



**BURDEKIN SHIRE COUNCIL**



# **AGENDA**

## **ORDINARY COUNCIL MEETING**

**HELD AT COUNCIL ADMINISTRATION BUILDING,  
145 YOUNG STREET, AYR**

**on 11 September 2012**

**COMMENCING AT 9:00AM**



**TUESDAY 11 SEPTEMBER 2012**

## **ORDER OF BUSINESS:**

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# **BURDEKIN SHIRE COUNCIL**



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## **1 PRAYER**

## **2 DECLARATIONS OF INTEREST**

## **3 MINUTES AND BUSINESS ARISING**

### **3.1 Ordinary Council Meeting Minutes - 28 August 2012**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 28 August 2012 be received as a true and correct record.



**BURDEKIN SHIRE COUNCIL**



# **MINUTES**

## **ORDINARY COUNCIL MEETING**

**HELD AT COUNCIL ADMINISTRATION BUILDING,  
145 YOUNG STREET, AYR**

**on 28 August 2012**

**COMMENCING AT 9:00AM**



## BURDEKIN SHIRE COUNCIL



**TUESDAY 28 AUGUST 2012**

### **ORDER OF BUSINESS:**

<b>ITEM</b>	<b>PRECIS</b>	<b>PAGE</b>
<b>1</b>	<b>PRAYER</b>	<b>1</b>
<b>2</b>	<b>DECLARATIONS OF INTEREST</b>	<b>1</b>
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<b>3.1</b>	<b>Ordinary Council Meeting Minutes - 14 August 2012</b>	<b>1</b>
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<b>5</b>	<b>ENVIRONMENT &amp; OPERATIONS</b>	<b>2</b>
<b>5.1</b>	<b>Bonanno - Development Application - Material Change of Use for Intensive Agriculture (Sugar Cane Production) at 38 Davenport Road, Inkerman (Lot 7 on RP891971, Parish of Inkerman, County of Salisbury)</b>	<b>2</b>
<b>5.2</b>	<b>Grasso - Development Application for Reconfiguring a lot (5 into 5 lots) at 55, 74, 130, 131 &amp; 169 Ferguson Road, Ayr (Lots 3 &amp; 4 on SP113306, Lots 16 &amp; 17 on RP894275 &amp; Lot 15 on RP702289, Parish of Antill, County of Gladstone)</b>	<b>4</b>
<b>5.3</b>	<b>Burdekin Shire Council - Development Application for Reconfiguring a Lot at 1-23 Conlan Street, Ayr (Lot 1 on RP714591 Parish of Antill, County of Gladstone)</b>	<b>6</b>
<b>5.4</b>	<b>Proposed Permanent Road Closure - Barratta</b>	<b>12</b>
<b>6</b>	<b>CORPORATE &amp; COMMUNITY SERVICES</b>	<b>12</b>
<b>6.1</b>	<b>Amendment of Subordinate Local Law No. 4</b>	<b>12</b>
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Ordinary Council Meeting 28 August 2012



## BURDEKIN SHIRE COUNCIL



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CLOSED MEETING ITEMS

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DELEGATIONS

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Ordinary Council Meeting 28 August 2012

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## **ATTENDANCE**

Councillors W.C. Lowis (Mayor), L.D. McCathie, L. Loizou, U.E. Liessmann and E.J. Bawden

Mr. K. Holt - Chief Executive Officer  
Mr. D.P. Mulcahy - Director Corporate and Community Services  
Mr. S. Great - Manager Planning and Development  
Miss T. Jensen - Manager Environment and Health  
Mr. W. Saldumbide - Manager Operations  
Mr. K. Byers - Manager Technical Services

Minutes Clerk – Mrs. Vicki Walker

Leave of Absence: Councillors R.H. Lewis and P.M. Dalle Cort

Councillor McCathie was not in attendance at the commencement of the meeting. Councillor McCathie arrived at the meeting following the presentation on Wongaloo (Cromarty Wetlands) and was present for some of the general business discussions.

## **1 PRAYER**

The meeting prayer was delivered by Martin Vucetic of the Burdekin Community Church.

## **2 DECLARATIONS OF INTEREST**

The Mayor called for declarations of interest.

No declarations of interest were identified.

## **3 MINUTES AND BUSINESS ARISING**

### **3.1 Ordinary Council Meeting Minutes - 14 August 2012**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 14 August 2012 be received as a true and correct record.

#### **Resolution**

Moved Councillor Loizou, seconded Councillor Liessmann that the recommendation be adopted.

CARRIED



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### **3.2 Budget Meeting Minutes - 21 August 2012**

#### **Recommendation**

That the minutes of the Budget Meeting held on 21 August 2012 be received as a true and correct record.

#### **Resolution**

Moved Councillor Liessmann, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

### **3.3 Burdekin Building Safer Communities Action Team Minutes - 8th August, 2012**

#### **Recommendation**

That the minutes of the Burdekin Building Safer Communities Action Team Meeting held on 8<sup>th</sup> August, 2012 be received and adopted.

#### **Resolution**

Moved Councillor Loizou, seconded Councillor Liessmann that the recommendation be adopted.

CARRIED

## **4 REPORTS**

## **5 ENVIRONMENT & OPERATIONS**

### **5.1 Bonanno - Development Application - Material Change of Use for Intensive Agriculture (Sugar Cane Production) at 38 Davenport Road, Inkerman (Lot 7 on RP891971, Parish of Inkerman, County of Salisbury)**

#### **Executive Summary**

An application has been received from S & D Bonanno & Sons, seeking approval for a Material Change of Use for Intensive Agriculture (Sugar Cane Production) at 38 Davenport Road, Inkerman (Lot 7 on RP891971, Parish of Inkerman, County of Salisbury). A Development Application (Code Assessable) has been triggered in accordance with the Burdekin Shire Council's IPA Planning Scheme.

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## **Recommendation**

That Council approves the Development Application for a Material Change of Use for Intensive Agriculture (Sugar Cane Production) at 38 Davenport Road, Inkerman (Lot 7 on RP891971, Parish of Inkerman, County of Salisbury) subject to the following conditions:

### **GENERAL**

- 1.1 The conditions of the development permit must be effected prior to the commencement of the use, except where specified otherwise in these conditions of approval.
- 1.2 The development and conduct of the approved use of the premises, the carrying out and maintenance of any works on the premises and construction and maintenance of any building on the premises must be generally in accordance with the supporting documents in the application submitted.

### **BUILDING WORK**

2. A development permit for Building Works is to be obtained before any building works are carried out on the premise.

### **EXTERNAL WORKS**

3. The developer must at its own cost undertake all necessary alterations to public utility mains and services as are rendered necessary by the carrying out of any required external works or other works associated with the approved development.

### **ROADWORKS**

4. The construction of any crossovers to give access to the land is to be the owner's responsibility and to the satisfaction of the Chief Executive Officer.

### **ENVIRONMENT AND HEALTH**

- 5.1 A suitable buffer of a minimum distance of 40m must be maintained between intensive agricultural activities subject to this application and the boundary of adjoining properties. No activity such as the growing of cane, or the construction of drains, vehicle access or haulout routes must be undertaken within the buffer.
- 5.2 No intensive agricultural activities including any associated constructed drainage, vehicle access or haulout routes must be conducted within 100m from the high bank of any watercourse or wetland.
- 5.3 The activity of intensive agriculture must not cause a nuisance from the discharge of smoke, dust, fumes, noise or other emission at any time.

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## **ADVICE ONLY**

- There must be no clearing of remnant vegetation undertaken as part of this application.

## **Resolution**

Moved Councillor Loizou, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

### **5.2 Grasso - Development Application for Reconfiguring a lot (5 into 5 lots) at 55, 74, 130, 131 & 169 Ferguson Road, Ayr (Lots 3 & 4 on SP113306, Lots 16 & 17 on RP894275 & Lot 15 on RP702289, Parish of Antill, County of Gladstone)**

## **Executive Summary**

An application has been received from Brazier Motti on behalf of their client Frank Grasso seeking approval for Reconfiguring a Lot (Boundary Realignment) at Ferguson Road, Ayr (Lots 3 & 4 on SP113306, Lots 16 & 17 on RP894275 & Lot 15 on RP702289, Parish of Antill, County of Gladstone). A Development Application (Code Assessable) has been triggered in accordance with the Burdekin Shire IPA Planning Scheme.

## **Recommendation**

That Council approves the Development Application for Reconfiguring a Lot (Boundary Realignment) at Ferguson Road, Ayr (Lots 3 & 4 on SP113306, Lots 16 & 17 on RP894275 & Lot 15 on RP702289, Parish of Antill, County of Gladstone), subject to the following conditions:

### **GENERAL**

- 1.1 The Council will not release the formal Plan of Reconfiguration until all rates and charges in arrears in respect of the land, the subject of the application, are paid in full.
- 1.2 Pay the sum of \$149-00 calculated on the basis of a charge of \$29-80 per lot to be levied on the Council by the Department of Environment & Resource Management for each new valuation.

### **PROPOSAL PLAN**

2. The reconfiguration of the land must be carried out generally in accordance with:-
  - (a) (i) the proposed Brazier Motti plan numbered 55838/001A-2A;

- 
- (ii) the plans, specifications, facts and circumstances as set out in the application submitted to Council;  
Except where modified by the conditions of approval and any approval issued there under; and
- (b) any approval issued under this approval; and
  - (c) any development permit for operational works relating to the reconfiguring of a lot;

### **ROADWORKS**

3. The construction of any crossovers to give access to the land is to be the owner's responsibility and to the satisfaction of the Chief Executive Officer.

### **DRAINAGE**

4. The approved development and use(s) must not interfere with the natural flow of stormwater in the locality in such a manner as to cause ponding or concentration of stormwater on adjoining land or roads.

### **PUBLIC UTILITY SERVICES**

5. If any existing public utility service including telephone, electricity, water, sewerage or gas needs to be altered or relocated to complete the reconfiguration the developer must bear the cost of alteration or relocation.

### **ENVIRONMENT AND HEALTH**

6. Any future development on newly created lots 1 & 2 including any dwelling house must not be constructed within 50m from the highbank of Plantation Creek.

### ***ADVICE (Note: These are not conditions)***

- *Unless otherwise specified by these conditions, the conditions must be complied with prior to approval of the Plan of Survey;*
- *The proposed lots may not be able to be connected to Council's reticulated water supply.*

### **Resolution**

Moved Councillor Liessmann, seconded Councillor Bawden that the recommendation be adopted.

CARRIED

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### **5.3 Burdekin Shire Council - Development Application for Reconfiguring a Lot at 1-23 Conlan Street, Ayr (Lot 1 on RP714591 Parish of Antill, County of Gladstone)**

#### **Executive Summary**

An application has been received from the Burdekin Shire Council seeking approval for Reconfiguring a Lot at 1-23 Conlan Street, Ayr (Lot 1 on RP714591 Parish of Antill, County of Gladstone). A Development Application (Code Assessable) has been triggered in accordance with the Burdekin Shire IPA Planning Scheme.

#### **Recommendation**

That Council approves the Development Application for Reconfiguring a Lot at 1-23 Conlan Street, Ayr (Lot 1 on RP714591 Parish of Antill, County of Gladstone), subject to the following conditions:

#### **GENERAL**

- 1.1 The proposed lots must be filled and compacted with approved material to a minimum level equal to the level of a 50 year ARI flood and must be evenly graded to the road frontage or an approved inter-lot drainage system at not less than 0.25% to ensure that the land is free draining.
- 1.2 Where fill is incorporated on allotments, details of compaction standards obtained are to be provided to Council. Such standards are to comply with the minimum standard for building construction.
- 1.3 The Council will not release the formal Plan of Reconfiguration until all rates and charges in arrears in respect of the land, the subject of the application, are paid in full.
- 1.4 Pay the sum of \$208-60 calculated on the basis of a charge of \$23-90 per lot to be levied on the Council by the Department of Environment & Resource Management for each new valuation.
- 1.5 The proposed residential lots are to be located or incorporate measures to minimise the impact of dust, smoke, noise and ash generated by nearby agricultural activities in accordance with the "*Planning Guidelines: Separating Agricultural and Residential Land Uses – August 1997.*"
- 1.6 Where inter-allotment drainage benefits only freehold lots easements shall be created in favour of benefitted lots.

#### **PROPOSAL PLAN**

2. The reconfiguration of the land must be carried out generally in accordance with:-
  - (a) (i) the proposed Burdekin Shire Council plan numbered M-1034 Revision A;
  - (ii) the plans, specifications, facts and circumstances as set out in the application submitted to Council;Except where modified by the conditions of approval and any approval issued there under; and

- 
- (b) any approval issued under this approval; and
  - (c) any development permit for operational works relating to the reconfiguring of a lot;

## **SOIL EROSION SEDIMENT CONTROL & STORMWATER**

- 3.1 A detailed Soil Erosion and Sediment Control Plan for the whole development must be provided as part of Operational Works application. An appropriately qualified professional must design and certify the plan which must comply with the Environment Protection Act 1994 and all its subordinate legislation.
- 3.2 A Stormwater Quality Management Plan, for the completed subdivision, which addresses the performance outcomes stated in State Planning Policy 4/10, Appendix 1, Part A, must be provided as part of Operational Works application.
- 3.3 A stormwater management plan which shows
  - The proposed stormwater drainage layout, for the completed subdivision, including both surface underground drainage structures.
  - An adequately sized stormwater route from the proposed development to the lawful point of discharge
  - Measures to be used to minimise stormwater discharge rate from the developed site.must be provided as part of Operational Works application.
- 3.4 Provide to Council all stormwater calculations and design details for the whole development. Calculations must show:
  - hydrology calculations, for both Q5 and Q50 events, including runoff from individual catchments
  - hydraulic calculations, for both Q5 and Q50 events, including
  - backwater analysis
  - hydraulic grade line results
  - kerb and channel flow widths and depths
  - pipe flows and velocities
  - channel flows and velocities
  - overland flow volumes and velocitiesThese shall be certified by a Registered Professional Engineer of Queensland (RPEQ) and be included in the operational works application.

## **DRAINAGE**

- 4.1 The developer shall provide a stormwater management plan for the entire development. The plan shall illustrate the flow paths for the minor and major drainage systems.
- 4.2 The minor drainage shall consist generally of an underground system capable of conveying 5 yr ARI flows from the development and any external catchments currently flowing onto the land being developed. Stormwater shall not overtop kerb for a 5yr ARI event.

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- 4.3 The major drainage system shall consist of overland flow paths or suitably sized underground drainage capable of discharging 50yr ARI flows from the development and any external catchments currently flowing onto the land being developed. Stormwater shall be confined to road reservations and easements for a 50yr ARI event.
  - 4.4 The lawful point of discharge for stormwater shall be at a location approved by Council.
  - 4.5 All surface drainage shall be suitably lined with concrete to maintain levels and grades;
  - 4.6 All drainage works are to be designed to ensure no detrimental affect to the upstream and downstream catchments;
  - 4.7 Downstream drainage paths and structures are to be analysed to ensure they are suitably sized for the increased flows from the development when fully developed. Any inadequate elements of the system are to be augmented at the developers full cost to allow for the increased flows;
  - 4.8 Drainage reserves and easements shall be provided as required by the stormwater design. The developer must at its own cost grant and register all such easements on the title document. Land within proposed reserves shall be transferred to the Burdekin Shire Council upon registration of the Survey Plan.

#### **DRAINAGE RESERVES**

- 5.1 Overland flow paths designed as part of the major drainage system shall be constructed within drainage reserves to be dedicated to Council.
- 5.2 Open drains within reserves shall have a 1.2m minimum width concrete invert constructed in the base of the drain.
- 5.3 Widths of drainage reserves shall be the width of the constructed drain plus a minimum of 3m each side of the top of the drain.

#### **DRAINAGE EASEMENTS**

- 6.1 Open drains incorporated in the minor drainage system shall be located within drainage easements and shall have a 600mm wide concrete invert constructed in the base of the drain.
- 6.2 Piped drains traversing allotments shall be located within drainage easements.
- 6.3 Width of drainage easements shall be the width of the constructed drain plus a minimum of 1m each side of the top of the drain, pipe or culvert with a minimum width of 4m.

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## **ROADWORKS**

### Conlan Street

- 7.1 Provide stand up kerbing and channelling from the western boundary of proposed lot 1 to the existing concrete drain through proposed lot 7. The alignment of such shall provide 8.2m minimum between faces of the kerb.
- 7.2 Provide an asphalt seal (minimum 30mm thick) for all new roads.
- 7.3 Pavement design shall comply with Queensland Transport pavement design manual guidelines and shall be no less than 150mm thick compacted type 2.2 gravel.

### Accesses

- 7.4 The construction of any crossover or access points to the proposed lots are to be the owners responsibility and to the satisfaction of the Chief Executive Officer. Any proposed purchaser of the land is to be advised accordingly.

## **PUBLIC UTILITY SERVICES**

8. If any existing public utility service including telephone, electricity, water, sewerage or gas needs to be altered or relocated to complete the reconfiguration the developer must bear the cost of alteration or relocation.

## **OPERATIONAL WORKS**

- 9.1 Where operational works are required to be carried out for the reconfiguration, the developer must, within a period of two years from the date of this permit and prior to the commencement of any work, lodge with Council an application for a development permit for operational works. As part of such application, the developer must submit:-
  - (a) detailed and complete engineering drawings and specifications of the proposed works prepared by a civil engineer, who is both registered under the Professional Engineer's Act 2002 and is current Registered Professional Engineer of Queensland; and
  - (b) certificate from the engineer who prepared the drawings stating that the design and specifications have been prepared in accordance with these conditions, relevant Council Codes and Planning Scheme Policies and the relevant Australian Standard Codes of Practice;
  - (c) a letter from the Electricity Service Provider stating that electricity can be readily supplied to the development;

No work must be commenced prior to issue of a development permit for operational works.

## **ELECTRICITY SUPPLY AND STREET LIGHTING**

- 10.1 The developer must prior to release of formal Plan of Survey submit a letter from Ergon Energy (or other suitable entity) stating that satisfactory arrangements have been made with it for the provision of an underground electricity supply to the subdivision and must provide at the developer's cost:-



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(a) a reticulated underground electricity supply to each part of the subdivision in accordance with the requirements of the Electricity Service Provider;

10.2 The developer must install ducting to the satisfaction of the Electricity and Telecommunications Service Providers prior to the approval of the Plan of Survey, and

10.3 Street lighting is to be provided to Category P5 in accordance with AS 1158.3.11 – Road Lighting. The consent of the Chief Executive Officer will be required prior to the final design being adopted.

#### **WATER SUPPLY WORKS INTERNAL**

11.1 The development must be connected to Council's reticulated water supply. The water connection must be provided at a location approved by Council and at the full cost of the developer. Each of the proposed lots shall have separate water services.

a) A water network analysis for the entire development, prepared by an appropriately qualified and experienced Registered Professional Engineer of Queensland (RPEQ), must be provided to Council for approval as part of the Development Permit for Operational Works.

b) The water network analysis must demonstrate that for the entire development minimum pressure (head) of 22m is available at the most disadvantaged allotment frontage/meter location upon completion of the stage and detailing stages at which trunk components of the network should be implemented.

11.2 Any connection or upgrades to Council's existing water infrastructure required by the development shall be carried out by the Council at the developer's full cost.

#### **SEWERAGE SUPPLY**

12.1 A sewerage network analysis, prepared by an appropriately qualified and experienced Registered Professional Engineer of Queensland (RPEQ), must be provided to Council for approval as part of the Development Permit for Operational Works.

12.2 The development must be connected to Council's reticulated sewerage system or as an alternative, construct the necessary infrastructure to each proposed new lot to allow an appropriate pressure sewer system to be installed. All works required are to be carried out at the developer's full cost;

12.3 Any connection or upgrades to Council's existing sewerage infrastructure required by the development shall be carried out by the Council at the developer's full cost;

12.4 Provide a sewer connection to each of the proposed lots included in the development to Council's sewerage scheme. All works required are to be carried out at the developer's full cost;

12.5 The lawful point of discharge into Council's sewerage infrastructure shall be at a location approved by Council.

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## **WATER SUPPLY AND SEWERAGE HEADWORKS**

13. The developer must contribute in accordance with Council's Planning Scheme Policy for Infrastructure Provision - Developer Contribution for Provision of Water supply and Sewerage services is payable, the contribution must be paid at the rate current at the time of payment.

## **AS-CONSTRUCTED PLANS**

14. Prior to the release of the plan, the developer shall provide Council with a complete set of as-constructed plans and an electronic copy which is to be compatible to Council's system at the relevant time, for all works. Such plans are to be certified by an R.P.E.Q.

## **OPEN SPACE AND PARKLAND**

15. Instead of dedicating land for park purposes, the developer must pay to Council a cash contribution. The current amount payable is \$4,500.00 (i.e. 6 lots @ \$750.00/lot). Payment must be received before the formal plan of subdivision is released.

## **AMENITY – SCREEN FENCING**

16. Provide evidence of or construct a suitable screen fence along the proposed access driveway (both sides) to the rear allotment (proposed Lot 6) to ensure that the existing residential amenity on both the subject and adjoining properties is protected. The fence design plan is to be submitted to gain the consent of Council to ensure that the construction method and building material is to the satisfaction of the Chief Executive Officer.

## **ACCESS**

17. The accessway to proposed lot 6 shall be constructed with a driveway for its full length to the following standards:
  - a) A three (3) metre wide compacted gravel pavement not less than 150mm thick (type 2.2) and sealed with either:
    - 25mm of DG7 asphaltic concrete, or
    - hot sprayed bitumen consisting of a prime and 2 seal coats (10mm & 16mm); or
    - interlocking pavers on a base of a minimum 75mm thickness;
  - Or
  - b) A three (3) metre wide reinforced concrete driveway (not car tracks) not less than 100mm thick.

## **ADVICE (Note: These are not conditions)**

- *Unless otherwise specified by these conditions, the conditions must be complied with prior to approval of the Plan of Survey.*
- *Any vegetation clearing may trigger an application under the Vegetation Management Act 1999.*

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## **Resolution**

Moved Councillor Liessmann, seconded Councillor Loizou that the recommendation be adopted.

CARRIED

### **5.4 Proposed Permanent Road Closure - Barratta**

#### **Executive Summary**

Request to review objection to permanent road closure

#### **Recommendation**

Council resolves to advise the Department of Natural Resources and Mines (DNR&M) that it offers no objection to the proposed permanent road closure shown on plan DD201\_176.

## **Resolution**

Moved Councillor Liessmann, seconded Councillor Bawden that the recommendation be adopted.

FOR: Councillor Lowis

AGAINST: Councillors Loizou, Liessmann and Bawden

LOST 1/3

## **6 CORPORATE & COMMUNITY SERVICES**

### **6.1 Amendment of Subordinate Local Law No. 4**

Councillors considered a late report and discussed issues relating to the proposed amendment of Subordinate Local Law No. 4.

#### **Executive Summary**

Council has previously resolved to amend Subordinate Local Law No 4 (Local Government Controlled Areas, Facilities and Roads) 2012 with regards to the Home Hill Comfort Stop and Funny Dunny Park.

The amendments have been advertised and submissions received.

Council now has to decide whether to proceed with the amendments.

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## **Recommendation**

That Council resolves to –

- a) proceed with the making of Local Government Controlled Areas, Facilities and Roads (Amendment) Subordinate Local Law (No. 1) 2012 as advertised; and
- b) make Local Government Controlled Areas, Facilities and Roads (Amendment) Subordinate Local Law (No. 1) 2012 as advertised.

## **Resolution**

Moved Councillor Loizou, seconded Councillor Liessmann that the report on Amendment of Subordinate Local Law No. 4 lay on the table for further consideration at a future Ordinary Council Meeting when all councillors are in attendance.

CARRIED

## **7 CORRESPONDENCE FOR INFORMATION**

## **8 NOTICES OF MOTION**

## **9 URGENT BUSINESS**

## **10 GENERAL BUSINESS**

### **10.1 Donation Requests**

Director Corporate and Community Services, Mr. Dan Mulcahy reported and sought Council's views on donation requests received from:

- Budekin Flexible Support Service – request for donation towards Co-Ordination of NQ All Abilities Games
- Sharon Saxby – fund raiser for Black Dog Institute

It was the consensus of Council that correspondence be forwarded to both organisations advising that Council is unable to provide assistance due to budgetary constraints.

## **11 CLOSED MEETING ITEMS**

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## **12 DELEGATIONS**

11.00 am – Update from Mark Stoneman, Honorary Executive Director, Wetlands and Grasslands Foundation on Wongaloo (Cromarty Wetlands) and Marty McLaughlin from the Department of National Parks, Recreation, Sport and Racing, Townsville.

There being no further business the meeting closed at 12.10 pm.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on 11 September 2012.**

**MAYOR**

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## **4 REPORTS**

### **4.1 Capital Projects Monthly Report for period ending 31 July 2012**

#### **Recommendation**

That the Capital Projects Monthly Report for period ending 31 July 2012 be received.



**BURDEKIN SHIRE COUNCIL  
MONTHLY REPORT - CAPITAL PROJECTS**

Period Ending 31 July 2012

Budget	Income Actual to Period End	Variance	Description	Budget	Expenditure Actual to Period End	Variance	Comments
<b>Director of Corporate &amp; Community Services</b>							
0	0.00	-	10002 - Council Properties Other	46,000	0.00	-100%	<b>Budget:</b> Ayr Water Treatment Plant Residence replace timber ramp \$11,000; Burdekin Gem Building - reroof and external upgrade \$35,000
0	0.00	-	10007 - Council Properties Community	35,000	0.00	-100%	<b>Budget:</b> Refurb - Clare Community Hall Amenities
0	0.00	-	11001 - IT Hardware Purchases	30,000	8,761.12	-71%	<b>Budget:</b> Replace printer - Exp Services \$8,500; Replace printer - Foremen \$8,500; Replace plotter - Design \$13,000 <b>Actual:</b> Photocopier/Printer for Design Office \$8,761 - unexpected breakdown.
0	0.00	-	11004 - Burd Library Off Equip. F & F Capital Purchases	81,800	1,351.99	-98%	<b>Budget:</b> Burdekin Library - replace existing shelving in Adult area <b>Actual:</b> Replacement Shelving Children's area \$1,352 (carry over funding).
0	0.00	-	11006 - IT Communication Purchases	126,000	0.00	-100%	<b>Budget:</b> Replace cabling - library to theatre \$26,000; Replace existing cabling in Chamber/Admin \$100,000
0	0.00	-	11007 - IT Software Purchases	221,055	0.00	-100%	<b>Budget:</b> Software - ECM upgrade to Ci \$60,000; AM software - carry over \$161,055
0	0.00	-	12001 - Aerodrome Residence	14,000	0.00	-100%	<b>Budget:</b> Ayr Aerodrome Dwelling - deck refurb
0	0.00	-	12012 - Ayr Showgrounds Grounds	12,000	1,219.09	-90%	<b>Budget:</b> Ayr Showgrounds - Electric Control Building reroof & soffits. <b>Actual:</b> Lodgement & Assessment Fees Dwelling (Cottage at Showgrounds - from carry over funding) \$1,219
0	0.00	-	12013 - Burdekin Amateur Basketball Assn	30,000	0.00	-100%	<b>Budget:</b> Replace air con system on roof that serves mezzanine area.
0	0.00	-	12031 - Support Centre	24,000	0.00	-100%	<b>Budget:</b> BCA Building - replace floor coverings
-70,000	0.00	-100%	12044 - Burdekin Library Other Assets	87,400	1,222.36	-99%	<b>Budget:</b> Burdekin Library Books
<b>-70,000</b>	<b>0.00</b>		<b>Total</b>	<b>707,255</b>	<b>12,554.56</b>		

<b>Director of Environment &amp; Operations</b>							
-1,093,610	-52,921.61	-95%	20000 - Roadworks	5,744,751	31,317.55	-99%	Actual Expenses \$573,044. Reversal Accruals (\$541,726)
0	0.00	-	11003 - Eng Office Equipment Capital Purchases	11,500	0.00	-100%	
0	0.00	-	16005 - Ayr Cemetery Other Assets	135,000	0.00	-100%	<b>Budget:</b> Ayr Cemetery Sewerage \$20,000; Ayr Cemetery Sextons Hut \$115,000
0	0.00	-	16203 - Ayr Transfer Station Building	37,000	0.00	-100%	<b>Budget:</b> Gatehouse
0	0.00	-	16211 - Ayr Transfer Station Green Waste Pad Reconstruct	0	301.32	-	A journal has been prepared to move this amount to Operational in Period 2
0	0.00	-	16251 - Burdekin Cascades Caravan Park	0	10,731.00	-	<b>Actual:</b> Cabins \$10,731. Project substantially completed
0	0.00	-	16253 - Burdekin Cascades Caravan Pk Other Asset	30,000	0.00	-100%	<b>Budget:</b> New BBQ area for Burdekin Cascades Caravan Park - order placed for work
0	0.00	-	16305 - Millaroo Pool	150,000	0.00	-100%	<b>Budget:</b> Design \$10,000; Refurbish \$45,000; Planning \$95,000
0	0.00	-	16361 - Public Conveniences Coultts Park	40,000	0.00	-100%	<b>Budget:</b> Relocate and refurb Exceloo
0	-5,250.00	-	16400 - Shire Parks	0	0.00	-	



**BURDEKIN SHIRE COUNCIL  
MONTHLY REPORT - CAPITAL PROJECTS**

Period Ending 31 July 2012

Income Actual		Variance	Description	Expenditure		Variance	Comments
Budget	to Period End			Budget	End		
0	0.00	-	16409 - Skate Park - Home Hill	60,000	0.00	-100%	Budget: Skate Park - Home Hill/Giru
0	0.00	-	16506 - Lloyd Mann Park Irrigation	0	549.74	-	
0	0.00	-	16512 - Miscellaneous Parks Irrigation	65,000	0.00	-100%	
0	0.00	-	23121 - CBD Home Hill Comfort Stop	100,000	0.00	-100%	Budget: Refurbish
0	0.00	-	23250 - Depot/Store Building	8,000	0.00	-100%	Budget: Depot Stores Shed - reroof
0	0.00	-	24000 - Drainage Budget	687,919	0.00	-100%	Budget: Anderson St to Beach Rd \$300,000; Major Drainage Schemes \$120,000; Ayr/Brandon Flood Study upgrade, model and design schemes \$67,919; Upgrade culverts drain AA crossing Cominsky Rd Horseshoe Lagoon \$50,000; Secure outlet to drain Horseshoe Lagoon \$150,000
0	0.00	-	24020 - Gross Pollutant Traps Nelson's Lagoon	0	129.87	-	Project in progress
-105,000	0.00	-100%	25001 - Sedans	270,000	0.00	-100%	
-175,000	0.00	-100%	25002 - Utilities	370,000	0.00	-100%	
-193,157	0.00	-100%	25003 - Trucks	721,123	0.00	-100%	
-50,000	0.00	-100%	25004 - Machines	280,000	0.00	-100%	
-2,000	0.00	-100%	25005 - Plant and Equipment	29,000	0.00	-100%	
-814,593	0.00	-100%	27001 - Roads Capital - NDRRA - Jan 10 Event	814,593	0.00	-100%	
-6,212,000	0.00	-100%	27002 - Roads Capital - NDRRA - Feb 11 Event	6,212,000	0.00	-100%	
-600,000	0.00	-100%	27003 - Roads Capital - NDRRA - Feb 12 Event	600,000	0.00	-100%	
0	0.00	-	30000 - Sewerage Construction Budget	250,000	0.00	-100%	Budget: Replace/Refurb assets \$50,000; No 1 Sew Pump Station Ayr new electrical switchboard \$100,000; Replace Telemetry \$100,000
0	0.00	-	30301 - Pump Station 1 Home Hill	0	202.13	-	
0	0.00	-	31050 - Sewer Reline Project	500,000	0.00	-100%	
0	0.00	-	35000 - Water Construction Budget	350,000	0.00	-100%	Budget: Replace/Refurb assets \$100,000; South Ayr Water Treatment Plant - install variable speed pumps \$100,000; HH Water Tower - Replace Aerators \$150,000
0	0.00	-	35264 - Iron & Manganese Removal	100,000	4,140.00	-96%	
-1,830,000	0.00	-100%	35270 - Fluoridation South Ayr	1,830,000	0.00	-100%	
0	0.00	-	35302 - Aeration Home Hill Tower	0	8,492.00	-	Actual: Concept Design Report H.H. Aerator
0	0.00	-	35352 - Distribution Mains Ayr	0	-20.46	-	
<b>-11,075,360</b>	<b>-58,171.61</b>		<b>Total</b>	<b>19,395,886</b>	<b>55,843.15</b>		
<b>-11,145,360</b>	<b>-58,171.61</b>		<b>TOTAL CAPITAL PROJECTS</b>	<b>20,103,141</b>	<b>68,397.71</b>		



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## **4.2 Operating Statement for period ending 31 July 2012**

### **Recommendation**

That the Operating Statement for the period ending 31 July 2012 be received.



**BURDEKIN SHIRE COUNCIL  
OPERATING STATEMENT  
Period Ending 31 July 2012**

	Note	Actual YTD	YTD Original Budget	\$ Variance Actual to Original	% Variance Actual to Original
<b>Operating Revenue</b>					
Rates and Utility Charges	1	-600,573.06	35,411,098	-36,011,671	-102%
Discounts and pensioner remissions		2,675.48	-3,473,083	3,475,758	-100%
User fees and charges		321,672.32	198,515	123,157	62%
Interest Received	2	49,975.54	143,867	-93,891	-65%
Operational contributions and donations		35,135.72	15,993	19,143	120%
Operational grants and subsidies	3	1,000.08	239,009	-238,009	-100%
Contract and recoverable works		65,136.57	134,167	-69,030	-51%
Other operating revenue	4	27,076.12	10,972	16,104	147%
<b>Total operating revenue</b>		<b>-97,901.23</b>	<b>32,680,537.17</b>	<b>-32,778,438</b>	<b>-100%</b>
<b>Operating Expenses</b>					
Employee benefits	5	1,247,634.64	1,397,191	-149,557	-11%
Materials and services	6	1,039,682.40	1,235,570	-195,888	-16%
Depreciation and amortisation		699,109.08	699,109	0	0%
Finance Costs	7	2,222.39	0	2,222	-
Other expenses		1,652.06	0	1,652	-
<b>Total operating costs</b>		<b>2,990,300.57</b>	<b>3,331,870.50</b>	<b>-341,570</b>	<b>-10%</b>
<b>Surplus (deficit) from operating activities</b>		<b>-3,088,201.80</b>	<b>29,348,667</b>	<b>-32,436,868</b>	<b>-111%</b>
Capital contributions		58,171.61	0	58,172	-
Capital grants and subsidies	8	0.00	885,017	-885,017	-100%
Other capital income (expense)		0.00	0	0	-
<b>Net result for period</b>		<b>-3,030,030.19</b>	<b>30,233,684</b>	<b>-33,263,714</b>	<b>-110%</b>

as at 6/09/2012 9:19 AM

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**BURDEKIN SHIRE COUNCIL  
OPERATING STATEMENT  
NOTES FOR VARIANCES TO BUDGET  
Period Ending 31 July 2012**

**Note**

- 1 ***Rates and Utility Charges***  
Admin - Rates not yet levied for 12/13. Total includes a journal done in July 12 to reverse revenue in advance which was taken up as income in June 12.
- 2 ***Interest Received***  
Admin - Timing difference - rates not yet levied and received.
- 3 ***Operational Grants and Subsidies***  
Admin - Under Budget \$89,833 - Timing difference - FAGS and apprentice grants not yet received.  
C&C - Under Budget \$7,209 - Timing difference - Grants not yet received.  
Eng - Under Budget \$139,967 - Grants not yet received.  
Env - Under Budget \$1,000 - Grants not yet received.
- 4 ***Other Operating Revenue***  
Admin - Over Budget \$1,618 - Timing difference - workcare income above monthly budget.  
Wat - Over Budget \$2,589 - Unbudgeted monies received for Water Sales \$2,389 & Refundable Deposits \$200.  
Waste - Over Budget \$10,006 - Unbudgeted money received for sale of Small Scale Technology Certificates for Solar Panels System at Kirknie Landfill \$3,643.
- 5 ***Employee Benefits***  
Dev - Under Budget \$10,478 - Mainly Building Inspection Shire \$4,755.  
Eng - Under Budget \$12,630 - Mainly Works Section \$45,660, Rec Works Main Roads \$11,541. Over budget mainly Recoverable Works Other \$58,435.  
Env - Under Budget \$38,065 - Mainly in the areas of Vector Admin \$6,396, Parks Operation \$15,173 & Animal Management Admin \$5,055.  
Sew - Under Budget \$34,876 - Mainly in the areas of Sewerage Operational Section \$25,495 & Sewerage Reticulation \$8,043.  
Wat - Under Budget \$22,707 - Mainly Water Operational \$14,153 & Water Administration \$6,477. Over budget mainly Water Reticulation \$5,369.
- 6 ***Materials & Services***  
C&C - Under Budget \$73,788 - Mainly Community Properties \$13,057 & Cultural Facilities \$53,459. Over budget mainly Development & Tourism Other \$13,907.  
Env - Under Budget \$136,368 - Parks Operations \$22,498, Caravan Parks \$22,657, Swimming Pools \$23,119 & Land Protection \$30,264.  
Sew - Under Budget \$19,138 - Under budget in the areas of Sewerage Treatment \$17,717 & Sewerage Reticulation \$10,120. Over budget in the areas of Sewerage Admin \$6,078.  
\$155,135.  
Wat - Under Budget \$99,516 - Under budget mainly Water Admin \$11,701, Water Supply \$34,474, Water Treatment \$48,414, Water Reticulation \$9,150. Over budget mainly Water Operational \$10,259.  
Admin - Over Budget \$297,472 - Timing differences - Insurance & Annual IT Maintenance Agreement paid for full year in July.  
Eng - Over Budget \$112,619 - Mainly Works Section \$80,473 & Recoverable Works Other \$105,457. Under budget mainly Roads Maintenance \$21,640, Street Lighting \$41,140, Workshop Operations \$23,362 & Recoverable Works - Main Roads \$29,572.
- 7 ***Finance Costs***  
Admin - Timing Difference - quarterly interest payment not paid till September.
- 8 ***Capital Grants and subsidies***  
C&C - Under Budget \$5,833 - Timing difference - Library Grant not yet received  
Eng - Under Budget \$726,684 - Timing difference, grants not yet received.  
Wat - Under Budget \$152,500 - Grant for Water Fluoridation not yet received.

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## 5 ENVIRONMENT & OPERATIONS

### 5.1 TFS Properties Ltd - Material Change of Use to establish a Sandalwood Industry (Forestry) at 80 Sellars Road, Dalbeg (Lot 49 on GS820, Parish of Dalbeg, County of Gladstone)

#### Document Information

**Referring Letter No:** 1187795

**File No:** 2011 CONS (CONS12/0017)

**Name of Applicant:** TFS Properties Ltd

**Location:** 80 Sellars Road, Dalbeg (Lot 49 on GS820, Parish of Dalbeg, County of Gladstone)

**Author and Title:** S Great – Manager Planning and Development

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#### Executive Summary

An application has been received from Groves & Clark Solicitors on behalf of their client TFS Properties Limited seeking approval for a Material Change of Use to establish a Sandalwood Industry (forestry) at 80 Sellars Road, Dalbeg, (Lot 49 on GS820, Parish of Dalbeg, County of Gladstone). A Development Application (Code Assessable) has been triggered in accordance with the Burdekin Shire IPA Planning Scheme.

#### Recommendation

That Council approves the Development Application for a Material Change of Use to establish a Sandalwood Industry at 80 Sellars Road, Dalbeg, (Lot 49 on GS820, Parish of Dalbeg, County of Gladstone) subject to the following conditions:

#### GENERAL

- 1.1 The conditions of the development permit must be achieved prior to the commencement of the use, except where specified otherwise in these conditions of approval.
- 1.2 The development and conduct of the approved use of the premises, the carrying out and maintenance of any works on the premises and construction and maintenance of any building on the premises must be generally in accordance with the supporting documents in the application submitted.
- 1.3 Harvesting of the sandalwood trees are to be conducted in an ecologically sustainable manner to ensure that no adverse environmental impacts arise.

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## ROADWORKS

2. The construction of any crossovers to give access to the land is to be the owner's responsibility and to the satisfaction of the Chief Executive Officer.

## DRAINAGE

3. The approved development and use(s) must not interfere with the natural flow of stormwater in the locality in such a manner as to cause ponding or concentration of stormwater on adjoining land or roads.

## BUILDING WORK

4. A development permit for Building Works is to be obtained before any building works are carried out on the premise.

## EXTERNAL WORKS

5. The developer must at its own cost undertake all necessary alterations to public utility mains and services as are rendered necessary by the carrying out of any required external works or other works associated with the approved development.

### **ADVICE (Note: These are not conditions)**

- *Any burning on site of crop or waste material is done in accordance with a permit from Queensland Fire & Rescue Service (QFRS).*

## Background Information

**The following comments are from the Manager of Planning & Development, Mr Shane Great:**

The land is zoned 'Rural' with the proposal triggering a 'code assessable' Development Application for Material Change of Use to establish a Sandalwood Industry (forestry). The application has been assessed against the Rural zone Code and the Forestry Code under the provisions of the Burdekin Shire Council's IPA Planning Scheme.

### ***The Application:***

The applicant has recently acquired a number of properties in the Millaroo and Dalbeg area with a view to establishing a sandalwood industry. The planning report submitted states that the change of use would have advantages both to the district and to the environment. These include little if any application of fertilizers; substantial reduction in the use of chemical sprays; substantial increase in the use of labour compared to the existing use of sugar cane production and substantial reduction in greenhouse emissions (no burning of crop).

The applicants identify the phases for production of sandalwood as land preparation which is a comparable process to other crops such as sugar. The establishment and maintenance of the plantation which is carried out over a 14-15 year period, the staff numbers will be higher in the first couple of years. This will be followed by harvesting where the product will be taken from the point of harvest to a processing plant located off-site, the site will then be replanted and the process repeated.

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**Site Description/Surrounding Land Uses:**

The subject property is located on land at Sellars Road, Dalbeg. The land has an area of 79.212ha is of an irregular shape and is considered relatively flat. The surrounding area is primarily agricultural land, with some scattered rural residential housing and sheds on the neighbouring farms.

**Conclusion:**

Council's Development Assessment Team members have assessed the application and have included reasonable and relevant conditions as part of the recommended approval. Given that the proposal complies with the provisions contained in Council's IPA Planning Scheme, it is recommended that Council approves the application subject to the abovementioned conditions.

**Link to Corporate/Operational Plan**

N/A

**Consultation**

All relative Council departments have been consulted, the application triggered a referral to the Department of Environment and and Heritage Protection (DEHP) as a advice agency due to the lots being situated in a wetland management area.

**Legal Authority or Implications**

N/A

**Policy Implications**

N/A

**Financial and Resource Implications**

N/A

**Report prepared by:**

S Great – Manager Planning and Development

**Report authorised by:**

S Great – Manager Planning and Development

## Attachments



### Planning Scheme

	Rural
	- Rural Industry Sub Area
	- Rural Nature Based Recreation Sub Area
	- Rural Settlement Sub Area
	Residential
	- Residential Low Density Sub Area

### Zone Map

	Retail and Commercial
	Industrial
	- Extractive Industry Sub Area
	- Industry Investigation Sub Area
	Public Purpose
	Community Infrastructure Designation

	Village
	Open Sp



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**5.2 Hillward Pty Ltd - Request to Change an Existing Approval at 29344 Bruce Highway, Ayr (Lot 3 on SP213948 Parish of Antill, County of Gladstone)**

**Document Information**

**Referring Letter No:** 1177547

**File No:** 2011 Sub (Sub 09-01)

**Name of Applicant:** Hillward Pty Ltd

**Location:** 29344 Bruce Highway, Ayr (Lot 3 on SP213948 Parish of Antill, County of Gladstone)

**Author and Title:** S Great - manager Planning and Development

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**Executive Summary**

A request to change an existing development approval has been received from RPS on behalf of their client Hillward Pty Ltd. The request is for a change to the wording of a range of conditions as a result of the change to the staging of the proposal. The application is over land at 29344 Bruce Highway, Ayr (Lot 3 on SP213948 Parish of Antill, County of Gladstone).

**Recommendation**

That Council approves the request to change the material Change of Use approval and allow an existing subdivision approval to be delivered over two stages (i.e. stage 1A and 1B) at 29344 Bruce Highway, Ayr (Lot 3 on SP213948 Parish of Antill, County of Gladstone) subject to the following changes of conditions:

The material Change of use conditions are the same as the original Decision Notice except for marked changes to accommodate each stage.

**MATERIAL CHANGE OF USE**

**GENERAL**

1. The material change of use (preliminary approval) relates to the change in the use rights from the 'Rural' zone to use rights in accordance with the 'Industrial' zone of the Burdekin Shire Council's IPA Planning Scheme. Any subsequent development applications will be assessed against the applicable provisions of the IPA Planning Scheme for the 'Industrial' zone on land described as Lot 3 on SP213948 and shown as attachment one (plan number 83188-04B) as part of the Department of Main Roads referral agency response. **Plan Number 111395-02**



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## DEVELOPMENT CONTRIBUTIONS

2. In accordance with Council's adopted policies, fees and charges at the time of payment the developer must contribute towards (but not limited to) the provision of the following infrastructure as a part of subsequent reconfiguration applications -
  - Water Supply Headworks; (applicable only if connected to Council supply) (stage 1B only).

## WATER SUPPLY & SEWERAGE

- 3.1 The development must be serviced by reticulated water supply and sewerage systems at the cost of the developer in accordance with Council and Queensland Government adopted standards.
- 3.2 Should the development require connection to the Council water supply network the developer must carry out works external to the development to connect to the existing network.
- ~~3.3 Connection to Council's sewerage system will not be allowed. A sewage treatment facility will be required to service the entire development. The site for the facility will be within the proposed development site. All regulatory approvals required will need to be obtained by the developer.~~
- 3.3 The lots within Stage 1A must be serviced by an individual on site sewerage system that is of sufficient capacity to cater for the needs of the end users of these lots.
- 3.4 Connection to Council's sewerage system will not be allowed. Lots within Stage 1 B must be serviced by a reticulated sewerage system and a central waste water treatment facility located within the development.

## 50 YEAR ARI FLOOD LEVELS

- 4.1 All lots created by this development must be constructed to be above the 20 year ARI flood level with the building pad area above the 50 year ARI flood level in accordance with Council's standards.
- 4.2 With the exception of Stage 1A, the developer must prepare a flood study to determine the levels of floods having a 20 and 50 year ARI to enable Council to determine the minimum fill levels. ~~and the minimum floor levels for habitable rooms in dwellings erected on the land.~~

## EASEMENTS AND RESERVES

- 5.1 The developer must at its cost grant and cause to be registered on the title documents all easements or reserves over all underground drains, constructed drainage works and improve drains which are placed under the control of Council.
- 5.2 The developer must at its cost grant and cause to be registered on the title documents, all easements or reserves required by Council or other public utility entity for access to or for the provision of essential services.

- 
- 5.3 The developer must at its cost cause to be registered surrenders of any existing easements and/or leases where necessary in connection with the subdivision.
  - 5.4 The extent and location of easements, reserves and surrenders required in (5.1) to (5.3) above will, as far as possible, be determined prior to issue of the development permit for operational works or upon completion or works if subsequently found necessary.

## **STORMWATER DRAINAGE**

- 6.1 Designs for stormwater drainage associated with the approved development must be in accordance with Council's adopted standards.
- 6.2 All external catchments discharging to the subject site must be accepted and accommodated within the development's stormwater drainage system.
- 6.3 Prior to the approval of any development permits for the reconfiguration of the subject land an overall stormwater assessment must be undertaken for the entire catchment that is subject of the application.
- 6.4 Prior the approval of any Operational Works applications for each individual reconfiguration stage, the developer must provide a water sensitive urban design report detailing mitigation measures proposed to reduce pollutant loads in the stormwater discharge.
- 6.5 The development and use must not interfere with the natural flow of stormwater in the locality in such a manner as to cause ponding or concentration of stormwater on adjoining land or roads.

## **ENVIRONMENT AND HEALTH**

7. Any development on the subject site must not be located within 100m of the high bank of the Burdekin River.

## **RECONFIGURING A LOT**

### **Stage 1A GENERAL**

- 1.1 The Council will not release the formal Plan of Reconfiguration until all rates and charges in arrears in respect of the land, the subject of the application, are paid in full.
- 1.2 Pay the sum of ~~\$334.60~~ **\$89.40** calculated on the basis of a charge of ~~\$23.90~~ **\$29.80** per lot to be levied on the Council by the Department Environment and Resource Management for each new valuation.
- 1.3 The proposed lots must be filled and compacted with approved material to a minimum level equal to the level of a 50 year ARI flood for the building pads and 20 year ARI flood for the car parking areas. Lots must be evenly graded to the road frontage or an approved inter-lot drainage system at not less than 0.25% to ensure that the land is free draining.

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## SOIL EROSION SEDIMENT CONTROL AND DRAINAGE PLAN

~~2. A detailed Soil Erosion and Sediment Control Plan must be provided as part of Operational Works for the development in accordance with *Soil Erosion and Sediment Control, Engineering Guidelines for Queensland Construction Sites* (Institute of Engineers Australia, 1996).~~

2.1 A detailed Soil Erosion and Sediment Control Plan for the development must be provided as part of Operational Works application. An appropriately qualified professional must design and certify the plan which must comply with the Environment Protection Act 1994 and all its subordinate legislation, and addresses the performance outcomes stated in State Planning Policy 4/10, Appendix 1, Part A.

2.2 A Stormwater Management Plan for the development must be provided as part of Operational Works application which demonstrates;

- The proposed stormwater drainage layout, for the completed subdivision, including both surface and underground drainage structures.
- The final discharge point for stormwater.
- Measures to be used to minimise stormwater discharge rate from the developed site.

2.3 A Stormwater Quality Management Plan for the subdivision, which addresses the performance outcomes stated in State Planning Policy 4/10, Appendix 1, Part A, must be provided as part of Operational Works application.

2.4 Provide to Council all stormwater calculations and design details for the development. Calculations must show:

- hydrology calculations, for both Q5 and Q50 events, including runoff from individual catchments;
- hydraulic calculations, for both Q5 and Q50 events, including
  - backwater analysis
  - hydraulic grade line results
  - kerb and channel flow widths and depths
  - pipe flows and velocities
  - channel flows and velocities
  - overland flow volumes and velocities

These shall be certified by a Registered Professional Engineer of Queensland (RPEQ) and be included in the operational works application.

## SITE LAYOUT

3. The reconfiguration of the land must be carried out generally in accordance with:-
- (a) (i) the proposed ~~Conics (Townsville) Pty Ltd plan numbered 83188-04B included as part of the Department of Main Roads referral agency response – Attachment 4;~~ **RPS plan numbered 111395-02 rev A;**  
(ii) the plans, specifications, facts and circumstances as set out in the application submitted to Council;  
(iii) amendments required to the plan to comply with conditions of this MCU and subsequent reconfiguration approvals; and
  - (b) any approval issued under this approval; and

- 
- (c) any development permit for operational works relating to the reconfiguring of a lot;

## **TIME FOR COMPLIANCE**

4. Unless otherwise specified by these conditions, the conditions must be complied with prior to approval of the Plan of Survey;

## **PUBLIC UTILITY SERVICES**

5. If any existing public utility service including telephone, electricity, water, sewerage or gas needs to be altered or relocated to complete the reconfiguration the developer must bear the cost of alteration or relocation;

## **STORMWATER**

- 6.1 The developer shall provide a stormwater management plan for ~~the entire~~ **Stage 1 A of the proposed** development. The plan shall illustrate the flow paths for the minor and major drainage systems.
- 6.2 The minor drainage **system for Stage 1A** shall consist of an underground system capable of conveying 5 yr ARI flows from the development and any external catchments currently flowing onto the land being developed.
- 6.3 The major drainage system **for Stage 1A** shall consist of overland flow paths or suitably sized underground drainage capable of discharging 50yr ARI flows from the development and any external catchments currently flowing onto the land being developed.
- 6.4 Post development stormwater flow discharged from the site shall be no greater than the pre development stormwater flow discharged from the site.
- 6.5 The proposed drainage shall ensure that there is no detrimental effect to upstream and downstream catchments.
- 6.6 All stormwater calculations and design details shall be certified by a Registered Professional Engineer of Queensland (RPEQ) and included in the operational works application **for Stage 1A**.
- 6.7 Drainage reserves and easements shall be provided as required by the stormwater design. The developer must at its own cost grant and register all such easements on the title document. Land within proposed reserves shall be transferred to the Burdekin Shire Council upon registration of the Survey Plan.
- 6.8 On-going maintenance associated with existing open stormwater drains and any proposed changes to these drains as a result of this application, shall be the responsibility of the developer for a period of twelve (12) months or up until the developer achieves off-maintenance.

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## **DRAINAGE RESERVES**

- 7.1 Overland flow paths designed as part of the major drainage system shall be constructed within drainage reserves to be dedicated to Council.
- 7.2 Open drains within reserves shall have a 1.5m minimum width concrete invert constructed in the base of the drain
- (i) Open drains within a drainage reserve with longitudinal grades of less than 0.5% shall have a 1.5m minimum width concrete invert constructed in the base of the drain to accommodate low flows;
  - (ii) Where no concrete invert is provided, capacity of the open drain shall be calculated assuming a Mannings “n” Roughness coefficient of 0.045 (long grass);
  - (iii) Where no concrete invert is provided, provision must be made to prevent water logging of the channel bed during low flow situations (eg - subsoil drainage)
  - (iv) No drain invert is to be constructed lower than the existing standing water level
- 7.3 Widths of drainage reserves shall be the width of the constructed drain plus a minimum of 3m each side of the top of the drain.

## **DRAINAGE EASEMENTS**

- 8.1 Stormwater drains where required are to be constructed in accordance with the following design specifications –
- i) Open drains incorporated in the minor drainage system shall be located within drainage easements;
  - ii) Open drains within a drainage easements with flat grades less than 0.5%, shall have a 600mm wide concrete invert constructed in the base of the drain;
- 8.2 Piped drains traversing allotments shall be located within drainage easements.
- 8.3 Width of drainage easements shall be the width of the constructed drain plus a minimum of 1m each side of the top of the drain, pipe or culvert with a minimum width of 4m.
- 8.4 Temporary drainage constructed during the staging of the project shall be within easements. These easements may be relinquished at the completion of works of any future stages in the development which renders the easement unnecessary for the transportation of stormwater.

## **ROADWORKS**

- 9.1 The developer must construct roads along all road frontages to each property in accordance with the following;
- The proposed roads shall be 23m wide
  - Provide stand-up kerbing and channelling on both sides of the road with a distance of 15m between the kerbs and 4m wide footpaths each side.

- 
- Provide gravel pavement for the full width between kerbing and channelling and 50mm minimum thickness PMB asphaltic concrete surface.
  - Pavement markings and signage shall be provided in accordance with the Department of Main Roads Manual of Uniform Traffic Control Devices.

9.2 Gravel pavements shall be designed in accordance with Queensland Transport Pavement Design Manual and relevant Main Roads Standard specifications.

~~9.3 The developer must construct a suitable intersection treatment, minimum type AUR, at the intersection of the new road and Gillian's Road.~~

9.4 An application for street names must be submitted to and approved by Council prior to approval of Operational Works. Approved street names must be shown on all engineering drawings submitted with the Operational Works application.

9.5 Street nameplates must be erected at each intersection indicating the name of each street and the street numbers. The signs shall be in accordance with Council standard street nameplate and erected in accordance with Department of Main Roads Manual of Uniform Traffic Control Devices.

9.6 a) Prior to the release of the Plan of Survey, the developer must construct an asphaltic concrete sealed temporary cul-de-sac to be located at the end of the proposed roads. The cul-de-sac shall have a minimum radius of 20m and be completely within road reserve or easements with a minimum of 4m clear from the proposed property boundary to the edge of the bitumen.

b) The developer must provide Burdekin Shire Council security for the construction of kerbing and channelling to the cul-de-sac if future extensions of these roads have not commenced within a four year period after completion of the current development. The security shall be in the form of a bond for \$30,000.

9.7 No vehicular access is allowed to Gillian Road from proposed lots 1 and 2, Access to proposed Lots 1 and 2 is to be via the new stub road.

## LANDSCAPING

10. Landscaping is to be provided from the proposed curb to the property boundary in all new roads. A landscaping plan shall be submitted for approval by the Chief Executive Officer.

## OPERATIONAL WORKS

11.1 Where operational works are required to be carried out for the reconfiguration, the developer must, within a period of two years from the date of this permit and prior to the commencement of any work, lodge with Council an application for a development permit for operational works. As part of such application, the developer must submit:-

- (a) detailed and complete engineering drawings and specifications of the proposed works prepared by a civil engineer, who is both registered under the Professional Engineer's Act 2002 and is current Registered Professional Engineer of Queensland; and

- 
- (b) certificate from the engineer who prepared the drawings stating that the design and specifications have been prepared in accordance with these conditions, relevant Council Codes and Planning Scheme Policies and the relevant Australian Standard Codes of Practice;

11.2 No work must be commenced prior to issue of a development permit for operational works.

## **ELECTRICITY AND TELECOMMUNICATIONS SUPPLY**

12.1 The developer must prior to release of formal Plan of Survey submit a letter from Ergon Energy (or other suitable entity) stating that satisfactory arrangements have been made with it for the provision of an underground electricity supply to the subdivision and must provide at the developer's cost:-

- (a) a reticulated underground electricity supply to each part of the subdivision in accordance with the requirements of the Electricity Service Provider;

12.2 The developer must install Electrical and Telecommunications infrastructure to the satisfaction of the Electricity and Telecommunications Service Providers prior to the approval of the Plan of Survey.

## **STREET LIGHTING**

~~12. Provide street lighting in accordance with A.S. 1158.3.11 Road Lighting (Lighting Category P4). The consent of Council's Chief Executive Officer will need to be gained before the final designs are adopted.~~

## **SEWERAGE SUPPLY WORKS INTERNAL**

~~13. The development must be serviced by a reticulated sewerage system and a central wastewater treatment facility located within the development.~~

The lots within Stage 1A must be serviced by an individual on site sewerage system that are of sufficient capacity to cater for the needs of the end users of these lots.

## **WATER SUPPLY WORKS INTERNAL**

~~14. The development must be connected to a reticulated water supply. If the system is to be connected to Council's water supply the connection must be provided at a location approved by council and at the full cost of the developer. Each of the proposed lots shall have separate water services.~~

- ~~a) A water network analysis, prepared by an appropriately qualified and experienced Registered Professional Engineer of Queensland (RPEQ), must be provided to Council for approval as part of the Development Permit for Operational Works.~~

~~The water network analysis must demonstrate that for the entire development minimum pressure of 22m is available at the most disadvantaged allotment frontage/meter~~



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~~location upon completion of the stage and detailing stages at which trunk components of the network should be implemented.~~

15. The lots within Stage 1A must be serviced by individual on site portable water supply that are of sufficient capacity to cater for the needs of the end users of these lots and fire fighting purposes.

Upon completion of Stage 1B a reticulated water supply must be supplied to each lot with Stage 1A.

#### **~~WATER SUPPLY HEADWORKS~~**

~~16. If the development is connected to Council's water supply system the developer must contribute in accordance with Council's Planning Scheme Policy for Infrastructure Provision – Developer Contribution for Provision of Water Supply and Sewerage Services. The contribution must be paid at the rate current at the time of payment.~~

#### **COMPACTION STANDARDS**

17. Where fill is incorporated on allotments, details of compaction standards obtained are to be provided to Council. Such standards are to comply with the minimum standard for building construction.

#### **AS-CONSTRUCTED PLANS**

18. Prior to the release of the plan, the developer shall provide Council with a complete set of as-constructed plans for all works and an electronic copy which is to be compatible to Council's system at the relevant time. Such plans are to be certified by an R.P.E.Q.

#### **ENVIRONMENT AND HEALTH**

19. Adequate and appropriate access for service vehicles is to be maintained throughout each stage of the development.

20. In accordance with the requirements of the *Environmental Protection Regulation 2008*, a builder or a building contractor must not make audible noise from building work:

- (a) on a Sunday or public holiday, at any time; or
- (b) on a Saturday or business day, before 6.30 am or after 6.30 pm.

**These conditions are all new**  
**RECONFIGURING A LOT – Stage 1B**

#### **GENERAL**

1.1 The Council will not release the formal Plan of Reconfiguration until all rates and charges in arrears in respect of the land, the subject of the application, are paid in full.

1.2 Pay the relevant fee which is to be calculated on the basis of a charge of \$29.80 per lot to cover the fee levied on the Council by the Department of Environment and Resource Management.



- 
- 1.3 The proposed lots must be filled and compacted with approved material to a minimum level equal to the level of a 50 year ARI flood for the building pads and 20 year ARI flood for the car parking areas lots must be evenly graded to the road frontage or an approved inter-lot drainage system at not less than 0.25% to ensure that the land is free draining.

## **SOIL EROSION SEDIMENT CONTROL AND DRAINAGE PLAN**

- 2.1 A detailed Soil Erosion and Sediment Control Plan for the development must be provided as part of Operational Works application. An appropriately qualified professional must design and certify the plan which must comply with the Environment Protection Act 1994 and all its subordinate legislation, and addresses the performance outcomes stated in State Planning Policy 4/10, Appendix 1, Part A.
- 2.2 A Stormwater Management Plan for the development must be provided as part of Operational Works application which demonstrates;
- The proposed stormwater drainage layout, for the completed subdivision, including both surface and underground drainage structures.
  - The final discharge point for stormwater.
  - Measures to be used to minimise stormwater discharge rate from the developed site.
- 2.3 A Stormwater Quality Management Plan for the subdivision, which addresses the performance outcomes stated in State Planning Policy 4/10, Appendix 1, Part A, must be provided as part of Operational Works application.
- 2.4 Provide to Council all stormwater calculations and design details for the development. Calculations must show:
- hydrology calculations, for both Q5 and Q50 events, including runoff from individual catchments;
  - hydraulic calculations, for both Q5 and Q50 events, including
    - backwater analysis
    - hydraulic grade line results
    - kerb and channel flow widths and depths
    - pipe flows and velocities
    - channel flows and velocities
    - overland flow volumes and velocities
- These shall be certified by a Registered Professional Engineer of Queensland (RPEQ) and be included in the operational works application.

## **SITE LAYOUT**

- 3.1 An amended subdivision plan showing the proposed configuration of a 1.4778ha area within Stage 1B must be submitted to and approved by Council prior to lodging an Operational Works Permit for Stage 1B
- 3.2 The reconfiguration of the land must be carried out generally in accordance with:-
- (a) (i) the proposed RPS plan numbered 111395-03;

- 
- (ii) the plans, specifications, facts and circumstances as set out in the application submitted to Council;
  - (iii) amendments required to the plan to comply with conditions of this approval; and
  - (b) any subsequent approval issued;
  - (c) any subsequent approved subdivision plan for 1.4778ha within Stage 1B; and
  - (d) any development permit for operational works relating to the reconfiguring of a lot.

## **TIME FOR COMPLIANCE**

- 4. Unless otherwise specified by these conditions, the conditions must be complied with prior to approval of the Plan of Survey.

## **PUBLIC UTILITY SERVICES**

- 5. If any existing public utility service including telephone, electricity, water, sewerage, or gas needs to be altered or relocated to complete the reconfiguration the developer must bear the cost of alteration or relocation.

## **STORMWATER**

- 6.1 The developer shall provide a stormwater management plan for Stage 1 B of the proposed development. The plan shall illustrate the flow paths for the minor and major drainage systems.
- 6.2 Any minor drainage system for Stage 1B shall consist of an underground system capable of conveying 5 year ARI flows from the development and any external catchments currently flowing into the land being developed.
- 6.3 Any major drainage system for Stage 1B shall consist of overland flow paths or suitably sized underground drainage capable of discharging 50 yr ARI flows from the development and any external catchments currently flowing onto the land being developed.
- 6.4 Post development stormwater flow discharged from the site shall be no greater than the pre development stormwater discharged from the site.
- 6.5 The proposed drainage shall ensure that there is no detrimental effect to upstream and downstream catchments.
- 6.6 All stormwater calculations and design details shall be certified by a Registered Professional Engineer of Queensland (RPEQ) and included in the operational works application for Stage 1B.
- 6.7 Drainage reserves and easements shall be provided as required by the stormwater design. The developer must at its own cost grant register all such easements on the title document. Land within proposed reserves shall be transferred to the Burdekin Shire Council upon registration of the Survey Plan.
- 6.8 On going maintenance associated with existing open stormwater drains and any proposed changes to these drains as a result of the application, shall be transferred to

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the responsibility of the developer for a period of twelve (12) months of up until the developer achieves off-maintenance.

## **DRAINAGE RESERVE**

- 7.1 Overland flow paths designed as part of the major drainage system shall be constructed within drainage reserves to be dedicated to Council.
- 7.2 Open drains within reserves shall have a 1.5m minimum width concrete invert constructed in the base of the drain.
- (i) Open drains within a drainage reserve with longitudinal grades of less than 0.5% shall have a 1.5m minimum width concrete invert constructed in the base of the drain to accommodate low flows;
  - (ii) Where no concrete invert is provided, capacity of the open drain shall be calculated assuming a Mannings "n" Roughness coefficient of 0.045 (long grass);
  - (iii) Where no concrete invert is provided, provision must be made to prevent water logging of the channel bed during low flow situations (eg – subsoil drainage);
  - (iv) No drain invert is to be constructed lower than the existing standing water level.
- 7.3 Widths of drainage reserves shall be the width of the constructed drain plus a minimum of 3m each side of the top of the drain.

## **DRAINAGE EASEMENTS**

- 8.1 Stormwater drains where required are to be constructed in accordance with the following design specifications –
- (i) Open drains incorporated in the minor drainage systems shall be located within drainage easements;
  - (ii) Open drains within a drainage easements with flat grades less than 0.5%, shall have a 600mm wide concrete invert constructed in the base of the drain.
- 8.2 Piped drains traversing allotments shall be located within drainage easements.
- 8.3 Width of drainage easements shall be the width of the constructed drain plus a minimum of 1m each side of the top of the drain, pipe or culvert with a minimum width of 4m.
- 8.4 Temporary drainage constructed during the staging of the project shall be within easements. These easements may be relinquished at the completion of works of any future stages in the development which renders the easement unnecessary for the transportation of stormwater.

## **ROADWORKS**

- 9.1 The developer must construct roads along all road frontages to each property in accordance with the following:
- The proposed roads shall be 23m wide;
  - Provide stand-up kerbing and channelling on both side of the road with a distance of 15m between the kerbs and 4m wide footpaths each side;
  - Provide gravel pavement for the full width between kerbing and channelling and 50mm

- 
- minimum thickness PMB asphaltic concrete surface;
  - Pavement markings and signage shall be provided in accordance with the Department of Transport and Main Roads Manual of Uniform Traffic Control Devices.

- 9.2 Gravel pavements shall be designed in accordance with Queensland Transport Pavement Design Manual and relevant Main Roads Standard specifications.
- 9.3 The developer must construct a suitable intersection treatment, minimum type AUR, at the intersection of the new road and Gillian's Road.
- 9.4 An application for street names must be submitted to and approved by Council prior to the approval of operational works. Approved street names must be shown on all engineering drawings submitted with the Operation Works Application.
- 9.5 Street nameplates must be erected at each intersection indicating the name of each street and street numbers. The signs shall be in accordance with Council standard street nameplate and erected in accordance with the Department of Transport and Main Roads Manual of Uniform Traffic Control Devices.
- 9.6 (a) Prior to the release of the Plan of Survey, the developer must construct an asphaltic concrete sealed temporary cul-de-sac to be located at the end of the proposed roads. The cul-de-sac shall have a minimum radius of 20m and be completely within road reserve or easements with a minimum of 4m clear from the proposed property boundary to the edge of the bitumen.
- (b) the developer must provide Burdekin Shire Council security of the construction of kerbing and channelling to the cul-de-sac if future extensions of these roads have not commenced within a four year period after completion of the current development. The security shall be in the form of bond for \$30,000.00.

## **LANDSCAPING**

10. Landscaping is to be provided from the proposed kerb to the property boundary in all new roads. A landscaping plan must be submitted for approval by the Chief Executive Officer.

## **OPERATIONAL WORKS**

- 11.1 Where operation works are required to be carried out for the reconfiguration, the developer must, within a period of two years from the date of this permit and prior to the commencement of work, lodge with Council an application for a development permit for operation works. As part of such application, the developer must submit: -
- (a) detailed and complete engineering drawings and specifications of the proposed works prepared by a civil engineer, who is both registered under the Professional Engineer's Act 2002 and is current Registered Professional Engineer of Queensland; and
- (b) certificate from the engineer who prepared the drawings stating that the design and specifications have been prepared in accordance with these conditions, relevant to

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Council Codes and Planning Scheme Policies, and the relevant Australian Standard Codes of Practice.

- 11.2 No work must be commenced prior to issue of a development permit for operational works.

## **ELECTRICITY & TELECOMMUNICATIONS SUPPLY**

- 12.1 The developer must prior to release of formal Plan of Survey submit a letter from Ergon Energy (or other suitable entity) stating that satisfactory arrangements have been made with it for the provision of an underground electricity supply to the subdivision and must provide at the developers cost:-

(a) a reticulated underground electricity supply to each part of the subdivision in accordance with the requirements of the Electricity Service Provider.

- 12.2 The developer must install Electrical and Telecommunications infrastructure to the satisfaction of the Electricity and Telecommunications Service Providers prior to the approval of the Plan of Survey.

## **STREET LIGHTING**

13. Provide street lighting in accordance with A.D. 1158.3.11 – Road Lighting (Lighting Category P4). The consent of Council's Chief Executive Officer will need to be gained before the final designs are adopted.

## **SEWERAGE SUPPLY WORKS INTERNAL**

14. The development must be serviced by a reticulated sewerage system and a central waste water treatment facility located within the development.

## **WATER SUPPLY WORKS INTERNAL**

15. The Development must be connected to a reticulated water supply. If the system is to be connected to Council's water supply the connection must be provided at a location approved by council and at the full cost of the developer. Each of the proposed lots shall have separate water services.

(a) A water network analysis, prepared by an appropriately qualified and experienced Registered Professional Engineer of Queensland (RPEQ), must be provided to Council for approval as part of the Development Permit for Operational Works.

The water network analysis must demonstrate that for the entire development minimum pressure of 22m is available at the most disadvantaged allotment frontage / meter location upon completion of the stage and detailing stages at which trunk components of the network should be implemented.

## **WATER SUPPLY HEADWORKS**

16. If the development is connected to Council's water supply system the developer must contribute in accordance with Council's Planning Scheme Policy for Infrastructure Provision – Developer Contribution for Provision of Water Supply and Sewerage Services. The contribution must be paid at the rate current at the time of payment.

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## COMPACTION STANDARDS

17. Where fill is incorporated on allotments, details of compaction standards obtained are to be provided to Council. Such standards are to comply with the minimum standard for building construction.

## AS-CONSTRUCTED PLANS

18. Prior to the release of the plan, the developer shall provide Council with a complete set of as-constructed plans for all works and an electronic copy which is to be compatible to Council's system at the relevant time. Such plans are to be certified by an R.P.E.Q.

## Environmental Health

19. Adequate and appropriate access for service vehicles to be maintained throughout each stage of the development.
20. In accordance with the requirements of the *Environmental Protection Regulation 2008*, a builder or a building contractor must not make audible noise from building work:
- (a) on a Sunday or public holiday at any time; or
  - (b) on a Saturday or business day, before 6:30am or after 6:30pm

## Background Information

***The following comments are from the Manager of Planning & Development, Mr Shane Great:***

Council on 18 October, 2010 granted approval of the following:

- Preliminary Approval for Material Change of Use – overriding the Planning Scheme (Rural to Industrial)
- Reconfiguring a Lot (Stage 1 and balance lot)

A request to change an existing development approval was received on 22 June, 2012 from RPS consultants on behalf of their client Hillward Pty. Ltd. The request is to reduce the number of original lots whilst increasing them in size. The application is over land at 29344 Bruce Highway, Ayr (Lot 3 on SP213948 Parish of Antill, County of Gladstone). The subject site is 86.1207<sup>ha</sup> in area and has frontages to both Gillian's Road and the Bruce Highway.

The applicant has requested a total of 2 lots be considered as part of Stage 1A of the development and 4 new lots be considered as part of Stage 1B. Stage 1A will consist of two 1ha lots. The remaining 1.4778ha of approved developable area will be contained within the area nominated as stage 1B. The combined area of Stage 1A and Stage 1B is in accordance with the restricted area nominated by the Department of Transport Main Roads (DTMR) acting as a concurrence agency. This reduced area was a result of negotiations between the applicant and DTMR. Council acting as the assessment manager is bound by the constraints imposed by the Department of Main Roads and has therefore recommended accordingly.

## Conclusion:

Council officers have reviewed the request and have devised conditions that will ensure both stages of the development will comply with current development standards. The outcomes

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identified as part of the requested change to stage the proposal will replicate the outcomes imposed as part of the original approval in 2010. Conditions have been worded to ensure that specific conditions become enforceable when lots are released.

#### **Link to Corporate/Operational Plan**

N/A

#### **Consultation**

All relative Council departments have been consulted, the two external concurrence agencies triggered for this application had to be notified of the request.

**Main Roads**, as a concurrence agency, assessed the impact of the request and advised that no changes are required to the original advice.

**Department of Natural Resources and Water** as a concurrence, advice and third party advice agency for the application has assessed the proposed change and advised that no additional conditions are required.

#### **Legal Authority or Implications**

N/A

#### **Policy Implications**

N/A

#### **Financial and Resource Implications**

N/A

#### **Report prepared by:**

S Great - Manager Planning and Development

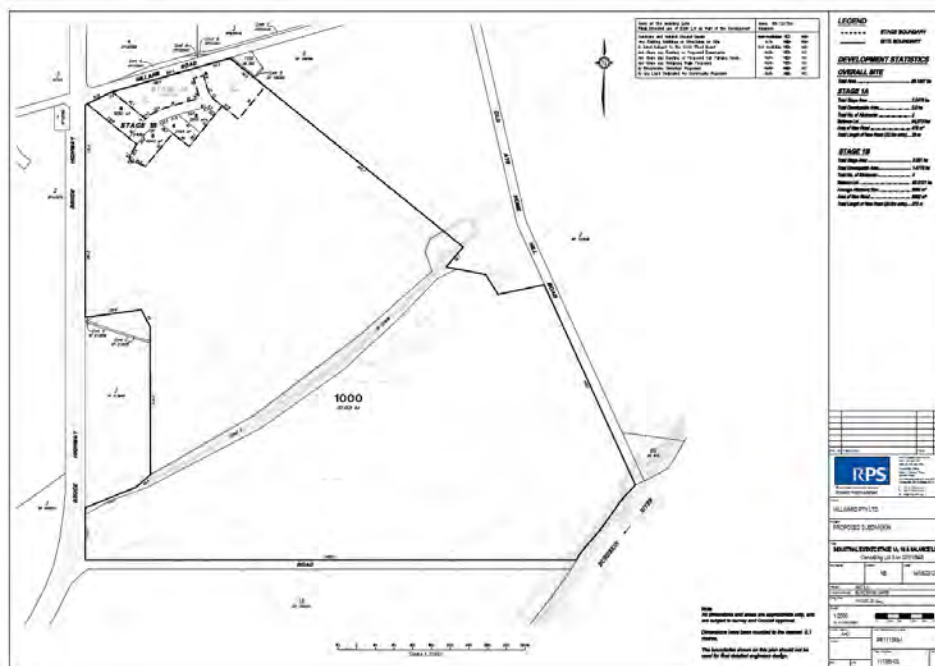
#### **Report authorised by:**

S Great - Manager Planning and Development

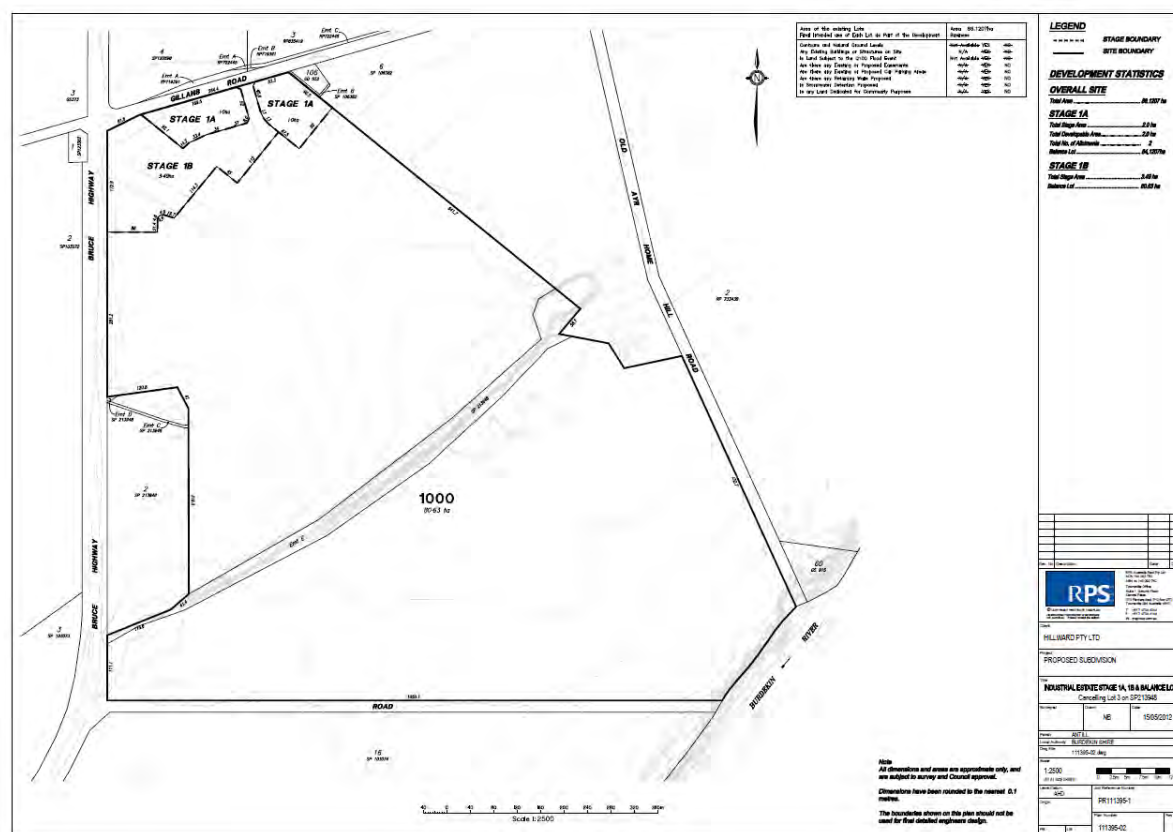
#### **Attachments**







Material Change of Use - Development area



Original approved plan and defined DTMR development area



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**5.3                    339 Sandhill Road, Rita island (Lot 62 on GS31 Parish of Morrill ,  
County of Gladstone) Application for Conversion to Freehold Tenure of  
Grazing Homestead Perpetual Lease 44/2826**

**Document Information**

**Referring Letter No:**    1161071

**File No:**                    01/04/05

**Name of Applicant:**    N/ A

**Location:**                339 Sandhill Road, Rita Island (Lot 62 on GS31 Parish of Morrill,  
County of Gladstone)

**Author and Title:**        S. Great - Manager Planning and Development

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**Executive Summary**

A second request from Department of Environment and Resource Management has been received seeking Councils views and/or requirements, if any, in respect to an application to convert Perpetual Lease 44/2826, over land described as 339 Sandhill Road, Rita Island (Lot 62 on GS31, Parish of Morrill, County of Gladstone) to three separate land allocations.

**Recommendation**

That Council objects to the proposal to convert existing Perpetual Lease 44/2826, over land described as 339 Sandhill Road, Rita Island (Lot 62 on GS31, Parish of Morrill, County of Gladstone) to the following land allocations:

- Area of proposed Lot A to freehold land;
- Area of proposed Lot B to be included as addition to existing camping reserve (Lot 150 on GS26);

Furthermore,

That Council offers no objection to the balance area (proposed Lot C) of Lot 62 on GS31 to remain as leasehold land for short term grazing purposes subject to the following conditions being included as part of any management strategy.

1. A current Pest Management Plan is in place;
2. Fencing is maintained to Industry Best Practice;
3. Conservative grazing pressure is undertaken to maintain grass cover.

Please note that Council has previously advised that they offer no objection to the entire Lot 62 on GS31 remain as leasehold land for short term grazing purposes.

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## Background Information

A request from Department of Environment and Resource Management seeking Councils views and/or requirements, if any, in respect to an application to convert Perpetual Lease 44/2826, over land described as 339 Sandhill Road, Rita Island (Lot 62 on GS31, Parish of Morrill, County of Gladstone) to three separate land allocations has been received.

Previously, on 15 December, 2009 Council considered a similar request to freehold the entire lot. Council resolved to object to the request due to the following reasons:

The land is considered marginal due to its proximity to the coastal zone;  
Vulnerable erosion prone areas exist along the entire frontage of the property to the Burdekin River;  
If freeholded, the possibility to develop including subdivision will increase access and habitation of this marginal land.

It is assumed that the applicant has now requested a review of the previous decision. The new request splits the land into three separate areas (Lots A, B, & C Refer to map reference 8458-43413). Each proposed Lot has different forms of tenure including freehold, leasehold and reserve for camping.

### **Lot A – Convert special lease to freehold**

Council objects to any portion of the site becoming freehold on the following grounds. The possibility to develop, including subdivision, will potentially increase access and habitation of this marginal land. The use will also contribute to a reduction in the ability to provide protection and retention of existing vegetation and associated dunal topography located in an environmentally sensitive area. The lots are contained in an environment that is fragile and highly subject to erosion contained within the Burdekin River delta. The subject lot contains remnant vegetation formed over alluvial deposits, liable to regular flooding and subject to coastal process, being highly susceptible to erosion during seasonal flooding of the Burdekin River. As a result of the low lying elevation and in the absence of permanent community infrastructure, the area is not suitable for human habitation and poses a safety risk to any populations that may occupy the area. It must be understood that certain development can progress without further approval if the tenure was changed to freehold and this is inconsistent with the objectives of the relevant State Planning Policy.

The Queensland State Planning Policy 1/03 Mitigating the Adverse Impacts of flood, Bushfire and Landslide and the State Coastal Management Plan must be taken into consideration in deciding this matter. Freeholding and the consequential development within such an area subject to flooding and storm tide inundation is not recommended. As well, future effects from increasing sea levels need also be taken into consideration in making decisions regarding the site.

The Qld Coastal Plan consisting of the State Policy for Coastal Management and the SPP 3/11 for coastal protection outlines the State and Local Governments obligation to ensure that management actions are consistent with the policy outcomes of the plan. In particular, the plan requires protection of coastal processes in this area which is highly susceptible to erosion and freeholding the site will permit consequential development and associated adverse impacts. In addition, the Coastal Plan aims to protect areas of high ecological significance (HES) and conserve other ecological values. The subject site contains mapped

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remnant vegetation of concern including microphyll vine forest on sandy beach ridges with a dense structure and woodland on the floodplain. Freeholding the site is likely to lead to further fragmentation of the landscape already under significant pressure from clearing for agricultural purposes as vegetation clearing can be permitted for a variety of purposes including fencing, building structures etc without further consideration. The State Coastal Plan aims to maintain and enhance public access and use of the coast for current and future generations. Freeholding the land would immediately prevent public access to the coastline which is contrary to this Policy.

### **Lot B – Convert Special Lease to Camping Reserve**

Council does not support the inclusion of a camping reserve in this location. The area is susceptible to flooding and erosion as evidenced from the location of the existing camping reserve Lot 150 GS26 in the Burdekin River, and as described above, does not meet the objectives of the State Government as it encourages occupation and development of the site. Council will not consider taking responsibility for a camping reserve in this location, nor supports the use by any other party. This portion of the site; as well as the remainder of the lot; and adjacent undeveloped coastal lots; form part of the wider ecosystem which apart from its role as providing habitat, also provides a buffer to existing agricultural land.

### **Lot C – Balance of existing lease**

Council offer no objection to the balance area identified being used for continuing leasehold grazing land uses. Furthermore, would not object to the entire area of Lot 62 on GS31 being used for grazing homestead Perpetual Lease subject to the following conditions:

- A current Pest Management Plan is in place.
- Fencing is maintained to Industry Best Practice.
- Conservative grazing pressure is undertaken to maintain grass cover.

### **Link to Corporate/Operational Plan**

N/A

### **Consultation**

All relative Council departments have been consulted, there was no external consultation required for this application.

### **Legal Authority or Implications**

N/A

### **Policy Implications**

N/A

## Financial and Resource Implications

N/A

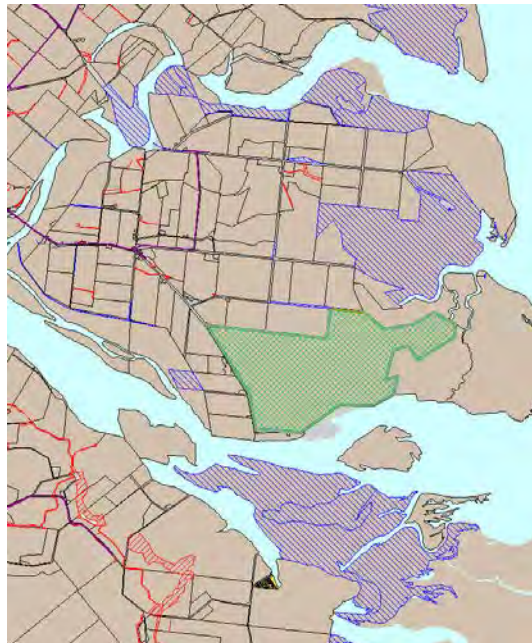
### Report prepared by:

S. Great - Manager Planning and Development

### Report authorised by:

S. Great - Manager Planning and Development

## Attachments



### Planning Scheme

	Rural
	- Rural Industry Sub Area
	- Rural Nature Based Recreation Sub Area
	- Rural Settlement Sub Area
	Residential
	- Residential Low Density Sub Area

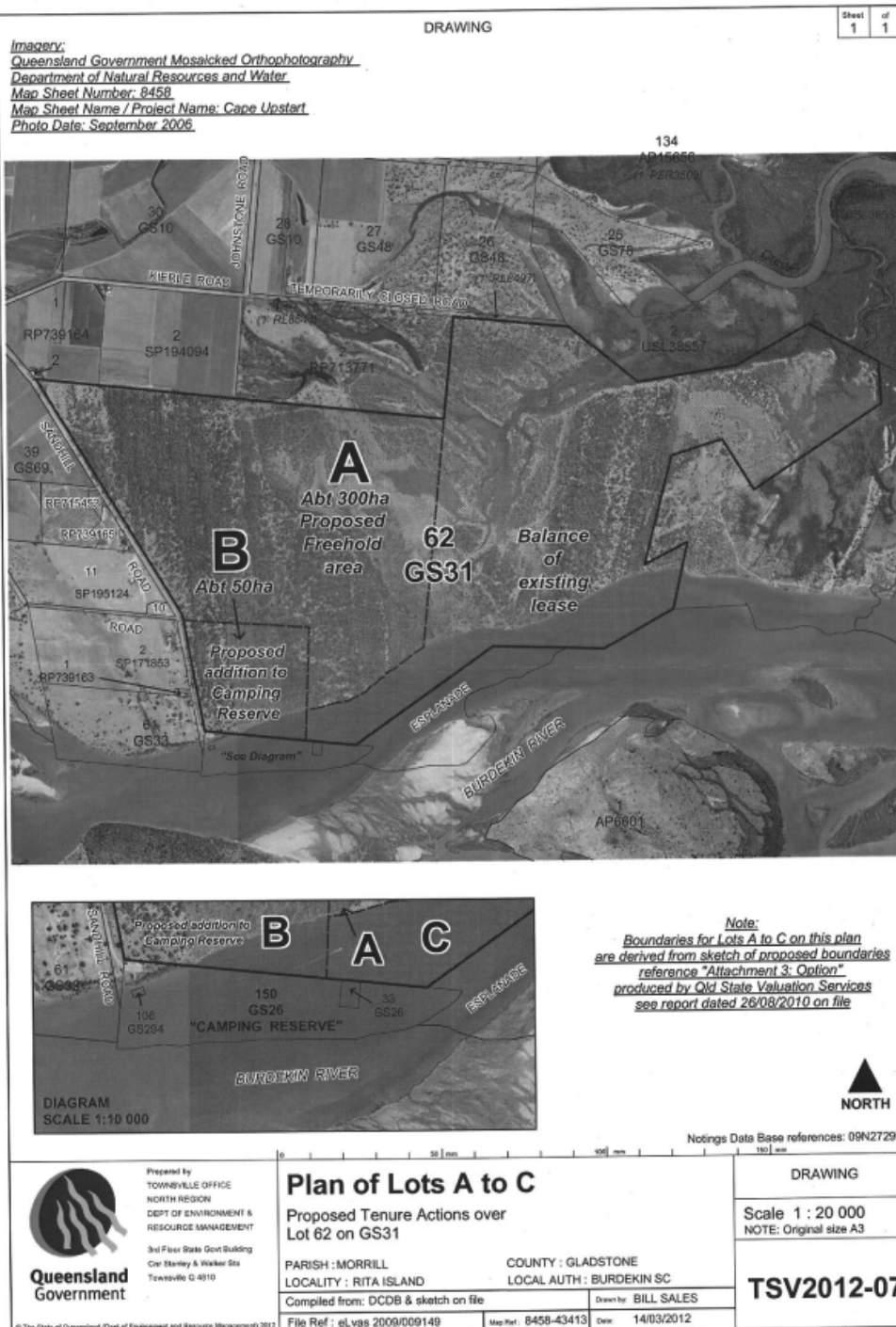
### Zone Map

	Retail and Commercial
	Industrial
	- Extractive Industry Sub Area
	- Industry Investigation Sub Area
	Public Purpose
	Community Infrastructure Designation

	Village
	Open Sp







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## **5.4                      Amendment to Burdekin Shire Council Maintenance Service Level - Corrugations on Unsealed Roads**

### **Document Information**

**Referring Letter No:**    N/A

**File No:**                      3/3/1

**Name of Applicant:**    Burdekin Shire Council

**Location:**                      Unsealed Shire roads

**Author and Title:**        Wayne Saldumbide – Manager Operations

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### **Executive Summary**

In delivering the Burdekin Shire Council 2012/13 annual budget, Council reduced the budget allocation for road maintenance by \$100,000.

Maintenance on Council sealed roads, unsealed roads and footpaths is driven by intervention levels specified in the Burdekin Shire Council Maintenance Service Level Manual. A reduction in budget allocation necessitates a corresponding adjustment in intervention level to reduce the level of service previously provided.

To reduce the maintenance level of service without compromising safety of road users, the specified dimensions (width and depth) of defects must not be increased. For example, increasing the intervention level for pothole repair from 100mm depth to 150mm in depth increases the likelihood of damage to vehicles striking the pothole as well as the possibility of the pothole causing an accident. For this reason maintenance intervention levels on sealed roads should remain unaltered.

Achieving an estimated reduction in road maintenance expenditure of the order of \$100,000 annually will require a reduction in service level for maintenance grading on unsealed roads within the shire.

Reducing the maintenance intervention level for corrugations on unsealed roads from its current level of “exceeds 75mm for more than 15% of a roads length” to “exceeds 75mm for more than 25% of a roads length” is the recommended method of achieving the reduction in road maintenance spending without compromising the safety of road users.

Expenditure will be monitored during the year and further adjustments to intervention levels in the Maintenance Service Level manual may be necessary to achieve budget outcomes.

### **Recommendation**

Council increase the maintenance intervention level for corrugations on unsealed roads from its current level of “exceeds 75mm for more than 15% of a roads length” to “exceeds 75mm for more than 25% of a roads length.”



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The Burdekin Shire Council Maintenance Service Level Manual to be updated to reflect this change.

## **Background Information**

In delivering the Burdekin Shire Council 2012/13 annual budget Council reduced the budget allocation for road maintenance by \$100,000.

## **Link to Corporate/Operational Plan**

### **Corporate Plan**

#### **2. Infrastructure**

**Objective** – Provide, maintain and facilitate appropriate infrastructure to service the Shire's existing and future service levels.

### **Operational Plan**

#### **Infrastructure**

**Objective 2.8** To implement a robust Asset Management framework and policy to ensure optimal decisions on asset creation, operation, maintenance, rehabilitation/replacement, disposal and performance based on agreed service levels.

## **Consultation**

Burdekin Shire Council

## **Legal Authority or Implications**

N/A

## **Policy Implications**

Nil

## **Financial and Resource Implications**

Estimated \$100,000 reduction in annual expenditure for road maintenance.

## **Report prepared by:**

Wayne Saldumbide – Manager Operations

## **Report authorised by:**

Trevor Williams – Director of Environment & Operations

## **Attachments**

N/A

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## 5.5 Dedication of Land as Road - Rossiter Park

### Document Information

**Referring Letter No:** 1196464

**File No:** OPWKS11/0009

**Name of Applicant:** Mr G Nolan, Newland Group

**Location:** Rossiter Park, corner of Old Home Hill and Kilrie Roads

**Author and Title:** Matthew Ingle, Design Office Manager

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### Executive Summary

Request to dedicate council land as road

### Recommendation

Council resolves to dedicate approximately twenty seven square metres, from lots 11 and 12 RP717578, to the public as road with the Newland Group responsible for all costs associated with the dedication.

### Background Information

Council has issued approvals for the subdivision of land on the corner of the Bruce Highway and Kilrie Road Rossiters Hill. Transport and Main Roads approval for this subdivision required that the developer upgrade the intersection of Old Home Hill Road and Kilrie Road to increase road safety. The upgrade consists of a realignment of Old Home Hill Road so that it intersects perpendicularly with Kilrie Road.

The developer has requested that council dedicate parts (22.5m<sup>2</sup> and 4.9m<sup>2</sup>) of lots 11 and 12 RP717578, on the corner of Old Home Hill and Kilrie Roads, as road so that footpath width may be maintained. These lots are council freehold land and currently are in use as park. The proposed road area is shown on LCJ Engineers plan MANA001-C62-B.

Lot 11 would maintain an area in excess of 1100m<sup>2</sup> and Lot 12 would maintain an area in excess of 800m<sup>2</sup>.

### Link to Corporate/Operational Plan

NA

### Consultation

NA

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**Legal Authority or Implications**

NA

**Policy Implications**

NA

**Financial and Resource Implications**

NA

**Report prepared by:**

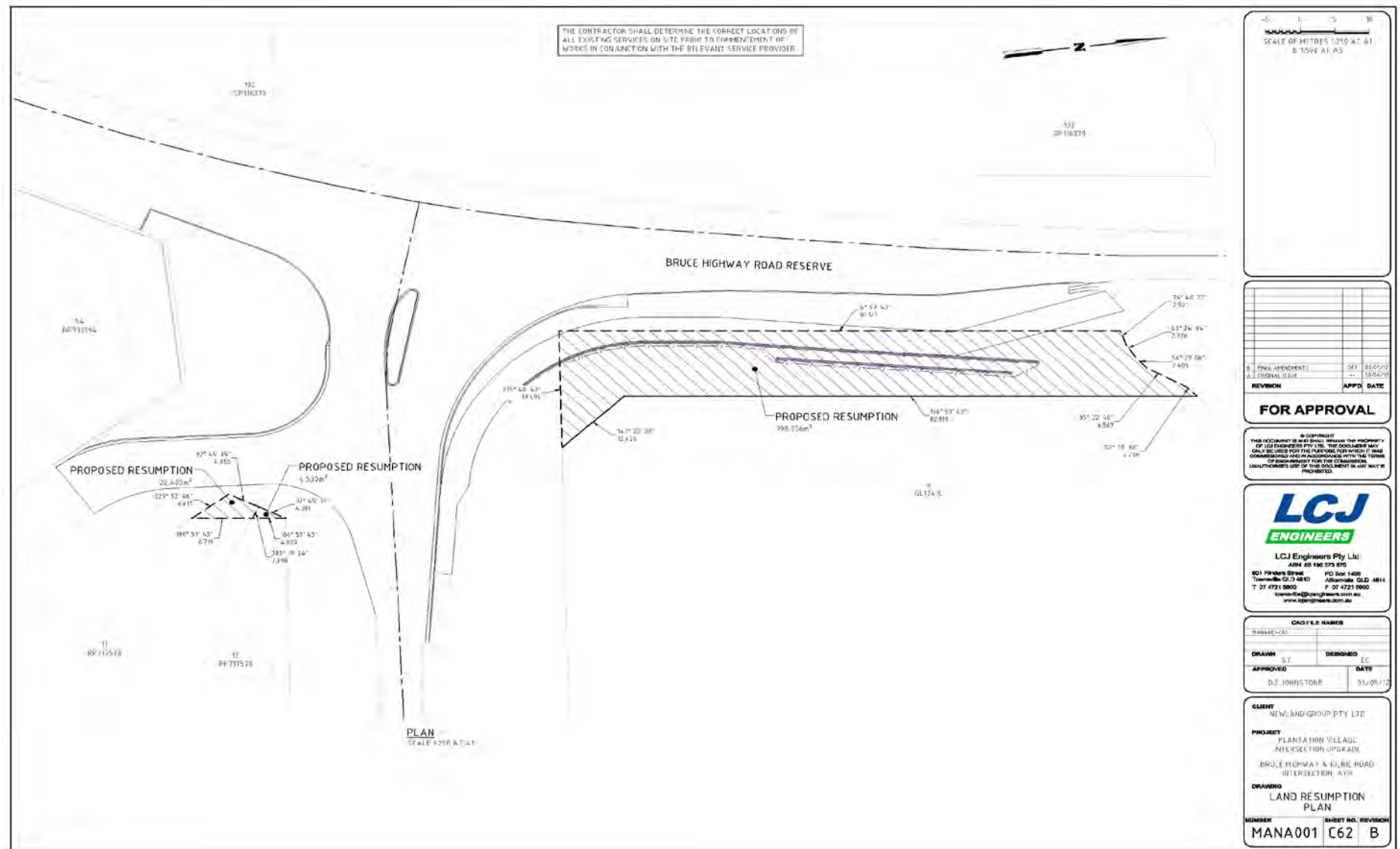
Matthew Ingle, Design Office Manager

**Report authorised by:**

Matthew Ingle.

**Attachments**

1. Plan of proposed Road Dedication



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## 5.6 Amendment of Fees and Charges 2012-2013 for new Local Laws

### Document Information

Referring Letter No: N/A

File No: 2011 ACCOMM

Name of Applicant: N/A

Location: N/A

Author and Title: Linda Govan, Coordinator Environment and Health

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### Executive Summary

The adoption of the new Local Laws requires an update or additional fees and charges to the current fees and charges.

### Recommendation

That Council adopts the following fees and charges:

1. Animal Approvals – Application to keep animals (Subordinate Local Law 1.4 – Keeping of Animals)  
New Application/Transfer/Renewal: \$143.50
2. Operation of Caravan Parks - *Subordinate Local Law 1.8 (Operation of caravan parks) 2012*  
Application for new: \$450  
Renewal: up to 25 sites \$292  
          more than 25 sites \$353  
Transfer: \$ 84  
The term 'site' includes caravan, tent, vehicle, cabins, villas and the like, but would not include accommodation that falls under another category.
3. Operation of Camping Grounds - *Subordinate Local Law 1.6 (Operation of camping grounds) 2012*  
Application for new: \$450  
Renewal: up to 25 sites \$292  
          more than 25 sites \$353  
Transfer: \$ 84  
The term 'site' includes a tent, vehicle and the like, but would not include accommodation that falls under another category.
4. Installation of Advertising Devices – *Subordinate Local Law 1.4 (Installation of Advertising Devices) 2012*  
Billboards/Hoarding/Roof /Inflatable signs –  
Application processing fee: \$250

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Renewal:	\$175
Transfer:	\$ 84

5. Operation of a Public Swimming Pool *Subordinate Local Law 1.10 (Operation of Public Swimming Pool) 2012*  
Application processing fee: \$350  
Renewal: \$250  
Transfer: \$ 84
6. Control of nuisances  
Administration fee for inspection and processing of overgrown allotments after failure to comply with a remedial notice:  
\$210.00 (plus cost of undertaking the work)

## Background Information

The commencement of the 2012 Local Laws includes new approval processes and the need to set appropriate and relevant fees. Included is an amendment to existing fee structure as well as some identified new approvals to assist in recouping the cost of the approval and inspection process.

### Animals

Currently the fees and charges for animal permits (approvals) are differentiated by the type of animal the permit relates to. It is proposed that as the process is the same for all applications that one fee is set. The range of fees in the current fees and charges are:

\$88 (for cats and bee hives);

\$143.50 (for dogs, birds and goats); and

\$176.50 (for cockatoos and roosters)

It is proposed that the fee of \$143.50 be set for all animal approvals.

### Caravan Parks and Camping Grounds

These facilities were previously licensed under Local Law 8 (Rental accommodation with shared facilities). The fees in the adopted fees and charges are based on the number of rooms ranging from \$138 (1-5 rooms) up to \$353 (21 or more rooms). Six of the nine caravan parks are currently paying the highest fee with the other three are paying the middle range of fees (\$221 or \$292). No park is registered for the lowest fee.

The current fee structure is not appropriate for caravan parks and camping grounds and should instead be based on sites.

The following fee structure is proposed:

Application for approval for new caravan park or camping ground: \$450

Renewal: for up to 25 sites \$292

for 26 or more sites \$353

Transfer: \$ 84

Amendment to existing approval: \$150

Sites would include caravan, tent, vehicle, cabins, villas and the like, but would not include accommodation that requires approval under another category.

### Installation of Advertising Devices

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Under the previous local laws the only advertising signs approved were for A-frame or temporary footpath signs. There is no change to the fee for A-frame or mobile signs, just an inclusion of the word 'mobile'.

The new local law introduces an approval process for billboard or hoarding signs, inflatable signs and roof or sky signs. The proposed fees are:

Application processing fee: \$250 (includes a site inspection during the assessment of the application and if approved the initial licence period up to 30 June)

Renewal: \$175

Transfer: \$84

#### Operation of a Public Swimming Pool

Public swimming pools have not previously been required to be licensed in the Burdekin. Pool facilities which provide learn to swim or other classes as part of a commercial venture or are part of a commercial venture for example where provided at a motel or backpackers require approval under the Local Law.

The proposed fee structure includes an annual inspection and an annual water test to ensure water quality guidelines are being met. The water testing fees include analysis and a handling charge \$130 plus freight.

The proposed fees are:

Application for approval: \$350

Renewal: \$250

Transfer: \$84

#### Control of nuisances

Council resources are regularly being taken up with the inspection and follow-up of allotments that are overgrown. The process includes several inspections, issuing of notices and discussions with the land owner. Under the Local Laws Council can now organise to mow or slash the property and the charges recovered in accordance with section 142 of the *Local Government Act 2009*.

Administration fee for inspection and processing of overgrown allotments after failure to comply with a remedial notice:

\$210.00 (plus the cost of undertaking the work)

#### **Link to Corporate/Operational Plan**

N/A

#### **Consultation**

N/A

#### **Legal Authority or Implications**

The fees can be set by Council in accordance with section 97 the *Local Government Act 2009*.

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**Policy Implications**

N/A

**Financial and Resource Implications**

The proposed fee structure is similar in a number of cases to our existing fees. New approvals have been identified and a cost recovery fee suggested.

**Report prepared by:**

Linda Govan

**Report authorised by:**

Trevor Williams

**Attachments**

N/A



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## **6 CORPORATE & COMMUNITY SERVICES**

### **6.1 2012 Work Health & Safety Policy**

#### **Document Information**

**Referring Letter No:** N/A

**File No:** POL REG

**Name of Applicant:** N/A

**Location:** N/A

**Author and Title:** Ken Holt, Chief Executive Officer

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#### **Executive Summary**

Council's Work Health & Safety Policy is reviewed on an annual basis. The Burdekin Shire Council Work Health & Safety Policy is now due for review and endorsement.

#### **Recommendation**

Council adopts the Work Health & Safety Policy for 2012.

#### **Background Information**

Each year, the Burdekin Shire Council Work Health and Safety Policy is reviewed to ensure that it remains relevant to Council operations. This year, a statement regarding Council's safety management system, Safeplan, has been added.

Once endorsed by the CEO and mayor, the policy statement is displayed in Council workplaces to communicate Council's commitment to safety in the workplace.

#### **Link to Corporate/Operational Plan**

The Work Health & Safety Policy supports the following Corporate Plan strategies:

1.7 Ensure effective corporate governance through compliance with legislation and adoption of risk management strategies.

1.8 Provide a safe and healthy workplace by continually improving workplace health and safety practices.

#### **Consultation**

Consultation was undertaken with the management team and the Human Resources Manager.

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### **Legal Authority or Implications**

The policy complies with the requirements of the *Work Health & Safety Act 2011*.

### **Policy Implications**

N/A

### **Financial and Resource Implications**

N/A

### **Report prepared by:**

Beth Whitworth, Executive Officer

### **Report authorised by:**

Ken Holt, Chief Executive Officer

### **Attachments**

1. Work Health & Safety Policy 2012



## Work Health & Safety Policy

Burdekin Shire Council is committed to providing a safe and healthy workplace for our councillors, employees, contractors, and visitors.

We aim to eliminate health and safety risks, and although this aim is impossibly high, striving towards it will achieve continual risk identification and reduction. We shall continually improve our plans, policies, standards, and processes to reduce risks, and use quality assurance methods to prevent sliding backwards into poor practices.

Apart from eliminating harmful factors from our workplace, we shall encourage improvement in the health of our workers.

Every employee has a duty to create and maintain a safe and healthy workplace. Additionally, every employee with supervisory authority is accountable for the workplace health and safety of employees and visitors in his or her work area.

We expect all councillors, employees, contractors, and visitors to our workplaces to follow safe work practices as prescribed under the legislation and in our policies and procedures. All councillors, employees, contractors, and visitors must take reasonable steps to reduce the risk of illness or injury to themselves and others.

The Council will provide adequate resources and training to manage and maintain health and safety.

Council is committed to its safety management system - *Safeplan*. *Safeplan* provides Council with a safety management framework that ensures all Council operations are carried out safely and with due care. All employees should be familiar with *Safeplan* and its contents.

\_\_\_\_\_  
Ken Holt, Chief Executive Officer

Date: \_\_\_\_\_

\_\_\_\_\_  
Cr Bill Lewis, Mayor

Date: \_\_\_\_\_

Date for Revision: \_\_\_\_\_

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## 6.2 Sponsorship towards 2012 State Council River Trust Annual Conference

### Document Information

**Referring Letter No:** 1193316

**File No:** 03-07-01 & 03-08-11E

**Name of Applicant:** Burdekin Shire Rivers Improvement Trust

**Location:** Burdekin Shire Council Chambers

**Author and Title:** Tony Vaccaro, Economic and Community Development Manager

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### Executive Summary

Burdekin Shire Rivers Improvement Trust requested assistance to hold the 2012 State Council River Trust Annual Conference.

### Recommendation

Council approves sponsorship of \$1,500 (inc. GST) as well as in-kind support to the value of \$300 to Burdekin Shire Rivers Improvement Trust to hold the 2012 State Council River Trust Annual Conference in the Burdekin on the 17<sup>th</sup> and 18<sup>th</sup> October 2012.

### Background Information

The Burdekin River Trust was the first Trust constituted in Queensland under what was known as the Burdekin River Trust Act of 1940. The trust came into being following a disastrous flood in the Burdekin River in 1940. It resulted in extensive damage to the river banks and adjoining agricultural lands. The Burdekin Shire River Trust's main objectives and functions are to protect, repair and improve the beds and banks of all streams in the Burdekin Shire and to prevent and/or mitigate flooding.

The Burdekin Shire Improvement Trust and the Haughton River Improvement Trust (constituted in 1972) covered only designated areas of the Burdekin Shire (previously Ayr Shire). On 12<sup>th</sup> February, 1998, the two Trusts were amalgamated forming the Burdekin Shire Rivers Improvement Trust with the area of responsibility extending to all streams in the Burdekin Shire.

In 1980, northern trust's established a body to coordinate and represent their collective interests. This body was known as the North Queensland River Trust Association. In 2001, a more coordinated state-wide approach was required so the individual trusts formed the State Council of River Improvement Trusts Queensland.

The first annual conference and general meeting of the State Council of River Trusts Queensland was held in 2006. The conference is attended by members of the State Council River Trust Board as well as members of the 14 trusts throughout Queensland. The conference is also attended by the Minister for Natural Resources and Mines, Andrew Cripps,

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representatives from the Department of Natural Resources and Mines in Townsville and Brisbane and the Auditor Office in Brisbane.

The conference provides an opportunity for all trusts to gather to discuss the future of the trust in regards to legislation. At present, the River Improvement Act 1940 is being reviewed and amended and all Trusts are encouraged to have input. Lodgment of the Annual Works Program to the Department is also discussed.

Each trust has a turn of hosting the conference. The conference does not have a specific theme, however, the State Council of River Trust Annual General Meeting is conducted and nominations for board positions are called. This is followed by a general meeting.

The 2012 State Council River Trust Annual Conference will be hosted by the Burdekin Shire Rivers Improvement Trust on the 17<sup>th</sup> and 18<sup>th</sup> October 2012.

The conference offers a unique opportunity for Burdekin Shire to gain exposure and to highlight the local district to more than 40 delegates from throughout Queensland. An inspection of annual works that have been completed on the Burdekin and Haughton Rivers will be carried out. As you are aware, all works are completed by council staff, beginning with the drawing of the plans to the final revegetation of the project. The Burdekin Shire Rivers Improvement Trust has a positive working relationship with Council, unlike many of the other trusts who stand alone by employing outside Engineers and contractors.

The Burdekin Shire Rivers Improvement Trust have requested financial assistance to the amount of \$1,500 (inc. GST) to host the welcome function on Wednesday, 17<sup>th</sup> October 2012 as well as in-kind support to the value of \$300 by providing promotional bags, name tags for attendees and assistance with printing and binding delegate agendas.

In recognition of Council's sponsorship, Burdekin Shire Rivers Improvement Trust will include Council's logo on all printed promotional material as well as having banners and a display featured throughout the conference.

Given the economic value that this conference will bring to the community, it is recommended that sponsorship be provided to Burdekin Shire Rivers Improvement Trust to assist in hosting the conference.

### **Link to Corporate/Operational Plan**

7.6 Foster and develop effective partnerships and networks which will enhance tourism and economic development.

### **Consultation**

Discussions held with representatives of Burdekin Shire Rivers Improvement Trust.

### **Legal Authority or Implications**

N/A

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## **Policy Implications**

N/A

## **Financial and Resource Implications**

The Civic Reception Miscellaneous budget has sufficient funds to cover the financial contribution. There is also a Community Assistance – General budget allocation for miscellaneous events to cover the in-kind contribution.

### **Report prepared by:**

Tony Vaccaro, Economic and Community Development Manager

### **Report authorised by:**

Ken Holt, Chief Executive Officer

## **Attachments**

1. N/A

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## 6.3 Restoration of Burdekin Tractor

### Document Information

**Referring Letter No:** 1180302

**File No:** 3/8/13

**Name of Applicant:** Burdekin Machinery Preservationists Inc

**Location:** Brandon Heritage Precinct

**Author and Title:** Mrs Janice Horan Grants and Property Officer

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### Executive Summary

Burdekin Machinery Preservationists have requested funds of \$2,400 to allow final works to be undertaken on the Burdekin Tractor to get it to running order prior to the Queensland Heritage State Rally to be held in the Burdekin in July 2014.

### Recommendation

That a contribution of \$2,400 be made to the Burdekin Machinery Preservationists towards restoration costs of the Burdekin Tractor.

### Background Information

With the assistance of \$50,000 grant funds from the Q150 Legacy Infrastructure Program and a matching \$50,000 contribution from Council, the Burdekin Machinery Preservationists has been restoring the Burdekin Tractor, however grants funds have been expended.

This item of national significance was imported by John Drysdale and used in the early development of the sugar industry in the Burdekin. The tractor is leased by the Council from Queensland Museum. Ownership rests with the Federal Government.

The Burdekin Tractor in running order will be a more significant attraction for the Burdekin district.

Members are very proud of the works undertaken and require an additional \$2,400 to allow final works to be undertaken on the tractor to achieve running order. The requested funding is in addition to the many hours of voluntary labour and knowledge provided.

Burdekin Machinery Preservationists applied for and were granted rights to stage the Queensland Heritage State Rally in the Burdekin in July 2014. Participants will be attending from throughout the state as well as interstate. It is the members' intention to display and run the tractor at its Heritage Rally to be held at the Ayr Showgrounds as part of the Queensland Heritage State Rally.

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**Link to Corporate/Operational Plan**

7.6 Foster and develop effective partnerships and networks which will enhance tourism and economic development.

**Consultation**

Members of Burdekin Machinery Preservationists

**Legal Authority or Implications**

Nil

**Policy Implications**

Nil

**Financial and Resource Implications**

Negligible. Funds unbudgeted.

**Report prepared by:**

Mrs Janice Horan, Grants and Property Officer

**Report authorised by:**

Mr Dan Mulcahy, Director of Corporate and Community Services

**Attachments**

Nil



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## 6.4 Personal Protective Equipment (PPE) Policy

### Document Information

**Referring Letter No:** N/A  
**File No:** POL REG  
**Name of Applicant:** N/A  
**Location:** N/A  
**Author and Title:** Ken Holt, CEO

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### Executive Summary

The PPE Policy has been updated as part of an extensive review of Council's policies.

### Recommendation

Council adopts the amended Personal Protective Equipment (PPE) Policy.

### Background Information

The PPE Policy has been updated as part of an extensive review of Council's policies. Changes have been made with reference to the *Work Health and Safety Act 2011* and the *Work Health and Safety Regulation 2011*.

As part of the review, procedural and operational aspects have been removed from the previous policy and placed in a guideline, which will be approved by the chief executive officer.

### Link to Corporate/Operational Plan

The PPE Policy supports the following Corporate Plan strategies:

- 1.7 Ensure effective corporate governance through compliance with legislation and adoption of risk management strategies.
- 1.8 Provide a safe and healthy workplace by continually improving workplace health and safety practices.

### Consultation

Consultation has been carried out with the Human Resources Manager, Stores/Purchasing Officer and Workplace Health and Safety personnel.

### Legal Authority or Implications

The *Work Health and Safety Regulation 2011* outlines Council's responsibilities with respect to the provision of personal protective equipment to workers at the workplace to minimise risk to health and safety.

### Policy Implications

The policy document has been amended to move procedural elements to the PPE Guideline.

### Financial and Resource Implications

N/A

### Report prepared by:

Beth Whitworth - Executive Officer

### Report authorised by:

Ken Holt - CEO

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## **Attachments**

1. Personal Protective Equipment (PPE) Policy



## Personal Protective Equipment (PPE) Policy

**Commencement Date:** August 2007

**Function:** Workplace Health & Safety and Quality Assurance

### RESPONSIBILITIES

Policy Owner	Chief Executive Officer		
Policy Contact	Chairman - Workplace Health & Safety Committee		
Approval Authority	Council		
Next Review Date		Review Frequency	2 years

### REVISION HISTORY

Rev	Status	Date	Approver / Meeting	Resolution / Document No.
0	Approved	02/05/2006	Council Ordinary Meeting	
1	Amended	Aug 2007		
2	Amended	May 2012	Council Ordinary Meeting	
3	DRAFT AMENDMENT			

### 1 PURPOSE

The purpose of this policy is to ensure the supply and use of personal protective equipment (PPE) where employees are required to perform their duties in an environment that involves potential hazards.

### 2 SCOPE

This policy applies to all employees, councillors, trainees, and contractors of Burdekin Shire Council and visitors including volunteers and work experience students.

### 3 EXCEPTIONS

Nil

### 4 DEFINITIONS

**'personal protective equipment (PPE)'** includes any clothing, equipment, and substance designed to be worn by a person to protect the person from risks of injury or illness.

**'the Store'** means the Burdekin Shire Council Store located at the Jones Street Depot.

**'consumable items'** are PPE for single use or are items of low value, and includes (but is not limited to) earplugs, sunscreen, insect repellent, skin repair cream, disposable overalls, water bottles, and knee pads.

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## **5 POLICY STATEMENT**

### **5.1 Responsibilities**

- 5.1.1 Council is responsible for supplying employees with appropriate PPE, either directly, through the Store, or through local suppliers using Council's chit system.
- 5.1.2 Employees must wear PPE that is suitable for the type of work being performed.
- 5.1.3 Employees are responsible for the maintenance of PPE.
- 5.1.4 Employees must ensure that PPE fits correctly.
- 5.1.5 Contractors and visitors must supply their own PPE.
- 5.1.6 Work experience students must supply their own PPE, excluding consumable items, which may be obtained from the Store.
- 5.1.7 All supervisors have a responsibility to ensure that employees, sub-contractors, and visitors are wearing appropriate PPE.

### **5.2 Exemptions**

- 5.2.1 Any employee seeking an exemption from wearing approved PPE must supply a medical certificate in support of his or her claim for exemption.
- 5.2.2 Upon receipt of the medical certificate and assessment, Council may seek advice from an independent specialist.
- 5.2.3 The workplace health & safety officer will periodically review exemptions and will reassess employee duties in line with exemptions.

### **5.3 Non-Compliance**

- 5.3.1 Employees will not be permitted to start work unless they are wearing the required, compliant PPE prescribed for their intended duties.
- 5.3.2 Employees will not be deemed to have commenced work until they are wearing compliant PPE. The employee's pay will be adjusted accordingly.
- 5.3.3 Breaches of this policy will result in disciplinary action being taken in accordance with the disciplinary procedure contained within Council's Enterprise Bargaining Agreement.

### **5.4 Residual Value**

If an employee leaves the employment of Council for any reason within six (6) weeks of issue of any PPE (excluding consumable items), the employee will reimburse Council 50% of the total value of PPE issued by deductions from termination pay.

### **5.5 Non-Store Items**

Certain items not carried by the Store may be purchased by employees on account through local suppliers. Procedures for obtaining these items, and the maximum amount payable by Council for each item, are included in the PPE Guideline.

## **6 GUIDELINES**

Personal Protective Equipment (PPE) Guideline

## **7 LEGISLATION**

*Work Health and Safety Act 2011*

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## **8 ASSOCIATED DOCUMENTS**

Burdekin Shire Council Workplace Health & Safety Policy

Burdekin Shire Council Enterprise Bargaining Agreement

Safe Work Procedures

Material Safety Data Sheets

Hard copies of this document are considered uncontrolled. Please refer to Council's website for the latest version.

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## **7 CORRESPONDENCE FOR INFORMATION**

Tabled Separately

## **8 NOTICES OF MOTION**

## **9 URGENT BUSINESS**

## **10 GENERAL BUSINESS**

## **11 CLOSED MEETING ITEMS**

## **12 DELEGATIONS**

