



**AGENDA FOR ORDINARY MEETING  
TO BE HELD IN COUNCIL CHAMBERS, BUNDABERG  
ON TUESDAY 27 APRIL 2021, COMMENCING AT 10.00 AM**

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**Item****27 April 2021****Item Number:**

E1

**File Number:****Part:**STRATEGIC PROJECTS &  
ECONOMIC DEVELOPMENT**Portfolio:**

Executive Services

**Subject:**

Moore Park Beach Masterplan

**Report Author:**

Chris Sampson, Manager Strategic Projects

**Authorised by:**

Ben Artup, Executive Director Strategic Projects &amp; Economic Development Co-ordination

**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 engaged InsiteSJC to assist in the development of a Masterplan for a Community Hub centred around several key facilities within Moore Park Beach including the Community Hall, the Surf Life Saving Club and the Holiday Park. Community consultation of the masterplan has been completed, and community feedback has been received on the design. The community consultation included a public presentation, a survey, and targeted engagements with specific groups and Council staff.

The masterplan, identified as 'Moore Park Beach Spaces and Places', has been updated to address Council and Community comments and is attached.

**Associated Person/Organization:**

Moore Park Surf Life Saving Club and QLD Surf Life Saving

**Consultation:**

All Councillors

**Chief Legal Officer's Comments:**

There appears to be no legal implications.

**Policy Implications:**

There appears to be no further policy implications.

**Financial and Resource Implications:**

The proposed works are intended to be delivered in stages, over multiple years, as funding is secured.

**Risk Management Implications:**

There appears to be no risk management implications resulting from the Masterplan.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

- ↓1 MPB Masterplan Economic Assessment
- ↓2 Masterplan - Moore Park Beach Spaces and Places Rev E
- ↓3 MPB Spaces and Places

**Recommendation:**

**That the masterplan identified as 'Moore Park Beach Spaces and Places' be endorsed by Council as an approved masterplan.**

## **Moore Park Beach Community Hub Master Plan: Economic Assessment**

Prepared for Insite SJC

March 2021





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## INTRODUCTION

### Objective

Lawrence Consulting was commissioned by Insite SJC to undertake an economic assessment of the proposed Moore Park Beach Community Hub (MPBCH) Master Plan on behalf of Bundaberg Regional Council, the aim of which is to demonstrate the economic benefit of the Project and subsequently ensure the efficient allocation of public funding.

The scope of the economic assessment included:

- Evaluation of the direct costs and benefits to the community resulting from the Project; and
- Evaluation of the potential wider economic impacts as a result of the Project.

This report details the following key components of the economic assessment undertaken:

- Evaluation framework and guidelines;
- Cost benefit analysis (including approach, key inputs and assumptions and scenarios modelled);
- Results of analysis, including Net Present Value (NPV) and Benefit Cost-Ratio (BCR);
- Sensitivity analysis; and
- Wider economic impact analysis.

The following sections of this report present the results of the economic assessment.

### Overview

Bundaberg Regional Council engaged Insite SJC to prepare a master plan to inform the future development of the Moore Park Beach Community Hub, later referred to as the Moore Park Beach Spaces and Places Project. The Moore Park Beach Spaces and Places Plan Area extends from Claude Dooley Park and Palm View Drive at the north-western end, along Pacific Boulevard to the Moore Park Beach Holiday Park and to Lassig Street at the south-eastern end. A concept Master Plan is contained in Appendix A.

The proposed vision for guiding the development of the masterplan is as follows:

*"The Moore Park Beach Community Hub is the focus of civic life for the small, but active, beachside community that prides itself on its relaxed lifestyle and generous public open space and recreation facilities. The hub provides the setting for a diverse range of community activities ranging from formal sporting events to unstructured and social gatherings. The hub is accessible, convenient, appealing, and respectful of the casual character and natural environment."*

The master plan proposes a series of smaller and relatively manageable projects, including:

- A central meeting space—necessitating the demolition of the surf lifesaving club building and incorporating open grassed area, elevated community deck;
- A central pedestrian and cycle spine connecting the meeting space with the community hall precinct;
- Retaining and enhancing the duckpond including 'smoothing' the outside edge to regularise its shape, mechanically circulating water to improve water quality, constructing a boardwalk at the western end;
- An extended pathway network;
- Rationalised toilet and ablution facilities;

Economic Assessment of Moore Park Beach Community Hub Master Plan

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- Additional or improved youth facilities, including—an adventure playground, water play, skate and bicycle facilities;
- Improved and rationalised car parking;
- A new community workshop building;
- Incorporating elements of indigenous cultural heritage in key locations; and
- The continued rehabilitation and revegetation of much of the foreshore.

Disclaimer

Lawrence Consulting does not warrant the accuracy of this information and accepts no liability for any loss or damage that you may suffer as a result of your reliance on this information, whether or not there has been any error, omission or negligence on the part of Lawrence Consulting or its employees.







## PROJECT METHODOLOGY

### Evaluation Framework

The economic assessment is based on a generalised Cost Benefit Analysis (CBA) framework which quantifies and compares the direct infrastructure cost (capital and recurrent) of a project with the change in economic value (benefits / cost savings) generated with the project.

The assessment has been undertaken in accordance with the relevant guidelines for CBA, specifically, the Queensland Government's *Project Assurance Framework: Cost Benefit Analysis*. Where these guidelines do not cover specific methodologies required to estimate benefits of the project (e.g. estimating wider impacts), other benefit guidance has been sought from domestic and international literature and guidelines.

The overall appraisal framework is based on welfare economic theory. This framework defines the change in economic value in terms of the following theoretical concepts:

- User consumer surplus;
- Producer surplus;
- Resource cost corrections; and
- Externalities.

The purpose of the CBA was to determine whether the community will enjoy a net benefit as a result of the Moore Park Beach Community Hub Master Plan and to ensure efficient allocation of public resources. The CBA takes into account:

- The potential direct benefits and costs that would not otherwise occur in the absence of the Project; and
- The costs of construction and ongoing maintenance of the Project.

The CBA framework is based on an annual discounted cash flow model. The model develops 'streamed' infrastructure costs and benefits over an evaluation period extending 25 years from the first full year of operation of the Project (inclusive).

Future costs and benefits are converted to a common time dimension; the present value (PV). Present values are calculated by discounting future values using a recommended discount rate (which reflects the time value of money). The discounted costs and benefits are then combined using specific equations to produce conventional measures of economic performance.

The CBA model produces the following key measures of economic performance:

- Net Present Value (NPV) – the difference between the PV of total incremental benefits and the PV of the total incremental costs, which allows the project options to be compared on the same basis to allow determination of the greatest net benefit to the community or the most efficient use of resources. Project options that yield a positive NPV indicate that the (discounted) incremental benefits of a scenario exceed the incremental costs over the evaluation period.
- Benefit Cost Ratio (BCR) – ratio of the PV of total incremental benefits to the PV of total incremental costs. A BCR greater than 1.0 indicates that project benefits exceed project costs. However, generally, a project with a higher BCR may be preferred to protect against unexpected project delays, optimism bias or cost overruns.



## Key Inputs and Assumptions

The streamed costs and benefits are based on underlying profiles of costs and demand that have been developed by the project's technical advisors and Lawrence Consulting. For the Moore Park Beach Community Hub (MPBCH) Master Plan, cost estimates were developed by Insite SJC and Johnson & Cumming Quantity Surveyors.

### ***Demand***

There have been numerous empirical studies completed in both Australia and overseas on the participation rates of the community in visiting local parks and designed open spaces. Using the findings from a study completed in 2006, *The Use of Urban Parks*, a benchmark ratio of 9% has been adopted to represent the level of visitation to the Moore Park Beach Community Hub by the local community, with an average number of times visited of approximately 51 days per annum. When applied to the population of Moore Park Beach and surrounding Bundaberg region, the estimated number of additional visits to the Moore Park Beach Community Hub is approximately 39,800 per annum.

### ***Costs***

The CBA incorporates the following economic costs relevant to the construction and ongoing maintenance of the Projects:

- Fixed infrastructure costs, including earthworks, drainage, pavement, bridge and other infrastructure;
- Systems infrastructure, including lighting;
- Other construction costs such as investigation, design and project management costs;
- Planned construction and operation risk; and
- Recurrent costs, such as scheduled maintenance costs.

The proposed Moore Park Beach Community Hub Master Plan project costs have been identified through the concept plan process carried out by Insite SJC and Johnson & Cumming Quantity Surveyors on behalf of Bundaberg Regional Council. Specifically, the proposed Master Plan has a capital expenditure component of approximately \$15.3 million during the construction phase of twelve months. In addition, capital maintenance costs have been estimated to be 0.5% of the building cost plus applicable insurances and adjusted annually based on the local government Council Cost Index (CCI) of 2.21%. Depreciation expense has been calculated based upon a 50-year life with 0% residual value.

### ***Benefits***

The incremental benefits are measured in terms of savings (reductions) in user and external costs, with the specific impacts measured including:

- Increase in value added to regional economy (i.e. direct and supply chain effects) associated with the construction phase of the of the proposed Moore Park Beach Community Hub (MPBCH) Master Plan;
- Consumer surplus associated with projected users of the Moore Park Beach Community Hub as a result of the Project, particularly where there is either no direct fee or reduced/subsidised charges involved with participation or attendance in organised events or programs;
- Net economic benefits flowing from spending impacts associated with additional overnight visitors to Moore Park Beach as a result of the Master Plan; and
- The residual value or scrap value of the project asset at year 25, given its operational life has been assessed as 50 years.



The Moore Park Beach Community Hub Master Plan will also deliver significant qualitative social and economic benefits to the local community and wider Bundaberg region, which have not been included in the cost benefit analysis due to the difficulty in enumerating. Some of the additional intangible impacts include:

- Non-use benefits derived from non-users of cultural, environmental and recreational facilities who are often willing to pay for the facilities because they value the option to use the facility in future; the fact that other members of the community can use it; and the fact that future generations will enjoy the endowment left to them in the facility; and
- Open spaces such as parks and recreation areas can have a positive effect on nearby residential property values, and can lead to proportionately higher property tax revenues for local governments.

### Consumer Surplus

The travel cost method is used to estimate economic use values associated with open spaces and sites such as the Moore Park Beach Community Hub that are used for recreation and leisure activities, especially where there is no direct fee or charge for participants. The basic premise of the travel cost method is that the time and travel cost expenses that people incur to visit a site represent the “price” of access to the site. Thus, peoples’ willingness to pay to visit the site can be estimated based on the number of trips that they make at different travel costs. This is analogous to estimating peoples’ willingness to pay for a marketed good based on the quantity demanded at different prices.

Application of the travel cost method varies with respect to whether an individual or zonal approach is used. The zonal travel cost method, which is applied by collecting information on the number of visits to the site from different distances, has been adopted for this analysis. Because the travel and time costs will increase with distance, this information allows calculation of the number of visits “purchased” at different “prices,” which is then used to construct the demand function for the site, and estimate the consumer surplus, or economic benefits, for the recreational services of the site.

Using the mean distance, time to the sites and estimated number of visits presented in Table 1 along with average vehicle operating costs of \$0.75 per kilometre for a medium car (RACQ) and a value of travel time of approximately one-half the average ordinary earnings in Queensland, or \$0.63 per minute (Australian Bureau of Statistics), the total consumer surplus associated with the additional visitors to the Moore Park Beach Community Hub upon completion of the Project – i.e. a level of approximately 39,800 persons per annum – is estimated at \$544,190 per annum.

Zone	Estimated total local visits per annum	Mean round trip (RT) travel distance (km)	Mean RT travel time (minutes)	Driving cost per visit (\$0.75/km)	Trip time cost per visit (\$0.63/min.)	Annual consumer surplus
1 (0-10km)	32,162	4	6	48,242	121,571	169,813
2 (11-30km)	6,030	46	44	104,023	167,160	271,183
3 (31-50km)	1,608	72	59	43,418	59,772	103,191
<b>Total</b>	<b>39,800</b>	-	-	<b>195,683</b>	<b>348,503</b>	<b>544,187</b>

Source: Bundaberg Regional Council, ABS 6302.0, RACQ, Lawrence Consulting



### Value Added from Construction Phase

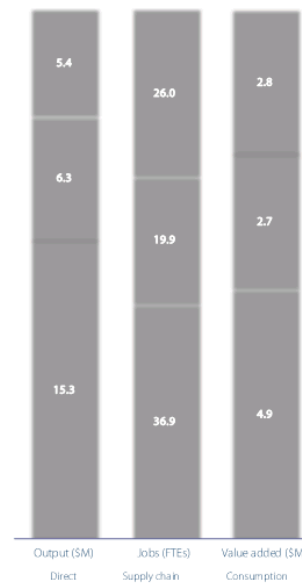
The proposed Moore Park Beach Community Hub Master Plan is expected to cost approximately \$15.3 million in development and construction costs. The regional economic impact – i.e. direct, indirect and consumption-induced – associated with the construction phase of the Project on the economy of the Bundaberg LGA include (refer Table 2):

- An estimated direct output of \$15.3 million and additional flow on increases in output of \$6.3 million through other industries, for a total industry impact of \$21.6 million. A further \$5.4 million in output in the region can be associated with consumption-induced effects;
- Estimated direct income (wages and salaries) of \$1.9 million, with \$1.4 million in additional income generated through flow on effects in other industries and a further \$1.5 million from household spending;
- Approximately 36.9 direct full-time equivalent (FTE) employment positions, with an estimated additional 45.9 employment positions supported indirectly through other industries and household consumption for a total employment impact of 82.8 FTEs; and
- An estimated contribution to GRP of \$4.9 million from direct effects, with a further flow on impact of \$2.7 million through other industries for a total industry value added of \$7.6 million. An additional \$2.8 million in gross regional product can be attributed to consumption-induced effects. The total value added impact of \$10.5 million would constitute an increase of 0.24% to the GRP for the Bundaberg LGA (\$4.4 billion in 2019/20).

**Table 2: Economic Impact of Moore Park Beach Community Hub Master Plan – Construction Phase**

	Bundaberg	Wide Bay	Queensland
<b>Output (\$ million)</b>			
Direct	15.3	15.3	15.3
Indirect	6.3	6.3	9.1
Consumption	5.4	5.5	8.1
<b>Total</b>	<b>27.0</b>	<b>27.1</b>	<b>32.5</b>
<b>Income (\$ million)</b>			
Direct	1.9	1.9	1.9
Indirect	1.4	1.4	2.1
Consumption	1.5	2.8	3.3
<b>Total</b>	<b>4.7</b>	<b>6.1</b>	<b>7.3</b>
<b>Employment (fte persons)</b>			
Direct	36.9	36.9	36.9
Indirect	19.9	20.2	28.0
Consumption	26.0	49.8	55.1
<b>Total</b>	<b>82.8</b>	<b>106.9</b>	<b>120.0</b>
<b>Value added (\$ million)</b>			
Direct	4.9	4.9	4.9
Indirect	2.7	2.7	4.0
Consumption	2.8	5.0	7.0
<b>Total</b>	<b>10.5</b>	<b>12.7</b>	<b>15.9</b>

**Economic Impacts**



***Evaluation Period***

The base price year adopted is 2021, whilst the assumed construction period is July 2021 to June 2022. The appraisal period for the economic assessment is 2021 up to and including 25 years (i.e. 2045).

***Discount Rate***

Consistent with relevant guidelines, a real discount rate of 7% has been adopted for the CBA. For the purposes of sensitivity testing, real discount rates of 4% and 10% have also been applied.





## COST BENEFIT RESULTS

The results of the CBA for the proposed Moore Park Beach Community Hub Master Plan are summarised in the following table, including the total (discounted) present value incremental costs and benefits and resulting NPV and BCR. Also included are sensitivity results for lower and upper range discount rates (4% and 10%).

As expected for this type of project, costs are dominated by capital expenditures, whereas benefits are distributed across consumer surplus, additional visitor spending and indirect increases in value added providing significant contributions.

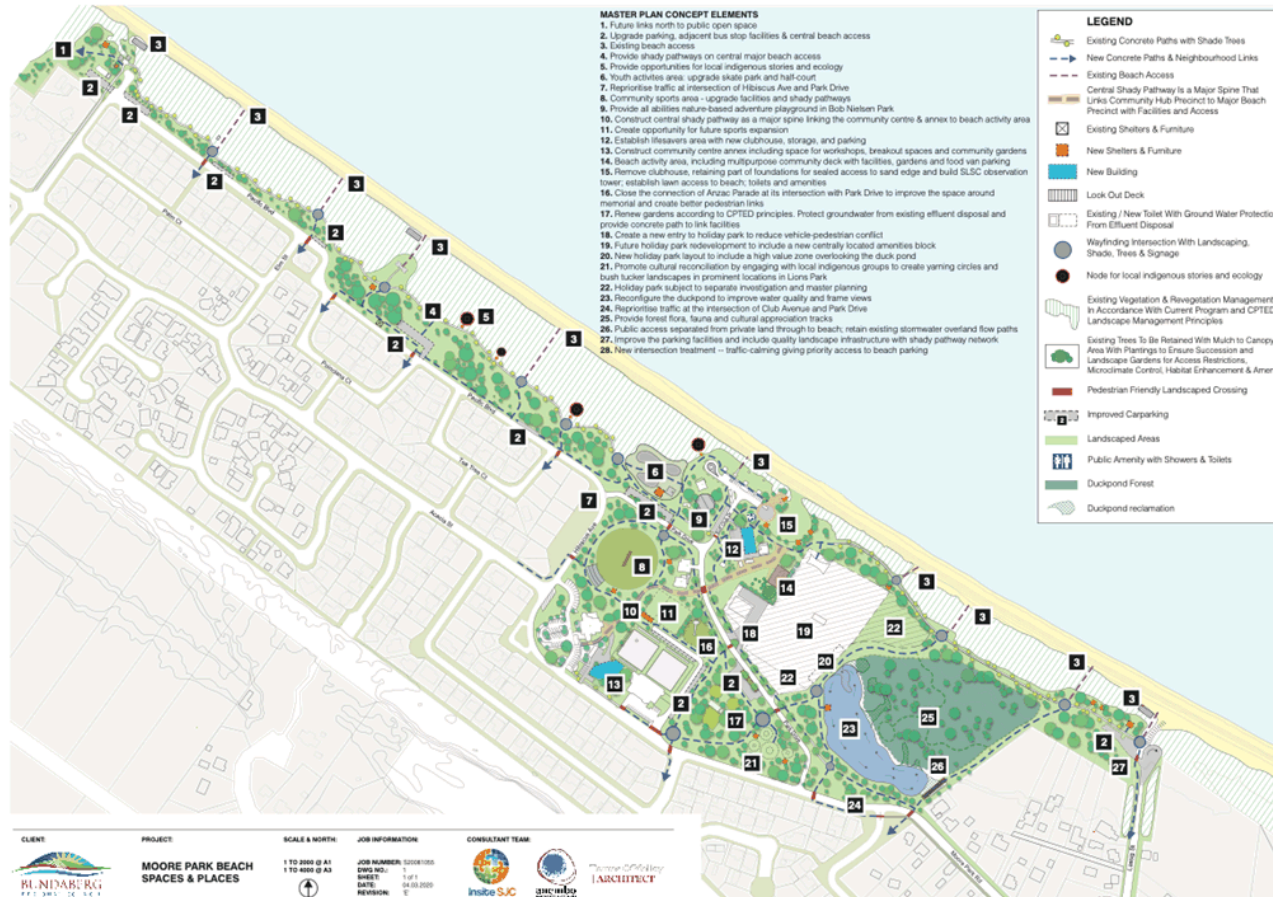
	Real discount rate		
	4%	7%	10%
<b>Direct Infrastructure Costs</b>			
Capital	14.70	14.29	13.90
Operating and maintenance	1.45	1.06	0.81
<b>Total Infrastructure Costs</b>	<b>16.10</b>	<b>15.28</b>	<b>14.63</b>
<b>Cost Savings and External Benefits</b>			
Increased value added to regional economy	7.34	7.13	6.94
Consumer surplus	4.08	2.97	2.26
Revenue associated with increased overnight visitors	11.89	8.55	6.43
Residual value	7.64	7.43	7.23
<b>Total Benefits</b>	<b>25.67</b>	<b>19.36</b>	<b>15.58</b>
<b>NPV</b>	<b>9.58</b>	<b>4.09</b>	<b>0.94</b>
<b>IRR</b>	<b>11%</b>	<b>11%</b>	<b>11%</b>
<b>BCR</b>	<b>1.59</b>	<b>1.27</b>	<b>1.06</b>

In aggregate, the NPV analysis suggests significant net benefits of approximately \$4.1 million flowing from the proposed Moore Park Beach Community Hub Master Plan, with a BCR of 1.27 and Internal Rate of Return (IRR) of 11%, indicating that the project offers societal benefits well in excess of costs. This also takes into account timing differences between the earlier incurrence of costs and ongoing receipt of user and other benefits over the evaluation period.

Given the large volume of upfront costs and the (in general) stream of ongoing benefits, the CBA moves as expected insofar as the lower discount rate (4%) increases the NPV and BCR for the project, whilst the higher rate (10%) decreases the NPV and BCR relative to the base case, although all BCR's recorded are significantly higher than break-even.



# APPENDIX A: CONCEPT MASTER PLAN



CLIENT: **RUNDAKER** PARTNERSHIP

PROJECT: **MOORE PARK BEACH SPACES & PLACES**

SCALE & NORTH: 1 TO 2000 @ A1, 1 TO 4000 @ A3

JOB INFORMATION: JOB NUMBER: 100081000, DWS NO.: 1 of 1, SHEET: 1 of 1, DATE: 04.03.2020, REVISION: 0

CONSULTANT TEAM:









19 April 2021

BR20-003-T01 003 Rev 0



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**Limitations Statement**

The sole purpose of this document and the associated services performed by InsiteSJC is to prepare a master plan for the Moore Park Beach Community Hub in accordance with the scope of services set out in the contract between InsiteSJC and Bundaberg Regional Council ('the Client'). That scope of services was defined by the requests of the Client, and by the time and budgetary constraints imposed by the Client.

InsiteSJC derived the data in this document primarily from visual inspections, examinations of records in the public domain, review of previous reports, and interviews with individuals with information relevant to the services provided by InsiteSJC. The passage of time, manifestation of latent conditions or impacts of future events may require further investigations and subsequent data analysis, and re-evaluation of the findings, observations and conclusions expressed in this report.

In preparing this spaces and places plan, InsiteSJC has relied upon and presumed accurate certain information (or absence thereof) provided by government officials and authorities, the Client and others identified herein. Except as otherwise stated, InsiteSJC has not attempted to verify the accuracy or completeness of any such information.

No warranty or guarantee, whether express or implied, is made with respect to the data reported or to the findings, observations and conclusions expressed in this report. Further, such data, findings, observations and conclusions are based solely upon information, drawings supplied by the Client, Bundaberg Regional Council and others, in existence at the time of the investigation.

This document has been prepared on behalf of and for the exclusive use of the Client and is subject to and issued in connection with the provisions of the agreement between InsiteSJC and the Client. InsiteSJC accepts no liability or responsibility whatsoever for or in respect of any use of or reliance upon this report by any third party.

Revision	Date	Chapter/section/page revised	Authorisations		
			Originator	Checked	Approved
A	7 Oct 20	Initial working draft outline	MB	DN	DN
B	5 Feb 21	Working draft for discussion			DN
C	19 Apr 21	Draft for client consideration	DN	NB	DN
D	19 Apr 21	Final for client consideration		NB	DN

Prepared with the assistance of—



Prepared for—  
**Bundaberg Regional Council**  
**PO Box 3130**  
**BUNDABERG QLD 4670**

19 April 2021 BR20-003-T01 003 Rev 0



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# 1 INTRODUCTION

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## 1.1 READING THIS DOCUMENT

This master plan, referred here as the spaces and places plan, provides strategic recommendations to Bundaberg Regional Council for land at Moore Park Beach, in an area generally referred to as the Moore Park Beach community hub.

This document, the spaces and places plan report, is the second for the project, the first being the background report that explains the process and presenting the supporting information collected during the project. The spaces and places plan report refers to and relies upon the spaces and places plan drawings. The reports and drawings should be read in conjunction with each other.

The illustrations, plans, and text jointly form a high-level overall direction to assist Council and stakeholder groups with a consensus about the long-term use and development of the community hub. While some illustrations may give the impression that designs for buildings and other improvements are well-advanced, this is not the case. New buildings and civil works require considerable design development to advance the ideas in this spaces and places plan before it would be possible to commence construction. That detail level of work is outside the scope of this project.

A master plan sets the overall direction and strategy—it must have some degree of flexibility due to the need for future detailed design work.

## 1.2 THE EXTENT OF THE SPACES AND PLACES PLAN AREA

The Moore Park Beach Spaces and Places Plan Area extends from Claude Dooley Park and Palm View Drive at the north-western end, along Pacific Boulevard to the Moore Park Beach Holiday Park and to Lassig Street at the south-eastern end.

## 1.3 THIS COMMISSION

Bundaberg Regional Council engaged InsiteSJC to prepare a master plan to inform the future development of the Moore Park Beach Community Hub (MPBCH), later referred to as the Moore Park Beach Spaces and Places Project.



By nature, master plans are high-level and strategic documents, and it will therefore be necessary for Council to undertake further design development following the adoption of this plan.



Figure 1—Aerial image showing the core areas of the Spaces and Places plan



## 2 OVERALL STRATEGY

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### 2.1 INTRODUCTION

The project team is grateful for the involvement of so many stakeholders, including citizens, businesses, community representatives, Council's operations, and State agencies. It gives the project a degree of robustness that would not exist without stakeholder input. No project like this can ever achieve unanimous agreement, however, the proposals and recommendations appear to have achieved a high degree of concurrence by the Moore Park Beach community.

### 2.2 WHY DEVELOP THE PLAN

Bundaberg Regional Council's objectives for the Moore Park Beach Community Hub align with the vision within the Corporate Plan, being to Build Australia's Best Regional Community. To advance this vision, Council recently developed its Advocacy Priorities for 2020 which include improving community and recreational facilities for Moore Park Beach.

The overall MPB Places and Spaces Masterplan has been undertaken so that future investments by Council into community facilities in Moore Park Beach is done in a planned and considered fashion. (Bundaberg Regional Council, 2021)

The Council's objectives for the Moore Park Beach Places and Spaces Project is to—

- improve recreational facilities and amenities in the Moore Pak Beach area with the intent of attracting young families to the community;
- raise the profile of Moore Park Beach as a place to visit for holiday makers and day trip visitors;
- assist in creating a greater sense of pride in the local community;
- creation of innovative places and facilities to encourage local activation;
- improve the efficiency of multiple land uses in an environmentally sensitive area;
- guide future environmental improvements in sensitive natural and riparian areas;
- provide direction of the staged delivery of Council's capital works program over the next 5-10 years;



- ensure all future development is undertaken in an integrated and sustainable fashion.

## 2.3 VISION

The proposed vision for guiding the development of this spaces and places plan is—

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*THE MOORE PARK BEACH COMMUNITY HUB IS THE FOCUS OF CIVIC LIFE FOR THE SMALL, BUT ACTIVE, BEACHSIDE COMMUNITY THAT PRIDES ITSELF ON ITS RELAXED LIFESTYLE AND GENEROUS PUBLIC OPEN SPACE AND RECREATION FACILITIES. THE HUB PROVIDES THE SETTING FOR A DIVERSE RANGE OF COMMUNITY ACTIVITIES RANGING FROM FORMAL SPORTING EVENTS TO UNSTRUCTURED AND SOCIAL GATHERINGS. THE HUB IS ACCESSIBLE, CONVENIENT, APPEALING, AND RESPECTFUL OF THE CASUAL CHARACTER AND NATURAL ENVIRONMENT.*

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## 2.4 GUIDING PRINCIPLES

The overall guiding principles for the spaces and places plan are—

- the priorities of the Moore Park Beach community are heard and, as far as practicable, incorporated into strategic proposals for future improvement;
- Council's operations would have an agreed and coordinated approach to further development. Without a long-term view, individual projects would prospectively create inefficiencies in site development and may interfere with achieving desirable outcomes;
- the spaces and places plan gives strategic direction but is not intended to limit refinement—any projects that are inconsistent with it need to be evaluated to ascertain their longer-term implications for other elements in the plan;
- further consultation with internal and external stakeholders would continue to add value as the Council implements the plan;
- the spaces and places plan has a ten-year horizon due to the complexities of ownership and approvals—it is impractical to design, fund and construct all works in one financial year;
- further development should be staged in a logical sequence, with funding allocated to those stages each year.

## 2.5 KEY STRATEGIES

The spaces and places plan recommends that the Council pursue the following six key strategies.





### 2.5.1 Make it in Moore Park Beach style

Enhance and reinforce the character that makes Moore Park Beach unique. Improvements suit the local community and attract visitors to improve the area's vitality.

### 2.5.2 Create places where people can pause

Moore Park Beach is a place that the community acknowledges as having a relaxed lifestyle. Places to stop and unwind interspersed throughout help create memorable experiences.

### 2.5.3 Focus on the heart of Moore Park Beach

The centre of a community often governs its identity and self-perception. The hub parklands would benefit from a space that is a focal point, somewhere to meet or relax or that is flexible enough to accommodate small events and activity.

### 2.5.4 Make it easy to navigate

The hub has a myriad of points attracting people—connecting these with appealing pathways, landmarks, memorable spaces, and different visual characters would improve its usability and community interaction.

### 2.5.5 Slow down traffic and make room for people

Slower and fewer vehicles along Park Drive would reunite the surf-side park from the sports-side park. Diverting through-traffic along Club Ave and Hibiscus Ave would make for a more family-friendly, larger park—a consolidated space within which walking and cycling have precedence over motor vehicles.



### 2.5.6 Organise and care for the public realm

Places need care. A community that is proud of its shared spaces is one that 'makes itself at home', organising the spaces and encouraging community-minded behaviour.



Figure 2—Key strategies infographic



### 3 PREFERRED ACTIVITIES AND RECOMMENDED IMPROVEMENTS

#### 3.1 INTRODUCTION

The spaces and places plan proposes a series of smaller and relatively manageable projects, including—

- a central meeting space—necessitating the demolition of the surf lifesaving club building and incorporating open grassed area, elevated community deck;
- a central pedestrian and cycle spine connecting the meeting space with the community hall precinct;
- retaining and enhancing the Duckpond including 'smoothing' the shape of the outside edge<sup>1</sup>, mechanically circulating water to improve water quality, and constructing a boardwalk at the western end;
- an extended pathway network;
- rationalised toilet and ablution facilities;
- additional or improved youth facilities, including—an adventure playground, water play, skate and bicycle facilities;
- improved and rationalised car parking;
- a new community workshop building;
- elements of indigenous cultural heritage in key locations;
- the continued rehabilitation and revegetation of much of the foreshore.

In many ways, the spaces and places plan does not recommend anything fundamentally revolutionary compared to the activities currently being carried out, including—

- facilities for organised sports
- informal active recreation
- informal passive recreation
- areas for gatherings
- Tourist Park

<sup>1</sup> to regularise its shape



- areas for creating an appealing visual amenity
- areas for nature conservation
- areas for revegetation.

The project team considered the appropriateness of a major landmark project, but recommend retaining the understated character of the public spaces. This opinion is consistent with the community view that the spaces and places plan should retain the informal and relaxed Moore Park Beach character<sup>2</sup>. The community stated that it does not want the Council to replicate Bargara or Elliott Heads at Moore Park Beach.

The one crucial element to the spaces and places plan is the single-most issue raised by community members—the removal of the surf lifesaving club building. It is in such a state of disrepair that much of the local community feel very strongly that it is affecting the image of the suburb and 'holding back progress'. While its demolition and removal is outside of Council's direct control<sup>3</sup>, this spaces and places plan views its removal as a cornerstone project upon which much of the rest of the plan will depend. Understanding the need for change, creating a 'vision for the possible', advocating for appropriate funding and bringing together the relevant stakeholders may be adequate to trigger suitable action.

### 3.2 MOORE PARK BEACH STYLE—MATERIALITY AND FORM

The broader community expressed a strong view that the style of the improvements should be unique to Moore Park Beach. Importing solutions from other parts of Bundaberg or further afield would not receive strong local support.

While the community expressed this view, there was not the opportunity during stakeholder engagement to define what that meant. The following is the project team's interpretation of what it means to build in a 'Moore Park Beach Style'. The style should be the foundation for further design work in implementing the recommended works.

Attachment 1 contains a detailed visual reference for the colours, material and finishes used to help create a 'Moore Park Beach Style'.

#### 3.2.1 Palette of colours, materials and finishes

Materials are to generally be robust materials that highlight their inherent visual qualities and develop a patina with time. Coloured concrete in earth-tones and heavy hardwood timber complement the natural landscape, galvanised and cor-ten steel provide subtle variation of surface texture, and ceramic tiles allow the introduction of colour both for visual interest and as part of a place identification strategy.

<sup>2</sup> This was a resounding view that the broader community expressed during consultation.

<sup>3</sup> It is a private building on land not owned or controlled by the Council.



### 3.2.2 Building form

New structures are to represent the relaxed beachside character of Moore Park Beach. Simple rooflines with broad overhangs, open structures that touch the ground lightly, and integration into the landscape are all important considerations.

### 3.2.3 Sustainability

Use of recycled and recyclable materials throughout the precinct is encouraged. Buildings are to be designed to minimise energy use through appropriate use of natural light and ventilation, and all new wastewater and stormwater treatment is to be of the highest standard to ensure the groundwater is protected. Established vegetation should be retained and enhanced wherever possible.

### 3.2.4 Public furniture

Public furniture is to reflect the overall aesthetic of the place. Simple concrete and timber elements integrated into the landscape will provide durability and vandal resistance. Provision of drinking fountains and water bottle refilling stations will discourage use of disposable containers, in keeping with the sustainability focus of the community.

## 3.3 INTENDED LANDUSES AND ACTIVITY AREAS

The Spaces and places plan proposes activities generally in accordance with the following plan, Figure 3. These reflect the predominant activities already occurring in the plan area.



Figure 3—Intended land uses and activity areas

### 3.4 RECOMMENDED WORKS AND ACTIVITIES

The plan area is divided into recommended activities areas as shown in Figure 4. The following sections describe the intent of the proposed works and intended activities and should be read in conjunction with the spaces and places plan drawing.



Figure 4—Area boundaries used in the following sections

3.4.1 Area A—Core community and surf lifesaving club area

<b>Purpose</b>	Presentable and convenient spaces that the community acknowledges as the heart of the public space at Moore Park Beach—the focal point for the community and creating identity and pride
<b>Key strategies</b>	<p>Remove most of the current surf club building, retaining only a small part of the floor slab for reuse.</p> <p>Provide convenient and attractive access to the beach.</p> <p>Attractive shelter</p> <p>Enable mobile food vendors</p> <p>Traffic-calming and redesigned intersection of Surf Club Drive to direct traffic to the Surf Club Drive car parking area</p>
<b>Facilities</b>	<p>Facilitate a new surf lifesaving club building.</p> <p>Construct a new surf lifesaving lookout tower on the retained part of the former club building floor slab. The floor slab is likely to be able to withstand coastal hazards and the tower needs to be close to the beach.</p> <p>Provide new and improved publicly-accessible amenities.</p> <p>Community deck</p> <p>Car parking</p>



<b>Future design considerations</b>	<p>Coastal hazards and establishing infrastructure within the coast management district</p> <p>Accommodating food vans—the mobile food vendors are popular and locally-supported. They are periodic—sometimes for a significant community event several vans may need space within this space but at other times none may be present.</p>
<b>Key approvals</b>	<p>The surf club building and associated facilities would be likely to require a development permit under the planning scheme. The club previously obtained approval but this may have lapsed. A new design may require new approvals.</p>
<b>Key stakeholders</b>	<p>Moore Park Surf Lifesaving Club Existing food vendors</p>



Figure 5—Concept for the Core community and surf lifesaving club area



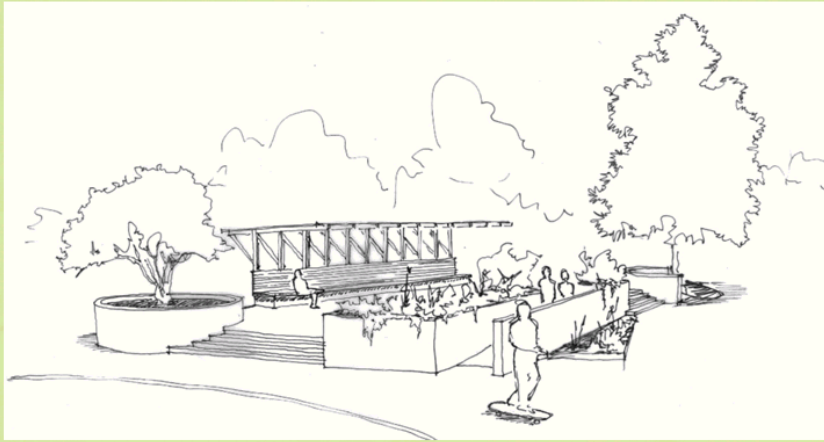


Figure 6—Proposed community deck



Figure 7—Proposed lookout tower—to be constructed on a retained portion of the SLSC floor slab after building demolition



### 3.4.2 Area B—Sporting clubs and community hall area

<b>Purpose</b>	Facilitate active sport and recreation and community spaces in buildings
<b>Key strategies</b>	Improve car parking Improve pedestrian connections Improve facilities
<b>Facilities</b>	Community hub building Bandstand or spectator seating Topsoiled and turfed playing field
<b>Future design considerations</b>	<ul style="list-style-type: none"> <li>the relationship between the existing community hall and the future community hub building</li> <li>street presentation of the proposed community hub building—work should respect the housing on the opposite side of Club Avenue</li> <li>respect for the ANZAC Memorial</li> </ul>
<b>Key approvals</b>	A development permit should not be necessary for the community hub building, however a 'Community use' is accepted development in both the Community facilities zone and the Sport and recreation zone if on land owned or controlled by the Council. Several overlays apply to the land but these do not appear to change the level of assessment.
<b>Key stakeholders</b>	Sporting clubs Community Association RSL representatives The community hub building concept had been the subject of considerable discussion involving multiple stakeholders.



Monte Park Beach Spaces and Places

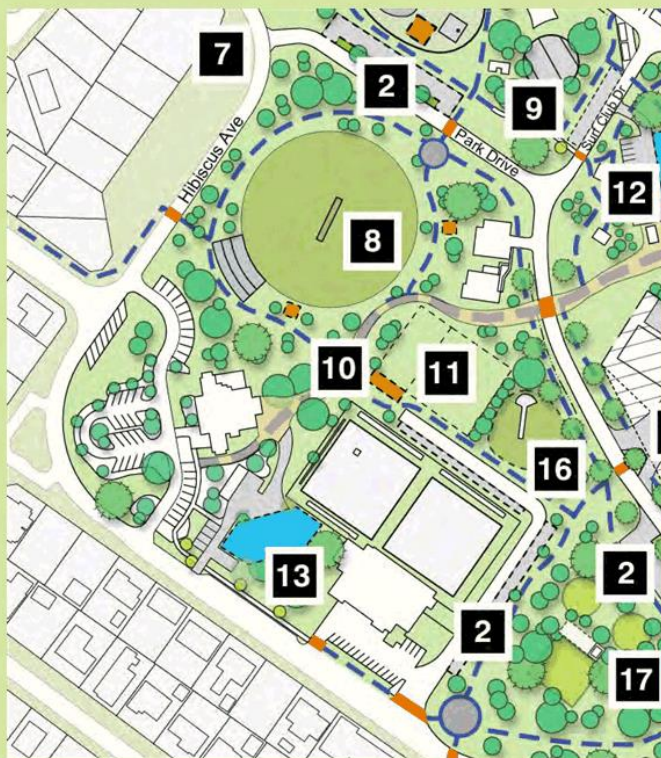


Figure 8—Proposals for Area B—Sporting clubs and community hall area

19 April 2021 BR20-003-T01 003 Rev 0



Figure 9—Sketch of proposed community hub building

### 3.4.3 Area C—Lions Park

<b>Purpose</b>	Passive recreation Entrance—give positive first impressions Reconciliation and respect for the First Peoples
<b>Key strategies</b>	Renew garden areas improve pedestrian connection improve parking
<b>Facilities</b>	Improve the existing parking area accessed from Park Drive Yarning circles
<b>Future design considerations</b>	The proposed yarning circles require engagement with appropriate first Nations representatives to consider the location and design of yarning circles, select appropriate tree species. The precise location of the reconfigured intersection of Park Drive with Club Avenue may depend on the need to retain and protect significant trees in Lions Park wherever possible.
<b>Key approvals</b>	The proposed works do not require any statutory approvals.
<b>Key stakeholders</b>	Moore Park Lions Club Local indigenous groups



Figure 10—Lions Park proposals

Yarning circles are simple and unobtrusive meeting places. They require minimal work to create, requiring limited design input and no planning or building approvals. It would be appropriate to consult local first nations representatives however.

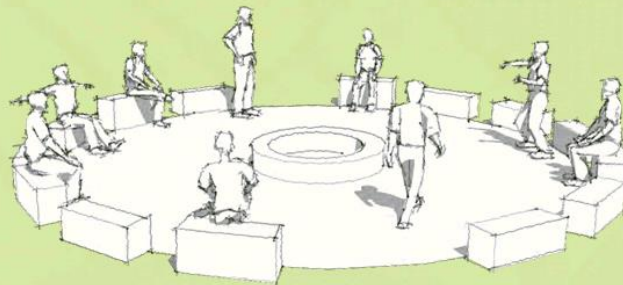




Figure 11—Indicative yarning circle—incorporating seating and firepit

3.4.4 Area D—The Duckpond and forest

<b>Purpose</b>	Nature conservation and restoration Passive recreation Positive first impressions
<b>Key strategies</b>	Improve water quality in the Duckpond protect and enhance natural areas
<b>Facilities</b>	Infrastructure required to circulate water within the Duckpond possible viewing platform and boardwalk
<b>Future design considerations</b>	The natural forest area on the north side of the Duckpond should contain minimal access and any pathways should be minimal. Views to the Duckpond should be chosen carefully to present favourable first impressions. Implications on water quality as a result of interfering with acid sulfate soils
<b>Key approvals</b>	Earthworks (excavation or filling) within the Duckpond area may need operational work approval, however work involving excavation or filling on Council owned or controlled land is accepted development and does not require a development permit.
<b>Key stakeholders</b>	Birdwatching and nature groups



Figure 12—Proposals for the Duckpond and Forest



3.4.5 Area E—Southern open space area

<b>Purpose</b>	Beach protection and access Pedestrian connectivity
<b>Key strategies</b>	Upgrade and improve car parking continue revegetation
<b>Facilities</b>	Minimal built infrastructure—Lookout deck Car parking and vehicle turning area
<b>Future design considerations</b>	Species selection within the revegetation area Minimising pedestrian-vehicle conflict at the beach end of Lassig Street Turtle-friendly lighting
<b>Key approvals</b>	None appear to be required
<b>Key stakeholders</b>	Adjacent landowners Moore Park Beach Turtle Monitoring Group



Figure 13—Proposals for the Southern open space area



### 3.4.6 Area F—Northern open space area

<b>Purpose</b>	Beach protection and access Pedestrian connectivity Display the connection of first peoples to the land
<b>Key strategies</b>	Continue revegetation Upgrade and improve car parking Improve pedestrian connection with residential area Provide opportunities for displaying local indigenous stories and ecology
<b>Facilities</b>	Minimal additional facilities Lookout deck Indigenous explanations (possibly storyboards and public art)
<b>Future design considerations</b>	Shade along the pathway Turtle-friendly lighting CPTED principles
<b>Key approvals</b>	Works are relatively minimal and are unlikely to require any statutory approvals.
<b>Key stakeholders</b>	Local indigenous groups and First Nations Representatives Moore Park Beach Turtle Monitoring Group



Figure 14—Proposals for the Northern open space area





### 3.4.7 Area G—Youth activities

<b>Purpose</b>	A broad range of activities and facilities for infants, children and youth
<b>Key strategies</b>	Upgrade and replace play facilities Provide casual surveillance of younger children from the adjacent core community area (area A)
<b>Facilities</b>	An asphalt-sealed pump track Half-court basketball Skate park High-quality adventure playground
<b>Future design considerations</b>	Shade Surveillance by parents and connectivity to picnic table areas Lighting Health and safety
<b>Key approvals</b>	Works are unlikely to require any statutory approvals.
<b>Key stakeholders</b>	Children and youth



Figure 15—Proposals for the Youth activities area



Figure 16—A nature-based adventure playground for youth activities area

### 3.4.8 Area H—Holiday Park

The project brief excluded preparing a master plan or developing internal concepts for the holiday park, however there are several aspects that require comments—planning considerations that affect the recommendations for the balance of the plan area. The Council intends to prepare a master plan for the holiday park as a separate and distinct commission.

<b>Purpose</b>	Attractive tourist and holiday park
<b>Key strategies</b>	Reorient access to 'front' at Park Drive Low-key camping facilities without infrastructure extending into the grassed area in Lot 83 CK3127
<b>Facilities</b>	New amenities building in a central location High-value sites and accommodation overlooking the Duckpond
<b>Future design considerations</b>	Separate master planning required for this area Extension onto Lot 83 CK3127 A road closure of the northern dedicated, but unconstructed, part of Park Drive (approximately 800m <sup>2</sup> to 900m <sup>2</sup> in area)
<b>Key approvals</b>	Application for Permanent road closure under the <i>Land Act 1994</i> Freehold part of State land – part of Lot 83 CK3127 Development permit for a material change of use to use part of Lot 83 CK3127 for either 'Tourist park' or possibly 'Nature-based tourism'
<b>Key stakeholders</b>	Queensland Government Bundaberg Regional Council Facilities Management



Figure 17—Proposals for the Holiday Park



Figure 18—Potential high-value accommodation overlooking the Duckpond



### 3.5 RECOMMENDATIONS REGARDING MOVEMENT NETWORK

The movement network provides several primary functions—the safe and efficient movement of vehicles, cycles and pedestrians; access and mobility between places. Such primary functions typically need to be balanced against others such as creating a pleasant urban environment, especially for pedestrians and cyclists. Major roads can become barriers between areas if there are insufficient opportunities to cross or access them.

This spaces and places plan recommends the following principles—

- the roadway within the community hub land be prioritised as follows— for pedestrians and cyclists and secondly for traffic with an origin or destination within Moore Park beach—i.e. as a slow speed, narrowed roadway;
- the principal through road connection be via Club Avenue and Hibiscus Avenue;
- the intersections of Hibiscus Avenue and Pacific Boulevard, and at Club Avenue and Moore Park Road be re-prioritised to facilitate the through traffic via Club and Hibiscus;
- the new intersection of Park Drive with Club Avenue should function as a park entry.

The diagram in **Error! Reference source not found.** shows the reprioritised road network.

#### 3.5.1 More of a destination—less of a thoroughfare

Through traffic is presently directed from Moore Park Road onto Park Drive to connect with Pacific Boulevard. The roads in the plan area presently make it a place to pass through. The spaces and places plan proposals, however, intend to encourage the parkland to be a destination—a place to stop. While traffic would continue to be able to drive through the park, the proposed changes slow traffic speeds and encourage routing around via Club Avenue and Hibiscus Avenue.



Figure 19—Creating an entry would help make the park a destination.

### 3.5.2 Pedestrians

Expanding the pedestrian pathway network would improve pedestrian amenity and safety. The spaces and places plan proposes a pedestrian spine between the community centre/hub area and the main community node near the proposed deck and main beach access. This spine, while varying in width, would be a significant feature.

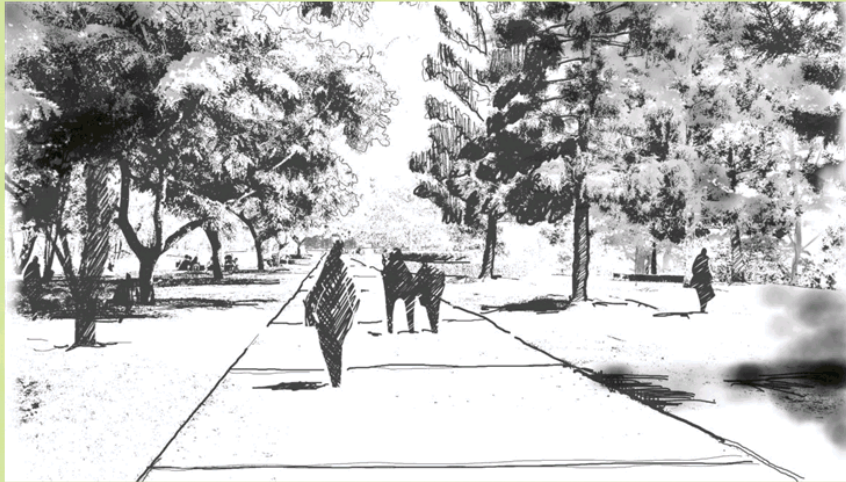


Figure 20—The pedestrian spine would be a major landscape element.

### 3.5.3 Pedestrian crossings

Raised platforms and distinct surface treatments would improve pedestrian amenity and safety.

### 3.5.4 Cyclists

The changes should improve the environment for cyclists, both on the expanded pathway network but also the slower speed road environment. Cycling along the pathways is allowable but the road network would become more appealing to cyclists after the proposed modifications to the traffic environment, creating less through traffic and slower speeds.

### 3.5.5 Cars

Traffic speeds would be reduced by—

- the proposed reprioritised intersections (Club Ave/Park Dr, Surf Club Dr/Park Dr, and Park Dr/Hibiscus Blvd)
- closure of Anzac Parade to through traffic;
- signposting at 20 km/hr;
- narrower pavements;
- smaller radii of the kerblines at intersections;
- speed humps, platforms and distinctive pavement surfaces.



The design needs to accommodate RVs and car/caravan combinations accessing the holiday park. The proposed relocation of the holiday park entrance ought to improve its access arrangements.

### 3.5.6 Food vans and service vehicles

The food vans, both the existing but also potential future vendors, are important to adding vitality and interest to the spaces. They serve a valuable function in attracting people to the spaces, regular locals and visitors alike. The proposed locations attempt to balance several design objectives—

- easy to manoeuvre into and out of the allocated space;
- conveniently located to the car parking;
- conveniently accessible and visible from the beach;
- visible from the southern end of Surf Club Drive;
- safe locations for patrons to stand and order food;
- convenient to tables, seating and shelter;
- able to be connected to appropriate services such as mains power;
- able to accommodate day-to-day operations but also events such as carnivals.

Larger service vehicles such as a 'Large Rigid Vehicle' or a bus (both typically not more than 12.5 metres long) would occasionally need to access the area.

### 3.5.7 Intersections

Three intersections would require changes. Considering the intention to give priority to pedestrians and cyclists the detailed design of intersections, often a location where pedestrians and vehicles cross paths, will be critical. Large radius curves signal to drivers that higher speeds are acceptable. The plan proposes smaller radii to indicate to drivers that slower speeds are appropriate.

The presently-confusing intersection of Park Drive and Surf Club Drive should be modified to be a clear T-intersection with the through leg directing traffic from the south to the Surf Club area car parking as a destination.

The following sketch illustrates the concept. Further detailed design will be necessary.



Figure 21—Proposed modification of Surf Club Drive intersection with Park Drive—indicative only

### 3.5.8 Recommended network

The following shows the recommended network, the following key elements—

- new or reprioritised intersections to discourage the use of Park Drive by through-traffic;
- closure of the north-eastern end of Anzac Parade;
- relocation of the holiday park access from Park Drive.

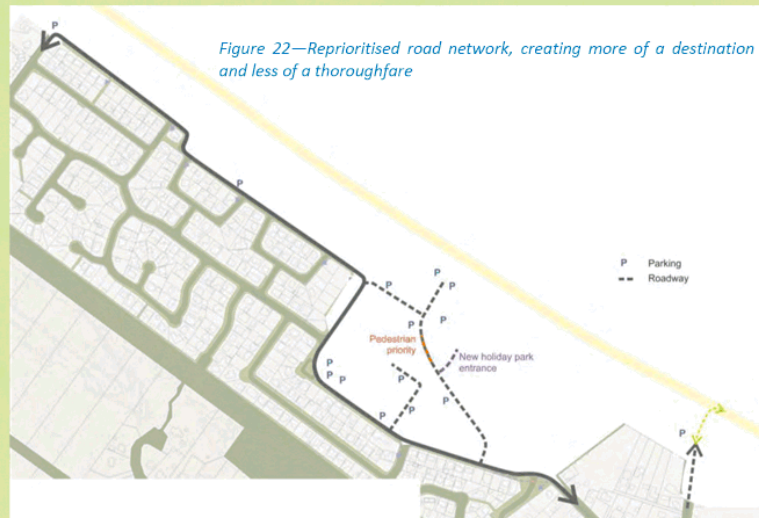


Figure 22—Reprioritised road network, creating more of a destination and less of a thoroughfare





## 4 CONSTRUCTION COST ESTIMATES

The project team included a construction cost consultant engaged to provide construction cost estimates for proposed works. Given that the project is only preliminary and conceptual, the estimates can only be approximate.

Indicative costings total \$15,285,000, based on the spaces and places plan drawing. The cost consultant was not briefed to obtain specialist design consultant input.

The costings are to be considered as notional only. The scope of work is subject to future planning and building code assessment, geotechnical and other site investigations, and subsequent design input by appropriate design and engineering disciplines. The costings include provision for head contractor preliminaries and margin, and design fees.

Pricing reflects tender market and general business conditions before the onset of the current COVID-19 pandemic. It is not possible to provide any advice on the potential cost implications of the pandemic, or on current or future market conditions as the situation is unprecedented and constantly changing.

The following are specifically excluded—

- future cost escalation;
- authority fees/charges including any infrastructure charges;
- Council project management fees and the like;
- contingencies;
- removal of hazardous materials including asbestos (except where specifically identified and noted);
- environmental requirements;
- site decontamination, if required;
- provision for geotechnical conditions;
- upgrading or replacement of existing site services and infrastructure;
- services infrastructure works external to the site;
- loose furniture and equipment;
- potential cost implications related to the COVID-19 pandemic; and,
- GST.

The following table provides an overview of a more detailed table included in Attachment 2.



GENERAL WORKS	
ITEM 1 - FUTURE LINKS NORTH TO PUBLIC OPEN SPACE	
ITEM 2 - UPGRADE PARKING	
ITEM 3 - EXISTING BEACH ACCESS	
ITEM 4 - PROVIDE SHADY PATHWAYS ON CENTRAL MAJOR BEACH	
ITEM 5 - PROVIDE OPPORTUNITIES FOR LOCAL INDIGENOUS STORIES & ECOLOGY	
ITEM 6 - UPGRADE YOUTH ACTIVITIES & PLAY SPACE	
ITEM 7 - REPRIORITISE TRAFFIC AT INTERSECTION OF HIBISCUS AVE & PARK DRIVE	
ITEM 8 - COMMUNITY SPORTS AREA; UPGRADE FACILITIES & SHADY PATHWAYS	
ITEM 9 - PROVIDE ALL-ABILITIES NATURE-BASED ADVENTURE PLAYGROUND IN BOB NIELSEN PARK	
ITEM 10 - CONSTRUCT CENTRAL SHADY PATHWAY AS A MAJOR SPINE LINKING THE COMMUNITY HUB TO THE BEACH ACTIVITY AREA	
ITEM 11 - CREATE OPPORTUNITY FOR FUTURE SPORTS EXPANSION	
ITEM 12 - ESTABLISH LIFESAVERS AREA WITH NEW CLUBHOUSE, STORAGE & PARKING	
ITEM 13 - CONSTRUCT COMMUNITY HUB INCLUDING SPACE FOR WORKSHOPS, BREAKOUT SPACES & COMMUNITY GARDENS	
ITEM 14 - BEACH ACTIVITY AREA INCLUDING MULTI-PURPOSE COMMUNITY DECK WITH FACILITIES, GARDENS & FOOD VAN PARKING	
ITEM 15 - REMOVE CLUBHOUSE & ESTABLISH ACCESS LAWN TO BEACH; ADDITIONAL AMENITIES & CHANGE FACILITIES	
ITEM 16 - CLOSE THE CONNECTION OF ANZAC PDE AT INTERSECTION WITH PARK DRIVE TO IMPROVE SPACE AROUND MEMORIAL AND CREATE BETTER PEDESTRIAN LINKS	
ITEM 17 - RENEW GARDENS ACCORDING TO CPTED PRINCIPLES; CONCRETE PATH TO LINK FACILITIES & PROTECT GROUNDWATER FROM EXISTING EFFLUENT DISPOSAL	
ITEM 18 - CREATE NEW ENTRY TO HOLIDAY PARK TO REDUCE VEHICLE/PEDESTRIAN CONFLICT	
ITEMS 19 & 20 - HOLIDAY PARK UPDATES	
ITEM 21 - PROMOTE CULTURAL RECONCILIATION BY ENGAGING WITH LOCAL INDIGENOUS GROUPS TO CREATE YARNING CIRCLES & BUSH TUCKER LANDSCAPES ON THE UNDEVELOPED SOUTHERN AREAS OF LIONS PARK	
ITEM 22 - HOLIDAY PARK SUBJECT TO SEPARATE INVESTIGATION & MASTER PLANNING	
ITEM 23 - RESHAPE THE DUCK POND & IMPROVE WATER QUALITY	
ITEM 24 - REPRIORITISE TRAFFIC AT THE INTERSECTION OF CLUB AVE & PARK DRIVE	
ITEM 25 - PROVIDE POTENTIAL FOREST HABITAT & CULTURAL APPRECIATION TRACKS	
ITEM 26 - PUBLIC ACCESS SEPARATED FROM PRIVATE LAND THROUGH TO BEACH; RETAIN EXISTING STORMWATER OVERLAND FLOW PATHS	
ITEM 27 - IMPROVE THE PARKING FACILITIES & INCLUDE QUALITY LANDSCAPE INFRASTRUCTURE & SHADY PATHWAY NETWORK	

Figure 23—Cost estimates summary table



## 5 ECONOMIC ASSESSMENT

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The project brief required the project team to carry out an economic assessment of the proposed spaces and places plan. The purpose of this was to evaluate the economic benefit of the improvements which would help justify the allocation of any future public funding.

The project team included economist Reuben Lawrence of Lawrence Consulting. His report is included in full as Attachment 3.

The scope of the assessment included—

- evaluating the direct costs and benefits to the community; and,
- evaluating the wider economic impacts.

The report concludes that—

*“...there is likely to be significant net benefits of approximately \$4.1 million...with a BCR of 1.27 and Internal Rate of Return (IRR) of 11%, indicating that the project offers societal benefits well in excess of costs.”*



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## 6 IMPLEMENTATION

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### 6.1 INTRODUCTION

This spaces and places plan should form the foundation for future decisions about development and improvement of the plan area.

The Council is familiar with the process for implementing master plans, however is restated here to illustrate to other stakeholders that there is an industry-accepted process for translating ideas into action.

### 6.2 PROCESS FOR IMPLEMENTATION

The process steps in the following Figure 24—Generalised process for implementing the spaces and places plan are the generic steps necessary to implement the spaces and places plan. Given that there are likely to be multiple stages in the project there could be several such processes running concurrently.

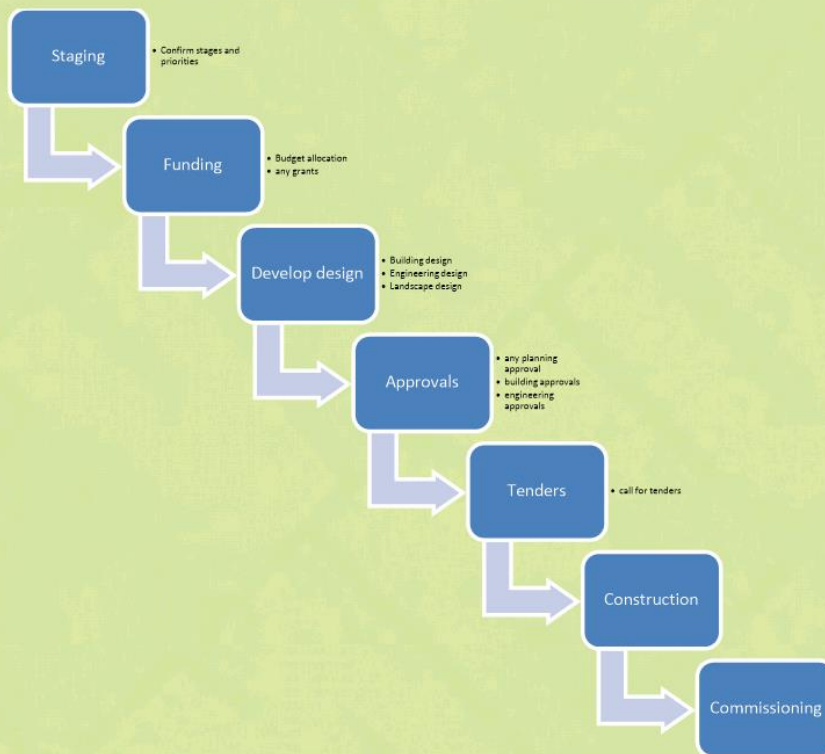


Figure 24—Generalised process for implementing the spaces and places plan

### 6.3 STAGES AND PRIORITIES

The plan recommends that Council implement the staging of further works in accordance with the broad staging plan in Figure 25—Recommended stages. **Error! Reference source not found.**



Figure 25—Recommended stages

## 6.4 POSSIBLE APPROVALS

### 6.4.1 Some elements require approval

It is not practical to identify all required approvals due to the preliminary nature of the concepts. There are a wide range of works, much of which would not require statutory approvals. The juxtaposition of several factors will dictate whether approvals will be necessary—

- planning scheme for especially for any material change of use or operational work—including considerations relating to the zone or to planning scheme overlays;
- building approval for building work;
- state approvals or referrals.



#### 6.4.2 Development permit for a material change of use

There are a small number of elements in the spaces and places plan that may need a development permit to allow a material change of use<sup>4</sup>. Further discussions with Council's development assessment representatives to ascertain the need or otherwise would be appropriate once designs have been developed.

Development permits may be necessary for such components as—

- expanding the holiday park onto Lot 83 CK3127 (the reserve to the east of the holiday park);
- establishing a new surf club building;
- establishing a new community hub building.

#### 6.4.3 Vegetation clearing

The proposal involves very little vegetation clearing however during the detailed design phase the need for any approval to clear vegetation should be the subject of further investigation.

#### 6.4.4 Coastal management

Coastal hazards have been considered during the development of this spaces and places plan, however, require further investigation once the Council develops more detailed designs. Approvals relating to the following may be necessary—

- *Coastal Management District*—much of the spaces and places plan area is within the Coastal Management District;
- *Erosion Prone Area*—much of the spaces and places plan area is within the Coastal Area – erosion prone area;
- *Storm Tide Inundation Area*—much of the spaces and places plan area is within the Coastal Area – medium or high storm tide inundation area.

#### 6.4.5 Operational work

Implementing the spaces and places plan requires that the Council carry out a wide range of works, including—

- excavation and filling associated with regularising the shape of the Duckpond;
- removing roadways and constructing new or relocated roadways;
- constructing the pedestrian spine and other pathways.

<sup>4</sup> A material change of use could be either: starting a new use of premises, recommencing a use that has been abandoned or materially increasing the intensity or scale of a use.





These require engineering designs, which is the appropriate time to ascertain what approvals, if any, are necessary.

## 6.5 TASKS REQUIRED TO IMPLEMENT THE SPACES AND PLACES PLAN

Implementation of the spaces and places plan requires the following—

- **Project coordinator**—Council should ensure that there is a clear responsibility and authority to implement the spaces and places plan in a staged and methodical manner. The responsibility ought to be at a senior enough level to liaise with all stakeholders, internal and external.
- **Work program**—there should be an agreed program of work, in reasonable detail for the coming financial year but cover in more general terms over a five-year period.
- **Budget**—the works require funding commitments based on the work program and cost estimates.
- **Develop detailed designs**—the spaces and places plan, by nature, is a strategic direction for the site. Even though illustrations indicate some degree of design development, it will be necessary to develop the design for each stage. Depending on the stage, the project lead professional may be a Landscape Architect, an Architect/Building Designer, an Engineer or another profession.
- **Approvals**—as described in section 6.2 it would be appropriate for there to be further discussions with Council's planning team representatives to confirm what, if any, approvals are necessary and obtain advice about proceeding to an application.



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## 7 CONCLUSION

The spaces and places plan concludes that there are good grounds for the Council to implement the recommendations in a staged and measured way, including—

- a strong correlation between the proposals and the community need for improvements to the public realm,
- the relatively harmonious community support for the nature of the proposed improvements;
- the modest nature and costs associated with implementing the spaces and places plan; and,
- the positive economic implications.

There remains considerable design work to implement the many recommendations. The spaces and places plan, however, ought to provide a strong basis for rejuvenating an important part of the Bundaberg Region—to help 'Build Australia's Best Regional Community'.



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## REFERENCES

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Bundaberg Regional Council. (2021, April 17). *FAQs*. Retrieved from Our Bundaberg Region: <https://www.ourbundabergregion.com.au/moore-park-beach-community-hub-master-plan/widgets/315016/faqs>



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## ATTACHMENT 1—MATERIAL PALETTE

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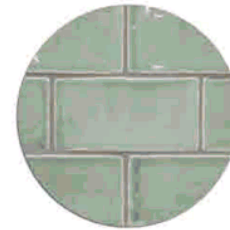
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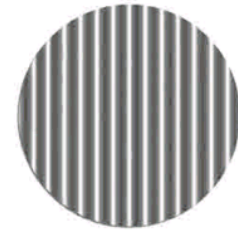
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Broom Finish



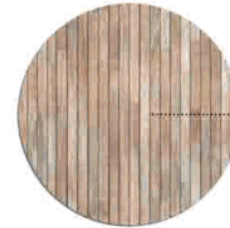
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Broom Finish



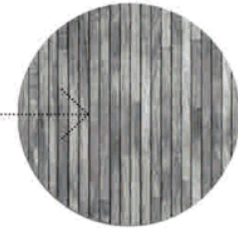
Ceramic Feature Tile



Zincalume Sheeting



Timber Cladding



Timber Cladding - Weathered



Dry Organic Matter



Heavy Native Planting





## **ATTACHMENT 2—DETAILED CONSTRUCTION COST ESTIMATES**

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## Trade Breakup

<b>Job Name :</b> <u>20-65 EST1</u>	<b>Job Description</b>
<b>Client's Name:</b> <u>Bundaberg Regional Council</u>	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 1 GENERAL WORKS</b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief to Cost Consultant Section 3 "Introductory Comments"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
<b><u>Paths</u></b>						
4	3m wide concrete footpath incl. boxing out, jointing	3,915.00	m	357.60		1,400,000.00
5	Pedestrian-friendly landscaped crossing at public road	12.00	No.	16,666.67		200,000.00
6	Wayfinding intersection with landscaping, shade trees and signage	15.00	No.	6,666.67		100,000.00
7	Subtotal					<u>0.00</u>
<b><u>Shelters and furniture</u></b>						
8	Shelters and furniture to existing SLSC Clubhouse location (Item 15) included elsewhere		Note			
9	Picnic shelter incl. table/benches, lighting, bins	6.00	No.	20,000.00		120,000.00
10	Picnic shelter incl. table/benches, BBQ's, water, lighting, bins	6.00	No.	30,000.00		180,000.00
11	Subtotal					<u>0.00</u>
<b><u>Lighting</u></b>						
12	Lighting (turtle-friendly) to pathways and the like		Item			250,000.00
<b><u>Lookout decks</u></b>						
13	Deck (raised/framed deck with composite decking material; no services) :[3 No]	60.00	m2	500.00		30,000.00
<b><u>Toilets/amenities</u></b>						
14	Public amenities block incl. site preparation works (8 x unisex cubicles + accessible and baby change; high standard facility due to prominent location)		Item			300,000.00
15	Proprietary storage shed	32.00	m2	625.00		20,000.00
16	External services allowance incl. sewerage treatment system		Item			100,000.00
17	Landscaping allowance		Item			10,000.00
18	Subtotal					<u>0.00</u>
<b><u>Road works</u></b>						
19	Roadworks to Council public roads standard		Note			
20	New road pavements incl. kerb and channel, lighting, stormwater drainage, linemarking and signage, traffic control (food/coffee van pull-through; turn-around adjacent existing SLSC Clubhouse)	528.00	m2	246.21		130,000.00

## Trade Breakup

<b>Job Name :</b> <u>20-65 EST1</u>	<b>Job Description</b>
<b>Client's Name:</b> <u>Bundaberg Regional Council</u>	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 1 GENERAL WORKS</b> <span style="float: right;"><i>(Continued)</i></span>						
21	Hydraulic services incl. food vendor connection points		Item			10,000.00
22	Electrical services incl. food vendor connection points		Item			5,000.00
23	Bins, signage and the like		Item			5,000.00
24	Subtotal					<u>0.00</u>
<b>Other</b>						
25	General site services infrastructure allowance incl. site switchboard, hydraulic and electrical reticulation (excluding public services infrastructure outside perimeter of site; excluding transformers, substations and the like if required)		Item			500,000.00
26	General siteworks allowance incl. earthworks to reprofile, making good existing adjacent landscaping and the like		Item			250,000.00
27	Subtotal					<u>0.00</u>
<b>GENERAL WORKS</b>						<b>Total : 3,610,000.00</b>
<b>Trade : 2 ITEM 1 - FUTURE LINKS NORTH TO PUBLIC OPEN SPACE</b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	No work		Note			
<b>ITEM 1 - FUTURE LINKS NORTH TO PUBLIC OPEN SPACE</b>						<b>Total :</b>
<b>Trade : 3 ITEM 2 - UPGRADE PARKING</b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Carparking incl. road base with spray seal, linemarking and signage, perimeter bollards (no lighting or piped drainage) :[8 No]	1,600.00	m2	140.63		225,000.00
5	Carparking incl. road base with asphalt pavement, kerbs, linemarking and signage, perimeter bollards, lighting and drainage (adjacent Skate Park and Tennis Courts) :[2 No]	840.00	m2	208.33		175,000.00
<b>ITEM 2 - UPGRADE PARKING</b>						<b>Total : 400,000.00</b>
<b>Trade : 4 ITEM 3 - EXISTING BEACH ACCESS</b>						

## Trade Breakup

<b>Job Name :</b> 20-65 EST1	<b>Job Description</b>
<b>Client's Name:</b> Bundaberg Regional Council	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<i>Trade : 4 <u>ITEM 3 - EXISTING BEACH ACCESS</u></i>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	No work		Note			
<b><u>ITEM 3 - EXISTING BEACH ACCESS</u></b>						<b>Total :</b>
<i>Trade : 5 <u>ITEM 4 - PROVIDE SHADY PATHWAYS ON CENTRAL MAJOR BEACH</u></i>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Paths and shade planting included elsewhere		Note			
<b><u>ITEM 4 - PROVIDE SHADY PATHWAYS ON CENTRAL MAJOR BEACH</u></b>						<b>Total :</b>
<i>Trade : 6 <u>ITEM 5 - PROVIDE OPPORTUNITIES FOR LOCAL INDIGENOUS STORIES &amp; ECOLOGY</u></i>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Storyboards and the like (Provisional Sum)	4.00	No.	10,000.00		40,000.00
<b><u>ITEM 5 - PROVIDE OPPORTUNITIES FOR LOCAL INDIGENOUS STORIES &amp; ECOLOGY</u></b>						<b>Total : 40,000.00</b>
<i>Trade : 7 <u>ITEM 6 - UPGRADE YOUTH ACTIVITIES &amp; PLAY SPACE</u></i>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Half-court basketball		Item			35,000.00
5	Skate park		Item			300,000.00
6	Small BMX track		Item			150,000.00
7	Upgrade/extend play area incl. reuse of existing play equipment (refer Item 14)		Item			100,000.00
8	Membrane/shade structures		Item			30,000.00
9	Power/lighting, seating and drinking fountain/s		Item			25,000.00
10	Signage allowance		Item			5,000.00
<b><u>ITEM 6 - UPGRADE YOUTH ACTIVITIES &amp; PLAY SPACE</u></b>						<b>Total : 645,000.00</b>

## Trade Breakup

<b>Job Name :</b> <u>20-65 EST1</u>	<b>Job Description</b>
<b>Client's Name:</b> <u>Bundaberg Regional Council</u>	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 8 <u>ITEM 7 - REPRIORITISE TRAFFIC AT INTERSECTION OF HIBISCUS AVE &amp; PARK DRIVE</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Roadworks to Council public roads standard		Note			
5	Remove and replace road pavements incl. kerb and channel, lighting, stormwater drainage, linemarking and signage, traffic control	550.00	m2	272.73		150,000.00
6	Relocate existing services		Item			50,000.00
<b><u>ITEM 7 - REPRIORITISE TRAFFIC AT INTERSECTION OF HIBISCUS AVE &amp; PARK DRIVE</u></b>						<b>Total : 200,000.00</b>
<b>Trade : 9 <u>ITEM 8 - COMMUNITY SPORTS AREA; UPGRADE FACILITIES &amp; SHADY PATHWAYS</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Top dressing and new high-wear turf species to existing oval (assume no subgrade preparation/regrading or similar required)	5,027.00	m2	29.84		150,000.00
5	Irrigation to oval (assumes connection to existing water reticulation)	5,027.00	m2	9.95		50,000.00
6	Outdoor stage/tiered seating to SW corner of field (uncovered)	210.00	m2	238.10		50,000.00
7	Power/lighting and water supply to outdoor stage/tiered seating		Item			20,000.00
<b><u>ITEM 8 - COMMUNITY SPORTS AREA; UPGRADE FACILITIES &amp; SHADY PATHWAYS</u></b>						<b>Total : 270,000.00</b>
<b>Trade : 10 <u>ITEM 9 - PROVIDE ALL-ABILITIES NATURE-BASED ADVENTURE PLAYGROUND IN BOB NIELSEN PARK</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Nature-based adventure playground incl. shade structure/s and water supply (Provisional Sum)		Item			500,000.00
5	Option - Simple water play facility (assumes connection to town water reticulation) (Provisional Sum)		Item			250,000.00

## Trade Breakup

<b>Job Name :</b> <u>20-65 EST1</u>	<b>Job Description</b>
<b>Client's Name:</b> <u>Bundaberg Regional Council</u>	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b><u>ITEM 9 - PROVIDE ALL-ABILITIES NATURE-BASED ADVENTURE PLAYGROUND IN BOB NIELSEN PARK</u></b>						<b>Total : 750,000.00</b>
<i>Trade : 11 <b><u>ITEM 10 - CONSTRUCT CENTRAL SHADY PATHWAY AS A MAJOR SPINE LINKING THE COMMUNITY HUB TO THE BEACH ACTIVITY AREA</u></b></i>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Pedestrian spine (min. 4m wide concrete feature pathway)	320.00	m	781.25		250,000.00
5	Extra for landscaped crossing at Park Drive		Item			10,000.00
6	Landscaping allowance incl. shade trees		Item			75,000.00
7	Seating and bins		Item			25,000.00
8	Signage allowance incl. interpretive signage elements		Item			50,000.00
9	Lighting (turtle-friendly) incl. electrical reticulation		Item			100,000.00
10	Drinking fountains incl. water supply		Item			25,000.00
<b><u>ITEM 10 - CONSTRUCT CENTRAL SHADY PATHWAY AS A MAJOR SPINE LINKING THE COMMUNITY HUB TO THE BEACH ACTIVITY AREA</u></b>						<b>Total : 535,000.00</b>
<i>Trade : 12 <b><u>ITEM 11 - CREATE OPPORTUNITY FOR FUTURE SPORTS EXPANSION</u></b></i>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Future sports expansion incl. earthworks and services allowance		Item			100,000.00
5	Upgrade cricket nets		Item			15,000.00
6	Landscaping and signage allowance		Item			10,000.00
<b><u>ITEM 11 - CREATE OPPORTUNITY FOR FUTURE SPORTS EXPANSION</u></b>						<b>Total : 125,000.00</b>
<i>Trade : 13 <b><u>ITEM 12 - ESTABLISH LIFESAVERS AREA WITH NEW CLUBHOUSE, STORAGE &amp; PARKING</u></b></i>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	New Storage Facility has been completed		Note			

## Trade Breakup

<b>Job Name :</b> <u>20-65 EST1</u>	<b>Job Description</b>
<b>Client's Name:</b> <u>Bundaberg Regional Council</u>	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 13 <u>ITEM 12 - ESTABLISH LIFESAVERS AREA WITH NEW CLUBHOUSE, STORAGE &amp; PARKING</u></b> <span style="float: right;"><i>(Continued)</i></span>						
5	Site preparation works incl. minor demolition items, site clearing and minor earthworks	2,100.00	m2	11.90		25,000.00
6	Single-storey Clubhouse incl. amenities, first aid and canteen	825.00	m2	2,666.67		2,200,000.00
7	Carparking incl. road base with asphalt pavement, kerbs, linemarking and signage, lighting and drainage	350.00	m2	207.14		72,500.00
8	External services allowance incl. connections		Item			70,000.00
9	Landscaping allowance		Item			32,500.00
<b><u>ITEM 12 - ESTABLISH LIFESAVERS AREA WITH NEW CLUBHOUSE, STORAGE &amp; PARKING</u></b>						<b>Total : 2,400,000.00</b>
<b>Trade : 14 <u>ITEM 13 - CONSTRUCT COMMUNITY HUB INCLUDING SPACE FOR WORKSHOPS, BREAKOUT SPACES &amp; COMMUNITY GARDENS</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Site preparation works incl. site clearing and minor earthworks	1,200.00	m2	8.33		10,000.00
5	Community Workshop building (single-storey, slab on ground, tilt-up walls, framed metal deck roof; common amenities; fitout generally by tenants)	768.00	m2	1,152.34		885,000.00
6	External services allowance incl. connections		Item			50,000.00
7	Spray-sealed carpark and driveway with kerbs/edge restraints, linemarking/signage and basic/security lighting (no piped stormwater drainage)	160.00	m2	187.50		30,000.00
8	Landscaping and fencing allowance		Item			25,000.00
<b><u>ITEM 13 - CONSTRUCT COMMUNITY HUB INCLUDING SPACE FOR WORKSHOPS, BREAKOUT SPACES &amp; COMMUNITY GARDENS</u></b>						<b>Total : 1,000,000.00</b>
<b>Trade : 15 <u>ITEM 14 - BEACH ACTIVITY AREA INCLUDING MULTI-PURPOSE COMMUNITY DECK WITH FACILITIES, GARDENS &amp; FOOD VAN PARKING</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Remove existing play equipment for reuse (refer Item 6)		Item			10,000.00
5	Demolish existing picnic shelter incl. fixtures and services	130.00	m2	57.69		7,500.00
6	Site preparation works incl. site clearing and minor earthworks	2,400.00	m2	8.33		20,000.00



## Trade Breakup

<b>Job Name :</b> 20-65 EST1	<b>Job Description</b>
<b>Client's Name:</b> Bundaberg Regional Council	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 15 <u>ITEM 14 - BEACH ACTIVITY AREA INCLUDING MULTI-PURPOSE COMMUNITY DECK WITH FACILITIES, GARDENS &amp; FOOD VAN PARKING</u></b>						<i>(Continued)</i>
7	Deck (raised/framed deck with composite decking material)	300.00	m2	366.67		110,000.00
8	Extra for screen wall to South East side of deck	20.00	m	500.00		10,000.00
9	Picnic table/seating	6.00	Set	2,500.00		15,000.00
10	Shade structure/sail	100.00	m2	250.00		25,000.00
11	Additional concrete pavement for mobile food vendors	80.00	m2	156.25		12,500.00
12	Hydraulic services incl. food vendor connection points, drinking fountains		Item			25,000.00
13	Electrical services incl. turtle-friendly lighting, food vendor connection points		Item			30,000.00
14	Bins, signage and the like		Item			10,000.00
15	High-density, high-quality landscaping	1,000.00	m2	85.00		85,000.00
<b><u>ITEM 14 - BEACH ACTIVITY AREA INCLUDING MULTI-PURPOSE COMMUNITY DECK WITH FACILITIES, GARDENS &amp; FOOD VAN PARKING</u></b>						<b>Total : 360,000.00</b>
<b>Trade : 16 <u>ITEM 15 - REMOVE CLUBHOUSE &amp; ESTABLISH ACCESS LAWN TO BEACH; ADDITIONAL AMENITIES &amp; CHANGE FACILITIES</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	New amenities building included elsewhere		Note			
5	Demolish existing club building (single-storey/part-only double storey) and adjacent structures, remove redundant services (part existing lower floor slab to remain)		Item			100,000.00
6	Asbestos removal (Provisional Sum)		Item			100,000.00
7	Remedial work to existing lower floor slab to remain incl. protective recoating/resurfacing	144.00	m2	208.33		30,000.00
8	SLSC lookout tower		Item			80,000.00
9	Screening and seating allowance to slab area to remain		Item			25,000.00
10	Hard and soft landscaping allowance (vehicular pavements included elsewhere)		Item			150,000.00
11	Picnic shelter incl. table/benches, BBQ's, water, lighting, bins	3.00	No.	30,000.00		90,000.00
12	Signage allowance		Item			5,000.00
<b><u>ITEM 15 - REMOVE CLUBHOUSE &amp; ESTABLISH ACCESS LAWN TO BEACH; ADDITIONAL AMENITIES &amp; CHANGE FACILITIES</u></b>						<b>Total : 580,000.00</b>

## Trade Breakup

<b>Job Name :</b> 20-65 EST1	<b>Job Description</b>
<b>Client's Name:</b> Bundaberg Regional Council	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 17 <u>ITEM 16 - CLOSE THE CONNECTION OF ANZAC PDE AT INTERSECTION WITH PARK DRIVE TO IMPROVE SPACE AROUND MEMORIAL AND CREATE BETTER PEDESTRIAN LINKS</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Roadworks to Council public roads standard		Note			
5	Remove existing road pavements incl. some kerb and channel and replace with turf	275.00	m2	36.36		10,000.00
6	Kerb and channel incl. making good existing adjacent pavements	30.00	m	133.33		4,000.00
7	Traffic control allowance		Item			4,000.00
8	Relocate bollards/barriers for new road layout		Item			2,000.00
<b>Total :</b>						<b>20,000.00</b>
<b>Trade : 18 <u>ITEM 17 - RENEW GARDENS ACCORDING TO CPTED PRINCIPLES; CONCRETE PATH TO LINK FACILITIES &amp; PROTECT GROUNDWATER FROM EXISTING EFFLUENT DISPOSAL</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	No work		Note			
<b>Total :</b>						
<b>Trade : 19 <u>ITEM 18 - CREATE NEW ENTRY TO HOLIDAY PARK TO REDUCE VEHICLE/PEDESTRIAN CONFLICT</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
<b><u>New Entry</u></b>						
4	Minor site preparation works		Item			5,000.00
5	Driveway/access road incl. pavements, kerbs, drainage, lighting, traffic signage and linemarking	1,140.00	m2	206.14		235,000.00
6	Extra for industrial crossover at Park Drive incl. making good	12.00	m	416.67		5,000.00
7	Modify existing pedestrian paths for new driveway access		Item			5,000.00
8	Landscaping allowance		Item			20,000.00

JOHNSON and CUMMING

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Date of Printing: 19/Feb/21

Global Estimating System (32 Bit) - J

## Trade Breakup

<b>Job Name :</b> 20-65 EST1	<b>Job Description</b>
<b>Client's Name:</b> Bundaberg Regional Council	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 19 <u>ITEM 18 - CREATE NEW ENTRY TO HOLIDAY PARK TO REDUCE VEHICLE/PEDESTRIAN CONFLICT</u></b>						<i>(Continued)</i>
9	Holiday Park entry feature incl. signage		Item			15,000.00
10	Subtotal					<u>285,000.00</u>
<b><u>Existing Entry incl. Park Drive &amp; Surf Club Drive intersection works</u></b>						
11	Roadworks to Council public roads standard incl. traffic control		Note			
12	No services work required		Note			
13	Remove existing entry elements, signage, bollards and the like		Item			3,500.00
14	Remove existing entry driveway pavement and lay turf	850.00	m2	17.65		15,000.00
15	Kerb and channel incl. making good at existing adjacent pavements	100.00	m	135.00		13,500.00
16	Coloured concrete pavement	80.00	m2	162.50		13,000.00
17	Traffic signage incl. linemarking and bicycle lane painting		Item			5,000.00
18	Subtotal					<u>50,000.00</u>
<b><u>ITEM 18 - CREATE NEW ENTRY TO HOLIDAY PARK TO REDUCE VEHICLE/PEDESTRIAN CONFLICT</u></b>						<b>Total : 335,000.00</b>
<b>Trade : 20 <u>ITEMS 19 &amp; 20 - HOLIDAY PARK UPDATES</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
<b><u>Provide new centrally located amenities block for Holiday Park</u></b>						
4	Site preparation works incl. demolition of caravan/annexe slabs, site clearing and minor earthworks	500.00	m2	10.00		5,000.00
5	Central amenities block	350.00	m2	4,385.71		1,535,000.00
6	External services allowance incl. connections		Item			100,000.00
7	Landscaping allowance		Item			10,000.00
8	Subtotal					<u>1,650,000.00</u>
<b><u>Take advantage of improved amenity overlooking the Duckpond and forest with a high-value Holiday Park</u></b>						
9	Site preparation works incl. site clearing and minor earthworks		Item			12,500.00

## Trade Breakup

<b>Job Name :</b> <u>20-65 EST1</u>	<b>Job Description</b>
<b>Client's Name:</b> <u>Bundaberg Regional Council</u>	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 20 <u>ITEMS 19 &amp; 20 - HOLIDAY PARK UPDATES</u></b> <span style="float: right;"><i>(Continued)</i></span>						
10	Caravan site with hydraulic and electrical services connections	3.00	No.	7,500.00		22,500.00
11	Glamping site (tent and deck) incl. ensuite	3.00	No.	35,000.00		105,000.00
12	Cabin	3.00	No.	75,000.00		225,000.00
13	External services allowance		Item			50,000.00
14	Landscaping allowance		Item			25,000.00
15	Subtotal					<u>440,000.00</u>
<b><u>ITEMS 19 &amp; 20 - HOLIDAY PARK UPDATES</u></b>						<b>Total : 2,090,000.00</b>
<b>Trade : 21 <u>ITEM 21 - PROMOTE CULTURAL RECONCILIATION BY ENGAGING WITH LOCAL INDIGENOUS GROUPS TO CREATE YARNING CIRCLES &amp; BUSH TUCKER LANDSCAPES ON THE UNDEVELOPED SOUTHERN AREAS OF LIONS PARK</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Landscaping incl. signage (Provisional Sum)		Item			100,000.00
<b><u>ITEM 21 - PROMOTE CULTURAL RECONCILIATION BY ENGAGING WITH LOCAL INDIGENOUS GROUPS TO CREATE YARNING CIRCLES &amp; BUSH TUCKER LANDSCAPES ON THE UNDEVELOPED SOUTHERN AREAS OF LIONS PARK</u></b>						<b>Total : 100,000.00</b>
<b>Trade : 22 <u>ITEM 22 - HOLIDAY PARK SUBJECT TO SEPARATE INVESTIGATION &amp; MASTER PLANNING</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	No work		Note			
<b><u>ITEM 22 - HOLIDAY PARK SUBJECT TO SEPARATE INVESTIGATION &amp; MASTER PLANNING</u></b>						<b>Total :</b>
<b>Trade : 23 <u>ITEM 23 - RESHAPE THE DUCK POND &amp; IMPROVE WATER QUALITY</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Reshaping, water quality improvements, improvements to overall landscaping (Provisional Sum)		Item			1,200,000.00
<b><u>ITEM 23 - RESHAPE THE DUCK POND &amp; IMPROVE WATER QUALITY</u></b>						<b>Total : 1,200,000.00</b>

## Trade Breakup

<b>Job Name :</b> 20-65 EST1	<b>Job Description</b>
<b>Client's Name:</b> Bundaberg Regional Council	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 24 <u>ITEM 24 - REPRIORITISE TRAFFIC AT THE INTERSECTION OF CLUB AVE &amp; PARK DRIVE</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Roadworks to Council public roads standard		Note			
5	Demolish existing road pavements, kerbs, street lighting and the like, traffic control	960.00	m2	31.25		30,000.00
6	New road pavements incl. kerb and channel, lighting, stormwater drainage, linemarking and signage, traffic control	1,400.00	m2	246.43		345,000.00
7	Relocate existing services		Item			75,000.00
<b><u>ITEM 24 - REPRIORITISE TRAFFIC AT THE INTERSECTION OF CLUB AVE &amp; PARK DRIVE</u></b>						<b>Total : 450,000.00</b>
<b>Trade : 25 <u>ITEM 25 - PROVIDE POTENTIAL FOREST HABITAT &amp; CULTURAL APPRECIATION TRACKS</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Landscaping, tracks, signage and the like (Provisional Sum)		Item			50,000.00
<b><u>ITEM 25 - PROVIDE POTENTIAL FOREST HABITAT &amp; CULTURAL APPRECIATION TRACKS</u></b>						<b>Total : 50,000.00</b>
<b>Trade : 26 <u>ITEM 26 - PUBLIC ACCESS SEPARATED FROM PRIVATE LAND THROUGH TO BEACH; RETAIN EXISTING STORMWATER OVERLAND FLOW PATHS</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"		Note			
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	No services required		Note			
5	Viewing platform/raised walkway structure (composite decking material; handrails/balustrades)	100.00	m2	500.00		50,000.00
6	Hard and soft landscaping allowance incl. screen planting to adjacent residences		Item			20,000.00
7	Signage allowance		Item			5,000.00
<b><u>ITEM 26 - PUBLIC ACCESS SEPARATED FROM PRIVATE LAND THROUGH TO BEACH; RETAIN EXISTING STORMWATER OVERLAND FLOW PATHS</u></b>						<b>Total : 75,000.00</b>

## Trade Breakup

<b>Job Name :</b> 20-65 EST1	<b>Job Description</b>
<b>Client's Name:</b> Bundaberg Regional Council	MOORE PARK BEACH SPACES & PLACES Master Plan

Item No.	Item Description	Quantity	Unit	Rate	Mark Up %	Amount
<b>Trade : 27 <u>ITEM 27 - IMPROVE THE PARKING FACILITIES &amp; INCLUDE QUALITY LANDSCAPE INFRASTRUCTURE &amp; SHADY PATHWAY NETWORK</u></b>						
1	Refer Master Plan drawing No. 1 Revision 'D' & Brief for Cost Consultant Section 4 "Proposed Works"					
2	Rates include for head contractor preliminaries and margin		Note			
3	Rates include for design consultant fees		Note			
4	Parking and paths included elsewhere		Note			
5	General landscaping in the vicinity of Lassig Street (Provisional Sum)		Item			50,000.00
<b><u>ITEM 27 - IMPROVE THE PARKING FACILITIES &amp; INCLUDE QUALITY LANDSCAPE INFRASTRUCTURE &amp; SHADY PATHWAY NETWORK</u></b>						<b>Total :</b> 50,000.00



## **ATTACHMENT 3—ECONOMIC ASSESSMENT**

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## **Moore Park Beach Community Hub Master Plan: Economic Assessment**

Prepared for Insite SJC

March 2021







# CONTENTS

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## INTRODUCTION

### Objective

Lawrence Consulting was commissioned by Insite SJC to undertake an economic assessment of the proposed Moore Park Beach Community Hub (MPBCH) Master Plan on behalf of Bundaberg Regional Council, the aim of which is to demonstrate the economic benefit of the Project and subsequently ensure the efficient allocation of public funding.

The scope of the economic assessment included:

- Evaluation of the direct costs and benefits to the community resulting from the Project; and
- Evaluation of the potential wider economic impacts as a result of the Project.

This report details the following key components of the economic assessment undertaken:

- Evaluation framework and guidelines;
- Cost benefit analysis (including approach, key inputs and assumptions and scenarios modelled);
- Results of analysis, including Net Present Value (NPV) and Benefit Cost-Ratio (BCR);
- Sensitivity analysis; and
- Wider economic impact analysis.

The following sections of this report present the results of the economic assessment.

### Overview

Bundaberg Regional Council engaged Insite SJC to prepare a master plan to inform the future development of the Moore Park Beach Community Hub, later referred to as the Moore Park Beach Spaces and Places Project. The Moore Park Beach Spaces and Places Plan Area extends from Claude Dooley Park and Palm View Drive at the north-western end, along Pacific Boulevard to the Moore Park Beach Holiday Park and to Lassig Street at the south-eastern end. A concept Master Plan is contained in Appendix A.

The proposed vision for guiding the development of the masterplan is as follows:

*"The Moore Park Beach Community Hub is the focus of civic life for the small, but active, beachside community that prides itself on its relaxed lifestyle and generous public open space and recreation facilities. The hub provides the setting for a diverse range of community activities ranging from formal sporting events to unstructured and social gatherings. The hub is accessible, convenient, appealing, and respectful of the casual character and natural environment."*

The master plan proposes a series of smaller and relatively manageable projects, including:

- A central meeting space—necessitating the demolition of the surf lifesaving club building and incorporating open grassed area, elevated community deck;
- A central pedestrian and cycle spine connecting the meeting space with the community hall precinct;
- Retaining and enhancing the duckpond including 'smoothing' the outside edge to regularise its shape, mechanically circulating water to improve water quality, constructing a boardwalk at the western end;
- An extended pathway network;
- Rationalised toilet and ablution facilities;

Economic Assessment of Moore Park Beach Community Hub Master Plan

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- Additional or improved youth facilities, including—an adventure playground, water play, skate and bicycle facilities;
- Improved and rationalised car parking;
- A new community workshop building;
- Incorporating elements of indigenous cultural heritage in key locations; and
- The continued rehabilitation and revegetation of much of the foreshore.

Disclaimer

Lawrence Consulting does not warrant the accuracy of this information and accepts no liability for any loss or damage that you may suffer as a result of your reliance on this information, whether or not there has been any error, omission or negligence on the part of Lawrence Consulting or its employees.





## PROJECT METHODOLOGY

### Evaluation Framework

The economic assessment is based on a generalised Cost Benefit Analysis (CBA) framework which quantifies and compares the direct infrastructure cost (capital and recurrent) of a project with the change in economic value (benefits / cost savings) generated with the project.

The assessment has been undertaken in accordance with the relevant guidelines for CBA, specifically, the Queensland Government's *Project Assurance Framework: Cost Benefit Analysis*. Where these guidelines do not cover specific methodologies required to estimate benefits of the project (e.g. estimating wider impacts), other benefit guidance has been sought from domestic and international literature and guidelines.

The overall appraisal framework is based on welfare economic theory. This framework defines the change in economic value in terms of the following theoretical concepts:

- User consumer surplus;
- Producer surplus;
- Resource cost corrections; and
- Externalities.

The purpose of the CBA was to determine whether the community will enjoy a net benefit as a result of the Moore Park Beach Community Hub Master Plan and to ensure efficient allocation of public resources. The CBA takes into account:

- The potential direct benefits and costs that would not otherwise occur in the absence of the Project; and
- The costs of construction and ongoing maintenance of the Project.

The CBA framework is based on an annual discounted cash flow model. The model develops 'streamed' infrastructure costs and benefits over an evaluation period extending 25 years from the first full year of operation of the Project (inclusive).

Future costs and benefits are converted to a common time dimension; the present value (PV). Present values are calculated by discounting future values using a recommended discount rate (which reflects the time value of money). The discounted costs and benefits are then combined using specific equations to produce conventional measures of economic performance.

The CBA model produces the following key measures of economic performance:

- Net Present Value (NPV) – the difference between the PV of total incremental benefits and the PV of the total incremental costs, which allows the project options to be compared on the same basis to allow determination of the greatest net benefit to the community or the most efficient use of resources. Project options that yield a positive NPV indicate that the (discounted) incremental benefits of a scenario exceed the incremental costs over the evaluation period.
- Benefit Cost Ratio (BCR) – ratio of the PV of total incremental benefits to the PV of total incremental costs. A BCR greater than 1.0 indicates that project benefits exceed project costs. However, generally, a project with a higher BCR may be preferred to protect against unexpected project delays, optimism bias or cost overruns.



## Key Inputs and Assumptions

The streamed costs and benefits are based on underlying profiles of costs and demand that have been developed by the project's technical advisors and Lawrence Consulting. For the Moore Park Beach Community Hub (MPBCH) Master Plan, cost estimates were developed by Insite SJC and Johnson & Cumming Quantity Surveyors.

### ***Demand***

There have been numerous empirical studies completed in both Australia and overseas on the participation rates of the community in visiting local parks and designed open spaces. Using the findings from a study completed in 2006, *The Use of Urban Parks*, a benchmark ratio of 9% has been adopted to represent the level of visitation to the Moore Park Beach Community Hub by the local community, with an average number of times visited of approximately 51 days per annum. When applied to the population of Moore Park Beach and surrounding Bundaberg region, the estimated number of additional visits to the Moore Park Beach Community Hub is approximately 39,800 per annum.

### ***Costs***

The CBA incorporates the following economic costs relevant to the construction and ongoing maintenance of the Projects:

- Fixed infrastructure costs, including earthworks, drainage, pavement, bridge and other infrastructure;
- Systems infrastructure, including lighting;
- Other construction costs such as investigation, design and project management costs;
- Planned construction and operation risk; and
- Recurrent costs, such as scheduled maintenance costs.

The proposed Moore Park Beach Community Hub Master Plan project costs have been identified through the concept plan process carried out by Insite SJC and Johnson & Cumming Quantity Surveyors on behalf of Bundaberg Regional Council. Specifically, the proposed Master Plan has a capital expenditure component of approximately \$15.3 million during the construction phase of twelve months. In addition, capital maintenance costs have been estimated to be 0.5% of the building cost plus applicable insurances and adjusted annually based on the local government Council Cost Index (CCI) of 2.21%. Depreciation expense has been calculated based upon a 50-year life with 0% residual value.

### ***Benefits***

The incremental benefits are measured in terms of savings (reductions) in user and external costs, with the specific impacts measured including:

- Increase in value added to regional economy (i.e. direct and supply chain effects) associated with the construction phase of the of the proposed Moore Park Beach Community Hub (MPBCH) Master Plan;
- Consumer surplus associated with projected users of the Moore Park Beach Community Hub as a result of the Project, particularly where there is either no direct fee or reduced/subsidised charges involved with participation or attendance in organised events or programs;
- Net economic benefits flowing from spending impacts associated with additional overnight visitors to Moore Park Beach as a result of the Master Plan; and
- The residual value or scrap value of the project asset at year 25, given its operational life has been assessed as 50 years.



The Moore Park Beach Community Hub Master Plan will also deliver significant qualitative social and economic benefits to the local community and wider Bundaberg region, which have not been included in the cost benefit analysis due to the difficulty in enumerating. Some of the additional intangible impacts include:

- Non-use benefits derived from non-users of cultural, environmental and recreational facilities who are often willing to pay for the facilities because they value the option to use the facility in future; the fact that other members of the community can use it; and the fact that future generations will enjoy the endowment left to them in the facility; and
- Open spaces such as parks and recreation areas can have a positive effect on nearby residential property values, and can lead to proportionately higher property tax revenues for local governments.

### Consumer Surplus

The travel cost method is used to estimate economic use values associated with open spaces and sites such as the Moore Park Beach Community Hub that are used for recreation and leisure activities, especially where there is no direct fee or charge for participants. The basic premise of the travel cost method is that the time and travel cost expenses that people incur to visit a site represent the “price” of access to the site. Thus, peoples’ willingness to pay to visit the site can be estimated based on the number of trips that they make at different travel costs. This is analogous to estimating peoples’ willingness to pay for a marketed good based on the quantity demanded at different prices.

Application of the travel cost method varies with respect to whether an individual or zonal approach is used. The zonal travel cost method, which is applied by collecting information on the number of visits to the site from different distances, has been adopted for this analysis. Because the travel and time costs will increase with distance, this information allows calculation of the number of visits “purchased” at different “prices,” which is then used to construct the demand function for the site, and estimate the consumer surplus, or economic benefits, for the recreational services of the site.

Using the mean distance, time to the sites and estimated number of visits presented in Table 1 along with average vehicle operating costs of \$0.75 per kilometre for a medium car (RACQ) and a value of travel time of approximately one-half the average ordinary earnings in Queensland, or \$0.63 per minute (Australian Bureau of Statistics), the total consumer surplus associated with the additional visitors to the Moore Park Beach Community Hub upon completion of the Project – i.e. a level of approximately 39,800 persons per annum – is estimated at \$544,190 per annum.

Zone	Estimated total local visits per annum	Mean round trip (RT) travel distance (km)	Mean RT travel time (minutes)	Driving cost per visit (\$0.75/km)	Trip time cost per visit (\$0.63/min.)	Annual consumer surplus
1 (0-10km)	32,162	4	6	48,242	121,571	169,813
2 (11-30km)	6,030	46	44	104,023	167,160	271,183
3 (31-50km)	1,608	72	59	43,418	59,772	103,191
<b>Total</b>	<b>39,800</b>	-	-	<b>195,683</b>	<b>348,503</b>	<b>544,187</b>

Source: Bundaberg Regional Council, ABS 6302.0, RACQ, Lawrence Consulting



### Value Added from Construction Phase

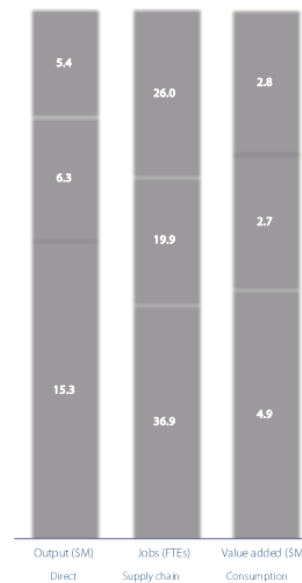
The proposed Moore Park Beach Community Hub Master Plan is expected to cost approximately \$15.3 million in development and construction costs. The regional economic impact – i.e. direct, indirect and consumption-induced – associated with the construction phase of the Project on the economy of the Bundaberg LGA include (refer Table 2):

- An estimated direct output of \$15.3 million and additional flow on increases in output of \$6.3 million through other industries, for a total industry impact of \$21.6 million. A further \$5.4 million in output in the region can be associated with consumption-induced effects;
- Estimated direct income (wages and salaries) of \$1.9 million, with \$1.4 million in additional income generated through flow on effects in other industries and a further \$1.5 million from household spending;
- Approximately 36.9 direct full-time equivalent (FTE) employment positions, with an estimated additional 45.9 employment positions supported indirectly through other industries and household consumption for a total employment impact of 82.8 FTEs; and
- An estimated contribution to GRP of \$4.9 million from direct effects, with a further flow on impact of \$2.7 million through other industries for a total industry value added of \$7.6 million. An additional \$2.8 million in gross regional product can be attributed to consumption-induced effects. The total value added impact of \$10.5 million would constitute an increase of 0.24% to the GRP for the Bundaberg LGA (\$4.4 billion in 2019/20).

**Table 2: Economic Impact of Moore Park Beach Community Hub Master Plan – Construction Phase**

	Bundaberg	Wide Bay	Queensland
<b>Output (\$ million)</b>			
Direct	15.3	15.3	15.3
Indirect	6.3	6.3	9.1
Consumption	5.4	5.5	8.1
<b>Total</b>	<b>27.0</b>	<b>27.1</b>	<b>32.5</b>
<b>Income (\$ million)</b>			
Direct	1.9	1.9	1.9
Indirect	1.4	1.4	2.1
Consumption	1.5	2.8	3.3
<b>Total</b>	<b>4.7</b>	<b>6.1</b>	<b>7.3</b>
<b>Employment (fte persons)</b>			
Direct	36.9	36.9	36.9
Indirect	19.9	20.2	28.0
Consumption	26.0	49.8	55.1
<b>Total</b>	<b>82.8</b>	<b>106.9</b>	<b>120.0</b>
<b>Value added (\$ million)</b>			
Direct	4.9	4.9	4.9
Indirect	2.7	2.7	4.0
Consumption	2.8	5.0	7.0
<b>Total</b>	<b>10.5</b>	<b>12.7</b>	<b>15.9</b>

**Economic Impacts**



***Evaluation Period***

The base price year adopted is 2021, whilst the assumed construction period is July 2021 to June 2022. The appraisal period for the economic assessment is 2021 up to and including 25 years (i.e. 2045).

***Discount Rate***

Consistent with relevant guidelines, a real discount rate of 7% has been adopted for the CBA. For the purposes of sensitivity testing, real discount rates of 4% and 10% have also been applied.







## COST BENEFIT RESULTS

The results of the CBA for the proposed Moore Park Beach Community Hub Master Plan are summarised in the following table, including the total (discounted) present value incremental costs and benefits and resulting NPV and BCR. Also included are sensitivity results for lower and upper range discount rates (4% and 10%).

As expected for this type of project, costs are dominated by capital expenditures, whereas benefits are distributed across consumer surplus, additional visitor spending and indirect increases in value added providing significant contributions.

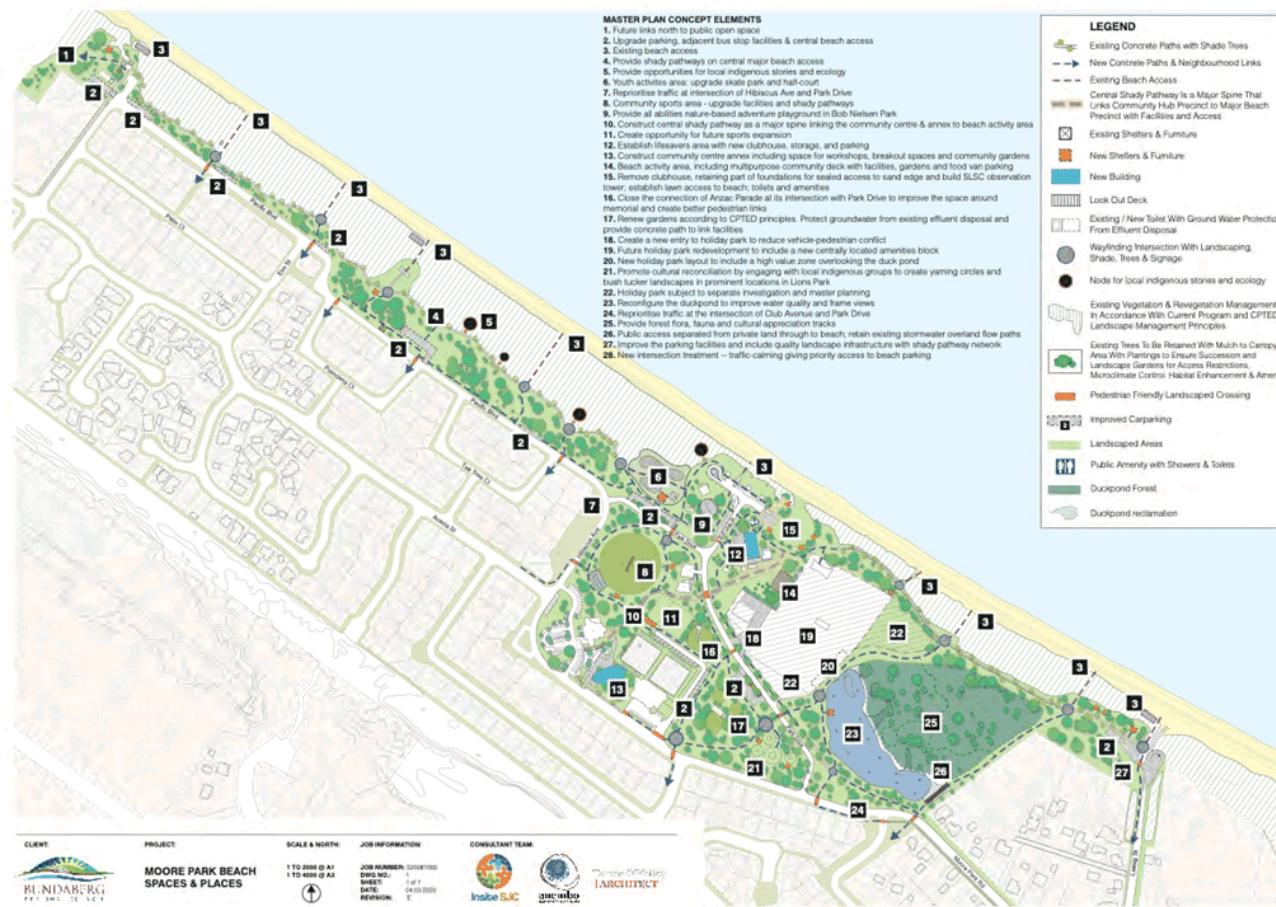
	Real discount rate		
	4%	7%	10%
<b>Direct Infrastructure Costs</b>			
Capital	14.70	14.29	13.90
Operating and maintenance	1.45	1.06	0.81
<b>Total Infrastructure Costs</b>	<b>16.10</b>	<b>15.28</b>	<b>14.63</b>
<b>Cost Savings and External Benefits</b>			
Increased value added to regional economy	7.34	7.13	6.94
Consumer surplus	4.08	2.97	2.26
Revenue associated with increased overnight visitors	11.89	8.55	6.43
Residual value	7.64	7.43	7.23
<b>Total Benefits</b>	<b>25.67</b>	<b>19.36</b>	<b>15.58</b>
<b>NPV</b>	<b>9.58</b>	<b>4.09</b>	<b>0.94</b>
<b>IRR</b>	<b>11%</b>	<b>11%</b>	<b>11%</b>
<b>BCR</b>	<b>1.59</b>	<b>1.27</b>	<b>1.06</b>

In aggregate, the NPV analysis suggests significant net benefits of approximately \$4.1 million flowing from the proposed Moore Park Beach Community Hub Master Plan, with a BCR of 1.27 and Internal Rate of Return (IRR) of 11%, indicating that the project offers societal benefits well in excess of costs. This also takes into account timing differences between the earlier incurrence of costs and ongoing receipt of user and other benefits over the evaluation period.

Given the large volume of upfront costs and the (in general) stream of ongoing benefits, the CBA moves as expected insofar as the lower discount rate (4%) increases the NPV and BCR for the project, whilst the higher rate (10%) decreases the NPV and BCR relative to the base case, although all BCR's recorded are significantly higher than break-even.



# APPENDIX A: CONCEPT MASTER PLAN



CLIENT: PROJECT: MOORE PARK BEACH SPACES & PLACES

SCALE & NORTH: 1 TO 2000 @ A1 1 TO 4000 @ A3

JOB INFORMATION: JOB NUMBER: 2023000020 DWG NO.: 1 of 1 SHEET: 1 of 1 DATE: 04/10/2023 REVISION: 0

CONSULTANT TEAM:



## **ATTACHMENT 4—MAP 1 SPACES AND PLACES PLAN**

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CLIENT: **BUNDBERG REGIONAL COUNCIL**

PROJECT: **MOORE PARK BEACH SPACES & PLACES**

SCALE & NORTH: 1 TO 2000 @ A1  
1 TO 4000 @ A3

JOB INFORMATION: JOB NUMBER: S20081055  
DWG NO.: 1  
SHEET: 1 of 1  
DATE: 04 03 2020  
REVISION: E

CONSULTANT TEAM:

**Item****27 April 2021****Item Number:**

F1

**File Number:****Part:**

FINANCE

**Portfolio:**

Organisational Services

**Subject:**

Financial Summary as at 1 April 2021

**Report Author:**

Simon Muggeridge, Deputy 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 1 April 2021.

**Associated Person/Organization:**

N/A

**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 to 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 appears to be no policy implications.

**Financial and Resource Implications:**

There appears to be no financial or resource implications.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

[↓1](#) Financial Summary April 2021

**Recommendation:**

**That the Financial Summary as at 1 April 2021 be noted by Council.**

Financial Summary  
as at 01 Apr 2021



	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 - 75%</i>															
<b>Recurrent Activities</b>															
<i>Revenue</i>															
Rates and Utility Charges	159,291,693	159,076,657	100%	83,535,842	83,461,322	100%	15,745,264	15,702,071	100%	30,255,381	30,236,858	100%	29,755,206	29,676,406	100%
Less: Pensioner Remissions	(1,694,949)	(1,713,674)	99%	(994,512)	(1,042,901)	95%	(241,381)	(228,169)	106%	(268,866)	(255,237)	105%	(190,190)	(187,367)	102%
	<b>157,596,744</b>	<b>157,362,983</b>	<b>100%</b>	<b>82,541,330</b>	<b>82,418,421</b>	<b>100%</b>	<b>15,503,883</b>	<b>15,473,902</b>	<b>100%</b>	<b>29,986,515</b>	<b>29,981,621</b>	<b>100%</b>	<b>29,565,016</b>	<b>29,489,039</b>	<b>100%</b>
Fees and Charges	21,075,399	25,484,927	83%	12,149,883	14,725,393	83%	6,193,696	7,821,134	79%	936,845	917,000	102%	1,794,975	2,021,400	89%
Interest Revenue	832,236	1,110,970	75%	36,438	430,338	8%	192,120	139,465	138%	192,706	159,114	121%	410,972	382,053	108%
Grants, Subsidies and Donations	7,100,586	13,275,079	53%	7,001,615	13,135,079	53%	98,971	140,000	71%	-	-	-	-	-	-
Sale of Developed Land Inventory	2,622,030	1,600,000	164%	2,622,030	1,600,000	164%	-	-	-	-	-	-	-	-	-
<b>Total Recurrent Revenue</b>	<b>189,226,995</b>	<b>198,833,959</b>	<b>95%</b>	<b>104,351,296</b>	<b>112,309,231</b>	<b>93%</b>	<b>21,988,670</b>	<b>23,574,501</b>	<b>93%</b>	<b>31,116,066</b>	<b>31,057,735</b>	<b>100%</b>	<b>31,770,963</b>	<b>31,892,492</b>	<b>100%</b>
<i>Expenses</i>															
Employee Costs	56,646,340	77,595,003	73%	43,660,552	60,324,113	72%	4,763,367	6,360,763	75%	3,981,562	5,386,139	74%	4,240,858	5,523,988	77%
Materials and Services	46,488,613	70,025,855	66%	26,551,602	40,439,351	66%	7,923,957	11,896,803	67%	5,219,660	7,675,513	68%	6,793,395	10,014,188	68%
Finance Costs	3,061,444	4,308,501	71%	1,168,413	1,658,208	70%	543,674	751,259	72%	1,138,501	1,608,563	71%	210,856	290,471	73%
Depreciation	39,150,368	52,200,490	75%	27,707,618	36,943,490	75%	1,128,750	1,505,000	75%	5,159,250	6,879,000	75%	5,154,750	6,873,000	75%
<b>Total Recurrent Expenditure</b>	<b>145,346,765</b>	<b>204,129,849</b>	<b>71%</b>	<b>99,088,185</b>	<b>139,365,162</b>	<b>71%</b>	<b>14,359,748</b>	<b>20,513,825</b>	<b>70%</b>	<b>15,498,973</b>	<b>21,549,215</b>	<b>72%</b>	<b>16,399,859</b>	<b>22,701,647</b>	<b>72%</b>
<b>Operating Surplus</b>	<b>43,880,230</b>	<b>(5,295,890)</b>		<b>5,263,111</b>	<b>(27,055,931)</b>		<b>7,628,922</b>	<b>3,060,676</b>		<b>15,617,093</b>	<b>9,508,520</b>		<b>15,371,104</b>	<b>9,190,845</b>	
<i>Transfers to</i>															
NCP Transfers	2	-		(11,870,048)	(15,826,731)		16,555	22,073		6,052,461	8,069,947		5,801,034	7,734,711	
<b>Total Transfers</b>	<b>2</b>	<b>-</b>		<b>(11,870,048)</b>	<b>(15,826,731)</b>		<b>16,555</b>	<b>22,073</b>		<b>6,052,461</b>	<b>8,069,947</b>		<b>5,801,034</b>	<b>7,734,711</b>	
<b>Movement in Unallocated Surplus</b>	<b>43,880,228</b>	<b>(5,295,890)</b>		<b>17,133,159</b>	<b>(11,229,200)</b>		<b>7,612,367</b>	<b>3,038,603</b>		<b>9,564,632</b>	<b>1,438,573</b>		<b>9,570,070</b>	<b>1,466,134</b>	
Unallocated Surplus/(Deficit) brought forward	43,217,205	43,217,205		(25,710,479)	(25,710,479)		17,804,847	17,804,847		14,703,878	14,703,878		36,418,959	36,418,959	
<b>Unallocated Surplus/(Deficit)</b>	<b>87,097,433</b>	<b>37,921,315</b>		<b>(8,577,320)</b>	<b>(36,939,679)</b>		<b>25,417,214</b>	<b>20,843,450</b>		<b>24,268,510</b>	<b>16,142,451</b>		<b>45,989,029</b>	<b>37,875,093</b>	
<b>Capital Activities</b>															
Council Expenditure on Non-Current Assets	53,211,132	110,855,337	48%	39,375,027	85,758,967	46%	496,073	1,364,677	36%	1,272,815	3,135,961	41%	12,067,217	20,595,732	59%
Loan Redemption	5,762,672	7,531,609	77%	3,405,602	4,384,302	78%	524,976	700,376	75%	1,579,678	2,110,234	75%	252,416	336,697	75%
<b>Total Capital Expenditure</b>	<b>58,973,804</b>	<b>118,386,946</b>	<b>50%</b>	<b>42,780,629</b>	<b>90,143,269</b>	<b>47%</b>	<b>1,021,049</b>	<b>2,065,053</b>	<b>49%</b>	<b>2,852,493</b>	<b>5,246,195</b>	<b>54%</b>	<b>12,319,633</b>	<b>20,932,429</b>	<b>59%</b>
<b>Cash</b>															
Opening balance	135,921,895	136,689,730													
Movement - increase/(decrease)	41,224,067	(47,175,317)													
<b>Closing balance</b>	<b>177,145,962</b>	<b>89,514,413</b>													

Further to the Financial Summary Report as of 1 April 2021, the following key features are highlighted.

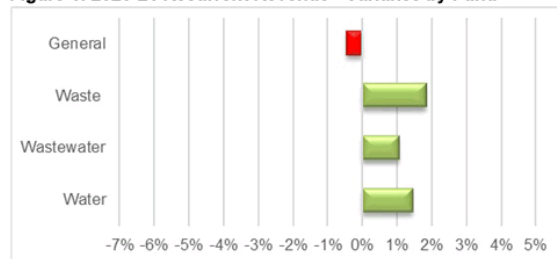
Financial Overview				
	YTD Actual*	YTD Budget		Variance
Operating Income	149.8m	149.1m	✓	702.3k
Operating Expenditure	145.3m	153.1m	✓	-7.8m
Operating Surplus/(Deficit)	4.5m	-4.0m	✓	8.5m
Capital Expenditure	59.0m	70.6m	✗	-11.7m
Cash	177.1m	152.5m	✓	24.6m

Notes: \* denotes - YTD Actual includes annualised rates income, for the purpose of YTD comparative, this has been adjusted comparatively to the reporting period.

#### **Recurrent Revenue**

- Rates and Utility Charges have been levied for the second half year period and pensioner remissions applied. The levied amounts are consistent with the budget.
- Fees and charges are more than the year-to-date (YTD) budget. Some of the increases are expected with timing of licences and renewals, others are due to heightened development activity in the region. Sewerage Fund YTD actual is \$250k higher than equivalent budget, predominately related to plumbing application and inspection fee (\$220k).
- Interest Revenue is in line with the YTD budget. Council revised down its forecast investment earnings at the half year budget review.
- Grants, Subsidies and Donations are less than the YTD budget. This is expected, with the advance of the Financial Assistance Grant (FAG) not expected until late in the financial year.
- Council has settled and has several unconditional contracts for parcels of Land Developed for Sale this financial year. These parcels relate to the Kinkuna Waters and Heritage Oaks developments. There are a number of conditional contracts for sales that are not reflected in the financial summary.

**Figure 1: 2020-21 Recurrent Revenue - Variance by Fund**



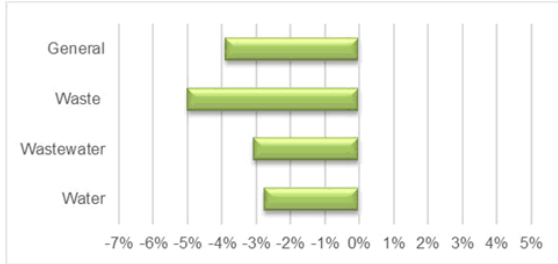
- Figure 1 presents the view across the funds where the General Fund shows marginally below the equivalent budget (-0.5%) comparatively to the other funds. The General Fund includes the FAG (with reference above) will skew the proportional YTD budget.

#### **Recurrent Expenditure**

- Employee Costs are tracking on budget. Employee costs will continue to be monitored with potential shifts in leave patterns the most likely variant in coming months.
- Materials and Services are tracking lower than the year-to-date budget. Timing in delivery of non-capital projects and one-off expenses are the main factors in variances throughout the year.
- Finance Costs are slightly lower than the year-to-date budget. Water write-offs in the first half of the year were lower than budget.
- Depreciation is in line with budget.



**Figure 2: 2020-21 Recurrent Expenditure - Variance by Fund**

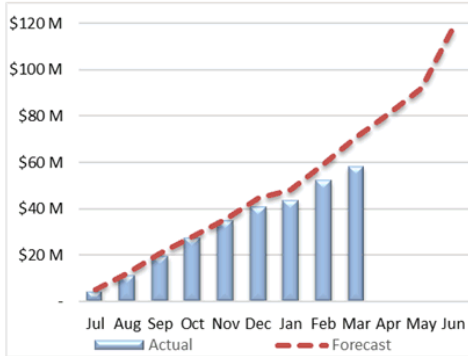


- Figure 2 shows across the internal funds, all are trending favourable comparatively to appropriate budget.

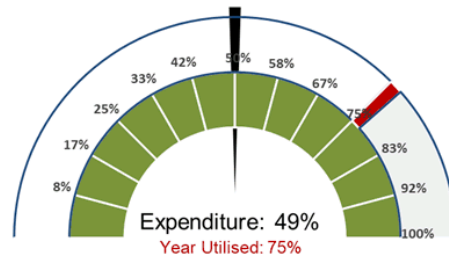
**Capital Expenditure and Capital Grants**

- Year-to-date capital expenditure is \$58.2 million (YTD budget \$70.6 million; total budget \$118.4 million).
- Figure 3 illustrates the capital expenditure profile across the financial year, which shows year-to-date expenditure is trending slightly lower than expected cashflows.
- Council has expended 50% of this year’s capital program compared to 75% of the year utilised, as presented in Figure 4, although historically, there is significant expenditure in quarter 4.
- Figure 5 presents the capital expenditure by asset class this financial year.
- Capital grants are on predominately on track, although, there has been variations submitted for 3 funding programmes (request for time extensions and moving funding between projects).

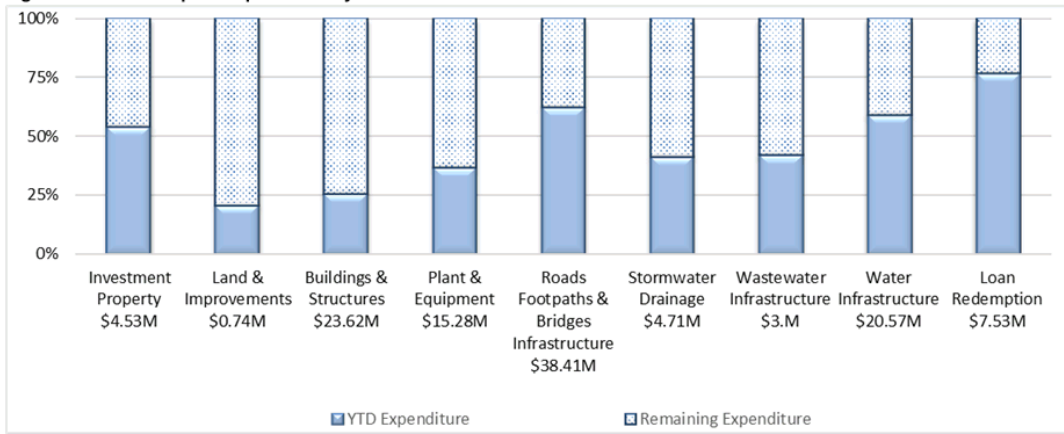
**Figure 3: 2020-21 Capital Expenditure Cashflows**



**Figure 4: 2020-21 Capital Expenditure (financial delivery)**



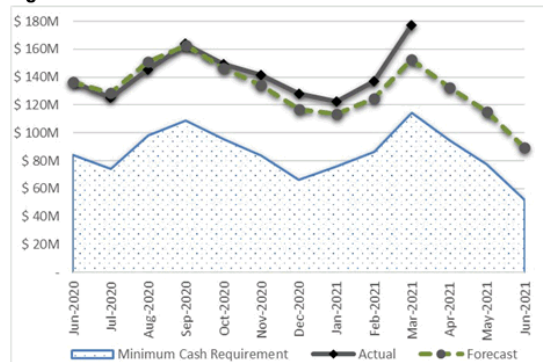
**Figure 5: 2020-21 Capital Expenditure by Asset Class**



### Cash

- The cash balance at close of business on 31 March 2021 was \$177.1 million, being an increase of \$40.3 million from 26 February 2021 (\$136.8 million). This anticipated increase is predominately associated with rating income (as reported last month it was expected further increase during March 2021 given rates due in early March 2021). This monthly increase is softened by normal outgoings on operations and delivery of the capital program during the month.
- No short-term liquidity issues are foreseeable.
- The actual and forecast cash movement is illustrated in Figure 6. The variance is primarily due to the year-to-date budget comparative against higher inflow of fee income, lower operating expenditure (materials and services) and actual capital expenditure lower than anticipated. It is worth noting there is a substantial level of committed costs (e.g., Fleet capital budget of \$15 million, spend to end of March 2021 is \$5 million however there is \$10 million of committed costs).

Figure 6: 2020-21 Cash Profile



### Rates Debtor

- Rates outstanding at the end of March 2021 were \$8.9 million (\$54.8m last month). As reported last month, interest is now being charged to outstanding rates. Rates were due 8 March 2021 and this is reflected in the significantly lower March 2021 outstanding balance compared to last month.

### Other Debtors

- Infringements outstanding total \$427,000 with 3,079 infringements (last month was \$427,000 with 3,084 infringements). Parking infringements represent the majority of the infringements outstanding at around 53%. The remaining relate to local laws, environmental health and development compliance. Infringements continue to be recovered via the State Penalties, Enforcement Registry.
- Sundry Debtors outstanding for more than 90 days total \$205,000 across 35 accounts (last month was \$251,000 across 50 accounts). The majority of debtors are recovered via internal resources. Where appropriate, debts are referred to Councils external agency for collection.

### Borrowings

- Loans balance of \$71.6 million at the reporting date are shown in Table 1.
- The quarterly debt service payment was made during March 2021, with one loan being extinguished (for General Facilities being \$440k as at 31 December 2020).
- Council has proposed new loans of \$3 million which is planned to drawdown in June 2021.

Table 1: Loan Portfolio (\$000) 31 Mar 2021

Loan	Balance
Airport & Precinct	7,069
Hinkler Hall of Aviation	930
Holiday Parks	167
Fleet	893
Kolan Gardens Aged Care	128
Burnett Heads CBD Upgrade	2,429
General Facilities and Infrastructure	12,752
Waste	6,554
Sewerage	38,143
Water	2,547
<b>Total</b>	<b>71,612</b>

**Item****27 April 2021****Item Number:**

G1

**File Number:****Part:**

GOVERNANCE

**Portfolio:**

Organisational Services

**Subject:**

2020/2021 Operational Plan - Quarter 3

**Report Author:**

Amy Crouch, Senior Governance 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 accordance with section 174 of *Local Government Regulation 2012*, the Chief Executive Officer must present a written assessment of Council's progress towards implementing the annual operational plan at meetings held at regular intervals of not more than three months.

Quarterly reports provide a process for monitoring and assessing Council's progress in meeting the goals of the Corporate Plan. The attached report highlights the achievements of Council over the past three months with most areas achieving the targets set. Each manager has provided a comment in the report on their department's or section's progress.

**Associated Person/Organization:**

Not applicable

**Consultation:**

Executive Leadership Team, Managers and Supervisors

**Chief Legal Officer's Comments:**Complies with section 174 of the *Local Government Regulation 2012*.**Policy Implications:**

There appears to be no policy implications.

**Financial and Resource Implications:**

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

**Risk Management Implications:**

Results, comments and status symbols provide up-to-date information that informs ongoing risk management and mitigation.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

[↓1](#) 2020/2021 Operational Plan - Quarter 3






**Recommendation:**

**That the 2020/21 Operational Plan – Quarter 3 be received and noted.**



# Quarterly Operational Report

Quarter 3, 2020/2021

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

## 1: Our community

### 1.1: Economic growth and prosperity

#### 1.1.1: Provide responsive, consistent and timely customer service to our residents, investors and developers.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Connections: Percentage of new water and wastewater connections installed within 25 days.	<b>Organisation</b> - Infrastructure - Water Services	≥ 95.00%	100.00%	✓	Total Applications Received: 264 Total Applications Paid & Installation Requested: 253 Total Processed within 25 days: 253
Percentage of applications to endorse Subdivision Plans decided within 15 days.	<b>Organisation</b> - Development - Development Assessment	≥ 95.00%	100.00%	✓	22 plans of subdivision were endorsed in this quarter.
Percentage of low complexity development applications decided within 10 days.	<b>Organisation</b> - Development - Development Assessment	≥ 90.00%	19.00%	✗	2 low risk applications were decided within 10 days or less out of a total of 11 decided for the quarter.
Percentage of pre-lodgement meeting outcomes issued within 5 days or less.	<b>Organisation</b> - Development - Development Assessment	≥ 80.00%	55.00%	✗	Meeting outcomes for 12 meetings were issued within the target time frame out a total of 22 meetings held for the quarter.
Percentage of total code assessable development applications decided within 25 days or less.	<b>Organisation</b> - Development - Development Assessment	≥ 80.00%	63.00%	●	15 code assessable development applications were decided in 25 days or less out of a total of 25 decided for the quarter.
Percentage of total concurrence agency referrals decided within 10 days.	<b>Organisation</b> - Development - Development Assessment	≥ 95.00%	88.00%	●	100 concurrence referrals were decided within 10 days or less out of a total of 114 decided for the quarter.
Percentage of total impact assessable development applications decided within 35 days or less.	<b>Organisation</b> - Development - Development Assessment	≥ 60.00%	58.00%	✓	4 impact assessable development applications were decided within 35 days or less out of a total of 7 decided for the quarter.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage planning and building searches are issued within statutory and corporate timelines.	<b>Organisation</b> - Development - <a href="#">Development Assessment</a>	≥ 95.00%	100.00%	✓	7 planning certificates and 396 building compliance searches were issued for the quarter.
Plumbing Services: Percentage of approvals decided within 10 days.	<b>Organisation</b> - Infrastructure - <a href="#">Water Services</a>	≥ 95.00%	99.00%	✓	309 applications were received in this quarter with 307 being determined and 99% of them were processed for the quarter within the 10 day period.



#### 1.1.4: Promote our region as a preferred investment destination nationally and internationally.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Holiday Parks: Percentage Holiday Park accommodation is occupied.	<b>Organisation</b> - Community & Environment - Community Services - <a href="#">Facilities Management</a>	Trend	52.89%	—	Elliott Heads Holiday Park 60.62% Burnett Heads Holiday Park 61.15% Miara Holiday Park 32.94% Moore Park Beach Holiday Park 56.88%
Number of passengers processed through Bundaberg Regional Airport terminal.	<b>Organisation</b> - Community & Environment - <a href="#">Bundaberg Airport</a>	≥ 30,000.00	16,243.00	●	The number of passengers processed through the terminal has continued to recover, growing by 33% compared to the previous quarter, but still reached only half the volume of the same quarter last year. The number of passengers in March was the highest seen during the last 12 months and leads us to expect further progress during 2020/2021 Quarter 4.
Percentage of the total Accounts Payable suppliers spend (excluding Corporate Purchase Cards) with local business categories A, B and C, as defined in the Procurement and Contract Manual.	<b>Organisation</b> - Organisational Services - <a href="#">Strategic Procurement &amp; Supply</a>	= 60.00%	47.42%	●	Quarter 3 year to date average was 47.42%. Total supplier payments were less (approximately 16% less) in this quarter, notably in January. Payments for large projects


Performance Measure	Organisation Link	Target	Actual	Status	Comments
					continue to impact the progress of this goal.

## 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 well-being.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of physical activity and preventative health initiatives promoted and supported by Council.	<b>Organisation</b> - Community & Environment - Parks, Sport & Natural Environment - Sport & Recreation	≥ 25.00	20.00		Impacted by COVID-19. Information sharing - Easing of restrictions/Be Active Be Alive Program, Move It Expo, Sporting Clubs - Winter competitions.
Percentage of agreed service levels have been met.	<b>Organisation</b> - Community & Environment - Parks, Sport & Natural Environment - Parks & Gardens	≥ 85.00%	90.00%		Service standards have generally been met and are actually higher than the recorded value. There have been several parks that were mowed by a Contractor and not recorded on the mobility software that tracks and reports on services.

### 1.2.2: Manage our road landscapes, urban areas and recreational environments to support our community's lifestyle and to enhance the identity, special character and heritage of our region.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Development approvals are audited for compliance.	<b>Organisation</b> - Development - Development Strategic Planning	Yes/No	Yes		2 development approvals were audited during the quarter.



### 1.2.3: Support and facilitate community programs, networks, projects and events that promote social connectedness; and active and healthy community life.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Access to Services - Commonwealth Home Support Programme & Queensland Community Care (State and Federal funded): Number of service users with improved ability to access appropriate services.	<b>Organisation</b> - Community & Environment - Community Services - Community Care	≥ 50.00	584.00	✓	Slight increase to service provisions.
Community Support Services Commonwealth Home Support Programme & Queensland Community Care (State & Federal Funded): Number of service users who received a service.	<b>Organisation</b> - Community & Environment - Community Services - Community Care	Trend	584.00	—	Services remain consistent.
Funded Programs (State & Federal): Percentage programs and services are demonstrating compliance with standards and meeting funding targets.	<b>Organisation</b> - Community & Environment - Community Services - Community Care	≥ 98.00%	98.00%	✓	Meeting funding obligations and outputs.
Local Law, Animal Management - number of community education programs delivered/attended.	<b>Organisation</b> - Community & Environment - Health & Regulatory Services	≥ 10.00	0.00	●	PetPep school based community education program impacted by COVID-19 and will be reconsidered in the coming financial year.
Number of community development partnerships, projects and initiatives promoted and supported by Council.	<b>Organisation</b> - Community & Environment - Community Services - Community Development	Trend	20.00	✓	Due to staff holidays and COVID-19 restrictions, projects are limited in number.
Number of community grants provided.	<b>Organisation</b> - Community & Environment - Community Services - Community Development	Trend	6.00	✓	- Community Services Grant: February Round 9 approved - Micro Grant: January - 0, February - 3, March - 3.
Number of financial assistance requests/applications supported (individuals/sporting organisations/events).	<b>Organisation</b> - Community & Environment - Parks, Sport & Natural Environment - Sport & Recreation	Trend	4.00	—	Limited funding/support requests due to COVID-19.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of occasions that information, advice and referral services were provided.	<b>Organisation</b> - Community & Environment - Community Services - Neighbourhood Centres	Trend	3,318.00	—	High utilisation of services.
Number of service users who received a service.	<b>Organisation</b> - Community & Environment - Community Services - Neighbourhood Centres	Trend	3,770.00	—	Continue to have high engagement.
Number of service users with improved quality of life.	<b>Organisation</b> - Community & Environment - Community Services - Neighbourhood Centres	Trend	3,588.00	—	Services maintained.
Number of services users with improved ability to access appropriate services.	<b>Organisation</b> - Community & Environment - Community Services - Neighbourhood Centres	Trend	3,443.00	—	Continue to feel well connected and able to access additional services.
Quality of Life - Commonwealth Home Support Programme & Queensland Community Care (State and Federal funded): Number of service users with improved quality of life.	<b>Organisation</b> - Community & Environment - Community Services - Community Care	≥ 300.00	584.00	✓	Significant work has continued to ensure older members of our community stay connected.
Social Connectedness - Commonwealth Home Support Programme & Queensland Community Care (State and Federal funded): Number of service users with improved social connectedness.	<b>Organisation</b> - Community & Environment - Community Services - Community Care	≥ 150.00	507.00	✓	Significant work has continued to ensure older members of our community stay connected.

#### 1.2.4: Implement disaster prevention strategies and maximise community preparedness for disaster events.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of Local Disaster Management Group (LDMG) Meetings held.	<b>Organisation</b> - Community & Environment - Disaster Management	1.00	0.00	✓	No meetings of the LDMG have been necessary this quarter.

### 1.3: An empowered and creative place

#### 1.3.1: Provide facilities, spaces, services and activities that promote and support lifelong learning and community engagement with the arts and culture.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Capacity: Days booked as a percentage of total days available.	<b>Organisation</b> - Community & Environment - Arts & Cultural Services - Moncrieff Entertainment Centre	Trend	82.00	—	Of the 86 days available from 4 January 2021 to 31 March 2021, 39 days were booked. Capacity was: January - 100%, February - 70%, March - 75%.
Number of community groups using the Moncrieff Entertainment Centre.	<b>Organisation</b> - Community & Environment - Arts & Cultural Services - Moncrieff Entertainment Centre	Trend	10.00	—	Groups included summer school workshops for circus, puppet and comedy skills, the Bundaberg Players 'Mamma Mia' the Musical performance, Anna Yen Residency & Community Workshops, curated community devised performance with performer groups of The Red Thread for Chinese New Year and piano workshops and recital of Local Community Pianists lead by Alex Raineri.
Number of participants in our community programs.	<b>Organisation</b> - Community & Environment - Library Services	≥ 1,800.00	1,074.00	—	Library program capacity has been reduced to meet social distancing requirements. Programs delivered have been well attended.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of patrons using our libraries.	<b>Organisation</b> - Community & Environment - Library Services	≥ 65,000.00	43,750.00	—	COVID-19 has impacted visitor numbers to Bundaberg Regional Libraries.
Number of patrons visiting the Moncrieff Entertainment Centre.	<b>Organisation</b> - Community & Environment - Arts & Cultural Services - Moncrieff Entertainment Centre	≥ 8,000.00	10,169.00	✓	In total this quarter, there were 10 film events and 24 live events with Mamma Mia (6 shows), Bluey (3 shows), Puffin & Bee Story (2 shows each).
Number of visitors to BRAG and ChArts.	<b>Organisation</b> - Community & Environment - Arts & Cultural Services - Galleries - BRAG & ChArts	Trend	6,639.00	—	Bundaberg Regional Art Gallery (BRAG) Totals: 3880 Childers Arts Space (CHARTS) Totals: 2759
Occupancy: Seats booked as a percentage of total seats available.	<b>Organisation</b> - Community & Environment - Arts & Cultural Services - Moncrieff Entertainment Centre	Trend	33.00	—	Occupancy for this quarter was higher due to local theatre company Bundaberg Players performing Mamma Mia. This brought the booked seats occupancy to 48% in January, 28% in February and 23% in March.

### 1.3.2: Provide leadership in creative innovation, opportunities for learning and social and cultural development.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of participants in our Digital Literacy programs.	<b>Organisation</b> - Community & Environment - Library Services	≥ 100.00	135.00	—	Digital Literacy programs have been well attended with particular focus on Smartphone usage. The Coffee & Computers program is continually in high demand.
Number of performing arts initiatives designed to engage with our community.	<b>Organisation</b> - Community & Environment - Arts & Cultural Services - Moncrieff Entertainment Centre	≥ 3.00	8.00	✓	Initiatives include summer school workshops for circus, puppet and comedy skills, Mamma Mia the Musical performance, Anna Yen Residency and Community Workshops - 2 showings of

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of visual arts initiatives designed to engage with our community.	<b>Organisation</b> - Community & Environment - Arts & Cultural Services - Galleries - BRAG & ChArts	Trend	31.00	—	curated, community devised performance of The Red Thread for Chinese New Year and piano workshops and recital of Community Pianists lead by Alex Raineri.  Total number of participants 1,192

## 2: 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.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage of complaints formally acknowledged within 5 days.	<b>Organisation</b> - Development - Development Compliance	= 100.00%	95.00%	✓	83 out of 89 complaints were acknowledged within 5 days for the quarter.

#### 2.1.2: Plan and implement councils long-term and annual capital works improvement program that reflects community needs and expectations.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Delivery of Wastewater Capital Projects Program: Percentage of adopted budget completed.	<b>Organisation</b> - Infrastructure - Water Services	= 95.00%	46.00%	●	Progress has been slower than expected but a number of key projects are about to commence and will improve the delivery target.
Delivery of Water Capital Projects Program: Percentage of adopted budget completed.	<b>Organisation</b> - Infrastructure - Water Services	= 95.00%	72.60%	✓	There have been delays in two water treatment projects, otherwise generally tracking along well. The values include both work in progress and retentions for the completed works.

#### 2.1.4: Manage and maintain council owned buildings, facilities and assets that support and facilitate social connectedness and community life.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of visitors attending events at the Bundaberg Multiplex Sport and Convention Centre.	<b>Organisation</b> - Community & Environment - Tourism & Events - Tourism Services	Trend	6,030.00	—	Figures are taken from hirers at the time of booking. There has been an increase in usage, numbers are similar to previous

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of visitors to iconic facilities (Hinkler Hall of Aviation and Fairymead House).	<b>Organisation</b> - Community & Environment - Tourism & Events - Tourism Services	> 4,000.00	5,998.00	✓	years, despite ongoing COVID-19 restrictions.  Hinkler Hall of Aviation - 4808, Fairymead House - 1190
Percentage usage of halls and community facilities including Coronation Hall, School of Arts and Gin Gin RSL.	<b>Organisation</b> - Community & Environment - Community Services - Facilities Management	Trend	33.51%	—	Coronation Hall 30.02% Gin Gin RSL Hall 36.27% School of Arts 34.25%
Percentage usage of the Recreational Precinct.	<b>Organisation</b> - Community & Environment - Community Services - Facilities Management	Trend	38.89%	—	Usage of the Bundaberg Recreational Precinct is consistent for the current season despite ongoing COVID-19 restrictions.

## 2.2: Sustainable and affordable essential services

### 2.2.1: Connect our people, places, businesses and industries by maintaining and improving road transport, pathway and drainage networks.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage of Road, Drainage and Footpath Customer Requests (CRM Tasks) completed within allocated time periods.	<b>Organisation</b> - Infrastructure - Engineering Services - Corridor Management	≥ 80.00%	64.00%	●	There were 1799 tasks closed during this quarter. Of these, 64% (1151) met service level requirements, with an average processing time of 14 days.

### 2.2.2: Supply potable water and wastewater services that ensure the health of our community in accordance with council's service standards.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Wastewater odour complaints per 1,000 connections.	<b>Organisation</b> - Infrastructure - Water Services	< 5.00	0.34	✓	9 sewer odour complaints were received for the quarter from a total of 26,768 sewage connections.
Wastewater reliability: Percentage of customers who do not experience interruption.	<b>Organisation</b> - Infrastructure - Water Services	≥ 95.00%	99.70%	✓	80 sewerage connections experienced a service interruption from a total of 26,768 sewerage connections during the 2020/2021 Quarter 3 reporting period.
Wastewater reliability: Sewer main breaks and chokes per 100km of mains.	<b>Organisation</b> - Infrastructure - Water Services	≤ 40.00	6.77	✓	49 sewer main breaks and chokes occurred across the region during this quarter. The total length of the sewer main is 723.5 km.
Wastewater: Number of reportable incidents.	<b>Organisation</b> - Infrastructure - Water Services	≤ 5.00	11.00	●	A total of 11 wastewater reportable incidents were recorded during this quarter at Thabeban Waste Water Treatment Plant (WWTP), Bargara WWTP, Childers WWTP, Gin Gin WWTP and Millbank WWTP.
Water supply quality: Water quality complaints per 1,000 connections.	<b>Organisation</b> - Infrastructure - Water Services	≤ 10.00	0.30	✓	10 water quality complaints received for this quarter from a total of 32,794 water connections relating to taste, odour and discolouration across all Council's water service areas.
Water supply quality: Water quality incidents per 1,000 connections.	<b>Organisation</b> - Infrastructure - Water Services	≤ 5.00	0.06	✓	No new reportable drinking water incidents during this quarter. 2 on-going incidents at Gregory River (4 sites) and Lake Monduran (one site).
Water supply reliability: Percentage of customers who do not experience a planned interruption.	<b>Organisation</b> - Infrastructure - Water Services	≥ 95.00%	98.08%	✓	630 water connections experienced a planned service interruption for this quarter from a total of 32,794 water connections.



Performance Measure	Organisation Link	Target	Actual	Status	Comments
Water supply usage: Raw water usage vs allocation. Water usage as a percentage of allocation for Bundaberg Region.	<b>Organisation</b> - Infrastructure - <a href="#">Water Services</a>	≤ 80.00%	62.00%	✓	Total raw water usage year to date is 10,063ML from a total combined yearly allocation of 16,138ML. The rainfall received during this quarter was slightly above half the rainfall received in the corresponding quarter last year.

#### 2.2.4: Provide effective and efficient fleet and trade services for operations and projects across council.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Asset Maintenance: Percentage of work tickets completed when scheduled.	<b>Organisation</b> - Infrastructure - <a href="#">Fleet &amp; Trade Services</a>	≥ 95.00%	100.00%	✓	On Track - Initiative is proceeding to plan with no indication of future impediments.
Percentage of internal client survey results satisfactory or above.	<b>Organisation</b> - Infrastructure - <a href="#">Fleet &amp; Trade Services</a>	> 75.00%	97.75%	✓	On Track - Initiative is proceeding to plan with no indication of future impediments.
Percentage of overall plant, vehicle and equipment availability.	<b>Organisation</b> - Infrastructure - <a href="#">Fleet &amp; Trade Services</a>	≥ 95.00%	97.82%	✓	Continue to supply thorough service and maintenance of all plant and equipment.

### 2.3: Sustainable built and natural environments


#### 2.3.1: Manage, maintain, rehabilitate and protect our natural resources and regional ecosystems.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Biosecurity Surveillance: Number of properties inspected.	<b>Organisation</b> - Community & Environment - Parks, Sport & Natural Environment - <a href="#">Natural Resource Management</a>	≥ 325.00	487.00	✓	The number of biosecurity property inspections undertaken includes those where no targeted weeds were identified and re-inspections of properties post treatment.


### 2.3.2: Educate and engage with the community to encourage greater involvement in the protection of the natural environment and the development of land use policy.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of community environmental protection and management activities participated in.	<b>Organisation</b> - Community & Environment - Parks, Sport & Natural Environment - Natural Resource Management	≥ 6.00	7.00	✓	Natural Areas team facilitated a community dune care activity at Elliott Heads and participated in planning workshop with Friends of Rifle Range Creek. Land Protection ran coordinated dog baiting activity, assisted Biosecurity Queensland with compliance response, facilitated local Fox Working Group Meeting, assisted Department of Environment and Science with feral pig baiting and supplied biocontrol beetles for Cats Claw Creeper.
Number of public awareness, education programs and activities delivered.	<b>Organisation</b> - Community & Environment - Parks, Sport & Natural Environment - Natural Resource Management	≥ 6.00	6.00	✓	Land Protection conducted feral animal trapping workshops for landholders and held a weed education display at Shalom markets. Natural Areas participated in Greenbook Bus Tour of Natural Areas and held a guided nature walk for TAFE students. Zoo undertook a World Frog Day frog exhibit opening with public self initiated activities and hosted the Yarning Circle Zoo Tour for First Nations community elders.

### 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.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage of annual Regulatory Services revenue budget collected across all three areas.	<b>Organisation</b> - Community & Environment - Health & Regulatory Services	≥ 90.00%	79.00%		Dog registration expected revenue reduced due to free 6 months dog registration (COVID-19 relief package) significantly impacting revenue.

### 2.3.4: Provide environmental health and community services and programs to support regional wellbeing.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of community health/education programs delivered.	<b>Organisation</b> - Community & Environment - Waste Services - Environmental Health Services	≥ 6.00	1.00		Council continues to support Queensland Health with distributing COVID-19 information and reporting compliance with industry plans. Food safety courses at community centres remain on hold until further notice. Training was completed on one occasion at a business site for 21 food handlers.
Number of illegal dumping and littering complaints investigated.	<b>Organisation</b> - Community & Environment - Waste Services - Environmental Health Services	Trend	145 customer requests received		Continuation of the illegal dumping hotspot and partnerships programs in conjunction with Department of Environment and Science. Increased customer requests likely as a result of public awareness/advertising campaigns (advertising billboards, waste vehicle decals, radio advertising and signage near hotspot areas).

### 3: Our people our business

#### 3.1: A sustainable financial position

##### 3.1.2: Apply responsible fiscal principles for sustainable financial management.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Meeting legislative and operational standards for cash flow, investments, financial audits and accounts payable.	<b>Organisation</b> - Organisational Services - Financial Services	Yes	Yes	✓	Council is meeting its legislative and operational standards for cash flow, investments, financial audits and accounts payable.
Minimum return on investments is 1.3 times the bank bill swap rate.	<b>Organisation</b> - Organisational Services - Financial Services	≥ 1.30	28.00	✓	Return on investments was 28 times the bank bill swap rate (BBSW) this quarter.
Number of payments outside of terms.	<b>Organisation</b> - Organisational Services - Financial Services - Accounts Payable	≤ 90.00	44.00	✓	Staff have been actively working on reducing the number of short pays this quarter when compared with last quarter.
Outstanding rates as a percentage of rates levied, prior to six monthly rates billing.	<b>Organisation</b> - Organisational Services - Financial Services	< 5.00%	4.83%	✓	The percentage was updated to show KPI met.
Sufficient working capital is available to meet forecast operational needs and maintained over the long-term financial forecast. Level of funds available greater than Council's minimum cash requirement.	<b>Organisation</b> - Organisational Services - Financial Services	≥ \$40,000,000.00	\$175,900,000.00	✓	Council holds sufficient cash to fund major projects scheduled for the 2020/2021 financial year, with no liquidity issues foreseeable in the short term.

### 3.1.4: Develop strong governance and funding networks with local, state and national stakeholders.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Actively seek and apply for funding opportunities from the State and Federal Governments.	<b>Organisation</b> - Strategic Projects & Economic Development	Trend	Successful applications (2); Submitted funding applications awaiting outcome (6); Funding applications to be submitted (1)	✓	Successful grant applications - Queensland Reconstruction Authority - Washpool Creek Naturalisation (\$2.39M) - Queensland Reconstruction Authority - Mobile Firefighting Units (\$178,457)
Meeting the reporting requirements and project milestones of the funding agreements.	<b>Organisation</b> - Organisational Services - Financial Services	≥ 90.00% of projects delivered in accord with the Funding agreements	100%	✓	Council has submitted variations for 3 funding programs and is awaiting approval. All milestones have been met and reports submitted on time.

## 3.2: Responsible governance with a customer driven focus

### 3.2.1: Ensure our workforce is adequately trained and supported to competently manage themselves and their work.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Average number of days for recruitment process (approval to offer of employment).	<b>Organisation</b> - Organisational Services - People, Safety & Culture - HR Business Partners	Average 30 business days	32.24 business days	●	There has been an increase in timeframes due to the volume of recruitment and some recruitment processes for hard to fill positions continuing over a long period of time with multiple external campaigns.
Continue to maintain and develop a strong employment programs offering across Council.	<b>Organisation</b> - Organisational Services - People, Safety & Culture - Organisational Development	≥ 80.00% of trainees/apprentices gain qualifications	Average of 36.75% completion towards relevant qualification and an average of 46.35% of traineeship/apprenticeship completed.	✓	Progress for current employment programs cohort remains strong. Learning & Development Advisor to partner with leaders and trainees/apprentices, ensuring access to support where required for completion of qualifications.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Internal Human Resources investigations are managed in a timely manner.	<b>Organisation</b> - Organisational Services - People, Safety & Culture - HR Business Partners	Average 30 business days	No internal Human Resource investigations undertaken in this period.	✓	No internal investigations completed by Human Resource Operations during this quarter.
Percentage of staff and supervisors satisfied with training and development received.	<b>Organisation</b> - Organisational Services - People, Safety & Culture - Organisational Development	> 95.00%	97.00%	✓	Good response rate from participants over the quarter with a strong result being achieved.
Percentage of staff successfully completed mandatory training requirements, including leadership development training.	<b>Organisation</b> - Organisational Services - People, Safety & Culture - Organisational Development	≥ 90.00%	91.24%	✓	Corporate and Workplace Health and Safety training has progressed well over the quarter however e-learning continues to be below target. The Organisational Development and Learning team are working with relevant management to encourage completion of the e-learning modules.

### 3.2.2: Provide friendly and responsive customer service, in keeping with council values and community expectations.



Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage of call centre enquiries answered in accordance with Customer Service Charter.	<b>Organisation</b> - Organisational Services - Financial Services - Customer Service	≥ 90.00%	85.00%	●	This quarter has seen an escalation in customer interactions, with approximately 34,500 inbound calls presenting via the Call Centre. A customer 'Call Back' option was implemented.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Percentage of customer requests (CRMs) overdue or outstanding in relation to assigned timeframes.	<b>Organisation</b> - Organisational Services - Financial Services - Customer Service	≤ 15.00%	8.00%	✓	Requests for Service have been actioned within expected timeframes.
Regulatory Services - Number of proactive officer generated CRMs across all three areas.	<b>Organisation</b> - Community & Environment - Health & Regulatory Services	Trend	343.00	—	Total includes 163 from the 'overgrows' category. 'Patrol' category is excluded from totals.





### 3.2.3: Administer statutory compliant governance operations incorporating insurance; risk management; property management and council policies and procedures.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Corporate and Operational risks reported to Audit and Risk Committee.	<b>Organisation</b> - Organisational Services - Governance & Legal Services	Yes/No	Yes	✓	Report presented to Audit and Risk Committee in January 2021.
Percentage of Administrative Action Complaints received and processed within applicable timeframes.	<b>Organisation</b> - Organisational Services - Governance & Legal Services	≥ 90.00%	100.00%	✓	9 administrative action complaints were received during this quarter. One complaint is ongoing and all other complaints were processed within applicable timeframes.
Percentage of compliant Right to Information and Information Privacy applications processed within legislative timeframes.	<b>Organisation</b> - Organisational Services - Governance & Legal Services	= 100.00%	100.00%	✓	One Right to Information application was received and processed during this quarter.
Percentage of insurance claims processed submitted within timeframes.	<b>Organisation</b> - Organisational Services - Governance & Legal Services	≥ 95.00%	100.00%	✓	34 Insurance claims were processed within time frames (internal, motor vehicle and public liability claims).
Percentage of privacy complaints processed within legislative timeframes.	<b>Organisation</b> - Organisational Services - Governance & Legal Services	= 100.00%	0.00%	✓	Council did not receive any privacy complaints during this quarter.

### 3.2.4: Exercise whole-of-council adherence to, and compliance with, council's policies and procedures, in keeping with our corporate values and community's expectations.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of Internal Audits completed.	<b>Organisation</b> - Organisational Services - Audit Services Branch	≥ 2.00	0.00		Due to the recent change of provider for internal audit services, the scheduled internal audits for this quarter are still in progress and will be reported at the next quarterly review.
Number of Internal Quality, Safety, Environmental (systems and processes) Audits completed.	<b>Organisation</b> - Organisational Services - Audit Services Branch	≥ 2.00	3.00		3 audits have been completed within this quarter.

### 3.2.5: Provide and review systems, programs and processes to ensure effective and efficient service delivery to meet community expectations

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Customer support satisfaction based on surveyed users.	<b>Organisation</b> - Organisational Services - Information Services	≥ 80.00%	99.99%		381 responses were received in the last quarter with an average satisfaction of 4.9/5 stars.
Information Services service desk tickets opened vs. closed.	<b>Organisation</b> - Organisational Services - Information Services	≤ 0.00	100.00		A slight increase in open tickets has been recorded in this report, which will be resolved during the upcoming quarter. Performance is anticipated to return to targeted levels during the next period.
Operational risks reviewed quarterly by operational areas.	<b>Organisation</b> - Organisational Services - Governance & Legal Services	≥ 75.00%	100.00%		Operational and fraud and corruption risk reviews were undertaken in March 2021.
Percentage of information mapping services availability.	<b>Organisation</b> - Organisational Services - Information Services	≥ 98.00%	99.95%		An improvement this quarter due to less migrations and some new improvements with hosting capacity.




### 3.3: Open communication


#### 3.3.1: Keep our community and workforce informed and up-to-date in matters of agency and community interest.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Number of articles published on bundabergnow.com.	<b>Organisation</b> - Communications	= 70.00	95.00		95 Council and Council facility related stories were published in this quarter.


#### 3.3.2: Proactively support and encourage community engagement and collaboration.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Total number of followers on Facebook.	<b>Organisation</b> - Communications	5% increase on last quarter.	During this quarter Facebook followers increased by 505 to 29,778.		The lower than usual 1.7% increase is a result of less content being published due to reduced resources within the team between periods of leave and staff movement.

#### 3.3.3: Develop consistent messaging and professional communications that establish a positive profile and identity for council and our region.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Council e-newsletter open rate. Measured against industry standard.	<b>Organisation</b> - Communications	≥ 28.00%	35.28%		The weekly Council e-newsletter is continuing to record engagement well above the industry standard.

#### 3.3.4: Review and develop updated and relevant communication platforms, modes, mediums and content.

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Council e-newsletter subscriber growth.	<b>Organisation</b> - Communications	5% increase on last quarter.	Subscribers decreased by 178 to 19,831 during the quarter.		Due to changes in the electronic direct mail sign up system, subscriber numbers have been impacted. While working with the supplier to automate this process there

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Performance Measure	Organisation Link	Target	Actual	Status	Comments
					will be periods of disruption to subscriber growth.

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## 4: Game changers

### 4.1 Connected and leveraged infrastructure

### 4.4 Organisational and cultural excellence

#### 4.4.1 Develop and implement People and Performance Strategy

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Health and Safety Strategic Plan Key Performance Indicators met.	<b>Organisation</b> - Organisational Services - People, Safety & Culture - Work Health & Safety	= 90.00%	90.00%	✓	The Health and Safety Strategic Plan is currently on track. Contractor management system improvements are progressing to provide improved assessment and monitoring capabilities.

#### 4.4.3 Budget is delivered on time and on budget

Performance Measure	Organisation Link	Target	Actual	Status	Comments
Recurrent revenue and recurrent expenditure is within the budget parameters.	<b>Organisation</b> - Organisational Services - Financial Services	+ or - 5%	Revenue 0% Expenditure -5%	✓	There are minor variations to budget across Council. Broadly, the operational budget is representative of the expected final operational result.

**Item****27 April 2021****Item Number:**

G2

**File Number:****Part:**

GOVERNANCE

**Portfolio:**

Organisational Services

**Subject:**

Organisational Structure

**Report Author:**

Jon Rutledge, Manager People, Safety &amp; Culture

**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 - 3.2.4 Exercise whole-of-Council adherence to, and compliance with, Council's policies and procedures, in keeping with our corporate values and community's expectations.

**Background:**

Pursuant to section 196 of the *Local Government Act 2009*, Council is required to adopt an organisational structure '*that is appropriate to the performance of the local government responsibilities*'.

**Associated Person/Organization:**

Nil

**Consultation:**

Chief Executive Officer and General Managers

**Chief Legal Officer's Comments:**

Pursuant to section 196(1) of the *Local Government Act 2009*, a local government must, by resolution, adopt an organisational structure that is appropriate to the performance of the local government's responsibilities.

**Policy Implications:**

There appears to be no policy implications.

**Financial and Resource Implications:**

There appears to be no financial or resource implications.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

- 1 Organisational Structure 23 April 2021

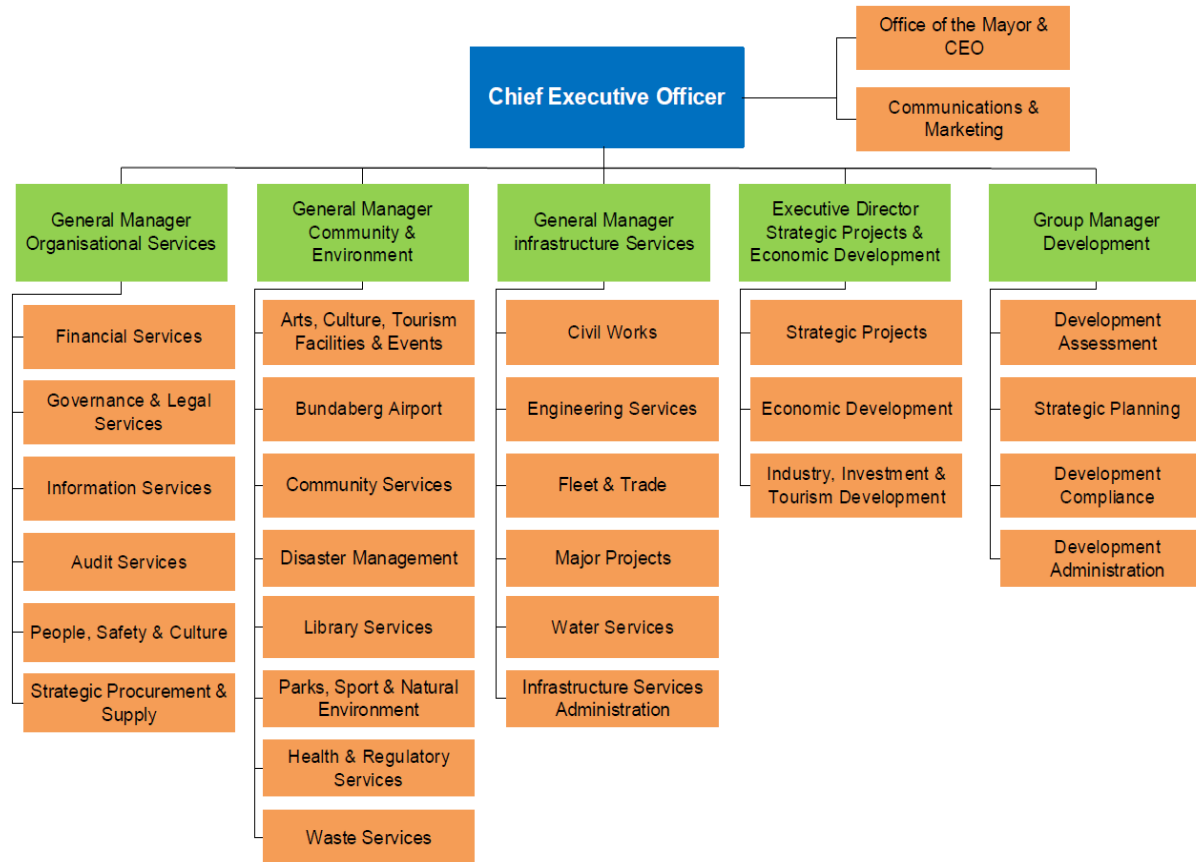
**Recommendation:**

**That the Organisational Structure (as at 23 April 2021) be adopted by Council.**



Organisational Structure – Departments and Branches

PO Box 3130, Bundaberg QLD 4670  
 190 Bourbong Street, Bundaberg QLD 4670  
 T 1300 883 699 F 4150 5410  
 E ceo@bundaberg.qld.gov.au  
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 ABN 72 427 835 198



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**Item****27 April 2021****Item Number:**

G3

**File Number:**

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**Part:**

GOVERNANCE

**Portfolio:**

Organisational Services

**Subject:**

Corporate Plan 2021-2026

**Report Author:**

Christine Large, 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 - 3.2.4 Exercise whole-of-Council adherence to, and compliance with, Council's policies and procedures, in keeping with our corporate values and community's expectations.

**Background:**

Council recently commenced a review of its Corporate Plan to allow newly elected Councillors to reflect its aspirations for the community, our organisation and region.

A corporate planning workshop was held with Councillors and the Executive Leadership Team, which led to changes to the existing Corporate Plan. The most significant changes include:

- Revised game changes and descriptions.
- Core roles and advocacy priorities included.
- Update to our regional assets information.
- Removal of capital projects.
- Operating themes updated.
- Description added to the vision of what Council considers is 'best' about our community.
- Acknowledgment of Country included.

On 30 March 2021, the revised Corporate Plan was distributed to Council employees and advertised on Council's website for community consultation, where submissions were encouraged.

Council received one public submission and 4 submissions from Council staff. The feedback was considered with some minor changes applied to the plan.

**Associated Person/Organization:**

Not applicable.

**Consultation:**

Councillors

Executive Leadership Team

All staff

Community

**Chief Legal Officer's Comments:**

Section 104(5) of the *Local Government Act 2009* (the Act) requires “the system of financial management established by a local government must include a corporate plan that incorporates community engagement.”

The Corporate Plan presented complies with section 166 of the *Local Government Regulation 2012* (the Regulation) regarding the elements that must be included in the plan.

The attached Corporate Plan is consistent with Council’s obligations under the Act and the Regulation.

**Policy Implications:**

The Corporate Plan represents the strategic direction of Council and several other Council documents need to reflect the Corporate Plan. Particularly:

- Annual Budget must be consistent with the Corporate Plan.
- Annual Operational Plan must state how the local government will progress the implementation of the Corporate Plan.
- Annual Report must contain the Chief Executive Officer’s assessment of the local government’s progress towards implementing its 5-year plan.
- A Contracting Plan must be consistent with the Corporate Plan.
- A Contract Manual must be consistent with the Corporate Plan.

Where relevant, these documents will be reviewed and amended.

**Financial and Resource Implications:**

There appears to be no financial or resource implications.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

- ↓1 Corporate Plan 2021-2026



**Recommendation:**

**That Council adopt the Corporate Plan 2021-2026.**

# Corporate Plan

2021 – 2026

## Game changers 5 year outcomes

### Our vision

To build Australia’s best regional community.

### Our values

To be a Council that is customer focused, respectful and prides itself on teamwork, leadership, sustainability, innovation, safety and wellbeing. We communicate in an open and respectful manner.

	<h4>Advocacy and investment attraction</h4>		<h4>Connected and leveraged infrastructure</h4>		<h4>Intelligent and liveable communities</h4>		<h4>High performing Council</h4>
<ul style="list-style-type: none"> <li>Well understood and promoted point of difference for the Bundaberg Region investment brand</li> <li>Flourishing innovation ecosystem</li> <li>Growth and diversification of new and emerging industries</li> <li>Attraction and growth of new human capital in the region</li> </ul>	<ul style="list-style-type: none"> <li>Strategic, long-term and planned infrastructure</li> <li>Enhanced connectivity to drive growth and productivity</li> <li>Delivery of catalytic projects</li> <li>Enhanced green projects, contributing to a sustainable economy</li> </ul>	<ul style="list-style-type: none"> <li>Reliable digital connectivity</li> <li>Safe, healthy and green lifestyle</li> <li>Demographic diversity and attraction of young families</li> <li>Positive tourism experiences</li> <li>A caring, engaged and generous community</li> <li>Inclusive and accessible community</li> </ul>	<ul style="list-style-type: none"> <li>United and responsible investment approach</li> <li>Right structure and behaviour to support growth and change</li> <li>Strong organisation and individual innovation</li> <li>Good governance</li> <li>Financial sustainability</li> </ul>				

### Advocacy priorities

-  **Economic** infrastructure to attract investment and grow jobs
-  **Social** infrastructure to create an attractive and liveable community
-  **Human capital** to grow our people and drive productivity
-  **Green** infrastructure to support our environment and protect our future

Click [HERE](#) for more information

### Our regional assets

 <p><b>136</b> major parks</p>	 <p><b>134</b> playgrounds</p>	 <p><b>12</b> billion litres water treated</p>
 <p><b>95,000+</b> people in our region and growing</p>	 <p><b>160</b> km coastline</p>	 <p><b>3085</b> km sealed and unsealed roads</p>
		 <p><b>323</b> km footpaths</p>

### Our core roles

- Service Provider
- Regulator
- Advocate
- Facilitator
- Funder
- Strategic partner

Bundaberg Regional Council acknowledges the Traditional Country of the Taribelang Bunda, Gooreng Gooreng, Gurang and Bailai Peoples and recognise that this Country has always been of cultural, spiritual, social and economic significance to Aboriginal and Torres Strait Islander people. We recognise the thousands of generations of continuous culture that have shaped this country and the people on it.



# Operating themes and performance outcomes



## Our community and environment

### Economic growth and prosperity

- Sustainable economic growth.
- Improve access to local jobs and services.
- Improve awareness and perception of the region as a place of choice to live, work, invest and visit.
- Development of the Bundaberg Region as a model Australian intelligent community.

### Safe, active, vibrant and inclusive community

- Parks maintenance programs which meet agreed service standards and community expectations.
- High community satisfaction with our liveability, special character and heritage.
- Delivery of community awareness, protection and educational programs and initiatives.
- Increase community resilience to disaster events.
- Increase knowledge and awareness of our cultural diversity.

### A creative and environmentally friendly place

- Delivery of arts and cultural facilities and programs that promote creative innovation and social, cultural and economic development.
- High community participation and satisfaction with community and cultural events and initiatives.
- Places of local heritage significance identified in the Bundaberg Regional Council Planning Scheme.
- Increase incorporation of clean energy and renewable resource technologies and solutions.



## Our infrastructure and development

### Infrastructure that meets our current and future needs

- Continual enhancement and review of Bundaberg Regional Development Schemes, Plans and Strategies.
- Effective integration of land use and infrastructure planning.
- Council's long-term and annual Capital Investment Program delivered on time and on budget.
- Continue to enhance and review Asset Management Plans and Strategies.

### Sustainable and affordable essential services

- Delivery of network infrastructure maintenance to meet Council's approved plans and standards.
- Road and pathway networks are managed to ensure the safety and wellbeing of users building on an inclusive and accessible community.
- Water supply and wastewater services availability meeting customer standards.
- Waste services meeting industry and legislative standards.
- High community satisfaction with essential services.
- Implementation and monitoring of landfill services and rehabilitation of landfill sites.

### Sustainable development

- Accessible development and well-managed natural areas and facilities.
- Community involvement in the planning, management and protection of natural resources and ecosystems.
- Delivery of education and community awareness programs.
- Consistent enforcement of relevant legislation, the planning scheme and local laws to meet statutory requirements in the community's interest.
- Ongoing development of land use policies to address contemporary and emerging planning matters.



## Our organisational services

### A sustainable financial position

- Key financial indicators meeting sustainability and operational standards.
- Projects approved through the Project Decision Framework.
- Preparation of long-term asset management plan.
- Value for money in procuring goods and services.

### Responsible governance with a customer-driven focus

- High staff satisfaction with professional development opportunities.
- High community satisfaction with customer service and Council's overall performance.
- High standard of workplace health and safety outcomes.
- Management of internal, financial and quality audit programs.
- Productive and engaged staff with high morale and a positive corporate culture.

### Open communication

- High community engagement with social media platforms and Council websites.
- Regular media reporting of Council issues that provides fair and balanced coverage.
- Effective internal communications with high levels of reach across Council.
- Innovative utilisation of data and technology to encourage community engagement.
- High community satisfaction with Council's performance.

## Our vision

### To build Australia's best regional community

#### Best lifestyle and liveability

- Regional location and accessibility
- Affordability
- Climate and natural environment
- Safety

#### Best opportunities

- Employment and education
- Investment and growth
- Lifestyle and liveability

#### Best Council

- Innovative community leaders
- Enthusiasm and support for investment
- Stable and reliable
- Open and transparent

## Our values



**Communication and leadership**  
Inspire and actively support the Council, our colleagues and our community to excel.



**Sustainability**  
Engage with stakeholders in making decisions that will protect and enhance our community's future.



**Teamwork**  
Connect passion with purpose in working as one team with one vision.



**Customer focus**  
Foster a 'can do' attitude committed to meeting the needs of all customers.



**Respect**  
Act ethically, honestly, respectfully in building complete trust and confidence.



**Innovation**  
Embracing new ideas and new technologies to continually adapt and improve.



**Safety and wellbeing**  
Ensure safety and wellbeing for everyone through safe work practices, vigilance and awareness.

**Item****27 April 2021****Item Number:**

G4

**File Number:****Part:**

GOVERNANCE

**Portfolio:**

Organisational Services

**Subject:**

Sale of Lots in Stage 2 at Kinkuna Waters Estate

**Report Author:**

Nicole Sabo, Property &amp; Leases 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:**

Council is freehold owner of Lots 57, 59, 60, 65, 66, 67, 78 and 79 on SP227071 in Stage 2 of Kinkuna Waters Estate at Woodgate ('Properties').

The Properties were previously offered for sale by tender but the tender was not successful.

Council has received offers to purchase the properties from individual Buyers via local real estate agents. The offers to purchase the properties presented by the Buyers to Council is for market value.

**Associated Person/Organization:**

N/A

**Consultation:**

N/A

**Legal Officer's Comments:**

Pursuant to section 236(1)(a)(i) of the *Local Government Regulation 2012* (Qld), Council may apply an exception to the tender/auction requirement on the disposal of a non-current asset if the property has previously been offered by tender/auction.

The disposal must not be for less than market value.

**Policy Implications:**

There appears to be no policy implications.

**Financial and Resource Implications:**

There appears to be no financial or resource implications.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

Nil

**Recommendation:**

**That:**

- 1. Council apply the exception contained in section 236(1)(a)(i) of the *Local Government Regulation 2012 (Qld)* to the disposal of Lots 57, 59, 60, 65, 66, 67, 78 and 79 on SP227071; and**
- 2. the Chief Executive Officer be authorised to enter into Contracts of Sale with the Buyers and attend to all items required to finalise the sale of the properties.**

**Item****27 April 2021****Item Number:**

H1

**File Number:**

TEN/1280

**Part:**

INFRASTRUCTURE

**Portfolio:**

Infrastructure Services

**Subject:**

Specialised Supplier Arrangement - Childers Palace Backpackers Memorial Lift

**Report Author:**

Andrew Railz, Branch Manager Fleet &amp; Trade Services

**Authorised by:**

Stuart Randle, General Manager Infrastructure 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:**

Schindler Lifts Australia has an existing fixed term contract with Council for maintenance of the lift in the Childers Palace Backpackers Memorial. The current contract has three years to run. There is an opportunity for Council to renegotiate the contract with Schindler Lifts Australia to improve the pricing. Going to open market would be a breach of the terms of the current contract. Renegotiating the contract with the existing supplier maintains the terms of the contract.

Engaging with Schindler Lifts Australia to negotiate new contract pricing conditions prior to the completion of the current contract will deliver significant savings over the remainder of the term.

Council has an obligation under Work Health and Safety Regulations to maintain lifts throughout its facilities.

**Associated Person/Organization:**

Schindler Lifts Australia Pty Ltd, Brisbane QLD, PO Box 851, Hamilton Central Qld 4007

**Consultation:**

Strategic Procurement and Supply

Council's Procurement Board

Community Services

**Chief Legal Officer's Comments:**

Section 235(b) of the *Local Government Regulation 2012* allows the local government to resolve that it is satisfied that it would be impractical or disadvantageous for the Council to invite quotes or tenders as this is a specialised supplier.

**Policy Implications:**

There appear to be no policy implications.

**Financial and Resource Implications:**

Current maintenance costs for the lift have been budgeted for.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

Nil

**Recommendation:**

**That:**

- a. Council enter into an arrangement with Schindler Lifts Australia for the provision of the Childers Palace Backpackers Memorial Lift Maintenance without first seeking competitive quotations or tenders pursuant to Section 235(b) of the *Local Government Regulation 2012*; and**
- b. this arrangement be made for an initial period from 1 January 2021 to 31 December 2025.**

**Item****27 April 2021****Item Number:**

L1

**File Number:**

521.2020.182.1

**Part:**

DEVELOPMENT ASSESSMENT

**Portfolio:**

Planning &amp; Development Services

**Subject:**

106 FE Walker Street, Kepnock - Reconfiguring a Lot for Subdivision (1 Lot into 2 Lots)

**Report Author:**

Sarah Watts, Principal Planner

**Authorised by:**

Richard Jenner, Development Assessment Manager

**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>	521.2020.182.1
<b>PROPOSAL</b>	Reconfiguring a Lot for Subdivision (1 lot into 2 lots)
<b>APPLICANT</b>	Janam Pty Ltd
<b>OWNER</b>	Janam Pty Ltd
<b>PROPERTY DESCRIPTION</b>	Lot 900 on SP261837
<b>ADDRESS</b>	106 FE Walker Street, Kepnock
<b>PLANNING SCHEME</b>	Bundaberg Regional Council Planning Scheme 2015
<b>ZONING</b>	District Centre Zone
<b>OVERLAYS</b>	Biodiversity areas overlay Flood hazard overlay Steep land (slopes > 15%) overlay
<b>LEVEL OF ASSESSMENT</b>	Code
<b>SITE AREA</b>	10.01 ha
<b>CURRENT USE</b>	Vacant allotment
<b>PROPERLY MADE DATE</b>	16 November 2020
<b>STATUS</b>	The 35-business day decision period ends on 7 April 2021
<b>REFERRAL AGENCIES</b>	Department of State Development, Tourism and Innovation
<b>NO OF SUBMITTERS</b>	N/A
<b>PREVIOUS APPROVALS</b>	526.2018.68.1
<b>SITE INSPECTION CONDUCTED</b>	17 February 2021
<b>LEVEL OF DELEGATION</b>	Low



## **1. INTRODUCTION**

### **1.1. Proposal**

The applicant seeks a development approval for Reconfiguring a Lot (1 into 2) plus easement/s. The applicant seeks to undertake the proposed reconfiguration to facilitate the staged development of an approved District level shopping centre (currently approved under Council reference 526.2018.68.1) which was approved by Council in November 2016.

The proposed reconfiguration aims to subdivide the subject site into two new lots comprising an area of 2.371 hectares (Lot 901) and 6.209 hectares (Lot 900 - comprised of a part lot at 3.659 and part lot at 2.55 hectares), respectively. Santalucia Boulevard is proposed to be extended through the site at a width of 20 metres and will provide approximately 150 metres frontage for the northern section of proposed Lot 900 and 220 metres frontage to proposed Lot 901.

Each of the proposed new lots will benefit from the land use approval granted under Council's development approval for a District level shopping centre in November 2016 (Approval No 526.2018.68.1). Proposed Lot 901 has approved uses including a supermarket, speciality shops and parking (Stages 1, 2a, 2b, 2c and 3). Part of proposed Lot 900 (north of Santalucia Boulevard) features an approval for a supermarket, speciality shops and parking (Stage 4), whilst the balance of Lot 900 (south of Santalucia Boulevard) is for future development. All areas of the site are included in the District Centre Zone of the Council's Planning Scheme.

As a consequence of the proposed reconfiguration, the applicant has made a concurrent minor change request (526.2021.265.1), to be assessed in parallel with this request, and aimed to align the current district centre approval (526.2018.68.1) with any development permit for Reconfiguring a Lot.

Reciprocal access easements are proposed over the car park and loading areas and drainage easement/s are proposed to enable stormwater discharge between the lots.

FE Walker Street is a state-controlled road and Santalucia Boulevard is to be classed as a CBD/Commercial access road. The provision of a signalised intersection with FE Walker Street/Santalucia Boulevard will be required under conditions of the guiding use approval, along with a concrete ribbon pathway and pram ramps.

Connection to Council's reticulated infrastructure for water and sewer of a sufficient size to service the approved development will be required, with service easements to be provided over the infrastructure where needed. The applicant is also proposing that a water connection to proposed Lot 901 be provided with the connection into the sewer infrastructure proposed to be undertaken in accordance with the development permit (526.2018.68.1) and the minor change application (526.2021.265.1) which is currently being assessed by Council.

A grass channel that discharges to a detention basin along with reinforced concrete stormwater drains is proposed to be provided in conjunction with the development permit to manage overland flow from the site.

## **1.2. Site Description**

The subject site - Lot 900 on SP261837- is a 10.01 hectare allotment with frontages to FE Walker Street (a State controlled road) to the north, Santalucia Boulevard (Council controlled road) to the east and Scherer Boulevard (Council controlled road) to the south, at Kepnock. The site falls from approximately RL23.0 metres AHD in the south eastern corner of the site to approximately RL10.0 metres AHD in the north-western corner, although levels appear as low as approximately RL8.0 m AHD in the drainage channel that runs in a north easterly direction across the western portion of the land. The land is generally clear of any significant vegetation, having previously been used for the cultivation of sugar cane. A single storey dwelling house is located in the north eastern corner of the site. A number of easements (other than the previously mentioned Easement II) traverse the lot, including Easement E, which runs along a portion of the southern boundary of the site and is for sewerage purposes. An earth mound is present in the south eastern corner of the allotment, obscuring an amount of the subject site from view from Scherer Boulevard, given its height (at its highest point) of approximately 3.7 metres.

The site adjoins a park to the west (Lot 15 on SP179035), which separates the subject land from the Kepnock State High School, residences in Glen Court and additional parkland that provides a further buffer to houses in Pizzey and FE Walker Streets. To the south, the land adjoins residential lots that are part of a 24-lot subdivision registered on 2 September 2013, and houses have been constructed in this area, centered on Yates Court and Conquest Court. Fencing has been established to the rear boundary of lots accommodating houses, that is predominantly 1.8 metre high timber fencing. The eastern portion of the southern boundary has a frontage to Scherer Boulevard. A residence and two duplexes address the southern side of the road reserve, with further residences present in this direction to Liddell Court and Scherer Boulevard.

To the north of the site, across FE Walker Street, land has a predominately non-urban character and is included in the Open space and Low density residential zones, with Baldwin Swamp further to the north. Lot 1 on SP172085 adjoins the subject lot to the east and is the subject of a Ministerial approval (325.2013.38669.1) for Reconfiguring a lot - one lot into two lots and access easements, and Commercial Use, which has commenced site works. This approval was intended to facilitate the establishment of a Masters Home Improvement Store in the north eastern corner of the site, making use of the existing access road off Greathead Road utilised by the Kepnock Aldi Supermarket.

The subject land forms part of a broader growth area in the eastern part of Bundaberg City, which has a total area of over 800 hectares.

## **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> District Centre Zone	Bundaberg Regional Council Planning Scheme 2015
<b>Overlay Code</b> <ul style="list-style-type: none"> <li>• Biodiversity areas overlay code</li> <li>• Flood hazard overlay code</li> <li>• Steep land (slopes &gt; 15%) 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>• 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

### 3. ISSUES RELEVANT TO THE APPLICATION

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

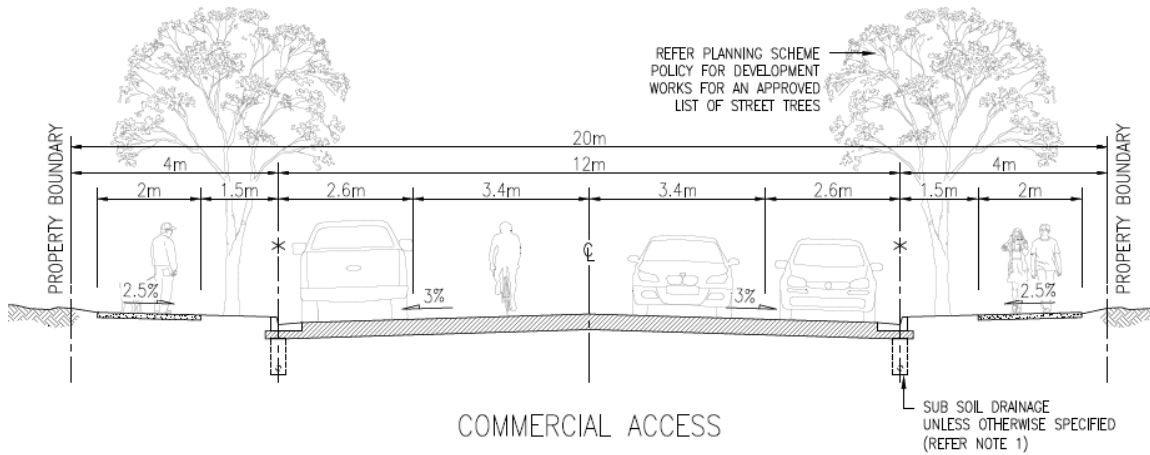
#### **Transport and parking code**

This code aims to ensure transport infrastructure is provided in a way that meets the needs of the development while maintaining a safe and efficient road network. Key considerations under this code are the promotion of active and public transport and preserving the character and amenity of the region. The intent of the Kepnock District Centre is to provide a traditional main street character which contributes to an active town centre that is well connected to surrounding residential areas through walkable and cycle friendly pathway networks.

#### Roadworks

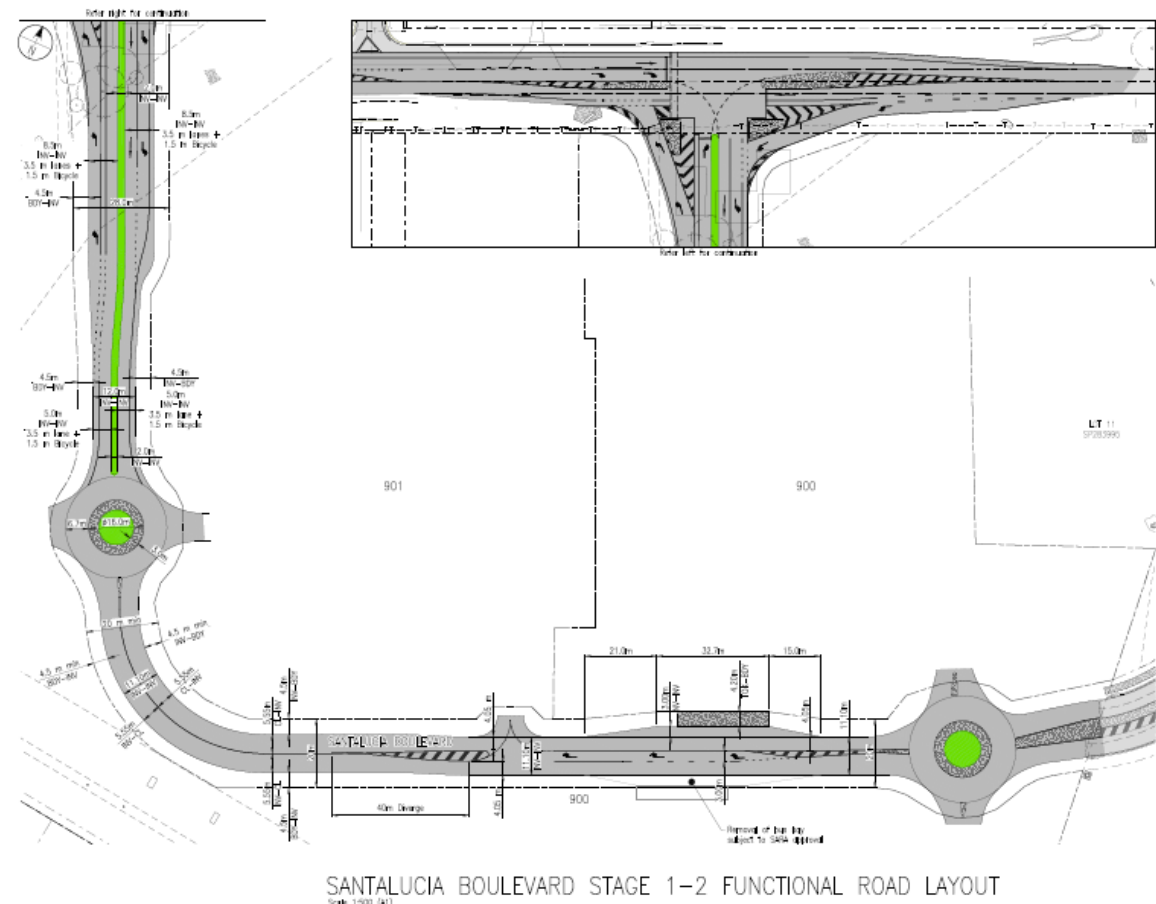
The overarching Material Change of Use of Premises approval sees the dedication of road for the continuation of Santalucia Boulevard, linking to FE Walker Street. To ensure efficient access to both lots post reconfiguration, it would be reasonable to expect the construction of this road be brought forward.

While normally it would stand to reason to condition the road to be generally in accordance with the standard cross section of Commercial Access Rd (Figure 1), in this instance there is a need for some variation to ensure the main street character of the Kepnock District Centre is upheld (Figure 6.2.6 of the BRC Planning Scheme).



**Figure 1 – Commercial Access Standard Drawing**

The applicant has presented a more recent preliminary design (Figure 2) which, while suitable, does not present pedestrian focused outcomes consistent with the main street intent. This is discussed more under the Pedestrian Connectivity section.



**Figure 2 – Stage 1 Road Design**

The above arrangement is proposed at the Reconfiguration of a Lot stage of the development with the final design intended for Stage 4 of the overall development (Figure 3). This design concept is considerate of the southern adjoining land and provides potential for future connectivity if so needed.

It should be noted here, that on-street parking may not necessarily need formalisation, rather a wide sealed shoulder could be provided instead.

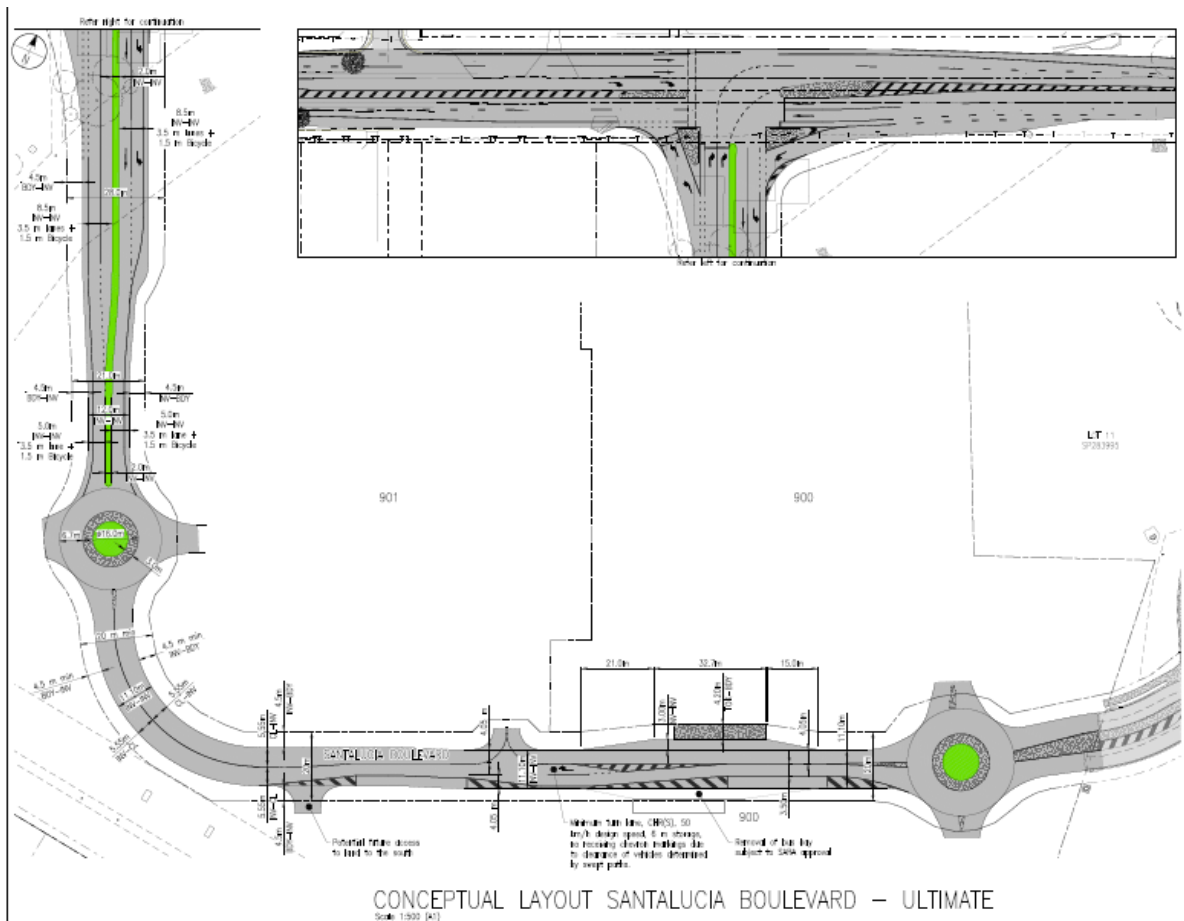


Figure 3 – Ultimate Road Design

Detailed design of roads are usually formalised at the operational works stage, however it is pertinent to ensure dedication of the required width be finalised through the Reconfiguration of a Lot application. It is recommended that the submitted plan for the first stage be “approved generally in accordance” with the detailed design to be confirmed at the operational works stage.

Pedestrian Connectivity

Keeping in line with the Kepnock District Centre intent, typical attributes of a pedestrian orientated street include:

- Pedestrian scaled lighting and street furniture;
- On street parking;
- Wide sidewalks;
- Active ground floor uses;

While most of these areas which effect Stage 1 of the road design have been covered in the preceding section (Roadworks) and those that are only relevant to the ultimate road design being considered in the Material Change of Use of Premises approval, the pedestrian path is a key element that is a requirement at Stage 1 of the development.

Whilst it is advantageous to generally ensure a path is constructed on both sides of a Commercial Access Street, the overall vision for the Santalucia Boulevard is for the southern side to incorporate boundary commercial frontages that blend to a pedestrian through zone, negating the need for a designated, separately constructed pathway. It is recommended that a 2 metre pathway on the northern side only of Santalucia Boulevard be conditioned.

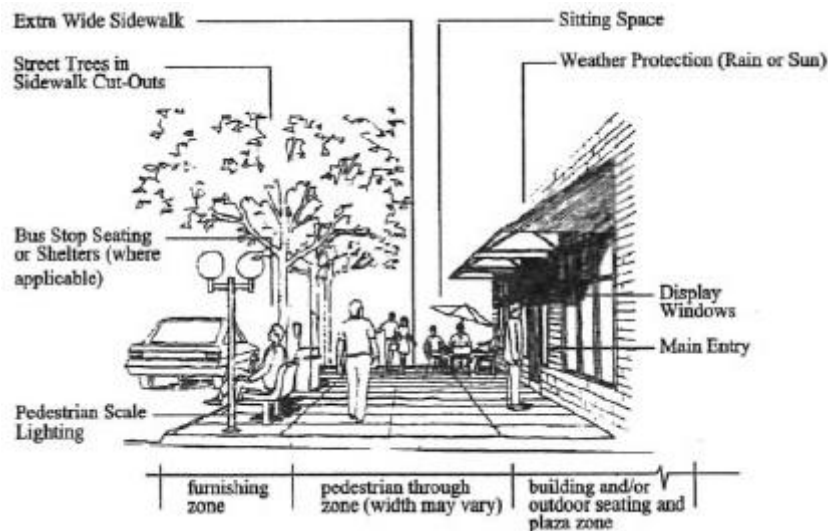


Figure 4 – Pedestrian Orientated Road Design

Right of Way Easements

The overarching Material Change of Use of Premises approval sees a commercial shopping use over the two proposed parcels. Since the sites will share adjoining car parking, a right of way easement burdening and favouring both parcels is recommended to ensure vehicles can freely move between both lots while accessing the use. It has been agreed that this access easement be better placed at the Material Change of Use of Premises approval rather than the Reconfiguration of a Lot stage to ensure easement locations are suitable and relevant.

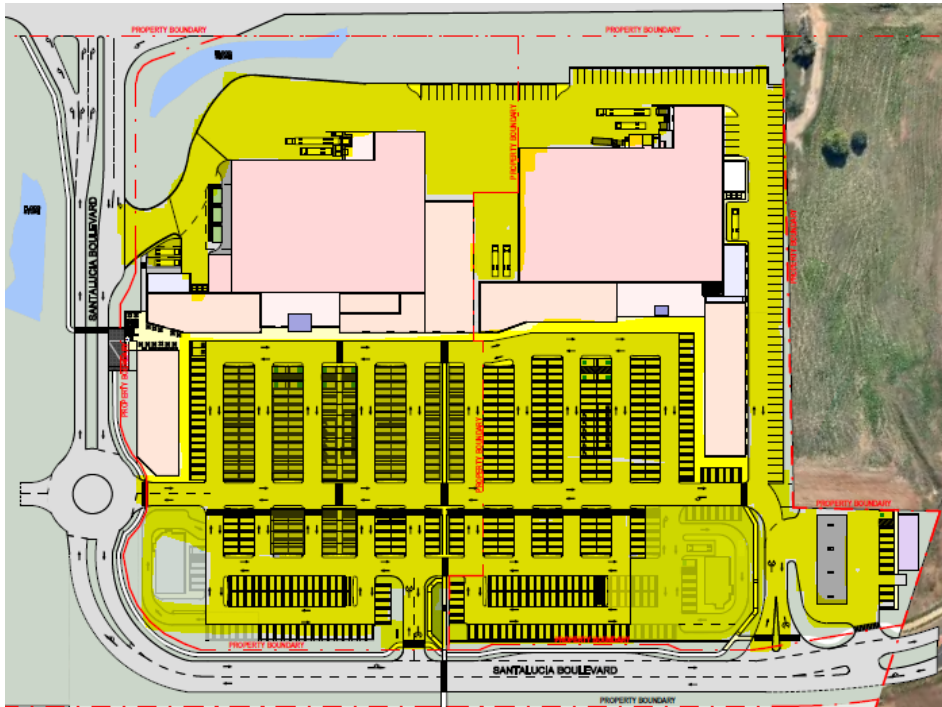


Figure 5 – Proposed Easement Extents

### Landscaping Code

The purpose of the Landscaping Code is to ensure that landscaping is provided in a manner which is consistent with the desired character and amenity of the Bundaberg Region. Overall outcomes which will achieve this purpose are based upon landscaping that complements and integrates built environment and form, adds to the desired character, minimises energy and water consumption, encourages local plant species and is functional, durable, practical and considers personal safety.

It is recommended that the detailed design of Santalucia Boulevard also include a detail design of landscaping to help enforce pedestrian priority and soften the overall look and feel of the road corridor to keep in line with the main street character intent of the Kepnock District Centre. A condition is recommended that ensures detailed design of landscaping to the road be provided at the operational works stage.

### Works, Services and Infrastructure Code

The purpose of the Works, Services and Infrastructure Code is to ensure that development works and the provision of infrastructure and services meets the needs of the development, and is undertaken in a professional and sustainable manner.

### Water

Currently the parcel has one water point of connection, however this is a standard 20 mm house connection which is not suitable for a commercial development. It is foreseen that this connection will be upgraded once Stage 4 of the Material Change of Use of Premises approval is commenced.

Decommissioning of the current point of connection will only need to be undertaken at the Reconfiguration of a Lot stage if the stormwater works encroach on the house location and thus the house removal is brought forward. It should be conditioned that a commercial point of connection be established for proposed Lot 901.

### Sewerage

There is currently no sewer point of connection to the current lot with on-site disposal being utilised for the existing dwelling. It is recommended that a sewer point of connection be established for each new lot of land. The existing on-site disposal will be decommissioned when the house removal is undertaken.

There is currently sewer infrastructure running through the southern and western portions of proposed Lot 900. It is recommended that a condition requiring an easement be placed over this infrastructure.

### Stormwater

The existing Material Change of Use of Premises approval required an amended stormwater model be submitted at the operational works phase of development to demonstrate achievement of the outcomes outlined in the RMA Stormwater report. The approval of the Reconfiguration of a Lot will require a portion of the operational works to be completed, namely the road construction and stormwater drainage works in the north west portion of the subject land. It would be prudent to ensure the outcomes in RMA's report are achievable prior to these works commencing and therefore it is recommended the condition be included at the Reconfiguration of a lot stage rather than leaving it until the remainder of the operational works for the Material Change of Use of Premises is applied for.

While works required are generally shown on RMA's drawing C-SK0004, Rev C, dated 9 May 2018, the full extent of works required at the road construction stage (Stage1) of development will need to be identified through the Staged Stormwater Management Report. It is recommended to condition that this Staged Stormwater Management report be submitted for approval and all works identified be carried out as part of an operational work approval.

The broader stormwater strategy for the overarching Material Change of Use of Premises approval sees flows traverse the proposed lots in a number of areas (Figure 6 below). Similar to the right of way easements, drainage easements are recommended to formalise an agreement that the flows are accepted from adjacent lots.

It is noted that easements C and D would not be required until the use is commenced and would be better conditioned in the Material Change of Use of Premises change approval.

Areas E will require a discharge agreement for lot 11 on SP283995 to take stormwater discharge from proposed Lot 900. It is appropriate that this discharge agreement be conditioned at the Reconfiguration of a Lot stage, considering that the roadworks will be formalised at this time.



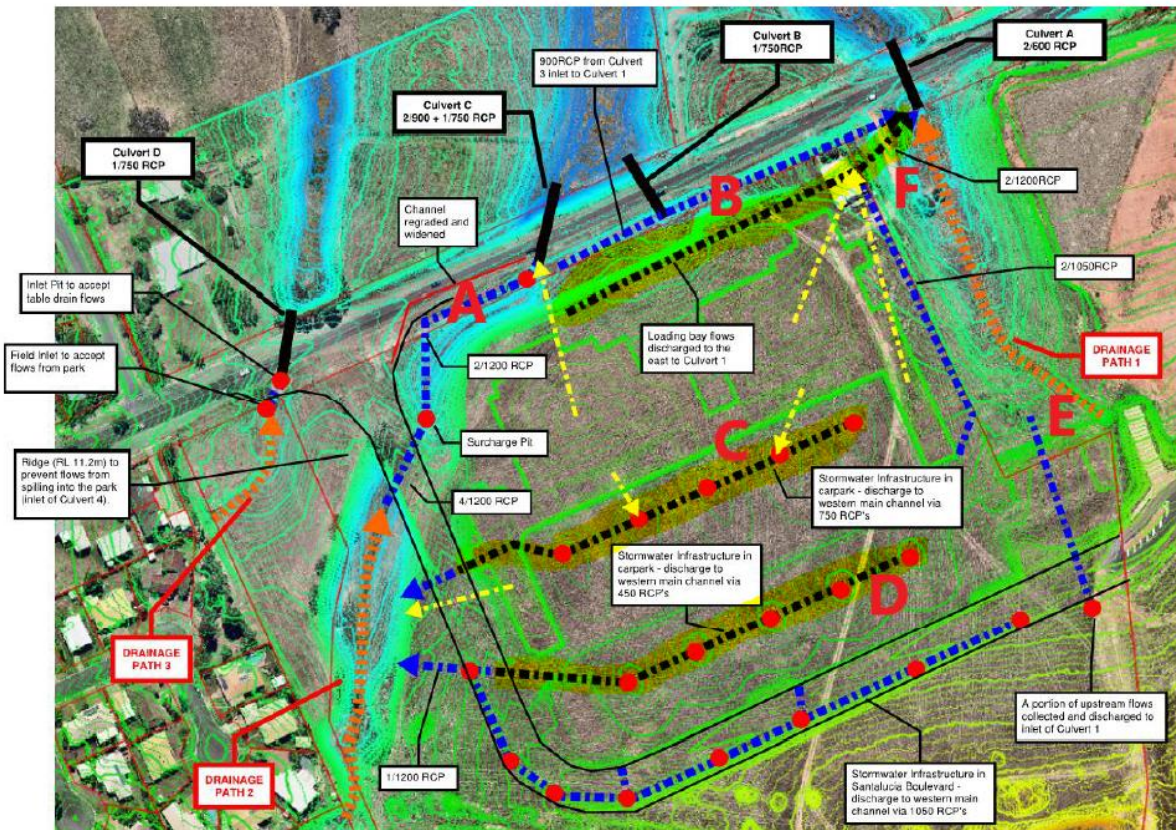


Figure 6 – Proposed Stormwater Management

**Other**

Overlay Codes

The subject land incorporates site features or characteristics which are reflected in Planning Scheme Overlays, specifically, the flood hazard overlay, biodiversity overlay (MSES water course and buffer), and steep land (slopes > 15%) overlay code. As this current Reconfiguration of Lot application represents a rationalisation of boundaries to align with the staged delivery of an already approved District level shopping centre, all relevant Overlay assessment matters have been considered in association with the guiding material change of use approval. The location of the new lot boundaries (associated with this development proposal) are not considered to raise additional assessment matters relating to these overlay features, which have not already been subject to earlier development assessment and approval.

Alignment with minor change (526.2021.265.1).

This proposed development is to subdivide the subject site into two lots that have the benefit of a development approval for a District level shopping centre. Consideration of the minor change request and the reconfiguration of a lot will be undertaken jointly to ensure that the staging and development of the site under the prevailing conditions for both developments is appropriate and not in conflict.

Not Properly Made Submission

The proposed reconfiguration is code assessable development and therefore Public Notification was not required to be undertaken. On Thursday 25 February 2021 a public submission was received by a member of the community regarding both the minor change and reconfiguration of a lot development application currently being considered by Council. Whilst the correspondence is considered to represent a 'not properly made' submission for the purpose of the Planning Act 2016, Council Officers may have regard to the items raised in the correspondence. The items raised in the correspondence are highlighted below along with an Officer response.

<b>Matters raised in any submissions</b>	<b>Description of how matters were dealt with in reaching the decision</b>
Over-commercialisation of the site – development should be within nearby localised and neighborhood shopping centres and other regions	This representation has no relevance to the development application/s currently before Council for assessment and appears to relate to an objection to the granting of past development approvals for a commercial land use over the site. In terms of past approval history, this site is subject to a Preliminary Approval Overriding the Planning Scheme which gave approval in 2012 for a commercial activity (Shopping Centre). A decision for a development permit for a Shopping Centre and Service Station at the site was approved by Council on 3 November 2016 which also gave approval for a commercial use of the site. As a result, the Bundaberg Regional Council Planning Scheme 2015 gave weight to these approved uses and reflected a District Centre zoning over the land.
Management of overland flow and accuracy of the stormwater models/reports	Updated reports to those mentioned in the submission have been provided and accepted by Council's technical officers
Traffic flows in the vicinity of Scherer Boulevard and future traffic projections on Kepnock Road	There is currently no existing or proposed roadway through the development site from Scherer Boulevard to Santalucia Boulevard. Any illegal traffic movements should be reported to Queensland Police Service. Traffic movements from the proposed extension of Santalucia Boulevard to the existing surrounding network has been assessed through a Traffic Impact Assessment relating to the approved use of the land.

Matters raised in any submissions	Description of how matters were dealt with in reaching the decision
Extension of the current approval and timing of the heritage listing of the Baldwin Swamp Wetlands.	Consideration of development applications, change requests and requests to extend currency periods have been undertaken in accordance with the requirements of the Planning Act 2016. Baldwin Swamp is not located on the subject land and its incorporation on the Local Heritage Register in 2020 is not considered to be relevant to the assessment presently before Council. Matters relating to water sensitive urban design and water quality have been considered in association with the earlier use approval.
Response to Request for Further Information was not publicly available.	Under the legislation, this document should be publicly available. The metadata has been amended to meet legislative requirements and is publicly available.

#### 4. REFERRALS

##### 4.1 Internal Referrals

Advice was received from the following internal departments:

Internal department	Referral Comments Received
Development Assessment - Engineering	1 April 2021

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

##### 4.2 Referral Agency

Referral Agency responses were received from the following State agencies:

Agency	Concurrence/Advice	Date Received	Conditions Yes/No
Department of State Development, Tourism and Innovation	Concurrence	1 February 2021	Yes

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

#### 5. PUBLIC NOTIFICATION

Not Applicable.

## **6. DRAFT CONDITIONS**

Draft conditions were issued to the Applicant on 1 March 2021.

The Applicant submitted representations to Council on 1 March 2021 relating to the following draft conditions:

- Condition 7 – Stormwater
- Condition 8 – Stormwater
- Condition 9 – Stormwater
- Condition 10 – Existing Services
- Condition 11 – Existing Services
- Condition 12 – Sewerage
- Condition 14 – Sewerage
- Condition 15 – Sewerage
- Condition 19 – Roadworks
- Condition 20 – Roadworks
- Condition 21 – Landscaping
- Condition 25 – Electricity, Street Lighting, Telecommunications
- Condition 26 – Electricity, Street Lighting, Telecommunications
- Condition 27 – Electricity, Street Lighting, Telecommunications
- Condition 28 – Services and Structures
- Condition 31 – Services and Structures
- Condition 32 – Services and Structures
- Condition 33 – Easements
- Condition 35 – Easements
- Advice Note 6 – Water and Sewerage
- Property Note 9 – Drainage Reserve/Easements

After a review of the submitted representations including the final discussion held on 16 March 2021, the following conditions have been amended:

- Condition 7 (a b c and d) – Stormwater – Amended
- Condition 8 (c) – Stormwater - Amended
- Condition 11 – Existing Services – Deleted
- Condition 12 – Sewerage - Amended
- Condition 19 – Roadworks - Amended
- Condition 21 – Landscaping - Amended
- Condition 33 – Easements (a and b) - Deleted
- Condition 33 – Easements ( c ) – Amended

- Condition 33 – Easements ( e ) – Deleted
- Advice Note 6 – Water and Sewerage - Amended
- Property Note 9 – Drainage Reserve/Easements - Deleted

The following conditions have remained unchanged:

- Condition 9 – Stormwater
- Condition 10 – Existing Services
- Condition 14 – Sewerage
- Condition 15 – Sewerage
- Condition 20 – Roadworks
- Condition 25 – Electricity, Street Lighting, Telecommunications
- Condition 26 – Electricity, Street Lighting, Telecommunications
- Condition 27 – Electricity, Street Lighting, Telecommunications
- Condition 28 – Services and Structures
- Condition 31 – Services and Structures
- Condition 32 – Services and Structures
- Condition 33 – Easements (d)
- Condition 35 – Easements

The following advice note has been included in the conditions package to replace Condition 11 – Existing Services which was deleted.

- Advice Note 6 – Existing Services – New Advice

## **7. REASONS FOR DECISION**

The reasons for this decision are:

- The proposed reconfiguration provides lots that are appropriate for their intended use;
- The proposed reconfiguration provides appropriate access (including access for services);
- The proposed reconfiguration aligns with the approved commercial use over the subject site;
- The proposed reconfiguration ensures that the flood conveyance capacity of watercourses is protected and that the safety of people is ensured.

### **Attachments:**

- [↓1](#) Locality Plan
- [↓2](#) Proposal Plans
- [↓3](#) Referral Agency Response
- [↓4](#) Infrastructure Charges Notice

**Recommendation:**

**That the Development Application 521.2020.182.1 detailed below be decided as follows:**

**1. Location details**

Street address: 106 FE Walker Street, Kepnock  
 Real property description: Lot 900 on SP261837  
 Local government area: Bundaberg Regional Council

**2. Details of the proposed development**

Development Permit for Reconfiguring a Lot for Subdivision (1 lot into 2 lots)

**3. Decision**

Decision details: Approved in full with conditions. These conditions are set out in Schedule 1 and are clearly identified to indicate whether the assessment manager or a concurrence agency imposed them.

The following approvals are given:

	Planning Regulation 2017 reference	Development Permit	Preliminary Approval
Development assessable under the planning scheme, a temporary local planning instrument, a master plan or a preliminary approval which includes a variation approval		<input checked="" type="checkbox"/>	<input type="checkbox"/>

**4. Approved plans and specifications**

Copies of the following plans, specifications and/or drawings are enclosed.

Drawing/report title	Prepared by	Date	Reference no	Version /issue
<b>Aspect of development:</b> Reconfiguring a Lot				
Plan of Proposed subdivision	InsiteSJC	14/04/2021	GC20-240-P3	Sheet 1 of 2
Plan of Proposed subdivision	InsiteSJC	14/04/2021	GC20-240-P3	Sheet 2 of 2
Plan of Proposed subdivision	InsiteSJC	July 2020	GC20-240-P1	Sheet 3 of 3
Santalucia Boulevard Stage 1-2 Functional Road Layout	RMA	22/03/21	C-SK0001	F

**5. Conditions**

This approval is subject to the conditions in Schedule 1. These conditions are clearly identified to indicate whether the assessment manager or concurrence agency imposed them.

**6. Further development permits**

Please be advised that the following development permits are required to be obtained before the development can be carried out:

- All Operational Work

**7. Properly made submissions**

Not applicable — No part of the application required public notification however one 'not properly made' submission was received.

**8. Referral agencies for the application**

The referral agencies for this application are:

For an application involving	Name of referral agency	Advice agency or concurrence agency	Address
<p><b>State-controlled road</b> Schedule 10, Part 9, Division 4, Subdivision 2, Table 4, Item 1</p> <p><i>Development application for a material change of use, other than an excluded material change of use, that is assessable development under a local categorising instrument, if all or part of the premises—</i></p> <p>(a) are within 25m of a State transport corridor; or</p> <p>(b) are a future State transport corridor; or</p> <p>(c) are—</p> <p>(i) adjacent to a road that intersects with a State-controlled road; and</p> <p>(ii) within 100m of the intersection</p>	<p>Queensland Treasury</p>	<p>Concurrence Agency</p>	<p>State Assessment and Referral Agency (SARA)</p> <p>E: <a href="mailto:wbbregionalservices@dsmip.qld.gov.au">wbbregionalservices@dsmip.qld.gov.au</a></p> <p>P: PO Box 979 Bundaberg Qld 4670</p>

**9. Currency period for the approval**

This development approval will lapse at the end of the period set out in section 85 of *Planning Act 2016*.

## 10. Agreements under Section 49(4)(b) or 66(2)(b) or (c) of the Planning Act 2016

There are no agreements about these matters.

## 11. Conditions about infrastructure

The following conditions about infrastructure have been imposed under Chapter 4 of the *Planning Act 2016*:

Condition/s	Provision under which the condition was imposed
Conditions 17 - 18 - Internal Road Conditions 13 - 16 - Sewer	Section 145 – Non-trunk Infrastructure
N/A	Section 128 – Trunk Infrastructure

## 12. 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.

An applicant may also have a right to appeal to the Development tribunal. For more information, see Schedule 1 of the *Planning Act 2016*.

### Appeal by a submitter

A submitter for a development application may appeal to the Planning and Environment Court against:

- any part of the development application for the development approval that required impact assessment
- a variation request.

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



Schedule 2 is an extract from the *Planning Act 2016* that sets down the applicant's appeal rights and the appeal rights of a submitter.

## **SCHEDULE 1 CONDITIONS AND ADVICES IMPOSED BY THE ASSESSMENT MANAGER**

### **PART 1A – CONDITIONS IMPOSED BY THE ASSESSMENT MANAGER**

<b>NO</b>	<b>CONDITION</b>	<b>TIMING</b>
<b>GENERAL</b>		
1.	Comply with all conditions of this development approval prior to the submission of the survey plan for endorsement, unless otherwise stated within this notice.	As indicated
2.	Where there is any conflict between the conditions of this Development approval and details shown on the Approved plans, the conditions prevail.	At all times
3.	The full cost of all work and any other requirements associated with this development must be met by the developer, unless specified in a particular condition or Infrastructure agreement.	At all times
<b>CONSTRUCTION MANAGEMENT</b>		
4.	Unless otherwise approved in writing by the Assessment Manager, ensure no audible noise from building work is made: <ol style="list-style-type: none"> <li>a. on a business day or Saturday, before 6.30 am or after 6.30 pm</li> <li>b. on any other day, at any time.</li> </ol>	At all times during construction
5.	Contain all litter, building waste, and sediment on the building site by the use of a skip and any other reasonable means during construction to prevent release to neighbouring properties or public spaces.	At all times during construction
6.	Remove any spills of soil or other material from the road or gutter upon completion of each day's work, during construction.	At all times during construction
<b>STORMWATER</b>		
7.	Submit for approval by the Assessment Manager, the Staged design for Stormwater Management. The stormwater drainage system must: <ol style="list-style-type: none"> <li>a) connect to a lawful point of discharge;</li> <li>b) be undertaken in accordance with an Operational Works approval,</li> <li>c) be in accordance with the Queensland Urban Drainage Manual;</li> <li>d) incorporate the works described in the Stormwater Management Report by RMA Engineers dated 19 July</li> </ol>	Prior to the endorsement of the survey plan

	<p>2018, Project Number 13342 Revision 1, as amended by the guidance provided in the flooding assessment letter prepared by RMA Engineers dated 4 October 2018;</p> <ul style="list-style-type: none"> <li>e) be modified to accommodate the 2D XP SWMM modelling outcomes required under condition 8; and</li> <li>f) must include the registration of a new or modified Easement Z on SP291197 (the “New Easement”) to incorporate works and overland flow paths in that easement.</li> </ul> <p>Note: An Operational works development application will be required to be submitted to Assessment Manager for the stormwater works. As per the requirements of Code Assessable development, the application will be required to demonstrate compliance with the applicable assessment benchmarks.</p>	
<p>8.</p>	<p>Submit to and have approved by the Assessment Manager as part of the operational works application for the development, an amended 2D XP SWMM model that demonstrates to the Assessment Manager’s satisfaction that the development will achieve the outcomes of the Stormwater Management Report by RMA Engineers dated 19 July 2018, Project Number 13342 Revision 1, as amended by the guidance provided in the flooding assessment letter prepared by RMA Engineers dated 4 October 2018. The model must also incorporate:</p> <ul style="list-style-type: none"> <li>a. the requirements of section SC6.3.6 Stormwater of SC6.3 Planning Scheme Policy for Development Works;</li> <li>b. Filling below the Defined Flood Event for the extent required in accordance with the GHD Kepnock Central Shopping Centre Development Flood Impact Assessment Memo; and</li> <li>c. The approved plans associated with the Material change of use of premises approval over the proposed lots, including earthworks.</li> </ul>	<p>As indicated</p>
<p>9.</p>	<p>Undertake all stormwater works necessary for the Reconfiguration of a lot, as required by the outcomes of the approved stormwater design in condition 7 of this approval.</p> <p>Note: An Operational works development application will be required to be submitted to Assessment Manager for the stormwater works. As per the requirements of Code Assessable development, the application will be required to demonstrate compliance with the applicable assessment benchmarks.</p>	<p>Prior to the endorsement of the survey plan</p>

10.	<p>The drainage system for the development must incorporate Stormwater Quality Improvements in accordance with the State Planning Policy July 2014, the Bundaberg Regional Council Stormwater Management Strategies and generally as set out in the Stormwater Management Report by RMA Engineers dated 19 July 2018, Project Number 13342 Revision 1.</p> <p>A Site Based Stormwater Management Plan and Erosion and Sediment Control Management Plan, inclusive of long-term maintenance measures, must be submitted as part of an application for Operational Works.</p>	Prior to the endorsement of the survey plan
11.	<p>Submit a discharge agreement noting Lot 11 SP283995 accepts ongoing stormwater discharge from proposed lot 900.</p>	Prior to the endorsement of the survey plan
<b>WATER</b>		
12.	<p>Provide a reticulated water supply service to each lot by supplying all necessary materials, including structures and equipment, and performing all necessary works.</p>	Prior to the endorsement of the survey plan
<b>SEWERAGE</b>		
13.	<p>Provide a reticulated sewerage service to each proposed lot by supplying all necessary materials, including structures and equipment, and performing all necessary works. The sewerage specifics must be determined as part of an application for Operational Work.</p>	Prior to the endorsement of the survey plan
14.	<p>All live sewer work, including main replacement and points of connection, must be undertaken by Council.</p>	At all times
15.	<p>All sewerage infrastructure must be clear of all proposed and existing buildings. Detailed design of the new sewerage infrastructure and its alignment must be determined prior to the commencement of the detailed stormwater design and any subsequent works must form part of an application for operational work.</p>	As indicated
16.	<p>Except where perpendicular to or intersecting with a property boundary, a sewer main must not be situated closer than 1.5 metres to a property boundary, unless otherwise approved by the assessment manager.</p>	At all times
<b>ROADWORKS</b>		
17.	<p>Dedicate all new roads as 'road reserve'.</p>	When the survey plan is endorsed
18.	<p>The road must be constructed and dedicated in accordance with <i>RMA's Conceptual Layout – Ultimate, drawing number C-SK0002, revision B, dated 22 March 2021</i>, with a minimum</p>	Prior to the endorsement

	<p>reserve width of 20 metres, augmented as necessary to fit other design requirements of Santalucia Bld including bus stops, intersection treatments and roundabout/s. Such new road reserve must also align with and be contiguous to the existing eastern portion of Santalucia Boulevard.</p> <p>Dedicate additional new road for the Santalucia Boulevard extension to ensure the approved pedestrian path and crossings along the extension are contained inside the new road corridor clear of all telecommunication and electricity services.</p> <p>Exact extents of the road corridor are to be finalised through detailed design of the road as per condition 19 of this approval.</p>	of the survey plan
19.	<p>Prepare and submit for approval to the Assessment Manager detail design of Santalucia Boulevard. The design is to:</p> <ol style="list-style-type: none"> <li>Be generally in accordance with <i>RMA's Drawing number C-SK0001, revision F, dated 22 March 2021</i>;</li> <li>be sealed with asphalt;</li> <li>provide concrete kerb and channelling on each side of all roadways to the relevant standard;</li> <li>pavement designed in accordance with Austroads Pavement Design for Light traffic: A supplement to Austroads Pavement Design Guide (AP-T36/06). The pavement specifics shall be determined at the operational works stage;</li> <li>connect smoothly to and align with the existing section of Santalucia Boulevard;</li> <li>feature a minimum 2 metre wide pathway on the northern side of the road corridor; and</li> <li>take into consideration conditions of approval for any proposed staged construction as required under the overarching and current Material Change of Use approval for the site.</li> </ol> <p>All roadworks must be carried out in accordance with an Operational works approval. Submission of detailed design of Santalucia Boulevard may form part of the operational works application.</p> <p><b>Note:</b> <i>Where there is any conflict between a condition of this approval, the Approved plans, and the Planning scheme provisions, the condition prevails, and the Approved plans prevail over the Planning scheme provisions.</i></p>	As indicated
20.	<p>Intersection designs and speed restriction devices must be in accordance with Main Roads Road Planning and Design Manual and, where applicable, Austroads <i>Guide to Road Design Part 4A: Unsignalised and Signalised Intersections</i>.</p>	Prior to the endorsement of the survey plan

<b>LANDSCAPING</b>		
21.	<p>A landscape plan must be submitted to and approved by the Assessment Manager. The plan must form part of the operational work application associated with this approval.</p> <p>The plan must have regard to the conditions of this approval and include, but not be limited to, the following features:</p> <ol style="list-style-type: none"> <li>a. The area or areas set aside for landscaping;</li> <li>b. Location and name of existing trees;</li> <li>c. A plan and schedule of all proposed trees, shrubs and ground covers which identifies: <ol style="list-style-type: none"> <li>I. The location and sizes at planting and at maturity of all plants;</li> <li>II. The utilisation of native species which are tolerant of local environmental factors (the Plant Species List contained within Council's Landscaping Planning Scheme Policy is a guide to species selection; the botanical and common names of plants must be provided.). No exotic plants are to be specified;</li> </ol> </li> <li>d. The location of all areas to be covered by turf or other surface material including pavement and surface treatment details;</li> <li>e. Measures to ensure that the planted trees will be retained and managed to allow growth of the trees to mature size;</li> <li>f. Specification of the root containment method to be used for trees adjoining footpaths or kerbing;</li> <li>g. Details of any landscaping structures;</li> <li>h. Details of cutting and filling and all retaining structures and fences and associated finishes;</li> <li>i. Contours or spot levels;</li> <li>j. Fence size and materials;</li> <li>k. Inclusion of a controlled underground or drip irrigation system. Any such system is to be fitted with an approved backflow water prevention device;</li> <li>l. Location of any drainage, sewerage and other underground services and any overhead power lines;</li> <li>m. The utilisation of tree and groundcover species in the entry median that are able to maintain their own compact habit;</li> </ol>	As indicated.
<b>VEGETATION CLEARING</b>		
22.	Restrict vegetation removal to the trees identified on the Approved Plans.	At all times
23.	Inspect the tree prior to clearing for the presence of nesting birds, koalas and other fauna, including habitat hollows. No clearing of trees which may disturb nesting birds is permitted	At all times

	until the birds have fledged and left the nest. Removal of trees with koalas and other fauna must be carried out under the supervision of a Department of Environment and Heritage Protection registered fauna management spotter-catcher who will be responsible for dealing with native fauna present as required under the Queensland Nature Conservation Act 1992.	
24.	Chip, mulch or dispose of cleared vegetation at a Council approved green waste disposal facility or salvage timber for reuse. No burning of cleared material is permitted unless otherwise approved in writing by the Assessment Manager.	At all times
<b>ELECTRICITY, STREET LIGHTING, TELECOMMUNICATIONS</b>		
25.	Enter into an agreement with the Telecommunications Authority or Cable Serve provider (whichever is applicable) to ensure that telecommunications/cable services will be available to each lot. Provide evidence of such an agreement to the Assessment Manager prior to the endorsement of the survey plan.	As indicated
26.	Provide for electrical reticulation in accordance with the Planning scheme policy for development works. <b>Note:</b> <i>Submission of the detail design must form part of an Operational works application.</i>	Prior to the endorsement of the survey plan
27.	Provide lighting to public areas, new roads, pathways and intersections by provision of underground conduits and cables, poles and street lights. The design and provision of street lighting must be in accordance with Australian Standard 1158:2005. The applicable lighting category is V4 for all roadways. <b>Note:</b> <i>Submission of the detail design must form part of an Operational works application.</i>	Prior to the endorsement of the survey plan
28.	Locate any padmount transformers within Santalucia Boulevard road reserve fronting the development, unless otherwise agreed in writing by the Assessment Manager.	Prior to the endorsement of the survey plan
29.	Telecommunication conduits (ducts) and pits, including trenching and design, must be provided to service the development in accordance with 'Fibre-Ready' standards or the NBN Co Installing Pit and Conduit Infrastructure – Guidelines for Developers to the satisfaction of the Assessment Manager.	Prior to the endorsement of the survey plan
<b>GROUNDWATER BORE</b>		
30.	The groundwater bore within the subject land must be either decommissioned by a licensed water bore driller or be re-commissioned to the satisfaction of the Department of Natural Resources and Mines.	Prior to the endorsement of the survey plan

<b>SERVICES AND STRUCTURES</b>		
31.	Supply and install all service conduits and meet the cost of any alterations to public utility mains, existing mains, services, installations required in connection with the development in accordance with the applicable Planning scheme codes, Planning scheme policy for development works, or requirements of the individual service provider.	Prior to the endorsement of the survey plan
32.	Ensure all existing and proposed utility services and connections (eg electricity, telecommunications, water, and sewerage) are wholly located within each lot that they serve or within a suitable easement to the satisfaction of the Assessment Manager.	Prior to the endorsement of the survey plan
33.	Submit to the Assessment Manager a certificate produced by an appropriately qualified Surveyor, which certifies that: <ul style="list-style-type: none"> <li>a. the boundary clearances for any existing buildings remaining on the site comply with the relevant provisions of the planning scheme and the <i>Building Act 1975</i>, unless otherwise agreed in writing by the Assessment Manager</li> <li>b. all constructed access and roadworks (including associated fill batters and retaining walls) are fully contained within a dedicated reserve or registered easement</li> <li>c. all existing and propose utility services and connections (e.g. electricity, telecommunications, water, sewerage) are wholly located within the site or registered easement</li> <li>d. all retaining walls and structures are wholly contained within the site</li> <li>e. any fill, including fill batters, are wholly contained within the site.</li> </ul>	Prior to the endorsement of the survey plan
<b>EASEMENTS</b>		
34.	Lodge to the State (Titles office) for registration the following easement(s): <ul style="list-style-type: none"> <li>a. a stormwater drainage easement having a minimum width of 3 metres to the benefit of Council that includes any stormwater main or drainage path, existing or proposed, traversing proposed Lot 900 and Lot 901, located within the easement and a minimum of one (1) metre from the easement boundary.</li> <li>b. a sewerage easement having a minimum width of 3m to the benefit of Council that includes any sewerage main proposed traversing proposed Lot 900 and Lot 901, located within the easement and a minimum of one (1) metre from the easement boundary</li> </ul>	When the survey plan is endorsed

35.	Submit all draft easement documentation to the Assessment Manager with the lodgement of the survey plans for endorsement.	When the survey plan is endorsed
36.	All works must be clear of any existing or proposed easements on the subject land, unless agreed in writing by the Grantee.	At all times
<b>PART 1B – ADVICE NOTES</b>		
NO.	ADVICE	TIMING
<b>INFRASTRUCTURE CHARGES</b>		
1.	Infrastructure charges notice (331.2020.1237.1) applicable to the development is attached to this Development approval.	At all times
2.	An executed Infrastructure agreement applies to this development. The requirements of the Development approval should be read in conjunction with the provisions of the Infrastructure agreement.	At all times
<b>RATES AND CHARGES</b>		
3.	In accordance with the <i>Planning Act 2016</i> , all rates, charges, or any expenses being a charge over the subject land under any Act must be paid prior to the Plan of Subdivision being endorsed by the Assessment Manager.	Prior to the endorsement of the survey plan
<b>ENVIRONMENTAL HARM</b>		
4.	<p>The <i>Environmental Protection Act 1994</i> states that a person must not carry out any activity that causes, or is likely to cause, environmental harm unless the person takes all reasonable and practicable measures to prevent or minimise the harm. Environmental harm includes environmental nuisance.</p> <p>In this regard persons and entities, involved in the civil, earthworks, construction, and operational phases of this development, are to adhere to their ‘general environmental duty’ to minimise the risk of causing environmental harm. Environmental harm is defined by the Act as any adverse effect, or potential adverse effect whether temporary or permanent and of whatever magnitude, duration or frequency on an environmental value and includes environmental nuisance. Therefore, no person should cause any interference with the environment or amenity of the area by reason of the emission of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, wastewater, waste products, grit, sediment, oil, or otherwise, or cause hazards likely in the opinion of the administering authority to cause undue disturbance or annoyance to persons or affect property no connected with the use.</p>	At all times

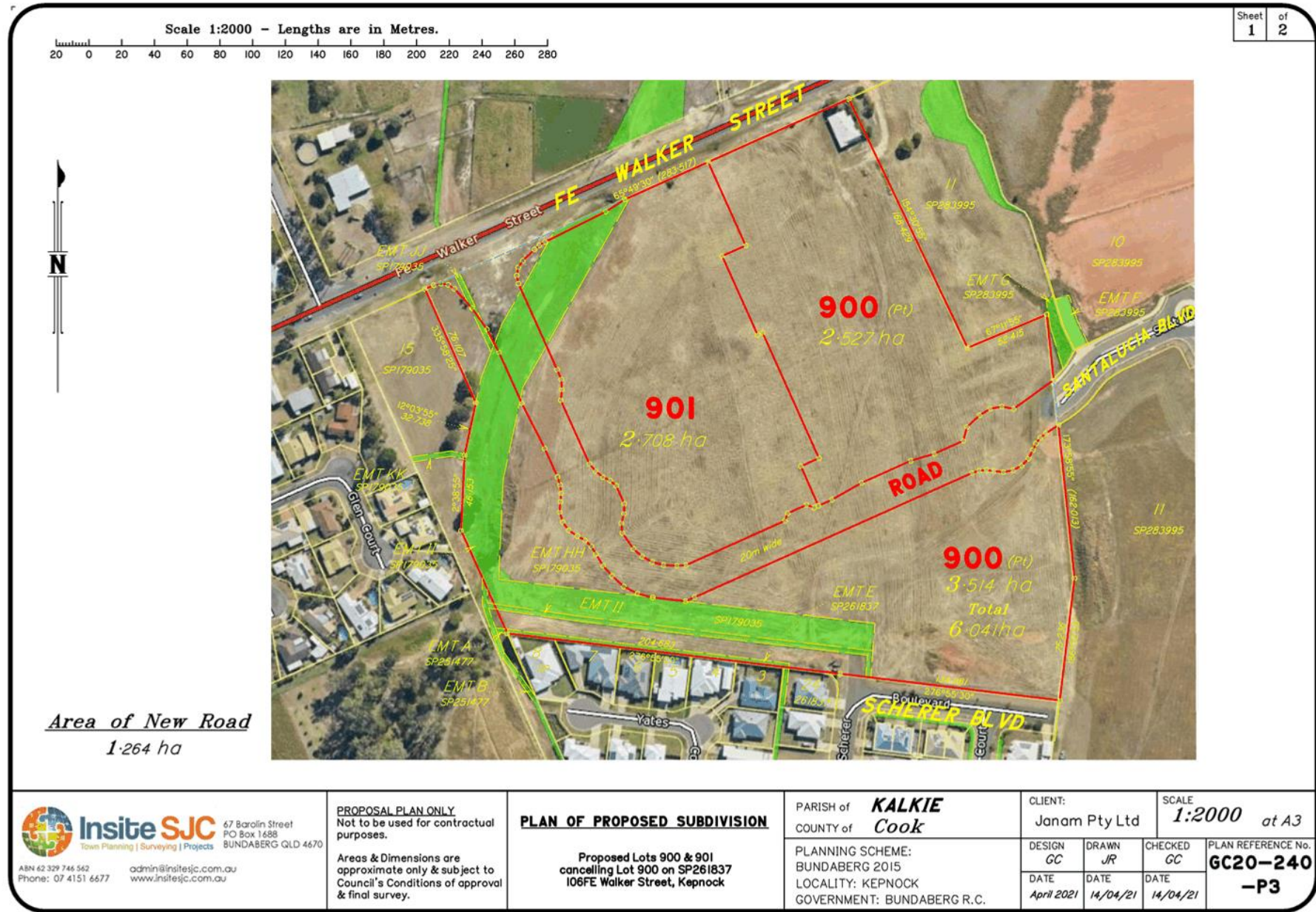


<b>ABORIGINAL CULTURAL HERITAGE</b>		
5.	All development should proceed in accordance with the Duty of care guidelines under the <i>Aboriginal Cultural Heritage Act 2003</i> . Penalties may apply where duty of care under that act has been breached.	At all times
<b>EXISTING SERVICES AND STRUCTURES</b>		
6.	Demolition or removal of the existing dwelling and associated outbuildings on existing lot 900 on SP261837 may be required dependant on the scale of stormwater infrastructure required for the reconfiguration of the lots and associated roadworks requirements of the development approval.	At all times
<b>WATER AND SEWERAGE</b>		
7.	<p>In order for agreed Council work to be performed on existing live water and sewer infrastructure:</p> <ol style="list-style-type: none"> <li>ensure a detailed design proposal is submitted to the Assessment Manager, marked 'For construction'</li> <li>complete and return the 'Application for water and sewer' forms (Notice to service provider) available from the Assessment Manager</li> <li>pay the applicable lodgment fee</li> <li>if necessary, a quote will be prepared by Council's Water Service section once the detailed design proposal is approved</li> <li>follow instructions provided with the quotation and pay the quoted fee</li> </ol> <p><b>Note:</b> <i>The 'Application for Water &amp; Sewer' forms can cater for both water and sewer connection requirements in the one application. The applicable lodgment fee will be adjusted at the time of lodgment according to the features requested.</i></p>	At all times
8.	<p>Connection to water or sewer infrastructure is subject to further approvals. For further information about these requirements, please contact Council's Water Services section on 1300 883 699.</p> <p>No plumbing and drainage works are to commence prior to the issuing of the Plumbing and Drainage Approval by the Council.</p>	Prior to commencement of the use
9.	<p>Arrangements for the removal of the existing residential water service on proposed lot 900 are to be made with Council's Water Services Planning and Delivery Section. All works are to be undertaken by Council at the developer's expense.</p>	Prior to commencement of the use

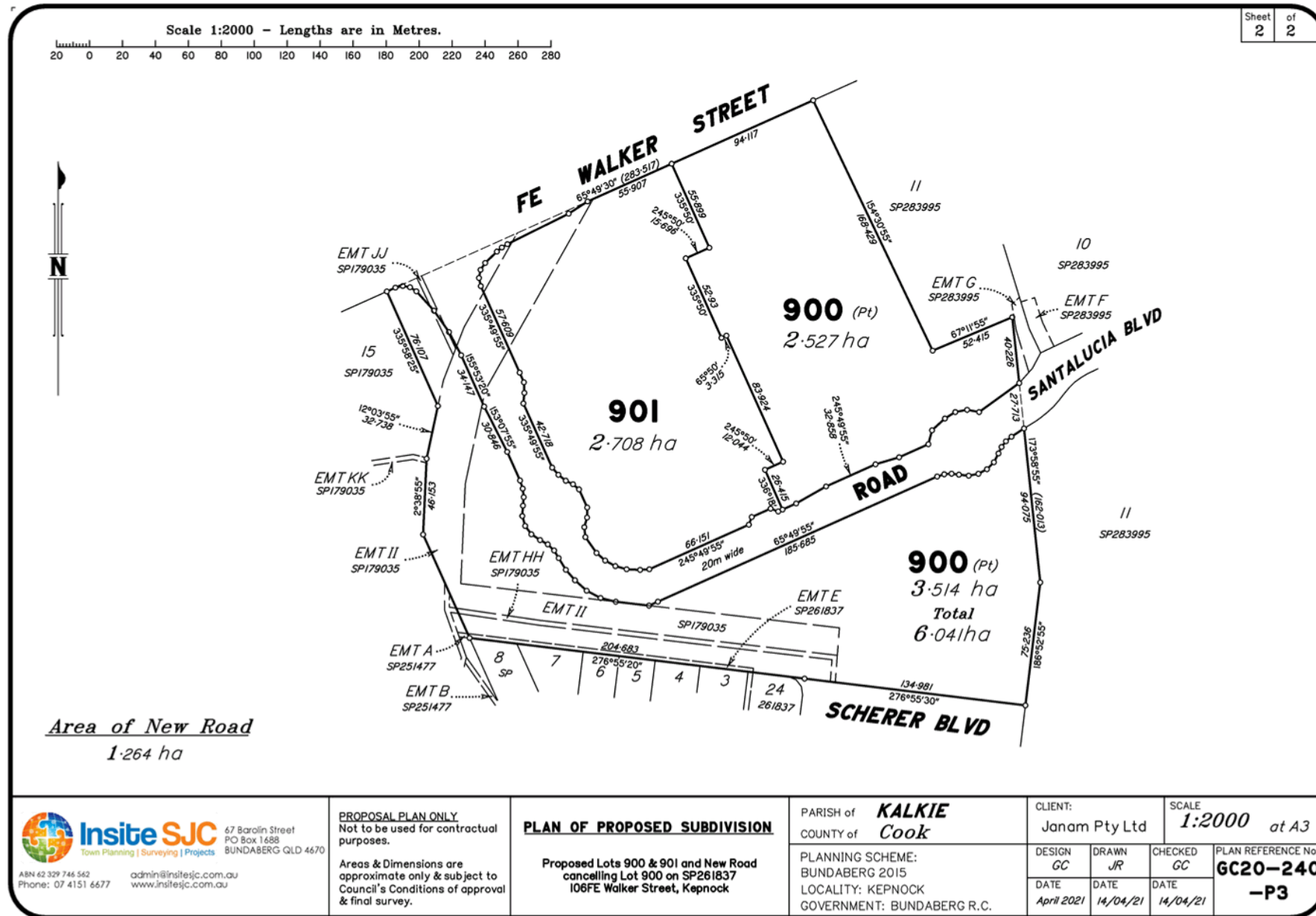
**PART 2—CONCURRENCE AGENCY CONDITIONS**

Department of State Development, Tourism and Innovation, by letter dated 1 February 2021 (copy letter attached for information).





Sheet 1 of 2



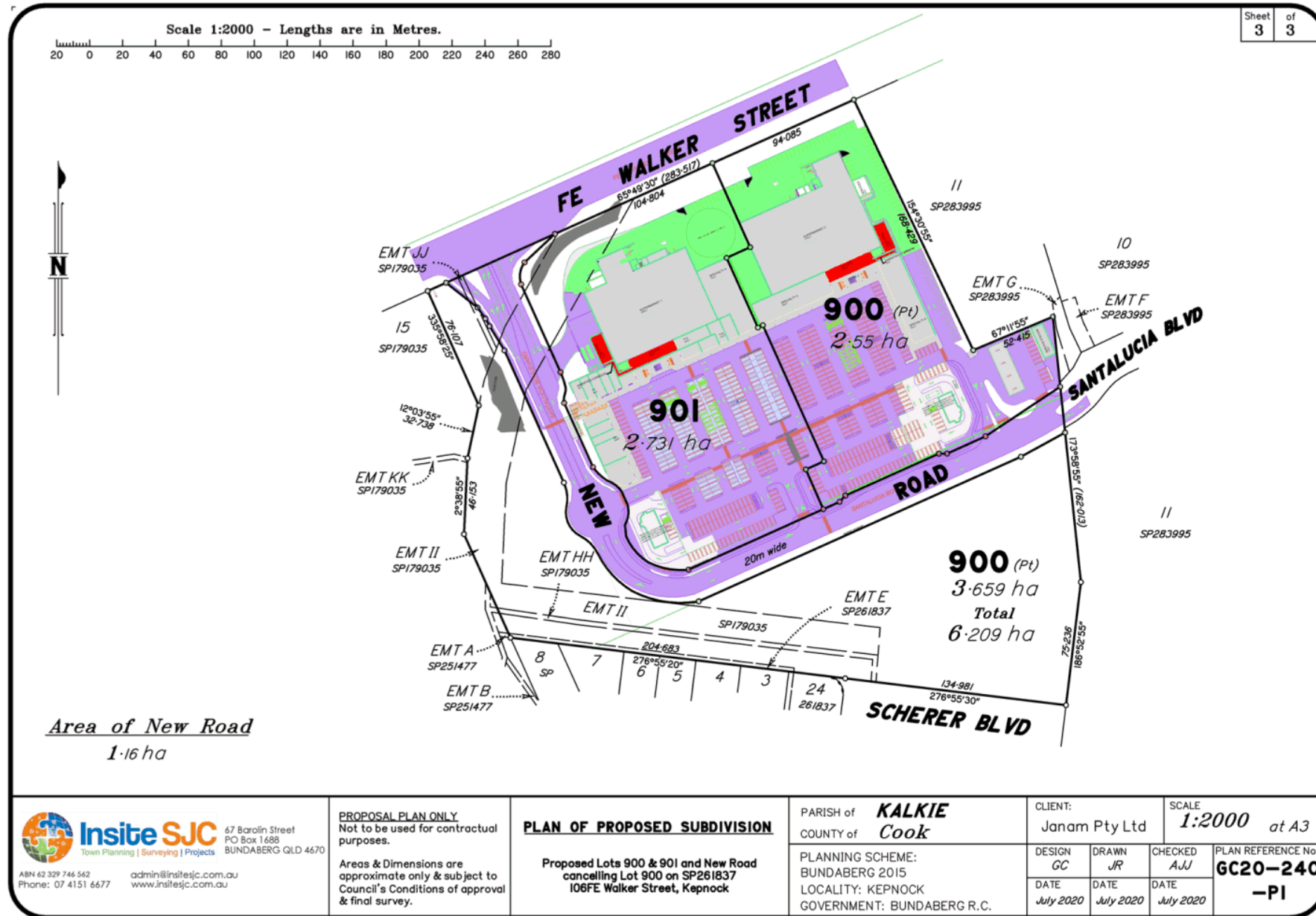
**Insite SJC**  
Town Planning | Surveying | Projects  
67 Barolin Street  
PO Box 1688  
BUNDABERG QLD 4670  
ABN 62 329 746 562  
Phone: 07 4151 6677  
admin@insitesjc.com.au  
www.insitesjc.com.au

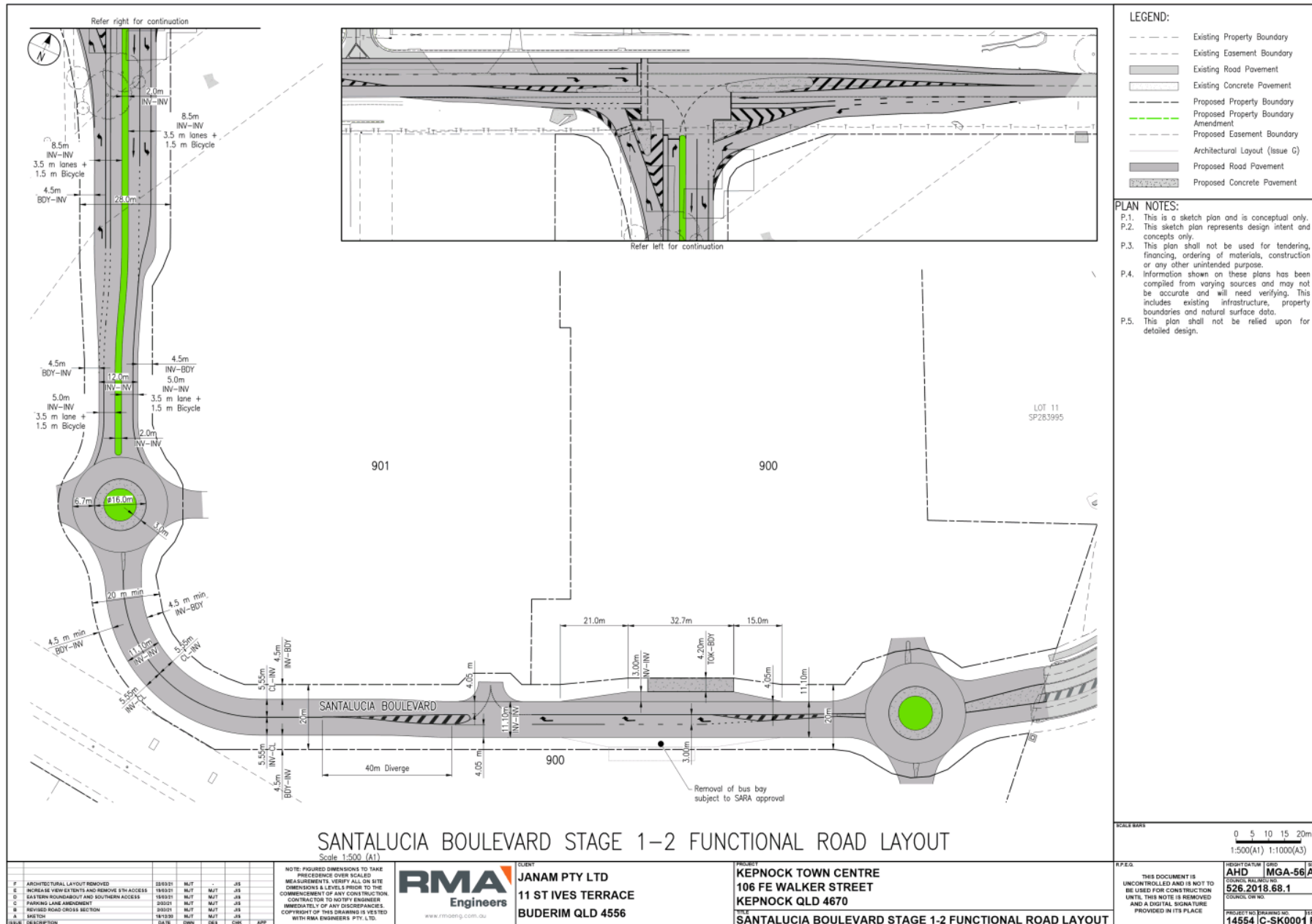
**PROPOSAL PLAN ONLY**  
Not to be used for contractual purposes.  
Areas & Dimensions are approximate only & subject to Council's Conditions of approval & final survey.

**PLAN OF PROPOSED SUBDIVISION**  
Proposed Lots 900 & 901 and New Road  
cancelling Lot 900 on SP261837  
106FE Walker Street, Kepnock

PARISH of **KALKIE**  
COUNTY of **Cook**  
PLANNING SCHEME:  
BUNDABERG 2015  
LOCALITY: KEPNOCK  
GOVERNMENT: BUNDABERG R.C.

CLIENT: Janam Pty Ltd			SCALE 1:2000 at A3
DESIGN GC	DRAWN JR	CHECKED GC	PLAN REFERENCE No. <b>GC20-240</b>
DATE April 2021	DATE 14/04/21	DATE 14/04/21	<b>-P3</b>





RA29-N



Our reference: 2011-19908 SRA  
 Your reference: 521.2020.182.1  
 Applicant reference: GC20-240-T04

1 February 2021

The Chief Executive Officer  
 Bundaberg Regional Council  
 PO Box 3130  
 BUNDABERG QLD 4670  
[development@bundaberg.qld.gov.au](mailto:development@bundaberg.qld.gov.au)

**Attention: Mr Grant Barringer**

Dear Mr Barringer

**Changed referral agency response—with conditions**  
 (Given under Section 28 of the Development Assessment Rules)

On 18 January 2021 the State Assessment and Referral Agency (SARA) received representations from the applicant requesting the SARA change its referral agency response. The SARA has considered the representations and now provides this changed referral agency response which replaces the response dated 23 December 2020.

**Applicant details**

Applicant name:	Janam Pty Ltd
Applicant contact details:	C/- Insite SJC PO Box 1688 Bundaberg QLD 4670 <a href="mailto:evonne@insitesjc.com.au">evonne@insitesjc.com.au</a>

**Location details**

Street address:	106 FE Walker Street, KEPNOCK
Real property description:	Lot 900 on SP261837
Local government area:	Bundaberg Regional Council

**Application details**

Development Permit	Development Permit for Reconfiguring a Lot – Subdivision (1 Lot into 2 Lots)
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Wide Bay Burnett regional office  
 Level 1, 7 Takalvan Street, Bundaberg  
 PO Box 979, Bundaberg QLD 4670



2011-19908 SRA

**Referral triggers**

The development application was referred to the department under the following provisions of the Planning Regulation 2017:

- 10.9.4.2.1.1 State transport corridors and future State transport corridors

**State-controlled road access permit**

This referral to SARA included an application for a road access location under Section 62A(2) of the *Transport Infrastructure Act 1994*. Below are the detailed of this decision:

- Approved – with conditions
- TMR20-031587
- Date: 28 January 2021 (replaces previous Permitted Road Access Location approval issued on 18 December 2020)

**Conditions**

Under Section 56(1)(b)(i) of *Planning Act 2016*, the conditions set out in Attachment 1 must be attached to any development approval.

**Advice to the applicant**

Advice to the applicant is in Attachment 2.

**Reasons for decision to impose conditions**

The SARA must provide reasons for the decision to impose conditions. These reasons are set out in Attachment 3.

**Approved plans and specifications**

The SARA requires that the plans and specifications set out below and enclosed must be attached to any development approval. The approved plan is in Attachment 4.

Drawing/report title	Prepared by	Date	Reference no.	Version/issue
<b>Aspect of development: Reconfiguring a Lot – Subdivision (1 Lot into 2 Lots)</b>				
<i>Plan of Proposed Subdivision</i> (as amended in red by SARA on 1 February 2021)	Insite SJC	25 November 2020	GC20-240-P2	-

A copy of this response has been sent to the applicant for their information.

For further information please contact Peter Mulcahy, Principal Planning Officer, on (07) 4331 5603 or via email [WBBSARA@dsgmip.qld.gov.au](mailto:WBBSARA@dsgmip.qld.gov.au) who will be pleased to assist.

Yours sincerely



Luke Lankowski  
**Manager, Planning – Wide Bay Burnett**

cc Janam Pty Ltd  
C/- Insite SJC  
[evonne@insitesjc.com.au](mailto:evonne@insitesjc.com.au)

State Assessment and Referral Agency (SARA)

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2011-19908 SRA

enc    Attachment 1 – Referral agency conditions  
       Attachment 2 – Advice to the applicant  
       Attachment 3 – Reasons for referral agency response  
       Attachment 4 – Approved plans and specifications

2011-19908 SRA

**Attachment 1—Conditions to be imposed**

(Under Section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application) (Copies of the plans and specifications referenced below are found at **Attachment 4**)

No.	Conditions	Condition timing
<b>Development Permit for Reconfiguring a Lot – Subdivision (1 Lot into 2 Lots)</b>		
Schedule 10, Part 9, Division 4, Subdivision 2, Table 1, Item 1 of the Planning Regulation 2017— The Chief Executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Transport and Main Roads to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following condition(s):		
1.	The development must be carried out generally in accordance with the following plan:  - <i>Plan of Proposed Subdivision</i> prepared by Insite SJC, dated 25 November 2020, Reference GC20-240-P2 (as amended in red by SARA on 1 February 2021)	Prior to submitting the Plan of Survey to the local government for approval.
2.	Direct access is prohibited between the state-controlled road and proposed Lots 900 and 901 at any other location that the access location identified within Condition No. 1.	At all times.

2011-19908 SRA

**Attachment 2—Advice to the applicant**

General Advice
Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> its regulation or the State Development Assessment Provisions (SDAP) v2.6. If a word remains undefined it has its ordinary meaning.
Existing development approvals
The subject has existing development approvals in place. It is recommended that the conditions of any existing approvals be reviewed to ensure that there are no inconsistencies. Where inconsistencies are identified it is recommended that change applications (either 'minor change' or 'other change') are lodged with relevant entities to ensure future development can comply with conditions of development approval.
Further development permits required
The Permitted Road Access Location approval under Section 62 of the <i>Transport Infrastructure Act 1994</i> accompanying this SARA Referral Agency Response is for access associated with uses on the lots only. To access the subject site for earthworks and construction purposes a separate application for access will be required. Please contact the Department of Transport and Main Roads (DTMR) for further information regarding separate approvals which are required under the <i>Transport Infrastructure Act 1994</i> .

2011-19908 SRA

**Attachment 3—Reasons for decision to impose conditions**

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**The reasons for the SARA decision are:**

The proposed development complies with the assessment benchmarks within State Code 1: Development in a state-controlled road environment of the State Development Assessment Provisions, as the proposed development is:

- not considered to create a safety hazard for users of a state-controlled road
- not considered to result in safety and efficiency impacts on the state-controlled road network
- not considered to result in stormwater impacts on the state-controlled road

**Material used in the assessment of the application:**

- The development application material (including representations received by SARA on 18 January 2021)
- *Planning Act 2016*.
- Planning Regulation 2017.
- The *State Development Assessment Provisions* (Version 2.6).
- The Development Assessment Rules (DA Rules).
- SARA DA Mapping system.
- *Human Right Act 2019*.

2011-19908 SRA

**Attachment 4—Approved plans and specifications**

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## Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules<sup>1</sup> regarding **representations about a referral agency response**

### Part 6: Changes to the application and referral agency responses

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#### 28 Concurrence agency changes its response or gives a late response

- 28.1. Despite part 2, a concurrence agency may, after its referral agency assessment period and any further period agreed ends, change its referral agency response or give a late referral agency response before the application is decided, subject to section 28.2 and 28.3.
- 28.2. A concurrence agency may change its referral agency response at any time before the application is decided if—
- (a) the change is in response to a change which the assessment manager is satisfied is a change under section 26.1; or
  - (b) the Minister has given the concurrence agency a direction under section 99 of the Act; or
  - (c) the applicant has given written agreement to the change to the referral agency response.<sup>2</sup>
- 28.3. A concurrence agency may give a late referral agency response before the application is decided, if the applicant has given written agreement to the late referral agency response.
- 28.4. If a concurrence agency proposes to change its referral agency response under section 28.2(a), the concurrence agency must—
- (a) give notice of its intention to change its referral agency response to the assessment manager and a copy to the applicant within 5 days of receiving notice of the change under section 25.1; and
  - (b) the concurrence agency has 10 days from the day of giving notice under paragraph (a), or a further period agreed between the applicant and the concurrence agency, to give an amended referral agency response to the assessment manager and a copy to the applicant.

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<sup>1</sup> Pursuant to Section 68 of the *Planning Act 2016*

<sup>2</sup> In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

## **Part 7: Miscellaneous**

### **30 Representations about a referral agency response**

30.1. An applicant may make representations to a concurrence agency at any time before the application is decided, about changing a matter in the referral agency response.<sup>3</sup>

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<sup>3</sup> An applicant may elect, under section 32, to stop the assessment manager's decision period in which to take this action. If a concurrence agency wishes to amend their response in relation to representations made under this section, they must do so in accordance with section 28.



Our ref TMR20-031587  
 Your ref GC20-240-T04  
 Enquiries Andrea McPherson



Department of  
**Transport and Main Roads**

28 January 2021

## Decision Notice – Permitted Road Access Location (Amended) (s62(1) *Transport Infrastructure Act 1994*)

This is not an authorisation to commence work on a state-controlled road<sup>1</sup>

Development application reference number 521.2020.182.1, lodged with Bundaberg Regional Council involves constructing or changing a vehicular access between Lot 900SP261837, the land the subject of the application, and Bundaberg – Port Road (a state-controlled road). (locally known as FE Walker Street).

This decision replaces the earlier decision about access made for the development dated 18 December 2020 which was included with the State Assessment and Referral Agency's (SARA) referral agency response dated 23 December 2020. That decision is to be disregarded.

This is issued in response to representations made by the applicant (represented by InsiteSJC) dated 18 January 2021 seeking change to the timing for dedication of the new road reserve to occur. The department advised SARA of no objection to the representation, and consequently also agrees to change timing of condition 5 of the decision about access under section 62 of the *Transport Infrastructure Act 1994* (TIA).

In accordance with section 62A(2) of the TIA, this development application is also taken to be an application for a decision under section 62(1) of TIA.

### Applicant Details

Name and address Janam Pty Ltd C/- Insite SJC  
 PO Box 1688  
 BUNDABERG QLD 4670

### Application Details

Address of Property 106 FE Walker Street, KEPNOCK QLD 4670  
 Real Property Description 900SP261837  
 Aspect/s of Development Reconfiguring a Lot – Subdivision (1 lot into 2 lots) plus new road.  
 -

### Decision (given under section 67 of TIA)

It has been decided to approve the application, subject to the following conditions:

No.	Conditions of Approval	Condition Timing
1	The permitted road access location for for proposed Lot 900 and Lot 901 are to be in accordance with:	At all times.

<sup>1</sup> Please refer to the further approvals required under the heading 'Further approvals'

Program Delivery and Operations  
 Southern Queensland Region  
 23 Quay Street Bundaberg QLD 4670  
 Locked Bag 486 Bundaberg DC QLD 4670

Telephone +61 7 (07) 4154 0208  
 Website [www.tmr.qld.gov.au](http://www.tmr.qld.gov.au)  
 Email [WBB.IDAS@tmr.qld.gov.au](mailto:WBB.IDAS@tmr.qld.gov.au)  
 ABN: 39 407 690 291

No.	Conditions of Approval	Condition Timing
	<ul style="list-style-type: none"> <li>• Plan of Proposed Subdivision prepared by Insite SJC dated July 2020 reference GC20-240-P2 amended in red by the Department of Transport and Main Roads on the 17 December 2020.</li> </ul>	
2	<p>(a) The use of the easternmost permitted road access location identified in Condition 1 is restricted to activities associated with the existing dwelling house.</p> <p>(b) The easternmost access must be closed, and all road access works removed.</p>	<p>(a) At all times until use of the existing dwelling ceases or Lot 900 is developed any further, whichever occurs first.</p> <p>(b) When use of the existing dwelling ceases or Lot 900 is developed any further, whichever occurs first.</p>
3	<p>Use of the westernmost permitted road access (new road) for any purpose must not occur until a formed intersection between FE Walker Street and the new road has been constructed, after which use of the access may commence.</p> <p><i>Note: Access to lots 900 and 901 for general or maintenance purposes as well as for any operational works on the site must be via Santalucia Boulevard until requirements of condition 3 are met.</i></p>	<p>At all times until a formed intersection between Fe Walker Street and the new road has been constructed, after which use of the access may commence.</p>
4	<p>Direct access is prohibited between the state-controlled road and Lots 900 and 901 at any other location other than the permitted access location described in Condition 1.</p>	<p>At all times.</p>
5	<p>(a) A road dedication for the new road is to be provided in accordance with the location and extent identified on Plan of Proposed Subdivision prepared by Insite SJC dated July 2020 reference GC20-240-P2 amended in red by the Department of Transport and Main Roads on the 17 December 2020.</p> <p>(b) The road dedication is to be provided at no cost to the department.</p>	<p>At the time of registration of the plan of survey.</p>

No.	Advice
1	<p>The subject site already has other development approvals in place. It is recommended that the conditions of any existing approvals be reviewed to ensure that there are no inconsistencies. Where inconsistencies are identified it is recommended that change applications are lodged with relevant entities to ensure future development can comply with conditions of approval.</p>

No.	Advice
2	<p>This Decision Notice relates to access for lots identified on Plan of Proposed Subdivision prepared by Insite SJC dated July 2020 reference GC20-240-P2 amended in red by the Department of Transport and Main Roads on the 17 December 2020.</p> <p>If haulage is proposed in association with any Operational works for the site a further application for a permitted road access location must be submitted.</p>

#### Reasons for the decision

The reasons for this decision are as follows:

- a) The management of access between a state-controlled road, Bundaberg–Port Road and adjacent land is managed by the Department of Transport and Main Roads under the TIA.
- b) To ensure no access locations, other than those approved for the development, are used.
- c) To ensure the local road network proposed to cater to the additional lots, and future development on Lots 900 and 901 are provided. This network is critical to minimizing impact on one access location to the Bundaberg Port Road.
- d) Use of access at the new road is not acceptable until such time as a new intersection is formed and constructed. The existing formed part of Santalucia Boulevard provides suitable access for maintenance or other purposes until then.
- e) To ensure there is no haulage of excavated materials to or from the site, as no haulage information has been provided for the development.
- f) To ensure existing road safety and efficiency is maintained.
- g) To ensure future development on Lots 900 and 901 do not gain direct access to the Bundaberg-Port Road via any other means other than a formed intersection at New Road/Bundaberg-Port Road.
- h) Amendment to timing of condition 5 in response to representations made to the State Assessment and Referral Agency dated 18 January 2021.

Please refer to **Attachment A** for the findings on material questions of fact and the evidence or other material on which those findings were based.

#### Information about the Decision required to be given under section 67(2) of TIA

1. There is no guarantee of the continuation of road access arrangements, as this depends on future traffic safety and efficiency circumstances.
2. In accordance with section 70 of the TIA, the applicant for the planning application is bound by this decision. A copy of section 70 is attached as **Attachment B**, as required, for information.

#### Further information about the decision

1. In accordance with section 67(7) of TIA, this decision notice:
  - a) starts to have effect when the development approval has effect; and
  - b) stops having effect if the development approval lapses or is cancelled; and

- c) replaces any earlier decision made under section 62(1) in relation to the land.
2. In accordance with section 485 of the TIA and section 31 of the *Transport Planning and Coordination Act 1994* (TPCA), a person whose interests are affected by this decision may apply for a review of this decision only within 28 days after notice of the decision was given under the TIA. A copy of the review provisions under TIA and TPCA are attached in **Attachment C** for information.
  3. In accordance with section 485B of the TIA and section 35 of TPCA a person may appeal against a reviewed decision. The person must have applied to have the decision reviewed before an appeal about the decision can be lodged in the Planning and Environment Court. A copy of the Appeal Provisions under TIA and TPCA is attached in **Attachment C** for information.

#### **Further approvals**

The Department of Transport and Main Roads also provides the following information in relation to this approval:

1. Road Access Works Approval Required – Written approval is required from the department to carry out road works that are road access works (including driveways) on a state-controlled road in accordance with section 33 of the TIA. This approval must be obtained prior to commencing any works on the state-controlled road. The approval process may require the approval of engineering designs of the proposed works, certified by a Registered Professional Engineer of Queensland (RPEQ). Please contact the department to make an application.

If further information about this approval or any other related query is required, Ms Andrea McPherson, Senior Town Planner should be contacted by email at [WBB.IDAS@tmr.qld.gov.au](mailto:WBB.IDAS@tmr.qld.gov.au) or on (07) 4154 0208.

Yours sincerely



Adam Fryer  
**Principal Advisor (Corridor & Land Management)**

Attachments: Attachment A – Decision evidence and findings  
Attachment B - Section 70 of TIA  
Attachment C - Appeal Provisions  
Attachment D - Permitted Road Access Location Plan

## Attachment A

### Decision Evidence and Findings

#### Findings on material questions of fact:

- a) The objective of the Transport Infrastructure Act 1994 requires the establishment of a State-controlled road network that is safe and efficient.
- b) Section 62 of the Transport Infrastructure Act 1994 allows the Department of Transport and Main Roads to make decisions about permitted road access locations and usage of the location between particular/adjacent land and a state-controlled road.
- c) Access to Lot 900 is available via an existing access location. This access can be maintained while minimal traffic generation occurs to/from the lot.
- d) A review of the Bundaberg Planning Scheme 2015 shows only the following uses as "accepted development" without requirements: Market, Sales Office and Dwelling House.
- e) Access to Lots 900 and 901 can be provided via the location identified as new road but must only commence once a suitable new intersection with FE Walker Street has been constructed. Until then suitable access is available from the existing formed section of Santalucia Boulevard. This location is consistent with Limited Access Road mapping for the Bundaberg-Port Road. As per item d) direct access can be maintained, without improvements to the access while minimal traffic is generated to/from the site.
- f) Given the size and zoning of Lots 900 and 901 significant traffic generation may be associated with future development. Provision of the new road will minimize impact on the Bundaberg-Port Road and Link Road.
- g) The applicant (represented by InsiteSJC) dated 18 January 2021 made representations to SARA seeking change to the timing for dedication of the new road reserve to occur. The reason for this being that the timing stated could not be complied with as road dedication does not occur until after the Plan of survey has been endorsed by the relevant local government authority. The department advised SARA of no objection to the representation, and consequently also agrees to change timing of condition 5 of the decision about access under section 62 of the *Transport Infrastructure Act 1994* (TIA).
- h) This decision replaces the earlier decision about access made for the development dated 18 December 2020 that was included with the State Assessment and Referral Agency's (SARA) referral agency response dated 23 December 2020.

#### Evidence or other material on which findings were based:

Title of Evidence / Material	Prepared by	Date	Reference no.	Version/Issue
SDAP responses	Applicant	25/11/2020	--	--
Plan of Proposed Subdivision	Insite SJC	25/11/2020	GC20-2040-P2 (sheet 1 – 3)	--
Bundaberg Regional Council Planning Scheme	Bundaberg Regional Council	2015	--	--

Planning Report	Insite SJC	5 November 2020	GC20-240-T04	0
Email: Technical Advice request (Confirmation)	State Assessment Referral Agency	25 November 2020	2011-19908SRA	--
Lot on Plan Report	State Assessment Referral Agency	25 November 2020	900SP261837	--
DA Form 1	Applicant	for lodgement	GC20-240-T04	--
Confirmation Notice	Bundaberg Regional Council	24 November 2020	521.2020.182.1	--
Proposal Plan	Insite SJC	25/11/20	GC20-240-P2 (Sheet 1 – 3)	--
Email: SARA Response – 106 FE Walker Street, Kepnock (Lot 900 on SP261837) SARA Ref: 2001-19908 SRA INsiteSJC ref: GC20-240-T04	Insite SJC	18 January 2021	GC-240-TO4	--

**Attachment B**  
**Section 70 of TIA**

*Transport Infrastructure Act 1994*  
Chapter 6 Road transport infrastructure  
Part 5 Management of State-controlled roads

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**70 Offences about road access locations and road access works, relating to decisions under s 62(1)**

- (1) This section applies to a person who has been given notice under section 67 or 68 of a decision under section 62(1) about access between a State-controlled road and adjacent land.
- (2) A person to whom this section applies must not—
  - (a) obtain access between the land and the State-controlled road other than at a location at which access is permitted under the decision; or
  - (b) obtain access using road access works to which the decision applies, if the works do not comply with the decision and the noncompliance was within the person's control; or
  - or
  - (c) obtain any other access between the land and the road contrary to the decision; or
  - (d) use a road access location or road access works contrary to the decision; or
  - (e) contravene a condition stated in the decision; or
  - (f) permit another person to do a thing mentioned in paragraphs (a) to (e); or
  - (g) fail to remove road access works in accordance with the decision.

Maximum penalty—200 penalty units.

- (3) However, subsection (2)(g) does not apply to a person who is bound by the decision because of section 68.

**Attachment C**  
**Appeal Provisions**

*Transport Infrastructure Act 1994*  
Chapter 16 General provisions

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**485 Internal review of decisions**

- (1) A person whose interests are affected by a decision described in schedule 3 (the *original decision*) may ask the chief executive to review the decision.
- (2) The person is entitled to receive a statement of reasons for the original decision whether or not the provision under which the decision is made requires that the person be given a statement of reasons for the decision.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 2—
  - (a) applies to the review; and
  - (b) provides—
    - (i) for the procedure for applying for the review and the way it is to be carried out; and
    - (ii) that the person may apply to QCAT to have the original decision stayed.

**485B Appeals against decisions**

- (1) This section applies in relation to an original decision if a court (the appeal court) is stated in schedule 3 for the decision.
- (2) If the reviewed decision is not the decision sought by the applicant for the review, the applicant may appeal against the reviewed decision to the appeal court.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 3—
  - (a) applies to the appeal; and
  - (b) provides—
    - (i) for the procedure for the appeal and the way it is to be disposed of; and
    - (ii) that the person may apply to the appeal court to have the original decision stayed.
- (4) Subsection (5) applies if—
  - (a) a person appeals to the Planning and Environment Court against a decision under section 62(1) on a planning application that is taken, under section 62A(2), to also be an application for a decision under section 62(1); and



(b) a person appeals to the Planning and Environment Court against a decision under the Planning Act on the planning application.

(5) The court may order—

(a) the appeals to be heard together or 1 immediately after the other; or

(b) 1 appeal to be stayed until the other is decided.

(6) Subsection (5) applies even if all or any of the parties to the appeals are not the same.

(7) In this section—

**original decision** means a decision described in schedule 3.

**reviewed decision** means the chief executive's decision on a review under section 485.

*Transport Planning and Coordination Act 1994*  
Part 5, Division 2 – Review of Original Decisions

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**31 Applying for review**

- (1) A person may apply for a review of an original decision only within 28 days after notice of the original decision was given to the person under the transport Act.
- (2) However, if—
  - (a) the notice did not state the reasons for the original decision; and
  - (b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)the person may apply within 28 days after the person is given the statement of the reasons.
- (3) In addition, the chief executive may extend the period for applying.
- (4) An application must be written and state in detail the grounds on which the person wants the original decision to be reviewed.

**32 Stay of operation of original decision**

- (1) If a person applies for review of an original decision, the person may immediately apply for a stay of the decision to the relevant entity.
- (2) The relevant entity may stay the original decision to secure the effectiveness of the review and any later appeal to or review by the relevant entity.
- (3) In setting the time for hearing the application, the relevant entity must allow at least 3 business days between the day the application is filed with it and the hearing day.
- (4) The chief executive is a party to the application.
- (5) The person must serve a copy of the application showing the time and place of the hearing and any document filed in the relevant entity with it on the chief executive at least 2 business days before the hearing.
- (6) The stay—
  - (a) may be given on conditions the relevant entity considers appropriate; and
  - (b) operates for the period specified by the relevant entity; and
  - (c) may be revoked or amended by the relevant entity.
- (7) The period of a stay under this section must not extend past the time when the chief executive reviews the original decision and any later period the relevant entity allows the applicant to enable the applicant to appeal against the decision or apply for a review of the decision as provided under the QCAT Act.

(8) The making of an application does not affect the original decision, or the carrying out of the original decision, unless it is stayed.

(9) In this section—

**relevant entity** means—

(a) if the reviewed decision may be reviewed by QCAT—QCAT; or

(b) if the reviewed decision may be appealed to the appeal court—the appeal court.

### **35 Time for making appeals**

(1) A person may appeal against a reviewed decision only within—

(a) if a decision notice is given to the person—28 days after the notice was given to the person; or

(b) if the chief executive is taken to have confirmed the decision under section 34(5)—56 days after the application was made.

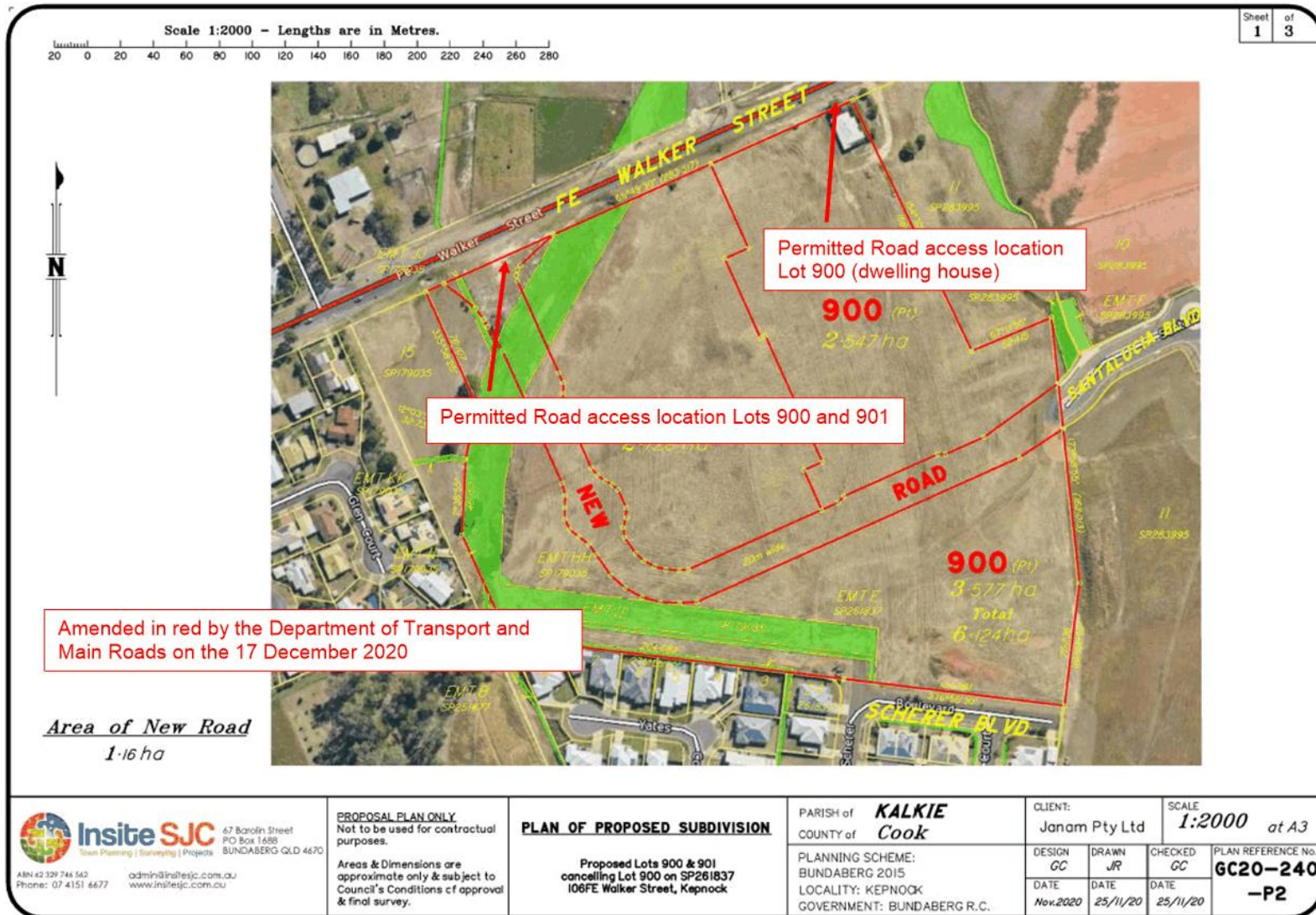
(2) However, if—

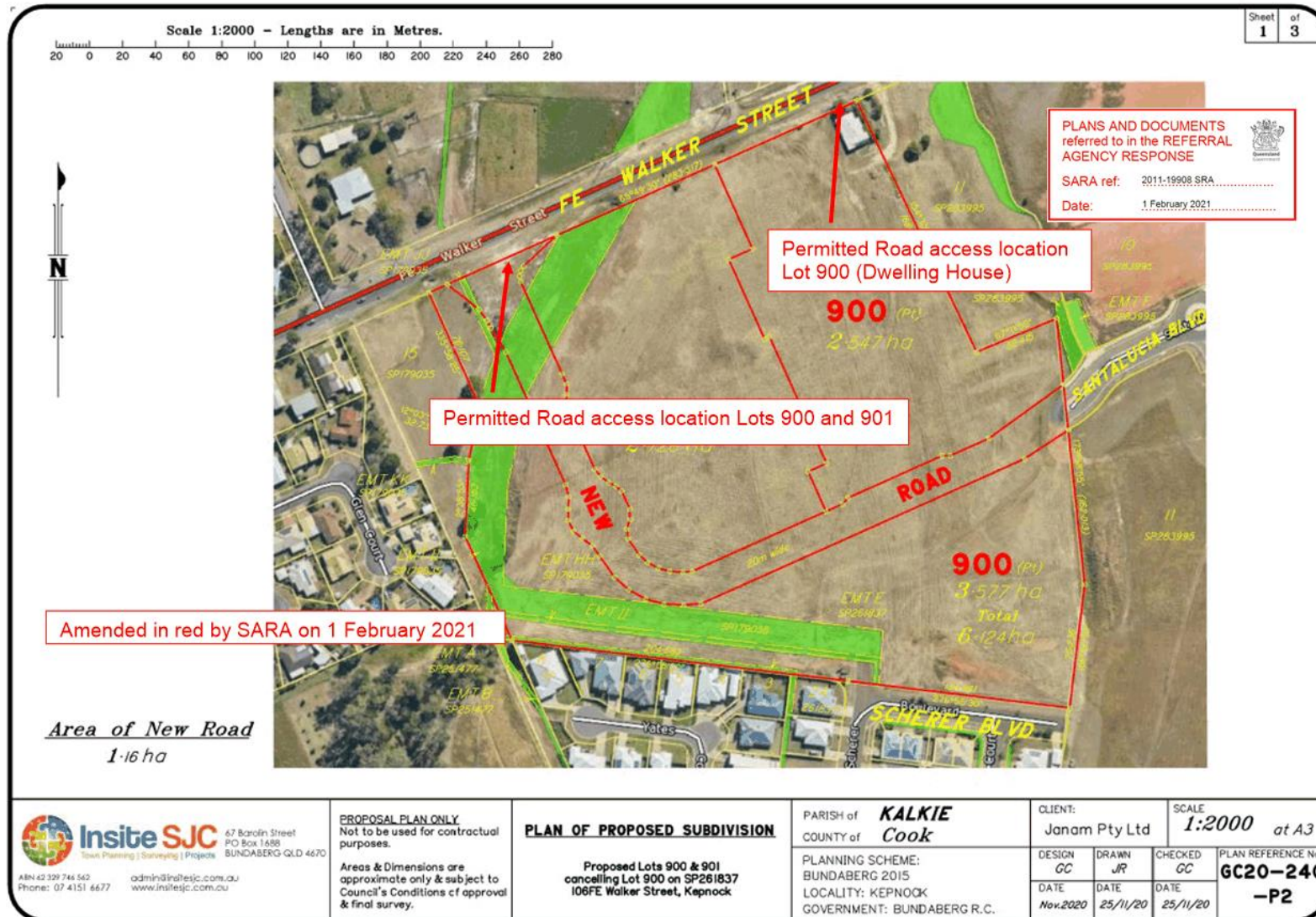
(a) the decision notice did not state the reasons for the decision; and

(b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)(a);

the person may apply within 28 days after the person is given a statement of the reasons.

(3) Also, the appeal court may extend the period for appealing.





**Insite SJC**  
 Town Planning | Surveying | Projects  
 47 Barclay Street  
 PO Box 1498  
 BUNDABERG QLD 4670  
 ABN 42 329 744 542  
 Phone: 07 4151 6677  
 admin@insitesjc.com.au  
 www.insitesjc.com.au

**PROPOSAL PLAN ONLY.**  
 Not to be used for contractual purposes.  
 Areas & Dimensions are approximate only & subject to Council's Conditions of approval & final survey.

**PLAN OF PROPOSED SUBDIVISION**  
 Proposed Lots 900 & 901  
 cancelling Lot 900 on SP261837  
 106FE Walker Street, Kepnock

PARISH of **KALKIE**  
 COUNTY of **Cook**  
 PLANNING SCHEME:  
 BUNDABERG 2015  
 LOCALITY: KEPNOCK  
 GOVERNMENT: BUNDABERG R.C.

CLIENT: Janam Pty Ltd		SCALE 1:2000 at A3	
DESIGN GC	DRAWN JR	CHECKED GC	PLAN REFERENCE No. <b>GC20-240</b>
DATE Nov.2020	DATE 25/11/20	DATE 25/11/20	<b>-P2</b>

**Ashlee Dickinson**

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**From:** No Reply <mydas-notifications-prod2@qld.gov.au>  
**Sent:** Monday, 1 February 2021 2:06 PM  
**To:** Development  
**Cc:** Evonne Swain  
**Subject:** 2011-19908 SRA application correspondence  
**Attachments:** TIA - Application decision - s62A (PA) - Approval\_1 (amended 28012021).pdf; TMR Layout Plan 17 Dec 2020\_1.pdf; SARA Approved Plan - 2011 19908 SRA\_.pdf; GE83-N Representations about a referral agency response.pdf; 2011-19908 SRA Amended SARA response - with conditions 01022021.pdf

**Categories:** Ashlee

Please find attached a notice regarding application [2011-19908 SRA](#).

If you require any further information in relation to the application, please contact the State Assessment and Referral Agency on the details provided in the notice.

*This is a system-generated message. Do not respond to this email.*  
RA29-N



Email Id: RFLG-0221-0009-7009



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

## INFRASTRUCTURE CHARGES NOTICE

Charges Resolution (No. 1) 2020

**To:** Janam Pty Ltd C/- Insite SJC  
 PO Box 1688, Bundaberg

**Date of Issue:** 27/04/2021

**Register No.:** 331.2020.1237.1

### Land to which the Levied Charge applies

Address: 106 FE Walker Street, Kepnock

Property Description: 900 SP261837

### Development to which the Levied Charge applies

The adopted infrastructure charge applies to the following development type: Reconfiguring a Lot

Development Approval No.: 521.2020.182.1

Change Approval No.: n/a

### Current amount of the Levied Charge

The levied charge has been calculated in accordance with the method outlined in the Bundaberg Regional Council Changes Resolution (No.1) 2020 and Chapter 4 of the *Planning Act 2016*.

<b>Total Adopted Infrastructure Charge</b> applicable to this development =	\$25,595.62
<b>Total Discount</b> applicable to this development =	n/a
<b>Total Offset</b> applicable to this development =	n/a
<b>Total Levied Charge (i.e., amount payable) =</b>	<b>\$25,595.62</b>

(as at date of issue)

Please see Schedule 1 of this notice for the detailed calculation of total amount payable and offset.

### Refund

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

<b>Total refund applicable to this development =</b>	<b>n/a</b>
<b>Refund is to be paid no later than:</b>	<b>n/a</b>

### Payment of Levied Charge

- The **due date for payment** of the *levied charge* is:
  - before the local government approves the plan of subdivision for the reconfiguration.
- Interest will be applied to overdue payments in accordance with S133 of the Local Government Regulation 2012.
- The levied charge is to be paid to **Bundaberg Regional Council**. Please contact Bundaberg Regional Council, Development Assessment Team, prior to making payment.
- Please include a copy of this Notice with payment.

### Automatic Increase

The levied charge is subject to an automatic increase in accordance with Bundaberg Regional Council Changes Resolution (No.1) 2020. The levied charge is to automatically increase from the time the charge is levied to the time the charge is paid. As per section 114 of Planning Act 2016 this automatic increase provision is calculated as follows:

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



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

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

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

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

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

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

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**Other Important Information****1. PAYMENT**

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

**2. GOODS AND SERVICES TAX**

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

**3. INFRASTRUCTURE CHARGES ENQUIRIES**

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

Notice is hereby given under the *Planning Act 2016* and the *Local Government Act 2009* that the adopted infrastructure charges notice is levied by the Bundaberg Regional Council on the described land. The adopted infrastructure charge is DUE AND PAYABLE BY THE ABOVE DUE DATE. The adopted infrastructure charge plus any arrears and interest may be recovered by legal process without further notice if unpaid after the expiration of the DUE DATE as the charge is deemed to be overdue. STEPHEN JOHNSTON, CHIEF EXECUTIVE OFFICER

Richard Jenner  
Development Assessment Manager





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#### SCHEDULE 1 – Calculation of Levied Charge, Offsets and Refunds

Table 1 - Summary of Charges, Offsets and Refunds

Register No:	331.2020.1237.1
Inside PIA:	Yes
Discount Category	n/a
Infrastructure Charge Area	Bundaberg Fully Serviced
Total Adopted Infrastructure Charges:	\$25,595.62
Total Offsets:	n/a
Total Refund:	n/a
Refund Payment Date (if applicable):	n/a
Total Levied Charge (Amount Payable):	\$25,595.62

Table 2 - Details of Charges, Offsets and Refunds

Stage	Type	Description	Quantity	Charge/Cost	Total
n/a	Existing credit	ROL - Lot	1	-\$25,595.62 per lot	\$ (25,595.62)
n/a	New charge	ROL - Lot	2	\$25,595.62 per lot	\$ 51,191.24
				<b>Total Levied Charge</b>	<b>\$25,595.62</b>



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## INFRASTRUCTURE CHARGES NOTICE INFORMATION NOTICE

### 1. REASON FOR DECISION

This notice has been issued pursuant to the Bundaberg Regional Council Charges Resolution (No. 1) 2020 and Chapter 4 of the Planning Act 2016.

### 2. APPEAL RIGHTS

The recipient of the infrastructure charges notice may appeal to the Planning and Environment Court and, for certain matters, to a tribunal in accordance with Chapter 6 of the *Planning Act 2016*.

#### CHAPTER 6, PART 1 APPEAL RIGHTS

##### 229 Appeals to tribunal or P&E Court

- (1) Schedule 1 states—
  - (a) matters that may be appealed to—
    - (i) either a tribunal or the P&E Court; or
    - (ii) only a tribunal; or
    - (iii) only the P&E Court; and
  - (b) the person—
    - (i) who may appeal a matter (the appellant); and
    - (ii) who is a respondent in an appeal of the matter; and
    - (iii) who is a co-respondent in an appeal of the matter; and
    - (iv) who may elect to be a co-respondent in an appeal of the matter.
- (2) An appellant may start an appeal within the appeal period.
- (3) The **appeal period** is—
  - (a) for an appeal by a building advisory agency—10 business days after a decision notice for the decision is given to the agency; or
  - (b) for an appeal against a deemed refusal—at any time after the deemed refusal happens; or
  - (c) for an appeal against a decision of the Minister, under chapter 7, part 4, to register premises or to renew the registration of premises—20 business days after a notice is published under section 269(3)(a) or (4); or
  - (d) for an appeal against an infrastructure charges notice—20 business days after the infrastructure charges notice is given to the person; or
  - (e) for an appeal about a deemed approval of a development application for which a decision notice has not been given—30 business days after the applicant gives the deemed approval notice to the assessment manager; or
  - (f) for any other appeal—20 business days after a notice of the decision for the matter, including an enforcement notice, is given to the person.

*Note — See the P&E Court Act for the court's power to extend the appeal period.*

- (4) Each respondent and co-respondent for an appeal may be heard in the appeal.



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- (5) If an appeal is only about a referral agency's response, the assessment manager may apply to the tribunal or P&E Court to withdraw from the appeal.
- (6) To remove any doubt, it is declared that an appeal against an infrastructure charges notice must not be about—
  - (a) the adopted charge itself; or
  - (b) for a decision about an offset or refund—
    - (i) the establishment cost of trunk infrastructure identified in a LGIP; or
    - (ii) the cost of infrastructure decided using the method included in the local government's charges resolution.

### 230 Notice of appeal

- (1) An appellant starts an appeal by lodging, with the registrar of the tribunal or P&E Court, a notice of appeal that—
  - (a) is in the approved form; and
  - (b) succinctly states the grounds of the appeal.
- (2) The notice of appeal must be accompanied by the required fee.
- (3) The appellant or, for an appeal to a tribunal, the registrar must, within the service period, give a copy of the notice of appeal to—
  - (a) the respondent for the appeal; and
  - (b) each co-respondent for the appeal; and
  - (c) for an appeal about a development application under schedule 1, table 1, item 1—each principal submitter for the development application; and
  - (d) for an appeal about a change application under schedule 1, table 1, item 2—each principal submitter for the change application; and
  - (e) each person who may elect to become a co-respondent for the appeal, other than an eligible submitter who is not a principal submitter in an appeal under paragraph (c) or (d); and
  - (f) for an appeal to the P&E Court—the chief executive; and
  - (g) for an appeal to a tribunal under another Act—any other person who the registrar considers appropriate.
- (4) The **service period** is—
  - (a) if a submitter or advice agency started the appeal in the P&E Court—2 business days after the appeal is started; or
  - (b) otherwise—10 business days after the appeal is started.
- (5) A notice of appeal given to a person who may elect to be a co-respondent must state the effect of subsection (6).
- (6) A person elects to be a co-respondent by filing a notice of election, in the approved form, within 10 business days after the notice of appeal is given to the person.

## SCHEDULE 1 APPEALS

### 1 Appeal rights and parties to appeals

- (1) Table 1 states the matters that may be appealed to—
  - (a) the P&E court; or
  - (b) a tribunal.
- (2) However, table 1 applies to a tribunal only if the matter involves—



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- (a) the refusal, or deemed refusal of a development application, for—
    - (i) a material change of use for a classified building; or
    - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
  - (b) a provision of a development approval for—
    - (i) a material change of use for a classified building; or
    - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
  - (c) if a development permit was applied for—the decision to give a preliminary approval for—
    - (i) a material change of use for a classified building; or
    - (ii) operational work associated with building work, a retaining wall, or a tennis court; or
  - (d) a development condition if—
    - (i) the development approval is only for a material change of use that involves the use of a building classified under the Building Code as a class 2 building; and
    - (ii) the building is, or is proposed to be, not more than 3 storeys; and
    - (iii) the proposed development is for not more than 60 sole-occupancy units; or
  - (e) a decision for, or a deemed refusal of, an extension application for a development approval that is only for a material change of use of a classified building; or
  - (f) a decision for, or a deemed refusal of, a change application for a development approval that is only for a material change of use of a classified building; or
  - (g) a matter under this Act, to the extent the matter relates to—
    - (i) the Building Act, other than a matter under that Act that may or must be decided by the Queensland Building and Construction Commission; or
    - (ii) the Plumbing and Drainage Act, part 4 or 5; or
  - (h) a decision to give an enforcement notice in relation to a matter under paragraphs (a) to (g); or
  - (i) a decision to give an infrastructure charges notice; or
  - (j) the refusal, or deemed refusal, of a conversion application; or
  - (k) a matter that, under another Act, may be appealed to the tribunal; or
  - (l) a matter prescribed by regulation.
- (3) Also, table 1 does not apply to a tribunal if the matter involves—
- (a) for a matter in subsection (2)(a) to (d)—
    - (i) a development approval for which the development application required impact assessment; and
    - (ii) a development approval in relation to which the assessment manager received a properly made submission for the development application; or
  - (b) a provision of a development approval about the identification or inclusion, under a variation approval, of a matter for the development.
- (4) Table 2 states the matters that may be appealed only to the P&E Court.
- (5) Table 3 states the matters that may be appealed only to the tribunal.



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- (6) In each table—
- (a) column 1 states the appellant in the appeal; and
  - (b) column 2 states the respondent in the appeal; and
  - (c) column 3 states the co-respondent (if any) in the appeal; and
  - (d) column 4 states the co-respondents by election (if any) in the appeal.
- (7) If the chief executive receives a notice of appeal under section 230(3)(f), the chief executive may elect to be a co-respondent in the appeal.

**Extract of Schedule 1, Table 1 of the Planning Act 2016**

<b>Table 1</b>			
<b>Appeals to the P&amp;E Court and, for certain matters, to a tribunal</b>			
<p>4. Infrastructure charges notices</p> <p>An appeal may be made against an infrastructure charges notice on 1 or more of the following grounds—</p> <p>(a) the notice involved an error relating to—</p> <p style="padding-left: 20px;">(i) the application of the relevant adopted charge; or</p> <p><i>Examples of errors in applying an adopted charge—</i></p> <ul style="list-style-type: none"> <li>• the incorrect application of gross floor area for a non-residential development</li> <li>• applying an incorrect 'use category', under a regulation, to the development</li> </ul> <p style="padding-left: 20px;">(ii) the working out of extra demand, for section 120; or</p> <p style="padding-left: 20px;">(iii) an offset or refund; or</p> <p>(b) there was no decision about an offset or refund; or</p> <p>(c) if the infrastructure charges notice states a refund will be given—the timing for giving the refund; or</p> <p>(d) for an appeal to the P&amp;E Court—the amount of the charge is so unreasonable that no reasonable relevant local government could have imposed the amount.</p>			
Column 1 Appellant	Column 2 Respondent	Column 3 Co-respondent (if any)	Column 4 Co-respondent by election (if any)
The person given the Infrastructure charges notice	The local government that gave the infrastructure charges notice	-	-

**Item****27 April 2021****Item Number:**

O1

**File Number:**

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

Community &amp; Environment

**Subject:**

Partnership &amp; Sponsorship Grant Application - LifeFlight Foundation Ltd

**Report Author:**

Heidi Mason, Team Leader Events

**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:**

An application, pursuant to the Partnerships & Sponsorships grant program, has been received from LifeFlight Foundation Ltd seeking Council's continued support of its operations in the Bundaberg Region. They are seeking financial assistance of \$50,000 for the 2020/21 financial year.

The funds will assist with the operational costs of the local service. In 2020 LifeFlight helped more than 291 Bundaberg patients, at a cost of over \$7.2million.

The Foundation provides a community rapid response critical care medical service with a locally based RACQ LifeFlight Rescue helicopter for residents of, and visitors to, the Bundaberg area.

**Associated Person/Organization:**

LifeFlight Foundation Ltd

**Consultation:**

Portfolio Spokesperson: Cr Learmonth

Divisional Councillor: Cr Habermann

**Chief Legal Officer's Comments:**

The funding is provided in accordance with Council Policy

**Policy Implications:**

The provision of the grant funding is in accordance with policy.

**Financial and Resource Implications:**

\$50,000 is budgeted for in the 2020/21 budget for this activity.

**Risk Management Implications:**

Risk management for this activity is the responsibility of LifeFlight Foundation Ltd.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

Nil

**Recommendation:**

**That Council provide financial support under Council's Partnerships & Sponsorships Grants Program to LifeFlight Foundation Ltd (ABN 63 618 170 184), to assist with operational costs in the 2020/2021 financial year - in the sum of \$50,000 (plus GST where applicable).**

**Item****27 April 2021****Item Number:**

O2

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

Community &amp; Environment

**Subject:**

Lease - Part of Lot 2 on SP314446 - 160 Hughes Road - Bargara Administration Centre

**Report Author:**

Nicole Sabo, Property &amp; Leases Officer

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**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:**

Council is the owner of the freehold property at Lot 2 on SP314446, known as 160 Hughes Road, Bargara ('Property'). The Bargara Administration Centre is built on this land and is the home of the Agtech Precinct.

The Burnett Mary Regional Group for Natural Resource Management Ltd, a community organisation and registered not for profit organisation, currently lease a portion of the property and has expressed interest in leasing an additional area within the property.

Council is working towards a commencement date of no earlier than 28 April 2021. The lease will have 1 option of 5 years allowing the new lease to have the same expiry date as the current lease. The proposed rent is approximately 50% less than market value which is acceptable under the *Local Government Regulation 2012* given that the lease is to a community group and the economic benefits the Agtech Precinct will have for the region. Rent will increase annually by 2% or CPI whichever is higher. The terms and conditions of the lease are to be as per Council's standard terms.

Council proposes to apply the exception to the tender/auction requirements contained in section 236(1)(b)(ii) of *Local Government Regulation 2012* given that the disposal is for the purposes of a lease to a community organisation.



**Associated Person/Organization:**

Burnett Mary Regional Group for Natural Resource Management Ltd ACN 144 005 229

**Consultation:**

Nil

**Chief Legal Officer's Comments:**

Pursuant to section 236(1)(b)(ii) of the *Local Government Regulation 2021*, Council may dispose of the property by way of lease to Burnett Mary Regional Group for Natural Resource Management Ltd without first offering the lease by way of tender given that the proposed lessee is a community organisation.

**Policy Implications:**

There appears to be no policy implications.

**Financial and Resource Implications:**

There appears to be no financial or resource implications.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

Nil

**Recommendation:**

**That:-**

- 1. Council apply the exception contained in section 236(1)(b)(ii) of the *Local Government Regulation 2012*; and**
- 2. the Chief Executive Officer be authorised to enter into a Lease to Burnett Mary Regional Group for Natural Resource Management Ltd for part of the Bargara Administration Centre, known as Lot 2 on SP314446.**

**Item****27 April 2021****Item Number:**

O3

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

Community &amp; Environment

**Subject:**

Lease - Part of Lot 9 on CP CK3658 - Burnett Heads Progress and Sports Association Inc

**Report Author:**

Nicole Sabo, Property &amp; Leases Officer

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**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:**

Lot 9 on CK CP3658 is a State-owned Reserve for Recreation which Council is the Trustee at 19 Zunker Street, Burnett Heads known as Jack Norgate Oval ('Property').

Council entered into a lease for part of the Property with Burnett Heads Progress and Sports Association Inc ('Association') commencing on 1 July 2011. The lease is due to expire on 30 June 2021 and the Association would like to renew the lease for a further 10 year term.

Rent will be at the community group rate and it is proposed that the remaining terms of the lease will be on Council's standard lease.

Council proposes to apply the exception to the tender/auction requirements contained in section 236(1)(b)(ii) of the *Local Government Regulation 2012* (Qld) given that the disposal is to a community organisation.

**Associated Person/Organization:**

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

**Consultation:**

N/A

**Chief Legal Officer's Comments:**

Pursuant to section 236(1)(b)(ii) of the *Local Government Regulation 2012*, Council may dispose of the property by way of lease to the Association without first offering the lease by way of tender given that the Association is a community organisation.

**Policy Implications:**

There appears to be no policy implications.

**Financial and Resource Implications:**

There appears to be no financial or resource implications.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

Nil

**Recommendation:**

**That:**

- 1. Council apply the exception contained in section 236(1)(b)(ii) of the *Local Government Regulation 2012* (Qld); and**
- 2. the Chief Executive Officer be authorised to enter into a lease with the Burnett Heads Progress and Sports Association Inc for part of Lot 9 on CP CK3658 for a term of 10 years.**

**Item****27 April 2021****Item Number:**

O4

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

Community &amp; Environment

**Subject:**

Lease BE - Part of Lot 35 on SP254546 - Bittern Holdings Pty Ltd

**Report Author:**

Nicole Sabo, Property &amp; Leases Officer

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**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:**

Council is the freehold owner of Lot 35 on SP254546 (previously known as Lot 102 on SP219167) at 3 Avro Ave, Kensington known as the Bundaberg Regional Airport ('Property').

Bittern Holdings Pty Ltd (ACN 124 273 856) as trustee entered into a Lease with Council for the aviation hangar site BE, commencing on 1 August 2007 and expiring on 1 July 2017 with an additional 10 year option ('Lease'). The option was not exercised and the lease has continued to operate on the holding over provision.

The Lessee wishes to enter into a new lease commencing on 1 March 2021 for a initial term of five (5) years with a further five (5) year option. Rent is for market value and is subject to an annual rental increase of 3%. The Lessee is also responsible for 100% of outgoings. It is proposed that the remaining terms of the lease will be on Council's standard lease.

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

**Associated Person/Organization:**

Greg Barrington, Airport Manager

**Consultation:**

N/A

**Chief Legal Officer's Comments:**

Section 236(1)(c)(iii) of *Local Government Regulation 2012* (Qld) allows Council to dispose of an interest in a valuable non-current asset other than by tender or auction on the basis the disposal is for the purposes of renewing the lease of land to the existing tenant of the land and rent is for market value.

**Policy Implications:**

There appears to be no policy implications.

**Financial and Resource Implications:**

There appears to be no financial or resource implications.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

Nil

**Recommendation:**

**That:**

- 1. Council apply the exception contained in section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld); and**
- 2. the Chief Executive Officer be authorised to enter into a five (5) year Lease with a five (5) year option to Bittern Holdings Pty Ltd (ACN 124 273 856) as trustee for aviation hangar site BE located on Lot 35 on SP254546 at Bundaberg Regional Airport.**

**Item****27 April 2021****Item Number:**

O5

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

Community &amp; Environment

**Subject:**

Lease - Lot 11 on CP CK3658 - The State of Queensland

**Report Author:**

Nicole Sabo, Property &amp; Leases Officer

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**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:**

Lot 11 on CP CK3658 known as 13 Brewer Street, Burnett Heads is a State owned Reserve for Local Government with a sub-purpose of State Emergency Centre, of which Council is the Trustee. The State of Queensland (Represented by Public Safety Business Agency) known as the Burnett Heads Rural Fire Brigade ('Rural Fire Brigade') wish to enter into a lease for the Property.

The new lease will be for a term of 10 years. It is proposed that the remaining terms of the lease will be on Council's standard lease.

Council proposes to apply the exception to the tender/auction requirements contained in section 236(1)(b)(i) of *Local Government Regulation 2012* (Qld) given that the disposal is for the purposes of a government agency.

**Associated Person/Organization:**

The State of Queensland (Represented by Public Safety Business Agency) known as the Burnett Heads Rural Fire Brigade

**Consultation:**

Nil

**Chief Legal Officer's Comments:**

Section 236(1)(b)(i) of the *Local Government Regulation 2012* allows Council to dispose of an interest in a valuable non-current asset other than by tender or action on the basis the disposal is to a government agency.

**Policy Implications:**

There appears to be no policy implications.

**Financial and Resource Implications:**

There appears to be no financial or resource implications.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

Nil

**Recommendation:**

**That:-**

- 1. Council apply the exception contained in section 236(1)(b)(i) of the *Local Government Regulation 2012*; and**
- 2. the Chief Executive Officer be authorised to enter into a 10 year Lease to The State of Queensland (Represented by Public Safety Business Agency) for Lot 11 on CP CK3658.**

**Item****27 April 2021****Item Number:**

P1

**File Number:****Part:**

WASTE &amp; RECYCLING

**Portfolio:**

Community &amp; Environment

**Subject:**

Specialised Supplier Arrangement - Northern Geometric Model and Plans Update for Qunaba Landfill

**Report Author:**

Gavin Crawford, Branch Manager Waste &amp; Recycling Services

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**Link to Corporate Plan:**

Our Environment - 2.2 Sustainable and affordable essential services - 2.2.3 Provide safe and efficient waste services to protect our community and environment.

**Background:**

ATC Williams Pty Ltd were engaged by Council in 2019 to provide Landfill Plans and Models for all of Council's landfills.

Landfill plans are required under Council's Environmental Licence EPPR00238413 for all active landfills showing the height, fill process and contour drainage across sites.

In late 2020, Waste & Recycling began the Phytocap trial at the Qunaba Landfill which has altered the fill heights on the northern boundary of the site. As Council plans to progress with a phytocap on this site it will change the height across the entire northern boundary by approximately 1 metre. As a result, the Landfill plans need to be amended to reflect these changes.

As the previous consultants have already provided the base plans and have all the survey data on file there are efficiencies and cost saving measures by continuing to engage with the same provider. Therefore, Council officers suggest engaging ATC Williams Pty Ltd to complete the updated plans without having to go to market to get additional quotes.

**Associated Person/Organization:**

ATC Williams Pty Ltd

**Consultation:**

Portfolio &amp; Divisional Spokesperson: Cr T McLoughlin

Strategic Procurement &amp; Supply



Procurement Board

**Chief Legal Officer's Comments:**

Section 235(b) of the *Local Government Regulation 2012* allows the local government to resolve that it is satisfied that it would be impractical or disadvantageous for the Council to invite quotes or tenders as this is a specialised supplier.

**Policy Implications:**

There appears to be no policy implications.

**Financial and Resource Implications:**

There is a budget allocation in this year's budget to complete this work.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

Nil

**Recommendation:**

**That, pursuant to Section 235(b) of the *Local Government Regulation 2012*, Council enter into an arrangement with ATC Williams Pty Ltd for the provision of Northern Geometric Model and Plans Update for Qunaba Landfill without first inviting written quotes.**

**Item****27 April 2021****Item Number:**

R1

**File Number:**

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

Community &amp; Environment

**Subject:**

Extension of term for rent relief - Costcurve Pty Ltd

**Report Author:**

Kirstin Harrison, Branch Manager Community Services

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**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:**

As part of its response to COVID-19, Council granted a rent-free period to commercial tenants. The initial rent-free period ended of 30 September 2020.

Commercial tenant, Costcurve Pty Ltd, has written to request a further 6 months' rent relief being for the period 1 October 2020 – 31 March 2021, for the property at 157 Bourbong Street, Bundaberg Central.

The business is receiving Job Keeper extension 1 and 2 and has suffered a downturn of 92% for the September 2020 quarter and 63% for the December 2020 quarter. The business is an 'affected lease' under the *Retail Shop Leases and Other Commercial Leases (COVID-19 Emergency Response) Regulation 2020*.

**Associated Person/Organization:**

Costcurve Pty Ltd

**Consultation:**

All Councillors

**Chief Legal Officer's Comments:**

*The Retail Shop Leases and Other Commercial leases (COVID-19) Emergency Responses Regulation 2020* ("the Regulation") defines an affected lease and the Costcurve Pty Ltd lease meets the definition of an affected lease. The Regulation requires the parties to an affected lease to cooperate and act reasonably and in good faith to mitigate the effects of COVID-19 on the parties. The requirement for rent relief

under the Regulation ended on 31 December 2020. The Lessor must not take prescribed action which includes recovery of possession or termination of the lease during the response period or extended period. Accordingly, Council is under no legal obligation to provide rent relief past the 31 December 2020 but may do so if it so elects.

**Policy Implications:**

There appears to be no policy implications.

**Financial and Resource Implications:**

Loss of revenue for relief period - \$15,316.56.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

Nil

**Recommendation:**

**That the term for rent relief for Costcurve Pty Ltd, 157 Bourbong Street, Bundaberg Central, be extended for a further 6 months until 31 March 2021.**

**Item****27 April 2021****Item Number:**

S1

**File Number:**

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**Part:**TOURISM & REGIONAL  
GROWTH**Portfolio:**

Community &amp; Environment

**Subject:**

Rent Relief for Airport Café Restructure

**Report Author:**

Greg Barrington, Manager Airport Operations

**Authorised by:**

Gavin Steele, General Manager Community &amp; Environment

**Link to Corporate Plan:**

Our Environment - 2.2 Sustainable and affordable essential services - 2.2.3 Provide safe and efficient waste services to protect our community and environment.

**Background:**

As part of its initial response to COVID-19, Council granted a rent-free period to the airport's café operator. The initial rent-free period ended on 30 September 2020.

Subsequently Council voted to extend the rent-free period until 31 December 2020 and a further 50% discount on rent was agreed by Council for the first three months of 2021.

The café operator, WZ Management, has written to state that it is unable to continue operating as before, following the end of Job Keeper and in the face of continuing limited numbers of passengers flowing through the airport. The café has remained closed since 31<sup>st</sup> March.

WZ Management has asked Council to waive lease payments for a short period while the café remains closed, pending a proposal for a new business structure to be presented to Council by WZ Management during April 2021. The monthly rental is \$1,921.88.

It is therefore suggested that Council consider offering WZ Management a rental waiver for April 2021.

**Associated Person/Organization:**

WZ Management

**Consultation:**

Councillors

**Chief Legal Officer's Comments:**

There appears to be no legal implications.

**Policy Implications:**

There appears to be no policy implications.

**Financial and Resource Implications:**

The cafés normal monthly rental is \$1,921.88 so a waiver of 1 month's rent will have a minor financial impact on Airport revenue.

**Risk Management Implications:**

There appears to be no risk management implications.

**Human Rights:**

There appears to be no human rights implications.

**Attachments:**

Nil

**Recommendation:**

**That Council grant a waiver of lease rental payment for the Airport Café operator, WZ Management, for the month of April 2021, whilst the café remains closed and the operator develops a new business structure.**