



# Burdekin Shire Council

## AGENDA

### ORDINARY COUNCIL MEETING

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

**on 28 April 2020**

**COMMENCING AT 9:00AM**

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# Burdekin Shire Council

TUESDAY 28 APRIL 2020

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## **1 PRAYER**

## **2 DECLARATIONS OF INTEREST**

## **3 MINUTES AND BUSINESS ARISING**

### **3.1 Post-Election Meeting Minutes - 14 April 2020**

#### **Recommendation**

That the minutes of the Post-Election Meeting held on 14 April 2020 be received and confirmed.





**Burdekin Shire Council**

# **MINUTES**

## **POST-ELECTION MEETING**

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

**on 14 April 2020**

**COMMENCING AT 9:15AM**



# Burdekin Shire Council

TUESDAY 14 APRIL 2020

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Ordinary Council Meeting 14 April 2020

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## **ATTENDANCE**

Councillors L.A. McLaughlin (Mayor), S.P. Perry (Deputy Mayor), K.D. Boccalatte, J.T. Bonanno, M.J. Detenon, J.A.G. Furnell and M. Musumeci.

Mr. T. Brennan – Chief Executive Officer  
Mr. N. O'Connor – Director Corporate and Community Services  
Mr. N. Wellwood – Director of Infrastructure, Planning and Environmental Services  
Mr. N. Toll – Media and Communications Officer  
Mrs. R. Stockdale – Senior Governance Officer

Minutes Clerk – Mrs. A. Dale

## **1 PRAYER**

The meeting prayer was delivered by Pastor Andrew Ballin of the Baptist Church.

## **2 DECLARATION**

### **2.1 Declaration of Office - 14 April 2020**

In accordance with Section 169 of the *Local Government Act 2009*, each councillor made a declaration of office in the prescribed form before the Chief Executive Officer.

## **3 DEPUTY MAYOR**

### **3.1 Appointment of Deputy Mayor**

In accordance with Section 175(2) of the *Local Government Act 2009*, the Council is required to appoint by resolution a deputy mayor from its councillors.

#### **Recommendation**

That in accordance with Section 175(2) of the *Local Government Act 2009*, Council appoint Councillor Sue Perry to the position of Deputy Mayor.

#### **Resolution**

Moved Councillor Bonanno, seconded Councillor Musumeci that the recommendation be adopted.

CARRIED

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## **4 ORDINARY MEETINGS**

### **4.1 Day and Time for Ordinary Meetings**

In accordance with Section 256 (1) of the *Local Government Regulation 2012* the Council must consider at the post-election meeting, the day and time for the holding of other meetings. The Council must meet at least once in each month and the meetings are to be held at the local government's public office or for a particular meeting at another place fixed by resolution for the meeting (Section 257 *Local Government Regulation 2012*).

#### **Recommendation**

That in accordance with Section 256, of the *Local Government Regulation 2012* the Council decides that ordinary meetings will be held on the second and fourth Tuesday of each month commencing at 9:00am at the Council Chambers, 145 Young Street, Ayr.

#### **Resolution**

Moved Councillor Perry, seconded Councillor Detenon that the recommendation be adopted.

CARRIED

## **5 ORDER OF BUSINESS**

### **5.1 Order of Business**

Council is required to determine the order of business for its ordinary meetings.

#### **Recommendation**

That the Council determine the order of business for its ordinary meetings to be as follows:

1. Prayer
2. Declaration of Interest
3. Minutes and Business Arising
4. Executive
  - 4.1 CEO
  - 4.2 Economic Development
5. Corporate and Community Services
  - 5.1 Client Services
  - 5.2 Community Development
  - 5.3 Financial and Administrative Services
  - 5.4 Governance

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6. Infrastructure, Planning and Environmental Services

6.1 Environmental and Health Services

6.2 Operations

6.3 Planning and Development

6.4 Technical Services

7. Notice of Motion

8. Receipt of Petitions

9. Correspondence for Information

10. General Business

11. Closed Business Items

12. Delegations

**Resolution**

Moved Councillor Bonanno, seconded Councillor Boccalatte that the recommendation be adopted.

CARRIED

**6 COMMITTEES AND ORGANISATIONS**

**6.1 Appointments to Various Committees and Organisations**

Council is involved with a number of internal and external committees and organisations that require a council representative to participate and attend meetings. Appointment of representatives to these committees is by resolution.

**Recommendation**

That Council endorse the appointment of each representation for internal and external committees and organisations as recorded in Appendix A – List of Advisory Committees and External Organisations.

## Appendix A - List of Advisory Committees and External Organisations

Committee / Organisation	Representation Requirements	Meeting Frequency	Councillor/s Appointed
Aerodrome Advisory Committee		Twice per year	Councillor Kaylee Boccalatte
Audit Committee		Five to six meetings per year	Councillor Michael Detenon Councillor Sue Perry
Ayr Chamber of Commerce		The second Tuesday of every month	Councillor Michael Detenon
Biosecurity Plan Working Group		One to two times per year	Councillor John Bonanno
Burdekin Bowen Integrated Flood Plain Management Advisory Committee (BBIFMAC)		Every two months	Councillor Max Musumeci
Burdekin Bowen Local Marine Advisory Committee		Every three months	Councillor Michael Detenon
Burdekin Community Association		Monthly	Councillor John Furnell
Burdekin Landcare Group		The first Tuesday every month	Councillor Max Musumeci
Burdekin Local Disaster Management Group	In accordance with the provisions of the Disaster Management Act, the members of the group must be appointed by the local government. At least one person appointed must be nominated by the chief executive of the department responsible for disaster management. At least one person appointed must be a councillor of the local government. The person appointed as the chairperson must be a councillor of the local government. The relevant local government for a local group may appoint a person as a member only if satisfied the person has the necessary expertise or experience to be a member.	The third Friday of each month from October to April  Additional meetings during an event	Chair – Mayor Deputy Chair – Councillor Sue Perry Councillor John Furnell
Burdekin Neighbourhood Centre Association		The first Friday of every month	Councillor John Furnell

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Committee / Organisation	Representation Requirements	Meeting Frequency	Councillor/s Appointed
Burdekin Road Safety Advisory Committee	Representatives include the local Queensland Police Service, Queensland Ambulance Service, the Department of Transport and Main Roads and Wilmar. Council nominates one Councillor to Chair the meeting.	The fourth Friday every three months	Chair – Councillor Max Musumeci
Burdekin Shire Rivers Improvement Trust	The Chairman of this Trust is a government representative appointed by the Governor in Council. Under Section 5 of the River Improvement Trust Act 1940, a local government may appoint two representatives for the Trust and such representatives shall be councillors.	The third Friday every two months or as required	Mayor Councillor Kaylee Boccalatte
Burdekin Water Futures	Includes representatives from Lower Burdekin Water, Council and the State Government Department responsible for Natural Resources, Sunwater, NQ Dry Tropics, BSES, CSIRO Land & Water, Landcare and BRIA Irrigators Committee.	Irregularly at present	Chair - Mayor
Community Grants Panel	This group meets to consider Community Grants applications. The Panel comprises of two Councillors and a number of Council Officers.	Three times per year (three rounds)	Councillor Max Musumeci Councillor Sue Perry
District Disaster Management Group		As required	Mayor (Chair of LDMG)
Economic Action Group			
Home Hill Chamber of Commerce		The third Wednesday of every month	Councillor John Bonanno
Local Authority Waste Management Advisory Committee	This committee meets at venues around North Queensland	Three times per year	Councillor John Furnell

Committee / Organisation	Representation Requirements	Meeting Frequency	Councillor/s Appointed
Lower Burdekin Water Board (including Finance Committee and Focus Group)	One Council representative is nominated to serve on this board. Board directors are appointed by Government Order in Council on the recommendation of the State minister responsible for resource management. APPOINTED BY STATE MINISTER	Board – the third Thursday of every month  Monthly committee meeting  Additional meetings as required	Councillor Kaylee Boccalatte
North Queensland Regional Organisation of Councils (NQ ROC)	Mayor from each member Council is a member of the organisation.	Every two months	Mayor Chief Executive Officer
North Queensland Sports Foundation	Burdekin Shire usually nominates one Council representative and one community representative. However, a Council representative is not mandatory.	Every two to three months	Councillor John Bonanno
Reef Guardian Councils		Twice yearly	Mayor Councillor Michael Detenon
Regional Arts Development Fund (RADF) Committee	This committee meets to consider funding applications. The committee comprises two councillors and six community members.	Every two to three months	Chair – Councillor Sue Perry Councillor John Bonanno
Regional Roads Transport Group (NQRRTG)	Includes representatives from Hinchinbrook Shire Council, Charters Towers Regional Council, Townsville City Council, Burdekin Shire Council and the Department of Transport & Main Roads. The Mayor and the Director of Infrastructure, Planning and Environmental Services or Manager Technical Services are required to attend.	Every 3 months	Mayor Director of Infrastructure, Planning and Environmental Services

#### Resolution

Moved Councillor Perry, seconded Councillor Furnell that the recommendation be adopted.

CARRIED

Ordinary Council Meeting 14 April 2020

6



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## **7 INDUCTION**

### **7.1 Councillor Induction**

Comprehensive induction material and training will be provided by Council officers; the Department of Local Government Racing and Multicultural Affairs (DLGRMA); and the Local Government Association of Queensland (LGAQ) to assist councillors in discharging their statutory obligations and to understand their roles and responsibilities in representing the overall public interest of the community.

Owing to restrictions associated with the COVID-19 virus the training provided by DLGRMA and the LGAQ will most likely be delivered online as opposed to the usual face-to-face approach.

There being no further business the meeting closed at 9.45am.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on 28 April 2020.**

**MAYOR**

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### **3.2 Ordinary Council Meeting Minutes - 10 March 2020**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 10 March 2020 be received and confirmed.



# Burdekin Shire Council

## **MINUTES**

### **ORDINARY COUNCIL MEETING**

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

**on 10 March 2020**

**COMMENCING AT 9:00AM**



# Burdekin Shire Council

TUESDAY 10 MARCH 2020

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Ordinary Council Meeting 10 March 2020



# Burdekin Shire Council

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## **ATTENDANCE**

Councillors L.A. McLaughlin (Mayor), S.P. Perry (Deputy Mayor), J.T. Bonanno, E.J. Bawden, A.J. Goddard, U.E. Liessmann and J.F. Woods

Mr. T. Brennan - Chief Executive Officer  
Mr. N. O'Connor – Director Corporate and Community Services  
Mr. N. Wellwood – Director of Infrastructure, Planning and Environmental Services  
Mr. D. Cornwell - Manager Community Services (Part)  
Mr. W. Saldumbide – Manager Operations (Part)  
Mrs. K. Olsen - Manager Financial & Administrative Services (Part)  
Mr. D. Mulcahy - Manager Environmental & Health Services (Part)  
Ms. F. Smith - Financial Accountant (Part)

Minutes Clerk – Ms. G. Biffanti

## **1 PRAYER**

The meeting prayer was delivered by Pastor Les Henaway of the Australian Christian 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 - 25 February 2020**

#### **Recommendation**

That the minutes of the Ordinary Council Meeting held on 25 February 2020 be received and confirmed.

#### **Resolution**

Moved Councillor Woods, seconded Councillor Goddard that the recommendation be adopted.

CARRIED

### **3.2 Burdekin Senior Advisory Group Meeting Minutes - 12 February 2020**

#### **Recommendation**

That the minutes of the Burdekin Senior Advisory Group Meeting held on 12 February 2020 be received and adopted.

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**Resolution**

Moved Councillor Bawden, seconded Councillor Liessmann that the recommendation be adopted. Noting that in Clause 4 Item 1 – Footpaths, street sweeper be changed to footpath cleaner.

CARRIED

**3.3 Local Disaster Management Group Meeting - 21 February 2020****Recommendation**

That the minutes of the Local Disaster Management Group Meeting held on 21 February 2020 be received and confirmed.

**Resolution**

Moved Councillor Goddard, seconded Councillor Perry that the recommendation be adopted.

CARRIED

**3.4 Burdekin Shire Youth Council Meeting Minutes - 24 February 2020****Recommendation**

That the minutes of the Burdekin Shire Youth Council Meeting held on 24 February 2020 be received and adopted.

**Resolution**

Moved Councillor Woods, seconded Councillor Perry that the recommendation be adopted.

CARRIED

**3.5 Community Grants Program Panel Meeting Minutes - 3 March 2020**

*9.13am Mr. D. Cornwell entered the meeting.*

**Recommendation**

That the minutes of the Community Grants Program Panel Meeting held on 3 March 2020 be received and adopted.

**Resolution**

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

CARRIED

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## **4 REPORTS**

### **4.1 Council Workshops - February 2020**

#### **Executive Summary**

The Council conducted workshops on 4 and 18 February 2020 with a range of policy and operational issues discussed.

A brief summary of the items discussed at the workshops is contained in the report.

#### **Recommendation**

That the report on the Council workshops held on 4 and 18 February 2020 be received and noted.

#### **Resolution**

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

CARRIED

## **5 GOVERNANCE**

### **5.1 Internal Audit Charter 2020**

#### **Executive Summary**

The *Local Government Act 2009* requires Council to establish an efficient and effective internal audit function. Council's internal audit function is overseen by the Governance Unit and is currently delivered by contract auditors O'Connor Marsden and Associates (OCM). The Internal Audit Charter 2020 sets out the purpose, authority, responsibility and position of internal audit within Burdekin Shire Council. The Charter has recently been reviewed by the Audit Committee and is now presented to Council for adoption.

#### **Recommendation**

That Council adopts the Internal Audit Charter 2020 as attached to this report.

#### **Resolution**

Moved Councillor Perry, seconded Councillor Woods that the recommendation be adopted.

CARRIED

*9.17am Mr. D. Cornwell left the meeting.*

*9.18am Mr. W. Saldumbide entered the meeting.*



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## **5.2 Option to Renew Lease - Kenrose Co Pty Ltd**

### **Executive Summary**

Council approval is requested to exercise the Option to Renew the following Lease:

Lessor: Burdekin Shire Council  
Lessee: Kenrose Co Pty Ltd ACN 131 016 389  
Interest: Fee Simple  
Leased Area: Agricultural Lease B, C and D on Survey Plan 217488  
(Lot 106 on Registered Plan 898777)  
Location: Ayr Aerodrome, Aerodrome Road, Brandon  
Permitted Use: Agricultural Production of Small Crops  
Expiry Date: 14 March 2020 (1 x two (2) year Option)

### **Recommendation**

That Council agree to the Lessee exercising the Option to Renew for a further two (2) year term.

### **Resolution**

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

CARRIED

## **6 ENVIRONMENTAL AND HEALTH SERVICES**

## **7 CLIENT SERVICES**

## **8 FINANCIAL & ADMINISTRATIVE SERVICES**

### **8.1 Adoption of Related Party Disclosures Policy**

#### **Executive Summary**

A review of Council's Related Party Disclosure Policy has been conducted and a revised policy has been prepared for Council adoption.

#### **Recommendation**

That Council adopts the revised Related Party Disclosure Policy as attached to the report.

#### **Resolution**

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

CARRIED

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## **8.2 Monthly Financial Report for Period Ending - 29 February 2020**

### **Recommendation**

That the Monthly Financial Report for Period Ending 29 February 2020 be received.

### **Resolution**

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

CARRIED

*9.20am Mrs. K. Olsen and Ms. F. Smith entered the meeting.*

## **8.3 Second Amended Budget for 2019/2020**

### **Executive Summary**

In accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*, Council may, by resolution, amend the budget for a financial year at any time before the end of the financial year. As required by the regulation, Council has completed a budget revision for 2019/20 and the next two financial years.

Management has completed a review of the 2019/20 budget based on results to the end of January and estimated transactions for the remainder of the financial year.

An amended budget for the 2019/20 financial year is submitted for adoption.

### **Recommendation**

That the amended budget and report for the period ending 30 June, 2020 as tabled be adopted.

### **Resolution**

Moved Councillor Perry, seconded Councillor Woods that the recommendation be adopted.

CARRIED

*9.35am Mrs. K. Olsen and Ms. F. Smith left the meeting.*

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## **9 OPERATIONS**

### **9.1 Shire Drainage Maintenance Schedule of Detention/Intrusion Pits**

#### **Executive Summary**

Council maintains extensive drainage networks in commercial, residential and rural areas across the Shire. Over the years a drainage maintenance register has been developed to ensure regular inspections and maintenance activities are scheduled prior to the monsoonal wet season to maximise the efficiency of drainage systems during rain events. Detention/Intrusion pits in the towns of Home Hill and Ayr along with other drainage assets were inspected in November 2019.

On Tuesday 28 January 2020 a monsoonal rain event deposited over 400mm of rain in a 24 hour period in the townships of Ayr, Brandon and Home Hill with Rita Island receiving over 520mm in the same event, causing widespread localised flooding with disruption to transport networks, schools and activation of the Local Disaster Management Group.

The Bureau of Meteorology (BOM) estimates this event to have an Average Exceedance Probability of less than 1%, or less than 1 in 100 year recurrence interval over a 24 hour period in the townships of Ayr and Home Hill and a 1 in 400 year recurrence interval for Rita Island. Copies of Intensity, Frequency and Duration plots supplied by the BOM are attached. For reference Station ID's are as follows: 533118 – Ayr, 533117 – Brandon and 033288 – Inkerman.

The intensity of the rainfall experienced during the event exceeded design capacity of the drainage network resulting in widespread localised flooding of low lying areas. Once rainfall subsided water levels receded with most roads being returned to service in the evening of Tuesday 28 January.

#### **Recommendation**

That the report on drainage maintenance activities, including detention/intrusion pits be noted.

*9.41am Mr. D. Mulcahy entered the meeting.*

#### **Resolution**

Moved Councillor Woods, seconded Councillor Goddard that the recommendation be adopted.

CARRIED

## **10 TECHNICAL SERVICES**

## **11 PLANNING & DEVELOPMENT**

## **12 COMMUNITY DEVELOPMENT**

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### **13 ECONOMIC DEVELOPMENT**

### **14 NOTICES OF MOTION**

### **15 CORRESPONDENCE FOR INFORMATION**

### **16 GENERAL BUSINESS**

#### **16.1 Councillor Goddard - National Road Safety Week**

Councillor Goddard highlighted a letter received in the Road Safety Meeting from the Australian Local Government Association inviting Council to participate in National Road Safety Week commencing on 4 May to 10 May 2020. Council agreed to participate to help promote National Road Safety Week.

### **17 CLOSED MEETING ITEMS**

### **18 DELEGATIONS**

#### **18.1 Australian Citizenship Ceremony**

10:15am – Citizenship Ceremony – The Mayor officiated at the ceremony and delivered a message from The Honourable David Coleman MP, Minister for Immigration, Citizenship, Migrant Services and Multicultural Affairs.

Citizenship Candidates:

Mr. George Walker Green  
Mrs. Bernardita Espan Hagstrom  
Ms. Angelica Abella Teneza

*10.40am Meeting adjourned for morning tea. Mr. Saldumbide left the meeting.*

*11.08am Meeting recommenced.*

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## **16 GENERAL BUSINESS CONTINUED**

Mayor McLaughlin acknowledged the support of Council in the representations to the State Government in obtaining funding to assist with upgrade works for the Ayr Water Supply and improve the Burdekin Water Supply Resilience. She believed the \$10 million to be provided by the State Government is the largest individual grant received by the Council.

It was noted that Mayor McLaughlin along with other Councillors expressed their thanks to Mr. Brennan, Mr. Wellwood and staff for their hard work in pursuing the funding for the Burdekin Shire.

There being no further business the meeting closed at 11.40am.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on 14 April 2020.**

**MAYOR**

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### **3.3 Burdekin Cultural Advisory Group Meeting Minutes - 10 February 2020**

#### **Recommendation**

That the minutes of the Burdekin Cultural Advisory Group Meeting held on 10 February 2020 be received and adopted.

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**MINUTES**  
**BURDEKIN CULTURAL ADVISORY GROUP MEETING**  
**HELD AT ERNIE FORD BOARD ROOM**  
**On 10 February 2020**  
**COMMENCING AT 3.30 PM**

**ATTENDANCE**

Councillors Lyn McLaughlin and Sue Perry

Mrs. Treena List – Community Member  
Dr. Brian Glover – Community Member  
Mrs. Cheryl Platt – Friends of the Burdekin Theatre  
Mr. Chris Patrick – Cultural Venues Manager  
Mr. David Cornwell – Manager Community Services

Minutes Clerk – Miss. Laura Cox

Apologies – Mrs. Jocelyn Defranciscis - Burdekin Memorial Hall Committee  
Mrs. Nicky Achurra – Community Member  
Mr. John Woods – Burdekin Shire Council

**1. OPENING OF MEETING**

Cr. McLaughlin chaired the meeting and welcomed all members.

**2. APOLOGIES**

Apologies as listed were noted.

**3. MINUTES AND BUSINESS ARISING**

**Recommendation**

That the minutes of the Burdekin Cultural Advisory Group Meeting held on 18 November 2019 be received as a true and correct record.

**Resolution**

Moved Dr. Glover, seconded Mr. Cornwell, that the recommendation be adopted.

CARRIED

**4. BURDEKIN THEATRE REFURBISHMENT**

Mr. Cornwell informed the meeting that the plans for the refurbishment of the Theatre had been adjusted and that Council was waiting for the architect to complete the revised plans.

Cr. McLaughlin advised that Councillors had an onsite visit at the Theatre to discuss the plans for the upgrade. She said that from these discussions the architect had been asked to complete revised plans. Cr. McLaughlin gave an overview of these plans to the group. She noted that once the new plans had been received stakeholders would be invited to peruse the plans and provide feedback.



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Discussion was held on Council's maintenance program for the Burdekin Theatre.

#### **5. NEW LIGHTING DESK**

Cr. Perry informed the meeting that she had recently attended performances at the Theatre and the lighting produced by the new desk had been exceptional.

#### **6. MEMORIAL HALL FACADE**

Discussion was held on the upgrade at the front of the Memorial Hall. The group commented that the changes had been a big improvement. They noted that the new lighting was an excellent addition.

#### **7. CULTURAL VENUES MANAGER'S REPORT**

- (a) Mr. Patrick gave an update on the comparison between tickets purchased online and tickets purchased through the box office or Council's Customer Service for recent Theatre performances.
- (b) Mr. Patrick advised the meeting that the plans for the installation of the LED lighting at the Memorial Hall were being finalised and that the installation will happen in March.
- (c) Mr. Patrick provided an update on the Theatre Event Guide. He informed the meeting that the Guide had been extremely well received and he had already had enquiries from potential sponsors for 2021.
- (d) Mr. Patrick updated the group on operations at the Memorial Hall: -
  - (i) The awning for the smokers' area has been used at various functions;
  - (ii) The new garden beside the driveway has been now established and is looking good; and
  - (iii) Access to the internet was interrupted due to water damage from the recent heavy downpour. This has now been rectified.

#### **8. SECURITY CAMERAS**

Mr. Cornwell advised that there is a plan to install security cameras in the Memorial Hall. He gave an overview on the possible locations of the cameras.

#### **9. ACCESS TO PUBLIC TOILETS DURING THEATRE PERFORMANCES**

Discussion was held on providing access to the Council's public toilets near the Library during Theatre performances where there are large crowds like the current show Beauty and the Beast. Miss Cox advised the meeting that instructions had been issued to ensure this process was in place.

#### **10. DISCUSSION ON NEW MEMBERS FOR THE GROUP**

Discussion was held on possible new members to invite to the group. It was decided that this matter should be tabled at the next meeting after the Local Government election.



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## **11. PROVISION OF MORNING TEA FOR MORNING MELODIES**

Mrs List advised the meeting of the increased cost to Friends of the Burdekin Theatre associated with providing a free morning tea at Morning Melodies.

Discussion was held on methods to alleviate costs associated with providing this service.

The group asked that the Friends of the Burdekin Theatre provide details of the costs associated with this service at the next meeting.

## **12. COUNCIL SURVEY**

Cr. McLaughlin advised that Council had recently sent out surveys to community groups. She urged everyone to complete these surveys to provide Council with feedback to help in future decisions.

**Next meeting – To be decided after the local government elections.**

**Cr. McLaughlin  
CHAIRMAN**

### **ACTION ITEMS**

<b>Meeting</b>	<b>Action required</b>	<b>Person/s responsible</b>	<b>Status</b>

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### **3.4 Local Disaster Management Group Meeting Minutes - 21 February 2020**

#### **Recommendation**

That the minutes of the Local Disaster Management Group Meeting held on 21 February 2020 be received and confirmed.

## Local Disaster Management Group Meeting

Held on 21 February 2020 at 12.02pm  
Council Administration Building – John Drysdale Chambers

1. Attendance		
Core Members		
Councillor Sue Perry	Deputy Mayor - Acting Chairperson	Burdekin Shire Council
Ms. Eileen Robinson	Local Disaster Coordinator	Burdekin Shire Council
Ms. Linda Govan	Coordinator Environment and Health Projects	Burdekin Shire Council
Ms. Debra Cochran	Welfare – Chief Executive Officer	Burdekin Community Association
Mr. Andy Pethybridge	Emergency Management Coordinator	Queensland Fire and Emergency Services
Mr. Steven Knight	Area Commander of Southern Command	Queensland Fire and Emergency Services
Senior Sergeant Steven Barton	Officer in Charge - Ayr	Queensland Police Service
Mr. Robert Sutcliffe	Local Controller	State Emergency Services
Apologies - Core Members		
Councillor Lyn McLaughlin	Mayor - Chairperson	Burdekin Shire Council
Mr. Nick Wellwood	Director Infrastructure, Planning & Environmental Services	Burdekin Shire Council
Mr. Wayne Saldumbide	Manager Operations	Burdekin Shire Council
Mr. Kevin Byers	Manager Technical Services	Burdekin Shire Council
Mr. Brett McGuire	Officer in Charge - Ayr	Queensland Ambulance Services
Advisors		
Mrs. Tracey Hobbs	Service Coordinator	Burdekin Centre for Rural Health Services Burdekin Community Association
Mrs. Rebecca Grogan	Housing and Community Support Services Coordinator	Burdekin Community Association
Mr. Nick O'Connor	Director Corporate & Community Services	Burdekin Shire Council
Mr. Warren Francis	Disaster Management Officer	Burdekin Shire Council
Mr. Shane Great	Deputy Local Disaster Coordinator	Burdekin Shire Council
Mr. Bradley Hutchinson	Safety & Productivity Coordinator	Burdekin Shire Council
Mrs. Sharon Galeano	Senior Advisor	Department of Communities, Disability Services and Seniors
Ms. Lorraine Dempsey	Director of Nursing – Home Hill Hospital	Queensland Health
Senior Sergeant Brenton Webb	Executive Officer – Townsville District Disaster Management Group	Queensland Police Services
Inspector Damien Irvine	Country Patrol Inspector	Queensland Police Service
Sergeant Steve Wilson	Officer in Charge – Home Hill	Queensland Police Service
Mr. John Winn	Deputy Local Controller	State Emergency Services
Mr. Charles Scuderi	Radio Announcer	Sweet FM
Mrs. Rosemary Menkens	Radio Announcer	Sweet FM
Mr. Lionel Tappenden	Vice President	Volunteer Marine Rescue - Burdekin
Mr. Vince Papale	Member	Volunteer Marine Rescue - Burdekin
Mr. Peter Luke	Cane Supply Manager	Wilmar
Apologies – Advisors		
Mr. Terry Brennan	Chief Executive Officer	Burdekin Shire Council
Councillor John Woods	Deputy Chairperson	Burdekin Shire Council
Mrs. Janai Giddy	Deputy Disaster Management Officer	Burdekin Shire Council



## Local Disaster Management Group Meeting

Held on 21 February 2020

Council Administration Building – John Drysdale Chambers

Mr. Brett Whitbread	Manager Delivery and Operations – Northern District	Department of Transport and Main Roads
Mr. Frank D'Souza	Maritime Safety Queensland Branch	Department of Transport and Main Roads
Mr. George Christensen	Member of Parliament	Federal Member of Dawson
Mrs. Deanna Murray	Workplace Health and Safety Officer – Home Hill and Ayr	Lower Burdekin Home for the Aged
Mr. Jim Collins	General Manager	Lower Burdekin Home for the Aged
Mr. Michael Caspanello	Director	Lower Burdekin Water Board
Ms. Tracey Gabiola	Director of Nursing – Ayr Hospital	Queensland Health
Ms. Jade Christenson	Regional Liaison Officer - Operations	Queensland Reconstruction Authority

Minutes Clerk – Mrs. A. Dale

### 2. Minutes Received

#### MINUTES OF THE BURDEKIN SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP MEETING HELD ON 17 January 2020.

2.1 Moved Ms. Eileen Robinson, seconded Ms. Debra Cochran that the minutes of the Burdekin Shire Council Local Disaster Management Group Meeting held on Friday 17 January 2020 be received as a true and correct record.

CARRIED

#### THE MINUTES OF THE BURDEKIN SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP MEETING HELD ON 30 JANUARY 2020 TO STAND DOWN BE ADOPTED WITH AMENDMENTS AS PROVIDED BY ANDY PETHYBRIDGE.

2.1 Moved Mr. Andy Pethybridge, seconded Ms. Linda Govan that the minutes of the Burdekin Shire Council Local Disaster Management Group Meeting held on Friday 30 January 2020 to Stand Down be received as a true and correct record.

CARRIED

### 3 Business Arising out of Minutes and Review Action Items List

NIL

### 4 Correspondence for Information

- 4.1 1575948 - Correspondence – Coronavirus Outbreak – Queensland Health
- 4.2 1572942 - Thankyou Letter – Update Community Recovery Information Pack – Hon Coralee O'Rourke – Minister for Communities, Minister for Disability Services and Seniors
- 4.3 1576607 - Letter of Introduction – Council Communication Services Following Natural Disasters – Utter Professional
- 4.4 1574931 - Successful Application – Burdekin State Emergency Services – Gambling Community Benefit Fund – Round 102 – Solar System and Upgrade Lighting – State Emergency Services Headquarters

**4.5 1574174 - Disaster Response Information – Team Rubicon Australia North Queensland Disaster Relief Team**

**4.6 1576695 - Dam and Weir Safety – Tips for Keeping Safe – Sunwater Limited**

## **5 Agency Reports**

### **5.1 Mr. Andy Pethybridge – Queensland Fire and Emergency Services**

1. Please refer to attached report.

### **5.2 Mr. Robert Sutcliffe – State Emergency Services**

1. From 17 January to 21 February 2020, the SES have operated a total 240 hours.
2. Currently have 36 active members (one on probation).
3. Have received many enquiries about membership, however, little has come to fruition.
4. Members are on standby for a possible weather event at Normanton.
5. In late March 2020, Mr. Sutcliffe will be stepping down as Local Controller to become a member and Mr. Winn – Deputy Local Controller be appointed to the position of Local Controller.

*On behalf of the LDMG, Chair Councillor Perry thanked Mr. Sutcliffe for his services and wished him very best for the future.*

### **5.3 Mr. Steve Knight – Queensland Fire and Emergency Services**

1. Reported business as usual. Currently monitoring the Gulf Country for possible rain.
2. A recruitment course will be conducted in May 2020 for Auxiliary Fire Fighters in either the Burdekin or Townsville depending on numbers. Another course will also be held at a later date in Bowen.
3. QRA request for Rapid Damage Assessments (RDA) following the Rain event in January 2020. Mr. Knight advised that the criteria for assessment is different for each event. Mr. Knight advised that he is happy to provide a presentation on this to the group in the future.
4. Stated that another Council has included smoke alarm information with annual rates notice and advised that QFES can assist with the cost of this additional expense should Council wish to proceed.

### **5.4 Sergeant Steve Wilson – Queensland Police Service – Home Hill**

1. Sergeant Wilson requested that Council review the process for dispersion of assets. It was reported that there was a shortage of temporary road closure signage during the last weather event. SES Local Controller, Mr. Robert Sutcliffe advised that SES have additional signage available for use which is stored at the Home Hill Headquarters. Local Disaster Coordinator, Ms. Robinson and Disaster Management Officer, Mr. Francis will conduct an audit on temporary road signage for Home Hill.

### **5.5 Senior Sergeant Steve Barton – Queensland Police Service – Ayr**

Business as usual.



### 5.6 Ms. Debra Cochran – Burdekin Community Association

1. Ms. Cochran advised that they have been very busy with people requiring welfare and assistance.

### 5.7 Senior Sergeant Brenton Webb – Queensland Police Service – District Disaster Management Group

1. Senior Sergeant Webb thanked the LDMG for all their work during the significant flooding event.
2. Counselling for flood affected people is available and information has been forwarded on from the Department of Communities, Disability Services and Seniors.
3. Met with Queensland Reconstruction Authority during the week about the Burdekin and Haughton Rivers Flood Resilience Program and Strategy which is progressing well.
4. Apologies for not attending the Burdekin Recovery Workshop.
5. North Queensland Gas Pipeline have taken over the contract from Energy Infrastructure Management for the Natural Gas Pipeline from the Moranbah Gas Project in Bowen to Townsville.
6. Category C North Queensland and Far North Queensland Monsoon Funding expected to be open in March 2020.

### 5.8 Mr. Lionel Tappenden – Volunteer Marine Rescue - Burdekin

1. Mr. Tappenden advised that the outboards on the secondary vessel will be getting upgraded next week and will be out of operation for approximately two to three days.

### 5.9 Ms. Sharon Galeano – Department of Communities, Disability Services and Seniors

1. RACQ Foundation Funding is available to Sports Clubs and Community Organisations.
2. Disability Inclusive Disaster Risk Reduction (DIDRR) Framework and Toolkit information has been distributed to members via email. DIDRR provides a roadmap for people with a disability, community and disability services, and local disaster management to work together to co-design DIDRR innovations, implement and evaluate their impact on decreasing risk and increasing the resilience of people with a disability to disaster.
3. The department are still working with several clients in the Giru and Woodstock areas in relation to the Monsoonal event from February 2019.

## 6. Deputy Local Disaster Coordinator Update

### 6.1 Ms. Eileen Robinson - Burdekin Shire Council

1. The Local Resupply Sub Plan – Including Aerial, Water and Land Re-Supply and Aerial Transport of Personnel was released to the group.
2. There are approximately 8 to 10 forms included in the Resupply Plan from the Queensland Resupply Manual that cover some of the following: community resupply, letter to communicate to retailers, letter to householders, resupply request forms. These will be used initially until a need is identified for changes.
3. Brochures to highlight resupply plan and assistance available will be distributed in public places, shops, libraries, noticeboards and other relevant places. Feedback on brochure is encouraged by members prior to print.

## Local Disaster Management Group Meeting

Held on 21 February 2020

Council Administration Building – John Drysdale Chambers

4. Ms. Robinson requested that all members review the Local Resupply Sub Plan – Including Aerial, Water and Land Re-Supply and Aerial Transport of Personnel and provide feedback by no later than Friday 13 March 2020.

### 7. General Business

NIL

There being no further business the meeting closed at 12.31pm.

The next meeting will be held on 20 March 2020.

ACTING CHAIRPERSON

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### **3.5 Burdekin Shire Road Safety Advisory Committee Meeting Minutes - 27 February 2020**

#### **Recommendation**

That the minutes of the Burdekin Shire Road Safety Advisory Committee Meeting held on 27 February 2020 be received and adopted.



<b>1. Attendance</b>		
<b>Core Members</b>		
Councillor Tony Goddard	Chairman	Burdekin Shire Council
Mr. Kevin Byers	Manager Technical Services	Burdekin Shire Council
Mr. Glen Stockdale	Design Office Coordinator	Burdekin Shire Council
Mr. Kevin Riseley	Technical Officer (Road Safety)	Department of Transport and Main Roads
Mr. Tosin Faniran	Traffic Engineer	Department of Transport and Main Roads
Ms. Erin Bell	Program Support Coordinator	Department of Transport and Main Roads
Senior Constable Brett Elton	Road Unit	Queensland Police Service
Mr. David Jackson	President	Home Hill Chamber of Commerce
Councillor Ted Bawden	Councillor / Senior Representative	Burdekin Shire Council
<b>Apologies - Core Members</b>		
Senior Sergeant Steve Barton	Officer in Charge - Ayr	Queensland Police Service
Constable Dean Wellington	Representative – Home Hill	Queensland Police Service
<b>Advisors</b>		
Mrs. Barbara Stockdale	Transport and Main Roads Project Officer	Burdekin Shire Council
Mr. Brett Maguire	Officer in Charge - Ayr	Queensland Ambulance Services
<b>Apologies - Advisors</b>		
Mrs. Sue Collier	Chief Executive Officer	Flexi Queensland
Mr. Peter Luke	Cane Supply Manager	Wilmar Sugar
Minutes Clerk – Mrs. A. Dale		
<b>2. Minutes Received</b>		
<p><b>MINUTES OF THE BURDEKIN SHIRE ROAD SAFETY ADVISORY COMMITTEE MEETING HELD ON 28 AUGUST 2019</b></p> <p>Moved Councillor Bawden, seconded Mr. Byers that the flying minutes of the Burdekin Road Safety Advisory Committee Meeting held on Wednesday 28 August 2019 be accepted.</p> <p><b>CARRIED</b></p> <p><i>It was noted that minutes from the Burdekin Shire Road Safety Advisory Committee Meeting held on 27 November 2019 were only recorded as informal notes due to not having a quorum present. The action list from this meeting was discussed.</i></p>		
<b>3. Business Arising out of Minutes and Review Action Items List</b>		
Nil – Action List Reviewed and Updated.		
<b>4. Correspondence for Information</b>		
<p><b>1576819</b> – Invitation – Join National Road Safety Week – 4 to 10 May 2020.</p> <p><i>Recommendation: that Council participate in the National Road Safety Week initiative.</i></p>		

## 5. Reports for Consideration

Nil

## 6. General Business

### 6.1 Councillor Goddard – Driver Reviver Signage

Councillor Goddard requested that the driver reviver signage located at Sandy Corner, Brandon be relocated. TMR advised that the signage will be moved to the Ayr Visitor Information Centre at Plantation Park and the Burdekin Gateway Visitor Information Centre in Home Hill. Mr. Jackson raised concerns that the driver reviver in Home Hill was too close to the business precinct and that this could impact local businesses. Another concern raised was that no-one knew that the Home Hill Visitor Information Centre was a designated driver reviver facility.

### 6.2 Ms. Erin Bell - Department of Transport and Main Roads

1. Advised that the Department of Transport and Main Roads facilitated a Driver Reviver Awareness Day at the Visitor Information Centre in Plantation Park, Ayr. It was reported that the Department engaged with many travellers. Thankyou to the Burdekin Shire Council for organising and arranging set-up for the day.
2. The Department is currently delivering a Road Safety Messaging Presentation called 'Planning for Success' which is aimed at learner drivers, parents and supervisors to increase road safety. Ms. Bell asked if the Burdekin would be interested in a program like this. The group agreed that this would be beneficial to the community. It was reported that last year was the worst road toll recorded in the last ten years.
3. The Department of Transport and Main Roads are available to participate in events in the Burdekin Shire where they will hold a road safety stall.
4. Important dates to remember:
  - ✓ 4 to 9 May – National Road Safety Week
  - ✓ 29 May – Fatality Free Friday
  - ✓ 24 to 28 August – Queensland Road Safety Week
5. Ms. Bell promoted the StreetSmart initiative. This initiative aims to help everyone use roads in a smarter way, providing tips and tools to help everyone be safer and better on the road. Requested that Council 'like and follow' the TMR StreetSmart Facebook page so this gets pushed out to the community.

### 6.3 Mr. David Jackson – Round-A-Bouts in Home Hill

Mr. Jackson enquired if Council had any plans for round-a-bouts to be installed in Home Hill to slow down traffic on the Avenues. It was reported that the Avenues of Home Hill are being used as a racetrack through town and drivers do not slow down and give way to the right. It was identified as primarily occurring on Ninth and Eleventh Avenues. It was suggested that Council implement counter equipment to investigate traffic behaviours and liaise with the Queensland Police Service for enforcement action. It was also suggested that Council's Social Media promote road safety reminders to 'slow down' and 'give way'.

### 6.4 Mr. Brett Maguire – Queensland Ambulance Services

Mr. Maguire advised that there had not been a traffic crash for approximately four months. Most QAS jobs are for non-road related issues.



**6.5 Senior Constable Brett Elton – Queensland Police Service**

1. Senior Constable Elton enquired about the outcome of the concerns previously raised regarding motorists turning right over double lines near the intersection at the United Service Station north of the Burdekin Bridge. It was advised that Corridor Management investigated this concern and due to the age of the service station, there were no conditions for the owner to implement signage.
2. Statistics currently show that in the Burdekin there is a ten to one ratio for drug drivers to drink drivers with methamphetamine and cannabis being most used.
3. Reminder to not use a mobile phone while operating a vehicle or bicycle. There is a \$1000 fine with four demerit points. TMR reported that since 1 February 2020, there had been 236 tickets issued state-wide for this offence.

**6.6 Mr. Kevin Riseley – Department of Transport and Main Roads**

1. Currently conducting a district wide audit review of informal heavy vehicle stopping areas. Coloured markings of these areas will change from blue to green to reduce confusion with blue marked signage which indicates hydrants. There are currently 321 markers in the northern district. Motorists may notice these markers being installed in new areas or being removed.

**6.7 Mr. Kevin Byers – Terms of Reference**

Mr. Byers reviewed the Terms of Reference with the group. Amendments were made to membership, quorum, meeting time and minute timeframes. (Please refer to the Terms of Reference.)

There being no further business, the meeting closed at 11:54am.

**The next meeting will be held on Wednesday 27 May 2020 at 11:00am.**

Cr. T. Goddard

Chairman

## Burdekin Shire Road Safety Advisory Committee Meeting

Held on 27 February 2020 at 10:32am  
Council Administration Building – Ernie Ford Board Room

ACTION TABLE			
ACTION ITEMS FROM MINUTES OF MEETING – 22 AUGUST 2018			
6.4	Increasing vehicle crossing safety at the intersection of Bower and Drysdale Streets, Ayr.	Mr. K. Byers and Mr. G. Stockdale	1. Line marking to be refreshed by Works Department.
ACTION ITEMS FROM MINUTES OF MEETING – 27 FEBRUARY 2019			
4.1	Truck parking lane and access to Burdekin Rugby Union Club.	Mr. K. Byers	Line markings to be implemented by Works Department.
ACTION ITEMS FROM MINUTES OF MEETING – 28 AUGUST 2019			
6.1	Review of Transport and Main Roads proposed speed change and associated wide centreline treatment – Bruce Highway (Brandon-Ayr)	Mr. K. Riseley (TMR)	TMR Speed Review Committee to review and potentially endorse.
6.3	Additional Roundabout Signage – Don West Toyota Roundabout	Mr. K. Riseley (TMR)	TMR to install giveaway sign – State Controlled Road
6.9	Wilmar to Conduct Audit on Railway Crossings	Mr. P. Luke (Wilmar)	This is a minimum 12-month project.
7.1	Prioritisation of Young Street, Coronation and Gordon Streets, Ayr	Mr. G. Stockdale	Giveway sign to be installed by Works Department
ACTION ITEMS FROM MINUTES OF MEETING – 27 NOVEMBER 2019			
6.1	Stop Sign – Clayton Street, Ayr and Cox Street, Ayr	Mr. Byers	Council to investigate signage in this location.
6.5	Parking Bays – Home Hill Surgery	Mrs. B. Stockdale	Council to investigate the parking bay obstructing the steps to step up onto the footpath in front of Home Hill Surgery.
6.6	60km/hr Zone – Pedestrian Crossing – Ayr Pool	Mr. K. Riseley (TMR)	TMR Speed Review Committee to review under new standard – full length of Queen Street, Ayr.
6.7	Pilot Vehicles – Burdekin Bridge	Mr. K. Riseley (TMR)	TMR will monitor after tree removal.
ACTION ITEMS FROM MINUTES OF MEETING – 27 FEBRUARY 2020			
6.1.1	Sign relocation – Driver Reviver	Ms. E. Bell (TMR)	TMR to relocate signage to VIC at Plantation Park, Ayr and VIC in Home Hill.
6.1.2	Driver Reviver	Mr. K. Byers	Confirm with Economic Development that the VIC at Plantation Park and Home Hill were designated Driver Reviver facilities.
6.1.5	StreetSmarts Initiative	Mr. K. Byers	Liaise with Council's Media and Communications Officer regarding this initiative.
6.3	Speed/Unsafe Driving Methods in Home Hill	Mr. K. Byers	<ul style="list-style-type: none"> <li>✓ Install road counter equipment to investigate driver behaviour on Avenues in Home Hill.</li> <li>✓ Liaise with Council's Media and Communications Officer regarding road safety in Home Hill.</li> </ul>
6.7	Terms of Reference	Mrs. A. Dale	Update Terms of Reference.

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### **3.6 Local Disaster Management Group Meeting Minutes - 13 March 2020**

#### **Recommendation**

That the minutes of the Local Disaster Management Group Meeting held on 13 March 2020 be received and confirmed.



I. Attendance		
Core Members		
Councillor Lyn McLaughlin	Mayor – Chairperson	Burdekin Shire Council
Ms. Eileen Robinson	Local Disaster Coordinator	Burdekin Shire Council
Ms. Linda Govan	Coordinator Environment and Health Projects	Burdekin Shire Council
Mr. Wayne Saldumbide	Manager Operations	Burdekin Shire Council
Ms. Debra Cochran	Chief Executive Officer	Burdekin Community Association
Mr. Andy Pethybridge (Phone)	Emergency Management Coordinator	Queensland Fire Emergency Services
Senior Sergeant Steven Barton	Officer in Charge	Queensland Police Services - Ayr
Mr. Robert Sutcliffe	Local Controller	State Emergency Services
Apologies - Core Members		
Mr. Nick Wellwood	Director Infrastructure Planning & Environmental Services	Burdekin Shire Council
Mr. Kevin Byers	Manager Technical Services	Burdekin Shire Council
Mr. Brett McGuire	Officer in Charge	Queensland Ambulance Services - Ayr
Mr. Stephen Knight	Area Commander of Southern Command	Queensland Fire and Emergency Services
Advisors		
Chelsea Sanchez	Representative	Ayr Backpackers
Mrs. Tracey Gabiola	Director of Nursing Queensland	Ayr District Hospital
Dr. Ben Lawry	Medical Superintendent	Ayr District Hospital
Mr. Craig Whittred	Principal	Ayr State High School
Nikki Schell (Phone)	Principal	Ayr State School
Natalie Schifilliti (Phone)	Business Manager	Ayr State School
Lisa Bello	Acting Principal	Brandon State School
Melissa Connell (Phone)	Representative	BCQ Quarries
Mr. David Cooper	Representative	Burdekin Election Office
Mr. Shane Great	Deputy Local Disaster Coordinator	Burdekin Shire Council
Mr. Terry Brennan	Chief Executive Officer	Burdekin Shire Council
Mr. Warren Francis	Disaster Management Officer	Burdekin Shire Council
Mr. Dan Mulcahy	Manager Environmental & Health Services	Burdekin Shire Council
Mrs. Preeti Prayaga	Coordinator Public Health and Environment	Burdekin Shire Council
Amber Betteridge	Representative	Burdekin Community Association
Claire Cheyne	Principal	Burdekin School
Tracey Secco	Business Manager	Burdekin School
Mrs. Rose Papadimitious	Owner	Campbells Jewellery
Troy Patti (Phone)	Principal	Clare State School
Mrs. Sharon Galeano (Phone)	Senior Advisor	Department of Communities, Disability Services and Seniors
Angie Falvo	Representative	Delta
Chris Wicks	Principal	East Ayr State School
Laura Acton	Representative	Endeavour
Mr. Mark Biffanti	Customer Delivery Manager	Ergon Energy
Mrs. Joanne Beadle (Phone)	Representative	GIVIT
Lauren Little (Phone)	Principal	Giru State School

## Local Disaster Management Group Meeting

Held on 13 March 2020 at 12.00pm  
Council Administration Building – John Drysdale Chambers Room

Mr. Frank Kingma	Principal	Home Hill State High School
Vanessa Green	Principal	Jarvisfield State School
Katrina Mott	Representative	Kate's Place
Mrs. Jacki Samwell	Owner	Lazy Lizard
Mr. Josh Samwell	Owner	Lazy Lizard
Clarice	Representative	Lifeline
Renee Cross (Phone)	Principal	Kalamia State School
Mr. Damien Pressley (Phone)	Principal	Maidavale State School
Annette Wellington	Representative	Millaroo State School
Julie Bourke	Representative	ML Partners
Ms. Mikayla Mayoh	Journalist	News Corp
Lisa	Representative	NQ
Mr. Greg Vincent	Station Officer	Queensland Fire Emergency Services
Senior Sergeant Brenton Webb	Executive Officer – Townsville District Disaster Management Group	Queensland Police Service
Deanna Murray	Representative	Regis Aged Care – Home Hill
Adam Dipkin	Representative	Regis Aged Care – Home Hill
M Aver	Representative	Regis Aged Care
Coralie Tinus	Representative	Services Australia
Rosemary Menkens	Representative	Sweet FM
Charlie Scuderi	Representative	Sweet FM
Mr John Winn	Local Controller	State Emergency Services
Mr. Peter Luke	Cane Supply Manager	Wilmar
<b>Apologies - Advisors</b>		
Craig Frattini	Principal	Burdekin Catholic High School
Mrs. Rebecca Grogan	Housing and Community Support Services Coordinator	Burdekin Community Association
Cr. Sue Perry	Councillor	Burdekin Shire Council
Cr. Tony Goddard	Councillor	Burdekin Shire Council
Cr. John Woods	Councillor	Burdekin Shire Council
Cr. Uli Liessmann	Councillor	Burdekin Shire Council
Megan Kerr	Representative	George Christensen MP
Mr. Michael Caspanello	Representative	Lower Burdekin Water
Sergeant Steve Wilson	Officer in Charge	Queensland Police Service – Home Hill
Mr. Peter McCulloch	Senior Chain Interface Manager	Queensland Rail
Katrina McIntosh	Representative	The Salvation Army
Mr Steve Brennan	Captain	Queensland Fire and Emergency Services – Home Hill

Minutes Clerk – Ms. G. Biffanti

### 1.1 Chair Lyn McLaughlin – Burdekin Shire Council

- Chair McLaughlin welcomed leaders from the community and emergency services to the Local Disaster Management Group Meeting for an update on the novel Coronavirus COVID -19.

Chair McLaughlin introduced to the meeting Mrs. Tracey Gabiola - Director of Nursing at Queensland Health and Dr. Ben Lawry - Ayr Hospital Medical Superintendent who led the discussion regarding COVID-19 and its impact on the Burdekin Community.



## **2. COVID-19 Update**

### **2.1 Mrs. Tracey Gabiola – Ayr Hospital**

Mrs. Gabiola spoke of the need to stop the stem of hysteria in the community, keep calm and use common sense measures to slow down the spread of the virus and the implications for the Ayr and Home Hill Hospitals.

### **2.2 Dr. Ben Lawry – Ayr Hospital**

Dr. Lawry using the powerpoint created by Dr. Julia Mudd Public Health Physician provided facts on what is COVID-19 and explain the areas that are most critical to the Burdekin community.

Dr. Lawry advised that the virus cannot being stopped but our focus is to slow the spread of the virus and limit how quickly it will spread. Good Infection control measures need to be used by the community throughout the Burdekin Shire. Recommended controls include:

- Wash hands thoroughly using soap and water or hand sanitiser when access to the other is not available.
- Cough and Sneezing Hygiene - Cover your mouth and nose with a tissue when you cough or sneeze. Put your used tissue in a waste basket. If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands. Wash your hands.
- Sanitizing of Surfaces.
- Social Distancing.

Dr. Lawry expanded that the objective for the community is to:

- Find ways to slow it down and lengthen the spread of the virus over time, therefore reducing the rate of infection.
- Lessen the burden on resources available at hospitals and other health services and the overall health care system.
- Reduce the complications including that of the elderly and those who's immunity system has been compromised.

Testing will only be conducted at this stage if you meet the following two criteria:

- Have returned from overseas or have been in contact with persons that have been infected with the virus.
- Show symptom's - Fever, Cough, Short of Breath, Sore throat, Headache.

Both Mrs. Gabiola and Dr. Lowry promoted the need for good local messages throughout the Burdekin Shire with consistent facts to the public. For more updated information refer to the Queensland Department of Health website [www.health.gov.au](http://www.health.gov.au)

### **2.3 Chair Lyn McLaughlin – Burdekin Shire Council**

Chair McLaughlin made mention of the Federal Economic stimulus package available from the Queensland Department of Agriculture and Fisheries, which include funding to support business investment and provide cash flow assistance.



## **Local Disaster Management Group Meeting**

Held on 13 March 2020 at 12.00pm  
Council Administration Building – John Drysdale Chambers Room

There being no further business the meeting closed at 12.50pm.

The next meeting to held on 20 March 2020.

CHAIRPERSON

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### **3.7 Burdekin Shire Youth Council Meeting Minutes - 16 March 2020**

#### **Recommendation**

That the minutes of the Burdekin Shire Youth Council Meeting held on 16 March 2020 be received and adopted.

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## **Burdekin Shire Council**

### **Minutes – Burdekin Shire Youth Council Meeting held on 16 March 2020**

Held in the John Drysdale Chamber  
The meeting commenced at 3.30pm

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#### **CLAUSE 1 ATTENDANCE**

Emily Holmes – Youth Mayor  
Mikayla McDonnell – Deputy Youth Mayor  
Sarah Di Guglielmo – Secretary  
Aiden Crossland – Ayr State High School  
Alexa Mann – Burdekin Catholic High School  
Anrike Brooks – Ayr State High School  
Brendan Kolb – Working Youth Representative  
Eddie Jones – Ayr State High School  
Gina Mcloy – Ayr State High School  
Joshua Machin – Home Hill State High School  
Lexi Favero – Burdekin Catholic High School  
Michael Lindley – Brandon State School  
Mia Power – Ayr State High School  
Ronin Kovacich – Clare State Primary School  
Sarah McDonnell – Ayr State High School  
Zavier Wood – Ayr State High School

Tammy Quagliata – Burdekin Shire Council  
Cr. Lyn McLaughlin – Mayor, Burdekin Shire Council  
Nick O'Connor – Director Corporate & Community Services

#### **Apologies for absence**

Alyssia Guy – Burdekin Catholic High School  
Lorenza Palombi – Working Youth Representative

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#### **CLAUSE 2 MINUTES RECEIVED**

Moved Zavier Wood, seconded Mikayla McDonnell that the Minutes of the Burdekin Shire Youth Council Meeting held on 24 February, 2020 be received.

CARRIED

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#### **CLAUSE 3 BUSINESS ARISING FROM THE MINUTES**

Clause 8 – Tammy Quagliata advised that the Burdekin Theatre staff have undertaken to relocate the baby grand piano to the Burdekin Theatre Foyer for public use, as per suggestions from the previous Youth Council Meeting.

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#### **CLAUSE 4 CORRESPONDENCE**

Inward Correspondence

NIL

Outward Correspondence

NIL

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## **CLAUSE 5      VOTING ON 2020 YOUTH COUNCIL EXECUTIVE**

Tammy Quagliata thanked the 2019 Youth Council Executive for their hard work and efforts in 2019. Mayor Lyn McLaughlin declared all Youth Council executive positions vacant.

A secret ballot vote was conducted for each of the 2020 Youth Council Executive Positions.

### **YOUTH MAYOR**

Youth Mayor Nominees:

Emily Holmes – moved Emily Holmes, seconded Sarah McDonnell  
Zavier Wood – moved Zavier Wood, seconded Eddie Jones  
Mikayla McDonnell – moved Aidan Crossland, Mikayla McDonnell declined the nomination.  
Michael Lindley – moved Michael Lindley, seconded Zavier Wood

**Emily Holmes was appointed to the position of Youth Mayor for 2020.**

### **DEPUTY YOUTH MAYOR**

Deputy Youth Mayor Nominees:

Michael Lindley – Moved Michael Lindley, seconded Zavier Wood  
Mikayla McDonnell – moved Aidan Crossland, seconded Sarah McDonnell  
Joshua Machin – moved Joshua Machin, seconded Ronin Kovacich  
Sarah Di Guglielmo – moved Lexi Favero, seconded Alexa Mann  
Zavier Wood – moved Zavier Wood, seconded Eddie Jones  
Gina Mcloy – moved Gina Mcloy, seconded Michael Lindley

**Mikayla McDonnell was appointed to the position of Deputy Youth Mayor for 2020.**

### **SECRETARY**

Secretary Nominees:

Joshua Machin – moved Joshua Machin, seconded Eddie Jones  
Mia Power – moved Mia Power, seconded Zavier Wood  
Michael Lindley – moved Michael Lindley, seconded Eddie Jones  
Aidan Crossland – moved Aidan Crossland, seconded Eddie Jones  
Sarah Di Guglielmo – moved Lexi Favero, seconded Alexa Mann  
Zavier Wood – moved Zavier Wood, seconded Eddie Jones

**Sarah Di Guglielmo was appointed to the position of Secretary for 2020.**

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## **CLAUSE 6      MOTION TO DESTROY THE BALLOT PAPERS**

Moved Sarah McDonnell, seconded Zavier Wood that the ballot papers be destroyed.

**CARRIED**

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**CLAUSE 7      UPDATE ON NQ YOUTH ARTIST'S CAMP – CHARTERS TOWERS, 4-9 APRIL 2020**

Tammy Quagliata advised that there had been 22 local registrations for the NQ Artists Camp to take place in Charters Towers from 4-9 April 2020, with around 70 registrations in total. Tammy advised that given the current and emerging Covid-19 outbreak and local government restrictions on mass gatherings, a decision is pending on if the camp will go ahead or perhaps be postponed until the September school holidays. All registered participants would be advised as soon as possible.

---

**CLAUSE 8      FAST TRACK TALENT SHOWCASE 2020 TO BE POSTPONED DUE TO COVID-19 OUTBREAK AND GOVERNMENT RESTRICTIONS**

Tammy Quagliata advised that given the recent circumstances regarding the Covid-19 outbreak & government restrictions, unfortunately the Fast Track team and Burdekin Shire Council have agreed that it is in the best interest of our communities health and safety to postpone the Fast Track NQ Event, which was to be hosted at the Burdekin Theatre on Saturday 21 March 2020.

Following the current Covid-19 situation, and in conjunction with government restrictions and advice, it was proposed to set a new date would be set in late 2020 or early 2021. Tammy noted that with a record number of over 60 acts registered this year, we want to ensure the event can go ahead with great success and without compromising any of our competitors or spectators.

Performers and stakeholders, including sponsors, would be advised later today and ticket holders offered a refund.

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**CLAUSE 9      FEEDBACK FROM BURDEKIN LIBRARY FRIDAY AFTERNOON KIDS CLUB**

Tammy Quagliata noted that Jaye Christensen forwarded her appreciation to Burdekin Shire Youth Council on their involvement in the Friday afternoon Kids Club being held weekly at the Burdekin Library. Jaye noted that the members were a huge help in running the activities. It was noted the Kids Club have been a huge success with over 40 kids attending each week.

Members reported that the activities including Lego and science were very interesting and enjoyed by everyone who attended. Members were encouraged to come along and help any Friday afternoon that they could, and at least once per month if possible. It was noted that there would be no kids club during the school holidays. Members would be sent email and text reminders re kids club each week.

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**CLAUSE 10      DISCUSSIONS RE BURDEKIN SHIRE YOUTH COUNCIL PROMOTIONAL ITEMS**

Discussions were held regarding purchasing of promotional items for Burdekin Shire Youth Council. Members suggested items such as keyrings, USB sticks, water bottles. Tammy Quagliata undertook to research some products within budget. Other suggestions included a banner to carry/hang at events and also name badges for Youth Council Members for events.

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Tammy Quagliata displayed the new Youth Council pull-up banner which had arrived for use at all future events and projects supported by Burdekin Shire Youth Council. It was noted that stickers had also been ordered.

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**NEXT MEETING – 20 April, 2020**

There being no further business, the meeting closed at 4:40pm

Sarah Di Guglielmo  
SECRETARY

*Meeting Minutes taken by Tammy Quagliata.*



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### **3.8 Local Disaster Management Group Meeting Minutes - 20 March 2020**

#### **Recommendation**

That the minutes of the Local Disaster Management Group Meeting held on 20 March 2020 be received and confirmed.

## Local Disaster Management Group Meeting

Held on 20 March 2020 at 12.00pm  
Council Administration Building – John Drysdale Chambers

1. Attendance		
Core Members		
Councillor Lyn McLaughlin	Mayor - Chairperson	Burdekin Shire Council
Ms. Eileen Robinson	Local Disaster Coordinator	Burdekin Shire Council
Ms. Linda Govan	Coordinator Environment and Health Projects	Burdekin Shire Council
Mr. Nick Wellwood	Director Infrastructure, Planning & Environmental Services	Burdekin Shire Council
Mr. Kevin Byers	Manager Technical Services	Burdekin Shire Council
Ms. Debra Cochran	Welfare – Chief Executive Officer	Burdekin Community Association
Mr Brett Maguire	Officer in Charge – Ayr	Queensland Ambulance Services
Mr. Andy Pethybridge	Emergency Management Coordinator	Queensland Fire and Emergency Services
Senior Sergeant Steven Barton	Officer in Charge - Ayr	Queensland Police Service
Mr. Robert Sutcliffe	Local Controller	State Emergency Services
Apologies - Core Members		
Mr. Wayne Saldumbide	Manager Operations	Burdekin Shire Council
Mr. Steven Knight	Area Commander of Southern Command	Queensland Fire and Emergency Services
Advisors		
Mr. Sam Savage (Phone)	Community and Partnerships Development Officer	Australian Red Cross
Mrs. Rebecca Grogan	Housing and Community Support Services Coordinator	Burdekin Community Association
Councillor John Woods	Deputy Chairperson	Burdekin Shire Council
Councillor Tony Goddard	Councillor	Burdekin Shire Council
Mr. Nick O'Connor	Director Corporate & Community Services	Burdekin Shire Council
Mr. Warren Francis	Disaster Management Officer	Burdekin Shire Council
Mr. Nathan Toll	Media and Communications Officer	Burdekin Shire Council
Mr. Bradley Hutchinson (Phone)	Safety & Productivity Coordinator	Burdekin Shire Council
Mr. Chris Wicks	Principal – East Ayr State School	Education Queensland
Mr. Mark Biffanti	General Manager	Energy Queensland
Ms. Sue Collier	Chief Executive Officer	Flexi Queensland
Ms. Hana Armstrong	Representative	Flexi Queensland
Ms Jo Beadle (Phone)	Representative	GIVIT
Mr. Kevin Trueman	Officer in Charge – Ayr	Queensland Fire and Emergency Services
Senior Constable Andrew Plumb	Representative	Queensland Police Service
Senior Sergeant Ben Walsh	Representative	Queensland Police Service
Sergeant Steve Wilson	Officer in Charge – Home Hill	Queensland Police Service
Mr. John Winn	Deputy Local Controller	State Emergency Services
Ms. Tracey Gabiola	Director of Nursing – Ayr Hospital	Queensland Health
Mr. Lionel Tappenden	Vice President	Volunteer Marine Rescue - Burdekin
Mr. Peter Luke	Cane Supply Manager	Wilmar

## Local Disaster Management Group Meeting

Held on 20 March 2020 at 12.00pm  
Council Administration Building – John Drysdale Chambers

### Apologies – Advisors

Mr. Terry Brennan	Chief Executive Officer	Burdekin Shire Council
Mr. Shane Great	Deputy Local Disaster Coordinator	Burdekin Shire Council
Mrs. Sharon Galeano	Senior Advisor	Department of Communities, Disability Services and Seniors
Mr. Brett Whitbread	Manager Delivery and Operations – Northern District	Department of Transport and Main Roads
Mr. Craig Caton	Project Manager – Houghton River Floodplain Upgrade Project	Department of Transport and Main Roads
Mr. George Christensen	Member of Parliament	Federal Member of Dawson
Ms. Leanne Marriott	Representative	Flexi Queensland
Mr. Michael Caspanello	Director	Lower Burdekin Water Board
Dr. Scott Crawford	Chief Executive Officer	NQ Dry Tropics
Mr. Steve Brennan	Station Officer – Home Hill	Queensland Fire and Emergency Services
Ms. Kirsty Beavington	Policy Program Manager	Queensland Reconstruction Authority
Ms. Katrina McIntosh	Ministry Worker	The Salvation Army
Mr. Charles Scuderi	Radio Announcer	Sweet FM
Mr. Vince Papale	Member	Volunteer Marine Rescue - Burdekin

Minutes Clerk – Mrs. A. Dale

### 2. Minutes Received

#### MINUTES OF THE BURDEKIN SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP MEETING HELD ON 21 February January 2020.

2.1 Moved Mr. Robert Sutcliffe, seconded Senior Sergeant Steve Barton that the minutes of the Burdekin Shire Council Local Disaster Management Group Meeting held on Friday 21 February 2020 be received as a true and correct record.

CARRIED

#### THE MINUTES OF THE BURDEKIN SHIRE COUNCIL LOCAL DISASTER MANAGEMENT GROUP EXTRA-ORDINARY MEETING HELD ON 13 MARCH 2020.

1.1 Moved Ms. Linda Govan, seconded Ms. Eileen Robinson that the minutes of the Burdekin Shire Council Local Disaster Management Group Extra-Ordinary Meeting held on Friday 13 March 2020 be received as a true and correct record.

CARRIED

### 3. Business Arising out of Minutes and Review Action Items List

NIL



### 4. Correspondence for Information

- 4.1 **1578455** – GrantGuru – Finding Options Available – Fires and Recovery – GrantReady Pty Ltd
- 4.2 **1578646** – 2018/19 Year in Review – Australian Institute of Disaster Resilience
- 4.3 **1579976** – Far North Queensland and North Queensland Monsoon Trough Flexible Funding – Round Two Grants Now Available – Department of Communities Disability Services and Seniors
- 4.4 **1579683** – TAMS/Guardian Integration Project Update – Queensland Fire and Emergency Services
- 4.5 **1579237** – Resilient Queensland in Action – Queensland Strategy for Disaster Resilience and the Resilience Queensland 2018-2021 Implementation Plan – Queensland Reconstruction Authority
- 4.6 **1579518** – Buy Local Brigade Grants – Closing March 2020 – Rural Fire Brigade Association
- 4.7 **1581370** – Preparing for an Emergency – Pantry List – Queensland Fire and Emergency Services

### 5. Agency Reports

#### 5.1 Mr. Nick Wellwood – Burdekin Shire Council

1. Council Operations Department are prepared for any late weather events and have been focussing on Business Continuity Plans of essential services and contingency plans in preparation for possible implications of COVID-19. These areas include Water, Water and Wastewater, Transfer Stations and Kirknie Landfill, kerbside bin collection and other relevant services.

#### 5.2 Mr. Nick O'Connor – Burdekin Shire Council

1. COVID-19 is the area of focus for Council at the moment.
2. Testing Business Continuity Plans and Sub-Plans including scenario planning and workforce planning. This involves splitting teams and having some staff work from home.
3. Work is being done on maintaining the supply chain of critical functions and that Council have stock in readiness.
4. Brainstorming ideas on how Council can support local businesses and local economy.
5. Possible establishment of a Small Business Recovery Centre operating out of the Burdekin.

#### 5.3 Mr. Kevin Trueman – Queensland Fire and Emergency Services

1. Recently reviewed Queensland Fire and Emergency Services' Business Continuity Plan and the State Procedure distributed to all the relevant agencies.
2. Current building inspections and school educational visits have been suspended to improve isolation.
3. PFAS – now required to wear minimum P2 masks when entering an alarmed building such as a hospital, aged care facility or building alike.
4. One recruit currently completing recruitment course and expected to start in July.
5. Auxiliary Staff training has been suspended.

#### 5.4 Robert Sutcliffe – State Emergency Services

1. SES have closed the doors to the public and all training has ceased.
2. Request has been made to SES Burdekin to assist Meals on Wheels if required.
3. All community events have been cancelled.
4. Dam exercise has been cancelled.
5. As of Monday 23 March 2020, Burdekin SES leadership will be relinquished by Mr. Rob Sutcliffe and passed onto Mr. John Winn who has been appointed as the new Local Controller of SES Burdekin.



### **5.5 Ms. Debra Cochran – Burdekin Community Association**

1. Business as usual.
2. Increasing social distancing by reducing the number of activities held, transporting less people on the bus at one time and increasing the number of trips available.
3. Pandemic Emergency Management Plan has been created at short notice.
4. Currently also reviewing escalation plan and prioritising services.

### **5.6 Mr. Brett Maguire – Queensland Ambulance Service**

1. The Regional Coordination Centre has been stood up.
2. All personal protective equipment on hand are now ready for use and more supplies are expected.
3. Briefing Assistant Commissioner every day on infection control and PPE stock.
4. The Minister is being briefed twice per day.
5. Ayr Home Hill and Giru staff are healthy.
6. Transport numbers have dropped.
7. We are prepared, we have been prepared for some time. Staff are well versed and educated in pandemic, PPE and infection control.
8. Communication Codes will be different so that the community does not catch wind. Anyone that needs to know information will be notified.

### **5.7 Senior Sergeant Steve Barton – Queensland Police Service – Ayr**

1. Business as Usual.
2. Have been reviewing our Business Continuity Plans.
3. RBT and staff training have all been suspended.
4. Have current PPE in stock, however, more has been ordered.

### **5.8 Sergeant Steve Wilson – Queensland Police Service – Home Hill**

1. Business as usual. We are prepared the best we can be.

### **5.8 Mr. Andy Pethybridge – Queensland Fire and Emergency Services**

1. Please refer to attached report.

### **5.9 Mr. John Winn – Rural Fire Service**

1. Currently no fire concerns for the Burdekin.
2. We are operating similar to SES and have been shut down.

### **5.10 Mr. Peter Luke – Wilmar Sugar**

1. Wilmar have created and implemented their own COVID-19 Policy.
2. Focus is currently on personal hygiene and safe distancing.
3. Some staff are working from home at the moment.
4. Growers are getting concerned at the moment – strategic meetings happening in the background.
5. Focusing on what we normally do and get our mills ready and we continue to reinforce the message of hygiene and social distancing.

### **5.11 Mr. Lionel Tappenden – Volunteer Marine Rescue – Burdekin**

1. All training and meetings have been postponed.

### **5.12 Ms. Sue Collier – Flexi Queensland**

1. Currently preparing and planning and educating staff.
2. Have three twenty-four-hour homes that are providing essential services. Looking at staffing and rotation of staff.
3. Have personal protective equipment issues due to limited availability.
4. Looking at reducing any non-essential services within the community.

### 5.13 Mr. Chris Wicks – East Ayr State Primary School

1. Schools are currently open.
2. All sports, camps and excursions cease.
3. There has been a spike in absenteeism with up to 100 students away per day at East Ayr State Primary School.
4. All staff are healthy and in attendance.
5. Educating students on hygiene practices.

### 5.14 Mrs. Rebecca Grogan – Burdekin Community Association

1. A Domestic Violence Councillor is available via telephone.

### 5.15 Mr. Mark Biffanti – Energy Queensland

1. Energy Queensland established a coordination group in mid-January, and this escalated to an emergency management team in March.
2. Staff have been taken out of their appointed roles to focus on this COVID-19.
3. Business preparations have commenced with discussion on possible future scenarios.
4. There is a meeting today at 2.00pm to discuss social distancing at work, staggered starts and other staff related activities while reducing the impact to teams.
5. Training has ceased so Energy Queensland are looking at delivering all training through technology.
6. Setting up for the long term.

### 5.16 Mrs. Tracey Gabiola – Queensland Health – Ayr Hospital

1. It is not business as usual.
2. There has been a reduction in patient presentation to hospital.
3. Reduction in non-essential services, outreach clinics, visiting specialists, allied health and community services.
4. The community are not getting the basic instructions regarding screening and there have been a lot of people attending the facility.
5. Limited automatic admission into the facility may occur due to theft of resources allocated for clinical staff.
6. Visitors will be limited to all cohorts – from new-borns to palliative care.
7. Continue to contact via telephone and not face to face.
8. All staff and vendors are being screened and there will be limited access to facility.

### 5.17 Mr. Sam Savage – Australian Red Cross

1. Contracted by the Department of Communities Disability Services and Seniors to provide daily telephone outreach to people that are in quarantine or isolation in Queensland.
2. Staff currently operating out of the Brisbane office.
3. Business as usual.

### 5.18 Ms. Jo Beadle – Givit

1. Services are not impacted as they are an online service.
2. Has looked at the Business Continuity Plan.
3. Busy with floods from last year and bush fires.
4. Has website tailored for COVID-19.

## 6. Local Disaster Coordinator Update

1. The Burdekin LDGM is a supporting agency to Queensland Health.
2. Thankyou to everyone who provided feedback regarding the Local Resupply Sub-Plan and Aerial Transport of Personnel.



3. The Local Resupply Sub-Plan and Aerial Transport of Personnel will be tabled at the next Ordinary Council Meeting.

### 7. General Business

Mayor McLaughlin enquired if members wanted the next meeting to be face-to-face or via teleconference. It was decided that the next meeting be conducted via teleconference.

#### **MOTION - COVID-19 PREPARATION – MOVE TO ALERT**

7.1 Moved Mr. Brett McGuire, seconded Ms. Eileen Robinson that Burdekin Shire Council Local Disaster Management Group move to 'ALERT' in light of the current situation of COVID-19.

CARRIED

Mayor McLaughlin thanked Mr. Rob Sutcliffe for his professionalism, time and dedication to the State Emergency Services – Burdekin over the past nine years and wished him all the best for the future.

Mayor McLaughlin welcomed Mr. John Winn, the new Local Controller for State Emergency Services – Burdekin to the LDMG.

There being no further business the meeting closed at 12.45pm.

The next meeting will be held on 17 April 2020 via teleconference.

CHAIRPERSON



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## **4 EXECUTIVE**

### **4.1 CEO**

#### **4.1.1 Council Workshop - March 2020**

##### **Document Information**

<b>Referring Letter No:</b>	N/A
<b>File No:</b>	1394
<b>Name of Applicant:</b>	N/A
<b>Location:</b>	N/A
<b>Author and Title:</b>	Mr. Terry Brennan – Chief Executive Officer

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##### **Executive Summary**

The Council conducted a workshop on 5 March 2020 with a range of policy and operational issues discussed. This was the final workshop conducted during the previous term of council.

A brief summary of the items discussed at the workshop is contained in the report.

##### **Recommendation**

That the report on the Council workshop held on 5 March 2020 be received and noted.

##### **Background Information**

In the later part of 2016, the Council adopted governance arrangements based on holding Council meetings on a fortnightly basis each month, with the exception of December and January each year. In conjunction with this decision it also agreed to conduct workshops with councillors on the alternate week to scheduled Council meetings.

During the past month a workshop was held on 5 March 2020. The workshop covered a range of policy and operational issues. This was the final workshop conducted by Council prior to the 2020 quadrennial election.

A brief summary of the issues discussed at the workshop is outlined below:

##### **5 March 2020**

- Signage and Parking Plan – Home Hill Comfort Stop
- Pigeon Control – Home Hill
- Unallocated State Land – Dalbeg
- Discussion on Emailing of Rate Notices to Property Owners
- Pensioner Concession matter
- Edmund Rice Education Flexi School – Proposed amended lease footprint

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

5.3.1 Demonstrate open and transparent leadership

## **Consultation**

Consultation was undertaken with various parties in the presentation of the workshop topics.

## **Legal Authority or Implications**

N/A

## **Policy Implications**

Any policy proposals are subsequently referred to a Council meeting via a report for consideration and if approved adoption.

## **Financial and Resource Implications**

As highlighted in the workshop presentations.

## **Report Prepared By:**

Mr. Terry Brennan - Chief Executive Officer

## **Report Authorised By:**

Mr. Terry Brennan - Chief Executive Officer

## **Attachments**

N/A

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#### **4.1.2 Election of Local Government Association of Queensland Policy Executive District Representatives**

##### **Document Information**

<b>Referring Letter No:</b>	1586770
<b>File No:</b>	464
<b>Name of Applicant:</b>	N/A
<b>Location:</b>	N/A
<b>Author and Title:</b>	Mr. Terry Brennan – Chief Executive Officer

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##### **Executive Summary**

The Chief Executive Officer of the Local Government Association of Queensland (LGAQ) has recently written to all councils inviting nominations for the election of District Representatives to the LGAQ Policy Executive for the period 2020 to 2024.

Burdekin Shire is located within Electoral District No. 9 – Northern under the LGAQ's constitution which also includes the Local Governments of Charters Towers, Hinchinbrook and Townsville. One representative is entitled to be elected from this District.

Nominations close on Friday, 1 May 2020.

##### **Recommendation**

That Council note the report from the Chief Executive Officer and determine if it wishes to nominate a representative for election as the District No. 9 – Northern representative on the LGAQ Policy Executive.

##### **Background Information**

The Chief Executive Officer of the Local Government Association of Queensland (LGAQ) has recently written to all councils inviting nominations for the election of District Representatives to the Association's Policy Executive for the period 2020-2024.

The Policy Executive is responsible for:

- Appointing three Directors to join the President in forming the LGAQ Board
- Appointing the Chief Executive Officer
- Approving the annual budget of the LGAQ
- Determining the Association's policy on behalf of member councils (in line with the overall direction set at the Annual Conference).

The Policy Executive has six regular meetings each year, however this may be varied by the Executive. Special meetings may be called as required. Members elected to the Policy Executive will take up their positions in June 2020 and subject to the Rules, hold office until June 2024.

The State has been divided into a number of Electoral Districts under the LGAQ Constitution for the purpose of electing representatives to the Policy Executive. Burdekin Shire is located within District

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No. 9 – Northern, which includes the Local Governments of Charters Towers, Hinchinbrook and Townsville.

Councils within an Electoral District are entitled to nominate candidates for election from amongst elected members of the Councils within their district. One representative is entitled to be elected to represent District No. 9.

If more than one nomination is received per District, an election by postal ballot will apply. Nominations for positions close at 5.00pm on Friday, 1 May 2020.

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

5.2.2 Develop co-operative and collaborative partnerships on matters of regional, state and national importance.

### **Consultation**

N/A

### **Legal Authority or Implications**

N/A

### **Policy Implications**

N/A

### **Financial and Resource Implications**

The LGAQ meets the costs of members of the Policy Executive attending meetings and pays a daily allowance for attendance at meetings of the Executive and other approved meetings.

### **Report Prepared By:**

Mr. Terry Brennan - Chief Executive Officer

### **Report Authorised By:**

Mr. Terry Brennan - Chief Executive Officer

### **Attachments**

1. LGAQ District Nomination Letter



7 April 2020

DISTRICT NO.09 - NORTHERN

Mr Terry Brennan  
Chief Executive Officer  
Burdekin Shire Council  
PO Box 974  
AYR QLD 4807

[terry.brennan@burdekin.qld.gov.au](mailto:terry.brennan@burdekin.qld.gov.au)

Dear Mr Brennan,

**ELECTION OF THE LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND'S (LGAQ) POLICY EXECUTIVE DISTRICT REPRESENTATIVES 2020-2024**

In accordance with Rule 5.4 of the Association's Constitution and Rules, nominations are hereby called for the election of District Representatives to the Association's Policy Executive for the period 2020-2024.

***Please note, this is not an election for Local Government District Associations. In many cases the District Local Government Association areas and the LGAQ Electoral Districts are not the same.***

Councils within an Electoral District are entitled to nominate candidates for election from amongst elected members of the Councils within their District.

If there is more than one nomination per District, an election by postal ballot will apply. If an election is required, the "first past the post" voting system will apply.

**Councils within the District:**

Burdekin, Charters Towers, Hinchinbrook, Townsville

Please find attached:

- |                |   |
|----------------|---|
| Attachment 1A: | Policy Executive Members Information Schedule |
| Attachment 1B: | LGAQ Corporate Governance Charter             |
| Attachment 1C: | Fees, reimbursements and insurance.           |
| Attachment 2:  | Nomination Form for your District.            |

**PLEASE NOTE:**

- Nominations close at 5.00pm, **Friday 1 May 2020** and must be received by the Chief Executive Officer by that time **nominated email address: [returning\\_officer@lgaq.asn.au](mailto:returning_officer@lgaq.asn.au).**
- If you intend to nominate a person, you are encouraged to have the matter considered at your Statutory Meeting following the Quadrennial Elections held on Saturday, 28 March 2020.
- A Ballot Paper (if necessary) will be sent to you immediately upon the close of nominations.

Members elected at this time take up their position in **June 2020** and, subject to the Rules, hold office until **June 2024**.

If you have any queries, please do not hesitate to call me.

Yours sincerely

Greg Hallam AM  
CHIEF EXECUTIVE OFFICER

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## **4.2 ECONOMIC DEVELOPMENT**

## **5 CORPORATE AND COMMUNITY SERVICES**

### **5.1 CLIENT SERVICES**

### **5.2 COMMUNITY DEVELOPMENT**

### **5.3 FINANCIAL AND ADMINISTRATIVE SERVICES**

#### **5.3.1 Monthly Financial Report for Period Ending - 31 March 2020**

#### **Recommendation**

That the Monthly Financial Report for Period Ending 31 March 2020 be received.

## Financial Report - March 2020

The following report provides a summary of Council's financial performance to 31 March 2020.

The second revised budget was adopted by Council on 10 March 2020. This report has been prepared using the second revised budget.

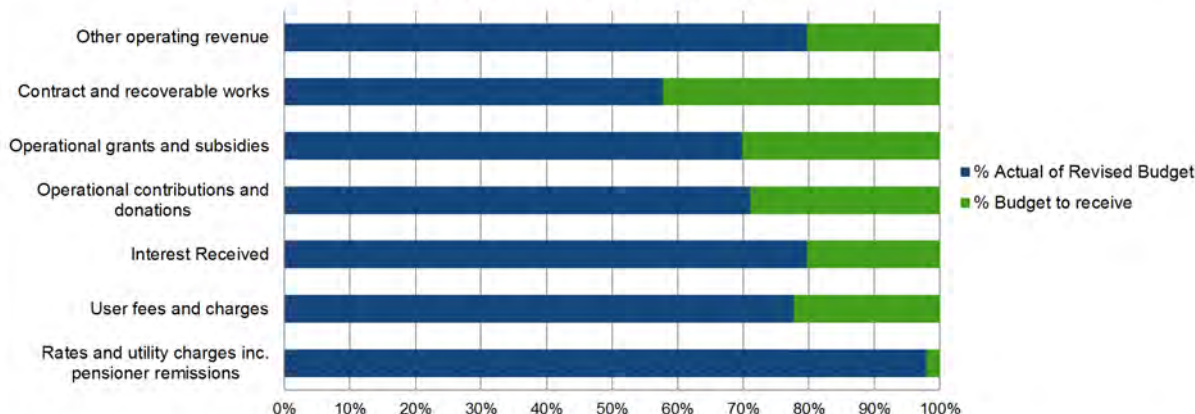
### FINANCIAL STATEMENTS AT A GLANCE

As at 31 March 2020	Actual \$	Annual Budget \$	YTD Budget \$	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
Total Operating Revenue	47,011,557	51,093,403	47,852,282	-840,725	-2%
Total Operating Expenses	37,021,718	51,914,301	39,400,207	-2,378,489	-6%
<b>Operating Position</b>	<b>9,989,839</b>	<b>-820,898</b>	<b>8,452,075</b>	<b>1,537,764</b>	<b>18%</b>
Capital Revenue	1,972,854	4,879,577	3,775,344	-1,802,490	-48%
<b>Net Result</b>	<b>11,962,693</b>	<b>4,058,679</b>	<b>12,227,419</b>	<b>-264,726</b>	<b>-2%</b>

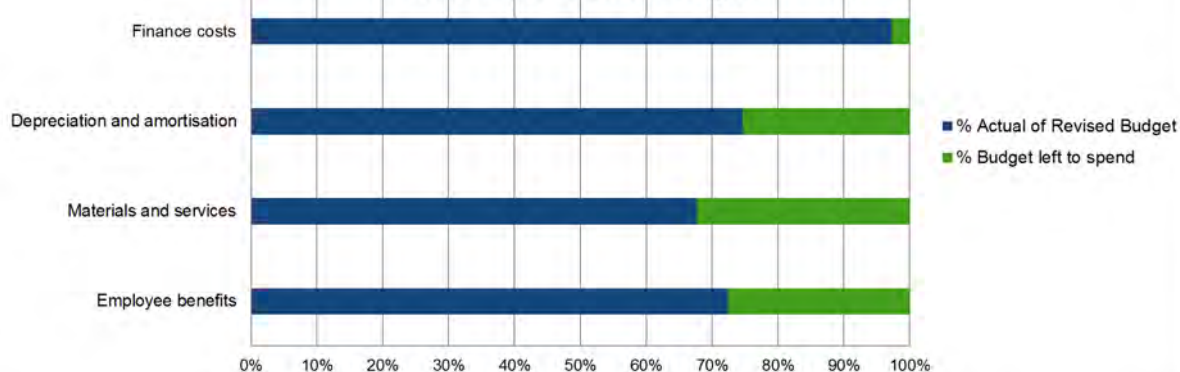
This report contains financial information for the period ending 31 March 2020. Council's operating position at month end is a \$9.99M surplus.

Capital Revenue includes capital grants which are budgeted to be received in July. The nature of capital grants means that it is often unknown when the grants will be received.

#### Operating Revenue Actual vs Annual Budget



#### Operating Expenses Actual vs Annual Budget

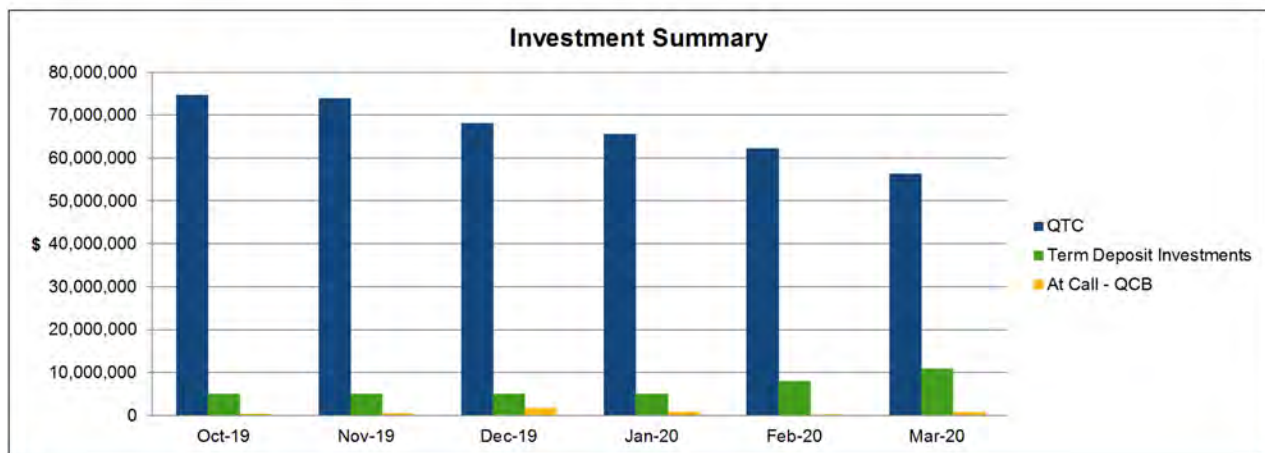




## INVESTMENT PORTFOLIO

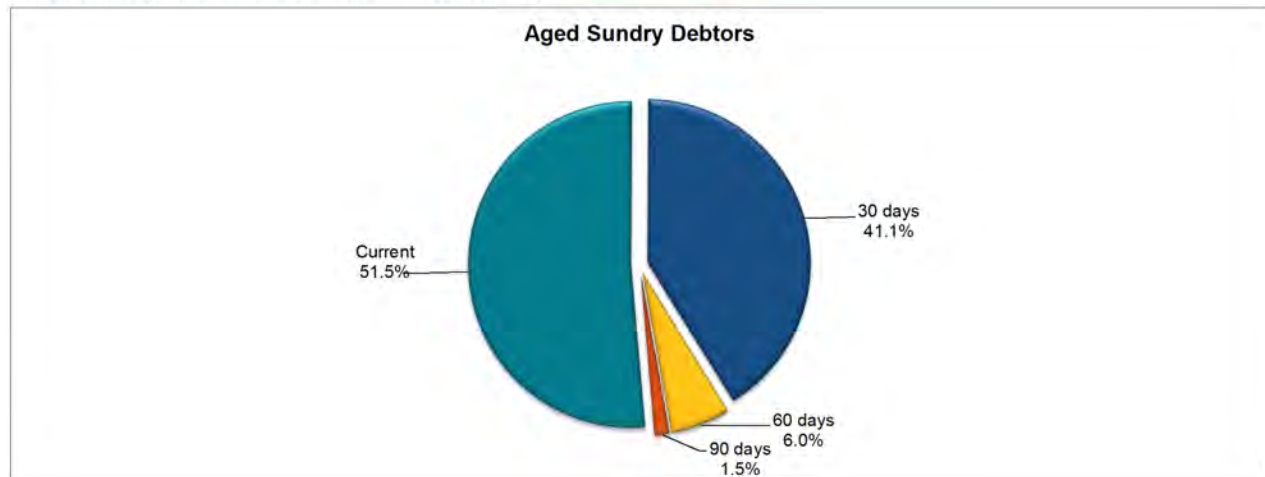
### Investment Report as at 31 March 2020 (including at call cash)

	Total Invested	Average Current Rate Weighted	% Invested
Bendigo	2,000,000	1.50%	2.9%
Macquarie Bank (Via Rimsec)	3,000,000	1.70%	4.4%
QCB	6,000,000	1.85%	8.8%
QTC	56,424,699	1.92%	82.8%
QCB General	728,564	1.50%	1.1%
<b>Total Funds</b>	<b>\$68,153,263</b>		



## SUNDRY DEBTORS

Total outstanding Sundry Debtors as at 31 March are \$563,051

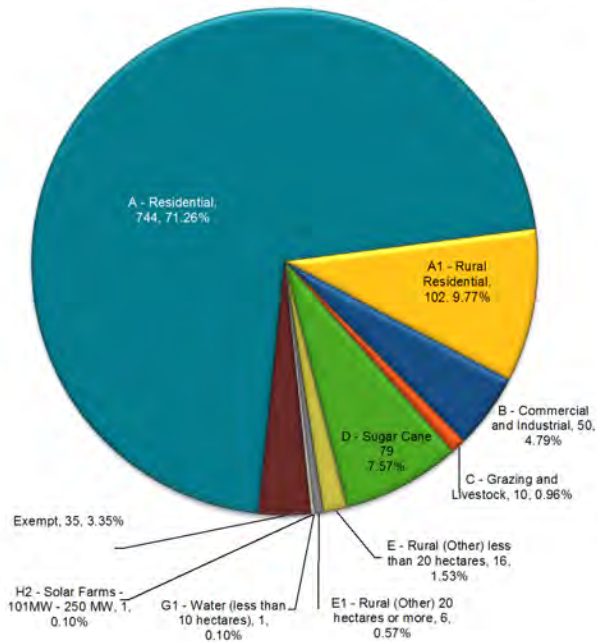


## RATES

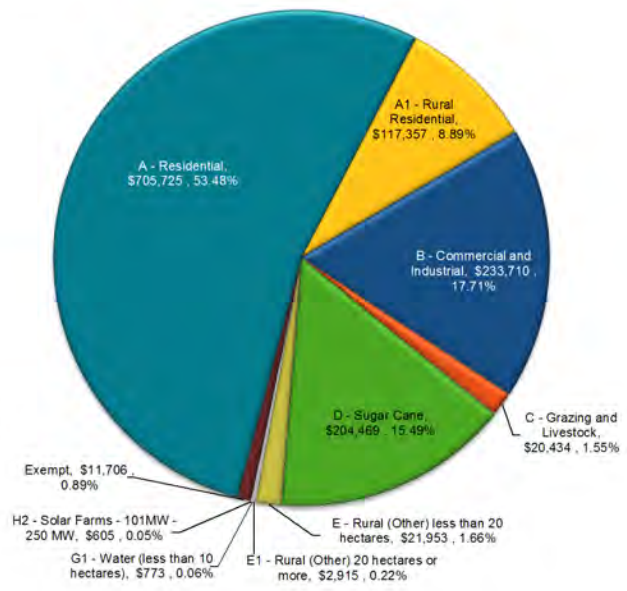
Arrears as at 1 July 2019		\$1,016,026
Levy and fees raised *	\$42,054,391	
Interest charged *	\$147,566	
Less Pensioner subsidy and rebate	\$635,774	
Less Prior year adjustments	<u>\$21</u>	\$41,566,163
Payments received		<u>\$41,261,229</u>
Arrears as at 31 March 2020		<u>\$1,320,960</u>
% Arrears March 2020		3.10%
% Arrears March 2019		3.52%
Pre-payments as at 31 March 2020		\$1,234,844
Pre-payments as at 31 March 2019		\$1,037,174

\* includes State Govt Emergency Management Levy

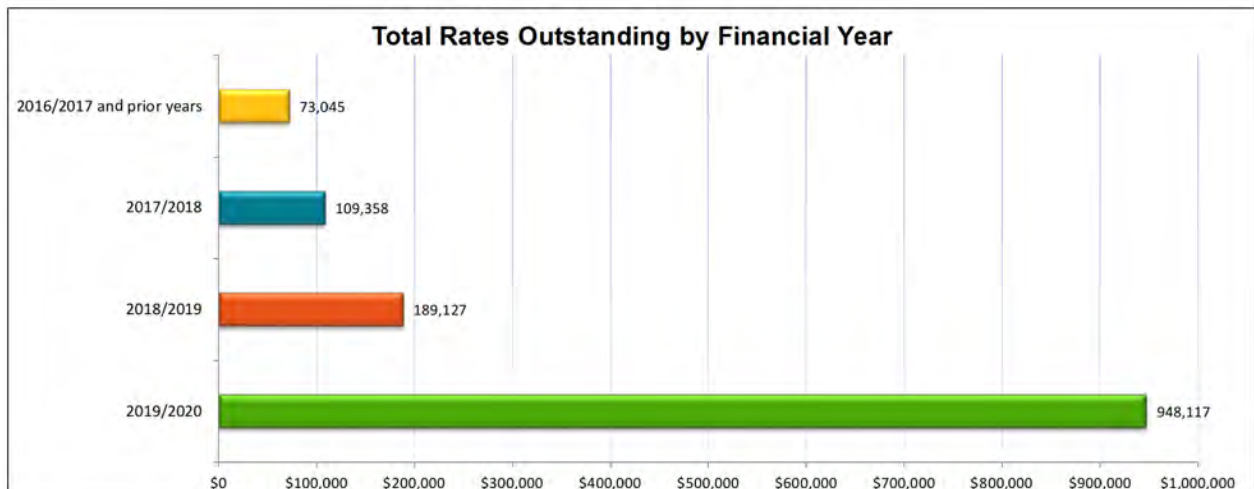
**Number of Properties with Outstanding Rates by Rating Category**



**\$ Value of Outstanding Rates by Rating Category**



**Total Rates Outstanding by Financial Year**



## Rates Debt Recovery

### Collection House - Debt Referral

Council currently has 199 active files with Collection House with an outstanding balance of \$758,262.38.

Out of these active files, 60 have negotiated arrangements and are being monitored by Collection House. Due to the current circumstances regarding COVID-19, as of 27 March 2020, Collection House has been advising customers who are having difficulties making payments to maintain contact and make frequent, small payments whenever possible as interest continues to accrue on overdue balances.

### Collection House - Sale of Land

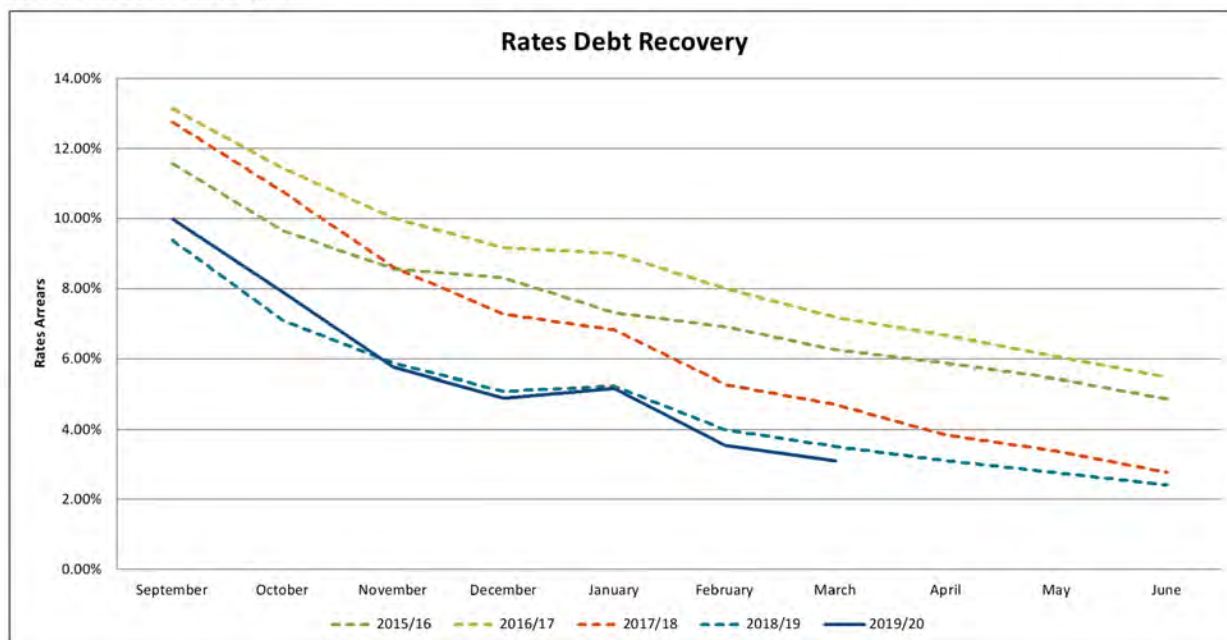
During the month of November 2019, 25 properties were referred to Collection House to commence Sale of Land proceedings.

To date, 9 properties have paid in full and a further property has a small balance outstanding.

### Council Periodic Payment Plans

In addition to the properties referred to Collection House, there are 240 current periodic payment plans made directly with Council representing outstanding rates of \$289,212.73.

Due to the current circumstances regarding COVID-19, Rates Staff have ceased to initiate contact with ratepayers regarding payment arrangements. Rates Staff are adding notes to the files of ratepayers who contact Council to report payment difficulties and are advising these customers to make frequent, small payments whenever possible as interest continues to accrue on overdue balances. These files are currently set to be reviewed at the end of April.





## OVERVIEW OF COUNCIL'S CAPITAL PROJECTS

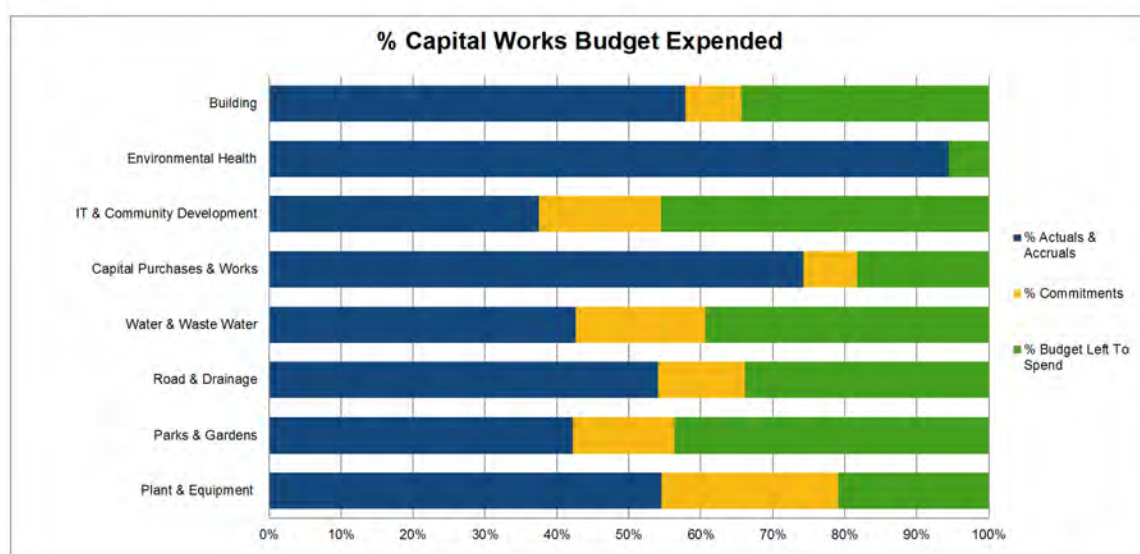
Capital expenditure incurred for the year to 31 March, is shown by asset category in the table below.

Capital project expenditure to 31 March is \$12,958,982. In addition to this, there is \$3,171,524 of commitments.

### Financial Overview by Asset Category

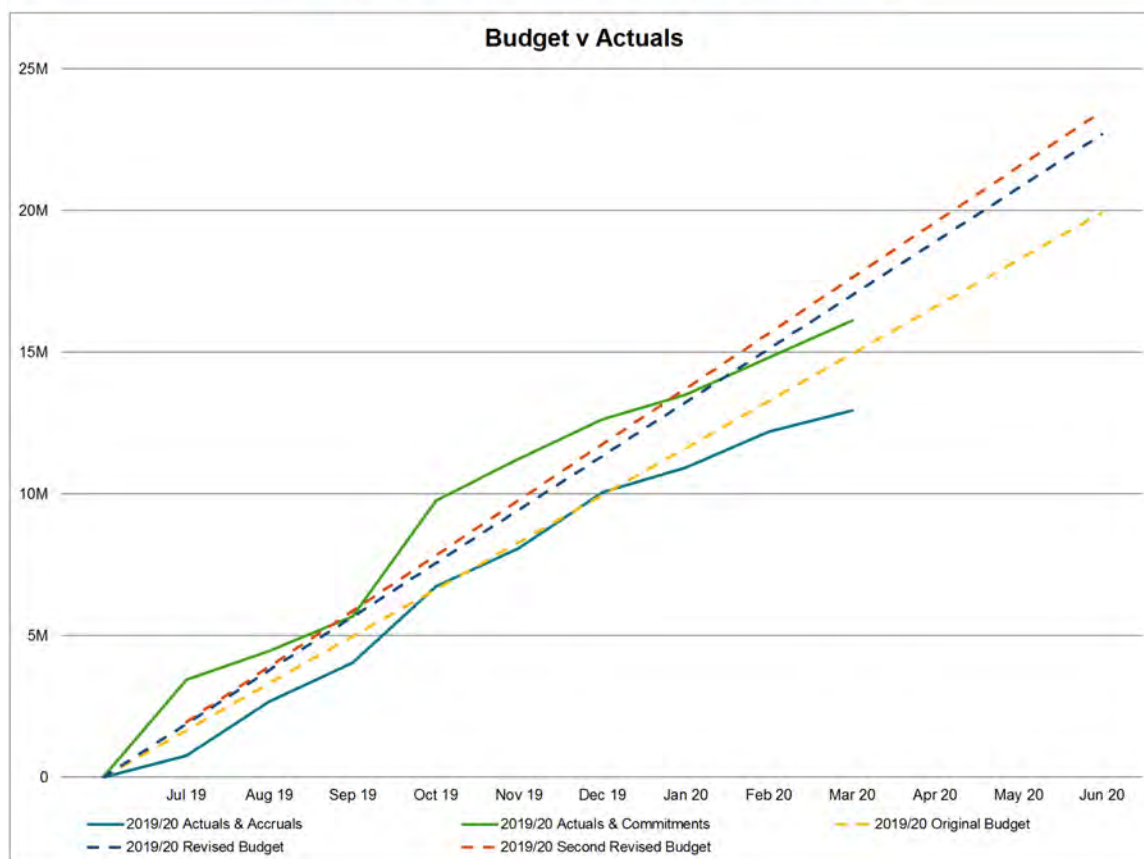
Asset Category	Original Budget	Revised Budget	Actuals & Accruals	Commitments	Total
Building	\$ 1,703,100	\$ 2,249,037	\$ 1,301,066	\$ 174,997	\$ 1,476,063
Environmental Health	\$ 430,000	\$ 845,747	\$ 798,882	\$ -	\$ 798,882
IT & Community Development	\$ 605,200	\$ 619,172	\$ 231,901	\$ 105,170	\$ 337,070
Capital Purchases & Works	\$ 1,740,000	\$ 2,509,400	\$ 1,863,162	\$ 186,418	\$ 2,049,580
Water & Waste Water	\$ 4,804,000	\$ 4,705,067	\$ 2,002,803	\$ 848,178	\$ 2,850,981
Road & Drainage	\$ 8,182,000	\$ 9,572,513	\$ 5,167,822	\$ 1,160,114	\$ 6,327,936
Parks & Gardens	\$ 375,000	\$ 431,562	\$ 182,061	\$ 60,901	\$ 242,962
Plant & Equipment	\$ 2,100,000	\$ 2,587,099	\$ 1,411,286	\$ 635,747	\$ 2,047,033
<b>TOTAL</b>	<b>\$ 19,939,300</b>	<b>\$ 23,519,597</b>	<b>\$ 12,958,982</b>	<b>\$ 3,171,524</b>	<b>\$ 16,130,506</b>

The below graph shows, by Asset Category, how much Council has spent (including accruals) on Capital Projects, compared to each budget.



Extended information on individual projects has been provided to Council in a separate dashboard report.

## OVERVIEW OF COUNCIL'S CAPITAL PROJECTS



Actuals and Accruals include payments made and materials/services received but not yet invoiced.

Actuals and Commitments include payments made, accrual transactions and purchase orders raised for materials/services not yet provided/supplied.

### APPENDIX 1 - OPERATING STATEMENT BY MANAGER

Attached are the Operating Statement Reports by Manager - please refer to these report for individual comments.

### APPENDIX 2 - TOTAL COUNCIL OPERATING STATEMENT

Attached is the Total Council Operating Statement for your information.

### APPENDIX 3 - STATEMENT OF FINANCIAL POSITION

Attached is the Statement of Financial Position as at 31 March 2020

### APPENDIX 4 - STATEMENT OF CASH FLOWS

Attached is the Statement of Cash Flows for the period ending 31 March 2020

**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

Chief Executive Officer

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
Operational contributions and donations	0	373	1,500	-1,127	-75%
Operational grants and subsidies	15,000	33,000	23,068	9,932	43%
Other operating revenue	-20,851	22,375	39,143	-16,768	-43%
<b>Total operating revenue</b>	<b>-5,851</b>	<b>55,748</b>	<b>63,711</b>	<b>-7,963</b>	<b>-12%</b>
<b>Operating Expenses</b>					
Employee benefits	101,404	919,214	929,543	-10,329	-1%
Materials and services	62,947	499,483	517,217	-17,733	-3%
<b>Total operating costs</b>	<b>164,351</b>	<b>1,418,697</b>	<b>1,446,760</b>	<b>-28,062</b>	<b>-2%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-170,202</b>	<b>-1,362,949</b>	<b>-1,383,049</b>	<b>20,100</b>	<b>-1%</b>
<b>Net result for period</b>	<b>-170,202</b>	<b>-1,362,949</b>	<b>-1,383,049</b>	<b>20,100</b>	<b>-1%</b>

**Comments**

**Operational contributions and donations**

Under budget due to Visitor Information Centre memberships not yet received this financial year. The budget for these memberships has been split evenly over 12 months.

**Operational grants and subsidies**

Over year to date budget due to unbudgeted funding received for development of strategy to support the Sweet Days Hot Nights festival.

**Other operating revenue**

Under year to date budget due to refunding of sponsorships due to the cancellation of the Sweet Days Hot Nights festival.

**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

Director of Corporate & Community Services

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
User fees and charges	4,927	61,977	63,968	-1,991	-3%
Operational contributions and donations	0	10,476	14,000	-3,524	-25%
Operational grants and subsidies	0	97,228	97,228	0	0%
Other operating revenue	0	1,477	1,875	-398	-21%
<b>Total operating revenue</b>	<b>4,927</b>	<b>171,158</b>	<b>177,071</b>	<b>-5,913</b>	<b>-3%</b>
<b>Operating Expenses</b>					
Employee benefits	47,917	427,960	443,996	-16,036	-4%
Materials and services	31,233	439,595	456,615	-17,021	-4%
Depreciation and amortisation	95,210	844,611	845,175	-564	0%
<b>Total operating costs</b>	<b>174,360</b>	<b>1,712,166</b>	<b>1,745,786</b>	<b>-33,621</b>	<b>-2%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-169,432</b>	<b>-1,541,007</b>	<b>-1,568,716</b>	<b>27,708</b>	<b>-2%</b>
 Capital grants and subsidies	 0	 28,274	 28,274	 0	 0%
<b>Net result for period</b>	<b>-169,432</b>	<b>-1,512,733</b>	<b>-1,540,442</b>	<b>27,709</b>	<b>-2%</b>

**Comments**

**Operational contributions and donations**

Under budget due to invoice not yet raised for contribution towards electricity at Home Hill Showgrounds.



**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

**Manager Client Services**

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
Operational grants and subsidies	0	34,520	34,520	0	0%
Other operating revenue	3,121	55,088	44,919	10,169	23%
<b>Total operating revenue</b>	<b>3,121</b>	<b>89,608</b>	<b>79,439</b>	<b>10,169</b>	<b>13%</b>
<b>Operating Expenses</b>					
Employee benefits	-15,071	1,651,132	1,691,281	-40,149	-2%
Materials and services	91,910	1,459,069	1,481,118	-22,049	-1%
<b>Total operating costs</b>	<b>76,839</b>	<b>3,110,201</b>	<b>3,172,399</b>	<b>-62,198</b>	<b>-2%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-73,718</b>	<b>-3,020,593</b>	<b>-3,092,960</b>	<b>72,367</b>	<b>-2%</b>
Capital grants and subsidies	0	0	41,250	-41,250	-100%
<b>Net result for period</b>	<b>-73,718</b>	<b>-3,020,593</b>	<b>-3,051,710</b>	<b>31,117</b>	<b>-1%</b>

**Comments**

**Other operating revenue**

Over budget due to the amount of reimbursements received for wages for employees through workers compensation.

**Capital grants and subsidies**

Budgeted grant funding for replacement roof at Ayr SES building not yet received.

**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

**Manager Community Services**

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
User fees and charges	6,428	148,355	167,895	-19,540	-12%
Operational grants and subsidies	5,000	40,802	36,000	4,802	13%
Other operating revenue	7,784	89,005	80,850	8,155	10%
<b>Total operating revenue</b>	<b>19,212</b>	<b>278,162</b>	<b>284,745</b>	<b>-6,583</b>	<b>-2%</b>
<b>Operating Expenses</b>					
Employee benefits	134,619	1,235,866	1,282,018	-46,152	-4%
Materials and services	96,415	922,796	1,072,206	-149,409	-14%
Depreciation and amortisation	7,759	67,910	68,025	-115	0%
<b>Total operating costs</b>	<b>238,793</b>	<b>2,226,572</b>	<b>2,422,248</b>	<b>-195,676</b>	<b>-8%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-219,581</b>	<b>-1,948,410</b>	<b>-2,137,504</b>	<b>189,093</b>	<b>-9%</b>
Capital grants and subsidies	21,586	64,759	80,000	-15,241	-19%
Other capital income (expense)	0	-12,859	-12,859	0	0%
<b>Net result for period</b>	<b>-197,995</b>	<b>-1,896,511</b>	<b>-2,070,363</b>	<b>173,852</b>	<b>-8%</b>

**Comments**

**User fees and charges**

Under budget for hire of cultural facilities. This source of revenue has been affected by COVID-19 restrictions.

**Operational grants and subsidies**

Unbudgeted RADF funding received for Fast Track event.

**Other operating revenue**

Unbudgeted income received for advertising in Burdekin Theatre Guide.

**Materials and services**

Currently under year to date budget in Cultural Facilities across various areas such as electricity, materials and air conditioning maintenance. Expenditure varies throughout the year depending on the requirements of the different venues. Shire artwork is also under budget and is expected to remain under budget due to delays from COVID-19.

**Capital grants and subsidies**

Three quarters of 2019/20 State Library annual grant received.

**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

**Manager Environmental & Health Services excluding Waste Program**

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
Rates and Utility Charges	-123	87,800	87,923	-123	0%
User fees and charges	33,327	524,384	571,329	-46,945	-8%
Operational contributions and donations	4,556	76,272	83,937	-7,665	-9%
Operational grants and subsidies	0	25,500	25,500	0	0%
Other operating revenue	1,098	6,488	7,425	-937	-13%
<b>Total operating revenue</b>	<b>38,858</b>	<b>720,444</b>	<b>776,114</b>	<b>-55,670</b>	<b>-7%</b>
<b>Operating Expenses</b>					
Employee benefits	115,412	1,046,049	1,114,476	-68,427	-6%
Materials and services	86,030	1,377,173	1,526,420	-149,247	-10%
Depreciation and amortisation	26,012	228,282	226,650	1,633	1%
<b>Total operating costs</b>	<b>227,453</b>	<b>2,651,505</b>	<b>2,867,546</b>	<b>-216,042</b>	<b>-8%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-188,595</b>	<b>-1,931,060</b>	<b>-2,091,432</b>	<b>160,372</b>	<b>-8%</b>
 Other capital income (expense)	 0	 -63,520	 -63,520	 0	 0%
<b>Net result for period</b>	<b>-188,595</b>	<b>-1,994,581</b>	<b>-2,154,952</b>	<b>160,371</b>	<b>-7%</b>

**Comments**

**User fees and charges**

Currently under budget due to the timing of raising licences and permits. Additional income for Health licences normally received in May/June. Animal registration fees and caravan park income under budget.

**Operational contributions and donations**

The amount invoiced for annual aquatic weed maintenance invoices was less than budget due to an internal review on the cost and timing of the program.

**Employee benefits**

Under year to date budget due to high level of annual and sick leave taken in Health Admin, reduced overtime in Animal Control, and vacancies in the Pest Management area.

**Materials and services**

Generally underspent across the board due to timing differences including repairs yet to occur at Clare Swimming pool, outstanding pool contract payments, consultants for dune strategy, vector chemical and plant hire expenses and electricity and contract payments at the caravan parks.

**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

**Manager Environmental & Health Services - Waste Program**

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
Rates and Utility Charges	5,721	4,050,679	4,041,393	9,286	0%
User fees and charges	81,160	412,690	393,000	19,690	5%
Interest Received	9,679	99,728	91,895	7,832	9%
Other operating revenue	6,443	62,986	105,435	-42,450	-40%
<b>Total operating revenue</b>	<b>103,004</b>	<b>4,626,083</b>	<b>4,631,724</b>	<b>-5,641</b>	<b>0%</b>
<b>Operating Expenses</b>					
Employee benefits	60,905	599,476	584,931	14,545	2%
Materials and services	321,018	1,669,634	1,884,601	-214,967	-11%
Depreciation and amortisation	30,060	264,082	270,750	-6,668	-2%
<b>Total operating costs</b>	<b>411,983</b>	<b>2,533,192</b>	<b>2,740,282</b>	<b>-207,090</b>	<b>-8%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-308,979</b>	<b>2,092,891</b>	<b>1,891,442</b>	<b>201,449</b>	<b>11%</b>
Capital grants and subsidies	0	86,879	86,879	0	0%
Other capital income (expense)	0	-42,965	-43,465	500	-1%
<b>Net result for period</b>	<b>-308,979</b>	<b>2,136,805</b>	<b>1,934,856</b>	<b>201,949</b>	<b>10%</b>

**Comments**

**User fees and charges**

Slightly over budget due to income from a large one off disposal at Kirknie Landfill.

**Interest Received**

Budget was conservatively estimated based on lower interest rates.

**Other operating revenue**

Under budget due to container refund scheme income not yet received.

**Materials and services**

Two monthly payments to Cleanaway for collection in arrears. Under budget at Kirknie landfill due to crushing and mulching set to occur in final 3 months of the year, the budget for this has been split evenly over 12 months. The annual amount for external plant hire at Kirknie landfill is estimated during the budget process, actuals for this year are coming in under budget. The State Government Waste Levy outstanding transactions for March are also contributing to the budget variance.



**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

**Manager Financial and Administrative Services**

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
Rates and Utility Charges	-34,763	27,573,328	27,608,582	-35,254	0%
Pensioner remissions	-432	-319,803	-323,100	3,297	-1%
User fees and charges	8,969	74,340	66,811	7,529	11%
Interest Received	47,901	506,851	494,095	12,756	3%
Operational grants and subsidies	5,000	1,095,169	1,103,769	-8,600	-1%
Other operating revenue	0	61,589	61,500	89	0%
<b>Total operating revenue</b>	<b>26,675</b>	<b>28,991,474</b>	<b>29,011,657</b>	<b>-20,183</b>	<b>0%</b>
<b>Operating Expenses</b>					
Employee benefits	147,551	1,329,940	1,374,115	-44,174	-3%
Materials and services	8,907	576,927	671,654	-94,727	-14%
Depreciation and amortisation	34,407	305,980	309,600	-3,620	-1%
Finance Costs	35,558	143,981	126,800	17,181	14%
<b>Total operating costs</b>	<b>226,423</b>	<b>2,356,828</b>	<b>2,482,168</b>	<b>-125,341</b>	<b>-5%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-199,749</b>	<b>26,634,646</b>	<b>26,529,489</b>	<b>105,158</b>	<b>0%</b>
Other capital income (expense)	0	-6,656	-6,648	-8	0%
<b>Net result for period</b>	<b>-199,749</b>	<b>26,627,990</b>	<b>26,522,841</b>	<b>105,150</b>	<b>0%</b>

**Comments**

**User fees and charges**

Additional income due to a high number of property searches.

**Materials and services**

The expenditure in this area is variable depending on Council's operational requirements e.g. office expenses such as telephone, postage, printing and stationery. The February Telstra invoice was not received in time to be posted in March, this invoice has been paid in April.

**Finance Costs**

Over budget due to an outstanding rates refund adjustment. This was processed in April.

**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

**Manager Operations - General Fund**

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
User fees and charges	15,474	120,648	120,550	98	0%
Operational contributions and donations	0	53,203	48,950	4,253	9%
Operational grants and subsidies	0	1,308,562	1,426,889	-118,327	-8%
Contract and recoverable works	390	30,610	22,395	8,215	37%
Other operating revenue	33	180,596	207,992	-27,396	-13%
<b>Total operating revenue</b>	<b>15,897</b>	<b>1,693,619</b>	<b>1,826,776</b>	<b>-133,157</b>	<b>-7%</b>
<b>Operating Expenses</b>					
Employee benefits	405,927	3,618,350	3,699,672	-81,322	-2%
Materials and services	401,679	3,033,159	3,431,978	-398,820	-12%
Depreciation and amortisation	69,332	595,758	603,450	-7,692	-1%
<b>Total operating costs</b>	<b>876,938</b>	<b>7,247,267</b>	<b>7,735,100</b>	<b>-487,834</b>	<b>-6%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-861,040</b>	<b>-5,553,648</b>	<b>-5,908,324</b>	<b>354,677</b>	<b>-6%</b>
<b>Capital contributions</b>	<b>0</b>	<b>1,065</b>	<b>1,065</b>	<b>0</b>	<b>0%</b>
<b>Capital grants and subsidies</b>	<b>0</b>	<b>838,466</b>	<b>1,608,761</b>	<b>-770,295</b>	<b>-48%</b>
<b>Other capital income (expense)</b>	<b>0</b>	<b>-15,059</b>	<b>-15,060</b>	<b>1</b>	<b>0%</b>
<b>Net result for period</b>	<b>-861,040</b>	<b>-4,729,177</b>	<b>-4,313,558</b>	<b>-415,618</b>	<b>10%</b>

**Comments**

**Operational contributions and donations**

Over year to date for contributions received for septic tank pumpouts. The budget for this area has been split over the year, income is received sporadically, therefore there can be variances to budget in this area.

**Operational grants and subsidies**

Under budget due to the timing of payments received from the Queensland Reconstruction Authority (QRA) for works approved under claims for the January/February 2019 and January 2020 declared disaster events. Funding is received when claims are approved which can differ to how the budget is split over the year.

**Contract and recoverable works**

Variance due to income received for private works not budgeted.

**Other operating revenue**

Revenue includes recovery for costs incurred repairing damage to shire roads as a result of development activities and payment of insurance claims relating to break-ins and thefts at Council Depot. The variance is due to the Water and Waste Water insurance recoveries being budgeted in this area but receipted to water.

**Materials and services**

Queensland Reconstruction Authority claim for pavement repair activities on Keith Venables and Brown Roads associated with the January/February 2019 monsoonal flooding event has been approved with materials expenses transferred from roads maintenance to capital recoverable works. Consequently the roads maintenance budget is now under year to date budget. Roads maintenance expenditure is set to increase in the lead up to the crushing season and with the return of drier conditions.

**Capital grants and subsidies**

Grant income received this year include for the Visitor Information Centre and Plantation Nature Play funded by Works for Queensland and the State Government Grant. Various funding payments have been received from the Queensland Reconstruction Authority as advance payments for approved betterment projects and Reconstruction of Essential Public Assets (REPA) claims. Approval of further claims will reduce the current variance.

**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

**Manager Operations - Water**

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
Rates and Utility Charges	-514	3,647,125	3,648,505	-1,380	0%
Pensioner remissions	0	22	0	22	-
User fees and charges	12,005	54,068	56,700	-2,632	-5%
Interest Received	17,681	177,015	171,588	5,427	3%
Operational contributions and donations	0	7,000	9,000	-2,000	-22%
Other operating revenue	0	62,587	37,340	25,247	68%
<b>Total operating revenue</b>	<b>29,173</b>	<b>3,947,817</b>	<b>3,923,133</b>	<b>24,684</b>	<b>1%</b>
<b>Operating Expenses</b>					
Employee benefits	93,233	842,011	835,515	6,496	1%
Materials and services	167,813	1,544,085	1,697,600	-153,515	-9%
Depreciation and amortisation	54,344	479,333	481,725	-2,392	0%
<b>Total operating costs</b>	<b>315,391</b>	<b>2,865,429</b>	<b>3,014,840</b>	<b>-149,411</b>	<b>-5%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-286,218</b>	<b>1,082,388</b>	<b>908,293</b>	<b>174,095</b>	<b>19%</b>
Capital grants and subsidies	0	832,883	332,024	500,859	151%
Other capital income (expense)	0	-6,678	-2,060	-4,618	224%
<b>Net result for period</b>	<b>-286,218</b>	<b>1,908,593</b>	<b>1,238,257</b>	<b>670,336</b>	<b>54%</b>

**Comments**

**User fees and charges**

Over year to date budget due to the amount of new water service connections. The budget for property connections has been split evenly over 12 months.

**Operational contributions and donations**

This revenue stream captures developer infrastructure contributions for connection to the water network. The budget has been split quarterly throughout the year and was revised upward at the second revision.

**Other operating revenue**

Over year to date due to insurance recoveries received from items stolen during break and enters at the Jones Street Depot budgeted in the works section.

**Materials and services**

Under budget due to higher than average rainfall leading to reduced water consumption, therefore reduced electrical consumption from pumping.

**Capital grants and subsidies**

Grant funding received this year for 5ML reservoir at the Home Hill Water Tower, replacement of the Home Hill Water Tower switchboard and advance payment from the Queensland Reconstruction Authority resilience funding grant for the installation of an emergency generator at the Conlan Street borefield. Variance to budget due to how the budget has been split throughout the financial year.



**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

**Manager Operations - Sewerage**

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
Rates and Utility Charges	-1,553	4,038,457	4,040,010	-1,553	0%
Pensioner remissions	0	26	0	26	-
User fees and charges	0	860	960	-100	-10%
Interest Received	22,770	231,797	223,789	8,008	4%
Operational contributions and donations	0	7,000	9,000	-2,000	-22%
Other operating revenue	0	0	100	-100	-100%
<b>Total operating revenue</b>	<b>21,217</b>	<b>4,278,140</b>	<b>4,273,859</b>	<b>4,281</b>	<b>0%</b>
<b>Operating Expenses</b>					
Employee benefits	104,883	939,111	1,029,512	-90,400	-9%
Materials and services	74,498	701,977	776,369	-74,392	-10%
Depreciation and amortisation	111,618	987,517	992,625	-5,108	-1%
<b>Total operating costs</b>	<b>290,999</b>	<b>2,628,605</b>	<b>2,798,506</b>	<b>-169,900</b>	<b>-6%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-269,782</b>	<b>1,649,535</b>	<b>1,475,353</b>	<b>174,182</b>	<b>12%</b>
Capital grants and subsidies	0	98,909	124,000	-25,091	-20%
Other capital income (expense)	0	-25,964	-25,964	0	0%
<b>Net result for period</b>	<b>-269,782</b>	<b>1,722,479</b>	<b>1,573,389</b>	<b>149,090</b>	<b>9%</b>

**Comments**

**Operational contributions and donations**

Revenue received from developer infrastructure charges for connection to the sewer network. Currently under year to date budget due to the budget being split quarterly over the financial year.

**Employee benefits**

Under budget year to date across sewerage due to unfilled vacancies following retirements and resignations in the Water and Waste Water section. Water and Waste Water Network Coordinator and Trainee Treatment Plant Operator positions have recently been filled with Senior Treatment Operator position currently at recruitment stage. Variance to budget to reduce when these positions are filled.

**Materials and services**

Under budget across sewerage reticulation, sewerage pump stations and sewerage treatment areas. Sewerage reticulation is 40% under budget year to date due to having had no main breaks and reduced spend on chemicals as part of ongoing trials.

**Capital grants and subsidies**

Year to date income \$98,909 received for the detailed design of the Macro Algal Treatment Facility at the Ayr/Brandon Waste Water Treatment Plant. Further income from milestone payments will be received as this project progresses.



**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

**Manager Planning and Development**

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
User fees and charges	25,386	316,378	315,000	1,378	0%
Operational grants and subsidies	49,000	164,250	417,294	-253,044	-61%
Other operating revenue	0	12,573	12,486	87	1%
<b>Total operating revenue</b>	<b>74,386</b>	<b>493,201</b>	<b>744,780</b>	<b>-251,579</b>	<b>-34%</b>
<b>Operating Expenses</b>					
Employee benefits	92,867	794,713	831,423	-36,710	-4%
Materials and services	89,592	363,857	595,329	-231,472	-39%
<b>Total operating costs</b>	<b>182,459</b>	<b>1,158,570</b>	<b>1,426,751</b>	<b>-268,182</b>	<b>-19%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-108,073</b>	<b>-665,369</b>	<b>-681,972</b>	<b>16,603</b>	<b>-2%</b>
<b>Net result for period</b>	<b>-108,073</b>	<b>-665,369</b>	<b>-681,972</b>	<b>16,603</b>	<b>-2%</b>

**Comments**

**Operational grants and subsidies**

Delays in delivering Phases 3 - 8 of the Q2100 Coastal Hazard Adaption Strategy (CHAS) project has resulted in funding not yet received. Invoices have been raised for phase three and four.

**Materials and services**

Currently under budget due to part payments only being made for Phases 3, 4 & 5 of the CHAS project. Phase 3 is now complete. Original 12 month budget amounts are still estimated to be correct.

**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

**Manager Technical Services**

	Month of March Actual	Year to Date Actual	Year To Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>					
User fees and charges	1,937	212,346	206,500	5,846	3%
Operational contributions and donations	0	730	0	730	-
Operational grants and subsidies	10,597	100,014	100,000	14	0%
Contract and recoverable works	156,003	1,339,156	1,747,774	-408,618	-23%
Other operating revenue	0	13,857	5,000	8,857	177%
<b>Total operating revenue</b>	<b>168,537</b>	<b>1,666,103</b>	<b>2,059,274</b>	<b>-393,171</b>	<b>-19%</b>
<b>Operating Expenses</b>					
Employee benefits	235,926	1,930,034	2,028,032	-97,998	-5%
Materials and services	-38,409	-76,928	237,688	-314,616	-132%
Depreciation and amortisation	595,245	5,259,582	5,282,100	-22,518	0%
<b>Total operating costs</b>	<b>792,761</b>	<b>7,112,687</b>	<b>7,547,819</b>	<b>-435,132</b>	<b>-6%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-624,224</b>	<b>-5,446,584</b>	<b>-5,488,545</b>	<b>41,961</b>	<b>-1%</b>
<b>Capital contributions</b>	<b>0</b>	<b>61,875</b>	<b>61,875</b>	<b>0</b>	<b>0%</b>
Capital grants and subsidies	251,521	1,334,166	2,342,833	-1,008,667	-43%
Other capital income (expense)	-137,247	-1,200,718	-762,041	-438,677	58%
<b>Net result for period</b>	<b>-509,950</b>	<b>-5,251,262</b>	<b>-3,845,878</b>	<b>-1,405,384</b>	<b>37%</b>

**Comments**

**Contract and recoverable works**

Under budget due to delays in completion of Burdekin Shire Rivers Improvement Trust (BSRIT) restoration works (including Disaster Recovery Funding Arrangements (DRFA) funded projects) and timing of Road Maintenance Performance Contract (RMPC) works. March RMPC claim to be processed in April.

**Other operating revenue**

Unbudgeted receipt of insurance settlement, factory rebate for light vehicles and fuel subsidy.

**Employee benefits**

Under budget due to capitalisation of design cost wages to capital projects.

**Materials and services**

Under budget due to delays in completion of BSRIT restoration works (including DRFA funded projects) and timing of Road Maintenance Performance Contract (RMPC) works.

**Capital grants and subsidies**

Grant funding received include payments from the Transport Infrastructure Development Scheme, Roads to Recovery and Works for Queensland 2017-2019. Budgeted grant funds to be received are: Works for Queensland 2019-21, Transport Infrastructure Development Scheme and Cycle Network Local Government Grant, and funding for WWW generators and the Flood Reporting network augmentation. These will be received as work is completed.

**Other capital income (expense)**

Loss on disposed transport, drainage and fleet assets.

**BURDEKIN SHIRE COUNCIL**  
**OPERATING STATEMENT**  
**Period Ending 31 March 2020**

	Month of March Actual	Year to Date Actual	Revised Budget	Year to Date Revised Budget	\$ Variance YTD Actual to YTD Revised Budget	% Variance YTD Actual to YTD Revised Budget
<b>Operating Revenue</b>						
Rates and Utility Charges	-31,232	39,397,389	40,206,413	39,426,413	-29,024	0%
Pensioner remissions	-432	-319,755	-323,100	-323,100	3,345	-1%
User fees and charges	189,614	1,926,047	2,479,062	1,962,713	-36,666	-2%
Interest Received	98,031	1,015,390	1,273,211	981,367	34,024	3%
Operational contributions and donations	4,556	155,054	218,237	166,387	-11,333	-7%
Operational grants and subsidies	84,597	2,899,045	4,152,025	3,264,268	-365,223	-11%
Contract and recoverable works	156,393	1,369,765	2,373,995	1,770,169	-400,404	-23%
Other operating revenue	-2,372	568,621	713,560	604,065	-35,444	-6%
<b>Total operating revenue</b>	<b>499,156</b>	<b>47,011,557</b>	<b>51,093,403</b>	<b>47,852,282</b>	<b>-840,725</b>	<b>-2%</b>
<b>Operating Expenses</b>						
Employee benefits	1,525,572	15,333,856	21,164,944	15,844,513	-510,657	-3%
Materials and services	1,393,632	12,510,826	18,494,457	14,348,794	-1,837,968	-13%
Depreciation and amortisation	1,023,987	9,033,055	12,106,800	9,080,100	-47,044	-1%
Finance Costs	35,558	143,981	148,100	126,800	17,181	14%
<b>Total operating costs</b>	<b>3,978,749</b>	<b>37,021,718</b>	<b>51,914,301</b>	<b>39,400,207</b>	<b>-2,378,489</b>	<b>-6%</b>
<b>Surplus (deficit) from operating activities</b>	<b>-3,479,593</b>	<b>9,989,839</b>	<b>-820,898</b>	<b>8,452,075</b>	<b>1,537,764</b>	<b>18%</b>
Capital contributions	0	62,939	62,940	62,940	-1	0%
Capital grants and subsidies	273,107	3,284,335	5,747,754	4,644,021	-1,359,686	-29%
Other capital income (expense)	-137,247	-1,374,420	-931,117	-931,617	-442,803	48%
<b>Net result for period</b>	<b>-3,343,733</b>	<b>11,962,693</b>	<b>4,058,679</b>	<b>12,227,419</b>	<b>-264,726</b>	<b>-2%</b>

**BURDEKIN SHIRE COUNCIL**  
**STATEMENT OF FINANCIAL POSITION**  
**As at 31 March 2020**

	Year to Date Actual \$	Annual Budget \$
<b>Current Assets</b>		
Cash and Cash Equivalents	68,145,516	54,015,764
Receivables	2,090,735	3,835,334
Inventories	597,207	533,911
<b>Total Current Assets</b>	<u>70,833,458</u>	<u>58,385,009</u>
<b>Non-Current Assets</b>		
Receivables	499,517	375,969
Property, Plant and Equipment	530,088,865	537,704,963
Intangibles Assets	284,905	529,224
<b>Total Non-Current Assets</b>	<u>530,873,287</u>	<u>538,610,156</u>
<b>TOTAL ASSETS</b>	<u>601,706,745</u>	<u>596,995,165</u>
<b>Current Liabilities</b>		
Payables	4,794,449	6,267,195
Borrowings	689,367	349,352
Provisions	2,969,457	3,134,151
Other	139,809	1,735
<b>Total Current Liabilities</b>	<u>8,593,081</u>	<u>9,752,433</u>
<b>Non-Current Liabilities</b>		
Provisions	18,615,015	18,597,265
<b>Total Non-Current Liabilities</b>	<u>18,615,015</u>	<u>18,597,265</u>
<b>TOTAL LIABILITIES</b>	<u>27,208,096</u>	<u>28,349,698</u>
<b>NET COMMUNITY ASSETS</b>	<u>574,498,649</u>	<u>568,645,467</u>
<b>Community Equity</b>		
Asset Revaluation Surplus	312,775,134	312,677,878
Retained Surplus (deficiency)	261,723,515	255,967,589
<b>TOTAL COMMUNITY EQUITY</b>	<u>574,498,649</u>	<u>568,645,467</u>



**BURDEKIN SHIRE COUNCIL  
STATEMENT OF CASH FLOWS  
For Period Ending 31 March 2020**

	Year to Date Actual \$	Annual Cashflow Budget \$
<b>Cash Flows from Operating Activities</b>		
<b>Receipts</b>		
Receipts from Customers	45,998,517	45,449,930
Operating Grants, Subsidies and Contributions	3,054,099	4,370,262
Interest Received	1,130,607	1,273,211
<b>Payments</b>		
Payments to Suppliers and Employees	-33,302,807	-39,504,465
Interest Expense	-61,636	-72,100
<b>Net Cash Inflow (Outflow) from Operating Activities</b>	<u>16,818,780</u>	<u>11,516,838</u>
<b>Cash Flows from Investing Activities</b>		
Commonwealth Government Grants	620,261	0
State Government Subsidies and Grants	2,664,074	5,298,419
Capital Contributions	62,939	62,940
Payments for Property, Plant and Equipment	-12,848,349	-23,143,788
Payments for Intangible Assets	-110,056	-375,809
Proceeds from Sale of Property, Plant and Equipment	221,672	292,000
Net Movement in Loans to Community Organisations	-22,690	-33,709
<b>Net Cash Inflows (Outflow) from Investing activities</b>	<u>-9,412,149</u>	<u>-17,899,947</u>
<b>Cash Flows from Financing Activities</b>		
Repayment of Borrowings	-989,723	-1,329,735
<b>Net Cash Inflows (Outflow) from Financing activities</b>	<u>-989,723</u>	<u>-1,329,735</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents Held</b>	<u>6,416,908</u>	<u>-7,712,844</u>
Cash and Cash Equivalents at Beginning of the Financial Year	61,728,608	61,728,608
<b>Cash and Cash Equivalents at end of the Period</b>	<u><u>68,145,516</u></u>	<u><u>54,015,764</u></u>

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## 5.4 GOVERNANCE

## 6 INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES

### 6.1 ENVIRONMENTAL AND HEALTH SERVICES

#### 6.1.1 Coronavirus (COVID-19) Response - Waiving of Various Environment and Health Licence Fees for 2020/21

##### Document Information

Referring Letter No:	N/A
File No:	2143
Name of Applicant:	N/A
Location:	N/A
Author and Title:	Mr. Dan Mulcahy – Manager Environmental and Health Services

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##### Executive Summary

As a result of the declared coronavirus pandemic the Queensland Chief Health Officer has issued a number of public health directions, some of which negatively impact on the ability of certain businesses to operate under normal circumstances. In addition to the Federal support measures currently offered, it is recommended that the Council provide additional support measures where it can, this being in the area of regulatory licence fees issued by Council.

##### Recommendation

That in recognition of the declared coronavirus pandemic and the resulting public health directions issued by the Queensland Chief Health Officer and their subsequent detrimental impacts on the operation of certain business operations in the Shire, the Council agrees to waive the licence fees applicable to the 2020/21 financial year for the following licence types:

- Food Business, including Annual Temporary Food Licences
- Personal Appearance Services
- Operation of Rental Accommodation, Camping Grounds and Caravan Parks
- Commercial Use of Local Government Controlled Areas or Roads
- Installation of Advertising Devices

Noting that the income would normally be received in the 2019/20 financial year.

##### Background Information

The potential impact of Coronavirus (COVID-19) in Australia was recognised with the Federal Government declaring a pandemic. Disaster management processes were activated with Queensland Health the lead agency in Queensland for an influenza pandemic.

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A number of measures were introduced to reduce the spread of the virus and impact on the community. These measures included the publishing of public health directions by the Queensland Chief Health Officer (CHO).

The CHO published the *Non-essential business, activity and undertaking Closure Direction* which, amongst other things, required the closure (subject to certain exceptions) of such businesses undertaking activities such as but not limited to - retail food services, skin care premises, licenced clubs, backpackers and caravan parks.

In response to this situation, the Federal Government has released a multi-million dollar support package for affected businesses and employees.

The Burdekin Shire Council has also seen fit to provide additional support measures targeted at providing extra support to small businesses feeling the effects of the Coronavirus (COVID-19) restrictions and closures.

It is noted that annual licencing fees normally required to be paid to Council are payable by some of the businesses affected by the Coronavirus (COVID-19) restrictions and closures. Accordingly, Council is of the opinion that it can exercise its discretion in waiving those particular licencing fees as a measure of support for those affected businesses.

To clarify, the waiving of fees refers only to the monetary value of the relevant licence fee. Council will still require updated licence information to be supplied to it by the licence holder.

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

2.4.4 Support development, diversification, sustainability and expansion of the economic base.

### **Consultation**

Nil

### **Legal Authority or Implications**

Businesses are still required to have a licence to operate under either the Food Act or relevant Local Laws. By waiving any applicable fees, licences can still be issued but at no cost to the business owner.

### **Policy Implications**

Nil

### **Financial and Resource Implications**

Foregone revenue is estimated at \$49,616 for the 2019/20 financial year.

### **Report Prepared By:**

Mr. Dan Mulcahy – Manager Environmental and Health Services

### **Report Authorised By:**

Mr. Nick Wellwood – Director Infrastructure, Planning and Environmental Services

### **Attachments**

1. N/A

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## 6.1.2 Closure of Council Areas to Camping

### Document Information

Referring Letter No:	N/A
File No:	2143
Name of Applicant:	N/A
Location:	Various locations including Home Hill Comfort Stop and Various Boat Ramps
Author and Title:	Ms. Linda Govan – Coordinator Environment and Health Projects

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### Executive Summary

The closure of Council sites for camping including Funny Dunny Park, Home Hill Comfort Stop and at various boat ramps is part of the response to the current influenza pandemic, caused by the Coronavirus (COVID-19). A formal resolution is required from Council to support the closure and to allow enforcement activities if required

### Recommendation

That Council resolves in accordance with *Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2012* to temporarily close the following local government controlled areas to public access for camping purposes for a period of not more than six months, in response to recommendations from the State and Federal Governments to reduce the impacts of coronavirus:

- Funny Dunny Park, Wunjunga
- Mount Inkerman Scenic Look-out, Inkerman
- Comfort Stop, Home Hill
- Barramundi (Morris) Creek Boat Ramp, Morris Creek Road, Giru
- Wallace Landing Boat Ramp, Peak Road, Inkerman
- Cromarty Boat Ramp, Cromarty Creek Boat Ramp Road, Giru
- Plantation Creek Boat Ramp, 652 Old Wharf Road, Airdmillan
- Groper Creek Boat Ramp, Groper Creek
- Barratta Boat Ramp, Jerona
- Ocean Creek Boat Ramp, Ocean Creek
- Hell Hole Boat Ramp, Rita Island

### Background Information

The potential impact of Coronavirus (COVID-19) in Australia was recognised with the Federal Government declaring a pandemic. Disaster management processes were activated with Queensland Health the lead agency in Queensland for an influenza pandemic.

As information became known a number of measures were introduced to reduce the spread of the virus and impact on the community. These measures include - increase the washing of hands with soap and water; an introduction of social distancing, where people keep at least 1.5 metres away from each other; as well as, avoiding non-essential gatherings.



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The Queensland Chief Health Officer has published public health directions including non-essential business, activity and undertaking Closure Direction (No. 5) (as at 14 April 2020). It is within this document that Council facilities and areas are affected including:

- Entertainment venues such as Theatres;
- Leisure and recreation including public swimming pools, playgrounds, skate parks, static exercise equipment, barbecues; and
- Non-residential institutions including libraries and community halls.

Breaches of these Directions are enforced by the Queensland Police Service.

The abovementioned Closure Direction also required the closure of caravan parks, camping parks and campgrounds with certain exceptions relating to permanent residents and essential workers. The purpose of this direction was to reduce activity associated with the spread of Coronavirus (COVID 19).

The Council also received correspondence from the Department of Natural Resources, Mines and Energy dated 1 April 2020. Extracts from this letter are reproduced below:

*“The Natural Resources, Mines and Energy Minister, Dr. Anthony Lynham announced the restrictions on 30 March 2020, urging council and private camping ground operators to restrict recreational camping.*

*The expert medical advice received by government indicates that camping is a significant concern in the current environment and should not continue. Therefore, in the best interests of the community, the department requests that you please urgently restrict all recreational camping on state-owned land under your control.*

*It is critical that these activities cease to help slow the spread of coronavirus, particularly with the Easter school break approaching.”*

In addition to the above there has been a clear direction from Federal and State Governments for travellers to stay at or return to home.

The Department of Environment and Science have closed a number of high use visitor locations in Queensland national parks, state forests and recreation areas as well as all camping areas and barbecue facilities in day-use areas.

The Department of Transport and Main Roads has closed all Driver Reviver sites however the rest areas remain open for stop, revive and survive purposes only.

### **Proposal**

It is proposed that Council resolves to close the following sites to camping in support of the recommendations to travel only for essential purposes. These camping sites will be monitored by Council Officers and anyone that appears to be camping will be advised to move on. The closure will allow Council's authorised officers to issue a penalty infringement notice to the value of \$266 (two penalty units) to those that choose not to cooperate with the direction.

Signs have been installed at most of these sites advising that camping is not permitted.

The sites proposed to be closed to camping are:

- Funny Dunny Park, Wunjunga
- Mount Inkerman Scenic Lookout, Inkerman
- Comfort Stop, Home Hill

- 
- Barramundi (Morris) Creek Boat Ramp, Morris Creek Road, Giru
  - Wallace Landing Boat Ramp, Peak Road, Inkerman
  - Cromarty Boat Ramp, Cromarty Creek Boat Ramp Road, Giru
  - Plantation Creek Boat Ramp, 652 Old Wharf Road, Airdmillan
  - Groper Creek Boat Ramp, Groper Creek
  - Barratta Boat Ramp, Jerona
  - Ocean Creek Boat Ramp, Ocean Creek
  - Hell Hole Boat Ramp, Rita Island

Mount Inkerman Scenic Lookout is not an approved camping site but has been included to provide support if necessary, to authorised officers.

### **Re-opening of Areas**

A second Council resolution will be required to re-open the areas to camping. It is proposed that when the Federal and State governments relax restrictions that Council also considers re-opening the areas listed.

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

Corporate Plan

- 3.5.1 Coordinate and facilitate disaster planning and preparedness to reduce the impact of disaster events
- 3.5.2 Support the Burdekin Local Disaster Management Group to ensure effective decision making during disaster events
- 3.5.3 Partner with the District Disaster Management Group and the State Disaster Management Group.

### **Consultation**

Nil with outside organisations. Discussions have been held with the Council's Pandemic Flu Committee.

### **Legal Authority or Implications**

*Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2012.*

Clause 8

- (1) Provides that the local government, by resolution, may temporarily close a local government controlled area to public access –
  - (b) to protect the health and safety of a person or the security of a person's property; or
  - (c) because of a fire or other natural disaster, ...
- (2) A resolution under subsection (1)-
  - (a) must state a period, not greater than 6 months, during which the area will be closed; and
  - (b) must be revoked by the local government as soon as practicable after the local government becomes satisfied that the reason for making the resolution no longer exists.

### **Policy Implications**

This resolution will provide staff with the ability to issue penalty infringement notices (on the spot fines) however it will only be used as a last resort, if people refuse to follow direction.

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## **Financial and Resource Implications**

Nil

### **Report Prepared By:**

Ms. Linda Govan - Coordinator Environment and Health Projects

### **Report authorised by:**

Mr. Nick Wellwood – Director Infrastructure Planning and Environmental Services

## **Attachments**

1. N/A

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## 6.2 OPERATIONS

## 6.3 PLANNING AND DEVELOPMENT

### 6.3.1 Development Application - Material Change of use for Extension to an Education Establishment at 93-99 Edwards Street and 89 and 91 Burke Street, Ayr (Lot 4 on SP308555, Lot 1 on SP129539 and Lots 4 and 5 on RP709444)

#### Document Information

<b>Referring Letter No:</b>	1572685
<b>File No:</b>	MCU19/0013 and 226
<b>Name of Applicant:</b>	i4architecture and Milford Planning
<b>Location:</b>	93-99 Edwards Street and 89 and 91 Burke Street, Ayr (Lot 4 on SP308555, Lot 1 on SP129539 and Lots 4 and 5 on RP709444)
<b>Author and Title:</b>	Mr. Shane Great – Manager Planning and Development

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#### Executive Summary

An application has been received from i4 Architecture and Milford Planning, on behalf of their clients Roman Catholic Trust Corporation in the Diocese of Townsville seeking approval for a Material Change of Use for Extension to an Education Establishment at 93-99 Edwards Street and 89 and 91 Burke Street, Ayr (Lot 4 on SP308555, Lot 1 on SP129539 and Lots 4 & 5 on RP709444).

A Development Application (Impact Assessable) has been triggered in accordance with the Burdekin Shire Council's *Integrated Planning Act* (IPA) Planning Scheme (*the scheme*).

#### Recommendation

That Council approves the Development Application for a Material Change of Use for an Extension to an Educational Establishment at 93-99 Edwards Street and 89 and 91 Burke Street, Ayr (Lot 4 on SP308555, Lot 1 on SP129539 and Lots 4 & 5 on RP709444) subject to the following conditions:

#### Approved Plans

- 1.a) 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 applications supporting material including all drawings/documents identified in the Table below, except as otherwise specified by any condition of this approval.



<b>Drawing Title</b>	<b>Drawing/Revision</b>	<b>DATE</b>
Cover Page	1490 SK 001 Rev 2	November, 2019
Existing/Demolition Site Plan	1490 SK 101 Rev 2	November, 2019
Proposed Site Plan	1490 SK 102 Rev 2	November, 2019
Proposed Floor Plan	1490 SK 200 Rev 2	November, 2019
Proposed Roof Plan	1490 SK 600 Rev 2	November, 2019
Proposed Elevations	1490 SK 700 Rev 2	November, 2019
Street View and Perspectives	1490 SK 1000 Rev 2	November, 2019
Carpark Entrance Traffic Management Plan by Fortisem	19341 SK02 Rev B	12/02/2020

- b) Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) will prevail.
- c) The proposed development must comply with all Planning Scheme requirements as applying at the date of this approval, except as otherwise specified by any condition.

### **Outstanding Charges**

- 2. All rates and charges (including regulated infrastructure charges), in arrears in respect of the land, subject of the application, are paid in full prior to the commencement of the proposed use.

### **Notice of Intention to Commence the Use**

- 3. Prior to the commencement of the use on the site, written notice must be given to Council that the use (development and/or works) fully complies with the decision notice issued in respect of the use.

### **Sewerage**

- 4. All structures are to be built in accordance with Council's "Erection of Structures Over or Adjacent to Sewers or Water Mains Policy". and associated Technical Guidelines

### **Stormwater**

- 5.1 Stormwater drainage from any new paved/sealed areas must be discharged under the footpath to kerb and channelling within the adjoining road reserves in accordance with AS3500.2.2003 or as otherwise required or agreed to in writing by the Chief Executive Officer.
- 5.2 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.
- 5.3 Any external catchments discharging to the premises must be accepted and accommodated within the development's stormwater drainage system.

### **Damage**

- 6. Any damage which is caused to Council's infrastructure as a result of the proposed development must be repaired immediately.

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## **Public Utility Services**

7. 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.

## **Construction Management Plan**

8. A Construction Management Plan must be submitted to and endorsed by the Chief Executive Officer prior to the issue of a Development permit for Building work. The Construction Management Plan must address all activities/operations associated with construction including, but not limited to:
  - a) Hours of construction;
  - b) Parking of vehicles (including on site employees and delivery vehicles);
  - c) Vehicle access during construction hours;
  - d) Traffic management (including loading and unloading) prepared in accordance with the Manual for uniform traffic Control Devices;
  - e) Building waste storage and disposal;
  - f) On-site dust and noise management, so as to not cause a nuisance to the amenity of the surrounding area; and

The endorsed Construction Management Plan must be complied with and a copy kept on site at all times during construction of the development.

## **Access and Car parking**

- 9.1 For access onto Burke Street:
  - a) A grated trench drain is to be installed at the property boundary to catch stormwater before crossing the footpath. The stormwater is to be conveyed to the kerb, under the footpath, in suitable sized conduits as approved by Council.
  - b) All driveways crossing the footpath are to be constructed from the invert of the gutter to the proposed trench drain. Minimum thickness 150mm, 32MPa concrete and SL72 mesh placed centrally.
- 9.2 Provide to Council prior to the commencement of works, a cross section 1:50 scale of all driveways, showing existing and design levels for the crossovers.
- 9.3 The construction of any additional crossovers to give access to the land is to be the owner's responsibility and to the satisfaction of the Chief Executive Officer.
- 9.4 Carpark entrance and exit general layout to be as per 'Fortisem' drawing number 19341-SK02 B - Carpark Entrance Traffic Management Plan.
- 9.5 Provide to Council prior to commencement of works, a fully detailed plan of the carpark entrance and exit, showing proposed widths and design levels of medians, lanes and footpath.
- 9.6 Access to the premises, car parking and manoeuvring areas must be constructed in an all-weather low glare paving, exposed aggregate concrete or similar dust suppressant material to the satisfaction of the Chief Executive Officer.

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- 9.7 Parking space and layout must be designed in accordance with the provisions contained in the supporting material included in the plans submitted with the application by 'i4architecture'.

### **Operational Works**

10. Where operational works are required to be carried out, the developer must, within the timeframe required by the *Planning Act 2016* and prior to the commencement of any work, lodge with council an application for a development permit for operational works. As part of such an 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) a 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;

### **As-Constructed Plans**

11. 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 Registered Professional Engineer of Queensland (R.P.E.Q.)

### **Amenity – Screen Fencing**

12. A fence must be provided along all adjoining property boundaries. The type and design must be submitted and approved by the Chief Executive Officer prior to construction of the fence.

### **Landscaping and Screening**

13. A landscaping plan shall be submitted and approved by the Chief Executive Officer. This plan must be prepared by a landscape architect or other suitably qualified and experienced person detailing the following;
- the location of existing and proposed plantings;
  - landscaping of the designated areas generally in accordance with the approved plans;
  - proposed fencing and screens, including rubbish bin enclosures; air conditioners, irrigation pumps and water tanks;
  - location of public infrastructure.

### **Environment and Health**

- 14.1 No emission is to cause or be likely to cause an environmental nuisance for any activities, including educational activities, beyond the boundaries of the premises to which this development permit relates.
- 14.2 Upon receipt of a complaint regarding any emissions, the operator must within a reasonable period of time:
- a) take any actions necessary to resolve the complaint, and
  - b) implement abatement measures to minimise the emissions from the site.

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**Advice: (Note: These are not conditions)**

- **Earthworks**

*If the development of the subject property requires soil to be imported or exported, the developer must identify the allotments which would be used for borrowing or filling and must obtain Council approval for such works in addition to engineering approval for the development. In this regard, the developer must obtain Council approval for the route of transport, the period and time of transport during the construction phase of the development.*

- **Environmental Considerations**

*E.P.A. Requirements*

*Construction must comply with the Environmental Protection Act, Policies and Guidelines to prevent or minimise either environmental harm or nuisance.*

- *A development permit for Building Works is to be obtained before any building works are carried out on the premise.*
- *Waste and recycling services must be provided in accordance with Council's Waste Management Policy.*

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

**Background Information**

Burdekin Shire Council acting as the Assessment Manager has received a properly made Development Application seeking a development permit for Material Change of Use for an extension to an Educational Establishment on land at 93-95 and 97-99 Edwards Street and 89 and 91 Burke Street, Ayr. The application was lodged by i4 Architecture and Milford Planning, on behalf of their clients Roman Catholic Trust Corporation in the Diocese of Townsville.

The proposal triggers a 'Impact Assessable' Development Application in accordance with the provisions of the Burdekin Shire Council's IPA Planning Scheme (*the scheme*). This application also requires public notification and given that the application is 'Impact Assessable' a resolution of Council.

**The Application**

The proposed extension to an educational establishment is located on land with dual zones of 'Residential and Public Purpose'. The application has been assessed against the relevant sections of the scheme including the Desired Environmental Outcomes and both the Public Purpose and Residential Zone Codes.

The application involves demolishing two of the wings and constructing several new buildings and hardstand areas. The proposed development also involves formalising the educational establishment use over Lots 5 and 4 on RP709444, and part of Lot 4 on SP308555, given the lawful underlying land use of these lots is residential. The proposed extension will not result in an increase in the number of staff or pupils attending Saint Francis School.

**Demolition Works**

The Bucas Wing and the McGuire Wing will be demolished. Two mature trees and a large portion of external pathways surrounding these wings will be removed to make way for the new buildings. The existing car parking area inclusive of 28 spaces and turnaround will be demolished and replaced with a new larger car parking area and internal driveways.



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## **Proposed Buildings**

The proposed development will include the establishment of:

- A new library;
- Administration Building
- Six general learning areas for student education

The external additions will include a covered breakout area between the general learning areas. This will be predominately utilised for recreation and lunch breaks. There will also be a shade sail cover erected between the administration and general learning areas.

A new car park is proposed which will extend over Lot 4 on RP709444. A total of 44 car parking spaces will be provided. There will be pathways providing connectivity between the car parking area, bus stop and new educational building.

## **Site Description/Surrounding Land Uses**

The overall subject site for the proposed development comprises of four regular shaped lots with an area of 24,111m<sup>2</sup>. The existing school and carpark is situated within this area. Over time the school has purchased adjoining residential landholdings, noting that in 2018 the school purchased a rear section of Lot 8 on SP308555, with the intent of using this space as outdoor play space in the future.

The school was originally established in 1912 by the Sisters of the Good Samaritan. There are several classrooms and educational associated structures on site. The subject site has frontage to Edwards Street, Hoey Street and Burke Street Ayr. Access to the school is via Burke Street and the local road network. There is currently one existing designed and constructed vehicular access, which services the existing Educational Establishment. Lots 4 & 5 on RP709444 have informally been used for parking and outdoor play spaces associate with the school, with the intent of formalising the use of these lots for educational purposes.

Land uses within the nearby area generally comprise of single residential dwellings. South-East along Edwards Street comprises of a commercial hub, open and recreational spaces as well as some small public use areas. North-West bound along Edwards Street includes a significant portion of Ayr's industrial and public use areas.

## **Planning Scheme Assessment**

The land is zoned Public Purpose and Residential with a Low-Density Sub Area designation. Due to the Residential zoning the proposal triggered an 'Impact Assessable' Development Application. The application has been assessed against the relevant provisions of the Burdekin Shire Council's IPA Planning Scheme (*the scheme*) and was triggered as assessable development under Table 2 – Assessment Categories and relevant assessment criteria for Residential Zone – Making a Material Change of Use. The defined use is best described as an 'Educational Establishment'.

### ***Educational Establishment***

*Means the use of premises for the purpose of providing tuition or vocational training in an educational curriculum. The term includes such facilities as kindergartens, pre-schools, primary and secondary schools, and places of higher learning.*

*The term also includes the ancillary residential accommodation of staff and students where such accommodation is located within the same site.*

*The term does not include "Child Care Centre".*

The applicant has provided supporting material by way of a planning report detailing how they believe the proposal will achieve compliance with the relevant components of the scheme and includes

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information addressing important planning matters such as design specifications, site characteristics and vehicle access.

Given the nature of the proposal, general compliance with the relevant components of the scheme can be achieved and are summarised as follows:

### ***Strategic Framework***

Burdekin Shire Council's strategy framework establishes the broad context and strategies by which sustainable growth in the Shire shall occur. The strategic framework forms part of the criteria for impact assessable development and is based on three strategies that are relevant to the whole shire:

1. Flooding and Coastal Processes
2. Integrated Catchment Management; and
3. Land and Water Management.

The location and floor heights of buildings and drainage flow paths are designed to accommodate any potential flood or stormwater impacts. These measures will help to achieve strategy 1. The proposed development is not located near any identified catchments and will not compromise any biodiversity values within the shire. The proposed development is located within the existing grounds of Saint Francis' School and will provide new educational buildings with limited impact on surface and ground water quality. This proposal conforms to the relevant identified strategies.

### ***Residential Zone Code***

The proposed development contributes to the achievement of the overall outcomes of the Residential Zone Code in that the proposed buildings are replacing old existing ones and will be no closer to the surrounding residential properties. The scale and design of the proposed buildings will compliment the existing school buildings so as not to cause any detriment to the surrounding residential amenity. As the carpark redevelopment adjoins 93 Burke Street, landscaping and fencing will be established on the boundary to protect the current living environment and amenity.

The supporting material for the application states that as the proposal is an extension of an existing use that has been established on the subject site for a long period of time and is located on a predetermined footprint it is considered to be consistent with the outcomes sought for the Retail and Commercial zone.

### ***Public Purpose Zone Code***

The Overall Outcomes for this zone are that development facilitates the ongoing functions of the government and recognises and protects land owned or occupied by the crown. The proposed development will provide the existing school with modern buildings and facilities and formalise the establishment of the proposed carpark and play space area.

It is considered that the application is not in substantial conflict with the remaining Overall Outcomes of the Residential and Public Purpose Zone Codes that would warrant refusal or that could not be justified by reasonable planning grounds. If any compliance issues arise from the proposal not being able to meet a particular outcome, conditions have been included in the recommendation that will ensure specific outcomes are met protecting the amenity of adjacent uses.

### ***Conclusion***

Assessment of the proposal against the planning scheme requirements has demonstrated that the proposed development will achieve substantial compliance with many of the relevant aspects of the scheme. The planning report and other technical reports prepared by the applicants' consultants and

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lodged as part of the application suggest that the proposed development is generally in accordance with the provisions of the planning scheme.

Recommendations including conditions have been based on the overall impact the proposed use may have considering the schemes Strategic Framework, Desirable Environmental Outcomes (DEO's), Zone Codes and State Interests.

Given that the proposal generally complies with the provisions contained in Council's IPA Planning Scheme and other relevant planning instruments, it is recommended that Council approves the application subject to the abovementioned conditions.

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

2.5.1 Review land supply and uses as required to meet community and business needs.

## **Consultation**

Given that the Development Application was triggered as 'Impact Assessable', public notification was required. The application was publicly notified between 20 February 2020 and 12 March 2020. There were no properly made submissions received. All relevant Council Departments have been consulted with comments and development conditions included as part of the recommendation.

In accordance with the *Planning Regulation 2016*, the application was referred to the State Assessment and referral Agency (SARA) with the technical agency being the Department of Transport and Main Roads. The response received from this concurrence agency will be attached to any Decision Notice issued.

## **Legal Authority or Implications**

A potential risk is present in that any decision made by the Assessment Manager may attract an appeal in the Planning and Environment Court.

## **Policy Implications**

N/A

## **Financial and Resource Implications**

Possible legal costs associated with any Planning and Environment Court appeal.

### **Report Prepared By:**

Mr. Shane Great – Manager Planning and Development

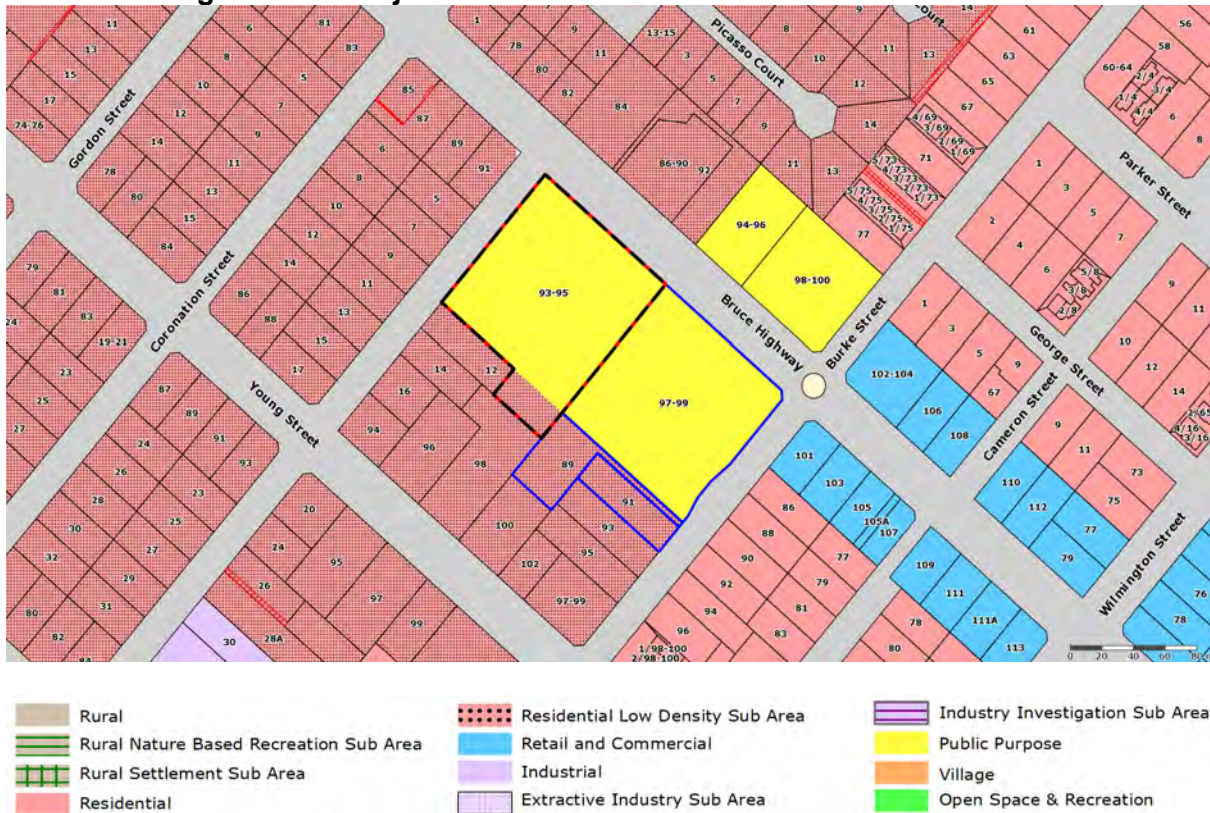
### **Report Authorised By:**

Mr. Nick Wellwood – Director Infrastructure, Planning & Environmental Services



## Attachments

### Town Planning Zone of Subject Site:

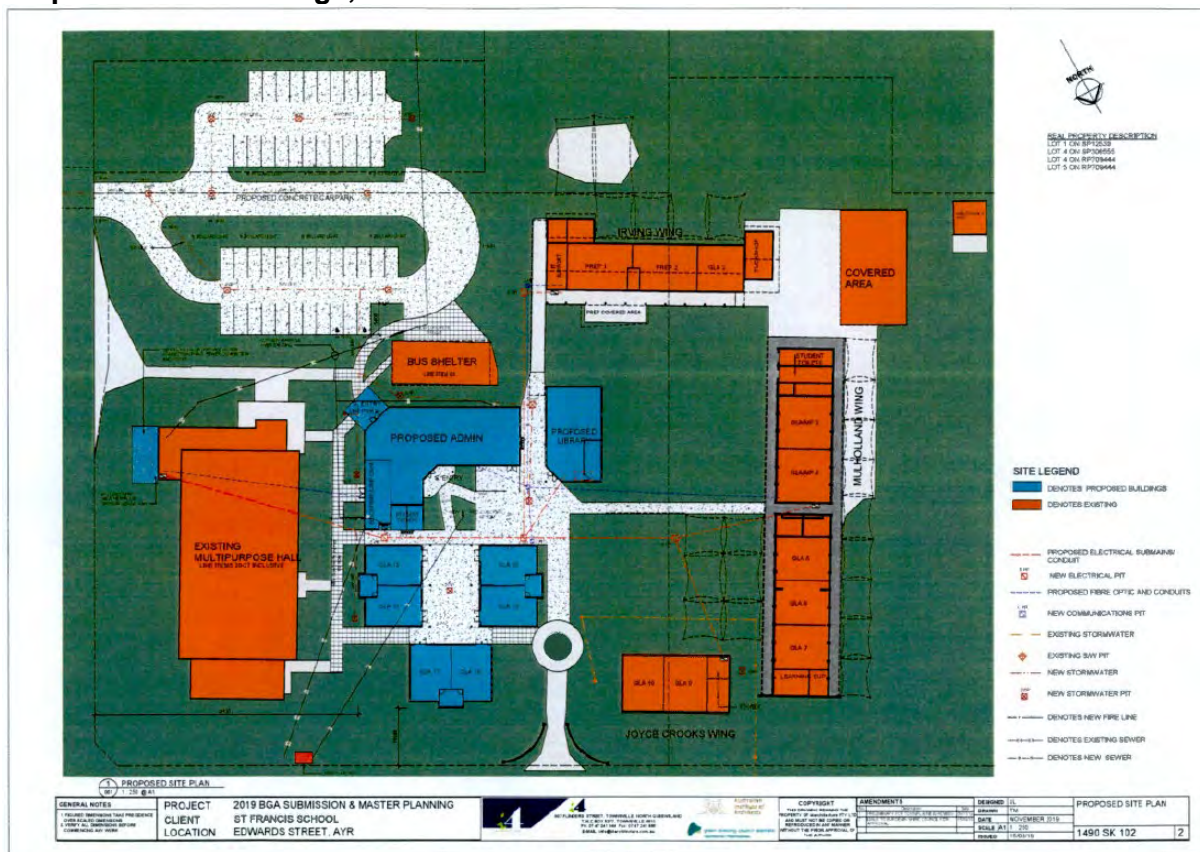


### Subject Site:

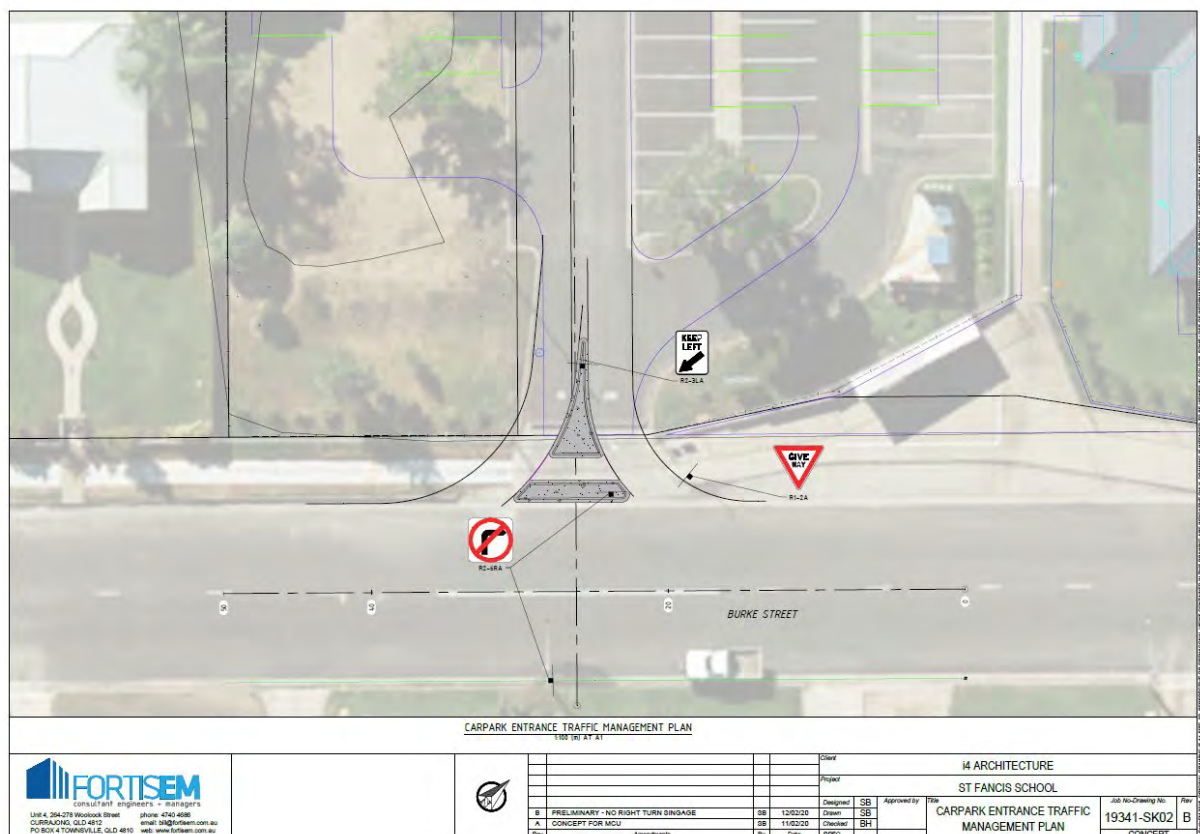




## Proposed New Buildings, in Blue:



## New entry/exit from Burke Street:











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### 6.3.2 Development Application - Material Change of use for General Industry at 70 Klondyke Road, Ayr (Lot 7 on SP251206)

#### Document Information

<b>Referring Letter No:</b>	1558025
<b>File No:</b>	MCU19/0009 and 226
<b>Name of Applicant:</b>	Mr. Ben Moran
<b>Location:</b>	70 Klondyke Road, Ayr
<b>Author and Title:</b>	Mr. Shane Great – Manager Planning and Development

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#### Executive Summary

An application has been received from Ben Moran seeking approval for a Material Change of Use for General Industry (Fabrication Business) at 70 Klondyke Road, Ayr (Lot 7 on SP251206). A Development Application (Impact Assessable) has been triggered in accordance with the Burdekin Shire *Integrated Planning Act* (IPA) Planning Scheme.

#### Recommendation

That Council approves the Development Application for a Material Change of Use for General Industry (Fabrication Business) at 70 Klondyke Road, Ayr (Lot 7 on SP251206) subject to the following conditions:

##### General

- 1.1 A Site Based Management Plan (SBMP) shall be developed, implemented, and complied with, which deals with controls on:
- External lighting;
  - Noise emissions;
  - Dust emissions; and
  - Odour emissions.

The SBMP will need to be submitted and approved by the Chief Executive Officer prior to commencement of any lawful use is to be carried out on the subject land.

- 1.2 An Environmental Management Plan (EMP) shall be developed, implemented and complied with, which deals with controls on:
- Liquid and solid waste;
  - Chemical storage and disposal;
  - The emission of odours from spray-painting; and
  - Maintenance of water quality in terms of ground water, surface water and stormwater runoff.

The EMP will need to be submitted and approved by the Chief Executive Officer prior to commencement of any lawful use is to be carried out on the subject land.

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- 1.3 The activities associated with the use may operate only between the hours of 7.00am to 5.00pm Monday to Friday and 9.00am to 1.00pm Saturday. There must be no operation on Sundays or public holidays.
  - 1.4 The maximum number of employees allowed onsite during these hours of operation is five.
  - 1.5 All deliveries associated with the operation of the business must occur during these hours.
  - 1.6 The use of the development must not cause an unreasonable nuisance to the surrounding area.
  - 1.7 The operator of the Fabrication Business must keep a Complaints Register on the land at all times, for the inspection of an authorised office of the Council identifying:
    - The time, date and detail of any complaint made to the operator relating to the use of the workshop; and
    - Any action or response taken by the operator to rectify or reasonably deal with the complaint.
  - 1.8 A landscaping plan shall be submitted and approved by the Chief Executive Officer. This plan must be prepared by a suitably experienced person detailing the following:
    - the location of existing and proposed plantings;
    - proposed fencing and screens, including rubbish bin locations;
    - describe on-going maintenance tasks to be implemented for landscaped and turfed areas.

### **Approved Plans**

- 2.1 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 applications supporting material, except where modified by the conditions of this Development Permit and any approval issued there under.
- 2.2 Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) will prevail.
- 2.3 The proposed development must comply with all Planning Scheme requirements as applying at the date of this approval, except as otherwise specified by any condition.

### **Compliance with conditions**

3. The proposed development must comply with all conditions of this development permit prior to the commencement of the use.

### **Outstanding charges**

4. All rates and charges (including regulated infrastructure charges), in arrears in respect of the land, subject of the application, are paid in full prior to the commencement of the proposed use.

### **Notice of Intention to commence the use**

5. Prior to the commencement of the use on the site, written notice must be given to Council that the use (development and/or works) fully complies with the decision notice issued in respect of the use.



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## **Public Utility Services/Damage**

- 6.1 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.
- 6.2 Any damage which is caused to Council's infrastructure as a result of the proposed development must be repaired immediately.

## **Building Work**

7. A development permit for Building Works and final certificate or certificate of classification is to be obtained. Proposed buildings to be constructed within allowable setbacks must achieve acceptable solutions in accordance with the requirements of Section C; Building Code of Australia – (Siting provisions and fire resistance).

## **Access and Parking**

- 8.1 The construction of any new crossovers to give access to the land is to be the owner's responsibility and to the satisfaction of the Chief Executive Officer.
- 8.2 Parking space and layout must be designed in accordance with the provisions contained in Schedule 2 – Vehicle Parking Rates & Standards of the Planning Scheme.
- 8.3 Access to the premises, car parking and manoeuvring areas must be constructed in an all-weather low glare paving, exposed aggregate concrete or suitable dust suppressant material to the satisfaction of the Chief Executive Officer.

## **Drainage**

- 9.1 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.
- 9.2 Any external catchments discharging to the premises must be accepted and accommodated within the development's stormwater drainage system.

## **Operational Works**

10. Where operational works are required to be carried out, the developer must, within the timeframe required by the *Planning Act 2016* and prior to the commencement of any work, lodge with council an application for a development permit for operational works. As part of such an application, the developer must submit:
  - 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
  - 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;

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## Environment and Health

- 11.1 No release of contaminants, including, but not limited to dust, fumes, odour or aerosols or emission of noise is to cause or be likely to cause an environmental nuisance beyond the boundaries of the premises to which this development permit relates.
- 11.2 Upon receipt of a complaint regarding the emission of dust, light, odour or other air or noise emission, the operator must within a reasonable period of time:
- take any actions necessary to resolve the complaint, and
  - implement abatement measures to minimise the emissions from the site.
- 11.3 Where a complaint is made about noise from the activity, that is considered reasonable by an authorised officer and cannot be resolved by the operator of the activity subject of this approval, the emission of noise from the development must not result in levels greater than those specified in Table 1 until the circumstances which gave rise to the complaint are resolved.

Table 1: Noise Limits (dBA)

NOISE LIMITS MEASURED AT THE FACADE OF THE NEAREST NOISE SENSITIVE PLACE		
Period	Measured as $L_{Aeq}$	Measured as $maxL_{pA}$
7.00am – 6.00pm	55	60
6.00pm – 10.00pm	50	55
10.00pm – 7.00am	45	50

- 11.4 All spillage of waste, oils, chemicals or similar materials shall be cleaned up as soon as practical. Such spillage shall not be cleaned up by hosing, sweeping or otherwise releasing such wastes or contaminants to the land, stormwater or any roadside.
- 11.5 A spill kit must be maintained on site for use on spillages of any materials stored on site and be readily accessible at all times.
- 11.6 Chemicals must be stored in a bunded area undercover or other location whereby any spillage will not discharge to the ground or any area subject to stormwater or stormwater runoff.
- 11.7 Oils, fuels, other liquids must be stored in a bunded area undercover or other location whereby any spillage will not discharge to the ground or any area subject to stormwater or stormwater runoff. Any bunding provided shall be constructed and sized in accordance with AS 1940 - The storage and handling of flammable and combustible liquids.
- 11.8 All fabrication is to be conducted in a dedicated workshop area.
- 11.9 All wash-down waters from the washing of vehicles, trailers, plant or equipment must be contained and collected and disposed of to an approved facility. Wash-down waters must not be discharged to stormwater or on land subject to stormwater runoff.
- 11.10 All solid wastes or other materials likely to produce contaminants shall be stored in bins with lids in a place to prevent the ingress of stormwater.
- 11.11 There shall be no release of litter or contaminants from the site to any roadside, drain or waters.

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11.12 Lighting used to illuminate any areas of the premises shall be angled or shaded in such a way that lighting does not directly illuminate any nearby premises or roadways in such a manner as to constitute an environmental nuisance.

11.13 Spray painting is not permitted to be conducted at the site other than for minor touch-ups.

11.14 Abrasive blasting is to be conducted within a fully enclosed chamber, vented to the atmosphere through an effective dust extraction system and designed to enable frequent or continuous recovery of spent abrasives.

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

- *General waste and recycling services must comply with Council's Waste Management Policy.*
- *Pursuant to the Environmental Protection Act 1994, all development involving the emission of noise and dust from building and/or construction activities must ensure that the emissions are in accordance the Environmental Protection (Noise) Policy 2008 and the Environmental Protection (Air) Policy 2008.*
- *Regulated wastes are to be removed for disposal by a licenced waste transporter.*
- *The property is unable to be connected to Council's Water Supply or Sewerage Infrastructure.*
- *There must be no release that has been in contact with any contaminants at the site to any waters, watercourse, or stormwater drain.*
- *Any fixed noise emitting device (eg air conditioning unit, refrigeration unit, compressor, generator etc) located outside the workshop/facility must be placed within an appropriate acoustic enclosure. (use appropriate source noise where applicable)*

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

**Background Information**

Burdekin Shire Council acting as the Assessment Manager has received a properly made Development Application from Ben Moran seeking approval for a Material Change of Use General Industry (Fabrication Business) at 70 Klondyke Road, Ayr (Lot 7 on SP251206).

The subject site is located on land zoned 'Rural' with the proposal triggering an 'Impact Assessable' Development Application under the provisions of Burdekin Shire Council's IPA Planning Scheme (*the scheme*). The application will be assessed against the scheme in its entirety. Particularly the relevant sections of the scheme which include the Desired Environmental Outcomes, the Rural Zone code, and Industry Zone code.

The site has no lawful existing use rights or development permits attached to the land. The proposed development has not triggered referral to any State technical agencies.

**Application**

The Applicant proposes to operate a Fabrication Business from a recently constructed shed located at the rear of the subject site's northern boundary. The proposed business will primarily be for the manufacturing of alloy and steel products including ute bodies, canopies, trailers and toolboxes.

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The applicant states in the supporting material included with the application that he has operated the business in some capacity from an existing shed located towards the front of the site for the last six years and has not received any formal complaints. The proposal is to relocate the business into the newly constructed shed at the rear of the site which will allow for an expansion of the operation if required.

Proposed hours of operation for the use are 7.00am to 5.00pm Monday to Friday and 7.00am to 1.00pm Saturday. Including the applicant there are currently three employees on site, the applicant has stated in the supporting material that if the business expands, he may be able to increase the number of employees up to ten.

Regardless of the number of employees the use would still be bound by the days, hours of operation and excessive noise/emission conditions which will ensure that the business can only operate within these criteria. Any activity outside of these constraints will not be permitted.

### **Site Description and Surrounding Land Uses:**

The subject site is a regular shaped single parcel of land with a total site area of 1.59ha and located at 70 Klondyke Road, Ayr. The site is currently improved with two sheds, one of the sheds also has a habitable component included within it that the applicant resides in. The newly constructed shed at the rear of the site will house the proposed new use. The lot has a frontage to Klondyke Road of approximately 145metres. A single point of access near the western boundary of the lot will enable all traffic to enter and exit from the site in a forward manor.

The surrounding area contains a mix of different land uses. Intensive agriculture – sugar cane is the predominate use. Vacant rural land also exists immediately adjacent to the northern and eastern boundary of the subject site. Directly across Klondyke Road, a ribbon development of rural residential lots has been developed over the last 10 years. These are predominately used for residential purposes improved with dwellings and storage sheds.

### **Scheme Assessment**

The subject site is zoned 'Rural'. The proposed use triggered an 'Impact Assessable' Development Application requiring public notification. The application has been assessed against the relevant provisions of the scheme.

In assessing the application, consideration has been given to all relevant components of the scheme including the Desired Environmental Outcomes (DEO's) and Specific Outcomes of the Rural Zone Code. No overlays are specifically relevant to the proposal. The applicant has provided supporting material outlining the proposed use, results of noise readings, waste removal, onsite parking details and hours of operation.

The Strategic Framework in the scheme sets the broader framework for the Shire based on Flooding and Coastal Processes, Integrated Catchment Management and Land and Water management. The conditions imposed will ensure that the intent of the Strategic Framework will not be compromised.

The proposed land use is generally in accordance with the relevant adopted Scheme DEO's. 3(a) Economic Development (ii) 'facilitating opportunities for diversifying and broadening the rural economic base, which advance sustainable agricultural practices'; and (iii) 'facilitating the development of economic opportunities that value-add to primary industries. No significant biodiversity areas are negatively affected by the development proposed and the site is generally free from constraining effects and flooding or inundation.

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The proposed development is not considered an incompatible land use in the Rural Zone and does not conflict with the overall outcomes of the Rural Zone Code. Development conditions can be imposed to ensure that the development is managed to avoid significant compromising of the existing rural residential amenity of the surrounding area.

The supporting documentation contained in the application identifies that with compliance of development conditions the applicant will be able to comply with the relevant Specific Outcomes of this Code. A relevant example is Specific Outcome O1 Site layout, the sheds containing the proposed development will be able to meet the setbacks of Acceptable Solution S1. The minimum 150m separation from the closest residential property will achieve compliance with Specific outcome O1.

Given the farming nature on the surrounding area and existing buildings (farm sheds) and the fact that the applicant's sheds have previously been used as a workshop supporting the rural sector, the scale and appearance of the buildings would achieve a standard of visual amenity that would be acceptable to the character of the surrounding area. It could be reasonably determined that the rural amenity of the surrounding area is maintained which would be in accordance with the requirements of Specific Outcome O11 Visual Amenity. Conditions requiring the applicant to provide a landscaping plan will further enhance the property to ensure negative impacts on amenity will be minimal.

If the proposed use is operated in accordance with the application, supporting material lodged and recommended conditions, it is not considered that the proposed use would compromise the existing rural residential amenity of the surrounding area. All other identified 'Specific Outcomes' in the 'Rural' Zone Code are either 'not applicable' or the project complies with the 'Acceptable Solutions' contained in the code.

Although the proposal can conform to adopted planning policy, it is important to consider surrounding land uses and any potential negative impacts to these properties emanating from the fabrication business.

In assessing the application, Council officers have considered previous land uses, surrounding amenity, scale of the proposed operation and the imposition of reasonable and relevant development conditions. All of these factors have been paramount in drafting a recommendation.

### **Comment on Submission**

The development application required public notification due to the proposed use (i.e. General industry) triggering a Material Change of Use – Impact Assessable. At the closing date for submissions, 1 properly made submission was received from Milford Planning on behalf of the landowner of nearby rural land.

The submission received raised concerns about possible negative impacts the proposed development could have on the surrounding residences and lifestyle due to unacceptable levels of noise, dust, traffic, and visual amenity. These concerns have been acknowledged by both the applicant and the assessment manager with valid concerns identified and addressed by including strict development standards to minimise any potential negative impacts.

Valid planning issues identified in the submission are listed below. Responses have been drafted that not only acknowledge these concerns but also attempt to manage any possible negative outcomes by the inclusion of development conditions.

1. **Conflict with adjoining and surrounding land uses:** *The proposed development is in direct conflict with the rural amenity of the surrounding area and is near existing residential dwellings and rural uses.*



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**Response:**

The new shed that the business is going to operate from is approximately 170m from the existing dwellings on Klondyke Road. Physical separation from existing residential dwellings is increased by this re-location of the previous rural industry use. An indication from the applicant has stated that he is not aware of any complaints ever being received from nearby residents.

The type of work proposed to be undertaken is not significantly different to that which would be undertaken by harvesting and haul out maintenance operations throughout the shire's rural zoned areas. Therefore, it is reasonable to expect higher levels of emissions such as dust and noise in rural areas of the shire when compared to residential areas.

2. **Locational Need:** *There is no demonstrated overriding need for the proposed development to be located in this area nor why it cannot be located in a more appropriately zoned area i.e. industrial.*

**Response:**

There currently exists a very limited supply of appropriately zoned industrial land in Ayr. The existing Ayr Industrial Estate has no suitable sized lots available. In addition, locating this proposed use in an Industry zone may not necessarily restore the land to its predeveloped condition. An industry which is ancillary to a rural use may start up in its place and Council may have a limited ability to regulate it.

3. **Visual amenity:** *The proposed development seeks to increase the scale of the built form on the subject site. The application fails to demonstrate how the existing visual amenity will be screened from the proposed development.*

**Response:**

The new shed is set back to the rear of the subject site and the applicant states that they have made provisions to install gardens to minimise effect on the visual amenity. The requirement for a landscaping plan is also included in the conditions that will need to be complied with.

4. **Noise:** *The application states the proposed development will emit noise at a maximum of 80 decibels 10m from the exterior of the building. No supporting data to correlate this has been provided.*

**Response:**

In the applicant's response to a Council Information request, evidence was provided of noise levels within the workshop and 10m from the shed during normal operating conditions. Both readings were below 80db. Council Officers have considered this data and although are within the stated levels acknowledge that they have not been carried out by appropriately persons. Noise management conditions have been included as part of the recommendation to ensure that any unacceptable noise emissions can be controlled.

5. **Traffic:** *The proposed development provides for an increase in employees from three to ten. This anticipated increase would result in an increase of customer and employee traffic attending the site. The proposal does not outline the vehicle types attending the site.*

**Response:**

The applicant has stated that they only expect the customer traffic flow to increase from one to two per day to three to four per day. The number of deliveries will remain the same as the delivery vehicles have the capacity to carry any increase in materials. As a further control measure, a condition has been proposed that restricts the total number of employees to five and not ten as the applicant has requested. This will ensure that the business will remain at a scale that is unlikely to have any negative impacts on existing amenity.

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6. **Dust:** *The existing internal driveway and proposed parking area is unsealed. Substantial traffic increase on the unsealed surface as a result of the proposed development has the potential to significantly increase dust emission from the subject site, adversely affecting the adjacent residential properties.*

**Response:**

The applicant has stated in his response to the submission that daily farm practices (e.g. cultivation, harvesting, chemical spraying etc) emanating from rural farm practices contributes as much or more to the dust emissions in this locality. Conditions have been included as part of the recommendation to ensure any unacceptable levels of dust can be mitigated.

7. **Chemical Storage:** *Concerns that, safety mitigation measures in regard to the hazardous material/chemicals are not addressed in the development application supporting material.*

**Response:**

All chemicals will be stored in a container in accordance with the manufacture's recommendations.

8. **Servicing arrangements:** *What water and sewer arrangements are not specified for the proposed development.*

**Response:**

The applicant has advised that potable water is provided from an onsite storage tank. An on-site effluent disposal system has been installed and approved at the property to treat wastewater.

**Conclusion**

While the application did not contain material prepared by a consultant as to the existence of any planning or economic need for the development, it could be expected that some potential public interest benefits are able to be shown. They would broadly relate to facilitating opportunities for diversifying and broadening the rural economic base of the locality and providing convenient access to the services required by residents in that relevant catchment.

To the extent that there may be a conflict with Council's Planning Scheme, it is likely that the conflict would be on the minor side of the scale.

Therefore in considering the concerns raised by the submitter and the information contained in the applicant's response, it is not considered that the application is in substantial conflict with specific elements of the scheme that would warrant refusal or that could not be justified by reasonable planning grounds.

Comprehensive development conditions have been proposed as part of the recommendation and are intended to minimise negative impacts to neighbouring properties.

After careful consideration of the application including historical land uses, scale, supporting material and information contained in the submission, Council's Development Assessment Team (DAT) have recommended that the proposal be approved. In support of this recommendation, assessment of the proposal against the planning scheme has demonstrated that the proposed development will generally comply. Specific reasonable and relevant development conditions of approval have been drafted to be included in any Decision Notice issued.

**Link to Corporate/Operational Plan**

N/A

## Consultation

Given that the Development Application was triggered as 'Impact Assessable', public notification was required. The application was publicly notified between 22 November 2019 and 13 December 2019. There was one properly made submissions received. All relevant Council Departments have been consulted with comments and development conditions included as part of the recommendation, there was no external consultation required for this application.

## Legal Authority or Implications

Given the nature of the application and the content of the submitter concerns, a potential risk is present in that any decision made by the Assessment Manager may attract an appeal in the Planning and Environment Court.

## Policy Implications

N/A

## Financial and Resource Implications

Possible legal costs associated with any Planning and Environment Court appeal.

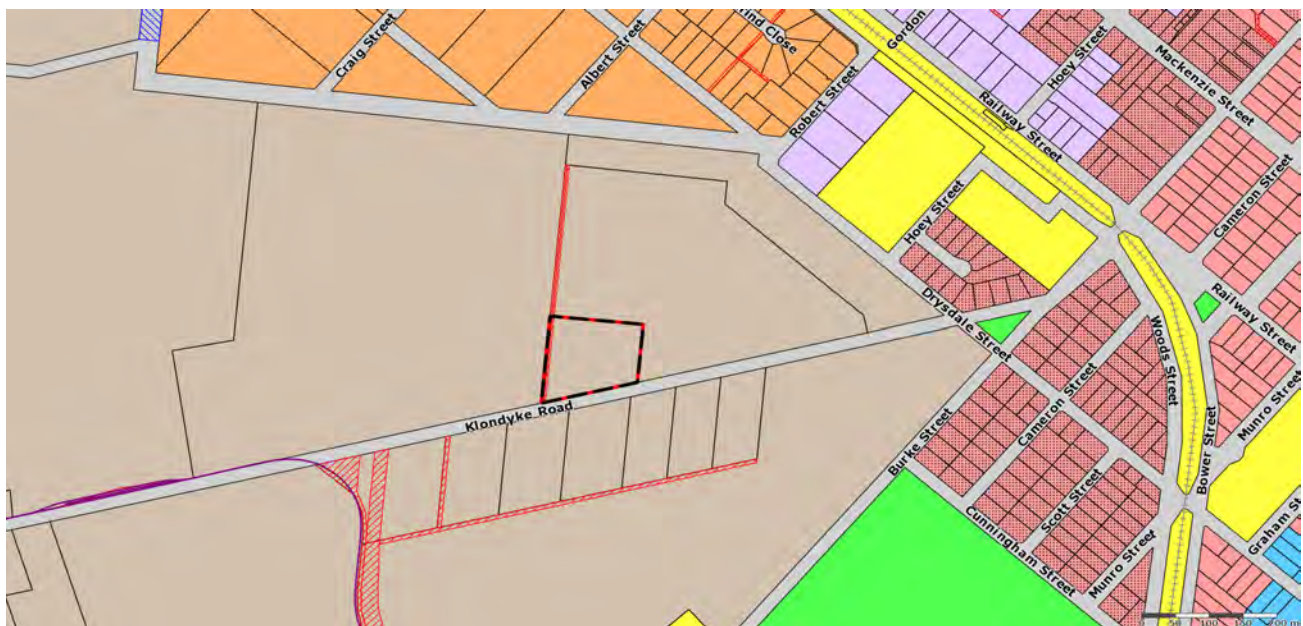
### Report Prepared By:

Mr. Shane Great – Manager Planning and Development

### Report Authorised By:

Mr. Nick Wellwood – Director Infrastructure, Planning and Environmental Services

## Attachments



Rural	Residential Low Density Sub Area	Industry Investigation Sub Area
Rural Nature Based Recreation Sub Area	Retail and Commercial	Public Purpose
Rural Settlement Sub Area	Industrial	Village
Residential	Extractive Industry Sub Area	Open Space & Recreation





Location of proposed Fabrication Business



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### 6.3.3 Development Application - Preliminary Approval for Material Change of Use (Variation Request to facilitate Ayr Industrial Estate Expansion) and Development Permit for Reconfiguring a Lot (3 lots into 48 lots)

#### Document Information

Referring Letter No:	N/A
File No:	RAL19/0034 and 234
Name of Applicant:	Burdekin Shire Council C/- Milford Planning
Location:	31-87 Craig Street and 23-25 McCathie Street, Ayr (Lot 1 on RP733033, Lot 12 on SP123414 and Lot 16 on RP745329)
Author and Title:	Mr. Luke Ciancio / Mr. Conrad Taylor – Ethos Urban

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#### Executive Summary

A development application has been received from Milford Planning on behalf of Burdekin Shire Council seeking a preliminary approval for a material change of use for a variation request and development permit for reconfiguring a lot (3 into 48 lots). This is proposed on 31-87 Craig Street and 23-25 McCathie Street, Ayr (Lot 1 on RP733033, Lot 12 on SP123414 and Lot 16 on RP745329).

The proposal is defined as a variation request and reconfiguring a lot and triggers impact assessment in accordance with the provisions of the *Burdekin Shire IPA Planning Scheme 2011*. As the application involved a variation request, it was required to be publicly notified for 30 business days. The application also required referral to the North Queensland State Assessment and Referral Agency (NQ SARA) having regard to matters of state transport infrastructure.

A full assessment of the application is provided in this assessment report.

#### Recommendation

That council approves the development application seeking a preliminary approval for a material change of use (variation request to facilitate the Ayr Industrial Estate Expansion) and development permit for reconfiguring a lot (3 into 48 lots) at 31-87 Craig Street and 23-25 McCathie Street, Ayr (Lot 1 on RP733033, Lot 12 on SP123414 and Lot 16 on RP745329), subject to the following conditions:

##### General

1. All rates and charges (including regulated infrastructure charges) in arrears in respect of the land the subject of the application are paid in full prior to the commencement of the proposed use or notation of the plan of subdivision, whichever comes first.

##### Plan of Development

- 2.1 This preliminary approval and development permit apply only to the structure plan area shown on 'Schedule 1 – Structure Plan Area Ayr Industrial Estate Expansion Plan of Development', Plan Reference M1519–SK–01, Revision N/A, prepared by Milford Planning, dated 2 December 2019.



- 2.2 Development occurs in accordance with the 'Ayr Industrial Estate Expansion Plan of Development', Document Reference M1519, Revision 3, prepared by Milford Planning, dated 20 April 2020. This includes the following:
- (a) Purpose and overall outcomes;
  - (b) Levels of assessment; and
  - (c) Ayr Industrial Estate Expansion Development Code.
- 2.3 The effect of the *Burdekin Shire IPA Planning Scheme 2011* is varied only to the extent included in the 'Ayr Industrial Estate Expansion Plan of Development', Document Reference M1519, Revision 3, prepared by Milford Planning, dated 20 April 2020.
- 2.4 The 'Ayr Industrial Estate Expansion Plan of Development', Document Reference M1519, Revision 3, prepared by Milford Planning, dated 20 April 2020 prevails to the extent of any inconsistency with the *Burdekin Shire IPA Planning Scheme 2011*.
- 2.5 The 'Ayr Industrial Estate Expansion Plan of Development', Document Reference M1519, Revision 3, prepared by Milford Planning, dated 20 April 2020 does not vary the effect of overlays or the category of assessment for building work and operational work in the *Burdekin Shire IPA Planning Scheme 2011*.
- 2.6 The balance of Lot 1 on RP733033 not within the 'Schedule 1 – Structure Plan Area Ayr Industrial Estate Expansion Plan of Development', Plan Reference M1519–SK–01, Revision N/A, prepared by Milford Planning, dated 2 December 2019, and adjacent to the Bruce Highway, is to be used as a drainage easement only.

## Approved Plans

- 3.1 The approved development must be carried out and maintained generally in accordance with the drawings/documents identified in the below table:

Document	Plan Ref, Rev.	Prepared by	Date
Schedule 1 – Structure Plan Area Ayr Industrial Estate Expansion Plan of Development	M1519–SK–01, Revision N/A	Milford Planning	02/12/2019
Ayr Industrial Estate Expansion Stage Development Detailed Layout Plan	M–1178–9, Revision A	Burdekin Shire Council	13/02/2020
Ayr Industrial Estate Expansion Stage Development Stage Blocks	M–1178–6, Revision A	Burdekin Shire Council	13/02/2020
Ayr Industrial Estate Expansion Stage Development Stage Road and Drainage Network	M–1178–7, Revision A	Burdekin Shire Council	13/02/2020
Ayr Industrial Estate Expansion Stage Development Stage Sewerage and Water Network	M–1178–8, Revision A	Burdekin Shire Council	13/02/2020
Ayr Industrial Estate Expansion Plan of Development	M1519, Revision 3	Milford Planning	20/04/2020
Ayr Industrial Estate Planning Stormwater Management Plan (as amended in red)	4220949, Revision A	GHD	01/08/2019
Ayr Industrial Estate Traffic Impact Assessment	4220434, Revision 0	GHD	01/05/2018
Stage 1A Traffic Impact Assessment Memorandum	4220434-MEM Revision B	GHD	06/02/2019
Ayr Industrial Estate Stage 1A Access Intersection Capacity Sensitivity Analysis Memorandum	4220434-MEM-B	GHD	22/11/2019

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Except where modified by the conditions of approval and any approval issued thereunder;  
and

(a) Any approval issued under this approval; and

(b) Any development permit for operational works relating to the reconfiguring of a lot.

3.2 Where a discrepancy or conflict exists between the written condition(s) of the approval and the approved plans, the requirements of the written condition(s) will prevail.

3.3 The proposed development must comply with all planning scheme requirements as applying at the date of this approval, except as otherwise specified by any condition.

3.4 The proposed development and all associated infrastructure is delivered to each lot generally in accordance with the three (3) stages identified on the 'Ayr Industrial Estate Expansion Stage Development Stage Blocks', Plan Reference M-1178-6, Revision A, prepared by Burdekin Shire Council, dated 13 February 2020.

### **Infrastructure – General**

4.1 Any damage which is caused to council's infrastructure as a result of the proposed development must be repaired immediately.

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

4.3 The location of services (e.g. water, stormwater, sewage, waste, drainage, electricity, telecommunications) must minimise the risk of adverse environmental or amenity impacts within or external to the site.

### **Stormwater**

5.1 A lawful point of stormwater discharge is achieved to the drainage easement locations identified on 'Ayr Industrial Estate Expansion Stage Development Stage Road and Drainage Network', Plan Reference M-1178-7, Revision A, prepared by Burdekin Shire Council, dated 13 February 2020.

5.2 All lots are to achieve a 0.25% minimum site grade is achieved in accordance with the 'Ayr Industrial Estate Planning Stormwater Management Plan' (as amended in red), Document Reference 4220949, Revision A, prepared by GHD, dated 1 August 2019.

5.3 The minor drainage shall consist of an underground system capable of conveying 50% AEP flows from the development and any external catchments currently flowing onto the land being developed in accordance with the 'Ayr Industrial Estate Planning Stormwater Management Plan' (as amended in red), Document Reference 4220949, Revision A, prepared by GHD, dated 1 August 2019.

5.4 The major drainage system shall consist of overland flow paths or suitably sized underground drainage capable of discharging 1% AEP flows from the development under normal circumstances and any external catchments currently flowing onto the land being developed in accordance with the 'Ayr Industrial Estate Planning Stormwater Management Plan' (as amended in red), Document Reference 4220949, Revision A, prepared by GHD, dated 1 August 2019.

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- 5.5 The proposed drainage shall ensure that there is no worsening to upstream and downstream catchments.
- 5.6 The approved development and use(s) must not interfere with the natural flow of stormwater in the locality or cause ponding or concentration of stormwater on adjoining land or roads.
- 5.7 All stormwater calculations and detailed design shall be certified by a Registered Professional Engineer of Queensland and included as part of the operational works application.
- 5.8 Any pipe and surface grading during construction is undertaken under the direct supervision of a Registered Professional Engineer of Queensland to ensure construction grade control and minimise the potential for ponding in accordance with the 'Ayr Industrial Estate Planning Stormwater Management Plan', Document Reference 4220949, Revision A, prepared by GHD, dated 1 August 2019.
- 5.9 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.
- 5.10 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.
- 5.11 Any future activities involving water-borne pollutants include bunds to all sealed impervious surfaces with receptors for spills and are linked to an on-site drainage treatment system.
- 5.12 Any external catchments discharging to the premises must be accepted and accommodated within the development's stormwater drainage system.
- 5.13 Stormwater networks are to be designed in accordance with the current standards of the Queensland Urban Drainage Manual (QUDM) and Australian Rainfall and Runoff (AR&R).

### **Drainage Easements**

- 6.1 Stormwater drains, where required, are to be constructed in accordance with the following design specifications:
- (a) Open drains incorporated in the minor drainage system shall be located within drainage easements; and
  - (b) No drain invert is to be constructed lower than the existing standing water level.
- 6.2 Overland flow paths designed as part of the major drainage system shall be constructed within drainage easements to be dedicated to council.
- 6.3 Piped drains traversing allotments shall be located within drainage easements.
- 6.4 Construct drainage to be fully contained within Drainage easements.
- 6.5 Temporary drainage constructed during the staging of the project shall be within easements. These easements may be relinquished at the completion of any future stages in the development which renders the easement unnecessary for the transportation of stormwater.
- 6.6 Solid, continual length fencing is not provided along the rear boundary of lots 1-11. These lots retain a relationship to open space within Lot 16 on RP745329.

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## **Lot and Road Levels**

- 7.1 All new lots are to have finished levels above the 1% AEP flood level in accordance with the 'Ayr Industrial Estate Planning Stormwater Management Plan' (as amended in red), Document Reference 4220949, Revision A, prepared by GHD, dated 1 August 2019.
- 7.2 The new access road over Lot 16 on RP7453229, Road E, has a finished level above the 2% AEP flood level in accordance with relevant council standards.

## **Erosion and Sediment Control**

- 8.1 The development documents and implements erosion and sedimentation controls in a Construction Management Plan. These controls:
  - (a) Avoid extensive earthworks on slopes greater than 15% (1:5);
  - (b) Minimise disturbance on slopes greater than 10% (1:10);
  - (c) Maintain natural flow paths for surface drainage;
  - (d) Incorporate sediment traps to prevent the movement of sediment off-site;
  - (e) Avoid long-term stockpiling of soil; and
  - (f) Identify the progressive rehabilitation of disturbed areas.
- 8.2 The stormwater and water management systems include erosion and sediment control measures to maintain or improve the environmental values of surface and ground water during and after construction.
- 8.3 There must be no release of soil, sand, mud or other sediments and contaminants to roads during construction or future use of the site to which this approval relates. All material transported to and from the site must be covered to prevent dust and spillage.

## **Access and Roadworks**

- 9.1 The applicant is to dedicate the road reserve area identified along the Bruce Highway frontage in 'Ayr Industrial Estate Expansion Stage Development Detailed Layout Plan', Plan Reference M-1178-9, Revision A, prepared by Burdekin Shire Council, dated 13 February 2020, to the Department of Transport and Main Roads.
- 9.2 Access to the Ayr Industrial Estate Expansion is provided via a new road extension from McCathie Street. An unsignalised intersection is provided where Road E meets McCathie Street.
- 9.3 The developer must construct sealed roads along all road frontages to each property in accordance with the following and the 'Ayr Industrial Estate Traffic Impact Assessment', Document Reference 4220434, Revision 0, prepared by GHD, dated 1 May 2018:
  - (a) The proposed roads shall be 14m wide kerb-to-kerb;
  - (b) Provide stand-up kerbing and channelling on both sides of the road with a distance of 14m between the kerbs and a minimum 4m wide footpaths on each side;
  - (c) Provide gravel pavement for the full width between kerbing and channelling and 40mm minimum thickness asphaltic concrete surface;
  - (d) Pavement markings and signage shall be provided in accordance with the Department of Transport and Main Roads' Manual of Uniform Traffic Control Devices; and
  - (e) Achieve a 2% minimum crossfall.
- 9.4 Gravel pavements shall be designed in accordance with the Queensland Transport Pavement Design Manual and relevant Department of Transport and Main Roads' standard specifications.



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- 9.5 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 operational works application.
- 9.6 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 nameplates and be erected in accordance with the Department of Transport and Main Roads' Manual of Uniform Traffic Control Devices.
- 9.7 Corner truncations are provided at the following intersections shown on the 'Ayr Industrial Estate Expansion Stage Development Detailed Layout Plan', Plan Reference M-1178-9, Revision A, prepared by Burdekin Shire Council, dated 13 February 2020:
- (a) Road A and Road B;
  - (b) Road B and Road C;
  - (c) Road C and Road D;
  - (d) Road D and Road A;
  - (e) Road A and Road E; and
  - (f) Road E and McCathie Street (at the corner with Lot 12 on SP123414 and Lot 73 on SP102302).
- 9.8 Corner truncations are a minimum 5.5m x 3 equal chords, except at the corner of Road E and Lot 12 on SP123414 and Road E and Lot 73 on SP102302, which are single chords in accordance with relevant council standards.
- 9.9 Corner truncations are kept clear of development and other obstructions such as fences, drainage and landscaping.
- 9.10 The existing perimeter fence around the sewage pump station on Lot 73 on SP102302 maintains access between the pump station and Road E for pedestrians.
- 9.11 Provide a bitumen turnaround at the end of Road B and Road C when Stages 1A and 1B are delivered. The turnaround shall have a minimum radius of 15 metres and be contained within road reserve or easements. The dedicated road reserve/easement shall extend to a point 5 metres beyond the end of the turnaround. The construction of the turnaround is to be in accordance with Council design guidelines.
- 9.12 All road reserves ensure minimum sight distances and turning radii meet safety standards.
- 9.13 Any road signs are installed in accordance with the Department of Transport and Main Roads' Design Guide for Roadside Signs and SD1452.
- 9.14 The road network is designed and constructed in accordance with the Austroads' *Guide to Traffic Engineering Practice Manuals*, *Guide to Traffic Management* and *Guide to Road Design* standards and the current edition of the Department of Transport and Main Roads' *Road Planning and Design Manual*.
- 9.15 Development achieves no net worsening to the Bruce Highway/Bird Street/Jones Street intersection in accordance with the 'Stage 1A Traffic Impact Assessment Memorandum', Document Reference 42204340-MEM, Revision B, prepared by GHD, dated 6 February 2019.

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## **Operational Works**

- 10.1 Where operational works are required to be carried out, the developer must, within the timeframe required by the *Planning Act 2016* and prior to the commencement of any work, lodge with council an application for a development permit for operational works. As part of such an 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 a current Registered Professional Engineer of Queensland (RPEQ); 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.
- 10.2 No work commences prior to issue of a development permit for operational works.
- 10.3 Review background traffic trends and the operation of the Bruce Highway/Bird Street/Jones Street intersection and sections of the Bruce Highway south of Bird Street and south of Ayr prior to the commencement of future stages of development in accordance with the 'Ayr Industrial Estate Traffic Impact Assessment', Document Reference 4220434, Revision 0, prepared by GHD, dated 1 May 2018.

## **Street and Other Lighting**

- 11.1 Provide street lighting along all new streets in accordance with AS 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.
- 11.2 Street lighting is serviced by underground electricity service mains.

## **Sewerage Supply Works – Internal**

- 12.1 The development must be serviced by the council's reticulated sewerage system. The developer shall bear the costs associated with such connections including any alterations or upgrades to councils existing infrastructure to accommodate the proposed development. In particular:
- (a) Each lot must be provided with a single property service to be connected directly and separately to council's sewer prior to signing the survey plan; and
- 12.2 Sewerage supply networks are to be designed in accordance with the current Water Services Association of Australia (WSAA) standards.

## **Water Supply Works – Internal**

- 13.1 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, 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; and
  - (b) The water network analysis must demonstrate that for the entire development, a minimum pressure of 22m is available at the most disadvantaged allotment frontage/meter location upon

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completion of the stage, and detail stages at which trunk components of the network should be implemented.

- 13.2 Water supply networks are to be designed in accordance with the current Department of Natural Resources, Mines and Energy Planning Guidelines for Water Supply and Sewerage and relevant Water Services Association of Australia (WSAA) standards.

### **Electricity and Telecommunications Supply**

- 14.1 The developer must, prior to the release of the 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 expansion area and must provide at the developer's cost:
- (a) A reticulated electricity supply to each lot in accordance with the requirements of the electricity service provider.
- 14.2 The developer must install electrical and telecommunications infrastructure to the satisfaction of the electricity and telecommunications service provider/s prior to the approval of the plan of survey.

### **Compaction Standards**

- 15.1 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**

- 16.1 Prior to the release of the plan of survey, 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 with council's system at the relevant time. Such plans are to be certified by a Registered Professional Engineer of Queensland.

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

- *Concurrence Agency Conditions*  
*The Department of State Development, Manufacturing, Infrastructure and Planning (NQ SARA) as a concurrence agency has imposed the conditions contained in the correspondence dated 24 December 2019.*
- *Earthworks*  
*If the development of the subject property requires soil to be imported or exported, the developer must identify the allotments which would be used for borrowing or filling and must obtain council approval for such works in addition to engineering approval for the development, including consideration of acid sulfate soil and preventing its release. The developer must also obtain council approval for the route of transport and the period and time of transport during the construction phase of the development.*
- *Environmental Considerations*  
*E.P.A. Requirements*  
*Construction must comply with the Environmental Protection Act, Policies and Guidelines, as amended from time-to-time, to prevent or minimise environmental harm and nuisance.*

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**The following comments are made by Ethos Urban consultants, Mr. Luke Ciano and Mr. Conrad Taylor:**

**Disclaimer:** *The assessment of technical stormwater and traffic matters provided in this report and conditions should be verified in consultation with council's internal specialists and/or relevant consultants appointed by council. Non-standard conditions drafted in this report should be confirmed with council against its suite of standard conditions for their reasonableness and relevance.*

## **Background Information**

A properly made development application was made on 4 December 2019 seeking preliminary approval for a material change of use (variation request) and a development permit for reconfiguring a lot (3 into 48 lots) associated with the Ayr Industrial Estate Expansion at 31-87 Craig Street and 23-25 McCathie Street, Ayr (Lot 1 on RP733033, Lot 12 on SP123414 & Lot 16 on RP745329). The application was lodged by Milford Planning on behalf of the applicant, Burdekin Shire Council ('council'). Ethos Urban has independently assessed the development application for council in this report.

The land the subject of this application is located immediately south-east of the existing Ayr Industrial Estate. This land is within the Village zone under the *Burdekin Shire IPA Planning Scheme 2011* ('the current planning scheme'). Under the current planning scheme, the application is made impact assessable by Table 4 – Assessment Categories and Relevant Assessment Criteria for Village Zone – Making a Material Change of Use. It is also identified as impact assessable development under section 53 of the *Planning Act 2016* ('the Act').

An assessment has been undertaken against the relevant provisions of the whole planning scheme. The defined use falls within the industry use class for which a 'variation request' is sought and 'reconfiguring a lot'. The Act defines these as follows:

**"Variation Request:** *means part of a development application for a preliminary approval for premises that seeks to vary the effect of any local planning instrument in effect for the premises."*

**"Reconfiguring a Lot:** *means–*

- (a) creating lots by subdividing another lot; or*
- (b) amalgamating 2 or more lots; or*
- (c) rearranging the boundaries of a lot by registering a plan of subdivision under the Land Act or Land Title Act; or*
- (d) dividing land into parts by agreement rendering different parts of a lot immediately available for separate disposition or separate occupation, other than by an agreement that is–*
  - (i) a lease for a term, including renewal options, not exceeding 10 years; or*
  - (ii) an agreement for the exclusive use of part of the common property for a community titles scheme under the Body Corporate and Community Management Act 1997; or*
- (e) creating an easement giving access to a lot from a constructed road."*

The applicant has also prepared the Ayr Industrial Estate Expansion Plan of Development ('plan of development'). This varies the effect of the current planning scheme for development within the structure plan area and prevails to the extent of any inconsistency. The plan of development varies the categories of assessment and assessment benchmarks in the current planning scheme for development within the structure plan area only to facilitate future industrial development. It does not change the effect of overlays.

The plan of development has been prepared having regard to corresponding provisions in the draft *Burdekin Shire Council Planning Scheme* ('draft planning scheme') that is currently in state interest review. This will ensure consistency with the intent of, and outcomes for, industrial land in the draft planning scheme and the Industry zone code in particular.

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The reconfiguring a lot component will create 45 new industrial lots, a future pump station lot, road reserve across Lot 12 on SP123414 and Lot 16 on RP745329 and a stormwater easement over Lot 16 on RP745329. These easements will be created to benefit future lots. Future approvals for operational work will be required for earthworks and infrastructure connections and will be staged accordingly.

Under the *Planning Regulation 2017* ('the Regulation'), the proposed development required referral to the North Queensland State Assessment and Referral Agency (NQ SARA). The Department of Transport and Main Roads (DTMR) assessed the impact of the development on state transport interests, being within 25m of a state-controlled road – the Bruce Highway.

On 24 December 2019, a referral agency response with conditions was issued by NQ SARA for development near a state transport corridor and state-controlled road intersection. This response will be attached to any decision notice issued. A road reserve dedication has also been identified adjacent to the Bruce Highway frontage for future road widening.

While no formal information request was made, a request for further advice was issued on 25 February 2020. This sought to refine minor issues, such as the area of the structure plan zoning, open space provisions in the POD and staging of essential infrastructure networks with the release of lots. The advice also identified amendments required to the POD to ensure greater consistency with the draft planning scheme. The applicant provided a response on 28 February 2020.

Section 53 of the Act requires an application for a variation request to be publicly notified for a period of 30 business days. This period ran from 6 January to 17 February 2020. One (1) properly made submission was received during this time and a summary of issues identified and how these have been addressed is provided in section 6.

## **1. Site Description and Surrounding Land Uses**

The proposed development is located immediately south-east of the existing Ayr Industrial Estate at 31-87 Craig Street, Ayr (Lot 1 on RP733033). It also includes 23-25 McCathie Street, Ayr (Lot 12 on SP123414) and Lot 16 on RP745329 for access and drainage. The site will be accessed via a new road connection from McCathie Street.

Most of the surrounding area to the south and east of the subject site is vacant and used for farming or cropping. The Ayr Industrial Estate is situated to the north-west and the Ayr Showgrounds is to the south-west. Industrial activities within the existing estate comprise a range of agricultural supplies, plant and equipment manufacture, car and machinery repairs, scrap metal and fabrication, warehouses and the like. Sensitive land uses in the surrounding area include the Ayr Max Motel and an adjoining rural dwelling, located approximately 20m south-east and 100m north-east respectively.

Land on the opposite side of Craig Street is also within the Residential low density sub-area and envisaged for future low density residential development.

## **2. The Application**

The application seeks approval for the expansion of the Ayr Industrial Estate. This involves reconfiguring a lot (3 into 48 lots) and a variation request to override the current planning scheme for future industrial development. The plan of development has been prepared to determine the category of assessment and provide assessment benchmarks for future development within the structure plan area.

The applicant has acquired 14.23ha of land (Lot 1 on RP733033) from Parkside Development Pty Ltd to expand the existing Ayr Industrial Estate to the south-east. In addition, 2,000m<sup>2</sup> of Lot 12 on SP123414 has been acquired from existing landowners (the Horton's) to provide access to the



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expansion area. This will be subject to a lease agreement to enable the existing landowners to continue operating until the road connection is required. At such time, business operations will be temporarily relocated. It is understood that separate land swap arrangements have been agreed with these owners.

A variation request has been applied for because industrial development is not contemplated in the Village zone under the current planning scheme. This has been prepared to reflect the categories of assessment and assessment benchmarks in the Industry zone code under the draft planning scheme to ensure continuity of policy. Relevant provisions from the Development works code and Reconfiguring a lot code under the draft planning scheme have also been carried across in the plan of development.

Subdivision of the expansion area is proposed to create 45 industrial lots and a small lot for a future pump station (36m<sup>2</sup>). The lots range from 1,760m<sup>2</sup> to 4,180m<sup>2</sup> and will be delivered in three (3) stages as identified in the Ayr Industrial Estate Expansion Stage Development plan. This includes:

- Stage 1A – 17 lots;
- Stage 1B – 7 lots; and
- Stage 1C – balance 22 lots.

All road and reticulated infrastructure networks will be delivered to the lots as required in the respective stage of development.

Lot 12 on SP123414 and Lot 16 on RP745329 will be reconfigured to provide access to the respective lots from McCathie Street. The balance of Lot 12 on SP123414 (approx. 1,102m<sup>2</sup>) will be retained to support the existing industrial use. No direct access is proposed to the Bruce Highway. A road reserve (approx. 2,345m<sup>2</sup>) has been dedicated along the Bruce Highway frontage for future road widening. Lot 16 on RP745329 will also accommodate a drainage easement for stormwater. The applicant submitted a traffic impact assessment and stormwater management plan as supporting material to the development application. These findings are summarised in section 4. Detailed design is required to ensure development occurs in accordance with the recommendations of these assessments.

### **3. Key Issues**

#### **3.1 Traffic**

GHD has prepared a traffic impact assessment addressing the Bruce Highway/Bird Street/Jones Street intersection, from which the development site will be accessed. DTMR, as a referral agency to the application, has reviewed this study and assessed traffic impacts on the state transport corridor and state-controlled road intersection.

The proposed development will generate approximately 1,274 trips per day – 109 and 120 in the am and pm peaks respectively. This assumes a rate of 1.1 vehicles per day per 100m<sup>2</sup> and a release rate of six (6) lots per annum. Most of these trips are to be made by light vehicles (78.2%) as opposed to heavy vehicles (21.8%) and distributed to and from the Ayr residential catchment to the south.

GHD's road safety assessment concluded that no significant safety issues requiring mitigation will result from the proposed development. The intersection has sufficient capacity to operate within acceptable limits under the 2026 post-development scenario without queuing impacts or further road upgrades. A minor increase in aggregate delays of 3.4% and 4.1% in am and pm peaks respectively is noted. However, these are below DTMR's limit of significant impact (i.e. 5%).

A further sensitivity analysis applied a 2% and 3% compound annual growth rate to the intersection. This identified spare capacity within the intersection and minimal delays and queuing in 2026, with no turn warrant treatments required for the design traffic.

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### 3.2 Stormwater

GHD has prepared a stormwater management plan using regional flood data for the Burdekin River. DTMR, as a referral agency to the application, has reviewed this plan and assessed stormwater impacts on the state transport corridor and state-controlled road intersection.

Stormwater runoff in major events (i.e. 1% AEP) is proposed to achieve a lawful point of discharge to the existing drainage channel surrounding the site. This will occur via six (6) drainage easements to the north-east, north-west, south-east and south-west of the site. The stormwater system within the site has been designed for a minor event (i.e. 50% AEP) in accordance with the Queensland Urban Drainage Manual and FNQROC Development Manual. To minimise demand on the stormwater system, all lots drain to the existing channel at their rear.

Levels across the lots on the site are above the 1% AEP flood level to reduce potential riverine flooding. This maintains a positive route for overland flow. The minimum freeboard requirement for stormwater pits (150mm) can be met in the minor 50% AEP event. However, some upwelling through the stormwater pits to sections of road was noted in the major 1% AEP event. This is due to tailwater impacts.

Notwithstanding, the drainage system has adequate capacity and the proposed lots will achieve the same level of immunity as the Bruce Highway. Conditions have ensured that RPEQ supervision occurs during construction to carefully manage site grades. Referral agency conditions also ensure no worsening or actionable nuisance on the state-controlled road.

## 4. Planning Assessment

Given that the application is impact assessable, an assessment has been undertaken against all relevant parts of the scheme, including desired environmental outcomes (DEOs) and overall outcomes and specific outcomes in the relevant zone, use and overlay codes. Milford Planning has provided a planning report detailing how the proposal achieves compliance with the relevant parts of the current planning scheme.

While the variation request proposes to vary the effect of the Village zone code and associated categories of assessment under the current planning scheme, general compliance with the higher-order provisions of the planning scheme can be achieved as summarised below.

### 4.1 Purpose of the planning scheme

#### Integrated Planning Act 1997

The purpose of the current planning scheme is to advance the purpose of the *Integrated Planning Act 1997* (IPA) under which the planning scheme was made. This “seek[s] to achieve ecological sustainability by–

- (a) *coordinating and integrating planning at the local, regional and State levels; and*
- (b) *managing the process by which development occurs; and*
- (c) *managing the effects of development on the environment (including managing the use of premises).”*

#### Response

The plan of development reflects the Industry zone code under the draft planning scheme. This ensures council’s planning intent for industrial land is coordinated and integrated across both the current and draft planning schemes. The application has also been assessed against relevant state interests via referral to NQ SARA and does not compromise the achievement of the North Queensland Regional Plan goals.

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IPA permitted (then) section 3.1.6 preliminary approvals to override the local planning instrument as a mechanism to obtain planning approval. This mechanism remains valid under the *Planning Act 2016* to facilitate the process by which development occurs.

Traffic and stormwater studies have been provided to assess the impacts of development on the environment. The level of the site and drainage system and grading lots to their boundaries have achieved positive overland flows for stormwater. The configuration of the Bruce Highway/Bird Street/Jones Street intersection supports the proposed expansion, and no mitigation measures or upgrades are required to the road network. Contributions will be payable for a small section of road to offset pavement impacts.

## **Planning Act 2016**

This application has been made and assessed under the *Planning Act 2016*. Its purpose is to:

*“establish an efficient, effective, transparent, integrated, coordinated and accountable system of land use planning (planning), development assessment and related matters that facilitates the achievement of ecological sustainability.”*

Ecological sustainability is “a balance that integrates–

- (a) the protection of ecological processes and natural systems at local, regional, State, and wider levels; and*
- (b) economic development; and*
- (c) the maintenance of the cultural, economic, physical and social wellbeing of people and communities.*

## **Response**

A preliminary approval for a variation request is a type of application that can be made and assessed under section 61 of the Act. It has a longer public notification period (30 business days) within which the public can consider the application and make submissions. The process therefore enables the application to be considered in a transparent and accountable manner.

The variation request proposes assessment benchmarks that are substantially consistent with assessment benchmarks in the draft planning scheme. This will deliver an integrated and coordinated development assessment process over the site before the draft planning scheme is gazetted. It also adopts categories of assessment from the draft planning scheme to enable the efficient assessment of future development applications.

A variation request is an effective instrument for this type of application in that, apart from the Village zone code, the variations do not change the balance of the current planning scheme. The reconfiguring a lot aspect of development is also compliant with the current planning scheme as discussed in section 5.5.

Development achieves ecological sustainability in the following ways. It avoids locating in areas of environmental significance or ecological value, especially the state identified wetland area to the north. The additional industrial land capacity will create higher levels of economic diversity and support new economic opportunities and industrial jobs. The development also provides a mix of lot sizes suitable for the nature of service/light industry uses required in the urban centre of Ayr. This provides industry in walking distance to social and cultural opportunities in Ayr.

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## 4.2 Strategic Framework

The proposed development complies with relevant strategies of the strategic framework through which sustainable growth is achieved. In particular:

- *Strategy 3 – Land and Water Management.* Development is proposed on vacant land within the priority infrastructure area that is serviced by urban infrastructure. Lot 1 on RP733033 is within the Industry zone under the draft planning scheme. This reflects its proximity to the existing industrial estate and provides a logical expansion as the estate approaches capacity. It also avoids the state wetland area to the north. Land is therefore able to be used sustainably where infrastructure networks are provided and water resources are protected.

The traffic impact assessment and stormwater management plan demonstrate that impacts to land and water systems can be minimised. The proposal discharges to an existing drainage channel in Lot 16 on RP745329 and does not alter flow regimes or flood behaviour outside the site. Existing access points to external roads are used to ensure the safety and efficiency of the road network.

## 4.3 Desired Environmental Outcomes

The proposal does not compromise the relevant DEOs of the current planning scheme on balance. In particular:

- *Economic Development* – The proposal provides additional land to support the expansion of industrial enterprise in the shire. This will strengthen the relationship to the agricultural sector, while also diversifying economic opportunities on available land. Development is not located on Good Quality Agricultural Land and will not undermine the shire's natural resource base.

While not expanding in a designated Industry investigation sub-area, the subject site demonstrates suitable locational criteria. It is well serviced by road and rail transport and is surrounded by undeveloped land separating future industrial development from sensitive land uses.

- *Urban Development and Infrastructure* – Development is proposed within the priority infrastructure area on land serviced by water and sewerage infrastructure. The subject site is also within the principal centre of Ayr where a range of community infrastructure and services are available. It is not within a drainage problem area and is generally unconstrained by major flooding, minimising risk to people and property.

The proposal is a logical expansion of the existing Ayr Industrial Estate and will be delivered in a cost-effective, sequential manner. Its release is consistent with the population, employment and economic findings of the industrial land analysis prepared with the draft planning scheme (see section 5.7).

## 4.4 Zone codes

### Village zone code

The expansion area is in the Village zone. The supporting material for the application states that the variation request seeks to override the provisions of the Village zone code. This is because the purpose of the Village zone code and, more specifically, overall outcomes 2 (a) and (d), do not contemplate industrial development. Relevant matters have been relied on in this assessment to overcome this conflict and are discussed in section 5.7.

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### Open space and recreation zone code

Development complies with the relevant overall and specific outcomes of the Open space and recreation zone code. Lot 16 on RP745329 neither contains environmental features nor presents a high level of community recreational value. Use of this land as a drainage easement for the development is compatible with the open space and recreation purpose of the land and its current function.

### Industry zone code

The part of the application to which the Industry zone relates is the reconfiguration of Lot 12 on SP123414 to provide access. Development complies with the relevant overall and specific outcomes of the Industry zone code. The balance lot created is of a suitable size to accommodate the existing industrial use and all operational activities. It is located within the existing estate, which supports a range of industrial development opportunities.

## **4.5 Use code**

Relevant overall and specific outcomes of the Reconfiguring a lot code have been applied to the assessment of this application.

All lots meet the minimum size and frontage requirements in Table 19.1 of the current planning scheme (except lot 36 and 45 frontage widths) and are suitable for their intended use. These lots provide a range of sizes to support diverse industrial uses and needs, ranging from 1,760m<sup>2</sup> to 4,180m<sup>2</sup>. The access arrangements to these newly created lots are also functional and safe; the proposal distributes through-traffic to local streets and not directly onto the Bruce Highway or Craig Street.

The proposed urban road, drainage, water and sewer, electricity, infrastructure networks are staged and will be delivered in an orderly way. It is conditioned that the capacity of these networks be designed to adequately service the respective stage of development and connect to the existing estate.

The plan of development includes relevant provisions from the Reconfiguring a lot code under the draft planning scheme to ensure future development is serviced by an appropriate level of infrastructure and impacts on-site and to the receiving environment are minimised.

Compliance is therefore demonstrated with overall outcomes (b), (f), (g), (h), (j) and (k) and relevant specific outcomes (O2, O3, O6, O7, O12-14, O17, O18, O20-26) of the Reconfiguring a lot code.

## **4.6 Overlays**

Part of the subject site is mapped as a medium bushfire hazard area by Natural Features Map 9. Given that the subject site is cleared of significant vegetation and is predominately within a low bushfire hazard area, the level of risk remains acceptable.

The subject site is not within the extent of the state's more recent bushfire prone area mapping on the State Planning Policy Interactive Mapping System (IMS). Road access is maintained to Bird Street for safe evacuation.

The application complies with the relevant bushfire prone area outcomes (O28) of the Reconfiguring a lot code.



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#### 4.7 Other relevant matters

Section 45(5) of the Act explains that impact assessment “*may be carried out against, or having regard to, any other relevant matter, other than a person’s personal circumstances, financial or otherwise.*”

The proposal conflicts with the type of development intended in the Village zone. However, the following relevant matters have been identified through this assessment to overcome conflict with the Village zone code:

- Development is a logical expansion of the existing Ayr Industrial Estate to the north-west. This will help to diversify the economy by supporting industrial mix, create jobs and retain and attract investment through additional industrial land.
- Council has undertaken strategic planning of its industrial land supply across the LGA. This was informed by an industrial land use and lot size analysis, which showed the Ayr Industrial Estate is nearing capacity. Approximately 8 of the 51 lots in the estate remain vacant, with the balance 75% taken up by industrial uses. Some of these vacant lots have development approvals in place and it is therefore reasonable to assume take up of supply over the long-term. This presents a supply buffer issue to enabling new industrial development.
- The current and draft planning schemes are required to look at industrial capacity across the life of the scheme (e.g. 25 years) to make provision for future opportunities. An accepted industry benchmark is 50 years’ supply of industrial land in regional areas (refer to attached industrial land analysis). The proposal provides this ‘strategic reserve’ of industrial land to respond quickly to major industrial investment and attract larger users of industrial land.
- Council’s industrial land study found there to be a need for industrial land in suitable locations (described by the attributes below). This will be in addition to existing land in the Industry zone. It will therefore not undermine the industrial development of land currently in the Industry zone where this land already meets location and development requirements.
- Industrial land assessments that informed the new *North Queensland Regional Plan 2020* highlighted the need for an additional 1,200 ha of suitably located and sized industrial land across the region by 2026. The subject site satisfies this need and contributes to the long-term supply of industrial land. It has strong intermodal links to key infrastructure corridors and locations (such as the Port of Townsville) via the Bruce Highway and North Coast Rail Line and is fully serviced by urban infrastructure, including energy and water.
- The site has many locational advantages to support future industry. It is:
  - close to major transport routes (Bruce Highway and North Coast Rail Line);
  - serviced by infrastructure within the PIA;
  - flat and readily developable;
  - well separated from adjacent sensitive land uses;
  - unencumbered by natural hazards or other constraints; and
  - avoids areas of environmental significance.
- Expansion of other industrial land immediately surrounding the estate as previously intended by the Ayr Industrial Estate Masterplan is constrained by a state wetland area.
- The proposal includes a range of lot sizes between 1,760–4,180m<sup>2</sup> to support a mix of industrial development opportunities. These sizes are desirable for the role of light/service industries which require smaller lots in the urban centre of Ayr to service the local community (refer to attached industrial land study). This industrial land supply is not provided elsewhere due to fragmentation,

lack of infrastructure, earthworks required, other constraints (e.g. flooding) and existing industrial development approvals in place.

- The current 2011 planning scheme is outdated due to its age (prepared under the now repealed IPA) and has been overtaken by current events and changed circumstances. For example, council's industrial land study concluded that the Industry investigation sub-areas are not required to meet future demand, and supply should be directed to the Industry zone, which the proposal achieves.
- Council is in the process of preparing a draft planning scheme, which includes the site in the Industry zone. This has been informed by council's industrial land study, which provides a robust evidence base for this decision. The plan of development has been aligned with the Industry zone code under the draft planning scheme. This ensures consistency in industrial land policy.

## 5. Comments on Submissions

The development application required public notification due to the variation request being impact assessable. At the closing date for submissions, one (1) properly made submission had been received.

This submission raised concerns with the proposal's level of conflict with the higher order provisions of the current planning scheme, as well as with the purpose of the *Integrated Planning Act 1997* and *Planning Act 2016*. It also identified that "sufficient grounds", such as an overriding need for the proposal, had not been established.

These concerns have been acknowledged and impacts addressed in the assessment of this application. Issues identified in the submission are summarised in section 6.1.

### 5.1 Matters raised in submissions

Issue	How matter is addressed
<b>Level of conflict</b> <i>The proposed development conflicts with the planning scheme.</i> Conflict has been identified with the following parts of the scheme: <ul style="list-style-type: none"><li>• Purpose of IPA, being the purpose of the scheme</li><li>• Strategic framework and its focus on sustainable growth</li><li>• Desired Environmental Outcomes:<ul style="list-style-type: none"><li>- 3(a) regarding a sustainable economic base</li><li>- 3(a)(vi) regarding industrial areas being free from encroaching incompatible land uses</li><li>- 3(a)(vii) regarding expansion of industry into industry investigation areas</li></ul></li></ul>	<b>Response</b> Section 5.1 discusses how the proposed development achieves the purpose of the <i>Integrated Planning Act 1997</i> and, by virtue, the current planning scheme.  Sections 5.2 and 5.3 have assessed the development against the strategic framework and desired environmental outcomes of the current planning scheme. Compliance with these higher-order provisions has been achieved because: <ul style="list-style-type: none"><li>• Efficient use is made of land serviced by urban infrastructure.</li><li>• Development avoids water resources, including the state wetland area to the north.</li><li>• No environmental effects are created by the development in terms of adverse stormwater, flooding or traffic impacts.</li><li>• It is a logical expansion of the existing industrial estate to support future industrial development in addition to existing industrial land supply in the region.</li><li>• Development diversifies industrial enterprise opportunities and economic activity in the shire.</li></ul>

	<ul style="list-style-type: none"> <li>Land has suitable locational characteristics, being close to road and rail, within the urban centre of Ayr and separated from sensitive land uses.</li> <li>The site is unconstrained by natural hazards (e.g. flooding) and is not classified as Good Quality Agricultural Land).</li> </ul>
<b>Sufficient grounds</b> <i>The applicant has not established sufficient grounds to approve the development application despite the conflicts.</i>	<b>Response</b> The proposal conflicts with the Village zone code under the current planning scheme. However, relevant matters have been identified during the assessment of this application (section 5.7) to overcome this conflict. Key relevant matters include: <ul style="list-style-type: none"> <li>A strategic analysis of industrial land across the shire demonstrates need for appropriately located and sized land for industrial uses. It also requires a 'strategic reserve' of land for major investment opportunities and large users of industrial land.</li> <li>Expansion of the estate in the manner intended by the Ayr Industrial Estate Masterplan is constrained by a state wetland area.</li> <li>Development approvals in place in the existing estate will be taken up over time and a longer-term supply is required.</li> <li>Limited suitable industrial zone land supply is available elsewhere due to lot size, infrastructure availability, earthworks required, flooding and other constraints, and existing development approvals already in place on industry zone land.</li> </ul>
<b>Purpose of the Act</b> <i>The proposed development is contrary to the purpose of the Planning Act 2016.</i>  A statutory planning scheme amendment process would more appropriately achieve the purpose of the Act because it is subject to a state interest review process and applies a more rigorous assessment in the public interest.	<b>Response</b> Section 5.1 discusses how the proposed development achieves the purpose of the <i>Planning Act 2016</i> and advances ecological sustainability.  A variation request is a relevant mechanism available to applicants under section 61 of the Act. These applications are subject to a level of rigour reasonably expected of applications under impact assessment.  The variation request is consistent with assessment benchmarks in the draft planning scheme, which is currently undergoing a formal statutory plan-making process in accordance with section 18 of the Act. This will soon be subject to public consultation.
<b>Need</b> <i>The applicant has not established an overriding need for the development in the public interest despite the conflicts.</i>  No information about economic need or land use supply and demand has been provided. The application lacks evidence to explain why existing supply is unsuitable and that this is the	<b>Response</b> An industrial land study was prepared to inform the draft planning scheme (attached to this report). This study provides robust evidence to demonstrate need for additional industrial land as the existing Ayr Industrial Estate approaches capacity (currently 75% take up).  <i>The North Queensland Regional Plan 2020</i>

best option in the public interest.	<p>reports that the supply of well-located and suitably sized industrial land in the region is limited. Industrial land assessments relied on in the regional plan nominate an additional 1,200ha of industrial land by 2026.</p> <p>Suitable locations for industry are those that are serviced by energy and water, close to infrastructure corridors and benefit from intermodal links to key destinations. The subject site is an appropriate location in this respect.</p>
<p><b>Location</b>  <i>The development is not located in an area planned for industrial land uses and will result in out of sequence development and unplanned/unmanaged infrastructure upgrades.</i></p> <p>The development is in “proximity to infrastructure that comes with the Village/Residential zoning...outcompeting industrial landowners with existing active subdivision approvals and undermining landowners...”</p>	<p><b>Response</b>  Relevant matters in section 5.7 summarise key attributes sought of industrial land. These have been referred to in the industrial land study and accurately describe the subject site's characteristics:</p> <ul style="list-style-type: none"> <li>• Close to major, intermodal transport routes (Bruce Highway and North Coast Rail Line).</li> <li>• Serviced by infrastructure networks.</li> <li>• Level and easily developable.</li> <li>• Well separated from adjacent sensitive land uses by vacant land.</li> <li>• Avoids natural hazards and environmental areas.</li> </ul> <p>The proposal will not prejudice the development of other suitably located, sized and serviced industrial land in the shire and existing approval rights over this land will not change. As these development approvals are taken up over time, additional supply of industrial land will be needed in the long-term.</p>
<p><b>Supply</b>  <i>There is ample land already available to accommodate the demand for industrial land uses in Ayr and in the immediate locality of the subject site.</i></p> <p><i>The creation of additional industrial land supply will result in adverse impacts on other industrial landowners.</i></p>	<p><b>Response</b>  Council's analysis of industrial land use and lot size across the shire revealed that the existing Ayr Industrial Estate is approaching capacity. The industrial land study and draft planning scheme is required to ensure an available long-term supply or 'reserve' of industrial land, using an accepted benchmark of 50 years. With the inclusion of the subject site, this is currently available in Burdekin under a range of demand scenarios.</p> <p>The industrial land study found that existing industrial zone land can easily convert and respond quickly to industrial uses over time as demand arises. Therefore, the development will not adversely impact existing industrial landowners whose land is appropriately located and serviced and meets development requirements.</p>
<p><b>Community expectations</b>  <i>The proposed variation to the planning scheme is contrary to community expectation for land use and development on the subject premises and in the Village zone.</i></p>	<p><b>Response</b>  The development is a logical expansion of the existing Ayr Industrial Estate to the immediate south-east. Through the variation request process, an extended statutory timeframe is provided for the community to comment on the proposed development and make submissions.</p>

	<p>The current planning scheme is outdated, and industrial land circumstances have changed since its adoption. A draft planning scheme is currently being progressed under the <i>Planning Act 2016</i> to reflect the shire's strategic industrial land requirements over the next 25 years.</p> <p>The Village zone designation for this site does not reflect current circumstances in that it is provided with all essential services, convenience functions and infrastructure within 1km of the urban centre of Ayr and is not required to service surrounding rural land (as is the purpose of the Village zone).</p>
<p><b>Further considerations</b>  <i>There are multiple options available to a local government to incentivise landowners to contribute to the supply of industrial land from within existing zoned land stocks. For example:</i></p> <ul style="list-style-type: none"> <li>• Purchase existing zoned land</li> <li>• Joint venture arrangements</li> <li>• Convert investigation sub-areas</li> <li>• Offset infrastructure charges or development costs</li> <li>• Fast-track development approvals</li> </ul>	<p><b>Response</b>  These options are acknowledged; however, are not relevant planning issues that can be considered in the assessment process. They are strategic policy 'levers' and site acquisition and delivery models that may be pursued outside the development assessment process. The development will not preclude existing approvals from being carried out, or new development occurring on industry zone land, which has suitable characteristics.</p>

## 6. Statement of Reasons

Sections 63(5) and 83(7) of the *Planning Act 2016* require the public to be informed about a decision that has been made in relation to a development application. This enables the public's understanding of the reasons for the planning decision, specifically having regard to:

- the relevant parts of the current planning scheme and assessment benchmarks against which the application was assessed; and
- any other information, documents or other material the assessment manager was either required to, or able to, consider in its assessment.

### 6.1 Assessment benchmarks

The following key assessment benchmarks applied to the proposed development:

- Strategic Framework and Desired Environmental Outcomes
- Village zone code
- Reconfiguring a lot code

### 6.2 Reasons for the decision

Following an assessment of the development application against the assessment benchmarks above, it was determined the proposed development be approved for the following reasons:

- Compliance is achieved with the higher-order provisions of the current planning scheme, including the strategic framework and desired environmental outcomes, as well as the Reconfiguring a lot code.
- The plan of development reflects the categories of assessment and assessment benchmarks for the Industry zone under the draft *Burdekin Shire Council Planning Scheme*. This reflects current industry land requirements for the shire.



- Development is a logical expansion of the adjoining Ayr Industrial Estate in a location that avoids the state wetland area to the north.
- Council has undertaken a strategic industrial land analysis that identified the existing estate is approaching capacity. Limited vacant land is available and development approvals in place will absorb residual supply over time.
- Industrial land assessment informing the new *North Queensland Regional Plan 2020* has identified a need for significantly more industrial land by 2026 that is suitably located and sized and connected to infrastructure and resources. The development provides a 'strategic reserve' of industrial land to respond to existing and emerging industry investment.
- The locational attributes of the subject site are optimal for future industrial development and are not achieved elsewhere. It has good access to road and rail; is close to existing industry, serviced by infrastructure, separated from sensitive land uses and readily developable; and avoids natural hazard and environmental areas.
- Development does not prejudice the use of existing Industry zone land, which is adaptable and can be replaced by industrial uses over time as demand arises.
- Traffic and stormwater assessments have demonstrated that the development will not adversely impact on the state-controlled road intersection or the drainage system. The application has been conditioned accordingly to ensure compliance.

## **7. Conclusion**

The application has been assessed in accordance with the current planning scheme and has included reasonable and relevant conditions as part of the recommended approval. The proposed development complies with the assessment benchmarks in the relevant planning instruments and, where conflict exists, there are relevant matters to overcome such. It is therefore recommended that council approves the application subject to these conditions.

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

2.2.3 Support the development and expansion of existing business

2.3.1 Support business and industry networks

2.4.4 Support development, diversification, sustainability and expansion of the economic base

## **9. Consultation**

Given that the application was impact assessable, public notification was required. The application was publicly notified between 6<sup>th</sup> January 2020 and 17<sup>th</sup> February 2020. At the end of this period, there was one (1) properly made submission received, which has been considered in section 6.1.

## **10. Legal Authority or Implications**

A potential risk is present for any impact assessable development application in that any decision made by the assessment manager may attract an appeal in the Planning and Environment Court.

## **11. Policy Implications**

N/A

## **12. Financial and Resource Implications**

N/A

## **Report Prepared By:**

Mr. Luke Ciano – Ethos Urban

## Report Reviewed By:

Mr. Conrad Taylor – Ethos Urban

## Report Authorised By:

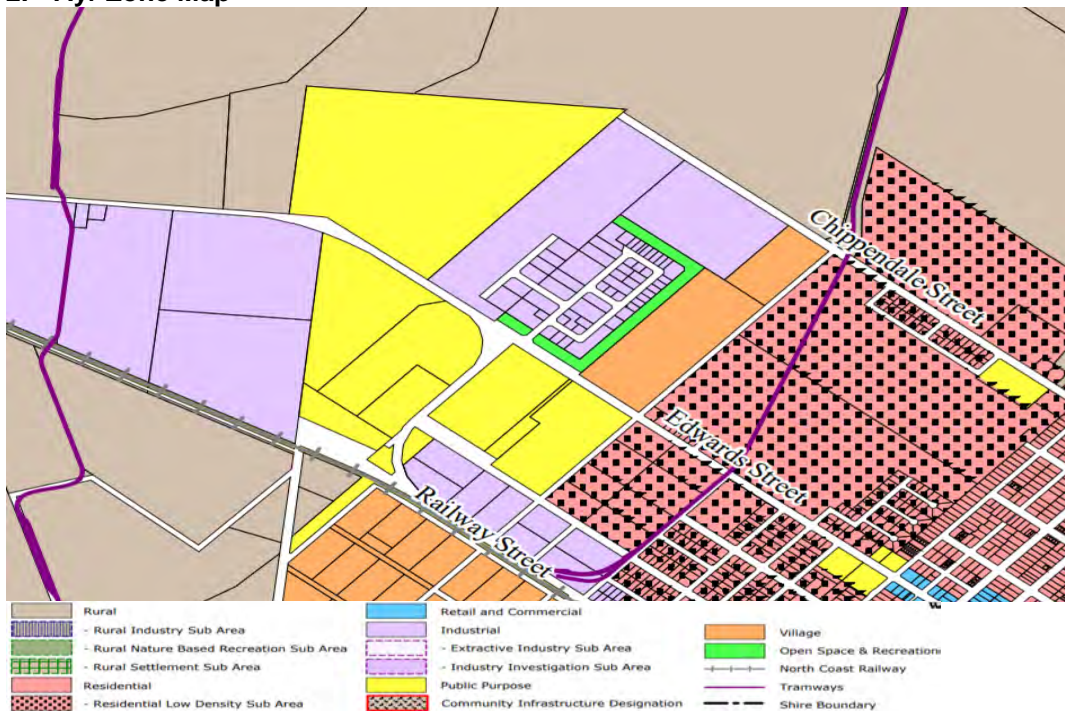
Mr. Shane Great – Manager Planning and Development

## Attachments

### 1. Aerial of Ayr Industrial Estate Expansion

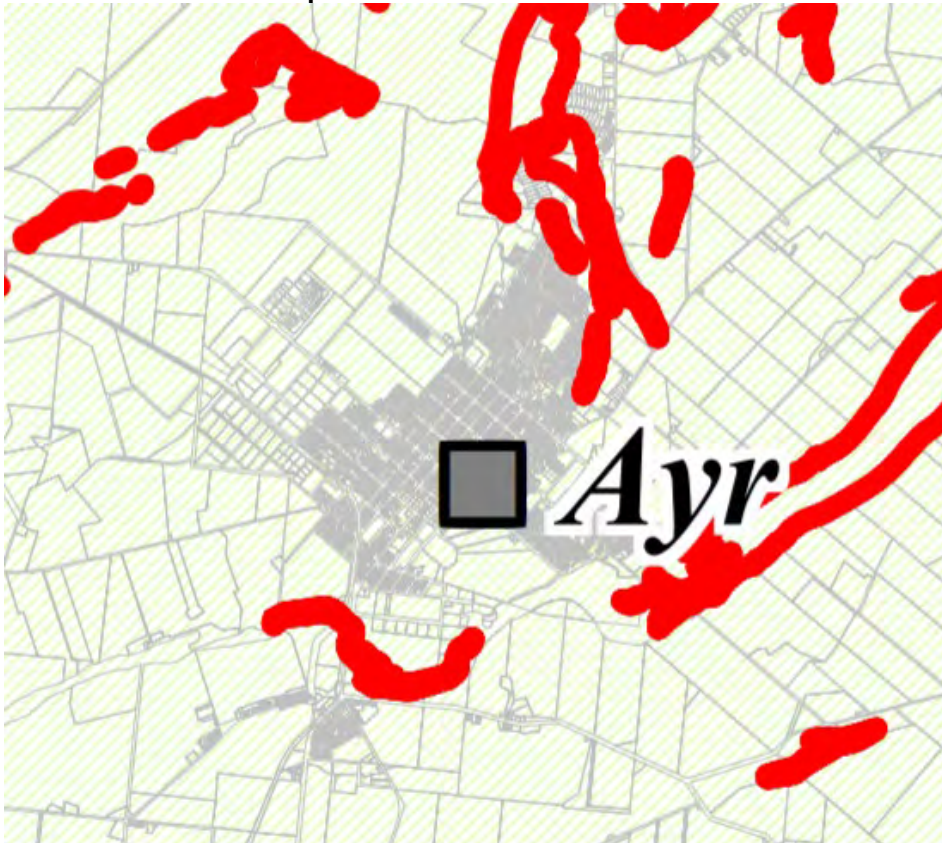


### 2. Ayr Zone Map





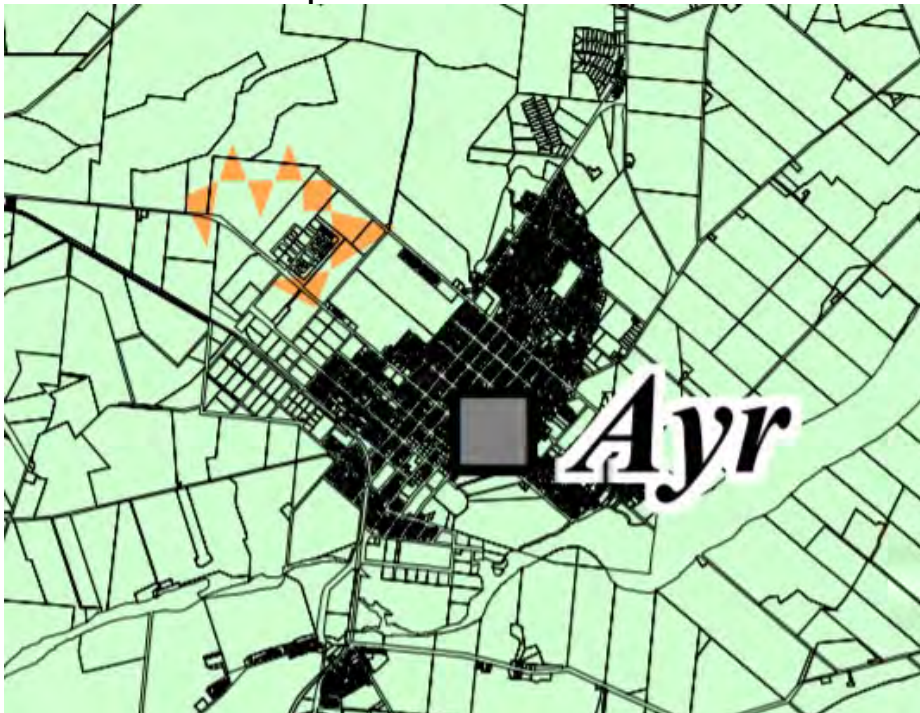
### 3. Natural Features Map 4



#### Natural Features

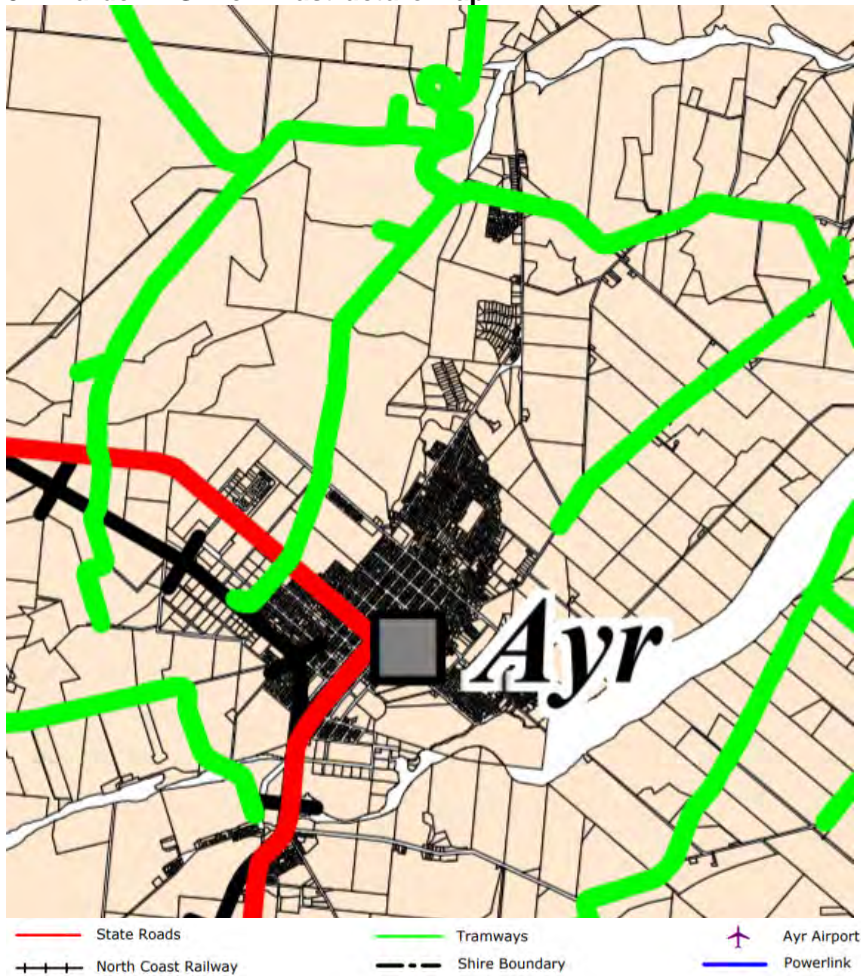


### 4. Natural Features Map 9

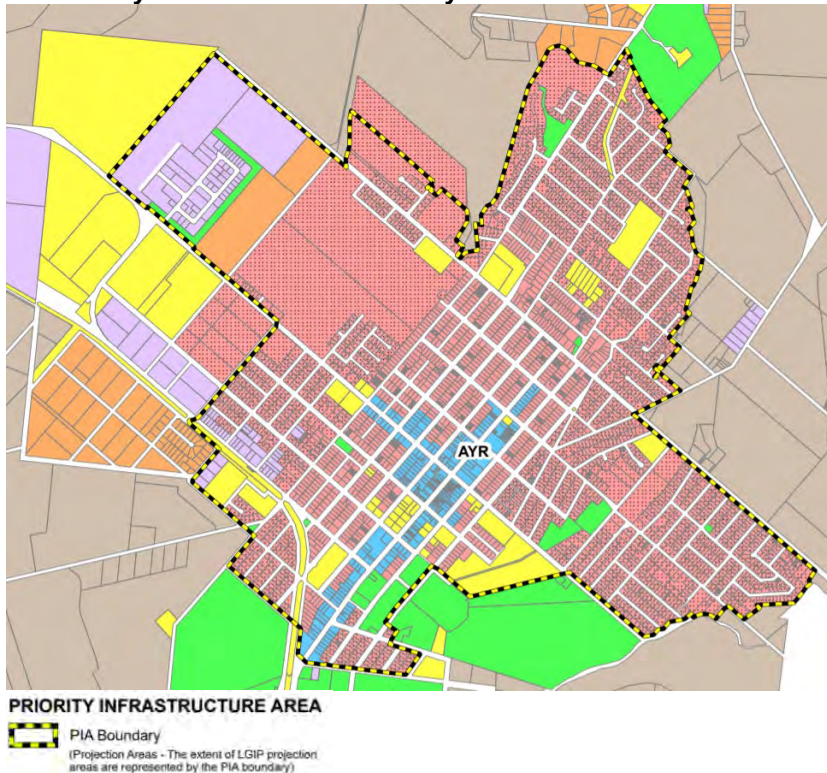




## 5. Burdekin Shire Infrastructure Map 1



## 6. Priority Infrastructure Area – Ayr





## 7. Ayr Industrial Estate Masterplan



## 8. Structure Plan Area





## 9. Detailed Layout Plan

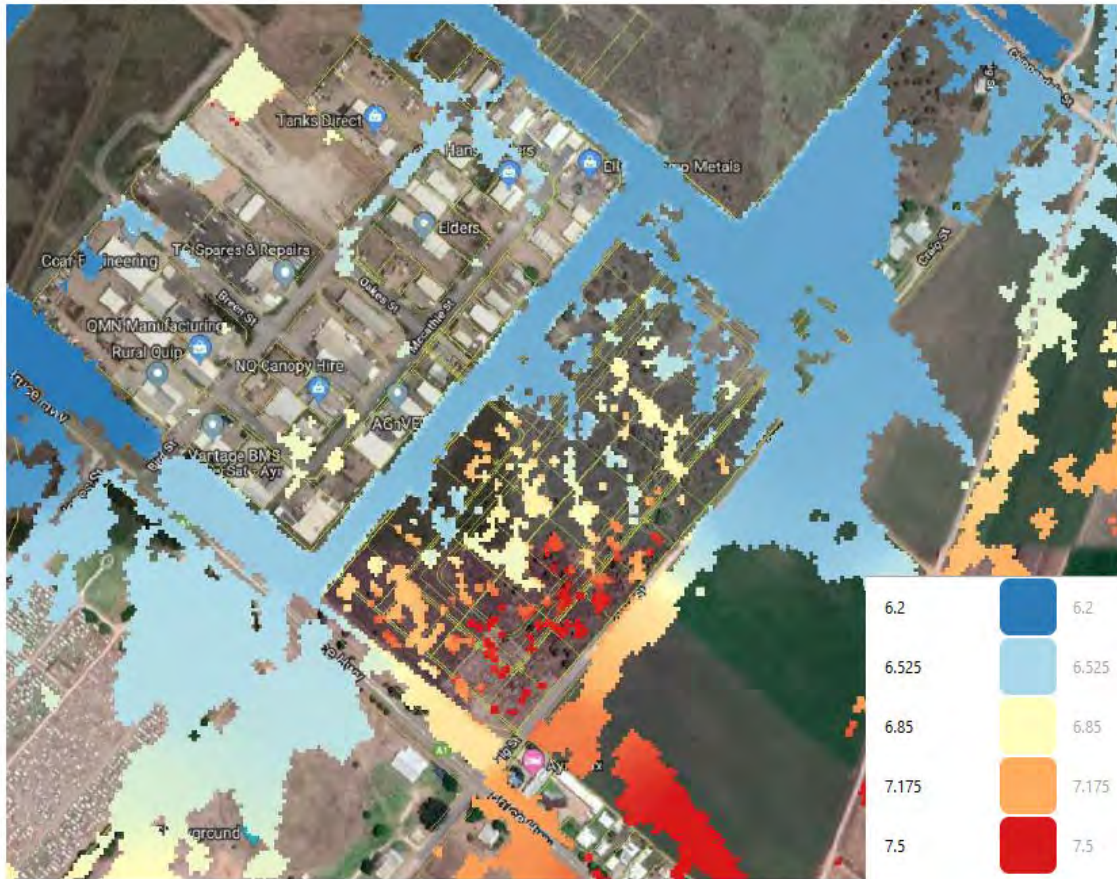


## 10. Stage Development Stage Blocks

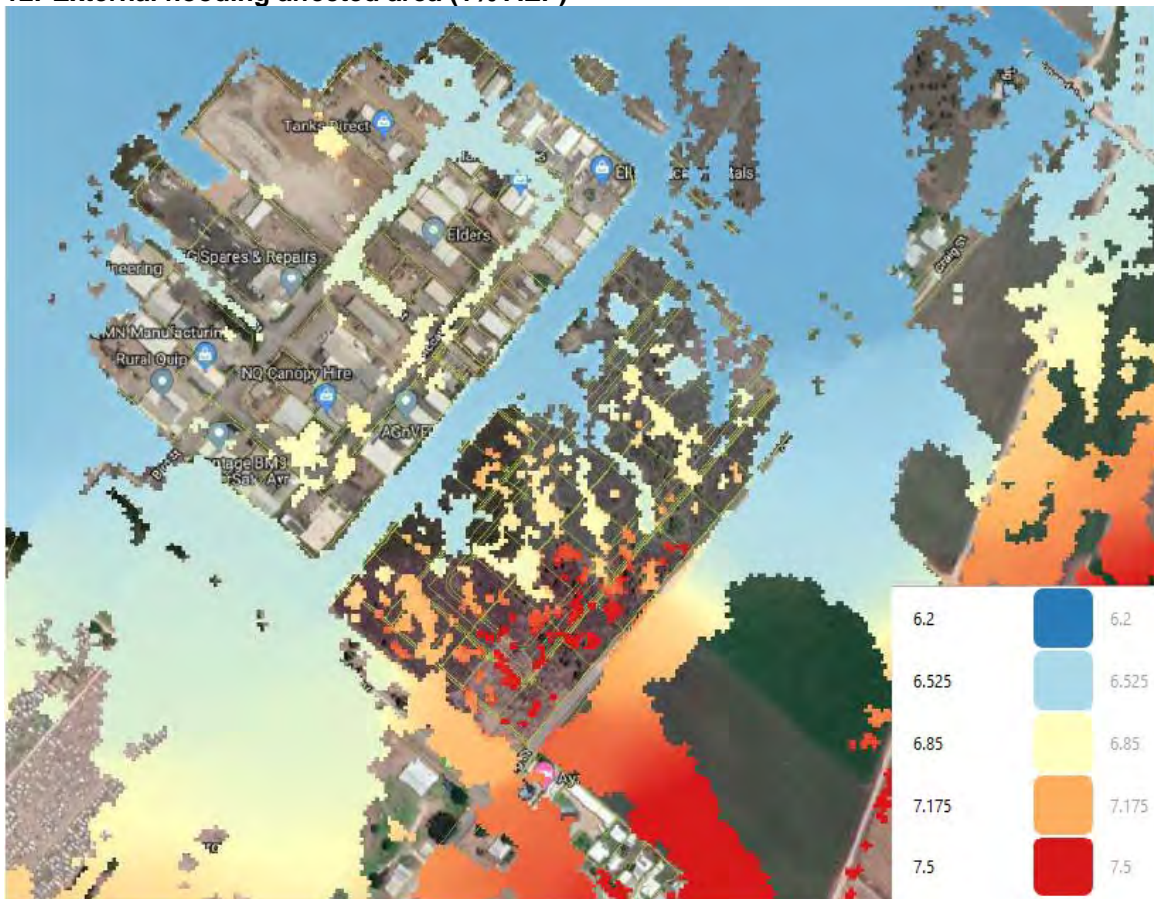




## 11. External flooding affected area (10% AEP)

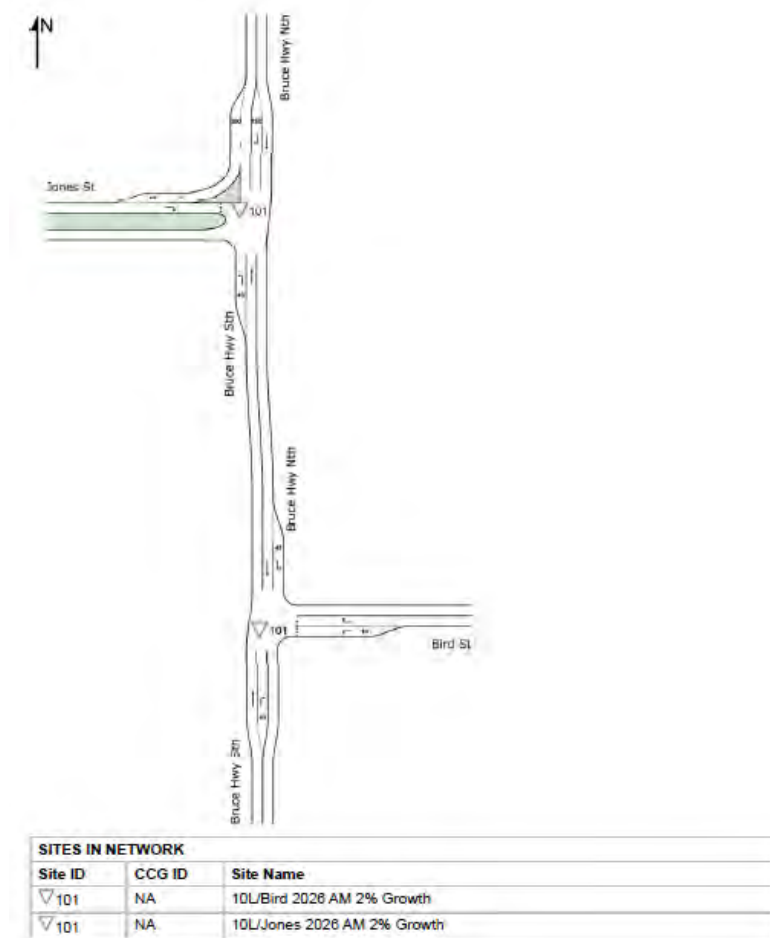


## 12. External flooding affected area (1% AEP)





### 13. SIDRA Bruce Highway/Bird Street/Jones Street network layout



### 14. Development traffic distribution

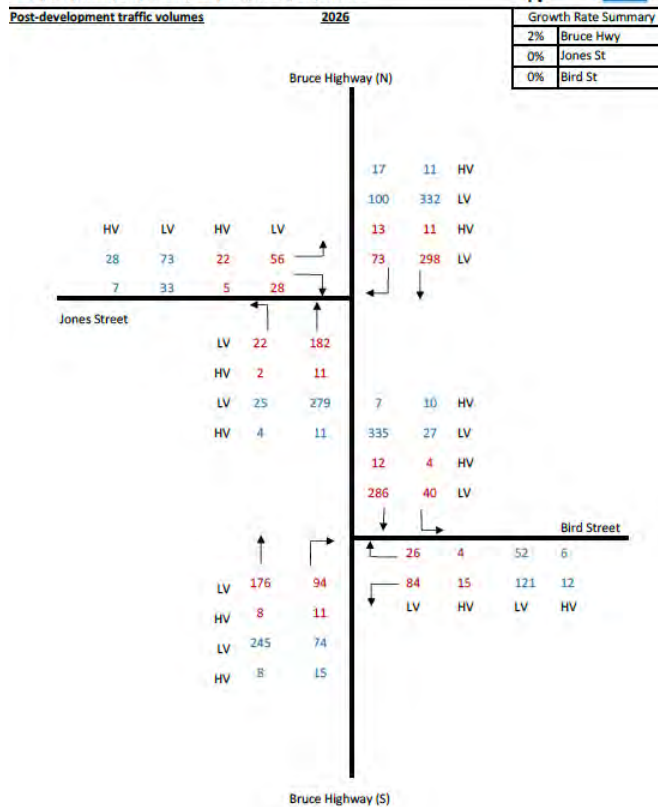


## 15. Post-development traffic volumes 2026 (2% growth rate)

Bruce Highway / Jones Street / Bird Street Intersection

Ayr Industrial Estate - Stage 1A TIA

- AM peak period (1 hr) volume, PM peak period (1 hr) volume

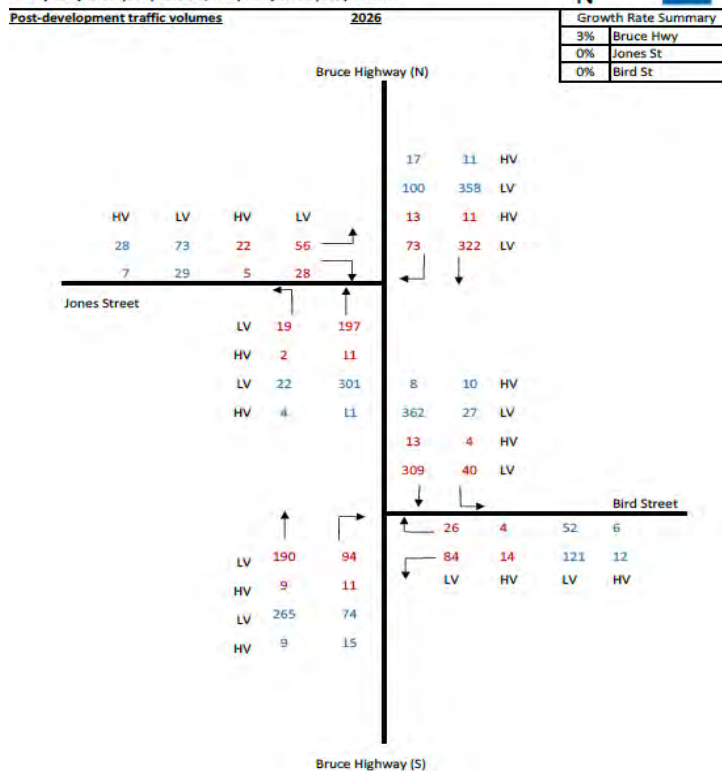


## 16. Post-development traffic volumes 2026 (3% growth rate)

Bruce Highway / Jones Street / Bird Street Intersection

Ayr Industrial Estate - Stage 1A TIA

- AM peak period (1 hr) volume, PM peak period (1 hr) volume



## 17. Industrial Land Analysis

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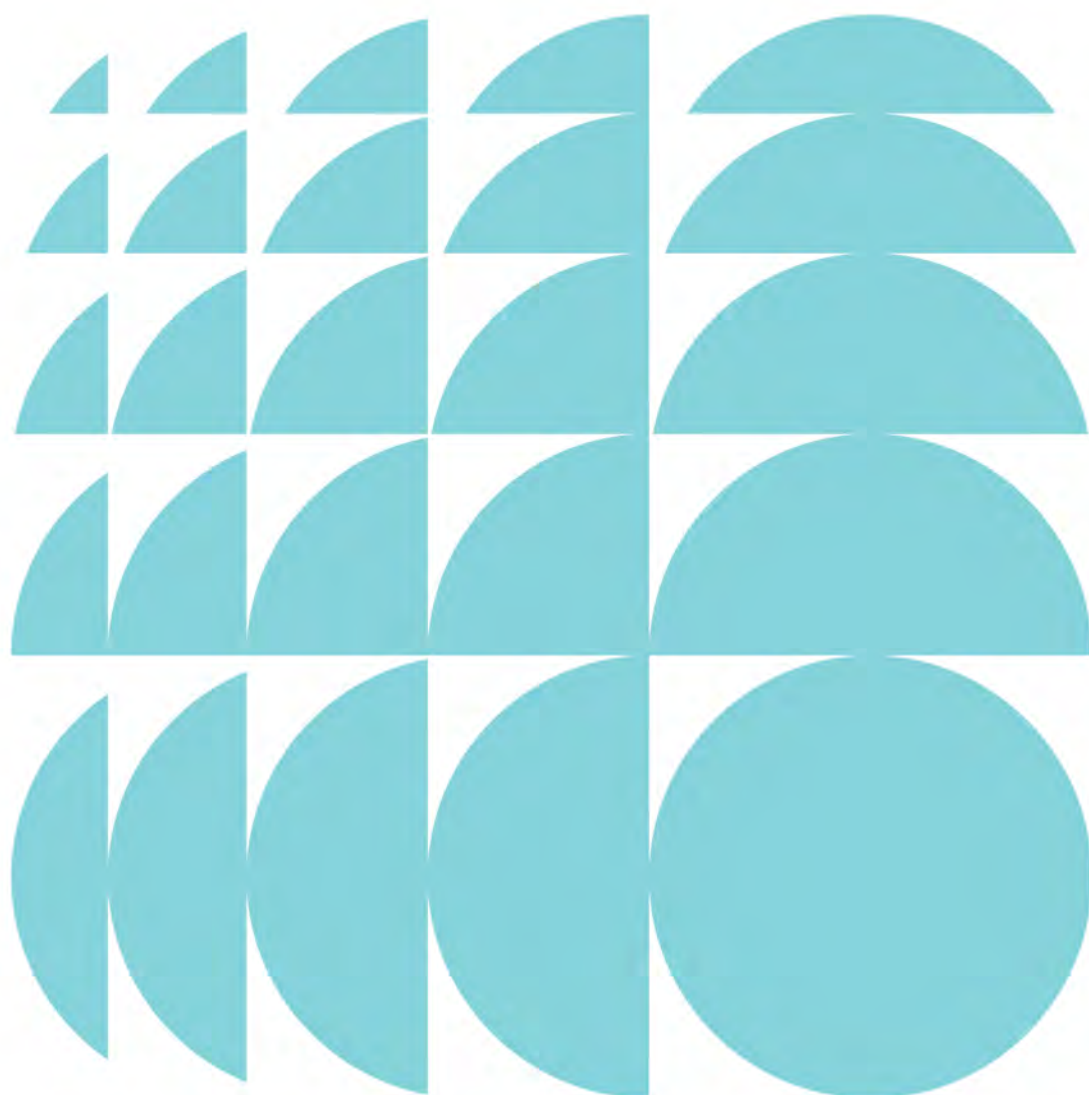
# ETHOS URBAN

## Industrial Land Analysis

Burdekin Shire  
Industrial Land Analysis

Prepared for Burdekin Shire Council

12 September 2018 | 17685





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CONTACT

Caroline Squires Director

[csquires@ethosurban.com](mailto:csquires@ethosurban.com)

0403 228 854

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This document has been prepared by:



Mark McManus

12/09/2018

This document has been reviewed by: Caroline Squires/Jenny Roughan



Caroline Squires

12/09/2018

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1	12/09/2018	Mark McManus / Sean Stephens	Caroline Squires

Ethos Urban Pty Ltd  
ABN 13 615 087 931.  
[www.ethosurban.com](http://www.ethosurban.com)  
173 Sussex Street, Sydney  
NSW 2000 t 61 2 9956 6952

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## 1.0 Introduction

This Industrial Land Analysis has been prepared for Burdekin Shire Council. The analysis is to be submitted to the Chief Executive of the Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP) by Burdekin Shire Council as part of the preparation of its new planning scheme, the Burdekin Shire Council Planning Scheme, under the Planning Act 2016 ('the Act')

The objective of this study is to assist Burdekin Shire Council to prepare the new planning scheme. A key objective of the planning scheme is to secure a successful economic future for Burdekin, and to underpin the creation of jobs, the retention of young people and the attraction of new residents and establishment of new services for the community.

### 1.1 Methodology and Approach

In conducting the industrial zone analysis, we have:

- Summarised Burdekin Shire's economic profile as informed by ABS (2016) and review of background reports and studies
- Reviewed developed and available zoned industrial land supply including consideration of land constraints identified in a recent Council review
- Summarised key drivers for future demand for industrial land, based on a broad assessment of local economic factors and understanding of Council's economic development initiatives
- Provided commentary on current and future opportunities and barriers to economic growth, and relationships to supply / demand of industrial land, and
- Summarised findings in relation to anticipated future industrial land requirements and identified the potential scale and nature of industrial activities required to be accommodated by the new planning scheme.

### 1.2 Data Sources and Assumptions

Data sources used in this report include:

- AEC. 2013. Burdekin LGA Investment Situation Analysis. (February, 2013).
- Australian Bureau of Statistics. 2016. Census of Population and Housing. (2016).
- Burdekin Shire Rates Database. (August 2018).
- Integran. 2017. Extrinsic Material to the Local Government Infrastructure Plan. (December 2017).
- MHW. 2017. Planning Scheme Calibration & Initial Preparation – Burdekin Shire Council. (June 2017).
- NC Economics. 2018. Primary industry development, diversification, and the implications for the Burdekin Shire Planning Scheme. (April 2018).
- Remplan.com.au (2018). <https://www.economyprofile.com.au/burdekin/>

Assumptions required to complete this analysis include:

- Background reports and material are correct and accurate
- Nearmap is accurate
- Industrial zoning data is accurate and land use based on Council's rate database is correct
- Industrial zoned land that currently has a land use other than industrial, can be used for industrial uses in the future

## 2.0 Background and Context

Burdekin Shire (the Shire) comprises approximately 5,053km<sup>2</sup> of North Queensland, approximately 80km south of Townsville and is 1,250km driving distance north of Brisbane. The Shire contains two primary urban centres at Ayr and Home Hill which have both recently undergone significant CBD revitalisation programs.

The Burdekin River, around which the Shire is focussed, supports one of the most productive agricultural areas in Australia. In addition to being Australia's most productive sugar cane growing region, Burdekin Shire also produces fruit, vegetables, beef and seafood for domestic and international markets.

Access to water is one of the areas key economic advantages. The Burdekin River, combined with a massive underground aquifer and the Burdekin Falls Dam, provides the area with a high level of drought resistance.

The economy of the Shire is concentrated in agriculture and manufacturing which primarily revolves around the production of sugar cane and sugar production. Four milling stations are located in the Shire, namely:

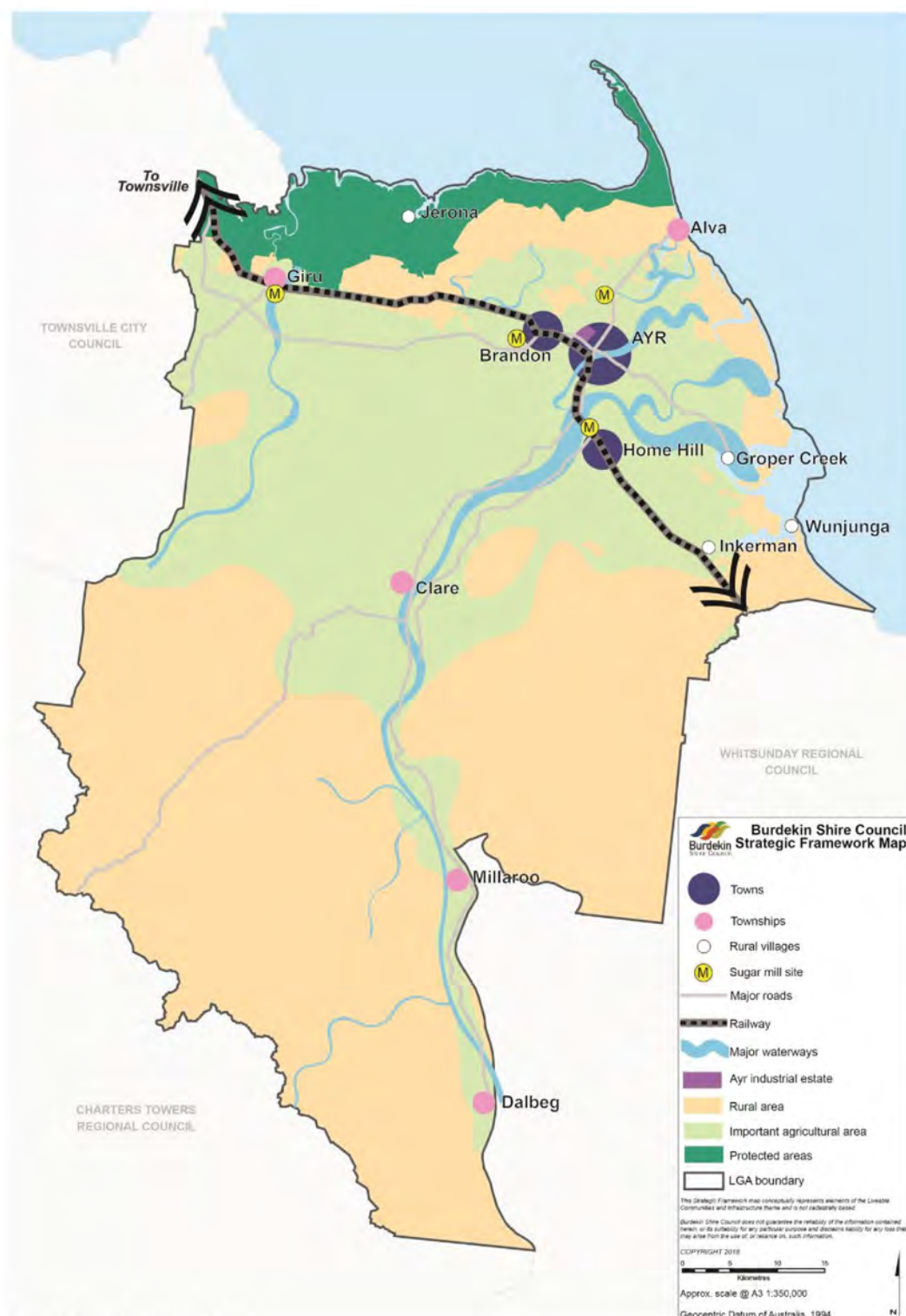
- Pioneer Mill at Brandon
- Kalamia Mill at Ayr
- Wilmar Invicta Mill at Giru, and
- Inkerman Mill at Home Hill.

As a regional area, the Shire is also facing challenges including the ongoing impact of economic restructuring, socio-demographic changes, and climate change.

Notwithstanding such challenges, numerous economic opportunities are available. This includes leveraging from the region's natural attractions and strong sense of identity to achieve a high standard of liveability for existing and new residents, and supporting industry which adds value to agricultural production. Over time the Shire will evolve with a more diverse and sophisticated economy, in which the supply of industrial land continues to play an important role.

An overview of the Burdekin Shire is shown in Figure 1 over page.





**Figure 1 Burdekin Shire**

Source: Burdekin Shire Council



### 3.0 Economic Profile and Policy Context

#### 3.1 Economic Profile

A brief overview of the economic profile of Burdekin Shire is provided below.

##### Population Characteristics

- At the time of 2016 Census, the resident population of Burdekin Shire was 17,313 people. The urban centres of Ayr (8,972 persons) and Home Hill (2,977 persons) account for approximately 70% of the total population in the Shire.
- Over the period 2006 to 2016, the population of the Shire declined by approximately 138 persons. The Shire was one of 19 regional Queensland Council's to experience population decline over the period, and is in contrast to the high rates of population growth concentrated in Greater Brisbane and major regional cities in regional Queensland over the same period.
- The population of Burdekin Shire identified in the 2016 Census is relatively old with a median age of 44 years. This compares to the median age of 37 years in Queensland and 35 years in Greater Brisbane.
- The level of education attainment in Burdekin Shire is relatively low with 7.7% of persons aged 15 years and over having a Bachelors Degree or higher, compared to 18.3% for Queensland overall and 22.9% in Greater Brisbane.
- The median weekly household income was \$1,777. This was greater than the median in both Queensland and Greater Brisbane, \$1,402 and \$1,562, respectively.

##### Employment and Labour Force

- The largest industry sector of employment in the Shire is Agriculture which employs around 21.3% of the Shire's labour force. The Manufacturing industry followed with 12.1% of the labour force. A large proportion of residents reported working in industries such as Sugar Cane Growing (11.5%) and Sugar Manufacturing (8.5%).
- Similarly, Burdekin Shire's workforce (i.e. jobs located in the shire) is centred on Agriculture, Forestry and Fishing (22.3% of all jobs) followed by Manufacturing with 13.7% of jobs.

##### Economic Activity

- The economic output generated by Burdekin is \$2.631 Billion of which \$848.5 million is derived from the Manufacturing sector (primarily food processing) and \$583.5 million is from Agriculture, Forestry & Fishing (remplan.com.au). This represents around 9% of the broader northern Queensland economy and approximately 0.4% of Queensland's economy (NC Economics, 2018)
- The economy of Burdekin Shire is heavily concentrated in Agriculture, Forestry & Fishing and related Manufacturing, as reflected in employment and output figures highlighted above. Consequently, a relatively lower level of economic diversity makes the area susceptible to adverse conditions in agricultural markets, in particular the sugar cane market.
- Other important sources of income and employment for the region are vegetable production, beef cattle farming and some fruit and tree nut growing (NC Economics, 2018).
- The council has identified opportunities to grow and diversity its agriculture and manufacturing sector to include the supply of infrastructure such as irrigation assets and to expand the total area of land under irrigation.

##### Summary

Overall, the economy of Burdekin Shire is highly dependent upon primary production and food processing. In recent years, the population of the Shire has declined reflecting the need to identify and support new economic opportunities to retain younger people. Notwithstanding these factors, the region has a rich agricultural sector which supports high levels of household income in periods where market factors are favourable. Efforts to support economic diversification and opportunity are currently underway.

### 3.2 Strategic Planning and Economic Development Policy Framework

An overview of relevant strategic planning documents relevant to the report are provided below.

#### 3.2.1 Burdekin Shire Council Economic Development Strategy 2015 - 2020

The Burdekin Shire Council Economic Development Strategy 2015-2020 was developed to transform the Shire and take advantage of emerging economic opportunities, explore new directions for the future and commit to creating a prosperous economy for the region.

The Strategy focuses on five key strategic themes with the objective of creating a dynamic and diversified economy:

1. **Enable Economic Infrastructure** – Building the physical capital
2. **Attract Investment** – Investing in Strategic Industries
3. **Strengthen Networks** – Enhancing social capital
4. **Encourage Innovation** – Putting Technology at the heart of economic development
5. **Empowering Future Generations** – developing confident and ability

Further, the Economic Development Strategy 2015-2020:

- Notes that an appropriate supply of industrial land is critical and needs to be considered alongside wastewater management requirements, especially for food processors;
- Identifies the need for improvement to transport networks, especially roads and bridges;
- Notes that aquaculture is as a growing sector in the Burdekin Shire economy.

#### 3.2.2 Burdekin Shire Council Corporate Plan 2015 – 2020

The Burdekin Shire Council Corporate Plan 2015-2020 outlines Council's five-year strategic direction based on community priorities. The Corporate Plan guides the annual planning process to determine services, infrastructure provision and resource allocation. A range of challenges faced by the Shire are set out in the Plan. These generally reflect the findings of the economic profile outlined in Section 3.1 of this report and include:

- Ageing and static population
- Limited post-secondary education and course offering
- Local economy influenced by commodity prices
- Close proximity to a large regional centre
- Limited job opportunities
- Mono-agriculture dominance and mechanised industry
- Lack of economic diversity (Corporate Plan p 7).

In response to the above, Economic Development is one of 5 key focus areas in the Plan. Item 2.5.1 identifies the following as an objective for Council:

*"Review land supply and uses as required to meet community and business needs" (Corporate Plan p 10).*

Industrial land supply is an important consideration in this regard.

#### 3.2.3 Burdekin Shire Council IPA Planning Scheme 2011

The Burdekin Shire Council IPA Planning Scheme 2011 sets out a number of desired environmental outcomes. The economic objective to protect agricultural land from other conflicting forms of land use and development is relevant to this study. The scheme encourages industries that are able to value add with the sugar industry.

Retaining existing industrial areas is also an important objective of the scheme.



## 4.0 Supply Analysis

This section provides an overview of current (developed) and zoned industrial land supply. See Appendix A for zoning maps.

### 4.1 Composition of Industrial Zoned Land

A summary of current industrial zoned land in Burdekin Shire and its current land use by area is summarised in **Table 1**<sup>1</sup>. Information on land use was retrieved using Burdekin Shire's rates database. For the purposes of this analysis, industrial land use is defined as being industry, outbuilding, noxious offensive industry, building yard and utilities.

These aggregated results show that a significant proportion of industrial zoned land has a land use other than industry. For example, over one-third of industrial land in Ayr is used for farming purposes at the current time.

**Table 1 Estimate of Supply of Industrial Zoned Land and its First Primary Use (Excludes Investigation Areas)**

First Primary Land Use*	Quantity of Estimated Industrial Zoned Land					
	Home Hill (Ha)	Ayr (Ha)	Brandon (Ha)	Giru (Ha)	Mcdesme (Ha)	Total (Ha)
Single Dwelling**	58.7	8.0	69.5	-	-	136.1
Vacant	5.4	53.0	1.4	-	-	59.7
Commerical/Residential	-	0.2	-	-	-	0.2
Industry	6.7	27.4	4.3	-	-	38.3
Farming	-	49.5	-	-	-	49.5
Outbuilding	-	0.1	0.2	-	-	0.3
Community Facility	0.2	0.3	-	-	-	0.5
Commerical	1.9	0.5	0.8	-	-	3.2
Noxious Offensive Industry	5.0	-	5.3	-	-	10.4
Unknown**	-	0.9	-	115.2	-	116.1
Building yard	1.8	3.5	-	-	-	5.3
Duplex	-	-	0.1	-	-	0.1
Utilities	1.4	-	-	-	-	1.4
Total Estimated Industrial Area	81.0	143.3	81.6	115.2	-	421.2
Total Non-Industrial Use***	23.6	105.8	19.9	28.8	-	178.1

\* Primary Land uses defined in from Burdekin Shire's rate database

\*\* Desktop inspection reveals around 50% to 75% of land use is industrial. An assumption of 75% industrial land use has been used

\*\*\* Includes all land uses other than Industry, Noxious Offensive Industry, and Building Yard

**This land includes Mill and surrounding land use**

Source: Ethos Urban

Overall, industrial activity in Burdekin Shire is concentrated in Ayr which includes 30.9 hectares of land used for industrial purposes (defined as industry, Noxious Offensive Industry and Building Yard). In contrast, industrial activity in Home Hill (13.5 hectares) and Brandon (9.7 hectares) is considerably smaller, with the mills taking up a significant proportion of this activity.

Ayr has significant amount of land in the industrial zone that is vacant, and/or easily adaptable for an industrial use, as and when demand emerges. This is also true for Home Hill and Brandon.

<sup>1</sup> Industrial zoned excludes industry investigation areas as shown in the zoning maps in Appendix A.

An assessment of Inspection of industrial zoned land (investigation) (Table 1) below) shows that currently none of this land is being used for industrial uses. Given an existing supply of underutilised industrial zone land exists, these investigation areas are likely to remain used for non-industrial purposes in the short to medium term.

**Table 2 Estimated Supply of Investigation Area Zoned Land and its Current Primary Use**

First Primary Land Use*	Home Hill (Ha)	Ayr (Ha)	Brandon (Ha)	Giru (Ha)	McDesme (Ha)	Total (Ha)
Farming	-	-	56.7	-	56.6	-
Single Dwelling	-	-	0.7	-	-	-
Utilities	-	-	1.0	-	-	-
Total Esimtaed Area	-	-	58.4	-	56.6	114.9
Total Non-industrial Use	-	-	116.8	-	113.1	114.9

\* Primary Land uses defined in from Burdekin Shire's rate database

Source: Ethos Urban

## 4.2 Industry by Lot Size

Analysis of industry by lot indicates that there is significant number of industrial zoned lots available (see Table 3). Having a range of lot sizes is critical for accommodating varying types of industrial growth. Lot sizes of between 500 sqm to 5,000 sqm are the more desirable areas in terms of fulfilling a role for service industries. As the table below shows, there is an abundance of lots this size, especially in the major centre of Ayr.

**Table 3 Industrial Zoned Areas by Lot Size in Major Centres**

AYR (and McDesme)	No. of Lots	Total Area (Ha)	No. of Lots	Total Area (Ha)
Lot Size/Zone:	Industry		Industry Investigation	
Below 500.0 sqm	3.0	0.1	-	0.0
500.01 - 1,000.0 sqm	28.0	2.6	0.0	0.0
1,000.1 - 2,000.0 sqm	41.0	5.4	0.0	0.0
2,000.1 - 5,000.0 sqm	35.0	11.9	0.0	0.0
5,000.1 - 10,000.0 sqm	9.0	5.9	0.0	0.0
Above 10,000.1 sqm	18.0	98.4	2.0	56.6
Total	134.0	124.2	2.0	56.6
BRANDON	No. of Lots	Total Area (Ha)	No. of Lots	Total Area (Ha)
Lot Size/Zone:	Industry		Industry Investigation	
Below 500.0 sqm	1.0	0.0	0.0	0.0
500.01 - 1,000.0 sqm	5.0	0.4	0.0	0.0
1,000.1 - 2,000.0 sqm	17.0	2.6	0.0	0.0
2,000.1 - 5,000.0 sqm	8.0	2.2	2.0	0.7
5,000.1 - 10,000.0 sqm	3.0	1.7	1.0	1.0
Above 10,000.1 sqm	3.0	74.7	3.0	56.7
Total	37.0	81.6	6.0	58.4
HOMEHILL	No. of Lots	Total Area (Ha)	No. of Lots	Total Area (Ha)
Lot Size/Zone:	Industry		Industry Investigation	
Below 500.0 sqm	0.0	0.0	0.0	0.0
500.01 - 1,000.0 sqm	15.0	1.3	0.0	0.0
1,000.1 - 2,000.0 sqm	18.0	2.0	0.0	0.0
2,000.1 - 5,000.0 sqm	9.0	3.2	0.0	0.0
5,000.1 - 10,000.0 sqm	6.0	4.9	0.0	0.0
Above 10,000.1 sqm	6.0	72.9	0.0	0.0
Total	54.0	84.2	0.0	0.0

Source: Ethos Urban



## 5.0 Demand Forecasts

In this section, an overview of the overview of key drivers for future demand for industrial land in Burdekin Shire is provided. This is based on broad assessment of key economic growth drivers and an understanding of Council's economic development initiatives.

### 5.1 Drivers of Demand for Industrial Land

Current levels of consumption are used as an indication of the adequacy of industrial land supply. However, identifying the future location and projected consumption of industrial land is an uncertain task. The level and location of future consumption may change due to:

- The evolving investment and business activities of the private sector
- Trends in the global economy
- The propensity for certain complementary activities to agglomerate (locate together)
- Advances in technology
- Levels of industrial land supply in adjacent regions
- Population and workforce trends
- Environmental impacts and adaptation
- Proximity to export facilities and other major infrastructure
- Social attitudes.

### 5.2 Population Projections and Workforce Growth Assumptions

Population projections for Burdekin Shire indicate a stabilisation in the recent population decline, followed by low rates of future growth (see [Table 14](#)). By 2036, the population is projected to have increase by 1,216 persons on current levels. The majority of this population increase is projected to occur in Ayr, with the population of other urban centres stable or declining.

**Table 4 Population Projections for Burdekin Shire – 2016 to 2036**

	Population Levels				
	2016	2021	2026	2031	2036
Resident Population Projections	18,007	18,289	18,651	18,968	19,223
Non-resident Population Projections	701	716	732	748	763
Total Population Projections	18,708	19,005	19,383	19,716	19,986
	Average Annual Growth Rates				
	2016 - 2021	2021 - 2026	2026 - 2031	2031 - 2036	
Resident Population Projections	0.3%	0.4%	0.3%	0.3%	
Non-resident Population Projections	0.4%	0.4%	0.4%	0.4%	
Total Population Projections	0.3%	0.4%	0.3%	0.3%	

Source: *Integratn (2017)*, p. 2; *Ethos Urban*

Given the relatively low forecast population growth combined with an aging population, it is expected that overall workforce growth will be relatively weak. In general terms, the increase in the working age population in Burdekin Shire is expected to be in the order of +500 persons by 2036.



### 5.3 Demand Forecast

In recent years, the take up of industrial land in Burdekin Shire has been relatively low based on discussions with local agents and review of satellite imagery. Current market demand is dominated by basic service industry and rural industry activities, with limited demand for major industrial uses.

Accordingly, and in light of a relatively low level of forecast population growth, future demand for industrial land is also likely to remain relatively subdued assuming a general continuation of current economic conditions.

As noted above, determining the future demand for industrial land is an imprecise science. Typically, in strategic planning, future demand is based on historic demand with a projected consumption rate derived from average take up over a 5 or 10 year period.

The take up of industrial land is rarely consistent, even in large urban centres. Only one major industrial opportunity needs to be realised (for example, a 10 hectare food processing facility) for historic industrial land take-up rates to be seen as inconsequential. That is why planning for industrial land requires an eye to the past but also proactive preparation for the future, including for the scenario when a significant industrial investment opportunity arises. It is critical that regional towns have a 'strategic reserve' of supply to ensure they do not miss out on major investment opportunities because no available land is identified or, more particularly, readily developable land is not available to capitalise on a major opportunity when it arises.

In short, while historic demand for industrial land may point to relatively low levels of future demand, it is critical that land capable of being developed relatively quickly is identified and available for prompt development to ensure that often unpredictable investment opportunities are realised, as and when they occur.

The attributes typically sought for this 'strategic reserve' of industrial land supply is:

- Located near to major transport routes
- Flat and easily developable
- Not impeded by adjacent residential areas or other conflicting land uses
- Ready access to utilities and services
- No significant environmental or other constraints (such as potential flooding).

In light of the above, and the uncertainty involved in forecasting demand for industrial land, a number of different demand forecast scenarios are provided for Burdekin Shire in [Table 5](#)

A conservative estimate is for demand to increase by around 0.5 Ha per year. This implies an increase in demand for industrial land of 9 Ha by 2036. This forecast for demand is reasonable given recent take-up of industrial land. Based on this forecast, more than sufficient supply of industrial land is currently available to meet demand for the foreseeable future. This allows for non-industrial uses in industrial zoned land to be replaced by industrial uses over time.

**Table 5 Demand Forecast Scenarios and Consumption of Industrial Land**

Current Zoning	Total	Non-Industrial	Increase in Demand (p.a)					
	Industrial	Use*	0.5 Ha	1.0 Ha	1.5 Ha	2.0 Ha	2.5 Ha	3.0 Ha
	(Ha)	(Ha)	Years Until Completely Consumed					
Industrial Zoned	421.2	178.1	356.2	178.1	118.7	89.0	71.2	59.4
Industry Investigation Sub Area	114.9	114.9	229.9	114.9	76.6	57.5	46.0	38.3
Total	536.1	293.0	586.1	293.0	195.4	146.5	117.2	97.7

\* Includes vacant land and other non-industrial uses (e.g. Farming, residential, community facility)

Source: Ethos Urban

Even with a relatively aggressive forecast of an increase in demand of 3.0 Ha per year, it would take over 50 years for the current stock of industrial zoned land to be fully consumed. An additional 38 years would be required before the industrial investigation sub area was also fully occupied.

In any case, the scenarios illustrated in Table 5 demonstrate that Burdekin Shire has sufficient existing stocks of zoned industrial land available to accommodate a range of demand scenarios.

A benchmark typically used for regional areas is that there should be in the order of 50 years supply of industrial land available (specifically to ensure sufficient supply to accommodate a large user of land). As the above analysis makes clear, at present a more than adequate supply of industrial zoned land within the Shire exists to meet this need.

## 6.0 Land Use Implications

### 6.1 Overview

The results of the demand and supply analysis above indicate that the Shire of Burdekin has a sufficient supply of industrial land to meet a range of potential future requirements. Furthermore, a range of lot sizes available within the region indicating the ability to meet a range of business demand requirements and a diverse mix of industrial activities.

With the current industrial supply situation, it is expected that new industrial activities can be accommodated for the foreseeable future on a need by need basis.

Larger lots will be demanded primarily by major agricultural producers and processors. Smaller lots within urban centres likely to be occupied by service industries meeting the needs of the resident population and local business community.

Overall, a sufficient and appropriate level of industrial zoned land is available to support opportunities for growth and diversification in agribusiness (especially sugar related), food processing and aquaculture and renewable energy businesses. That is, economic development opportunities in the Shire are not constrained by a mis-match in the industrial land market between demand and supply conditions.

### 6.2 Recommendations

Recommendations arising from the demand and supply analysis and guiding principles are as follows:

- **Industry Investigation Sub Areas.** Although the need for a 'strategic reserve' of industrial land supply is supported, the large volumes of industrial land supply available in the Shire means that potentially land in the investigation sub areas could be rezoned to support an alternative use if required without undermining industrial investment opportunities.
- **Rural Zone.** Where appropriate, industrial activities may be more appropriately located in the rural zone where a specific synergy or connection with adjacent primary agricultural production justifies this outcome. Agricultural processing is a highly competitive industry, and where a more efficient supply chain is supported by co-location with agricultural suppliers it is appropriate Council has the option to support this development in the Rural Zone where this is justified and proper.
- **Mill Expansion.** Ensure that the sugar mills are able to expand and invest as required. In the future, these mills may be expanded and diversified to include industries and processes that use current by-products of the mills, such as biofuel and bioenergy production facilities.
- **Service Industry.** Ensure that at all times an available supply of developable industrial zoned lots of between 500 sqm to 5,000 sqm is available primarily for light industrial purposes. This will overwhelmingly comprise basic service industries for local residents and business community, although in some instances may accommodate more intensive activities.
- **Large-Scale Demand Adaptability.** Ensure the ability exists to respond rapidly if the potential for a large-scale industrial use to locate in Burdekin Shire emerges. Strategically identify land with the potential to accommodate large-scale uses such as a new agriculture-processing facility. This will allow Council and the community to establish the Shire as a proactive and viable location for a major investor who may be seeking a large site at some time in the future – and maximise the chances of attracting such a facility.



## 7.0 Conclusion

### 7.1 Issues and Challenges

This section highlights the current and future opportunities and barriers to economic growth, and relationships to supply and demand of industrial land. Overall, some significant issues and challenges will need to be managed.

- **Declining and aging population.** The historic decline of the population of the region coupled with its aging resident profile reduces the potential demand for industrial land and activities. Industries within the region will need access to a working age population in order to remain viable. Attracting and retaining workers within the region is a critical challenge for future economic performance and future industrial demand.
- **Low diversification of existing industries.** Burdekin Shire's concentration of economic activity in agriculture and agriculture related manufacturing means the area is susceptible to any downturns in relevant markets.
- **Encouraging diversification.** Diversifying the economy of Burdekin Shire will be an important opportunity going forward. Innovation and entrepreneurship is required to incentivise businesses to support initiatives such as the production of high value horticulture crops, and downstream processing of agricultural products.
- **Automation.** The key industries of employment in the Shire have a higher chance of being automated than other industries<sup>2</sup>. As such, it is possible that overall growth in the value and volume of agriculture and processing activities may not be associated with employment growth.
- **Proximity to other major economic centres.** Burdekin Shire's proximity to Townsville provides it with access to domestic and international markets via Townsville's port, although also means that many district and regional level industries will prefer to locate in the regional City rather than the more rural Shire.
- **Current supply of industrial zoned land is more than sufficient.** Industrial land and supply analysis indicates more than enough capacity exists to absorb an increase in demand for industrial land for the foreseeable future. This is without including the industrial investigation areas, which if included, were substantially increase capacity to well above what is estimated to be required.
- **Lot Size.** Current industrial land supply is focussed on lots within the range of 500 sqm to 5,000 sqm. It is important that larger lots are able to be made available quickly if demand emerges for a major investor or industrial user.
- **Distance to markets.** Burdekin Shire's distance to international and domestic markets means that new investment in agricultural and horticultural production is highly dependent upon benefitting from local competitive advantages.
- **Regulatory and policy environment.** It is possible that an evolving regulatory environment (such as related to the Great Barrier Reef) may constrain or create economic uncertainty.
- **Climate change.** Given the area's dependence on agriculture, the area is vulnerable to climate change. While the effects of climate change at a regional level are difficult to predict, it's likely that climate change will lead to greater increase in severe weather events for the region. This, coupled with the region's vulnerability to flooding, means that climate change will be a key risk to manage to ensure the viability of the region's economy. Industrial land supply should have reference to climate change considerations, where relevant.
- **Potential conflicts between industrial and agricultural land use.** There are synergies and potential tensions between the sorts of industrial activities that may be facilitated in rural areas versus those that ought to be directed to industrial land. For instance, the ability for a major food processor to locate immediately adjacent to the primary production supply chain (as often happens with sugar mills adjacent to sugar cane farming). If required, this may require Council to consider industrial activities in rural areas rather than established industrial locations.

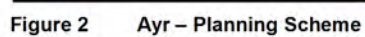
<sup>2</sup> See for instance [REDACTED] Jobs in manufacturing and agriculture are predominantly routine-manual, as such, they are susceptible to being automated. This in turn shifts the type of jobs in these industries away from low-skilled to higher skilled workers.



## 7.2 Conclusion

The key findings of this report are as follows:

- The economy of Burdekin Shire is heavily concentrated in the Agricultural and Manufacturing industries. These two industries are closely tied to the production and processing of sugar cane and results in an economy with relatively low levels of diversity and a reliance upon international agricultural markets.
- The population of Burdekin Shire has declined in recent years, with the potential for some very modest population growth identified for coming years. Residents of Burdekin Shire have a relatively older age profile than the balance of Queensland and Greater Brisbane.
- Industrial land supply in Burdekin Shire includes current land in the industrial zone and industrial investigation sub-areas. At present, industrial zoned land includes a significant proportion of land utilised for non-industrial uses, although in most instances this would easily transition to an industrial use if demand was available.
- In recent decades, the take-up of industrial zoned land in the Shire has been relatively subdued and primarily comprises of service industry and small rural industry uses.
- Under a range of demand forecast scenarios, Burdekin Shire has enough industrial zoned land to accommodate significantly more than 50 years supply of industrial land consumption.
- The current industrial land supply situation in the Shire is not undermining economic development and investment attraction. Council has significant scope to attract additional business activity to the Shire which utilises current industrial land supply. In some specific instances, industrial activities closely related to agricultural production may justify location in the Rural Zone.
- Council should ensure that the flexibility and opportunity exists to move quickly to attract a major industrial user, if such an investment opportunity was to present itself to the region. This includes identifying land suitable for major industrial activities in advance, for a fast and efficient approvals process when the need arises.





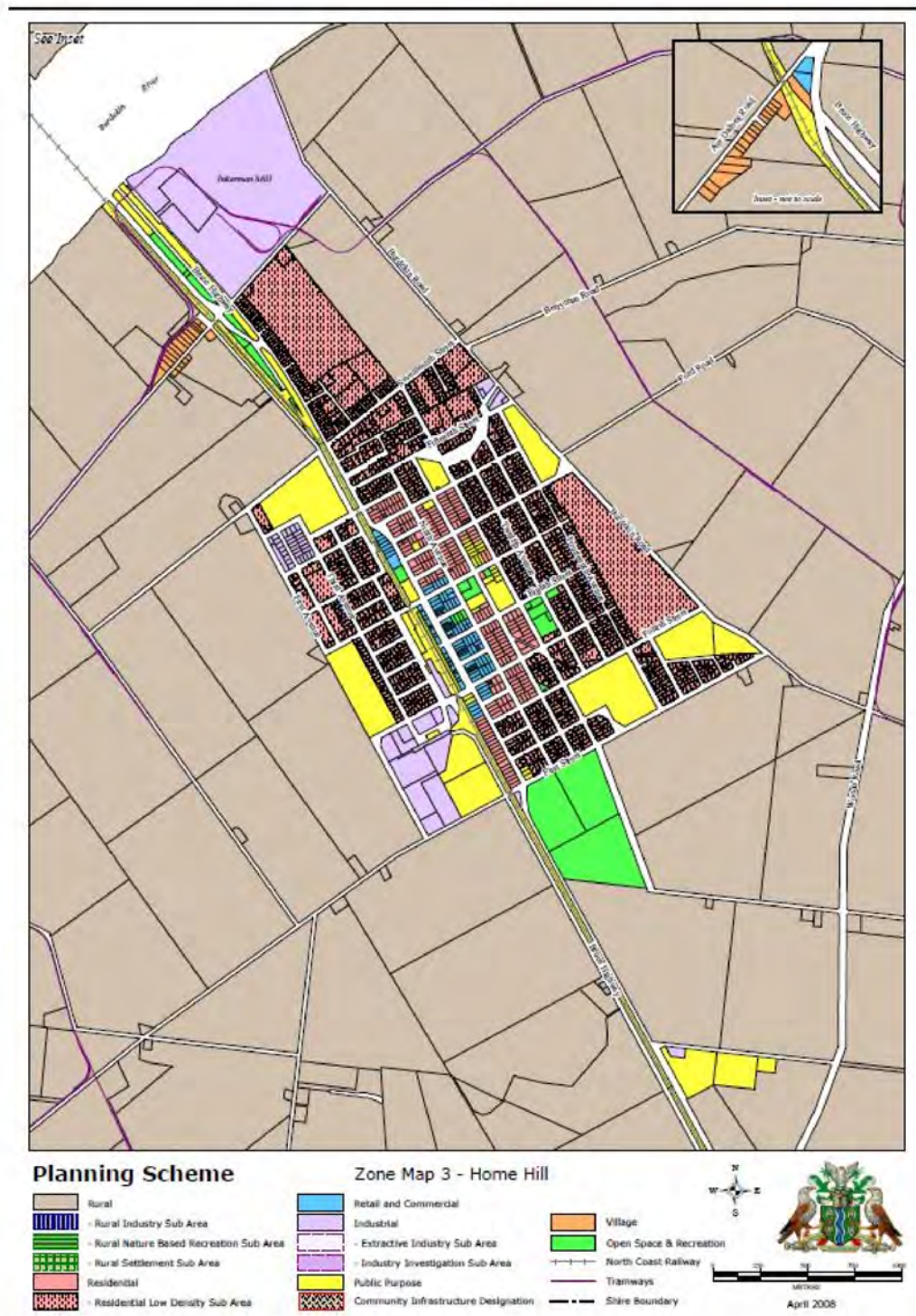


Figure 3 Home Hill – Planning Scheme

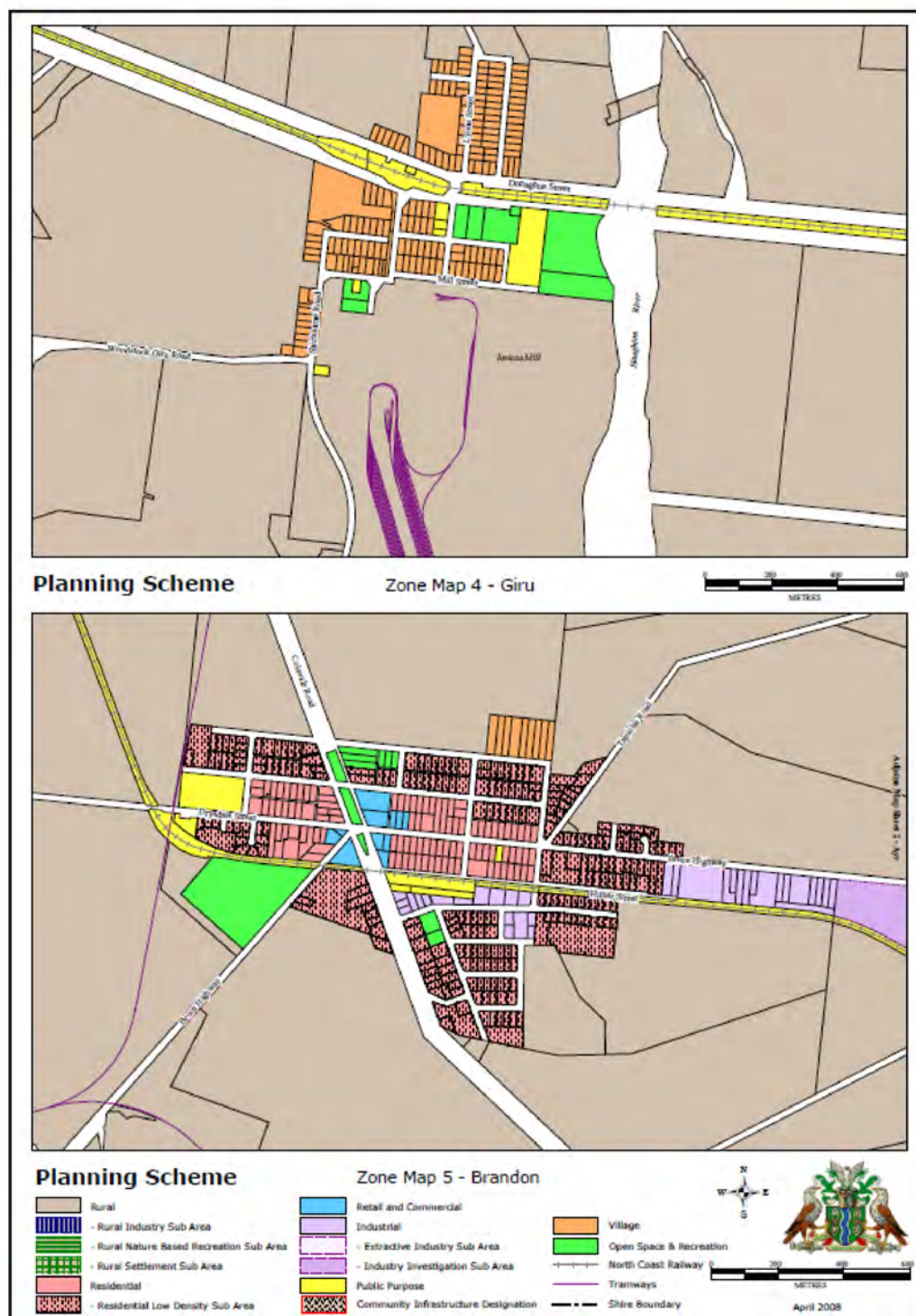


Figure 4 Ayr – Planning Scheme



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**6.4 TECHNICAL SERVICES**

**7 NOTICE OF MOTION**

**8 RECEIPT OF PETITIONS**

**9 CORRESPONDENCE FOR INFORMATION**

**10 GENERAL BUSINESS**

**11 CLOSED BUSINESS ITEMS**

**11.1 Confidential Report - Request to Annualise Contract Payments - Ayr Swimming Pool**

**12 DELEGATIONS**

