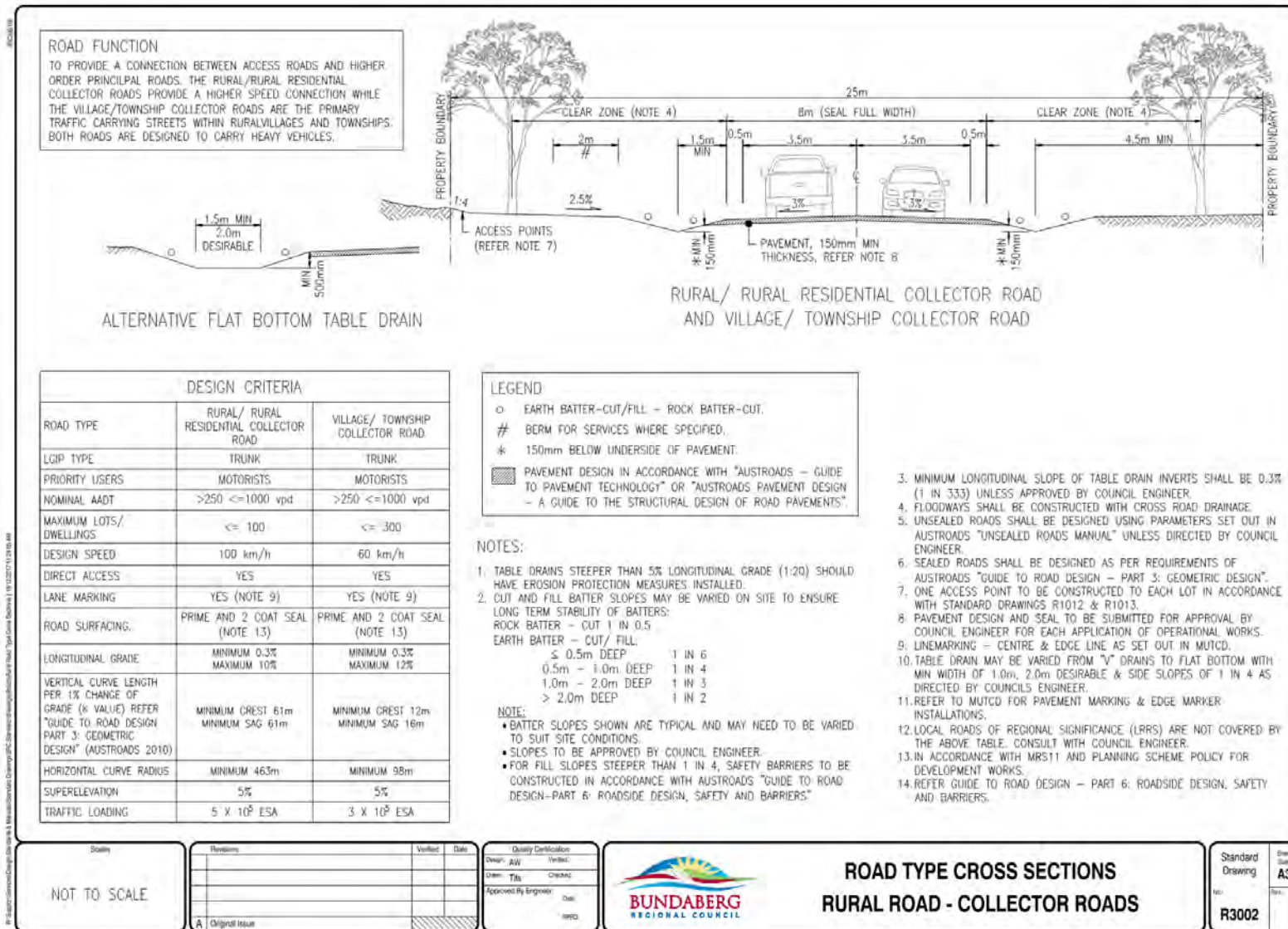


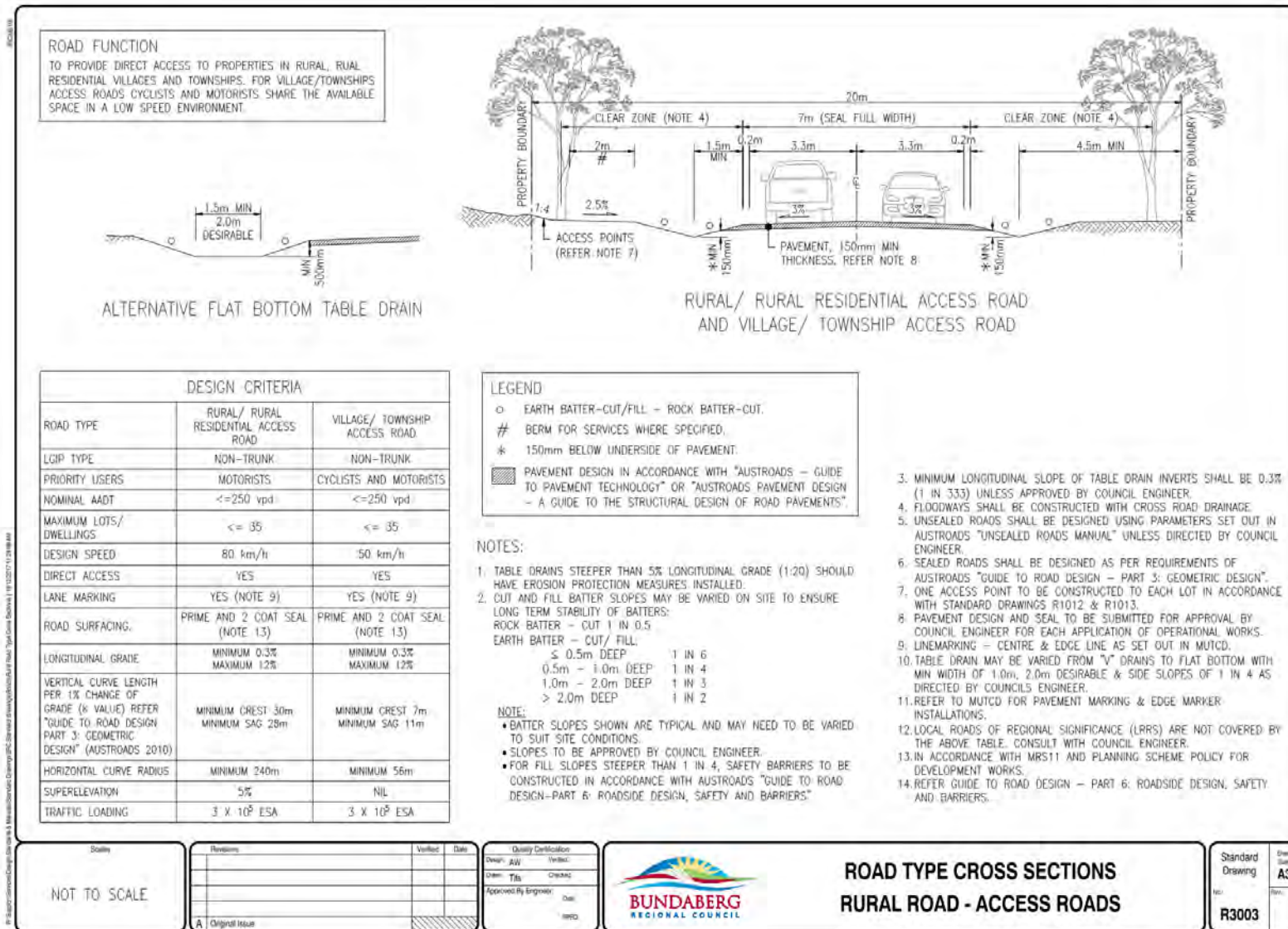


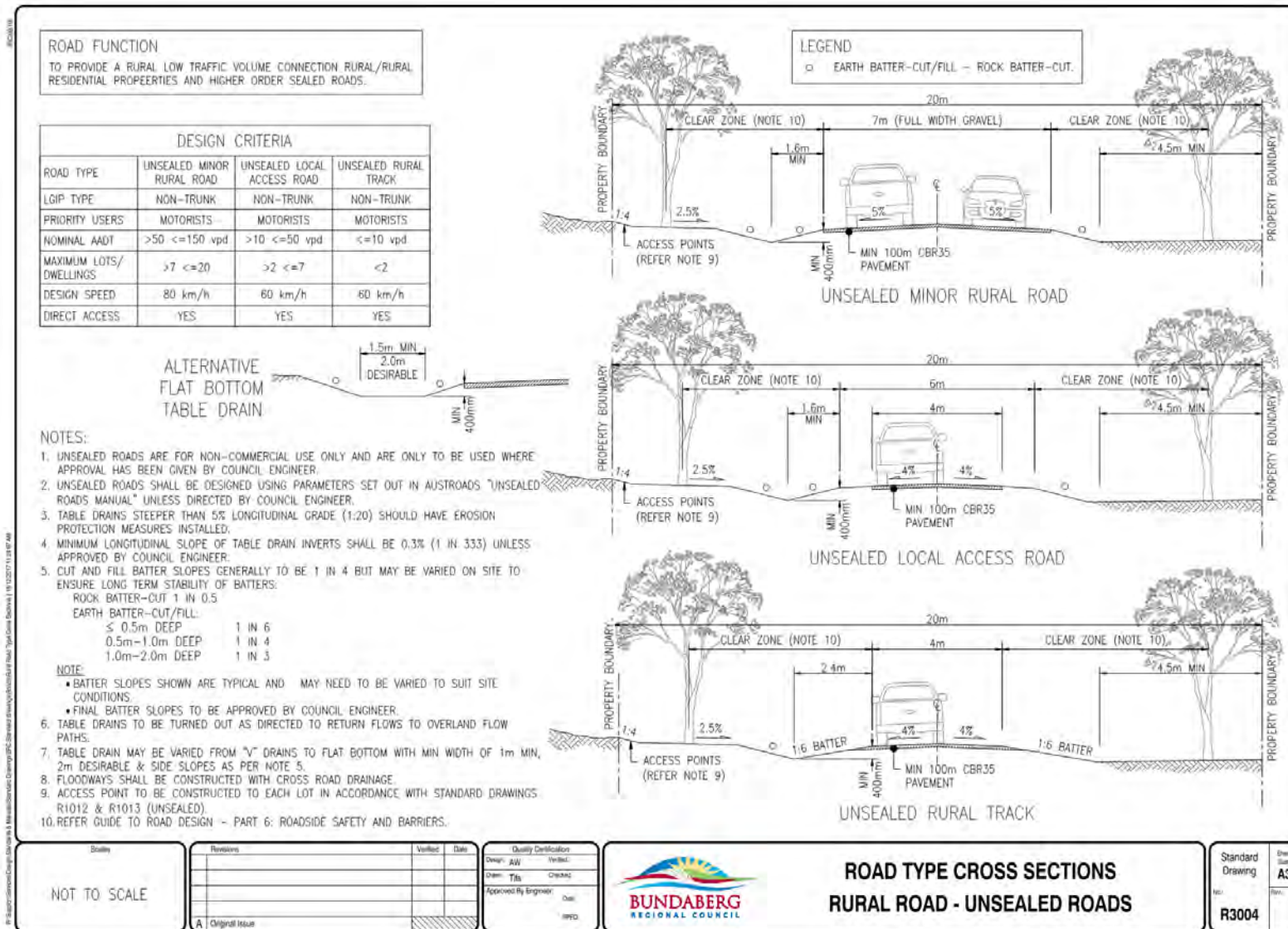


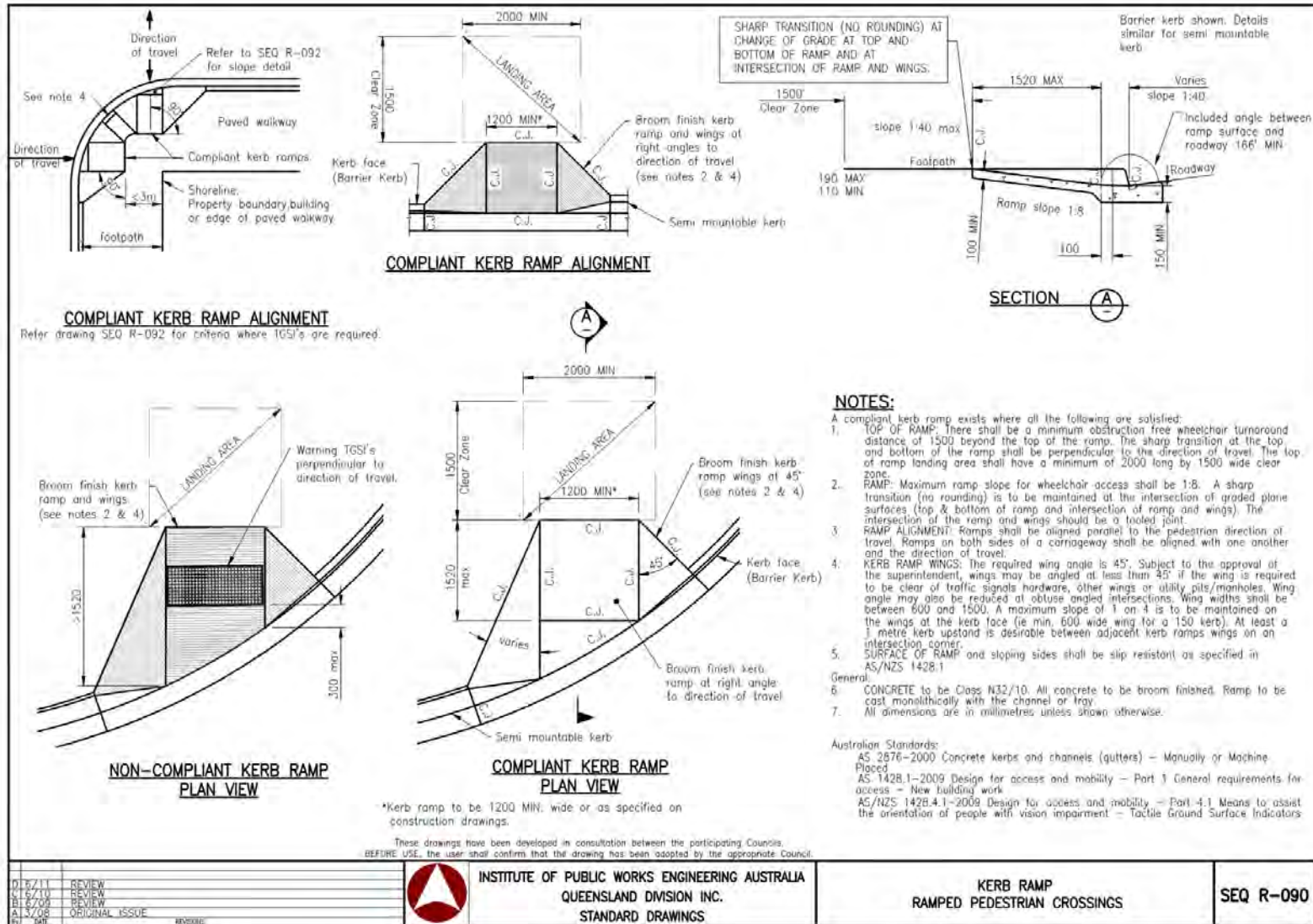


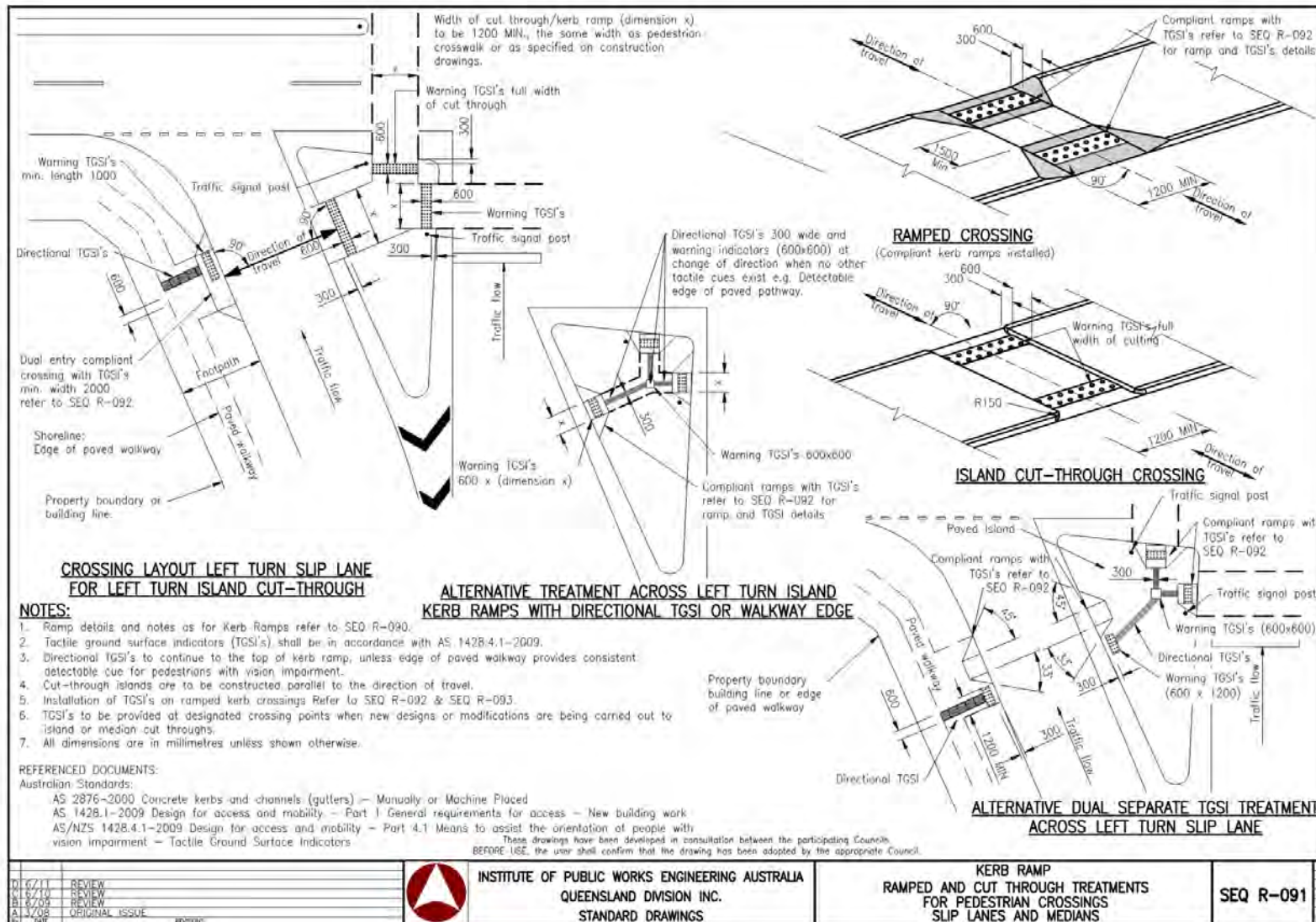


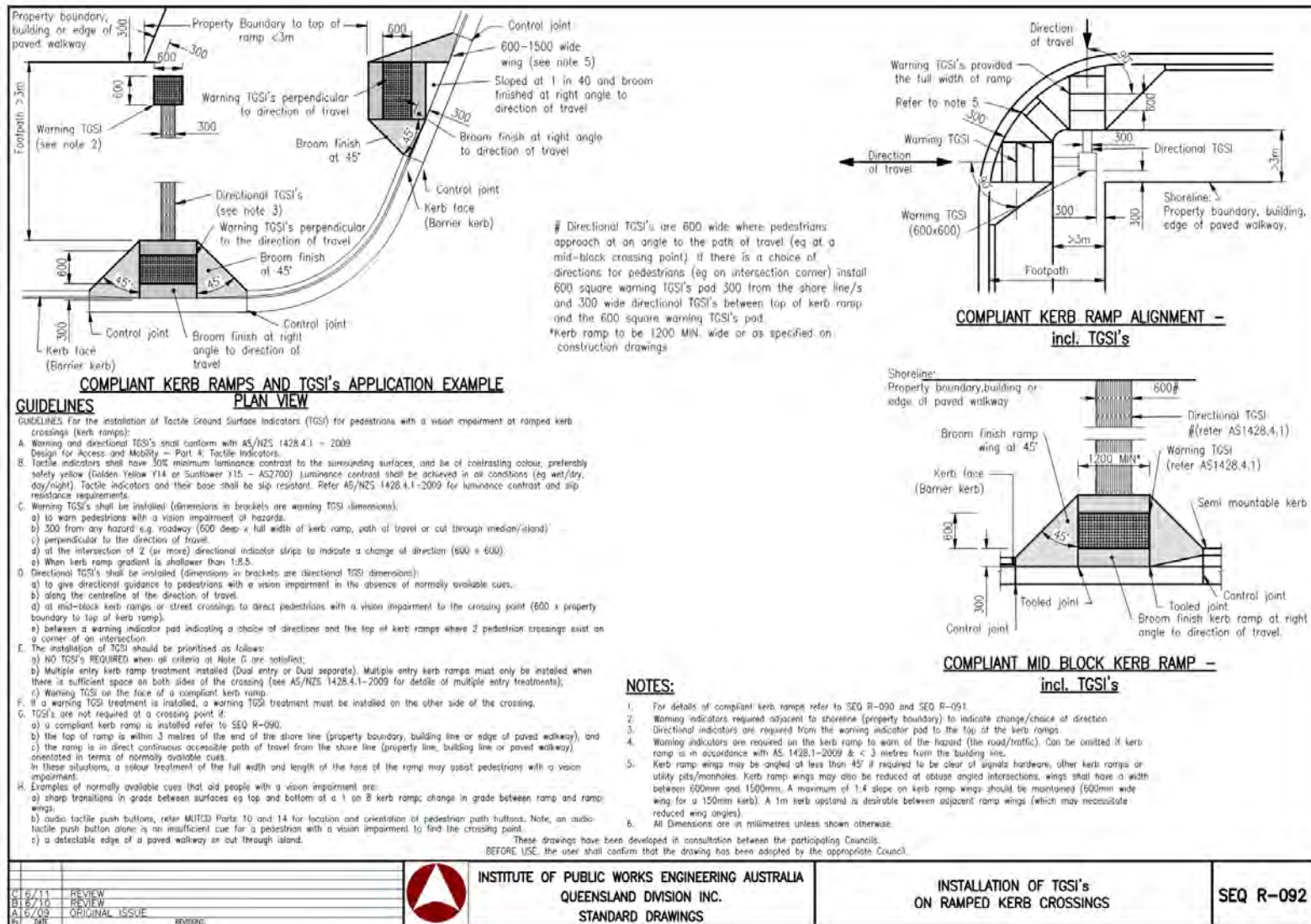










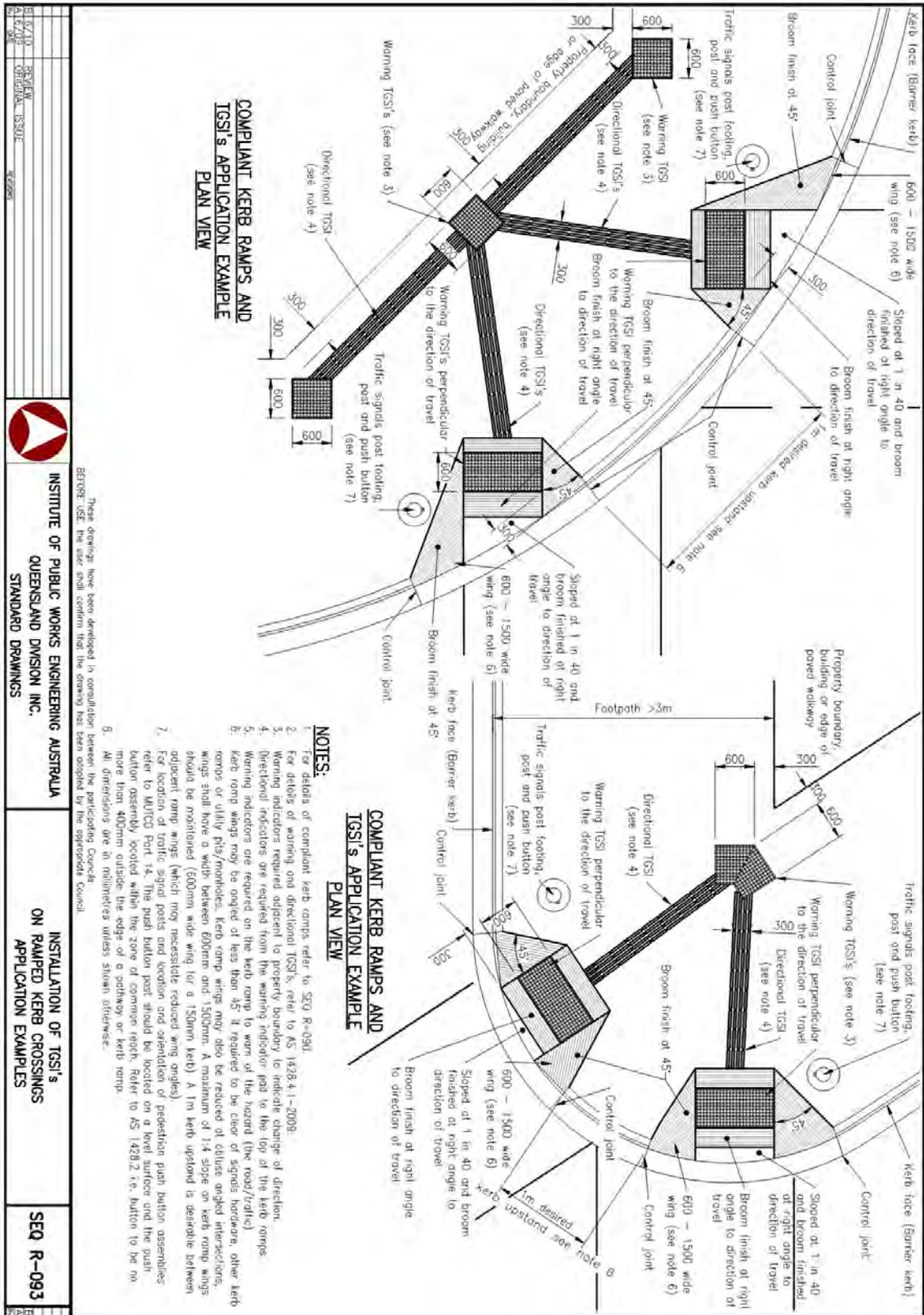


**INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA**  
**QUEENSLAND DIVISION INC.**  
**STANDARD DRAWINGS**

**INSTALLATION OF TGSi's**  
**ON RAMPED KERB CROSSINGS**

**SEQ R-092**





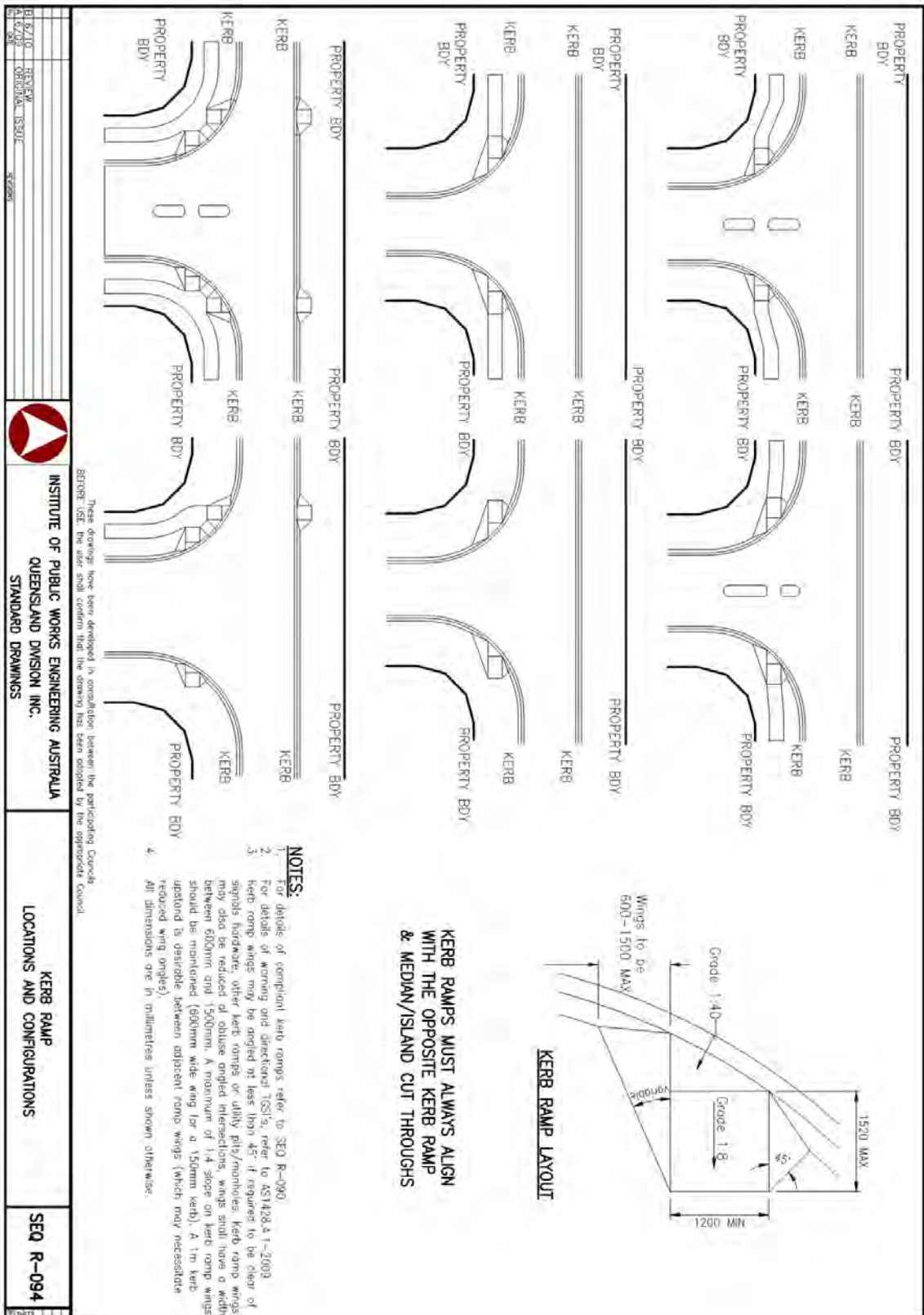
REV	DESCRIPTION	DATE
01	ISSUE FOR COMMENT	14/08/2018
02	REVISED	14/08/2018



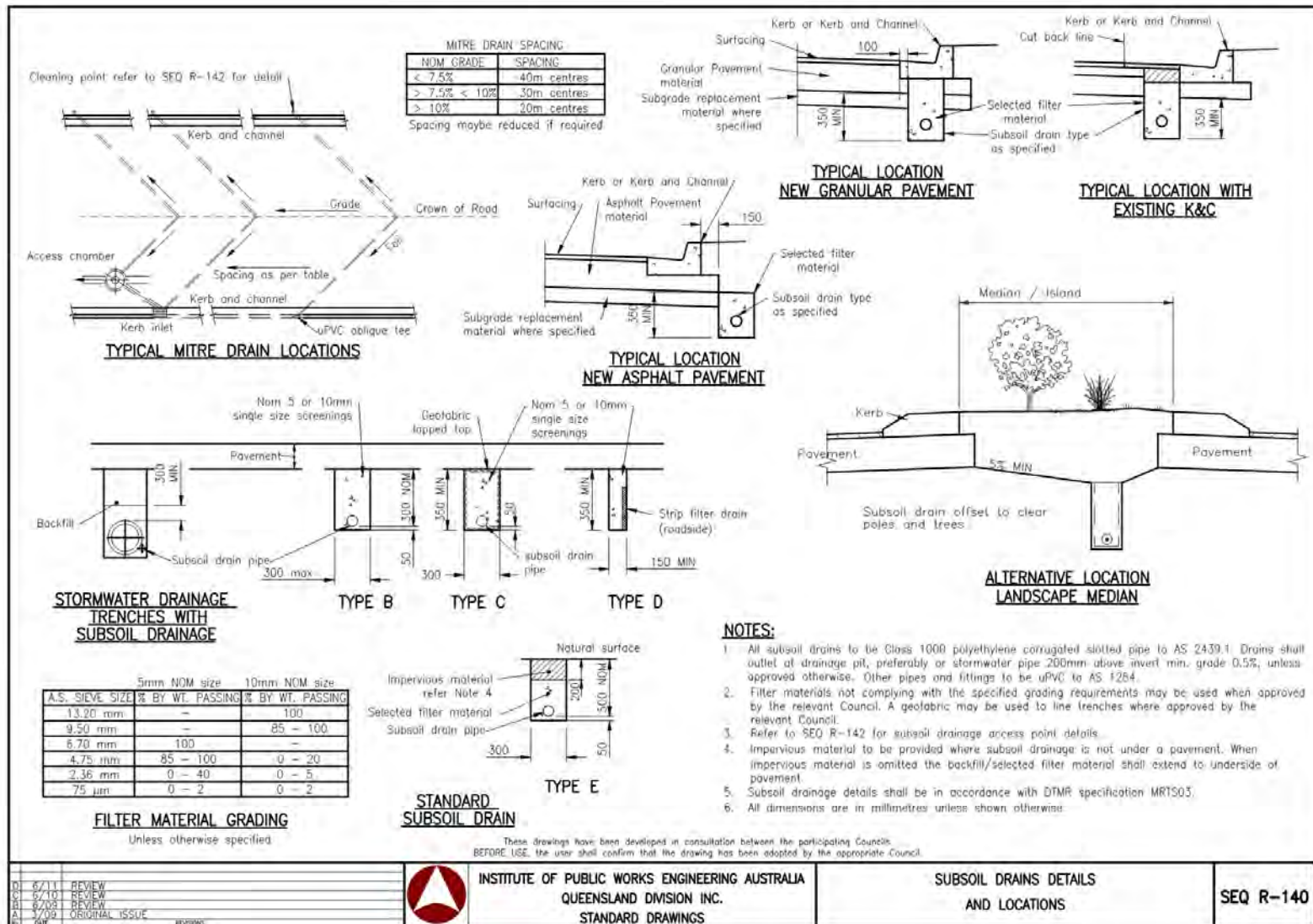
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**QUEENSLAND DIVISION INC.**  
**STANDARD DRAWINGS**

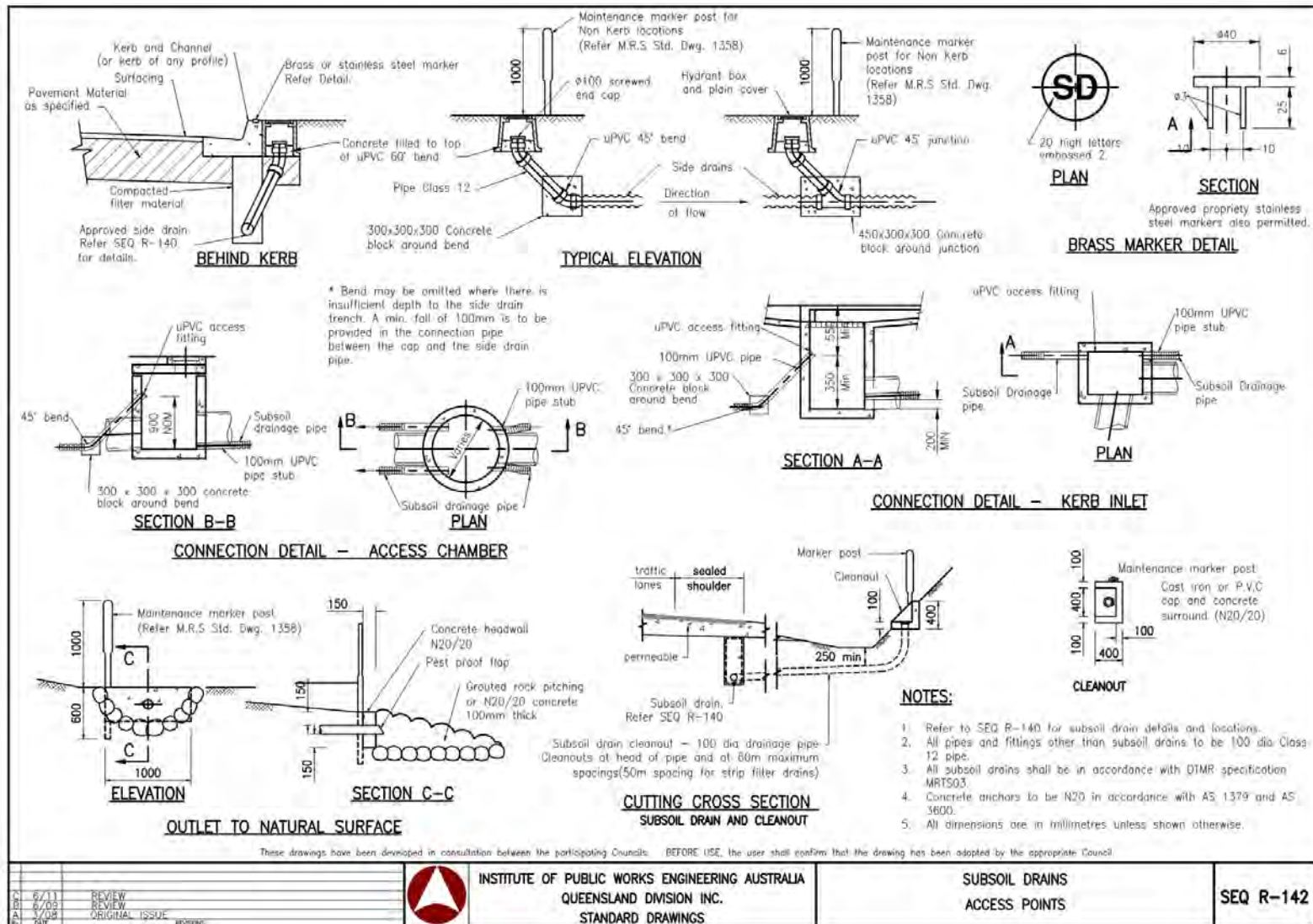
**INSTALLATION OF TGSi's ON RAMPED KERB CROSSINGS**  
**APPLICATION EXAMPLES**

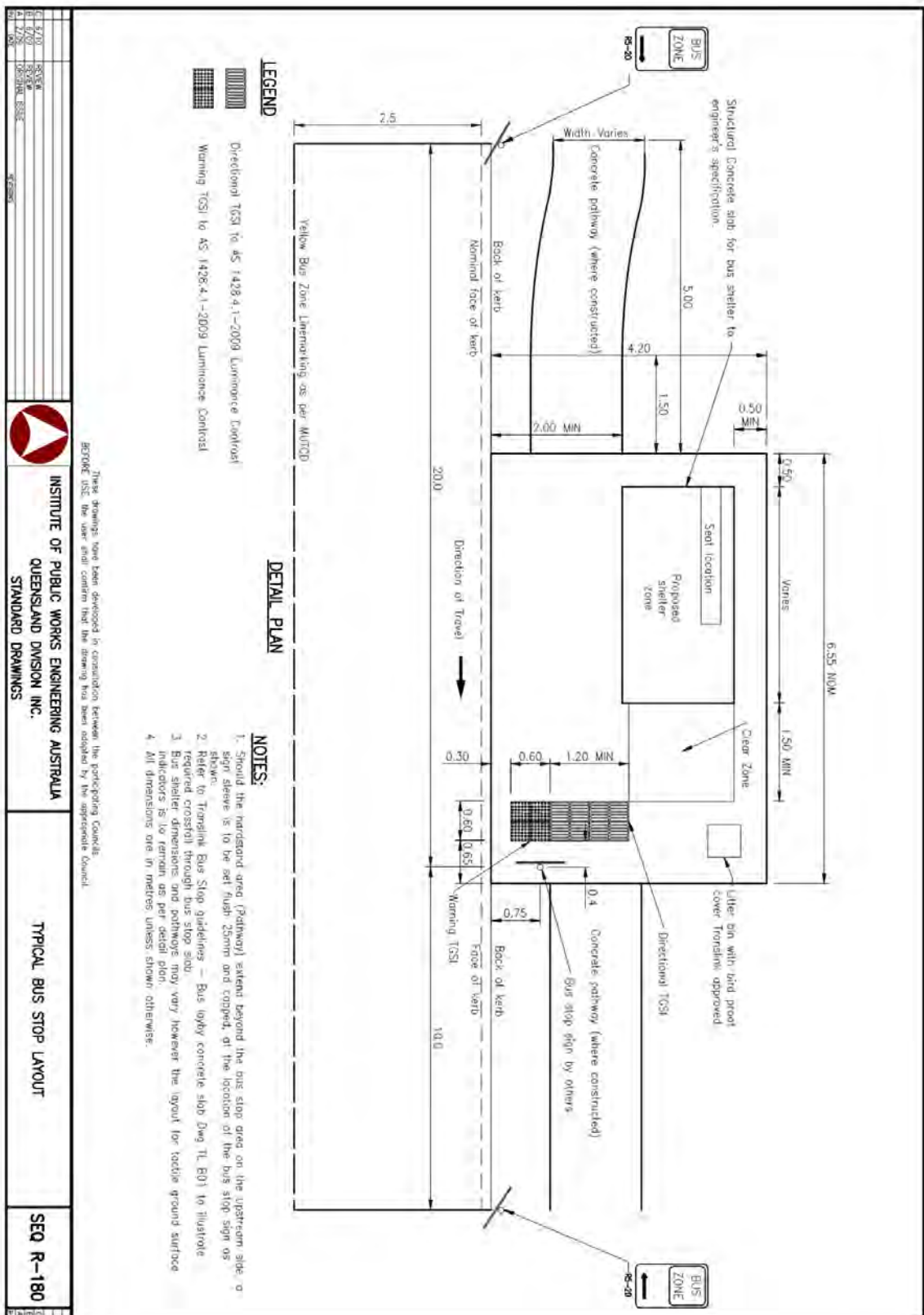
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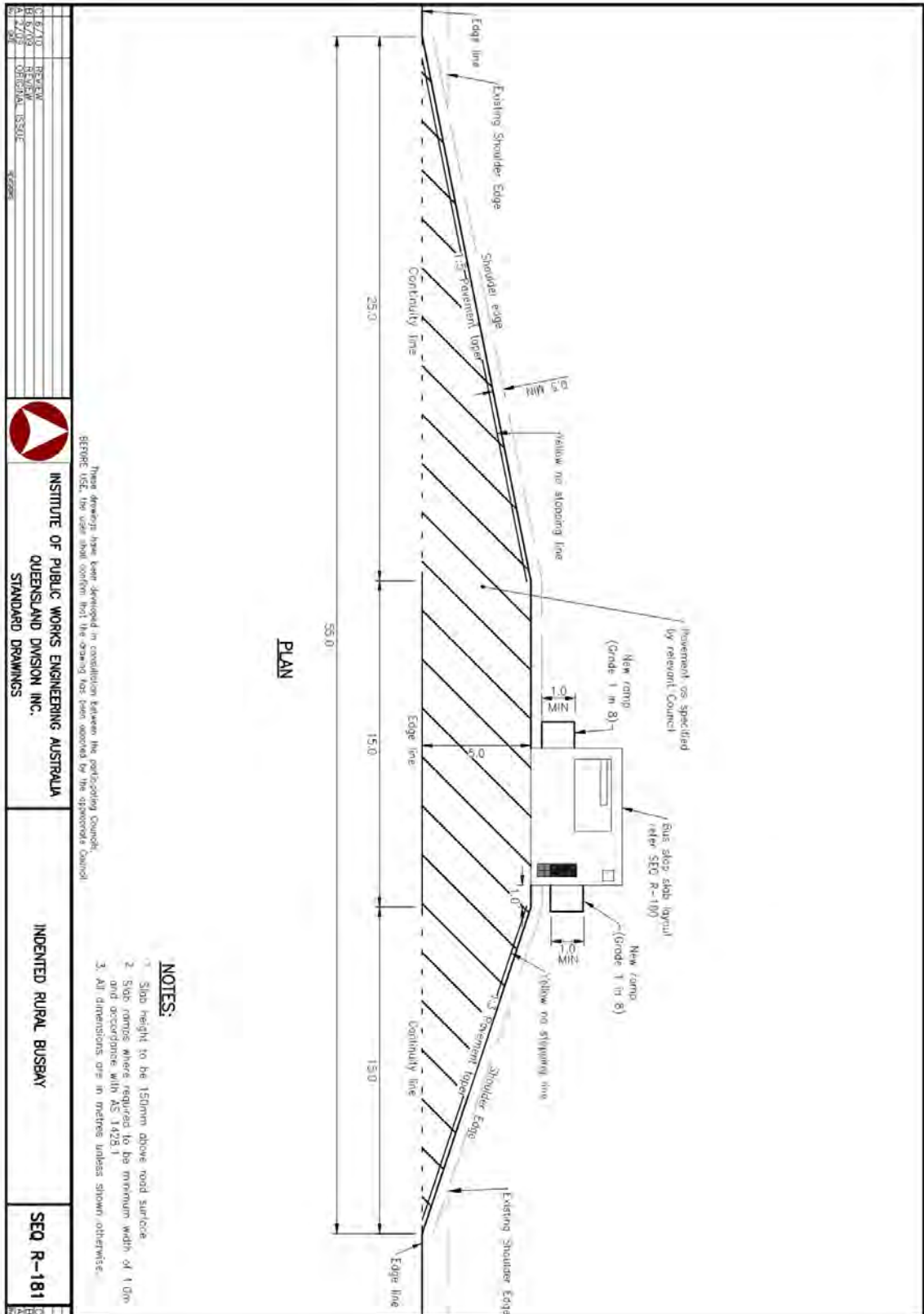


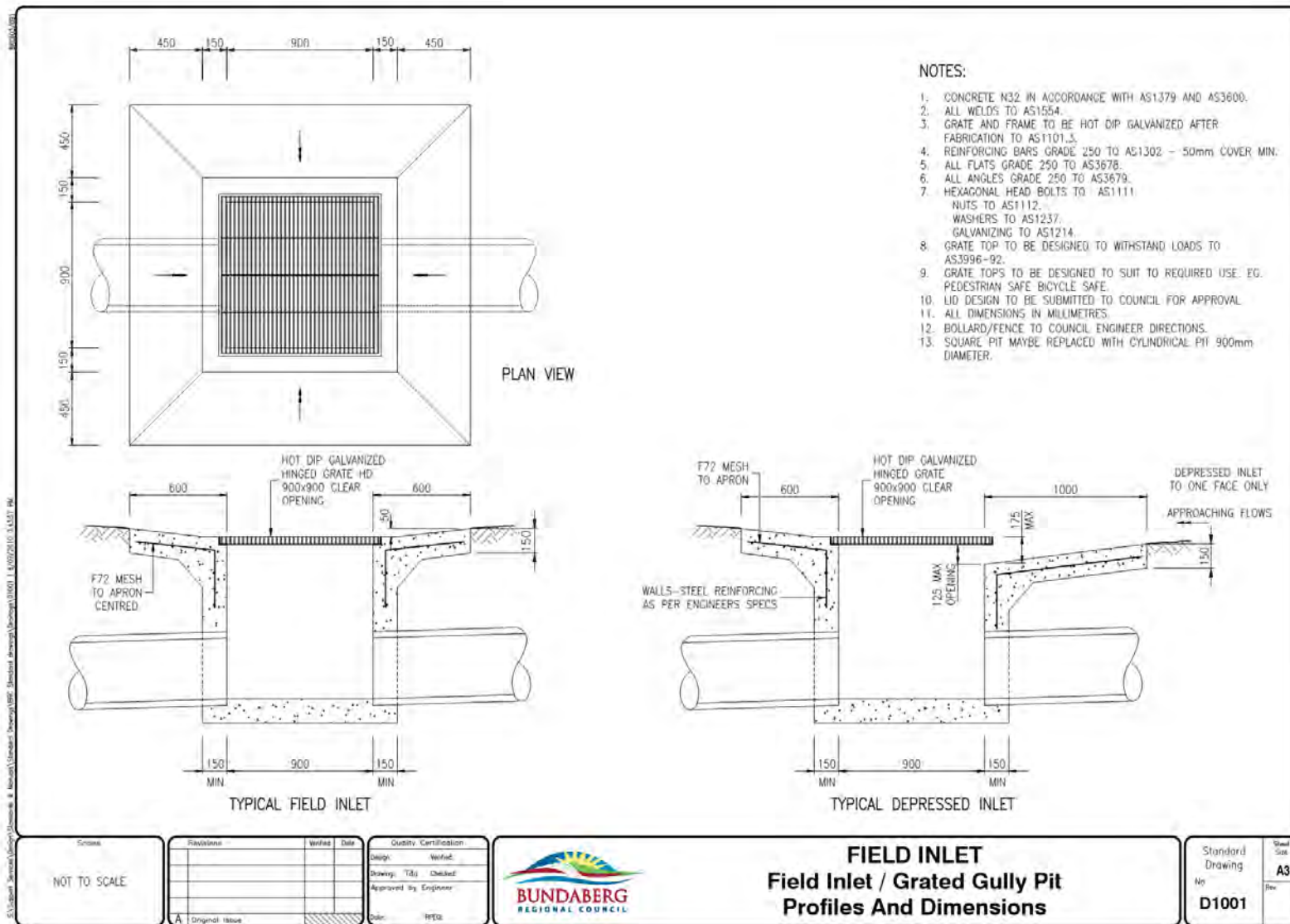
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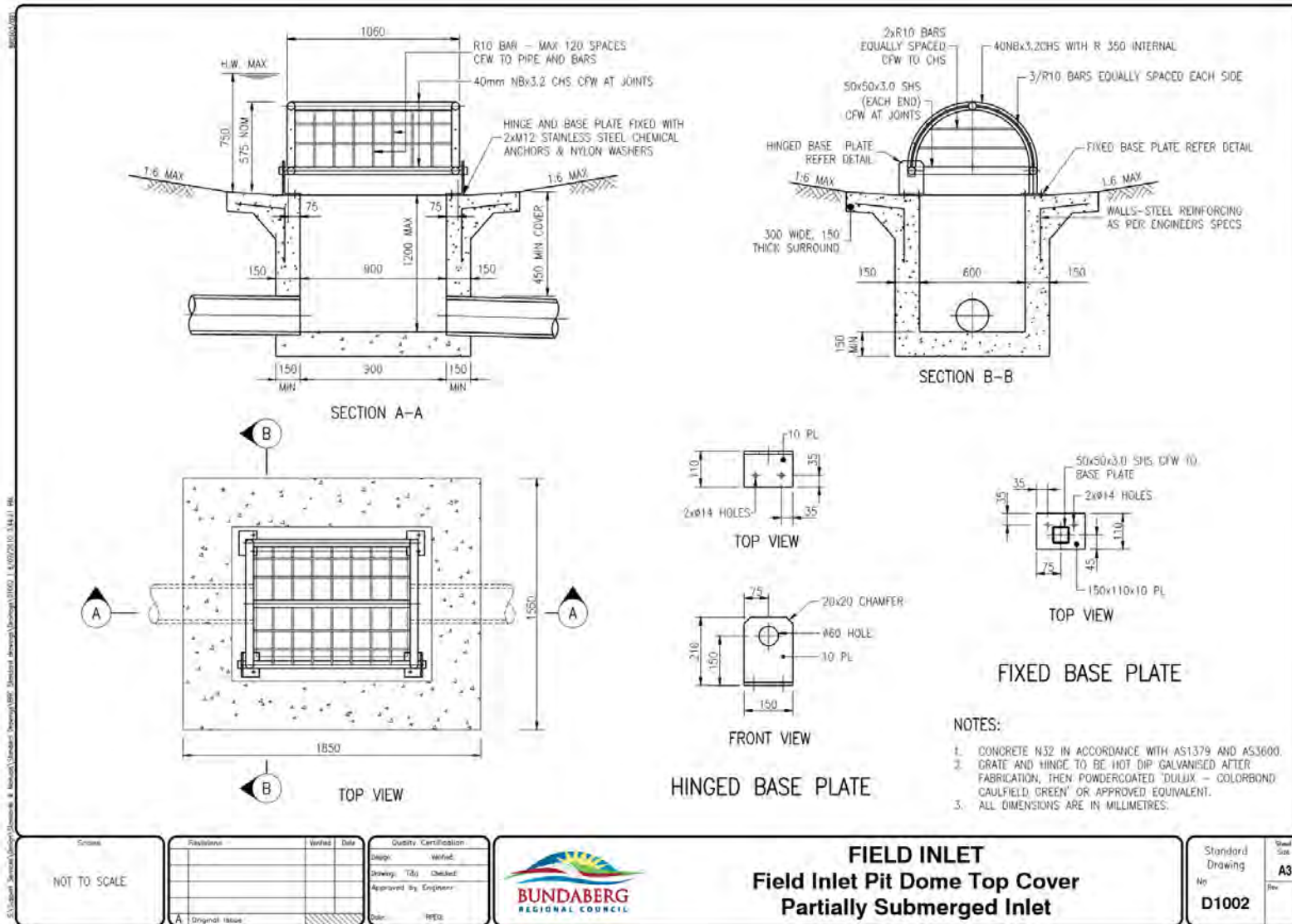
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Drawing:	Checked:
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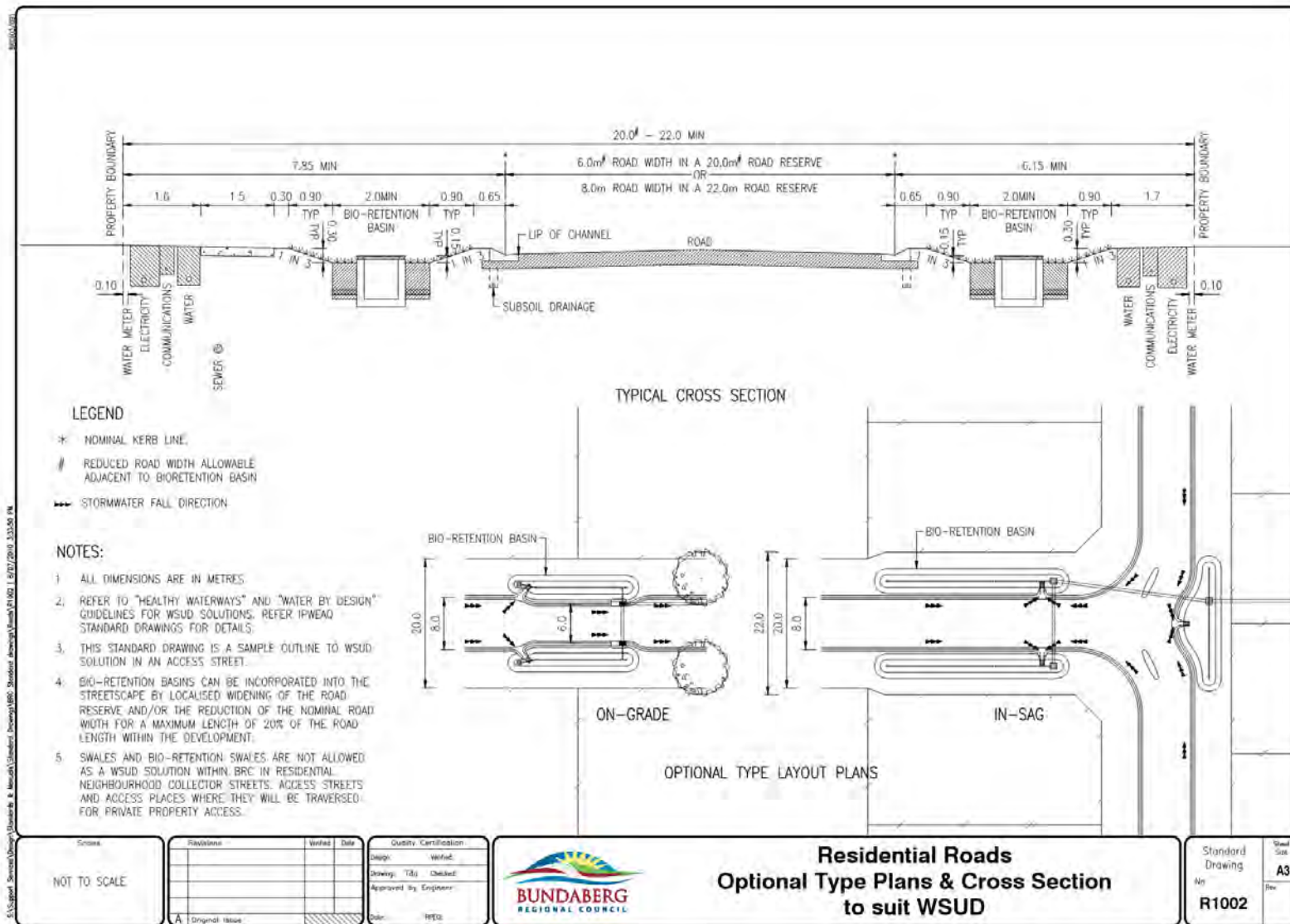


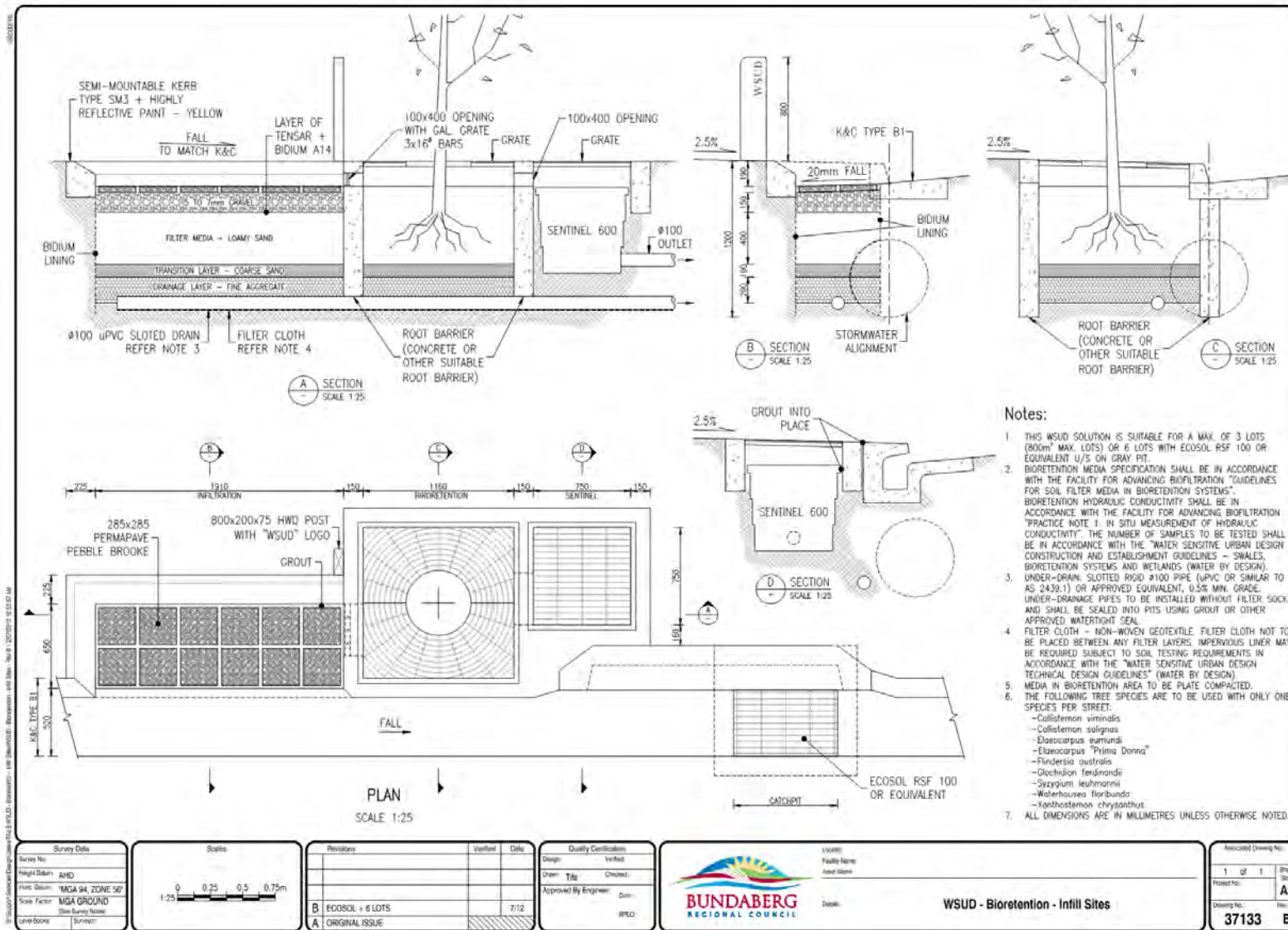
**FIELD INLET**  
Field Inlet / Grated Gully Pit  
Profiles And Dimensions

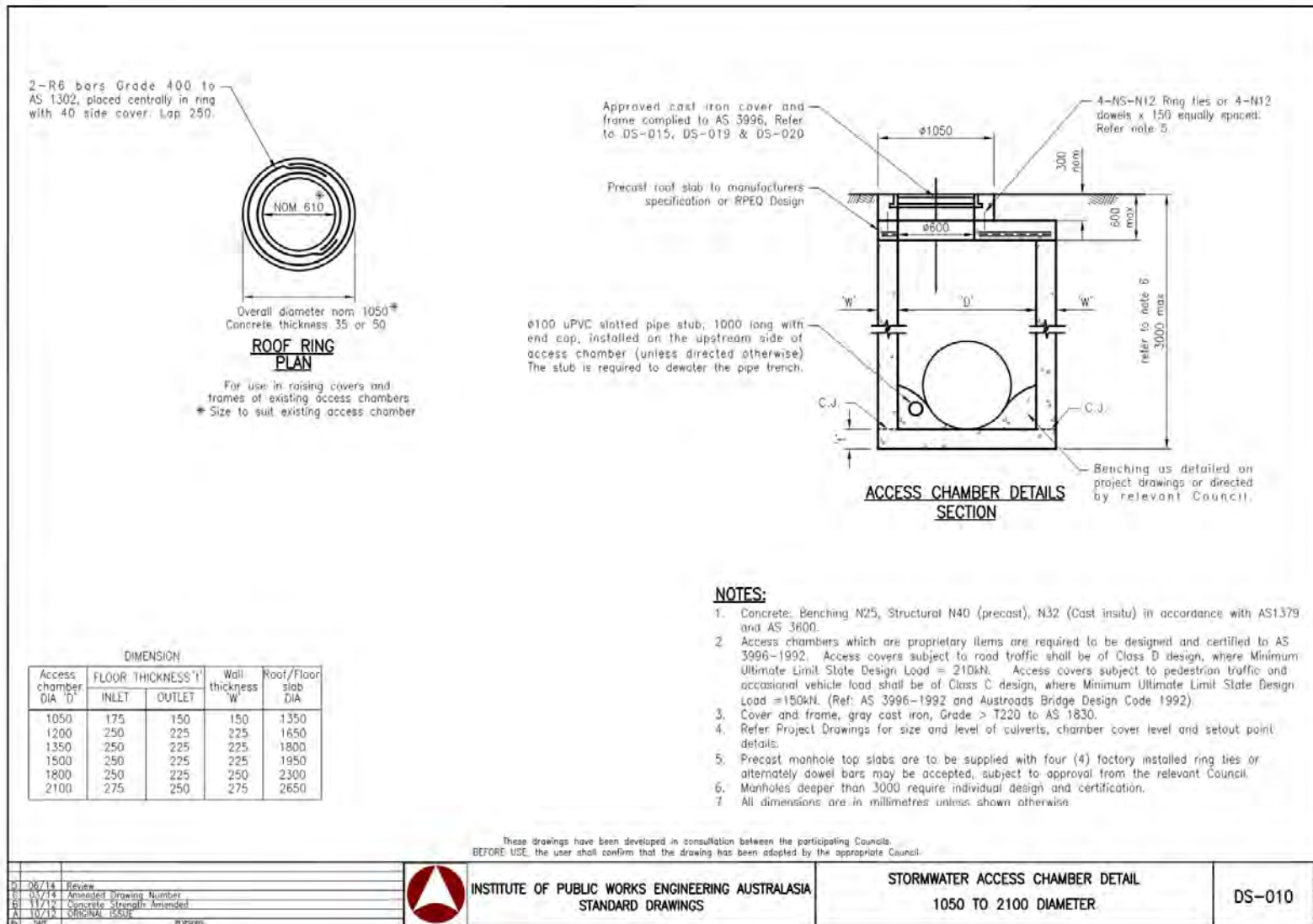
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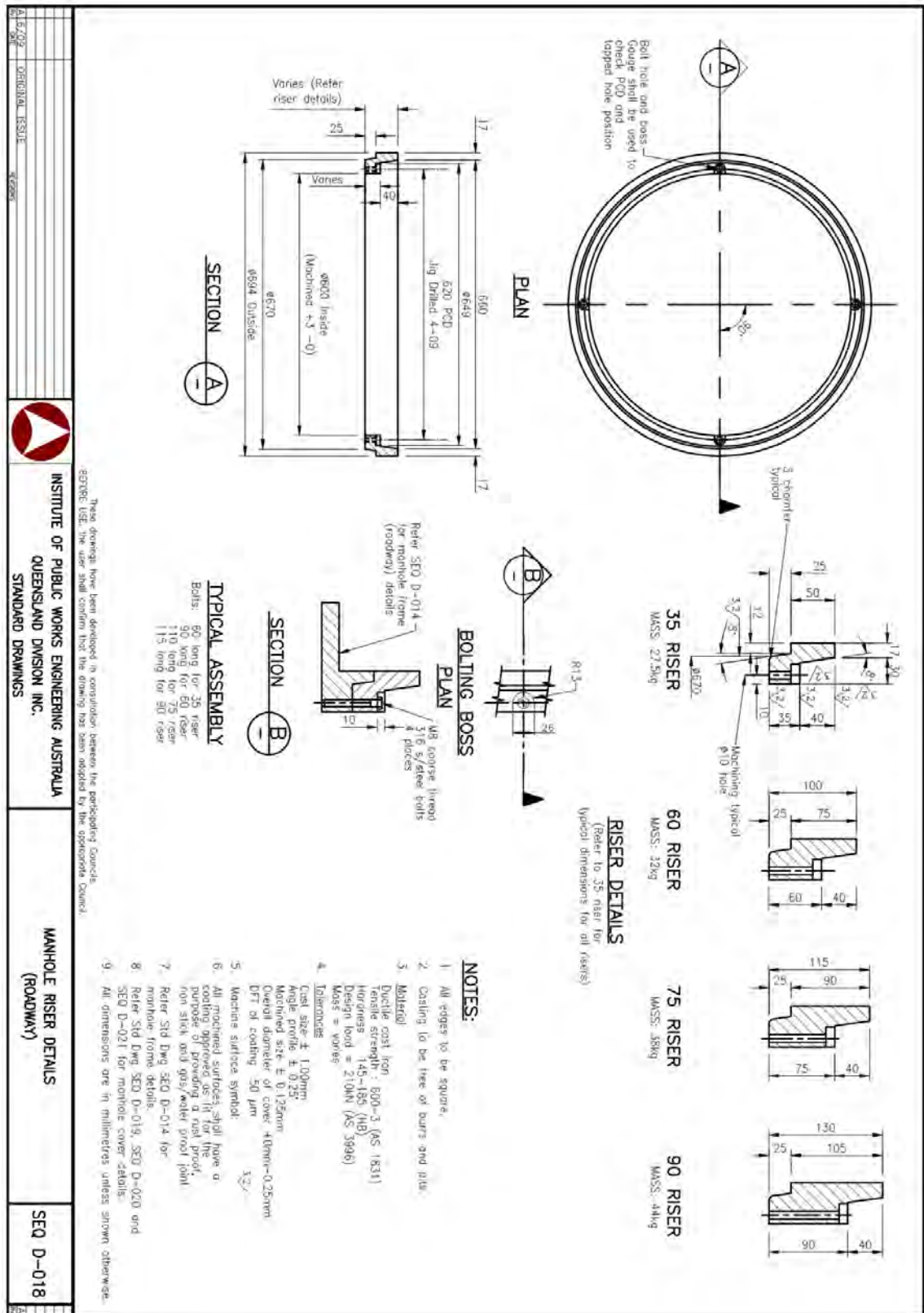










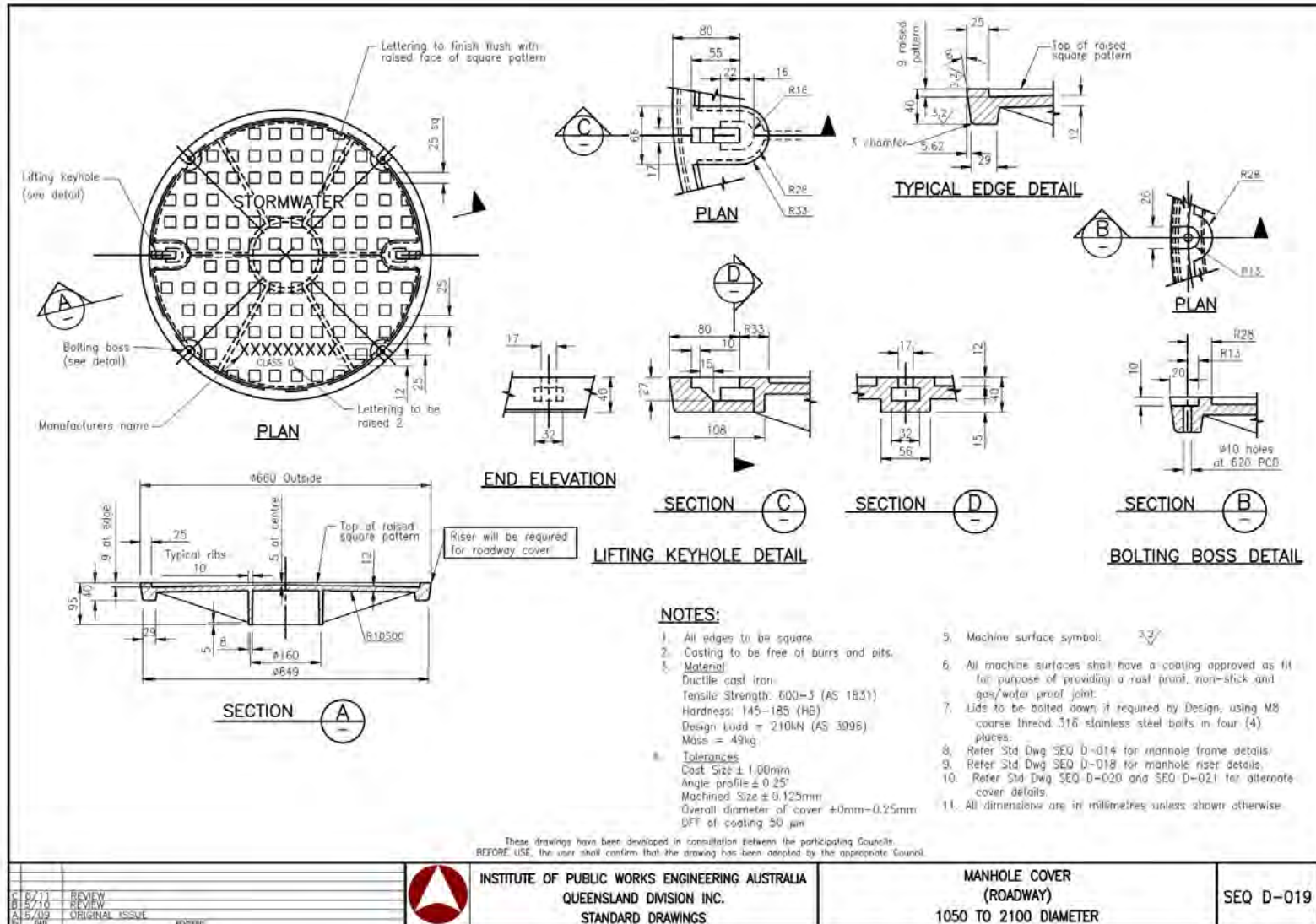


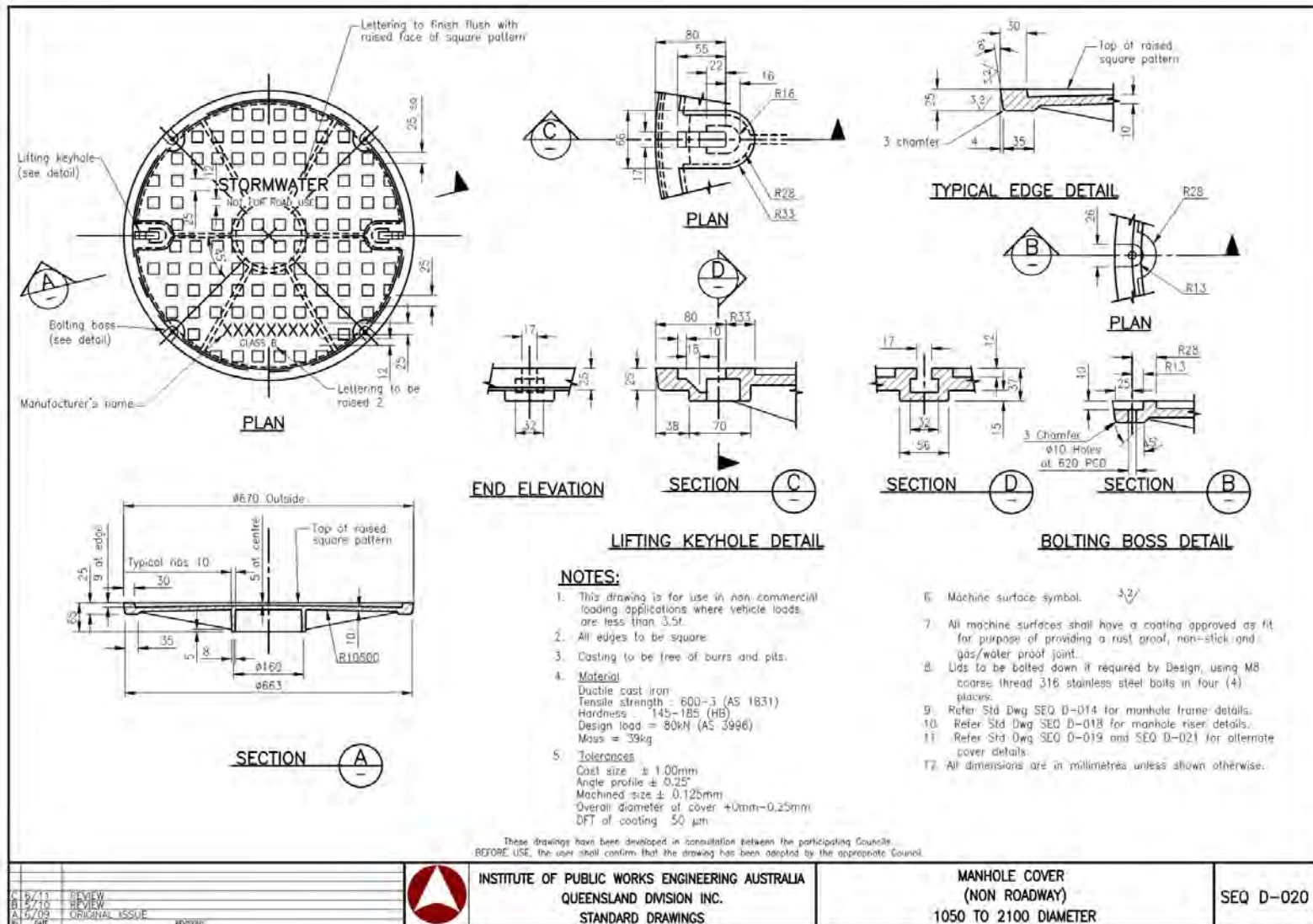
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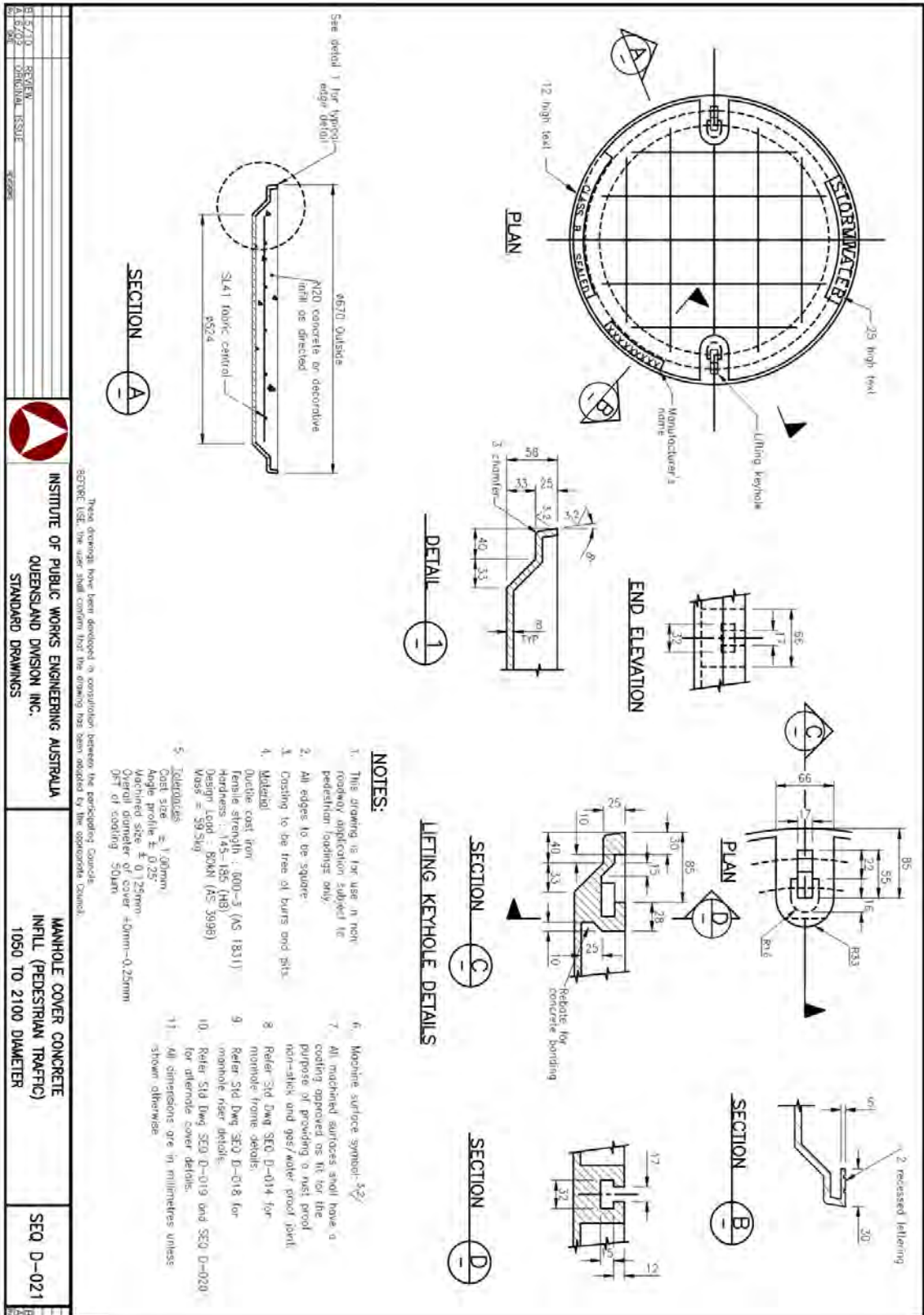
**INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA**  
QUEENSLAND DIVISION INC.  
STANDARD DRAWINGS

**MANHOLE RISER DETAILS**  
(ROADWAY)

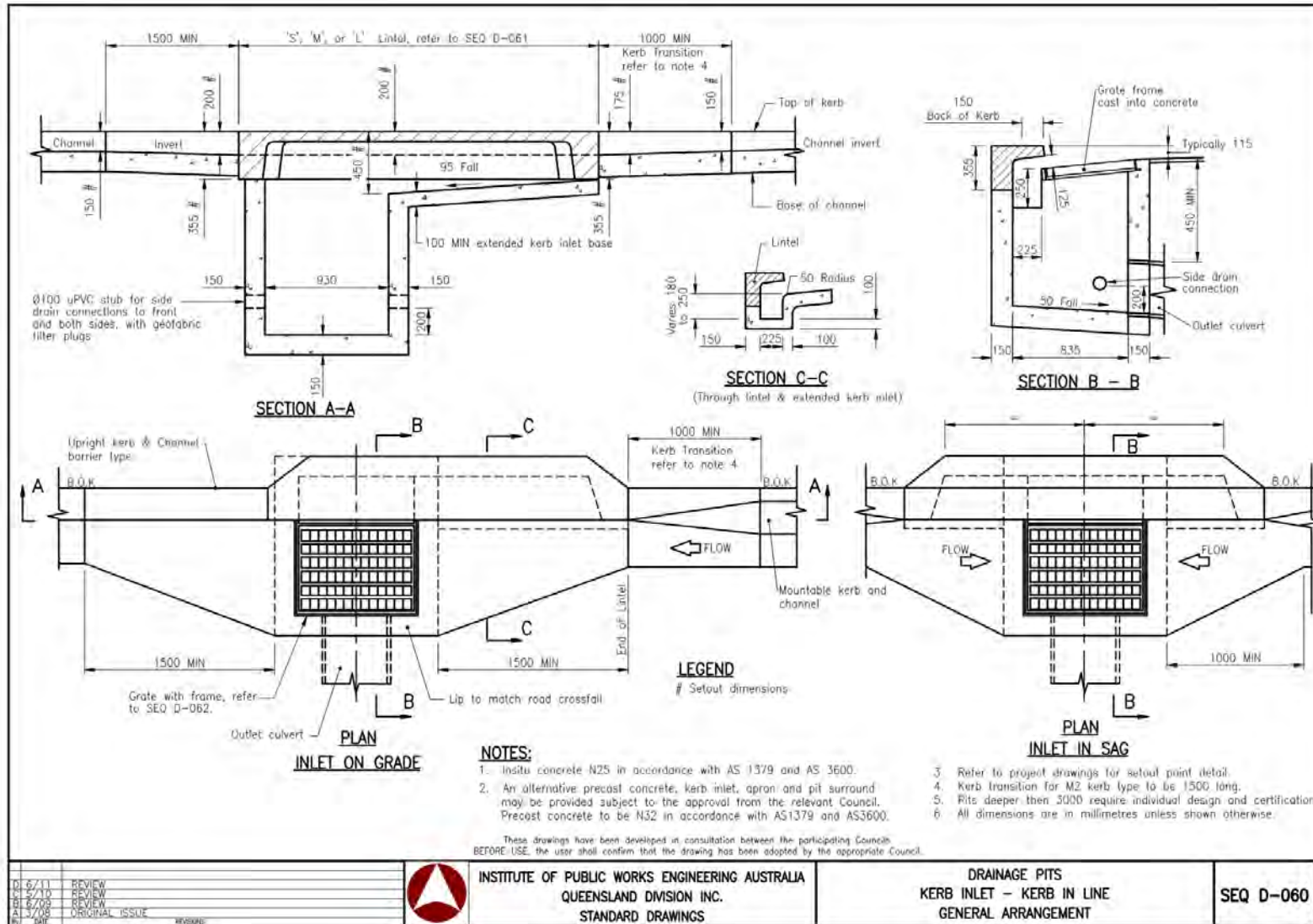
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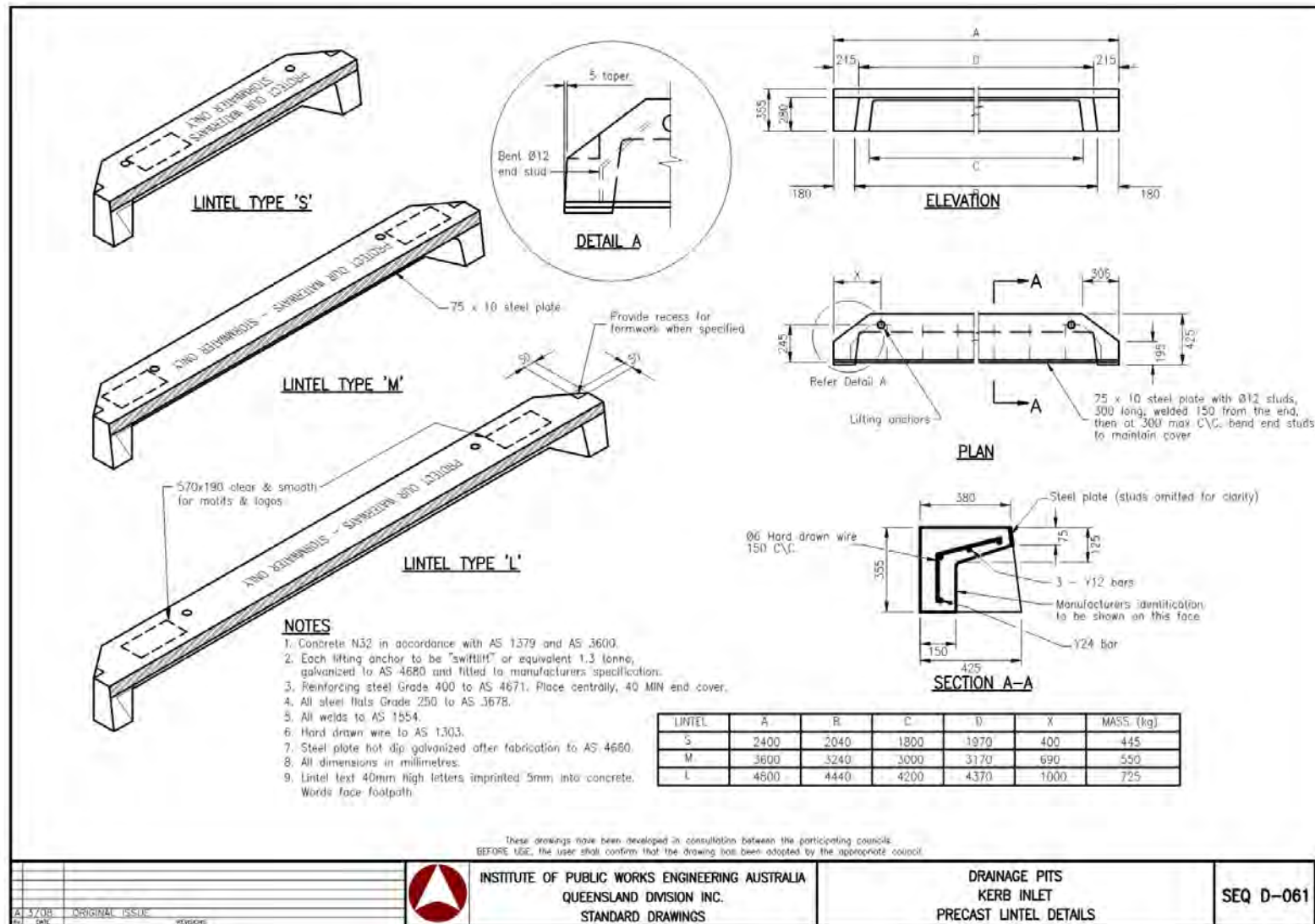


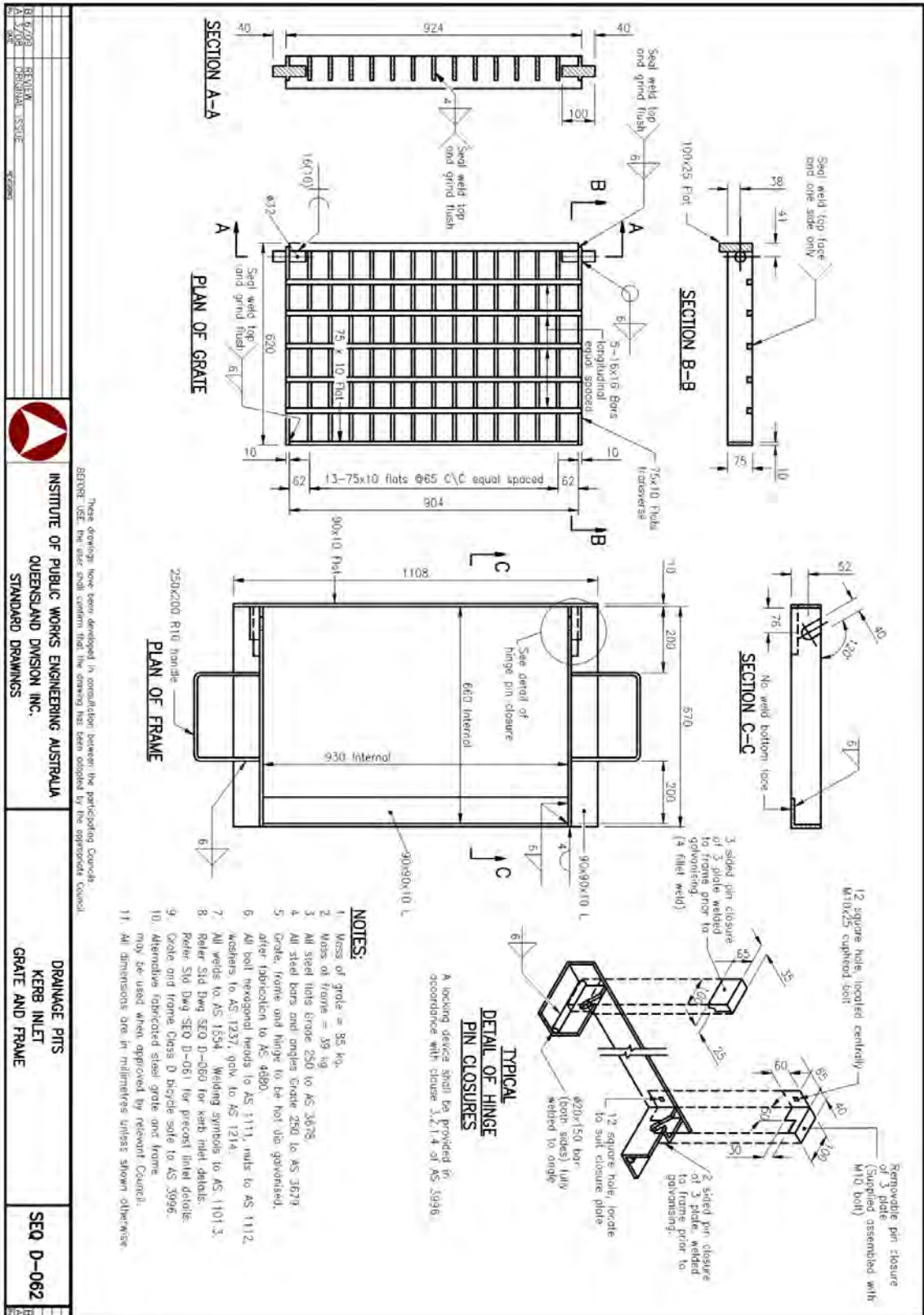


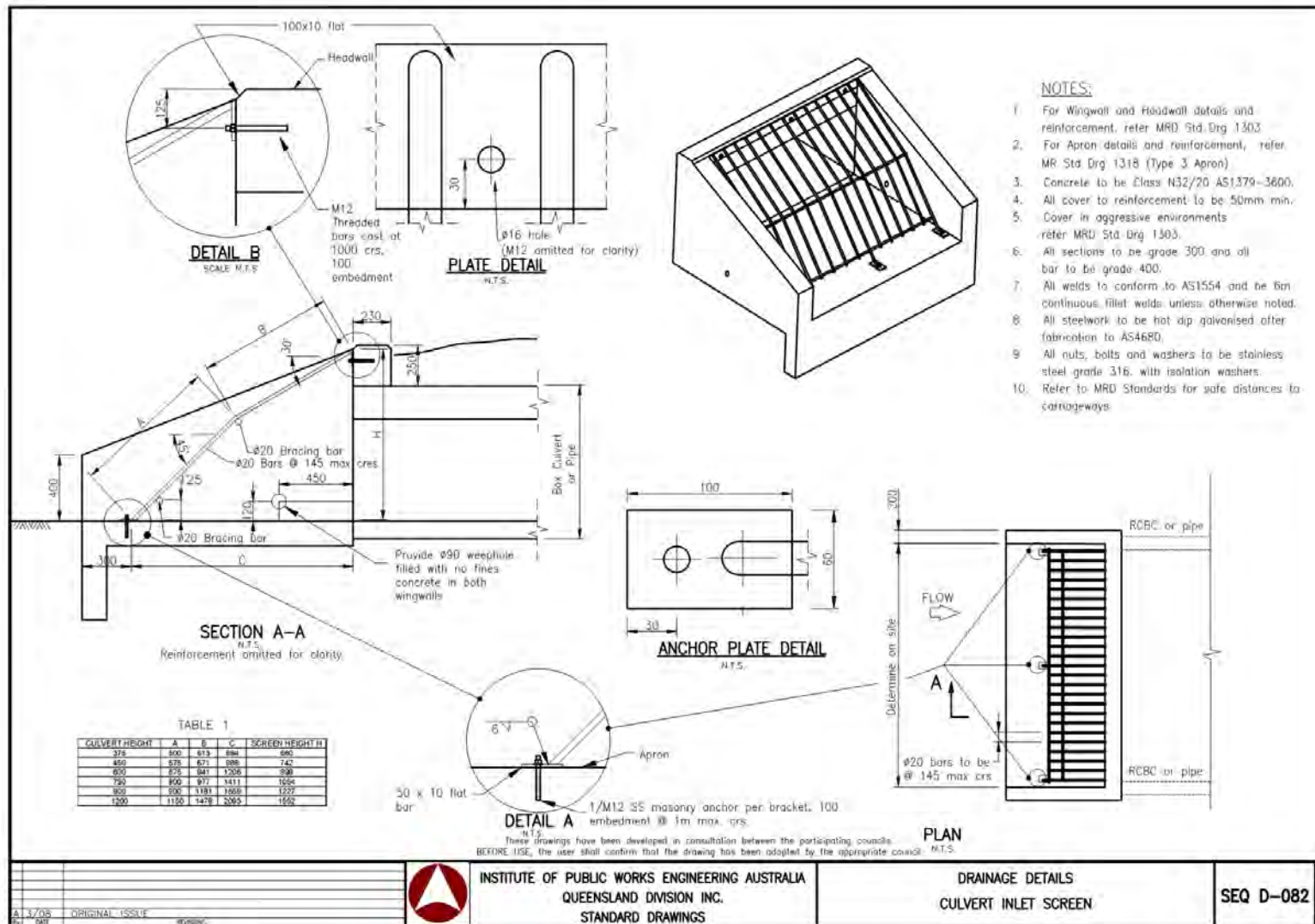


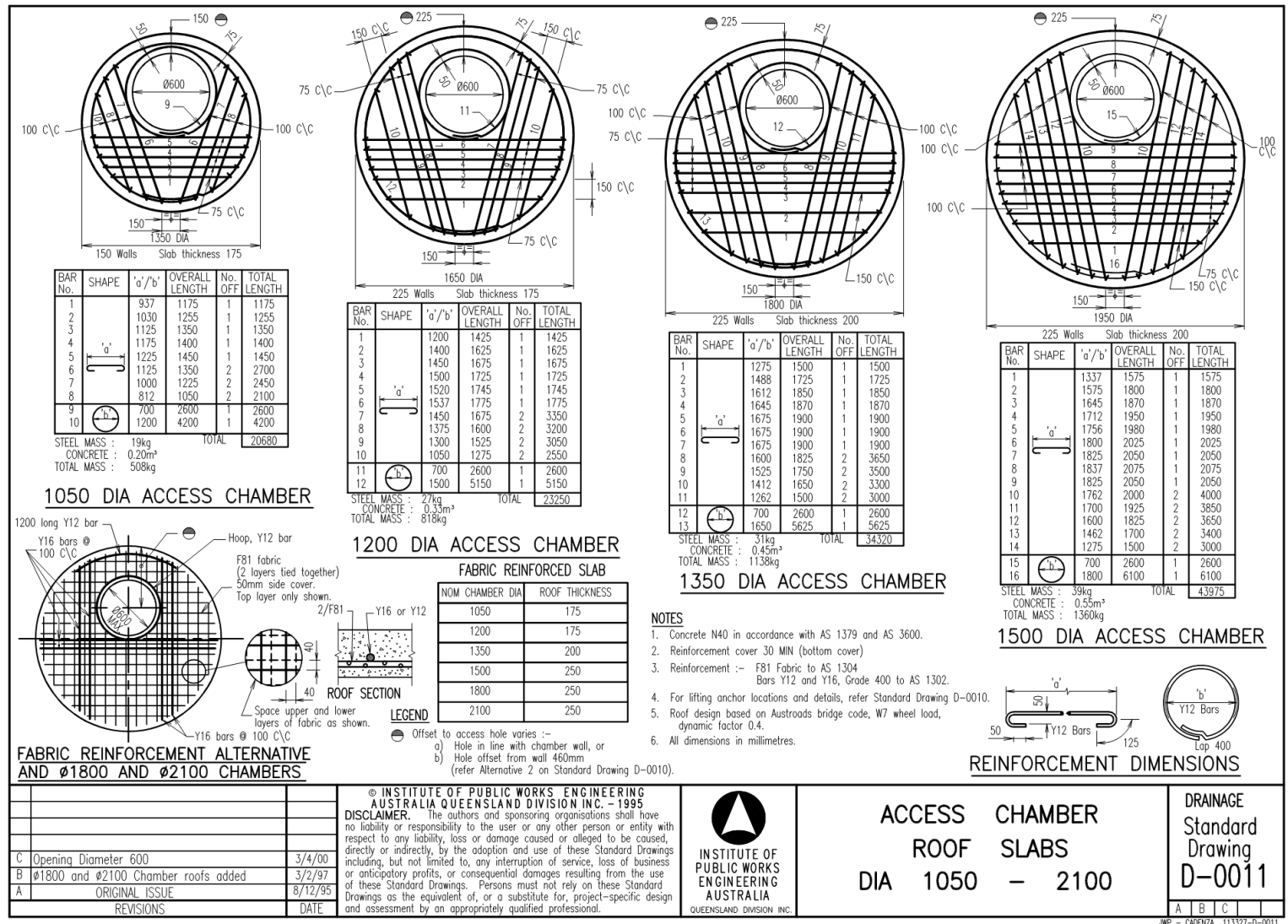


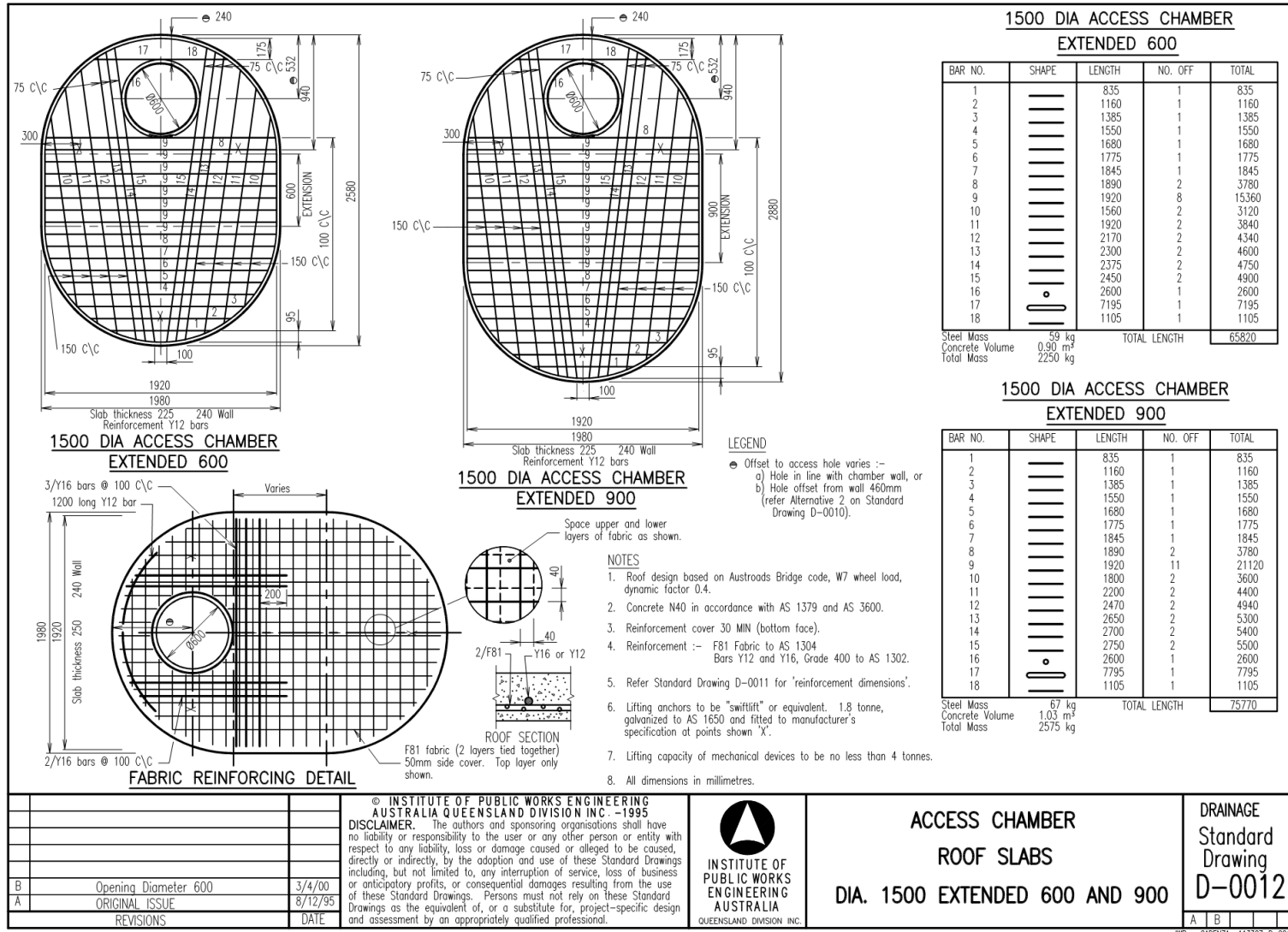


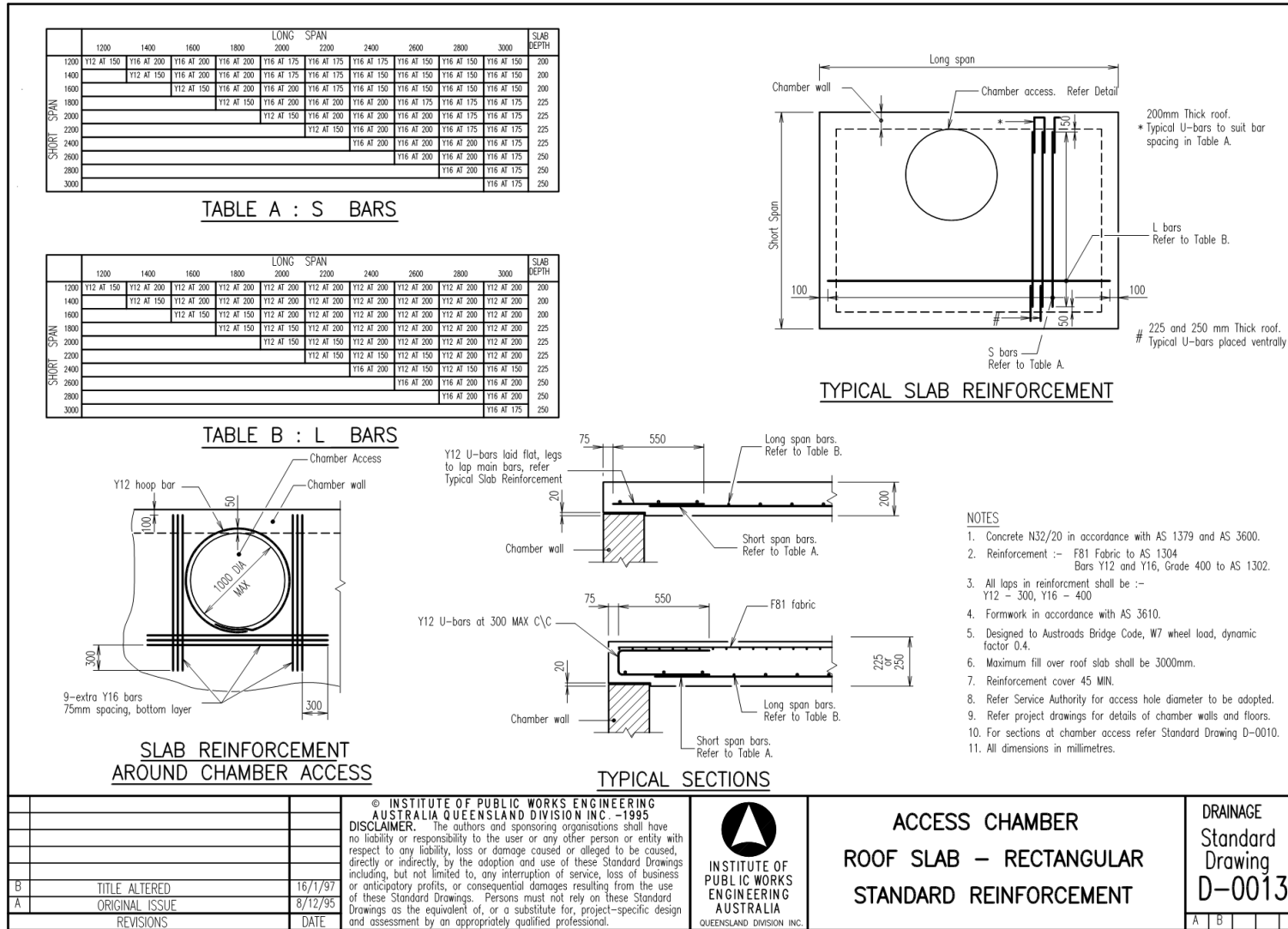


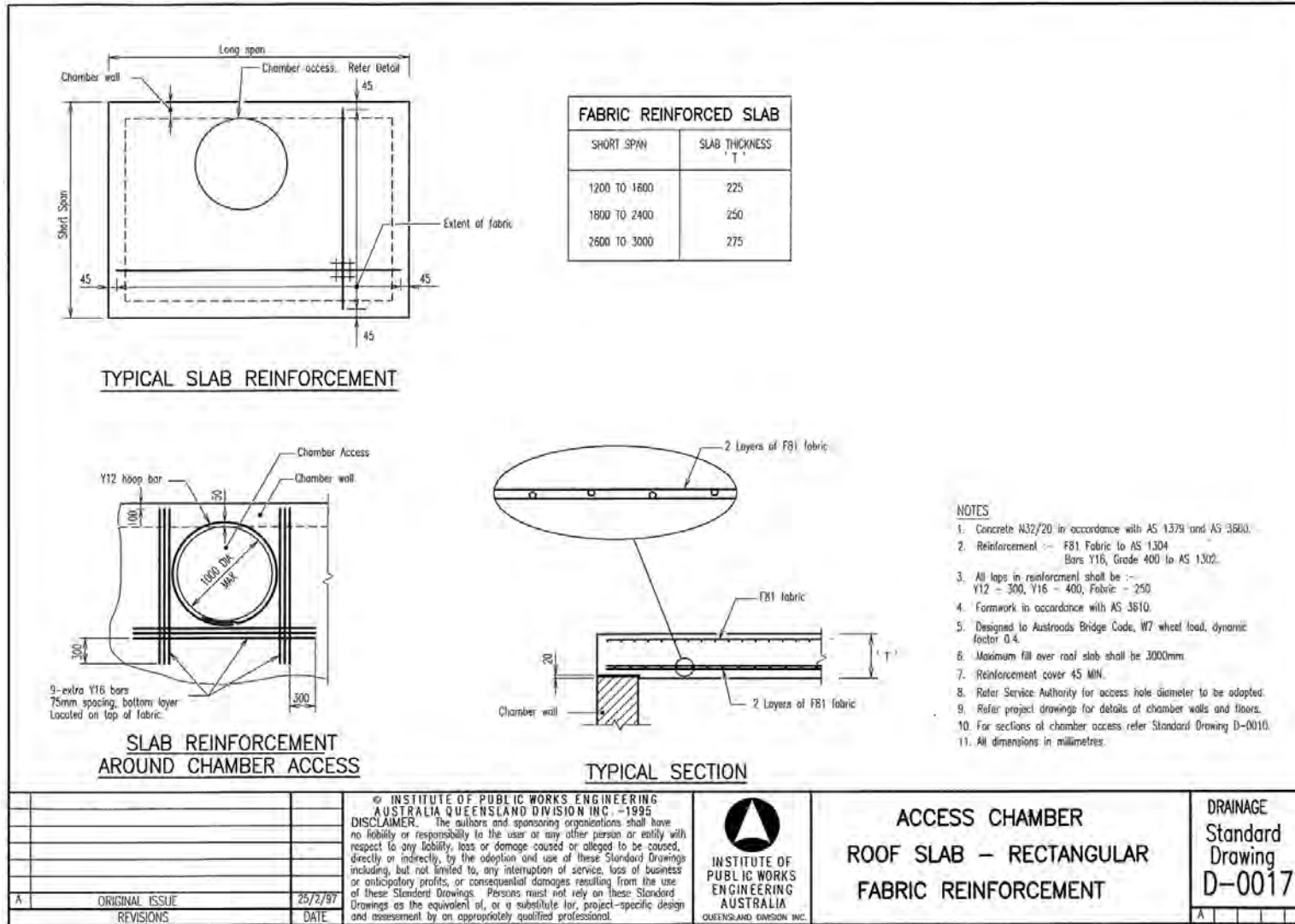














**TYPE 1**  
FOOTPATHS/Private Property/Roads  
Conforms to Support Type U AS 3725

**TYPE 2**  
ROADS  
Conforms to Support Type H1 AS 3725

**TYPE 3**  
ROADS  
SAND SURROUND

**TYPE 4**  
ROADS  
CONCRETE OR GRAVEL SURROUND

**TYPE 5**  
ROADS  
CONCRETE OR GRAVEL ENCASEMENT

**TYPE 6**  
Footpath / Private Property / Roads  
BEDDING IN POOR GROUND

**TYPE 7**  
BEDDING OF MULTIPLE PIPES  
Conforms to Support Type H1

**ALTERNATIVE A**  
AT NEW PAVEMENTS ON RESIDENTIAL STREETS & RURAL ROADS AND EXISTING SEALED PAVEMENTS

**ALTERNATIVE B**  
AT EXISTING SURFACED PAVEMENTS ON INDUSTRIAL, TRUNK COLLECTOR, SUB-ARTERIAL & ARTERIAL STREETS / ROADS

**ALTERNATIVE C**  
AT EXISTING SURFACED PAVEMENTS ON INDUSTRIAL, TRUNK COLLECTOR, SUB-ARTERIAL & ARTERIAL STREETS / ROADS

NOMINAL Ø culvert D (mm)	MINIMUM width A (mm)	HAUNCH depth B	Bedding depth C	Allowable width, E (m)	
				DES	MAX
300	300	36	100	1.0	1.1
375	300	45	100	1.1	1.2
450	300	53	100	1.1	1.3
525	300	61	100	1.2	1.5
600	300	69	100	1.3	1.6
750	300	85	100	1.5	1.8
900	300	103	100	1.6	1.9
1050	300	120	100	1.8	2.1
1200	300	135	100	2.0	2.2
1350	300	150	100	2.1	2.4
1500	300	169	100	2.3	2.7
1650	330	184	150	2.6	2.9
1800	360	200	150	2.8	3.1
1950	390	222	150	3.1	3.3
2100	420	239	150	3.4	3.5
2400	480	270	150	3.9	4.2
2700	540	303	150	4.3	4.6
3000	600	335	150	4.9	5.0

AS Sieve Size	% Passing by mass	
	Type 1 - Pipes ≤ #1200	Type 2 - Pipes > #1350
19.0	100	98 - 100
9.5	-	35 - 50
4.75	-	5 - 10
2.36	40 - 100	0 - 2
0.425	15 - 70	0 - 1
0.075	3 - 30	0 - 1

**LEGEND**

- Pavement. Refer project documentation for detail
- ⊗ Saw cut at existing pavement
- Pipes : 300 when NOMINAL D < 600  
600 when NOMINAL D 600 - 1800  
900 when NOMINAL D > 1800
- Dimensions can be reduced to 150 MIN for non mechanical compaction of backfill
- Refer Alternative A, B and C for backfill requirements at existing and new pavements.
- Depth to be approved by the Superintendent
- ▨ Gravel (MIN CBR15) backfill
- ▨ No fines concrete backfill (8 parts 10mm NOM size aggregate to 1 part cement).

**NOTES:**

- Selected backfill in all cases shall be carried through to the wings and continued 300 thick for the length and height of wings.
- Bedding compaction (Compacted selected fill / sand bedding)  
Cohesive material - 95% standard compaction  
Non-cohesive material - density index of 70 MIN, refer AS 1289.E5.1  
Sand - compact by flooding and use of vibrators.
- Backfill compaction  
Compacted gravel (300mm) layer under road pavement 95% standard compaction.  
Compacted ordinary fill / CBR15 Gravel 90% standard compaction - below 300mm zone.  
Compacted backfill - at footpaths / private property 90% standard compaction.  
MAX. densities determined by standard compaction tests to AS 1289.5.1.1.
- Refer project drawings for types and/or alternatives to be adopted.
- Type U & Type H1 to conform to AS 3725.
- Dimension A can be reduced to 150 MIN for non mechanical compaction of backfill
- Pipes are to be designed to their correct strength class under all construction loads, dead loads and in-service loads.
- All dimensions in millimetres.

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**EXCAVATION, BEDDING AND BACKFILLING OF STORMWATER DRAINAGE PIPES**

**DRAINAGE Standard Drawing D-0030**

REVISIONS	DATE
C Note 7 added	6/1/00
B Bedding modification Type 2, 4, 7 and Alternative B	16/1/97
A ORIGINAL ISSUE	8/12/95

JWP - CADENZA 113327-D-0030

**TYPE 1 NATURAL BEDDING**

**TYPE 2 SAND SURROUND**

**TYPE 3 SAND BEDDING**

**TYPE 4 INSITU BASE SLAB**

**MULTIPLE CULVERTS**

**ALTERNATIVE A AT EXISTING SURFACED PAVEMENTS OR AT NEW PAVEMENTS ON RESIDENTIAL STREETS & RURAL ROADS**

**ALTERNATIVE B AT EXISTING SURFACED PAVEMENTS ON INDUSTRIAL, TRUNK COLLECTOR, SUB-ARTERIAL & ARTERIAL STREETS / ROADS**

W1	W2	E NOM.
300	420	1000
375	500	1100
450	570	1200
600	730	1300
750	890	1500
900	1050	1700
1200	1360	2000
1520	1700	2300
1820	2010	2600
2130	2340	3000
2440	2670	3300

**EXCAVATION WIDTH**

**TYPICAL DETAIL A** Gravel base, site specific design

**LEGEND**

- A 300mm NOMINAL
- Refer Alternative A for backfill requirements at new pavement
- Saw cut at existing pavement
- Gravel (MIN CBR15) or 75mm crusher run backfill
- Lean mix concrete backfill (1:15 mix)
- 10mm Cement mortar bed, 1:3 mix

**NOTES:**

- Backfill compaction  
Approved fill / approved bedding / compacted backfill / CBR15 Gravel 90%  
Compacted gravel (300mm layer) under road pavement 95%  
Compacted fill - at footpaths / private property 90%  
MAX. densities determined by Standard compaction tests to AS 1289.E5.1.
- Refer to Main Roads Std Drg 1316 for installation of precast culverts.
- Tape all joints with 75mm wide Denso (600) Tape or equivalent.
- All dimensions in millimetres.

REVISIONS	DATE
B Note 2 added	6/1/00
A ORIGINAL ISSUE	8/12/95

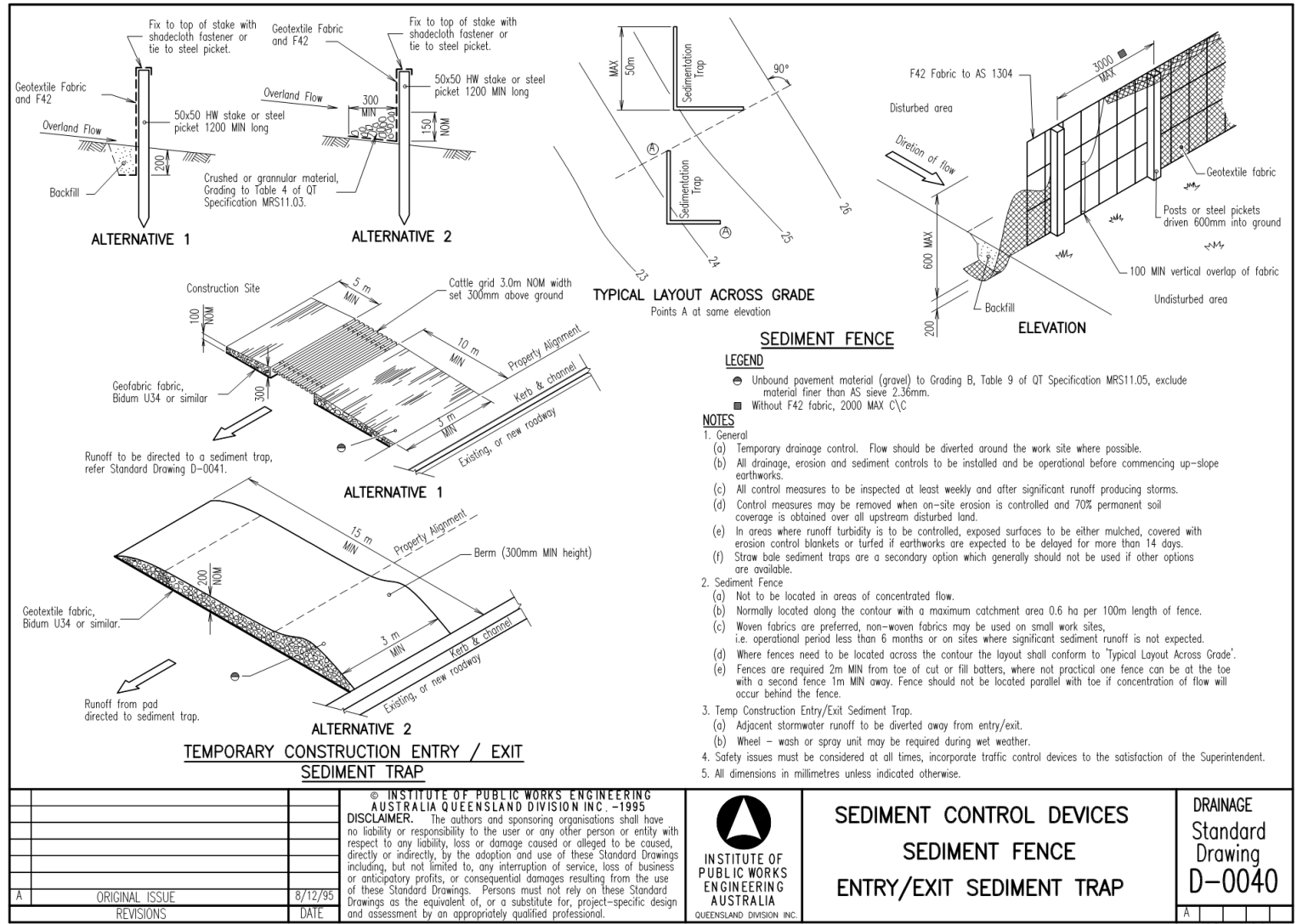
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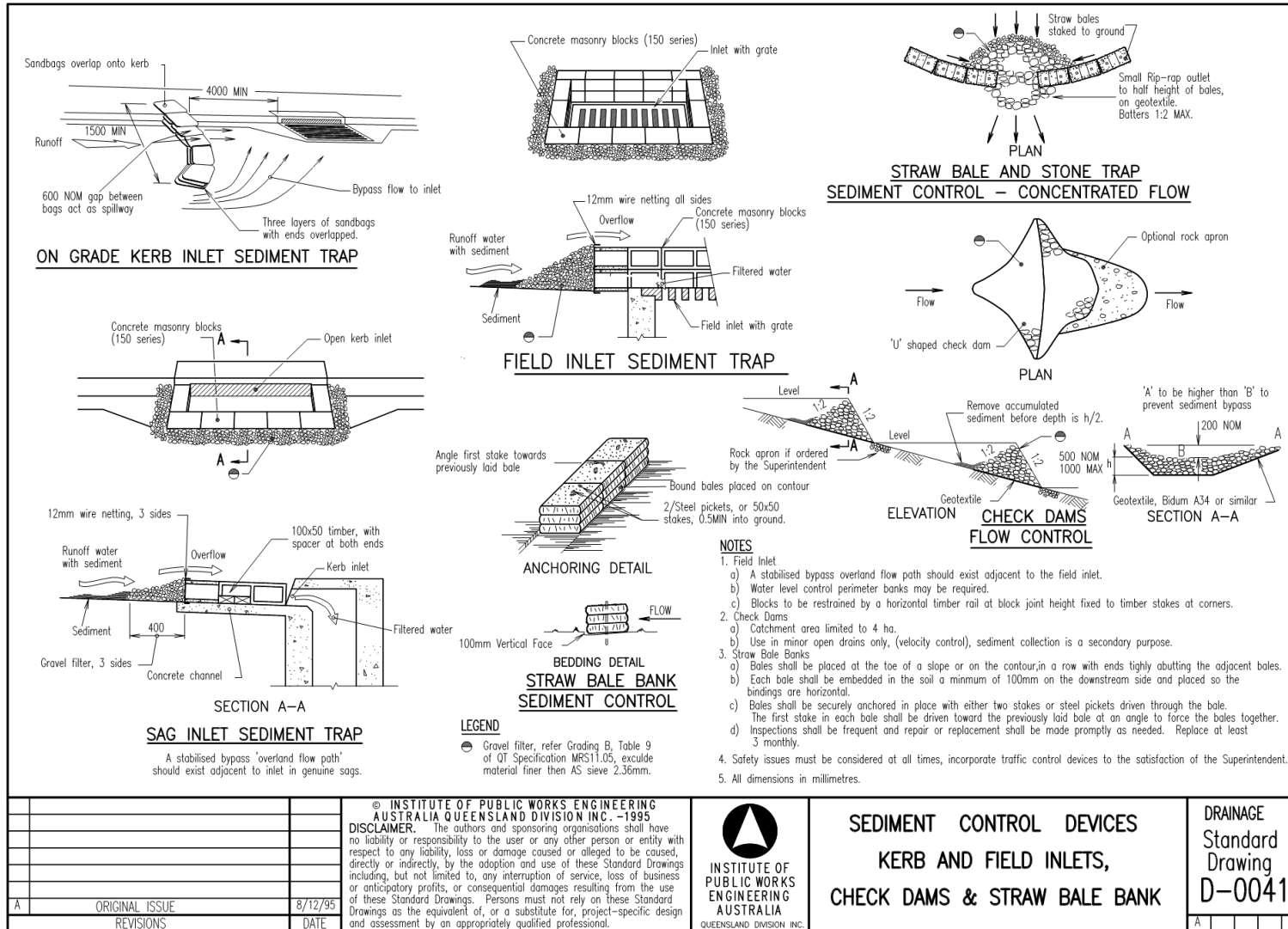


**EXCAVATION, BEDDING AND BACKFILLING OF PRECAST BOX CULVERTS**

**DRAINAGE**  
 Standard Drawing  
**D-0031**

JWP - CAENZA 113327-D-0031





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**SEDIMENT CONTROL DEVICES**  
**KERB AND FIELD INLETS,**  
**CHECK DAMS & STRAW BALE BANK**

**DRAINAGE**  
**Standard**  
**Drawing**  
**D-0041**

JWP - CADENZA 113327-0-0041

**SECTION A-A**  
 W2, 1 in 1.5, F62 Fabric placed centrally where D ≥ 1200, Ø100 weepholes with Bidim A34 geofabric behind holes at 1.5m MAX centres where D > 750, W1, 100, H, T, D, 1 in 1

**SECTION B-B**  
 1 in 1.5, 300, 2 - Y12 Bars, placed centrally (vertically) 50mm edge cover, B, 150 (Varies for skewed pipes), h, refer note 4, 600 Where D > 525 otherwise 300, C, L = 2D, 150, A

**SECTION C-C**  
 W2, 1 in 1.5, 300, 150, 1 in 1, 4 in 1, H, 100, Ø100 Weepholes with Bidim A34 geofabric behind holes at 1.5m MAX centres where D > 750, K, W1, 300, Slab 150 thick reinforced with F62 fabric placed centrally, 50mm edge cover

**PLAN TYPE A INLET / OUTLET**  
 B, A, A

**PLAN TYPE B INLET / OUTLET**  
 C, C, 230, Batter 1 in 1, L=2D, 230, B, L=2D

DIMENSION	PIPE DIAMETER D															
	300	375	450	525	600	675	750	825	900	1050	1200	1350	1500	1650	1800	1950
A	150	150	150	200	200	200	250	250	250	250	300	300	300	300	300	300
B	225	225	225	300	300	300	300	300	300	300	300	300	300	300	300	300
C	450	450	450	450	450	450	600	600	600	600	600	600	600	600	600	600
H	580	670	750	830	900	980	1060	1140	1220	1370	1530	1690	1840	2000	2160	2340
T	150	150	150	200	200	200	200	200	200	200	200	200	200	200	200	200
W1	700	730	760	790	820	850	880	920	950	1010	1070	1140	1200	1260	1320	1380
W2	1860	2070	2260	2450	2620	2810	3000	3200	3390	3750	4130	4520	4880	5260	5640	6060

**Skew factor table:**

Pipe skew	5° - 15°	16° - 25°	26° - 35°	36° - 45°
Skew factor	1.02	1.07	1.16	1.32

For multiple pipes - increase W1 and W2 for each additional pipe by the external diameter + : 300 when NOMINAL D < 600  
 600 when NOMINAL D 600 - 1800  
 900 when NOMINAL D > 1800

For skewed pipes - multiply W1 and W2 by skew factor

**DIMENSIONS TYPE B INLET AND OUTLET**  
 DIA = 1350 to 1950

**NOTES:**

- Design bearing pressure 75 KPa. Where this bearing pressure cannot be obtained, the Superintendent may direct that a wider footing be used.
- Concrete N20 or Grade S32/10 shotcrete may be used in accordance with AS 1379 and AS 3600.
- In tidal areas where fabric reinforcement is specified, concrete is to be sulphate resistant Grade S40 to AS 1379 and AS 3600.
- In embankment situations, the height of the wingwall at the toe should be reduced to "h" so that the slope of the top of the wingwall equals the adjacent embankment batter. Refer project drawings.
- See project drawings for the following : No. and diameter of pipes; Skew angles of pipes if applicable; Invert levels of pipes; Height of wingwall "h" at toe if applicable.
- If directed (by the Superintendent), the apron slab to a Type A outlet may be lowered by the pipe wall thickness to allow for future pipe extension.
- At inlets or outlets, transition uniformly from concrete to open channel over 5m to 10m.
- Refer project drawings for protection proposed between end of outlet structure and open drain / creek.
- Reinforcement : Bars Grade 400 to AS 1302. Fabric to AS 1304.
- All dimensions in millimetres, unless shown otherwise.

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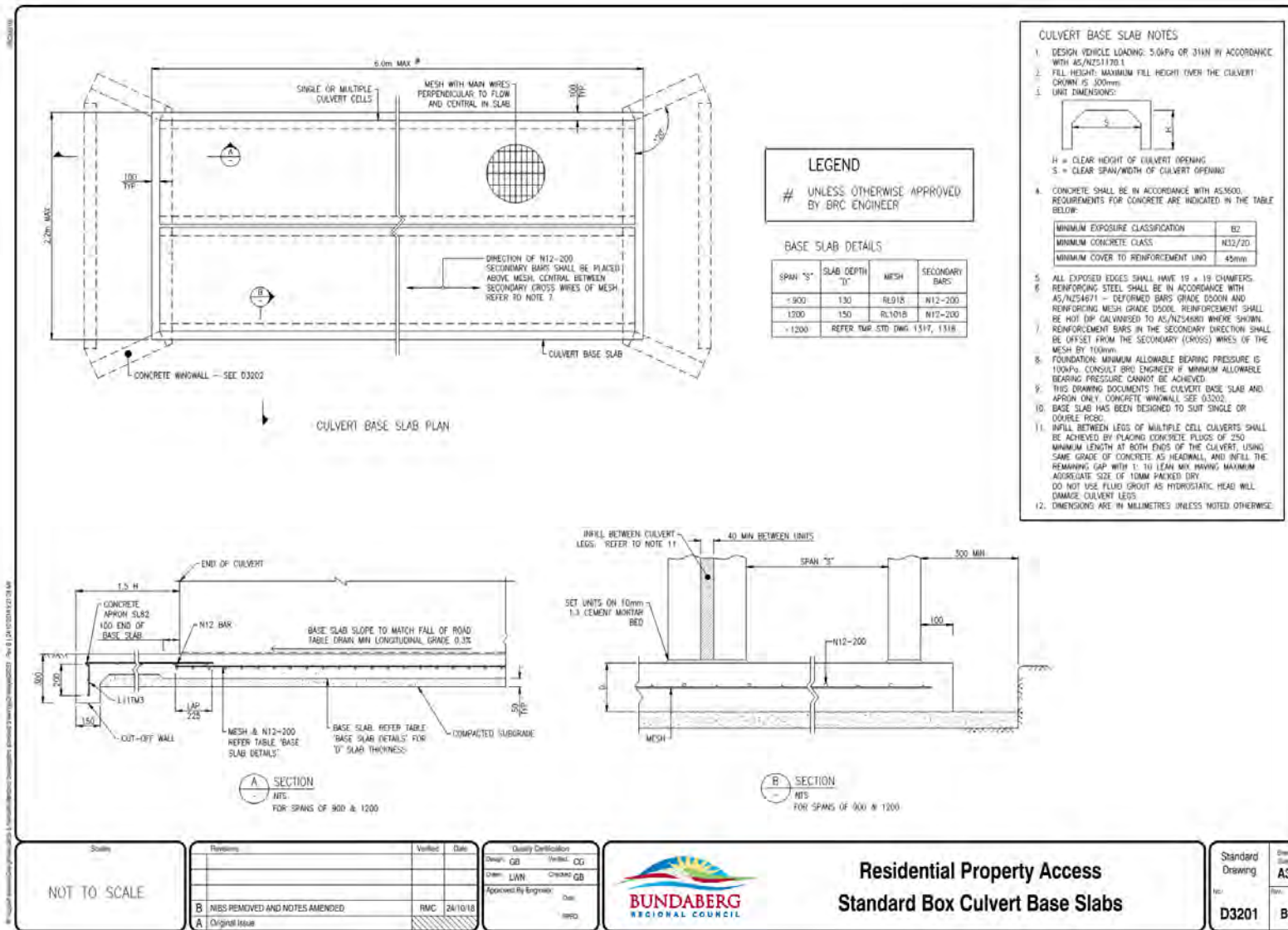
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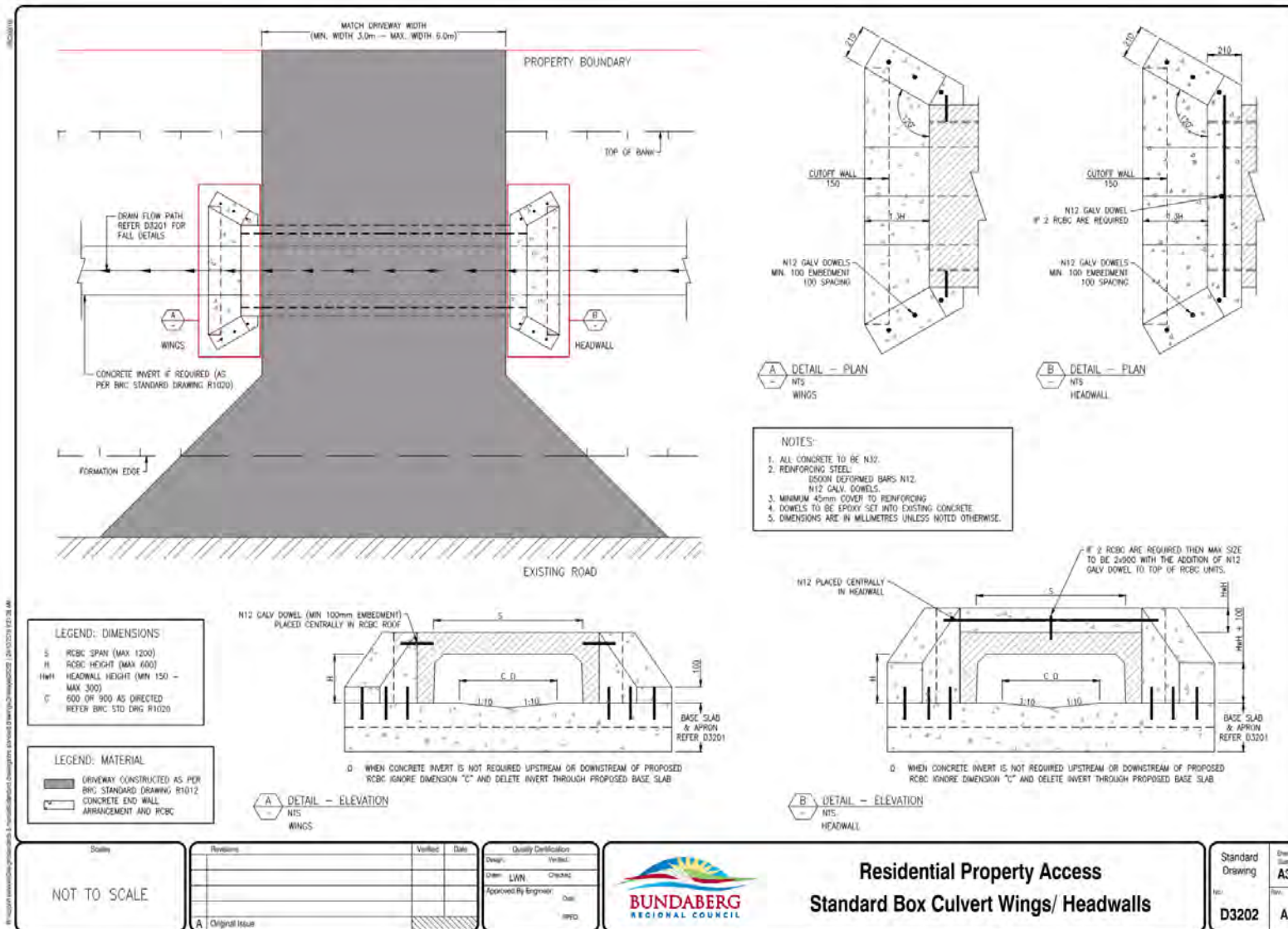
**INLETS AND OUTLETS TO STORMWATER DRAINS (CONCRETE)**

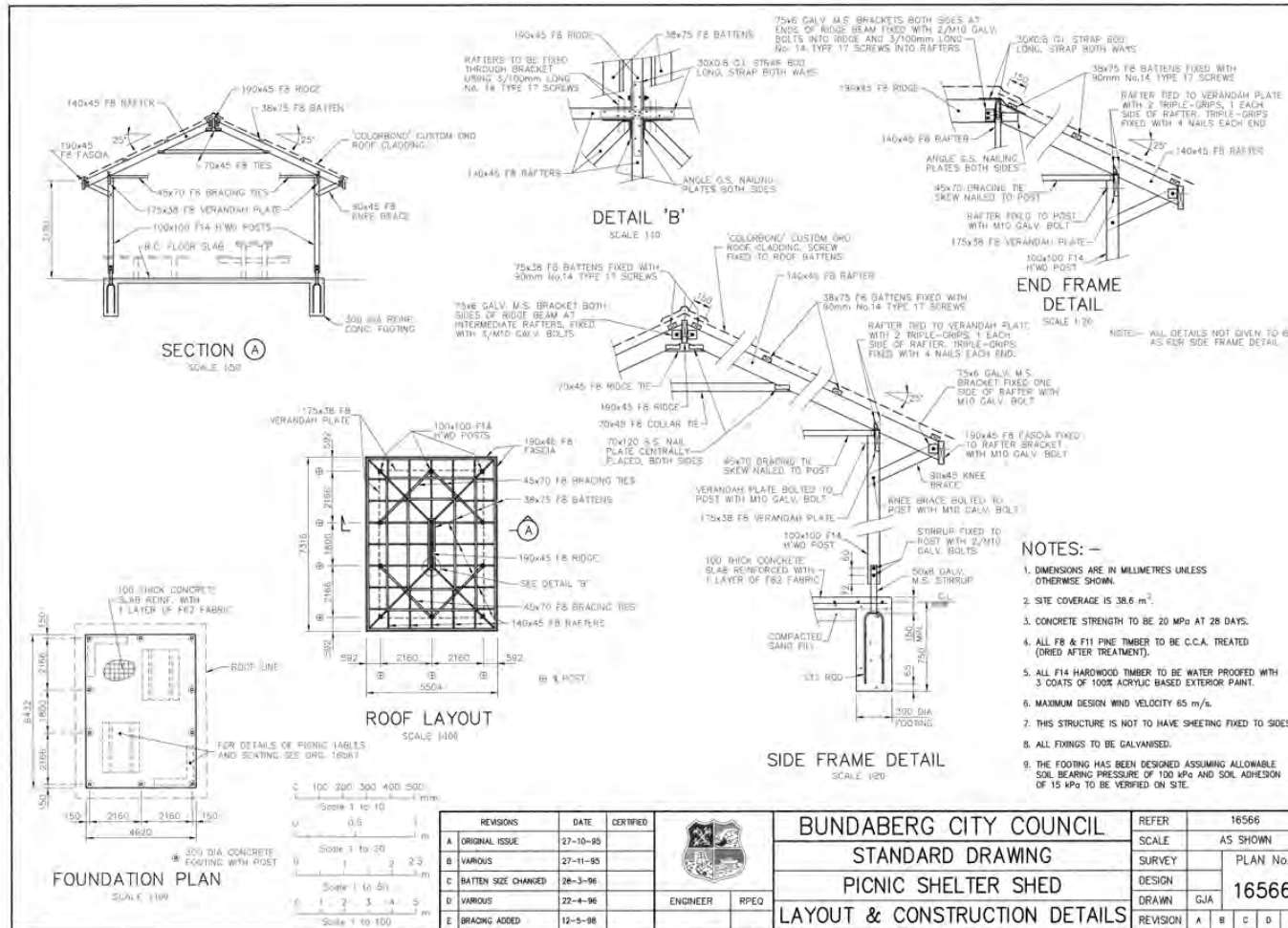
**DRAINAGE Standard Drawing D-0080**

ORIGINAL ISSUE 8/12/95  
 REVISIONS DATE

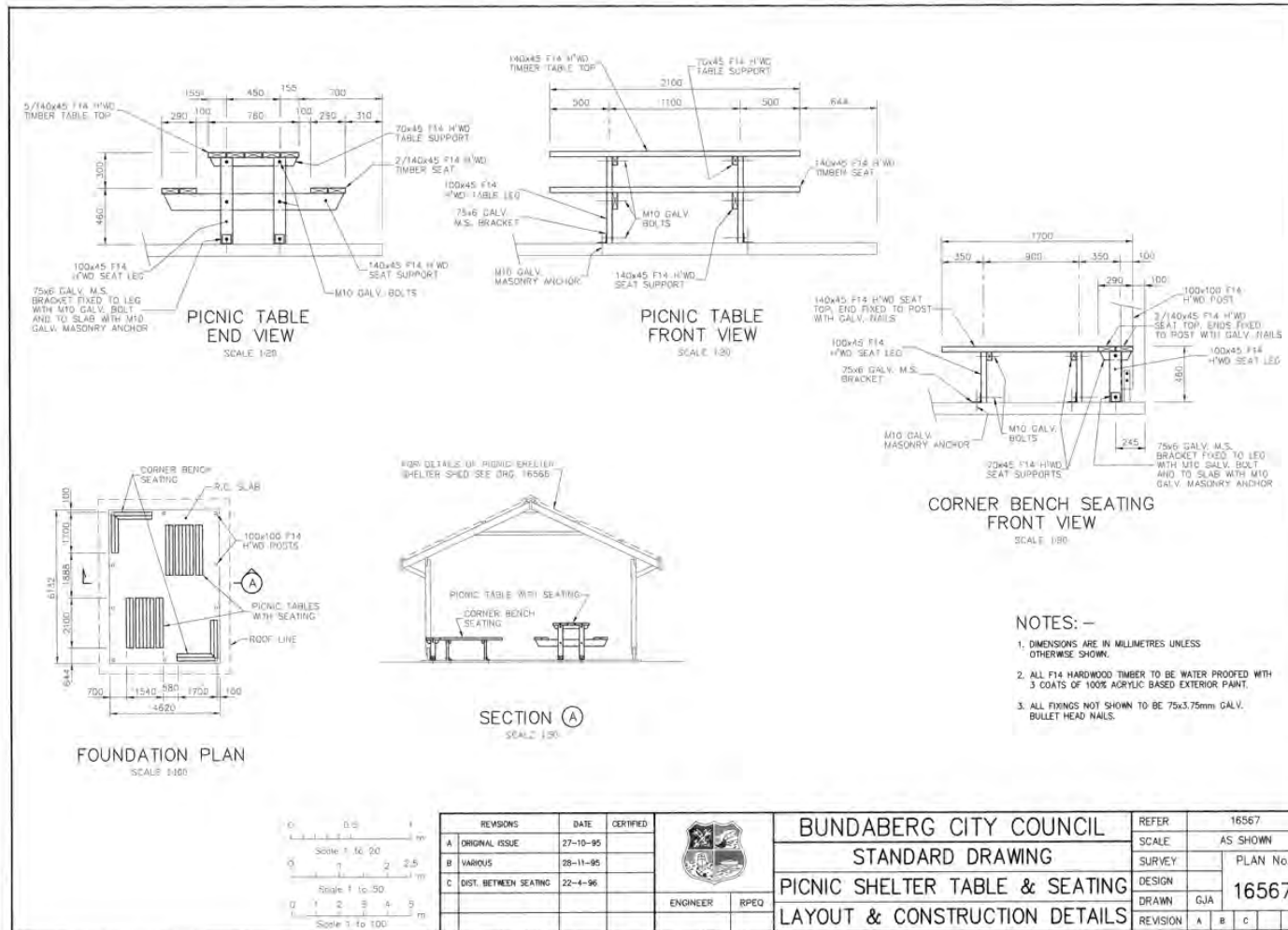
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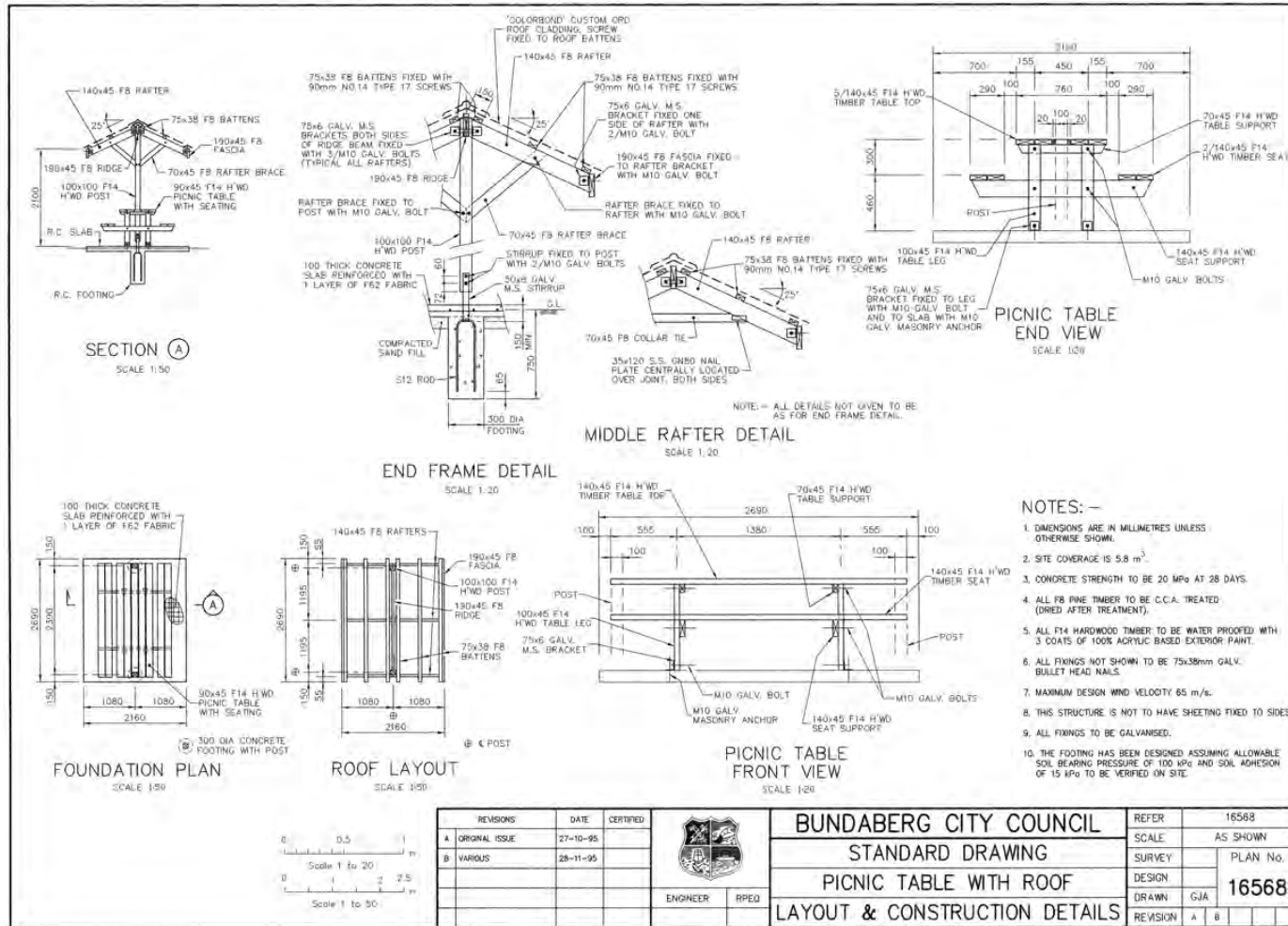


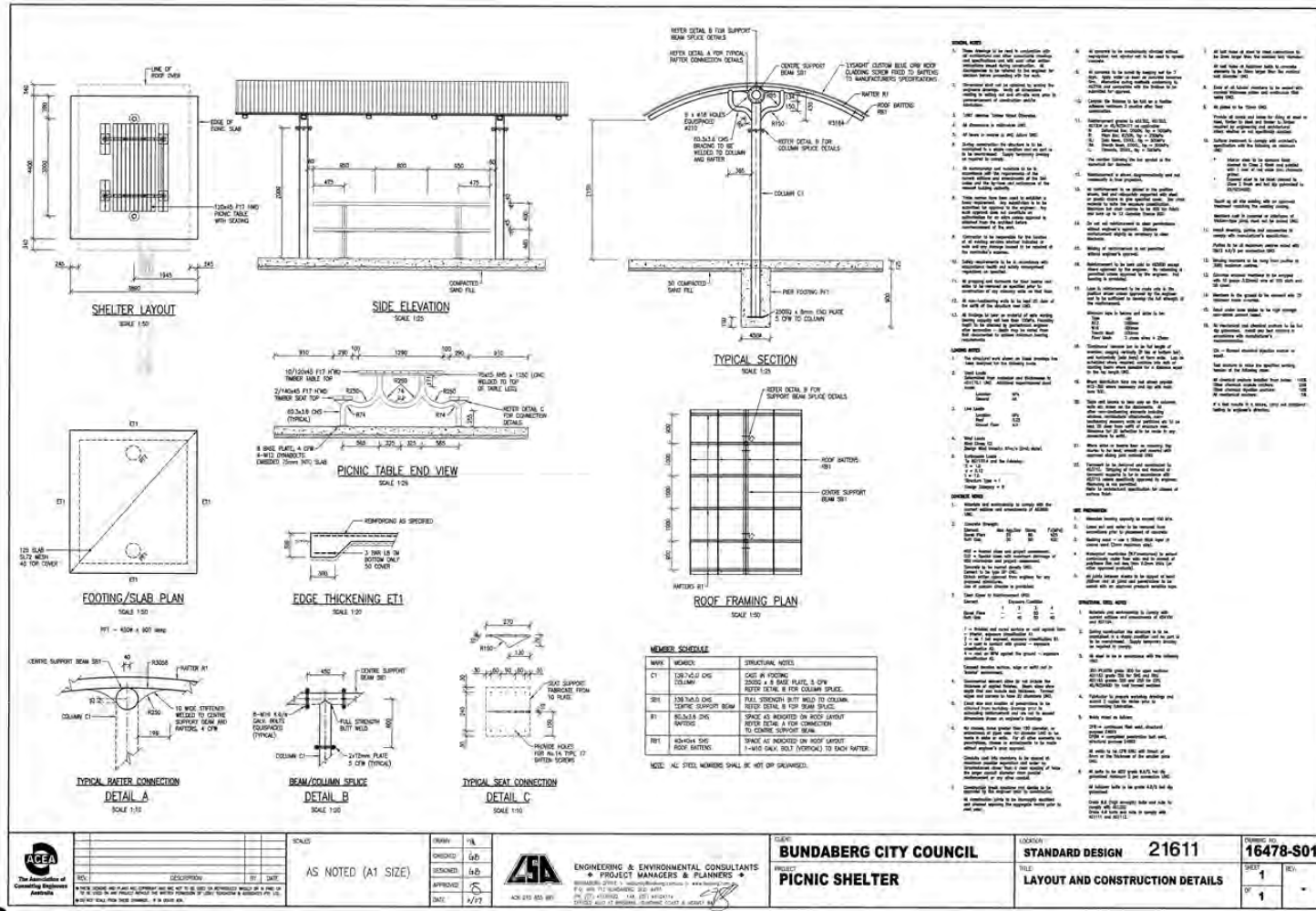










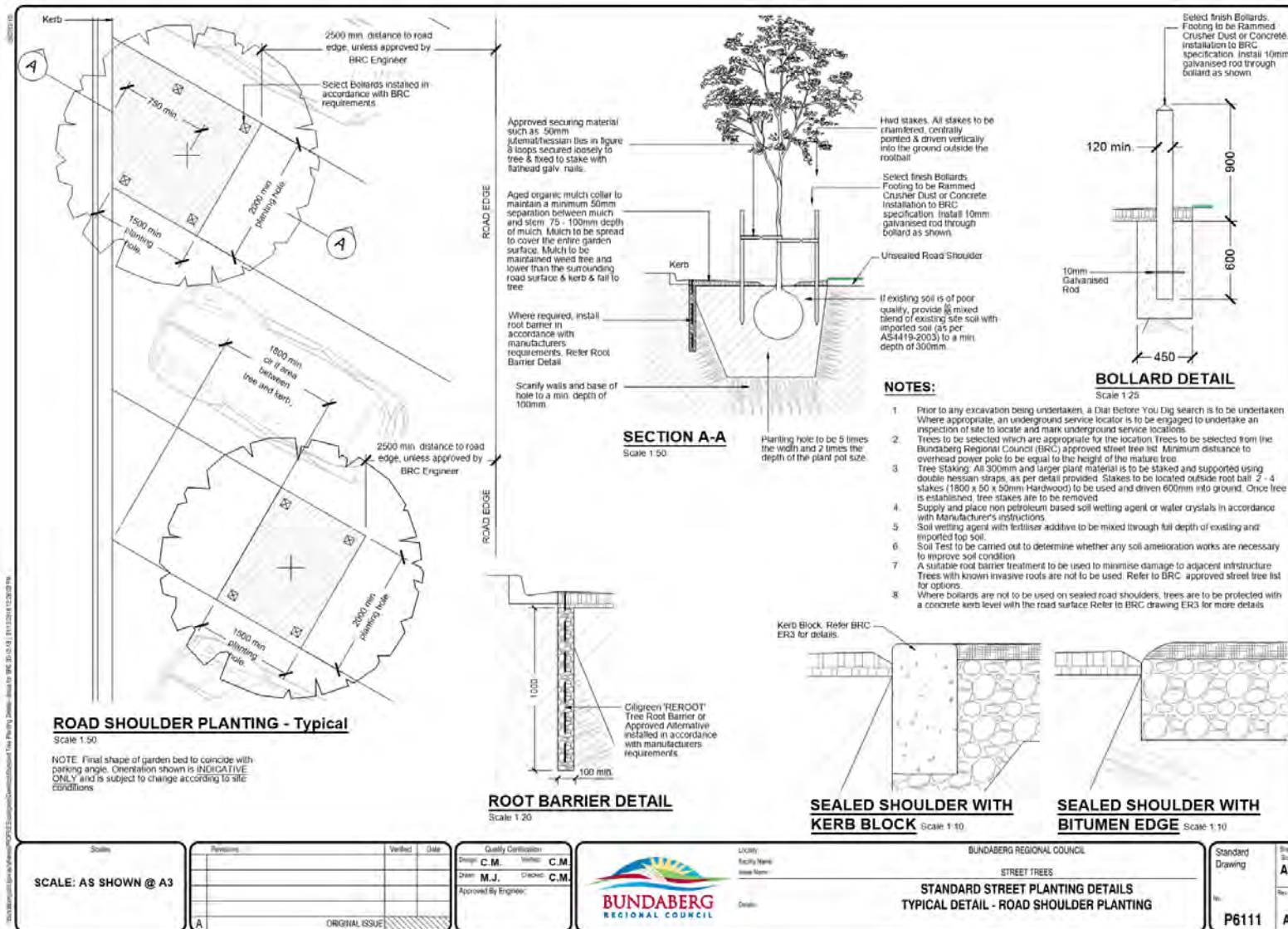


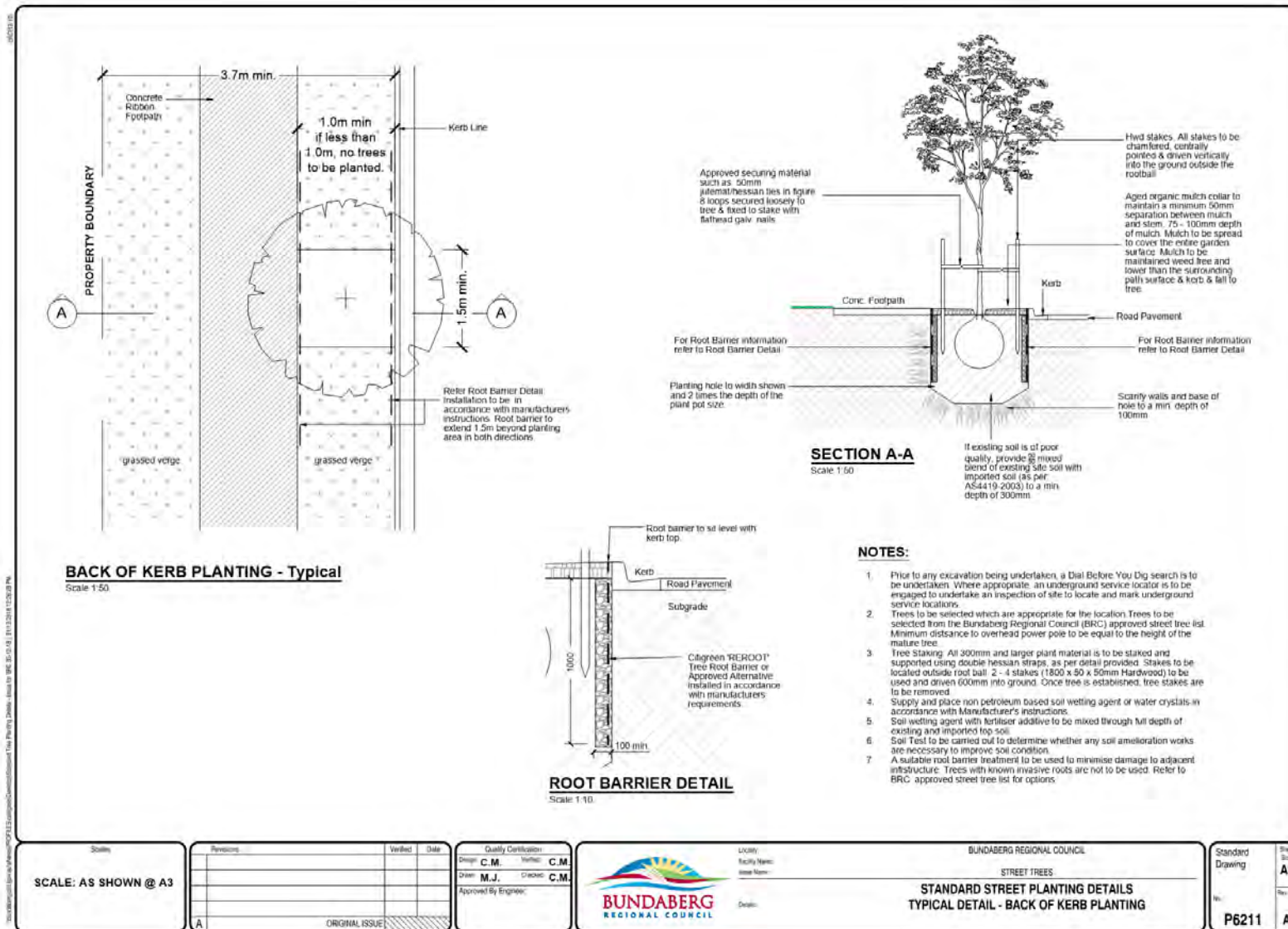
**MEMBER SCHEDULE**

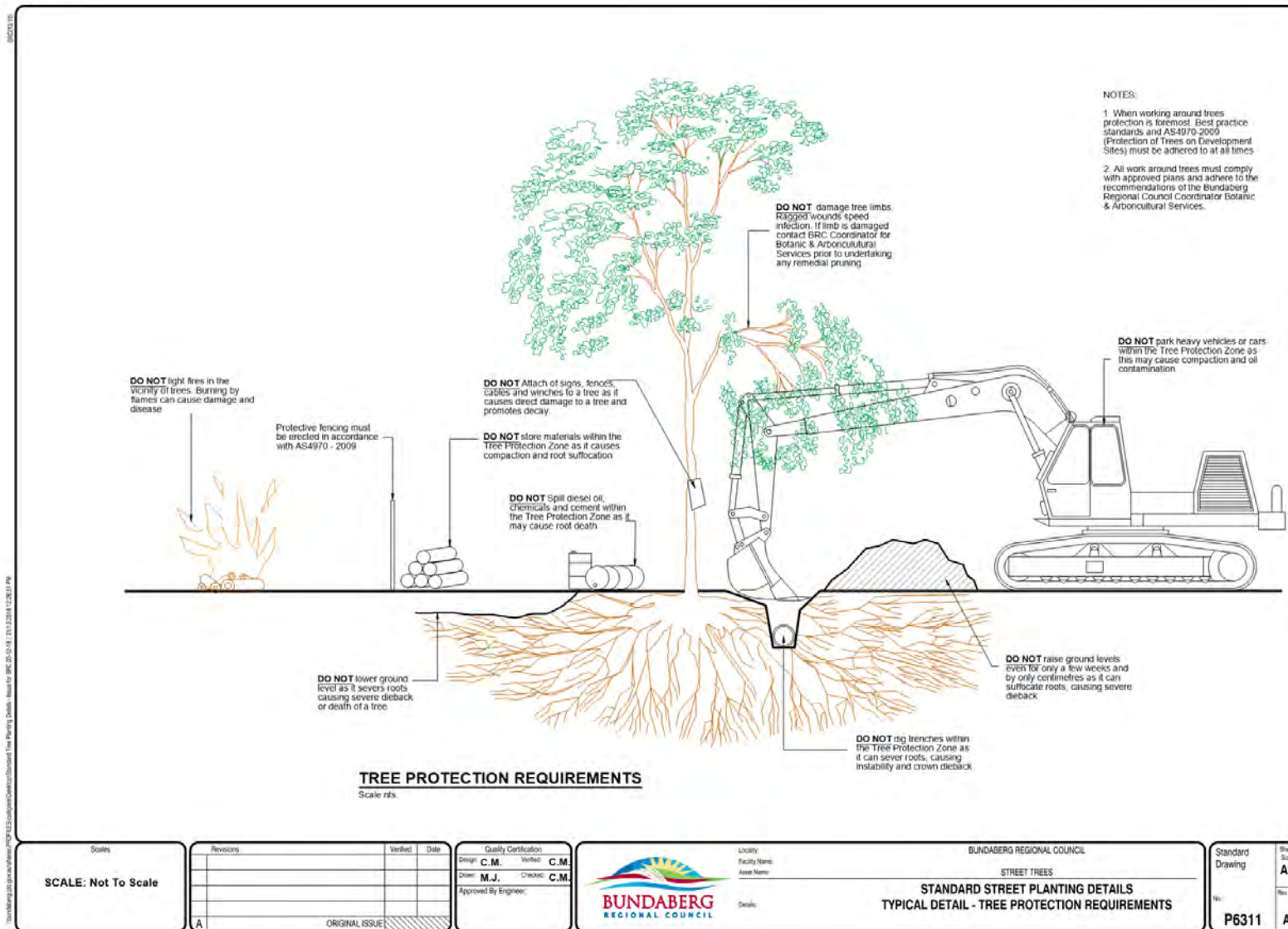
MARK	MEMBER	STRUCTURAL NOTES
C1	120x120x10 CHS COLUMN	CAST IN FOOTING; 200x20 x 6 BARS PLATE 4 C/W; REFER DETAIL B FOR COLUMN SPICE.
SR1	120x120x10 CHS TOPIC SUPPORT BEAM	FULL STRENGTH BUTT WELD TO COLUMN; REFER DETAIL B FOR BEAM SPICE.
R1	120x120x10 CHS RAFTERS	SPACE AS INDICATED ON ROOF LAYOUT; REFER DETAIL A FOR CONNECTION TO CENTRE SUPPORT BEAM.
RB1	120x120x10 CHS ROOF BATTENS	SPACE AS INDICATED ON ROOF LAYOUT; 2 BARS PLATE 100x10 WELD TO EACH RAFTER.

NOTE: ALL STEEL MEMBERS SHALL BE HOT DIP GALVANIZED.

<p>ACEA The Association of Consulting Engineers Australia</p>	<p>SCALE: AS NOTED (A1 SIZE)</p>	<p>DESIGNED: hb</p> <p>APPROVED: hb</p> <p>DRAWN: 2/17</p>	<p>CLIENT: <b>BUNDBERG CITY COUNCIL</b></p> <p>PROJECT: <b>PICNIC SHELTER</b></p>	<p>STANDARD DESIGN: <b>21611</b></p> <p>FILE: <b>LAYOUT AND CONSTRUCTION DETAILS</b></p>	<p>PROJECT NO: <b>16478-S01</b></p> <p>SHEET: <b>1</b></p> <p>OF: <b>1</b></p>
	<p>ENGINEERING &amp; ENVIRONMENTAL CONSULTANTS PROJECT MANAGERS &amp; PLANNERS</p> <p>400 855 881</p>			<p>DATE: 10/11/2018</p>	







**Item****25 June 2019**

<b>Item Number:</b>	<b>File Number:</b>	<b>Part:</b>
L1	521.2019.101.1	DEVELOPMENT ASSESSMENT

**Portfolio:**

Planning &amp; Development Services

**Subject:**

305 Bucca Road, Bucca – Development Permit for Reconfiguring a Lot (1 lot into 3 lots)

**Report Author:**

Grant Barringer, Planning Officer

**Authorised by:**

Michael Ellery, Group Manager Development

**Link to Corporate Plan:**

Our Environment - 2.3 Sustainable built and natural environment - 2.3.3 Review and consistently enforce local laws, the planning scheme, and other associated environment and public health legislation to ensure they meet community standards.

**Summary:**

<b>APPLICATION NO</b>	521.2019.101.1
<b>PROPOSAL</b>	Reconfiguring a Lot (1 lot into 3 lots)
<b>APPLICANT</b>	GD Davis & JE Davis
<b>OWNER</b>	JE Davis & GD Davis
<b>PROPERTY DESCRIPTION</b>	Lot 1 on RP865676
<b>ADDRESS</b>	305 Bucca Road, Bucca
<b>PLANNING SCHEME</b>	Bundaberg Regional Council Planning Scheme 2015
<b>ZONING</b>	Rural Zone
<b>OVERLAYS</b>	Agricultural Land Overlay Biodiversity Areas Overlay Bushfire Hazard Overlay
<b>LEVEL OF ASSESSMENT</b>	Impact
<b>SITE AREA</b>	39.7 ha
<b>CURRENT USE</b>	Large format rural allotment with a Dwelling House
<b>PROPERLY MADE DATE</b>	30 January 2019
<b>STATUS</b>	The 35 business day decision period ended on 9 May 2019
<b>REFERRAL AGENCIES</b>	Not applicable
<b>NO OF SUBMITTERS</b>	One (1) properly made submission
<b>PREVIOUS APPROVALS</b>	Nil
<b>SITE INSPECTION CONDUCTED</b>	6 February 2019
<b>COMPLEXITY RATING</b>	Moderate

## **1. INTRODUCTION**

### **1.1 Proposal**

The applicant seeks a development permit for a proposed one (1) lot into three (3) lot subdivision. Proposed lot 1 (adjoining 359 Bucca Road, Bucca) with a land area of 2.85 ha has a road frontage of 165.53 metres and is proposed in an area predominately cleared of vegetation. Land generally falls from the road reserve, east over the site to a natural watercourse, partially located over proposed Lot 32 and Lot 2 on RP175023 to the south.

Proposed Lot 2 measures 19.43 ha and has a frontage of 469 metres and proposes to include the existing dwelling on the subject site. The proposed boundaries on the allotment have been located to align with the extent of MSES vegetation located on the eastern portion of the subject site.

Proposed lot 3, represents the balance of the site, with an area of 17.43 ha and a frontage of 435.25 metres to Bucca Road and 724 metres to Kliekons Road. The proposed land area is unimproved and contains a mix of Category B and C MSES areas and well as being completely overlaid by the agricultural land overlay (Area A).

### **1.2 Site Description**

The subject site has a total area of 39.7 hectares with a 1.069km frontage to Bucca Road and 724 metres to Kliekons Road. Parts of the site have been previously cropped for pineapples but in recent times has been used for hobby cattle grazing. The site is improved with a single residential dwelling, connected to overhead power and telecommunications, on-site water supply and septic wastewater disposal. The current access to the site is via an unformed crossing and gravel roadway.

Adjoining lots vary in size and are utilised primarily for cattle grazing uses or agriculture. The site has a natural drainage path (from Smiths Crossing Road directing water from the western and eastern parts of the site towards the western part of proposed lot 2 then into the gully into the waterway at the southern boundary of the subject site.

A single allotment (Lot 3 on RP865876) is surrounded by the subject site (bordering proposed lots 2 and 3). This allotment is 2 acres in area, regular in shape and is developed with a dwelling house and associated outbuildings.

The majority of the subject land is identified as being within the Agricultural Land Overlay (Class A) and also includes MSES (wildlife habitat), MSES Protected Vegetation and areas of Medium Bushfire risk.

## **2. ASSESSMENT PROVISIONS**

### **2.1. Assessment Benchmarks**

The following are the benchmarks applying for this development:



<b>Benchmarks applying for the development</b>	<b>Benchmark reference</b>
<b>Zone Code:</b> Rural Zone	Bundaberg Regional Council Planning Scheme 2015
<b>Overlay Code</b> <ul style="list-style-type: none"> <li>• Agricultural Land Overlay Code</li> <li>• Biodiversity Areas Overlay Code</li> <li>• Bushfire Hazard Overlay Code</li> </ul>	Bundaberg Regional Council Planning Scheme 2015
<b>Other Development Code</b> <ul style="list-style-type: none"> <li>• Landscaping Code</li> <li>• Nuisance Code</li> <li>• Reconfiguring a Lot Code</li> <li>• Transport and Parking Code</li> <li>• Vegetation Management Code</li> <li>• Works, Services and Infrastructure Code</li> </ul>	Bundaberg Regional Council Planning Scheme 2015
<b>Planning Scheme Policy</b> <ul style="list-style-type: none"> <li>• Planning Scheme Policy for Development Works</li> </ul>	Bundaberg Regional Council Planning Scheme 2015

## **2.2. State Planning Instruments**

The Bundaberg Regional Council Planning Scheme 2015 has been endorsed to reflect the state planning instruments.

## **3. ISSUES RELEVANT TO THE APPLICATION**

The following significant issues have been identified in the assessment of the application:

### Rural Zone Code

The proposed subdivision is not considered to comply with a number of Performance Outcomes of the Rural Zone Code, including, the requirement to limit permanent forms of residential accommodation in the zone (PO3), and provide for and support rural activities (PO1, PO2 and PO6), particularly given the proposed intensification of residential uses which may conflict with 'as of right' rural uses on adjoining land. In addition to those matters above, the proposal significantly reduces the current rural land area without demonstrating an overriding need for the development in the public interest.

As the proposed development is in conflict with a number of Code provisions, the purpose and overall outcomes of the code must be considered. These include:

*The purpose of the Rural Zone Code is to:-*

- (a) *provide for a wide range of rural uses including cropping, intensive horticulture, intensive animal industries, animal husbandry, animal keeping and other primary production activities;*

- (b) *provide opportunities for non-rural uses that provide a service to or rely upon access to rural areas;*
- (c) *ensure that non-rural uses are compatible with agriculture, the environment and the landscape character of the rural area and do not compromise the long-term use of land for rural uses; and*
- (d) *ensure that rural areas are sustainably managed to maintain and enhance the character, visual amenity and ecological sustainability of the rural landscape.*

*The purpose of the Rural Zone Code will be achieved through the following overall outcomes:-*

- (a) *development provides for a broad range of rural activities as well as more intensive rural activities, provided that adverse environmental and amenity impacts are avoided or appropriately managed;*
- (b) *permanent residential accommodation in the zone is generally limited in scale and intensity;*
- (c) *where appropriate, complementary visitor accommodation and other non-rural uses that support rural enterprise or rural tourism activities may be established in the zone;*
- (d) *development minimises conflicts with existing and future rural uses and activities on the surrounding rural lands and ensures that the productive capacity of rural land is protected for rural uses and associated value adding industries;*
- (e) *development provides for the protection of agricultural land classification (ALC) Class A and Class B land for sustainable agricultural use;*
- (f) *development maintains the rural and landscape character, scale and amenity of the zone; and*
- (g) *development encourages and facilitates the efficient provision and safe operation of physical and social infrastructure.*

In consideration of the items above it is challenging to accept that a proposal that creates small rural lots and fragments an existing rural lot, complies with these key provisions of the Planning Scheme. The proposal does not support or encourage rural activities, rather introduces the types of non-rural uses that are intended to be limited. Fragmentation of agricultural land does not protect or enhance the sustainable agricultural use of these areas for the future.

#### Out of sequence development

Performance Outcome 2 (PO2) of the Reconfiguring a Lot Code requires that the proposed development avoids the sporadic or out of sequence creation of new lots and aims to ensure the efficient delivery of supporting infrastructure. The proposal to create additional lots in a rural zoned area remote from existing services presents a non-compliance with this code criteria that has not been justified sufficiently by the applicant within the lodged planning report and supporting material.

The applicant provides that despite the conflict with the Rural Zone Code and Reconfiguring a Lot Code (particularly the minimum lot size and introduction of additional sensitive land uses in a rural setting), the proposal satisfies the outcomes for Rural Residential development under section 3.3.4 of the Strategic Framework. The Specific Outcomes of Element 3 (s.3.3.4.1(c)) of the Strategic Framework within the Bundaberg Region Planning Scheme (Rural Residential development) which are referenced, stipulate that Rural Residential development on land outside of that zoned Rural Residential may only occur under circumstances (i) to (ix), which are discussed below.

While the developer may suggest there is a demand for rural residential development in this location this does not demonstrate justified demand, having regards to the needs of the community and the capacity of the existing vacant land supply already

allocated in the Rural Residential Zone, or approvals already granted (as stated in s.3.3.4.1(c)(i)). It is considered at this time, the needs of the community are suitably addressed through urban growth opportunities to the north west and south west of the subject site (being within the Rural Residential Zone), the closest being 3.2 km from the subject site.

When considering the planning scheme in its entirety, the subject land is not identified as a rural residential area on SFM-001, nor has the land been included in the Rural Residential Zone. The settlement pattern, identifies significant areas for urban growth and rural residential development across the region in the life of the Planning Scheme, providing for housing choice in different locations. Accordingly, the settlement pattern within the Strategic Framework provides for population growth in the area through the expansion of the Urban Area (including the two examples mentioned above), not through unplanned rural residential development.

Section 3.3.4.1(c)(ii) relates to the location of the proposed rural residential subdivision in close proximity to, readily accessible to or easily serviced by an existing village, settlement or services/ community facilities, such as health, education, shopping, sporting, recreational facilities and public transport. The proposed location of this subdivision is not serviced by public transport and is relatively isolated from any of the described services.

Section 3.3.4.1(c)(iii) requires that development will not fragment ALC Class A and Class B land, and will not constrain or conflict with the existing or future potential use of the surrounding rural lands and economic resource areas. This matter will be further addressed in a later section of this report, however, it is noted that the introduction of a sensitive land use (residential use) within an existing rural area, wholly surrounded by rural land, struggles to demonstrate adequate compliance with this requirement. Although, the existing lot size is below the minimum lot size currently, the proposed subdivision will fragment the ALC Class B land.

It is noted that Council's Planning Scheme provides significant opportunities for rural residential growth in appropriate areas of the region. The Strategic Framework commentary which provides support for the subdivision of rural land in a limited range of circumstances cannot be interpreted to support this development in this location. Notwithstanding this, the meeting of criteria set within the one section (3.3.4) is not the only consideration in assessment of whether rural residential development is appropriate in this location. Rather, it is appropriate for Council to also consider whether the application is, on balance, consistent with the Strategic Framework in its entirety. In this regard, it is considered that on balance, the proposed development is not consistent or compliant with a broad range and number of these provisions.

#### Reconfiguring a Lot Code

Performance Outcome 1 (PO1) of the Reconfiguring a Lot Code requires the proposed lot layout and configuration be responsive to a number of factors, including the setting of the site within a non-urban context and the adjoining natural environmental values.

PO2 requires the consideration of the impact of the proposed subdivision on adjoining existing lawful (rural) uses and vice versa, a consideration of the impacts of the existing rural uses on the proposed residential use. The subject site is adjacent to and within close proximity to rural uses, currently under assignment. The purpose and overall outcomes of the Rural Zone Code also require that the development does not compromise the long term use of the rural zoned land for rural activities and

development is to maintain the scale, character and amenity of the zone. It is noted that the proposed development does not adequately address these requirements, particularly given the proposal subdivides rural land well below the minimum lot size and introduces an irregular pattern of development which is not responsive nor considerate of the existing rural area and incompatible with as of right uses.

Despite the applicant's representations, it is clear that the proposed development does not meet the stipulated minimum lot size of 100 ha minimum lot size in the Bundaberg Regional Council Planning Scheme. PO12 of the code seeks to regulate incompatible uses by separation and/ or buffering. In this instance 'reverse amenity' issues are created affecting continued operation of existing uses. It is evident from a balanced review of the Code that it does not favour subdivision of this type.

### Agricultural land

In addition to the proposal not being compliant with the zoning or lot sizes within the planning scheme, the subject parcel is predominately included within the Agricultural Land Overlay. The purpose and overall outcomes of the Agricultural Land Overlay Code clearly articulate that land classified with an Agricultural Land Classification (ALC) is to be protected from development that leads to its alienation, fragmentation or diminished productivity. This is achieved by locating appropriate uses, avoiding conflicts between uses and avoiding fragmentation as a result of a reconfiguration of a lot application. The provisions within the Performance Outcomes of the code support and enforce this purpose. It is considered that the proposed development is in conflict with a large proportion of this code (including PO1, PO3 and PO4) and a substantial justification for this non-compliance has not been provided.

The existing good quality rural land will be impacted by the proposed development, which cannot fully demonstrate compliance with the overlay code, including the purpose and overall outcomes, which include:

- (1) *The purpose of the Agricultural land overlay code is to ensure that agricultural land is protected from development that leads to its alienation, fragmentation or diminished productivity.*
- (2) *The purpose of the code will be achieved through the following overall outcome:-*
  - (a) *the ongoing productive use of Agricultural Land Classification (ALC) Class A and Class B land for agricultural purposes is maintained and protected by ensuring that:-*
    - (i) *ALC Class A and Class B land is protected and remains available for productive and sustainable agricultural and rural pursuits, unless:-*
      - A. *there is an overriding need in terms of public benefit; and*
      - B. *there is no alternative site suitable for the particular purpose; and*
      - C. *the impact on productive agricultural land has been avoided and minimised;*
    - (ii) *conflict between farming activities and sensitive land uses is avoided by establishing effective separation distances and buffers;*
    - (iii) *further fragmentation of ALC Class A and Class B land as a result of reconfiguring a lot is avoided; and*
    - (iv) *development avoids adverse impacts on ALC Class A and Class B land from land degradation and stormwater run-off.*

The proposed subdivision further fragments and alienates agricultural land in conflict with the purpose of the code and overall outcome (2)(a)(iii). The proposal also impacts upon the ongoing use of ALC land by introducing additional conflict between farming

activities on the surrounding rural lots to the south and east and any sensitive land use developed on the proposed lots.

With reference to overall outcome (2)(a)(i), a number of these factors that may allow for the reduction in available ALC Class A and B land, have not been fully demonstrated within the development application, including an overriding need in terms of public benefit. The above sections have discussed that ample alternative sites are available for a rural residential purpose (2)(a)(i)(B). It is acknowledged that it is difficult for a reconfiguring of a lot proposal to meet the requirement for avoiding and minimising impacts within this purpose, however the intent is clear whereby fragmentation is not encouraged. Although not currently used intensively (more recently for hobby cattle grazing), the lot is still used for a rural purpose, and contributes to the broader rural landscape and scenic amenity.

Biodiversity overlay

The proposed reconfiguring of a lot locates in an area identified as containing MSES-Regulated Vegetation, MSES- Wildlife Habitat, MSES- Regulated Vegetation (intersecting a watercourse) and the related Buffer. As a result the provisions of the overlay code are relevant.

The proposed development does not comply with a number of the performance outcomes which relate to locating, designing and siting of development to avoid or mitigate impacts to the matter of state environmental significance (PO1 and PO2). The proposed common boundary of lots 2 and 3 is located within the eastern gully of the site, which as proposed, will dissect two separate mapped areas of MSES (Vegetation and Wildlife Habitat). Although not linked, creating a boundary between these two areas, fragments the site specific corridor and although on the fringe of the regional ecological corridor, conflicts with PO5 of the code.

Public Notification

The following matters were raised by submitters:

<b>Matters raised in any submissions</b>	<b>Description of how matters were dealt with in reaching the decision</b>
Minimum Lot size are well below the prescribed minimum	Comments are noted and suggested conflicts with the Bundaberg Regional Planning Scheme area detailed in the body of the report and reflected in the Officer recommendation.
Proximity of proposed Lot 1 to the adjoining dwelling house and its related safety impacts of site access, privacy etc.	
The impact of Agricultural Land areas, not only over the site (fragmentation) but the reverse impacts on the existing rural uses on adjoin allotments	

## 4. REFERRALS

### 4.1 Internal Referrals

Advice was received from the following internal departments:

Internal department	Referral Comments Received
Development Assessment - Engineering	Nil
Water and Wastewater	Nil

Any significant issues raised in the referrals have been included in section 3 of this report.

### 4.2 Referral Agency

Not Applicable

## 5. PUBLIC NOTIFICATION

Pursuant to the *Planning Act 2016*, this application was advertised for 15 business days from 7 March 2019 until 29 March 2019. The Applicant submitted documentation on 1 April 2019 advising that public notification had been carried out in accordance with the *Planning Act 2016*. Council received one (1) submission in relation to this development application during this period. Any significant issues raised have been included in section 3 of this report.

## 6. REASONS FOR DECISION

The reasons for this decision are:

1. The proposed development is in conflict with the Bundaberg Regional Council Planning Scheme, specifically the:
  - Biodiversity Overlay Code, including the Purpose, Overall Outcomes and Performance Outcomes PO1, PO2, PO5, specifically noting the significant impacts to a matter of state environmental significance (vegetation and wildlife habitat);
  - Rural Zone Code, including the Purpose and Overall Outcomes and Performance Outcomes PO1, PO2, PO3, PO6, PO8, PO11 and PO13;
  - Reconfiguring a Lot Code, including the Purpose, Overall Outcomes and Performance Outcome PO1, PO2, PO3, PO12, specifically noting the intent to minimise further fragmentation of Rural zoned land; and
  - Agricultural land overlay code, including the Purpose, Overall Outcomes and Performance Outcomes PO1, PO3 and PO4.
2. The proposed development does not satisfy the requirements of section 3.3.4.1(c) of the Strategic Framework in relation to locating rural residential development in areas not included in the Strategic Framework Map SFM-001 (Settlement Pattern Elements) in that:
  - a. There is no demonstrated and justified need for additional rural residential lots to occur within this area given the substantial capacity of nearby rural residential zoned land;

- b. The site is not located close to an existing village or settlement; and
  - c. The proposal would fragment land included in Agricultural Land Classification A and B; and
  - d. The development does not appropriately address the physical and environmental constraints of the land.
3. The proposed development fragments Good Quality Agricultural Land (Agricultural Land Classification (ALC) Class A and Class B) and diminishes its ability to be used for sustainable agricultural production;
  4. The applicant has not demonstrated planning or economic need for the proposed development in the location, given the availability of appropriately zoned land elsewhere in the nearby surrounding area;
  5. The development impacts adversely on Matters of State Environmental Significance (MSES) relating to the protection and preservation of wildlife habitat, regulated vegetation and watercourse buffer areas;
  6. Approval of the proposed development would introduce an accepted use right for additional sensitive land uses to locate within new lots, exacerbating reverse amenity issues and impacting on the use of adjoining land for rural purposes;
  7. The proposed development is inconsistent with reasonable community expectations as informed by the *Bundaberg Regional Council Planning Scheme 2015* (in terms of minimum lot size, protection of rural character, amenity, managing residential and rural land use conflict, and protecting and preserving rural land) and the expectations of those persons living and investing in the locality in which the proposed development is located, are compromised;
  8. The proposed development is inconsistent with the assumptions about the type, scale, location or timing of future development and infrastructure provision in this area;
  9. The proposed development results in the progressive increase in residential densities in a way that is not planned or contemplated under the Bundaberg Regional Council Planning Scheme 2015;
  10. The extent of inconsistency and conflict with the Bundaberg Regional Planning Scheme are considered to be of such significance that the proposal, if approved, would compromise the achievement of the intended planning outcomes for this area.

### **Communication Strategy:**

Communications Team consulted. A Communication Strategy is:

- Not required
- Required

### **Attachments:**

- [↓ 1](#) Site Plan
- [↓ 2](#) Locality Plan
- [↓ 3](#) Proposal Plan

**Recommendation:**

**That the Development Application 521.2019.101.1 detailed below be decided as follows:**

1. Location details

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Street address: 305 Bucca Road, Bucca  
 Real property description: Lot 1 on RP865676  
 Local government area: Bundaberg Regional Council

2. Details of the proposed development

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Development Permit for Reconfiguring a Lot (1 lot into 3 lots)

3. Decision

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Decision details: Refused

4. Referral agencies for the application

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Nil

5. Reasons for refusal

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Under section 63(2)(f)(ii) of the Planning Act 2016, the Bundaberg Regional Council must set out reasons for the decision to refuse the application.

The reasons for this refusal are:

1. The proposed development is in conflict with the Bundaberg Regional Council Planning Scheme, specifically the:
  - Biodiversity Overlay Code, including the Purpose, Overall Outcomes and Performance Outcomes PO1, PO2, PO5, specifically noting the significant impacts to a matter of state environmental significance (vegetation and wildlife habitat);
  - Rural Zone Code, including the Purpose and Overall Outcomes and Performance Outcomes PO1, PO2, PO3, PO6, PO8, PO11 and PO13;
  - Reconfiguring a Lot Code, including the Purpose, Overall Outcomes and Performance Outcome PO1, PO2, PO3, PO12, specifically noting the intent to minimise further fragmentation of Rural zoned land; and
  - Agricultural Land Overlay Code, including the Purpose, Overall Outcomes and Performance Outcomes PO1, PO3 and PO4.
2. The proposed development fragments Good Quality Agricultural Land (Agricultural Land Classification (ALC) Class A and Class b) and diminishes its ongoing use for sustainable agricultural production;



- a. There is no demonstrated and justified need for additional rural residential lots to occur within this area given the substantial capacity of nearby rural residential zoned land;
  - b. The site is not located close to an existing village or settlement; and
  - c. The proposal would fragment land included in Agricultural Land Classification A and B; and
  - d. The development does not appropriately address the physical and environmental constraints of the land.
3. The proposed development fragments Good Quality Agricultural Land (Agricultural Land Classification (ALC) Class A and Class B) and diminishes its ability to be used for sustainable agricultural production;
  4. The applicant has not demonstrated planning or economic need for the proposed development in the location, given the availability of appropriately zoned land elsewhere in the nearby surrounding area;
  5. The development impacts adversely on Matters of State Environmental Significance (MSES) relating to the protection and preservation of wildlife habitat, regulated vegetation and watercourse buffer areas;
  6. Approval of the proposed development would introduce an accepted use right for additional sensitive land uses to locate within new lots, exacerbating reverse amenity issues and impacting on the use of adjoining land for rural purposes;
  7. The proposed development is inconsistent with reasonable community expectations as informed by the *Bundaberg Regional Council Planning Scheme 2015* (in terms of minimum lot size, protection of rural character, amenity, managing residential and rural land use conflict, and protecting and preserving rural land) and the expectations of those persons living and investing in the locality in which the proposed development is located, are compromised;
  8. The proposed development is inconsistent with the assumptions about the type, scale, location or timing of future development and infrastructure provision in this area;
  9. The proposed development results in the progressive increase in residential densities in a way that is not planned or contemplated under the Bundaberg Regional Council Planning Scheme 2015;
  10. The extent of inconsistency and conflict with the Bundaberg Regional Planning Scheme are considered to be of such significance that the proposal, if approved, would compromise the achievement of the intended planning outcomes for this area.

#### **Findings on material questions of fact**

- The subject site is located within the Rural Zone of the Bundaberg Regional Council Planning Scheme 2015.
- The site is predominantly categorised as Agricultural land Classification A in the Bundaberg Regional Council Planning Scheme Overlays, with a

smaller part of the site mapped as Agricultural Land Classification B and some not mapped at all.

- The site contains areas mapped as being areas of State Environmental Significance, including regulated vegetation, wildlife habitat and a watercourse.
- The development application was made for Development Permit for Reconfiguring a Lot (1 lot into 3 lots ranging from 2.85 ha to 19.43 ha).
- All proposed lots are less than the acceptable solution minimum lot size for rural zoned land under table 9.3.4.3.2 of the Reconfiguring a Lot Code.
- Part 5.5 of the planning scheme categorises the creation of additional lots less than 100 ha within the rural zone as requiring impact assessment.
- Bundaberg Regional Council, as the statutory Assessment Manager, undertook assessment of the development application under the relevant benchmarks and the provisions of the strategic framework within the Local categorising instrument.
- An information request was issued by Council on the 18 February 2019.
- An information request response was received by Council on the 6 March 2019.
- Public Notification of the proposed development was undertaken between 7 March 2019 and 29 March 2019 (inclusive).
- One (1) properly made submission was received by Council.
- The proposal would result in the fragmentation of areas mapped as being good quality agricultural land and also areas of state environmental significance.
- The land is not contiguous to existing urban zoned land or established village.
- The site is approximately 11 kilometres to the nearest village identified in the Strategic Framework Map SFM-001.
- There is approximately 205 hectares of undeveloped, rural residential zoned land within 4.2 kilometers to the north west of the site and over 2,800 hectares of rural residential zoned land located within 3.5 km to the south west of the site, the majority of which is undeveloped.

#### **Evidence or other material on which the findings were based**

- The development application including the information request, information response and submission/s received during the public notification period;
- The Bundaberg Regional Council Planning Scheme 2015;
- The *Planning Act 2016*;
- The *Planning Regulation 2017*; and
- State Planning Policy 2017.

## 6. Properly made submissions

Properly made submissions were received from the following principal submitters:

Name of principal submitter	Residential or Business Address	Electronic Address
Nikki and Finlay Gilfoyle	359 Bucca Road, Bucca, QLD 4670	<a href="mailto:finnik@bigpond.com">finnik@bigpond.com</a>

## 7. Rights of appeal

The rights of applicants to appeal to a tribunal or the Planning and Environment Court against decisions about a development application are set out in Chapter 6, Part 1 of the *Planning Act 2016*. For particular applications, there may also be a right to make an application for a declaration by a tribunal (see Chapter 6, Part 2 of the *Planning Act 2016*).

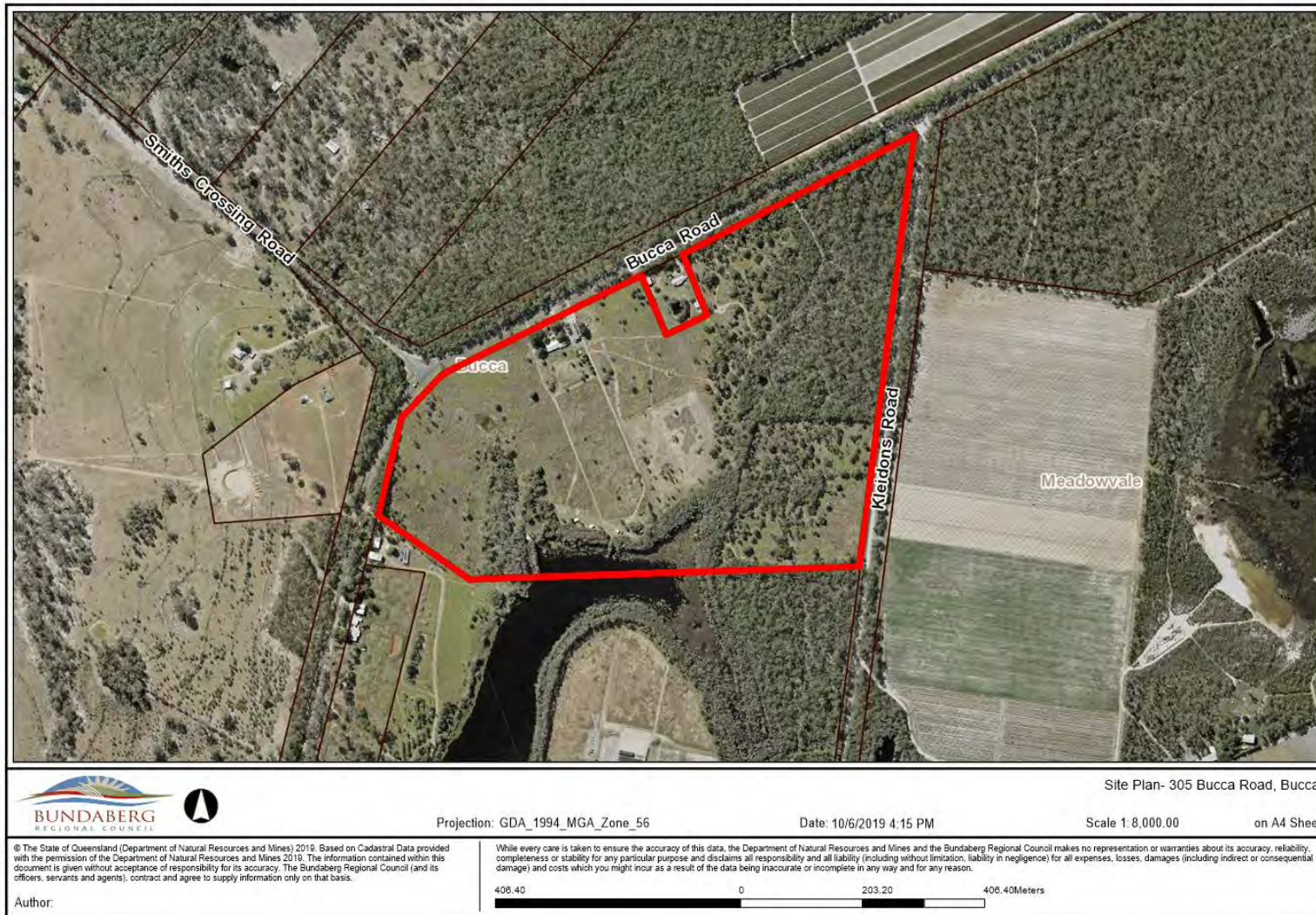
### Appeal by an applicant

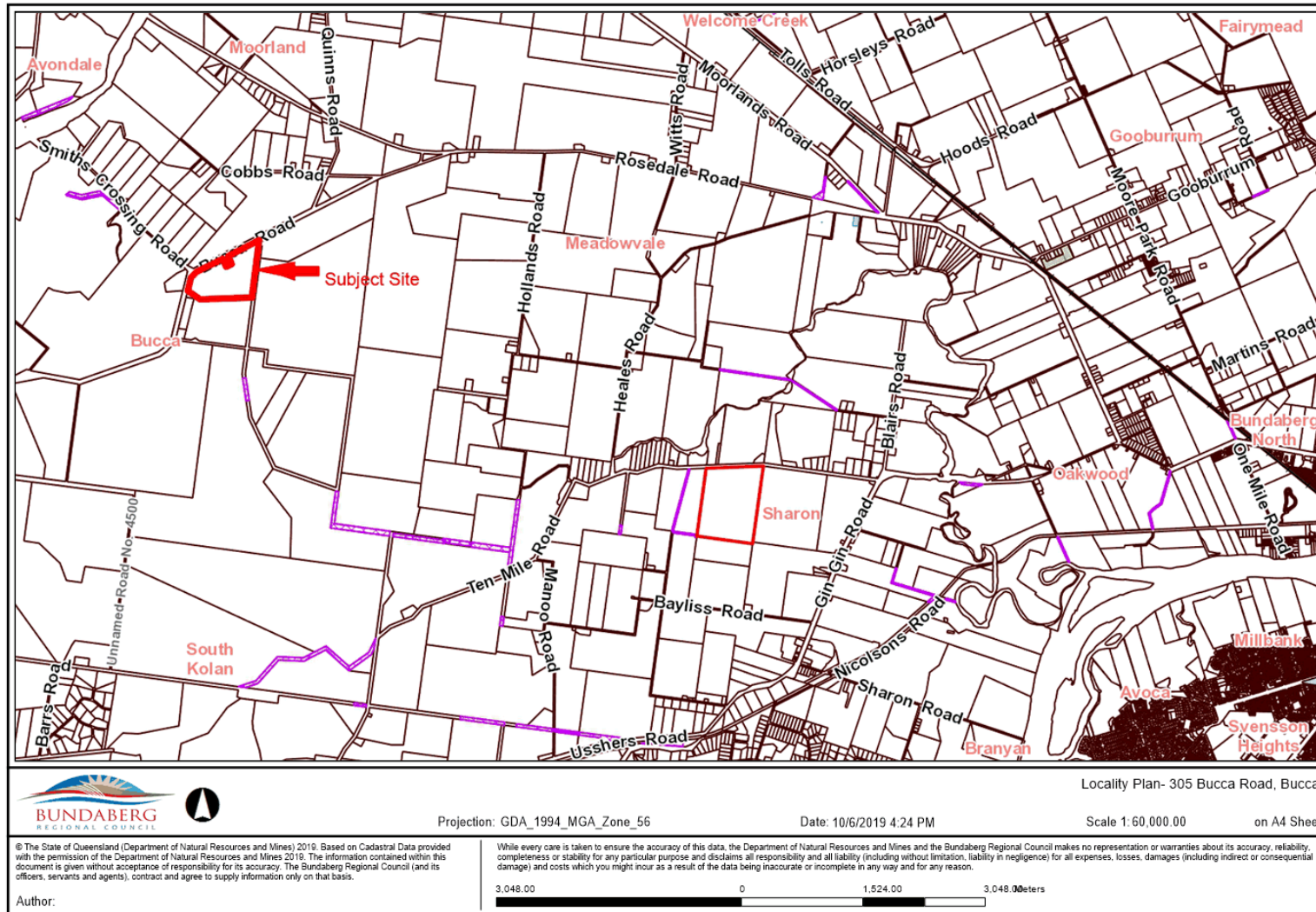
An applicant for a development application may appeal to the Planning and Environment Court against the following:

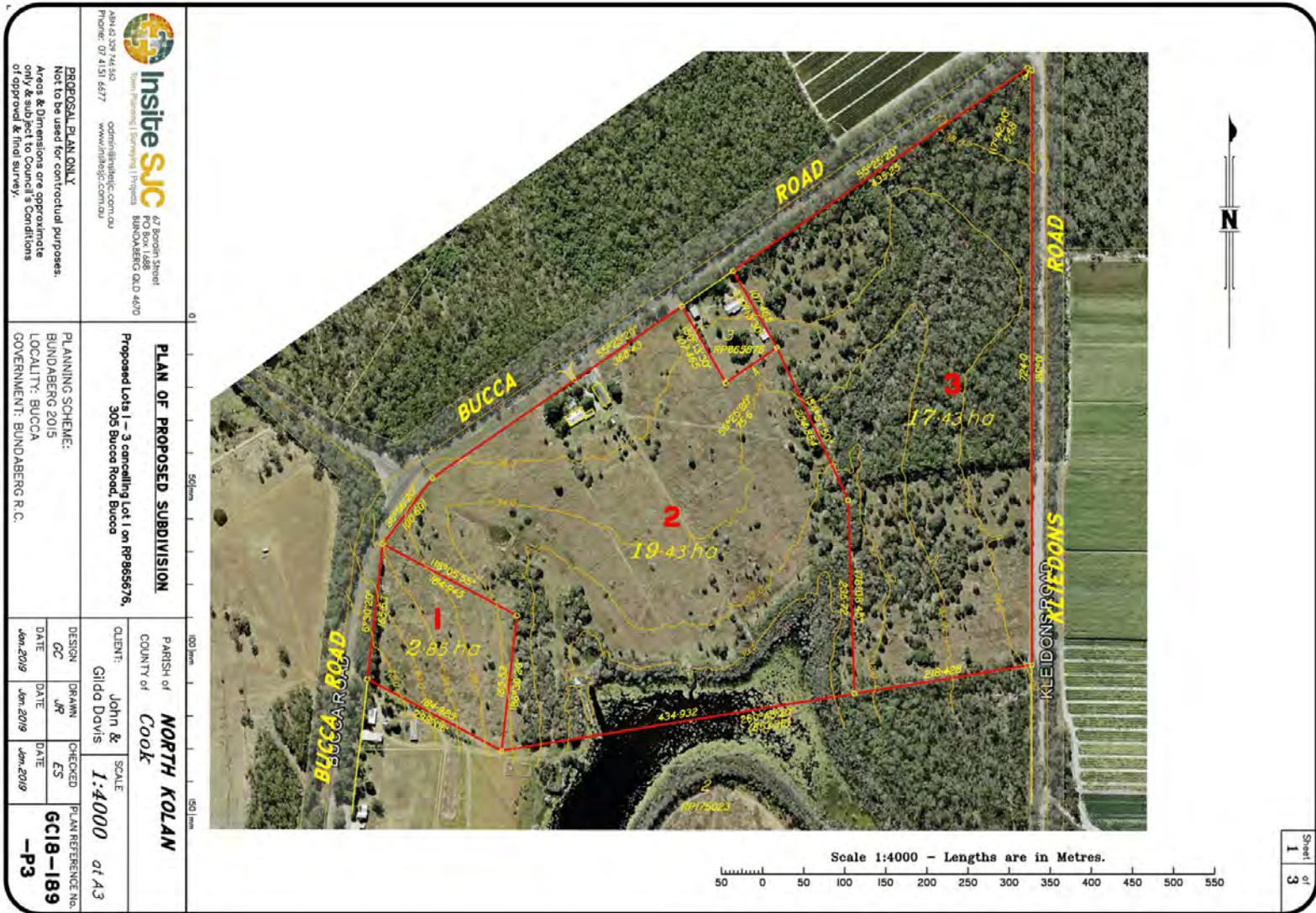
- the refusal of all or part of the development application
- a provision of the development approval
- the decision to give a preliminary approval when a development permit was applied for
- a deemed refusal of the development application.


The timeframes for starting an appeal in the Planning and Environment Court are set out in Section 229 of the *Planning Act 2016*.

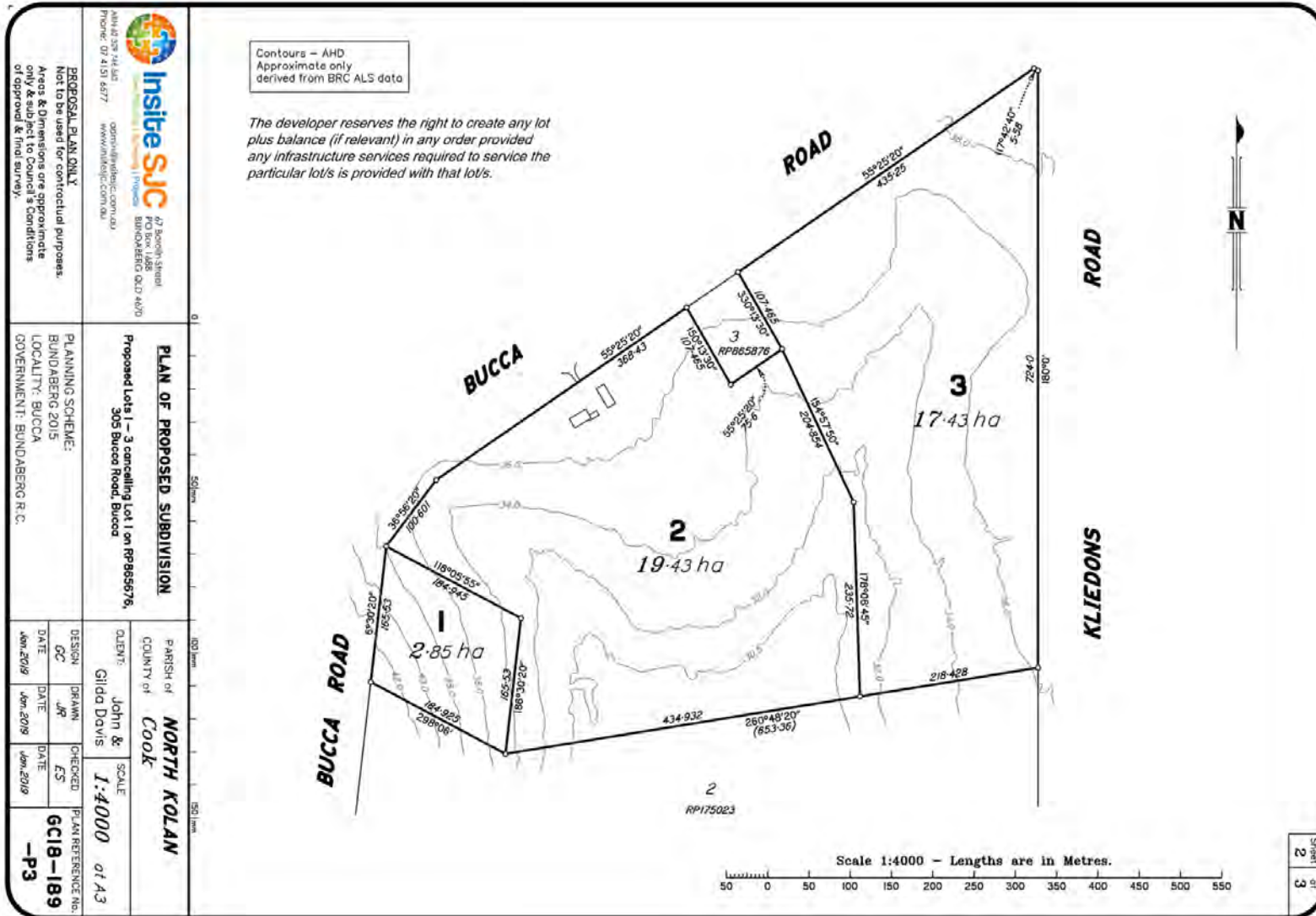
Schedule 1 is an extract from the *Planning Act 2016* that sets down the applicant's appeal rights.

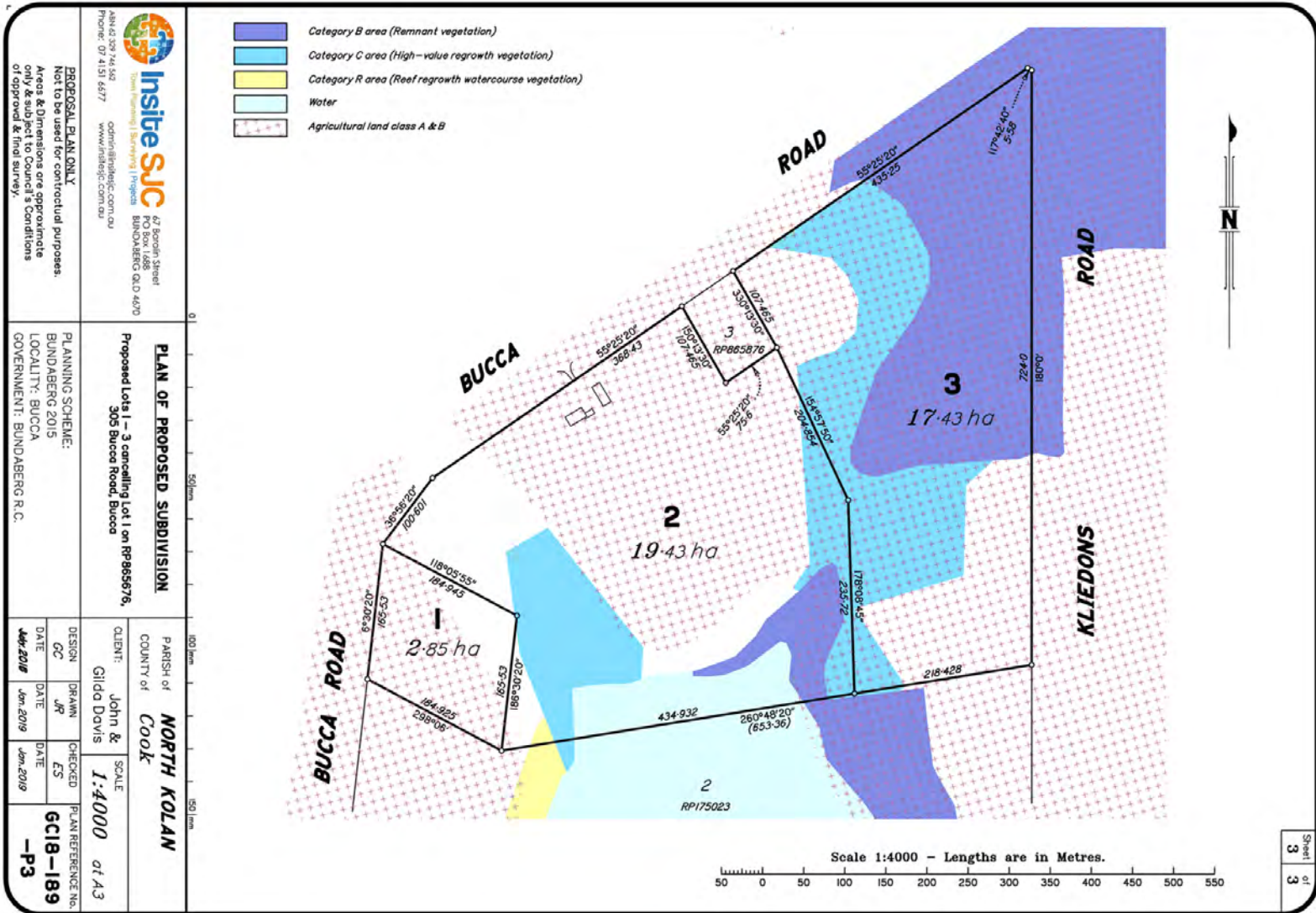






 <b>Insite SJC</b> 67 Broom Street PO Box 1088 BUNDABERG QLD 4200 Phone: 07 4151 6577 www.insitesjc.com.au		Not to be used for contractual purposes. Areas & Dimensions are approximate and subject to the conditions of approval & final survey.	
<b>PROPOSAL PLAN ONLY</b>		PLANNING SCHEME: BUNDABERG 2015 LOCALITY: BUCCA GOVERNMENT: BUNDABERG R.C.	
<b>PLAN OF PROPOSED SUBDIVISION</b> Proposed Lots 1 - 3 cancelling Lot 1 on RP865676, 305 Bucca Road, Bucca		PARISH of <b>NORTH KOLAN</b> COUNTY of <b>Cook</b>	
DESIGN DATE GC Jan 2019	DRAWN DATE JR Jan 2019	CLIENT: John & Gilda Davis	SCALE <b>1:4000</b> at A3
CHECKED DATE ES Jan 2019		PLAN REFERENCE NO. <b>6C18-189</b> <b>-P3</b>	





**PROPOSAL PLAN ONLY**  
 Not to be used for contractual purposes.  
 Area & Dimensions are approximate  
 of approval & final survey.

**INSITE SJC**  
 47 Broom Street  
 PO Box 1088  
 BUNDABERG QLD 420  
 Phone: 07 4151 6577  
 admin@insite.com.au  
 www.insite.com.au

**PLAN OF PROPOSED SUBDIVISION**  
 Proposed Lots 1 - 3 cancelling Lot 1 on RP865676,  
 305 Bucca Road, Bucca

**PLANNING SCHEME:**  
 BUNDABERG 2015  
 LOCALITY: BUCCA  
 GOVERNMENT: BUNDABERG R.C.

**PARISH OF NORTH KOLAN**  
 COUNTY OF COOK

**CLIENT:** John & Gilda Davis  
**SCALE:** 1:4000 at A3

DESIGN	DRAWN	CHECKED	PLAN REFERENCE NO.
GC	JR	ES	6C18-189
DATE	DATE	DATE	
Apr 2018	Jan 2019	Jan 2019	-P3



**Item****25 June 2019****Item Number:**

N1

**File Number:**

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**Part:**HEALTH & REGULATORY  
SERVICES**Portfolio:**

Community &amp; Environment

**Subject:**

Review of Fees for Display of Goods for Sale on Footpath

**Report Author:**

Gavin Steele, General Manager Community &amp; Environment

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**Link to Corporate Plan:**

Our Community - 1.1 Economic growth and prosperity - 1.1.3 Proactively advocate, attract and support economic development related opportunities across the region, specifically targeting priority industries.

**Background:**

In order to encourage local business activity, improve the vibrancy of core commercial areas (CBD's) and to capitalise on our favourable climate, Council approved a fee waiver for new footpath dining applications and also a 50% reduction in annual licence fees for footpath dining for the 2018/19 financial year. The fees for 2019/20 year reflect a continuation of this discount.

After Council's decision last year there was an enquiry raised by a business owner asking for Council consideration for Display of Goods on Footpath annual licence fees to also be discounted to support local businesses who use Council footpaths for display of their wares.

Advice was provided at the time to the local business owner that the fees for the year had already been adopted and whilst the focus for the current year was making the most of our local climate and encouraging footpath dining as a tourism driver, we would consider the request as part of the 2019/20 budget deliberations for Fees and Charges.

Under Council's *Subordinate Local Law 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2011*, *Footpath Dining* and the *Display of Goods for Sale* on a Council owned footpath require approval. These approvals have associated fees that are due annually and are determined by the number of chairs for *Footpath Dining*; or the number of square metres for *Display of Goods for Sale*.

These fees are further categorised into different zones based on their location.

<b>Zone</b>	<b>Footpath Dining Annual Fees (per chair) – less 50%</b>	<b>Display of Good for Sale (per square metre)</b>
<b>Zone A – Bundaberg Core CBD</b>	\$41.00	\$85.00
<b>Zone B – Bundaberg Frame, Bargara Central, Childers Central &amp; Gin Gin Central CBD</b>	\$34.00	\$70.00
<b>Zone C – All other areas</b>	\$18.00	\$48.00

Council's Environmental Health Services maintain nine *Display of Goods for Sale* approvals that will generate \$4,610.00 in revenue for the 2019/2020 financial year. However, to provide consistency throughout the approvals under the sub-ordinate Local Law, it is proposed to offer the 50% reduction in fees to *Display of Good for Sale* approval holders. This would reduce the revenue for this prescribed activity to \$2,305.00 for the 2019/2020 financial year.

**Associated Person/Organization:**

Nil

**Consultation:**

Giselle Parsons – Coordinator Environmental Health Services

**Chief Legal Officer's Comments:**

There appear to be no legal implications.

**Policy Implications:**

There appear to be no policy implications.

**Financial and Resource Implications:**

Based on the current number of Goods on Footpath Licence holders it is anticipated that the 50% discount on Annual Licence fees proposed in this report will result in a reduction of \$2,305.00 in revenue for the 2019/20 financial year.

**Risk Management Implications:**

There appears to be no risk management implications.

**Communications Strategy:**

Communications Team consulted.

- Yes  
 No

**Attachments:**

Nil

**Recommendation:**

**That the annual licence fee for Display of Goods on Footpaths for the 2019/20 financial year be discounted by 50% and Council's Register of Fees & Charges be amended accordingly.**

**Further, that continuation of this discount be considered in future year's budget deliberations.**

**Item****25 June 2019****Item Number:**

O1

**File Number:**

.

**Part:**

COMMUNITY &amp; CULTURAL SERVICES

**Portfolio:**

Community &amp; Environment

**Subject:**

Regional Arts Development Fund Recommendations for Funding

**Report Author:**

Rod Ainsworth, Coordinator Moncrieff Entertainment Centre

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**Link to Corporate Plan:**

Our Community - 1.2 Safe, active, vibrant and inclusive community - 1.2.3 Support and facilitate community programs, networks, projects and events that promote social connectedness; and active and healthy community life.

**Background:**

The Regional Arts Development Fund (RADF) is a partnership between the State Government and BRC to deliver arts project funding to the region. The intent is to support professional artists in building the community. This report provides funding recommendations from the Assessment Committee to Council for this additional Round 2 from 2018-19 funding. It should be noted that the RADF Committee applied to Arts Queensland for changes to Round 2 2018-19 in order to ensure that the RADF funding was available to support key initiatives as part of the up-coming Milbi Festival. The amendments proposed by the Committee were approved by Arts Queensland as advised on 27/3/19.

**Associated Person/Organization:**

Rod Ainsworth, Manager Arts and Cultural Services

**Consultation:**

One-on-one advice was provided to potential applicants as they requested it either in person or by phone. The round was promoted through a media release, online and social media. Grants are made by application only.

**Chief Legal Officer's Comments:**

There appear to be no legal implications.

**Policy Implications:**

Connects to priorities identified in Council's Community Arts Policy OP-3-072 and Arts & Cultural Strategy adopted in December 2018.

**Financial and Resource Implications:**

The funding is budgeted for in 2018-19 Financial Year based on the funding agreement with Arts Queensland. It has been agreed with Arts Queensland that, while the agreement is financial year, delivery of funding in the region will be based on a calendar year to better respond to the community.

**Risk Management Implications:**

There appears to be no risk management implications.

**Communications Strategy:**

Communications Team consulted.

- Yes  
 No

**Attachments:**

[↓ 1](#) List of Successful Applicants

**Recommendation:**

**That Council approve the release of \$50,250 Regional Arts Development Funding in accordance with the recommendations of the RADF Advisory Committee as follows:-**

- 1. Beverly Whip (Recycled Jellyfish) - \$1,200**
- 2. Kathy Valks (Found, Foraged, Repurposed) - \$1,200**
- 3. Paul Perry (Makin' Milbis) - \$1,500**
- 4. Creative Regions Ltd (Cavern of Wonder) - \$13,850**
- 5. Topology (Video Production Strategic Project) - \$22,500**
- 6. Dylan Sarra (Emerging Arts Leader Intern) - \$10,000**

**Further, that the balance of funds available in both funding rounds be made available to support additional strategic programming for the Milbi Festival as the funds were intended. These amounts are \$6,150 (General Funding Strand) and \$6,100 (Pop Up Arts Festival Strand).**

Applicant	Project	Full Cost of Project	Amount Requested	Recommendation	Notes
Beverley Whip	Recycled Jellyfish	\$4,289	\$2,000	\$1,200	<b>Pop Up Arts Festival Funding Strand:</b> A free public workshop offered as part of the Art Trail and Family Fun Day being planned for 16 November. The workshop will focus on making jellyfish from recycled products and will include a central workshop to make large jellyfish and additional workshops to make smaller jellyfish for younger people.
Kathy Valks	Found, Foraged, Repurposed	\$3,312	\$2,000	\$1,200	<b>Pop Up Arts Festival Funding Strand:</b> A free public workshop offered as part of the Art Trail and Family Fun Day being planned for 16 November. The workshop will focus on making large collaborative clay and woven vessels from found/foraged materials with additional workshops to make smaller woven works for younger people.
Paul Perry	Makin' Milbis	\$4,345	\$3,030	\$1,500	<b>Pop Up Arts Festival Funding Strand:</b> A free public workshop offered as part of the Art Trail and Family Fun Day being planned for 16 November. The workshop will focus on making collaborative mosaics from reused crockery. The central workshop will focus on small turtle mosaics of various designs. A more open, accessible workshop option will be made available for people passing by and for younger people who may not wish to engage in making a full turtle mosaic. <b><i>NOTE:</i></b> Council should note that the small milbi mosaics are proposed to be installed in Bargara in a similar fashion to other small mosaics that have been installed on rocks and other spaces.

Applicant	Project	Full Cost of Project	Amount Requested	Recommendation	Notes
Creative Regions Ltd	Cavern of Wonder	\$47,975	\$13,850	\$13,850	<b>General Funding Strand:</b> The <i>Cavern of Wonder</i> is an illuminated, sculptural and digital installation representing an underwater cavern which might be seen in our Southern Great Barrier Reef. The project will engage an architect, a digital producer and 6 local artists. The project has been developed with a broad range of partners. This event will be programmed as part of the Milbi Festival in November.
Topology	Video Production Strategic Project	N/A (Strategic Project approved by Arts Queensland)	\$22,500	\$22,500	<b>Strategic Project:</b> As part of Topology's engagement with the Milbi Festival as company in residence, they will engage local videographers to work with them in five smaller communities towards production of mini festivals in small halls as part of the larger Festival program. These videographers will work over several months in community engagement, storytelling and videography work, connecting with schools, young people and other interested community members who wish to become involved in the project. The outcomes of these workshops will culminate in new film and music works to be presented at the small halls events during the Festival.
Dylan Sarra	Emerging Arts Leader Intern	N/A (Strategic Project approved by Arts Queensland)	\$10,000	\$10,000	<b>Emerging Arts Leader Intern:</b> Dylan was the successful applicant under this strand which will see him contracted as an artist to the Galleries team to work as Intern Curator under Anita Holtsclaw in the development of a new exhibition focusing on Indigenous Artists for the Milbi Festival. The selection committee commended Dylan on his application and his interview which clearly considered the benefits to Council and the Gallery as well as to the community.

### **Use of Remaining Funds:**

The Committee proposes that the balance of funds available in both funding rounds are made available to support additional strategic programming for the Milbi Festival as the funds were intended. These amounts are \$6,150 (General Funding Strand) and \$6,100 (Pop Up Arts Festival Strand).

**Item****25 June 2019****Item Number:**

P1

**File Number:**

.

**Part:**

WASTE &amp; RECYCLING

**Portfolio:**

Community &amp; Environment

**Subject:**

Lease - Cleanaway Operations Pty Ltd - University Drive, Branyan

**Report Author:**

Gavin Crawford, Manager Waste &amp; Health Services

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**Link to Corporate Plan:**

Our Environment - 2.1 Infrastructure that meets our current and future needs - 2.1.4 Manage and maintain Council owned buildings, facilities and assets that support and facilitate social connectedness and community life.

**Background:**

Transpacific Industries Pty Ltd (ACN 010 745 383) commenced a ten year lease of part of the Waste Reserve operated by the Bundaberg Regional Council on 1 July 2009. The area of land in the lease is approximately 2,843 m<sup>2</sup> in area and is used for the storage and transfer of grease trap/oily waters and waste oils.

Cleanaway Operations Pty Ltd (ACN 010 745 383) wish to renew the lease for the land for a further 3 year period commencing from 1 July 2019. The facility has operated successfully in the location with minimal issues to surrounding land uses. The facility supports a valued commercial service to many Bundaberg Regional businesses.

The initial rent is set at \$39,043.40 plus GST which is the current rental fee with a 3% increase applied and the rental fees will increase 3% per annum. The remaining term and conditions of the lease will be similar to the current lease.

Council proposes to apply the exception to the tender/auction requirement contained in section 236(1)(c)(iii) of the *Local Government Regulation 2012* given that the disposal is for the purposes of renewing the lease of land to an existing tenant of the land.

**Associated Person/Organization:**

Christine Large – Legal Officer, Gavin Crawford Manager of Waste and Health Services



**Consultation:**

Portfolio Spokesperson: Cr Scott Rowleson

Divisional Councillor: Cr Steve Cooper

**Chief Legal Officer's Comments:**

*Local Government Regulation 2012* - Section 236(1)(c)(iii) provides:

"236 Exceptions for valuable non-current asset contracts

(1) Subject to subsections (2) to (4), a local government may dispose of a valuable non-current asset other than by tender or auction if -

(c) for the disposal of land or an interest in land –

(iii) the disposal is for the purpose of renewing the lease of land to the existing tenant of the land."

Council is able to rely on this exception to enter into a renewal lease with the current tenant without first offering the lease through a tender/auction process.

**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.

Yes

No

**Attachments:**

[↓](#) 1 Aerial Image of Lease Area

**Recommendation:**

**That:**

- 1. Council apply the exception contained in section 236(1)(c)(iii) of the *Local Government Regulation 2012*; and**
- 2. the Chief Executive Officer be authorised to enter into a three year lease with Cleanaway Operations Pty Ltd (ACN 010 745 383) for Lease B and C on SP207684 being part of Lot 292 on CK2976 and Lot 89 on SP147971.**

Aerial image of lease area  
(Blue area)



**Item****25 June 2019**

<b>Item Number:</b>	<b>File Number:</b>	<b>Part:</b>
R1	.	SPORT, RECREATION, VENUES & DISASTER MANAGEMENT

**Portfolio:**

Community &amp; Environment

**Subject:**

Bundaberg Gin Gin Trail Development Plan

**Report Author:**

Geordie Lascelles, Branch Manager - Parks, Sport &amp; Natural Areas

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**Link to Corporate Plan:**

Our Community - 1.2 Safe, active, vibrant and inclusive community - 1.2.1 Provide facilities, parks, open spaces, services, and programs that promote and support our community's safety and physical wellbeing.

**Background:**

Council received \$92,000 (QLD Government) to undertake the feasibility of the Bundaberg – Gin Gin Rail Corridor as a rail trail. Mike Halliburton & Associates were engaged to undertake the study.

The Bundaberg to Gin Gin Feasibility Report was presented to Council on 18 February 2019 recommending that Council notes the contents of the report and that the Bundaberg-Gin Gin Rail Trail is feasible and to undertake the Trail Development Plan.

The Bundaberg to Gin Gin Trail Development Plan Report (draft) has been completed outlining the following:

- Scope of Works
- Trail Design and Development considerations
- Works Lists and Probable costs
- Construction Management
- Implementation Plan
- Corridor Management and Operations Plan

The Executive Summary provides:

- Estimated overall cost (comparison with the Feasibility Report)
- Construction Stages costs

- Bridgework – in particular Splitters Creek Bridge – Report analysis
- Clearing and Fencing
- Landowner concerns (mitigation)

The development of the Rail Trail will attract local users, day trippers and visitors. Under a relatively conservative scenario, the following outcomes are achievable:

- Significant local use – 312,000 local users/year is a reasonable expectation. This will result in an economic injection of \$670,800/year;
- Expansion of the existing day tripper market to the region. 3,000 new day trippers/year injection \$435,300/year into the regional economy.
- With a new significant recreation attraction, some day-trippers may stay overnight, generating a new income stream. If the trail converted 2,000 day trippers into overnight visitors, this would inject an additional \$418,080/year into the regional economy.
- If 5,000 visitors stay an extra day to use the trail (or use a package of trails including the Bundaberg Gin Gin Rail Trail), an additional \$1,045,200/year would be injected into the regional economy.
- If 1,000 new visitors come to the region solely (or primarily) to do the trail, an additional \$418,080/year would be injected into the regional economy.

Further benefits from developing the trail include:

- Improvements to community connectivity
- Attractive and healthy communities
- Increasing recreational options for local people
- Creating opportunities to build on existing industries and enterprises of the area
- Building on Council's Vision to build Australia's Best Regional Community.

The Development Plan recommends that Council use the Trail Development Plan and associated documentation to assist with future funding opportunities to progress the development of the trail.

#### **Associated Person/Organization:**

David Field, Coordinator Sport and Recreation

#### **Consultation:**

Gavin Steele, General Manager, Community and Environment, Geordie Lascelles, Manager Parks, Sport and Natural Areas

#### **Chief Legal Officer's Comments:**

There appear to be no legal implications.

#### **Policy Implications:**

There appear to be no policy implications.

**Financial and Resource Implications:**

Future budgets may need to reflect matching funding.

**Risk Management Implications:**

There appears to be no risk management implications.

**Communications Strategy:**

Communications Team consulted.

Yes

No

**Attachments:**

[⇒1](#) Bundaberg Gin Gin Rail Trail Development Plan\_draft report (reduced).

[⇒2](#) Bundaberg Gin Gin Rail Trail\_draft report reduced

**Recommendation:**

**That the Bundaberg Gin Gin Rail Trail Development Plan (attached) be adopted and Council investigate funding opportunities to progress the development of the Rail Trail.**

**Item****25 June 2019****Item Number:**

R2

**File Number:**

.

**Part:**SPORT, RECREATION,  
VENUES & DISASTER  
MANAGEMENT**Portfolio:**

Community &amp; Environment

**Subject:**

Nitro Circus Live 2020 Bundaberg

**Report Author:**

Geordie Lascelles, Branch Manager - Parks, Sport &amp; Natural Areas

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**Link to Corporate Plan:**

Our Community - 1.2 Safe, active, vibrant and inclusive community - 1.2.1 Provide facilities, parks, open spaces, services, and programs that promote and support our community's safety and physical wellbeing.

**Background:**

Bundaberg Regional Council has been approached by Sports Marketing Australia Pty Ltd on behalf of Nitro Circus Touring Australia Pty Ltd to potentially bring the Nitro Circus Live to Bundaberg in 2020 (proposed date – Saturday 28 March 2020).

The 2020 Nitro Circus Live Regional Tour will be different to other previous tours in that each show will have a world record attempt that is unique to that show. This will be part of the promotion for each show and will give the region a unique world record to hold.

Nitro Circus Live transforms MTV's international smash hit TV series into a fully choreographed live spectacular that has captured the imagination of hundreds of thousands of fans around the world. Nitro Circus Live targets the 12 –35 age demographic and blends extreme sports such as freestyle motocross, BMX, skateboarding and crazy stunts with the excitement and raw power of a stadium rock concert.

Crowd Expected: Minimum of 7,000 - 8,000 based on the last regional tour around Australia. 2,660 spectators are expected to be non-locals who travel to the event (based on 38% of spectators from outside the region).

Approximate economic impact based on 2,660 spectators who will travel to the show is \$731,500 direct spend (Average local spend of \$275 per person, Tourism Research Australia – December 2019).

Duration: Show will take place over a 2.5 hour period in the evening finishing around 9:30pm.

Venue Requirements:

- Secure venue that can be ticketed
- Ability to hold a crowd of 8,000 - 10,000. Please note that Nitro Circus Live only require a small section of the surface and we could allow general admission spectators to sit on the oval around the performance area.
- Seating (grandstand or similar) is not 100% necessary as the action happens in the air and on top of the ramps. Plastic chairs are usually set up on the grass around the performance area. Depending on the venue, grandstand seating is desirable as it can be sold at a premium price by the promoter
- Bump in/Bump out can be done quickly due to the ramps that are used instead of dirt. Approximately 18hrs will be required for bump in and 12 hours bump out.

Support Requested from Council: Cash hosting fee of \$10,000 + GST. Free venue hire

- Food and Beverage rights to the promoter
- Waste management
- Traffic management (if applicable)

Benefits to Council:

- Branding through signage at the show and logo recognition,
- Complimentary tickets to the show,
- Access to IP for local promotion,
- Media opportunities with Mayor and athletes,
- Message on the video screen and recognition by the show MC that Council was instrumental in securing the show for the city.

**Associated Person/Organization:**

David Field, Coordinator Sport and Recreation

**Consultation:**

Gavin Steele, General Manager, Community and Environment

**Chief Legal Officer's Comments:**

Council may resolve to provide the funding and should enter into an agreement to determine the terms and conditions of the funding.

**Policy Implications:**

There appear to be no policy implications.

**Financial and Resource Implications:**

If approved, the financial sponsorship will need be reflected in the 2019/2020 budget.

**Risk Management Implications:**

There appears to be no risk management implications.

**Communications Strategy:**

Communications Team consulted.

Yes

No

**Attachments:**

[↓](#) 1 Ground Protection, Nitro Recommendation, Images

**Recommendation:**

**That Council enter into a Sponsorship Agreement with Nitro Circus Touring Australia Pty Ltd with financial support of \$10,000 cash and \$5,000 In-kind to host Nitro Circus 2020 - Bundaberg.**





13 May 2015

Craig Gibson  
Director  
Sports Marketing Australia Pty Ltd  
(Incorporating Complete Sports Marketing Pty Ltd)  
PO Box 170  
Coffs Harbour NSW 2450

Dear Craig,

**Nitro Circus at Adelaide Oval**

The first-ever staging of Nitro Circus at the redeveloped Adelaide Oval – considered the best stadium in Australia – was a resounding success. Held on Easter Thursday, 2 April 2015, the event set a ticket sales and attendance record of 21,400 making it the biggest ever Nitro Circus event in Australian history and the fifth largest Nitro Circus event in the world.

As a world-class stadium that prides itself on an immaculate playing field, is home ground to two Australian Football League teams and three cricket teams, hosts international concerts and a range of other major events each year and is constantly under the media spotlight, it was with a lot of faith, solid research and regular assurances from the organisers that we undertook to host Nitro Circus two days before the first AFL game of the year.

I am thrilled to say that the event was a highlight of the Adelaide Oval major event calendar. The organisation was smooth, professional and without fuss. The Nitro Circus team were clearly dedicated to delivering a quality, safe and highly entertaining event. The team provided thorough documentation well in advance which assisted us with the planning and delivery of the venue. The consideration and respect that was paid to the venue and the turf was well received and the impacts to the turf were negligible. The bump-out was incredibly fast and efficient leaving the stadium clear by the morning after the event.

It is without hesitation that I recommend Nitro Circus as an event to be added to any world-class venue's calendar of events.

A handwritten signature in black ink that reads "Magill".

Lesley Magill  
**Manager Major Events**

**Adelaide Oval SMA Ltd**  
PO Box 900  
North Adelaide SA 5006  
Phone: (08) 8211 1100  
Email: [enquiries@adelaideoval.com.au](mailto:enquiries@adelaideoval.com.au)  
[www.adelaideoval.com.au](http://www.adelaideoval.com.au)  
ABN: 46 141 259 538







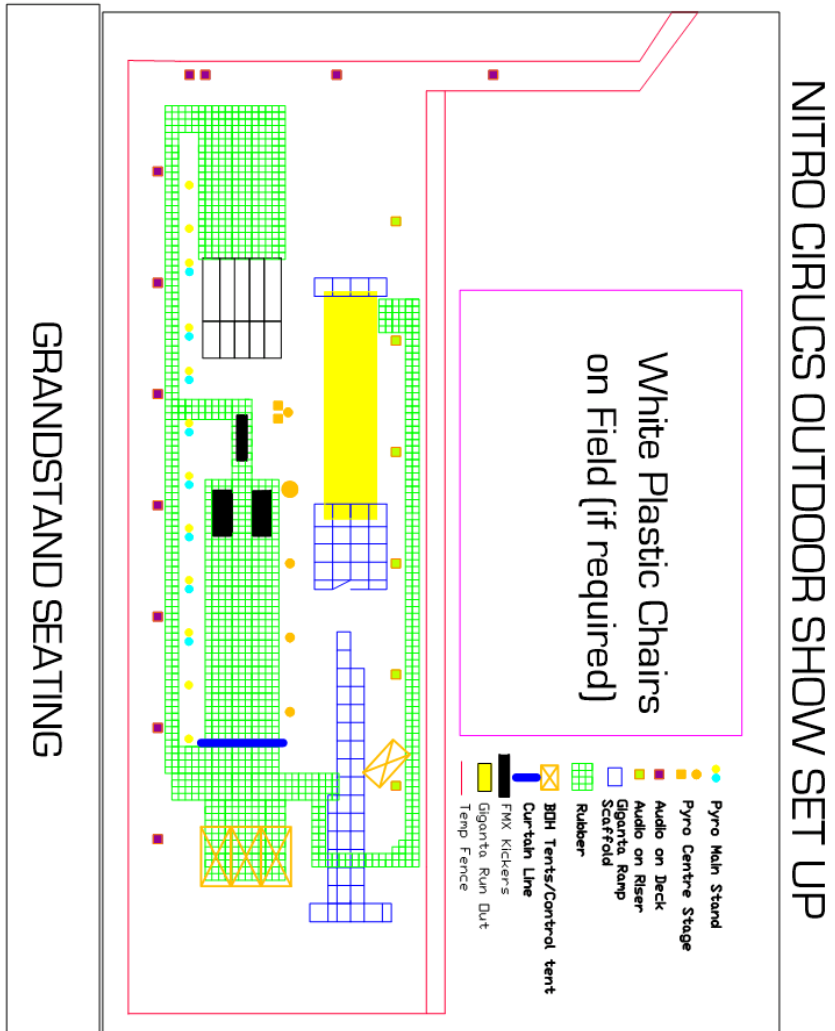


This document outlines the methods taken by Nitro Circus Live (NCL) to ensure there is no damage to the turf. The methods employed by have been used at many International sports stadiums, with many grounds hosting International grade Rugby Union, Cricket and Football games within days of the NCL show.

All the methods outlined below work to prevent all forms of turf damage including;

- Compaction
- Discolouration
- Scuffing and tyre marks
- Burning

We are able to provide contact details of referees on request.



## CONSTRUCTION PHASE

During the construction phase there is quite a lot of material that needs to be taken out onto the ground. This done by using a combination of forklifts, tractors (which have a forklift attachment) with turf tyres and hand-pushed pallet jacks with turf tyres.

### Tractor

The tractor is driven on the turf in the same way as they are used for ground maintenance. The tractor is only used for carrying lighter equipment so that the impact on the turf is minimal.



### Forklift

For the forklift a plywood road is laid wherever needed. There is no time when a forklift will drive directly onto the turf. Over many years we have found the plywood road to be the most effective and versatile material to use. As soon as all the equipment is taken out onto the field the plywood road is taken back up meaning it is only on the field for a maximum of 4-8 hours on the bump-in and 4-6 hours on the bump-out. We put the track as close as possible to the loading dock of the stadium so that there is minimal distance required to be travelled



**Pallet jacks**

For lighter items or items that can be pushed by hand we use a pallet jack with turf tyres, these are low-pressure tyres similar to those used on a tractor and do not damage the turf in anyway

**Protection Under Structures**

All of the ramps/landers and associated equipment that is built on the field are protected at every point at which they touch the ground. Nothing is ever layed straight onto the turf. All foot plates will have Atlantis drain cell laid onto this turf. This protective matting allows the grass to breath and reduces compaction by speading the load. On top of the protective drain cell are placed the sole boards.





The product used under all the feet is Atlantis Drain cell, which spreads the weight whilst still allowing the grass to breath.

#### Rubber Matting

A high-density engineers rubber mat protects the area where the bikes ride. The mat also has holes in it to allow airflow and prevent the build up of moisture and temperature. This product has been tested and used extensively throughout international standard stadiums in Australia with no damage ever being done to the turf.

T



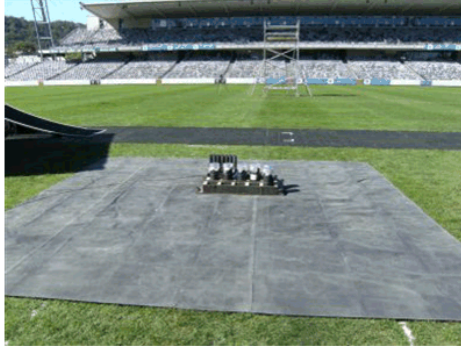
#### Protection under Gigant-a-Ramp Resi-Mat

The material that is on the surface of the Gigant-a-ramp Landing ramp is called Resi Mat. This mat runs off the lander and along the grass for approximately 50feet. This material is a high compound plastic which provides protection for both riders and the turf. Underneath the resi mat is placed terraflor, which ensures that there is ample ventilation, and again reduces compaction on the turf.





### Protection under Pyrotechnics



Howards place tarps down (shown in the photo) at the last minute before the show to stop any grass damage around the firing area. There is also terraflor placed underneath these tarpaulins as an extra precaution. We have had no issues with this method in the past. Howards will provide a full document on the type of pyrotechnics and safety procedures for each show.



**Item**

**25 June 2019**

<b>Item Number:</b> R3	<b>File Number:</b> .	<b>Part:</b> SPORT, RECREATION, VENUES & DISASTER MANAGEMENT
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**Portfolio:**

Community & Environment

**Subject:**

Bundaberg Basketball - Bulls Sponsorship

**Report Author:**

Geordie Lascelles, Branch Manager - Parks, Sport & Natural Areas

**Authorised by:**

Gavin Steele, General Manager Community & Environment

**Link to Corporate Plan:**

Our Community - 1.2 Safe, active, vibrant and inclusive community - 1.2.3 Support and facilitate community programs, networks, projects and events that promote social connectedness; and active and healthy community life.

**Background:**

Bundaberg Basketball provided a sponsorship overview to council on the 27 March 2019 which formally invited the Bundaberg Regional Council to become a major partner and be an integral driver to bring the Queensland Basketball League (QBL) competition back to Bundaberg in 2020.

The proposal to the Bundaberg Regional Council:

- Use (in-kind) of the Multiplex as a quality playing environment for QBL teams including a full entertainment program.
- QBL and Central Queensland Basketball games to be held at the Multiplex
- Host 8 QBL home games (not including finals) – potential crowd of 500+ per game
- Financial contribution
- 5 year agreement
- Signage approval at the venue
- Potential NBL pre-season game

Benefits to the Bundaberg Regional Council:

- Show case Multiplex as a major sporting asset
- Access to Bulls and Bears Players for community/corporate events
- BRC Logo on marketing/media etc

- Tickets to games/promotion

Considerations for Proposal:

- The Multiplex is a popular venue on Friday's and weekends for community events which may be impacted by 8 basketball games
- Bundaberg has two facilities that could cater for the proposed games, Bundaberg Basketball Stadium and Multiplex.

It is recommended that Bundaberg Basketball be supported to get a team into the 2020 QBL and that four (4) games be offered to be hosted at the Bundaberg Multiplex initially, with annual reviews to be undertaken thereafter.

**Associated Person/Organization:**

David Field, Coordinator Sport and Recreation

**Consultation:**

Gavin Steele, General Manager, Community and Environment, Geordie Lascelles, Branch Manager Parks, Sport and Natural Areas

**Chief Legal Officer's Comments:**

Council may resolve to provide the funding and should enter into a sponsorship agreement to determine the terms and conditions of the funding.

**Policy Implications:**

There appear to be no policy implications.

**Financial and Resource Implications:**

If approved, the financial sponsorship will need be reflected in the yearly budgets.

**Risk Management Implications:**

There appears to be no risk management implications.

**Communications Strategy:**

Communications Team consulted.

Yes

No

**Attachments:**

[↓](#) 1 Bundaberg Basketball Sponsorship Proposal 2020.

**Recommendation:**

**That Council enter into a three year Sponsorship Agreement with Bundaberg Basketball Inc with cash sponsorship and in-kind use of the Bundaberg Multiplex to host four home games with a total sponsorship value of \$52,860 to be allocated as follows:**

- **Year 1 (2020) - \$15,000 cash + \$7,620 (In-kind)**
- **Year 2 (2021) - \$10,000 cash + \$7,620 (In-kind)**
- **Year 3 (2022) - \$5,000 cash + \$7,620 (In-kind)**



**BUNDABERG**  
REGIONAL COUNCIL  
**SPONSORSHIP  
PROPOSAL  
2020**



Building a foundation for the future  
with players for the future



Bundaberg Basketball Incorporate (BBI) would like to formally invite the Bundaberg Regional Council (BRC) to become a major sponsor and be an integral driver to bring the Queensland Basketball League competition back to Bundaberg. This will be a major boost to the Bundaberg economy and will bring the game of Basketball back as a major sporting event for this region.

As a major sponsor of the Bundaberg Bulls and Bears, BRC will be showing that they support growth in the sporting industry in Bundaberg and value its role in developing the younger generation of basketball enthusiasts.

#### **The proposal for the BRC is as follows:**

BRC to allow full use of the Multiplex in order to provide a quality playing environment for the QBL teams to play at in order to provide a fully entertaining program (such as seen on television at NBL level games) to encourage 700+ local supporters to attend.

- The QBL and CQBL games to be held at the Multiplex
- **No charge for the full use of the Multiplex facilities**
- One-time instruction and set up session on how to use the facilities (including chairs, tables and divider stands), new scoreboard and big screen for advertising sponsors.
- Huge promotions to entice Bundaberg locals to attend the games and bring the sense of pride back to the local community. Each game has the potential to draw a home crowd of 700+ people which has huge financial benefits to the region.
- Bundaberg will be required to host 8 QBL home games (not including finals) in-turn bringing a minimum of 500+ people to the region annually. For each home game, players and coaches will travel to Bundaberg requiring accommodation, food and entertainment.
- Possibility of having an NBL pre-season game in Bundaberg due to the relationship Coach Mick Catlin has with the Brisbane Bullets, which utilised correctly, can be a massive promotion for the Bundaberg Region and Bundaberg Basketball.

**BRC to sponsor the purchasing of uniforms** for the teams which will display the BRC logo.

- Sponsorship of \$20K will go towards ensuring that BBI have a professional image to take into the community.
- BRC logo will be situated on all team uniforms

**A five year agreement** initially with a review every three years.

- Contract to be drawn up by September 2019
- Council liaison officer to guide and support the BBI committee in order to ensure that the organisation is up to the BRC's standard of operation.

**Approval to put removable sponsor signage** in and around the Multiplex to maximise sponsorship advertising.

#### **Benefits to the BRC**

- BRC will be able to utilise the Bulls and Bears players in attending a variety of community events throughout the year and to assist with promoting these events.
- BRC will have their logo on Bundaberg Bulls and Bears uniforms (to be purchased locally), team gear, YouTube Chanel, all social media sights and Bundaberg Basketball website as a major sponsor.
- BRC will receive a certain number of free tickets to each home game (to be negotiated).



## Thank you

Thank you for considering supporting Bundaberg Basketball by reviewing a sponsorship package to re-enter the QBL in 2020. Our members and players are extremely appreciative of the local community's continued support.

While the Club has worked hard to establish its current position, the challenge is to maintain and improve on our current status. Bundaberg Basketball will be applying for entry into the QBL competition at the end of 2019 for the 2020 season. This will include having not only Bundaberg competing at a higher level, but will also include Bundaberg having 8 home games and 8 away games, which means more exposure for our sponsors.

Any queries please don't hesitate to contact us.

For further details, information and general enquiries  
please contact Bundaberg Basketball  
BBI Comittee Member  
Bulls Head Coach

*Michael Catlin*

**0409 219 224**

[michaelcatlin@bigpond.com](mailto:michaelcatlin@bigpond.com)

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



**Item****25 June 2019**

<b>Item Number:</b>	<b>File Number:</b>	<b>Part:</b>
R4	.	SPORT, RECREATION, VENUES & DISASTER MANAGEMENT

**Portfolio:**

Community &amp; Environment

**Subject:**

Request for Financial Support for Ms Keziah Mitchell to attend the London International Youth Science Forum

**Report Author:**

Gavin Steele, General Manager Community &amp; Environment

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**Link to Corporate Plan:**

Our Community - 1.3 An empowered and creative place - 1.3.2 Provide leadership in creative innovation and opportunities for learning and community social and cultural development.

**Background:**

Ms Keziah Mitchell, School Captain at Gin Gin High School, has been successful in being selected as one of 30 students representing Australia at the London International Youth Science Forum (LIYSF) to be held from 24 July to 7 August 2019 at the Imperial College, London.

The LIYSF is expected to attract over 500 students aged 16-21 years from 70 countries for the two week residential program and it incorporates lectures from leading scientists, visits to world class laboratories and universities and cultural exchange.

Ms Mitchell requests Council to consider providing some financial support towards the estimated \$7,000.00 required to cover all expenses for the program including travel.

School based activities are not eligible for funding under Council's Community Grants program and as such a decision on financial support requires a Council resolution. Council has previously resolved to provide financial support to local students in cases of exceptional performance where students were representing the region at an international event.

An example of this was last year when Council resolved to provide financial support of \$500 per student for three students from Bundaberg High School to attend an international challenge at NASA in the USA. The three students who attended this event ended up winning the challenge.



In line with this precedent and given Ms Keziah Mitchell will also be representing Australia, it is recommended that Council provide financial support of \$500 to Ms Mitchell to assist with her costs in attending the 2019 LIYSF to be held in London

**Associated Person/Organization:**

Nil

**Consultation:**

Councillors

**Chief Legal Officer's Comments:**

There appear to be no legal implications.

**Policy Implications:**

This request for financial assistance is outside Council Policy for Community Grants and therefore requires a Council resolution if it is to be approved.

**Financial and Resource Implications:**

A total of \$500 will be required from the Sport and Recreation budget if approved.

**Risk Management Implications:**

There appears to be no risk management implications.

**Communications Strategy:**

Communications Team consulted.

- Yes
- No

**Attachments:**

Nil

**Recommendation:**

**That Council provide \$500.00 in financial support to Ms Keziah Mitchell, School Captain at Gin Gin High School, towards program expenses and travel to represent Australia at the London International Youth Science Forum to be held from 24 July – 7 August 2019 at the Imperial College London.**