



SOUTH BURNETT
REGIONAL COUNCIL

AGENDA

Liveability Standing Committee Meeting Wednesday, 14 September 2022

**I hereby give notice that a Meeting of the Liveability Standing
Committee will be held on:**

Date: Wednesday, 14 September 2022

Time: 9.00am

**Location: Warren Truss Chamber
45 Glendon Street
Kingaroy**

**Peter O'May
Acting Chief Executive Officer**

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

Order Of Business

1	Opening	5
2	Leave of Absence / Apologies	5
3	Recognition of Traditional Owners	5
4	Declaration of Interest	5
5	Deputations/Petitions	6
5.1	Deputation - Kate McCormack - CTC Safer Communities Program.....	6
5.2	Flood Damage Update Presentation	7
6	Confirmation of Minutes of Previous Meeting	8
6.1	Minutes of the Liveability Standing Committee Meeting held on 10 August 2022.....	8
7	Notices of Motion	38
7.1	Notice of Motion - Community Health Transport Program - Kingaroy to Brisbane.....	38
7.2	Notice of Motion - Goodger School - Land of Reserve.....	39
8	Portfolio - Community Development, Arts & Heritage, Library Services and Waste & Recycling Management	40
8.1	Community Development, Arts & Heritage, Waste & Recycling Management and Library Services Portfolio Report	40
8.2	Minutes of the Youth Council held on Tuesday 9 August 2022.....	45
8.3	Community and Lifestyle Operational Update	49
8.4	Planning and Land Management Operational Update	56
8.5	Environment and Waste Services Operational Update	60
8.6	Waste Collection Services Contract - Recycling Extension.....	63
9	Portfolio - Development Services, Community & Social Housing	66
9.1	Development Services and Community & Social Housing Portfolio Report	66
9.2	Material change of use for a childcare centre at 101 Alford Street, Kingaroy (and described as Lot 25 on SP 237285) - Applicant: Shane Harris C/- ONF Surveyors.....	69
9.3	Wesleyan Methodist Church Nanango	102
9.4	Victory 777 Limited - Homelessness	103
10	Portfolio - Natural Resource Management, Compliance and Environmental Health ..	105
10.1	Natural Resource Management, Compliance and Environmental Health Portfolio Report	105
10.2	Natural Resource Management Operational Update	107
11	Portfolio - Rural Resilience and Disaster Recovery, Parks & Gardens, Property & Facility Management and First Nations Affairs	110
11.1	Rural Resilience & Disaster Recovery, Parks & Gardens, Property & Facility Management and First Nation Affairs Portfolio Report.....	110
11.2	Facilities and Parks Operational Update	112

11.3	Removal of asbestos containing material components to garden edges at Kingaroy Memorial Park	123
11.4	Replacement of existing septic system at Wooroolin public toilets	126
11.5	Durong Toilet Upgrades to Septic System.....	129
11.6	Installation of a Dump Point near Durong public toilets.....	132
11.7	QEII Park (and other) Public Toilets	321
11.8	Demolition of old tennis shelter at Windera Park	324
11.9	Tingoora Sports Ground - cricket improvements	329
11.10	Queensland Remembers, Community Grants Program Round 2	331
11.11	Facade Improvement Program.....	348
11.12	Flood Damage - soil restoration	365
11.13	Community Connection Local Built - Small grants program.....	368
12	Portfolio - Tourism & Visitor Information Centres, Sport & Recreation and Commercial Enterprises.....	377
12.1	Tourism & VIC's, Sport & Recreation and Commercial Enterprises Portfolio Report.....	377
12.2	Fishing and Infrastructure Grant.....	389
12.3	Amendment to Fees & Charges Schedule.....	392
12.4	Wondai Lawn Cemetery	394
13	Questions on Notice	398
13.1	Swimming Pool Revenue	398
13.2	Tipperary Flat Water Feature	399
14	Confidential Section	400
15	Closure of Meeting.....	400

- 1 OPENING**
- 2 LEAVE OF ABSENCE / APOLOGIES**
- 3 RECOGNITION OF TRADITIONAL OWNERS**
- 4 DECLARATION OF INTEREST**

5 DEPUTATIONS/PETITIONS**5.1 DEPUTATION - KATE MCCORMACK - CTC SAFER COMMUNITIES PROGRAM****File Number:** 14/09/2022**Author:** Executive Assistant**Authoriser:** General Manager Liveability**PRECIS**

Deputation by Kate McCormack.

SUMMARY

Kate McCormack will be attending at 9:00am to discuss a more streamlined way of booking and utilising the Council owned recreational areas, skate parks and public parks for the CTC Safer Communities Program activities. She would also like to start discussions for places that can positively be transformed through youth-led art initiatives including the rail trail and skate parks.

BACKGROUND

Nil

ATTACHMENTS

Nil

5.2 FLOOD DAMAGE UPDATE PRESENTATION

File Number: 14-09-2022
Author: Executive Assistant
Authoriser: General Manager Liveability

PRECIS

Flood Damage Update Presentation

SUMMARY

Flood Damage Update Presentation from Queensland Reconstruction Authority (QRA).

OFFICER'S RECOMMENDATION

That Council note the flood damage update presentation from Queensland Reconstruction Authority (QRA).

BACKGROUND

Presented at the Infrastructure Standing Committee Meeting on Wednesday 7 September 2022.

6.2 FLOOD DAMAGE UPDATE PRESENTATION

COMMITTEE RESOLUTION 2022/44

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

That Council lay this matter on the table and that it be referred to the Liveability Standing Committee Meeting on 14 September 2022.

In Favour: Crs Brett Otto, Gavin Jones, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 7/0

ATTACHMENTS

Nil

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1 MINUTES OF THE LIVEABILITY STANDING COMMITTEE MEETING HELD ON 10 AUGUST 2022

File Number: 14/09/2022

Author: Executive Assistant

Authoriser: Chief Executive Officer

OFFICER'S RECOMMENDATION

That the Minutes of the Liveability Standing Committee Meeting held on 10 August 2022 be received.

ATTACHMENTS

- 1. Minutes of the Liveability Standing Committee Meeting held on 10 August 2022**



MINUTES

Liveability Standing Committee Meeting

Wednesday, 10 August 2022

Order Of BusinessW

1	Opening	4
2	Leave of Absence / Apologies	4
3	Acknowledgement of Traditional Owners	4
4	Declaration of Interest	5
5	Deputations/Petitions	5
	5.1 Deputation - Kate Maudsley - Dog Park Facility	5
6	Confirmation of Minutes of Previous Meeting	6
	6.1 Minutes of the Liveability Standing Committee Meeting held on 13 July 2022	6
7	Notices of Motion	6
	7.1 Notice of Motion - In-Kind Support for Kumbia Hall Centenary	6
	7.2 Notice of Motion - Disaster Resilience Funding	6
	7.3 Notice of Motion - School Based Covid Vaccination Program.....	7
	7.4 Notice of Motion - Social Housing in Hivesville	8
8	Portfolio – Community, Arts, Heritage, Sport & Recreation	8
	8.1 Community, Arts, Heritage, Sport and Recreation Portfolio Report.....	8
	8.2 Minutes of the Youth Council held on 14 June 2022.....	9
9	Portfolio – Rural Services, Natural Resource Management, Planning & Compliance Services	9
	9.1 Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report.....	9
	9.1.1 Weed and Feral Animal Management Issues	10
	9.1.2 Feral Pig Management.....	10
	9.2 Natural Resource Management Operational Update	11
	9.3 Planning and Land Management Operational Update	12
	9.3.1 Question on Notice - Sharing Information.....	12
	9.4 Reconfiguring a Lot (1 lot into 3 lots) at 272 Mount McEuen Road, Mount McEuen (and described as Lot 221 on FY1361) - Applicant: Bruce and Andrea Anning C/- ONF Surveyors.....	12
10	Portfolio - Waste Management	15
	10.1 Waste Management Portfolio Report.....	15
	10.1.1 Wide Bay Burnett Regional Waste Steering Committee	15
	10.2 Environment and Waste Services Operational Update	16
11	Portfolio – Rural Resilience, Parks & Gardens, Property & Facility Management, Indigenous Affairs	16
	11.1 Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report.....	16
	11.1.1 Media Release	16
	11.2 Murgon Administration Building Boundary Realignment.....	17
	11.3 Gift of Land - Returned Services League - Kingaroy	17

11.4	Community and Lifestyle Operational Update	18
11.5	Grant application - Tourism Experience Development Fund.....	18
11.6	Renewal of Licence to Occupy - Barambah and District Aero Club - Hangar 6.....	19
11.7	Renewal of Lease - Queensland Police Citizens Youth Welfare Association (PCYC)	19
11.8	Renewal of Licence to Occupy - Barambah and District Aero Club - General Purpose Area - Terminal Building.....	20
11.9	Renewal of Licence to Occupy - Barambah and District Aero Club - Aerodrome Building.....	20
11.10	Facilities and Parks Operational Update	21
11.10.1	Question on Notice - Kingaroy Memorial Park.....	21
11.11	Update of damage to Parks after weather event.....	21
11.12	Boondooma Homestead - Conservation Management Plan	21
11.13	Incontinence Bins for Public Amenities.....	22
11.14	Kingaroy Lions Park - Toilet Upgrades	22
11.15	Alan Stirling Memorial Park - Design of Concept Plans	23
12	Questions on Notice	23
12.1	Question on Notice - Location of Nanango Christmas Decorations	23
12.1.1	Potential Christmas Decorations/Flags and Possible Street Art Installations	23
12.2	Green Waste.....	24
12.3	Maidenwell transfer station.....	24
12.4	Saleyard Washdown Facilities.....	24
12.4.1	Coolabunia Washdown Facility	25
13	Confidential Section	26
13.1	Tender Evaluation for the Management and Operation of the Wondai Swimming Pool	27
13.1.1	Swimming Pools.....	27
13.2	Tender - SBRCQ2122_75 Lease of Shops - Lamb Street Murgon	27
13.3	Lease - 66 & 68 Lamb Street Murgon.....	28
13.4	Approval to accept offers, and enter into to contracts for the sale of land.....	28
14	Closure of Meeting.....	29

**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
LIVEABILITY STANDING COMMITTEE MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 10 AUGUST 2022 AT 9.02AM**

PRESENT:**Councillors:**

Mayor Brett Otto (Mayor), Cr Jane Erkens, Cr Danita Potter, Cr Kirstie Schumacher, Cr Kathy Duff, Cr Scott Henschen

Council Officers:

Mark Pitt (Chief Executive Officer), Peter O'May (General Manager Liveability), Susan Jarvis (General Manager Finance & Corporate), Tim Low (Acting General Manager Infrastructure), Leanne Petersen (Manager Facilities and Park), Jennifer Pointon (Manager Community and Lifestyle), Kerri Anderson (Manager Finance and Sustainability), Michael Lisle (Acting Manager Environment and Planning), Carolyn Knudsen (Manager Corporate Services), Rebecca Bayntun (Land Investigation Officer), Jim Willmot (Coordinator NRM), Joanne Newbery (Communications Officer), Bree Hunt (Executive Assistant)

1 OPENING

The Mayor opened the meeting with the Lords Prayer and welcomed all attendees.

2 LEAVE OF ABSENCE / APOLOGIES**APOLOGY**

COMMITTEE RESOLUTION 2022/31

Moved: Mayor Brett Otto

Seconded: Cr Kathy Duff

That the apology received from Cr Jones be accepted and leave of absence granted.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

3 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Cr Duff acknowledged the traditional custodians of the land on which the meeting took place.

4 DECLARATION OF INTEREST

I, Cr Kirstie Schumacher inform this meeting that I have a declarable conflict of interest (as defined in section 150EN of the Local Government Act 2009) in **agenda Item 11.15 - Alan Stirling Memorial Park - Design of Concept Plans and Item 11.1 Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report**. The nature of my interest is as follows:

This declarable conflict of interest arises as I own an investment property at the Bunya Mountains.

I believe my conflict has no greater interest than any other member in the community.

I wish to participate in the decision in relation to this matter. I acknowledge that eligible Councillors must now determine, pursuant to section 150ES of the *Local Government Act 2009*, where I:

- May participate in the decision about the matter, including by voting on the matter; or
- Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible Councillors discuss and vote on the matter.

Attendance:

At 9:04am, Cr Kirstie Schumacher left the meeting.

DECLARATION OF INTEREST - STAY IN MEETING

COMMITTEE RESOLUTION 2022/32

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That Council resolve that Cr Schumacher has a declarable conflict of interest in the matter and notwithstanding the conflict, Cr Schumacher may participate in the matter, discuss and vote upon it, accepting that Cr Schumacher has no greater interest than anyone else in the community.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 5/0

Attendance:

At 9:05am, Cr Kirstie Schumacher returned to the meeting.

At 9:05am, Acting Manager Environment and Planning Michael Lisle entered the meeting.

At 9:05am, Manager Facilities and Parks Leanne Petersen left the meeting.

At 9:07am, Manager Facilities and Parks Leanne Petersen returned to the meeting.

5 DEPUTATIONS/PETITIONS

5.1 DEPUTATION - KATE MAUDSLEY - DOG PARK FACILITY

Kate Maudsley addressed the Committee to present a petition on establishing a Dog Park Facility in Murgon.

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1 MINUTES OF THE LIVEABILITY STANDING COMMITTEE MEETING HELD ON 13 JULY 2022

COMMITTEE RESOLUTION 2022/33

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the Minutes of the Liveability Standing Committee Meeting held on 13 July 2022 be received.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

7 NOTICES OF MOTION

7.1 NOTICE OF MOTION - IN-KIND SUPPORT FOR KUMBIA HALL CENTENARY

COMMITTEE RESOLUTION 2022/34

Moved: Mayor Brett Otto

Seconded: Cr Scott Henschen

That the Committee recommends to Council:

That South Burnett Regional Council:

1. Provide in-kind support to the Kumbia Hall Committee for the Centenary celebrations to be held between Saturday 3 and Sunday 4 September 2022.
2. Delegate authority to the Chief Executive Officer to negotiate and approve such based on available Council resources.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

7.2 NOTICE OF MOTION - DISASTER RESILIENCE FUNDING

COMMITTEE RECOMMENDATION

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That South Burnett Regional Council:

1. Allocate \$100,000 from the Queensland Reconstruction Authority funding to the establishment of a South Burnett Growers Group to assist in identifying projects that support recovery in the region, while encouraging information sharing and collaboration across the
-

agricultural sector. This group would develop a charter and use these funds to undertake research and explore potential new crops opportunities, to understand domestic and international market potential of new and existing crops and prepare for changing climate. This allocation would be considered seed funding and the use of this funding would be at the discretion of the grower group members (provided it aligned with the QRA funding criteria and metrics).

2. Coordinate a series of local stakeholder meeting whereby growers are invited to the table to participate, to explore the concept and develop a structure that works for them.

COMMITTEE RESOLUTION 2022/35

Moved: Mayor Brett Otto

Seconded: Cr Jane Erkens

Procedural Motion:

That the matter lay on the table until the November Standing Committee Meeting.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter and Kathy Duff

Against: Crs Kirstie Schumacher and Scott Henschen

CARRIED 4/2

Attendance:

At 9:35am, Acting Manager Environment and Planning Michael Lisle left the meeting.

7.3 NOTICE OF MOTION - SCHOOL BASED COVID VACCINATION PROGRAM

COMMITTEE RESOLUTION 2022/36

Moved: Cr Kathy Duff

Seconded: Cr Jane Erkens

That the Committee recommends to Council that:

Council approach Darling Downs Health as to the possibility of offering school based Moderna vaccinations within schools across the South Burnett.

In Favour: Crs Brett Otto, Jane Erkens, Kirstie Schumacher and Kathy Duff

Against: Crs Danita Potter and Scott Henschen

CARRIED 4/2

Attendance:

At 9:44am, Acting Manager Environment and Planning Michael Lisle returned to the meeting.

At 9:45am, Acting General Manager Infrastructure Tim Low left the meeting.

At 9:50am, Acting General Manager Infrastructure Tim Low returned to the meeting.

7.4 NOTICE OF MOTION - SOCIAL HOUSING IN HIVESVILLE

COMMITTEE RECOMMENDATION

Moved: Cr Kathy Duff
Seconded: Cr Jane Erkens

That the Committee recommends to Council:

That 9 Barr St Hivesville be withdrawn from sale and the land be designated as a 'social housing asset' and that expressions of interest be sought from not-for-profit organisations to construct affordable housing through an agreement with Council to accommodate a local family within Hivesville.

COMMITTEE RESOLUTION 2022/37

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

Procedural Motion:

That the matter lay on the table until the General Council Meeting on 24 August 2022.

In Favour: Crs Jane Erkens, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Crs Brett Otto and Kathy Duff

CARRIED 4/2

8 PORTFOLIO – COMMUNITY, ARTS, HERITAGE, SPORT & RECREATION**8.1 COMMUNITY, ARTS, HERITAGE, SPORT AND RECREATION PORTFOLIO REPORT**

COMMITTEE RESOLUTION 2022/38

Moved: Cr Danita Potter
Seconded: Cr Kathy Duff

That Cr Potter's Community, Arts, Heritage, Sport and Recreation Portfolio Report to Council be received for information.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

8.2 MINUTES OF THE YOUTH COUNCIL HELD ON 14 JUNE 2022

COMMITTEE RESOLUTION 2022/39

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

That Council receive and note the minutes of the Youth Council held on Tuesday, 14 June 2022.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

9 PORTFOLIO – RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING & COMPLIANCE SERVICES**Attendance:**

At 9:58am, Coordinator NRM Jim Willmot entered the meeting.

At 10:00am, Cr Danita Potter left the meeting.

At 10:02am, Cr Danita Potter returned to the meeting.

At 10:18am, Manager Facilities and Parks Leanne Petersen left the meeting.

At 10:25am, Manager Community and Lifestyle Jennifer Pointon left the meeting.

At 10:29am, Manager Community and Lifestyle Jennifer Pointon returned to the meeting.

At 10:35am, Manager Facilities and Parks Leanne Petersen returned to the meeting.

9.1 RURAL SERVICES, NATURAL RESOURCE MANAGEMENT, PLANNING AND COMPLIANCE SERVICES PORTFOLIO REPORT

COMMITTEE RESOLUTION 2022/40

Moved: Cr Scott Henschen
Seconded: Cr Kirstie Schumacher

That Cr Henschen's Rural Services, Natural Resource Management, Planning and Compliance Services Portfolio Report to Council be received for information.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

9.1.1 WEED AND FERAL ANIMAL MANAGEMENT ISSUES

COMMITTEE RESOLUTION 2022/41

Moved: Mayor Brett Otto

Seconded: Cr Kirstie Schumacher

That a report be brought to the August General Council Meeting as to measures to be undertaken as a matter of priority in relation to critical and emerging weed and feral animal management issues in the South Burnett region.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

9.1.2 FERAL PIG MANAGEMENT

COMMITTEE RESOLUTION 2022/42

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That Council:

- Scope a project plan to manage and control a feral pig population and provide indicative costs to bolster controls and education awareness programs;
- Schedule a meeting with our neighbouring Council's NRM teams to discuss a collaborative approach to feral pig management and shared target to suppress feral pig populations;
- Work with Queensland Biosecurity officers to coordinate a mock exercise with key industry stakeholders and Council's Disaster Management Team;
- Establish a working group and develop a biosecurity plan that is fit for purpose for our region;
- That these measures are reported back to consecutive Liveability Standing Committee Meeting's to demonstrate that these matters are progressed and;
- Introduce an elevated media campaign.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

ADJOURN MORNING TEA

COMMITTEE RESOLUTION 2022/43

Moved: Mayor Brett Otto
Seconded: Cr Scott Henschen

That the meeting adjourn for morning tea.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

During the adjournment, a Citizenship Ceremony was held for Mrs Maria Meneses.

Attendance:

At 10:55am, Coordinator NRM Jim Willmot left the meeting.

At 10:55am, Manager Facilities and Parks Leanne Petersen left the meeting.

RESUME MEETING

COMMITTEE RESOLUTION 2022/44

Moved: Mayor Brett Otto
Seconded: Cr Scott Henschen

That the meeting resume at 11:32am.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

9.2 NATURAL RESOURCE MANAGEMENT OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2022/45

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

That the Natural Resource Management Operational update be received for information.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

9.3 PLANNING AND LAND MANAGEMENT OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2022/46

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the Planning and Land Management Operational update be received for information.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

9.3.1 QUESTION ON NOTICE - SHARING INFORMATION

Question on Notice from Cr Kirstie Schumacher:

Are the issues paper, car parking report and documents that were prepared and workshopped by Council relevant to the Planning Scheme able to be shared publicly?

Attendance:

At 11:36am, Manager Facilities and Parks Leanne Petersen returned to the meeting.

9.4 RECONFIGURING A LOT (1 LOT INTO 3 LOTS) AT 272 MOUNT MCEUEN ROAD, MOUNT MCEUEN (AND DESCRIBED AS LOT 221 ON FY1361) - APPLICANT: BRUCE AND ANDREA ANNING C/- ONF SURVEYORS

COMMITTEE RESOLUTION 2022/47

Moved: Cr Danita Potter

Seconded: Cr Kathy Duff

That the Committee recommends to Council:

That Council approve the development permit for a Reconfiguring a lot (1 lot into 3 lots) at Mount McEuen Road, Mount McEuen (and described as Lot 221 on FY1361) and situated - Applicant: Bruce and Andrea Anning C/- ONF Surveyors.

GENERAL

GEN1. The approved development must be completed and maintained generally in accordance with the approved plans and documents, except where amended by the conditions of this permit:

Drawing Title	Prepared by	Ref No.	Rev.	Date
Proposed Subdivision	ONF Surveyors	10357p/1	-	1/3/2022
Sight Distance Report	ATC Engineers and Project Managers	-	1.0	12/5/2022

Timing: At all times.

GEN2. All works, including the repair or relocation of services is to be completed at no cost to Council.

COMPLIANCE

GEN4. All conditions of this approval are to be satisfied prior to Council endorsing the Survey Plan, and it is the applicant's responsibility to notify Council to inspect compliance with conditions.

A fee will be charged, with payment required prior to Council's approval of the associated documentation requiring assessment.

OUTSTANDING FEES

GEN5. Prior to sealing of Survey Plan the applicant is required to pay the Council all rates and charges or any expenses being charged over the subject land under any Act in accordance with Schedule 18 Section 69 of the Planning Regulation 2017.

SURVEY MARKS

RAL1. Prior to the submission of the Survey Plan to Council, the applicant is to reinstate survey Marks and install new survey marks in their correct position in accordance with the Survey Plan, and the work is to be certified in writing by a Licensed Surveyor.

VALUATION FEES

RAL2. Payment of Department of Natural Resources and Mines valuation fee that will result from the issue of split valuations prior to Council sealing the Survey Plan. The contribution is currently assessed at \$96.00 (2 x \$48.00); however, the actual amount payable will be based on Council's Register of Regulatory & Cost-Recovery Fees and the rate applicable at the time of payment.

PLANNING

RAL3. All development involving the emission of noise, odour and dust from ongoing uses, building and/or construction activities, must ensure that the emissions are in accordance with the requirements of the Environmental Protection Act 1994.

Timing: As indicated.

PROPERTY BOUNDARIES

RAL4. All existing on-site structure, dams and sewerage treatment facilities including transpiration and irrigation areas are to be relocated so as not to cross the proposed property boundary.

ENGINEERING WORKS

ENG1. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to Council's endorsement of the Survey Plan unless stated otherwise.

ENG2. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council Standards, relevant Australian Standards, and relevant design manuals.

ENG3. Be responsible for any alteration necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or other public utility installations resulting from the development or from road and drainage works required in connection with the development.

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

-
- ENG4. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG5. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

STORMWATER MANAGEMENT

- ENG6. Provide overland flow paths that do not adversely alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG7. Adjoining properties and roadways to the development are to be protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.

WATER SUPPLY

- ENG8. Future dwellings shall provide on-site water storage with a minimum capacity of 45kl.

ON-SITE WASTEWATER TREATMENT

- ENG9. Future Dwellings must be connected to an on-site wastewater disposal system, in accordance with AS 1547 and the Queensland Plumbing and Wastewater Code.

Timing: Prior to the issue of a Building Approval for a future Dwelling on the proposed lots.

VEHICLE ACCESS

- ENG10. Accesses are to be constructed in accordance with Council Standard Drawing 00049.
- ENG11. All accesses shall be located in accordance with Figure 2 of the Sight Distance Report prepared by ATC Engineers and Project Managers, version 1.0 dated 12 May 2022.
- ENG12. The proposed access location for proposed Lot 4 on Dip Road is to be a minimum 180m from the intersection with Mount McEuen Road.
- ENG13. Carry out the recommendations contained in the 'Conclusion' of the Sight Distance Report prepared by ATC Engineers and Project Managers, version 1.0 dated 12 May 2022

TELECOMMUNICATION AND ELECTRICITY

- ENG14. Provide telecommunications to all lots within the development.
- ENG15. Prior to Council sealing the Survey Plan the applicant is to provide each lot with an electricity supply. The standards of service nominated by the electricity supply authority with reticulated electricity to be made available at the property boundary.

SERVICES - EXISTING CONNECTIONS

- ENG16. Ensure that all services provided to the existing house on proposed Lot 5 are wholly located within the lot(s) it serves.

EROSION AND SEDIMENT CONTROL - GENERAL

- ENG17. Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

STANDARD ADVICE

- ADV1. Section 85(1)(a) of the *Planning Act 2016* provides that, if this approval is not acted upon within a period of four (4) years the approval will lapse.

ADV2. This development approval does not authorise any activity that may harm Aboriginal Cultural Heritage. Under the Aboriginal Cultural Heritage Act 2003 you have a duty of care in relation to such heritage. Section 23(1) provides that "A person who carries out an activity must take all reasonable and practicable measures to ensure the activity does not harm Aboriginal Cultural Heritage." Council does not warrant that the approved development avoids affecting Aboriginal Cultural Heritage. It may therefore, be prudent for you to carry out searches, consultation, or a Cultural Heritage assessment to ascertain the presence or otherwise of Aboriginal Cultural Heritage. The Act and the associated duty of care guidelines explain your obligations in more detail and should be consulted before proceeding. A search can be arranged by visiting <https://www.datsip.qld.gov.au> and filling out the Aboriginal and Torres Strait Islander Cultural Heritage Search Request Form.

ADV3. Attached for your information is a copy of Chapter 6 of the Planning Act 2016 as regards Appeal Rights.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

10 PORTFOLIO - WASTE MANAGEMENT

10.1 WASTE MANAGEMENT PORTFOLIO REPORT

COMMITTEE RESOLUTION 2022/48

Moved: Cr Danita Potter

Seconded: Cr Kirstie Schumacher

That the Waste Management Portfolio Report to Council be received for information.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

10.1.1 WIDE BAY BURNETT REGIONAL WASTE STEERING COMMITTEE

COMMITTEE RESOLUTION 2022/49

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommends to Council:

That the Waste Portfolio holder be nominated as Council's delegate for the Wide Bay Burnett Regional Waste Steering Committee and invited to the relevant meetings.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

10.2 ENVIRONMENT AND WASTE SERVICES OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2022/50

Moved: Cr Kirstie Schumacher
Seconded: Cr Scott Henschen

That the Environment and Waste Services Update be received for information.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11 PORTFOLIO – RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT, INDIGENOUS AFFAIRS**Attendance:**

At 11:44am, Acting Manager Environment and Planning Michael Lisle left the meeting.

11.1 RURAL RESILIENCE, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT AND INDIGENOUS AFFAIRS PORTFOLIO REPORT

COMMITTEE RESOLUTION 2022/51

Moved: Cr Kathy Duff
Seconded: Cr Danita Potter

That Cr Duff's Rural Resilience, Parks & Gardens, Property & Facility Management and Indigenous Affairs Portfolio Report to Council be received for information.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11.1.1 MEDIA RELEASE

RESOLVED 2022/52

A media release be distributed regarding the establishment of Corbet's Fuel Cell in Durong and promoting the Durong Store's opening day on Saturday 13 August 2022 from 1pm.

11.2 MURGON ADMINISTRATION BUILDING BOUNDARY REALIGNMENT

COMMITTEE RESOLUTION 2022/53

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the Committee recommends to Council to:

1. Apply to the Department of Resources, for a deed of grant over Lot 2 on M55131, which is a Reserve for Local Government, and set aside \$40,000 in the 2022-23 budget to convert tenure to freehold, undertake the realignment of the boundaries and relocation of water infrastructure servicing Council's administration building.
2. Approve, in accordance with Section 236 of the *Local Government Regulation 2012* as a disposal of a non-current asset to a not-for profit organisation, to dispose part of the Reserve for Local Government (being Lot 2 on M55131), which is subject to an encroachment by the Returned & Services League of Australia (Queensland Branch) Murgon Sub-Branch Inc.
3. Accept the gift of land, being that part of L110 on SP315753, which is encroached upon by ancillary improvements of the Murgon administration building (carpark and hedges).

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11.3 GIFT OF LAND - RETURNED SERVICES LEAGUE - KINGAROY

COMMITTEE RESOLUTION 2022/54

Moved: Cr Kirstie Schumacher

Seconded: Cr Danita Potter

That the Committee recommends to Council to:

That South Burnett Regional Council investigate further the availability of Council-owned land to transfer to the Kingaroy/Memerambi Sub Branch Inc of the Returned Services League, for nil consideration in accordance with Section 236(1)(b)(ii) of the *Local Government Regulation 2012*.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11.4 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2022/55

Moved: Cr Danita Potter
 Seconded: Cr Scott Henschen

That the Community and Lifestyle Operational update be received for information.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11.5 GRANT APPLICATION - TOURISM EXPERIENCE DEVELOPMENT FUND

COMMITTEE RESOLUTION 2022/56

Moved: Cr Kirstie Schumacher
 Seconded: Cr Kathy Duff

That the Committee recommends to Council:

- That Council develop and submit an application to the Tourism Experience Development Fund for the following capital works plan.

Project	Description
Install (9) new split air-conditioners into cabins. Bjelke-Petersen Dam	Upgrade air conditioners
Install new Vinyl in Kiosk Kitchen (compliance with food safety) Bjelke-Petersen Dam	Upgrade flooring to improve functionality of Kiosk Kitchen
Sand & Polish Kiosk Public Area. Bjelke-Petersen Dam	Upgrade Kiosk flooring.
Purchase & Installation of New Carports. Bjelke-Petersen Dam	Install Cabin carports
Installation of Shower in Accommodation/Contractors facility. Bjelke-Petersen Dam	Install new showers to single cabin accommodation.
Boondooma Kiosk improvements	Internal & external paint, carpet & A/C
	Total project costs: \$200,000

- That the current capital works program allocation of \$127,000 be earmarked for this project and subject to the grant application being approved, an additional \$23,000 be provided in the 1st quarter capital budget review to fund Council's portion of the total project costs (i.e., 75% \$150,000 of total project cost of \$200,000).
- That should the grant application be unsuccessful a revised capital works program be prepared with a reduced scope of works matching the original budget allocation of \$127,000.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11.6 RENEWAL OF LICENCE TO OCCUPY - BARAMBAH AND DISTRICT AERO CLUB - HANGAR 6

COMMITTEE RESOLUTION 2022/57

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council that:

1. That South Burnett Regional Council, in accordance with *s236(1) (b)(ii)* of the *Local Government Regulation 2012*, enter into a Licence to Occupy with the Barambah District Aero Club Inc. for Hangar 6 as part of Lot 5 on RP83495 for a term of 5 years with an option for 5 years for a rental amount of \$155.12 (plus GST) with annual CPI reviews.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate finalise and execute the Licence to Occupy between Council and the Barambah District Aero Club Inc. on terms and conditions the Chief Executive Officer considers are satisfactory to Council.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11.7 RENEWAL OF LEASE - QUEENSLAND POLICE CITIZENS YOUTH WELFARE ASSOCIATION (PCYC)

COMMITTEE RESOLUTION 2022/58

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council that:

1. That South Burnett Regional Council, in accordance with *s236(1)(b)(ii)* of the *Local Government Regulation 2012*, enter into a Trustee Lease with the Queensland Police – Citizens Association for part of Lot 7 on SP217287 known as Lease Area D, F and J. for a term of ten (10) years for rental amount of \$75.00 per annum (GST exclusive).
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate finalise and execute the Trustee Lease between Council and the Queensland Police – Citizens Youth Welfare Association on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11.8 RENEWAL OF LICENCE TO OCCUPY - BARAMBAH AND DISTRICT AERO CLUB - GENERAL PURPOSE AREA - TERMINAL BUILDING

COMMITTEE RESOLUTION 2022/59

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the Committee recommends to Council that:

1. That South Burnett Regional Council, in accordance with *s236(1) (b)(ii)* of the *Local Government Regulation 2012*, enter into a Licence to Occupy with the Barambah District Aero Club Inc. for General Purpose Area part of Lot 5 on RP83495 for a term of 5 years with an option for 5 years for a rental amount of \$75.00 per annum (plus GST).
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate finalise and execute the Licence to Occupy between Council and the Barambah District Aero Club Inc. on terms and conditions the Chief Executive Officer considers are satisfactory to Council.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11.9 RENEWAL OF LICENCE TO OCCUPY - BARAMBAH AND DISTRICT AERO CLUB - AERODROME BUILDING

COMMITTEE RESOLUTION 2022/60

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

That the Committee recommends to Council that:

1. That South Burnett Regional Council, in accordance with *s236(1) (b)(ii)* of the *Local Government Regulation 2012*, enter into a Licence to Occupy with the Barambah District Aero Club Inc. for the Aero Club Building part of Lot 5 on RP83495 for a term of 5 years with an option for 5 years for a rental amount of \$264.22 per annum (plus GST) with an annual CPI Indexed increase.
2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate finalise and execute the Licence to Occupy between Council and the Barambah District Aero Club Inc. on terms and conditions the Chief Executive Officer considers are satisfactory to Council.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11.10 FACILITIES AND PARKS OPERATIONAL UPDATE

COMMITTEE RESOLUTION 2022/61

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Facilities and Parks Operational update be received for information.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11.10.1 QUESTION ON NOTICE - KINGAROY MEMORIAL PARK

Question on Notice from Cr Kirstie Schumacher:

Are there any upcoming funding grants or opportunities for Kingaroy Memorial Park?

Attendance:

At 12:45pm, Cr Scott Henschen left the meeting.

At 12:46pm, Cr Scott Henschen returned to the meeting.

11.11 UPDATE OF DAMAGE TO PARKS AFTER WEATHER EVENT

COMMITTEE RESOLUTION 2022/62

Moved: Cr Kathy Duff

Seconded: Cr Kirstie Schumacher

That the information be received.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0**Attendance:**

At 12:47pm, Cr Danita Potter left the meeting.

At 12:50pm, Cr Danita Potter returned to the meeting.

11.12 BOONDOOMA HOMESTEAD - CONSERVATION MANAGEMENT PLAN

COMMITTEE RESOLUTION 2022/63

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the Committee recommends to Council that:

Boondooma Homestead Conservation Management Plan is endorsed as the principal guiding tool for the owners and managers of Boondooma Homestead to direct the future management,

maintenance, and conservation works, adaptive reuse, new works, potential future uses, and interpretation of the heritage place.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

11.13 INCONTINENCE BINS FOR PUBLIC AMENITIES

COMMITTEE RESOLUTION 2022/64

Moved: Cr Scott Henschen

Seconded: Cr Danita Potter

The report be received for information and that a review be undertaken and a report be brought back to a future standing committee meeting detailing options to trial incontinence bins in male toilets for high use halls and facilities.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

Attendance:

At 1:20pm, Communications Officer Joanne Newbery left the meeting.

At 1:24pm, Communications Officer Joanne Newbery returned to the meeting.

11.14 KINGAROY LIONS PARK - TOILET UPGRADES

COMMITTEE RESOLUTION 2022/65

Moved: Mayor Brett Otto

Seconded: Cr Danita Potter

That Committee recommends to Council that:

1. The Kingaroy Lions Park amenities is replaced with a new accessible and total inclusive amenity, and;
2. Additional allocation of \$190,000 for the construction of a new amenity, footpaths, and disable carpark be provided from Building Asset Restricted Cash in 2022/2023.

In Favour: Crs Brett Otto, Danita Potter, Kirstie Schumacher and Scott Henschen

Against: Crs Jane Erkens and Kathy Duff

CARRIED 4/2

11.15 ALAN STIRLING MEMORIAL PARK - DESIGN OF CONCEPT PLANS

COMMITTEE RESOLUTION 2022/66

Moved: Mayor Brett Otto

Seconded: Cr Danita Potter

The Committee recommends to Council that:

1. The development of concept plan for Alan Stirling Memorial Park be added to the Operational Plan for 2023/2024 and;
2. Scope of works and costing for the concept plan be considered in the 2023/2024 Budget

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0**12 QUESTIONS ON NOTICE****12.1 QUESTION ON NOTICE - LOCATION OF NANANGO CHRISTMAS DECORATIONS**

COMMITTEE RESOLUTION 2022/67

Moved: Cr Kathy Duff

Seconded: Cr Scott Henschen

That the response to the question regarding Location of Nanango Christmas decorations and flags raised by Councillor Jane Erkens be received and noted.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0**12.1.1 POTENTIAL CHRISTMAS DECORATIONS/FLAGS AND POSSIBLE STREET ART INSTALLATIONS**

COMMITTEE RESOLUTION 2022/68

Moved: Mayor Brett Otto

Seconded: Cr Jane Erkens

A report be brought back to the October Liveability Standing Committee Meeting as to options and costings for potential Christmas decorations/flags and other possible street art installations at Nanango.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

12.2 GREEN WASTE

COMMITTEE RESOLUTION 2022/69

Moved: Cr Kirstie Schumacher

Seconded: Cr Scott Henschen

That the response to the question regarding green waste burning raised by Councillor Kirstie Schumacher be received and noted.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

12.3 MAIDENWELL TRANSFER STATION

COMMITTEE RESOLUTION 2022/70

Moved: Mayor Brett Otto

Seconded: Cr Danita Potter

That the response to the question regarding Maidenwell transfer station raised by Mayor Brett Otto be received and noted.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

12.4 SALEYARD WASHDOWN FACILITIES

COMMITTEE RESOLUTION 2022/71

Moved: Cr Kirstie Schumacher

Seconded: Cr Kathy Duff

That the response to the question regarding saleyard washdown facility raised by Councillor Scott Henschen be received and noted.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

12.4.1 COOLABUNIA WASHDOWN FACILITY

COMMITTEE RESOLUTION 2022/72

Moved: Mayor Brett Otto

Seconded: Cr Danita Potter

That a report be brought to the February 2023 Liveability Standing Committee Meeting in relation to options and capital costs for the upgrade of the Coolabunia Washdown facility including consideration for a card operating system as part of the 2023/2024 budget deliberations.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0**ADJOURN LUNCH**

COMMITTEE RESOLUTION 2022/73

Moved: Mayor Brett Otto

Seconded: Cr Scott Henschen

That the meeting adjourn for lunch.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0**Attendance:**

At 2:42pm, Land Investigation Officer Rebecca Bayntun entered the meeting.

At 2:52pm, Manager Corporate Services Carolyn Knudsen entered the meeting.

RESUME MEETING

COMMITTEE RESOLUTION 2022/74

Moved: Mayor Brett Otto

Seconded: Cr Scott Henschen

That the meeting resume at 2:52pm.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

13 CONFIDENTIAL SECTION

COMMITTEE RESOLUTION 2022/75

Moved: Cr Scott Henschen

Seconded: Cr Kirstie Schumacher

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the *Local Government Regulation 2012*:

13.1 Tender Evaluation for the Management and Operation of the Wondai Swimming Pool

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

13.2 Tender - SBRCQ2122_75 Lease of Shops - Lamb Street Murgon

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

13.3 Lease - 66 & 68 Lamb Street Murgon

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

13.4 Approval to accept offers, and enter into to contracts for the sale of land.

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0**Attendance:**

At 3:18pm, Manager Finance and Sustainability Kerri Anderson left the meeting.

At 3:19pm, Manager Finance and Sustainability Kerri Anderson returned to the meeting.

COMMITTEE RESOLUTION 2022/76

Moved: Mayor Brett Otto
Seconded: Cr Scott Henschen

That Council moves out of Closed Council into Open Council.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

13.1 TENDER EVALUATION FOR THE MANAGEMENT AND OPERATION OF THE WONDAI SWIMMING POOL

COMMITTEE RESOLUTION 2022/77

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That the Committee recommends to Council:

That South Burnett Regional Council award tender SBRC-21/22-16 to Natalie Mann as per their tender price submitted.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

13.1.1 SWIMMING POOLS

RESOLVED 2022/78

A report to come back to a future Standing Committee Meeting providing information on revenue for all of the swimming pools.

13.2 TENDER - SBRCQ2122_75 LEASE OF SHOPS - LAMB STREET MURGON

COMMITTEE RESOLUTION 2022/79

Moved: Cr Kirstie Schumacher
Seconded: Cr Danita Potter

That the Committee recommends to Council that:

1. That the South Burnett Regional Council in accordance with *s226 (1) of the Local Government Regulation 2012*, enter into a lease with the Cornerstone Christian Ministries Inc. for part of Lot 1 on M55124 known as Shop 70 for a term of 12 months with four (4) options of 12 months for an annual rental of \$10,400 plus GST with fixed annual rental increases of 3%.
 2. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate finalise and execute the Lease between Council and the Cornerstone
-

Christian Ministries Inc. on terms and conditions as offered in tender SBRCQ2122_75 and that the Chief Executive Officer reasonably considers are satisfactory to Council.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

13.3 LEASE - 66 & 68 LAMB STREET MURGON

COMMITTEE RESOLUTION 2022/80

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the Committee recommends to Council that:

1. That the South Burnett Regional Council in accordance with s236 (1)(a)(i) of the *Local Government Regulation 2012* enter into a lease with Serendipity (WA) Pty Ltd, trading as Advanced Personnel Management for part of Lot 1 on M55124 known as Shop 66 and 68 for a term of three (3) years for a rental amount of \$35,000 per annum plus GST with an annual rental increase of 3%.
2. South Burnett Regional Council provide six (6) months rental free from the commencement of the lease.
3. South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate finalise and execute the Lease between Council and Serendipity (WA) Pty Ltd, trading as Advance Personnel Management on terms and conditions that the Chief Executive Officer reasonably considers are satisfactory to Council.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

13.4 APPROVAL TO ACCEPT OFFERS, AND ENTER INTO TO CONTRACTS FOR THE SALE OF LAND.

COMMITTEE RESOLUTION 2022/81

Moved: Mayor Brett Otto

Seconded: Cr Scott Henschen

Procedural Motion:

That the matter lay on the table until the August General Council Meeting on 24 August 2022.

In Favour: Crs Brett Otto, Jane Erkens, Danita Potter, Kirstie Schumacher, Kathy Duff and Scott Henschen

Against: Nil

CARRIED 6/0

14 CLOSURE OF MEETING

The Meeting closed at 3:35pm.

The minutes of this meeting were confirmed at the Liveability Standing Committee Meeting held on 14 September 2022.

.....
CHAIRPERSON

7 NOTICES OF MOTION**7.1 NOTICE OF MOTION - COMMUNITY HEALTH TRANSPORT PROGRAM - KINGAROY TO BRISBANE****File Number: 14/9/2022**

I, Councillor Brett Otto, give notice that at the next Liveability Standing Committee Meeting to be held on 14 September 2022, I intend to move the following motion:

MOTION

That the Committee recommends to Council:

That Council progress community consultation and costings to establish a community health transport program from Kingaroy to Brisbane, with a report to be brought to the November Liveability Standing Committee meeting.

RATIONALE

There are many specialist and hospital services for which local residents need to travel to Brisbane. Significant demand is unable to be met by existing service providers. As such, many low income and elderly residents are not able to attend critical appointments, thereby having a detrimental affect on their health. It is proposed that Council fund a community transport program through the provision of a mini-bus and funding of operational costs, with a volunteer driver and support driver scheme established to resource the program. Revenue to cover operational costs could be recovered by a transport fee of an amount less than or equal to the amount claimable under the Queensland Patient Travel Subsidy Scheme.

CORPORATE PLAN

IN13 Advocate and support the specialist health services needs of our residents.

EC6 Appropriately support and encourage volunteers, advisory groups and community organisations to value add to Council's services and infrastructure.

I commend this Notice of Motion to Council.

ATTACHMENTS

Nil

7.2 NOTICE OF MOTION - GOODGER SCHOOL - LAND OF RESERVE**File Number: 14/7/2022**

I, Councillor Danita Potter, give notice that at the next Ordinary Meeting of Council to be held on 14 September 2022, I intend to move the following motion:

MOTION

That the Committee recommends to Council:

That South Burnett Regional Council:

1. Liaise with the State Government to investigate the current trustee lease arrangements of the old Goodger School grounds to determine a suitable future management arrangement with a report to be brought to a future Standing Committee meeting.
2. That until suitable management arrangements are determined, Council undertake required mowing of the reserve area.

RATIONALE

At the moment I am using my discretionary funds to mow the area and because all of the Trustees have passed and it seems the Goodger School committee only consists of Mal Goodger and he is unable to look after the property.

We have a community group "Garden of Learning" who have talked about taking this on but the lease will need to be sorted because of the above reasons.

This area is the only access to the wetlands so it would need to be organised that community can still access.

I commend this Notice of Motion to Council.

ATTACHMENTS**Nil**

8 PORTFOLIO - COMMUNITY DEVELOPMENT, ARTS & HERITAGE, LIBRARY SERVICES AND WASTE & RECYCLING MANAGEMENT

8.1 COMMUNITY DEVELOPMENT, ARTS & HERITAGE, WASTE & RECYCLING MANAGEMENT AND LIBRARY SERVICES PORTFOLIO REPORT

File Number: 14-09-2022

Author: Councillor

Authoriser: General Manager Liveability

PRECIS

Community Development, Arts & Heritage, Waste & Recycling Management and Library Services Portfolio Report

SUMMARY

Cr Potter presented her Community Development, Arts & Heritage, Waste & Recycling Management and Library Services Portfolio Report to Council.

OFFICER'S RECOMMENDATION

That Cr Potter's Community Development, Arts & Heritage, Waste & Recycling Management and Library Services Portfolio Report to Council be received for information.

Community Development:

Health

Darling Downs and West Moreton PHN has received funding to establish a Head to Health (H2H) satellite in Kingaroy. Council has been participating in the co-design of the Head to Health Hub and through this co-design process we are aiming that the Kingaroy Satellite will provide a welcoming service with low stigma, soft entry to engagement with services through assessment, triage, warm referrals and immediate short- and medium-term mental health support, particularly for people who may be experiencing crisis or significant distress.

Youth

The South Burnett Regional Youth Council has accomplished one of their goals for their 12-month term hosting an annual event aimed at young people aged 12-24 years. The PIG JAM Battle of the Bands and Music Festival was a huge success.

With 10 bands competing on the day, at any one time we had up to 300 people watching our talented young performers.

The Youth Council raised \$2700 in sponsorship from local businesses, which covered the costs of the prizes and most of the running costs of the event.

Youth Council also took the opportunity to partner with other youth focused organisations that work in the South Burnett inviting CTC to provide free popcorn and slushies, and Yourtown to run the free sausage sizzle.

Youth Council members also ran a free 'glitter bar' on the day, which was very popular.

The PIG JAM Battle of the Bands and Music Festival will now be a permanent event included in the annual Bacon Festival.

Senior Citizens

October is Senior's Month this year's theme is "it's going to be a connect fest" for groups wishing to register their events, visit www.qldseniorsmonth.org.au/#

Council will work with SB Care and the local Senior Citizens to host an event aimed at our local older community.

Arts & Heritage:

Council's RADF Round has closed, and applications are now being assessed with outcomes to be advised in late October 2022.

Waste & Recycling Management:**Department of Environment and Science (DES) requirements:**

- Waste levy data reports for July submitted
- Annual Waste Survey data submitted
- Annual Volumetric Survey data submitted.
- On-Site Operational Purpose (OSOP) annual report submitted.
- Supplementary payment for the bulk bins in Bunya Mountains submitted

16/17 August - Drone surveys conducted by DES at Nanango, Wondai and Murgon landfill sites and Hivesville transfer station.

Proposed Recycling collection:

An Implementation program has been received from the waste collection contractor, J. J. Richards and bins will be rolled out during a three-week period starting in late November.

Waste education contractor, EnviroCom, have prepared a draft waste education strategy for the 2022-23 period focusing on the introduction of the yellow lid recycling bin. This strategy will be finalised during September and pre-roll out education activities will commence from October till November.

Discussions have been held with Cherbourg Aboriginal Shire Council (CASC) for processing of the co-mingled recycling materials and a formal request was sent requesting a cost proposal for processing of the recycling materials at their Material Recovery Facility.

A detailed report has been prepared with action plan (with time frames) and included separately in the meeting.

Regional Waste Management Plan:

SBRC is part of the Wide Bay Burnett as well as Darling Down Southern West groups. Both groups are preparing a Regional Waste Management Plan with funding provided from State Government.

A consultant (Arup) is engaged to prepare the plan for the DDSW group. Data collection from individual councils is complete and draft report is being prepared by the consultant.

A consultant (SLR) is recently engaged to prepare the plan for WBB group. An Investment Logic Workshop was organised on 25 August at Gayndah which was attended by Coordinator Waste Management.

As part of the steering group working on these projects, Cr. Danita Potter was nominated as an elected representative from South Burnett Regional Council and will be invited the future meetings of both regional groups.

Other Waste matters:

Scrap metal stockpiles have been cleared from Durong, Brigooda, Kumbia, Hivesville, Proston, Cloyna and Kingaroy during July and August. Total of 431.64 tons (nett) of scrap metals were collected earning \$122,949.

A waste Information session was delivered at Durong South School on the 5th August 2022.

E-Waste recycling agreement has been extended for further two years ending on in August 2024. During FY 2021- 22, total 25.9 tons of E-waste was sent for recycling from Blackbutt, Murgon, Nanango, Wattle camp, Wondai and Kingaroy. As per the agreement there will be no cost to council for recycling of eligible e-waste (includes, TV, computer, music systems, etc.).

Green waste burning has cessed at Murgon and Wondai. The material will now be mulched once in every 12 - 18 months on a trial basis prior to preparing a formal contract for mulching with a contractor.

Total of 1,026 tyres were collected from Nanango and 1,080 tyres were collected from Kingaroy.

Illegal Dumping:

In August, total 7 Illegal dumping instances were recorded. 5 of them were at the unmanned transfer stations and 2 of them were at road reserves. Total volume of illegal dumping is estimated to be 30,800 litres of which approximately 19,000 litres was cleaned up by council.

Recruitment process for the Waste Compliance Officer position has been initiated. Funding received from the State Government as part of the Illegal Dumping Partnership Program will be paused until the position is filled and illegal dumping investigations will be carried out with the available resources within the waste section.

Long standing illegal dumping from Malar area has been cleaned and the majority of remaining access points to this location are also closed to prevent further illegal dumping. "Thank you for not littering" signs have been installed. The total cost for the clean-up of the illegal dumping at Malar area was \$2,059.

Site Before the clean-up:**Site after the clean-up:**

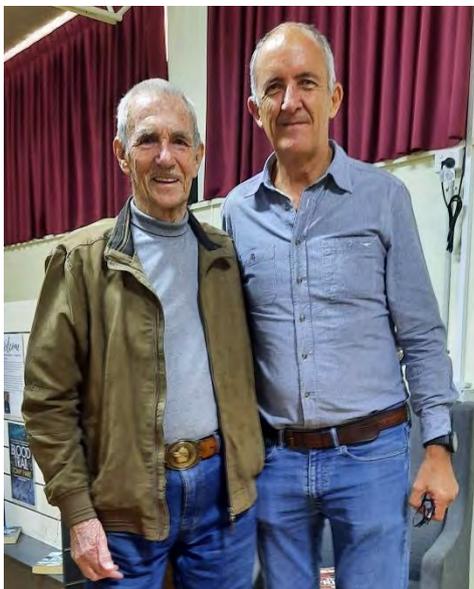
2 hidden CCTV cameras were stolen from Memerambi transfer station and the incident reported to the Policelink.

Library Services:**Book Week Round Up**

- Children's Book Week Quick Stats
- Library staff conducted outreach sessions at Moffatdale SS, Taabinga SS, Coolabunia SS, St Joseph's School in Murgon and Wheatlands SS
- The Kingaroy Library hosted the local home-schooling group's annual Book Week celebration (complete with dress-up parade)
- The Proston Library welcomed the local playgroup
- Library staff visited Mother Kate's in Wondai

**Tony Park Author Talk**

South Burnett Libraries would like to say a big thank you to bestselling author Tony Park for visiting the Kingaroy Library on Monday 22 August 2022 to speak about his latest novel 'The Pride'. Local resident Chip was thrilled to meet one of his favourite authors!

**Local Stories with Julie Berry**

During the past two years, local identity Julie Berry has been researching and writing about places of local significance. On Saturday 17 September 2022 from 10.00am, Julie will chat about her research into Wengenville as the fourth instalment of South Burnett Libraries 'Local Stories' series.

Save the Date - School Holiday Fun with Urban Reptiles

Get set for some creepy, crawly, slithery fun during the September school holidays as the crew from Urban Reptiles bring a host of scaly visitors to the Kingaroy Library on Thursday 29 September from

10.00am. The Urban Reptiles team have worked together for over 15 years and have a real passion for the snakes and reptiles of Australia.

Entry is completely free!

The Blackbutt, Kingaroy, Murgon, Nanango, Proston and Wondai libraries will also have a super fun scavenger hunt for children to complete and an awesome take home craft pack to collect!

Service Desk Installation at the Nanango Library

To improve access for staff to the collection and to better assist patrons, a service desk has been installed at the Nanango Library. Comments from customers have been very positive, with many remarking how nice it is to have a library staff member on the floor for assistance with tech help, selecting books and other circulation services.



Sustainability Information Sessions

Library staff have been talking with local group 'South Burnett Sustainable Future Network' about hosting a series of information talks at our libraries about practical approaches to sustainability in the home and garden. These sessions will be publicised on the South Burnett Libraries Facebook and Instagram pages so those wishing to attend are encouraged to keep an eye out for more information.

BACKGROUND

Nil

ATTACHMENTS

Nil

8.2 MINUTES OF THE YOUTH COUNCIL HELD ON TUESDAY 9 AUGUST 2022.**File Number:** 14-09-2022**Author:** Coordinator Youth Mental Health**Authoriser:** General Manager Liveability**PRECIS**

Minutes of the Youth Council Meeting held on Tuesday 9 August 2022.

SUMMARY

The minutes of the Youth Council Meeting held in Warren Truss Chambers, Kingaroy of the South Burnett Regional Council on Tuesday, 9 August 2022 are provided for your information.

OFFICER'S RECOMMENDATION

That Council receive and note the attached minutes of the Youth Council held on Tuesday, 9 August 2022.

BACKGROUND

N/A

ATTACHMENTS

1. August Youth Council Minutes [↓](#) 



South Burnett Regional Youth Council Meeting Minutes

Meeting Date:	Tuesday 9 th August 2022
Time:	4.00pm
Location:	Warren Truss Chambers
Present:	Cr Danita Potter, Millicent Knudsen, Tahlia Livingstone, Bella Hams, Carlos Lewis, Hugh Wyvill, Ben Springhall, Margie Hams
Guests	Kayla Waugh – School Based Youth Health Nurse, South Burnett Community Health Matt Wyvill – Senior Safety Systems Advisor, South Burnett Regional Council Addisen Hawks – Trainee, Workplace Health and Safety, South Burnett Regional Council
Apologies:	Sienna Spencer, Jerem Hinchliff, Eliza Humphrey, Charlie Plant, Ebony Wessling, Mikayla Hold, Brydie Hold, Shamus Cobbo, Mia Sandow, Kaylah Bligh

1.	Meeting Opening	Actions
1.1	Welcome and Acknowledgement of Country	Cr Danita Potter
1.2	Apologies As above	Moved by Benjamin Springhall Seconded by Tahlia Livingstone
1.4	Confirmation of Previous Minutes The Minutes of the meeting held on the 12th July 2022 were accepted as a true and accurate record of that meeting.	Moved by Tahlia Livingstone Seconded by Hugh Wyvill
2.	Guest Speaker	
2.1	<p>Margie: One of the projects that was identified during the Youth Council 2-day Leadership Conference was the idea of advocating to establish a “Rainbow Club” in other schools including Nanango State High and Murgon State High.</p> <p>Kayla Waugh: Presentation: Rainbow Club operating at Kingaroy State High.</p> <ul style="list-style-type: none"> ▪ Kingaroy State High School has developed a Gender and Sexuality Diversity Policy, this policy supports the activities that are run in the club. ▪ Having this policy in place has been important in recognising that the school supports the club. ▪ The policy clearly states that the Rainbow Club is not a counselling service, and students identified as needing additional support ▪ School staff are trained to facilitate activities at the Rainbow Club. ▪ I have written letters to the leadership staff at other schools in the district but haven’t had a response as yet. ▪ Having students that attend the schools should be the ones to advocate for a rainbow club. <p>Discussion:</p>	

	<ul style="list-style-type: none"> ▪ School P&C may be able to assist with establishing a policy for individual schools. ▪ Having young people from Student Council advocate for a Rainbow Club would be better received by the schools. <p>World Suicide Prevention Day: South Burnett Suicide Prevention Working Group are working with Conquer Fitness to facilitate a youth focused event for 2022 World Suicide Prevention Day on Friday night 9th September and would like input from the South Burnett Regional Youth Council, to ensure this event is a success.</p> <p>Ideas provided by Youth Council:</p> <ul style="list-style-type: none"> ▪ Guest speaker, to talk about supporting your peers when they need help. ▪ Run activities on the night to attract a younger crowd. <ul style="list-style-type: none"> ✓ Beach volleyball ✓ Boxing classes ✓ Board games ✓ Karaoke ✓ Chill out space, to encourage young people to chat to each other in a relaxed setting. ✓ Free BBQ ▪ Youth Council members will be asked to distribute the flyer for this event to their peers.
3.	Guest Speaker
3.1	<p>Matt Wyvill & Addisen Hawks Presentation: PIG JAM Job Safety Environment Analysis (JSEA)</p> <ul style="list-style-type: none"> ▪ A JSEA is put in place so that our event will be safe for everyone involved. ▪ We will identify any risks for the day and put controls in place to ensure the event runs without incident. ▪ There is a Residual Current Device (RCD) at O'Neill Square, so if a competitor's equipment hasn't been tagged and tested, the RCD will make their equipment compliant. ▪ We need to make sure the walkways don't go directly in front of the speakers. ▪ Youth Council and Volunteers should lift to their capacity, so no injuries are sustained on the day. ▪ Making sure the registration table is manned at all times, so participants can find help if they need it. ▪ Ensure that we have cleaning equipment and hand sanitiser available for participants and volunteers. ▪ Make sure any signage and banners are anchored properly. ▪ Youth Council and volunteers will have to meet at O'Neill Square at 12.00pm to get everything set up.
4.	Matters for Discussion
4.1	<p>Margie: PIG JAM Update</p> <ul style="list-style-type: none"> ▪ We now have 10 bands registered for our event. ▪ 8 bands are from South Burnett, with 2 bands from North Burnett. ▪ Eliza and Tahlia have raised \$2200 in sponsorship. ▪ Bega donated \$500, so we have \$2700 in total in sponsorship. ▪ CTC have a slushy machine and popcorn machine and will run a stall for us on the day. ▪ Our program will start at 2.45pm on the day, so we can fit in all the bands. ▪ Each band will have 20 minutes to perform, with a 3-song maximum. ▪ We will have to cancel our dance performance, to fit all our bands in. ▪ Yourtown will be doing the BBQ on the day. ▪ We now have enough people to volunteer on the day. ▪ Tickets are now live for the event. ▪ Posters are available to distribute and put up at your schools. ▪ Next PIG JAM Working Group Meeting, Thursday 18th August 2022
5.1	General Business
	Margie:

	<ul style="list-style-type: none"> ▪ Mental Health First Responder Training is booked for Monday 29th August 4.00pm – 6.00pm, I will provide transport for any Youth Councillors who wish to attend on the day. ▪ ABC Heywire competition is looking for young people aged 16-22 who are living regional or remote Queensland to share what life is like in their part of the land. ▪ Youth Council will enter this competition after PIG JAM, Ben has experience with shooting short videos. ▪ Matt Vels from Yourtown will be attending our next meeting, to talk to Youth Council about partnering with their organisation to do some after school activities for youth in the South Burnett.
6.2	Meeting Close
6.1	Next Meeting: Tuesday 13 th September 2022

OPEN ACTIONS

ACTIONS	LEAD	TO BE COMPLETED BY
Distribute KSHS Gender and Sexuality Diversity Policy	Margie	19 th August 2022
Set up a meeting with Jerem, Sienna and Kaylah	Margie	19 th August 2022
Send Calendar Invitation for Working Group Meeting	Margie	10 th August 2022
Distribute PIG JAM JSEA	Margie	19 th August 2022
Distribute PIG JAM draft program to Youth Council	Margie	19 th August 2022
Promote PIG JAM Registrations	All	19 th August 2022
Send Calendar Invitation for Mental Health Training	Margie	19 th August 2022
Promote the event on social media	All	19 th August 2022

8.3 COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE**File Number:** 14-09-2022**Author:** Manager Community & Lifestyle**Authoriser:** General Manager Liveability**PRECIS**

Liveability – Community and Lifestyle Operational Update.

SUMMARY

Liveability – Community and Lifestyle Operational Update.

OFFICER'S RECOMMENDATION

That the Community and Lifestyle Operational update be received for information.

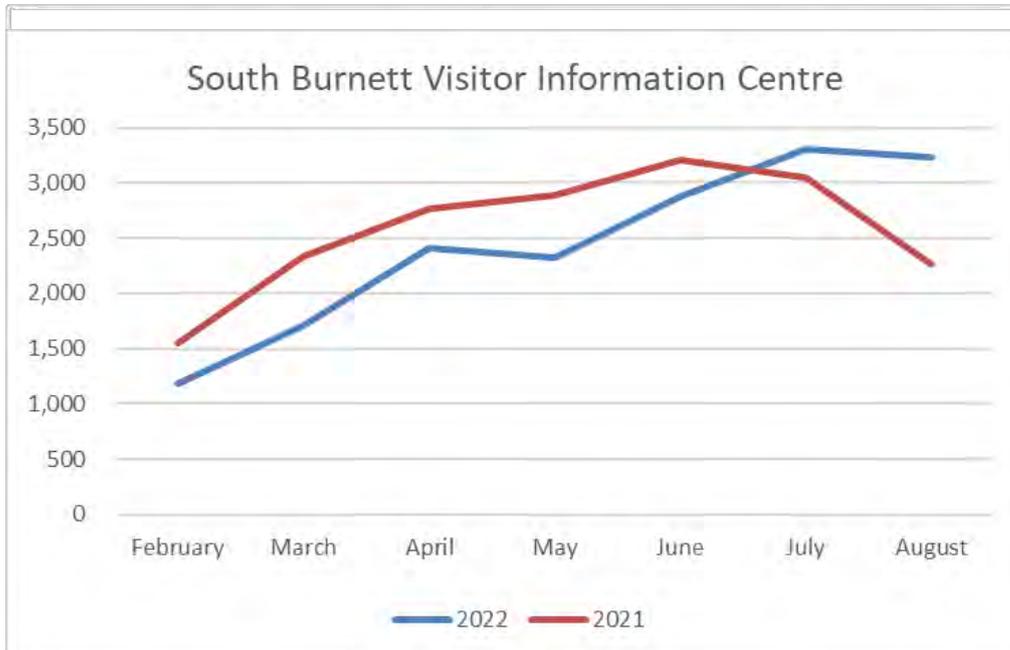
BACKGROUND

Nil

ATTACHMENTS

1. **SB VIC Network Statistics - August 22** [↓](#) 
2. **Community and Lifestyle - Statistics** [↓](#) 

SB VIC Network Visitor Statistics
 SB VIC Network Visitor Statistics



Visitor numbers have steadied for the month of August, however sales across the VIC network have increased by 18%.

Visitor Information Centres – Monthly Statistics 2022-2023						
Visitor Information Centres – Monthly Statistics 2022-2023						
2021	Jul	Aug	Sep	Oct	Nov	Dec
Sales	K - \$6228 M - \$5860 W - \$4060	K - \$8181 M - \$5175 W - \$4125				
Visitor Numbers	K - 1596 M - 869 W - 684	K - 1455 M - 832 W - 685				
Coach Tours	K - 1 M - 0 W - 0	K - 0 M - 0 W - 0				
Volunteer Numbers	K - 14 M - 14 W - 10	K - 15 M - 16 W - 16				
Volunteer Hours	K - 537 M - 314 W - 234	K - 537 M - 346 W - 283				
Days Open	K - 28 M - 27	K - 28 M - 28				

LIVEABILITY – COMMUNITY AND LIFESTYLE OPERATIONAL UPDATE

Jennifer Pointon
Manager Community & Lifestyle

Library**2022 – August Statistics**

Item	Year to Date	August
Loans and Renewal:	22,129	10,315
New Membership:	241	120
Visitation:	23,974	12,000

Program totals – Year to Date

Program	Attendance	Session
0-5 Early Childhood		
Total on Site	649	59
Out Reach	94	2
Children 6-12		
Total on Site	269	23
Out-Reach	152	2
Young Adults (13-17)		
Total on Site	18	2
Adult Programming	308	58
Digital Literacy	248	113
Cultural Celebration	36	6

Commercial Enterprises**Customer Requests**

Category	Monthly 01/07/22 – 31/07/22	Year to Date Cumulative 01/07/22 – 31/07/22	Year to Date Cumulative 01/07/21 – 31/07/21
Airports	15	19	10
Cemetery	19	32	29
Dams	3	3	3
Saleyards	1	2	0
Total	38	56	42

2022/23 Capital Works - South Burnett Regional Council

Item	Description	Actions
Coolabunia Saleyards	Asset Upgrades	Consultation and Procurement
Boondooma Dam Tourist Park	Painting Managers Residence and Cabins	Procurement
Bjelke Petersen Dam Tourist Park	Installation of 9 spilt air-conditioners; upgrade kiosk kitchen and floor; installation car ports; additional shower	Tourism Experience fund application submitted.
Kingaroy Aerodrome Fuel Cell	Repainting of above ground tanks	Procurement
Wondai Aerodrome	Reseal Carpark	Design Stage

2022/23 Regional Airports Program

Department of Infrastructure, Transport, Regional Development, Communication and the Arts.
Australian Government

Project Name	Description	Status
Kingaroy Airport lighting upgrade	Funded by the Australian Government to design & construct runway lighting	Procurement 25% completed

Cemetery**CAPEX Update**

Project Name	Description	Status
Cemeteries	Wondai and Nanango new Columbarium walls	95% - Landscaping
	Blackbutt new Columbarium Wall	95% - Landscaping

Cemetery Statistics

Stats Item	Monthly		Year to Date Cumulative	
	2022/23	2021/22	2022/23	2021/22
	01/08/22-31/08/22	01/08/21-31/08/21	01/07/22-31/08/22	01/07/21-31/08/21
Cemeteries	Burial/Ashes	Burial/Ashes	Total	Total
Blackbutt	2	1	2	1
Booie	0	0	0	0
Kumbia	1	0	1	0
Memerambi	0	0	0	0
Mondure/Wheatlands	0	0	0	0
Murgon	3	1	5	3
Nanango	6	5	10	7
Proston	1	0	3	2

Stats Item	Monthly		Year to Date Cumulative	
	2022/23	2021/22	2022/23	2021/22
	01/08/22-31/08/22	01/08/21-31/08/21	01/07/22-31/08/22	01/07/21-31/08/21
Cemeteries	Burial/Ashes	Burial/Ashes	Total	Total
Taabinga	7	6	15	9
Tingoorra	1	0	1	0
Wondai	5	4	5	7
Total	26	17	42	29

Dams

Stats Item	Monthly		Year to Date Cumulative			
	2022/23		2022/23		2021/22	
	01/08/22-31/08/22		01/07/22-31/08/22		01/07/21-31/08/21	
Dams Accommodation Numbers	Boondooma Dam	BP Dam	Boondooma Dam	BP Dam	Boondooma Dam	BP Dam
Cabins	91	178	259	404	208	453
Bunkhouse	18	N/A	49	N/A	9	N/A
Powered Sites	230	532	529	1100	365	860
Unpowered Camping	232	177	421	324	711	223
Contractor / Conference Room	N/A	10	N/A	20	N/A	46
Total	571	897	1258	1848	1293	1582

Saleyards

Stats Item	Monthly 01/08/22- 31/08/22	This month last year	Year to date Cumulative 01/07/22- 31/08/22
Coolabunia Saleyards			
Dipping (Agent & Private)	467	623	1256
Inspection (Private)	411	0	784
Consignment / Transit (Private)	380	0	553
Weighed (Agent & Private)	0	599	318
Sold (Agent)	134	704	469
Spray	0	0	1
Nanango Dip Yard			
Cattle Dipped	15	20	15

Community Development

2022/24 Black Summer Bushfire Recovery Grants Program

Department of Industry, Science, Energy and Resources

Department of the Prime Minister and Cabinet

Project Name	Description	Status
Community Connection – Local Built	Recruitment of Officers	Recruitment process - 2 appointments completed - Community Development Officer and Grants Officer.
	Social Recovery and Resilience Investment Stream	Local Built Small grants – report to Council – Round 1 to open 3 October 2022.
	Economic Recovery and Investment Stream	Hub in the Pub – Agricultural Innovation Business Accelerator Program – Grant Funding Agreement to KCCI for signing Kingaroy CBD - Façade Improvement Program – report to Council South Burnett Region – Façade Improvement Program – report to Council

2022/24 Resources Community Infrastructure Fund

Resources Community Infrastructure Fund – round 2

Project Name	Description	Status
Kingaroy Mental Health and Youth Hub	Construction of a mental health and youth building in Kingaroy	Waiting grant announce

LEASING

Item	Description	Actions
Ringsfield House, Nanango	Advisory Committee	Community information session complete Nominations close 9 September 2022
Area 21 – Kingaroy Aerodrome	New site released by tender	Still under negotiation
Shop 70 – Lamb Street Murgon	Shop to be tendered and targeted to new start up business	Tenderers have been notified of outcome
Hivesville Progress Association Inc.	Community project on Hivesville Park land.	Meeting with group completed. Follow up meeting required.
Durong Hall	Licence to Occupy is due to expire	Completed
Wondai Tennis Courts	New Lease to support the Wondai and District Tennis Association to upgrade the court surface.	Completed

Nanango Netball Courts	A new tenure arrangement to support the reactivation of the club	Completed
Murgon Show Society	Request to install new shed	Completed
Blackbutt District Community Organisation - community gardens	Group have requested permission to install a permanent gazebo within the Licence Area.	No further action required at this time
Proston Showground Reserve	Investigate and realign boundaries to support future growth and development of the site in conjunction with Proston community groups	Department of Resources to provide feedback
Kingaroy and District Tennis Association Inc.	Group wish to enter new lease	Lease sent to group for signing
Barambah District Aero Club	Renewal of Licences (x3)	Licence agreement provided to group for signing
Farmland – Kingaroy Aerodrome	Farmland offered for Lease	Stakeholder meeting with Kingaroy Soaring Club
Support has been provided to Nanango Rugby League, Burnett Kennel Club, Wondai Country Club, Kingaroy Soaring Club.		

8.4 PLANNING AND LAND MANAGEMENT OPERATIONAL UPDATE**File Number:** 14-09-2022**Author:** Acting Manager Environment & Waste**Authoriser:** General Manager Liveability**PRECIS**

Planning and Land Management Operational Update.

SUMMARYPlanning and Land Management Operational Update.

OFFICER'S RECOMMENDATION

That the Planning and Land Management Operational update be received for information.

BACKGROUND

Nil

ATTACHMENTS

1. Planning & Land Management Operational Update [↓](#) 

LIVEABILITY – PLANNING & LAND MANAGEMENT OPERATIONAL UPDATE

Michael Lisle
Acting Manager Environment & Planning

Private Certification YTD Report on Subcategories
Period 01-Jul-2022 to 31-Aug-2022

Application Type	22	23	Total
AltPoolFnc	0	0	0
BudgetAcc	0	0	0
CAP	0	0	0
Class1&10a	5	0	5
Class1&10b	0	0	0
Class10a	28	0	28
Class10a&b	0	0	0
Class10b	1	0	1
Class1a	15	0	15
Class1b	0	0	0
Class2	0	0	0
Class3	0	0	0
Class4	0	0	0
Class5	0	0	0
Class6	0	0	0
Class7	1	0	1
Class8	0	0	0
Class9	1	0	1
Class9a	0	0	0
Class9b	0	0	0
Class9c	0	0	0
FarmShed	1	0	1
IssChgClas	0	0	0
Remove	0	0	0
Restump	0	0	0
RetainWall	0	0	0
SACouncilP	0	0	0
SASatePro	0	0	0
SignSatDsh	0	0	0
SpecStruct	0	0	0
SwimPool	0	0	0
TempStruct	0	0	0
Total	52	0	52

Planning Applications YTD Report on Subcategories
Period 01-Jul-2022 to 31-Aug-2022

Application Type	22	23	Total
QEXC	0	0	0
QMCU	6	0	6
QOPW	2	0	2
QPOS	6	0	6
QRAL	6	0	6
QSPS	0	0	0
LLTempHome	1	0	1
Total	21	0	21

Plumbing Applications YTD Report on Subcategories
Period 01-Jul-2022 to 31-Aug-2022

Application Type	22	23	Total
AmendPrmt	0	0	0
BackFlow	0	0	0
CASC	0	0	0
DomNoSewer	27	0	27
DomSewer	7	0	7
Form4	0	0	0
HSTP	23	0	23
Inspect	0	0	0
OtherBuild	4	0	4
TMV	0	0	0
Total	61	0	61

Building Applications YTD Report on Subcategories
Period 01-Jul-2022 to 31-Aug-2022

Application Type	22	23	Total
AltPoolFnc	0	0	0
BldMatters	0	0	0
BudgetAcc	0	0	0
CAP_Bld	0	0	0
Class1&10a	2	0	2
Class1&10b	0	0	0
Class10a	47	0	47
Class10a&b	0	0	0
Class1a	15	0	15
Class1b	0	0	0
Class2	0	0	0
Class3	0	0	0
Class4	0	0	0
Class5	0	0	0
Class6	0	0	0
Class7	2	0	2
Class8	1	0	1
Class9	0	0	0
DesignSite	7	0	7
DwellReloc	5	0	5
FarmShed	1	0	1
FireSafety	0	0	0
IssChgClas	0	0	0
Remove	5	0	5
ReRoof	0	0	0
ResService	0	0	0
Restump	0	0	0
RetainWall	0	0	0
SACouncilP	0	0	0
SASatePro	0	0	0
SignSatDsh	0	0	0
SpecStruct	0	0	0
SwimPool	3	0	3
TempStruct	0	0	0
Total	88	0	88

Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun TOTAL

Comparison of Development Applications 2019/2020, 2020/2021, 2021/2022 and 2022/2023
 Period 01-Jul-2022 to 31-Aug-2022

Planning Applications														
2019/2020	3	8	8	10	6	3	1	3	5	5	6	6	64	
2020/2021	8	3	9	2	4	9	1	1	6	5	10	4	62	
2021/2022	11	6	8	11	4	4	3	13	12	10	15	12	109	
2022/2023	17	4	0	0	0	0	0	0	0	0	0	0	21	

Building Applications														
2019/2020	38	51	35	33	32	6	38	35	20	20	23	33	364	
2020/2021	37	34	41	42	44	27	37	55	43	39	48	42	489	
2021/2022	40	41	44	43	36	24	36	37	34	28	43	35	441	
2022/2023	42	46	0	0	0	0	0	0	0	0	0	0	88	

Private Certification Applications														
2019/2020	24	16	12	25	17	21	11	15	8	18	14	14	195	
2020/2021	18	15	59	31	24	10	14	28	28	17	21	18	283	
2021/2022	32	21	21	15	22	17	14	27	24	17	22	25	257	
2022/2023	22	30	0	0	0	0	0	0	0	0	0	0	52	

Plumbing Applications														
2019/2020	32	20	21	21	21	15	24	14	24	11	19	26	248	
2020/2021	23	26	17	43	30	23	22	30	31	21	27	14	307	
2021/2022	27	34	30	30	22	17	19	19	24	27	28	22	299	
2022/2023	19	42	0	0	0	0	0	0	0	0	0	0	61	

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Plan Certs													
2019/20	3	4	7	1	8	2	1	6	0	2	7	1	42
2020/21	4	5	4	4	4	4	5	3	5	3	2	11	54
2021/22	7	5	10	7	4	6	3	6	12	35	9	4	108
2022/23	5	6	0	0	0	0	0	0	0	0	0	0	11
Build certs													
2019/20	36	28	28	41	25	22	32	34	22	17	40	50	375
2020/21	55	48	37	65	32	49	53	65	76	63	67	69	679
2021/22	66	72	53	66	62	41	51	63	60	37	34	54	659
2022/23	47	54	0	0	0	0	0	0	0	0	0	0	101
Pool Compliance													
2019/20	0	0	0	1	0	0	1	0	1	1	2	0	6
2020/21	2	0	0	1	0	0	1	0	0	0	0	0	4
2021/22	0	0	2	0	0	0	0	0	0	0	1	0	3
2022/23	1	1	0	0	0	0	0	0	0	0	0	0	2
Plumbing Certs													
2019/20	6	8	10	6	13	2	7	9	7	5	9	12	94
2020/21	6	10	10	18	16	10	17	11	18	13	13	21	163
2021/22	17	20	22	19	8	9	11	8	14	10	6	11	155
2022/23	13	11	0	0	0	0	0	0	0	0	0	0	24
Planning customer requests													
2019/20	51	37	34	36	40	22	36	32	42	26	42	60	458
2020/21	77	83	79	80	73	55	61	79	91	61	73	83	895
2021/22	96	112	116	101	92	59	82	93	125	103	117	123	1219
2022/23	101	134	0	0	0	0	0	0	0	0	0	0	235
Developer Incentive Requests													
2020/21	0	0	0	0	0	0	0	1	5	0	1	0	7
2021/22	0	0	1	0	0	1	0	0	1	9	1	6	19
2022/23	0	2	0	0	0	0	0	0	0	0	0	0	2
Building customer requests													
2019/20	68	76	68	71	61	36	76	61	45	64	61	84	771
2020/21	74	79	86	85	90	66	84	99	86	86	82	81	998
2021/22	117	149	91	94	85	63	95	89	100	90	95	94	1162
2022/23	78	110	0	0	0	0	0	0	0	0	0	0	188
Plumbing customer requests													
2019/20	7	11	5	9	6	6	5	4	6	3	12	22	96
2020/21	24	12	13	23	19	4	8	8	22	12	11	14	170
2021/22	26	19	13	12	23	16	14	13	18	16	20	15	205
2022/23	15	16	0	0	0	0	0	0	0	0	0	0	31

8.5 ENVIRONMENT AND WASTE SERVICES OPERATIONAL UPDATE

File Number: 14-09-2022

Author: Acting Manager Environment & Waste

Authoriser: General Manager Liveability

PRECIS

Environment and Waste Services Update

SUMMARY

Environment and Waste Services Update

OFFICER'S RECOMMENDATION

That the Environment and Waste Services Update be received for information.

ATTACHMENTS

1. **Environment & Waste Operational Update** [↓](#) 

LIVEABILITY ENVIRONMENT & WASTE OPERATIONAL UPDATE

Michael Lisle
Acting Manager Planning & Environment

Stats Item	Monthly	Monthly Comparative	Financial Yr. to date Cumulative	Financial Yr. to date Cumulative Comparative
	August 2022	August 2021	1/7/2022 – 31/08/2022	1/7/2021 – 31/08/2021
Waste				
Waste Collection requests in total for this year to date	137	97	214	195
General Waste Enquiries	50	52	127	95
Waste collection services conducted	57552	56914	129398	113780
Animal Registrations				
New Animal Registrations	76	106	145	259
CRM				
Animal to animal attack	10	10	16	16
Animal to person attack	1	1	7	7
Animal management	135	172	249	354
drum MUSTER requests	0	1	3	4
Environmental Enquiries	30	31	48	52
General Local Law, unsightly, signage	18	17	23	29
Overgrown allotments	27	11	40	24
Abandoned vehicles	4	6	8	9
Parking enquiries	8	9	11	14
Public Health Customer requests	26	19	51	27
Enforcements				
Abandoned Vehicles	0	0	0	0
Animal investigations	12	9	26	23
Animal investigations (finalised)	8	9	12	23
Declared Dog (current)	0	0	0	0
Environmental	0	0	0	0
Impounded Dogs	22	15	40	42
Impounded Cats	35	23	48	46
Overgrown	16	7	22	15
Infringements				
Animals	29	32	49	262
Non-comply of a Compliance Notice	0	2	0	3

Abandoned vehicles	0	0	0	0
Applications for Licences and Approvals				
Excess Animal Applications	1	0	2	0
Animal Keeping Application – Kennel/cattery	0	0	0	0
Change of Food Licensee Applications	3	3	3	3
Environmental Authority Applications received	0	0	0	0
Footpath Applications Annual	0	1	0	1
Footpath Applications Short term	1	6	2	7
Market Stall Application	5	0	7	0
New Fixed Food Business Licence Applications	1	1	1	1
Non-Profit Food Applications	4	0	5	0
Personal Appearance Licence Applications	0	0	0	0
Private Water Samples Applications	0	0	1	0
Temporary Food Applications	5	0	7	0

State Waste Levy Stats	July 2022	Financial Yr. to date Cumulative 1/7/22 - 31/07/22
Waste		
Kingaroy MSW Tonnes Disposed to Landfill	540.39	540.39
Kingaroy Commercial Tonnes Disposed to Landfill	323.73	323.73
Murgon MSW Tonnes Disposed to Landfill	283.33	283.33
Murgon Commercial Tonnes Disposed to Landfill	4.87	4.87
Wondai MSW Tonnes Disposed to Landfill	190.99	190.99
Wondai Commercial Tonnes Disposed to Landfill	9.02	9.02
Nanango MSW Tonnes Disposed to Landfill	418.43	418.43
Nanango Commercial Tonnes Disposed to Landfill	14.84	14.84
Total Domestic Waste Levy	\$ 126,116.32	\$ 126,116.32
Total Commercial Waste Levy	\$ 31,016.48	\$ 31,016.48
Total Waste Levy Payment Remitted	\$ 157,132.80	\$ 157,132.80

8.6 WASTE COLLECTION SERVICES CONTRACT - RECYCLING EXTENSION

File Number: 14-09-2022

Author: Acting Manager Environment and Planning

Authoriser: General Manager Liveability

PRECIS

Waste Collection Services Contract - Recycling Extension update.

SUMMARY

The current Waste Collection Services Contract (SBRC 13/14-02A) was extended to expire on 1 July 2024. This extension will allow adequate time for Council to undertake market sounding and the tendering process to ensure finalisation of contract documents and the rollout of new wheelie bins, the provision of plant and the commencement of the service.

This report provides updates on the commencement of the Recycling bin service in January 2023.

OFFICER'S RECOMMENDATION

That Council receives the updates of progress made for commencement of the Recycling service in January 2023 for information.

COMMITTEE RESOLUTION

Special Council meeting 8 July 2022 resolution:

7.2 ADOPTION OF WASTE COLLECTION SERVICES CONTRACT - RECYCLING EXTENSION

That South Burnett Regional Council:

1. Resolve the introduction of a fortnightly comingled recycling collection service from 2 January 2023 for both domestic and commercial premises to divert recyclable materials from landfill.
2. Amend the Waste Collection Services Contract (SBRC 13/14-02A) contract with JJ Richards to include a fortnightly comingled recycling collection service.
3. The Chief Executive Officer be authorised to engage with the Cherbourg Aboriginal Shire Council to prepare a suitable agreement for the receipt and processing of recycled materials at the Materials Recovery Facility located in Cherbourg.
4. Develop a comprehensive stakeholder engagement and communication plan to facilitate the introduction of a new comingled recycling service. The plan to include pre and post recycling introduction media and community engagement campaigns.
5. Introduce a fifty percent (50%) discount to be provided to all concession card holders and Department of Veterans Affairs concession card holders with the cost to be absorbed by the business unit.

FINANCIAL AND RESOURCE IMPLICATIONS

The option to collect the recycling material by J. J. Richards and processing by the Material Recycling Facility of Cherbourg Aboriginal Shire Council was approved by Council in July. The annual cost to rateable properties for the provision of a domestic kerbside recycling service will be \$66.64 per annum (Year 1) and includes any cost saving gained by Council by avoiding the disposal of recyclables to the Council landfill.

LINK TO CORPORATE/OPERATIONAL PLAN

EN3 Continue to provide and investigate options to improve waste reduction, landfill management and recycling.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Internal communication only.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

There is risk of increased levy payments if SBRC do not recycle in accordance with *Waste Reduction and Recycling Act 2011*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Waste Management and Resource Recovery Strategy (Waste Strategy) of the Queensland Government.

ASSET MANAGEMENT IMPLICATIONS

Nil.

REPORT

Council has extended the current Waste Collection Services Contract (SBRC 13/14-02A) with its contractor JJ Richards and Sons Pty. Ltd, trading as JJ's Waste & Recycling (the Contractor), with the initial term of this contract due to expire in July 2024.

The current waste collection contract provides for one (1) 240litre bin general waste collection per property. As part of the amendment to this contract, a 240litre wheelie bin with a yellow lid top will be provided to the rate payers (residents as well as businesses) within the defined service area (those who already have access to the kerbside collection service for general waste).

The recycling collection service is scheduled to commence from January 2023.

Proposed Implementation program below:

Activity / Task	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23
Delivery of the new bins and procurement of trucks								
Variation of the existing contract with JJ Richards for inclusion of the recycling service								
Prepare information of all delivery addresses for bins (to be provided to JJ Richards)								
Establish customer service procedures for common response to customer enquiries								
Order new yellow lid bins (by JJ Richards)								
Delivery of bins to Kingaroy depot of JJ Richards								
Bin delivery to rate payers (by JJ Richards)								
Commencement of services								
Artwork finalisation for trucks and bin lid								
Procurement of trucks (JJ Richards)								
Preparation of trucks (fitting of camera system, j-Track software, decals etc.)								
Staff (truck driver) recruitment (JJ Richards)								
Truck testing and delivery to Kingaroy depot of JJ Richards								
Waste Education and Awareness Campaign								
Prepare Waste Education strategy (focusing on the usage and importance of recycling bins)								
Pre-roll out education and awareness activities								
Post-roll out education and awareness activities								
Post-roll out bin audit and preparation of new waste strategy for 2023-24	June - July 2023							

Processing of recycling materials								
Finalise the rates (gate fees) with CASC for processing of recyclables at their MRF								
Agreement with CASC for processing of recyclables at their MRF								
Visit to CASC MRF and confirmation of the service delivery								

New kerbside collections contract:

The existing contract with JJ Richards has been extended until June 2024. A new contract needs to be executed for collection of kerbside general waste bin as well as recycling bin. The kerbside collections contract is the biggest contract any local government would execute in the waste management section. Preparation of the contract as well as selection of appropriate contractor would need involvement of the industry experts. A process has been initiated recently and a further update in this regard will be provided in January 2023.

Waste Education and Waste Mobile App

As part of the waste education and awareness campaign for 2022-23, a new strategy is being prepared by the waste education consultant, EnviroCom. The strategy is expected to be finalised by the end of September 2022. As part of the pre-roll out campaign, various activities such as social media posts, pop up displays, community outreach including school education etc. will be implemented from October through to December 2022.

From January to March 2023, the campaign will focus on identification of any key barriers and major contaminants from the recycling bin and the activities will be aimed to address these. A detailed audit of the general waste bin as well as recycling bin will be carried out (dates to be finalised yet). This audit will identify the materials that are still being lost in the general waste bin and the contaminants of the recycling bin. Based on the outcome of the audit results, the waste education strategy for the 2023-24 will be prepared.

A customised waste mobile app will be developed as part of the education and awareness campaign. This customised mobile app will allow the residents to identify their bin day, get the alerts for bin night, find what goes in which bin, learn about recycling options / alternatives available in the region, submit any enquiry related to waste management (including missed bin service, replacement of a bin, new bin service, cancel bin service etc.), information about all the waste management facilities, and have access to the other information about waste management in the region.

FOGO bin

Some Queensland councils are undertaking trials for FOGO (Food Organics, Garden Organics) service in their area with the support of the State Department of Environment and Science. The outcomes of the trials will assist to shape future policies and strategies that the state government will implement across the state. While there are no confirmed deadlines for this at present, it may be envisaged that FOGO service may be mandated by the state government in the next 5 – 10 years’ time. More information on this matter will be provided in March 2023.

Conclusion

Kerbside collection of recycling service will commence from January 2023.

Waste education strategy for 2022-23 is being prepared which will focus on the commencement of the recycling service. A mobile waste app will be developed as part of the education and awareness tool for sustainable waste management.

Updates on new waste collections contract as well as FOGO service will be provided in January 2023 and March 2023 respectively.

ATTACHMENTS

Nil

9 PORTFOLIO - DEVELOPMENT SERVICES, COMMUNITY & SOCIAL HOUSING**9.1 DEVELOPMENT SERVICES AND COMMUNITY & SOCIAL HOUSING PORTFOLIO REPORT****File Number:** 14-09-2022**Author:** Councillor**Authoriser:** General Manager Liveability**PRECIS**

Development Services and Community & Social Housing Portfolio Report

SUMMARY

Cr Schumacher presented her Development Services and Community & Social Housing Portfolio Report to Council.

OFFICER'S RECOMMENDATION

That Cr Schumacher's Development Services and Community & Social Housing Portfolio Report to Council be received for information.

Development Services**Planning / Building:**

The planning team received 132 customer requests recorded (as of 1/09/22) and 4 pre-lodgement meetings were held in August. The following Planning applications received.

- Material Change of Use (MCU) – development application
 - Granny flat
- Reconfiguration of a Lot (RAL) – 2 development applications:
 - Boundary Realignment (6 lots into 5 lots)
 - Boundary Realignment (2 lots into 2 lots)
- 1 application was received for the Development Incentive Scheme.

Amendment to Planning Scheme:

On 23 August 2022 Council received a pause notice from Department of State Development, Infrastructure, Local Government and Planning under the Minister's Guidelines and Rules. The timeframe is paused for 20 business days and will restart on 20 September 2022. The use of the pause period allows the Department to conduct an effective state interest review.

Draft Wide Bay Burnett Regional Plan

On 25 August 2022 the Minister for State Development, Infrastructure, Local Government and Planning and Minister Assisting the Premier on Olympics Infrastructure prematurely advertised and incorrectly notified that the Draft Wide Bay Burnett Regional Plan is now out for public consultation. The Department have now retracted all other online notification. It is envisaged by the Department that the Draft Wide Bay Burnett Regional Plan may be released for public consultation late September.

Community & Social Housing

Homelessness Forum:

The South Burnett Housing and Homelessness Forum has been rescheduled to Friday 7 October 2022 at the Nanango Cultural Centre.

In the face of a national housing crisis, key agencies in the South Burnett including South Burnett CTC, South Burnett Regional Council, Q Shelter, Regional Housing Limited and Kingaroy Chamber of Commerce and Industry are seeking community input to find workable solutions for our region.

The Qld Department of Communities, Housing and Digital Economy has reported that 189 persons accessed support to find accommodation in the South Burnett in 2021. Many of these people had only ever accessed private housing which is no longer an option for them due to the increase in cost of rent, decreasing number of rentals available on the market, or repeated unsuccessful applications through private owners and agents.

The forum aims to explore the many facets influencing the current housing crisis and consider community and stakeholder input to inform the creation of a local South Burnett Housing Action Plan. The Plan will outline both short term solutions to assist those in most immediate need, as well as longer term initiatives designed to encourage the creation of a variety of additional housing outcomes well into the future.

Queensland Housing Strategy:

Council recently received details about a number of proposed public housing projects for **Government Employees** over three separate properties located in Murgon from QBuild a Business Unit within the Department of Energy and Public Works. As part of the Queensland Housing Strategy 2017-2027 the department propose a number of multiple dwellings in the Low-density residential zone.

Under the *Planning Regulation 2017* 'public housing' is accepted development which does not require planning approval although, Council's planning team were thrilled to be given the opportunity to provide feedback in relation to such an important project given the critical shortage of housing.

It is not clear when the proposed project will progress however under the relevant section of *Planning Regulation 2017* at the appropriate time the Department will publish a notice about the proposed development in the local newspaper, notify the owner of all adjoining premises and place a notice about the proposed development on the premises. Submissions about this project can be made during the 15-business day consultation process. Information about the proposed development will be made available for viewing or downloading free of charge from the Departments website.

Q Shelter Regional Representatives Forum – *Because housing matters*

For more than 30 years Q Shelter has worked with its members and stakeholders to improve housing outcomes for vulnerable Queenslanders. Their vision is that every Queenslanders has a home, and in partnership with the Housing and Homelessness Forum working group, Cr Potter and I have been working to build a relationship with the Q Shelter team. In this time, we have learned that Q Shelter has a long history of supporting place-based housing and homelessness networks across Queensland to share information, identify common needs and gaps in housing and homelessness service provision, and advocate for change and influence.

This year is the first time the South Burnett has at the table participating in the Q Shelter Regional Representatives forum. I was invited to share some of the work our Council and our community has been part of to help create more housing outcomes in our region. The feedback I have since received from Q Shelter is that they appreciated the update about how Local Governments like ours are tackling the housing issues head on, and working with the Queensland Government, community service providers, local businesses and housing providers. The participants commended Council on its efforts and encourage other LGA's to consider how they too can

develop stronger partnerships that can lead to more bricks and mortar outcomes. At the forum we also explored the delicate balance and finite resources that a regional council like ours has, and this helped create greater understanding across the community and housing services sector of the challenges local government's face. As we have discussed, this is the first time our region has experienced population growth since 2012. In fact, we had not seen population growth like this since the construction of Tarong North power station in the early 2000's.

As part of the forum, we were also able to meet with Mark Wall, the General Manager, Strategy Policy and Programs, Housing and Homelessness Services, Department of Communities, Housing and Digital Economy (Queensland) and other senior members of his team to discuss the current government policies and programs and advocate for better outcomes that are responsive to the needs of people vulnerable to homelessness in our regions.

ATTACHMENTS

Nil

9.2 MATERIAL CHANGE OF USE FOR A CHILDCARE CENTRE AT 101 ALFORD STREET, KINGAROY (AND DESCRIBED AS LOT 25 ON SP 237285) - APPLICANT: SHANE HARRIS C/- ONF SURVEYORS

File Number: MCU21/0023
Author: Planning Officer
Authoriser: General Manager Liveability

PRECIS

Material change of use for a Childcare Centre at 101 Alford Street, Kingaroy (and described as Lot 25 on SP 237285) - Applicant: Shane Harris C/- ONF Surveyors

SUMMARY

- Application for Development Permit for Material Change of Use – Childcare Centre.
- Subject site is located in the Low density residential zone under the South Burnett Regional Council Planning Scheme 2017 v1.4.
- Proposal triggers impact assessable against the entire Planning scheme which includes:
 - Strategic Framework; and
 - Low density residential zone code; and
 - Services and works code.
- The proposed childcare centre designed has been revised to suit the low density residential character of the zone.
- Streetscape character is addressed through appropriate setbacks, façade treatments and landscaping.
- Council issued an Information Request, seeking changes/information in relation to:
 - Stormwater management Plan;
 - Built form and appearance;
 - Acoustic amenity;
 - Internal layout/design; and
 - Landscaping,
- The applicants response to RFI advised they would not be providing the requested information or amending the proposal plans.
- Application subject to public notification – 2 objections were received during the notification period.
- A Further Advice letter was issued seeking information/changes as outlined in the Information Request. Subsequently, the applicant submitted amended plans and a Noise Impact Assessment report.
- The proposal generally complies with the assessment benchmarks or has been conditioned to comply (refer Attachment A – Statement of Reasons).
- Infrastructure Charges Notice (refer Attachment B – Infrastructure Charges Notice).
- Application recommended for approval subject to reasonable and relevant conditions.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That Council approve the Development Application for Material Change of Use – development permit (childcare centre) at 101 Alford Street, Kingaroy (and described at lot 25 on SP237285) subject to the following conditions:-

GENERAL

GEN1. The development must be completed and maintained generally in accordance with the approved plans and documents and any amendments arising through conditions to this development approval:

Drawing Title	Prepared by	Project No. Reference no.	Revision	Date
Site Plan	Blueprint Drafting Services	21-3077-SPY Sheet 1	-	22 April 2022
Floor Plan	Blueprint Drafting Services	21-3077-SPY Sheet 2	-	22 April 2022
Elevations	Blueprint Drafting Services	21-3077-SPY Sheet 3	-	22 April 2022
3D Views 1	Blueprint Drafting Services	21-3077-SPY Sheet 4	-	22 April 2022
3D Views 3	Blueprint Drafting Services	21-3077-SPY Sheet 5	-	22 April 2022

Approved Documents:

Document Title	Prepared by	Project No. Reference no.	Revision	Date
Noise Impact Assessment	Range Environmental Consultants	J000909	Final	2/8/2022

GEN2. The development herein approved may not start until the following development permits have been issued and complied with as required:-

- Development Permit for Building Works.
- Development Permit for Operational Works (Site Works, road widening, kerb and channel and associated drainage, landscaping, access driveways, water supply and sewerage discharge sludge collection and removal, stormwater disposal).

APPROVED USE

GEN3. The approved development is a Material change of use for a Childcare Centre on 101 Alford Street, Kingaroy, as shown on the Approved Plans and does not infer approval to use the premises for other land uses.

DEVELOPMENT PERIOD – MCU

GEN4. The currency period for this development approval for material change of use is six (6) years after the development approval starts to have effect.

COMPLIANCE, TIMING AND COSTS

GEN5. All conditions of the approval shall be complied with before the change occurs (prior to commencement of the use) and while the use continues, unless otherwise noted within these conditions.

- GEN6. All works, including the repair or relocation of services (Telstra, lighting) is to be completed at no cost to Council.

MAINTAINANCE

- GEN7. The development (including landscaping, parking, driveway and other external spaces) shall be maintained in accordance with the Approved Plan, subject to and modified by any conditions of this approval.
- GEN8. Maintain the site in a clean and orderly state at all times.
- GEN9. Dust prevention measures must be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent properties.

PERMIT TO WORK ON COUNCIL ROADS

- GEN10. The applicant must submit a completed *Permit to Work on Council Roads Application* available from <http://www.southburnett.qld.gov.au> for approval by Council before commencing and works within the Council road reserve (i.e., in this case, the required property access).

CHILDCARE CENTRE OPERATION

- MCU1. The Childcare centre is to accommodate a maximum of 54 children.
- MCU2. The Childcare centre is to operate in accordance with Section 7.3 Operational Noise Management Measures of the Noise Impact Assessment Report (project no: J000909, dated 2/8/22).
- MCU3. The Childcare centre is to manage complaints in accordance with Section 8 of the Noise Impact Assessment Report (project no: J000909, dated 2/8/22).
- MCU4. The development is to implement the General Building Recommendations in accordance with Section 7.2 of the Noise Impact Assessment Report (project no: J000909, dated 2/8/22).

MECHANICAL PLANT

- MCU5. Mechanical plant (air conditioning, refrigeration equipment and pumps) must comply with the *Environmental Protection Act 1994*.

Air conditioning and refrigeration equipment must achieve no more than 3dB(A) above the background level from 10pm to 7am and no more than 5dB(A) above the background level from 7am to 10pm when measured at an affected building.

Pumps (including heat pumps) must not be audible from 10pm to 7am, no more than 5dB(A) above the background level from 7am to 7pm and no more than 3dB(A) above the background level from 7pm to 10pm when measured at an affected building.

WASTE STORAGE COLLECTION

- MCU6. Provision must be made for the storage and removal of waste in accordance with the *Waste Reduction and Recycling Regulation 2011*.
- MCU7. Any areas that are dedicated for the collection and/or storage of solid waste on the premises are to be:
- level;
 - provided with impervious hard stand and drained; and
 - if facing either the street frontage or adjoining properties, screened by a 1.8m high fence around the full perimeter.

LANDSCAPING

MCU8. Submit to Council for endorsement, a Landscape Concept Plan which illustrates the proposed landscaping solution.

Timing: Prior to the commencement of the use.

MCU9. Implement the approved Landscape Concept Plan and maintain at all times.

FENCING

MCU10. Construct acoustic barrier fencing along all side and rear boundaries in accordance with *Figure 1*. A cantilevered 2.4-metre-high acoustic fence is required along the boundaries highlighted red in *Figure 1*. A 2-metre-high acoustic fence is required along the boundaries highlighted blue in *Figure 1*.

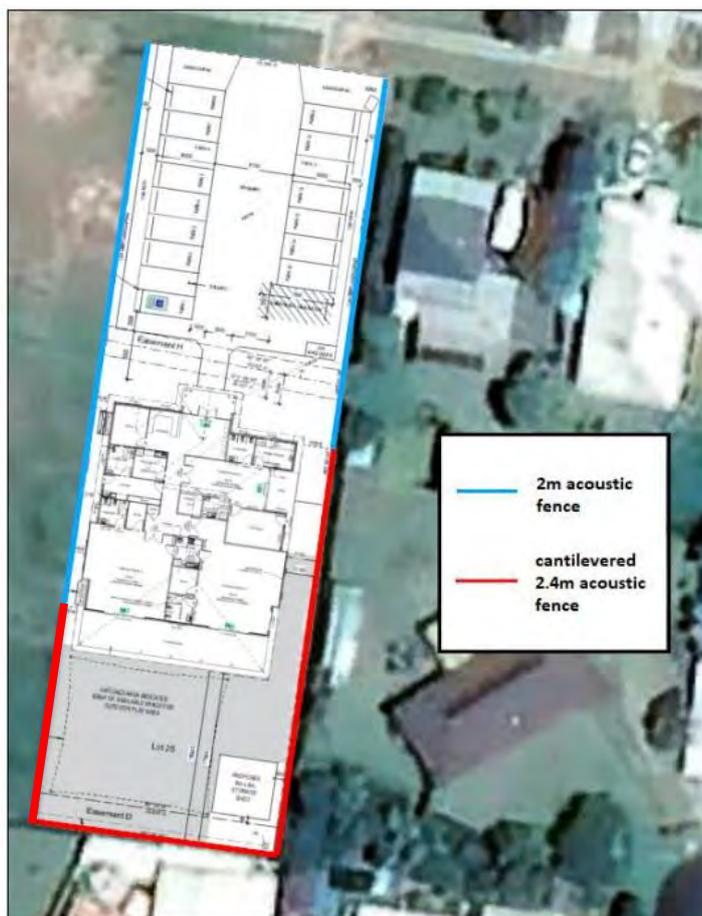


Figure 1 – Acoustic barrier specifications.

MCU11. The acoustic barrier can be constructed from any durable material with sufficient mass (minimum of 12.5kg/m²) to prevent direct noise transmission. The use of Colourbond or tin construction material is not permitted.

ENGINEERING WORKS

ENG1. Submit to Council, an Operational Work application for all civil works including earthworks, stormwater and parking.

ENG2. Complete all works approved and works required by conditions of this development approval and/or any related approvals at no cost to Council, prior to the commence of the use unless otherwise stated.

ENG3. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's standards, relevant design guides, and Australian Standards.

- ENG4. Be responsible for the full cost of any alterations necessary to electricity, telephone, water mains, sewer mains, stormwater drainage systems or easements and/or public utility installations resulting from the development or from road and drainage works required in connection with the development.

LOCATION, PROTECTION AND REPAIR OF DAMAGE TO COUNCIL AND PUBLIC UTILITY SERVICES INFRASTRUCTURE AND ASSETS

- ENG5. Be responsible for the location and protection of any Council and public utility services infrastructure and assets that may be impacted on during construction of the development.
- ENG6. Repair all damages incurred to Council and public utility services infrastructure and assets, as a result of the proposed development immediately should hazards exist for public health and safety or vehicular safety. Otherwise, repair all damages immediately upon completion of works associated with the development.

CONSTRUCTION AND NUISANCE MANAGEMENT PLAN

- ENG7. Submit to Council for endorsement, a Construction and Nuisance Management Plan for approved development works for the site. The Plan is to cover where applicable, the following:

- a) Air quality management;
- b) Noise and vibration management;
- c) Storm water quality management;
- d) Erosion and sediment management;
- e) Vegetation management;
- f) Waste management;
- g) Complaint management;
- h) Community awareness;
- i) Preparation of site works plan;
- j) Workers car parking arrangements; and
- k) Traffic control during works.

Timing: Prior to commencement of works.

- ENG8. Implement the approved Construction Management Plan at all times during construction of the development.
- ENG9. Ensure a legible copy of the approved Construction Management Plan is available on-site at all times during construction and earthworks.

STORMWATER MANAGEMENT

- ENG10. Submit to Council for assessment and approval, a Stormwater Management Plan, prepared by a RPEQ, addressing the following:
- a) Demonstrate that there is no material increase in stormwater discharge and velocities from the development between the pre and post development flows for the ARI 2, ARI 5, ARI 10, ARI 20, ARI 50 and ARI 100 storm events of duration between 5 min to 4.5 hours;
 - b) Details of open channel and detention basin design, capacities and operation;
 - c) Lawful point of discharge;
 - d) Conceptual piped and overland flows site stormwater systems designed in accordance with Queensland Urban Drainage Manual; and
 - e) Information for site filling to ensure that the other properties are not affected by altered overland flow paths.

Timing: Prior to submission of an Operational Work application.

- ENG11. Provide overland flow paths that do not alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.
- ENG12. Design and construct all internal stormwater drainage works to comply with the relevant Section/s of AS/NZS 3500.3.2.
- ENG13. Ensure that adjoining properties and roadways are protected from ponding or nuisance from stormwater as a result of any site works undertaken as part of the proposed development.
- ENG14. Discharge all minor storm flows that fall or pass onto the site to the lawful point of discharge in accordance with the Queensland Urban Drainage Manual (QUDM).

WATER SUPPLY

- ENG15. Connect the development to Council's reticulated water supply system via a single connection.

SEWERAGE

- ENG16. Connect the development to Council's reticulated sewerage system via a single connection. The connection must be designed in accordance with Council's standards and be approved by Council's Utility Services Section.
- ENG17. Actual connection to Council's live sewerage infrastructure must be undertaken by or under the supervision of Council.
- ENG18. Do not build works within 1.5 metres from the centre of any existing sewer pipework or within the Zone of Influence, whichever is the greater (measured horizontally).
- ENG19. Maintain a minimum of a 3 metre wide corridor to be maintained for maintenance/upgrade purposes.
- ENG20. Ensure that a clear level area of a minimum of a 2.5 metre radius surrounding any existing sewer manholes on the site is provided for future maintenance/upgrade purposes.
- ENG21. The above minimum clearances to Council's sewer infrastructure do not preclude the need for works to proposed structures to prevent loading to the sewer system.

PARKING AND ACCESS – GENERAL

- ENG22. Design all access driveways, circulation driveways, parking aisles and car parking spaces in accordance with Australian Standard 2890.1 – Parking Facilities – Off Street Car Parking.
- ENG23. Design and construct all sealed areas with concrete, asphalt or a two-coat bitumen seal.
Note: Surface coating of trafficable areas in the carpark should be selected to minimise tyre squeal or noise, in accordance with the Noise Impact Assessment Report (project no: J000909, dated 2/8/22)
- ENG24. Provide a minimum of 14 car parking spaces including a minimum of 1 person with disability (PWD) car parking space.
- ENG25. Design & construct all PWD car parking spaces in accordance with AS2890.6.
- ENG26. Provide vehicle bollards or tyre stops to control vehicular access and to protect landscaping or pedestrian areas where appropriate.

ENG27. Ensure access to car parking spaces, vehicle loading and manoeuvring areas and driveways remain unobstructed and available for their intended purpose during the hours of operation.

ENG28. Provide longitudinal gradient and crossfall for all driveways to comply with the requirements of AS2890.1.

PARKING AND ACCESS – SERVICING

ENG29. Provide manoeuvring for a Waste Collection Vehicle in the location generally shown on the approved plan(s).

ENG30. Ensure loading and unloading operations are conducted wholly within the site and vehicles enter and exit the site in forward gear.

VEHICLE ACCESS

ENG31. Construct a commercial crossover between the property boundary and the edge of the Alford Street road pavement, having a minimum width of 6.0 metres, generally in accordance with IPWEAQ Std Dwg RS-051, Rev F. Ensure that crossover splay is designed to accommodate the path of a Waste Collection Vehicle.

ENG32. Construct any new crossovers such that the edge of the crossover is no closer than 1 metre to any existing or proposed infrastructure, including any stormwater gully pit, manhole, service infrastructure (e.g. Power pole, telecommunications pit), road infrastructure (e.g. Street sign, street tree, etc).

REDUNDANT CROSSOVERS

ENG33. Remove the redundant crossover and reinstate the kerb and channel, road pavement, services, verge and any footpath to the standard immediately adjacent along the frontage of the site.

ROADWORKS AND PEDESTRIAN SAFETY

ENG34. Install signage for all works on or near roadways in accordance with the Manual for Uniform Traffic Control Devices – Part 3, Works on Roads.

ENG35. Submit to Council, an application for any footpath, road or lane closures, and ensure all conditions of that approval are complied with during construction or the works.

ENG36. Maintain safe pedestrian access along Council's footpaths at all times.

ELECTRICITY AND TELECOMMUNICATION

ENG37. Connect the development to electricity and telecommunication services.

EARTHWORKS – GENERAL

ENG38. Earthworks per site involving cut or fill with a nett quantity of material greater than 50m³, requires an Operational Works application.

ENG39. Undertake earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.

EROSION AND SEDIMENT CONTROL – GENERAL

ENG40. Ensure that all reasonable actions are taken to prevent sediment or sediment laden water from being transported to adjoining properties, roads and/or stormwater drainage systems.

ENG41. Remove and clean-up sediment or other pollutants in the event that sediment or other pollutants are tracked/released onto adjoining streets or stormwater systems, at no cost to Council.

FINANCIAL AND RESOURCE IMPLICATIONS

No implication can be identified.

LINK TO CORPORATE/OPERATIONAL PLAN

Growth and Opportunity

GO2 Balanced development that preserves and enhances our region.

GO2.1 Implement Council's planning scheme to support sustainable development of business, industry and community liveability

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Refer to CONSULTATION in this report.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No implication identified.

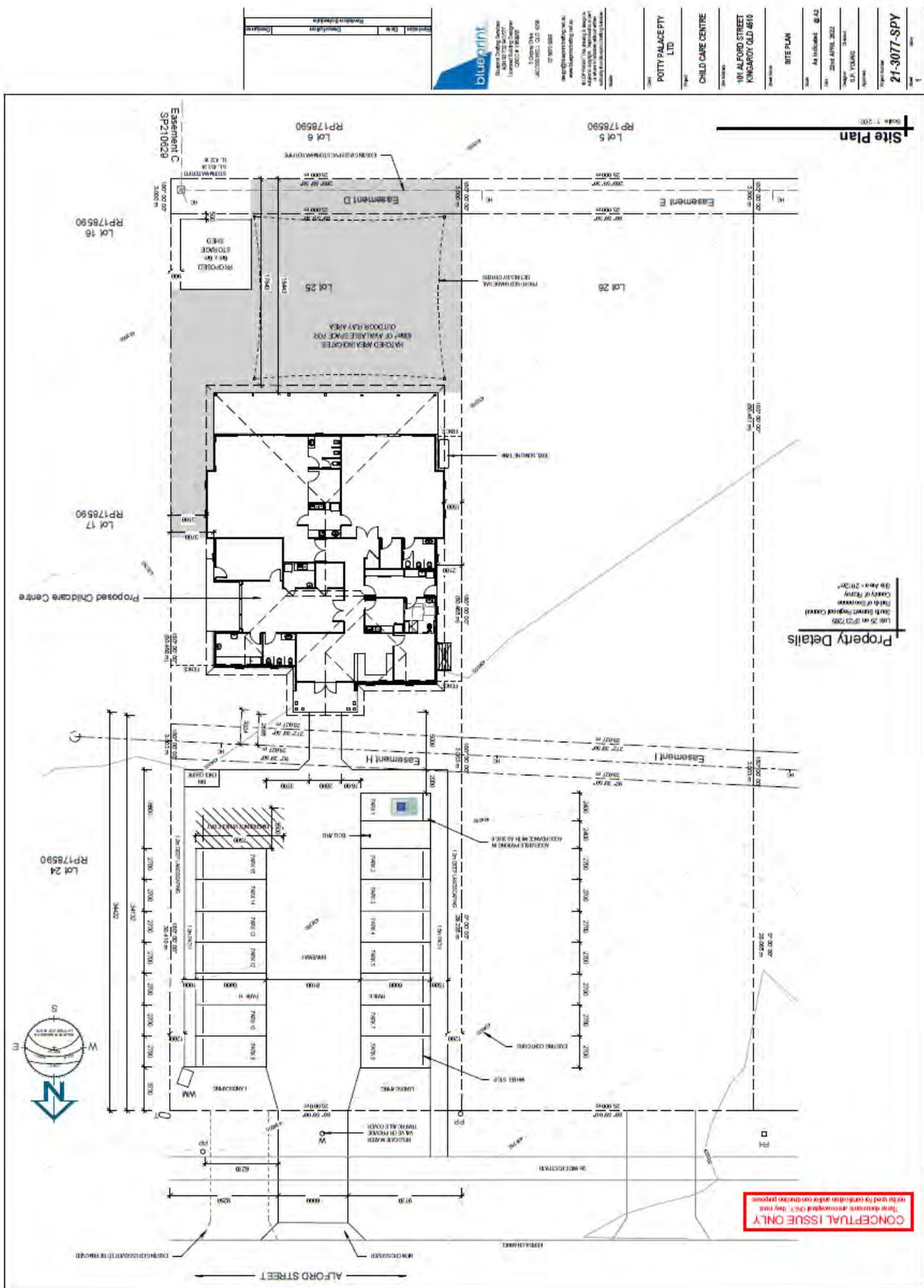
POLICY/LOCAL LAW/DELEGATION IMPLICATIONS

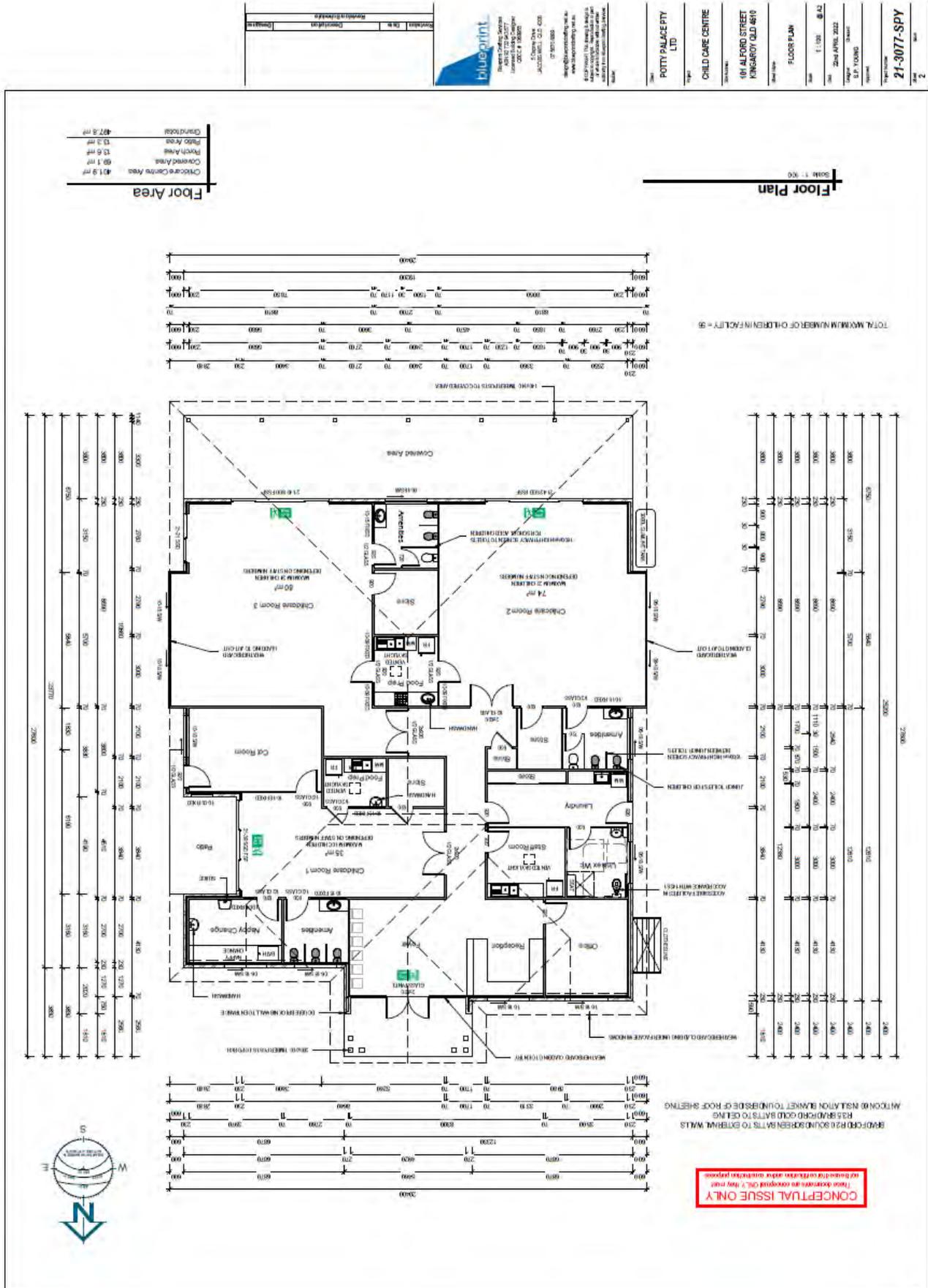
No implication can be identified.

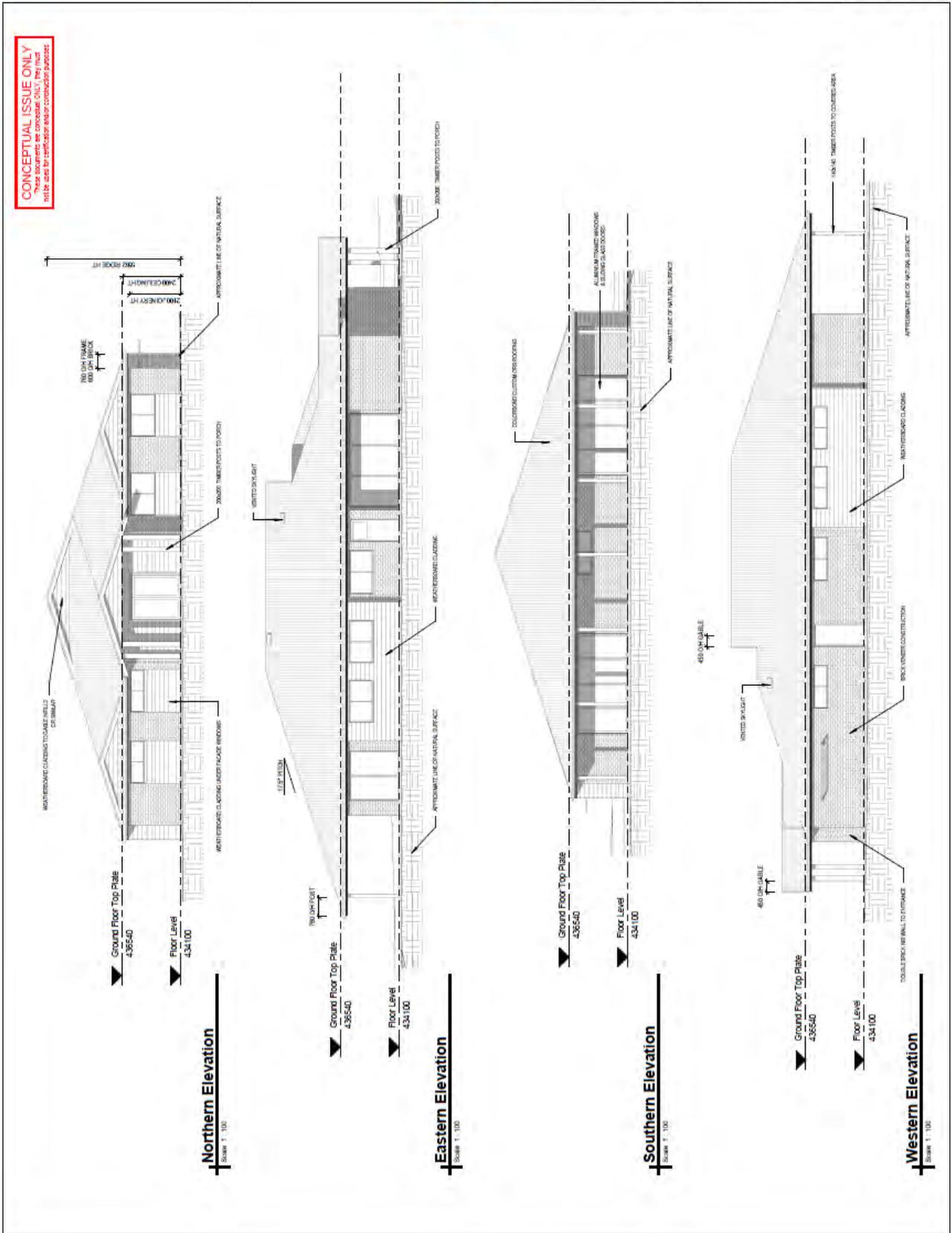
ASSET MANAGEMENT IMPLICATIONS

No implication can be identified.

PROPOSAL PLAN







Revision	Date

Description	Designer



Blueprint Drafting Services
 ABN 52 732 943 577
 Level 10/100 Adelaide Street
 GPO Box 10282
 Adelaide SA 5000
 5 Casey Drive
 JACOBS HILL QLD 4038
 07 5670 8899
design@blueprintdrafting.net.au
www.blueprintdrafting.net.au
© Copyright. The drawings & designs are the property of Blueprint Drafting Services and are subject to copyright. Reproduction in part or whole is prohibited without written permission from Blueprint Drafting Services.

Client	POTTY PALACE PTY LTD
Project	CHILD CARE CENTRE
Site Address	101 ALFORD STREET KINGAROY QLD 4610
Sheet Name	3D VIEWS 1
Scale	NOT TO SCALE @ A3
Date	22nd APRIL 2022
Designer	S.P. YOUNG
Approved:	
Project Number	21-3077-SPY
Sheet	4



North-Eastern View
NOT TO SCALE

CONCEPTUAL ISSUE ONLY
 These documents are conceptual ONLY. They must not be used for certification and/or construction purposes.



North-Western View
NOT TO SCALE

Revision	Date	Description	Designer
		Revision Schedule	



Blueprint Drafting Services
 ABN 52 732 943 577
 Licensed Building Practitioner
 QBCC 14 102856

5 Ogden Drive
 JACOBS HILL QLD 4038
 (07) 5670 8899
 design@blueprintdrafting.net.au
 www.blueprintdrafting.net.au

A Copyrighted architectural drawing is a design to be used for construction purposes only. It is not to be used for any other purpose or to be reproduced in any form without the written consent of the author.

Client
POTTY PALACE PTY LTD

Project
CHILD CARE CENTRE

Site Address
**101 ALFORD STREET
 KINGAROO QLD 4610**

Sheet Name
3D VIEWS 2

Scale
NOT TO SCALE @ A3

Date
22nd APRIL 2022

Designer
S.P. YOUNG

Project Number
21-3077-SPY

Sheet Number
5



South-Eastern View
 NOT TO SCALE

CONCEPTUAL ISSUE ONLY
 These documents are conceptual ONLY, they must not be used for certification and/or construction purposes



South-Western View
 NOT TO SCALE

REPORT

The applicant seeks approval for a material change of use for a development permit for a childcare centre.

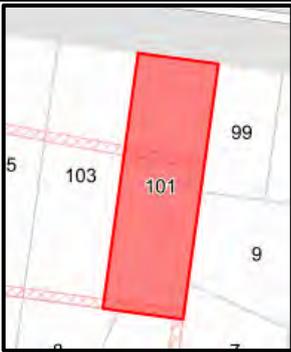
APPLICATION SUMMARY	
Applicant:	Shane Harris C/- ONF Surveyors
Proposal:	Childcare centre
Properly Made Date:	3 December 2021
Street Address:	101 Alford Street, Kingaroy
RP Description:	Lot 25 SP 237285
Assessment Type:	Impact Assessable
State Referral Agencies:	N/A
Referred Internal Specialists:	Development Engineer

The following table describes the key development parameters for the proposal:

PROPOSED DEVELOPMENT	
Proposed Development:	Childcare Centre
Variations Sought:	Nil
Level of Assessment:	Impact assessable
Area to be used:	A total area of 938.8sqm is to be used.
Impervious Area:	Information not provided
Site Cover:	24%
Car Parking Spaces:	14
Service Vehicle Provision:	1
Submissions Received:	Two (2) submissions were received.
Decision Making Period Ends:	5 October 2022

SITE DETAILS:

SITE AND LOCALITY DESCRIPTION				
Land Area:	2,012sqm			
Existing Use of Land:	Vacant land			
Road Frontage:	Alford Street			
Road/s	Road Hierarchy			
Alford Street	Minor urban collector			
Easements	2 easements - 1 for the purpose of sewer - 1 for the purpose of stormwater			

		
Significant Site Features:	Nil	
Topography:	The site is relatively flat.	
Surrounding Land Uses:	Land Use	Zone/Precinct
North	Residential/dwellings – low density residential zone	
South	Residential/dwellings - low density residential zone	
East	Vacant lots - low density residential zone	
West	Residential/dwellings - low density residential zone	
Services:	Water, sewer, electricity, stormwater, telecommunications.	

Background / Site History

<i>APPLICATION NO.</i>	<i>DECISION AND DATE</i>
	N/A

ASSESSMENT:

Framework for Assessment

Categorising Instruments for Statutory Assessment

For the *Planning Act 2016*, the following Categorising Instruments may contain Assessment Benchmarks applicable to development applications:

- The *Planning Regulation 2017*
- the Planning Scheme for the local government area
- any Temporary Local Planning Instrument
- any Variation Approval

Of these, the planning instruments relevant to this application are discussed in this report.

Assessment Benchmarks Pertaining to the Planning Regulation 2017

The following Assessment Benchmarks from the *Planning Regulation 2017* are applicable to this application:

PLANNING REGULATION 2017 DETAILS	
Assessment Benchmarks:	State Planning Policy – The SPP is reflected in the South Burnett Regional Planning Scheme 2017.
WBB Regional Plan Designation:	The Wide Bay Burnett Regional Plan is reflected in the South Burnett Regional Planning Scheme 2017.

Assessment Benchmarks Pertaining to the Planning Scheme

The applicable planning scheme for the application is South Burnett Regional Council Version 1.4. The following sections relate to the provisions of the Planning Scheme.

Planning Scheme:	South Burnett Regional Council Planning Scheme Version 1.4
Strategic Framework Land Use Category:	Urban
Zone:	Low density residential
Precinct:	Nil
Assessment Benchmarks:	Strategic framework Low density residential zone Services and works code

Strategic Framework

The Strategic Framework considers the following matters:

- Settlement Pattern
- Rural Futures
- Strong Economy
- Natural Systems & Sustainability
- Strong Communities
- Infrastructure & Servicing

The subject site is located within the Urban Area nominated on Council's Strategic Framework Map. The themes of the Strategic Framework have been summarised as applicable, as follows:

STRATEGIC FRAMEWORK	
THEME	ASSESSMENT COMMENTS
Settlement Pattern	<p>"Forecasts suggest moderate growth throughout the Region, prompting incremental increases in urban growth areas around most towns" (section 3.2.1 Strategic Framework).</p> <p>"Kingaroy develops as the main activity centre for the Region with the highest level of commercial, industrial, community and municipal services" (section 3.2.1 Strategic Framework).</p> <p>The provision of a new childcare centre will ensure there is suitable access to childcare services for the growing demand/population. The subject site is located in the low density residential zone and is currently vacant. The surrounding residential amenity can be protected through acoustic fencing, landscaping and operational management. The proposed building has been designed to complement the surrounding low density residential style, with a low roof pitch, entry way, windows, combination of brick and timber cladding to break up the façade.</p> <p>It is considered the proposed development generally complies with the requirements of the Settlement Pattern theme.</p>
Rural Features	N/A – The site is within the Urban Area on Council's Strategic Framework mapping.
Strong Economy	"The region's economy is founded on strength and diversity of industry and service provision that capitalises on its location advantages and natural assets, improving the Region's employment opportunities and maximising regional economic activity" (Section 3.4.1 of the Strategic Framework).

	<p>The proposed development aims to provide childcare services within close proximity to the Kingaroy township, to support the growing region. The proposed development will also create long employment opportunities.</p> <p>It is considered the proposed development generally complies with the requirements of the Strong Economy Theme.</p>
Natural Systems & Sustainability	<p>No natural hazards affect the subject site and there are no biodiversity areas or areas of regulated vegetation on site. The subject site will not necessitate clearing of vegetation as it is already cleared. The development will be conditioned to manage land degradation and to reduce the risk on water quality and biodiversity in the surrounding area.</p> <p>It is considered the proposed development generally complies with the requirements of the Natural Systems & Sustainability theme.</p>
Strong Communities	<p>“Development occurs in a manner that provides access to a range of employment, commercial, cultural, recreational, education and community opportunities in serviceable location that respond to community needs” (Section 3.6.1 of the Strategic Framework).</p> <p>The proposed childcare centre is consistent with the surrounding area and allows for an additional childcare service in the Kingaroy township, increasing childcare availability. The subject site and surrounding area have access to a bitumen sealed road, electricity, telecommunications, water supply, waste collection and mail delivery services.</p> <p>It is considered the proposed development generally complies with the requirements of the Strong Communities theme.</p>
Infrastructure & Servicing	<p>The proposed development will be connected to Council’s reticulated water and sewerage networks as well as electricity, telecommunications and stormwater.</p> <p>It is considered the proposed development generally complies with the requirements of the Infrastructure & Servicing theme.</p>

Assessment Benchmarks – Planning Scheme Codes

The application has been assessed against each of the applicable codes and found to be compliant with, or can be conditioned to comply with, each. The pertinent issues arising out of assessment against the codes are discussed below:

Low Density Residential Zone Code

PURPOSE	
Relevant Overall Outcomes	Comments
Development maintains a high level of residential amenity having regard to traffic, noise, dust, odour, lighting and other locally specific impacts.	Development has conditions in relation to traffic, noise, and lighting. Applicant commissioned Noise Impact Assessment. Development has been conditioned to operate in accordance with the operational management recommendations in relation to noise nuisance. A 2m high acoustic fence and 2.4m high cantilevered acoustic fence will be constructed to protect the residential amenity of nearby sensitive receptors.
Development reflects and enhances the existing low density scale and character of the area.	Childcare centre building will be constructed of a combination of brick and timber cladding to enhance visual amenity. The roof pitch has been reduced lessening the built form reflective of the low density residential scale and character.

<p>Development is designed to incorporate sustainable practices including maximising energy efficiency, water conservation and public/active transport use.</p>	<p>The building has been designed to incorporate natural heating and cooling. The design includes 3 skylights, this will increase natural light throughout the building. There is an existing cement walking path that traverses in front of the site. The development has included a footpath to access the entry of the building to encourage safe pedestrian access and active transport.</p>
<p>Non-residential uses may be supported where such uses directly support the day to day needs of the immediate residential community, do not detract from the residential amenity of the area and do not undermine the viability of nearby centres.</p>	<p>This development will support the day-to-day childcare needs of the surrounding residential community. Relevant conditions have been imposed to ensure the development does not detract from the residential amenity of the area.</p>

ACCEPTABLE OUTCOME	ASSESSMENT MANAGERS COMMENTS
SECTION 2 - General	
<p>PO2 The density, built form and appearance of development reflects the intended low density, detached housing character of the zone, is climatically responsive and facilitates casual surveillance of the street.</p>	<p>In response to Council Further Advice letter the applicant:</p> <ul style="list-style-type: none"> - Decreased the pitch of the roof to suit the low-density character. - Incorporated timber cladding into built form. - Incorporated skylights.
<p>AO2.1 Site cover does not exceed 50% except for the Bunya Mountains Precinct where the maximum site cover is 10%. and AO2.2 Buildings are a maximum of 2 storeys above ground level. and AO2.3 Pedestrian entrances to buildings are clearly visible from the street. and AO2.4 The maximum length of any façade without articulation or change of materials is 10m. and AO2.5 Buildings are set back at least: (a) 6m from the primary street frontage; (b) 4.5m from any secondary street frontage; (c) 1.5m from side boundaries; and (d) 6m from rear boundaries. and AO2.6 A 1.8m high screen fence is provided to the side and rear boundaries. and AO2.7 Plant and service equipment (air conditioning, exhaust fans, lift motor rooms, refuse bins, telecommunication devices, etc) are integrated into the building. and AO2.8 Garages are at or behind the ground level front building setback. and</p>	<ul style="list-style-type: none"> ✓ Site cover is approximately 24% ✓ The proposed building is 1 storey. ✓ The building has been designed with an entry archway which makes the entrance clearly visible from the street. ✓ The maximum length of the side façade is approx. 21m long. However, the building design has incorporated a combination of brick and timber cladding, glass windows resulting in a change in articulation. ✓ The building is setback 34m from the street frontage, within on-stie parking incorporated Infront of the building façade. The building is setback 1.5 from the western boundary, 3.1m from the eastern boundary and 18m from the rear boundary. ✓ Relevant conditions added which requires the construction of a 2m high acoustic fence and 2.4m high cantilevered fence along different boundaries, in accordance with the Noise Assessment Report. ✓ Relevant conditions added which requires ensures compliance with AO2.7.

<p>AO2.9 Front façades incorporate the front door (and an associated front door identification structure) and living room windows or balconies oriented toward the street. and AO2.10 Each unit incorporates a private open space at least 20m² in area and 4 metres wide that directly adjoins the unit's principal living area and is oriented northward. and AO2.11 Front fences are less than 1.2 metres high. and AO2.12 Where a dual occupancy in the Low Density Residential zone, each unit has: (a) independent driveway access to its respective street frontage; and (b) Its front door (and an associated front door identification structure) and living room windows or balconies oriented toward its respective street frontage.</p>	<p>✓ A front door is incorporated into the front façade.</p> <p>N/A</p> <p>N/A</p> <p>N/A</p>
<p>PO3 Development responds to natura landforms and stormwater flows.</p>	<p>✓ The site will retain the current natural landform where possible</p>
<p>AO3.1 Cut and fill is minimised. And AO3.2 For building sites steeper than 10%, elevated split-level building construction is used to achieve level changes.</p>	<p>✓ Minimal cut and fill proposed.</p>
<p>PO4 Development is adequately serviced.</p>	<p>✓ Complies.</p>
<p>AO4.1 Development is connected to reticulated water supply and sewerage. and AO4.2 Stormwater is discharged to a lawful point of discharge or to downstream properties but only with the consent of the affected landowners. and AO4.3 Development is supplied with reticulated electricity and telecommunications services.</p>	<p>✓ Conditioned to comply.</p> <p>✓ Conditioned to comply.</p> <p>✓ Conditioned to comply.</p>
<p>PO5 The efficiency and safety of the road network is not compromised by inappropriate access arrangements.</p>	<p>✓ Relevant access conditions applied.</p>
<p>No outcome specified.</p>	
<p>PO6 Refuse storage areas: (a) are conveniently located for use and collection; and (b) are of useable size; and (c) avoid adverse impacts on neighbours and occupants; and (d) are screened from view within the site, adjoining properties and the street.</p>	<p>✓ Refuse storage condition added to ensure compliance.</p>
<p>No outcome specified.</p>	

<p>PO7 Development is located and designed to ensure that land uses are not exposed to: (a) Areas that pose a health risk from previous activities; and (b) Unacceptable levels of contaminants.</p>	<p>N/A</p>
<p>AO7.1 Development does not occur: (a) In areas that pose a health risk from previous activities; and (b) on sites listed on the Contaminated Land Register or Environmental Management Register. or AO7.2 Areas that pose a health risk from previous activities and contaminated soils which are subject to development are remediated prior to plan sealing, operational works permit, or issuing of building works permit.</p>	<p>✓ The subject site is not identified in the CLR or EMR.</p>

SERVICES AND WORKS CODE

PURPOSE	
Relevant Overall Outcomes	Comments
<p>Development is planned, designed, constructed and operated to manage stormwater and wastewater in ways that protect environmental values and achieve water quality objectives.</p>	<p>A condition has been added which requires a Stormwater Management Plan to be submitted to Council.</p>
<p>Development is provided with sufficient vehicle parking and servicing in a manner that provides safe and efficient access and circulation.</p>	<p>14 car parking spaces and 1 PWD space are provided in accordance with Table 9.4.5 of the Planning Scheme.</p>
<p>Landscaping enhances visual amenity, integrates the built and natural environments, maximises water efficiency, minimises soil loss, provides shade in large, paved areas and does not adversely impact on infrastructure.</p>	<p>A condition has been added which requires a Landscape Concept Plan to be submitted to Council.</p>

ACCEPTABLE OUTCOME	ASSESSMENT MANAGERS COMMENTS
SERVICES AND WORKS CODE	
SECTION 1 - General	
<p>PO1 The development is planned and designed considering the land use constraints of the site for achieving stormwater design objectives.</p>	<p>✓ The proposed development will be provided with standard services currently connected to the site. Stormwater is proposed to be discharged to existing stormwater network at the rear of the subject site. Condition added to ensure lawful point of discharge. Landscaping is proposed to complement the building façade.</p>

<p>AO1.1 A stormwater quality management plan provides for achievable stormwater quality treatment measures that meet the design objectives identified in Table 9.4.4.</p>	<p>✓ Relevant condition added to ensure compliance.</p>
<p>PO2 Development does not discharge wastewater to a waterway or off-site unless demonstrated to be best practice environmental management for that site.</p>	<p>✓ No wastewater is proposed to be discharged to a waterway. Relevant conditions added to ensure compliance.</p>
<p>AO2.1 A wastewater management plan prepared by a suitably qualified person and addresses :</p> <p>(a) wastewater type;</p> <p>(b) climatic conditions;</p> <p>(c) water quality objectives;</p> <p>(d) best-practice environmental management; and</p> <p>AO2.2 Wastewater is managed in accordance with a waste management hierarchy that:</p> <p>(a) avoids wastewater discharge to waterways; or</p> <p>(b) minimises wastewater discharge to waterways by re-use, recycling, recovery and treatment for disposal to sewer, surface water and groundwater.</p>	<p>✓ This development application does not necessitate the need for a wastewater management plan.</p>
<p>PO3 Construction activities avoid or minimise adverse impacts on stormwater quality.</p>	<p>✓ Relevant conditions imposed.</p>
<p>AO3.1 An erosion and sediment control plan addresses the design objectives for the construction phase in Table 9.4.4.</p>	<p>✓ Relevant conditions added in relation to erosion and sediment control.</p>
<p>PO4 Operational activities avoid or minimise changes to waterway hydrology from adverse impacts of altered stormwater quality and flow.</p>	<p>✓ Operational activities will not result in discharges to waterways. Relevant conditions added to ensure compliance.</p>
<p>AO4.1 Development incorporates stormwater flow control measures to achieve the design objectives for the postconstruction phase in Table 9.4.4.</p>	<p>✓ Relevant conditions added to ensure compliance.</p>
<p>SECTION 2 - Infrastructure</p>	
<p>PO5 Development is provided with infrastructure which:</p> <p>(a) conforms with industry standards for quality;</p> <p>(b) is reliable and service failures are minimised; and</p> <p>(c) is functional and readily augmented.</p>	<p>✓ Complies.</p>

<p>AO5.1 Except in the Rural zone, all development occurs on a site with frontage to a sealed road.</p> <p>and</p> <p>AO5.2 Infrastructure is designed and constructed in accordance with the standards contained in PSP1 – Design and Construction Standards.</p>	<ul style="list-style-type: none"> ✓ Alford Street is bitumen sealed. ✓ Conditioned to comply.
SECTION 3 – Vehicle parking	
<p>PO6 Vehicle parking and access is provided to meet the needs of occupants, employees, visitors and other users.</p>	<ul style="list-style-type: none"> ✓ Complies – The proposed childcare will accommodate 54 children. Table 8.4.5 requires 1 space per 3 employees and 1 space per 5 children.
<p>AO6.1 Vehicle parking spaces are provided on-site in accordance with Table 9.4.5.</p> <p>and</p> <p>AO6.2 A service bay is provided on-site for the service vehicle nominated in Table 9.4.5.</p> <p>and</p> <p>AO6.3 Driveway crossings are provided to the standard contained in PSP1 – Design and Construction Standards.</p> <p>and</p> <p>AO6.4 Vehicle parking and manoeuvring areas are provided in accordance with the standards contained in PSP1 – Design and Construction Standards.</p>	<ul style="list-style-type: none"> ✓ The proposal includes 14 car parking spaces and 1 PWD parking space in accordance with Table 9.4.5. N/A ✓ Conditioned to comply. ✓ Complies.
SECTION 4 – Landscaping	
<p>PO7 Landscaping is appropriate to the setting and enhances local character and amenity.</p>	<ul style="list-style-type: none"> ✓ Conditioned to comply.
<p>AO7.1 Landscaping is provided in accordance with the relevant zone code provisions.</p> <p>and</p> <p>AO7.2 Where shade tree planting is required in vehicle parking areas each planting bed has a minimum area of 2m² and is unsealed and permeable.</p> <p>and</p> <p>AO7.3 Plantings along frontages or boundaries are in the form of defined gardens with three tier planting comprised of groundcovers, shrubs (understorey), and trees (canopy) and provided with a drip irrigation system, mulching and border barriers.</p>	<ul style="list-style-type: none"> ✓ The applicant will be required to Submit a Landscape Concept Plan to be approved by Council.
<p>PO8 Plant species avoid adverse impacts on the natural and built environment, infrastructure and the safety of road networks.</p>	<p>N/A</p>

<p>AO8.1 Landscaping utilises plant species that are appropriate for the location and intended purpose of the landscaping. and AO8.2 Species selection avoids non-invasive plants.</p>	<p>N/A</p>
<p>SECTION 5 – Filling and Excavation</p>	
<p>PO9 Development results in ground levels that retain: (a) access to natural light; (b) aesthetic amenity; (c) privacy; and (d) safety.</p>	<p>✓ Conditioned to comply.</p>
<p>AO9.1 The depth of: (a) fill is less than 2m above ground level; or (b) excavation is less than 2m below ground level. and AO9.2 The toe of the fill, or top of the excavation is not less than 0.5m inside the site property boundary. and AO9.3 Works do not occur on slopes over 15% in grade. and AO9.4 Retaining walls over 1m in height are terraced 1.5m for every 1m in height and landscaped. and AO9.5 Batter slopes are not steeper than 25% and are grassed and terraced 1.5m for every 1m in height. and AO9.6 Filling or excavation for the purpose or retention of water: (a) is certified by an RPEQ engineer to safely withstand the hydraulic loading; (b) directs overflow such that no scour damage or nuisance occurs on adjoining lots.</p>	<p>✓ Operational works application required for cut and fill works. Minimal cut and fill required.</p>
<p>PO10 Filling or excavation does not cause damage to public utilities.</p>	<p>✓ Conditioned to comply.</p>
<p>AO10.1 Filling or excavation does not occur within 2m horizontally of any part of an underground water supply, sewerage, stormwater, electricity or telecommunications system.</p>	<p>✓ Condition added to ensure protection of underground water supply, sewerage, stormwater, electricity and telecommunications.</p>
<p>PO11 Filling and excavation avoids water ponding on the premises or nearby premises</p>	<p>✓ Conditioned to comply.</p>

that will adversely impact on the health of the community.	
<p>AO11.1 Following filling or excavation:</p> <p>(a) the premises:</p> <p>(i) are self-draining; and,</p> <p>(ii) has a minimum slope of 0.25%; and,</p> <p>(b) surface water flow is:</p> <p>(i) directed away from neighbouring properties; or</p> <p>(ii) discharged into a stormwater drainage system designed and constructed in accordance with AS3500 section 3.2.</p>	<p>✓ Condition added to ensure compliance with AO11.1.</p>

Local Categorising Instrument - Variation Approval

Not applicable.

Local Categorising Instrument - Temporary Local Planning Instrument

Not applicable.

Other Relevant Matters

Not applicable.

Locality Plan



Figure 1 - Locality Plan (Source: IntraMaps)

Aerial Plan



Figure 2 - Aerial Image (Source: SPP Mapping)

CONSULTATION:

Referral Agencies

Not applicable.

Other Referrals

INTERNAL SPECIALIST	REFERRAL / RESPONSE
Development engineer	Council's Development Engineer provided comments in relation to Infrastructure Charges and engineering conditions.
Infrastructure Charges Unit	<p>Council adopted a LGIP on 24 June 2019 which commenced on 1 July 2019.</p> <p>The types of development that may trigger the issuing of an infrastructure charges notice are:</p> <ul style="list-style-type: none"> a) Reconfiguring a lot; b) Making a Material change of use; c) Carrying out Building Work. <p>The property is within the Water supply catchment, Sewerage Network, Transport Network, Parks & Land of Community facilities, and Stormwater Network and is therefore subject to relevant adopted charges.</p> <p>Refer to Infrastructure Charges Notice attached as Attachment B.</p>

Public Notification

Public notification was undertaken from Thursday 17th February 2022 to Thursday 10th March 2022 in accordance with the requirements of section 17 and schedule 3 of the Development Assessment Rules.

The following public notification actions were undertaken for the subject development application:

- Published a notice in Burnett Today Newspaper; and
- Placed a notice on the premises; and
- Notified the owners of all lots adjoining the premises by way of posting letters.

The Notice of Compliance was received on the 11th March 2022 and 2 properly made submissions were received by Council.

Submission 1:

- Objection
- "Noises, personal privacy, car marking excessive noises, speeding, spinning wheels, recommended colour bond fence 7 foot".
- Submitter is adjoining landowner

Submission 2:

- Objection
- Concerns in regard to:
 - Increased traffic
 - Impacts on flow of traffic as Alford Street is narrow
 - Parking on the street

On the 14 March 2022, the applicant provided a response to the public submissions.

Given the concern from submitters in relation to noise from the proposed land use, Council issued a Further Advice letter which included the need for a Noise Impact Assessment report. The applicant subsequently engaged a consultant to undertake noise modelling and propose mitigation measures.

The Noise Impact Assessment submitted to Council recommended a number of noise mitigation and management measures for the operation and maintenance of the proposed childcare centre to ensure that noise from the site does not cause environmental nuisance to the nearby sensitive receptors. Recommendations summarised below:

- Acoustic barrier:
 - 2.4m high cantilevered acoustic barrier surrounding the outdoor play area and 2m high acoustic barrier along the remaining boundaries.
 - The acoustic barrier can be constructed from any durable material with sufficient mass (min. 12.5kg/m²) to prevent direct noise transmission.
- General building recommendations:
 - Surface coating of trafficable areas in the carpark should be selected to minimise tyre squeal or noise.
 - Ensure any manhole or service caps in the carpark area are tightly secured to prevent rattling.
 - Gates should be self-closing with soft closure latches.
- Operational Noise Management Measures.

The development has been conditioned to construct an acoustic fence in accordance with recommendations outlined in Section 7.1 of the Noise Impact Assessment report. The development has been conditioned to implement the general building recommendations outlined in Section 7.2 of the Noise Impact Assessment report. The Childcare centre has been conditioned to operate in accordance with the operational noise management measures outlined in Section 7.3 of the Noise Impact Assessable report.

Additional conditions have been included to protect the residential amenity of the immediate area, which included:

- Mechanical plant (air conditioning, refrigeration equipment and pumps) noise levels to comply with the *Environmental Protection Act 1994*.
- Waste storage and removal must be provided in accordance the *Waste Reduction and Recycling Regulation 2011*.
- Landscaping – Commission and implement a Landscape Concept Plan.
- On-site parking – The development has been conditioned to provide 14 on-site carparking spaces and 1 PWD space (as proposed by the applicant) exceeding the vehicle parking requirements outlined in the planning scheme for a childcare centre. The applicant proposed 2 additional carparking spaces then the required amount. Provision of sufficient on-site carparking spaces will decrease the risk of on-street parking.

It is considered that the concerns raised by the submitters have been addressed through reasonable and relevant conditions.

CONCLUSION:

The proposed development has been assessed with regards to the applicable assessment benchmarks as identified within the report and the attached Statement of Reasons (refer Attachment A). Where the proposed development does not comply with the benchmarks, conditions have been imposed to ensure compliance. Where the applicant has not provided sufficient information, conditions have imposed to ensure compliance.

RECOMMENDATION:

It is recommended that the development application for a Material Change of Use – Childcare Centre at 101 Alford Street, Kingaroy (and described as lot 25 on SP237285) be approved subject to reasonable and relevant conditions pursuant to Section 60 of the *Planning Act 2016*.

ATTACHMENTS

Nil

Attachment A**NOTICE ABOUT DECISION – STATEMENT OF REASONS**

The following information is provided in accordance with Section 63(4) & (5) of the Planning Act 2016

The development application for:

Type of Approval	Reconfiguring a lot – Development permit
Level of Assessment	Impact
Application No	MCU21/0023
Name of Applicant	Shane Harris C/- ONF Surveyors
Street Address	101 Alford Street, Kingaroy
Real Property Address	Lot 25 on SP237285

On **29 February 2022** the above development was:

Approved in full, with conditions.

1. Reasons for the Decision

The reasons for this decision are:

- Development will support the day-to-day childcare needs of the immediate residential community.
- Impacts on the residential amenity can be managed through reasonable and relevant conditions.
- There are no infrastructure or natural hazard constraints which would not support this application.
- The proposal generally complies the relevant performance outcomes of the Planning Scheme.

2. Assessment Benchmarks

The following benchmarks apply to this development:

- Strategic Framework
- Low density residential zone code
- Services and works code

Note: Each application submitted to Council is assessed individually on its own merit.

Attachment B**INFRASTRUCTURE CHARGES NOTICE***(Section 119 of the Planning Act 2016)*

APPLICANT:	Shane Harris O'Reilly Nunn Favier - ONF Surveyors PO Box 896 KINGAROY QLD 4610	
APPLICATION:	MCU - Childcare Centre	
DATE:	29/08/2022	
FILE REFERENCE:	MCU21/0023	
AMOUNT OF THE LEVIED CHARGE:	\$24,524.60	Total
<i>(Details of how these charges were calculated are shown overleaf)</i>		
	\$9,851.10	Water Supply Network
	\$5,428.30	Sewerage Network
	\$7,235.60	Transport Network
	\$0.00	Parks and Land for Community Facilities Network
	\$2,009.60	Stormwater Network
AUTOMATIC INCREASE OF LEVIED CHARGE:	The amount of the levied charge is subject to an automatic increase. Refer to the Information Notice attached to this notice for more information on how the increase is worked out.	
LAND TO WHICH CHARGE APPLIES:	Lot 25 SP237285	
SITE ADDRESS:	101 Alford St, Kingaroy	
PAYABLE TO:	South Burnett Regional Council	
WHEN PAYABLE:	Material Change of Use – When the change happens.	
<i>(In accordance with the timing stated in Section 122 of the Planning Act 2016)</i>		
OFFSET OR REFUND:	Not Applicable.	

This charge is made in accordance with South Burnett Regional Council's **Charges Resolution (No. 3) 2019**

DETAILS OF CALCULATION

Water Supply

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Education facility (Childcare)	401.9	m ² GFA	\$49.00	CR Table 2.2	\$19,693.10

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lawful use (residential use)	1	Per dwelling	\$9,842.00	CR Table 2.1	\$9,842.00

Sewerage

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Education facility (Childcare)	401.9	m ² GFA,	\$27.00	CR Table 2.2	\$10,851.30

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lawful use (residential use)	1	Per dwelling	\$5,423.00	CR Table 2.1	\$5,423.00

Transport

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Education facility (Childcare)	401.9	m ² GFA,	\$24.00	CR Table 2.2	\$9,645.60

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lawful use (residential use)	1	Per dwelling	\$2,410.00	CR Table 2.1	\$2,410.00

Parks and Land for Community Facilities

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Education facility (Childcare)	401.9	m ² GFA,	\$0.00	CR Table 2.2	\$0.00

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lawful use (residential use)	1	Per dwelling	\$2,009.00	CR Table 2.1	\$2,009.00

Stormwater

Adopted Charges

Development Description	Number of Units	Units of Measure	Charge Rate	Reference	Amount
Education facility (Childcare)	1,205.3	m ² Impervious Area	\$2.00	CR Table 2.2	\$2,410.60

Discounts*

Description	Number of Units	Units of Measure	Discount Rate	Reference	Amount
Existing lawful use (residential use)	1	Per dwelling	\$401.00	CR Table 2.1	\$401.00

Levied Charges

Development Description	Water Supply	Sewerage	Transport	Parks & Land for Community Facilities	Stormwater	Total
Education facility (Childcare)	\$9,851.10	\$5,428.30	\$7,235.60	\$0.00	\$2,009.60	\$24,524.60
Total	\$9,851.10	\$5,428.30	\$7,235.60	\$0.00	\$2,009.60	\$24,524.60

** In accordance with Section 3.3 of the Charges Resolution, the discount may not exceed the adopted charge. Any surplus discounts will not be refunded, except at South Burnett Regional Council's discretion.*

INFORMATION NOTICE

Authority and Reasons for Charge	This Infrastructure Charges Notice has been given in accordance with section 119 of the <i>Planning Act 2016</i> to support the Local government's long-term infrastructure planning and financial sustainability.
Appeals	Pursuant to section 229 and Schedule 1 of the <i>Planning Act 2016</i> a person may appeal an Infrastructure Charges Notice. Attached is an extract from the <i>Planning Act 2016</i> that details your appeal rights.
Automatic Increase Provision of charge rate (\$)	<p>An infrastructure charge levied by South Burnett Regional Council is to be increased by the difference between the Producer Price Index (PPI) applicable at the time the infrastructure charge was levied, and PPI applicable at the time of payment of the levied charge, adjusted by reference to the 3-yearly PPI average¹. If the levied charge is increased using the method described above, the charge payable is the amount equal to the sum of the charge as levied and the amount of the increase.</p> <p>However, the sum of the charge as levied and the amount of the increase is not to exceed the maximum adopted charge the Authority could have levied for the development at the time the charge is paid.</p>
GST	The Federal Government has determined that contributions made by developers to Government for infrastructure and services under the <i>Planning Act 2016</i> are GST exempt.
Making a Payment	<p>This Infrastructure Charges Notice cannot be used to pay your infrastructure charges.</p> <p>To pay the levied charge, you must request an Itemised Breakdown showing the total levied charge payable at the time of payment. An Itemised Breakdown must be presented at the time of payment.</p> <p>An Itemised Breakdown may be requested by emailing info@southburnett.qld.gov.au</p> <p>Payment can be made at any of the following South Burnett Regional Council Offices:</p> <ul style="list-style-type: none">• 69 Hart Street, Blackbutt, 4314;• 45 Glendon Street, Kingaroy, 4610;• 42 Stephens Street West, Murgon, 4605;• 48 Drayton Street, Nanango, 4615;• McKenzie Street, Wondai, 4606; or• via other methods identified on the Itemised Breakdown.
Enquiries	Enquiries regarding this Infrastructure Charges Notice should be directed to the SOUTH BURNETT REGIONAL COUNCIL, Department of Planning and Land Management, during office hours, Monday to Friday by phoning (07) 4189 9100 or email at info@southburnett.qld.gov.au

¹ 3-yearly PPI average is defined in section 114 of the *Planning Act 2016* and means the PPI adjusted according to the 3-year moving average quarterly percentage change between financial quarters. PPI Index is the producer price index for construction 6427.0 (ABS PPI) index number 3101 – Road and Bridge construction index for Queensland published by the Australian Bureau of Statistics.

9.3 WESLEYAN METHODIST CHURCH NANANGO

File Number: 14 September 2022
Author: General Manager Liveability
Authoriser: General Manager Liveability

PRECIS

Request for support Wesleyan Methodist Church Nanango

SUMMARY

The Wesleyan Methodist Church Nanango are seeking support and funding to facilitate identified community needs.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That the Wesleyan Methodist Church Nanango be advised that whilst Council is unable to provide funding, Council supports their concept in principle and would support their organisation, in their efforts to obtain funding from other sources.

BACKGROUND

Pasto Nuku from the Wesleyan Methodist Church Nanango provided a briefing to Council at the Community Engagement Day on 22 August 2022. Pasto Nuke discussed the need for support and funding to build a hall at the back of the church to facilitate the needs of the church and our community.

Needs identified included:-

- a place to have the WMC Grace Community Food hamper
- a place for the youth and young people e.g., basketball, table tennis, pool table etc.
- a place for homeless shelter overnight
- a place for spiritual counselling

ATTACHMENTS

Nil

9.4 VICTORY 777 LIMITED - HOMELESSNESS

File Number: 14 September 2022
Author: General Manager Liveability
Authoriser: General Manager Liveability

PRECIS

Homelessness in the South Burnett.

SUMMARY

Pastor Greg McLaren from Victory 777 Limited provided a briefing to Council on his vision for positive solutions to homelessness in the South Burnett Region.

OFFICER'S RECOMMENDATION

That the report be received, and that Council continue to liaise with Victory 777 Limited on options to alleviate homelessness in the South Burnett Region.

BACKGROUND

Pastor Greg McLaren from Victory 777 Limited provided a briefing to Council at the Community Engagement Day on 22 August 2022 on his vision for positive solutions to homelessness in the South Burnett Region. A copy of the proposal is attached.

ATTACHMENTS

1. **Victory 777 Limited Proposal** [↓](#) 

VICTORY 777 LIMITED**PO BOX 384 LABRADOR. QLD 4215****ACN: 661 081 198****EMAIL: gregmclaren@vmail.com****MOBILE: +6140 928 5173****NON FOR PROFIT ORGANISATION**

It is a pleasure to have been asked to submit our vision for discussion with all interested Persons, Businesses and Community Groups to Unite with Council in an attempt to achieve a positive solution to the ongoing issues of Homelessness in The South Burnett Council Region.

Victory 777 started as a small Church Group on The Gold Coast which has since grown into a Non For Profit Organisation with a focus on Community Services and more specifically the very serious concerns of Homelessness which is spreading very quickly including Regional areas of Queensland and Australia.

Our Church Groups invite Homeless People to attend as our very special Guests (VIP status) with each Service, Bible Study and Discussion Groups at various days and times throughout the week including every Saturday and Sunday. Those suffering with mental illness are introduced to the appropriate institutions for rehabilitation after which they are released back to ourselves to assist in getting their lives back on track.

We have found beyond doubt that the best response from each of them is to lift their self esteem and make them feel important and to talk and live with them on the same level. They become one of us and we become one of them and between us we share the good times and the bad times.

Recently we Leased 3 Hectares of Farming Land in The Lockyer Valley from a very understanding Owner who supports our cause at very minimal costs.

Nearby we received support from a Caravan Site beside a Lake in Somerset Council Region.

We have acquired Camping Sites for The Homeless with minimal Costs to The Church.

Also adjacent acreage to use for Growing and Harvesting Crops which is supported by local Nurseries and Council with Seeds and Soil for The Land. SOW and your SHALL REAP.

Accordingly we feel something similar could be achieved in Kingaroy.

Summary as follows:

Strictly Under the total supervision of Victory 777 Ltd and nominated special services.

1. Council to assist with providing Farming Land to Grow & Harvest Crops.
2. Accommodation to House the Total Population of Homeless People in The Region. Preferably in conjunction with The Farming Land and a Church in this location.
3. Work for The Dole Program to provide Independence to everyone of them.
4. Farming Equipment. A 1 x 4 Wheel Drive Ute for The Farm and also to deliver Crops to Local supporting Shops. Small Bus for Transporting our VIP Workers.
5. Council Owned Caravan Parks with Powered Camping Sites with permission for Church activities.

Pastor Greg McLaren
Aboriginal Elder.

10 PORTFOLIO - NATURAL RESOURCE MANAGEMENT, COMPLIANCE AND ENVIRONMENTAL HEALTH

10.1 NATURAL RESOURCE MANAGEMENT, COMPLIANCE AND ENVIRONMENTAL HEALTH PORTFOLIO REPORT

File Number: 14-09-2022

Author: Councillor

Authoriser: General Manager Liveability

PRECIS

Natural Resource Management, Compliance and Environmental Health Portfolio Report

SUMMARY

Cr Henschen presented his Natural Resource Management, Compliance and Environmental Health Portfolio Report

OFFICER'S RECOMMENDATION

That Cr Henschen's Natural Resource Management, Compliance and Environmental Health Portfolio Report to Council be received for information.

Natural Resource Management:

Weed Management

A new restricted plant called Fireweed has been detected through routine Council property inspections surrounding the township of Blackbutt. A sample has been sent to the Queensland Herbarium for official identification and has returned a positive result. This is the first official recorded Fireweed incursion within the South Burnett region. Council's NRM Team will undertake further targeted property inspections to determine the distribution and abundance of this weed and establish if eradication is feasible. Further detections of Fireweed throughout the region may become apparent through public reporting and ongoing property inspections.

Increased extension and awareness activities will support our strategic inspection response to ensure the community knows how to identify, report and respond to any suspected Fireweed plants found. Fireweed is a native to Madagascar and southern Africa and is a weed of beef and dairy pasture east of the Great Dividing Range. This weed is widely distributed in the Brisbane Valley with locations recorded as far north as Gympie and is spreading rapidly. Fireweed is toxic to cattle however is generally unpalatable to stock unless there is a shortage of pasture and stock are less selective about food.



Photograph - Dense Fireweed Infestation in pasture– Casino NSW

A collaborative treatment plan to contain and suppress parthenium weed in the Cherbourg Aboriginal Shire Council area has been finalised with the first of multiple treatments to occur from late-September through to mid-October depending on weather and access considerations. This

approach forms part of Council's agreed response plan to combat the spread and proliferation of parthenium weed within the region.

Feral Animal Management

Encouraging the participation of landholders in the planned September regional coordinated baiting campaign continues with a mass media campaign. This includes radio, print and social media advertising supported by the distribution of flyers to businesses and the placement of signage at key sites such as regional saleyards and rural business outlets.



Photograph - Coordinated Baiting Corflute, Hivesville Fuel and Food.

Increasing the area of land under coordinated feral animal control will provide the greatest suppression of wild dog and feral pig populations that exist within our region and decrease the risk feral pigs will play in the event of an emergency animal disease incursion. The September regional coordinated campaign will be rolled out a week before the coordinated 1080 program managed through the North Burnett Regional Council adding value to the amount of area under coordinated management across the Burnett catchment area.

Council Officers attended the African Swine Fever Response Workshop held in Kingaroy and were advised that there is potential funding available for Councils who would like to undertake a mock response to an emergency animal disease outbreak. Biosecurity Queensland advised that funding procedures and criteria to support mock exercise would be released in September.

Environmental Health / Compliance:

Environmental Health team have experienced an increase of workloads including increased customer requests and enquiries for new business ventures. Officers attended BaconFest 2022 and achieved a great compliance level, however there were some businesses that required follow up checks prior to being able to operate to food safety issues.

There has been an increase of non-compliance matters and an increase in Improvement Notices being issued and additional re-inspections.

Officers are currently processing the renewal documentation for annual the Food Licence Renewals and are nearing the completion of annual routine inspection program with the assistance of a contractor. Inspection program expected to be completed by the end of September.

Environmental Health (2 x officers) while one staff member down are attending to all urgent matters, however there is a backlog to actioning customer complaints and enquiries. The team have received valuable feedback from customers thanking them for their customer service and the high level of assistance that is provided.

The vacant Environmental health position will be advertised in this week.

ATTACHMENTS

Nil

10.2 NATURAL RESOURCE MANAGEMENT OPERATIONAL UPDATE

File Number: 14.09.2022

Author: Acting Manager Environment & Waste

Authoriser: General Manager Liveability

PRECIS

Natural Resource Management Operational Update

SUMMARY

Natural Resource Management Operational Update

OFFICER'S RECOMMENDATION

That the Natural Resource Management Operational update be received for information.

BACKGROUND

Nil

ATTACHMENTS

1. NRM Operational Update [↓](#) 

NATURAL RESOURCE MANAGEMENT UPDATE
August 2022

Project Name	Project Description	Expected Start Date	Expected Completion Date
Queensland Feral Pest Initiative Project	Development of pest animal and weed control syndicates across the North and South Burnett and Gympie Regions. Employment of a Project Coordinator and establishment of a Steering Committee for Project Oversight	August 2022	June 2024 First Steering Committee Meeting scheduled for the end of September

Stats Item	Monthly 01/08/22-31/08/22	This month last year	Year to date Cumulative 01/07/22– 31/08/22
Wandering Livestock			
Attendance	69	6	81
Impoundments	11	0	12
Wild Dog & Feral Pig Program			
Landholders baiting	0	0	2
Doggone Baits	0	0	0
Pig Meat Injected 1080	0 kg	0 kg	0 kg
Dog Meat injected 1080	0 kg	0 kg	30 kg
Hectares baited	0	0	2270
Bounties processed	8	56	8
Extension and Awareness			
Number of Awareness Flyers	144	0	144
Number of Web Based Media Promotions	4	-	4
Number of Radio Based Media Promotions	2	-	2
Number of Print Based Media Promotions	41	-	41
Rabbit Control			
Landholders assisted	0	2	11
Carrots K5 Virus	0	2kg	0 kg
Rabbits injected	3	0	3
Equipment Loaned			
Spray trailer, Splatter Guns, Portable Steel Yards, Camera, GPS, Dog Traps, Pig Traps, Cat Traps, tree spears	1 x Trailer: Mother of Millions – Wilkesdale 1 x Trailer: Boxthorn - Tingoora, 1 x Cat trap – Maidenwell area 1 x Dog cage trap - Kingaroy Area 1 x Rabbit Cage – South Nanango Area	9	14

Stats Item	Monthly 01/08/22-31/08/22	This month last year	Year to date Cumulative 01/07/22- 31/08/22
Agistment Permits	0	1	0
Travel Permits	0	0	0
Fire Management			
Prescribed burns	0	3	1
Fire trails maintained	0	0	10

Stats Item	Monthly 01/08/22-31/08/22	This month last year	Year to date Cumulative 01/07/22- 31/08/22
Environmental Assessments			
Environmental Assessment prior to roadworks	0	0	0
Fence line clearing and roadside burning applications	3	9	3
Weed Control			
Council Roadside Weed Management	Mother of Millions treated Nanango, Kingaroy and Goodger Tree Pear treated Wooroolin Parthenium weed treated on Council reserves, Barambah Creek		
State Controlled Roadside Weed Treatment	No roadside spraying on State controlled roads has occurred in August		
Property Inspections	66	40	106
Number of Weed of the Month Promotions	3	-	3
Customer Requests	Monthly 01/07/22-31/07/22	This month last year	Year to date Cumulative 01/07/22- 31/08/22
Feral Animals	37	18	58
Wandering Livestock	15	10	30
Wildlife	6	4	8
Stock Routes	1	2	3
Weeds	15	7	24
Trees	0	0	5
Roads	0	0	0
NRM General / Other	3	10	4
Total	77	51	132

11 PORTFOLIO - RURAL RESILIENCE AND DISASTER RECOVERY, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT AND FIRST NATIONS AFFAIRS

11.1 RURAL RESILIENCE & DISASTER RECOVERY, PARKS & GARDENS, PROPERTY & FACILITY MANAGEMENT AND FIRST NATION AFFAIRS PORTFOLIO REPORT

File Number: 14-09-2022

Author: Councillor

Authoriser: General Manager Liveability

PRECIS

Rural Resilience & Disaster Recovery, Parks & Gardens, Property & Facility Management and First Nation Affairs Portfolio Report.

SUMMARY

Cr Duff presented her Rural Resilience & Disaster Recovery, Parks & Gardens, Property & Facility Management and First Nation Affairs Portfolio Report to Council,

OFFICER'S RECOMMENDATION

That Cr Duff's Rural Resilience & Disaster Recovery, Parks & Gardens, Property & Facility Management and First Nation Affairs Portfolio Report to Council be received for information.

Rural Resilience & Disaster Recovery:

Council's Local Recovery Group for Human, Social and Economic met on 25 August, where the latest flood events were discussed, along with acknowledging the great feedback that was provided in relation to the operation of the evacuation centre.

On a bittersweet note, Blaze Aid has finished up in our region, their dedication and hard work in assisting our Primary Producers had been well received during their time here, a media release with sincere thanks has been circulated.

As Council was successful in receiving funding through QRA (Qld Reconstruction Authority), our Local Disaster Recovery Officer has been appointed to the newly created Disaster Resilience Role for the next 18 months.

This role over the next couple of months will be identifying the needs of the community through a "Needs Analysis Survey" with a focus around primary producers and rural industries given that they are the backbone of our community, and for so long have felt the pain and suffering of the impacts of first drought and then floods, and especially over the last 5 flood events during a short period of time.

This feedback will drive the projects moving forward. During the last few weeks this officer has had boots on the ground attending grazier meetings, participating in workshops, networking with local organisations to understand the firsthand impacts, attending and supporting my pet project "We Will Come" meetings with local ministers of the church and a whole lot more.

I am excited and look forward to tabling these recovery and resilience projects at the November Council Meeting.

Parks & Gardens:**Parks**

Designs have been prepared for Council consideration for the replacement of effluent system at Durong and Wooroolin Public Amenities.

Parks staff have been working with cleaners and maintenance staff to rectify vandalism in QEII Public Amenities, Murgon 24-hour free stop over Public Amenities, Pioneer Park, Lions Park & Reg McCallum Public Amenities in **Nanango**, Dalton Park **Wooroolin**, Dingo Creek Playground **Wondai** and Les Muller Public Amenities **Blackbutt**. All vandalism is photographed and reported to Queensland Police.

Spring garden bed preparation has commenced across the region ready for spring plantings. Planting boxes and pots in Wondai have been completed and Murgon RSL gardens have been revitalised.

Proston Railway Park Capital works project is on track with the playground equipment been installed and new soft fall has arrived, ready for installation under the playground equipment at Boondooma Dam and Proston Park over coming weeks.

Property & Facility Management:

Council is taking the opportunity to make necessary improvements to the Kingaroy Customer Service Centre, works have commenced by Kingaroy Joinery. The internal platform will be removed to improve accessibility and movement of staff between the counter and call centre room. Works will also include the replacement of countertop and permanent screens to improve staff safety and more accessibility for customers.

On site works have commenced on the Wondai Swimming Pool Building Better Regions Project. The equipment shed has been relocated on site to make room for the construction of the new water play area. Playscape Creations will commence construction on the new water play area 12th of September. The pool will also open at the start of the school holidays with the pool manager offering a number of swimming lessons, aerobic lessons, learn to swim activities and much more. Council encourages residents to contact Wondai Swimming Pool for further information.

Council reviewed the condition assessment report of Kingaroy Memorial Swimming Pool and Master plan preliminary designs on the 31st of August. Council is keen to have Otium Planning Group, Sport and Leisure consultants progress with the preliminary designs ready for community consultation during the summer months when the pool and park is in high use.

Restumping of the Mondure Hall has not been able to commence due to high rainfall causing water pooling under the hall and the black soil not drying out between rainfall events. This project will commence once the site is suitable for machinery to access.

First Nation Affairs:

Council have changed the Portfolio name to First Nations Affairs. I am pleased that we are working with Cherbourg Council to support the control of parthenium that has been made worse due to the recent flooding.

The spread of parthenium has the potential to severely affect farmers right across our region so it is very important that we get on top of the current situation as an urgent priority.

BACKGROUND

Nil

ATTACHMENTS

Nil

11.2 FACILITIES AND PARKS OPERATIONAL UPDATE

File Number: 14-09-2022

Author: Manager Facilities and Parks

Authoriser: General Manager Liveability

PRECIS

Liveability – Facilities and Parks Operational Update.

SUMMARY

Liveability – Facilities and Parks Operational Update.

OFFICER’S RECOMMENDATION

That the Facilities and Parks Operational update be received for information.

BACKGROUND

Nil

ATTACHMENTS

1. Facilities and Parks Operational Report [↓](#) 

LIVEABILITY – FACILITIES AND PARKS OPERATIONAL UPDATE

Leanne Petersen
Manager Facilities and Parks

2022/23 Capital Works - South Burnett Regional Council
Facilities

Project Name	Description	Status
Kingaroy Memorial Park and Memorial Swimming Pool Masterplan	Concept Plans for Kingaroy Swimming Pool and Memorial Park	Otium Planning Group, Sport & Leisure has been appointed to prepare Master Plan. Inception Meeting 7 th of Feb Site Mtg 23 rd of Feb Councillor Workshop 23 rd of Feb Key Stakeholder Mtgs commenced 15 th of March Internal Staff Workshop 5 th April. Community Survey Commenced 15 th of March Community survey promoted through media outlets, social media, core flute posters, postcards etc. Councillor workshop 16 th of May to discuss community feedback and design stages. Design Stage: Otium Planning Group, Sport & Leisure presented preliminary designs to Council on 31 st August. Consultants will now prepare designs ready for community consultation in November/December.
Kingaroy Customer Service Centre	Replace countertop, permanent screens and remove internal platform.	Works awarded to Kingaroy Joinery. Works to be completed within 8 weeks.
Customer Service Centre CCTV	Install CCTV in Nanango, Wondai, Murgon Customer Service Centre, and Proston Library.	Technical security solutions have been engaged for Nanango, Wondai and Murgon customer service centres upgrade of CCTV. Murgon customer service centre due to start on 15th September. Genetec server has been upgraded to enable further cameras to be added to the system.

Depot CCTV	Install CCTV in Nanango and Murgon Depot.	Technical security solutions have been engaged to install CCTV at Nanango, Wondai and Murgon depots.
Kingaroy Depot Car Park	Construct 12 additional carparks at Kingaroy Depot	Project variation – temporary office to be placed beside the Kingaroy Depot Office for accommodating additional 5 flood recovery officers to assist Infrastructure and Parks. Therefore additional parking will be created on the Council freehold allotment to the north of the Kingaroy Depot. Capital funds will be used to fence the site with security fencing, prepare a hardstand for parking and cross over the drain. All car parking will be accessed through the current front gates of the depot.
Boondooma Homestead	Construct new tourism sign	Main Road Corridor Permit – approved Sign design has been endorsed by Council and Boondooma Homestead Committee. Specification documents have been sent out for quotation.
Boondooma Homestead	Repairs to Stone Store	Monitoring of previous mortar trails has been ongoing. Department of Environment and Science has approved restoration works and provided Exemption Certificate for works as required under section 74 of the <i>Queensland Heritage Act 1992</i> . Classical Stone has been booked in for works in mid-September.
Visitor Information Centre – Nanango Energy Centre	Installation of fake grass in the forecourt area of VIC.	Design stage
Wondai Swimming Pool	Expansion joints and modify pressure pump.	Design stage
Kingaroy Memorial Pool	Construction Drawings	Design stage

2022/23 Capital Works - South Burnett Regional Council
Parks

Project Name	Description	Status
Parks	Kingaroy Apex Park – Carpark, path & paint	Preliminary design under review Quotations released No submissions received, to be re-called 10% completed
Amenities Replacement	Replacement of the Murgon 24hr free camp area.	Design stage

2022/23 Works for Queensland Projects

Department of State Development, Infrastructure, Local Government and Planning
Queensland State Government

Facilities

Project Name	Description	Status
Murgon PCYC Toilet Upgrade	Upgrade existing facilities including of provision of facilities for PWD.	Stantec / Cardno have been engaged for structural/hydraulic/electrical & mechanical design. Once all designs are completed this project will have an independent quality survey estimate to help inform Councils Capital W4Q budget.
Mondure Hall	Re-stumping	Local contractor AKR Builders has been awarded contract. Site is still holding water and commencement re-scheduled tentatively to September.
Mondure Hall	Re-roofing	Waiting advice on grant funding to proceed.
Regional Maintenance	Operational Maintenance projects	Ongoing maintenance projects within community buildings.

2022/23 Works for Queensland Projects

Department of State Development, Infrastructure, Local Government and Planning
Queensland State Government

Parks

Project Name	Description	Status
Kingaroy Parks Refurbishment	Lions Park Refurbishment	Initial concepts completed Preliminary design underway Consultation and Council approval to follow. On site meeting to occur in September to assess public amenities. 10% completed
Benarkin Parks Refurbishment	First Settlers Park Refurbishment	Initial consultation completed Initial scoping underway with Landscape Architect Local Contractor Dale Cox awarded contract to upgrade amenity treatment / irrigation system to commence in July 15% completed
Murgon Parks Refurbishment	QEII Park renewal	Initial consultation completed Design underway 15% completed
Proston Park Refurbishment	Railway Park renewal	Works are in progress. 30% completed
Kumbia Park Refurbishment	Play equipment, landscaping, and car parking	Design Stage – community meeting rescheduled for October.
Kingaroy Memorial Park Redevelopment	Delivery of concept design	Waiting on approved concept plan and staged redevelopment plan.
Wondai Park Amenities Refurbishment	Upgrade 3 amenities (McKell, Dingo Creek, Coronation Park)	Refurbishment specifications currently been prepared to go out for quotation.
Wondai 24hr Stop Over carpark and drainage		Design stage – concept plan

2022/24 Building Better Regions Round 5 (BBRF)

Department of Infrastructure, Transport, Regional Development, Communication, and the Arts.
Australian Government

Project Name	Description	Status
Wondai Swimming Pool Building Better Regions Project	Upgrade toilets and create water play area.	Shed relocation and new slab 100% complete. Contract for toilet renovation has been awarded to NC Webber with commencement scheduled for 6 March 2023. Playscape Creations to start water park construction on 12 September.

2022/24 Local Government Grants and Subsidies Program (2022-24 LGGSP)

Department of State Development, Infrastructure, Local Government and Planning
Queensland State Government

Project Name	Description	Status
Blackbutt Memorial Hall	Roof replacement on Blackbutt Hall	Grant approved. Works to commence 2023/24.

2022/24 Gambling Community Benefit Fund

Department of Justice and Attorney-General

Project Name	Description	Status
Mondure Hall Committee	Roof replacement on Mondure Hall. Application submitted by Mondure Hall Committee.	Awaiting on grant announcement

2022/24 Kingaroy to Kilkivan Rail Trail

Department of Transport and Main Roads

Project Name	Description	Status
Kingaroy to Kilkivan Rail Trail	Rehabilitation and rectification work.	Awaiting on grant announcement

FACILITY & PARKS MAINTENANCE

Project Name	Description	Status
CCTV Township Audits	Auditing Nanango, Murgon, and Wondai CCTV Installation	Council is seeking information on CCTV installation in local townships. Information on CCTV ownership, what type of cameras, where footage is being stored, maintenance and cleaning, checking condition and picture quality and who is accessing the footage. Waiting on information to be returned from Wondai Lions, NATDA for this information so Council officers can review.

Street Scrubber & Eco Vac	3-month trial of Eco Vac and Street Scrubber	<p>Parks have conducted the 3rd full run of the street cleaning trial across the region. Murgon (Gore St -Krebbs St) footpath has seen continuous break down of road grime on coloured sections of the footpaths, colours are starting to brighten. However, Parks are still dealing with tyre marks, major stains from red mud, fluids, chewing gum and cigarettes. Parks have trial stronger chemical and heated cleaning with no major change. Wondai and Nanango's footpath pavers have cleaned up exceptionally well, with heavy lichen growth, stains and road grime clearing well.</p> <p>Kingaroy areas have unsealed or freshly sealed streets that are not ready for the street scrubber.</p> <p>Alternatively spot cleaning has been completed.</p> <p>A report will be presented to Council on the Street cleaning trial.</p>
Street Bin Lids	Cleaning of Street Bin Lids	<p>Bin cleaning is part of daily park maintenance program. Bins are sprayed with wet and forget. This occurs for bins within street enclosures and bins located within an open park.</p>
Parks Maintenance update	General Operations	<p>Mowing continues across the region some areas remain un-touched due to heavy ground water still flowing.</p> <p>Major spring garden bed preparation and spring planting nearing completion</p> <p>Murgon RSL gardens have been revitalised. Re-purposed and re-vitalised old planter pots within Wondai and located these around the township.</p> <p>KTP planting schedule is nearing completion.</p> <p>Les Muller Park and Blackbutt Street planters will be finalised this month.</p> <p>Turf works have begun for spring preparation in Wondai, Murgon and Kingaroy cemeteries.</p> <p>Spray program is running for the next 3 weeks, with pre-emergent being tested in cemeteries and major park areas across the region.</p> <p>Tree pruning and mulch bowl replenishment has been completed in</p>

		<p>most areas around the region, follow up pruning in Spring months.</p> <p>Significant Graffiti and property damage has occurred this month</p>
Parks Mowing Program	Growth Regulator Spraying program commenced to assist in high grass growing season.	<p>Parks teams commenced 2nd season rotation growth regulator spraying program to increase lateral growth of the rhizomes and stolens, strengthening the root depth and slowing forming seed head.</p> <p>This chemical slows production of a hormone called Gibberellic Acid allowing thicker, greener low cutting grass, this makes the mowing operation more efficient over a season and for future seasons.</p> <p>This chemical requires green foliage for absorption for this the mow cut must remain at a specified height so not to scalp and a 4 to 6 week application is essential for decreased growth.</p> <p>2021/22 wet season proved well with slower growth in traffic islands and Cemetery lawn section during the warm seasons. Additional areas will be sprayed around the region to help reduce high grass growth in the warmer months.</p>

FACILITIES & PARKS ASSET MANAGEMENT

Item	Background	Actions
Delta S	Maintain accurate database of building asset condition, required maintenance, required capital works, and completed capital works.	Update records based on completed maintenance and capital works.
WIP Capitalisation	Completed projects require accurate cost break up to allow capitalisation of the expenditure.	Review completed projects and provided asset cost break up. Update Delta S database accordingly. Current WIP completed.
Insurance	Wondai sportsground Fence line	Approved – order issued to contractor. Anticipated October construction, subject to weather conditions.

LAND REVIEW

Item	Description	Actions
Review of land holdings - general	Consolidated land assets list, ratings database and ATS search. Review completed and report prepared.	Report to Council – laid on the table. <u>Next steps:</u> Council Workshop date to be advised.
Murgon RSL - encroachment	RSL acquired freehold land adjoining Murgon admin office (Reserve for Local Government). Mutual minor encroachments to be resolved.	On-site meeting with RSL held. Council resolved to apply to DoR to convert the tenure to freehold. <u>Next steps:</u> Application to be made to DoR.
Tingoora Hall	Tingoora Hall in poor condition and remains unused. Two adjoining lots owned by Council (one in freehold and one held in freehold as trust for the Hall Committee). Tenure and future of hall to be resolved.	Community Consultation Plan drafted. Council approved comms plan May 2022. Facilitator engaged and flyer prepared for public meeting booked for 8 August. Public Meeting held on 15 August. Good attendance and options discussed. <u>Next steps:</u> <ul style="list-style-type: none"> Facilitator to finalise report on the public meeting. Further investigations to be made on costs/revenue on options Organise follow-up public meeting.
Mondure Hall	Mondure Hall owned by Council in trust for the Mondure Hall Committee. Trustee document from 1930s and no longer relevant. Tenure of hall to be resolved.	Community Consultation Plan approved by Council May 2022. Met with Mondure Hall Committee onsite to outline proposed consultation and discuss options and community meeting. Pros and cons document drafted and sent to Committee. <u>Next steps:</u> <ul style="list-style-type: none"> Await feedback from Committee on options, flyer and pros and cons.
Cloyna Hall	Cloyna Hall owned by Council in trust for the Mondure Hall Committee. Trustee document from 1930s and no longer relevant. Tenure of hall to be resolved.	Community Consultation Plan approved by Council May 2022. Discussed with Cloyna Hall Committee to outline proposed consultation – meeting with full committee to discuss process and date for meeting prior to public consultation. <u>Next steps:</u> <ul style="list-style-type: none"> Meet with Committee Finalise flyer Book in public meetings.
32 Walter Road	Park located adjoining commercial development. Enquiries to purchase the property over the past year. Investigation into future	Community invited to participate in a community consultation regarding the future use and purpose of Walter Road Park. Invitations sent to all neighbouring residents, advertising on social media and local newspaper.

	use of the park and possible divestment.	Council considered community consultation and approved progressing divestment investigations. Estimate of purchase price received from DoR. Requirements for development requested from DTMR as referral agency. As end use not known, no advice can be provided for access requirements. <u>Next steps:</u> <ul style="list-style-type: none"> • Report to Council September.
Pound St	Old Depot located southern end of Kingaroy CBD – prime site. Enquiries for possible divestment. Offered for sale over past years did not result in sale. Future use investigations ongoing with competing potential and uses.	Most Appropriate Use Assessment adopted by Council. Tender released for master plan – not approved by Council – tender not awarded. Included as possible site for grants process – held pending grant funding outcome.
Bore Paddock Park, Wondai	Request to rename "Jean Clark Park"	Acting Parks and Gardens Manager Mr Mark Watt spoke to the client and advised that the Park has been formally named and for Council to consider changing the name application would need to be made under Councils Asset naming policy. Council would also need to carry out community consultation and other names may come forward from the community. The client is preparing background information and history for Councils future consideration.
LAND ASSET DIVESTMENT – UNDER INVESTIGATION		
Goodchild Drive, Murgon – five vacant residential lots	Council owns five vacant residential lots. Surplus to Council requirements but not serviced.	Report to Council as part of land review report advising possible development and provision of services – laid on the table pending workshop. Enquiry from disability housing being investigated.
LAND ASSET DIVESTMENT		
Kingaroy St, Kingaroy – vacant residential lot	Purchased by Council for rates arears – surplus to requirements.	Tender process did not result in sale. Grant funding submission approved for Regional Housing to build affordable housing. Transfer of land being processed.
Kelvyn St, Kingaroy – vacant residential lot	Purchased by Council for rates arears – surplus to requirements.	Tender process did not result in sale. Held for Affordable Housing opportunities approved for Regional Housing to build affordable housing. Progress transfer.
Agnes St, Kingaroy – vacant residential lot	Owned by Council for flood/drainage purposes.	Held for Affordable Housing opportunities – grant funding submission.

LAND ASSET DIVESTMENT – OPEN MARKET		
54-56 Burrows St, Wondai Land not used – Council approved to be sold by tender.	Being prepared for sale – proposed release 9 June.	Site visit to find boundary pegs. Overgrown – mowing done. <u>Next steps:</u> • Finalise tender documents Advertise.
9 Barr St, Hivesville	Land not used – Council approved to be sold by tender.	Prepared and released for sale 9 June. Tender closed. No offers. Listed with agent Local Real Estate Agent. Approval to sell within market value range – August Council meeting resolution. Contract within market value range provided from purchaser for consideration.
14 Earl St, Memerambi	Land not used – Council approved to be sold by tender. Tender process did not result in sale.	Listed with local Real Estate Agent. Approval to sell within market value range – August Council meeting resolution. Offers received being considered.
PURCHASE ENQUIRIES		
Lot 399 on FY814534	Reserve partially leased – rural land.	Adjoining owner wants to buy – lease is with DoR so redirected enquiry to the DoR.
Hodge Street North, Wondai	Drainage land	Possible resurvey and sale of residential lot to be investigated.
Home Street, Nanango	Vacant rural residential	Enquiry to purchase
Edward Street, Wondai.	Drainage land.	Site inspected, tenure investigated.

STATS – Land Stats							
	APPROVED TO SELL	TENDERED FOR SALE	LISTED FOR SALE	UNDER NEGOTIATION	UNDER CONTRACT	SETTLED	PROCEEDS
Last Month	1	0	2	0	0	0	\$235,000
Accumulative	4	2	1	0	0	2	\$235,000

PARKS – Customer Requests

Category	Monthly 01/08/22 – 31/08/22	Year to Date Cumulative 01/07/22 – 31/08/22	Year to Date Cumulative 01/07/21 – 31/08/21
Animals	1	4	9
Rail Trail	2	8	10
Dams – Maintenance & G'Brook	1	1	1
Mowing	5	8	7
Parking	0	0	4
Parks & Gardens	31	54	61
Public Health	0	0	1
Toilets	15	23	41
Trees	25	37	26
Footpath	3	3	0

Category	Monthly 01/08/22 – 31/08/22	Year to Date Cumulative 01/07/22 – 31/08/22	Year to Date Cumulative 01/07/21 – 31/08/21
Council Buildings	0	0	1
Local Laws	0	0	1
Compliments	3	4	2
Total	77	121`	133

11.3 REMOVAL OF ASBESTOS CONTAINING MATERIAL COMPONENTS TO GARDEN EDGES AT KINGAROY MEMORIAL PARK

File Number: 14/09/2022

Author: Manager Facilities and Parks

Authoriser: General Manager Liveability

PRECIS

Removal of asbestos containing material (ACM) components to the garden edges followed by removal of garden edges and beds.

SUMMARY

The garden beds to the western end of Kingaroy Memorial Park are constructed with Asbestos components to support the edging. The asbestos corners are degrading due to age and mechanical abrasion and may be contaminating the surrounding soil.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council that:

1. The Asbestos containing material in the garden bed edging to the western end of Kingaroy Memorial Park be removed, and subsequent to the removal of the associated garden beds, the garden bed area to be levelled and topsoiled.
2. The Kingaroy Memorial Park Works for Queensland funding is used to fund the clean-up of garden beds.

FINANCIAL AND RESOURCE IMPLICATIONS

Kingaroy Memorial Park Works for Queensland allocation in the 2022/23 budget was \$580,000. Reallocation of \$250,000 to Nanango Tipperary Flats leaving a remaining allocation of \$330,000 for Memorial Park implementation of Stage 1 of the Masterplan.

The removal of the asbestos containing material and removal of remaining components of the garden bed, leveling and topsoiling the site is estimated to cost \$21,000. Leaving an allocation of \$309,000 for implementing stage 1 of the master plan for Kingaroy Memorial Park.

LINK TO CORPORATE/OPERATIONAL PLAN

OPL/04 – Provide well planned and maintained open space, parks and rail trails network to meet the recreational and social needs of the community.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

There has been no public consultation. Council's Parks staff have been consulted to ascertain the duration and extent of the problem. A site visit has been undertaken with Asbestos Management Australia contractor to obtain advice on managing Asbestos and to take Asbestos samples.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Nil legal implications.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Nil local law delegation implications.

ASSET MANAGEMENT IMPLICATIONS

The garden bed edging in its current condition presents an ongoing risk of contamination to the surrounding soil as the asbestos components further deteriorate. Removal is recommended.

REPORT

The garden beds and edging to the western end of memorial park were built many years ago (at least 30years) and utilised material which contains asbestos in the construction.

The asbestos supports have sustained damage over the intervening period, and some are now broken while others have visible deterioration due to prolonged physical contact from gardening tools and equipment.

Asbestos which is damaged by physical contact may shed fibres which potentially can contaminate surrounding soils. The asbestos containing elements of the edging have been inspected by Council contractors - Australian Asbestos Management. The contractor proposes to remove these supports along with a portion of soil surrounding each support. A quotation for this work has been provided by the contractor.

When the asbestos containing material is removed, it is proposed to remove the remaining concrete components of the edging, level the raised garden beds and topsoil the areas involved. No provision has been made for turf.

The estimated cost for these works, including the asbestos removal, is \$21,000.00.

ATTACHMENTS

1. **Photos**  

MEMORIAL PARK – Removal of Garden Edging Which Contains Asbestos.



Typical garden edging.



Typical location of ACM.



Typical damaged asbestos angle support.



Typical damaged asbestos angle support.

11.4 REPLACEMENT OF EXISTING SEPTIC SYSTEM AT WOOROOLIN PUBLIC TOILETS**File Number:** 14/08/2022**Author:** Manager Facilities and Parks**Authoriser:** General Manager Liveability**PRECIS**

Replacement of existing septic system at Wooroolin Rest Area public toilets with an Aerated Wastewater Treatment System (AWTS).

SUMMARY

The effluent distribution pipework and trenches servicing the existing septic system are damaged and crushed and have tree root ingress. The damage has restricted flow causing the holding tank pump to burn out several times requiring multiple pump replacements.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

1. The installation of a new Aerated Wastewater Treatment System with Land Application Area – Trenches to service the Wooroolin Public Toilet.
2. That the two trees located at the rear of the Wooroolin Public toilet building to be removed.
3. Reallocate \$38,500.00 from Council's Capital Budget for 2022/23 from Murgon Free Camping Area project to Wooroolin Public Toilet.

FINANCIAL AND RESOURCE IMPLICATIONS

No budget allocated in the 2022/23 Capital Budget for urgent Public Toilet repairs and upgrades.

Council has allocated building depreciation funds of \$100,000 in the 2022/23 Capital Works Program to Public Amenities Refurbishment - Murgon Free Camping Area. This project is currently being scoped and quoted. This project also is of high concern due to failure and health risk.

Council officers recommend a reallocation of \$38,500.00 from Councils Capital Budget for 2022/23 from Murgon Free Camping Area project to replace the existing septic system at Wooroolin Public Toilet with an Aerated Wastewater Treatment System (AWTS) with Land Application Area (LAA) trenches. This estimated cost includes the removal of the two trees.

LINK TO CORPORATE/OPERATIONAL PLAN

OPL/12 Management of Council's buildings and facilities including operational maintenance programs, commercial and community leases and cost-effective asset management programs to meet agreed service levels.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council's Parks staff have been consulted to ascertain the duration and extent of the problem. A site visit has been undertaken. An invasive investigation was conducted on 16th August 2022 with Cox Plumbing to determine the cause of the repeated failure.

This toilet has been closed for short periods and portable toilets rented due to existing system not functioning correctly and backing up.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Nil legal implications.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Nil local law delegation implications.

ASSET MANAGEMENT IMPLICATIONS

The existing septic system pipework has failed and requires replacement. It is likely that the trenches are nearing end of life.

As constructed records are not available however it is likely that the original septic system was designed for a lower load level than what is experienced today.

The installation of an AWTS with an above ground LAA (Land Application Area) in lieu of a traditional septic will provide a more reliable solution with a greater capacity to manage increased usage loads on the facility.

REPORT

The pump servicing the septic system holding tanks has burnt out and been replaced several times in the last year.

An invasive investigation was conducted on 16th August 2022 with Cox Plumbing to determine the cause of the repeated failure.

It was found that the pipework on the downstream side of the septic has suffered significant crushing damage and significant ingress of tree roots both of which create a restriction causing the pump to operate under increased load resulting in early failure.

The trenches also have tree root ingress which reduces their effectiveness.

It is proposed to install a new Aerated Wastewater Treatment system to replace the existing septic as AWTS's are generally more cost effective to install and provide a higher quality effluent discharge which is able to be distributed above ground.

The estimated price of \$38,500.00 is based on a maximum daily water throughput of 2,000L which equates to usage by approximately 100 people.

The current daily water consumption through the facility is 900L based on recent meter readings. The current septic system is at capacity and in some cases over capacity based on the daily water use.

The Wooroolin Public toilet facility also has two public showers. The shower water also goes into the holding tanks and treatment system before it goes into the trenches.

ATTACHMENTS

1. Photos [↓](#) 

WOOROLIN PUBLIC TOILETS



Trees immediately behind and adjacent to building to be removed.



Tree roots and damaged pipework.

11.5 DURONG TOILET UPGRADES TO SEPTIC SYSTEM

File Number: 14/09/2022

Author: Manager Facilities and Parks

Authoriser: General Manager Liveability

PRECIS

Replacement of existing septic system with an Aerated Wastewater Treatment System (AWTS) at Durong public toilets.

SUMMARY

The septic trenches at the Durong Public Toilet have failed and present a health risk. The system requires urgent replacement to ensure continued safe and economical operation.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

1. The installation of a new Aerated Wastewater Treatment System with Land Application Area – Trenches to service the Durong Public Toilet.
2. That the new Aerated Wastewater Treatment System with Land Application Area – Trenches is located on the disused tennis court on the eastern side of the site.
3. Reallocate \$48,500.00 from Council's Capital Budget for 2022/23 from Murgon Free Camping Area project to Durong Public Toilet.

FINANCIAL AND RESOURCE IMPLICATIONS

No budget allocated in the 2022/23 Capital Budget for urgent Public Toilet repairs and upgrades.

Council has allocated building depreciation funds of \$100,000 in the 2022/23 Capital Works Program to Public Amenities Refurbishment - Murgon Free Camping Area. This project is currently being scoped and quoted. This project also is of high concern due to failure and health risk.

Council officers recommend a reallocation of \$48,500.00 from Council's Capital Budget for 2022/23 from Murgon Free Camping Area project to replace the existing septic system at Durong Public Toilet with an Aerated Wastewater Treatment System (AWTS) with Land Application Area (LAA) trenches.

LINK TO CORPORATE/OPERATIONAL PLAN

OPL/12 Management of Council's buildings and facilities including operational maintenance programs, commercial and community leases and cost-effective asset management programs to meet agreed service levels.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council's Parks staff have been consulted to ascertain the duration and extent of the problem. A site visit has been undertaken.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The current system does not comply with Part 1, Performance Criteria P1, of the Queensland Plumbing and Wastewater Code which states:

"On-site wastewater management systems must be designed, constructed, installed, and maintained in such a manner as to—

- (a) protect public health by ensuring that risks associated with the dispersal of wastewater to the land application area are minimised; and

(b) protect the environment by ensuring— (i) surface and ground water are not polluted; (ii) soil productivity is maintained or enhanced; and

(c) minimise the impacts on and maintain and enhance amenity by ensuring it has no adverse impact on— (i) the built environment; and (ii) persons on and nearby the premises.”

Part 3, Performance Criteria 1 of the Queensland Plumbing and Wastewater Code also provides that a LAA (Land Application Area – Trenches) must “avoid the likelihood of unintended or uncontrolled discharge”; and “avoid the likelihood of blockage or leakage”.

The current LAA is experiencing both uncontrolled leakage and discharge.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

N/A

ASSET MANAGEMENT IMPLICATIONS

The existing septic trenches have failed and require replacement. The installation of a AWTS (Aerated Wastewater Treatment System) with an above ground LAA (Land Application Area – Trenches) in lieu of a traditional septic will provide a more reliable solution with a greater capacity to manage increasing loads on the facility.

Note that it is generally cheaper to install an AWTS compared to a Septic or at worst no more expensive. A regularly serviced AWTS produces effluent which is generally odourless and not harmful to humans whereas contact with effluent from septic systems can be hazardous and general smells unpleasant.

REPORT

The current septic system and more particularly the Land Application Area associated with the system is at end of life and requires urgent replacement. The trenches (LAA) have failed and are allowing primary level treated water to pond on the ground surface with associated health risks.

Option 1

A design has been prepared to replace the existing system with an AWTS to handle up to 50 visits per day with an above ground LAA to dispose of the advanced secondary level treated effluent.

Option 1 proposes to install the LAA in the same area where the trenches are currently. This location does not provide any surplus area for future expansion and will be less effective as the ground is currently saturated.

The estimated cost to install a new Earthsafe, D10 concrete tank AWTS is **\$31,400.00**.

All AWTS require periodic servicing with an estimated annual service cost of **\$800.00**.

No AWTS (or septic) is capable of treating the waste from a chemical toilet and if motorhome blackwater tanks are emptied into the system, maintenance costs will increase considerably.

Option 2

Option 2 proposes installation of the same Earthsafe D10 concrete tank AWTS with the LAA to be located on the currently unused tennis courts to the east of the site.

This siting of the LAA will provide additional space for future expansion of the LAA if daily visitation increases.

The estimated cost for this option is **\$48,200.00** which includes provision to relocate the tennis court perimeter fencing to provide separation between the remaining court and the LAA.

Annual servicing costs are estimated at **\$800.00** assuming no chemical toilets are emptied into the system.

ATTACHMENTS

1. **Photographs**  

DURONG TOILET – FAILED SEPTIC TRENCHES



Failed trenches with ponding effluent.



Existing trench (LAA) area.



Disused tennis court – suggested location for new LAA.

11.6 INSTALLATION OF A DUMP POINT NEAR DURONG PUBLIC TOILETS**File Number:** 14/09/2022**Author:** Manager Facilities and Parks**Authoriser:** General Manager Liveability**PRECIS**

Installation of a dump point with holding tank near the Durong public toilets.

SUMMARY

Caravan and motorhome travellers commonly use public (free) facilities to empty black water tanks. Dump points in non-sewered areas are not supported due to the high installation cost and their ongoing operational cost.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council that:

1. The installation of a dump point at the Durong public toilet facility is not supported due to the high installation cost and ongoing operational expense.
2. Signage to be installed at Durong public toilets on the 10 public (free) dump points spread across the South Burnett Regional Council area.

FINANCIAL AND RESOURCE IMPLICATIONS

No budget allocation in the 2022/23 Capital works budget. The estimated cost for installing a new dump point at Durong is \$31,800.00.

No budget allocation in the 2022/23 Operational budget for servicing a new dump point at Durong. The estimated operational cost for Durong dump point would be \$6,000 to \$8,000 per annum.

LINK TO CORPORATE/OPERATIONAL PLAN

Operational Plan – OPL/12 “Management of Council’s buildings and facilities including operational maintenance programmes, commercial and community leases and cost-effective asset management programs to meet agreed service levels.”

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

SBRC Parks staff have been consulted to ascertain potential facility usage.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

There is no legislative obligation for Council to install dump points. Dump point installation and operations do need to meet legislative requirements under the *Plumbing and Drainage Act 2018*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

N/A.

ASSET MANAGEMENT IMPLICATIONS

The installation of a dump point on a holding tank will increase the operational cost of the facility due to the need to empty the tank on a regular basis and service the associated tap and vacuum breaker (RPZD).

REPORT

There are currently 10 public (free) dump points spread across the South Burnett Regional Council area. Two of these points are installed on holding tanks and require regular pump out by a contractor. The remaining eight dump points are connected to sewer. Refer to attached dump point location map.

Fraser Coast Regional Council, Gympie Regional Council, and Toowoomba Regional Council have all developed and published Recreational Vehicle Strategies. Using these strategies as a reference the following is noted:

- 1 Fraser Coast RC has only 1 free dump point although there are many available at commercial facilities.
- 2 Fraser coast RC has expressed “a presumption against dump points in non-sewered areas”. See pages 9 and 34 of attached RV Strategy.
- 3 Gympie RC has 7 free dump points all of which are connected to sewer. Again, more points are available at commercial facilities.
- 4 Toowoomba RC has 5 free dump points all of which are connected to sewer. More dump points are available at commercial facilities.
- 5 On page 38 of the Toowoomba RC RV Strategy it states – “Dump points should always be connected to the sewer to offset ongoing maintenance costs”.

Council officers would also recommend additional signage at non-sewer connected public toilets is required to warn users not to empty chemical toilet cassettes or tanks into the facility. If chemical toilets are emptied into aerated wastewater treatment systems or septic systems, the chemicals will cause the biological processes within the system to stop and will cause odours. The system will then require a clean out and maintenance to make operational again.

As a benefit for travellers, additional signage should also be installed in public facilities to inform travellers where the next closest dump points are located.

The installation cost for a dump point at Durong is estimated at \$31,800.00. The installation cost estimate was formed using advice provided by Cox Plumbing and Andrew Smith of Enviro Water Design.

The annual operational cost estimated to be in the range of \$6,000-\$8,000 subject to usage. The operational cost estimate is based on advice provided by JJ Richards and the assumption that the tank will require pumping out approximately 6 times per year. Higher costs due to the remote location of Durong.

ATTACHMENTS

1. **Gympie RC - RV Strategy** [↓](#) 
2. **Fraser Coast RC - RV Strategy** [↓](#) 
3. **Toowoomba RC - RV Strategy** [↓](#) 
4. **Dump point locations - SBRC and surrounds.** [↓](#) 



Gympie Regional Council Recreational Vehicle Strategy for Council-Owned or Controlled Land



EXECUTIVE SUMMARY	3
1. SCOPE AND OBJECTIVES	4
2. UNDERSTANDING THE MARKET	5
2.1 THE GYMPIE REGION	5
2.2 DRIVE TOURISM	6
2.3 CURRENT TRENDS IN THE RV MARKET	6
2.4 RV SURVEY FINDINGS (2018).....	7
3. STAKEHOLDER ENGAGEMENT	9
3.1 PRELIMINARY ENGAGEMENT PHASE	9
3.2 COMMUNITY AND STAKEHOLDER ENGAGEMENT PHASE.....	10
3.3 RECOMMENDATIONS IN RESPONSE TO COMMUNITY ENGAGEMENT	13
4. CURRENT SITUATION ANALYSIS AND ISSUE SPECIFIC RECOMMENDATIONS	21
4.1 EXISTING RV SITES ON COUNCIL-OWNED OR CONTROLLED LAND.....	21
4.2 PROPOSED SITES ON COUNCIL-OWNED OR CONTROLLED LAND	24
4.3 COMMERCIAL CARAVAN PARKS AND CAMPGROUNDS	25
4.4 CAMPGROUNDS WITHIN STATE FORESTS, NATIONAL PARKS AND RECREATION AREAS	25
4.5 ROADSIDE REST AREAS FOR DRIVER FATIGUE MANAGEMENT	26
4.6 UNAUTHORISED CAMPING.....	27
4.7 WASTEWATER.....	28
4.8 EFFLUENT DUMP POINTS AND POTABLE WATER FILL POINTS	29
4.9 DESIGNATED LONG VEHICLE PARKING (SHORT-TERM/DAY USE).....	33
4.10 LEGISLATIVE REQUIREMENTS.....	34
5. ULTIMATE HIERARCHY OF RV SITES AND DESIRED STANDARDS OF SERVICE	37
5.1 LOCAL SITES.....	38
5.2 REGIONAL SITES	39
6. OPPORTUNITIES AND RECOMMENDATIONS ON FUTURE INVESTIGATION	42
6.1 POTENTIAL FUTURE SITES.....	42
6.2 RV FRIENDLY TOWN OR WELCOMING RV PROGRAMS	42
6.3 LOW COST SITES.....	43
6.4 TOURISM AND PROMOTION	44
7. ACTION PLAN	44
ACTION PLAN	45
APPENDIX 1 - GLOSSARY	51
APPENDIX 2 - LIST OF TABLES AND FIGURES	52
APPENDIX 3 – DRAFT CONCEPT LAYOUT FOR SECONDARY KANDANGA RV PARK	53
APPENDIX 4 – DRAFT CONCEPT LAYOUT FOR KILKIVAN RV PARK	54

Executive Summary

Drive tourism encourages visitors to travel beyond the major tourism destinations, stopover in small towns and spend money at local businesses. Recreational vehicles (RV) play a large role in drive tourism and the Gympie region is well situated along tourism routes for stopovers and as a destination. The region offers a diverse tourism experience rich in nature, wildlife and heritage, which allows travellers to have multiple experiences along their journey through the region.

The Gympie region is lucky to have a range of accommodation options including commercial caravan parks, state forests and national parks and free or low cost camping options.

The "Gympie Regional Council Recreational Vehicle Strategy" has been prepared to progress the following goals identified in Council's endorsed "Gympie Region Tourism Strategy 2019 – 2024":

- 2.1 Encourage existing owners to build or upgrade privately owned tourism infrastructure*
- 2.3 Investigate ways in which the planning scheme can facilitate tourism focused development*
- 2.5 Broaden the tourism offering*
- 2.8 Support development that is smaller scale, low-key and low-impact*

Consistent with the Tourism Strategy, the objectives of the Recreational Vehicles strategy are to:

- drive economic outcomes and realise opportunities to attract RV tourists to the Gympie region and encourage them to return by enhancing their visitor experience;
- formalise the use of nominated Council owned or controlled sites for use by self-contained RVs in recognition of the limited infrastructure available at these sites;
- review existing RV sites on Council controlled land and establish defined locations and ultimately a network of stops to encourage travellers to spend more time in the region;
- establish a hierarchy of sites and a desired standard of infrastructure for self-contained RV sites on Council controlled land;
- manage RV use on Council controlled land by developing a consistent approach to setting and managing the length of stay; and
- develop promotional opportunities for the Gympie region as a destination of choice for self-contained RVs and improve the level of information available to RV travellers.

The existing approach to non-commercial RV accommodation within the region has been informal and a more structured approach is needed to better accommodate visitors, plan for the self-contained RV market and promote opportunities. This document identifies a hierarchy of sites for self-contained RVs and the required standards. Recommendations are based upon the availability of space, the number of sites, existing facilities, proximity to other sites, attractions, townships and minimising environmental impacts.

Stakeholder engagement and community consultation were key in developing this strategy. Consultation with the RV travellers, commercial operators, government and industry representatives and the wider community identified great support for RV tourism in the region and highlighted key issues that need to be considered to ensure a positive experience for all.

The need to monitor and manage usage, the provision of clear signage along with the promotion of local attractions and other tourist information rated highly amongst respondents from all groups.

By understanding the needs of travellers and balancing this with local amenity and economic outcomes, this Strategy will assist in promoting the Gympie region as an RV friendly place to visit and explore.

1. Scope and Objectives

The Recreational Vehicle Strategy (the strategy) aims to recognise the current opportunities that exist within the Gympie region on Council-owned or controlled land for attracting and accommodating self-contained recreational vehicles (RVs), and to investigate further opportunities to promote the region as a destination of choice for travellers.

The Strategy follows the approach recommended in the *Queensland Camping Options Toolkit* (toolkit), which was developed following extensive industry engagement to provide industry supported solutions to local governments. The toolkit provides land management options and tools that can be implemented locally, and tailored to each community to formalise an approach to RVs and the changing needs of travellers.

The objectives of this strategy are to:

- drive economic outcomes and realise opportunities to attract RV tourists to the Gympie region and encourage them to return by enhancing their visitor experience;
- formalise the use of nominated Council owned or controlled sites for use by self-contained RVs in recognition of the limited infrastructure available at these sites;
- review existing RV sites on Council controlled land and establish defined locations and ultimately a network of stops to encourage travellers to spend more time in the region;
- establish a hierarchy of sites and a desired standard of infrastructure for self-contained RV sites on Council controlled land;
- manage RV use on Council controlled land by developing a consistent approach to setting and managing the length of stay; and
- develop promotional opportunities for the Gympie region as a destination of choice for self-contained RVs and improve the level of information available to RV travellers.

The strategy focuses on current and potential RV sites established on Council-owned or controlled land. Further, the strategy focuses on self-contained recreational vehicles to minimise on-site impacts associated with the use. However, it is acknowledged that in locations where public amenities exist in relatively close proximity, self-containment is less of an issue, provided any grey water and black water (wastewater) is not discharged to ground.

There is a trend toward self-containment and this is supported by the 'leave no trace' code of conduct promoted by the Campervan and Motorhome Club of Australia (CMCA) and the 'Leave

no Trace Australia' principles to minimise impacts in natural areas. While no Australian Standard exists to provide a clear definition of a self-contained vehicle, the Queensland Government's *Camping Options Toolkit* provides some guidance. For the purposes of this strategy, a self-contained recreational vehicle is:

'A caravan, motorhome or campervan that can hold fresh water, grey water and black water and has on-board cooking, sleeping and toilet facilities.'

There is evidence that travellers are seeking a variety of camping¹ options, ranging from commercial caravan parks through to low cost or free options (usually accommodated for on Council-owned or controlled land). Research indicates those who use commercial sites are generally a different group of travellers from those who use non-commercial sites. Accommodation options to meet the needs of both types of traveller are required. The commercial provision of facilities for RVs on private land or in National Park and State Forest areas is regularised via approvals under the Planning Act and/or the management regimes of the relevant state land managers. Free camping already occurs on an informal basis within Council reserves and on roadside areas. To ensure that free camping areas are adequately managed to avoid adverse social and environmental impacts, some framework is required to be established to define the nature and intensity of the activity.

This strategy focuses solely on the low cost and free options available on Council owned or controlled land. In recognition of the limited infrastructure existing at these sites, it is necessary to limit the use of the sites to self-contained RVs to ensure the environment of the sites is not degraded.

The strategy is accompanied by a prioritised Action Plan to guide progressive improvements to facilitate self-contained RV tourism in the region and enrich visitor experiences.

2. Understanding the Market

2.1 The Gympie Region

The Gympie region is a popular destination for the RV market. The region is ideally located only two hours north of Brisbane and offers a diverse tourism experience rich in nature and wildlife, heritage and culture, local food and produce and with a wide range of major events and festivals.

The region is focused on the historic centre of Gympie, located on the picturesque Mary River. Substantial areas of the region are contained within National Parks or within other protected areas under State and local government management. The Gympie region also boasts one of the most dramatic and scenic coastlines in Australia at Rainbow Beach, with the cliffs of the coloured sands stretching around to Double Island Point.

¹ The *Recreation Areas Management Act 2006* defines 'camping' to include tents or caravans for the purpose of staying overnight. For the purposes of this Strategy, tent camping is outside of the scope.

The region is the southern gateway to Fraser Island via Rainbow Beach and Inskip Point, both of which are highlights in the Gympie Region's tourism offer. Visitors are also drawn to Tin Can Bay, where you can hand feed dolphins in the wild, and relax in the sun at the beach camping destinations of Cooloola Recreation Reserve and Inskip Peninsula.

The region is also home to popular camping and RV destinations such as the Mary Valley, including the charming and welcoming Kandanga and Imbil Townships and Amamoor State Forest, site of the Gympie Music Muster.

Goomeri, at the western edge of the Gympie region, is a historic country town that is at the crossroads of the Wide Bay Highway, Burnett Highway and Bunya Highway.

2.2 Drive Tourism

Queensland's drive tourism market consists of visitors who travel for leisure and use a vehicle to reach their destination. This includes both day trips and overnight trips to one or more destinations. Drive tourism is important for Queensland as it encourages visitors to travel beyond the major tourism hubs, stopover in small towns and spend money at local businesses.

The Queensland Drive Tourism Strategy 2013-2015 aimed to revitalise drive tourism in Queensland. The strategy sought to:

- *enhance drive travel experiences to visitors travelling in and around the state and encourage visitors to travel beyond major tourism destinations;*
- *encourage longer stays in regional centres, creating greater spend within the regions; and*
- *promote driver/traveller safety whilst creating new travel experiences.*

Council's Tourism Strategy 2019-2024 aligns with the Queensland Drive Tourism Strategy in working toward generating more visitors to the region and giving them options to stay longer and spend more.

2.3 Current Trends in the RV Market

The caravan, motorhome and camping industry is responding to changing consumer preferences, with caravan and holiday parks enhancing the quality of accommodation and facilities provided, and caravan and RV manufacturers incorporating luxury fit-outs with the option to be self-contained. However, there are still segments of the market wanting something less structured in the way of non-commercial camping. This is evident through the number of websites, blogs and social media groups dedicated to free or low cost camping and further reinforced by feedback received during stakeholder and community consultation. Demand for non-commercial camping areas/sites is due to a range of factors such as visitors seeking a low or no cost experience, tourists travelling with pets or access/manoeuvring difficulties at some commercial parks due to the size of some of the vehicles.

Current trends in tourism are based around experiences, local provenance and artistry. Some RV tourists are not particularly interested in accommodation options; they are motivated by the

experiences they can have or share. Provenance refers to the food and wine of a region. Eating and drinking local fresh produce while in the region is increasingly important to many travellers. Additionally, making something with their own hands (e.g. cheese, jam, art etc.), is high on the travellers list. It combines learning and using local materials and produce in the one experience.

2.4 RV Survey Findings (2018)

During the initial stakeholder engagement phase to develop this strategy, a survey was presented to RV travellers, commercial operators and the community. The purpose of the survey being to gain understanding into the respective interests, roles in supporting RV tourism, and views and ideas on current and future RV stay options and facilities in the region.

There were 533 responses received to the traveller survey; 80% of the respondents were visitors to the region.

Time limits

The surveys questioned if the length of stay (up to 72 hours) was adequate. There was positive support for a 72-hour time limit with 88% of travellers and 77% of the community responses answering "yes". Feedback from commercial operators was that the time is ample and any longer could influence commercial operators, with a preference for between 24-48 hours.

Time spent in the region

38% of respondents spent over 3 nights in the region and one-third of those stayed in more than one location. 27% of respondents stayed overnight and there is a potential opportunity to encourage those travellers to return and stay longer.

Improvements to increase length of stay in the region

The survey invited participants to comment on what could increase their length of stay in the region and offered nine suggestions including access to amenities at the site, more tourist information, free/low cost sites and pet friendly facilities. The free/low cost site option received the highest response (84%), access to facilities (54%) and more tourist information, pet friendly facilities and information on incentives all received an average of 35%.



Traveller Characteristics

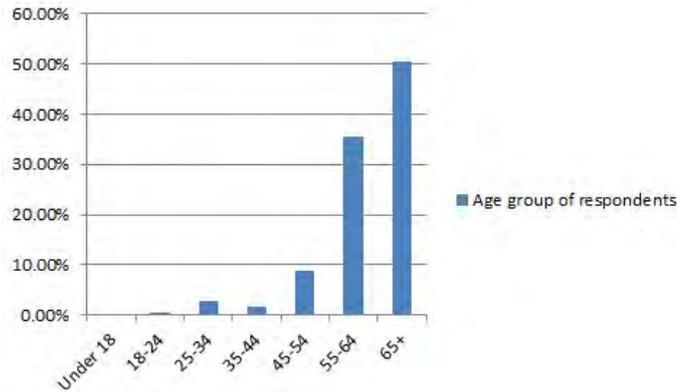


Figure 1 Age group of respondents to traveller survey

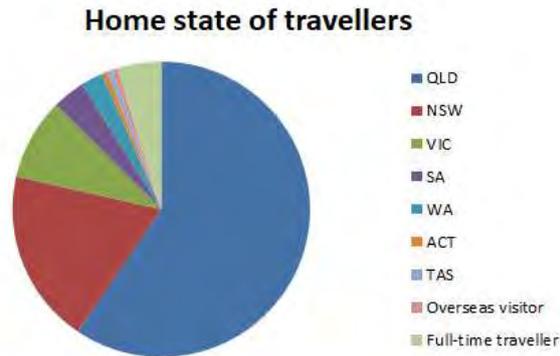


Figure 2 Home state of travellers surveyed

A question on the community survey was targeted to business owners in areas where RVs stay and invited feedback on the economic benefit experienced over an average week. Twenty (20) businesses provided this feedback with the following results:

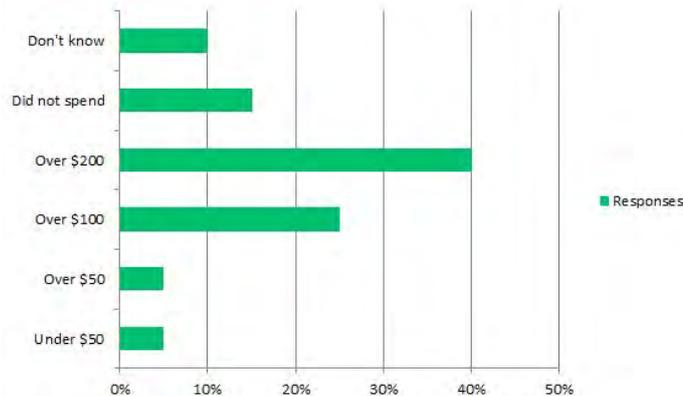


Figure 3 Economic benefits to local business

3. Stakeholder Engagement

In preparing this strategy, it was important to engage with the relevant stakeholders to:

- understand the current RV market in the region;
- explore options to enhance and promote the Gympie region;
- to attract and retain more of the RV market; and
- to improve the experience for both the travellers and the community.

3.1 Preliminary Engagement Phase

The preliminary engagement phase undertaken in November and December 2018 involved interviews with representatives from:

- commercial caravan parks in the Gympie region;
- the local tourism industry;
- the state government; and
- key caravan industry stakeholders, CMCA and Caravanning Queensland.

There were also online and hard copy surveys available for RV travellers and the local community to provide feedback on:

- existing and planned sites, length of stays;
- importance of infrastructure at sites; and
- promotion methods.

There were 533 responses to the surveys seeking feedback during this phase. The engagement provided information to assist in compiling a draft strategy that underwent a subsequent round of public engagement (refer to s3.2).

The following key themes were identified:

RV Tourism:

- a strong level of community and business support for RV tourism in the Gympie region,
- both local businesses and RV travellers reported a positive economic benefit from RV tourism in the region.

Monitoring and enforcement:

- a strong level of support for a limit of 72 hours for free sites managed by Council, with a small level of support for longer time limits, particularly to strike a balance between free or low cost options and commercially operated sites; and
- both community and RV travellers commented on the need for regulation and monitoring to ensure adherence to time limits.

Free and low cost RV sites:

- of the current free or low fee RV sites in the region, RV travellers rated Kandanga RV Park as the most positive of their experiences, followed by Chatsworth Park;
- a strong level of support for the future development of an RV site at the Gympie Showgrounds; and
- support was also received for Kilkivan as a high priority for enhancement as a free or low cost RV site.

Promoting RV sites and encouraging longer stays in the region:

- RV travellers rated specific apps (for example Wikicamps) as the most popular method to find designated RV sites;
- RV traveler and Commercial Operator respondents rated apps as the best means to promote RV sites;
- RV travellers rated free and low cost sites as their top preference to enhance a longer stay in the region;
- RV travellers indicated that safety and security are an important consideration in selecting a site. There is a reluctance to 'un-hitch' and explore the region if an area is not considered safe or is in a remote location; and
- both community members and RV travellers commented on overflow options, which have benefits for travellers seeking a site in the region as well as new opportunities for local businesses.

In addition, there were a significant number of comments relating to a need for better signage, well-maintained facilities, regular monitoring of sites and a convenient location in relation to businesses and services.

3.2 Community and Stakeholder Engagement Phase

Following the preliminary engagement, a subsequent community and stakeholder engagement phase was undertaken in February and March 2019. The intention of this second round of engagement was to seek feedback on the draft RV Strategy from the previously identified stakeholders, as well as the broader community.

Feedback was able to be provided online, via email and mail, and on hardcopy feedback forms at the public consultation sessions held during the engagement phase in Tin Can Bay, Kandanga, Gympie and Kilkivan.

During this phase a further 124 submissions were received, providing feedback from a wide range of perspectives, on a diverse set of issues. These have been analysed to understand the complexities of providing a well located network of RV sites for travellers to realise the associated economic benefits, whilst maintaining the amenity of local residents.

Stakeholder and community feedback comments on the draft RV Strategy (and associated Action Plan) highlighted a number of key issues as follows:

Water and waste management:

- support for the installation of additional effluent dump points throughout the Gympie region, with particular interest in Kandanga, although some improvement suggestions for Tin Can Bay were also received;
- support for appropriate grey water management at RV sites;
- the importance of potable water being available at or within close proximity to RV sites;
- the provision of toilet facilities at RV sites, including the upgrading of existing facilities to meet demand; and
- the need for refuse bins at RV sites and regular collection of refuse.

Economic development:

- comments that the financial contribution that RV travellers make to a community are overstated;
- comments that the expenditure of RV travellers does benefit the local economy;
- comment that having free RV sites is illogical and is anti-competitive with respect to commercial operators who also support the local economy;
- comments that RV travellers are critical to the financial viability of Kandanga;
- the suggestion that RV sites should be low cost rather than free;
- concerns that RV sites will be a financial burden on ratepayers; and
- the suggestion that promotional signage and material be available at RV sites to identify local businesses, restaurants, commercial caravan parks to extend their stay in the region etc.

Site management:

- interest in overflow options for Kandanga and Tin Can Bay;
- concerns that the overflow alternatives identified in the draft strategy (public consultation) for Kandanga are not adequate due to a range of matters such as safety issues, located too far from the centre of town, or requirements for new infrastructure/facilities;
- a number of respondents considered that a limit of 72 hours per stay was sufficient, with a smaller number suggesting a longer time limit is needed;
- some support for a 'camp host' program at certain sites and suggestion that local community groups could act as 'camp host' or caretaker for some sites;
- that management and enforcement is critical, particularly with regard to length of stay; and
- several respondents questioned this strategy focusing on self-contained vehicles and highlighted the use of sites by other vehicles e.g. camper trailers.

Signage:

- support for improvements to directional, on-site and promotional signage at all sites.

Long vehicle parking:

- the need for long vehicle day parking in tourism locations, especially to provide access to shopping centres to replenish supplies; and
- the need for RV sites to be able to accommodate long vehicles (manoeuvring and parking).

Site specific matters

Feedback on a number of site specific matters was also provided during the public consultation phase, including the following:

Chatsworth Park

- enforcement of time limits needed as RV sites at Chatsworth Park are often fully occupied as a result of vehicles overstaying.

Elgin Vale Sawmill

- considered to be a remote site with limited economic benefit; and
- the site is not suitable for large caravans and RVs as the roads are not of an adequate standard, on-site parking is not level and issues with the provision of a water supply and effluent disposal.

Gympie Showgrounds RV Park

- support for the development of the Gympie Showgrounds RV Park as the site has plenty of room and is close to shopping and services; and
- need to ensure that the primary use of the showgrounds, including any future plans, are not impacted upon.

Kandanga RV Park

- a large number of comments were made in relation to this site, with many respondents being visitors to the RV park or Country Club;
- support for a dump point and also an overflow site at Kandanga;
- there is a need to balance RV tourism and other economic development in Kandanga;
- suggestion that there is a need for the Council-owned site in Main Street to be used by the community for recreation, parking during football season, green space, etc.;
- concerns that the RV park overloads the water network, to the detriment of ratepayers; and
- greywater management is urgently needed, and discharge to the ground should be prohibited.

Kilkivan

- support for an alternative site located closer to the railway station platform, trailhead for the Kilkivan to Kingaroy Rail Trail and community markets, to complement these surrounding uses;
- concerns for the safety of children was raised for both sites due to the location of the kindergarten and the use of Weier Oval by children;
- suggested that to ensure competitive neutrality, the number of sites for free camping should be limited;
- request that space be made available for advertising local businesses;
- suggested the site could be free or by donation;
- suggested coin-operated showers to be installed in the future; and
- the dump point should be retained in its current location at Weier Oval.

Rattler Precinct RV Park

- a number of responses indicated there were not enough sites proposed;
- the area is very hilly and not within walking distance to Mary Street or supermarkets;
- located too far from the Bruce Highway;
- the need for basic amenities including dump point, water supply and greywater disposal;
- suggestion this be a low cost site to recoup development costs;
- comment that there would be limited economic benefit for nearby businesses; and
- support for the development as it would tidy up the current unused part of the site.

Tin Can Bay

- a small number of comments suggested a need for a free or low cost RV park at Tin Can Bay and other parts of the Cooloola Coast all year round;
- comments suggested there is an access and manoeuvrability issue with the Tin Can Bay dump point; and
- it was suggested an additional dump point should be located on the foreshore, which could also accommodate yacht nomads.

3.3 Recommendations in Response to Community Engagement

From the analysis of collated data, there is general support to progress with the following actions:

- develop the planned sites at the Gympie Showgrounds, Amamoor and Gunalda and their corresponding Action Plan items;
- a review of dump points as per corresponding Action Plan item and delivery of a dump point at Kandanga as a priority;
- initiate site management actions, including monitoring and enforcement and site register;
- installation of consistent, clear and well located signage, including directional and information signage;
- reviewing long vehicle parking, particularly near shopping precincts;
- investigating overflow site options for the most popular sites and areas, where capacity challenges exists, as well as where commercial operators may not have capacity to meet demand;
- the definition of 'self-contained recreational vehicle' be refined to align with the *Camping Options Toolkit* and similar to CMCA criteria i.e. can hold fresh water, grey water and black water and has on-board cooking, sleeping and toilet facilities;
- delete the Rattler Precinct site as a planned site, consistent with the feedback received and Council's resolution to reallocate State Government "Building Our Regions" funding to the Gympie Showgrounds RV site at Ramsey Road, Southside;
- delete Elgin Vale Sawmill as a future RV site due to its remote location and limited economic benefits; and
- identify a future RV site at Tin Can Bay.

RV Site Specific Recommendations

Kandanga RV Site Options

The outcomes of the initial phase of stakeholder engagement highlighted that an RV facility at Kandanga provides significant economic benefit to the town. Matters such as limited space, and a need for upgraded toilets and park facilities, as well as managing amenity impacts were considered to require further investigation and community input on the possible options to deliver the best outcome for RV travellers and the Kandanga community.

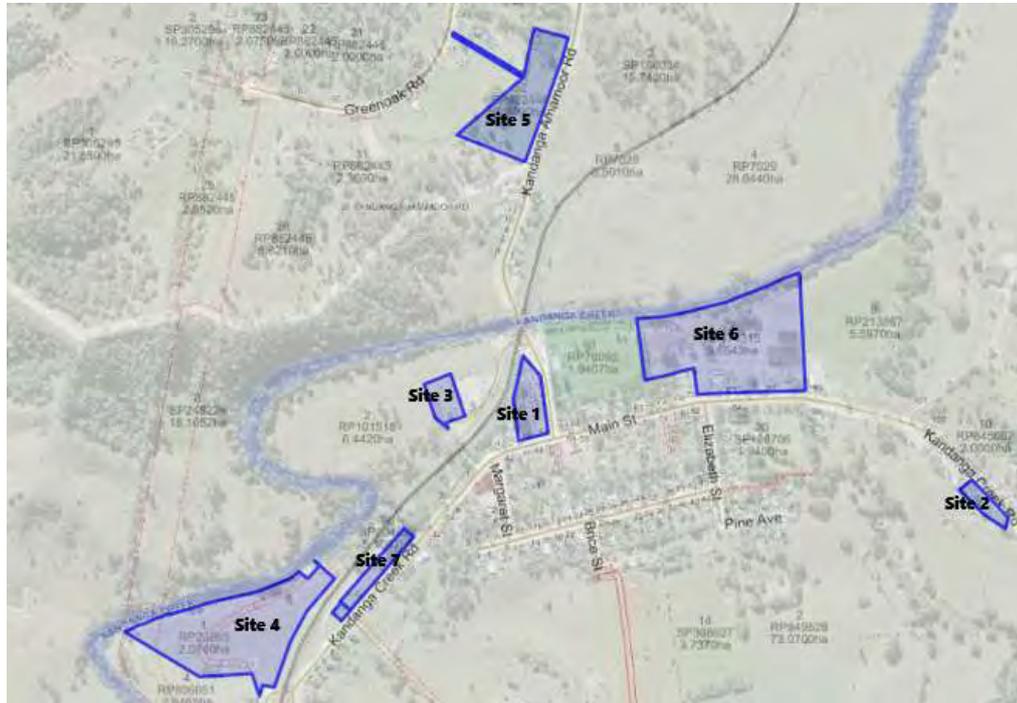


Figure 4 Kandanga options

Suitable options for a 'Regional' level facility that would include access to toilets, sufficient space to meet demand, communal areas for shade and seating were investigated for the following sites:

Table 1 Kandanga options

Site	Address	Site Opportunities	Site Constraints	Evaluation
Site 1 (Existing site)	Lot 33 LX1325, Lot 27 and Lot 28 RP23273 49-51 Main Street Kandanga	<ul style="list-style-type: none"> • Council owned site • 8 existing concrete pads, primarily flat • Good exposure/ connection to town centre • Good proximity to toilet facilities and park amenities; playground, picnic tables 	<ul style="list-style-type: none"> • Within QRA flood mapping • Many large gum trees, risk of falling trees/limbs • Area is in the centre of town and at times can look untidy • The site has been identified internally as appropriate for a potential district level park 	<p>Revisit design to explore the opportunity to increase capacity to minimum 10 spaces to meet 'regional' level park.</p> <p><i>Note: Currently the 'Friends of Kandanga' have a collection box set up at this site requesting donations for overnight stays.</i></p> <p>Council's Parks Team advise that</p>

Site	Address	Site Opportunities	Site Constraints	Evaluation
			<ul style="list-style-type: none"> No real growth opportunity in this location Need to keep RVs out from under the trees 	Friends of Kandanga do not currently maintain the site. Mowing is contracted under RFT008. The collection box and non-Council signage should be removed until an arrangement with this group is formalised.
Site 2 Kann Park	Road reserve. Kandanga Creek Road	<ul style="list-style-type: none"> Outside flood hazard mapping Existing toilet facilities Existing park facilities, shade structure & picnic tables, tourist information signage Primarily flat parking area on sealed road shoulder 	<ul style="list-style-type: none"> Site on road reserve Difficult (in large vehicle) to undertake a cross road manoeuvre for access Distance from town, approx. 875m (outer limits of walkable distance) Limitations on space for vehicle parking and manoeuvring Could accommodate up to 5 RVs 	<p>Recommend this site be removed as a potential option.</p> <p>Not suitable as a dump point location due to vehicle manoeuvring challenges.</p>
Site 3 Kandanga Country Club	Lot 1 RP79487 and Lot 1 RP101518 Bowling Club Road	<p>The Kandanga Country Club is currently utilising the two properties and road reserve adjacent the Country Club as a commercial RV site. The two properties, Lot 1 on RP101518 and Lot 1 on RP79487 are Council-owned. There is no development approval in place and no lease agreement for use of the Council-owned land. The Country Club website advertises 18 powered campsites within this area and a further 5 unpowered campsites on the road reserve within Bowling Club Road for \$17 per night and \$7 per night respectively. The website further states:</p> <ul style="list-style-type: none"> "Grey water be retained within vehicle or discharged on camp ground approved garden" 		

Site	Address	Site Opportunities	Site Constraints	Evaluation
		<ul style="list-style-type: none"> “Bucketed water only permitted to be filled from tap within Country Club campground. Town water available near public toilets at recreation ground.” <p>It is recommended that the land tenure issues be resolved as a matter of urgency. As the landowner, Council will ultimately be held liable in the event of any misadventures taking place on the land until a lease agreement addressing such matters is finalised.</p>		
Site 4	Lot 5 RP806651, Lot 2 RP102466 and Lot 1 RP23265 Kandanga Creek Road	<ul style="list-style-type: none"> Council freehold site 	<ul style="list-style-type: none"> Location adjacent town water supply intake. This may restrict possible embellishments on this site that would be ordinarily be provided as per the accepted level of standards for a ‘regional’ level site e.g. dump point, toilets Outer limits of walkable distance from the main street of the township 500-600m along rail corridor. Footpath extension required if along Kandanga Creek Road Limited existing characteristics to support immediate RV use, e.g. driveway access, 	Recommend this site be removed as a potential option.

Site	Address	Site Opportunities	Site Constraints	Evaluation
			hardstand areas, etc.	
Site 5	Lot 32 RP882446 Kandanga- Amamoor Road	<ul style="list-style-type: none"> Reserve for park 	<ul style="list-style-type: none"> Outer limits of a walkable distance from the main street of the township (600m+) and along a 90km/h road No existing characteristics to support immediate RV use, e.g. driveway access, hardstand areas No footpath connection back to the main street 	Recommend this site be removed as a potential option.
Site 6	Lot 2 RP174315 89 Main Street Kandanga	<ul style="list-style-type: none"> Council Freehold. Used for the Mary River Festival Walkable distance to existing site, town centre amenities and toilets along road - approx. 450m Suggested during feedback as possible overflow site Eastern end close to the produce store and café would be preferable 	<ul style="list-style-type: none"> This site is somewhat removed from the central activity hub of the township Has some slope constraints for RV parking Close proximity to the back of residential premises fronting Main Street Likelihood that visitors would take a short cut to toilets, Country Club etc. along the back of residences 	Recommend this site be removed as a potential option.

Site	Address	Site Opportunities	Site Constraints	Evaluation
			rather than the road	
Site 7	<p>Lot 95 SP104992 and Lot 22 SP105938.</p> <p>Site comprises Kandanga Historic Rail Station and associated service access road and adjacent Council-owned site accommodating Save the Mary building and small area dedicated to Kandanga Water Treatment Plant.</p>	<ul style="list-style-type: none"> All weather access on service road off Kandanga Creek Road Closest residences separated by Council-owned land and local road Good connection back to town centre along road via existing footpath, small extension required Co-located with existing Canoe and Kayak launch point and potential future Rail Trail extension Considered suitable for investigation to potentially accommodate a future dump point and holding tank Suggested during feedback as possible overflow site Primarily flat Could accommodate up to 14 RVs 300m to hotel, 350m to Country Club 	<ul style="list-style-type: none"> Subject to tenure agreement with TMR and Rattler Rail Company (current lessee) for Lot 95 SP104992 Within QRA flood mapping About 450m walk to amenities on Kandanga-Amamoor Road 	<p>Recommend this site for overflow from existing site.</p>

Conclusion: The need for RV facilities within the Kandanga township is evident, with high demand for the current site and the unauthorised site adjacent to the Country Club. An additional overflow site is likely to be warranted in the short to medium term.

Recommendations:

- retain the current RV site with upgrades to signage and bollard installation to better delineate the areas for RVs and keep them out of the treed area on site;
- the donations and stewardship issues involving the Friends of Kandanga group be resolved
- increase the number of sealed bays at the current site to 10 bays;
- the Country Club's land tenure issues be resolved as a matter of urgency;
- Site 7 as discussed in Table 1 above be developed in the medium term as an overflow site accommodating up to 14 RVs; and
- a dump point be established at either the existing amenities block on Kandanga-Amamoor Rd or at Site 7 when it is developed as the overflow site.

Potential Kilkivan RV Sites

Based on community feedback and existing informal use, it is recommended that an RV site be located at Kilkivan. Two potential sites were investigated, both of which are currently used by RVs although the sites are not formally designated.

Weier Oval

- Weier Oval has a dump point but does not have a potable water fill point;
- the site is regularly used by RV campers, although not currently an approved or designated site;
- at times there have been RVs parking on the oval, causing conflicts with the use of the oval for sports and by schools, signage has been installed on site to advise that parking is not permitted on the oval; recently users of the site have been complying with this direction;
- the site is zoned Sport and Recreation and is a reserve for recreation, a development approval under Council's current planning scheme and confirmation that camping is consistent with the purpose of the reserve would need to be obtained the Department of Natural Resources (DNR); and
- the site is very visible from the main road, which may be beneficial for accessibility however does not provide a high level of amenity.

Rail Trail Site

During the stakeholder engagement and community engagement phases an alternative site was suggested on land behind the Kindergarten and RSL Park due to its proximity to the majority of businesses in the township, the Rail Trail and the community markets.

Further investigation into this site identified the following:

- the lot is under Department of Transport and Main Roads (TMR) ownership and is identified as Lot 13 SP128650;
- Council has a licence agreement over this lot for the use of the rail trail;
- the need to consider potential conflicts with the use of this site and the adjoining kindergarten use, particularly regarding the safety and amenity of its users;
- the boundary fence between the kindergarten and the TMR land is a low mesh fence, giving rise to privacy concerns for the kindergarten, this issue could be mitigated by the erection of a new screen fence along common boundary;
- the site is zoned Community Purposes; land use approval over a portion of the site would need to be obtained for the purposes of RV parking under the current GRC Planning Scheme;
- support for the proposal was received from the Community Markets committee, who also expressed an interest in exploring a potential caretaker role over the site;

- the design of the site could possibly include access to the site via the existing access off Bligh Street and egress via Bridge Street; and
- toilets are available in the adjoining RSL Park.

Recommendation

It is recommended that Kilkivan have a 'Regional' level RV site. Based on the site investigation and community feedback, it is recommended that an RV site, with some suitable screen fencing, be located on Lot 13 SP128650, the TMR land behind the kindergarten and Kilkivan RSL Park. A draft 'Concept Layout' has been developed for this site and is included as Appendix 4 to this Strategy.

4. Current Situation Analysis and Issue Specific Recommendations

Throughout the Gympie region, there are a number of areas available where RV travellers can stop for day use or an overnight stay. These areas range from commercial caravan parks or campgrounds to areas within a Council park or reserve, roadside rest areas and campgrounds within the region's state forests or national parks.

The stops are separated into the following categories:

- existing sites on Council owned or controlled land (i.e. within parks or reserves);
- proposed sites on Council owned or controlled land;
- commercial caravan parks and campgrounds;
- campgrounds within state forests, national parks and state recreation areas; and
- roadside rest areas, which are designated spaces on highways and roads where drivers and passengers can take a break for the purposes of reducing driver fatigue.

4.1 Existing RV Sites on Council-Owned or Controlled Land

There are six facilities in the region where overnight stays are currently permitted either on Council-owned land or where Council is responsible for the management of the site.

Of these sites, five (5) are free sites and one is by donation. Table 2 provides a brief audit of the existing sites in terms of location, infrastructure, costs, current time limits and general comments.

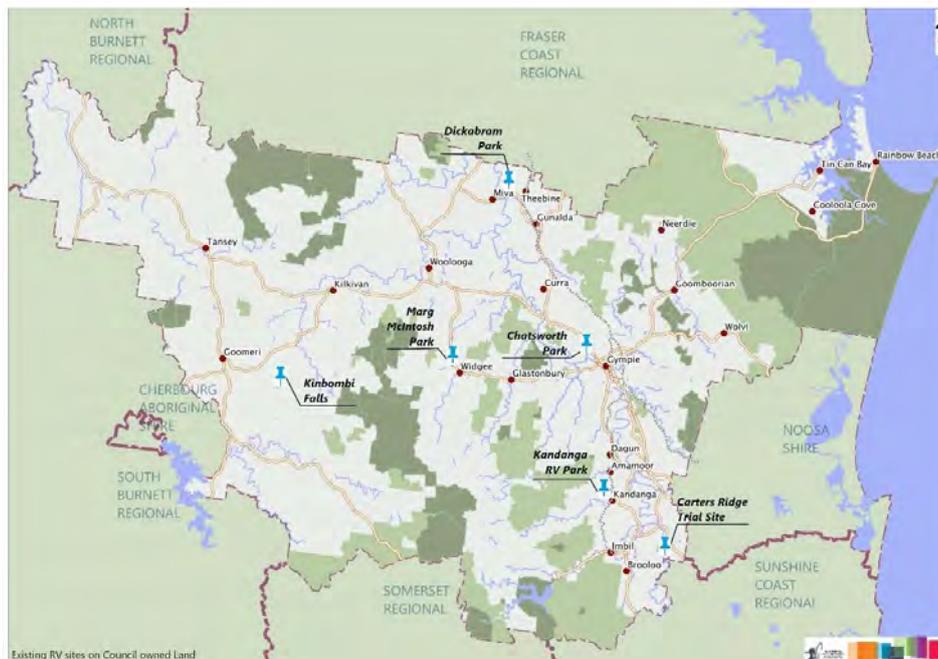


Figure 5 Existing sites on Council managed land



Table 2 Existing sites on Council-owned or controlled land

Site	Nearest Town	Existing Infrastructure/Facilities	Cost	Comments
Chatsworth Park Bruce Highway, Chatsworth	Gympie (approx. 5.9km)	<ul style="list-style-type: none"> Toilets Picnic shelters/tables Playground Water (not potable) Domestic animals permitted (on leash) 20 hour time limit 	No charge	<ul style="list-style-type: none"> Well used site 6 concrete bays plus areas along internal access road used for RV camping Currently a 20-hour limit Reserve for Park and Recreation Open Space zone
Dickabram Park 1119 Miva Road, Miva (western side of Dickabram Bridge)	Gunalda (approx. 10km)	<ul style="list-style-type: none"> Toilets Picnic shelters/table/BBQ 20-hour time limit Domestic animals permitted (on leash) 	No charge	<ul style="list-style-type: none"> Not a high demand site but well located on the western side of the Dickabram Bridge providing a scenic stopover opportunity Site is well located to extend on travellers stays at either the proposed Gunalda site, or western region at alternative free/low cost options or at commercial parks/campgrounds Currently a 20-hour limit Reserve for Park and Recreation Open Space zone
Kandanga RV Park 49-51 Main Street, Kandanga	Kandanga	<ul style="list-style-type: none"> 8 sealed sites. Access available to nearby park with toilets, seating, barbeques 72-hour time limit 	No charge (donations invited)	<ul style="list-style-type: none"> Well used site, noted as a favourite of many RV traveller respondents through the engagement phase Important to the economy of the Kandanga township Limited capacity/ space to meet increasing demand Complements existing RV stays on land associated with the Kandanga Country Club Council freehold site Township zone
Marg McIntosh Park Glastonbury Road, Widgee	Gympie (approx. 24km)	<ul style="list-style-type: none"> Toilets Picnic shelter/table 20 hour time limit 	No charge	<ul style="list-style-type: none"> Park is located within the road reserve of a State-controlled road



Site	Nearest Town	Existing Infrastructure/Facilities	Cost	Comments
				<ul style="list-style-type: none"> • Council has historically maintained the park facilities toilets, shelter and seating and grounds • Currently 20-hour limit • Site is well located to extend on travellers stays in the region at either alternative free or low cost options or at commercial parks or campgrounds • Unzoned road reserve
<p>Kinbombi Falls</p> <p>Kinbombi Falls Road, Kinbombi</p>	<p>Goomeri (approx. 10km)</p>	<ul style="list-style-type: none"> • Toilets • Four (4) picnic tables • No signage or time limit indicated 	<p>No charge</p>	<ul style="list-style-type: none"> • Site is a tourist attraction and camping occurs on the site • No signage currently on site to indicate camping is permitted • Site located within a water reserve • The site is reasonably close to commercial operators at Kilkivan and Goomeri, Goomeri Showgrounds, the proposed RV site at Kilkivan, and the DTMR’s Fat Hen Creek rest stop • Recent improvements delivered under Round 3 of the Works for Queensland Program to upgrade existing facilities and trail • Rural zone

4.2 Proposed Sites on Council-Owned or Controlled Land

The Adrian McClintock Park (Gympie Showgrounds) Master Plan includes a proposal for an RV site adjacent to Ramsey Road. A development approval (2017-0209) for the RV site has been granted, with conditions of approval requiring works and infrastructure to be installed at the site, including a dump point, refuse management provisions, hardstand areas and landscaping.

RV sites at both Amamoor and Gunalda were identified through the “Our Towns” Sustainable Centres Program, as a result of engagement with the community in these townships. Both townships are recommended to accommodate RV stopover facilities in the longer term.

The results of the stakeholder engagement indicated that from the site options reflected in existing strategic master plans, the Gympie Showgrounds site was the highest priority and would create positive impacts for the nearby commercial precinct. However, as discussed in Section 3.3 – *Recommendations in response to community engagement*, the feedback also suggests support for the network of RV sites to include the planned site at Kilkivan and a secondary/ overflow site at Kandanga. Feedback received via the Councillor Workshop in February 2021 led to a further examination of options for RV sites at Tin Can Bay and Rainbow Beach. A local level RV site has been identified for Tin Can Bay (central-eastern portion of Lot 69 CP910971 adjacent to the Gympie Road/Pennyquick Road frontage) as a result.

A number of possible sites have been considered in the Rainbow Beach area, however none were regarded as being suitable due to a range of factors including:

- proximity to, and availability of, a range of camping and accommodation options within the Rainbow Beach area;
- proximity to surrounding sensitive land uses; and
- the extent of works required to make the sites suitable for vehicle traffic.

The following planned sites are reflected in existing endorsed strategic level master plans, or have been recommended as future sites in response to stakeholder engagement undertaken as part of the preparation of this Strategy:

- Gympie Showgrounds RV Park, Ramsey Road, Southside;
- Amamoor “Our Towns” Endorsed Site, Busby Street and Amamoor Street, Amamoor;
- Gunalda “Our Towns” Endorsed Site, Balkin Street, Gunalda;
- Kandanga overflow site, Kandanga Creek Road, Kandanga (adjacent to historic Kandanga Rail Station and Kandanga Creek Canoe and Kayak Launch Point trailhead);
- Kilkivan RV Park, Bligh Street, Kilkivan (adjacent to trailhead for Kilkivan to Kingaroy Rail Trail); and
- Tin Can Bay RV Park, central-eastern portion of Lot 69 CP910971 adjacent to the Gympie Road/Pennyquick Road frontage.

Table 6 in Section 5.0 – *Ultimate hierarchy of RV sites and Desired Standards of Service* provides a description of the facilities proposed to be provided at each site.



4.3 Commercial Caravan Parks and Campgrounds

There are a number of commercial caravan parks and campgrounds across the region. The commercial caravan parks provide a variety of accommodation options including tent camping, powered RV sites and self-contained cabins. They generally provide a high level of services and infrastructure within their premises, such as a choice of powered and non-powered sites, showers, toilets and laundry facilities, communal areas, kiosks, as well as potable water and dump points for the disposal of wastewater. In addition, a number provide extra facilities to attract tourists including swimming pools, playgrounds and organised activities.

Across the State, there is evidence that a trend toward higher density accommodation such as cabins in caravan parks has contributed to a reduction in the number of available casual camping/stopover sites in some caravan parks. This is not the case for all commercial parks and there are many parks that have retained sufficient capacity for RVs, and have the ability to cater for larger vehicles or have specifically targeted the RV market by providing large spaces, easy access and high quality facilities.

Within the region commercial caravan parks can be booked to capacity during peak holiday periods and there is merit in the utilisation of Council controlled land at appropriate locations to ensure more of the drive tourism market can be accommodated in the region. Additionally, the Campervan and Motorhome Club of Australia (CMCA) Dollar Wise Park Network highlight the growing trend for travellers seeking lower cost options with minimal facilities who may ordinarily avoid caravan parks if other free or low-cost options are available.

4.4 Campgrounds within State Forests, National Parks and Recreation Areas

The Gympie region is fortunate to have a substantial area of state forest, national park and recreation areas, which provide day-use and camping areas that are a popular choice for travellers. Camping in these areas is managed by the Department of Environment and Science. Permits for camping are required from the Queensland Parks and Wildlife Service (QPWS).

The following camping areas are within the Gympie region:

- Amamoor Creek Camping Area
- Cedar Grove Camping Area
- Glastonbury Creek Camping Area
- Inskip Peninsula Recreation Area
- Cooloola Recreation Area (includes Freshwater Camping Area)

Note: The Cooloola Recreation Area is partly within the Noosa Shire.



These sites provide a drawcard for drive tourism and form part of the overall network of accommodation options across the region and state. It is noted that some of the RV market may choose to not stay in national parks as pets and generators are not permitted in most camping areas within QPWS managed areas. These sites also attract predominantly tent camping and are not located within close proximity to shops and services, diminishing associated economic benefits. Trips are generally booked online indicating that stays are pre-planned.

Given these sites are managed by the Department of Environment and Science, this strategy does not consider how to further encourage RV usage. However, promotional material to support the RV strategy may incorporate links to the Department's website to provide further information to travellers.

4.5 Roadside Rest Areas for Driver Fatigue Management

Roadside rest areas are designated spaces on highways and roads where drivers and passengers can take breaks. The principal role of these areas is to support driver safety by enabling the management of driver fatigue. Roadside rest areas are not long term camping sites and signage stipulates the maximum duration of stay. Some rest areas do permit camping, however, most areas are limited to a maximum duration of stay of 20 hours. Roadside rest areas are important in the overall drive tourism experience but may not be in optimum locations or meet the needs of different user groups for anything other than the intended purpose of reducing driver fatigue.

The Department of Transport and Main Roads (TMR) promote 'stop, revive and survive' and have established guidelines which recommend stop and rest opportunities be located no more than 80km apart. They also take into account the distance to next nearest rest area, relationship and proximity to service stations, service centres and other stopping opportunities such as cities/townships. There a number of state-controlled roadside rest areas within the Gympie region and the duration of stay is limited to 20 hours as permitted in the *Transport Infrastructure Act 1994*.

The rest areas within the Gympie region that are designated by TMR are (Refer to Figure 6):

- Gunalda Rest Area, Bruce Highway, Gunalda
- Fat Hen Creek Rest Area, Wide Bay Highway, Kilkivan
- Six Mile Rest Area, Bruce Highway, Glanmire

These areas are monitored by the TMR, however the maintenance of the facilities (e.g. toilets, seating etc.) is undertaken by Council on behalf of TMR.



Figure 6 Designated roadside rest areas

4.6 Unauthorised Camping

There are areas within the Gympie region where unauthorised camping occurs on an informal basis. Council's regulatory services team occasionally receive complaints about this situation.

A common area where unauthorised roadside camping occurs is at the Cooloola Coast, both within the residential and commercial areas of the Rainbow Beach township and on the foreshore areas at Tin Can Bay. This predominantly involves campervans that are generally not self-contained and not staying in designated locations with access to public amenities.

Recommendation

Progress actions proposed in this Strategy to assist with occurrences of unauthorised camping, such as increasing awareness of designated camping facilities available, including RV sites, the installation of consistent signage with clear duration of stay limits, and regular monitoring and enforcement programs.

As discussed in Section 4.2 above the new RV site proposed for Tin Can Bay on the central-eastern portion of Lot 69 CP910971 adjacent to the Gympie Road/Pennycuik Road frontage should assist in managing the occurrence of unauthorised camping in this area.



4.7 Wastewater

The wastewater from sinks, showers and hand basins is referred to as greywater. Greywater contains fats, oils, harmful chemicals, bleaches and germs. There are adverse impacts from permitting the disposal of wastewater to ground including public health risks and environmental impacts, including the potential to pollute water sources and contaminate soils.

In Queensland, greywater is considered a prescribed water contaminant pursuant to Schedule 9 of the *Environmental Protection Regulation 2008*. It is an offence to deposit a prescribed water contaminant in waters; or in a roadside gutter or stormwater drainage; or at another place, and in a way, so that the contaminant could reasonably be expected to wash or otherwise move into waters, a roadside gutter or stormwater drainage.

Council does not currently have a policy in place regulating the disposal of wastewater (e.g. greywater) to the ground at Council owned or controlled RV sites. Greywater can have an impact on human health and the environment through high bacterial loads, nutrient discharge, biological oxygen demand and salinity impacts. Greywater discharge can be a significant source of pollution that should be avoided.

Greywater is particularly an issue at sites that are unsupervised and where there is limited space with little or no prospect of directing campers to other parts of a site to allow saturated areas to dry out. The increase in the number of tourists using RV sites and the trend to higher levels of facilities inclusions within modern RVs, such as higher capacity water tanks, showers and washing machines further compounds the problem.

It is recommended that the discharge of grey water on Council controlled RV sites be prohibited on public health and environmental protection grounds. This would require RVs to be self-contained with respect to storing wastewater on-board for subsequent disposal at a dump point facility.

Recommendation

It is recommended that the following actions be implemented to address this issue:

- Install signage at RV sites stating that the discharge of greywater is prohibited and directing campers to the nearest dump point;
- The use of the RV sites referred to in this Strategy be restricted to self-contained RVs
- Amend Council's Local Laws to enable infringement notices to be issued for illegal discharging of greywater;
- Promotion of responsible, environmentally conscious camping through signage and Council's website;
- Promote the use of RV sites that have convenient access to public amenities and to townships that may offer the traveller services to minimise grey water generation (e.g. laundry services, food and drink outlets, etc.); and
- Investigate opportunities for the installation of additional dump points across the region.



4.8 Effluent Dump Points and Potable Water Fill Points

The growing number of self-contained RV travellers has resulted in an increase in demand for infrastructure to cater for the management of grey water and black water in the form of dump points, as well as access to fresh potable water.

Effluent Dump Points

Effluent dump points are a facility to dispose of wastewater from any on-board holding tank or similar device installed in a recreational vehicle.

Council provides publicly accessible dump points in the following locations:

Table 3 Public dump points

Location	Site Address
<i>Gympie</i>	
Archery Park	Corner Cross Street and Bruce Highway, Gympie
Six Mile Rest Area	Bruce Highway, Glanmire
<i>Cooloola Coast</i>	
Rainbow Beach	Clarkson Drive, Rainbow Beach. Located directly opposite Griffin Esplanade
Tin Can Bay	Snapper Creek Road, Tin Can Bay
<i>Mary Valley</i>	
Imbil Showgrounds	47 Diggins Road, Imbil
<i>West</i>	
Weier Oval, Kilkivan	3696 Wide Bay Highway, Kilkivan
Goomeri Showgrounds	Burnett Highway, Goomeri

Dump points are also available at commercial caravan parks throughout the region, but may not be available to travellers who are not guests.

The CMCA offers the 'CMCA/KEA Campers Dump Point Subsidy Program' to supply a 'Dump Ezy' unit (approx. value \$1,470) which is the front end entry point to the system, with all other costs to be met by Council. Conditions of the subsidy require Council to be responsible for installation and maintenance, the facility to be available to the public at no charge and a small plaque supplied by CMCA to be displayed at the facility acknowledging the CMCA and KEA Campers.

There is also demand for dump points in a number of unsewered areas throughout the region arising from the popularity of RV sites in these locations. The provision of a dump point facility in an unsewered area would require the installation of a 4,000L holding tank (with reflux valve) and a pump at a cost of approximately \$12,000 (excluding the cost of necessary hydraulic design drawings and tie in works). Depending on the frequency of use, it is estimated that the tank would require pumping out once per month at a cost of approximately \$400 and an annual servicing/inspection cost of \$130 (an overall annual cost of around \$5000).



In addition, the site would require connection to power for an alarm to be fitted to signal when the tank is nearing capacity, a water tap with a reduced pressure zone device (RPZD – to prevent backflow contamination), and rubbish bin. Council's investment would be complemented by the 'Dump Ezy' unit provided by the CMCA as the above ground interface for the dump point. Site specific conditions will also contribute to final costs (e.g. proximity to water service, tie in work required to provide suitable access and the like).

Water Fill Stations

Gympie Regional Council provides several water fill stations across the region where potable drinking water can be accessed:

Table 4 Public water fill stations

Location	Site Address	Details
Gympie		
Archery Park	Corner Cross Street and Bruce Highway, Gympie	User pays – coin operated
Corella Road	Corella Road, Gympie (adjacent to Gympie Cemetery)	80mm outlet for truck filling, 25mm for RV User pays – card facility, no cash accepted
Madill Park	Corner Groundwater Road and Power Road, Southside (Gympie)	User pays – card facility, no cash accepted
Cooloola Coast		
Rainbow Beach	Clarkson Drive, Rainbow Beach Located directly opposite Griffin Esplanade	Metered - no charge
Mary Valley		
Imbil	Yabba Creek Road, Imbil (adjacent to Bowls Club)	User pays – card facility, no cash accepted



Dump Point and Water Fill Point Investigations

The following map shows the location of all dump points and water fill points across the Region.

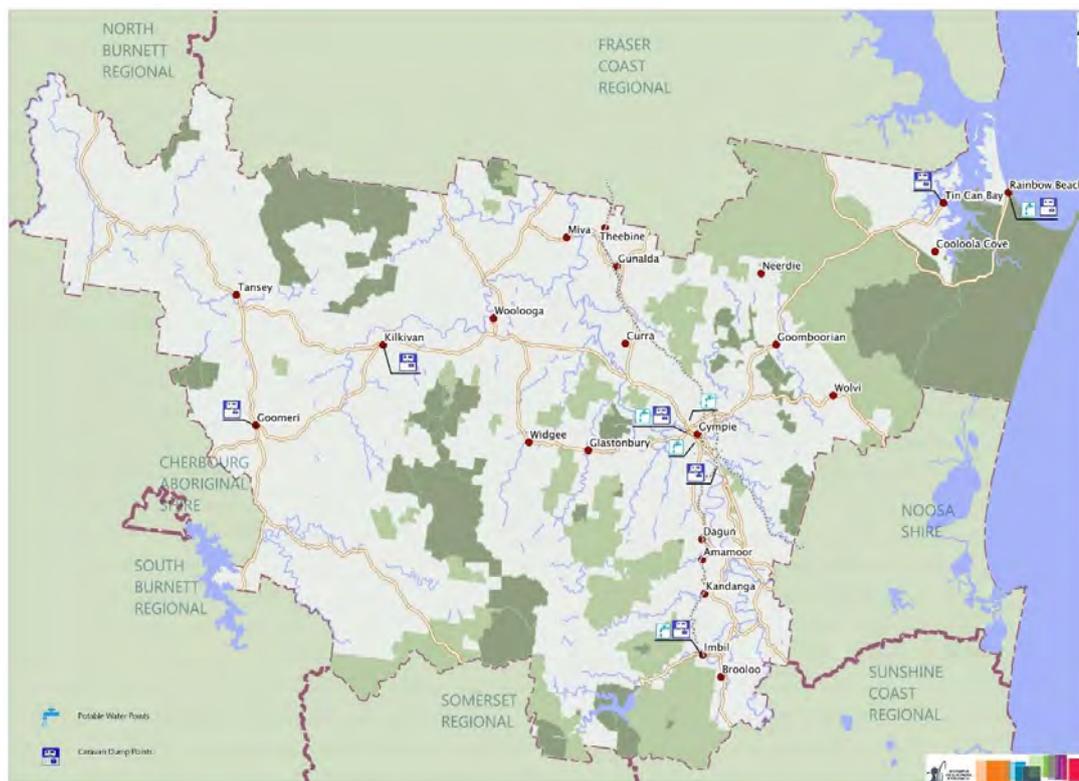


Figure 7 Dump Points and Water Fill Stations

Gympie

Gympie is sufficiently serviced with dump points at Archery Park and TMR's Six Mile Rest Stop, and another is proposed as part of the Gympie Showgrounds development.

Three water fill stations are located within Gympie at Archery Park, Madill Park (Southside) and Corella Road. All are user pays facilities.

It is considered that additional water and dump points are not justified within the immediate Gympie area, with the exception of the planned facility at the Gympie Showgrounds.

Cooloola Coast

The Cooloola Coast is adequately serviced at this stage with a dump point facility at both Tin Can Bay and Rainbow Beach. There were some comments received as part of community engagement regarding the Tin Can Bay dump point that the site should be upgraded as it is an older style facility, with some challenges to easy access and manoeuvring for use. These matters are to be



included as part of an action recommending dump points be investigated and accessibility issues considered as part of progressive improvements.

A water fill point is available at Rainbow Beach where the dump point is also located. There is currently no charge for the water, however the supply is metered. A water fill point is not available in Tin Can Bay and this could be considered to meet the gap in service for this township.

North

The northern part of the region is currently not provided with a dump point. It is not currently considered warranted to install one at the current Dickabram Park RV site at Miva. The site is not within the sewer service area and an amenities block is available.

Should the Gunalda RV site be developed consistently with the endorsed "Our Towns" Concept Master Plan for the township the installation of a dump point at this location would address the needs of the northern section of the Region, subject to the consideration of capital and maintenance costs as a dump point at Gunalda would have to be a holding tank and pump out arrangement.

No water fill stations are available in this area and Gunalda is not within the reticulated water supply area. It is considered that water fill point needs are met by the network of Gympie locations with relatively convenient highway access.

West

The west is serviced by dump points at both Kilkivan (Weier Oval) and Goomeri (Showgrounds). There is a gap at Widgee and the installation of a dump point at Widgee would provide a necessary service for travellers camping at the Widgee Showgrounds, Marg McIntosh Park and the nearby Glastonbury Forestry, or travelling through the township as part of the overall RV network. A dump point could also avoid any illegal dumping of caravan waste into the toilet block at Marg McIntosh Park. It is noted that dumping of chemical toilet waste into the existing septic system would reduce the lifespan of that facility. Consideration would however need to be given to the on-going whole-of-life costs as part of any assessment of the viability of a dump point in this location.

No water fill stations are available in this area. The reticulated water supply available at Goomeri and Kilkivan makes the provision of a potable water fill point for RV travellers readily achievable and worthy of further consideration. Given that Widgee is not within the reticulated water supply network and the provision of potable water would require tanks and the treatment of the water, it is considered impractical to provide a water fill point at Widgee. In light of the availability of water fill points in Gympie the lack of a fill point at Widgee is not considered to be an obstacle to the RV visitation to the area.

Mary Valley

The Mary Valley has a dump point at Imbil (Showgrounds) and it has been demonstrated that a second dump point at Kandanga is warranted given the high demand for RV stays.

Investigations into the installation of a facility within the Kandanga township have recognised that a holding tank and regulated pump out would be the preferred option. Consideration would therefore need to be given to the on-going whole-of-life costs as part of any assessment of the viability of a dump point in this location. A preferred location has been identified on the through



service access road for the Kandanga historic railway station (off Kandanga Creek Road). This location would position the dump point close to town, whilst not being in a visually prominent location. It also provides easy drive in, drive out access and would complement the proposed overflow Kandanga RV Park. Alternative locations for consideration have also been identified at Kann Park (off the section of Kandanga Creek Road closest to Mary Valley Rd) and on the frontage of the existing amenities building at Jack Spicer Oval on Kandanga Amamoor Road, both of which have an existing amenities building and are located on the main routes into the Kandanga township. These sites do however have challenges in providing larger vehicles access and potential for greater amenity impacts.

A water fill station is located at Imbil on Yabba Creek Road and is a user pays facility. However, in light of the popularity of the Kandanga RV Park and the presence of a reticulated water supply in the Kandanga township, it is recommended for Kandanga, that at a minimum a dedicated tap be made available to users of the RV Park.

Recommendation

It is recommended that the area specific recommendations outlined above relating to dump points and water fill points for Gympie, the Cooloola Coast, the north of the region, the west of the region and the Mary Valley be implemented as resources permit.

It is further recommended that the existing dump points and water fill points be reviewed to determine if any upgrades are necessary to ensure a suitable standard of cleanliness, ease of use and accessibility is achieved.

4.9 Designated Long Vehicle Parking (Short-term/Day Use)

Gympie has a number of long vehicle parking bays designated for short-term use. These are located within the Gympie CBD and adjacent to Gympie Central Shopping Centre. Feedback was raised during stakeholder engagement that there are limited long vehicle bays available near supermarkets or that the designated bays are often full. This was reiterated during the community consultation period of the draft strategy. In addition to comments relating to the number of spaces and occupancy of these, it is highlighted that informal long vehicle parking occurs in other locations across the region.



Long vehicle parking (day use only) is currently available in the following locations within the Gympie region.

Table 5 Long vehicle day parking (short term)

Location	Details
<i>Gympie CBD</i>	
Jaycee Way/River Road Car Park, Nelson Reserve	<ul style="list-style-type: none"> • 3 long vehicle bays (approx. 12m length) • Follow directional signage off the Bruce Highway • No time limit (not for overnight stay)
River Road (opposite Calton Tce. and adjacent to Nelson Reserve)	<ul style="list-style-type: none"> • 2 long vehicle bays (approx. 13m length) • Signed with time limit of 4 hours
Monkland Street (adjacent to IGA uncovered car park)	<ul style="list-style-type: none"> • 1 long vehicle bay (approx. 13m length) • Signed with time limit of 4 hours
<i>Gympie Central Shopping Centre</i>	
Perseverance Street	<ul style="list-style-type: none"> • 3 long vehicle bays (approx. 13.5m) • Signed with time limit of 4 hours

Council's public mapping 'Community Facilities' shows facilities such as long vehicle parking, caravan dump points, visitor information centres, libraries, hospitals etc. This mapping should be reviewed periodically to ensure the most current data is available. Additionally, Council's website <https://www.gympie.qld.gov.au/parking> has been updated in the preparation of this Strategy to include designated areas for day parking of long vehicles as outlined above.

Recommendation

It is recommended that short-term parking for long vehicles be reviewed to determine the need for additional spaces, particularly within close proximity to shopping precincts.

4.10 Legislative Requirements

Local Laws

Gympie Regional Council has local laws in place to protect the health and safety of persons using local government controlled land, facilities, infrastructure and roads and to preserve the values of the natural and built environment. There are local laws that regulate access to local government controlled areas, and prohibit or restrict particular activities.

The local government must take reasonable steps to provide notice to members of the public regarding restricted activities, which may include the display of a notice stating the restricted activities, and in general terms the provisions relating to penalties.

Under Council's *Subordinate Local Law No 4 (Local Government Controlled Areas, Facilities and Roads) 2011*, 'camping' is a restricted activity within all parks and reserves in the local government area unless designated by the local government as a 'camping ground' and in compliance with any requirements indicated by signage at the place, or if the activity is authorised by an authorised person. Camping (except where a driver sleeps for no more than one night in a vehicle, other than a campervan or caravan), to break a journey is prohibited within local government roads (i.e. road reserves).



Council's *Subordinate Local Law No. 1 (Administration) 2011* lists a number of activities that are 'prescribed activities' and do not require an approval under the local law. The operation of camping grounds and caravan parks are listed, meaning the operation of camping grounds and caravan parks do not require approval under the local law. These uses are however subject to town planning and other legislative compliance and/or approvals.

In the community and stakeholder engagement phase (refer to Section 3), respondents raised a number of site management issues including:

- prohibiting the discharge of grey water to the ground;
- enforcing maximum length of stay and the power to move campers on;
- the need for Council to issue infringement notices; and
- concerns regarding anti-social or unsafe behaviour of campers (e.g. vandalism, excessive drinking, drug use, noise).

Whilst some of these matters can be most appropriately addressed through preparing a new local law, other matters will need to be addressed by other mechanisms such as the installation of signage. Matters of criminal behaviour or public order are police matters, and therefore outside the scope of local laws.

The current approach to monitoring and enforcement in existing RV sites is limited due to lack of signage at sites to indicate time limits and capacity and an inability to issue infringements to move on over stayers. The existing sites are patrolled and this is increasing, in addition to specific visits upon receiving complaints. Verbal warnings are used where necessary to move on campers not complying with requirements, although amendments to the local law to allow infringements to be issued would provide stronger measures for persistent non-compliance and assist to more effectively manage sites.

Recommendation

Introduce consistent information signage at each RV site to outline expectations for the use of the facility, including clearly outlining duration of stay/ time limits and a no-return clause with timeframes (i.e. to avoid a RV traveller driving out, and shortly after, back into the site to 'reset the clock.')

State Land

The use of State land is governed by the *Land Act 1994* and encompasses reserves or trust land and roads.

Reserves (trust land)

The Department of Resources has prepared two policies that are relevant when considering the use of trust land for RV sites being:

Operational Policy - Secondary Use of Trust Land under the Land Act SLM/2013/493

The use of trust land and reserves for non-commercial camping is governed under the Queensland Government's *Operational Policy - Secondary Use of Trust Land under the Land Act*. The policy provides guidelines to ensure a state-wide approach is taken to the use and management of trust land where additional uses such as short term camping are proposed.



Under the policy, the trustee may be required to develop a Trust Land Management Plan with consideration of impacts on surrounding businesses and community views. The Department has advised Council that a draft Land Management Plan for each proposal is required, and that the process includes public consultation.

Caravan Park Policy SLM/2013/490

This policy which provides guidelines for caravan parks and camping grounds on State land.

Under this policy, a 'Reserve for Recreation' may be used for camping (including RVs and caravans) with the provision of limited facilities. The length of stay is to be restricted to no more than 72 hours. Local governments wishing to utilise Reserves for Recreation for camping will need to adopt a local law to authorise the activity. A full scale caravan park with on-site accommodation, kiosk and full amenities is not consistent with a Reserve for Recreation.

It is recommended that further investigation is undertaken to identify whether the use of each reserve for an RV Park is in accordance with the purpose of the reserve, and whether an application is required to be submitted to the Department of Resources to formalise the secondary use of the reserve.

Roads

There are also instances where sites are located on a road reserve such as Marg McIntosh Park. Tenure issues associated with these sites will need to be investigated and resolved in liaison with the relevant State agencies.

Recommendation

Progress recommendations outlined in the sections above relating to legitimising the use of reserves for RV sites (where necessary) and addressing RV sites in road reserves.

Planning Legislation

The State Planning Policy (SPP), which defines the Queensland Government's policies about matters of State interest in land use planning and development, includes a State interest for tourism. This State interest was introduced after the adoption of the *Gympie Regional Council Planning Scheme 2013* (planning scheme). Consequently, this State interest is not reflected in the current planning scheme.

Under the *Planning Act 2016*, the next planning scheme review will be required to appropriately integrate the tourism State interest, which includes identifying and protecting opportunities for tourism development, into the planning scheme.

Next Generation Tourism Planning: a guideline for planners in Queensland (2017) has also been developed as part of guidance material for the SPP to assist with incorporating tourism into planning schemes.



Under the current planning scheme, caravan parks and campgrounds, whether or not they are operated by Council are defined as “tourist parks” or “nature based tourism” and are assessable development. Reviews of other RV strategies have identified recommendations that involve making amendments to planning schemes to recognise recreational vehicle sites and to streamline the assessment process with respect to them. This is also a recommendation made by the State Government in its *Queensland Camping Options Toolkit* which provides suggested standardised definitions and requirements to recognise self-contained camping as a new low-cost camping option to meet the increasing market.

Key matters for consideration in regards to future amendments to the planning scheme include:

- the statutory requirement to appropriately integrate the tourism State interest into the planning scheme;
- opportunities for the strategic framework to specifically recognise that RV travellers seek free or low cost camping options, and that the market must respond to attract such travellers;
- identifying those parts of the planning scheme that discourage the development of free or low cost RV sites throughout the region and determine the most appropriate mechanism to address any issues;
- ensuring Council maintains transparency in regards to facilitating future development of free or low cost RV sites on Council-owned or managed land; and
- investigate the planning scheme’s land use definitions pertaining to showgrounds which include RV camping.

Recommendation

In the interim it is recommended that amendments to the current Gympie Regional Council Planning Scheme 2013 be introduced to legitimise the existing network of RV sites and streamline the rollout of planned sites on Council owned or controlled land in line with priority (notwithstanding other legislation or State policies as outlined above, may still apply). Amendments in this regard should ensure that a ‘Tourist Park’ use (free or low cost RV site) on Council owned or controlled land does not trigger the need for a development application in appropriate circumstances.

5. Ultimate Hierarchy of RV Sites and Desired Standards of Service

The current approach to non-commercial RV camping within the region is informal and it is recognised that a more structured approach is required to better accommodate and plan for this market and adequately manage and promote opportunities for sites on Council owned or controlled land. This section of the Strategy sets out to provide a clear hierarchy of sites and a desired standard of service to guide the establishment of new sites and possible progressive improvements for each RV site (refer to Table 6: RV sites – Desired Standards of Service and Table 7: RV Site Description and Hierarchy).



Desired standards of service have been established to benchmark the level of facilities provided at sites throughout the region. The standards are based around the following characteristics:

- availability of space and limitations on number of sites;
- typical embellishments and desirable embellishments;
- proximity to other sites, attractions or townships;
- minimising environmental impacts; and
- managing on-going maintenance costs.

During the development of this strategy, an analysis of existing and planned sites was undertaken. This enabled the following hierarchy to be formulated which categorises each site as either a local or regional site.

Local sites meet a specific need relating to a key destination, and/or convenience function opportunity, while a regional site would provide a higher level of embellishments. The overarching intent being to provide a network of RV sites servicing the Mary Valley in the south, Gympie more centrally, the western part of the region, and the northern part of the region. This approach was supported by stakeholder feedback recommending that a geographic spread of facilities around the region at minor and major sites, not just on the highway or within a major town.

The desired standards of service have not been applied to the following accommodation types, as these are not managed by Council:

- commercial caravan parks and campgrounds;
- roadside rest areas (where not managed by Council); and
- campgrounds within state forests, national parks and recreation areas.

5.1 Local Sites

A local site is typically located in a rural area off the main highway and state-controlled road network. It has basic infrastructure and serves to provide a safe place to stop and enjoy the rural setting and explore the nearby towns and attractions. At a minimum, a local site should provide a reasonably level area for the parking of recreational vehicles, including space for larger vehicles, and provide a general waste service (i.e. rubbish bins). Consistent signage should be provided advising of the permitted length of stay and any guidelines or conditions relevant to the site (e.g. advising that discharging wastewater to ground is not permitted).

A maximum time limit for stays of 72 hours is to apply.

Additional embellishments that are desirable, but may not necessarily be provided at each location include covered shelter and seating area, lighting, potable water point and an effluent dump point.



The following existing and planned sites would be categorised as 'Local' sites:

Existing

- Chatsworth Park, Bruce Highway, Chatsworth;
- Marg McIntosh Park, Glastonbury Road, Widgee;
- Dickabram Park, Miva Road, Miva; and
- Kinbombi Falls, Kinbombi.

Planned

- Amamoor "Our Towns" Endorsed Site, Busby Street and Amamoor Street, Amamoor;
- Gunalda "Our Towns" Endorsed Site, Balkin Street, Gunalda; and
- The Tin Can Bay site on the central-eastern portion of Lot 69 CP910971 adjacent to the Gympie Road/Pennycuik Road frontage.

5.2 Regional Sites

A 'Regional' site is designed to provide a higher level of embellishments which may include potable water and/or dump points, amenities, and communal facilities (i.e. barbeque area, covered seating). There may be opportunity for the site to be managed by a third party on behalf of Council, depending on the level of embellishments at the site. This is potentially the case for the planned Gympie Showgrounds RV Park which could be managed through the Gympie Show Society and Turf Club, with agreements to be in place outlining operational/management responsibilities.

A maximum time limit for stays of 72 hours is to apply.

The following existing and planned sites are identified as 'Regional' sites:

Existing

- Kandanga RV Park – 49-51 Main Street, Kandanga

Planned

- Gympie Showgrounds RV Park, Ramsey Road, Southside
- Kandanga Secondary RV Park (on access road for Kandanga historic rail station), Kandanga Creek Road, Kandanga
- Kilkivan RV Site (adjacent to trailhead for Kilkivan to Kingaroy Rail Trail), Bligh St, Kilkivan



Table 6 RV sites - Desired Standards of Service

Standards	Local sites	Regional sites
Capacity <i>Note: it is recommended to allow approx. 6m x 19m per 'site' to allow sufficient space between recreational vehicles.</i>	<ul style="list-style-type: none"> Sufficient area for up to 15 recreational vehicles Formalised parking bays are not provided to minimise the impact on visual amenity The use of bollards, markers and/or signage to indicate parking and camping areas 	<ul style="list-style-type: none"> Sufficient area for a minimum of 10 recreational vehicles Sites are to be designated either by hardstand 'pads' (concrete or asphalt construction) or where to remain grass or gravel the use of bollards, markers and signage to indicate parking and camping areas
Proximity to townships and services	<ul style="list-style-type: none"> Located within reasonable proximity to a township to access facilities and supplies and/or adjacent to a major road 	<ul style="list-style-type: none"> Located within reasonable walking distance (500m) to shops
Facilities	<ul style="list-style-type: none"> Access to on-site or proximate toilet facilities Directional and information signage e.g. time limits, guidelines for domestic animals, hazards General waste and recycling bins 	<ul style="list-style-type: none"> Access to on-site or proximate toilet facilities Potable water Dump point either located on-site or within the town Directional and information signage (e.g. time limits, guidelines for domestic animals, hazards) General waste and recycling bins
Time Limit	72 hours	72 hours
Desirable embellishments	<ul style="list-style-type: none"> Communal facilities e.g. shelter and shade, seating Lighting Potable water Dump point, not necessarily provided on site, however located within proximity to site (e.g. proximate township) 	<ul style="list-style-type: none"> Communal facilities e.g. shelter and shade structure, seating Access to on-site facilities Access to power Lighting Shade trees

**Table 7 RV Site Description and Hierarchy**

Site	Address	Real Property Description	Category	Hierarchy of Site
Dickabram Park RV Site	1119 Miva Road, Miva	Lot 139 LX2731	Existing site	Local
Widgee RV Site, Marg McIntosh Park	Glastonbury Road, Widgee	Road reserve adjacent to Lot 80 LX556 (Webb Park)	Existing site	local
Kinbombi Falls RV Site	Kinbombi Road Kinbombi	Lot 469 L371233	Existing site	Local
Chatsworth Park RV Site	Bruce Highway, Chatsworth	Lot 249 MCH4125 Lot 250 MCH4125	Existing site	Local
Amamoor "Our Towns" Endorsed Site	Busby Street and Amamoor Street, Amamoor	Lot 62 RP827293	Planned facility	Local
Gunalda "Our Towns" Endorsed Site	Balkin Street, Gunalda	Lot 283 SP105179	Planned facility	Local
Kandanga RV Park (Paul Robeck Park),	Kandanga – Amamoor Road, Kandanga	Lot 28 RP23273 and Lot 33 LX 1325	Existing site	Regional
Kandanga Secondary RV Park, Kandanga Station and surrounds	Kandanga Creek Road, Kandanga	Lot 95 SP 104992 and Lot 22 SP105938	Planned facility	Regional
Gympie Showgrounds RV Park	Ramsey Road, Southside	Lot 72 G14747	Planned facility	Regional
Kilkivan RV Park	Bligh Street, Kilkivan	Lot 13 SP128650	Planned facility	Regional
Tin Can Bay RV site	Cnr Gympie Rd and Pennycuick Rd	Part of Lot 69 CP910971	Planned Facility	Local



6. Opportunities and Recommendations on Future Investigation

6.1 Potential Future Sites

Following the review of existing and planned sites and through stakeholder engagement it has been demonstrated that additional opportunities may exist for future recreational vehicles sites to be established in order to provide a more expansive network of stops throughout the region.

For consistency, where future investigation is needed for potential sites, the RV site hierarchy and criteria in Table 6: Desired Standards of Service, will be used to determine the hierarchy and services to be planned for at each potential site.

Priority actions for delivering a network of RV sites are set out in the Action Plan in Section 7 of this Strategy. This should be periodically reviewed to evaluate the performance of the network and any new opportunities, as actions are progressively delivered.

6.2 RV Friendly Town or Welcoming RV Programs

The Gympie region has been supportive of RV tourism for some time, having received 'RV Friendly Town' status from the CMCA for the townships of Gympie and Goomeri, and with Tin Can Bay recognised under the 'Community Welcomes Recreational Vehicles' program supported by Caravanning Queensland and the Caravan Industry Association of Australia. CMCA previously recognised Kandanga as an 'RV Friendly Location' under a former Program, however, this has now been replaced by the Town or Destinations program.

There are opportunities to investigate other towns in the region to determine if they are appropriate as RV Friendly towns or destinations under the CMCA program and/or under the Community Welcomes Recreational Vehicles program. This may assist with promoting the region as an attractive RV destination to a wider audience.

Campervan and Motorhome Club of Australia - RV Friendly Town Program

The RV Friendly program is an initiative of the Campervan and Motorhome Club of Australia (CMCA) and provides the ability to recognise a town as an 'RV Friendly Town' where certain infrastructure and services are available.

The following is essential criteria to be deemed an 'RV Friendly Town':

- provision of appropriate parking within the town centre, with access to a general shopping area for groceries and fresh produce;
- provision of short term, low cost overnight parking (24/48 hours) for self-contained RVs, as close as possible to the CBD;
- access to potable water; and
- access to a free dump point at an appropriate location.



Desirable criteria include access to medical facilities or emergency service, access to a pharmacy and a visitor information centre, with appropriate parking.

The initiative also allows endorsement as an 'RV Friendly Destination' where the full essential criteria above are not able to be met but where a certain level of facilities are available. These 'RV Friendly Destinations' need to be able to provide:

- short term, low cost overnight parking (24/48 hours) for self-contained RVs;
- a parking area that is on a solid, level surface; and
- a sufficient area for large vehicles to manoeuvre.

Caravan Industry Association of Australia – Community Welcomes Recreational Vehicles

The Caravan Industry Association of Australia and Caravanning Queensland also promote towns and regions that are welcoming of RV travellers through the 'Community Welcomes Recreational Vehicles' program. Currently only Tin Can Bay is recognised through this program and this represents a possible future opportunity for other towns to be considered.

Recommendation

Pursue RV friendly and RV welcoming recognition for townships and destinations included as part of the network or RV sites.

6.3 Low Cost Sites

During the community and stakeholder engagement phase, a number of comments were made in support of the provision of low cost RV sites, rather than free sites. It also suggested that most travellers are happy to pay a small fee where services are provided i.e. for a higher level of facilities.

These comments included support for:

- basic level services only for free sites;
- paying a nominal fee to help cover maintenance;
- low cost RV sites, due to concern that free sites will burden ratepayers; and
- low cost sites and the provision of coin-operated services (e.g. showers) for cost recovery.

Recommendation

Investigate the introduction of low cost fees for RV sites that may have a higher level of facilities (e.g. regional level) and be in higher demand. Issues to be resolved include:

- consistency with state leases, where applicable;
- alignment with the overall RV strategy objective of providing for self-contained RVs;
- capital and operational costs;
- staff resources available to undertake the management of these sites; and
- impacts upon existing local businesses.



6.4 Tourism and Promotion

Tourism and promotion opportunities were raised during the engagement phases with a number of suggestions made to not only promote the RV sites but to provide within each site an area where local businesses and information can be provided (e.g. signage). General commercial advertising is not generally considered appropriate for Council's parks and road reserves and would require considerable oversight to change signage to keep information up to date and afford an equal opportunity to all local businesses. It is suggested therefore that a more generic approach to the installation of signage that provides information about nearby attractions would be more appropriate.

Council's Tourism Strategy 2019-2024 recognises opportunities that the Gympie region can offer to strengthen tourism. There are specific actions within the Tourism Strategy aimed at encouraging RVs to stay longer by providing new experiences, support development of an information service and exploring options such as an integrated transportation service (e.g. hop-on-hop-off bus) enabling visitors to visit Gympie's heritage precincts. These actions, in addition to others recommended as part of this strategy, aim to highlight the region as an RV destination and provide additional services to travellers to increase the length of stay and spending in the region.

Recommendation

Consider the installation of appropriate signage at RV sites to advise travellers of nearby tourist attractions and other stopover sites/accommodation options in the Region.

7. Action Plan

The objective of this strategy is to identify the Council owned and/or controlled land that can contribute to the development of the tourism sector within the Gympie Region by facilitating short stay stopovers by the users of self-contained recreational vehicles. The action plan below identifies and prioritises the range of actions Council will take as resources permit to achieve this objective.

In addition, and consistent with Council's endorsed Tourism Strategy, a number of related actions have also been identified to more broadly promote the Gympie Region as a welcoming destination for drive tourism.

The recommendations contained within this Strategy and the Action Plan below reflect feedback from travellers, the tourism industry and the community.

Some actions are relatively straightforward such as an increase on the regular maintenance of sites or monitoring to ensure fair use. These measures will enhance and provide a more attractive environment for RV stopover users and the residents of the communities where these sites occur.

Council's existing RV sites have been reviewed and a hierarchy introduced to guide the level of services and embellishments for each site. Some new planned sites and future opportunities have been identified to establish an overall RV network.



Action Plan

Action	Responsibility	Priority	
General Actions			
1	<p>Maintain a Site register for Council owned or controlled RV sites.</p> <p>The register is to include:</p> <ul style="list-style-type: none"> • existing improvements, including condition and prioritised maintenance response • time limit for stays • details of any management agreement (where relevant) • planned improvements. Refer to <i>Desired standard of Service</i> (Section 5 of this Strategy) and the associated program for construction / installation • a signage plan (refer to Action 2) • details of any precursors to planned improvements and associated progress and status (e.g. development approval; securing of land tenure; road closure application) <p>The register is to be reviewed annually and updated as new improvements are constructed or installed and funding becomes available for the development of planned sites. The annual review is to also consider changes in demand for each site that may result in requiring improvements or changes to the maintenance schedules (e.g. increases or decreases).</p>	<p>Corporate Services (Property)</p>	<p>Commenced and on-going</p>
2	<p>Undertake an audit of existing on-site and directional signage and prepare a signage plan for Council-owned and controlled RV sites documenting:</p> <ul style="list-style-type: none"> • the results of the signage audit • an assessment of the suitability of existing signage • identification of sites requiring replacement or new signage • minimum standard for on-site signage including: <ul style="list-style-type: none"> - "Welcome" information 	<p>Community Sustainability (Strategic Planning)</p>	<p>Commenced and on-going</p>



Action	Responsibility	Priority
<ul style="list-style-type: none"> - maximum time limit relative to hierarchy of the site (as per Section 5 of this Strategy) - no return clause - terms of use (e.g. if self-contained RVs; greywater disposal restrictions; no tent camping; no littering; parking in designated areas; etc.) - penalties for unauthorised use, including over stays (local laws) - closest effluent dump point and potable water fill point - any applicable safety information (e.g. natural hazard warnings/risks such as flooding) - contact number to report site issues - visitor information (including nearby attractions, closest visitor information location, etc.) <ul style="list-style-type: none"> • program (and priority) for the installation of signage. 		
<p>3 For RV sites located on State Land (Trust land), liaise with Department of Resources to ensure 'camping' is consistent with the purpose of the reserve and commence process for secondary use of trust land and land management plan where necessary. Liaise with TMR with respect to RV sites within road reserves and on the Kilkivan Rail trail site.</p>	Corporate Services (Property)	Commenced and on going
<p>4 Promote responsible, environmentally conscious camping through appropriate disposal of greywater at Council-owned or controlled sites by:</p> <ul style="list-style-type: none"> • installing signage (e.g. prohibiting grey water disposal to ground; listing infringements; directional signage to nearest dump point) • including educational information regarding greywater disposal on Council's website. <p>This is to be promoted via signage on site (refer to Action 2) and included in the relevant sections on Council's website.</p>	Community Sustainability (Strategic Planning)	Commenced and on going
<p>5 Communicate the endorsed strategy to the community and RV travellers by:</p> <ol style="list-style-type: none"> a) Updating and/or developing promotional material (updates to Council's website, Visit Gympie Region website social media and print resources) to provide RV travellers with options and information to assist them when visiting the region. This should include an overall region-wide thematic map identifying townships, RV sites, dump points and water points and key landmarks; and b) Review information on camping apps (e.g. Wikicamps) to ensure data is correct and the most up to date information is available. 	Marketing and Communications	Short term and on-going.



Action	Responsibility	Priority
c) Engage with local communities as part of the design stage for each stopover site.		
6 Identify resource allocation necessary to manage and maintain the existing and planned sites including regulatory and enforcement action and maintenance (e.g. mowing, waste removal, cleaning of facilities).	Infrastructure Services, Community Sustainability, Corporate/ Finance	Short term
7 Update Council's website (including on-line interactive mapping) to provide current information for water fill points, effluent dump points, long vehicle day parking areas and grey water information (see Action 3). Link to the Visit Gympie Region website. Consider grouping all relevant information and a link to the RV Strategy in a 'RV Stays' section on the website.	Marketing and Communications	Short term
8 a) Review general waste bin provision and servicing across the network of sites having regard to capacity of sites and existing facilities. Roll out general waste bin provision/ extend collection service accordingly. b) Provide adequate recycling bins at all Council-owned or controlled sites, having regard to capacity of sites and existing facilities, noting Chatsworth Park is currently the only site with a recycling bin service. c) Provide dog waste bags at bin locations, particularly sites where domestic pets are permitted.	Community Sustainability	Short term
9 Make amendments to the planning scheme in relation to: <ul style="list-style-type: none"> the statutory requirement to appropriately integrate the tourism State interest into the planning scheme; opportunities for the strategic framework to specifically recognise that RV travellers seek free or low cost camping options, and that the market should be able to respond to this demands; identifying those parts of the planning scheme that discourage the development of free or low cost RV sites throughout the region and make amendments to address impediments on Council owned and controlled land in the short term and more broadly as part of the development of a new Planning Scheme; ensure Council maintains transparency in regards to facilitating future development of free or low cost RV sites on Council-owned or managed land; and investigate the planning scheme's land use definitions pertaining to showgrounds which include RV camping. 	Community Sustainability (Strategic Planning)	Short-medium term



Action		Responsibility	Priority
10	Amend Council's local law and/or subordinate local law to improve monitoring and enforcement of the use of existing and future Council-owned or controlled RV sites. This includes the ability to issue infringements and move on campers that are not adhering to the local law.	Community Sustainability (Regulatory Services)	Medium term
11	Develop an Operational Policy following amendments to local law to guide and manage monitoring and enforcement of designated Council-owned or controlled sites.	Community Sustainability (Regulatory Services)	Medium term
12	<ul style="list-style-type: none"> a) Review existing dump points and determine if any upgrades are necessary and if deemed to be feasible, install based on priority. b) Where installation of new dump points or upgrading occurs ensure the design considers accessibility to large vehicles with on-board tanks. c) Investigate options to install water fill stations or potable water points at Tin Can Bay, Goomeri, Kilkivan, and Kandanga. 	Community Sustainability and Water Business Unit	Medium term
13	<ul style="list-style-type: none"> a) Review the location of existing long vehicle day parking areas (including capacity and demand), particularly within proximity to shopping precincts, and explore opportunities for new/additional bays where required. b) Ensure signage is provided to long vehicle day parking areas advising that overnight stays are not permitted. Consider directional signage indicating nearby RV sites. c) Update Council's website for any new day parking locations. 	Infrastructure Services	Medium term
14	<ul style="list-style-type: none"> a) Liaise with the business community to explore incentives that may be available and promoted to RV travellers to enhance economic benefits to the community (e.g. local specials for travellers). b) Investigate utilising a reference group to trial or provide feedback on any incentive programs or packages. 	Marketing and Communications	Medium term
15	Ensure all eligible towns are recognised either as 'RV friendly towns' and/or recognised by the 'Community Welcomes RV' programs and prepare necessary application for consideration. Kandanga and Kilkivan are high priorities. <i>Note: Kandanga requires installation of a dump point prior to being considered (see Action 16).</i>	Marketing and Communications	Medium term



Action		Responsibility	Priority
16	Identify sources of funding to implement the actions contained in the Action Plan: <ul style="list-style-type: none"> prepare applications for funding (e.g. Works for Queensland, Local Government Grants and Subsidies Program, Building Our Regions Fund, Building Better Regions Fund); and investigate the introduction of low cost fees for RV sites that may have a higher level of facilities. 	As per the responsibility for the individual actions set out in this table.	On-going
Site Specific Actions			
17	<p>Kandanga - Carry out works within the existing Council owned (or controlled) RV site at Main Street Kandanga to increase the number of designated sites, achieving a minimum of 10 sites in accordance with the standards for a 'Regional' level site and the installation of bollards to prevent RV camping under the trees.</p> <p>As part of this action, resolve the issues of donations and stewardship with the Friends of Kandanga group with respect to the existing Kandanga RV site.</p>	Infrastructure Services	Short term
18	<p>Kandanga - Commence design, secure tenure and obtain approvals as required to allow additional capacity (approx. 10-15 sites) at the Kandanga Railway Station site described as Lot 22 SP105938 and access road in Lot 95 SP104992 for overflow from the existing site. This should include investigation into the concurrent provision of a dump point (holding tank and regulated pump out) on the drive through access road.</p>	Infrastructure Services Corporate Services (Property)	Short Term
19	<p>Kandanga - Commence negotiations with the Kandanga Country Club representatives to formalise an agreement to use the Council owned site as a commercial RV site. The agreement should also include a requirement to obtain a development approval for the use.</p>	Corporate Services (Property)	Short term
20	<p>Kandanga - Installation of a dump point at Kandanga (per Action 18). The location of the dump point is to be determined. A holding tank and regulated pump out would be required and regularly serviced. Pump out frequency is dependent on usage however is estimated at a minimum of once per month.</p>	Infrastructure Services	Short term
21	<p>Kilkivan - Design and construct a 'Regional' site at Kilkivan on Lot 13 SP128650, subject to obtaining necessary approvals (as required) and associated approval under the existing tenure agreement from DTMR.</p>	Infrastructure Services and Corporate Services (Property)	Short term



Action	Responsibility	Priority
22 Widgee - Further investigate the installation of a dump point at Widgee. Potential location at Marg McIntosh Park serviced by a holding tank and regulated pump out. Would be required to be outside of the flood hazard area and site equipped with power to ensure connection to an alarm system to provide alerts when necessary (e.g. when nearing maximum capacity. This project should be considered in conjunction with any planned upgrades to the toilet facilities and septic system at Marg McIntosh Park).	Infrastructure Services	Short term
23 Gympie - Construct Gympie Showgrounds site in accordance with the development approval.	Infrastructure Services	Short – medium term
24 Tin Can Bay - Design and construct the proposed Tin Can Bay RV site subject to obtaining the necessary approvals	Infrastructure Services	Short – medium term
25 Widgee - Explore tenure options for Marg McIntosh Park at Widgee within Road Reserve and undertake the relevant process to resolve tenure issue for the site, seeking to change the purpose from road reserve to park reserve.	Corporate Services (property)	Medium term
26 Amamoor - Design and construct Amamoor Our Towns Endorsed site, subject to obtaining necessary approvals.	Infrastructure Services	Long term
27 Gunalda - Design and construct Gunalda Our Towns Endorsed site, subject to obtaining necessary approvals. The design is to include the capacity for a pump out format dump point.	Infrastructure Services	Long term
28 Corner Poulsen Road and Jubilee Road – Carter’s Ridge. Remove all signage relating to the site as an RV stopover. The site is not considered appropriate for the purposes of this strategy.	Infrastructure Services	Short term



Appendix 1 - Glossary

Term	Definition
Camp (as per <i>Recreation Areas Management Act 2006</i>) also <i>camping</i>	<p>(a) to pitch, place or erect a tent, caravan or another structure that may be used for camping for the purpose of staying overnight by using the tent, caravan or structure;</p> <p>(b) to place other equipment that may be used for camping, or a vehicle or vessel, in position for the purpose of staying overnight by using the equipment, vehicle or vessel;</p> <p>(c) to keep a tent, caravan, another structure or other equipment that may be used for camping in position overnight, whether or not the tent, caravan, structure or equipment is unattended;</p> <p>(d) to stay overnight, other than as part of an activity that—</p> <p>(i) does not involve the use of any camping equipment; and</p> <p>(ii) is generally not considered to be camping.</p> <p>Note: Tent camping, whilst encouraged in existing designated areas, is excluded from the scope of this strategy.</p>
Commercial camping	Includes caravan parks or campgrounds where the core business is to provide short term accommodation to travellers.
Drive market	The drive market represents visitors who use drive as a mode of transport to reach their destination, where their main purpose of visit is leisure (i.e. where their main purpose is for a holiday or to visit friends and relatives). This includes day trips and overnight trips to one or multiple destinations.
Hardstand area	A paved or stabilised area for the parking of recreational vehicles. Depending on the location (i.e. Local, Regional or Destination) this may be gravel construction or concrete/asphalt.
Non-commercial camping	Camping overnight on public land including showgrounds, roadside reserves and roadside rest areas (regardless of whether a nominal fee is charged) or in non-defined areas such as streets, parking areas and bush sites.
Queensland Camping Options Toolkit	Published by the Department of Tourism, Major Events, Small Business and the Commonwealth Games in March 2014 to assist Council's in formalising an approach to camping within their regions. https://www.ditid.qld.gov.au/_data/assets/pdf_file/0008/148319/qdts-camping-options-toolkit.pdf
Recreational vehicle	A vehicle that combines transportation and temporary living quarters for travel, recreation and camping. Includes caravans, motorhomes and campervans.
Self-contained recreational vehicle	A caravan, motorhome or campervan that can hold fresh water, greywater and black water and has on-board cooking, sleeping and toilet facilities.

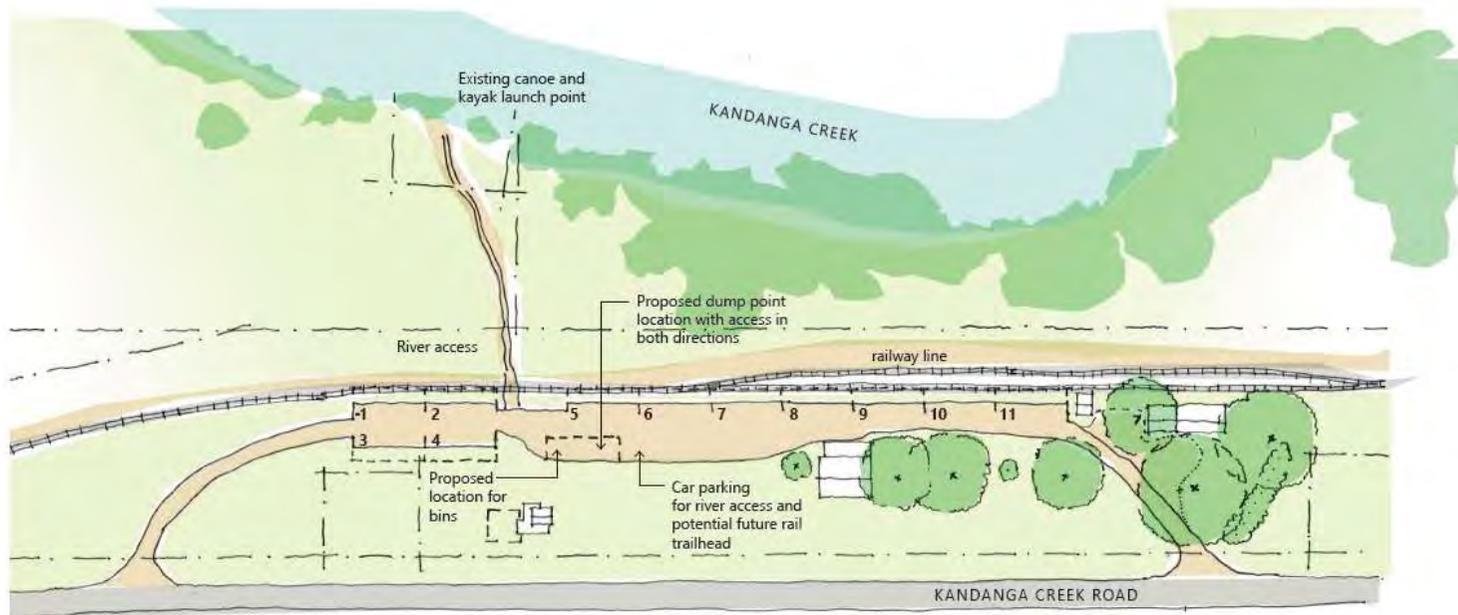


Appendix 2 - List of Tables and Figures

Figure 1 Age group of respondents to traveller survey	8
Figure 2 Home state of travellers surveyed.....	8
Figure 3 Economic benefits to local business.....	8
Figure 4 Kandanga options.....	14
Figure 5 Existing sites on Council managed land	21
Figure 6 Designated roadside rest areas.....	27
Figure 7 Dump Points and Water Fill Stations	31
Table 1 Kandanga options	14
Table 2 Existing sites on Council managed land	22
Table 3 Public dump points.....	29
Table 4 Public water fill stations	30
Table 5 Long vehicle day parking (short term)	34
Table 6 RV sites - Desired Standards of Service.....	40
Table 7 RV Site Description and Hierarchy.....	41

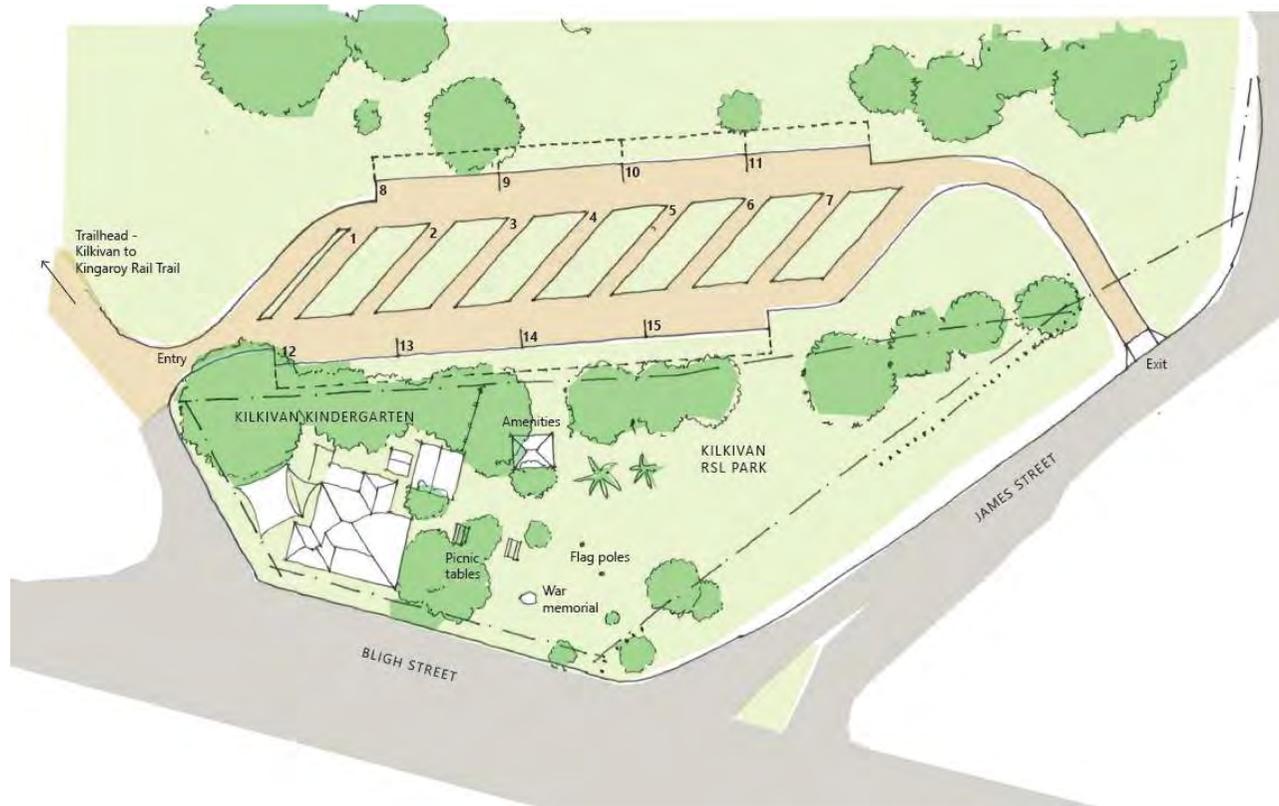


Appendix 3 – Draft Concept Layout for Secondary Kandanga RV Park





Appendix 4 – Draft Concept Layout for Kilkivan RV Park





**Fraser Coast Regional Council
Recreational Vehicle (RV) Strategy
Final Report
March, 2019**



Executive Summary..... 3

Introduction..... 6

Guiding Principles for the Strategy..... 7

Camping and RVs and Planning for a Diverse Market..... 8

Camping and Caravanning Trends in National and Queensland Markets..... 9

Market Trends: Implications for the Strategy..... 10

RV and Camping Trends in the Fraser Coast Region..... 12

Economic Value of the RV and Camping Sector for Fraser Coast in 2017..... 13

Growth Potential of the RV and Camping Sector in Fraser Coast in 2023..... 15

Positioning Destinations as being RV and Camping-Friendly..... 16

Current Campsite and RV Site Provision..... 19

Context Provided by Queensland Government Guidance 21

Fraser Coast Policy Content..... 24

Effective Site Management and Development as a driver of Stakeholder and Customer Satisfaction..... 26

Legal and Policy Framework..... 28

Stakeholder Perspectives 30

Recommendations..... 32

Site Definitions..... 36

Executive Summary

Tourism is a key driver of the Fraser Coast economy, injecting \$415 million through direct overnight expenditure in 2017. The RV, caravan and camping sector is a key component of our overall market. This Recreational Vehicle Strategy provides a roadmap for the sustainable management and growth of the sector, ensuring that it delivers its full potential as part of a prosperous Fraser Coast visitor economy.

The current Fraser Coast Camping Options Study is a comparatively recent document (2015), with many of its recommendations remaining valid. The existing Camping Options Study has provided an excellent starting point for preparation of this document which aims to:

- Identify challenges and opportunities for RV's on the Fraser Coast;
- Deliver a sustainable RV presence on the Fraser Coast focused on tourism and industry development;
- Respond and adapt to shifting demand patterns and changing industry trends;
- Determine the feasibility of establishing a consultative model in developing local laws, policies and procedures for caravan and camping in the region; and
- Identify a program of short, medium and long term actions which implement identified strategic directions.

Fraser Coast Regional Council has been at the forefront of local government work in implementing best practice with regard to reflecting the Queensland Government's planning policy and guidance for managing camping, caravans and RVs. Council has shown a commitment to facilitating an appropriate balance of good quality caravan and camp site provision alongside a fair and equitable competitive environment. Amendments to the planning scheme and local laws have already gone a long way towards ensuring that the policy framework supports a competitive caravan and RV sector (commercial and non-commercial providers) which contributes towards a healthy Fraser Coast visitor economy.

Fraser Coast's regulatory framework, marketing and business support programs need to keep pace with evolving visitor demand and the needs of all Fraser Coast visitor economy businesses. The RV and camping market continues to evolve and it is important that Fraser Coast continues to respond to market trends and provide a diverse range of camping options to meet the needs of a broad range of travellers and support growth in existing and emerging investment opportunities.

The Importance of RV, Caravan and Camping Sector to Fraser Coast

A camping holiday or RV trip is an integral part of the Fraser Coast tourism experience for large numbers of international and domestic visitors. Whether looking for a short break or a touring holiday, camping is a great way for visitors to experience the region's coastal and hinterland destinations.

The sector is a major economic contributor to Fraser Coast's visitor economy - the region currently has 41 sites (25 commercial sites, 6 Council owned and managed camping sites, 4 Council owned and managed RV sites, and 4 Council owned caravan sites) across coastal and hinterland locations.

In 2017, the region attracted **202,631 caravan and camping visitors** who contributed **\$68.8 million in visitor expenditure**. Based on Regional Tourism Satellite Account calculations for Fraser Coast, where every \$66,345 of visitor expenditure supports the equivalent of 1 FTE, it can be estimated that visitor expenditure in the sector supports **1038 direct FTEs**.

Trend analysis indicates that of the Region's 172,584 caravan and camping annual visitors (average visitation over 2014-2017), **54% (91,782 visitors, generating \$36 million per annum)** stayed in commercial sites and **46% (80,802 visitors, generating \$23 million p.a.)** stayed in non-commercial sites. Trend analysis has shown non-commercial camping gaining in popularity, with visitation to non commercial sites likely to overtake commercial site visitation volumes in the near future if current trends continue.

The Opportunity for Fraser Coast – Building on our Strengths

Alongside a market that continues to show sustained growth Australia-wide, Fraser Coast's coastal and hinterland assets and destinations provide a great opportunity to position the region as a premier RV, caravan and camping destination, generating additional visitors and expenditure, and support for jobs.

In 2017, the region captured **7.3% of Queensland's caravan and camping visitors**. If by 2023, we can grow our share of the market by 0.5% to **7.8%**, this will mean **118,000 visitors staying in commercial sites** and **121,500 visitors staying in non commercial sites – a total of 239,500 RV, camping and caravanning visitors**. Achieving this market share growth between 2018 and 2023 will mean:-

- 24,500 more commercial camping visitors, generating \$14 million (a growth of **27.4%** between 2017 and 2023)
- 24,000 more non-commercial camping visitors, generating \$11 million (a growth of **29.6%** between 2017 and 2023)
- A total of **\$89 million** in visitor expenditure from the sector (commercial and non commercial)

Our aim is to attract more visitors throughout the region, who stay longer and spend more – supporting businesses and broader supply chains. To achieve our ambitions we need to be on the front foot with effective governance and co-ordination, innovative marketing, impactful branding, productive and collaborative partnerships, and carefully targeted infrastructure and facility investment.

At state-wide and local levels there has been significant growth in the use of non-commercial sites (especially National Parks). The customer is now seeking a fulfilling experience as well as a pleasant place to stay – we need to simplify the process of meeting and exceeding customer expectations. There is a need to effectively manage the range of camping options available to caravans, campers, and RV travellers while minimising environmental and social impacts, maximising the value of the visitor economy and providing drive visitors with a range of accommodation and experience choices without compromising existing future private investment in caravan parks and associated infrastructure.

By providing a range of well-appointed commercial and non-commercial camping options, the region has a great opportunity to capture an increasing market share of Queensland’s caravan, camping and RV markets.

Challenges to be Addressed

Touring visitors use a wider range of commercial and non-commercial accommodation than ever before – needs of different markets are increasingly varied. This presents both opportunities and challenges to local governments, communities and businesses.

The reality is that a significant proportion of the RV visitor market actively seeks out free or low cost parking and camping opportunities rather than utilising commercial sites – by definition these visitors are travelling in self-contained vehicles. They primarily require safe and secure locations for short stays, with minimal levels of other amenities. Research indicates that 16% of visitors will only ever choose a low cost or a free site (approximately 50% of the market utilise both commercial and non-commercial options).

If the region does not provide appropriately located sites which meets demand from this sector, visitors will either park in illegal/inappropriate locations, generating an enforcement requirement for Council, or they will travel on to a more welcoming destination, with the region losing the economic benefits from spending in local businesses.

Where commercial operators have not been in a position to provide a market-driven solution which addresses demand from this visitor market, Council and the voluntary sector, have become engaged in provision of low cost RV and caravan sites. To maximise economic benefits for the region as a whole, we need to continue providing range of camping options that meets the needs of these diverse markets.

Strategic Directions

Realising the economic potential of Fraser Coast’s caravan and camping sector is based on the following strategic directions and recommended priority actions:-

1. Positioning and marketing of the region as a premier RV, caravan and camping destination;
2. Business development which grows overall destination competitiveness;
3. Infrastructure investment and management which creates an RV, caravan and camping-friendly environment;
4. Establishing a transparent policy framework as the basis for decision making;
5. Effective site management and development as a driver of stakeholder and customer satisfaction; and
6. Building awareness of the benefits of the RV, caravan and camping sectors.

Visitors who stay in commercial and non commercial sites on average spend less on a daily basis than visitors who stay in other forms of serviced accommodation, therefore it is essential that average length of stay continues to be built, and visitors are provided with information which maximises spending opportunities before they commence in the inspection/planning cycles of their travel plans.

As well as sector-specific marketing and communications, an over-riding priority is also to support the sector by investing in, and packaging up a wide range of compelling experiences and reasons to visit, especially in the shoulder and off peak periods.

In actioning the Strategic Directions a number of challenges need to be addressed to manage the RV, caravanning and camping market as a whole, ensuring business and community benefits are maximised. Specific challenges include:-

- Providing facilities and services which ensures that the Fraser Coast is meeting the evolving needs of an increasingly diverse RV, caravan and camping sector;
- Supporting dispersal of visitors throughout the region through ensuring that camping options are available
- Upgrading site facilities and infrastructure where there is an evidenced need and demand;
- Embedding cost recovery principles into Council's site investments, where supported by the market;
- Clear communication and wayfinding including websites, social media and supporting print, as well as sign posting and interpretive information;
- Cross-selling and promotion of experiences throughout the region to build average length of stay and yield;
- Being intelligence-led - information to base management and investment decisions has been limited to this point.

Introduction

This RV Strategy and Implementation Plan provides a roadmap for the sustainable management and growth of camping and RV tourism which contributes fully to a prosperous Fraser Coast visitor economy.

The Strategy has been prepared within the context of:-

- Progress in delivering Council's current Camping Options Strategy (2015);
- Current and emerging Queensland Government guidance on managing caravanning, camping and RVs;
- Local stakeholder, community and industry perspectives; and
- Evolving consumer trends and market demand.

Background

Fraser Coast Regional Council recognises that the RV and caravanning sector is a complex one, with a range of stakeholder groups holding strong views. This Strategy aims to provide recommendations which balance the concerns and needs of various stakeholder groups in a manner which secures long-term benefits to the entire region.

For best results, management processes should aim to minimise the potential for negative flow-on effects to local communities, operators and the environment, commit to protecting commercial investments of operators, and secure positive visitor engagement processes which allow dispersal of economic benefits throughout Fraser Coast communities.

It is recognised that the caravan and RV sector is a leading part of the region's visitor economy - initiatives also need to focus on the areas of support necessary to grow profitability and competitiveness among commercial providers – supporting the sector to better cater for evolving RV and caravanning requirements.

Purpose of the Strategy

- Identify challenges and opportunities for RVs on the Fraser Coast;
- Deliver a sustainable RV presence on the Fraser Coast focused on tourism and industry development;
- Respond and adapt to shifting demand patterns and changing industry trends, catering for all users providing an accessible destination;
- Determine the feasibility of establishing a consultative model in developing local laws, policies and procedures for caravan and camping the Region; and
- Provide an Action Plan of short, medium and long term actions (including marketing, promotions and programs).

Guiding Principles for the Strategy

The Strategy is supported by a series of guiding principles, as follows:-

1. Supporting and Growing the Visitor Economy

Camping options need to maximise impact on the visitor economy and facilitate memorable experiences throughout the Fraser Coast Region. Visitors' whole experience influences their perception of the region and can determine if they choose to return in the future. Proactive marketing is required if the Fraser Coast's natural advantages are to fully capitalised on and economic benefits delivered.

2. Balancing Commercial and Consumer Needs to Secure Maximum Benefits for the Region

The strategy recognises that there are a diverse range of camping and RV user groups, and that a range of options are required to meet market needs including commercial sites and low cost options. The reality is that a significant proportion of the RV visitor market actively seeks out free or low cost parking and camping opportunities rather than utilising commercial sites. If the region does not provide appropriately located sites which meets demand from this sector, visitors will either park in illegal/inappropriate locations, generating an enforcement onus for Council, or they will travel on to a more welcoming destination, with the region losing the economic benefits from spending in local businesses.

3. Safe Place to Stay, Safe Road Users

Sites must be safe for those staying overnight and should appeal to users. The sites should be maintained regularly so that the site manifests itself as a clean, safe and welcoming environment

4. Environmental Protection

Sites should be managed and maintained in order to protect their environmental and cultural assets and values. Overnight locations should be managed in a way that ensures the health and wellbeing of the people staying in them while ensuring environmental values are not compromised. Healthy environments will facilitate long-term sustainable use of the sites for all to enjoy.

5. Transparency in Decision Making

Site management and procedures must be clearly outlined and policies must be implemented to ensure transparency in all decision-making moving forward. Items to be addressed include site assessment, site compliance, and overflow management

6. Diversity of Options

The overnight sites available to the public need to provide a diverse range of options to meet travellers' needs and expectations. The options must also be of a quality standard and be well maintained. The variety of options will create a diversity of experiences to RV travellers on the Fraser Coast Region.

7. Managing Quality and Standards

Offering quality camping experiences to a variety of markets and ensuring site rules are enforced is vital to Council's approach to RVs being well-received by users. Overnight sites should support and sustain a sense of community in each place. The aim is for Fraser Coast Region to be known for high quality camping options experiences.

Appropriate signage is an important aspect in achieving this ambition; as clearly marked and consistent signage across the region will enhance visitor experience and minimise disturbance to residents by easily directing traffic and outlining terms of use and penalties for misuse. Having this information mirrored on Council's website and through other distribution channels is also a critical factor in communicating camping options to visitors.

Camping and RVs: Planning for a Diverse Market

The camping market is a diverse one, however it can be categorised into three principal groupings:-

COMMERCIAL CAMPERS

These travellers, either due to preference or a lack of amenity in their private vehicles, prefer to pay for amenities found at commercial caravan and camping sites. Some are seeking a safe harbour for their vehicles or a level of luxury not found on the road.

FREE (OR "LOW COST") CAMPERS

Free campers, either due to preference or an abundance of amenity in their private vehicles, prefer to avoid commercial sites and generally only require occasional use of amenities, dump points or powered sites.

BUSH CAMPERS

Bush campers are normally adequately self-sufficient and tend to avoid populated areas including commercial sites or low-cost areas. They may occasionally require access to dump points or amenities after a long period away from available amenities.

While displaying distinct behaviour, it is also widely accepted that factors such as weather, length of time spent on the road and income do play a role in encouraging cross-use of commercial sites between market segments.

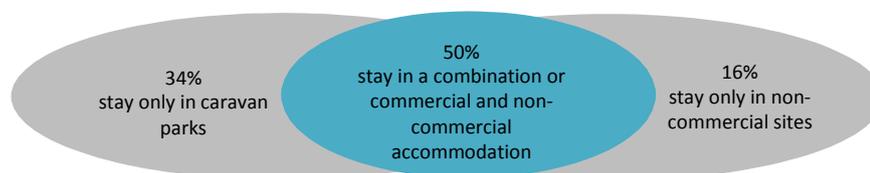


Figure 1: Visitor accommodation types¹

Those surveyed² in commercial caravan sites tend to:-

- Spend the majority (**85%**) of their nights in commercial accommodation or camping grounds
- Stay **4 nights or longer** (49% of campers) with 34% staying 2-3 nights and only 17% staying 1 night
- Spend approximately \$576 at each location (excluding accommodation) or **\$73/day**.

Those in non-commercial³ camping sites tend to:-

- Spend most of their nights (**71%**) in non-commercial accommodation or camping grounds
- **Also stay at commercial sites** (30% of the time), but an equal number (30%) try to avoid staying at commercial sites
- **Stay 3 nights or less** (74%) in each location, of which 34% are for 1 night
- Spend approximately \$213 at each location (excluding accommodation) or **\$53/day**
- Be retired (only 12% still employed full time).

¹ (Central West Outback Queensland Visitor Survey 2011)

² BDO, 2013

³ ibid

Camping and Caravanning Trends: National and Queensland Markets

Commercial Caravan Parks

Commercial caravan parks received 6.8 million visitors throughout Australia, while Queensland received 1.2 million visitors (YE Dec 2017). Commercial caravan park visitation saw the lowest increase when compared with growth for non-commercial camping locations and national parks, noting a 2% increase per annum in both Australia and 3% in Queensland from 2013-2017.

Non-Commercial Camping Locations

Non-commercial sites received 2.9 million visitors throughout Australia and 1.4 million visitors in Queensland (YE Dec 2017). Non-commercial camping locations increased by 18% per annum in Australia and 11% in Queensland from 2013-2017.

Caravan Ownership in Australia and Queensland

Caravan ownership within Australia is experiencing consistent growth, with a 4.5% growth between 2016 and 2017. In Queensland, campervan ownership has grown by 21% since 2012, indicating a growing market preference for self-contained camping and caravanning activities.

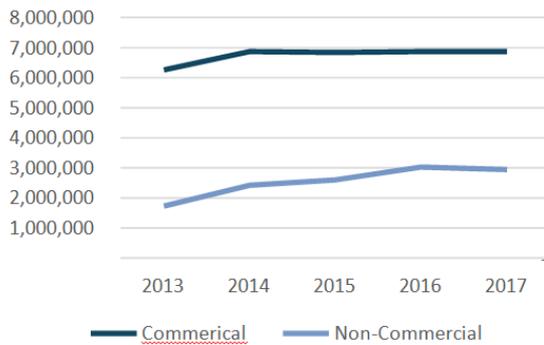


Figure 2: Visitors to Australia by type of Camping

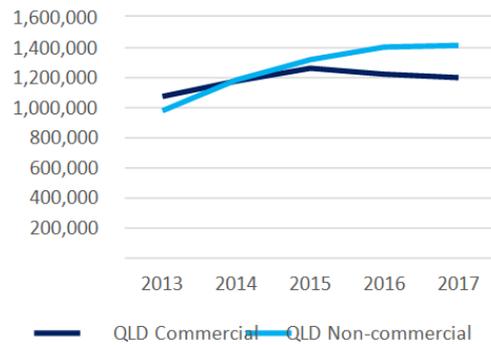


Figure 3: Visitors to Queensland by type of Camping

- Australia experienced a 18% per annum increase in visitors to non-commercial caravan parks while commercial caravan parks experienced 2% per annum increase.
- Queensland experienced a 11% per annum increase in visitors to non-commercial caravan parks while commercial caravan parks experienced an average 3% per annum increase between 2013-2017

Market Trends: Implications for the Strategy

Sector Performance

Sector performance in Queensland remains strong, with visitor numbers participating in camping continuing to grow. Analysis of the Tourism Research Australia data, suggests the most significant change in the market between 2013 and 2017 is a significant growth in popularity of National Parks as camping locations.

- National Parks: +52,000
- Commercial camp sites: +78,000
- Non-commercial sites: +61,000

Caravan Industry Association of Australia data suggests that unit occupancy is greatest in cabins, followed by powered and unpowered tourist sites. Performance is reasonably consistent all year, with the exception of powered tourist sites which show strong seasonality peaking in the July to Sept and Oct to Dec periods.

Figure 4: Queensland Camping Visitors 2013-2017

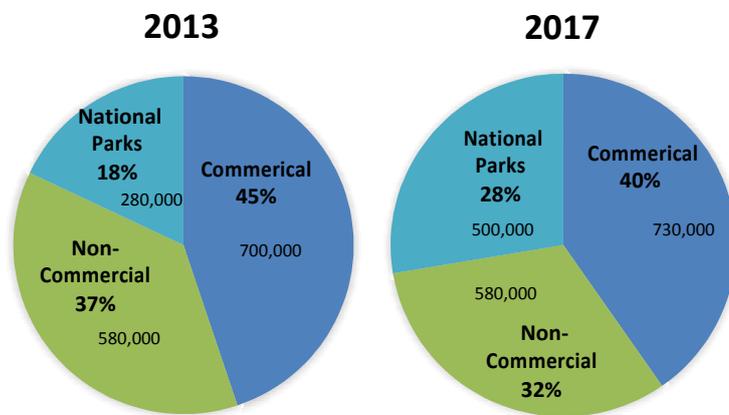


Figure 5: Cabin, Powered/Unpowered sites occupancy rates (Queensland)

Queensland	Jan to March	April to June	July to Sept	Oct to Dec
Cabins	55%	53%	64%	54%
Powered Tourist Sites	20%	28%	50%	46%
Unpowered Tourist Sites	12%	10%	11%	16%

Source: CIAA State of the Industry Report 2017

IMPLICATIONS FOR THE STRATEGY**Continued Growth for the Overall Caravan and Camping Market**

Overall RV and camping visitation trends show continued growth, despite Queensland visitation experiencing some falls from peaks in 2015. Campervan ownership also is continuing to rise.

Continued Growth in Demand for Free/Low Cost Camping Options

Visitors using non-commercial sites account for approximately 54% of the overall Queensland RV and camping visitor market.

The emergence of three markets

The future of camping appears to have three segments that need to be considered:-

- A market looking for greater comfort and facilities that provide for their needs, including a growing family market;
- A market looking to keep it simple and keep the cost down; and
- A market looking for the 'experience' of camping in the bush.

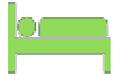
It is essential that the Region continues to provide options which cater for a diverse range of traveller needs – both commercial and low cost options are required if economic opportunities are to be fully captured.

At the low cost/ free end of the market, many visitors are looking for a straightforward set of facilities:

- A dump point (with toilets if possible) and a tap to refill freshwater tanks;
- A welcome and an appreciation of their business;
- Good tourism information that clearly shows all attractions and facilities;
- Short-term parking close to the general shopping area; and
- Somewhere to park and stay longer term that is safe and quiet but slightly away from the main population.

RV and Camping Trends in the Fraser Coast Region

Camping in the Fraser Coast Region



Average Length of Stay is **5 nights (domestic)**



94,529 visitors to Commercial Caravan Parks and Camping Grounds in 2017



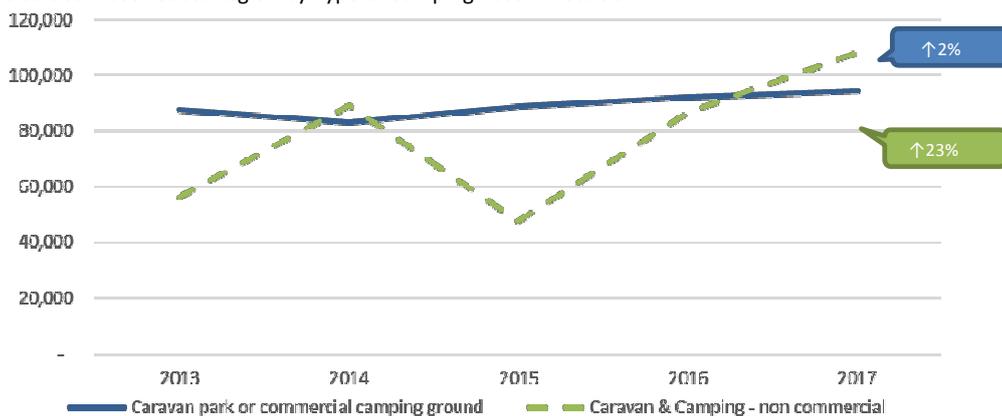
108,101 visitors to Non-Commercial Locations in 2017

Over the past decade, Commercial Caravan Parks and Camping Grounds have attracted a strong visitation base. In 2017, this market had a 11.5% share of all overnight visitors to the Fraser Coast Region (3 year average, 12.1%)

Visitation to non-commercial sites has experienced greater fluctuations since 2013, and accounted for 13.1% of all visitors in 2017. The three year average for non-commercial RV, camping and caravanning use is 10.5%

Combined domestic and international visitation, usage of commercial campsites increased by 2% since 2013, while non-commercial site usage increased by 23% during the same time period.

Figure 6: Visitors to Fraser Coast Region by Type of Camping Accommodation



Implications for the Strategy

Analysis of tourism data since 2013 shows strong growth in the popularity of non-commercial camping accommodation. While visitor numbers have fluctuated year on year, clearly facility provision needs to provide for visitors who are seeking both commercial and non-commercial options.

Economic Value of the RV and Camping Sector for Fraser Coast in 2017

Value of Commercial Camping

Best available industry information⁴ suggests that in 2017 commercial campers spend approximately \$79.50 per day. Based on this, commercial RV, caravan and camping in 2017 is estimated to have generated **\$37 million in visitor expenditure** to the local economy. This equates to approximately 567 direct jobs within the region.

Value of Non-commercial Camping

Non-commercial camping and caravanning represents a significant element of the Fraser Coast camping and caravanning market.

Failing to provide a spectrum of options to suit a range of travellers and varied budgets has a significant flow-on effects for the local economy.

Providing for low cost camping options generates approximately **\$31 million in visitor expenditure** to the local economy. As non-commercial visitor spending excludes accommodation costs to a significant extent (which typically account for approximately 25% of visitor spending), economic benefits are mainly felt in via visitor spending in local retail, entertainment, transport and related supplier industries.

In total, visitor expenditure from the RV, caravan and camping sector supports the equivalent of 1038 direct FTEs in the Fraser Coast region during 2017.

Sector	Estimated Value	Estimated FTEs supported
Commercial Camping	\$37.6 million	567 Direct
Non-commercial Camping	\$31.2 million	471 Direct
TOTAL	\$68.8 million	1038 Direct

Figure 7: Visitor Expenditure Generated By Fraser Coast Caravan and Camping Visitors in 2018

Forecast Growth in Visitor Numbers and Expenditure

If the region follows the current Tourism Forecasting Panel (TFP) forecast, by 2023 this potentially means an **additional 20,513 commercial campers and over 20,300 non-commercial campers**. This projection is based on high level state forecasts so should be treated with a degree of caution, however it is indicative of what is anticipated to be a growing visitor market.

If these numbers are generated, the **commercial and non-commercial camping sectors would generate \$86.6 million by 2023, a growth of \$17.7 million**. Based on Tourism Satellite Account calculations for regional Queensland where every \$66,345 of visitor expenditure (domestic) supports the equivalent of 1 FTE, which means that by 2023, RV and camping visitation in the region will support 1,305 direct FTEs.

⁴ Adapted from CRVA Economic Benefit Report (2013)

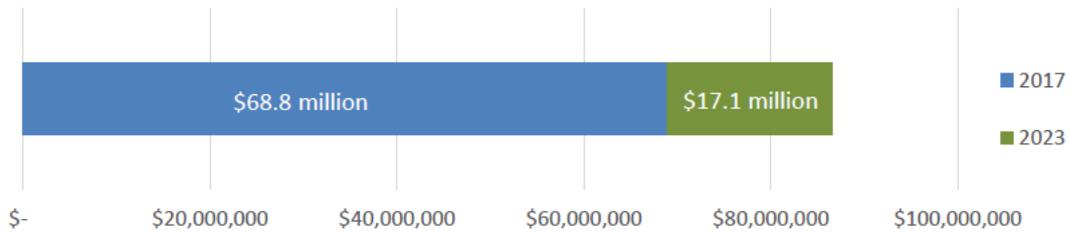


Figure 8: Forecast Visitor Expenditure Generated By Fraser Coast Caravan and Camping Visitors in 2023

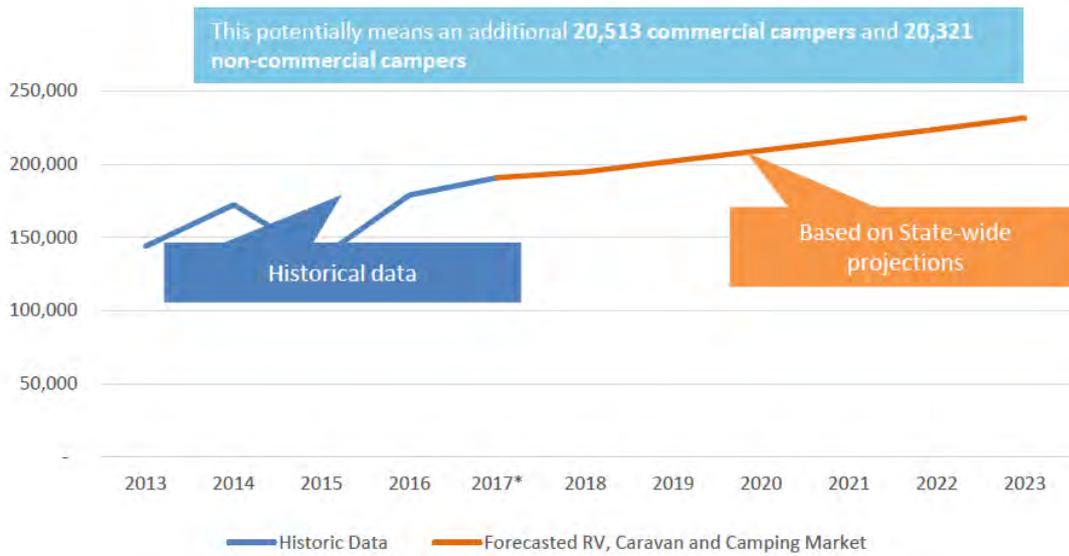


Figure 9: Projections of Camping Visitation to Fraser Coast (2013-2023)

Growth Potential of the RV and Camping Sector in Fraser Coast in 2023

Growing Caravan and Camping Visitation Above Trend

The TFP forecast growth referred to earlier is sometimes described as *business as normal* i.e. growing with the market. However if Fraser Coast is successful in its ambition to position itself as a premier RV, camping and caravanning destination, then it is realistic to expect that additional visitors and expenditure can be generated.

At present **the region captures 7.3%* of Queensland’s RV, caravan and camping visitors**. If, by 2023 this is grown to **7.8%** of the state’s RV, caravan and camping visitors, then alongside the natural overall market growth that will occur during this time, the sector will then generate:-

- 118,000 commercial and 121,500 non-commercial visitors
- \$51 million in visitor expenditure from the commercial sector
- \$38.3 million in visitor expenditure from the non-commercial sector
- This total expenditure will support the equivalent of 1,348 direct FTEs (using 2016/17 RTSA calculations)

If this higher market share target is achieved, it **equates to 7,700 visitors and \$2.8 million in visitor expenditure above the TFP forecasts by 2023.**

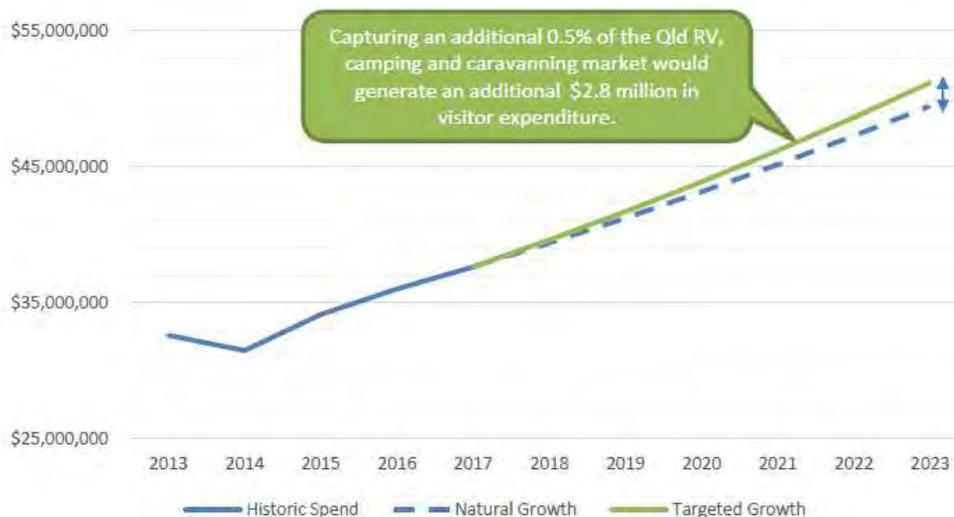


Figure 10: Sector Growth by 2023 if Fraser Coast Grows its Market Share of Regional Queensland RV, Caravan and Camping Visitation

Positioning Destinations as being RV and Camping-Friendly

The Importance of Being Responsive to Visitor Demand

The caravan, motorhome and camping industry continues to be the fastest growing domestic tourism sector in Australia, according to research by the Caravan Industry Association of Australia (CIAA). Consumer preferences are influencing the industry with caravan and holiday parks enhancing the quality of accommodation and facilities provided. In 2016 alone, demand for longer towable recreational vehicles (for accommodating increased living space) experienced a 5% growth.

The RV and camping sector is not exempt from the ever increasing service and experience expectations of visitors - being responsive to customer expectations is essential for individual businesses and the destination as a whole. This can include; facilities, standards of service and welcome, flexibility in opening hours and arrival. Level of facilities and service in many larger parks is now high, in keeping with the expectations of resorts. However innovation can be found in parks of all levels, with commercial park operators increasingly recognising the needs of discrete market segments by incorporating provision of a low cost option as part of their sites. In an increasingly segmented and diverse market, one size does not fit all.

The Importance of Positioning and Marketing

The majority of Australia's regional tourism destinations rely to varying extents on touring visitors as a key part of their overall visitor markets, with camping options being an important aspect in servicing and appealing to this market. The sector is competitive, and the nature of touring trips means that visitors often have options on where they choose to stay, whether it's a one night stop or a longer stay. As such, effective and impactful marketing to raise profile of a destination is essential, alongside clear information which makes it as easy as possible for visitors is essential.

Marketing and communication activities can range from dedicated promotional initiatives to opportunities such as: trade engagement, signposting and wayfinding, social media, partnerships with neighbouring regions and caravan sector specialists, and RV-friendly designations. Social media and dedicated forums play an increasingly important role in influencing the RV community - social media provides the opportunity to reach out to these audiences quickly and directly, however it also provides the means for visitors to easily share experiences (good and bad).

It should also be noted that while dedicated marketing initiatives for the RV and camping sector have clear merit, most benefit in terms of generating trade for the sector as a whole (commercial and non-commercial sites) is likely to be achieved through lifting overall awareness and appeal of the destination as a place visit - in practical terms this can mean creating new reasons to visit (events, experiences or new places to visit) and well as initiatives which focus on lifting overall destination preference and awareness. These issues are particularly important in shoulder and off-peak periods.

Marketing – The Current Situation

In addition to the marketing investments of individual operators, action and initiatives include:-

- Council's website (in the community section) provides practical information on available facilities including, details of bush and basic non-commercial camping grounds, dump points and contact details for reporting illegal camping. Council's website is not intended as a consumer platform, therefore links are provided to a dedicated website for its beachfront parks, to www.visitfrasercoast.com, and via the 'camping and caravan' guide to the journeys landing page of www.visitfrasercoast.com.
- Fraser Coast Tourism and Events are the lead agency for promotion of the region as a whole, including the caravan and camping sector. Lead activities include:-
 - Promotion of caravan and camping options from the region's four accredited Visitor Information Centres located at Hervey Bay, Maryborough, Tiaro and the Hervey Bay Airport.
 - Inclusion of a dedicated section on the Fraser Coast Official Holiday Planner publication
 - Representation of the sector in tourism-trade activities
 - The 'stay' search function of the website which allows searches for caravan and camping options - the listing focuses on available commercial options, but not free or low cost options
 - The 'Journeys' section of the website provides a range of touring itinerary options which include some camping options

At present, analysis indicates that sector marketing of the sector is largely passive - clicking on the "caravan and camping guide" link on Council's website currently takes visitors to the journeys landing page of www.visitfrasercoast.com, not a dedicated camping page. While information is clear and factual on Council and FCTE's websites, there is not currently the breadth or specificity of content which matches with the aspiration to be a premier RV and camping destination.

A review of current marketing activity suggests that there is scope for further dedicated and more proactive activity to support the region's aspirations for growing the sector and becoming a premier RV and camping destination.

RV Designations

The RV market has been recognised by National and State organisations through the establishment of two programs that help communities identify themselves as welcoming to RVs. When visitors see the signs erected in town, they are reassured that specific amenities and provisions are available to them.

These programs are managed by Caravanning Queensland and the Campervan & Motorhome Club of Australia. Only Maryborough currently has an 'RV friendly' designation.

Community Welcomes Recreational Vehicles

This initiative was launched by Caravanning Queensland to offer Local Government Areas the opportunity to positively promote their communities as welcoming to RV visitors.

This scheme is in practice across Australia and New Zealand with the purpose of recognising a community as being welcoming to RV visitors even though they may not have 'RV Friendly' status from Campervan & Motorhome Club of Australia.

The 'Community Welcomes Recreational Vehicles' campaign was adopted by Caravanning Queensland to promote communities that embrace recreational vehicles, serving as a positive promotion scheme.

Essential provisions of 'Community Welcomes Recreational Vehicles' communities include:-

- Easily accessible towns, or plans to make the town centre easily accessible for RVs (parking and signage);
- Visitor Information Centres, or directional signage to local information;
- Commercial caravan park in town; and
- No free camping locations in town centre.

RV Friendly

The RV Friendly program is offered by the Campervan & Motorhome Club of Australia to assist those travelling throughout the country in recreational vehicles. Locations are clearly identified with signage. The following two designations have been developed to provide business owners the opportunity to capture these visitors:

RV Friendly TownTM (<https://members.cmca.net.au/content/rvftgov>)

An RV Friendly TownTM is one that has met a set of guidelines to ensure they provide a certain amount of amenities and a certain level of services for the travellers. Essential provisions of RV Friendly TownsTM include:-

- Appropriate parking within the town centre, with access to a general shopping area for groceries and fresh produce;
- Short term, low-cost overnight parking (24/48 hours) for self-contained RVs;
- Access to potable water; and
- Access to a free dump point at an appropriate location.

RV Friendly Destination (<https://members.cmca.net.au/content/rvftgov>)

The RV Friendly Destination program is a CMCA initiative aimed to assist small towns that are not able to meet the criteria of the CMCA RV Friendly TownTM program. Local Government/Councils, Progress Associations and businesses, can participate by selecting a suitable site within the town to become the RV Friendly Destination. Essential provisions of RV Friendly Destinations include:

- Provision of short term, low-cost overnight parking (24/48 hours) for self-contained RVs;
- The parking area needs to be on a solid, level surface; and
- There must be enough room for large vehicles to manoeuvre.

Implications for the Strategy

At present, marketing of the sector is largely passive. A review of current marketing activity suggests that there is scope for further dedicated and more proactive activity to support the region's aspirations for growing the sector and becoming a premier RV and camping destination. Specific opportunities may be available in the form of:-

- Proactive marketing of the region's camping options and positioning as a premier camping/RV destination to be guided by a concise marketing action plan
- Further integration of camping options into itineraries and journeys as part of FCTE's marketing program. Development of the Discover Fraser Coast initiative – a federally funded regional wayfinding partnership between Fraser Coast Regional Council and Fraser Coast Tourism & Events and led by Council.
- Engagement of camping business in initiatives – awareness of business opportunities.
- Seeking RV-friendly designations for the region's towns.
- Proactive PR and social media program to engage directly with caravan and RV user groups.
- Active participation in caravan and RV trade events to raise the destination's profile.
- Building awareness of low cost options by ensuring that key sites are registered on the Australian Tourism Data Warehouse (ATDW).
- In the short term, investigating the merit of a dedicated RV, caravan and camping landing page on www.visitfrasercoast.com.
- Investigate the opportunity for cooperative campaigns with players such as Jayco, Jucy, Apollo, Britz Maui etc to educate customers on the do's and don'ts at free/low cost sites.
- Ensuring caravan and camping businesses are aware of up to date sector intelligence and product/experience information for the whole Fraser Coast region.
- Ensuring high quality visitor information is available at all sites, as a means of raising awareness of experiences, contributing to growing average length of stay.

Current Campsite and RV Site Provision

A comprehensive audit of existing sites was carried out as part of the Strategy's preparation. At the time of the preparation of the Strategy, the region had:-

- 25 commercial sites;
- 6 Council owned and managed camping sites;
- 4 Council owned and managed RV sites; and
- 4 Council owned caravan sites.

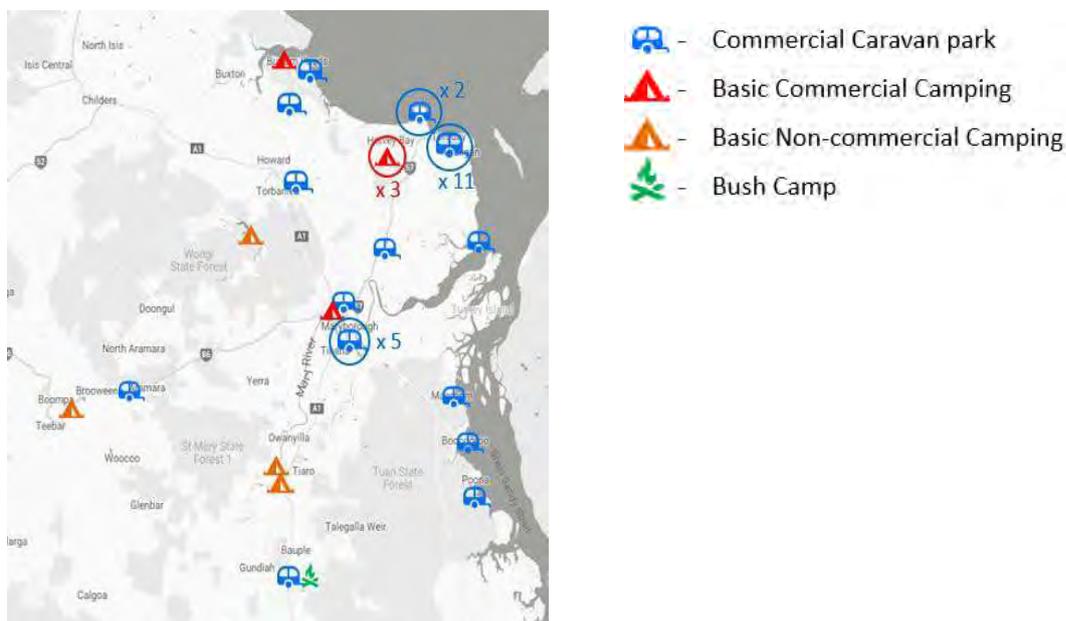
Clusters of commercial providers are located in Hervey Bay and surrounds, Maryborough, Burrum Heads and along the Great Sandy Strait. Council managed sites primarily serve the region's smaller towns and hinterland where commercial site options are not currently in place.

Appendix C contains a comprehensive summary of the audit conducted on the region's commercial sites and parks.

Figure 11: RV and Camping Sites in the Fraser Coast Region

Council camping sites	
Bauple Drive	Rosendale Park
Lake Lenthall	Teebar Sports Ground
Petrie Park	Tiaro Memorial Park
Council RV Sites	
Alan & June Brown Car park	Hervey Bay Visitor Information Centre
Burrum District Community Centre	Maryborough Showgrounds and Equestrian Park
Council owned caravan sites	
Burrum Heads Caravan Park	Scarness Beachfront Tourist Park
Pialba Caravan Park	Torquay Caravan Park
Privately Owned or Managed Commercial sites	
Australian Adventure Park	Huntsville Caravan Park
Big 4 Point Vernon Holiday Park	Ingenia Holidays Hervey Bay
Boonooroo Caravan Park	Lazy Acres Caravan Park
Burrum River Caravan Park	Maaroom Caravan Park
Cheery Nomad RV Park and Farmstay	Maryborough Caravan Park
Discovery Parks - Fraser Coast	Poona Caravan Park
Discovery Parks – Hervey Bay	Shelley Beach Caravan Park
Doon Villa Self-Contained RV Park	Sunlodge Oceanfront Tourist Park
Fraser Coast RV Park, River Heads	Susan River Homestead
Fraser Coast Top Tourist Park	The Palms – Hervey Bay
Harbour View Caravan Park	Wallace Motel and Caravan Park
Hervey Bay Caravan Park	Windmill Caravan Park
Hillcrest Holiday Park	

Figure 12: Map of Current RV Sites



Implications for the Strategy

Council-owned Caravan Parks are located in the region’s principal tourism hubs. All sites are long-standing assets, and are delivered by providers who have been contracted through formal procurement/tendering processes. At the time of preparation of this Strategy Council was in the process of undertaking a master planning process for these parks.

Council-owned RV sites: With the exception of Lake Lenthall site, sites are currently free of charge. In line with the principal of competitive neutrality, a consideration for Council is applying fees to these sites, in line with market demand – making them ‘low cost’ to the consumer rather free. In terms of managing reputational risk, Council may also wish to give consideration to the cleanliness and upkeep of sites, and the application of fair and consistent enforcement action.

Time limits for visitor usage of the sites vary from location to location, reflecting market demand and location-specific circumstances. Site usage rules should be reviewed on an annual basis to ensure the sites continue to meet with market demand and ‘fair use’ principles.

Considerable negative feedback has been received on the Hervey Bay VIC location which is viewed as unsuitable. While respecting commercial stakeholder perspectives on low cost provision in principal tourism hubs, there is an identified need to seek an appropriate new location.

Context Provided by Queensland Government Guidance

The implementation of an RV Strategy in Fraser Coast Region should build on State Government guidance and extant legislative and policy frameworks.

Legal Basis for Camping in Queensland

To camp in Queensland is defined under the *Recreation Areas Management Act 2006* as including ‘to pitch, place or erect a tent, caravan or another structure that may be used for camping for the purpose of staying overnight by using the tent, caravan or structure’. The *Local Government Act 2009* does not specifically define or legislate around camping. It requires local governments to develop and adhere to a planning scheme for all lands they manage. Section 26-38B allows each local government to pass a local law to enforce camping guidelines. The Queensland Caravan Park Policy (PUX/901/102) allows land to be classified as a ‘reserve for recreation’. This allows for camping with limited facilities for a maximum of 3 nights. Local governments wishing to pursue this must create a local law to authorise the activity. The Secondary Use of Trust Land (PUX/901/209) allows for the use of trust land for other purposes as long as the use does not diminish the purpose of the trust land or adversely affect any local licensed caravan and/or tourist park owners. Stays may be limited to no more than 3 nights.

Queensland Planning Regulation

The Queensland Planning Regulation (QPR) is a state planning instrument under the *Planning Act 2016* and provides a consistent form for the preparation of planning schemes across Queensland. The QPR prevails over all other guidelines and includes the following definitions:

Nature-based Tourism

Nature-based tourism means the use of premises for a tourism activity, including accommodation for tourists, for the appreciation, conservation or interpretation of an area of environmental, cultural or heritage value; a local ecosystem; or the natural environment. Examples of nature-based tourism are noted as including — environmentally responsible accommodation facilities such as cabins, huts, lodges and tents.

Tourist Accommodation

Tourist accommodation means the use of premises for providing accommodation of less than 3 consecutive months to tourists or travellers.

Short-term Accommodation

Short-term accommodation means the use of premises for— providing accommodation of less than 3 consecutive months to tourists or travellers.

Tourist Activity

Tourist activity means:-

- (a) nature-based tourism; or
- (b) a resort complex; or
- (c) a tourist attraction; or
- (d) a tourist park; or
- (e) tourist accommodation, or accommodation for employees, that is ancillary to a use stated in paragraphs (a) to (d); or
- (f) a commercial use that is ancillary to a use stated in paragraphs (a) to (d).

Tourist Park

Tourist park means the use of premises for:-

- (a) holiday accommodation in caravans, self-contained cabins, tents or other similar structures; or
- (b) amenity facilities, a food and drink outlet, a manager’s residence, offices, recreation facilities for the use of occupants and their visitors, or staff accommodation, if the use is ancillary to the use in paragraph (a).

Resort Complex

Resort complex means the use of premises for:-

- (a) tourist and visitor accommodation that includes integrated leisure facilities (examples of integrated leisure facilities include bars, meeting and function facilities, restaurants, sporting and fitness facilities) ; or
- (b) staff accommodation that is ancillary to the use in paragraph (a); or
- (c) transport facilities for the premises, including, for example, a ferry terminal or air service.

Tourist Activity

Tourist Park means the use of premises for:-

- (a) holiday accommodation in caravans, self-contained cabins, tents or other similar structures; or
- (b) amenity facilities, a food and drink outlet, a manager's residence, offices, recreation facilities for the use of occupants and their visitors, or staff accommodation, if the use is ancillary to the use in paragraph a.

Rest Areas Policy & Best Practice (DTMR)

Over 700 rest areas are provided through Queensland as part of the State's commitment to road safety and fatigue management. Sites are located in the road reserve and are either managed by the Department of Transport and Main Roads or managed by local government on behalf of the State. Sites typically have a 20 hour limit for fatigue stops, are located less than 80km apart with clear signage, basic facilities (shelter, and non- potable water) and vegetation cover to allow drivers to rest away from noise and glare. A Best Practice guide for roadside rest areas in Queensland was released in 2014 which encourages sites to be 'fit for purpose' as opposed to 'one size fits all'. Where sites are designed for visitors they should include toilets and where they are for RV users a dump point is also desirable. Availability of Wi-Fi is also a consideration.

Implications for the Strategy

Fraser Coast Council has been at the forefront of Queensland Councils in implementing best practice with regard to reflecting the Queensland Government's planning policy and guidance for managing camping, caravans and RVs.

The local planning framework has been amended to reflect Queensland Government advice on tourism definitions. New RV sites, located within existing tourist parks and certain planning zones, are positioned with the Fraser Coast Planning Scheme as self assessable developments.

The Queensland Camping Options Toolkit (2015) provides the current best-practice guidance for local governments, the camping and caravanning industry and communities.

The toolkit outlines a clear structure for developing a range of options for travellers which are suitable to local contexts and acceptable to local industry and communities. This Strategy adheres to these processes and reflects the three stage process (outlined below).

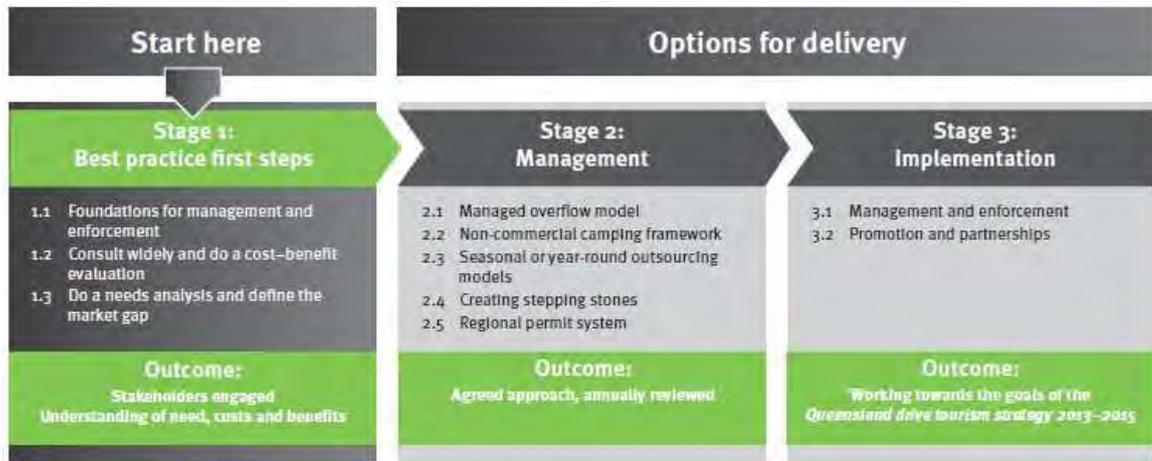
The opportunity in re-applying these best practice management processes to the Fraser Coast Region is provided through a comprehensive health-check of the current situation – Stage 1 as shown in Figure 1 below. Results of the health check will enable Council to respond to stakeholder feedback and evolved market circumstances, ensuring that outcomes and processes fulfil the goal of providing for a range of travellers in a manner which is appropriate for the local community and supporting commercial providers.

Acknowledging the roles and functions of established RV and camping site throughout the region, Stages 2 and 3 of the toolkit process provide for a range of management solutions, which will be applied as appropriate to Fraser Coast's circumstances.

This approach is intended to provide a solution to any situation where need or suitability of sites may have changed since the current Fraser Coast Camping Options Strategy was published, and provides an opportunity to review and adapt management processes and site designations to new and emerging situations across the Fraser Coast Region.

An updated version of Camping Options Toolkit is currently being prepared by the Queensland Government. The updated guidance was not published at the time of this document’s preparation, therefore, content and recommendations is based on the 2015 Toolkit. It is recommended that the Strategy is updated to reflect the revised State Government guidance when it is formally published.

Figure 13: Queensland Camping Options Toolkit – Management Approach



Fraser Coast Policy Content

Fraser Coast Regional Council has provided for regulation of camping and caravanning activities within the Fraser Coast Planning Scheme 2014 (version 10), and in Local Laws No.1 and No. 4, and Subordinate Local Law No.1.

Fraser Coast Planning Scheme 2014

The Fraser Coast Planning Scheme 2014 (Version 10) includes definitions and strategic directions which are relevant to this Strategy as noted in the following section of the report. It is also noted the planning scheme was reviewed and amended in 2016 to encourage the development of commercial and non-commercial RV grounds in the region.

Self-contained recreational vehicle ground

Land designated and managed for the purpose of short term lodging in self-contained recreational vehicles (RVs), motorhomes and campervans. The use does not include camping, cabins, or constructed guest facilities such as sports courts, swimming pools or kiosk.

Nature-based tourism

Use of premises for a tourism activity, including accommodation for tourists, for the appreciation, conservation or interpretation of an area of environmental, cultural or heritage value, or; a local ecosystem or; the natural environment. Examples include environmentally responsible accommodation facilities including cabins, huts, lodges and tented camps.

Tourist Park

Use of premises for holiday, accommodation in caravans, self-contained cabins, tents or other similar structures; or amenity facilities when ancillary to holiday accommodation. Also referenced as camping ground, caravan park or holiday cabins.

Section 3.4.2.4 (Tourism)

The Strategic Framework of the Planning Scheme notes:-

- a) A diverse range of tourism activities contributing to the economic growth of the Fraser Coast are supported in a manner that capitalises on, and at the same time protects, the natural and heritage assets and key character and lifestyle attributes of the Fraser Coast.
- b) Established tourist-servicing nodes, including those that are focused along the Hervey Bay Esplanade at Pialba, Scarness, Torquay and Urangan, are consolidated and provide for a range of well-designed and high-quality visitor accommodation, tourist services and public spaces to meet the various needs and budgets of tourists and visitors to the Fraser Coast.
- c) In environmentally sensitive areas and high scenic amenity areas, nature-based and eco-friendly tourist infrastructure and facilities are established where they demonstrate integration with the natural and cultural values of the site and context and setting.
- d) Visitor accommodation and tourist attractions and facilities are located in areas that contribute to the wide range of tourism experiences on offer throughout the region including urban, coastal and hinterland locations.
- e) Nature-based and eco-based tourist activities are sensitively located and carried out to ensure the natural values that underpin the regional tourism product are sustained.
- f) Rural and agri-tourism experiences build upon the 'clean and green' identity of the region and do not prejudice the ongoing productive use of rural land.

Section 3.4.2.1 (Diverse Business and Industry) also states:

Development on the Fraser Coast supports and promotes the continued growth of diverse and strong business and industry sectors, including forestry, rural enterprises and production, extractive industries, manufacturing and industry, tourism, health and education related uses, aviation related uses, marine based industry, construction and government related services.

Fraser Coast Regional Council Local Law No. 1 (Administration), 2011, and Subordinate Local Law No. 1 (Administration), 2011

Local and Subordinate Local Law No. 1 note caravan parks as prescribed activities. The operation of caravan parks means to operate, on a commercial basis, a place for parking and residing in caravans, including a place that provides also for complementary accommodation.

Schedule 12 Operation of Caravan Parks in Subordinate Local Law No.1 provides comprehensive guidance, covering:-

- Documents and materials that must accompany applications for approval
- Additional criteria for the granting of approval
- Conditions that will ordinarily be imposed on approvals
- Term of approval
- Term of renewal of approval

Fraser Coast Regional Council Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011

Purpose of this law:-

To supplement *Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011* in order to protect the health and safety of person using local government controlled land, facilities, infrastructure and roads and preserve features of the natural and built environment and other aspects of the amenity of local government controlled land, facilities, infrastructure and roads.

Provisions:

- a) The regulation of access to local government controlled areas; and
- b) The prohibition or restriction of particular activities in local government controlled areas or roads; and
- c) The applicable minimum standards where owners are required to fence land adjoining a road.

Prohibited activities in parks and reserves include:

- a) Failing to comply with an authorised person's direction to remove an object that, in the opinion of the authorised person, may endanger the safety of others or cause damage to the park or reserve
- b) Failing to comply with an authorised person's direction to cease an activity that, in the opinion of the authorised person, is likely to injure, endanger or unduly obstruct another person
- c) Acting in a manner that may cause offence of negatively affect the enjoyment of the park or reserve by other persons
- d) Failing to comply with an authorised person's direction to stop or reduce the volume of noise emanating from the playing of a musical device including a radio, stereo or musical instrument

Camping or sleeping overnight is a restricted activity permitted only:

- a) In a tourist park which has all requisite development approvals; or
- b) Where a sign indicates that camping or sleeping overnight is allowed; or
- c) Where the place is located on the Queensland Heritage Trails Network; or
- d) Where authorised by an authorized person.

Amendments to Local Laws

Council has established a progressive policy framework that seeks to support the development and management of parks and sites that meet demand from visitors who seek commercial and non-commercial/low options. Meeting demand from both of these market sectors is essential if economic benefits for the whole of the region are to be maximised. Council has, in-part, become engaged in provision of low cost RV and caravan parks as the commercial market has not been in a position in every case to provide facilities which meet with demand from this distinct visitor market who do not use commercial sites.

Amendments were made to the Local Laws in 2016 which, in line with emerging Queensland Government guidance, removed a significant proportion of the prescriptive service provision requirements for caravan and RV park provision (e.g. number of toilets etc.), providing greater flexibility for all operators. Council has also reduced Local Law and infrastructure fees for low cost RV site provision <https://www.frasercoast.qld.gov.au/council-fees-charges> as part of its commitment to supporting growth in the visitor economy. However, a priority is also to ensure that the fees and charges regime supports businesses in all sectors of the caravan and RV sector, and supports the aim of growing the value of the visitor economy as a whole.

Effective Site Management and Development as a driver of Stakeholder and Customer Satisfaction

It is recommended that, where supported by customer demand, Fraser Coast Regional Council seeks to embed cost recovery principles where it currently invests in camping and RV site provision. This approach is based on the need:-

- To support Council in offsetting capital and operational costs; and
- Supporting the principle of competitive neutrality in the context of commercial providers already in the marketplace.

There is a toolbox of cost-recovery tools available to Council to support cost-recovery. Different tools should be used where appropriate to the site;

- Honesty Box
- Voucher from VIC or other suitable location
- Dedicated Council Officer, or authorised delegate, collection
- Community Partnership

Honesty Box

An honesty box on site is the least resource intensive method of collecting fees from site users; but inherently relies on the honesty of visitors and poses a risk for theft if not regularly collected by Council.

Voucher

Site users can collect and pay for a site use voucher from the Visitor Information Centre, or another local service provider (post office, council office, local hotel etc). With regard to the VIC, this also creates footfall - providing the opportunity to provide other information to visitors. While this option is generally limited to during daylight or business hours, visitors can procure the vouchers for the preceding evening the next day, if they arrive outside of business hours.

Dedicated Council Officer (or authorised delegate)

Council can take a hands-on approach to site management and cost recovery by direct collection of fees. While this is a labour intensive option, this has the advantage of Council directly being across the situation on the ground. It is an option to consider at busier sites.

Community Partnership

A contract or service level agreement with local community groups, where a camp host collects fees, empties the honesty box, and keeps note of the condition of the site.

This option works well where a local progress association or community group is established in a community, and is formed as a legal entity. An option to consider in this type of arrangement is revenue sharing or ring fencing of revenue raised for local community investment.

Council already has clear tendering and procurement mechanisms in place for outsourcing relating to commercial management of sites. It is recommended that:-

Council's tendering and procurement arrangements for outsourcing management of sites should be in accordance with its Procurement Policy and the *Local Government Act 2009* and regulations.

While tendering and procurement processes are promoted openly, as part of its communication with existing commercial operators, Council may wish to consider including direct notification to this group of stakeholders.

If a commercial outsourcing model is used, it is suggested that the approval conditions for the selected site promote a strict adherence to the amenities defined for the selected camping option (supported by revisions to definitions in local law).

If a community group is successful during the tender process and a community partnership results, the site will remain as a non-commercial entity.

Partnership options for low-cost campgrounds include:-

Community Partnerships & Council Owned Campgrounds

Council working with community groups to manage Council owned campgrounds collecting a nominal fee. Outsourcing site governance and fee collection to community groups will reduce costs to Council and increase community ownership of the site, enabling re-investment of the fees directly into the community.

Campground Management Option: Not For Profit Community Partnerships

A site classified as a Council Campground can be managed by a community group collecting a nominal fee for cost recovery as determined through a tender process. These sites should offer, at minimum, the “basic” facilities defined as the agreed upon local minimum standard, as guided by the Toolkit.

Campground Management Option: Commercially Outsourced

A basic site classified as a Commercial Campground can charge a fee and be managed by an entity selected through a tender process. These sites should offer common amenities such as water and toilets as well as one emergency power outlet.

Commercial/Outsourced Campgrounds

All sites categorised as Commercial/Outsourced Campgrounds need to be put to market through a tender process.

Legal & Policy Framework

Amendments to the planning scheme and Local Laws have already gone a long way towards ensuring that Council's policy framework supports a competitive caravan and RV sector (commercial and non-commercial providers) which contributes towards a healthy Fraser Coast visitor economy. However there are a small number of areas where Council may wish to give consideration to additional amendments, in-keeping with responding to evolving market circumstances:-

Incentivising Provision of Low Cost sites for Self-Contains Caravans and RVs

As part of providing a balanced support regime for commercial and non commercial providers and incentivising site development that meets with market demand, provision of low cost camping options within existing commercial operations could be encouraged. A consideration for Council is incentivising this type of provision by offering a rebate to existing commercial providers prescribed fees and charges.

Providing for Appropriate Levels of Facility Provision in Low Cost Sites for Self-Contained Vehicles

Local Law 4 and amended Local Law 1 currently provide an effective regulatory basis for providing for new, and managing existing camp sites. Council has shown a commitment to providing for an appropriate balance of facilitating good quality caravan and camp site provision alongside a fair and equitable competitive environment. As demonstrated in the market review, a challenge is providing for self-contained RVs who do not wish to use commercial sites – by definition these visitors are travelling in self-contained vehicles and require safe and secure locations for short stays, with minimal levels of other amenities. Building on the content contained in Local Laws 1 and 4, an amendment to Subordinate Local Law 1 could be considered, in future rounds of local law amendment processes, which provides for establishment of sites with these lower levels of facility and amenity provision.

Related to the previous point, in order to protect the interests and viability of private commercial operators in the region, and to protect competitive neutrality, it is recommended that the agreed locally acceptable minimum levels of facility provision for low cost sites or those aimed at self-contained RV visitors are also complemented with a ceiling, or locally acceptable maximum facility provision. The aim in Council or a community partner providing these sites is to provide an appropriately located low cost/basic option that ensures that economic value from visitors who use non-commercial sites is captured.

Register of Camping Locations

It is recommended that the development of a Register of Camping Sites operated by Council be created and published on Council's and Fraser Coast Tourism & Event's websites.

Definitions

While the Fraser Coast Planning Scheme has been updated with tourism definitions which fully align with the Queensland Planning Regulation, the Government's Camping Options Toolkits recognises that there are also a series of industry and visitor recognised designations and descriptions for caravan and RV sites. Where appropriate, these definitions could be considered for inclusion in relevant Local Laws, during future rounds of local law amendment processes (see figure 21 for examples).

Figure 21: Hierarchy of Governance: Fraser Coast Region Camping Options Spectrum

 CAMPING OPTION	 LENGTH OF STAY	 FEATURES	 COST	 GOVERNANCE
FATIGUE MANAGEMENT	20 hours	<ul style="list-style-type: none"> • Signage 	Free	<ul style="list-style-type: none"> • Local Laws • State Legislation
BUSH CAMP	Define locally acceptable stay (to be defined by FCTE, FCRC)	<ul style="list-style-type: none"> • Signage • Water • Outside of residential areas 	Free	<ul style="list-style-type: none"> • Local Laws • Planning Scheme
NON-COMMERCIAL BASIC CAMPGROUND	Define locally acceptable stay (to be defined by FCTE, FCRC)	<ul style="list-style-type: none"> • Signage • Water • Bins 	Nominal Fee	<ul style="list-style-type: none"> • Local Laws • Planning Scheme
COMMERCIAL / OUTSOURCED BASIC CAMPGROUND	Define locally acceptable stay (to be defined by FCTE, FCRC)	<ul style="list-style-type: none"> • Signage • Water • Bins • Toilets • Emergency Power Point 	As Per the Operator, within a cost-recovery scope	<ul style="list-style-type: none"> • Local Laws • Planning Scheme • Expression of Interest • Annual Review
COMMERCIAL CARAVAN PARK	As Per the Operator	As Per the Operator	As Per the Operator	<ul style="list-style-type: none"> • Local Laws • Planning Scheme • State Legislation

Stakeholder Perspectives

Need for options:-

Providing options for different types of camping/ RV visitors was recognised as a contentious issue, however all stakeholder groups acknowledged the existence of many visitor segments with various preferences. Issues included:

- Concerns were raised that if a spectrum of camping options within the region was not provided, visitors would begin to bypass the region;
- Stakeholders are seeking clearer policies and decision-making process in regards to free or low costs sites, particularly in relation to competitive neutrality within the high-visitation areas of Hervey Bay and Maryborough. It was also acknowledged by all stakeholder groups that free or low-cost sites were important for outlying areas, but it was perhaps not appropriate to provide facilities in competition with commercial operators in high- visitation areas.

Members of the community, caravanning and related service industries, and Fraser Coast Regional Council participated in a stakeholder consultation program, the results of which have been instrumental in informing development of the Draft Strategy.

Full details of Stakeholder Perspectives are attached in the Appendices. Key issues raised are outlined below:-

Implications for the Strategy

Provision of low cost site provision in hinterland locations in particular, is essential if the economic benefits of tourism are to be captured.

Facilities and Signage:-

Commentary on the level and quality of facilities and signage was common across all stakeholder groups, albeit with differing perspectives:-

- A number of stakeholders considered that there was a lack of facilities at free sites for travellers which are not self-contained, while others raised the concept of the “slippery slope”; in terms of the point at which, facility provision begins to compete against commercial operators;
- Bins and toilets were considered to be a minimum for some stakeholders;
- Accessibility of facilities such as dump points was questioned. The dump point at Hervey Bay was considered to be in a position which would affect guest amenity, while the locking of the Maryborough dump point was considered inconvenient to travellers; and
- Signage was nominated across most stakeholder groups as an issue. As the Fraser Coast region is promoted as the RV capital of Australia, wayfinding signage and RV Friendly signage was considered to be insufficient.

Implications for the Strategy

Despite the desire to provide the best facilities possible, clarity is required in terms of the facilities required to service the RV market i.e. self-contained visitors. ‘Facility-creep’ has the potential to infringe on competitive neutrality principles.

Economic Opportunity:-

Free or low costs sites were largely considered to be a fantastic opportunity for outlying areas which do not experience the visitation levels of Hervey Bay and Maryborough.

Stakeholders considered that there is economic opportunity at every level; local residents could benefit from opening private lands to free or low cost campers (AirBnb of camping), while on a larger scale, seeking collaborative partnerships with RV residential developments was seen as an opportunity for marketing and promotion.

Others highlighted an opportunity which lies within the services in the Fraser Coast region which could be leveraged to create an RV education centre – one-stop-shop where caravan owners can be educated as well as seek mechanical upgrades.

Some stakeholders also acknowledged that a number of commercial parks do not have adequate space to accommodate large RV's. Similarly, some commercial parks have permanent tenants in place which act as deterrents to potential visitors.

Implications for the Strategy

Despite the strongly polarised views regarding free or low cost camping, there is recognition across all stakeholder groups that a spectrum of camping options is required to meet the needs of the market and secure economic benefits for the region.

Enforcement and Operational Aspects:-

Delivery of enforcement policies which are fair and consistent was considered to be a recurring issue across all stakeholder groups. The challenges were seen to be: application of a consistent approach to enforcement; communication of regulations to consumers; and development of policy which achieves an appropriate balance of consumer-friendliness and rigour in ensuring that regulations are adhered to.

Implications for the Strategy

A need to establish a revised set of enforcement guidelines and protocols.

Visitor Experience:-

All stakeholders are aware of the importance of providing high quality visitor experiences. This includes the location of some of the free and low cost sites, and related to policing. Stakeholders questioned the quality of some free or low cost sites - they believed that the purpose of these sites is to encourage visitor spend, which cannot be achieved if the sites are not within walking distance to shops. In relation to enforcement, there was also potential to negatively impact visitor experience at these sites through poor sanitation and poor behaviour of non-self-contained vehicle visitors.

Implications for the Strategy

Future policy and delivery should seek to deliver an appropriate balance of service provision for visitors, but not resulting in unnecessary facility creep/ cost burden for Council.

Competitive Neutrality:-

Stakeholder feedback across all stakeholder groups that Council should not be intervening in the market in a manner that undermines the viability of commercial operators. Provision of free/low cost sites, and enforcement action allows visitors to use the sites intended for fully self contained vehicles were considerations in this regard.

Implications for the Strategy

Competitive neutrality should be an underpinning principle for the Strategy.

Recommendations

The current Fraser Coast Camping Options Study is a comparatively recent document (2015), with many of its recommendations remaining entirely valid. Market circumstances have evolved to a degree, however the Queensland Government’s guidance to LGAs has remained consistent with 2015.

The following policy and operational recommendations are intended to seek a balance between various stakeholder issues while re- applying the advice outlined in the Queensland Camping Options Toolkit.

Figure15: Recommendations Summary

Recommendation	Scope
<p>Positioning and Marketing the Region as a Premier RV, Caravan and Camping Destination</p>	<p>Guided by a caravan and camping marketing action plan, develop and deliver a marketing program which raises awareness of the region’s caravan and camping options, and drives new businesses.</p> <p>Promote engagement and packaging opportunities for the region’s caravan and camping businesses, focusing on shoulder and off-season opportunities to drive new business.</p> <p>Review marketing platforms and collateral with the purpose of growing market awareness of the region’s camping options and positioning as a premier RV and camping destination, including;</p> <p>Investigating the potential to create a new engaging and accessible tourism industry-led RV website/portal;</p> <p>As a short term action, review Council’s caravan and camping website page with a view towards including all commercial and non-commercial camping options;</p> <p>As a short term action, investigate the feasibility of establishing a dedicated caravan and camping landing page on FCTE’s consumer website;</p> <p>Identify options to further integrate camping options where appropriate into itineraries and journeys as part of FCTE’s marketing program and the Discover Fraser Coast project;</p> <p>Continue to identify partnership opportunities such as those with Australia’s Nature Coast to promote touring options.</p> <p>Review signage at all camping locations as part of a strategic wayfinding plan.</p> <p>Maintain and build positive relationships with sector trade bodies via a proactive program of networking and engagement.</p> <p>Instigate a proactive PR and social media program to engage directly with caravan and RV user groups.</p> <p>Instigation of a program which build towards 100% participation on commercial and non commercial camp sites on Australian Tourism Data Warehouse (ATDW) – an essential step in building consumer awareness.</p> <p>Investigate the opportunity for cooperative campaigns with industry players such as Jayco, Jucy, Apollo, Britz Maui etc.</p>

Recommendation	Scope
Business Development which grows overall destination competitiveness	Instigate a region-wide RV and camping evaluation program designed to provide customer insight on facilities and experiences (commercial and non-commercial sites).
	Share benchmarking results from the evaluation program, and available new sector intelligence with businesses and industry partners to support business and experience development and investment.
	Prepare annual briefings for caravan and camping businesses to build awareness of up to date sector intelligence and product/experience information for all of the Fraser Coast region.
	Review communications with sector businesses to build awareness of experiences, products and events which will drive business opportunities.
	Investigate opportunities for the Region to host sector conferences and events, growing its reputation as a premier RV and camping destination.
Infrastructure Investment and Management which creates an RV and Caravan and Camping Friendly Environment	As a means of growing awareness of the region's towns and destinations in target markets, seek RV-friendly designations for towns where opportunities are available, accompanied by investment in new infrastructure where required.
	In consultation with local RV businesses, establish Maryborough as a RV education and maintenance hub – taking advantage of the strategic location on the Bruce Highway and the existing cluster of automotive maintenance, manufacturing and small tourism businesses.
	Investigate options to create designated long vehicle parking spaces throughout the region (including Hervey Bay Esplanade) with supporting signposting and website-based information.
	Review signage requirements at commercial and non commercial sites.
	Assess the priority for improved infrastructure at council managed sites in line with the policy framework contained in Subordinate Law No.1. and implement accordingly.
Establishing a transparent policy framework as the basis for decision-making	<p>Incentives for Commercial Operators to offer low cost camping options</p> <p>As part of providing a balanced support regime for commercial and non-commercial providers and incentivizing sites that meet with market demand, provision of low cost camping options within existing commercial operations should be encouraged. A consideration for Council is incentivizing this type of provision by offering a rebate to existing commercial providers on prescribed fees and charges.</p>
	<p>Providing for Appropriate Levels of Facility Provision in Low Cost Sites for Self-Contained Vehicles</p> <p>In the drafting and making amendments to its local laws, Council has shown a commitment to providing for an appropriate balance of facilitating good quality caravan and camp site provision alongside a fair and equitable competitive environment. As demonstrated in the market review, a challenge is providing for self-contained RVs who do not wish to use commercial sites – by definition these visitors are travelling in self-contained vehicles and require safe and secure locations for short stays, with minimal levels of other amenities. Building on the content contained in Local Laws 1 and 4, an amendment to Subordinate Local Law 1 could be undertaken as part of future local law amendment processes, which provides additional clarity for sites with these lower levels of facility and amenity provision. With regard to ensuring a balance between good quality site provision and ensuring competitive neutrality, consider adding a clause to the Local Law which provides for a maximum level of facility provision as well as specifying a minimum for these categories of sites.</p>

Recommendation	Scope
<p>Establishing a transparent policy framework as the basis for decision-making (Contd)</p>	<p>Register of Camping Locations Development of a Register of Camping Sites operated by Council to be published on Council's and Fraser Coast Tourism & Events websites.</p>
	<p>Definitions While the Fraser Coast Planning Scheme has been updated with tourism definitions which fully align with the Queensland Planning Regulation, the Government's Camping Options Toolkits recognises that there are also a series of industry and visitor recognised designations and descriptions for caravan and RV sites. Where appropriate, these definitions should be reflected as appropriate in relevant Local Laws within the context of formal planning development definitions, as part of future local law amendments.</p>
	<p>Site Designations Implement a formal review of site designations for FCRC managed camping and RV sites, in line with Queensland Government best practice guidance.</p>
<p>Effective Site Management and Development as a driver of Stakeholder and Customer Satisfaction</p>	<p>Low Cost Site Provision This report finds that as a whole, the current number of low and no cost sites is appropriate for the short to medium term (2022). With specific regard to the Hervey Bay VIC location, this site has been identified as not being fit for purpose, with a new and more appropriate site being necessary. Needs Assessments should be taken annually to review the performance and demand for non-commercial sites within the Fraser Coast Region. Formal site needs analysis should be conducted when considering any new site, or reviewing existing site provision (template attached in Appendices).</p>
	<p>Embedding Cost Recovery Principles Fraser Coast Regional Council should explore options to embed cost recovery principles into low cost and commercial sites where feasible, reflecting this framework in Council Local Laws as appropriate.</p>
	<p>Enforcement Practice and Protocols Review processes and protocols to guide consistent application of enforcement actions, balancing the need for a customer-friendly approach with appropriate enforcement action.</p>
	<p>Dump Points If required, new dump points should not be installed away from existing pump-out locations, and should always be connected to the sewer to offset ongoing maintenance costs. Outside of sewer areas, there is a presumption against dump point provision unless a suitable bespoke solution can be established.</p>
	<p>Site Plans Site Plans for Council Managed sites (new and existing) should be developed and publicised to allow consistency in non-commercial free/low-cost sites across the local government area.</p>
	<p>Emergency Management Plans Emergency Management Plans for Council Managed sites should be developed and implemented for free and low cost site as required.</p>
	<p>Tendering Documentation Council's tendering processes should be undertaken in accordance with its Procurement Policy and the <i>Local Government Act 2009</i> and Regulations.</p>
	<p>"Leave No Trace" Policy A "Leave No Trace" Policy should be designed to support environmental stewardship and align with codes of conduct promoted by the CMCA.</p>

Recommendation	Scope
Effective Site Management and Development as a driver of Stakeholder and Customer Satisfaction (Contd)	<p>Site Operating Hours Conduct a review of site operating hours for Council-managed sites on an annual basis, in line with customer feedback and community input.</p>
	<p>Site Fees Conduct a review of site fees for Council-managed sites on an annual basis, in line with customer feedback and commercial site fees and charges.</p>
	<p>Design and Management Guide To ensure consistency in the design and management of campgrounds. It is recommended that Council prepare a guide which includes case studies/ examples to assist proponents, and Council's Planning department, in better assessing proposed sites, designing Council managed sites and managing contracts with third party providers.</p>
	<p>Monitoring of Council's Management and Enforcement. Successfully growing the number of caravan, camping and RV visitors by definition will generate a growing management workload for council officers. Monitoring of workload should be established as part of the performance monitoring/KPI framework for the strategy.</p>
Building awareness of the benefits of the RV and Caravan and Camping sectors	<p>Proactively disseminate information on the value of the sector on an annual basis, including number of businesses, value of visitor expenditure, supply chain businesses, as a means of growing awareness and understanding of the sector's value.</p>

Site Definitions, Categorisation & Infrastructure Recommendations

Figure 16: Suggested designation and infrastructure requirement for Council owned/managed sites

SITE	PROPOSED DESIGNATION	INFRASTRUCTURE NEEDED	EXISTING AND NEARBY FACILITIES/COMMUNITY BENEFIT
Teebar Sports Ground	Basic non-commercial camping	Signage required leading to and at the site.	Toilets, showers, unformed parking.
Lake Lenthall	Basic non-commercial camping	No additional infrastructure required.	Bins, toilets, cold showers, BBQ's
Rosendale Park	Bush camping	Additional signage leading to the site should be considered. No additional infrastructure required.	Shelters, unformed parking, wet area licence in place, generators permitted, camp fires permitted.
Petrie Park	Basic non-commercial camping	Additional signage leading to the site should be considered. No additional infrastructure required.	Shelters, toilets, unformed parking, wet area licence in place, generators permitted, camp fires permitted.
Tiaro Memorial Park	Basic non-commercial camping	Additional signage on the Bruce Highway both north and south bound should be considered. Install bollards, monitor site and review designation if use increases.	Bins, toilets, showers, BBQ's shelters, unformed parking, wet area licence in place, generators permitted. Situated in the town of Tiaro – providing walking access to numerous local businesses including cafés, butchers, grocery stores, pub and bottle store, etc.
Hervey Bay Visitor Information Centre	Stop and shop	Bollards to manage capacity, restrict non-RV/self-contained vehicle access	Dump point. Hervey Bay Information Centre open 7 days, featuring free W-Fi, free coffee/tea station and toilets.
Alan & June Brown Car Park	Stop and shop	Bollards to manage capacity, restrict non-RV/self-contained vehicle access	Close access to the Maryborough Visitor Information Centre, close proximity to toilets and numerous shops and local businesses within the Maryborough CBD.

SITE	PROPOSED DESIGNATION	INFRASTRUCTURE NEEDED	EXISTING AND NEARBY FACILITIES/COMMUNITY BENEFIT
Burrum District Community Centre	Stop and shop	Bollards to manage capacity, restrict non-RV/self-contained vehicle access	Leash free dog walking area, close proximity to toilets and numerous shops and local businesses such as cafés, grocery stores and pub/restaurants.
Maryborough Showgrounds and Equestrian Park	Commercial	Additional signage on the Bruce Highway both north and south bound should be considered. Additional signage required at site.	Toilets and showers, picnic areas, shelters, power, water access, 2 x dump points. 5km drive to the Maryborough CBD.
Pialba Caravan Park	Commercial	No additional infrastructure required	Dump point, Free BBQ's, toilets and showers, camp kitchens, laundry facilities, boat ramp nearby, picnic areas, tour desk, disabled facilities, TV Room, Wi- fi. Cafés, restaurants and the Wetside Water Park all within a short walking distance to the park.
Torquay Caravan Park	Commercial	No additional infrastructure required	Dump point, Free BBQ's, toilets and showers, camp kitchen, laundry facilities, boat ramp nearby, picnic areas, tour desk, disabled facilities, Wi-fi. Significant number of cafés, restaurants and other local businesses within a short walking distance.
Scarness Beachfront Tourist Park	Commercial	No additional infrastructure required	Dump point, Free BBQ's, toilets and showers, camp kitchens, laundry facilities, boat ramp nearby, picnic areas, tour desk, disabled facilities, TV Room, Wi- fi. Significant number of cafés, restaurants and other local businesses within a short walking distance.
Burrum Heads Caravan Park	Commercial	No additional infrastructure required	Dump point, Free BBQ's, toilets and showers, camp kitchen, laundry facilities, boat ramp nearby, picnic areas, tour desk, disabled facilities. A number of nearby shops and local businesses including cafés and restaurants.





Fraser Coast Regional Council
Recreational Vehicle Strategy
Appendices



March 2019

Contents

Action Plans.....	3
Stakeholder Perspectives.....	12
Market Review.....	16
Site Audit.....	20
Best Practice Basis for Site Management.....	28
Managed Overflow Policy.....	31
Fraser Coast RV Strategy 2015, Recommendations Review.....	33
Site Assessment Template.....	34
Case Study Best Practice Examples.....	35

Action Plan – Marketing & Communication

Effective promotion of Fraser Coast Regional Council's Camping Options is critical to the success in attracting and retaining RV visitors to the region. The provision of complete and accurate site information will help visitors plan their journey.

Figure 1: Action Plan for Marketing & Communication Recommendations

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
Guided by a caravan and camping marketing action plan, develop and deliver a marketing program which raises awareness of the region's caravan and camping options, and drives new businesses.	FCRC, FCTE	2019
Promote engagement and packaging opportunities for the region's caravan and camping businesses, focusing on shoulder and off-season opportunities to drive new business.	FCRC, FCTE	Ongoing
Review marketing platforms and collateral with the purpose of growing market awareness of the region's camping options and positioning as a premier RV and camping destination, including; <ul style="list-style-type: none"> • Creation of a new engaging and accessible tourism industry- led RV website/portal • In the short term, review Council's caravan and camping website page with a view towards including all commercial and non-commercial camping options • Identify options to further integrate camping options where appropriate into itineraries and journeys as part of FCTE's marketing program • Continue to identify partnership opportunities such as those with Australia's Nature Coast to promote touring options. 	FCTE, FCRC	2019
Review signage at all camping locations as part of a strategic wayfinding plan.	FCRC	2019
Maintain and build positive relationships with sector trade bodies via a proactive program of networking and engagement.	FCRC, FCTE	Ongoing
Instigate a proactive PR and social media program to engage directly with caravan and RV user groups.	FCRC, FCTE	Ongoing
Instigation of a program which build towards 100% participation on commercial and non-commercial camp sites on Australian Tourism Data Warehouse (ATDW) – an essential step in building consumer awareness.	FCRC, FCTE	Ongoing
Investigate the opportunity for cooperative campaigns with industry players such as Jayco, Jucy, Apollo, Britz Maui etc.	FCRC, FCTE	Ongoing

Action Plan – Business Development which Grows overall Destination Competitiveness

Tourism is a fast-moving sector of the economy, where market expectations and customers' adoption of new technologies require businesses and public sector stakeholder to evolve quickly. If Fraser Coast is to establish itself as premier RV and caravan/camping destination it, businesses and partners need to be aware of, and respond to changes in visitor demand.

Figure 2: Action Plan for Business Development Recommendations

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
Instigate a region-wide RV and camping evaluation program designed to provide customer insight on facilities and experiences (commercial and non-commercial sites).	FCRC, FCTE	2019, and then Ongoing
Share benchmarking results from the evaluation program, and available new sector intelligence with businesses and industry partners to support business and experience development and investment.	FCRC, FCTE	Ongoing
Prepare annual briefings for caravan and camping businesses to build awareness of up to date sector intelligence and product/experience information for all of the Fraser Coast region.	FCRC, FCTE	Ongoing
Review communications with sector businesses to build awareness of experiences, products and events which will drive business opportunities.	FCRC, FCTE	Ongoing
Investigate opportunities for the region to host sector conferences and events, growing its reputation as a premier RV and camping destination.	FCRC, FCTE	Ongoing

Action Plan - Infrastructure Investment and Management which creates an RV and Caravan and Camping Friendly Environment

Responding directly to visitor demand and market expectations, targeted investment in new infrastructure can play an important role in building the appeal of Fraser Coast as a premier RV and caravan/camping destination.

With regard to low cost or free sites, consideration needs to be given to a range of factors regarding infrastructure investment, including:-

- Meeting market and customer demand and expectations
- The opportunity to recover Council's investment costs
- Competitive neutrality – not investing to a level that results in competition with commercial providers

Figure 3: Action Plan for Infrastructure and Investment Recommendations

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
As a means of growing awareness of the region's towns and destinations in target markets, seek RV-friendly designations for towns where opportunities are available, accompanied by investment in new infrastructure where required.	FCRC	Ongoing
In consultation with local RV businesses, establish Maryborough as a RV education and maintenance hub – taking advantage of the strategic location on the Bruce Highway and the existing cluster of automotive maintenance, manufacturing and small tourism businesses.	FCRC, local businesses	2019
Investigate options to create designated long vehicle parking spaces throughout the region (including Hervey Bay Esplanade) with supporting signposting and website-based information.	FCRC	Ongoing
Review signage requirements at commercial and non commercial sites.	FCRC	2019

Action Plan – Establishing a Transparent Policy Framework

Consistent application of policy is key to providing a clear approach to RV site management across the Fraser Coast. Council is already adopting a best practice approach in many areas of RV/camping policy and practice. As such, recommendations focus on tightening up policy, practice and communication with stakeholders in a number of areas.

1. Providing Site Definitions and Categorisation

It is recommended that Council adhere to suggestions within the Camping Options Toolkit regarding site categorisation and associated levels of amenity provision. Providing guidance on a minimum level of facility provision for each designation should also be considered.

In order to address the concerns of stakeholders and to safeguard competitive neutrality in the event of outsourced management, it is recommended that the locally acceptable minimum standards of facility provision is accompanied by a ceiling which outlines the maximum level of facility provision for each site categorisation. This should be below the level of facility provision of facilities offered by commercial operators.

2. Incentivising Commercial Operators to Offer Low Cost Camping Options

As part of providing a balanced support regime for commercial and non commercial providers and incentivising sites that meets with market demand, encouragement of low cost camping options within existing commercial operations should be encouraged. A consideration for Council is incentivising this type of provision by offering a rebate to existing commercial providers on local laws and infrastructure fees and charges

3. Formalising the Management Approach in Local Laws

It is recommended that Council formalise these definitions and requirements within the planning scheme and Local Laws, where appropriate. This will ensure transparency in decision making and provide clarity in amenity provision, while protecting commercial operators.

4. A Presumption Towards Low Cost Provision

It recommended that Council distinguishes between “free” and “low cost” site provision within relevant policy, aligning with site designation and amenity provision. The principle of embedding cost recovery should be adopted as a pillar of Council’s approach to site and park management. Cost-recovery processes for sites with limited amenity should strike a balance between remaining affordable/ providing good value for visitors, and assisting Council in recouping its investment in site provision and operations.

5. Consistent Application of Fair and Reasonable Enforcement Mechanisms

It is recommended that enforcement processes are established which achieve a fair and equitable balance between being customer-friendly and ensuring sites are used appropriately.

There are number of camping options outlined in the Queensland camping options toolkit which are not adequately defined in Fraser Coast Regional Council’s legal and policy framework at present:-

Rest Areas / Fatigue Management Sites

Rest Areas are sites designed for fatigue management and should follow the best practice guidelines provided by the State with minimal facilities for travellers to take a break from the road to get some rest. These sites are located adjacent to a main road and should have a maximum stay of 20 hours. Signage at the site identifying the location as a rest stop is the only necessary feature for this category.

Bush Camps

A site classified as a Bush Camp is generally located in a rural area away from any main travel routes. They have minimal features and serve to provide a safe place to enjoy a wilderness setting. These sites should be a minimum distance of 15km from the nearest Caravan Park. Bush Camps are free of charge and should provide access to water. Water can be either potable or simple rain water, so long as it is appropriately signed.

Bush Camp sites are intended for longer stays, depending on the needs of the user. Each site should be clearly signed the locally acceptable time limit.

Basic Campgrounds

A campground is a site designed to provide a ‘National Park’ style camping experience with basic facilities for travellers seeking an overnight stay (up to the locally acceptable maximum). They offer more facilities than a Bush Camp and can be located closer to commercial caravan parks (where need has been established), but offer fewer facilities than a commercial caravan park. Fees can be charged and sites can be managed by Council or a third party on behalf of Council.

Campground Management Option: Not For Profit Community Partnerships

A site classified as a Council Campground can operate either free of charge or be managed by a community group collecting a nominal fee for cost recovery as determined through a tender process. These sites should offer, at minimum, the “basic” facilities defined as the agreed upon local minimum standard, as guided by the Planner’s Guide to Caravanning, Camping and RVs.

Campground Management Option: Commercially Outsourced

A basic site classified as a Commercial Campground can charge a fee and are managed by an entity selected through a tender process. These sites should offer common amenities such as water and toilets as well as one emergency power outlet.

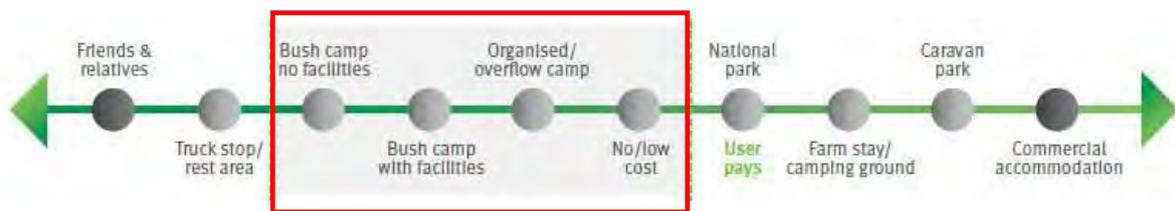


Figure 4: Spectrum of Camping Options

Figure 5: Action Plan for Governance & Management Recommendations

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
<p>Incentivising Commercial Operators to Offer Low Cost Camping Options</p> <p>As part of providing a balanced support regime for commercial and non commercial providers and incentivising sites that meets with market demand, encouragement of low cost camping options within existing commercial operations should be encouraged. A consideration for Council is incentivising this type of provision by offering a rebate to existing commercial providers on local laws and infrastructure fees and charges.</p>	<p>FCRC</p>	<p>December 2019</p>
<p>Register of Camping Sites</p> <p>Development of a Register of Camping Sites operated by Council should be published on Council's and Fraser Coast Tourism & Events Websites.</p>	<p>FCRC, FCTE</p>	<p>December 2019</p>

Action Plan - Effective Site Management and Development as a driver of Stakeholder and Customer Satisfaction

In regard to management of sites across Fraser Coast Region should also consider the following management options:-

Figure 6: Action Plan for Site Management

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
<p>Providing for Appropriate Levels of Facility Provision in Low Cost Sites for Self-Contained Vehicles</p> <p>In the drafting and making amendments to its local laws, Council has shown a commitment to providing for an appropriate balance of facilitating good quality caravan and camp site provision alongside a fair and equitable competitive environment. As demonstrated in the market review, a challenge is providing for self-contained RVs who do not wish to use commercial sites – by definition these visitors are travelling in self-contained vehicles and require safe and secure locations for short stays, with minimal levels of other amenities. Building on the content contained in Local Laws 1 and 4, an amendment to Subordinate Local Law 1, could be considered, which provides additional clarity for sites with these lower levels of facility and amenity provision. With regard to ensuring a balance between good quality site provision and ensuring competitive neutrality, consider adding a clause to the Local Law which provides for a maximum level of facility provision as well as specifying a minimum for these category of sites</p>	FCRC	Incorporate into Local Law Review – timing to be confirmed
<p>Definitions</p> <p>While the Fraser Coast Planning Scheme has been updated with tourism definitions which fully align with the Queensland Planning Regulation, the Government’s Camping Options Toolkits recognises that that there are also a series of industry and visitor recognised designations and descriptions for caravan and RV sites. Where appropriate, these definitions should be reflected as appropriate in relevant Local Laws (see figure 21 for examples), within the context of formal planning development definitions.</p>	FCRC	Incorporate into Local Law Review – timing to be confirmed
<p>Site Designations</p> <p>Implement a formal review of site designations for FCRC managed camping and RV sites, in line with Queensland Government best practice guidance.</p>	FCRC	December 2019

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
<p>Assessment of Need for New Low Cost Sites Assessment of Need for New Low Cost Sites: Will be undertaken utilising the Template Form for Site Assessment as included in Appendix F.</p>	FCRC	December 2019
<p>Enforcement Practice and Protocols Establish a new set of policy, processes and protocols to guide consistent application of enforcement actions, balancing the need for a customer-friendly approach with appropriate enforcement action.</p>	FCRC	December 2019
<p>Dump Points If required, new dump points should not be installed away from existing pump-out locations, and should always be connected to the sewer to offset ongoing maintenance costs. Outside of sewered areas, there is a presumption against dump point provision unless a suitable bespoke solution can be established.</p>	FCRC	Ongoing
<p>Site Plans Site Plans for Council Managed sites (new and existing) should be developed and publicised to allow consistency in non-commercial/ free/low-cost sites across the local government area.</p>	FCRC	Ongoing
<p>Emergency Management Plans Emergency Management Plans for Council managed sites should be developed and implemented for free and low cost site as required.</p>	FCRC	Ongoing
<p>Needs Assessments Needs Assessments should be taken annually to review the performance and demand for non-commercial sites within the Fraser Coast Region. Formal site needs analyses should be conducted when considering any new site, or reviewing existing site provision.</p>	FCRC	Ongoing
<p>Tendering Documentation Council's tendering and procurement processes for outsourcing management of sites should be in accordance with the Local Government Act 2009 and regulations.</p>	FCRC	Ongoing
<p>"Leave No Trace" Policy A "Leave No Trace" Policy should be designed to support environmental stewardship and align with codes of conduct promoted by the CMCA.</p>	FCRC	Ongoing
<p>Site Operating Hours Conduct a review of site operating hours for Council-managed sites on an annual basis, in line with customer feedback and community input.</p>	FCRC	Ongoing
<p>Site Fees Conduct a review of site fees for Council-managed sites on an annual basis, in line with customer feedback and commercial site fees and charges.</p>	FCRC	Ongoing

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
<p>Low Cost Site Provision</p> <p>Needs Assessments should be taken annually to review the performance and demand for non-commercial sites within the Fraser Coast Region. Formal site needs analyses should be conducted when considering any new site, or reviewing existing site provision (appendix E).</p>	FCRC	Ongoing
<p>Embedding Cost Recovery Principles</p> <p>Fraser Coast Regional Council to explore options to embed cost recovery principles into low cost and commercial sites where feasible.</p>	FCRC	Ongoing
<p>Design and Management Guide</p> <p>To ensure consistency in the design and management of campgrounds. It is recommended that Council prepare a guide which includes case studies/ examples to assist proponents, and Council's Planning department, in better assessing proposed sites, designing Council managed sites and managing contracts with third party providers.</p>	FCRC	2019
<p>Monitoring Council's Management and Enforcement Program</p> <p>Successfully growing the number of caravan, camping and RV visitors by definition will generate a growing management workload for council officers. Monitoring of workload should be established as part of the performance monitoring/KPI framework for the strategy.</p>	FCRC	2019

Action Plan - Building awareness of the benefits of the RV and Caravan and Camping sectors

An important element in ensuring satisfied industry, community and public sector stakeholders is a clear understand of the benefits of the RV and caravan/camping sectors to the local economy.

Figure 7: Action Plan for Awareness Building

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
Share results of the site evaluation program with stakeholder groups	FCRC	Ongoing
Proactively disseminate information on the value of the sector on an annual basis, including number of businesses, value of visitor expenditure, supply chain businesses, as a means of growing awareness and understanding of the sector's value.	FCRC	Ongoing

Stakeholder Group Perspectives

Workshop 1: Community Groups

Overall, the attendees to this workshop demonstrated strong support for either free or low-cost RV sites. They understand the economic benefits that these sites are able to generate and also provided verbal and written evidence of strong levels of visitor expenditure from sites within Maryborough, specifically the Allan and June Brown Carpark and the Doon Villa RV site.

Some of the key issues/topics raised and discussed included the following:

Facilities/Signage:

- Lack of facilities (particularly toilets) at free sites to cater for travellers/vehicles that are not fully self-contained. A lack of facilities at key locations, particularly the Hervey Bay VIC is resulting in large amounts of rubbish and waste found in close proximity to buildings which is having a detrimental impact on the overall visitor experience;
- Signage throughout the region promoting the destination as an RV friendly region is lacking and needs to be addressed. This was raised in relation to the branding of the region as the RV capital of Australia – if this is the aim, wayfinding signage should be easier to find and more informative.
- Hervey Bay RV site has a dump point which is located right next to where RVs are expected to park – this is not appealing. This was raised as a recurring issue.

Economic Opportunity:

- Free/low cost RV sites provide a fantastic opportunity for outlying Fraser Coast communities that do not experience the visitation levels of Hervey Bay and Maryborough. Sites in these destinations should be explored to encourage visitor spend in these communities;
- Would Council consider a policy whereby local residents (particularly in smaller towns) can accommodate for self-contained RV's on private property? May be a way for residents to generate additional income;
- Any policies introduced need to consider local community needs and the region's economic development plan;
- Why aren't we working with local RV residential developments such as Latitude 25 and the Maryborough RV park to promote the destination as the RV capital of Australia? These developments are investing a combined \$300 million into the Fraser Coast;
- We could create a hub for maintenance, repairs etc;
- Could Glenwood be considered as a site? Conveniently placed on the Bruce Highway at the most southern tip of the Fraser Coast;
- What is Council planning with the sportsgrounds that are due to be vacated when the sport precinct is up and running? Could these be used as RV sites?
- Bauple was raised as a town which previously benefited from low cost RV tourism – and which has experienced economic decline since the closure of the site.

Need for range of options:

- Some commercial parks do not have adequate space to accommodate for large RV's. Similarly, some commercial parks have permanent tenants in place which can act as a deterrent to potential visitors;
- Community groups understand that commercial park operators are not in favour of 'free' sites – however it needs to be communicated to them that there are a number of market segments within the RV, caravanning and camping segment – i.e. there are a large portion of travellers (particularly younger families) that prefer the security and facilities provided by commercial parks, as opposed to free sites;
- Is there a scope for a policy to be introduced by Council around how decisions (such as free vs low cost) are made? Seems like in the past decisions have been made purely based on listening to the vocal minority;
- Should Hervey Bay focus purely on commercial caravan and RV options, and not offer free sites? Free/low cost options may be better suited to smaller FraserCoast communities;
- Towns or council should investigate RV Friendly status

Policing and Operational Aspects:

- Policing/compliance is a key issue. Either policing is not existent which can lead to cleanliness issues (impacting the visitor experience), or policing and signage is too harsh and not welcoming (impacting the visitor experience). Need to find a positive balance;
- If 'free' is changed to 'low cost', what policy or processes can be introduced to control/ensure the collection of revenue? Can there be a policy introduced to allow for volunteers/caretakers to reside on site?
- Why don't we use an online method to allow guests to Council free sites to obtain permits (permits are required from either the Maryborough or Hervey Bay VIC for those staying in either the Allan and June Brown Carpark or Hervey Bay VIC site)?

Visitor Experience:

- A consistency of the 'experience' provided at Council sites is very important (currently lacking) – Council needs to create 'places'
- Free sites need to be within walking distance to either shops/facilities or public transport. This is not the case for the Hervey Bay VIC site.

WORKSHOP 2: COMMERCIAL PARK OPERATORS

This group was opposed to any free sites being offered throughout the Fraser Coast. They were however not opposed to Council providing 'low cost' options within the region – particularly in outlying areas as they understand the economic benefit these sites can provide to small towns and their businesses. They are however opposed to Council low cost sites being made available in both Hervey Bay and Maryborough.

Competitive Neutrality:

It needs to be a level playing field. Commercial parks feel that they just can't compete with Council owned free/low cost sites as fees, charges and rates do not impact these council sites;

- Why should Council be intervening in a commercial market?
- If Council persists in intervening, the fees and related costs of doing business incurred by commercial operators need to be fair;
- Sites should NOT be free. Operators are content for even a nominal fee (\$10?) to be charged;
- Customer feedback is overwhelmingly positive for the majority of commercial parks – why are Council intervening in the marketplace?
- The example of Gympie was quoted – the region had 7 commercial park operators. Council introduced free sites and now there is only one commercial park left.

Visitor Experience:

Then importance of consistency, and maintaining a positive experience at sites was again raised. Some free sites actually give guests negative experiences.

The need for a range of options:

Reinforced the fact that there are many segments within the overall RV/caravanning/camping segment – felt that the 35 – 55 year age group was the biggest segment. Suggested that regardless of what Council decides policy wise, they must not alienate certain segments.

Facilities/Signage:

There needs to be more facilities provided for guests who choose to stay at free/low cost sites. At the very least bins and toilets should be provided.

Policing and Operational Aspects:

Policing again is a major issue at free sites – Hervey Bay VIC is a prime example. Meant for fully self-contained vehicles but it attracts a significant number of vehicles that do not have any facilities on board.

Free camp at Maryborough is being used by non-self-contained vehicles who have access to facilities for \$10/night instead of using commercial parks for the same facilities – this it not being policed, and is undercutting local operators.

Marketing and Promotion:

Seems to be a lack of marketing and promotion on the caravanning/RV/camping credentials of the Fraser Coast. This segment provides a great opportunity to smaller townships and the wider Great Sandy Strait.

Can we investigate the opportunity of cooperative campaigns with players such as Jayco, Jucy, Apollo, Britz Maui?

WORKSHOP 3: INDUSTRY SUPPLIERS

Very small group who suggested that their main issue was the lack of policing and compliance at key sites, particularly the Hervey Bay VIC. One of these businesses is located next door to the Hervey Bay VIC.

Key issues/topics raised and discussed included the following:

Marketing/Promotion:

There is a fantastic opportunity for the region to position itself as the RV capital of Australia, not just from a stay perspective, but also from a maintenance, equipment and education perspective.

There seems to be a lack of promotional opportunities for services/suppliers for these segments. Can Council/FCTE work on something to rectify this?

Economic Opportunity:

- The Fraser Coast, particularly Hervey Bay has a significant number of services for this segment which are affordable in comparison to other towns/cities. Anecdotal evidence of customer travelling to Hervey Bay from Mt Isa and Brisbane specifically to get modifications/installs made to RV's, caravans etc;
- Opportunity to create an RV education centre, a one stop shop where caravan owners can have their vehicles assessed, modified if needed and they can also be taught to tow and reverse caravans correctly (A significant number of accidents happen due to inexperienced drivers or incorrect tow loads);
- Maryborough is perfectly positioned for a centre of this nature – on the Bruce Highway and half way between Brisbane and Rockhampton;
- How do we leverage the investment being made by developments such as Latitude 25 and the Maryborough RV Park?

The need for a range of options:

If the region does not offer some free sites we will be bypassed by bigger RVs.

Policing/Operational Aspects:

Policing remains a key issue at free/low cost sites. There is also a lack of facilities at these sites. Hervey Bay VIC site has no toilets or shade.

WORKSHOP 4: COUNCILLORS

Key issues/topics raised and discussed included the following:

Economic Opportunity:

- The Doon Villa model (Council works with the Doon Villa Football club to offer low cost RV sites) works well. There is perhaps an opportunity for Council to partner with no for profit organisations such as sporting clubs so they can reinvest into subsidising community costs such as sport club registration fees;
- Can residents offer private land to RV travellers that assist in generating additional income?
- It's a shame that the Stop and Shop initiative was ceased as it provided real data;
- We need to encourage visitors to stay longer and relocate to the region as residents;
- We need to leverage the investment being made by large players in this segment such as Latitude 25 and the Maryborough RV Park;

Visitor Experience:

We need to offer value to free/low cost sites by introducing experiences to these sites;

The Need for a Range of Options:

A large portion of the market prefer 'off the beaten track' overnight stay options. They don't want to stay in commercial parks (particularly those with permanent tenants) and this segment needs to be accommodated;

Facilities/Signage:

Why are the dump points at the Hervey Bay VIC locked?

Being Sensitive to Local Needs:

Some outlying communities might not want RV sites (such as Munna Creek). Further consultation would be necessary before installing any sites in outlying communities;

Other:

The Draft strategy should go to industry for further feedback before it is finalised.

WORKSHOP 5: COUNCIL AND FRASER COAST TOURISM AND EVENTS STAFF

Key issues/topics raised and discussed included the following:

Enforcement/Operational Aspects:

60 day no return period at low cost sites such as Doon Villa is an issue. Why can't they return sooner if they want to?

Caretakers and volunteers to manage free or low-cost sites – is there scope for this type of model?

There needs to be more governance and a better policing/compliance system in place for free/low cost sites;

Doon Villa is already making a lot of requests to council to change permit conditions – asking for caretakers, extended stays etc. These expectations also need to be managed.

Economic Opportunity:

Can private land be offered to RV/caravan travellers? It could be the Air BnB of RVs! Low cost is maybe a better option than free?

Facilities/Signage:

The Hervey Bay VIC dump point needed to be locked because people were placing objects such as shoes in the system;

Big RVs have a big impact on facilities and assets, including roads;

The Maryborough showgrounds do offer some facilities/services in terms of tyre and vehicle assessments, lessons etc. Could be built on and communicated better;

Expectations need to be managed in terms of facilities. Facilities added to free sites now will likely result in increased demands further down the track, costing Council (and the rate payers) money;

Data Collection:

What portion of RVs/caravans are fully self-contained? Is there a way to find this out?

What model can we look at to assist in collecting raw data? If we didn't offer free sites and offered low cost instead, would a large portion of RV travellers really bypass the region?

MARKET REVIEW

Characteristics of Fraser Coast's Overall Visitor Market



The largest proportion of visitors are the 55+ age group (35%), followed by the 25-29 age group (12%)



Estimated spend per night: \$118 (domestic visitors)



52% of visitors are Visiting Friends and Family



33% of visitors are travelling as an adult couple



Camping and caravan visitors are exclusively on Holiday



Approximately 200,000 camping visitors annually

Changing Demographics Among RV and Caravanning Markets

Baby Boomers

Queensland is experiencing a generational shift in its visitors (see Figure 10). The Baby Boomers (born 1946-1964) are taking up the place of the War Babies (1924-1945) as the predominant touring market.

Emerging are the Generation X family market (1965-1984) and the Millennials (1985-2004) in the youth market.

The market that have travelled north in the winter since the early 1990’s is changing. The Baby Boomers have become the predominate market ‘touring’ in Queensland and they have a different travel pattern. Taking shorter more frequent trips, these Baby Boomers or ‘light grey’ nomads are using a greater mix of accommodation types on each trip. Different to the traditional ‘grey nomads’ (‘War Babies’), these light grey nomads have previous experience in international travel and tend to be more financially fit than their predecessors. They are seeking adventure and are more about visiting than staying a long time in one place. The ABS predicts that by 2050 the number of Australians aged 55 years and over will more than double. Moreover, there will be a proportionate increase in demand for tourism product. This presents a tremendous opportunity for Queensland.

Families

Research by KPMG indicates that while the 55+ segment will continue to grow, for commercial camping providers the key market will be families.

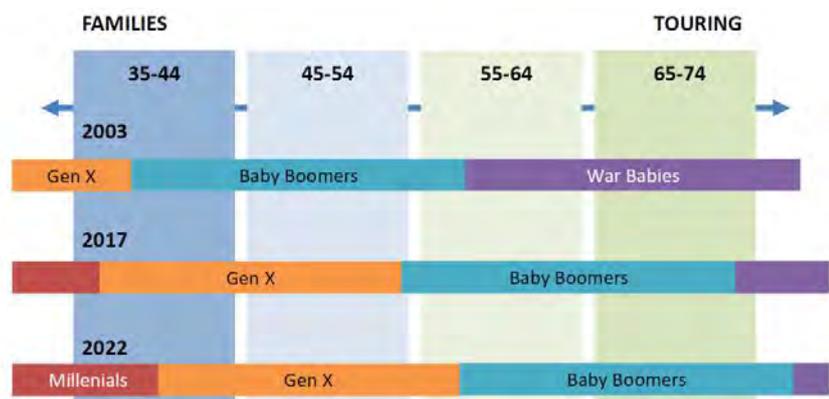
The Generation X (1965 – 1984)

Gen x families are fastest growing segment, and this segment is predicted to grow by 46% from 2012 to 2050. Less experienced in ‘family camping’ than the previous generation they are increasingly using camper trailers and looking for cost-effective accommodation options as well as some creature comforts.

Youth Market

According to Tourism Australia, the youth segment is made up of people aged 18–30 years, now referred to as ‘Millennials’. Born in the era of the home computer (1985 – 2004) they are fast emerging as the largest travel segment globally. Looking for authentic experiences, Millennials are exploring the mix of Queensland’s landscapes including islands and beaches, while enjoying the laidback lifestyle and nature-based adventures. In addition to our domestic Millennials, Australia attracts global Millennials. In 2017, about 840,700 international travellers aged 15–29 years visited Queensland, making it the third most popular Australian destination for this group after New South Wales and Victoria.

Figure 10: Generational change in camping visitors (EarthCheck Consulting, 2017)



The RV market has been experiencing strong growth. According to the Caravan Industry Association of Australia (www.caravanindustry.com.au):-

- **85%** of the Australian population has **had a caravanning or camping experience** at least once in their lifetime and **88%** of campers say it something that **every child should experience**;
- **73%** of people purchasing caravans and motorhomes cited the **desire to see more of Australia** as sparking their original interest in caravanning and camping;
- There were **647,319** caravans and motorhomes registered in 2017(a **16% increase** from 2014), 26% of which were in QLD, 23% in NSW and 25% in Victoria
- There were **22,381 units manufactured in Australia** in 2014 (a **5% increase** on 2014 production);
- Over **70%** of the RVs purchased in Australia were **made in Australia**. The wholesale value of Australian manufactured RVs is **\$940 million** annually;
- **Caravans (or towable products) make up 89%** of registered RVs in Australia and **Motorhomes (or motorised products) make up the remaining 11%** (where RV represents all types of RVs);
- **74%** of all RV vehicles registered are **between 1,500 and 5,000 kilograms**;
- **43%** of recent RV purchases were made by people looking to use their caravanning and camping product **5-10 times per year**;
- **57 million nights** were spent caravanning and camping in 2017;

Caravanning and camping visitors spend approximately **\$8.6 billion** when travelling in Australia;-

- The Australian caravanning and camping industry makes an annual contribution to the Australian economy of **\$20.4 billion**;
- **For every \$100** of revenue received by a caravan park **\$138 of direct economic benefit** flows through the local economy;
- International caravanning and camping visitors in 2011 spent on average **\$7,507 per trip** and an average of **71 visitor nights**;
- The caravanning and camping sector in Australia employs over **21,000 direct employees**;
- There are **170,000 powered and unpowered sites** available nightly in Australia; The sector makes up **10% of all visitor nights** in Australia;
- **91%** of caravanning and camping activity is undertaken by Australian **domestic travellers**;
- **90%** of all visitor nights in the sector are spent in **regional Australia**, making the sector a large economic contributor to regional Australia;
- Primary market is **35-49 year olds** accounting for approximately **47%** of all travel in the sector; The secondary market is the **55-70 years age** group, making up approximately **44%**;

Over the last decade, the technology adopted in the manufacturing of caravans and RVs has expanded to accommodate a growing number of campers seeking levels of sophistication and comfort.

Caravan and RV manufacturers have adapted to the market designing units which are classed as 'self-contained', The CMCA defines self-contained as "a recreational vehicle specifically built for the purpose that along with built in sink, on-board cooking and sleeping facilities, carries a supply of fresh water and can retain 'all grey and black waste water'" (CMCA 2017). Key to the new designs is a growth in unit length. For example, industry statistics for 2016 reflect some 37% of caravans are manufactured at 6 metres in length or more (CIAA 2016), with 19% of Pop-Tops manufactured with 6 metre length or more. Caravans and RVs of 7, 8, and 9 metres in length are now available, offering the largest array of amenities, for those with the relevant licence. These trends have significant implications for pitch size as well as overall site orientation.

Water use is another service for which technology and innovation has received attention in new caravan and RV designs. From drinking water stored on-board to the management of both grey water and black water, water management needs are changing. Growing popularity of amenities such as washing machines are leading to an increasing requirement for disposal of grey and blackwater



Figure 11: Length of RVs

- Are available in 6m lengths or greater;
- Caravans and RVs of 7, 8, 9m in length are now available, offering the largest array of amenities for those with the relevant licence.

Site Audit

Figure 12: Council Camping Sites

Site	Location	Cost	Is there a commercial park within 5km?	Nearest Caravan Park	Nearest Commercial sites with unpowered sites?	Commercial cost below \$25	Dump Point	Pets
Teebar Sports Ground	Teebar, Teebar Hall Road	FREE	No	53km (Wallace Motel and Caravan)	Yes	Yes (\$24)	No	Yes
Bauple Drive	Bauple, Bauple Drive – opposite the Bauple Musuem	FREE	No	15.6km (Gundy Pub and Caravan Park)	Yes	Yes	No	Yes, on a lead.
Lake Lenthall	Duckinwilla	PEAK: \$12.50 per person per night (\$50 per family) OFF PEAK: \$10.50 per	No	27km (Wallace Motel and Caravan park)	Yes	Yes (\$24)	No	No
Rosendale Park	Bauple	FREE	No	15.6km (Gundy Pub and Caravan)	Yes	Yes	No	Yes, on a lead.
Petrie Park	Tiaro	FREE	No	15.9km (Gundy Pub and Caravan)	Yes	Yes	No	Yes, on a lead.
Tiaro Memorial Park	Tiaro	FREE	No	13.8km (Gundy Pub and Caravan)	Yes	Yes	No	Yes, on a lead.

Figure 13 Council-Owned RV Sites

Site	Where?	Cost	Commercial Park within 5km?	Nearest Caravan Park	Commercial park have unpowered sites?	Commercial costs of less than \$25?	Dump Point?	Pets
Hervey Bay Visitor Information Centre	Hervey Bay, 227 Maryborough /Hervey Bay Road	FREE	No	5.3km (Discovery Parks – Hervey Bay)	No	No	Yes	Yes, on a lead.
Alan & June Brown Car Park	Maryborough, Kent Street	FREE	Yes	1.8km (Wallace Motel and Caravan Park)	Yes	Yes (\$24)	No	Yes, on a lead.
Burrum District Community Centre	Howard, 56 Steley Street	FREE	Yes	2.6km (Burrum River Caravan Park)	Yes	No	No	Yes, on a lead.
Maryborough Showgrounds and Equestrian Park	Maryborough, Bruce Highway, Maryborough West	\$20 per night	No	6.4km (Wallace Motel and Caravan Park)	Yes	Yes (\$24)	Yes (2)	Yes, on a lead.

Figure 14 Council-Owned Parks

Site	Where?	Cost	Commercial Park within 5km?	Nearest Caravan park	Commercial parks have unpowered sites?	Commercial costs of less than \$25	Dump Point?	Pets
Pialba Caravan Park	Hervey Bay	\$34 - \$39 per night (unpowered)	Yes	2.9km (Discovery Parks – Hervey Bay)	No	No	Yes	No
Torquay Caravan Park	Hervey Bay	\$34 - \$39 per night (unpowered)	Yes	600m (The Palms Hervey Bay)	No	No	Yes	No
Scarness Beachfront Tourist Park	Hervey Bay	\$34 - \$39 per night (unpowered) sites.	Yes	800m (Fraser Coast Top Tourist Park)	Yes	No	Yes	No
Burrum Heads Caravan Park	Burrum Heads	\$34 - \$39 per night (unpowered)	Yes	600m (Hillcrest Holiday Park)	No	No	Yes	No

Figure 15: Summary of Current Fraser Coast Regional Council: Non-Commercial Site Locations

SITE	CURRENT TIME LIMIT	NEAREST CARAVAN PARK	PETS ALLOWED?	DUMP POINT?
Teebar Sports Ground	7 days	53km	Yes	No
Bauple Drive	48 hours	15.6km	Yes	No
Lake Lenthall	48 hours	27km	No	No
Rosendale Park	48 hours	15.6km	Yes	No
Petrie Park	48 hours	15.9km	Yes	No
Tiaro Memorial Park	48 hours	13.8km	Yes	No
Hervey Bay Visitor Information Centre	48 hours	5.3km	Yes	Yes
Alex & June Brown Car Park	48 hours	1.8km	Yes	No
Burrum District Community Centre	20 hours	2.6km	Yes	No

Council currently provides a number of options for camping and caravanning travellers which are outlined in Figure 16. These sites currently are not assigned site-type designations such as those outlined in the Camping Options Toolkit.

Figure 16: Summary of Current Fraser Coast Region Council Overnight Non-Commercial Locations

Site	Where	Management Arrangement	Cost
Council camping sites			
Teebar Sports Ground	Teebar	Direct Management	FREE
Bauple Drive	Bauple	Direct Management	FREE
Lake Lenthall	Duckinwilla	Direct Management	PEAK: \$12.50 per person per night (\$50 per family) OFF PEAK: \$10.50 per person per night (\$40 per family)
Rosendale Park	Bauple	Direct Management	FREE
Petrie Park	Tiaro	Direct Management	FREE
Tiaro Memorial Park	Tiaro	Direct Management	FREE
Council RV sites			
Hervey Bay Visitor Information Centre	Hervey Bay	Direct Management	FREE
Alan & June Brown Car Park	Maryborough	Direct Management	FREE
Burrum District Community Centre	Burrum Heads	Direct Management	FREE
Maryborough Showgrounds and Equestrian Park	Maryborough	Direct Management	\$20 per night
Council owned caravan sites			
Pialba Caravan Park	Hervey Bay	Tender - secured management partner	\$34 - \$39 per night (unpowered)
Torquay Caravan Park	Hervey Bay	Tender - secured management partner	\$34 - \$39 per night (unpowered)
Scarness Beachfront Tourist Park	Hervey Bay	Tender - secured management partner	\$34 - \$39 per night (unpowered) sites.
Burrum Heads Caravan Park	Burrum Heads	Tender - secured management partner	\$34 - \$39 per night (unpowered)

Other RV sites (managed by community partner)			
Self Contained RV Park	Maryborough	Tender - secured management partner	\$10 per night

Figure 17: Privately Owned/ Managed Commercial Parks

SITE	TYPES OF SITES AVAILABLE	FACILITIES AVAILABLE	DUMP POINT	PETS ALLOWED	NEARBY OFFSITE FACILITIES
Australian Adventure Park 805 Burrum Heads Rd, Burrum River	10 x Glamping tents 9 x Powered sites 80 x unpowered sites	On site shop, amenities block, swimming dams, catch and release fishing, kayak hire/tours, mountain bike track, archery, abseiling, obstacle course, campfires allowed.	No	Yes	11km from Burrum Heads
Susan River Homestead Lot 56, Noble Rd, Susan River	16 x motel style rooms 20 x powered sites Unlimited unpowered sites	Swimming pool, tennis courts, horse riding, private lake for fishing and boating, media room, tour desk, games room, trampoline and on-site restaurant and bar.	No	Yes	14km from the Maryborough CBD
Cheery Nomad RV Park and Farmstay 113 Lawson St, St Helens	2 x Cabins 16 x powered sites 50 x unpowered sites	Camp kitchen with gas burners, sinks, television, table tennis and dart board, Social area with bar, television and pool table, Amenities block with disabled facilities, hot showers and laundry, Communal fire pit with camp oven cooking, Wood fired oven, and Swimming pool.	Yes	Yes	6km from the Maryborough CBD.
Huntsville Caravan Park 23 Gympie Rd, Maryborough	8 cabins 4 ensuite powered sites 15 powered sites 3 unpowered sites	Amenities, disabled amenities, Free Wi-Fi, sheltered camp kitchen, Picnic tables, seating, bar fridge, running hot and cold water to sink, Swimming Pool, courtesy bus service and Laundry.	Yes	Yes	Short walking distance to shopping complex featuring cafés, takeaway restaurants and grocery store.
Maryborough Caravan Park 209 Gympie Road, Maryborough	9 Cabins 18 Powered sites 10 Unpowered Sites	Camp kitchen, BBQ facilities, swimming pool, games room, laundry, amenities, tour desk.	Yes	Yes	Short walking distance to shopping complex featuring cafés, takeaway restaurants and grocery store.

Figure 17: Privately Owned/ Managed Commercial Parks (Contd)

SITE	TYPES OF SITES AVAILABLE	FACILITIES AVAILABLE	DUMP POINT	PETS ALLOWED	NEARBY OFFSITE FACILITIES
Wallace Motel and Caravan Park 22 Ferry Street Maryborough	31 x Cabins 10 x Motel rooms 4 x Ensuted powered sites 57 x powered sites Unlimited unpowered sites	Free Wi-Fi, swimming pool and BBQ area, drive through caravan sites, amenity block, disabled toilets, large camp kitchen, picnic tables, laundry facilities	Yes (x 2)	Yes	Closest caravan park to the city centre, short walk to shopping centre and short walk to Maryborough markets.
Boonooroo Caravan Park 18 Oak St, Boonooroo	10 Powered sites Unlimited Unpowered sites	On site shop, BBQ facilities, amenity block.	No	Yes	Walking distance to bowls club and short drive to golf club
Maaroom Caravan Park 32 Granville Rd, Maaroom	3 Cabins 40 Powered sites	Double concrete slabs, Fire Pits, onsite shop (Groceries, Bait, Ice), BBQ, Public Phone, Inground Pool, Laundry, tour desk, amenities.	Yes	Yes	Courtesy bus takes guests from the park to the Boonooroo Bowls Club on Friday and Saturday nights. No other facilities/service s within walking distance.
Poona Palms Caravan Park 103 Boronia Dr, Poona	10 x Cabins 59 x Powered sites	Shop & Convenience store, Digital Free-to-Air TV transmission to ALL sites, Pool with water slide, Kayak hire, Kids pedal bike hire.	Yes (all sites)	Yes	Maryborough CBD.
Burrum River Caravan Park 141 Old Bruce Hwy, Burrum Town	4 Cabins 30 Powered sites 8 Unpowered sites	Camp kitchen and BBQ, amenities, swimming pool, on site dog wash, laundry facilities, fishing pontoon.	Yes	Yes	3.2km from Howard, and 3.8km from Torbanlea.
Hillcrest Holiday Park 1 Howard St, Burrum Heads	17 Cabins 40 Powered sites	Amenities Blocks, Swimming Pool, Wading Pool, Playground, LPG Gas available, Laundry/Dryer, Tour desk and BBQ Area.	Yes	Yes	Short walk from a number of cafés, restaurants and other facilities in Burrum Heads.

Figure 17: Privately Owned/ Managed Commercial Parks (Contd)

SITE	TYPES OF SITES AVAILABLE	FACILITIES AVAILABLE	DUMP POINT	PETS ALLOWED	NEARBY OFFSITE FACILITIES
Discovery Parks - Fraser Coast 20 Fraser St, Torquay	30 Cabins 60 Ensuted powered sites 48 Powered sites 3 Unpowered sites	Activity Room, TV room and games room with table tennis and pool table, BBQ, bouncing pillow, Camp kitchen, Family bathroom, Hire equipment, Laundry, Playground, Sports facilities, Swimming pool, Tour Desk and Wi-Fi.	Yes	Yes	Significant number of cafés, restaurants and other local businesses within a short walk's distance.
Big 4 Point Vernon Holiday Park 26 Corser St, Point Vernon	11 Cabins 70 Powered sites	Modern covered camp kitchen and BBQ's, Large Saltwater Swimming Pool, TV room/ Games room equipped with PlayStation 4's, Amenities, Tour desk, laundry.	Yes	Yes	Short distance to Hervey Bay CBD, or other shops, cafés and restaurants.
Discovery Parks - Hervey Bay 295 Boat Dr, Scarness, Hervey Bay	20 Cabins 9 Ensuted powered sites 39 Powered sites	Activity Room, Games Room, Movie Room, BBQ, Camp kitchen, Kiosk/Store, Laundry, Swimming pool, amenities.	Yes	Yes	Close proximity to the Hervey Bay CBD, main street and the Hervey Bay Esplanade.
Fraser Coast Top Tourist Park 21 Denmans Camp Rd, Scarness	14 x Cabins 41 x Powered sites	Therapeutic Health Pool & Spa, Laundry Facilities, Refurbished Clean Amenities, Extra Large games room with Pool table & LCD TV DVD, BBQ & Camp Kitchen featuring Pizza Oven, FREE Wi-Fi, FREE DVD hire, FREE Book Exchange, FREE Tour Booking Service, on-site takeaway and convenience store.	Yes	Yes	Short walking distance to the Hervey Bay Esplanade, featuring a large variety of shops, cafés and restaurants.
Harbour View Caravan Park 1 Jetty St, Urangan	7 Cabins 75 Powered sites 5 Unpowered sites	Camp kitchen with free BBQ and TV, Swimming pool, on-site shop with groceries, ice, souvenirs, LPG and phone, amenities, Laundry and tour desk.	Yes	Yes	Short walk to the Urangan Boat Harbour featuring the Hervey Bay Boat Club, tourism operators and a number of cafés, restaurants and other shops.

Figure 17: Privately Owned/ Managed Commercial Parks (Contd)

SITE	TYPES OF SITES AVAILABLE	FACILITIES AVAILABLE	DUMP POINT	PETS ALLOWED	NEARBY OFFSITE FACILITIES
Hervey Bay Caravan Park 85 Margaret St, Hervey Bay	6 Cabins 57 Powered sites	Amenities, covered BBQ area and kitchen, saltwater swimming pool with children's wading pool, mini kiosk & library at reception, Wi-Fi, laundry and tour desk.	Yes	Yes	Short walking distance to a Health Club/Sports Centre (squash, gym, tennis & indoor pool). Courtesy bus pickups to the Boat Club & RSL Club are available. Short walk to the Botanic Gardens and nearby shopping centre
Ingenia Holidays Hervey Bay 105 Truro St, Torquay	28 Cabins 60 ensuite Powered sites 35 Powered sites 3 Unpowered sites	Swimming pool, playground, games room, Wi-Fi, BBQ facilities and camp kitchen, on-site kiosk, laundry facilities and tour desk.	Yes	No	Short walk to the Hervey Bay Esplanade, featuring a large number of shops, cafés and restaurants.
Lazy Acres Caravan Park 91 Exeter St, Torquay	10 Cabins 16 Ensuted powered sites 8 Powered sites 2 Unpowered sites	Saltwater swimming pool, BBQ facilities and fully equipped camp kitchen, amenities block, tour desk, playground and laundry.	Yes	Yes	Short walk to the Hervey Bay Esplanade, featuring a large number of shops, cafés and restaurants.
Shelley Beach Caravan Park 61 Ocean St, Torquay	9 Cabins 80 Powered sites	Camp Kitchen and BBQ facilities, swimming pool, amenities, laundry, fish cleaning area.	Yes	No	Short walk to the Hervey Bay Esplanade, featuring a large number of shops, cafés and restaurants.
Sunlodge Oceanfront Tourist Park 26 Mant St, Point Vernon	10 Cabins 12 Ensuted powered sites	Swimming pool, BBQ facilities, laundry, picnic tables, daily lorikeet feeding.	No	Yes	Close proximity to the Hervey Bay CBD, main street and the Hervey Bay Esplanade.

Figure 17: Privately Owned/ Managed Commercial Parks (Contd)

SITE	TYPES OF SITES AVAILABLE	FACILITIES AVAILABLE	DUMP POINT	PETS ALLOWED	NEARBY OFFSITE FACILITIES
The Palms – Hervey Bay 67 Truro St, Torquay	12 Cabins 28 Powered sites	Amenities, laundry, dog wash, camp kitchen, swimming pool, Free Wi-Fi and tour desk.	Yes	Yes	Short walk to the Hervey Bay Esplanade, featuring a large number of shops, cafés and restaurants.
Windmill Caravan Park 17 Elizabeth St, Urangan	11 Cabins 35 Powered sites	Swimming pool, dog wash, laundry, games room, amenities, camp kitchen, Wi- Fi, on-site kiosk, free movie hire and board games and tour desk.	Yes	Yes	Short walk to the Hervey Bay Esplanade, featuring a large number of shops, cafés and restaurants.
Gundy Pub and Caravan Park Main Street, Gundiah QLD 4655	11 powered sites 50 unpowered sites 6 cabins	On site pub and restaurant, amenities, laundry	No	Yes	On site pub and restaurant
Pier Caravan Park	87 Powered sites	Swimming Pool, BBQ area, camp kitchen, laundry, amenities, games room,	Yes	Yes	Close proximity to the Urangan Pier and a large variety of restaurants, cafes and shops.
Doon Villa Self Contained RV Park, 297 Lennox St, Maryborough	Unpowered sites	Toilets, Showers and Water.	Yes	Yes	Attractions of Maryborough nearby
Mary-borough Marina RV Parking, 71 Wharf St, Maryborough	Powered sites Unpowered sites	Powered/unpowered sites, marina shops and services	TBC	TBC	Marina environment, Maryborough attraction
Fraser Coast RV Park 54 Bengston Road, River Heads	Pitches for self-sufficient vehicles, lodge under construction	camp kitchen, lodge under construction	No	Yes	Access to Fraser Island, coastline and beaches, attractions of Hervey Bay, whale watching, fishing, shops

Best Practice Basis for Management Options

Queensland Camping Options Toolkit

The Queensland Camping Options Toolkit provides a best practice guidance framework to consider its RV and camp site management options. The Toolkit was designed by the Queensland Government in response to the Queensland Drive Tourism Strategy 2013-2015 to provide a best practice guideline for local governments and the private sector when developing camping options. The spectrum of camping options (see Figure 18 below) is designed to provide a framework for local governments and communities to adapt to the changing needs of travelers.

The overarching principle driving this document is the goal to increase drive tourism in Queensland through the development and promotion of a wide variety of camping options. The Toolkit sets out the following definitions for local government consideration for use in the categorisation of camping options. These are designed to set a minimum standard for each type to ensure health and safety. These can be altered to suit each local government area, providing that competitive neutrality is maintained. When working with commercial operators to provide options, local government are encouraged to adopt a less prescriptive approach to allow the private sector to meet the needs where market demand is seasonal.

Please note that the Queensland Government is in the process of updating its best practice caravan and camping guidance, with publication of refreshed documentation expected during 2018.

Definitions incorporated within the Toolkit include:-

Camp

Under the *Recreation Areas Management Act 2006*, to “camp” refers to “to pitch, place or erect a tent, caravan or another structure that may be used for camping for the purpose of staying overnight by using the tent, caravan or structure.

Basic Camping Ground

According to the Toolkit a basic campground should be defined within the local planning scheme to be, at a minimum, located in an area remote from other development (including caravan parks and camping grounds that are licensed), and allows for toilets, water and a dump point; no more than one powered site; and should not include kiosks or communal facilities”. Bathing facilities are not considered suitable.

Commercial Camping

Commercial camping includes a variety of facilities run by independent operators or by local government where commercial or cost recovering fees are charged. Stay restrictions, fees and facilities available are determined by the owner and local planning regulations.

Non-commercial camping

Non-commercial camping is camping that occurs on the side of the road, in a national park, on Local Government, State land or on private property (usually unpaid or low-cost fees for cost recovery by not-for-profit entities).



Figure 18: Spectrum of Camping Options

Self-Contained Vehicle

A self-contained unit is defined in the Fraser Coast Planning Scheme, based on the stipulations included in the Residential Tenancies and Rooming Accommodation Act 2008. However, at present there is not an Australian standard to provide a clear definition of self-contained vehicles. As such, the Guide focuses on behaviour management with passing acknowledgment of related technology. The “self-containment” technology available today has evolved significantly including more vehicles holding fresh water, greywater and/or black water and many vehicles having on-board cooking and sleeping facilities. How those vehicles operate is as much a function of the attitudes of the users as it is a function of on-board technology.

Recreational Vehicle (RV)

According to the Australian Bureau of Statistics definition which is used in the Guide, an RV is a towable and/or motorised vehicle. Motorised vehicles include motorhomes and campervans, as defined by the Australian Bureau of Statistics, which are self-propelled motor vehicles containing an area primarily used for accommodation. Towable vehicles include caravans, pop-tops, camper trailers, tent trailers, 5th wheelers and slide-on campers that provide an area primarily used for accommodation and are a subset of the trailer category. The Toolkit defines a series of best practice foundations for determining camping options, including:

- Open consultation process; and
- Working with existing businesses and existing facilities before considering new sites.

As part of developing camping and caravanning related strategies, it is recommended that local governments should review their local laws in relation to the enforcement of illegal camping, and the provisions for new caravanning and camping developments. This is to ensure that a transparent approach is taken and to seek the support of appropriate enforcement powers and resources. Additionally, the Guide promotes a Needs Analysis to be undertaken as a primary action for regional camping stakeholders, which encompasses:-

- Market needs; and
- Infrastructure needs.

Full-Cost Disclosure

This is the process in which local governments use the same model of costing a site as if they were a commercial enterprise (including allocation of costs for administration, infrastructure, compliance, workplace health and safety, staffing, rates, electricity and interest) in communicating the real cost of operating a site per night.

Competitive Neutrality

To ensure competitive neutrality, public sector business activities that are in competition with the private sector should not have competitive advantages or disadvantages simply by virtue of their government ownership or control.

Additional Tools

In addition to definitions, the Guide advocates tools that Local Governments can use to provide transparency, support road safety and ensure the natural and cultural assets of the state are preserved, these include: **Needs Assessment** (see page 52 for an example of a needs assessment) to assess the costs and benefits of identified camping options; **Community Reference Groups** to engage stakeholders in the process early; and process of **managing overflow camping**.

There are three principal site management options available to Councils under the Guide:

Overflow Camping Considerations

- For camping arrangements only – no recreational facilities, cabins or self-sufficient temporary accommodation
- Suitable site to be pre-determined
- Trigger mechanism with threshold approved through consultation.

Non-Commercial Site Considerations

- Based on Needs Analysis
- Site selection on lands controlled by local government
- Amenities to be determined by local government
- Cost recovery or permit based system as determined by local government
- Monitored by Council officers.

New Low-Cost Commercial Site Considerations

- Low-or-no-frills options on existing private land
- Basic or minimal facilities offered such as water and dump point
- Low-cost or cost recovery charge.

The operation of sites on a cost-recovery basis may require the outsourcing of operational aspects. Outsourcing options include:-

- Seasonal Camp host
- Seasonally outsourced model whereby a tender is opened to local community or commercial organisations to manage the site for a set period of time
- Year-round outsourced model whereby a tender is opened to local community or commercial organisations to manage the site for a set period of time

These would need to be managed through a standard set of outsourcing guidelines developed by Council.

Managed Overflow Policy

Part A

This section relates to the establishment and operation of a recreational vehicles (RV) emergency overflow facility within Fraser Coast Regional Council:-

- For the purposes of this policy, an RV is a vehicle that combines transportation and temporary living quarters for travel, recreation and camping.
- Council may establish an overflow area for RVs only when there are no vacancies for vehicles of this nature available at any caravan park within the relevant town. A camper is permitted to book into the overflow only if it is believed that there are no available spaces in the caravan parks.
- Council may close the overflow area for camping for the purposes of significant community events.
- Primary-use activities at the overflow area will take precedence at all times.
- The maximum stay at any RV overflow camping facility could be a maximum of 7 consecutive days or at the determination of Fraser Coast Regional Council. Authorised camping ground hosts may stay longer than the maximum period.
- Camping by participants at community events may be exempt from some or all of the conditions in this policy as determined by Council from time to time.
- Unless otherwise determined, camping by participants of community events is deemed to be authorised by the Council approval to conduct the event and no further charges shall apply.
- Bona-fide grey nomad program volunteers who are actively involved in a grey nomad project within the community may continue to camp at the overflow area beyond the 7-day limit (only during the time that they are working on that project).
- During the utilisation of the overflow sites, the Council's ranger or authorised delegate is to resolve any unforeseen problems arising except where a camping ground host has been appointed, in which case the camping ground host is responsible for day-to-day supervision and management of the facility. A camping ground host will have delegated authority over the site.
- Fees for camping at overflow facilities shall be determined in accordance with Council's annual schedule of fees and charges.
- The maximum number of vehicles allowed in a RV overflow facility area will be determined based on allocated spacing between vehicles, size of vehicles (whether they have trailers), turning circles, and usable space in the allocated area.
- Dogs and other pets are permitted in this overflow camping area but must be held on a leash and/or under the control of a responsible person at all times.

Part B

This section relates to the Fraser Coast Regional Council overflow camping grounds:-

- Where there are no vacancies available at all existing caravan parks within Council areas, including approved overflow sites within the licensed caravan parks, Council may authorise the operation of overflow camping grounds at the following locations:
 - (a) Site to be confirmed
- Council does not favour the use of the overflow sites over privately operated caravan parks in the area and will actively promote private parks as an alternative camping option to the overflow sites through:-
 - (a) the relevant Visitor Information Centre
 - (b) signage at the overflow site
 - (c) information provided from phone enquiries to Council's administration office.

- The maximum stay at Council emergency overflow camping facilities is to be 7 consecutive days. Authorised camping ground hosts may stay longer than the maximum period. A camper is permitted to book for up to 7 consecutive days at the overflow only if it is confirmed by Council that there are no available spaces in the caravan parks in the Council area.
- Fees for camping at the above facilities shall be determined in accordance with Council's annual schedule of fees and charges.
- Dogs and other pets are permitted in the above overflow camping areas but must be held on a leash and be under the control of a responsible person at all times.

Fraser Coast RV Strategy 2015, Recommendations Review

Figure 19: Review of Current Strategy Recommendations and Actions

Recommendations	Still Relevant
Dump Points: Investigate sites within Hervey Bay where public dump points may be installed and seek funding from CMCA for installation	Yes
Undertake an audit of existing sites to identify facility requirements/upgrades to meet the camping options matrix definition and expectation of travellers	Actioned
Review signage to ensure adequate advice of camping options and dump point locations	Ongoing
Council as part of its review of Local Laws and Planning Scheme in conjunction with the Commercial Caravan Park Operators to review the number of public amenities and other facilities required per site	Actioned
That the use of generators be permitted in bush and basic camping areas subject to the following conditions: <ul style="list-style-type: none"> • Use is limited to between the hours of 9am and 8pm • Generators are required to be small low dB generators (up to 2.0kva) • Generators are to be located in an area clear of fuels, dry grass or other combustible objects Users are to ensure that extension cords do not cross access tracks and are rated for external use • Users are to ensure that manufacturer's guidelines are followed for safe operation of the generator • Users are to ensure that the camper is present whenever the generator is operating Generators are not permitted on days of local fire ban	To be confirmed
Camp Fires: Opportunities for self-contained safe fires within basic and bush camping areas be provided where possible	To be confirmed
Road Quality: Continue to advocate to the State and Federal Government for upgrades of the Bruce Highway and other significant tourist routes	Ongoing
Caravan Operators to review provision of infrastructure and facilities to meet consumer expectations and camping options	Ongoing
Retaining Petrie Park as a designated Bush Camping site	Actioned
Expanding the existing RV site at Bauple by moving of bollards to provide easier access to the site and extra landscape buffering of the site	To be confirmed
Investigate the provision of an additional RV parking area within the township of Glenwood	To be confirmed
Priority of funds collected from the proposed regional camping permit be utilised 1st Priority - Embellishments for the RV Parking area located within Tiaro Memorial Park, Tiaro	To be confirmed

Site Assessment Template

Assessing Proposed Locations

Assessing proposed locations for non-commercial camping options is one of the first steps to be undertaken. The following template can be used to complete an initial site assessment:-

Proposed Location: _____								
Reviewed By:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
(Camping Reference Group)	<input type="checkbox"/>	<input type="checkbox"/>						
Nearest Commercial Park:	_____		Distance from Proposed Site:	_____ km				
Do any of these sites classify as a Basic Campground?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Do these sites charge less than \$20.00?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				
Infrastructure Currently on Site:	<input type="checkbox"/>	BBQ	<input type="checkbox"/>	Power	<input type="checkbox"/>	Water	<input type="checkbox"/>	Toilets
	<input type="checkbox"/>	Table	<input type="checkbox"/>	Shelter	<input type="checkbox"/>	Bins	<input type="checkbox"/>	None
Proposed Infrastructure for the Site:	<input type="checkbox"/>	BBQ	<input type="checkbox"/>	Power	<input type="checkbox"/>	Water	<input type="checkbox"/>	Toilets
	<input type="checkbox"/>	Table	<input type="checkbox"/>	Shelter	<input type="checkbox"/>	Bins	<input type="checkbox"/>	None
Are there any issues with the site?	_____							

Proposed Designation:	<input type="checkbox"/>	Bush Camp	<input type="checkbox"/>	Non-commercial/ community Partnership	<input type="checkbox"/>	Basic Campground	<input type="checkbox"/>	Commercial Outsourced
Is there a Need for this Proposed Location?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No				

Case Study Examples of Good Practice

A wide range of good practice in terms of policy and practice, and in commercial and non-commercial provision exists in the market place. This section of the report provides a series of examples.

New facilities which add value and drive overall visitor expenditure: CASE STUDY: Hinchinbrook Shire Council, Chamber of Commerce and the CMCA

In an effort to build economic activity, the Council recognised the value of the RV and drive market across the region and decided to set up a free six-month, RV trial site in the Tyto Wetlands Precinct – complementing an existing visitor hub/ attraction with a new camping asset.

Existing campground operators expressed their concern about diluting the market, but working with the local Chamber of Commerce, the Council was able to quantify the economic benefits to the area. For example, in a Chamber run survey, 85% of respondents indicated they would not have stopped in the shire had the trial site not been available. Not only bringing additional tourism activity, these visitors brought approximately \$100 per night additional spend to the shire, as confirmed by local retailers, hospitality outlets and service providers. Recognising the potential value from the sector, one local publican has added an overnight stay area in their grounds.

Since the completion of the trial site, a leased site has now been set up by the CMCA. The set up costs were close to \$115,000. The site is open between April and October with July and August the busiest months.

Not only is the new site bringing additional visitors, but it is linked to increased employment in the Shire, as well as providing opportunities for passionate camping volunteers to help man the site. The site is receiving good feedback from local business, and from users.

Transparent Processes in Considering Low Cost Camping Provision: CASE STUDY: Yeppoon Showgrounds

The Yeppoon District Show Society was looking to expand the camping options in Yeppoon through opening up low-cost camping at the Showgrounds.

The concept was considered by Livingstone Shire Council through application of the Local Area Planning guidelines, with the result being an approved proposal for a limited area of the showground for caravan sites.

The Council's conditional approval would have seen a maximum of 15 sites take up almost 7% of the showgrounds with a requirement that a percentage of the approved area would remain available for the regular Saturday Community Markets car park. In this instance, the Show Society however have chosen not to proceed, as the cost of providing a legally compliant low-cost camping ground was too great.

Responding to Consumer Needs: CASE STUDY: Harding's Paddock Campground

Ipswich City Council developed Hardings Paddock Campground, offering eight secluded camping sites as a low-cost camping option with a range of basic facilities. Their facilities include toilets, camp-shower cubicles, kitchen, barbecues, tables and a holding yard for horses. Their key market is families, but they also cater for outdoor recreation enthusiasts such as horse riders, mountain bike riders and bushwalkers.

The campground was planned with a clear understanding of the target audience, delivering good sized sites, unsealed roads and basic camp facilities. Council have since listened to guest feedback and have continued to improve the facilities.

Managing Overflow: CASE STUDY: Caravan park overflow facilities, Charters Towers (Qld)

Charters Towers is a popular caravan, camping and RV stop along the Overlander's Way between Townsville and the NT. During winter, the three caravan parks in town had been experiencing peak demand and the Showgrounds was being managed as an overflow facility. The process was not working for the parties and so a solution had to be found. Using the 2014 Camping Options Toolkit, Charters Towers Regional Council encouraged the caravan parks to collaborate to better manage the process.

The Council now have an agreement in place with the three caravan parks in the town of Charters Towers to manage overflow use of the town Showground during seasonal peaks. When a visitor is booking a camping site, if the park they call is full that Caravan Park calls the other two parks in town and if all parks are full then those visitors can access the Showground.

This outsource model reduces the burden on the Council and ensures the Caravan Parks are managing the process. This system managed over 600 campers in just 2 months, showing its value.

Spotting a business opportunity: CASE STUDY: Emerald Tourist Park

The Emerald Tourist Park are always thinking about the best model for their business. The site owners worked with Central Highlands Regional Council to expand their unpowered sites as part of a 'low-cost' camping option to meet visitor need. This new provision also reduced the need for campers to stay in unmanaged elsewhere in the destination.

Consistent enforcement action alongside camping options: CASE STUDY: Cairns Regional Council

Illegal camping in the Cairns CBD and Esplanade has been a growing trend in the region, raising concerns from residents. Cairns Regional Council has taken action against illegal campers, with \$220 on-the-spot fines issued to those attempting to camp overnight in public places. This crackdown came in full force with over 60 fines being issued in 2 weeks during early morning patrols, with the majority issued on the Esplanade.

However, this firm enforcement action has not been enacted for the purpose of deterring camping visitors – the focus is on curbing a trend that reduces overall destination appeal for visitors and residents.

A strategic approach to engaging with camping businesses and stakeholders: CASE STUDY: Toowoomba Regional Council Camping Options

Toowoomba Regional Council's RV Strategy recommended the formation of Local Camping Reference Groups to be convened when new parks or locations were being considered, as well as infrastructure upgrades to support well managed low-cost and no-cost camping.

One example was Bowenville Reserve which is managed by Council as a no-cost campsite. Offering an ideal low-cost camping option, but with limited management, the site was being degraded by misuse. Council is in discussions with a Community Group to take on management of the site as a low-cost, managed site during the busy tourist season.

Generating Increased yield from non commercial camping and RV Visitor: CASE STUDY: McKinlay Shire, Council

McKinlay Shire has taken a proactive approach to offering managed camping options near the township of Julia Creek. To better manage the site, the McKinlay Shire Council put in place initiatives including a camp host program. To lift the economic contribution of campers they were offered free use of bikes to get into town.

The community responded positively to the opportunity to become camp hosts. In return for the time commitment, camp hosts are offered a range of extra benefits such as free use of a council generator and fuel, free once-a-week bush dinner meals, access to a laundry, as well as a fee-free extended stay.

Collaboration with existing assets: CASE STUDY: Maroochydore and Buddina State School - school- holiday camping

In response to the high demand for low-cost caravanning, camping and RV accommodation during peak holiday periods Maroochydore and Buddina State Schools have been offering their school ovals and facilities during the busy school holiday periods – the initiative has helped Buddina State School and Maroochydore State School raised funds and help reduce the issue of illegal camping in public spaces in in the exceptional busy school holiday period.

This case study provides an excellent example of local authorities working together to develop a local solution. It should be noted, however, that the use of school grounds as temporary facilities is not considered as an “automatic right” to seasonal overflow use for camping purposes. Their use is at the absolute discretion of the Department of Education and Training, the individual school and school Principal as to whether or not to permit camping on a particular school site.





Toowoomba Regional Council
Recreational Vehicle Strategy
Final Report

December 2015

Contents

1 Project Scope & Objectives.....	3
1.1 Current Situation.....	5
2 Understanding the RV Market.....	7
2.1 National Trends in RV.....	8
2.2 Camping Trends in Australia & Queensland.....	10
2.3 Camping Trends in Toowoomba.....	11
2.4 Comparative Trends.....	12
2.5 Travelling with Pets.....	14
3 Strategic and Regulatory Context.....	15
3.1 State Context.....	16
3.2 State & Regional Context.....	18
3.3 Local Laws.....	19
3.4 Planning Scheme.....	24
3.5 Guiding Principles.....	25
4 Recommendations.....	26
4.1 Governance & Management.....	28
4.2 Legal & Policy Framework.....	30
4.3 Site Management.....	38
4.4 Marketing & Communication.....	44
5 Appendices.....	45

DISCLAIMER

The information and recommendations provided in this Recreational Vehicle Strategy are made on the basis of information available at the time of preparation and the assumptions outlined throughout the document. While all care has been taken to check and validate material presented in this report, independent research should be undertaken before any action or decision is taken on the basis of material contained in this report. This report does not seek to provide any assurance of project viability and EarthCheck accept no liability for decisions made or the information provided in this report.

ACKNOWLEDGEMENT

Images used throughout this document are courtesy of Tourism Events Queensland and members of the public.



1

Project Scope & Objectives

Project Scope & Objectives

Toowoomba Regional Council aims to find the balance for its community between growing the Recreational Vehicle (RV) market and supporting local business. This RV Strategy provides a direction for Council in providing camping options for Recreational Vehicle Use within the Toowoomba region and recommendations to Council on changes to Local Laws and the Planning Scheme which Council could consider for adoption.

Council recognises that Recreational Vehicle (RV) camping is a variable and complex topic at times, with stakeholder groups holding diverse views on the issue.

The primary objective of the Recreational Vehicle strategy is to provide a future direction which will encourage RVs to visit the Toowoomba region and to manage Council's assets safely and sustainably. Additionally, this will contribute towards increasing visitor experience, visitor expenditure and length of stay through catering to RV visitor requirements, whilst also considering the interests of stakeholders.

Background

The formation of Toowoomba Regional Council saw the inheritance of a range of different approaches to managing Recreational Vehicle Users.

Accordingly, there have been inconsistencies throughout the Toowoomba region in relation to whether or not overnight camping is permitted and how long RVs can stay at identified locations.

Growth in drive tourism, particularly RVs, has seen visitors make greater use of roadside sites. This growth is expected to continue into the foreseeable future as the Baby Boomer generation undertakes retirement travel.

For the Toowoomba region, the drive tourism market has proven to be important, given the geographical location in relation to major urban centres, accessibility to major highways and as a stopover for longer road trips.

The Recreational Vehicle Strategy

This RV Strategy aims to:

- Encourage RVs to visit the Toowoomba region and enhance the visitor experience, increase visitor expenditure and prolong length of stay;
- Respond and adapt to shifting demand patterns, change and industry trends, catering for all users including people with disabilities and those travelling with pets;
- Assist with meeting and managing the changing needs of a diverse range of travellers;
- Develop a consistent approach across Toowoomba Regional Council; and
- Sustainably protect and manage valued assets (natural and cultural) across the region.

The Toowoomba Region

Located 90 minutes west of Brisbane, Toowoomba is the eastern gateway to Western Queensland located on the Great Dividing Range 700 metres above sea level, Toowoomba Regional Council is comprised of urban and regional communities.

Acknowledging the needs of the non-commercial camping market may discourage that sector to camp in an unmanaged way, preventing a range of issues for the communities of the Toowoomba region.

This RV Strategy identifies the best approach to manage the range of commercial and non-commercial camping options for all RVs, following the approach outlined in the Queensland Camping Options Toolkit and following engagement of internal and external stakeholders.

1.1

Current Situation

Context

Toowoomba Regional Council currently allow 18 sites throughout the region that provide overnight stays (Site Audit, page 6).

Of these sites, 14 are no-cost options while 4 locations charge a fee for use of the site. The fees range from \$8.00 at Cressbrook Dam to \$19.50 at the Jondaryan Woolshed per night for an unpowered site.

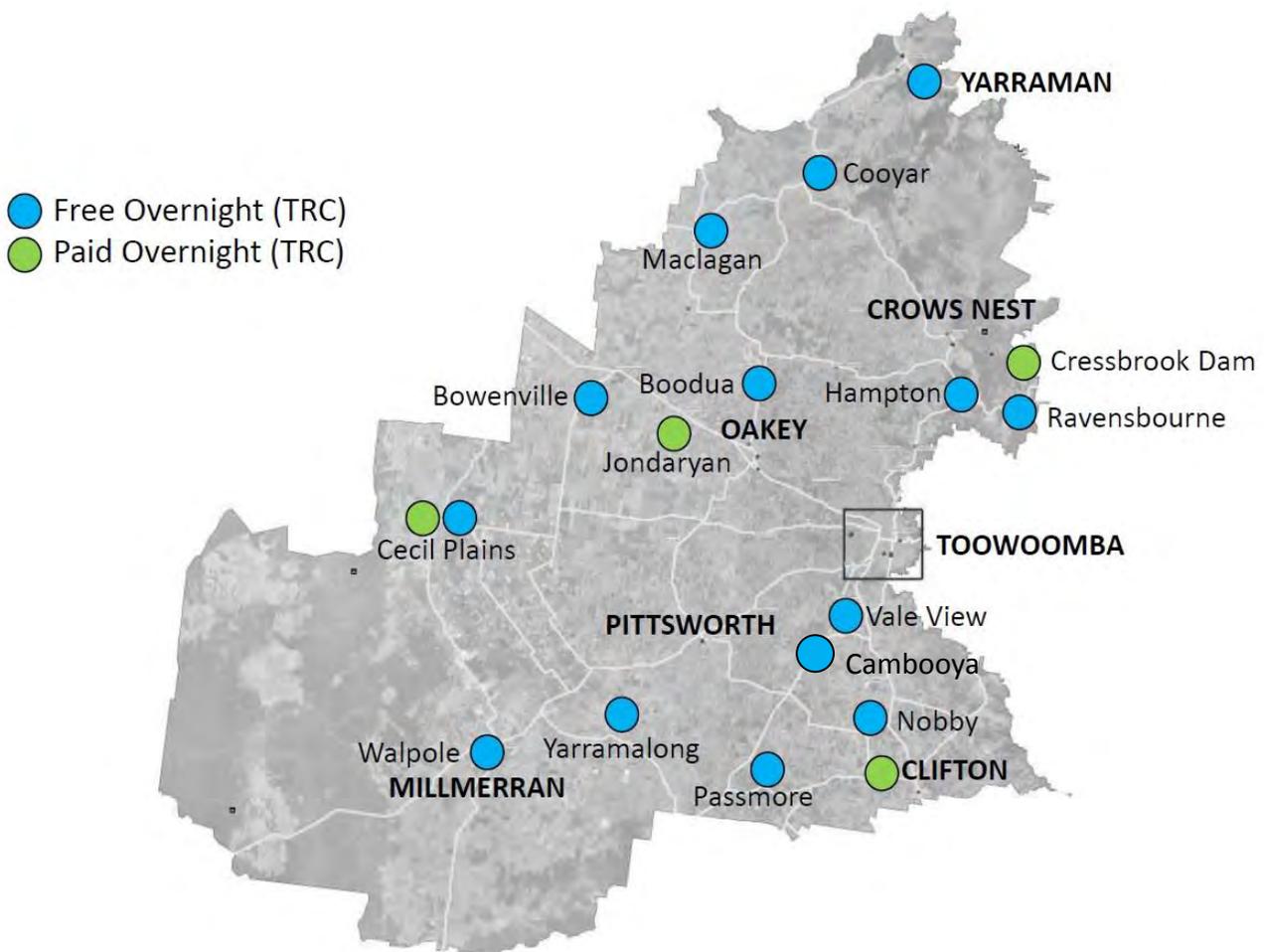
The sites are well distributed throughout the region, see Figure 1, with paid locations available in every direction.

Issues

The Site Audit revealed the following consistent issues across the region:

- Incomplete signage caused difficulty finding the sites;
- Inconsistent signage caused uncertainty as to the appropriate terms of use;
- Minimal information available online; and
- Dump Point locations are poorly signed and promoted

Figure 1: Existing Overnight Locations Operated by Council



Current Situation

Locations Currently Permitting Overnight

The following table identifies all overnight locations permitted by Council, the distance to the nearest Caravan Park and the infrastructure that is on site.

Table 1: Existing Overnight Locations Permitted by Council

Site	Nearest Town	Nearest Caravan Park	Infrastructure
Hampton VIC/ Chapman Park	Hampton	11km	Water, Toilets, Bins, VIC, Shelter, Tables
Jondaryan Woolshed	Jondaryan	20km	Toilets, Showers, Café, Dump Point, Wi-Fi
Bowenville Reserve	Bowenville	18km	Toilets, Water, Bins, Playground
Ravensbourne Rest Area	Ravensbourne	15km	Shelter, Tables, Toilets, Bins
Cressbrook Dam	Ravensbourne	19km	30 sites, Toilets, Barbeque
Swinging Bridge	Cooyar	29km	Shelter, Barbeque, Bins, Power \$5
Harland Park	Yarraman	6km	Shelter, Table
Federation Park (Maclagan)	Maclagan	25km	Shelter, Bins
Apex Park/Cecil Plains Weir	Cecil Plains	1km	Shelter, Tables, Bins, Toilets, Water
Cecil Plains Caravan Park	Cecil Plains	45km	Hard surface sites, Toilets, Water, Dump Point, Laundry, Bins
Walpole Park	Millmerran	2km	Water, Bins, Shelter, Tables
Yarramalong Weir	Pampas	25km	Toilets, Barbeque, Tables, Bins
Clifton Rec Grounds	Clifton	10km	Toilets, Showers, Shelter, BBQ, Power, Dump Point
Nobby Town Park	Nobby	18km	Shelter, Table, Water, Power \$3
Federation Park (Vale View)	Vale View	10km	Toilets, Shelter, Water, Barbeque
Passmore Reserve	Clifton	29km	Shelter, Bins
Boodua Reserve	Boodua	22km	Bollards
Cambooya Recreation Reserve	Cambooya	19km	Floodlit arena, Canteen, Undercover area, Small playground, Showers, Toilets

2

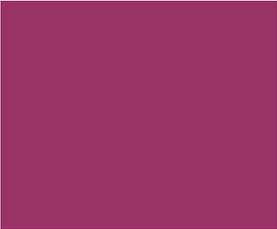
UNDERSTANDING
THE RV MARKET

2.1

National Trends in RV

The caravanning and camping industry in Australia is vast and significant to the nation's economy. According to the Caravan Industry Association of Australia (<http://www.caravanindustry.com.au>):

- **85%** of the Australian population has **had a caravanning or camping experience** at least once in their lifetime and **88%** of campers say it something that **every child should experience**
- **73%** of people purchasing caravans and motorhomes cited the **desire to see more of Australia** as sparking their original interest in caravanning and camping
- There were **556,884** caravans and motorhomes registered as of 31 January 2014 (a **5.5% increase** from the previous year)
- There were **21,300 units manufactured in Australia** in 2014 (a **4.4% increase** on 2013 production)
- **Caravans (or towable products) make up 89%** of registered RV's in Australia and **Motorhomes (or motorise products) make up the remaining 11%** (where RV represents all types of RVs)
- Over **70%** of the RV's purchased in Australia were **made in Australia**. The wholesale value of Australian manufactured RV's is **\$940 million** annually
- **73%** of all RV vehicles registered are **below 1.5 tonne**
- **43%** of recent RV purchasers were made by people looking to use their caravanning and camping product **5-10 times per year**
- **67.8 million site nights** were spent in the caravanning and camping sector in 2011
- The sector makes up **10% of all visitor nights** in Australia
- **90%** of caravanning and camping activity is undertaken by Australian **domestic travellers**
- There are **170,000 powered and unpowered sites** available nightly in Australia. At an **average occupancy rate of 54%** this means 86,000 sites go unused nightly around the country
- **90%** of all visitor nights in the sector are spent in **regional Australia**, making the sector a large economic contributor to regional Australia
- Caravanning and camping visitors spend approximately **\$7 billion** when travelling in Australia
- The Australian caravanning and camping industry makes an annual contribution to the Australian economy of **\$15.95 billion**
- **For every \$100** of revenue received by a caravan park **\$138 of direct economic benefit** flows through the local economy
- International caravanning and camping visitors in 2011 spent on average **\$7,507 per trip** and an average of **71 visitor nights**
- Primary market is **35-49 year olds** accounting for approximately **50%** of all travel in the sector
- The secondary market is the **55-70 years age** group, making up approximately **25%**
- The caravanning and camping sector in Australia employs over **25,000 direct employees**.
- In 2010 campervans and motorhomes alone travelled approximately **607 million kilometres** in Australia



RV Friendly Destinations

The RV market has been recognized by National and State organisations through the establishment of two programs that help communities identify themselves as welcoming to RVs. When visitors see the signs erected in town, they are reassured that specific amenities and provisions are available to them.

The two programs that are currently on offer are managed by Caravanning Queensland and the Campervan & Motorhome Club of Australia; these programs are outlined below:

Community Welcomes Recreational Vehicles

This initiative was recently launched by Caravanning Queensland to offer Local Government Areas the opportunity to positively promote their communities as welcoming to RV visitors.

This scheme is in practice across Australia and New Zealand with the purpose of recognizing a community as being welcoming to RV visitors even though they may not have 'RV Friendly' status from Campervan & Motorhome Club of Australia.

The 'Community Welcomes Recreational Vehicles' campaign was adopted by Caravanning Queensland to promote communities that embrace recreational vehicles, serving as a positive promotion scheme.

Essential provisions of 'Community Welcomes Recreational Vehicles' communities include:

- Easily accessible towns, or plans to make the town centre easily accessible for RVs (parking and signage)
- Visitor Information Centre, or directional signage to local information
- Commercial caravan park in town
- No free camping locations in town centre

RV Friendly

The RV Friendly program is offered by Campervan & Motorhome Club of Australia to assist those travelling throughout the country in recreational vehicles. Locations are clearly identified with signage.

The following two programs have been developed to provide business owners the opportunity to capture these visitors:

RV Friendly Town

An 'RV Friendly Town' is one that offers specific amenities and services for RV travellers. Essential provisions of 'RV Friendly Towns' include:

- Appropriate parking within the town centre, with access to a general shopping area for groceries and fresh produce;
- Short term, low cost overnight parking (24/48 hours) for self-contained RVs;
- Access to potable water; and
- Access to a free dump point at an appropriate location.

RV Friendly Destination

An 'RV Friendly Destination' is generally a small town or a location in the town such as a Showground or attraction that is not eligible of meeting the RV Friendly Town designation. Essential provisions of 'RV Friendly Destinations' include:

- Provision of short term, low cost overnight parking (24/48 hours) for self-contained RVs;
- The parking area needs to be on a solid, level surface; and
- There must be enough room for large vehicles to manoeuvre.

An analysis of eligibility for Toowoomba and the larger regional communities is provided in Appendix A.

2.2

Camping Trends in Australia and Queensland

Introduction

Five year trends in commercial, non-commercial and national parks help to identify the size of the market at the state and national levels. These trends help identify the status of the overnight camping market and determine that the market is growing, showing a clear demand for a RV strategy.

Overall, commercial caravan parks proved to attract the largest amount of visitors to both Australia (3.9 million) and Queensland (796,868). This is followed by non-commercial caravan parks and national parks. These markets are broken down in the following sections.

Commercial Caravan Parks

Commercial caravan parks received 3.9 million visitors throughout Australia, while Queensland received 796,868 visitors (YE June 2015). Commercial caravan parks saw the lowest increase when compared with growth for non-commercial camping locations and national parks, noting a 2% increase per annum in both Australia and Queensland from 2011-2015.

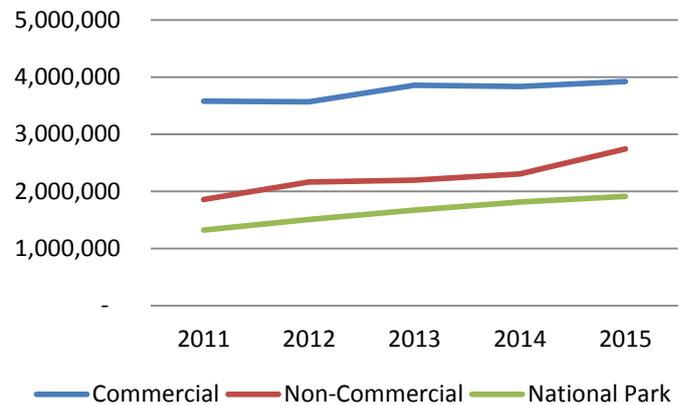
Non-Commercial Camping Locations

Non-commercial sites received 2.7 million visitors throughout Australia and 736,989 visitors in Queensland (YE June 2015). Non-commercial camping locations increased 10% per annum in Australia and 11% in Queensland from 2011-2015.

National Parks

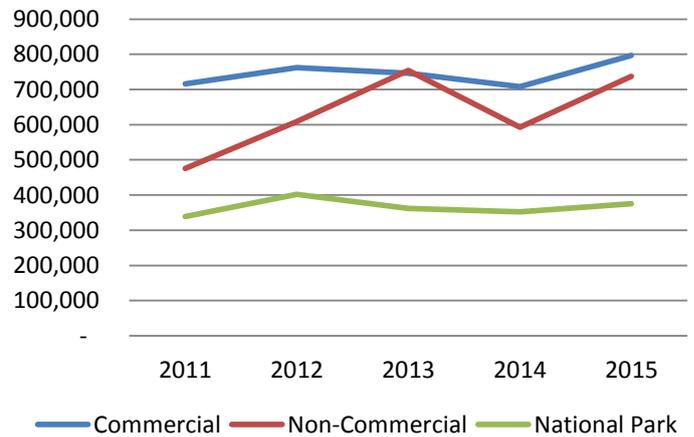
National parks received a total of 1.9 million visitors throughout all of Australia and 375,593 in Queensland (YE June 2015). A significant increase of 9% was noted for Australia, while the Queensland market has grown steadily with an increase of 2% from 2011-2015.

Figure 2: Visitors to Australia by type of Camping



Australia experienced a 10% per annum increase for visitors to non-commercial caravan parks while Commercial caravan parks and National parks experienced 2% and 9% per annum increase respectively.

Figure 3: Visitors to Queensland by type of Camping



Queensland experienced an 11% per annum increase for visitors to non-commercial caravan parks while Commercial caravan parks and National parks each experienced a 2% per annum increase.

2.3

Camping Trends in Toowoomba

Now that we are aware of the trends at a National and State level, it is important to know how camping is taking shape within the Toowoomba region. Overall, commercial and non-commercial camping alternate as the largest market, as detailed subsequently.



Average Length of Stay is **1.8 nights**



63,533 visitors to Commercial, Non-Commercial & National Parks



18,074 visitors to Non-Commercial Locations

Camping in the Toowoomba Region

Non-commercial caravan parks attracted the greatest amount of visitors in 2012, 2013 and 2014 when compared to commercial caravan parks and national parks, attracting a peak of 45,643 for the year ending June 2013. This then dipped to 18,074 in 2015.

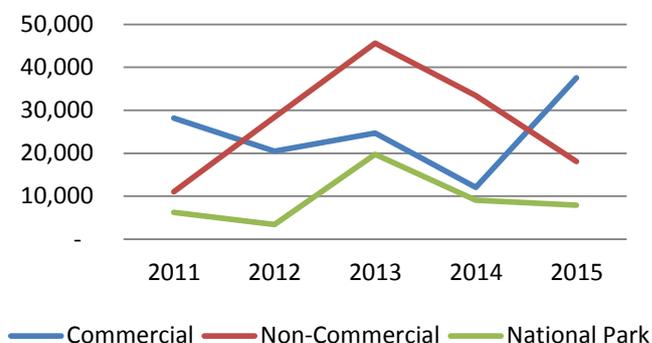
The majority of the caravan market (60,927) in Toowoomba are domestic visitors, while 2,605 were international visitors (YE June 2015). The Toowoomba region has experienced an 8% per annum increase in domestic visitors from 2010 to 2015, while international visitation rose by 1% per annum.

Commercial Caravan Parks

Commercial caravan parks in the Toowoomba region attract the greatest amount of visitors compared to other available options, accounting for 37,563 visitors (Year ending June 2015). This is followed by non-commercial caravan parks (18,074) and national parks (7,896).

Commercial caravan parks in the Toowoomba region capture 5% of Queensland’s total market share. Visitors to commercial caravan parks in Toowoomba has grown by 7% per annum from 2011 to 2015.

Figure 4: Visitors to Toowoomba by type of Camping



Non Commercial Camping Locations

A total of 18,074 visitors identified as having camped at non-commercial sites throughout the Toowoomba region (Year Ending June 2015). Although this is a slight decrease from the previous years, this is a 64% increase over this same segment in 2011. Visitors to non-commercial caravan parks has grown by 13% per annum from 2011 to 2015.

For the year ending June 2015, Queensland welcomed 736,989 visitors to non-commercial camping sites while 2.7 million were accounted for in all of Australia. In terms of visitation, the Toowoomba region captured 2% of all visitors to non-commercial sites in Queensland.

National Parks

This segment refers to visitors in Toowoomba who camp in a National Park or on Crown Land. A total of 7,896 visitors camped at a National Park (YE June 2015), accounting for a 5% per annum increase from 2011 which represents 2% of Queensland’s total market share.

Campervan Ownership in Toowoomba

Campervan ownership within the Toowoomba region has experienced a 24% increase per annum between 2006 and 2010 (ABS Motor Vehicle Census, 2006-2010). A total of 542 campervans were registered in the Toowoomba region.

2.4

Comparative Trends

The Comparator Destinations

The following destinations were chosen as comparator regions to Toowoomba Regional Council (TRC) due to their similar tourism characteristics in terms of:

- Location and size within Queensland;
- Inland/regional locality; and
- Significant touring market.

These comparator destinations are:

- Western Downs Regional Council (WDRC);
- Gympie Regional Council (GRC); and
- Murweh Shire Council (MSC).

All Overnight Camping

Over the past five years, Gympie has received the most visitors to all commercial, non-commercial and national park camping facilities, followed by Western Downs and Toowoomba (which have both seen large fluctuations) and then Murweh.

However, Western Downs saw the highest percentage share of all commercial, non-commercial, and national park visitors to Queensland increasing by 4.9% p.a. This is followed by Murweh (2.5% p.a.) and Toowoomba (0.3% p.a.), while Gympie saw a 3.7% p.a. decrease in its share of all overnight camping visitors to Queensland.

Gympie Regional Council received approximately 6% of all overnight camping visitors to Queensland, while Murweh received just 1.1%.

Gympie’s self-drive, caravanning and camping visitors had the highest average length of stay, of approximately 3.4 nights, followed by Western Downs and Murweh with an average of 2.5 and 2.4 respectively. Toowoomba saw the lowest average length of stay of self-drive, caravanning and camping visitors at approximately 1.8 nights. However, all regions were lower than the State average of 4.7 nights.

Staying in Commercial Sites

Similarly to all overnight camping, Gympie has seen the largest commercial camping visitors; however, it has experienced a 5.3% p.a. decrease while all other destinations have seen an increase.

Murweh saw the greatest increase of percentage share per annum (8.3%) of all visitors to Queensland staying in commercial sites. This is followed by Toowoomba (3% p.a.) and Western Downs (0.5% p.a.). After a decrease in 2014, Toowoomba Regional Council saw a sharp increase in visitors to commercial sites in 2015

Figure 5: Percentage Share of All Overnight Camping visitors to Queensland

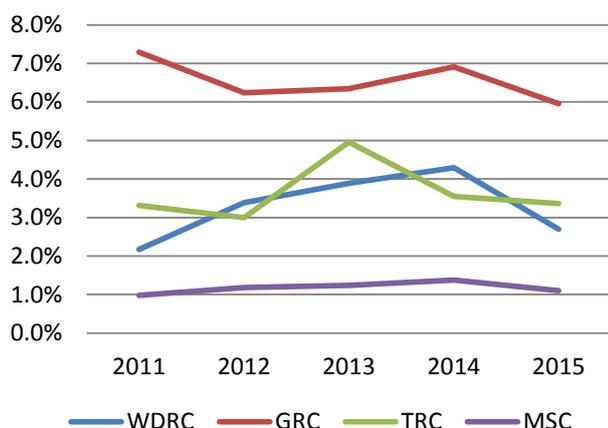
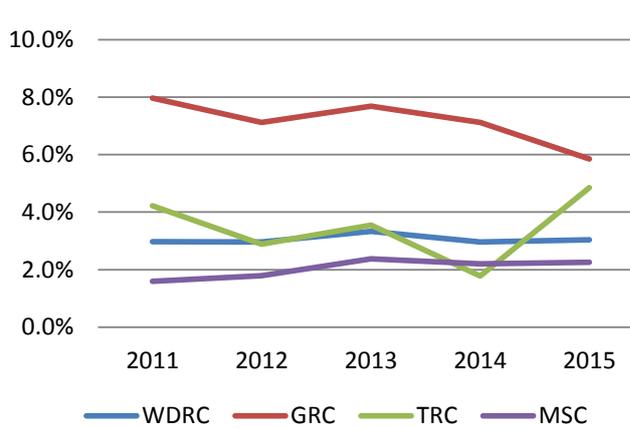


Figure 6: Percentage Share of All Visitors to Queensland Staying in Commercial Sites



Comparative Trends cont.

Staying in Non-Commercial Sites

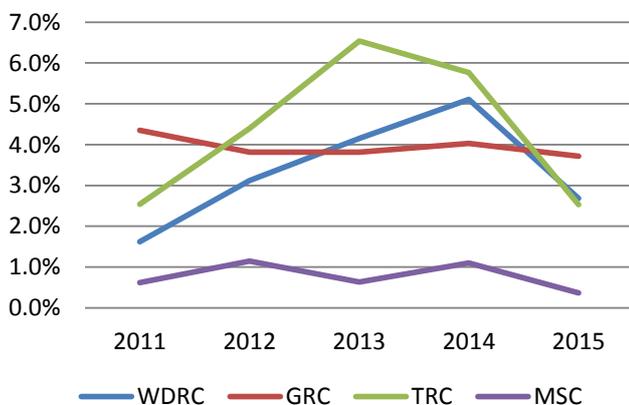
Overall, Queensland has seen a significant increase of approximately 13% in visitors staying in non-commercial sites since 2011.

Western Downs captured the highest percentage share of all non-commercial camping visitors to Queensland, increasing by 13.2% p.a.

While Toowoomba saw fluctuations over the years, the overall trend identified is a 0% p.a. increase.

Murweh saw a decrease of 8.1% p.a. and Gympie saw a decrease of 2.9% p.a.; therefore, fewer visitors to Queensland staying in non-commercial sites are visiting Murweh and Gympie now compared to 2011.

Figure 7: Percentage Share of All Visitors to Queensland Staying in Non-Commercial Sites



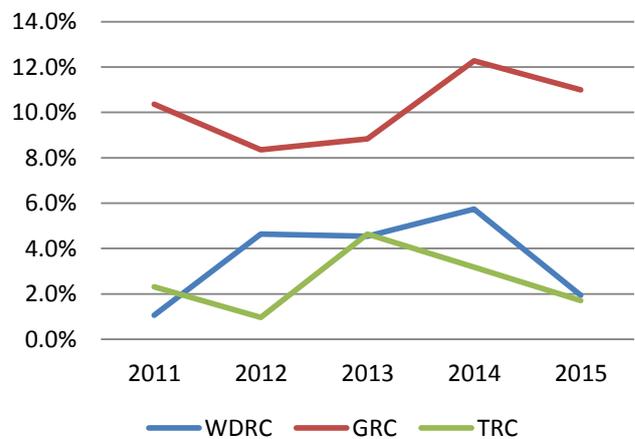
Staying in National Parks

Of all visitors to Queensland camping in National Parks, Western Downs saw the greatest percentage increase of market share (16.7% p.a.), followed by Gympie (1.2% p.a.).

Figure 8 below depicts the percentage share of all visitors to Queensland camping in National Parks over time.

While Gympie Regional Council had significantly higher visitation than the other comparator destinations, Murweh recorded no domestic data, and very few international data. This is likely due to there being very few national parks in Murweh, and thus is also a reflection of the amount and accessibility of national parks in each destination.

Figure 8: Percentage Share of All Visitors to Queensland Staying in National Parks



Summary

When these regions are combined, they account for 16% of all visitors to Queensland staying in commercial sites and 9.3% staying in non-commercial sites.

2.5 Travelling with Pets

Understanding the Market

There is now a growing trend to take the family pet on holiday with 14% of Australian households travelling with their pets in 2014 (Roy Morgan, 2015).

A study conducted by Little Hotelier (2015) identified:

- 30 million people globally travel with pets each year, 51% say they would bring their pets along on every vacation if they could;
- Most travellers with pets would be happy to pay to ensure their pet's comfort; and

While most pet owners do online research (87%), the majority (71%) do not complete their booking online as they wish to verify the arrangements for keeping their pets.

Toowoomba's Pet-Friendly Offering

With Toowoomba being a key travelling thoroughfare for rodeo participants there is demand for pet friendly accommodation, in particular providers who can cater for horses. The below table provides an overview of the current Toowoomba pet-friendly providers with at least 13 locations, approximately 30 minutes apart, offering camping options for those with pets including horses.

Campsite (distance from Toowoomba)	Pets	Horses	Conditions / Comments
Toowoomba Showgrounds	✓	✓	Owner of Horse(s) must have 'Horse Health Declaration'
Oakey Showgrounds (30 mins NW)	✓	✓	Currently will not accept horses, Owner of Horse(s) must have 'Horse Health Declaration'
Jondaryan Woolshed (40 mins NW)	✓	✓	Owner of Horse(s) must provide 'Horse Health Declaration' and advance warning of intention to keep horses for overnight stay
Bowenville Reserve (50 mins NW)	✓	✓	Subject to ensuring horses are kept safe and secure and no riding is allowed
Cecil Plains Caravan Park (1 hr West)	✓		Pets allowed but not Horses
Cecil Plains Weir (1 hr West)	✓	✓	Subject to ensuring horses are kept safe and secure and no riding is allowed
Pittsworth Showgrounds (30 mins SW)	✓	✓	Owner of Horse(s) must have 'Horse Health Declaration'
Millmerran Showgrounds (1hr SW)	✓	✓	Pets allowed in guest's accommodation only, Owner of Horse(s) must fill out 'Horse Health Declaration'
Walpole Park Camping Area (1hr SW)	✓	✓	Subject to ensuring horses are kept safe and secure and no riding is allowed
Cambooya Recreation Reserve	✓	✓	The reserve is ideal for equestrian events with floodlit arena, canteen, undercover area, small playground, showers and toilets.
Clifton Recreational Grounds (40 mins SSW)	✓	✓	Dogs on lead at all times
Passmore Reserve (1hr SSW)	✓	✓	Not recommended for horse riding (advice from Park Ranger)
Cooyar Showgrounds (1hr North)	✓	✓	Owner of Horse(s) must have 'Horse Health Declaration'
Murphy's Creek Escape (Private)	✓	✓	Specific 'horse only' camping areas

14

3

Strategic and Regulatory Context

3.1 State Context

To effectively implement an RV Strategy in the Toowoomba region, it needs to build from the State legislative and policy framework.

Legal basis for Camping in Queensland

To camp in Queensland is defined under the *Recreation Areas Management Act 2006* as including 'to pitch, place or erect a tent, caravan or another structure that may be used for camping for the purpose of staying overnight by using the tent, caravan or structure'.

The *Local Government Act 2009* does not specifically define or legislate around camping. It requires local governments to develop and adhere to a planning scheme for all lands they manage. Section 26-38B allows each local government to pass a local law to enforce camping guidelines.

The Queensland Caravan Park Policy (PUX/901/102) allows land to be classified as a 'reserve for recreation'. This allows for camping with limited facilities for a maximum of 3 nights. Local governments wishing to pursue this must create a local law to authorise the activity.

The Secondary Use of Trust Land (PUX/901/209) allows for the use of trust land for other purposes as long as the use does not diminish the purpose of the trust land or adversely affect any local licensed caravan and/or tourist park owners. Stays may be limited to no more than 3 nights.

Queensland Planning Provisions

The Queensland Planning Provisions (QPP) is a state planning instrument under the *Sustainable Planning Act 2009* and provides a consistent form for the preparation of planning schemes across Queensland. The QPP prevails over all other guidelines and includes the following definitions:

Relocatable home park

Premises used for relocatable dwellings (whether they are permanently located or not) that provides long-term residential accommodation. The use may include a manager's residence and office, food and

drink outlet, kiosk, amenity buildings and the provision of recreation facilities.

Short-term accommodation

Premises used to provide short-term accommodation for tourists or travellers for a temporary period of time (typically not exceeding 3 consecutive months) and may be self-contained. The use may include a manager's residence and office and the provision of recreation facilities for the exclusive use of visitors.

Tourist park

Premises used to provide for accommodation in caravans, self-contained cabins, tents and similar structures for the public for short-term holiday purposes.

The use may include, where ancillary, a manager's residence and office, a kiosk, amenity buildings, a food and drink outlet, or the provision of recreation facilities for the use of occupants of the tourist park and their visitors, and accommodation for staff.

Rest Areas Policy & Best Practice (DTMR)

Over 700 rest areas are provided through Queensland as part of the State's commitment to road safety and fatigue management. Sites are located in the road reserve and are either managed by the Department of Transport and Main Roads or managed by Local Government on behalf of the State.

Sites typically have a 20 hour limit for fatigue stops, are located less than 80km apart with clear signage, basic facilities (shelter, and non-potable water) and vegetation cover to allow drivers to rest away from noise and glare.

A Best Practice guide for roadside rest areas in Queensland was released in 2014 which encourages sites to be 'fit for purpose' as opposed to 'one size fits all'. Where sites are designed for visitors they should include toilets and where they are for RV users also a dump point is desirable. Availability of Wi-Fi is also a consideration.

(Queensland Camping Options Toolkit, 2014)

State Context cont.

Queensland Camping Options Toolkit (2014)

The Camping Options Toolkit was developed by the Queensland Government to help local governments effectively manage camping alternatives in their communities and provide visitors with a more predictable approach to non-commercial camping across Queensland.

The overarching principle is to grow the drive tourism market in Queensland through developing and promoting a wide variety of camping options.

The following definitions are adopted throughout this report, as per the Queensland Camping Options Toolkit, 2014:

Basic Camping Ground

This toolkit recommends local governments adopt a definition for both basic and bush camping grounds as sites offering minimal facilities (water, toilet and/or dump point, rubbish bins) and an agreed minimum standard of site management to ensure health and safety. A shower is not considered suited to the standard definition of a basic camping ground (subject as in all cases to local government consideration). The adoption of a minimum standard would provide local governments with a foundation for the best management of camping choices, both seasonal and year-round.

Competitive Neutrality

To ensure competitive neutrality, public sector business activities that are in competition with the private sector should not have competitive advantages or disadvantages simply by virtue of their government ownership or control.

Full-Cost Disclosure

This is the process in which local governments use the same model of costing a site as if they were a commercial enterprise (including allocation of costs for administration, infrastructure, compliance, workplace health and safety, staffing, rates, electricity and interest) in communicating the real cost of operating a site per night.

Recreational Vehicle (RV)

According to the Recreation Vehicle Industry Association, an RV is a vehicle that combines transportation and temporary living quarters for travel, recreation and camping.

Self-Contained Vehicle

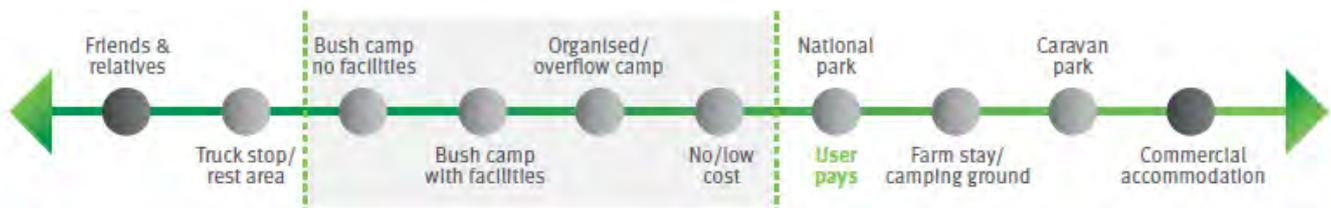
While no Australian standard exists to provide a clear definition of self-contained vehicles, for the purpose of this toolkit self-contained vehicles are those that can hold fresh water, greywater and/or blackwater and have on board cooking and sleeping facilities as defined in the Campervan & Motorhome Club of Australia (CMCA) Leave No Trace scheme.

Additional Tools

In addition to definitions, the Camping Options Toolkit introduces new tools that Local Governments can use to provide transparency, support road safety and ensure the natural and cultural assets of the state are preserved, these include:

- **Needs Assessment** (see page 39 for an example of a needs assessment) to assess the costs and benefits of identified camping options;
- **Community Reference Groups** to engage stakeholders in the process early; and
- A process of **managing overflow camping**.

Figure 9: Camping Options Spectrum



3.2

State & Regional Context

Queensland Drive Tourism Strategy (2013-2015)

Aiming to ensure a better understanding of linkages between tourism demand, infrastructure requirements and road user conflicts. Drive tourism is a key market and has great significance to the tourism industry in many regions. The drive market represents visitors who use some form of vehicular transport as a mode of transport to reach their destination, where their main purpose of visit is leisure (i.e. where their main purpose is for a holiday or to visit friends and relatives). This includes day trips and overnight trips to one or multiple destinations.

Drive tourism is of particular importance in the Southern Queensland Country region due to its sheer size and the distance between destinations.

Southern Queensland Country Tourism Destination Tourism Plan (2014-2020)

This Destination Tourism Plan provides clear direction for the development of tourism throughout the region to 2020. The identification of new approaches to increasing the value of the region's major drive routes is outlined in this plan. Southern Queensland Country is positioned to be a part of several major touring routes, including the Adventure Way, the Great Inland Way, Australia's Country Way, and the Leichhardt Highway.

Toowoomba Regional Community Plan (2014)

While camping is not mentioned in the Community Plan, Theme 8 encompasses the Economy, identifying a vision for Toowoomba as being a prosperous city providing a service hub for the region. Desired outcomes for Tourism are:

"a thriving sector capitalising on natural and heritage assets, as well as arts and cultural exchange opportunities."

CASE STUDY: Fraser Coast Regional Council

Council regulates camping areas to ensure they are maintained in a clean and hygienic condition and provide appropriate facilities. The Fraser Coast camping policies are within Subordinate Local Law No. 1 (Administration) 2011 and Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011.

As defined by Local Law No. 4, camping or sleeping overnight on all areas and roads controlled by the local government is a restricted activity and is permitted only where:

- a sign indicates that camping or sleeping overnight is allowed, or
- the place is located on the Queensland Heritage Trails Network, or
- camping is authorised by an authorised person.

Fraser Coast Regional Council has been supportive of non-commercial camping options. In 2011, it established nine new campsites, including the Maryborough Showgrounds, as a plan to attract more drive tourists. This was done through a six-stage site needs and assessment process. The Maryborough Showgrounds has a schedule of fees.

Since the launch of the Queensland Camping Options Toolkit, in 2014 the Fraser Coast Regional Council have formed a Camping Options Advisory Group with representation from a range of user groups and community representatives and have reviewed the use of each camping site including conducting a Needs Analysis of certain sites.

3.3 Local Laws

Overview

Unlike the majority of Local Government Areas throughout Queensland, Toowoomba Regional Council did have a selection of relevant definitions embedded in Local Law No. 4.

Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011

The purpose of this local law is to:

- protect the health and safety of persons using local government controlled land, facilities, infrastructure and roads; and
- preserve features of the natural and built environment and other aspects of the amenity of local government controlled land, facilities, infrastructure and roads.

The purpose is to be achieved by providing for:

- the regulation of access to local government controlled areas; and
- the prohibition or restriction of particular activities on local government controlled areas or roads; and
- miscellaneous matters affecting roads.

Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011

The purpose of this subordinate local law is to supplement *Local Law No.4 (Local Government Controlled Areas, Facilities and Roads) 2011* in order to protect the health and safety of persons using local government controlled land, facilities, infrastructure and roads and preserve features of the natural and built environment and other aspects of the amenity of local government controlled land, facilities, infrastructure and roads.

The purpose is to be achieved by providing for:

- the regulation of access to local government controlled areas; and
- the prohibition or restriction of particular activities in local government controlled areas or roads.

Section 5, Schedule 2 Item 4(b) states sleeping, occupying or remaining overnight in a park or reserve is restricted in all parks and reserves within the local government area unless written permission is obtained from the CEO.



Local Laws cont.

Definitions that are currently included in Local Law No.4 (Local Government Controlled Areas, Facilities and Roads; 2011) are as follows:

Accommodation

At a local government caravan park, means a caravan; or a complementary accommodation.

Camping

At a place, includes sleeping, occupying or remaining overnight at the place.

Camping Ground

Means land that is approved by the local government for camping but does not include a caravan park.

Camp Site

Means a part of a camping ground which is designated for occupation by a tent, inclusive of ropes, poles, supports and pegs incidental to the erection and use of the tent.

Caravan

Has the meaning given in *the Residential Tenancies Act 1994, section 3A*:

- (1) A “caravan” is a trailer— (a) designed principally for residential purposes; and (b) designed to be attached to and towed by a self-propelled vehicle; and (c) that, as originally designed, was capable of being registered under a law of the State about the use of vehicles on public roads.
- (2) Also, a “caravan” is something— (a) not fitted with wheels; and (b) not designed for permanent attachment to land but designed for attachment to a motor vehicle and for use for residential purposes.
- (3) In addition, a “caravan” is a self-propelled vehicle— (a) that— (i) is designed to be used both as a vehicle and for residential purposes; or (ii) was designed to be used solely as a vehicle but has been modified to be suitable for use both as a vehicle and for residential purposes; and (b) that, as originally designed, was capable of being registered under a law of the State about the use of vehicles on public roads.

Caravan Park

Means a place for parking and residing in caravans, including a place that provides also for complementary accommodation.

Caravan Site

At a local government caravan park, means a part of the local government caravan park which is designated for a single accommodation of a particular type.

Local Government Camping Ground

Means a camping ground under the control of the local government, including a camping ground located on land owned by the local government or on land for which the local government is the trustee.

Local Government Caravan Park

Means a caravan park under the control of the local government, including a caravan park located on land owned by the local government or on land for which the local government is the trustee.

Park

Means a public place which the local government has, by resolution, set apart for park, recreational or environmental purposes, and includes land designated as a park in the planning scheme of the local government.

Reserve

Means land dedicated as a reserve, or granted in trust, under the *Land Act 1994* and for which the local government is a trustee under that Act and other land held in trust by the local government which the local government has, by resolution, set apart for recreational or environmental purposes, and includes land designated as a reserve in the planning scheme of the local government.

Local Laws cont.

Table 2: Suggested Amendments to Local Laws

LOCAL LAWS	CURRENT REQUIREMENTS	SUGGESTED AMENDMENTS
<i>Local Law No. 1 (Administration) 2011</i>	Schedule 2, Part 2, (d) <i>operation of caravan parks</i> means to operate, on a commercial basis, a place for parking and residing in caravans, including a place that provides also for complementary accommodation.	Include a definition for the operation of a Campground and a set of triggers for where Council operates or where an expression of interest is called based on a Needs Assessment.
<i>Subordinate Local Law No. 1.6 (Operation of Camping Grounds) 2011.</i>	<p>Under the current definition, a Camping Ground is defined in a similar way to that of a caravan park, with slightly less mandatory facilities and more suited to school camps and bunk accommodation, this includes:</p> <ul style="list-style-type: none"> • A 'camping ground' requires on-site sewerage • It cannot be on land below the flood-line <p>Schedule 1 (m) requires - the operator must provide and maintain adequate toilet, bathing and showering facilities for persons of both sexes (including disabled persons) using the camping ground, including:</p> <ul style="list-style-type: none"> • at least 2 showers or baths for each sex, for every 15 individual camp sites • at least 1 hand basin for every 4 shower cubicles (or baths) for each sex; and • for water closets—for every 12 individual camp sites (within the camping ground) for males—at least 2 water closet pedestals and 0.9 metres of urinal stall; and for females—at least 4 water closet pedestal; and • all toilet and ablution facilities must be provided with reticulated water and ablution facilities must have reticulated hot and cold water provided to all shower cubicles and hand basins <p>toilets located at least 6m, but no more than 100m from any camp site</p>	<p>A 'Camping Ground' should be amended to be defined as "in areas remote from other development (including caravan parks and camping grounds that are licensed)"</p> <p>On land below the Q100 flood line, a risk assessment and management plan can be provided and where adequate evidence exists that a risk management plan can ensure user safety and timely evacuation such a site may be considered for a Campground.</p> <p>Schedule 1 (m) reworded to: A Camping Ground allows for toilets, water and a dump point, but not for more than one powered site, and should not include kiosks and or communal facilities.</p> <ul style="list-style-type: none"> • Toilets should be centrally accessible to sites, in an obvious location, and screened from all campsites. A rate of one toilet to every 20 sites is suitable. The ratio of female toilets to male toilets to urinals is 3:2:1. • Communal toilet and / or dump point facilities are located within 200m, but no closer than 6 metres, of every caravan/campervan/ motorhome or tent area. <p>The facility does not need to be connected to the sewerage system but must provide adequate toilet facilities (either septic, pump-out or composting). Unauthorised dumping of black or grey water is illegal and subject to a fine.</p>

Local Laws cont.

Table 3: Suggested Amendments to Local Laws continued

LOCAL LAWS	CURRENT REQUIREMENTS	SUGGESTED AMENDMENTS
<i>Subordinate Local Law No. 1.8 (Operation of Caravan Parks) 2011.</i>	<p>Each site must have a well-drained surface, and must not be situated on flood-prone land; Toilets facilities must be provided, using the following ratio for guidance:</p> <ul style="list-style-type: none"> • For 40 sites or less, 1 pedestal for every 7 sites should be provided for female occupants and 1 pedestal for every 10 sites should be provided for male occupants, and a 0.6m urinal should be provided for every 20 sites; and • For every 15 sites exceeding 40 sites, an additional pedestal should be provided both for male and female occupants and a 0.6m urinal should be provided for every 20 sites; • Separate ablution facilities for each gender must be provided in the ratio of 1 shower (or bath) and hand basin to every 15 sites; and all toilet and ablution facilities must be provided with reticulated water and ablution facilities must have reticulated hot and cold water to all shower cubicles and hand basins 	<p>Discuss alterations to these requirements with local caravan parks based on Statewide amendments to the 1997 Design Guideline for Caravan Parks.</p>
<i>Subordinate Local Law No.2 Animal Management</i>	<p>Multiple pets are allowed on multi-residential premises or allotment with an area over 450m². No specific reference is made to caravan parks, but they are not excluded from the multi-residential premises definition so pets are allowed.</p>	<p>The definition of <i>multi-residential premises</i> in SLL No.2 could include a reference to caravan parks.</p>

Local Laws cont.

Table 4: Suggested Amendments to Local Laws continued

LOCAL LAWS	CURRENT REQUIREMENTS	SUGGESTED AMENDMENTS
<i>Subordinate Local Law No.4 Local Government Controlled Areas Facilities and Roads 2011 (Section 5, Schedule 2, 4(b))</i>	“Sleeping, occupying or remaining overnight in a park or reserve is restricted in all parks and reserves within the local government area – Permitted only with the written authorisation of the chief executive officer of the local government.”	The Subordinate Local Law needs to reference the recommended Register of Campgrounds in which overnight camping is permitted, and ensure clear signage is provided at these locations. Written authorisation could be permitted by the CEO or delegate.
<i>Subordinate Local Law No.4 Local Government Controlled Areas Facilities and Roads 2011 (Section 5, Schedule 2, 5(b), xii)</i>	“Camping, sleeping, occupying or remaining overnight in a caravan or complementary accommodation at a caravan site at a local government caravan park is permitted only if - (xii) the person undertaking the activity limits the conduct of the activity to a maximum of 21 nights in any 12 month period.”	“Camping, sleeping, occupying or remaining overnight in a caravan or complementary accommodation at a caravan site at a local government caravan park, <u>showgrounds, or campground</u> is permitted only if - (xii) the person undertaking the activity limits the conduct of the activity to a maximum of 21 nights in any 12 month period.”
<i>Subordinate Local Law No.4 Local Government Controlled Areas Facilities and Roads 2011 (Section 5, Schedule 2, 8(b))</i>	“Camping, sleeping, occupying or remaining overnight at a camp site at a local government camping ground”	The Subordinate Local Law needs to reference a time limit: “is permitted only if - the person undertaking the activity limits the conduct of the activity to a maximum of 21 nights in any 12 month period.”

3.4

Planning Scheme

Definitions

The inclusion of definitions in the Planning Scheme for each camping option is critical to the governance and compliance of the sites.

The following section identifies suggested definitions to be included in the Planning Scheme, as follows:

- Bush Camp
- Campground
- Basic Caravan Park

Bush Camp

Where a site is located away from residential areas and offer limited amenities on site, Council could consider designating the site as a Bush Camp.

Campground

Where a site can demonstrate a need for greater maintenance and provision of amenities, Council could consider designating the sites as a Campground.

Basic Caravan Park

Where a park can demonstrate it operates with a clear seasonal peak, Council could consider a seasonal fee structure that recognises the use of water, sewer and sullage differs in the seasons and charges could be applied accordingly. Further, Council could consider providing Caravan Parks with the option to 'close' an area seasonally and not charge fixed provision fees for water, sewer and sullage during dedicated closure periods.



3.5

Guiding Principles

Developing the RV strategy for the Toowoomba region required the identification of guiding principles that were required to achieve the vision. These guiding principles are outlined subsequently:

Signage

Sites need to be clearly marked and consistent across the region. Wayfinding signage must be strategically placed and should easily direct traffic to the site. Signage on-site should identify the terms of use and penalties for unauthorised use.

Safety

Sites must be safe for those staying overnight and appeal to safe road users. The sites should be maintained regularly so that the site manifests itself as a clean and safe environment.

Environmental Protection

Sites should be managed and maintained so as to protect the environmental and cultural assets and values. Overnight locations should be managed in a way that ensures the health and wellbeing of the people staying in them while ensuring environmental values are not compromised. Healthy environments will facilitate long-term sustainable use of the sites for all to enjoy.

Support the Economy

Sites should be located near communities encouraging visitors into the local businesses supporting the communities and their economies.

Pet Friendly

Sites should be welcoming to animals and allow visitors to have pets with them so long as they are kept on a lead and abide to local regulations.

Transparency

Site management and procedures must be clearly outlined and policies must be implemented to ensure transparency in all decision-making moving forward. Items to be addressed include site assessment, site compliance, and overflow management.

Diversity of Options

The overnight sites available to the public must be comprehensive and provide a diverse range of options so as to appeal to broad audience. The options must also be of a standard quality and well cared for. The variety of options will create a diversity of experiences to RV travellers in the Toowoomba region.

Sense of Place

Overnight sites should support and sustain a sense of community in each place. The Toowoomba region will become acclaimed for its camping options and visitors will remember their experiences with fondness.

Balance Commercial and Consumer Need

Commercial caravan parks are important to the local economy and a balance between the camping options available must be attained to encourage the greatest offerings to visitors.

Manage Quality and Standard

Offering quality camping experiences to a variety of markets and ensuring site rules are enforced are vital to Council's approach to RVs being well-received by the users.

Maximize the Visitor Economy

The camping options need to maximize the visitor economy and facilitate memorable experiences throughout the Toowoomba region. The visitor's whole experience influences their perception of the region and can determine if they choose to return in the future.



4

RECOMMENDATIONS

Recommendations

The Way Forward

The guiding principles set out in the previous section provide the basis for the approach recommended for the Toowoomba region. The recommendations are grouped into four sections, outlined below. These recommendations provide the basis for achieving the Toowoomba Region RV Strategy Vision:

To provide RV travellers in the Toowoomba region with a range of camping options from bush camping to caravan parks that meet the needs of travellers, are easy to find, safe to use, and maximise the value to the traveller and the community, without compromising the region's environmental or cultural values.

A Governance & Management

Governance is the cornerstone to the successful management of camping options. A transparent decision-making process is needed, that engages the community and RV users, encouraging visitors to travel to and stay in the region. Underpinning this needs to be a management process that is consistent, predictable and efficient supported by an agreed legal framework. It is recommended that Toowoomba establish a Regional Camping Reference Group and seven Local Camping Reference Groups serving to oversee the RV Strategy and provide asset managers with the tools required to provide a consistent outcome.

B Legal & Policy Framework

Amendments are required to the current Local Laws and Subordinate Local Laws to provide a consistent range of camping options and to provide the necessary tools for enforcement. In addition, a range of supporting policies and procedures are needed to guide the application of the Planning Scheme, the enforcement process and the management of sites over time as needs and circumstances change.

It is recommended that in addition to a range of minor amendments to the Local and Subordinate Local Laws, the following policy and procedure documents be developed: a Site Assessment and Needs Assessment Template, Register of Camping Locations, a Design & Management Guide to Bush Camps and Campgrounds (including outsource arrangements) and a Managed Overflow Policy.

C Site Management

The RV Strategy recognises that sites evolve over time, as to users expectations. With this in mind it is important that sites are managed as part of a spectrum of camping options across the region, and considering the options provided in neighbouring regions. This begins with a clear definition of where each site is placed in the camping options spectrum and what facilities and use guidelines are appropriate for that site (maintained in a Sites Register). In addition, each site has potential enhancements that can be funded over time. An annual review of sites is needed to ensure they continue to meet the needs of the community and users or if capacity needs to be constrained due to excessive use.

D Marketing & Communication

Promoting the camping options available throughout the Toowoomba region is essential to further developing the RV market. The provision of accurate site information on the Toowoomba Regional Council website is necessary. Clear and effective signage is also required to direct RV visitors throughout the region and will complement information available online. This needs to be delivered both through Council's website and communication channels as well as through partners channels including the Regional Tourism Organisation, RACQ, industry and user groups.

Some recommended enhancements include website content, a touring map and App (as part of wider Council App), and signage.

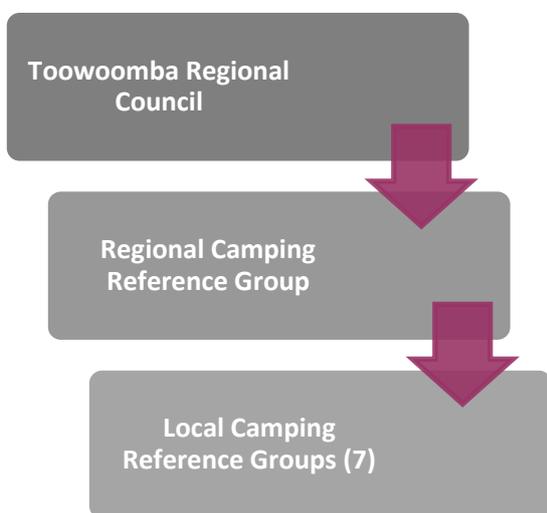
4.1

Governance & Management

Governance

The structure proposed to ensure transparency and effective implementation of the RV Strategy is the establishment of a local and regional groups. This will enable engagement at all levels and encourage involvement in administering the camping options throughout the region. Governance arrangements should be reviewed after the first year to discuss the efficacy of the model. When issues are raised, they should first go to Tourism & Events to determine if they can be resolved internally with the asset owner. If not, the issue is then passed on through the hierarchy of governance.

Figure 10: Hierarchy of Governance



Management

The RCRG and LCRG’s provide the first stage of the management process. Each group needs a high level Terms of Reference, and an appeals process is needed for decisions from both groups.

All new site proposals moving forward will be discussed by the LCRG’s and then by the RCRG. This process will include a needs assessment to determine the need of the site based on occupancy, offer and a cost benefit analysis.

Council staff implementing the RV Strategy will rely on the Legal Framework (see over) and the management tools outlined to provide day-to-day management of the camping options spectrum.

Regional Camping Reference Group

Develop a Regional Camping Reference Group (RCRG). This group will guide the implementation of the RV Strategy and guide the delivery of camping options across the region, reporting as required to Council.

The RCRG should consist of 4-5 people and will oversee the structure of the overnight camping options throughout the region and should include the following:

- Toowoomba Regional Council CEO or delegate;
- Industry Representative (Caravan Parks Association);
- User Representative (CMCA);
- Business Representative.

The RCRG will also be responsible for assessing the cumulative flow-on impact of the sites.

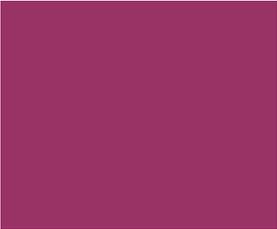
Local Camping Reference Groups

Develop seven Local Camping Reference Groups (LCRG) in the following communities to report to the Regional Camping Reference Group. The following seven communities are suggested so as to correspond with the boundaries by which the Community Liaison Officers (CLO) operate within:

- Toowoomba;
- Clifton;
- Pittsworth;
- Millmerran;
- Oakey;
- Crows Nest; and,
- Yarraman.

These LCRG’s are to meet ‘as-needed’ when new location referrals are submitted or amendments to existing arrangements are suggested. Submissions are to be made by the public through Council’s internal Pathway platform. The LCRG’s will most likely meet a few times a year and should include the relevant CLO.

Submissions in Pathway will prompt the CLO to organize a LCRG meeting to discuss the request for permanent use of a space. The LCRG will then follow the guidelines identified in this strategy, which begin at the private sector and then move to the public sector.



Governance & Management

Table 5: Action Plan for Governance & Management Recommendations

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
Develop a Regional Camping Reference Group including a high level terms of reference	Tourism and Events	July 2016
Develop a Terms of Reference for seven Local Camping Reference Groups and call for nominations from the community and stakeholder organisations	Tourism and Events	September 2016
Host Workshop for RCRG & LCRG to inform and train newly appointed members	Tourism and Events	October 2016
Coordinate the first meetings of both the RCRG and the LCRGs to review the Sites Register	Tourism and Events	November 2016
Amend the definition of <i>multi-residential premises</i> in Subordinate Local Law No.2 to include a reference to caravan parks to support Caravan Parks to allow pets (including horses) onsite where practical.	Local Laws	September 2017

4.2

Legal & Policy Framework

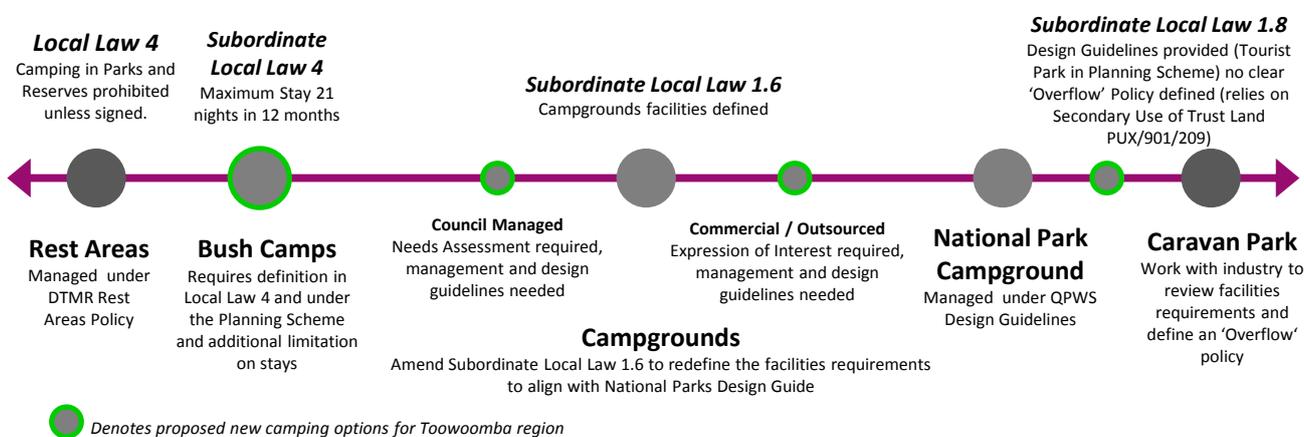
Creating a Camping Options Spectrum

Toowoomba currently captures just 2% of the camping market to Queensland, this share could grow by offering a broader range of camping options. The current legal framework for managing camping in the Toowoomba region needs to be amended to provide a consistent approach. Figure 10 outlines the recommended Camping Options Spectrum for Toowoomba Regional Council.

Why Offer Options?

An increasing number of travellers are looking for a broader range of options, many of whom are travelling on the road with their own facilities. The provision of camping options enables the visitor a choice and encourages a longer stay in the region, thus increasing the opportunity to spend money and support local businesses in the community.

Figure 11: Recommended Camping Options Spectrum



Summary of Recommended Amendments

To provide for a consistent approach and the addition of new enforceable camping options in the Toowoomba region, the following amendments and additions are recommended:

- Amend Subordinate Local 4 to include definitions for 'bush camps' and 'campgrounds' limiting stays in bush camps to 7 nights and campgrounds to 21 days;
- Amend Subordinate Local Law 1.6 to align the facilities required to that of National Parks;
- Amend Subordinate Local Law 1.6 to provide a trigger for the creation of a management process that uses a Needs Assessment and decision by Council to either manage a campground in-house or trigger an outsource arrangement with supporting policy;
- Prepare a 'Campground Design & Management Policy' with guidelines on site design;
- Create a sites register linked to Subordinate Local Law 1.6 to list all bush camps and campgrounds on Council land under the Queensland Caravan Park Policy (PUX/901/102);
- Create an addendum to the Planning Scheme to allow for Campgrounds to be developed; and
- Amend the Local Laws (*Subordinate Local Law No.2 Animal Management*) relating to multi-residential sites to define caravan parks as multi-residential sites that permit pets.

Legal & Policy Framework

Through the Industry Forum hosted by Toowoomba Regional Council on 5 November 2015, the following definitions and guidelines were proposed and discussed in creating a spectrum of camping options throughout the Region. Four camping option categories were identified for Council operated overnight camping sites (See Site Audit on page 40):

Rest Areas / Fatigue Management Sites

Rest Areas are sites designed for fatigue management and should follow the best practice guidelines provided by the State with minimal facilities for travellers to take a break from the road to get some rest. These sites are located adjacent to a main road and should have a maximum stay of 20 hours. Signage at the site identifying the location as a rest stop is the only necessary feature for this category.

Sites suggested in this category include: Apex Park/Cecil Plains Weir, Chapman Park (Hampton VIC), Ravensbourne Rest Area, Federation Park (Maclagan), and Federation Park (Vale View).

Bush Camps

A site classified as a Bush Camp is generally located in a rural area away from any main travel routes. They have minimal features and serve to provide a safe place to enjoy a wilderness setting. These sites should be a minimum distance of 15km from the nearest Caravan Park. Bush Camps are free of charge and should provide access to water. Water can be either potable or simple rain water, so long as it is appropriately signed.

Bush Camp sites are intended for longer stays, depending on the needs of the user. Each site should be clearly signed with a time limit of 7 days. Sites suggested to operate under this category include: Yarralong Weir, Passmore Reserve, and Boodua Reserve.

Campgrounds

A campground is a site designed to provide a 'National Park' style camping experience with basic facilities for travellers seeking an overnight stay (up to 7 nights). They offer more facilities than a Bush Camp, can be located closer to commercial caravan parks (where need has been established) but less facilities than a commercial caravan park. Fees can be charged and sites can be managed by Council or a third party on behalf of Council.

Sites suggested to operate under these categories include: Clifton Rec Grounds, Nobby Town Park, Swinging Bridge, Bowenville Reserve, Cambooya and Cressbrook Dam. The classification of these sites will be determined by the results of the Expression of Interest (EOI) process, outlined below.

➤ Council Managed Campground

A site classified as a Council Campground can operate either free of charge or be managed by a community group collecting a nominal fee for cost recovery as determined through an EOI process. These sites should offer, at minimum, toilets, water (potable or non-potable), designated sites, shelter and where possible a dump point.

➤ Commercial / Outsourced Campground

A site classified as a Commercial Campground can charge a fee and are managed by an entity selected through an EOI process. These sites should offer common amenities such as water and toilets as well as one emergency power outlet.

Caravan Parks

It is recommended that the design guidelines suggested in Subordinate Local Law 1.8 should be discussed with the Caravan Park industry (through Caravanning Queensland) as part of a proposed state-wide review.

Site operating under this category should comply to the same standard as any other caravan park. Sites suggested to operate under this category include: Cecil Plains Caravan Park and Jondaryan Woolshed.

Figure 12: Toowoomba Region’s Camping Options Spectrum

 CAMPING OPTION	 LENGTH OF STAY	 FEATURES	 COST	 GOVERNANCE
FATIGUE MANAGEMENT	20 hours	<ul style="list-style-type: none"> • Signage 	Free	<ul style="list-style-type: none"> • Local Laws • State Legislation
BUSH CAMP	7 nights	<ul style="list-style-type: none"> • Signage • Water • Minimum of 15km to nearest Caravan Park 	Free	<ul style="list-style-type: none"> • Local Laws • Planning Scheme
COUNCIL MANAGED CAMPGROUND	7-21 days	<ul style="list-style-type: none"> • Signage • Water • Bins 	Free OR Nominal Fee	<ul style="list-style-type: none"> • Needs Assessment required • Local Laws • Planning Scheme
COMMERCIAL / OUTSOURCED CAMPGROUND	21 days	<ul style="list-style-type: none"> • Signage • Water • Bins • Toilets • Emergency Power Point 	As Per the Operator	<ul style="list-style-type: none"> • Local Laws • Planning Scheme • Expression of Interest • Annual Review
COMMERCIAL CARAVAN PARK	As Per the Operator	As Per the Operator	As Per the Operator	<ul style="list-style-type: none"> • Local Laws • Planning Scheme • State Legislation

Legal & Policy Framework

Local Law 4

In addition to the recommended changes on pages 20-21 to the wording of the Local Laws, the following amendments are recommended to deliver an effective RV Strategy for the Toowoomba region:

Register of Camping Locations

The development of a Register of Camping Sites operated by Council to accompany Local Law 4 will provide formal recognition of the sites.

Including the list of sites in a Register attached to the Local Law, as opposed to being in the Local Law, enables amendments to be made as required without amending the Local Law.

Planning Scheme Additions

Recognising that the Queensland Planning Policy (QPP) guides the use categories allowed in local planning schemes, it is recommended that Toowoomba Regional Council's planning scheme be supported by an addendum to the 'tourist park' and 'fishing reserve' uses to allow for planning guidance for bush camps, campgrounds and basic caravan parks (see page 23)

Definitions

A selection of new definitions, as defined in Section 3.4, should be included in the Local Law, including Bush Camp, Campground and Basic Caravan Park.

Managing Overflow

A policy that outlines how to manage overflow is an integral part of this RV Strategy (see Appendix B). The purpose of an overflow policy is to provide overflow facilities within the region that will accommodate additional numbers of camping visitors when permanent caravan parks and camping facilities are operating at or near capacity.

Assessment of Need

There needs to be a trigger in the Local Law for assessment of need, this will help to determine if proposed sites in the future are permitted. A Template Form for Site Assessment has been developed (see Appendix C).

Design and Management Guide

The Planning Scheme provides the necessary legal triggers for site management, to ensure consistency design and management of campgrounds it is recommended Council prepare a guide with case studies / examples to assist proponents and Council's Planning department in better assessing proposed sites, designing Council managed sites and managing contracts with third party providers.

Caravan Parks

A review of the caravan Park Facilities Guide (1997) should take place by the industry to better reflect the current market; while at a local level, a review of compliance and fees outlined in the Local Laws should ensue. Council regulations could consider seasonal rates for Caravan Parks as well as the co-location of a campground adjacent to a commercial caravan park (if the application is from the same operator).

Pet Friendly Caravan Parks

The Local Laws already allow for pets in Caravan Parks, a planning brief for caravan parks is needed to inform them of what is allowed.

Bush Camp

Table 6: Suggested Bush Camp Definitions Input into the Planning Scheme

PERFORMANCE OUTCOMES		ACCEPTABLE SOLUTIONS	
INFRASTRUCTURE			
Site Area			
PO1	The site is appropriately located away from residential areas.	AO1	Located within a Limited Development Zone.
PO2	The site is of a size and configuration capable of accommodating: a) Caravans, motorhomes and tent areas; and b) Natural buffer areas	AO2	An agreed number of sites is set out, each tent site is a minimum of 40m ² and each Caravan/Campervan/Motorhome site has a minimum of 75m ² with an average of 100m ²
Design of Sites			
PO3	Individual camp areas are designed with limited amenities so that they are used primarily for short term accommodation.	AO3	No acceptable solution.
Access			
PO4	Campground access, vehicle parking, and associated manoeuvring areas are sufficient to accommodate the expected vehicle traffic in terms of vehicle types, numbers and frequency without compromising safety.	AO4	Vehicular access is limited to one major entry/exit located on the lowest order road frontage.
PO5	Internal road design does not compromise the safety of park users in the event of an emergency.	AO5	Internal roads/areas facilitate unobstructed access to every site and building by emergency services vehicles.
Refuse Collection			
PO6	The provision of a central refuse collection area is not required.	AO6	Any refuse stored in weather-proof and securable receptacles to prevent them from attracting vermin and wildlife.
Treatment and disposal of effluent			
PO7	The disposal of effluent does not result in environmental nuisance or contamination of surface or ground water.	AO7	No acceptable solution.

Campground

Table 7: Suggested Campground Definitions Input into the Planning Scheme

PERFORMANCE OUTCOMES		ACCEPTABLE SOLUTIONS	
Site Area			
PO1	The size is appropriately located to provide campground users with access to tourist attractions, community facilities and infrastructure.	AO1	No acceptable outcome is provided.
PO2	The site is of a size and configuration capable of accommodating: <ul style="list-style-type: none"> a) Caravans, motorhomes and tent areas; b) Landscape buffer areas; and c) Servicing requirements such as waste storage and collection areas. 	AO2	The site is at least 0.5ha in area.
Design of Sites			
PO3	Individual camp areas are: <ul style="list-style-type: none"> a) Designed and equipped to ensure orderly and convenient use and servicing; b) Adequate in size and dimension to accommodate the intended use, having regard to length of stay and varying styles and sizes of vehicles and accommodation; and c) Are designed with limited amenities so that they are used primarily for short term accommodation. 	AO3 1	No more than one powered site.
		AO3 2	The area allocated to accommodate each caravan, campervan, motorhome or tent is clearly marked (and numbered if bookable).
		AO3 3	If a caravan/campervan/motorhome site, each site has a minimum of 75m ² with an average of 100m ² .
		AO3 4	If a tent site, each site is a minimum of 40m ² .
Infrastructure			
PO4	The use is provided with basic communal toilet and / or dump point facilities that are based on the: <ul style="list-style-type: none"> a) Number of projected site users without self-contained vehicles; b) Frequency of use during peak and quiet periods; c) Need to provide for specific groups such as people with disabilities or parents with children; 	AO4 1	Communal toilet and / or dump point facilities are located within 200m, but no closer than 6 metres, of every caravan/campervan/ motorhome or tent area.
		AO4 2	Toilets should be centrally accessible to sites, in an obvious location, and screened from all campsites. A rate of one toilet to every 20 sites is suitable. The ratio of female toilets to male toilets to urinals is 3:2:1.

Basic Caravan Park

Table 8: Suggested Basic Caravan Park Definitions Input into the Planning Scheme

PERFORMANCE OUTCOMES		ACCEPTABLE SOLUTIONS	
Water Supply			
Objective: Residential park occupants are provided with a water supply maintained to a good standard.			
P1	Any water supply point which provides water not suitable for drinking must be labelled 'unsuitable for drinking' and provided with child-proof taps.	S1 & S2	No acceptable solutions specified.
P2	Potable water supply points are provided within a convenient walking distance of every occupancy site and within all toilet and ablution buildings. If a reticulated water supply is not available, arrangement are made for the supply of potable water.		
P3	All taps, water pipes, fittings and appliances are connected to the public water supply system or a treated water system.	S3	All taps, water pipes, fittings and appliances complying with the requirements of the Standard Water Supply Law and the Australian Standard, AS 3500.1 – National Plumbing and Drainage Code
P4	Water supply is able to cope with fire-fighting demands.	S4	No acceptable solution specified for performance criteria.
Sewage and Sullage			
Objective: To provide a safe disposal of sewage and sullage.			
P1	Residential parks are connected to the Local Government's sewerage system. If the Local Government sewerage system is not available, arrangements are made for the treatment and disposal of sewage and liquid waste. A license is required from the Queensland Department of Environment before discharge of wastes to State waters commences.	S1	On-site treatment and irrigation conforming to the Code of Practice for On-Site Waste Water Management and any requirements of the Queensland Department of Environment
P2	Liquid waste disposal (sullage) points are provided at convenient locations around the property. Each has a water stand pipe to ease regular cleansing of paved area and backflow prevention device.	S2	A liquid waste disposal point is provided within 30m of any site. The disposal point is provided with a water stand pipe in an impervious paved area of at least 1m x 1m (Part 2 Camping Grounds of the Health Regulations 1996) graded to a central drain connected to a sewerage system.
P3	Council gives recognition of the seasonal nature of utility usage and provides a calculation for peak and off-peak season sewerage and sullage and charges according to average use in these seasons not at peak usage.	S3	No acceptable solution is provided.

Legal & Policy Framework

Table 9: Action Plan for Legal & Policy Framework Recommendations

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
Amend Local Law 4 to include: <ul style="list-style-type: none"> • Proposed Definitions • Register of Camping Locations • Site Assessment Template • Managed Overflow Policy 	Local Laws	July 2016
Minor Amendments to Local and Subordinate Local Laws (see pp20-21) to support the camping options spectrum including: <ul style="list-style-type: none"> ➤ Amend Subordinate Local 4 to include definitions for 'bush camps' and 'campgrounds' limiting stays in bush camps to 7 nights and campgrounds to 21 days; ➤ Amend Subordinate Local Law 1.6 to align the facilities required to that of National Parks (see over page); ➤ Amend Subordinate Local Law 1.6 to provide a trigger for the creation of a management process that uses a Needs Assessment and decision by Council to either manage a campground in-house or trigger an outsource arrangement with supporting policy; and ➤ Create a Sites Register linked to Subordinate Local Law 1.6 to list all Bush Camps and Campgrounds on Council land under the Queensland Caravan Park Policy (PUX/901/102). 	Local Laws	April 2017
Provide an addendum to the Planning Scheme to define Bush Camps, Campgrounds and Basic Caravan Parks. This would be supported by a <i>Design and Management Guide</i> with examples of application of the scheme changes and guidelines for enforcement officers to use for compliance	Strategic Planning and Economic Development	April 2017
Design and install new signage at all sites managed by Council reflecting the new length of stay provisions and the site definition to align with material online	Parks and Recreation Services	October 2017
Assess the priority of additional infrastructure suggested on page 40 and implement accordingly	Parks and Recreation Services	As needed

4.3 Site Management

Site Register

A Site Register (based on the Site Audit, see page 40) should be maintained, and linked through Council's online portal Pathways to issues of compliance and enforcement.

Economic Development

The sites should be located strategically to best support local economic development. When new sites are proposed, their proximity to town should be considered.

A 12 month trial of a receipts box is suggested for all sites to measure the economic impact. Visitors are encouraged to place their receipts from local shops in the box to assist Council in quantifying the economic impact of each site.

Dump Points

Dump points should not be installed away from existing pump-out locations and should always be connected to the sewer to offset ongoing maintenance costs. These locations need to be dispersed throughout the region and promoted. CMCA should be approached to consider a partnership with Council in the delivery of two or three new dump points throughout the region. Opportunities have been outlined in the Site Audit (Appendix A).

Managed Overflow

Feedback from caravan park operators and the Visitor Information Centre is that overflow arrangements are rarely required. The main reasons for them to date have been RVs too large for a caravan park (e.g. Oakey), travelling with pets (e.g. Toowoomba) and peak demand (e.g. Carnival of Flowers) and these have been rare. A process to manage overflow (see over) is required, but should not be too formalised.

Community Partnerships & Council Owned Campgrounds

Council should work with community groups to manage Council owned campgrounds collecting a nominal fee. Outsourcing site governance and fee collection to community groups will reduce costs to Council and increase community ownership of the site, enabling re-investment of the fees directly into the community.

This is currently being practiced at Nobby and should serve as a prime example. The Nobby Heritage and Progress Association have a MOU with Council, they collect a nominal fee for access to power. The community organisation is then able to reinvest the revenue into the community as outlined in the Agreement with Council.

Expressions of Interest & Commercial/Outsourced Campgrounds

All sites categorised as Commercial/Outsourced Campgrounds need to be put on the market through an Expression of Interest process. The length of the tenure can be decided by Council, however, an annual review is required.

Needs Assessments

From the consultation it is clear that a number of Needs Assessments are required. It is recommended that the relevant Local Camping Reference Groups be engaged to participate in the Needs Assessments for with the Local Camping on Federation Park, Walpole Park (see example on page 38), Passmore Reserve, Nobby and Boodua Reserve.

Two additional sites were suggested at the Industry Forum (Greenmount Recreation Reserve, Crows Nest Sales Yards), Needs Assessments should be conducted for these.

The asset owner and/or manager must also be involved in this process. When sites are being considered for either temporary or permanent closure, the needs assessment process should be applied in reverse.

Managed Overflow

Toowoomba Regional Council will require an overflow policy that can be applied during peak seasons and when major events are taking place.

Purpose

The aim is to offer an alternative to camping in a rest area by providing a safe camping environment for visitors while protecting the viability of permanent facilities.

Any established temporary seasonal overflow arrangement would need to adhere to an agreed overflow policy that is linked to the temporary use conditions of the Queensland Planning Provisions (QPP).

Guidelines

The following guidelines are intended only for camping arrangements; they have no provisions for recreational facilities, cabins or self-contained temporary accommodation:

- The trigger for commencing overflow arrangements rests with Toowoomba Regional Council after consultation with all commercial caravan parks.
- Where no vacancies are available at existing caravan parks within a 15km catchment, including approved overflow sites within licensed caravan parks, Toowoomba Regional Council may authorise the operation of overflow camping grounds at suitable locations with preferences for the release of sites.
- Where a suitable site cannot be found because of the size of the vehicle or some other determinant (e.g. travelling with pets, including horses), Toowoomba Regional Council may authorise operation of overflow camping grounds to avoid pushing users on to other towns where that is perceived as a safety risk.
- The maximum stay at an emergency or at capacity overflow camping facility could be 7 consecutive days. A camper may be allowed to book an overflow site only if there is a reasonable belief within Toowoomba Regional Council that there are no available spaces in the licensed caravan parks, in safe travel proximity.
- If no host has been appointed for an overflow camping facility, a Toowoomba Regional Council ranger could be appointed to resolve any unforeseen problems and be responsible for day-to-day supervision of the facility. After-hours contact could be available with the host or the ranger. Toowoomba Regional Council could delegate authority to a volunteer ranger provided they are given reasonable training.
- Fees for camping at overflow facilities could be determined in accordance with Toowoomba Regional Council annual schedule of fees and charges.

Recommendations for Implementation

Make overflow management a role for Local Camping Reference Groups: Communities that regularly experience peak seasonal demand and require overflow arrangements could make overflow management an agenda item at their Local Camping Reference Group. The Group should meet at least 6 months prior to the seasonal peak to discuss and agree on the protocols to be used during the peak.

Identify the sites at least 6 months in advance: The LCRG should identify locations to be used for overflow at least 6 months in advance to provide enough time for those sites to comply with the town planning scheme.

Take a regional approach: Establish a regional approach to managing travellers during seasonal peak visitor periods through feeding the results of the LCRG meetings into the Regional Camping Reference Group (RCG). In that way, towns should be aware of what nearby towns are offering.

Create an online booking system: Council could consider developing a standard online booking system for overflow sites. The most effective solution would be regional or state-wide. The current booking system operated by the Queensland Department of National Parks, Recreation, Sports and Racing could provide a model for the basis of any booking.

Example Needs Assessment of Walpole Park, Millmerran

Walpole Park is currently offered as a free overnight option for RVs visiting Millmerran.

The community features a commercial caravan park offering unpowered sites for \$25.00 as well as the Showgrounds offering camping for \$20.00 per night, these locations are less than 2kms away from Walpole Park.

Infrastructure on site includes bins, picnic tables and shelter.

Following the Queensland Camping Options Toolkit, this example Needs Assessment would then be followed-up with a Cost Benefit Analysis.

Considering the availability of camping options within Millmerran, it is suggested that this site be reverted back to day use.

Table 10: Walpole Park Needs Assessment

Overnight Site	Location	Is there a commercial park within 5km?	Nearest Caravan Park	Do any of these commercial sites have unpowered camp sites?	Do any of the commercial sites charge less than \$20 (or \$25)	Are any of the commercial sites suitable for the market?	Are pets allowed?
Walpole Park	Millmerran	Millmerran Village Caravan Park & Millmerran Caravan Park	2km	Yes	\$25.00	Yes	Yes, on a lead



Site Audit

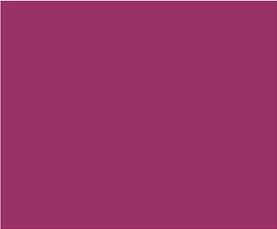
Table 11: Site Audit of Current Toowoomba Regional Council Overnight Locations

SITE	CURRENT TIME LIMIT	NEED IDENTIFIED?	NEAREST CARAVAN PARK	PETS ALLOWED?
Hampton VIC/Chapman Park	24 hours	✓	11km	✓
Jondaryan Woolshed	Fee	✓	20km	✓
Bowenville Reserve	7 days	✓	18km	✓
Ravensbourne Rest Area	24 hours	✓	15km	✓
Cressbrook Dam	14 nights	✓	19km	✗
Swinging Bridge	48 hours	✓	29km	✓
Harland Park	24 hours	✓	6km	✓
Federation Park (Maclagan)	24 hours	✗	25km	✓
Apex Park/Cecil Plains Weir	72 hours	✓	1km	✓
Cecil Plains Caravan Park	Fee	✓	45km	✓
Walpole Park	72 hours	✗	2km	✓
Yarramalong Weir	72 hours	✓	25km	✓
Clifton Rec Grounds	7 days	✓	10km	✓
Nobby Town Park	72 hours	✓	18km	✓
Federation Park (Vale View)	24 hours	✓	10km	✓
Passmore Reserve	72 hours	✗	29km	✓
Boodua Reserve	72 hours	✗	22km	✓
Cambooya Recreation Reserve	72 hours	✓	19m	✓
ADDITIONAL SITES PROPOSED AT INDUSTRY FORUM:				
Greenmount Recreational Reserve	n/a	✓	28km	n/a
Crows Nest Sales Yards	n/a	✗	5km	n/a

Site Audit cont.

Table 12: Site Audit of Current Toowoomba Regional Council Overnight Locations

SITE	PROPOSED DESIGNATION	INFRASTRUCTURE NEEDED
Hampton VIC/Chapman Park	Fatigue Management	No Additional Infrastructure
Jondaryan Woolshed	Caravan Park	Cost Benefit Analysis to determine additional infrastructure required. Must comply to one of the following: 1) Council adopt a definition for 'Basic Caravan Park' 2) Council doesn't adopt this definition and sites must comply to planning scheme / building approvals 3) Site deemed as a 'Campground' and Council removes any infrastructure in excess of the definition
Bowenville Reserve	Managed Campground	Bollards to manage capacity
Ravensbourne Rest Area	Fatigue Management	To minimise erosion and to protect the trees, develop a concept plan to guide incremental improvements to improve safety, and amenity.
Cressbrook Dam	Managed Campground	Review to the compliance as a Caravan Park
Swinging Bridge	Managed Campground	Toilets within 200m
Harland Park	Day Use	There are 3 Fatigue Management sites within a 20km radius, Bollards to be installed to manage use
Federation Park (Maclagan)	Fatigue Management	No Additional Infrastructure required
Apex Park/Cecil Plains Weir	Fatigue Management	No Additional Infrastructure required
Cecil Plains Caravan Park	Caravan Park	Must comply to one of the following: 1) Council adopt a definition for 'Basic Caravan Park' and sites comply 2) Council doesn't adopt this definition and sites must comply to planning scheme / building approvals 3) Site deemed as a 'Campground' and Council removes any infrastructure in excess of the definition
Walpole Park	Day Use Only	No Additional Infrastructure required
Yarramalong Weir	Bush Camp	Bollards; Monitor site and review designation if use increases
Clifton Rec Grounds	Managed Campground	No Additional Infrastructure required
Nobby Town Park	Managed Campground	Start with a Needs Assessment, if needed an alternative site needs to be found for managed camping, in consultation with QR and DTMR.
Federation Park (Vale View)	Fatigue Management	No Additional Infrastructure required
Passmore Reserve	Bush Camp	No Additional Infrastructure required; Monitor site and review designation if use increases
Boodua Reserve	Bush Camp	No Additional Infrastructure required; Monitor site and review designation if use increases
Cambooya Recreation Reserve	Managed Campground	Bollards to manage capacity



Site Management

Table 13: Action Plan for Site Management Recommendations

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
Prior to developing a Managed Overflow Policy, ensure all Showgrounds operating arrangements allow for camping with horses	Tourism and Events	July 2016
Implement 12 month trial of receipt boxes at all sites	Strategic Planning & Economic Development	July 2016
Conduct a Needs Assessment with the Local Camping Reference Group on Federation Park, Walpole Park, Passmore Reserve, Nobby and Boodua Reserve	Local Camping Reference Groups	December 2016
Complete a Business Plan for the development of a Caravan Park and Campground at Jondaryan Woolshed	Tourism and Events	December 2016
Partner with community organisations interested in overseeing fee collection at Council Managed Campgrounds	Tourism and Events	December 2016
Encourage Local Camping Reference Groups to have an agenda item annually on overflow management and feed up into the RCG	Community Liaison Officers	November 2016
Infrastructure needs for each site need to be documented in the Site Register	Tourism and Events	December 2016
Organize Expressions of Interest for all Commercial/Outsourced Campgrounds	Tourism and Events	March 2017
Partner with CMCA to investigate the installation of 2-3 new public dump points throughout the region	Tourism and Events	December 2017

4.4

Marketing & Communication

Effective promotion of Toowoomba's Camping Options is critical to the success in attracting RV visitors to the region. The provision of complete and accurate site information will help visitors plan their journey.

Council Website

Camping sites warrant a dedicated section on Council's website. Information online should identify the terms and conditions of each site along with the features and amenities available. A map showcasing the location of each site and their allowable use would offer a visual tool that RV visitors can use.

Signage

All existing signs should be replaced to better portray a consistent layout use across the region. The signs should describe the site conditions and identify which category of the Camping Options Spectrum the site is.

RV Friendly

All eligible communities should become recognized as 'RV Friendly' as outlined in Section 2.1 of this report. A review of which program suits each community along with actions needed for eligibility is outlined at the end of this report (see page 48).

Designated Long Vehicle Parking

The provision of better parking in towns with designated spaces for long vehicles is conducive to a welcoming environment. These parking locations need to be properly signed so as to promote their use and discourage illegal parking on side streets.

Wi-Fi

Wireless Internet should be added to communities throughout the region as this infrastructure is worthy of promotion and encourages visitors to stop and spend time at each location.

Table 14: Action Plan for Marketing & Communication Recommendations

ACTION ITEM	RESPONSIBILITY	COMPLETION BY
Dedicated section for overnight camping on Council's website	Stakeholder Engagement and Communication	June 2016
Update Signage at all camping locations	Parks and Recreation Services	October 2017
Obtain RV Friendly Status for all communities	Strategic Planning and Economic Development	December 2016
Create designated long vehicle parking spaces throughout the region and sign accordingly	Transport and Drainage Planning	December 2016
Install Wi-Fi at key points of interest throughout the region	Strategic Planning and Economic Development	December 2016



5.0

APPENDICES

A

Audit: Dump Points

Table 15: Toowoomba Regional Council Dump Points

TOWN	LOCATION	COST
Cecil Plains	Cecil Plains Rural Retreat Caravan Park	Free
Clifton	Rec Grounds	Free
Millmerran	Walpole Street	Free
Oakey	TRC Depot	Free
Pittsworth	Showgrounds	Free

There are additional dump points located at commercial caravan parks throughout the region.

There is an opportunity to fill a gap by installing a public dump point North of Toowoomba for those travelling in that direction, the Crows Nest Depot offers great potential as it has good infrastructure connectivity. This dump point could be installed in a similar way to the dump point in Oakey, and presumably could be done at low cost to Council.

There is also opportunity to install a dump point in Toowoomba, possibly on the southern side near Harristown.

Audit: Showgrounds

Table 16: Showgrounds within the Toowoomba Region

TOWN	LOCATION	TRUSTEE/OWNED BY TOOWOOMBA REGIONAL COUNCIL?	MANAGED BY
Clifton	Morton Street	✓	Toowoomba Regional Council
Cooyar	Cooyar-Rangemore Road	×	Cooyar Agricultural Society
Crows Nest	New England Highway	×	Crows Nest Agricultural Horticultural & Industrial Society
Goombungee	Mill Street	×	Goombungee-Haden A H & P Society Inc.
Millmerran	Millmerran Cecil Plains Road	✓	Millmerran Show Society
Oakey	Oakey-Cooyar Road	✓	Oakey AP & R (Show) Society
Pittsworth	Railway Street	✓	Toowoomba Regional Council
Toowoomba	Glenvale Road	×	Royal Agricultural Society of Queensland

Audit: RV Friendly Destinations

Table 17: Eligibility to becoming an RV Friendly Destination

TOWN NAME	TIMING OF RECOGNITION	PROGRAM	ACTIONS REQUIRED
Millmerran	n/a	RV Friendly Town	Promote existing status
Crows Nest	February 2017	Community Welcomes RVs	Signed RV Parking (William Street towards Esk Street is a potential location)
Clifton	March 2017	RV Friendly Town	Dump Point made free to everyone, Signed RV Parking (Clifton-Leyburn Road is a potential location)
Oakey	March 2017	RV Friendly Town	Signed RV Parking (Rail Line corridor along Bridge Street is a potential location), Approach Commercial Caravan Park to develop a low-cost option
Pittsworth	February 2017	Community Welcomes RVs	Signed RV Parking (Short Street is a potential location)
Toowoomba	February 2017	Community Welcomes RVs	Signed RV Parking (Water Street, Station Street and Lindsay Street are potential locations)
Yarraman	February 2017	Community Welcomes RVs	Signed RV Parking (Barr-Smith Street is a potential location)

Audit: Motorist Rest Areas

Table 18: Queensland Motorist Rest Areas in the Toowoomba Region

MOTORIST REST AREAS							
Location	Control	Toilet	Water Supply	BBQ	Table	Shelter Shed	Playground
0.8km NE Millmerran	LGA		•		•	•	
0.1km N Millmerran	LGA	•	•		•	•	•
1km W Millmerran	LGA		•		•		
Cecil Plains	LGA	•	•	•	•	•	
10km E Millmerran	LGA		•		•		
0.6km N Cooyar	LGA	•	•		•	•	
0.1km SW Yarraman	LGA	•	•		•	•	
18.7km N Toowoomba	LGA		•	•	•		
13.5km N Toowoomba	LGA	•	•	•	•		
0.4km N Nobby	LGA	•	•	•	•	•	•
0.1km SE Kulpi	LGA	•	•	•	•	•	
0.1km S Quinalow	LGA	•	•	•	•		
0.1km S Maclagan	Other	•	•	•	•	•	
1.7km S Oakey	LGA	•	•	•	•	•	
0.2km NW Jondaryan	LGA	•	•		•	•	
0.1km NW Crows Nest	LGA	•	•		•	•	
0.3km S Crows Nest	LGA	•	•	•	•	•	
0.4km SE Clifton	LGA		•		•	•	
4km S Bowenville	LGA	•	•	•	•	•	
3.6km S Toowoomba	LGA	•			•	•	
0.3km E Toowoomba	LGA	•	•	•	•	•	•
51.5km W Millmerran	TMR		•		•	•	
0.1km SW Cooyar	LGA	•	•	•	•	•	
0.1km E Hampton	LGA	•	•	•	•	•	
7.2km N Toowoomba PO	LGA	•	•	•	•		
9.4km S Toowoomba PO	Service Clubs	•	•	•	•	•	•
0.1km SW Clifton	LGA	•	•	•	•	•	•
0.3km N Clifton	LGA	•	•	•	•	•	•
13.9km NE Hampton	Department of National Parks, Recreation, Sport and Racing	•	•	•	•	•	

B

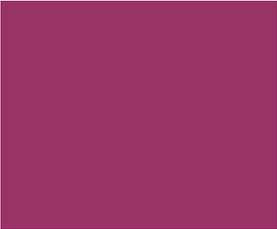
Managed Overflow Policy

Managed Overflow Policy

Assessing proposed locations for non-commercial camping options is one of the first steps undertaken by the Local Camping Reference Group. The following Managed Overflow Policy should be included in Local Law No.4:

Part A

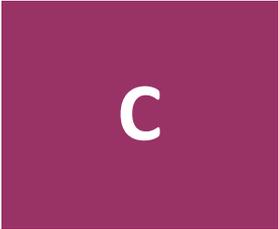
- This section relates to the establishment and operation of a recreational vehicles (RV) emergency overflow facility within Toowoomba Regional Council.
- For the purposes of this policy, an RV is a vehicle that combines transportation and temporary living quarters for travel, recreation and camping.
- Council may establish an overflow area for RVs only when there are no vacancies for vehicles of this nature available at any caravan park within Toowoomba Regional Council. A camper is permitted to book into the overflow only if it is believed that there are no available spaces in the caravan parks.
- Council may close the overflow area for camping for the purposes of significant community events.
- Primary-use activities at the overflow area will take precedence at all times.
- The maximum stay at any RV overflow camping facility could be a maximum of 7 consecutive days or at the determination of Toowoomba Regional Council. Authorised camping ground hosts may stay longer than the maximum period.
- Camping by participants at community events may be exempt from some or all of the conditions in this policy as determined by Council from time to time.
- Unless otherwise determined, camping by participants of community events is deemed to be authorised by the Council approval to conduct the event and no further charges shall apply.
- Bona-fide grey nomad program volunteers who are actively involved in a grey nomad project within the community may continue to camp at the overflow area beyond the 7-day limit (only during the time that they are working on that project).
- During the utilisation of the overflow sites, the Council's ranger or authorised delegate is to resolve any unforeseen problems arising except where a camping ground host has been appointed, in which case the camping ground host is responsible for day-to-day supervision and management of the facility. A camping ground host will have delegated authority over the site.
- Fees for camping at overflow facilities shall be determined in accordance with Council's annual schedule of fees and charges.
- The maximum number of vehicles allowed in a RV overflow facility area will be determined based on allocated spacing between vehicles, size of vehicles (whether they have trailers), turning circles, and usable space in the allocated area.
- Dogs and other pets are permitted in this overflow camping area but must be held on a leash and/or under the control of a responsible person at all times.



Managed Overflow Policy

Part B

- This section relates to the Toowoomba Regional Council overflow camping grounds.
- Where there are no vacancies available at all existing caravan parks within Council areas, including approved overflow sites within the licensed caravan parks, Council may authorise the operation of overflow camping grounds at the following locations:
 - Clifton Showgrounds
 - Millmerran Showgrounds
 - Oakey Showgrounds
 - Pittsworth Showgrounds
 - Toowoomba Showgrounds
- Council does not favour the use of the overflow sites over privately operated caravan parks in the area and will actively promote private parks as an alternative camping option to the overflow sites through:
 - (a) the Toowoomba Visitor Information Centre and the Hampton Visitor Information Centre
 - (b) signage at the overflow site
 - (c) information provided from phone enquiries to Council's administration office.
- The maximum stay at Council emergency overflow camping facilities is to be 7 consecutive days. Authorised camping ground hosts may stay longer than the maximum period. A camper is permitted to book for up to 7 consecutive days at the overflow only if it is confirmed by Council that there are no available spaces in the caravan parks in the Council area.
- Fees for camping at the above facilities shall be determined in accordance with Council's annual schedule of fees and charges.
- Dogs and other pets are permitted in the above overflow camping areas but must be held on a leash and be under the control of a responsible person at all times.



Site Assessment Template

Assessing Proposed Locations

Assessing proposed locations for non-commercial camping options is one of the first steps undertaken by the Local Camping Reference Group. The following template can be used to complete an initial site assessment:

Proposed Location: _____				
Reviewed By: (Local Camping Reference Group)	<input type="checkbox"/> Clifton	<input type="checkbox"/> Crows Nest	<input type="checkbox"/> Millmerran	<input type="checkbox"/> Oakey
	<input type="checkbox"/> Pittsworth	<input type="checkbox"/> Toowoomba	<input type="checkbox"/> Yarraman	
Is there a Commercial Park within 15km?	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Nearest Commercial Park: _____	Distance from Proposed Site: _____		km	
Do any of these Commercial Sites offer Unpowered Sites?	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Do these sites charge less than \$25.00?	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Are these sites Pet Friendly?	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Infrastructure Currently on Site:	<input type="checkbox"/> BBQ	<input type="checkbox"/> Power	<input type="checkbox"/> Water	<input type="checkbox"/> Toilets
	<input type="checkbox"/> Table	<input type="checkbox"/> Shelter	<input type="checkbox"/> Bins	<input type="checkbox"/> None
Proposed Infrastructure for the Site:	<input type="checkbox"/> BBQ	<input type="checkbox"/> Power	<input type="checkbox"/> Water	<input type="checkbox"/> Toilets
	<input type="checkbox"/> Table	<input type="checkbox"/> Shelter	<input type="checkbox"/> Bins	<input type="checkbox"/> None
Are there any issues with the site?	_____ _____ _____			
Proposed Designation: *Refer to Toowoomba's Camping Option Matrix	<input type="checkbox"/> Fatigue Management	<input type="checkbox"/> Bush Camp	<input type="checkbox"/> Council Managed Campground	<input type="checkbox"/> Commercial /Outsourced Campground
Is there a Need for this Proposed Location?	<input type="checkbox"/> Yes	<input type="checkbox"/> No		

D

Guidelines for Low Cost Campgrounds

Guidelines for Low Cost Campgrounds

Toowoomba Regional Council should adhere to the following guidelines for Low Cost Campgrounds, as identified in the 'Guidelines on Good Design for Caravan Parks and Relocatable Home Parks' developed by Queensland Government (1997) :

RESIDENTIAL PARK SERVICES AND FACILITIES
<p>Toilet & Ablution Facilities</p> <ul style="list-style-type: none"> ➤ The acceptable criteria for the number of sanitary conveniences are as follows: <ul style="list-style-type: none"> ➤ Where there are 40 sites or less, one pedestal for every 7 sites is provided for female occupants and one pedestal for every 10 sites is provided for male occupants and a 0.6m urinal is provided for every 20 sites (or part of) for male occupants. ➤ For every 15 additional sites exceeding 40 sites, an additional pedestal is provided both for female and male occupants. A 0.6m urinal is also provided for every 20 additional sites for male occupants. ➤ Each female toilet block has at least one sanitary disposal unit. ➤ Toilet and ablution facilities located at least 6m, but no more than 100m from any site (except where private ensuite facilities are provided) ➤ Hot and cold reticulated water provided to all shower cubicles and associated hand basins ➤ One 240 volt power point installed for every 5 washbasins ➤ Separate toilet and ablution facilities for each gender are provided in the ratio of one shower or bath and hand basin to every 15 sites. ➤ Where 10 or more toilet fixtures are provided, there is at least one toilet fixture and shower facility constructed, equipped and provided with access in accordance with AS1428 Code of Practice Design Rule for Access by the Disabled. ➤ A child size toilet and hand basin amenity are centrally located to maximize access and supervision, with unlocked external access.
<p>Laundry and Drying Facilities</p> <ul style="list-style-type: none"> ➤ One laundry tub, one washing machine and one clothes line of suitable length or hoist are provided for every 20 sites (or part of) except where private laundry facilities are provided. Hot and cold reticulated water is provided to facilities for effective clothes washing. ➤ If the number of sites exceeds 40, one mechanical clothes drier is provided for: <ul style="list-style-type: none"> ➤ Every 60 sites exceeding the first 40 sites or part thereof for long-term occupants; and ➤ Every 80 sites exceeding the first 40 sites or part thereof for short-term occupants. ➤ At least one ironing board and power outlet is provided for every 30 sites for short-term occupants
<p>Waste (Refuse) Disposal Facilities</p> <ul style="list-style-type: none"> ➤ Waste containers are located at least 10m from children's play areas, cooking facilities and camp sites. Waste containers are provided for a convenient disposal of waste (refuse) from each site, on a durable and impervious surface such as a concrete slab. ➤ Waste (refuse) collection and disposal are maintained with bins and bin areas disinfected at least weekly

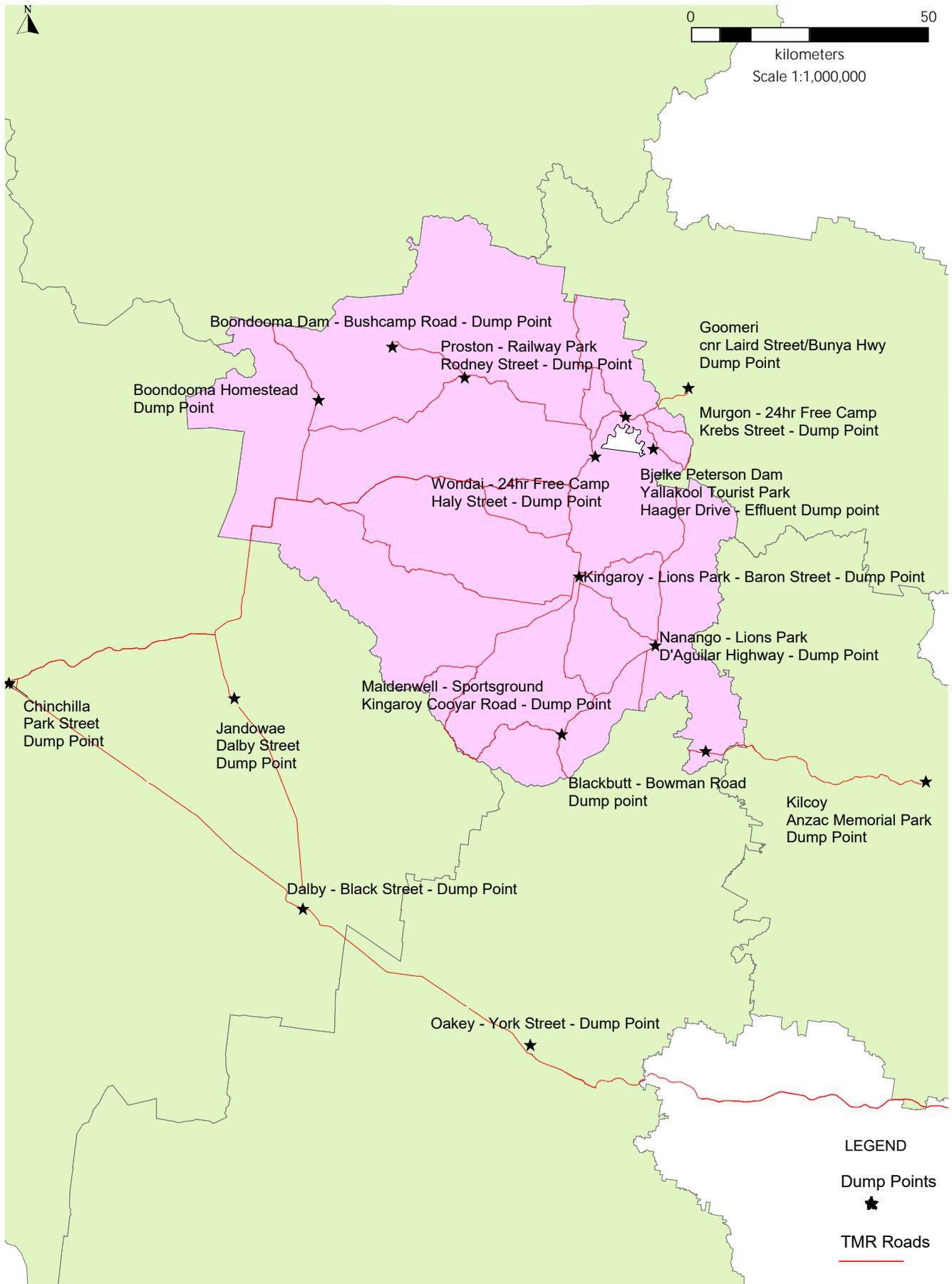
Guidelines for Low Cost Campgrounds cont.

Fire Protection
<ul style="list-style-type: none"> ➤ Fire hydrants are to be provided within 90m of all sites and buildings and be: <ul style="list-style-type: none"> ➤ In-ground hydrants or two outlet stand pipes; ➤ Located not more than 20m unobstructed distance from hard standing access for a fire pump appliance; ➤ Clearly shows; and ➤ Capable of a 750 litres per minute flow and a running pressure of 450KPA to 650KPA <p>Fire hose reels complying with the Australian Standard, <i>AS1221 – Fire Hose Reels</i> and installed to comply with the Australian Standard, <i>AS2441 – Installation of Fire Hose Reels</i> are to be provided with access to all caravan and camp sites.</p> <ul style="list-style-type: none"> ➤ No more than 5 litres of fuel, which is kept in a cool place or in purpose-made fuel containers, is permissible ➤ Compliance with the standards in the <i>Building (Flammable and Combustible Liquids) Regulation 1994</i> and the <i>Gas Regulations AS1596</i> and the requirements of the Chief Gas Examiner ➤ All buildings and structures complying with the <i>Building Code of Australia</i> ➤ All equipment for fire-fighting purposes complying with Part E, <i>Services and Equipment</i> of the <i>Building Code of Australia (Volume 1)</i> ➤ Buildings and rigid annexes having automatic warning devices activated on the detection of smoke in accordance with the <i>Building Code of Australia</i> ➤ Buildings and rigid annexes constructed in accordance with the <i>Building Code of Australia</i>
Emergency Provisions
<ul style="list-style-type: none"> ➤ The method of tie down complying with the wind loading requirements in either <i>AS1170 – Part 2, Wind Loads</i> or <i>AS4055 – Wind loads for housing</i>
Access to Telephone and Postal Services
<ul style="list-style-type: none"> ➤ If a roadside mail service is available to parks, an individual lockable mail service delivery box, identified by site number, is provided for each long-term household. ➤ Where facilities are not provided in the immediate locality, a caravan park or relocatable home park has available one pay phone for each 100 sites or part thereof. This calculation does not include individual sites with telephone connections. ➤ The provision of individual telephone connections for each long-term household.
RESIDENTIAL PARK INFRASTRUCTURE
Stormwater Drainage
<ul style="list-style-type: none"> ➤ Pollution traps and litter screens provided in stormwater drainage outlets. ➤ The capacity of the internal underground drainage network is designed for an annual flood recurrence interval of 10 years (subject to the performance criterion relating to overland flows at a frequency of 1 in 100 years being met).
Water Supply
<ul style="list-style-type: none"> ➤ All taps, water pipes, fittings and appliances complying with the requirements of the <i>Standard Water Supply Law</i> and the Australian Standard, <i>AS 3500.1 – National Plumbing and Drainage Code</i>.

Guidelines for Low Cost Campgrounds cont.

Sewage and Sullage
<ul style="list-style-type: none"> ➤ On site treatment and irrigation conforming to the <i>Code of Practice for On-Site Waste Water Management</i> and any requirements of the Queensland Department of Environment ➤ A liquid waste disposal point is provided within 10m of any site. The disposal point is provided with a water stand pipe in an impervious paved area of at least 1m x 1m graded to a central drain connected to a sewerage system. ➤ All materials, fittings, fixtures, pipes and apparatus for the disposal of sewage and liquid waste complying with the <i>Standard Sewerage Law</i> and AS3500.2
Power and Gas Supply
<ul style="list-style-type: none"> ➤ Underground reticulated power lines are provided at the expense of the developer. The electrical services comply with Australian Standards: <ul style="list-style-type: none"> ➤ AS3000 – <i>Rules for the Electrical Equipment of Buildings, Structures and Premises (Wiring Rule)</i> for dwellings and associated structures; or ➤ AS3001 – <i>Electrical Installations, Caravans and Caravan Park Areas</i> for caravans and such conveyances. ➤ Gas fittings comply with AG601 (<i>Gas Installation Code</i>), Australian Standard, AS1596 – <i>Liquefied Petroleum Gas – Storage and Handling</i>, and also approved by the Australian Gas Association.
PARK OPERATION
Management and Maintenance
<ul style="list-style-type: none"> ➤ Information in the register includes: the name of all occupants; the registration number of any private vehicle on the premises; the residential address; the date of occupation; and the site number occupied. ➤ The weekly inspection of the park to ensure there are no mosquito breeding or potential mosquito breeding sites, is part of a pest management program to control mosquito breeding. Local Government is the designation controlling body according to Part B <i>Mosquito Prevention and Destruction of the Health Regulation 1996</i>.





South Burnett Regional Council and Surrounding Localities Dump Points

The information on this map was derived from Digital Databases on Council's GIS. Care was taken in the preparation of this data however Council cannot accept responsibility for errors, omissions or positional accuracy. The information is provided on the basis that persons utilising the map will undertake responsibility for assessing the relevance and accuracy of its contents.

11.7 QEII PARK (AND OTHER) PUBLIC TOILETS**File Number: 14-09-2022****Author: Building Asset Management Officer****Authoriser: General Manager Liveability****PRECIS**

The QEII park amenities are closed and requires immediate repairs, and installation of vandal-resistant fixtures and fittings. QEII Park toilets will be the first to be repaired in a region-wide assessment and review of public amenities.

SUMMARY

A region-wide assessment and review of public amenities will be undertaken to establish a current condition of all facilities and enable a prioritised plan to be formulated to allow progressive repair, refurbishment or replacement as required. The toilets in QEII park, Murgon, are currently closed to the public and will be immediately repaired with the installation of vandal-resistant fixtures and fittings.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council to:

1. Undertake an inspection program to proceed to formulate a Public Amenities Condition Assessment Report and develop a prioritised maintenance and repair program.
2. Approve undertaking immediate repairs to install vandal-resistant fixtures and fittings to the QEII Park amenities.

FINANCIAL AND RESOURCE IMPLICATIONS

The inspection and report production will be undertaken by Council officers as part of operational functions of the Facilities and Parks team.

LINK TO CORPORATE/OPERATIONAL PLAN

IN8 – Continue to focus on initiatives that position our region as a destination of choice for caravan and RV camping.

OPL/04 – Provide well planned and maintained open space, parks and rail trails networks to meet the recreation and social needs of the community.

OPL/12 – Management of Council's buildings and facilities including operational maintenance programmes, commercial and community leases and cost-effective asset management programs to meet agreed service levels.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Communication with Parks staff, Security and Cleaning contractors.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Many of the current Council public toilet facilities do not comply with accessibility requirements for People With Disabilities (PWD) and the older facilities may have had Asbestos Containing Material (ACM) used in their construction. There is no obligation to ensure retrospective compliance. However, there is an obligation, and a community expectation, that Council complies with accessibility requirements when renovations are undertaken to ensure public facilities are accessible to all.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Nil local law delegation implications.

ASSET MANAGEMENT IMPLICATIONS

Currently the Council public toilet portfolio is maintained and repaired on an ad hoc, on demand basis. Council officers will build on the information that was collected for the development of the Building Asset Management Plan that was prepared in 2020/21. A region-wide assessment followed by the development of a prioritised repair, refurbishment or replacement program will allow for better budgeting and resource allocation planning.

The review will also enable identification of facilities in which it may be appropriate to use vandal-resistant fixtures and finishes which, whilst more expensive than traditional products to install, have the potential to reduce long term operational costs.

REPORT

There are 44 public toilet facilities listed as Council's assets across the region. Forty-two of these are maintained and operated by Council whilst the other two (Boondooma Homestead and Wondai Showgrounds) are managed by the respective lease holder. Showers are available in eight of the Council operated facilities.

All public toilet facilities experience some vandalism. The two most vandalised toilet buildings in the South Burnett region are QEII park in Murgon and Pioneer Park in Nanango. As an example of the extent of vandalism the following is a summary of repairs undertaken to the QEII park toilets since 2019.

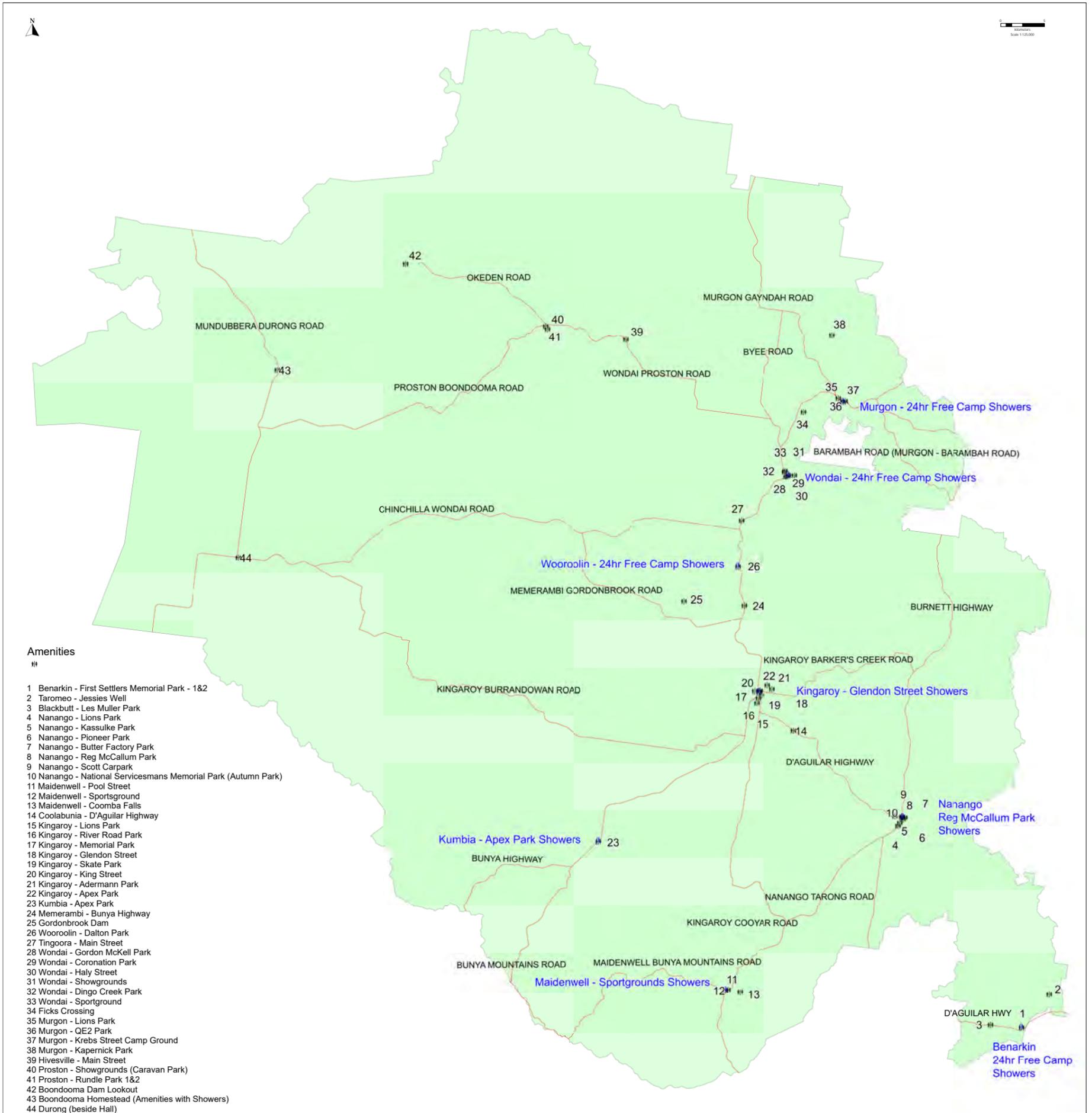
- Repainted three times
- Regular graffiti removal
- Power box damaged and replacement required
- Numerous toilet seats replaced
- Numerous light bulbs replaced
- Stainless steel benches replaced due to damage
- Tapware replaced in men's and PWD toilets on several occasions
- Sky light damaged within 24 hrs of installation
- Six doors replaced
- Main entry gates to Men's and Ladies refabricated twice
- Paper towel and toilet paper rolls burnt several times
- Approximately 60 soap dispensers replaced
- Approximately 20 jumbo toilet roll dispensers replaced
- Numerous deliberate drain blockages
- Broken pedestals

Pioneer Park in Nanango experiences a high degree of graffiti, vandalism, and damage to fixtures such as soap dispensers. There is currently a broken pedestal in the process of being replaced.

It is proposed to undertake an in-house audit of all 42 facilities maintained by Council. The inspection program and subsequent production of a report and prioritised maintenance program will take approximately three months to complete.

ATTACHMENTS

1. **SBRC Public Toilet Locations** [↓](#) 



Amenities

- 1 Benarkin - First Settlers Memorial Park - 1&2
- 2 Taromeo - Jessies Well
- 3 Blackbutt - Les Muller Park
- 4 Nanango - Lions Park
- 5 Nanango - Kassulke Park
- 6 Nanango - Pioneer Park
- 7 Nanango - Butter Factory Park
- 8 Nanango - Reg McCallum Park
- 9 Nanango - Scott Carpark
- 10 Nanango - National Servicesmans Memorial Park (Autumn Park)
- 11 Maidenwell - Pool Street
- 12 Maidenwell - Sportsground
- 13 Maidenwell - Coomba Falls
- 14 Coolabunia - D'Aguliar Highway
- 15 Kingaroy - Lions Park
- 16 Kingaroy - River Road Park
- 17 Kingaroy - Memorial Park
- 18 Kingaroy - Glendon Street
- 19 Kingaroy - Skate Park
- 20 Kingaroy - King Street
- 21 Kingaroy - Adermann Park
- 22 Kingaroy - Apex Park
- 23 Kumbia - Apex Park
- 24 Memerambi - Bunya Highway
- 25 Gordonbrook Dam
- 26 Wooroolin - Dalton Park
- 27 Tingoor - Main Street
- 28 Wondai - Gordon Mckell Park
- 29 Wondai - Coronation Park
- 30 Wondai - Haly Street
- 31 Wondai - Showgrounds
- 32 Wondai - Dingo Creek Park
- 33 Wondai - Sportground
- 34 Ficks Crossing
- 35 Murgon - Lions Park
- 36 Murgon - QE2 Park
- 37 Murgon - Krebs Street Camp Ground
- 38 Murgon - Kapernick Park
- 39 Hivesville - Main Street
- 40 Proston - Showgrounds (Caravan Park)
- 41 Proston - Rundle Park 1&2
- 42 Boondooma Dam Lookout
- 43 Boondooma Homestead (Amenities with Showers)
- 44 Durong (beside Hall)

Public Showers

TMR Roads

**South Burnett Regional Council
Amenities and Public Showers**

The information on this map was derived from Digital Databases on Council's GIS. Care was taken in the preparation of this data however Council cannot accept responsibility for errors, omissions or positional accuracy. The information is provided on the basis that persons utilising the map will undertake responsibility for assessing the relevance and accuracy of its contents.

11.8 DEMOLITION OF OLD TENNIS SHELTER AT WINDERA PARK**File Number:** 14/09/2022**Author:** Manager Facilities and Parks**Authoriser:** General Manager Liveability**PRECIS**

Demolition of old tennis shelter including the removal of asbestos containing materials at Windera Park.

SUMMARY

The old tennis shelter is dilapidated and in poor condition. It has significant termite damage to the roof structure and contains asbestos sheeting which is generally in poor condition.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council that:

1. Council proceed with the removal of asbestos containing materials and demolition of the Windera Park tennis shelter
2. Council approve to set aside \$25,000 (excluding GST) from the operation budget in the first quarter review 2022/23.

FINANCIAL AND RESOURCE IMPLICATIONS

Council will incur the cost of demolition within the existing maintenance budget at the first quarter review 2022/23.

LINK TO CORPORATE/OPERATIONAL PLAN

OPL/04 Provide well planned and maintained open space, parks and rail trails network to meet the recreational and social needs of the community.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

There has been no public consultation.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

No legal implications.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No local law delegation implications.

ASSET MANAGEMENT IMPLICATIONS

The CT Management inspection program of 2019 identified the building as being in poor condition at that time. The finalised report suggested that approximately \$40,000 of work was required to return the building to a functional state.

The building has deteriorated further over the last 3 years and combined with the escalation of building costs experienced in that time, it is likely that remediation works would now exceed \$50,000.

The CT Management report did not identify that all the windows and doors are missing and will require replacement which will further increase the potential cost.

REPORT

Council is trustee over Reserve for Recreation (Lot 125 on MZ805136) located on the Murgon-Gayndah Road, Windera. The land was previously improved as tennis courts with associated buildings and ancillary improvements.

There are no Council records of any lease or licence over the Reserve. Historical aerial imagery shows that the tennis courts have been on the site since at least 1951 through to 1993. Aerial imagery in 2002 shows a cleared area but it is difficult to ascertain if the courts were in use or maintained. The site has been inspected and little evidence remains of their previous existence.

The tennis court shelter is in poor condition with damaged and broken asbestos sheeting throughout. The shelter has not been used for some years and is currently surrounded by a temporary fence to prevent unauthorised access.

The asbestos sheeting used for the soffits and internal ceiling has been tested and confirmed as asbestos containing material (ACM). There is damaged ACM both internally and externally and the sheets to the front overhang are coming down. As ACM is broken, it has the potential to become friable which will increase clean-up costs if delayed.

ATTACHMENTS

1. **Photos** [↓](#) 
2. **Aerial Map** [↓](#) 

WINDERA PARK – Old Tennis Shelter



Front View



Rear View



Soffit sheets – front overhang



Internal Damage



Internal termite ingress



Termite damage



 <p>SOUTH BURNETT REGIONAL COUNCIL</p>	<p>South Burnett Regional Council does not warrant the accuracy of information in this publication and any person using or relying upon such information does so on the basis that SBRC shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.</p>	<p>WINDERA Recreation Reserve Lot 125 on MZ805136</p>	<p>02/09/2022</p>	
		<p>1: 1500</p>		

11.9 TINGOORA SPORTS GROUND - CRICKET IMPROVEMENTS**File Number:** 14-09**Author:** Land Investigation Officer**Authoriser:** General Manager Liveability**PRECIS**

The sports ground at Tingoora requires improvements so that it can be used by the community for sports fixtures and training.

SUMMARY

Tingoora residents have a recently formed a cricket team and are in the process of registered an incorporated Tingoora Sports Association. The sports ground at Tingoora will be used by the cricket team for matches and training but requires improvements to the pitch and amenities prior to commencing the season.

OFFICER'S RECOMMENDATION

That the Committee recommends to the Council:

That Council grant approval to the proposed Tingoora Sports Association to upgrade the cricket pitch with a new concrete base and synthetic turf surface.

FINANCIAL AND RESOURCE IMPLICATIONS

The proposed Tingoora incorporated community organisation, the Tingoora Sports Association (the Association) have sought funding and donations to improve the cricket pitch at the Tingoora sports grounds. Council will not be required to provide any further funding for the project.

Council will bear the cost of a minor maintenance of about \$500 to ensure the amenities block is functional.

LINK TO CORPORATE/OPERATIONAL PLAN**1 ENHANCING LIVEABILITY AND LIFESTYLE**

Elevate the South Burnett region to be recognised as a "Community of choice".

EC1 Develop and implement initiatives to enhance community parks, gardens and recreational facilities, which may include: tree planting strategy, botanical gardens and perennial (drought tolerant) shrubs and flower planting programme.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The proposal to improve the cricket pitch was discussed on 8 June 2022 between David Hartwig and Mayor Otto and Councillor Duff. David Hartwig subsequently requested, in writing, for approval to undertake the upgrades.

Officers of Council have liaised with David Hartwig to clarify the proposed improvements.

The proposal was mentioned at the community consultation meeting for the future of the Tingoora Hall on 18 August 2022.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

There are no legal implications for the proposed improvements to the Tingoora sports ground.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Not applicable.

ASSET MANAGEMENT IMPLICATIONS

The Tingoora sports ground is a land asset under Council's control and the amenities block is listed as a Council asset. Council is responsible for maintenance and appreciates the efforts of the local community to improve the facility.

REPORT

The Tingoora sports ground is located on Reserve for Recreation (Lot 91 on FY2885). The use of the Reserve as a sports ground (cricket) is consistent with the purpose of the Reserve.

The improvements at the Tingoora sports grounds are assets of Council. The amenities block requires minor maintenance to make usable for the proposed cricket matches. Council proposes to undertake the minor maintenance needed for the amenities block to ensure they are functional for match days. Estimated cost will be \$500 and be undertaken by Council officers.

Native Title is determined to exist over the Reserve – Native Title Determinations: Wakka Wakka People #3 - Part A & B – Native Title exists in the entire determination area (source: <https://public.neats.nopta.gov.au/Map>). No native title assessment has been undertaken for the proposed upgrades however, the proposed upgrades do not increase the footprint of the cricket facilities and is in accordance with the purpose of the Reserve under the *Land Act 1994*.

ATTACHMENTS

Nil

11.10 QUEENSLAND REMEMBERS, COMMUNITY GRANTS PROGRAM ROUND 2**File Number:** 14-09-2022**Author:** Land Investigation Officer**Authoriser:** General Manager Liveability**PRECIS**

Round Two of the Queensland Remembers Grants Program

SUMMARY

Round two of the Queensland Remembers Grants Program is now open for submissions and will provide funding for major capital works, minor capital works and for commemorative memorials, gardens, initiatives, and events which showcase Queensland's respect for our veteran community.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

1. To support Hivesville Progress Association Inc in submitting a grant application under Queensland Remembers, Community Grant Program Round 2 for structural repairs, rendering and painting of the Lest We Forget Memorial Wall in the Railway Park, Hivesville.
2. Provide a financial contribution of 10% of the total cost of the proposed grant submission of up to \$5,000.

FINANCIAL AND RESOURCE IMPLICATIONS

At least 10 per cent of the total project cost must be met from the applicant's own or other sources. This contribution can be comprised entirely of cash or a combination of cash and in-kind support.

LINK TO CORPORATE/OPERATIONAL PLAN

OPL/04 – Provide well planned and maintained open space, parks and rail trails networks to meet the recreation and social needs of the community.

OPL/12 – Management of Council's buildings and facilities including operational maintenance programmes, commercial and community leases and cost-effective asset management programs to meet agreed service levels.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council Officers are working with Hivesville Progress Society Inc in preparing a grant application for the Lest We Forget memorial wall in the Railway Park. The wall requires structural repairs, rendering and painting. Plaques and lettering will be cleaned and replaced after the wall has been repaired.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Nil legal implications

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Nil local law delegation implications

ASSET MANAGEMENT IMPLICATIONS

This grant can be used to repair the structural integrity and aesthetics of the wall.

REPORT

The Hivesville Progress Society Inc (the Society) has indicated that the Lest We Forget Memorial Wall in Railway Park, Hivesville is in need of repairs and upgrades to ensure the wall's structural integrity and appearance for visitors and local residents.

The Society will prepare a grant application for the Queensland Government's, Queensland Remembers – Community Grants Program (the QR Grants Program) for the Lest We Forget memorial wall in the Railway Park. The wall requires structural repairs, rendering and painting. Plaques and lettering will be cleaned and replaced after the wall has been repaired.

The QR Grants Program is working with ex-service and not-for-profit organisations, as well as local councils, as gratitude for current and former servicemen and women, while providing meaningful support for their families.

The QR Grants Program will achieve the following outcomes:

- increase support and recognition for the veterans' community.
- increase awareness of the local service history of the community.
- improve the experience for people visiting memorials or attending commemorative activities and events.
- leave a legacy for future generations.

In Round One of the program, 25 organisations across the state shared in \$1.5 million in funding for projects including the installation of amenities for veterans with disabilities, and creating a digital documentary highlighting Australia's wartime history.

Round Two of the QR Grants Program is now open for submissions and will provide funding for major capital works, minor capital works and for commemorative memorials, gardens, initiatives, and events which showcase Queensland's respect for our veteran community.

Funding is available through QR Grants Program from \$1000 up to a maximum of \$50,000 (excluding GST) per grant, to assist communities to deliver commemorative activities and events, or to create or refurbish war memorials, avenues of honour and memorial gardens.

The QR Grants Program timeframes:

- Opens – 18 August 2022
- Rounds Closes – 4 October 2022
- Applicants Notified – March 2023
- Project Commencement – From 1 May 2023
- Project Completion – Projects must be delivered & acquitted by 30 April 2024.

At least 10 per cent of the total project cost must be met from the applicant's own or other sources. This contribution can be comprised entirely of cash or a combination of cash and in-kind support. However, the in-kind support cannot exceed half of the applicant's contribution.

Applicants unable to provide the minimum 10 per cent contribution are still able to apply but must clearly outline the reasons for this limitation and any attempts to secure other funding in the application form.

More information and guidelines for the *Queensland Remembers – Major Capital Works Grants Program* and *Queensland Remembers – Minor Capital Works Grants Program* can be found at www.qld.gov.au/remembersgrants.

ATTACHMENTS

1. **Queensland Remembers, Community Grants Program - Round Two Guidelines.**  

Office for Veterans



Queensland Remembers

Community grants program
ROUND 2 GUIDELINES



Queensland
Government



The Queensland Government is committed to providing accessible services to Queenslanders of all cultural and linguistic backgrounds. If you have difficulty understanding this publication and need a translator, please call the Translating and Interpreting Service (TIS National) on 13 14 50 and ask them to contact the Office for Veterans, Department of the Premier and Cabinet on (07) 3003 9173.

Copyright

© State of Queensland (Department of the Premier and Cabinet) 2021.
This publication is protected by the *Copyright Act 1968*.

Licence



This work is licensed by the Department of the Premier and Cabinet under a Creative Commons Attribution (CC BY) 4.0 International licence. Exceptions to this are listed below as specific copyright, licences or attributions.

To view a copy of this licence, visit <https://creativecommons.org/licenses/by/4.0/>

You are free to copy, communicate and adapt this publication, as long as you attribute it as follows:



© State of Queensland, Department of the Premier and Cabinet.

Disclaimer

This publication has been prepared as a guide only and all reasonable steps have been taken to ensure the information contained in this publication is accurate at the time of publication. The State of Queensland accepts no responsibility and gives no warranty, guarantee or representation about the accuracy, reliability, timeliness or otherwise of the information contained within the publication. No warranties or assurances can be given about the suitability of this information for any particular purpose.

The State of Queensland expressly excludes legal liability in all jurisdictions in relation to the use of or reliance on any information contained in this publication. Any direct or consequential loss or damage suffered as a result of reliance on this information is the sole responsibility of the user. Persons using this information should conduct their own enquiries and rely on their own independent professional advice. This exclusion shall extend to both the user himself or herself and to any other person who may suffer loss as a result of the use of material and shall apply notwithstanding any negligence by the State.

Copies of this publication are available on our website at www.qld.gov.au/remembersgrants.

Office for Veterans
Department of the Premier and Cabinet
PO Box 15185
CITY EAST QLD 4002 (Australia)

Phone: (07) 3003 9173
Email: queenslandremembers@premiers.qld.gov.au
Web: www.qld.gov.au/remembersgrants



Queensland Remembers | Community grants program | ROUND 2 GUIDELINES

Contents

1. Overview	1
2. Impacts of COVID-19	1
3. Program objective	1
4. Program outcomes	1
5. Key dates	1
6. Program funding	2
7. Eligibility	2
8. Assessment criteria	5
9. Applications	5
10. Application process	5
11. Assessment process	6
12. After the assessment	6
13. Media	7
14. Goods and Services Tax (GST)	7
15. Reporting requirements and acquittal of grant funds.....	7
16. Information sources for applicants	7
17. Terms and conditions	8



A message from the Premier



Queenslanders are committed to remembering the courage and service of our nation's defence force members. As a state, Queensland is invested in finding new ways to honour the men and women who have served our country, while sharing their stories for future generations.

The Queensland Government is working with ex-service and not-for-profit organisations, as well as local councils, to emphasise our gratitude for current and former servicemen and women, while providing meaningful support for their families.

My Government has committed \$10 million over four years to deliver initiatives that recognise and support our veterans – including this \$4 million *Queensland Remembers Grants Program*.

In Round One of the program, 25 organisations across the state shared in \$1.5 million in funding for projects including the installation of amenities for veterans with disabilities to creating a digital documentary highlighting Australia's wartime history.

Round Two of the *Queensland Remembers Grants Program* is now open for submissions and will provide funding for major capital works, minor capital works and for commemorative memorials, gardens, initiatives, and events which showcase Queensland's respect for our veteran community.

These guidelines outline the eligibility and application requirements for submissions, ensuring funding is allocated to projects which best meet the criteria and respond to the program's objectives. Applicants can make a submission via the Queensland Veterans' Portal by **5pm Tuesday 4 October 2022**.

Thank you for your support of this important program

Anastacia Palaszczuk MP
Premier of Queensland
Minister for the Olympics



Queensland Remembers | **Community grants program** | ROUND 2 GUIDELINES

1. Overview

The *Queensland Remembers Grants Program* will be delivered through three funding streams, which will run concurrently:

Queensland Remembers – Community Grants Program

Funding from \$1000 up to a maximum of \$50,000 (excluding GST) per grant, to assist communities to deliver commemorative activities and events, or to create or refurbish war memorials, avenues of honour and memorial gardens.

Queensland Remembers – Minor Capital Works Grants Program

Funding from \$1000 up to a maximum of \$50,000 (excluding GST) per grant, to deliver minor capital works projects such as repairing or maintaining buildings or facilities, or for the purchase of equipment.

Queensland Remembers – Major Capital Works Grants Program

Funding from \$50,000 up to a maximum of \$250,000 (excluding GST) per grant, to deliver major capital works projects such as building refurbishments or upgrades, improving access for people with a disability or upgrading communal meeting areas.

This document sets out the guidelines for the second round of the *Queensland Remembers – Community Grants Program (QR – Community Grants Program)*.

More information and guidelines for the *Queensland Remembers – Major Capital Works Grants Program* and *Queensland Remembers – Minor Capital Works Grants Program* can be found at www.qld.gov.au/remembersgrants.

Applicants can submit different applications across all three streams of the *Queensland Remembers Grants Program* if the applications are for different projects.

Multiple applications for the same project are **not** permitted.

Projects funded under the *Queensland Remembers Grants Program* will not receive additional funding for the same project or subsequent stages of the same project in future funding rounds.

The Office for Veterans, Department of the Premier and Cabinet is responsible for administering the *Queensland Remembers Grants Program*.

2. Impacts of COVID-19

At the time of publication, there are a range of public health and other measures in place as part of Australia's response to the coronavirus (COVID-19) pandemic.

The health and wellbeing of our veterans' community is a priority. Applicants should carefully consider whether projects and activities can be safely delivered during the COVID-19 pandemic, including consideration of any associated public health requirements.

Where relevant, successful projects (such as activities and events) will need to comply with the public health requirements that are in place at the time the projects are delivered.

3. Program objective

The primary objective of the *QR – Community Grants Program* is to assist eligible organisations to deliver commemorative activities and events and create or refurbish war memorials, avenues of honour and memorial gardens.

4. Program outcomes

The *QR – Community Grants Program* will achieve the following outcomes:

- increase support and recognition for the veterans' community
- increase awareness of the local service history of the community
- improve the experience for people visiting memorials or attending commemorative activities and events
- leave a legacy for future generations.

The Queensland Government acknowledges the *Australia International Council On Monuments and Sites (ICOMOS) Burra Charter* as a guide to good heritage conservation practice. A core principle of the Burra Charter is to do as much as is necessary but as little as possible to heritage places. For more information on the Burra Charter visit: <https://australia.icomos.org/publications/burra-charter-practice-notes/#bc>.

5. Key dates

Projects funded under this round of the *QR – Community Grants Program* must be delivered and acquitted within one year, between **1 May 2023** and **30 April 2024**.

Round opens	18 August 2022
Round closes	4 October 2022
Applicants notified	March 2023
Project commencement	From 1 May 2023
Project completion	Projects must be delivered and acquitted by 30 April 2024

Please note: the above dates are indicative only and may be subject to change.



6. Program funding

Funding is available from \$1000 up to a maximum of \$50,000 (excluding GST) per grant, to assist eligible organisations to deliver commemorative activities and events, and create or refurbish war memorials, avenues of honour and memorial gardens.

The maximum amount of grant funding that can be sought under the *QR – Community Grants Program* is \$50,000 (excluding GST) per project.

Expenditure incurred prior to 1 May 2023 is ineligible for funding.

Written quotes must be provided with your application for all items over \$500 (excluding GST).

At least 10 per cent of the total project cost must be met from the applicant's own or other sources. This contribution can be comprised entirely of cash or a combination of cash and in-kind support. However, the in-kind support cannot exceed half of the applicant's contribution.

Applicants unable to provide the minimum 10 per cent contribution are still able to apply but must clearly outline the reasons for this limitation and any attempts to secure other funding in the application form.

Applicants cannot apply for funding for items that have been funded from another source. Applicants will be asked to provide a detailed breakdown of funding support in the application form.

Applicants with outstanding financial accountability, service delivery or performance issues for activities previously funded by the Queensland Government may be ineligible to receive funding under this grants program. Applicants are required to declare any issues during the application process.

Applicants may be offered a smaller funding amount than applied for in your application. This may be due to factors including:

- items that are not eligible for funding being incorrectly included in the funding sought
- amounts included in the project budget that have been rounded up from quotes
- items in the project budget that incorrectly include GST
- the *QR – Community Grants Program* being oversubscribed.

In these circumstances, a revised project plan or budget may be requested, noting the applicant is required to contribute at least 10 per cent of the total project costs.

Applicants are requested to indicate on your application whether you will accept partial funding, if the grant amount offered is less than the funding sought.

The applicant will also be responsible for meeting any cost increases that may occur over the course of the project.



7. Eligibility

7.1 Eligible organisations

Organisations providing services to the veterans' community are eligible, including:

- ex-service organisations
- other not-for-profit organisations that have a core purpose of providing assistance to the veterans' community (assessed on a case-by-case basis)
- local councils.

In addition, to be eligible for funding applicants must:

- be an incorporated body
- have an Australian Business Number (ABN)
- be financially solvent
- be based in Australia, provided the project is located in Queensland
- have met acquittal conditions for previous Queensland Government grant funding (if applicable)
- have appropriate public liability insurance cover (at least \$20 million).

7.2 Ineligible organisations

- individuals
- organisations operating on a 'for profit' basis
- hospitals, nursing homes or health care centres
- primary or secondary schools, universities, technical colleges and parents' and citizens' associations
- state or federal government departments
- government owned corporations
- political parties.

7.3 Auspicing and joint applications

Unincorporated organisations can arrange for an incorporated organisation to act as an auspice on their behalf.

If multiple organisations apply together as part of a joint application, one organisation must nominate as the lead applicant and accept legal and financial responsibility for the grant. This should be the landowner or lease holder.

7.4 Eligible projects

While it is not possible to provide an exhaustive list of projects and items that are eligible or ineligible for funding, the lists below provide a general guide.

Eligible organisations can apply for funding for the:

- restoration or enhancement of an existing monument, avenue of honour or memorial garden
- creation of a new monument, avenue of honour or memorial garden in a district where no monument, avenue of honour or memorial garden exists
- restoration of an honour board or honour roll
- restoration of outdoor military heritage objects, memorial drinking fountains or war trophies
- restoration of other public monuments or memorial sites that acknowledge Queensland veterans
- commemoration of significant Australian military anniversaries, e.g. Anzac Day, Remembrance Day and other significant Australian military events
- commemoration of the formation, anniversary or membership of associations, ex-service organisations or military units
- delivery of new events or activities or the expansion of existing community events or activities that support or commemorate Queensland veterans.

Where appropriate, applicants planning to undertake restoration projects should contact peak bodies, local governments, and regional or state organisations to seek their support for and input into the planning, design and approvals of proposed improvements.

Applications must ensure that the project meets relevant legislative requirements and other Australian standards, and appropriately qualified professional service providers are engaged to undertake the works or deliver the events or activities where relevant.

Projects that promote awareness of the diversity of the veterans' community are encouraged.

7.5 Ineligible projects

Examples of ineligible projects are those that:

- do not provide direct benefit to the veterans' community
- are not undertaken in Queensland
- are privately owned projects or projects on private land
- result in a profit
- commemorate individuals
- are exclusively for research and will not be made available to the public in some form
- are sporting events

- commemorate training, enlistment or graduation of Australian service personnel
- involve purchasing or conducting works to an asset that will not be owned and/or controlled by an eligible organisation
- involve changes or additions to, or the restoration of, war graves
- are the responsibility of other authorities, e.g. roads, footpaths, gutters
- prohibit public access
- involve smoking and/or gambling areas
- have not completed all requirements in the application form including providing evidence of consent, or support and financial commitment from any funding partners.

In addition, funding will not be approved for expenditure items that have been funded by other external funding sources, or items that have been ordered or purchased prior to **1 May 2023**.

7.6 Eligible and ineligible items

Total project costs are likely to include a mix of eligible and ineligible items. Ineligible items are not funded by the grants program and will need to be met by the applicant.

Eligible items

Memorials or memorial gardens or avenues of honour or honour boards or plaques eligible items include:

- conservation management plans or condition reports, as part of an application to repair or conserve an existing monument or memorial
- construction of a new memorial, memorial garden, avenue of honour, honour board or plaque in an area that does not have an existing or similar item
- flagpole supply and/or installation — maximum of \$2000 per project
- improving accessibility to an existing memorial
- lighting for a memorial to increase accessibility and security (excludes general lighting). Lighting should enhance and complement the original design of the memorial
- interpretive information or signage that complements the design of an existing memorial or war trophy and respects its significance, noting the signage should be deferential to the memorial or war trophy
- freight costs directly related to the project
- preservation or protective casings for existing honour boards or rolls



- provision of seating or shade structures at existing memorials, noting that the design must complement the existing memorial
- relocation of an existing memorial
- repair, restoration or preservation of military equipment displayed as an existing war trophy
- replanting or maintenance of trees forming an original public avenue of honour
- other landscaping – gardens, trees and open space within the historical design of the memorial/project. Horticultural advice must be supplied with the application.
- research with a commemorative focus, e.g. external researcher, writer or editor costs, purchase of photographs
- restoration of memorial drinking fountains
- restoration of damaged original memorial gates or fences
- restoration or replacement of damaged commemorative plaques, noting replacement must be like-for-like and only when restoration is not a viable option
- acknowledgement plaques relating to the project, including permanent signage
- tradespeople or expert professionals engaged with delivering the project, e.g. historians, conservators or other external suppliers. All suppliers must have a valid ABN.
- updates to existing memorials to reflect subsequent conflicts
- any other costs deemed eligible by the Department of the Premier and Cabinet.

Commemorative events and activities eligible items include:

- public awareness or cultural activities with a commemorative focus
- entertainment for a commemorative event or activity, e.g. band or bugler
- immersive and interactive commemorative experiences
- digital content development and execution of commemorative materials, e.g. documentary, podcast, website, where similar materials are not already available
- freight directly related to the event or activity
- marketing and advertising costs for commemorative events and activities, e.g. advertising, promotional collateral, marketing activities, public relations, graphic design, associated printing costs (external suppliers only with a valid ABN)

- production costs for commemorative projects, e.g. screen writers, cinematographers, editors, sound recordists and website creators with a valid ABN
- research with a commemorative focus, e.g. external researcher, writer or editor costs, purchase of photographs
- tradespeople or expert professionals engaged to deliver the project, e.g. historians, conservators or other external suppliers with a valid ABN
- venue and equipment hire (external suppliers with a valid ABN only) including rigging, generator hire, fencing, toilets, traffic management, marquees, chairs, table, staging, audio-visual equipment, waste management and wet weather contingency equipment
- any other costs deemed eligible by the Department of the Premier and Cabinet.

Ineligible items

Examples of ineligible items include:

- expenses incurred prior to **1 May 2023**
- accommodation and travel, including associated vehicle hire)
- auspice fees
- capital works for assets without commemorative value
- expenditure relating to the purchase or upgrade of assets for ongoing use by the applicant, e.g. marquees, motor vehicles, audio-visual equipment, computers, televisions, printers, cameras, mobile phones
- construction and repair of buildings such as memorial halls and sporting facilities
- catering and refreshments, including alcohol
- commercial projects or projects for profit
- contingency costs, e.g. money budgeted or set aside for costs not yet incurred
- local council approval costs
- donations, sponsorships or grants to third parties, including donations or one-off payments to volunteers
- electrical works or equipment outside the scope of the project
- entertainment not of a commemorative nature
- flags (these can be obtained free of charge through the organisation's local state Member of Parliament)
- flowers or wreaths
- general ongoing administration costs of the organisation such as electricity, phone bills, taxi fares, printer cartridges, stationery, rates or rent



- goods, services and fees from related parties including companies with shareholdings or directors, board members, employees or immediate family
- hire of a venue or equipment owned by the applicant
- honour boards or plaques acknowledging membership or service of an ex-service organisation
- in-kind support exceeding half of the applicant's contribution
- landscaping exceeding the project boundaries
- new trophies, prizes, awards, gifts or medallions
- ongoing (recurrent) expenditure items
- fencing or park, garden or landscape enhancements without commemorative value
- preliminaries (other than conservation management plans or condition reports) which require completion before commencing the project, e.g. design plans, local council approval costs, grant writing fees
- private events for members or invitation only events
- project management fees
- projects commemorating individuals
- projects commemorating the post-war deaths of servicemen and women
- projects duplicating the names of servicemen or women already listed on existing memorials in the area
- regular maintenance work that should normally be undertaken to keep the item in good repair, e.g. general painting works, or repairing leaking taps or damaged or defective lights, routine mowing, general fencing or garden maintenance
- restoration of graves
- staff salaries and wages, remuneration of executive officers, overtime, meal allowances, honorariums, superannuation, fringe benefits tax, internal training, scholarships or similar expenses.

8. Assessment criteria

An application is not an agreement or contract. Meeting the assessment criteria does not automatically guarantee funding.

Applicants should prepare a thorough, detailed application and include all required information to assist judges in their decision making.

Applications will be evaluated and rated against the following assessment criteria, which have equal weighting.

What outcomes and benefits will be delivered for the veterans' community?

How the project will leave a legacy for future generations, increase the knowledge of the local service history of the community or provide a social or cultural benefit to Queensland's veterans' community.

Why is the project needed and how will it respond to these needs?

Evidence that the project responds to an identified need or gap, or will improve, increase or enhance use of a memorial, deliver support to veterans or provide community education or increase awareness of the service and sacrifice of veterans.

How will the project be delivered?

Details of project planning and deliverables, timeframes, financial viability and value for money. All relevant supporting documentation must be supplied.

Who is involved in the project and what support exists?

The level of support for the project from key community stakeholders, community consultation and stakeholder engagement (e.g. letters of support from a federal or state Member of Parliament, local council or ex-service organisation). Identify how the project or activity will be promoted to the community, and how they will be involved. Outline confirmed financial or in-kind contributions toward the project.

9. Applications

Applications are only accepted through the SmartyGrants online portal, which is available at <https://premiersqld.smartygrants.com.au/QRCommunityGrantsRound2>. The application form must be completed by a person authorised to submit the application on behalf of the organisation. Applications will not be accepted in person, by email, post, fax, or once the closing date for applications has passed.

The applicant will receive an instant email notification from the SmartyGrants online portal confirming submission of the application. If the applicant does not receive this notification, contact SmartyGrants on (03) 9320 6888 to confirm that the application form has been submitted correctly.

Answers to [frequently asked questions](#) about the *Queensland Remembers Grants Program* are available online at www.qld.gov.au/remembersgrants.

10. Application process

Funding under the *QR – Community Grants Program* is awarded through a competitive application assessment process.



Step 1: Check eligibility

Check that the applicant and project are eligible for funding by reviewing these guidelines and the [frequently asked questions](#) or emailing queenslandmembers@premiers.qld.gov.au.

Step 2: Prepare supporting documents

Prepare the following documents and submit with the application (where relevant):

- detailed budget and written quotes for project costs from appropriately qualified persons. *Please supply the preferred quote/s only (not competitive quotes for the same service).*
- General Exemption or Heritage Exemption Certificates (if applicable) for heritage listed sites. *For more information on the application process visit <https://www.qld.gov.au/environment/land/heritage/development/approvals>*
- letters of support from other organisations, agencies or partners involved in the project (on letterhead and signed)
- photographs or plans showing location of proposed project and draft designs
- letter from the local council or Crown Land manager (for projects on public land), including approvals, their role and who is responsible for maintenance and ownership after completion
- details of any consultation undertaken to support the application
- project plans including start and end dates, timelines for key milestones, responsibilities and implementation stages
- you will also be able to submit other key documents that are relevant to the project via the application form.

Incomplete applications will not be accepted. Applications and all required supporting documentation must be submitted online by the closing date.

Step 3: Apply online

If it is your first time using the SmartyGrants online portal you need to [create an account](#).

If you have previously used the SmartyGrants portal, [log in](#) using your organisation's details.

Applications can be saved and completed later. It is recommended that you start your application early to ensure you have all the required documentation.

Once submitted, you will receive an auto-generated email with an application identification number you can use as a reference. Please quote this number in all correspondence relating to your application.

The head of the applying organisation, e.g. chief executive officer or president, is responsible for ensuring that the application is complete and accurate. Giving false or

misleading information may exclude the applicant from funding consideration.

11. Assessment process

Eligible applications will be assessed by an independent assessment panel against the *QR – Community Grants Program* objective and assessment criteria listed above. Applicants may be contacted for further information.

Due diligence checking will be undertaken on the applicant, and outcomes from this process will inform project assessments.

The number and value of grants awarded in any round is at the discretion of the Queensland Government.

12. After the assessment

12.1 Notification of outcome

All applicants will be notified of the outcome of their application in writing.

If applicants require further information, please email queenslandmembers@premiers.qld.gov.au

Complaints about the outcome of an application can be made in accordance with the Department of the Premier and Cabinet's complaints management policy, which is available at www.premiers.qld.gov.au/about-us/contact-us/compliments-and-complaints.aspx.

12.2 Funding agreement

Successful applicants will be sent a legally binding Letter of Agreement. The Letter of Agreement is the legal agreement between the Queensland Government and the successful applicant and contains project deliverables, milestone dates, payment terms and other conditions of the grant.

There is no binding agreement until the Letter of Agreement is signed by the applicant's delegate and returned.

In managing the funding provided, the successful applicant must comply with the requirements of the Letter of Agreement.

Funding will be provided to successful applicants once they have entered into a Letter of Agreement and satisfied the milestones detailed in this agreement. Grant funds will be released in a split of 50 per cent upon satisfying the first milestone and 50 per cent upon the final milestone being achieved.

Extensions of time to the approved project completion date will only be considered in exceptional circumstances. Applicants are required to formally request an extension of time, via SmartyGrants, detailing the unforeseen circumstance impacting on project completion, the actions taken to minimise the impact and the adjusted project plan and milestones.

All funded projects will be monitored and evaluated by the Office for Veterans to ensure the *QR – Community Grants Program* is achieving the program objective.



Successful applicants will be required to provide project status reports as part of their key milestones and deliver the project at the times and in the manner specified in the Letter of Agreement.

Delays in submitting required reports may result in a delayed payments to the applicant.

13. Media

Applicants must seek and obtain the state's approval before contacting or responding to the media in relation to the QR – Community Grants Program.

14. Goods and Services Tax (GST)

Applicants do not need to be registered for GST.

If the applicant **IS** registered for GST, the applicant:

- is required to calculate the GST exclusive component of the cost of any items or service purchased for the proposed project
- must provide the final total GST exclusive amount in the grant application
- can claim an input tax credit through the applicant's Business Activity Statement (BAS) to the Australian Taxation Office (ATO), for the GST component of purchased items or services.

If the applicant is **NOT** registered for GST, the applicant is:

- not able to request an input tax credit from the ATO for the GST component of purchased items or services
- required to provide the final GST inclusive amount in the grant application.

For advice on GST, the applicant is advised to seek independent professional advice on taxation obligations or seek assistance from the ATO on 13 28 69 or via its website at www.ato.gov.au. The Office for Veterans is unable to provide advice on the applicant's particular taxation circumstances.

15. Reporting requirements and acquittal of grant funds

All funded projects will be monitored and evaluated by the Office for Veterans to ensure the QR – Community Grants Program is achieving the program objective.

Successful applicants will be required to provide project status reports as part of their key milestones and deliver the project at the times and in the manner specified in the Letter of Agreement. Delays in submitting required reports may result in delayed payments to the applicant.

16. Information sources for applicants

To determine whether a war memorial, honour roll or public avenue of honour is listed on the Queensland Heritage register please visit www.apps.des.qld.gov.au/heritage-register/.

Conservators can be found on the Museum and Gallery Services Queensland website www.magsp.com.au/consultant/finder or email information@magsq.com.au.

Horticulturalists can be found the Australian Institute of Horticultural Inc. website www.aih.org.au

Arborists can be found on the Queensland Arboricultural Association – Register of Qualified Tree Consultants website www.qaa.net.au or email admin@qaa.net.au.



17. Terms and conditions

1. The *Queensland Remembers Grants Program* (including the *Queensland Remembers – Community Grants Program*) is conducted by the State of Queensland acting through the Department of the Premier and Cabinet ABN 65 959 415 158 in accordance with the guidelines and on the following terms and conditions.

Definitions

2. In these terms and conditions:
 - a) “applicant” means the organisation, or where relevant, the auspice organisation, making the application
 - b) “application” means the official application for a grant submitted by the applicant as part of the *Queensland Remembers Grants Program*
 - c) “closing date” means 5pm (Australian Eastern Standard Time) on Tuesday 4 October 2022
 - d) “DPC” means the State of Queensland acting through the Department of the Premier and Cabinet (ABN 65 959 415 158)
 - e) “Minister” means the Minister with responsibility for the *Queensland Remembers Grants Program*
 - f) “project” means the project or activity detailed in the application for which the applicant is seeking a grant
 - g) “personal information” has the same meaning as in the *Information Privacy Act 2009* (Qld)
 - h) “Letter of Agreement” means the written Letter of Agreement to be entered into between DPC and each successful applicant on terms to be further agreed
 - i) “acquittal” means the discharge and settlement of the grant
 - j) “auspice organisation” means a third-party organisation that manages the grant funding on behalf of your organisation and accepts legal and financial responsibility for the grant.

Eligibility

3. Organisations making an application must be operating on a not-for-profit basis with a valid Australian Business Number (ABN) and seeking funding support for a project located in Queensland. They must also be one of the following:
 - a) an incorporated association or body
 - b) a corporation operating on a not-for-profit basis
 - c) local councils.
4. Unincorporated organisations that do not meet the above criteria may only be eligible if the organisation has not-for-profit objectives and the application is made by the auspice organisation that:
 - a) satisfies all the above requirements
 - b) accepts legal and financial responsibility for the grant.
5. The following are ineligible to apply:
 - a) state or federal government departments
 - b) government owned corporations

- c) organisations operating for profit
 - d) individuals
 - e) political parties
 - f) a hospital, nursing home or health care centre
 - g) primary or secondary schools, universities and parents' and citizens' associations.
6. Applications must:
 - a) be received by the closing date
 - b) contain all information specified in the application form
 - c) be submitted online through SmartyGrants. Applications submitted through any other means will not be accepted.
 7. Joint applications will be considered as one application. While multiple organisations meeting all the eligibility criteria may apply together as part of a joint application, one organisation must nominate to be the lead applicant and accept legal and financial responsibility for the grant.
 8. Applicants must have no outstanding financial accountability, service delivery or performance issues for funding previously provided by the Queensland Government. Applicants with outstanding financial accountability, service delivery or performance issues for funding previously provided by the Queensland Government are required to declare this during the application process. Additional performance criteria may be imposed at the discretion of DPC.
 9. DPC's decision upon the eligibility of an application shall be final.

Withdrawals

10. Applicants may withdraw their application at any time up to and including the closing date. After the closing date, applicants wishing to withdraw their application must contact DPC via email at queenslandremembers@premiers.qld.gov.au.

Disclosure and publication

11. By submitting an application, the applicant:
 - a) authorises the use and/or publication of the applicant's name (and where there is an auspice arrangement, the name of the organisation delivering the project) and details of the project, in relation to any promotional or advertising purposes in conjunction with the *QR – Community Grants Program*
 - b) consents to any information provided with the application being provided to Members of Queensland Parliament and the applicant's name (and where there is an auspice arrangement, the name of the organisation delivering the project), project details and funding being provided to the media
 - c) acknowledges that DPC, its officers, employees, assessment panel members, agents and sub-contractors may use and disclose any of the information provided with the application including personal information, to Queensland Government departments or agencies, Queensland Government bodies, non-government organisations and/or the commonwealth, state or territory governments for any purpose in connection with the administration of the *QR – Community Grants Program*



- d) consents to the applicant's name (and where there is an auspice arrangement, the name of the organisation delivering the project) and details of the project including funding received being published on the Queensland Veterans' Portal and the Queensland Government Open Data Portal
- e) acknowledges that the *Right to Information Act 2009* (Qld) provides members of the public with a legally enforceable right to access documents held by Queensland Government agencies, subject to the exemptions under the Act
- f) warrants that the applicant is not in breach of any law, constitution or any other requirement the applicant is bound to comply with
- g) warrants that the use of such information or material as above will not infringe the rights of any third party or any law.

Assessment

- 12. Members of the assessment panel, which is comprised of Queensland Government employees and panel members external to the Queensland Government, will assess applications against the assessment criteria and will provide recommendations to the Director-General, DPC for approval and to the Minister for noting. Applicants consent to information contained in the application being provided to the assessment panel, the Director-General, DPC and the Minister.
- 13. All decisions and recommendations are binding and final and there is no process of appeal.

Successful applications

- 14. Successful applicants will be required to:
 - a) enter into a Letter of Agreement with DPC within a reasonable time of being notified that the application has been successful. Provision of the funding support to the successful applicant will be subject to and conditional upon the applicant further agreeing to and executing the Letter of Agreement
 - b) obtain all appropriate documentation, e.g. permits, approvals, bank details, insurances, and provide copies to DPC on request and in accordance with the Letter of Agreement
 - c) provide DPC with the applicant organisation's banking details, for the purposes of verifying bank account details
 - d) acknowledge the Queensland Government's contribution, including but not limited to:
 - i) logo acknowledgement (in print and online form)
 - ii) display of Queensland Government signage in connection with the project, coordinating with DPC an opportunity for the Minister or delegate to participate at project events in person, or provide forewords or messages for the project
 - e) provide all advertising material to DPC for approval prior to production
 - f) work with DPC on any matter related to advertising and promotion of the project
 - g) if applicable, ensure DPC is granted an appropriate licence to use, reproduce and communicate to the public any works produced in the course of or as a result of the project

- h) provide DPC with images of the project accompanied by signed photo consent forms and a perpetual, royalty-free, non-exclusive licence to the images
- i) complete the project by the date stated in the Letter of Agreement
- j) advise DPC of all project changes immediately, including changes to programming and sponsors, project timeframes, project planning and design
- k) fulfil all reporting and acquittal requirements as per the Letter of Agreement
- l) return all unspent funds to DPC and repay funds spent on purposes not approved by the date of acquittal.

Insurance

- 15. Successful applicants will be required to agree that they must hold and maintain the relevant insurances specified in the Letter of Agreement.
- 16. Successful applicants will be required to provide DPC with copies of certificates demonstrating appropriate insurance covers.

Payments, GST and reporting

- 17. Grants are subject to GST. The grant amount sought will be excluding GST.
- 18. The total amount of funding committed to the applicant's project will be paid by DPC in milestones, generally as follows:
 - a) 50 per cent on acceptance of the first milestone report
 - b) 50 per cent on DPC's acceptance of a final report detailing the outcomes of the project and financial acquittal (due within four weeks of the project's completion)
 - c) or as otherwise approved by DPC.
- 19. Projects are expected to be completed within 12 months. If an application for a project exceeding 12 months (from the date of the Letter of Agreement to the nominated project end date) is successful, the applicant may be required to provide additional project status reports as requested by DPC. The abovementioned milestone payments may be subject to DPC's acceptance of these reports.
- 20. The applicant will be required to submit valid tax invoices to DPC in accordance with the GST legislation and reporting requirements.
- 21. Payments will be made via electronic funds transfer.

Reservation of rights

- 22. Despite any provision of these guidelines to the contrary, DPC reserves the right to administer the *Queensland Remembers Grants Program* and conduct the process for the assessment and approval of applications to the *Queensland Remembers Grants Program* in such manner as it thinks fit, in its absolute discretion.
- 23. Without limiting the above paragraph, DPC retains all rights and powers to make all decisions and actions in order to achieve the program objectives and DPC reserves the right, in its absolute discretion and at any time, to:



- a) change the structure, procedures, nature, scope or timing of, or alter the terms of participation in the process or overall *Queensland Remembers Grants Program*, including submission and compliance of applications, where in such circumstances DPC may, by direct notification to applicants or via the website at www.qld.gov.au/remembersgrants;
 - b) consider or accept, or refuse to consider or accept, any application which is lodged other than in accordance with these guidelines or is lodged after the relevant date for lodgement, or which does not contain the information required by these guidelines or is otherwise non-conforming in any respect;
 - c) vary or amend the eligibility, assessment criteria, and the terms and conditions;
 - d) take into account any information from its own and other sources, including other government agencies and other advisers;
 - e) accept or reject any application, having regard to these guidelines, the eligibility criteria, the assessment criteria or any other item, matter or thing which DPC considers relevant, including the limitations on the funds available for the *Queensland Remembers Grants Program*;
 - f) give preference by allocating weighting to any one or more of the eligibility criteria or assessment criteria over other criteria;
 - g) seek clarifications or additional information from or provide clarifications or additional information to any applicant, or to negotiate or deal with or seek presentations or interviews from any applicant;
 - h) conduct due diligence investigations in respect of any applicant and subject applications to due diligence, technical, financial and economic appraisals;
 - i) require an applicant to clarify or substantiate any claims, assumptions or commitment contained in an application or provide any additional information;
 - j) terminate the further participation of any applicant in the application process;
 - k) terminate or reinstate the *Queensland Remembers Grants Program* or any process in the *Queensland Remembers Grants Program*;
 - l) DPC reserves the right not to allocate the total amount of funding available in a funding round if, in the opinion of the assessment panel, there are insufficient applications of suitable merit;
24. Where, under these guidelines, it is stated that DPC may exercise a right or discretion or perform any act or omit to perform any act, then unless stated otherwise DPC may do so at its sole and absolute discretion and will not be required to act, or be restrained from acting, in any way or for any reason nor to take into account the interests of any third party (including an applicant).
25. DPC's obligations in connection with the application process are limited to those expressly stated in these guidelines.
26. The conduct of inviting applications does not give rise to any legal or equitable relationship. No contractual or legal relationship exists between DPC and an applicant in connection with the *Queensland Remembers Grants Program*, these guidelines or the application process or any stage of the *Queensland Remembers Grants Program*. An applicant, or its representatives:
- a) has no authority or power, and must not purport to have the authority or power to bind DPC, or make representations on behalf of DPC;
 - b) must not hold itself out or engage in any conduct or make any representation which may suggest to any person that the applicant is for any purpose an employee, agent, partner or joint venturer with DPC; and
 - c) must not represent to any person that DPC is a party to the proposed project other than as a potential funder, subject to the competitive application process detailed in these guidelines.
27. Except for any liability that cannot be excluded by law, DPC (including its officers, employees and agents) is excluded from all liability (including negligence) for any loss or damage (including loss of opportunity or personal injury) whether direct, indirect, special, or arising in any way out of an application.
28. Applications received, including material and documents accompanying the applications, shall not be returned to the applicant.
29. No person shall be entitled to claim compensation or loss from DPC for any matter arising out of the application process, including but not limited to cancellation of the *Queensland Remembers Grants Program* including the *QR – Community Grants Program* or failure by DPC to comply with the program guidelines or these terms and conditions.

Participation at applicant's cost

30. Each applicant participates in the application process at its own cost and risk.
31. To the extent permitted by law, no applicant will have any claim of any kind whatsoever against DPC (whether in contract, tort, including negligence, equity, under statute or otherwise) arising from or in connection with:
 - a) any costs, expenses, losses or liabilities suffered or incurred by the applicant in preparing and submitting its application (including any amendments, requests for further information by DPC, attendance at meetings or involvement in discussions) or otherwise in connection with the *Queensland Remembers Grants Program*;
 - b) DPC at any time exercising or failing to exercise, in its absolute discretion, any rights it has under or in connection with the *Queensland Remembers Grants Program*; or
 - c) any of the matters or things relevant to its application or the *Queensland Remembers Grants Program* in respect of which the applicant must satisfy itself under these guidelines.

No relationship and liability

25. DPC's obligations in connection with the application process are limited to those expressly stated in these guidelines.



32. Without limiting the above paragraph, if DPC cancels or varies the *Queensland Remembers Grants Program* at any time or does not select any applicant following its assessment of the applications, or does (or fails to do) any other thing referred to under the Reservation of Rights in these guidelines, no applicant will have any claim against DPC arising from or in connection with any costs, expenses, losses or liabilities incurred by the applicant in preparing and submitting its application or otherwise in connection with or in relation to (whether directly or indirectly) the *Queensland Remembers Grants Program*.

Non-exhaustive

33. These guidelines have been prepared to give potential applicants background information in relation to the *Queensland Remembers Grants Program*, and do not contain all of the information that applicants may require in reaching decisions in relation to whether or not to submit an application.
34. Applicants must form their own views as to what information is relevant to such decisions.
35. Applicants must make their own independent investigations of the information contained or referred to in these guidelines. Applicants must obtain their own independent legal, financial, tax and other advice in relation to information in these guidelines, or otherwise made available to them, during the application process.
36. DPC accepts no responsibility whether arising from negligence or otherwise (except a liability that cannot lawfully be excluded) for any reliance placed upon the information provided by it in connection with the *Queensland Remembers Grants Program* or interpretations placed on that information by applicants.

Intellectual property

37. Any intellectual property rights that may exist in an application will remain the property of an applicant or the rightful owner of those intellectual property rights. Any part of an application considered to contain intellectual property rights should be clearly identified by an applicant.
38. The applicant grants to DPC (and will ensure relevant third parties grant) a non-exclusive, royalty free and irrevocable licence to use and reproduce the intellectual property for the purpose of administering the *Queensland Remembers Grants Program*.

Law

39. These guidelines are governed by the laws applicable in Queensland.

Acceptance

40. By submitting an application, each applicant:
- warrants to DPC that the information contained in its application is accurate and complete as at the date on which it is submitted and not by omission misleading, and may be relied on by DPC in assessing the application;
 - undertakes to promptly advise DPC if the applicant becomes aware of any change in circumstances which causes the information contained in its application to become inaccurate or incomplete in a material respect;
 - acknowledges that DPC will rely on the above warranty and undertaking when evaluating the application;
 - acknowledges that DPC may elect to remove an application at any stage as a result of material changes to the

information presented in its application;

- acknowledges that DPC may suffer loss or damage if the applicant breaches the above warranty and undertaking; and
 - is taken to have accepted these guidelines, including these terms and conditions.
41. In certain circumstances, a construction project may be approved for funding where the applicant will not:
- own the land upon which the infrastructure will be built;
 - own and operate the resulting infrastructure.
42. In these cases applicants must have obtained and must maintain all relevant permissions or agreements in order to ensure that:
- the applicant has the right to access the land in order to construct, operate and maintain the proposed infrastructure – evidence of this must first be provided with submission of a business case
 - the infrastructure will be operated in accordance with its intended purpose at the time of application for a period of not less than five years – evidence of this must be provided prior to construction commencement.

Other

43. Additional terms and conditions will be included in the Letter of Agreement.
44. Complaints pertaining to the outcome of an application will be dealt with in accordance with DPC's complaints management policy which is available online at www.premiers.qld.gov.au/about-us/contact-us/compliments-and-complaints.aspx.



11.11 FACADE IMPROVEMENT PROGRAM

File Number: 14-09-2022
Author: Manager Community & Lifestyle
Authoriser: General Manager Liveability

PRECIS

Façade Improvement program as part of the Black Summer Bushfire Recovery project.

SUMMARY

A deliverable of Council's Black Summer Bushfire Recovery project, Community Connection – Local Built – Economic Recovery and Resilience Stream, Council is to deliver a Façade Improvement Program across the region.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

That in accordance with the approved grant budget that:

1. An allocation of \$180,000 is made to the Kingaroy Chamber of Commerce and Industry for the delivery of the Kingaroy Façade Improvement Grant Program.
2. An allocation of \$120,000 is made for the delivery of the South Burnett Region Façade Improvement Scheme.

FINANCIAL AND RESOURCE IMPLICATIONS

As part of the project budget of the Black Summer Bushfire Recovery Grant an allocation of \$300,000 was made to complete a Façade Improvement Grant program and local business resilience activities.

LINK TO CORPORATE/OPERATIONAL PLAN

EC2: Development and implement CBD Renewal and Revitalisation Programmes for areas of our townships including service standards for maintenance and cleaning programmes.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The Kingaroy Chamber of Commerce and Industry were consulted during the project planning and subsequent grant application to the Black Summer Bushfire Recovery Grants Program.

Communication, support, and engagement will be provided through Grants information sessions. Sessions are planned to occur with each townships Business Development group or Chamber of Commerce. Follow up support will be provided when requested by individual businesses by the Community Development team.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Applications to the grant fund are to meet all requirements under *Planning Regulation 2017* and *Building Regulation 2021*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

NIL

ASSET MANAGEMENT IMPLICATIONS

NIL

REPORT

The Black Summer Bushfire Recovery Grant was awarded to Council to support the social and economic recovery and building of resilience across the community and local businesses. A key project deliverable is to develop and implement a South Burnett Façade Improvement Scheme to encourage building owners and tenants within the CBD areas to invest in Façade renovations and storefront improvements.

Kingaroy Chamber of Commerce and Industry are a project partner for the Black Summer Bushfire Recovery project and the subsequent grant budget approval to deliver the Kingaroy Façade Improvement Project.

To achieve consistency, grant guidelines have been developed for both programs to ensure equitable and uniform outcomes across the region.

Several other Council's in Queensland have delivered Façade improvement programs, including Rockhampton Regional Council and Ipswich City Council. The guidelines from these projects were utilised a resource to inform the development of the proposed guidelines.

As part of the grant funding agreement with KCCI, Council will provide administration support through the Grants Officer. The Officer will be co-ordinating the phases of each individual grant from application to acquittal.

In the event that the funding is not expended by the Outcome date for Round 2 (29 March 2023), the funds are to be returned to Council within 20 business days.

Grant program information

Key Objectives:

To support local businesses to improve façades that:

- stimulate investment in private businesses
- increase street appeal for residents and tourists
- increase accessibility in retail premises
- increase opportunities for pedestrians to stay longer in CBD areas

Key dates

Funding Round	Application Open	Applications Close	Outcome Advised	Project delivery timeframe
Round 1	17 October 2022	21 November 2022	14 December 2022	15 December 2022– 15 June 2023
Round 2	23 January 2023	6 March 2023	29 March 2023	30 March 2023 – 30 November 2023

ATTACHMENTS

1. Kingaroy - Fascade Improvement Grants [↓](#) 
2. South Burnett Fascade Improvement Grants [↓](#) 



**Kingaroy Chamber of Commerce and Industry
Façade Improvement Grants Program**



This project received grant funding from the Australian Government

About the grant program:

South Burnett Regional Council in partnership with the Kingaroy Chamber of Commerce and Industry are providing incentives to support small businesses within the Kingaroy CBD to improve their façades. Funding is provided through the Black Summer Bushfire Recovery Grant Program – Community Connection Local Built.

Key objectives:

To support local businesses to improve façades that:

- stimulate investment in private businesses
- increase street appeal for residents and tourists
- increase accessibility in retail premises
- increase opportunities for pedestrians to stay longer in CBD areas

Funding:

A total pool of \$180,000 is available across two rounds. A minimum grant amount is \$500 with a maximum grant of \$3,000 with a 50% co-contribution required.

Please note that if funding is exhausted in the first round, round two will not be opened.

Key Dates

Funding Round	Application Open	Applications Close	Outcome Advised	Project delivery timeframe
Round 1	17 October 2022	21 November 2022	14 December 2022*	15 December 2022– 15 June 2023
Round 2**	23 January 2023	6 March 2023	29 March 2023*	30 March 2023 – 30 November 2023

* Subject to Council and KCCI meeting dates

** Subject to available funding



Kingaroy Chamber of Commerce and Industry Façade Improvement Grants Program



This project received grant funding from the Australian Government

Eligibility Criteria

To be eligible to apply:

- A property owner or tenant holding the owner's consent
- Located in the eligible area
- Have a business registration number (ABN)
- Adhere to all relevant legislation and local laws and hold all necessary building and planning approvals as required to complete the project.
- Must not have an outstanding debt with South Burnett Regional Council
- Have a minimum \$20M Public Liability Insurance
- Business located in the prescribed area as outlined in the maps below

Ineligible Applicants

- Businesses located outside the prescribed areas
- Local, state or federal government agencies and/or entities
- Educational institutions, kindergartens and pre-school/childcare centres
- Parents and Friends or Parents and Citizens Associations
- Religious organisations
- Fuel Stations
- Political organisations
- Businesses that hold a gaming machine licence

What is a Façade?

A Façade is the principal front of a building that faces onto a street or open space.



Kingaroy Chamber of Commerce and Industry Façade Improvement Grants Program



This project received grant funding from the Australian Government

Eligible projects

Improvements to frontages to interact that may include but not limited to:

- Lighting
- Exterior walls
- Windows and doors
- Storefronts
- Entranceways
- Awnings/canopies
- Signage
- Exterior architectural features
- Exterior Façade painting
- Reinstatement of historical features of the building
- Increase accessibility to shop fronts

Ineligible projects

- Ongoing operational administration costs of the applicant e.g., staff expenses, administration costs.
- Relocation of businesses
- Purchase of buildings
- Internal shop fit-out
- Remission of rates
- The purchase of equipment which is not specifically required to complete the project
- Payment of Council building and planning fees

How to apply

- Applicants can speak to Council's Community Development team or an Executive delegate of KCCI.
- Applicants are encouraged to attend a grants information night
- Application must be made via Council's website <insert website>
- No late, written, incomplete applications will be accepted



**Kingaroy Chamber of Commerce and Industry
Façade Improvement Grants Program**



This project received grant funding from the Australian Government

Assessment

Assessment Criteria	Evidence by
Meeting the program objectives	Providing information and support material that links the project to the program and category objectives
Business benefit	Concept plan, building approval, planning approval
Project management capability	Sound budget Project plan
Assessment consideration	
High priority	Projects that increase the aesthetics of the CBD areas Projects that increase accessibility to retail shop fronts Projects that are part of a syndicate of properties that adjoin to maximise street improvement.
Low priority	Projects that are consider routine maintenance
Other considerations	Council planning and development impacts

Assessment process

Eligibility check:

All applications are checked against eligibility criteria to ensure the applicant, project, amount requested, and timeframes are eligible.

Assessment:

Eligible applications are assessed against the assessment criteria by a panel comprised of KCCI management committee and Council. Panel members participate in a moderation meeting to review the assessments and determine grant recommendations.

Endorsement:

Panel recommendations are provided to KCCI management for consideration and approval.

Notification of outcome

- Applicants are advised by email of the outcome of their application.
- Unsuccessful applicants are invited to seek feedback about their application by contacting the KCCI committee member listed in the email.

Funding agreement, payment and acquittal

- Successful applicants must claim the grant funds and enter into a Funding Agreement with KCCI within 20 days of notification of outcome.
- Grant recipients must complete an online acquittal within four weeks of the project



**Kingaroy Chamber of Commerce and Industry
Façade Improvement Grants Program**



This project received grant funding from the Australian Government

Façade Improvement Program

Purpose:	To support and encourage investment by business the façade within CBD areas
Amount & co-contributions	Maximum grant \$3,000 grant 50% co-contribution
Priorities (address at least one)	<ul style="list-style-type: none"> • Projects that increase the aesthetics of the CBD areas • Projects that increase accessibility to retail shop fronts
Support material	Consent from landlord Concept plan Building or planning approvals (as required)
Project examples	<ul style="list-style-type: none"> • Install/replace signage to façade • Install accessible entrance • Install new windows • Paint Façade or external walls • Remove security shutters and replace with glass or security glazing • Refurbish historic/heritage features of the façade
Additional information for this category	Note: Ineligible expenses: <ul style="list-style-type: none"> • Building and Planning Fees • Internal shop-fit out • Purchase of equipment that is not integral to the delivery of the project
Defined area (inclusive of street numbers)	138-208 Haly Street, 135-203 Haly Street 114 Kingaroy Street 115-117 Kingaroy Street 119-125 Kingaroy Street 135-141 Kingaroy Street 153-155 Kingaroy Street 157-163 Kingaroy Street 175-219 Kingaroy Street 178-214 Kingaroy Steet 16-36 Alford Street 13 Alford Street 15-27 Alford Street



Kingaroy Chamber of Commerce and Industry Façade Improvement Grants Program





South Burnett Regional Council's Façade Improvement Grants Program

This project received grant funding from the Australian Government

About the grant program:

South Burnett Regional Council in partnership the regions Chamber of Commerce and Business Development Associations are providing incentives to support small businesses within the CBD's of Blackbutt Murgon, Nanango, Wondai to improve their façades.

Funding is provided through the Black Summer Bushfire Recovery Grant Program – Community Connection Local Built.

Key objectives:

To support local businesses to improve façades that:

- stimulate investment in private businesses
- increase street appeal for residents and tourists
- increase accessibility in retail premises
- increase opportunities for pedestrians to stay longer in CBD areas

Funding:

A total pool of \$120,000 is available across two rounds. A minimum grant amount is \$500 with a maximum grant of \$3,000 with a 50% co-contribution required.

Please note that if funding is exhausted in the first round, round two will not be opened.

Key Dates

Funding Round	Application Open	Applications Close	Outcome Advised	Project delivery timeframe
Round 1	17 October 2022	21 November 2022	14 December 2022*	15 December 2022– 15 June 2023
Round 2**	23 January 2023	6 March 2023	29 March 2023*	30 March 2023 – 30 November 2023

* Subject to Council meeting dates

** Subject to available funding



South Burnett Regional Council's Façade Improvement Grants Program

This project received grant funding from the Australian Government

Eligibility Criteria

To be eligible to apply:

- A property owner or tenant holding the owner's consent
- Located in the eligible area
- Have a business registration number (ABN)
- Adhere to all relevant legislation and local laws and hold all necessary building and planning approvals as required to complete the project.
- Must not have an outstanding debt with South Burnett Regional Council
- Have a minimum \$20M Public Liability Insurance
- Business located in the prescribed area as outlined in the maps below

Ineligible Applicants

- Businesses located outside the prescribed areas
- Local, state or federal government agencies and/or entities
- Educational institutions, kindergartens and pre-school/childcare centres
- Parents and Friends or Parents and Citizens Associations
- Medical organisations or primary health care providers
- Religious organisations
- Fuel Stations
- Political organisations
- Businesses that hold a gaming machine licence

What is a Façade?

A Façade is the principal front of a building that faces onto a street or open space.

Eligible projects

Improvements to frontages to interact that may include but not limited to:

- Lighting
- Exterior walls
- Windows and doors
- Storefronts
- Entranceways
- Awnings/canopies
- Signage
- Exterior architectural features
- Exterior Façade painting
- Reinstatement of historical features of the building
- Increase accessibility to shop fronts



South Burnett Regional Council's Façade Improvement Grants Program

This project received grant funding from the Australian Government

Ineligible projects

- Ongoing operational administration costs of the applicant e.g. staff expenses, administration costs.
- Relocation of businesses
- Purchase of buildings
- Internal shop fit-out
- Remission of rates
- The purchase of equipment which is not specifically required to complete the project
- Payment of Council building and planning fees

How to apply

- Application must be made via Council's website <insert website>
- Applicants are encouraged to attend a grants information night
- Applicants can speak to Council's Community Development team for further support
- No late, written, incomplete applications will be accepted

Assessment

Assessment Criteria	Evidence by
Meeting the program objectives	Providing information and support material that links the project to the program and category objectives
Business benefit	Concept plan, building approval, planning approval
Project management capability	Sound budget Project plan
Assessment consideration	
High priority	Projects that increase the aesthetics of the CBD areas Projects that increase accessibility to retail shop fronts Projects that are part of a syndicate of properties that adjoin to maximise street improvement.
Low priority	Projects that are consider routine maintenance
Other considerations	Council planning and development impacts



South Burnett Regional Council's Façade Improvement Grants Program

This project received grant funding from the Australian Government

Assessment process

Eligibility check:

All applications are checked against eligibility criteria to ensure the applicant, project, amount requested, and timeframes are eligible.

Assessment:

Eligible applications are assessed against the assessment criteria by a panel comprising of a member of the local business association and Council staff. Panel members participate in a moderation meeting to review the assessments and determine grant recommendations.

Endorsement:

Panel recommendations are provided to General Manager of Liveability for approval.

Notification of outcome

- Applicants are advised by email of the outcome of their application.
- Unsuccessful applicants are invited to seek feedback about their application by contacting the Council Officer listed in the email.

Funding agreement, payment and acquittal

- Successful applicants must claim the grant funds and enter into a Funding Agreement with Council within 20 days of notification of outcome.
- Grant recipients must complete an online acquittal within four weeks of the project



**South Burnett Regional Council's
Façade Improvement Grants Program**

This project received grant funding from the Australian Government

Façade Improvement Program

Purpose:	To support and encourage investment by business the façade within CBD areas
Amount & co-contributions	Maximum grant \$3,000 grant 50% co-contribution
Priorities (address at least one)	<ul style="list-style-type: none"> • Projects that increase the aesthetics of the CBD areas • Projects that increase accessibility to retail shop fronts
Support material	Consent from landlord Concept plan Building or planning approvals (as required)
Project examples	<ul style="list-style-type: none"> • Install/replace signage to façade • Install accessible entrance • Install new windows • Paint Façade or external walls • Remove security shutters and replace with glass or security glazing • Refurbish historic/heritage features of the façade
Additional information for this category	Note: Ineligible expenses: <ul style="list-style-type: none"> • Building and Planning Fees • Internal shop-fit out • Purchase of equipment that is not integral to the delivery of the project
Defined area (inclusive of street numbers) Blackbutt	37-91 Coulson Street 26-80 Coulson Street
Murgon	65-133 Lamb Street 62-130 Lamb Street
Nanango	54-108 Drayton Street 45-89 Drayton Street 43-55 Fitzroy Street 28-31 Fitzroy Street 31-35 Henry Street
Wondai	13-25 Scott Street 12-22 Scott Street 29,31,35,41,47,49,55,59,61,63,73,75,81 Haly Street 18,20,26,32,40,42,48,50,52,62,66,70,76 Mackenzie Street



**South Burnett Regional Council's
Façade Improvement Grants Program**
This project received grant funding from the Australian Government

Blackbutt Defined Area





**South Burnett Regional Council's
Façade Improvement Grants Program**
This project received grant funding from the Australian Government

Murgon Defined Area





**South Burnett Regional Council's
Façade Improvement Grants Program**
This project received grant funding from the Australian Government

Nanango Defined Area



11.12 FLOOD DAMAGE - SOIL RESTORATION

File Number: 14 September 2022
Author: General Manager Liveability
Authoriser: General Manager Liveability

PRECIS

Soil restoration options in response to damage from recent flood events

SUMMARY

A request from the mayor for an update in relation to soil restoration options in response to damage from recent flood events.

OFFICER'S RECOMMENDATION

That the report be received for information.

BACKGROUND

Following a decision by QRIDA to decline lucerne growers on Barambah Creek the use of compost/manure to restore soil structure continued lobbying and an appeal assisted by Alan Broome from BIEDO has resulted in a decision to allow consideration of such practices.

ATTACHMENTS

1. Ministerial advice - soil restoration [↓](#) 



Office of the Hon Mark Furner MP
Minister for Agricultural Industry Development and Fisheries
and Minister for Rural Communities

Our ref: CTS 07263/22
Your ref: 2904549

25/05/2022

1 William Street Brisbane 4000
GPO Box 46 Brisbane
Queensland 4001 Australia
Telephone +61 7 3719 7420
Email agriculture@ministerial.qld.gov.au

Councillor Brett Otto
Mayor
South Burnett Regional Council
mayor@sbrc.qld.gov.au

Dear Mayor

Thank you for your letter of 5 May 2022 regarding the eligibility of primary producer claims for topsoil rehabilitation expenses under the Extraordinary Disaster Assistance Recovery Grant (EDARG) Scheme. The Minister has asked me to respond.

I sympathise with the difficulties primary producers in the South Burnett Regional Council area have experienced due to recent natural disasters; specifically, the Central, South and Western Queensland Rainfall and flooding in December 2021, Ex-Tropical Cyclone Seth in January 2022 and the South East Queensland Rainfall and Flooding in February 2022.

The Queensland Rural and Industry Development Authority (QRIDA) administers the EDARG on behalf of the Queensland Reconstruction Authority as part of the Disaster Recovery Funding Arrangements, a jointly funded program between the Australian Government and state and territory governments. As a result, QRIDA is bound by the eligibility criteria advised for the program.

QRIDA has confirmed there may be circumstances where the purchase of materials such as compost and manure to restore topsoil to its former condition pre-flood could be eligible under the scheme, subject to appropriate evidence that shows the topsoil was impacted as a direct result of the disaster. This could be demonstrated such as via the submission of soil testing results pre and post the flooding disaster.

QRIDA is aware that some impacted primary producers may not conduct regular soil testing, so is currently liaising with individual applicants and investigating if there might be other suitable forms of evidence to demonstrate that loss of topsoil quality.

As of 13 May 2022, QRIDA advise it has approved \$460 000 in disaster grants to primary producers in the South Burnett, including for restoring topsoil such as through laser levelling fields, repairing washouts and contour banks.

Primary producers considering applying for assistance under the EDARG Scheme should be encouraged to contact QRIDA directly on 1800 623 946 for specific advice regarding evidence, the eligibility criteria, and alternative disaster relief funding.

2

If you require further information, please contact Mr Peter Donaghy, General Manager, Department of Agriculture and Fisheries on 0467 784 298.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Dan McIntyre', is positioned above the printed name.

DAN McINTYRE
Office of the Minister for Agricultural Industry Development and Fisheries and
Minister for Rural Communities

11.13 COMMUNITY CONNECTION LOCAL BUILT - SMALL GRANTS PROGRAM**File Number:** 14-09-2022**Author:** Manager Community & Lifestyle**Authoriser:** General Manager Liveability**PRECIS**

Community Connection Local Built grant program as part of the Black Summer Bushfire Recovery project.

SUMMARY

A deliverable of Council's Black Summer Bushfire Recovery project, is to deliver a small grants program focused on social recovery and resilience for the region's community groups.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council that:

In accordance with the approved grant budget, an allocation of \$100,000 is made for the delivery of the Community Connection Local Built Small – Social Recovery and Resilience Stream.

FINANCIAL AND RESOURCE IMPLICATIONS

As part of the project budget of the Black Summer Bushfire Recovery Grant an allocation of \$100,000 is dedicated to deliver the proposed grant program that focuses on social recovery and resilience.

LINK TO CORPORATE/OPERATIONAL PLAN

EC16: Partner with community to develop and promote events

EC7: Development and implementation, in consultation with local community, or realistically achievable rural resilience programmes.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

The grant guidelines were developed in consultation with Council's Community Development Coordinator, General Manager of Liveability. The grant program has been developed in accordance with the key project deliverables of the Black Summer Bushfire grant and guidelines.

Grants information sessions will be held during October to work with groups to develop their project planning and grant writing skills.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

The grant program will be administered in accordance with s195 of the *Local Government Regulation 2012*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

The grant program will be managed in accordance with Council's Community Grants Policy.

ASSET MANAGEMENT IMPLICATIONS

NIL

REPORT

The Black Summer Bushfire Recovery Grant awarded to Council is to support the social and economic recovery and building of resilience across the community and local businesses. A key deliverable is the Local Built Small Grants program, Social Recovery and Resilience Investment

Stream. The aim is to provide an opportunity for community building and connection activities that foster social cohesion, resilience, and wellbeing.

The Small Events category supports activities focused on sporting, arts and cultural events that allow the opportunity for people to reflect on their experience of bushfires and other natural disasters.

The Community Building category supports community organisations to develop skills in best practice volunteering, management and planning.

The Facilities Development category will support community groups to cover the costs of contracting professional services such as architects, design, quantity surveying and concept planning to prepare and plan for future growth of their facilities.

Grant details

Key objectives:

To support projects that promote:

- Wellbeing
- Resilience
- Adaptation to climate change
- Build skills and knowledge in the environment

Key Dates

Funding Round	Application Open	Applications Close	Outcome Advised	Project delivery timeframe
Round 1	3 October 2022	14 November 2022	14 December 2022	15 December 2022– 15 June 2023
Round 2	16 January 2023	27 February 2023	29 March 2023	30 March 2023 – 30 September 2023

Categories

Small Events – Maximum grant \$3,000 with an applicant contribution of 25%.

Community Building – Maximum \$5,000 with an applicant contribution of 25%

Facilities Planning – Maximum of \$5,000 with an applicant contribution of 25%

ATTACHMENTS

1. **Grant Guidelines** [↓](#) 



**South Burnett Regional Council
Local Built Small Grants Program**

This project received grant funding from the Australian Government

About the grant program:

As part of South Burnett Regional Council's delivery of the Black Summer Bushfire Recovery Grants Program, the Local Built Small Grants – Social Recovery Investment Stream, has been developed to support Community groups to create and deliver projects that build resilience and social recovery in the South Burnett region.

Key objectives:

To support projects that promote:

- Wellbeing
- Resilience
- Adaptation to climate change
- Build skills and knowledge in the environment

Funding:

A total pool of \$100,000 is available across two rounds. The minimum grant amount is \$500 with co-contribution required (see each category for more information).

Applicant co-contribution from other grant bodies, crowd funding, donations, or in-kind support is encouraged.

Part funding may be awarded by Council, in this circumstance a revised budget will be required to demonstrate the project can be delivered.

Volunteer labour can be considered as a contribution and valued at \$40.00 per hour per volunteer with a cap of 10% of the total application contribution.

Key Dates

Funding Round	Application Open	Applications Close	Outcome Advised	Project delivery timeframe
Round 1	3 October 2022	14 November 2022	14 December 2022	15 December 2022– 15 June 2023
Round 2	16 January 2023	27 February 2023	29 March 2023	30 March 2023 – 30 September 2023



South Burnett Regional Council Local Built Small Grants Program

This project received grant funding from the Australian Government

Eligibility Criteria

Community Organisations that:

- are an Incorporated not-for-profit community organisation, or have an auspice arrangement with an incorporated not-for-profit community organisation (including not-for profit co-operatives and companies limited by guarantee)
- are located in the South Burnett Regional Council Local Government Area
- Hold a current \$20M Public Liability Insurance policy
- Have no outstanding debts with Council
- Have no outstanding acquittals for Council grants
- Discuss the proposal with a relevant Council Officer.
 - The Council Officer you have spoken to must be named in your application.

Leave plenty of time to make the appointment

Ineligible Applicants

- Individuals, businesses and enterprises
- Local, state or federal government agencies and/or entities
- Educational institutions, kindergartens and pre-school/child care centres
- Parents and Friends or Parents and Citizens Associations
- Medical organisations or primary health care providers
- Religious organisations when the application is for the organisation's core business
- Political organisations
- Organisations that hold a gaming machine licence
- Organisations with a liquor licensed supports/associated club that commercially trade 7 days per week.

Eligible projects

- Meet the eligibility criteria in these guidelines
- Demonstrated alignment with the grant fund key objectives
- Demonstrated alignment with the assessment criteria
- The activity or project must be based within South Burnett /or show that it will substantially benefit residents of the South Burnett.

Ineligible projects

- Are primarily for a commercial venture
- Run solely for fundraising purposes without community benefit
- Are for the purpose of fundraising for a third party
- Are considered to be the core responsibility of other levels of government
- Have already commenced or occurred
- Includes school and church fetes



**South Burnett Regional Council
Local Built Small Grants Program**

This project received grant funding from the Australian Government

How to apply

- Applicants must speak to a member of the Community Development team prior to applying.
- Applicants are encouraged to attend a grants information night
- Application must be made via Council's website <insert website>
- No late, written, incomplete applications will be accepted

Assessment

Assessment Criteria	Evidence by
Meeting the program objectives	Providing information and support material that links the project to the program and category objectives
Community benefit	Letters of support from local community members or key stakeholders
Project management capability	Sound budgeting Project planning – e.g. event plan, project milestones, asset management plan
Assessment consideration	
High priority	Financial sustainability of the applicant Project management capability Intergenerational or inclusive outcomes Use of Council's open spaces and parks
Low priority	Low social and community impact Are consider routine facility maintenance
Other considerations	Distribution of grant funding across the region Council planning and development impacts

Consent for works on Council owned assets (Facilities category only)

Applicants proposing to undertake projects on Council owned or controlled land must obtain Council's consent prior to progressing their application. To seek this consent, please contact Council's Lease Officer - info@sbrc.qld.gov.au

Consent for works on non-Council owned assets (Facilities category only)

For projects on non-Council land: written consent from the landowner or trustee of the land must be submitted with the application. If the applicant organisation is the owner of the subject land, a copy of the last rates notice must be submitted with the application.



**South Burnett Regional Council
Local Built Small Grants Program**

This project received grant funding from the Australian Government

Assessment process

Eligibility check:

All applications are checked against eligibility criteria to ensure the applicant, project, amount requested and timeframes are eligible.

Assessment:

Eligible applications are assessed against the assessment criteria by a panel comprised of Council staff who have knowledge and experience in the respective grant category. Panel members participate in a moderation meeting to review the assessments and determine grant recommendations.

Endorsement:

Panel recommendations are provided to the General Manager of Liveability for approval.

Notification of outcome

- Applicants are advised by email of the outcome of their application.
- Unsuccessful applicants are invited to seek feedback about their application by contacting the Council Officer listed in the email.

Funding agreement, payment and acquittal

- Successful applicants must claim the grant funds and enter into a Funding Agreement, with Council within 20 days of notification of outcome.
- If the applicant has an auspice arrangement with an incorporated organisation, the, Funding Agreement and payment will be made with that incorporated organisation.
- Grant recipients must complete an online acquittal within four weeks of the project, completion date, unless an extension is provided in writing by Council



**South Burnett Regional Council
Local Built Small Grants Program**

This project received grant funding from the Australian Government

Category 1 - Small Events

Purpose:	To support and encourage community participation, resilience and well being
Amount & co-contributions	Maximum grant \$3,000 grant 25% co-contribution
Priorities (address at least one)	<ol style="list-style-type: none"> 1. Improving mental and physical wellbeing and recovery of residents 2. Encourage community participation in social activities 3. Improving community connections and social inclusion
Support material	Proposed event schedule Event plan/traffic management plan Entertainment information Proposed venue hire form or park booking
Project examples	<ul style="list-style-type: none"> • Seniors month activities, Volunteers week, NAIDOC week, Disability Action week • Neighbourhood day – Local halls • Artesian workshops • Community gardening activities • Come and try days
Additional information for this category	Eligible expenses: Equipment purchases which are integral to the delivery of the project. Event expenses include venue hire, entertainment, traffic management, waste management. Proposed events must be open to the public (not exclusive to individual organisations or their members) Ineligible expenses: Catering and consumables



**South Burnett Regional Council
Local Built Small Grants Program**

This project received grant funding from the Australian Government

Category 2 – Community Building

Purpose:	To support community organisations to encourage best practice volunteering, management and planning.
Amount & co-contributions	Maximum grant \$5,000 grant 25% co-contribution
Priorities (Address at least one)	<ol style="list-style-type: none"> 1. Improved capacity and capability to support volunteers and the wider community. 2. Improve community organisation planning and management.
Support material	<ul style="list-style-type: none"> • Training provider proposal • Workshop program • Evidence of community need • Organisation planning documents • Quotes for items over \$1,000
Project examples	<ul style="list-style-type: none"> ➤ Constitution review ➤ Social media workshop ➤ Volunteer management training ➤ Continuity planning ➤ Business planning
Additional information for this category	<p>Eligible Expenses:</p> <ul style="list-style-type: none"> • Equipment purchases which are integral to the delivery of the project. • Software subscription to a maximum of 12 months <p>Ineligible Expenses:</p> <ul style="list-style-type: none"> • Equipment for individual use, or equipment only with no training as part of the project. • Catering and consumables



**South Burnett Regional Council
Local Built Small Grants Program**

This project received grant funding from the Australian Government

Category 3 – Facilities Planning

Purpose:	To support community groups planning construction projects or planning for future growth.
Amount & co-contributions	Maximum grant \$5,000 grant 25% co-contribution
Priorities (Address at least one)	Projects that plan for: <ol style="list-style-type: none"> 1. Improve the quality and sustainability and accessibility of the facility 2. Increase, maintain or enhance community participation and access. 3. Encourage multi-use or shared use of community facilities 4. Address issues of risk management or compliance with Australian standards
Support material	<ul style="list-style-type: none"> • Letter of support from multi-users • Audit report • Masterplan • Concept plan • Quotes for items over \$1,000
Project examples	<ul style="list-style-type: none"> ➤ Contract of professional services e.g., Quantity Surveyor ➤ Architect plan for a new building ➤ Concept plan to upgrade of kitchen/bathrooms
Additional information for this category	Ineligible: Construction works, labour or materials Council's building and planning fees

12 PORTFOLIO - TOURISM & VISITOR INFORMATION CENTRES, SPORT & RECREATION AND COMMERCIAL ENTERPRISES

12.1 TOURISM & VIC'S, SPORT & RECREATION AND COMMERCIAL ENTERPRISES PORTFOLIO REPORT

File Number: 14-09-2022

Author: Division 1 Councillor

Authoriser: General Manager Liveability

PRECIS

Tourism & VIC's, Sport & Recreation and Commercial Enterprises Portfolio Report

SUMMARY

Cr Erkens presented her Tourism & VIC's, Sport & Recreation and Commercial Enterprises Portfolio Report.

OFFICER'S RECOMMENDATION

That Cr Erken's Tourism & VIC's, Sport & Recreation and Commercial Enterprises Portfolio Report. to Council be received for information.

Very pleased to be able to present my first portfolio report. Being new to the role it is a little overwhelming at first and will take me a little while to find my feet.

Tourism & VIC's:

I have recently met with Visit South Burnett Committee and look forward to a good working relationship with this group.

The Moffatdale wineries hosted a famil for the South Burnett VIC network on the 25 August. The famil for Visitor Information Centre aims to educate volunteers and staff about local wineries and encourages them to share this information with visitors to assist in the promotion of the South Burnett region.

Feedback from volunteers indicated that they have increased their product knowledge and are better equipped to recommend local wineries to visitors in their respective Visitor Information Centres.

Sport & Recreation:

The Australian Sports Foundation 2022 Active Kids Grants are now open. There are five categories of grants open. The grant focuses on the purchase of equipment and uniforms through HART Sport and ISC Uniforms. More information can be found on their website: <https://asf.org.au/>

On Thursday I am off to Toowoomba to attend a workshop to explore what opportunities are available for our region for the Brisbane Olympics. This will take in different aspects of my portfolio with the sport, tourism and should also encompass our fabulous dams. We are of course ideally situated to obtain some benefit from the games.

Commercial Enterprises

Saleyards:

Council's Working group has met to discuss the Workplace Health and Safety Audit and Capital Works plan for the 2022/2023 financial year. It is expected that immediate works will be completed

by October 2022. The saleyards have been busy hosting several Stud sales, including the Coolabunia Classic Charolais, Coolabunia Limousin Bull Sale, Aussie Angus & Brangus and Bunya Droughtmaster Sale, the vendors and buyers have spoken very positively with the conditions of the yards and the selling facilities complex.

Dams:

The Dams continue to be busy with the lead up to the September school holidays. Council's Parks team have been assisting Commercial Enterprises in pruning hedges and cleaning the outside of amenities and concrete pathways at BP Dam to ensure everything is ready for the influx of visitors.

Aerodromes:

Council's ARO has completed the weekly checks of both Wondai and Kingaroy Aerodromes. The new locks have been installed on the gates in the new fencing at the Kingaroy Aerodrome. Council is working closely with the Kingaroy Soaring Club Inc. to ensure access when the Club are hosting their soaring club activities. Council has also requested all aerodrome users accessing airside to update their vehicle details. Council appreciates all the users that have provided details of the vehicles and looks forward to working with those yet to complete their forms. New signage has also been ordered and once installed will compliment and complete the fencing project.

BACKGROUND

Nil

ATTACHMENTS

1. Visit South Burnett July Newsletter [↓](#) 



July Wrap up: From the Committee!

Winter Craft Festival

The Winter Craft Festival in Kingaroy has been hailed a huge success. Held over the two months of June and July, the Kingaroy Art Gallery was host to exhibitions, various workshops and demonstrations from the many talented artists involved. The Kingaroy Arts Team was delighted with the turnout and all activities were very well received. The festival wrapped up on its last weekend with the quilt trail. Despite some rainy weather, the participants had nothing but praise and are eagerly looking forward to next year's event.

Congratulations to the organizing committee on a job well done. Visit South Burnett was honoured to help promote the event throughout June and July. - Robyn Dower - VSB Arts

- **Heading to the EKKA** - Off to the Ekka! Bunya Red Farm is honoured to be asked by the Department of Agriculture & Fisheries to participate in this year's Taste Farm Life campaign at the Ekka – where the country meets the city. Allan & Mandy supplied sample packs of their caper products, with a Taste Farm Life sticker holding a recipe idea card (with Bunya Red Farm details on the back). July had been busy grading and packing the product, and shipping it off to the big smoke in time for the start of the Ekka. The sample packs will be handed out during the Ekka as part of their 2022 campaign to encourage city folk to venture out into the country areas of Queensland to see what farm and food experiences are out here. Check out DAF's website: [Taste farm life \(daf.qld.gov.au\)](http://daf.qld.gov.au) Mandy Evans - VSB Agritourism

- **VSB Membership** - It's that time again! We'll be sending out the 2022/23 Visit South Burnett membership forms or you can find your copy below. Renew your VSB membership now to keep up to date on all things tourism! - Gloria Kirkness -VSB Treasurer

- **Meet and Greet Wrap up**

what a great night at the Nanango Theatre Company, thank you to our wonderful hosts and to everyone that braved the cold to be entertained with a snip-it performance from the latest theatre offering.

- Tourism Development Officer - Updates on the progress of the Winter Craft Festival campaign with a current audience reach of over 60,000 and plenty of visits to the Kingaroy Regional Art Gallery's website.

- The Nanango Theatre company spoke about their upcoming Heritage NananGO PLAYfest happening on the 2nd - 4th September with \$3000 in prizes up for grabs.

- **VSB Visitors Guide update!**

With over 14,000 copies handed out already we're fast approaching our reprint of the popular VSB Visitors Guide, now is the time to put forward any changes and additions you think the booklet needs!



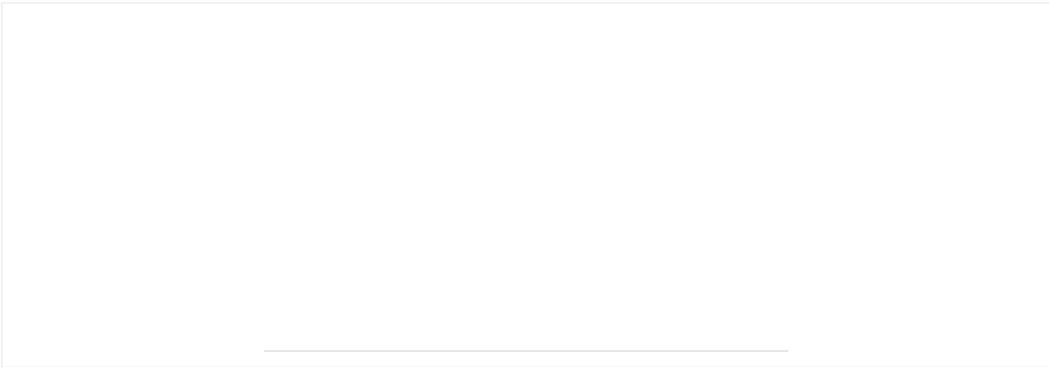


image 1: The team behind the Qld Winter Craft Festival
 Image 2: A sneak peak performance from the Nanango Theatre Company
 Image 3: July meet and greet!

VSB Membership Renewal!



MEMBERSHIP APPLICATION 2022/2023
 ABN: 57271854781

Date: _____

Trading name: _____

Surname: _____ Given Names: _____

Postal Address: _____

_____ Postcode: _____

Residential Address (if different to postal address): _____

_____ Postcode: _____

Phone Numbers :

Work: _____ Home: _____ Mobile: _____

Email: _____

Website(if available): _____

Are you a SQCT Member Yes No

Nominating Member: _____ Seconded by: _____

VSB membership 2022/2023 Financial year is \$50
 Joining now will entitle you to membership until 30th June 2023
 Your membership application will be endorsed at the next VSB management committee meeting.
 Please complete all details and return form to:

Post: Visit South Burnett Inc PO Box 454 Nanango, Qld 4615 Cheques made payable to: Visit South Burnett Inc.	Email completed application and receipt of payment to: visitsouthburnett@gmail.com Direct Credit to: Heritage Bank BSB: 638 070
---	--

2022 / 2023 Membership

Renew your membership Today!

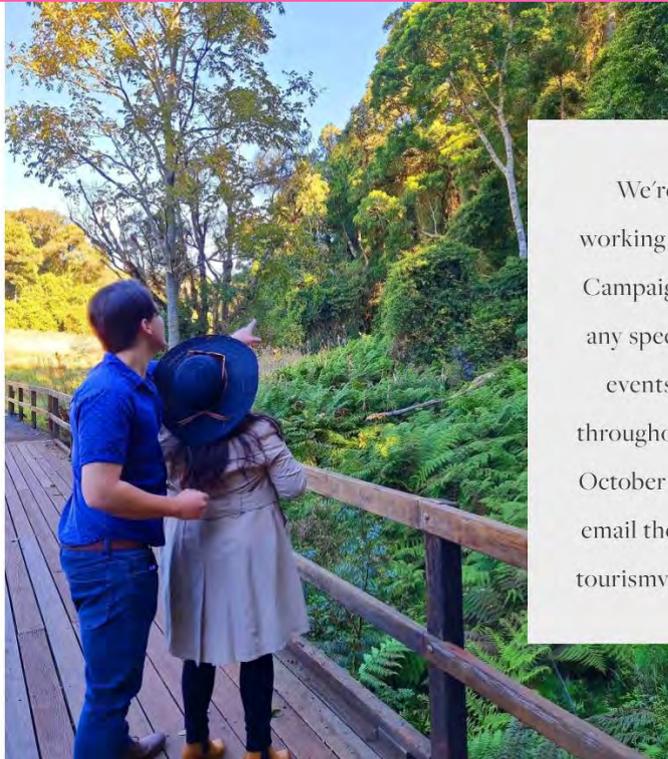
It's that time again! Renew your VSB membership to keep up to date on all things tourism!
 Below are just some of the advantages of being a VSB Member:

- Feature spot on our www.visitsouthburnett.com.au website
- Option to promote seasonal specials and events through Visit South Burnett
- One on one help with Digital Marketing including Facebook, Instagram & Tiktok
 - Monthly Meet & Greets
 - Monthly Newsletter
 - Customised Workshops
 - A voice in local tourism
 - Access to customised surveys
 - Industry advice & updates
- Discounted pricing across promotional material and other VSB members products & services.
 - Direct access to your RTO

Membership cost only \$50 for the year!

Download Membership form

Visit South Burnett Spring Campaign



We're currently working on our Spring Campaign, if you have any special offers and events happening throughout September, October & November, email them through to tourismvsb@gmail.com

Would you like to host a Visit South Burnett Meet and Greet in September?
Contact us on 0455 49 47 41 or email tourismvsb@gmail.com

The "Meet and Greets" are a casual networking event, with the purpose of giving businesses and committees the opportunity to showcase themselves and promote upcoming events, listen to some great guest speakers, keep up to date with what's happening with Visit South Burnett, connect with other members and start building some great relationships.

News From our Members:

Congratulations to the Kingaroy Country Motel on 61 years servicing the South Burnett Region!



Read article

The Downs Burnett Cycle Trail is the brainchild of members of the Toowoomba Bicycle User Group, Highfields Cycling Club and representatives of Mountain Bike Mecca in Crows Nest, the South Burnett Rail Trail Users Association and South Burnett Mountain Bike Club.

The Downs Burnett Cycling Trail is a 400km, multi-day cycling route that links towns from Crows Nest through to Bell and onto Kumbia-Kingaroy-Nanango-Yarraman to Cooyar and back to Crows Nest. Our approach is modelled on the very successful Central West Cycling Trail in New South Wales

<https://centralwestcycletrail.com.au/>

.Like the Central West Trail, the Downs Burnett Cycle Trail will be fully mapped and signed.

With a website and social media presence in the pipeline. We are very excited about this project. Version 4 of the trail map is getting close to the finished product:

<https://www.strava.com/routes/2981077730856516518>

. With an audit of resources needed to support cyclists in each town already under development. I have attached an initial flyer and PowerPoint presentation that was developed by the group. This will give you more information about our vision for this project. Adventure tourism is really starting to take off in our regions, with more events and projects being developed all the time. It is our plan to make this exciting cycling route an integral part of our two regions moving forward.

FESTIVAL OF THE DAMS POSTPONED

Due to the latest rain events and the inflows still coming into our dams from river systems, the hard decision has been made to postpone the Festival of the Dams on the 13 and 14 August at Boondooma Dam and 10 and 11 September at Bjelke-Petersen Dam by Fishing Freshwater and the South Burnett Regional Council.

Event organisers certainly did not take this decision lightly, but due to the water inflows still coming into the dams and the capacity levels still at over 100%, fishing at both dams is extremely challenging at present due to the unsettled water conditions.

Event organisers will advise of new dates in due course.

Fishing Freshwater spokesman Matthew Mott said, "The Festival is definitely not cancelled, just postponed. We are waiting for Mother Nature to do her thing and then the Festival will be back bigger and better than ever."

"We want thousands of people to come to the South Burnett and have a great time and catch a lot of fish. The timing just has to be right."

RAIL TRAIL RE-OPENS WONDAI TO MURGON

The Rail Trail from Wondai to Murgon is now open for use WITH CAUTION. The bridge has been inspected and cleared for use as the water has subsided, however it is still lapping the top of the bridge so further rainfall could cause another closure. RAIL TRAIL MURGON SECTION WASHOUT RETURNS Due to the recent rainfall and continuous water flow from surrounding areas, a small section of the Rail Trail at Sawmill Creek crossing will remain closed between Murgon and the Goomeri border. A side road is available to bypass this area. Murgon to Goomeri - Sawmill Creek crossing (between yellow pins in the attached photo) • Alternative path to Moffatdale Wine Trail can be used following the Highway access road and old Highway to the Kilcoy – Murgon Rd intersection Note – Use safety when crossing the Highway within the 100km zone • Alternative paths to Goomeri can be accessed 300m beyond the creek crossing following the old Highway Blackbutt to Linville • Remains open but advise to use with caution. Vulnerable if further rain occurs. Council advises public to dismount bicycles and take caution in approaching this zone due to water across the trail and uneven surfaces - "Safe Riding" For adjoining Council locations please contact - Somerset Region www.somerset.qld.gov.au or Ipswich Region www.ipswich.qld.gov.au

Tingoora Hall Public Consultation

South Burnett Regional Council is investigating options for the future of Tingoora Hall. To inform the investigations, Council is interested in hearing the views of Tingoora residents, on the future of the hall and land on which it sits. The Council invites interested residents to a community consultation meeting at the Tingoora Primary School on the evening of Monday 15 August 2022 at 5:30pm to listen to Council's considered options and voice your views on those options or alternatives you may think are achievable. Should you be unable to make it to the meeting and wish to let us know your views, please feel free to email us at info@sbrc.qld.gov.au

Ringsfield House ... applications are now open to join the new advisory committee
August 9, 2022 – South Burnett Online

South Burnett Regional Council is seeking nominations from community members to join the new

Ringsfield House Advisory Committee.

The purpose of the committee will be to collaborate between volunteers and Council representatives to develop a strategic plan and supporting plans that will reactivate Ringsfield House for community use.

Nominations opened on Monday (August 8) and will close on September 9.

Council is seeking nominations for the following positions:

- Booking and Event Co-ordinator
- Marketing and Tourist Adviser
 - Garden Adviser
 - Museum Curator
 - Volunteer Manager
- Social Services Adviser

Council will hold an information session on Monday, August 29, from 5:30pm-6.30pm at the Chapel in the Ringsfield House complex.

SCAM ALERT CALLER POSING AS COUNCIL EMPLOYEE

Residents are warned to be vigilant and report any telephone call from a person posing as a South Burnett Regional Council employee. The person or persons have nothing to do with Council. Council does not survey people asking for personal and income details. The scam caller pretends to ask survey questions concerning the resident's home, health, and income.

If anyone receives one of these scam calls, please hang up and report it immediately to Council so we are informed and can take action including reporting details to the proper authorities.

Council is concerned that elderly and vulnerable residents are prey to scammers whose eventual aim is to steal people's identities and money.

Residents who believe they, or a family member, have been contacted by this scammer are urged to contact Council on (07) 4189 9100 or email info@sbrc.qld.gov.au.

Grants on offer:

Business Boost Grants

Next round of Business Boost grants on the way

Small businesses ready to take their business to the next level are being encouraged to apply for a Business Boost grant up to \$15,000.

Previous Business Boost grant recipients have used the funds to introduce an online booking system, redevelop their website, develop a customised workplace health and safety system or train their staff.

Businesses will need to co-contribute at least 30 per cent of the total cost of their proposed project with grant funding paid to successful small businesses following completion of the project.

To manage applications for the grants, a new two-stage application process has been introduced.

Stage 1 – From 9am 12 August to midnight 19 August small businesses can register interest in the grant program by completing a simple online form that collects basic business information.

Stage 2 – A number of businesses will be selected through a ballot process and invited to complete a full application. All valid registrations of interest will have an equal opportunity of being selected. All businesses that have registered will be informed of the outcome of this stage.

Businesses invited to complete an application will have two weeks to submit.

Program guidelines, FAQs and eligibility criteria are now available.

Visit business.qld.gov.au/business-boost for everything you need to know.

Some Upcoming Events in July & August

August

- BACONFEST - 19th - 21st August
- Back to Basics Music Muster - 11-14th August
- Scots in the Bush Boondoomba Homestead - 17th - 21st August
- Piggies in PJ breakfast - Kingaroy Country Motel - 21st August
 - Blackbutt Tennis Club - Social Sunday - 21st August
 - Wondai Show - 26th & 27th August
- Burrandowan Encouragement Campdraft - 27th - 28th August
- Kingaroy CWA celebrating 100 years - Saturday 27th August
- Hot August Nights - blackbutt Delights - Saturday 27th August

September

- Nanango Theatre Company - Heritage NananGO Playfest 2nd-4th September
 - Railtrail Rum Ride - Blackbutt Delights - 3rd September
- Timeless Treasures Concert - S.B Chorale - Taabinga Homestead - 3rd September

- Kumbia Country Festival - Sunday, 4th September
- AvoFest - Blackbutt Delights - 9th-10th September
- Kingaroy Rodeo - Kingaroy Showgrounds - 10th & 11th September
- Queensland Machinery Rally - KDVMC - 16th-18th September
- Garden Open Day - Blackbutt Delights - 17 & 18th September
- Arts Day Out - Blackbutt Delights - 16-18th September
- Bluegrass Music Festival - Blackbutt Delights - 24th September
- Wondai Garden Expo - 24th - 25th September
- Oktoberfest - Blackbutt Delights - 1st October

Local Markets:

- Kingaroy Friendship Markets - 3rd Saturday - Kingaroy Showgrounds
 - Nanango Markets 1st Saturday - Nanango Showgrounds
 - Kumbia Markets 2nd Saturday - Bell St
- Wooroolin Community Markets 2nd Sunday - QCWA Building
- Yarraman Markets Every Saturday - Toomey St Yarraman
- Murgon CBD Markets 2nd Sunday – Lamb St Murgon
- Blackbutt Country Markets 3rd Sunday - Les Muller Park Coulson Street Blackbutt
- Wondai Country Markets 4th Saturday - Coronation Park Wondai
- Bunya Mountains Markets Last Sunday - Bunya Mountains
 - Hivesville Country Markets - Last Sunday
 - Proston - 3rd Saturday of the Month

Do you have a special offer for our VSB members? Send it through to visitsouthburnellsevents@gmail.com or call Melanie on 0455 494 741

Social Media Tip: Q & A

Most asked questions

- How often should I post/
when should I post ?
- What social media account
should I have?
- What should I post?
- Should I use #?



• Q) How often should I post & what should I post?

- A) There is no hard and fast rule for this one, some companies say once a day others say they see best result posting three times a day. This can seem a bit daunting, I personally recommend to post regularly, at least a few times a week. Remember to focus on quality over quantity. - Is your post one of these:
1) Entertaining, 2) Informative 3) Inspiring, 4) Promoting 5) Connecting

Q) What social media accounts should I use to promote my business?

-A) There are lots of different social media platforms including: Facebook, YouTube, WhatsApp, Instagram, TikTok, Snapchat, Pinterest, Reddit, LinkedIn, Twitter. When deciding which one best suits you and your business, go back to basics. Identify your 'ideal' customer and work out where they spend their time online. (VSB can help you with this just give us a call on 0455 49 47 41)

Q) Should I use #hashtags?

A) Absolutely, using relevant hashtags helps you to be found by the right people and helps drive traffic to your content so that you can boost views, likes, and shares.



Goal

AUDIENCE TRACKER

	PLATFORM	PLATFORM	PLATFORM	PLATFORM	PLATFORM
WEEK 1					
WEEK 2					
WEEK 3					
WEEK 4					

CONTENT BUCKETS

EDUCATE	ENTERTAIN	INSPIRE
PROMOTE	CONNECT	PARTNERS

NOTES

Download Planner

New Social Media Accounts for Visit South Burnett!

Visit South Burnett now also has a Youtube & TikTok account!
 With the key aim to increase awareness across multiple platforms reaching a bigger more diverse audience with our social campaigns moving forward in 2022!

Follow Our Visit South Burnett Youtube
https://www.youtube.com/channel/UCOS_Z9kelxtTajo1aYt-C2w

Item 12.2

Page 387

TikTok
https://www.tiktok.com/@visit_south_burnett

We're always looking for great photos and content for our social pages to help promote the region! Remember to #visitsouthburnett or tag @visitsouthburnett in your posts/videos or simply message or email tourismvsb@gmail.com.

IMPORTANT:

Are you a VSB Member? Would you like your business listed on the VSB Website then simply fill in the business information form (download form by pushing the button below) and email it to tourismvsb@gmail.com with a nice photo or two. If you're having trouble downloading the form or would like a hard copy please call Melanie on 0455 49 47 41.

Download Form

HAVE YOU JOINED THE VISIT SOUTH BURNETT MEMBERS ONLY FB GROUP YET?

This group is a place where Visit South Burnett Inc members can share their events, ask questions, communicate with the management committee, keep up to date with everything that is happening and have input on upcoming campaigns.

JOIN NOW



12.2 FISHING AND INFRASTRUCTURE GRANT

File Number: 14-09-2022
Author: Manager Community & Lifestyle
Authoriser: General Manager Liveability

PRECIS

Council has been awarded \$95,230 under the Queensland's Fishing Infrastructure Grants.

SUMMARY

Councils approved project was to construct a Boat Ramp at Bjelke-Petersen Dam. Due to the dam filling the project cannot proceed.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council that:

1. A project plan is developed to install Fish Habitat infrastructure at Bjelke - Petersen Dam
2. A variation is submitted to the Department of Agriculture to consider the project plan as an alternate project.

FINANCIAL AND RESOURCE IMPLICATIONS

The grant funding agreement has not been completed; therefore Council has not received the funds for the project

LINK TO CORPORATE/OPERATIONAL PLAN

GR7: Continue to provide and investigate options to improve our dams as tourist attractions as an important community asset.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Council has been provided with technical information and case studies from the Bjelke Petersen Dam Fish Management Group.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Nil

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

Nil

ASSET MANAGEMENT IMPLICATIONS

Council will be required to work closely with Sunwater and the Bjelke - Petersen Dam Fish Management Group to undertake the project.

REPORT

Background

Council received notification of approval of the Fishing Infrastructure Grant 2021/22 on 18 February 2022. Due to the above average seasonal conditions Bjelke- Petersen Dam has filled and therefore the project will be unable to be completed. The forecasts provided by Sunwater show that the Dam is unlikely to be at a point that construction could occur within the project timeframe.

Council has not executed the funding agreement to accept the funds. Prior to accepting executing the agreement, a project plan and responses to the grant assessment criteria should be submitted to the Department of Agriculture and Fisheries for consideration.

Previous Community Standing Committee Resolution - April 2022

9.5 FISHING INFRASTRUCTURE GRANT - EXTEND BP DAM BOAT RAMP

COMMITTEE RECOMMENDATION

Moved: Cr Danite Potter
Seconded: Cr Scott Henschen

That the Committee recommend to Council:

That the Deputy Director-General, Fisheries and Forestry be advised that Council unfortunately declines the funding offer to extend the public boat ramp at the Bjelke Petersen Dam given an inability to deliver the project in the required timeframe and that Council reserves the right to re-apply in the future assuming water levels allow completion of the project.

COMMITTEE RESOLUTION 2022/228

Moved: Cr Brett Otto
Seconded: Cr Gavin Jones

That the matter lay on the table to the May Community Standing Committee Meeting.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

Community Standing Committee meeting - May 2022

10.11 FISHING INFRASTRUCTURE GRANT - EXTEND BP DAM BOAT RAMP

COMMITTEE RESOLUTION 2022/1

Moved: Cr Kathy Duff
Seconded: Cr Danita Potter

Procedural Motion:

That the matter be lifted from the table.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

COMMITTEE RECOMMENDATION

Moved: Cr Danita Potter
Seconded: Cr Scott Henschen

That the Committee recommend to Council:

That the Deputy Director-General, Fisheries and Forestry be advised that Council unfortunately declines the funding offer to extend the public boat ramp at the Bjelke Petersen Dam given an

inability to deliver the project in the required timeframe and that Council reserves the right to re-apply in the future assuming water levels allow completion of the project.

COMMITTEE RESOLUTION 2022/2

Moved: Cr Kathy Duff

Seconded: Cr Danita Potter

That the matter lay on the table until after the consultation with the Stocking group.

In Favour: Crs Brett Otto, Gavin Jones, Danita Potter, Kirstie Schumacher, Scott Henschen and Kathy Duff

Against: Nil

CARRIED 6/0

ATTACHMENTS

Nil

12.3 AMENDMENT TO FEES & CHARGES SCHEDULE**File Number:** 24.08.2022**Author:** Coordinator Commercial Enterprises**Authoriser:** Chief Executive Officer**PRECIS**

Amendment to Fees and Charges Schedule for the 2022/23 financial year.

SUMMARY

Update of wording to clarify identified fees at Council's Saleyards & Dips and Tourist Dams.

OFFICER'S RECOMMENDATION

That the Committee recommends to Council:

1. That Council amend its 2022/2023 Register of Fees and Charges to include the following fees and charges:

Consignment Fee for Cattle

Consignment Fee 1st Day	per head	\$2.65	Commercial	Y	LGA (2009) s262(3)(c)
-------------------------	----------	--------	------------	---	-------------------------

Consignment Holding Fee	per head	\$1.20	Commercial	Y	LGA (2009) s262(3)(c)
2nd Day and Thereafter					

2. That Council amend its 2022/2023 Register of Fees and Charges to clarify a discount is no longer available to the following caravan club members at Bjelke-Petersen Dam & Recreation Park and Boondooma Dam & Recreation Park

Discounts~~Discounts (maximum 10%) applies to:~~~~Stay greater than 2 nights, member of Caravanning Australia, G'Day Rewards and Top Parks.~~

Discount may apply to approved not-for-profit clubs, on application.

Seasonal specials/packages to be authorised by the Chief Executive Officer

FINANCIAL AND RESOURCE IMPLICATIONS

These amendments to the fees and charges are an administrative change to clarify charges.

LINK TO CORPORATE/OPERATIONAL PLAN

Operational Plan - OPFC/09: Promote a high standard of corporate responsibility, transparency and accountability in decision making at all levels of the organisation in the best interest of Council and the community aligning to legislation and Council policy

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Once these changes are approved, the fees and charges will be amended and available on the various media platforms.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)Council fees and Charges are set in accordance with the *Local Government Act 2009*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

No direct policy/local law delegation implications

ASSET MANAGEMENT IMPLICATIONS

No direct asset management implications

REPORT**Tourist Park Discounts - *Bjelke-Petersen Dam & Recreation Park and Boondooma Dam & Recreation Park***

Minor update of 2022/22 Fees & Charges Schedule required as discounts no longer apply to Member of Caravanning Australia, G'Day Rewards and Top Parks as Council are no longer utilises these membership rewards programs.

No fee changes apply just clarification of wording to remove reference to these groups receiving a discount.

Discounts

~~Discounts (maximum 10%) applies to:~~

~~Stay greater than 2 nights, member of Caravanning Australia, G'Day Rewards and Top Parks.~~

Discount may apply to approved not-for-profit clubs, on application.

Seasonal specials/packages to be authorised by the Chief Executive Officer

Saleyards and Dips

Minor update of 2022/22 Fees & Charges Schedule required as a fee current was inadvertently left off the 2022/23 fee schedule.

This fee was not planned to be increased (rounding only) from 2021/22. The fee should be detailed in the 2022/23 Schedule.

Consignment Fee for Cattle

Consignment Fee 1st Day	per head	\$2.64	Commercial	Y	LGA (2009) s262(3)(c)
Consignment Holding Fee		\$1.20	Commercial	Y	LGA (2009) s262(3)(c)
2nd Day and Thereafter					

ATTACHMENTS

Nil

12.4 WONDAI LAWN CEMETERY**File Number:** 14-09-2022**Author:** Coordinator Commercial Enterprises**Authoriser:** General Manager Liveability**PRECIS**

Council is altering the layout of the next release of available sites for the Wondai Lawn Cemetery.

SUMMARY

The Wondai Lawn Cemetery is nearing capacity with only 27 available plots. Council is currently working on a new survey plan which will provide an additional 284 plots.

OFFICER'S RECOMMENDATION

That the report be accepted for information.

FINANCIAL AND RESOURCE IMPLICATIONS

The works to complete this project are within the 2022/23 Operational Budget.

LINK TO CORPORATE/OPERATIONAL PLAN

OPL/05 Maintain and improve Council's cemeteries to meet community standards.

COMMUNICATION/CONSULTATION (INTERNAL/EXTERNAL)

Commercial Enterprises has consulted with the Facilities and Parks team.

LEGAL IMPLICATIONS (STATUTORY BASIS, LEGAL RISKS)

Section 79 *Land Act 1994*.

POLICY/LOCAL LAW DELEGATION IMPLICATIONS

NIL

ASSET MANAGEMENT IMPLICATIONS

Currently the Wondai Lawn Cemetery has 27 available plots available. The new release of area will provide an estimated 284 plots for future reservations and grave sites.

REPORT

Property details:

RPD: Lot 85 FY2438

Address: Bunya Highway Wondai Qld 4606

Tenure: Reserve For Cemetery

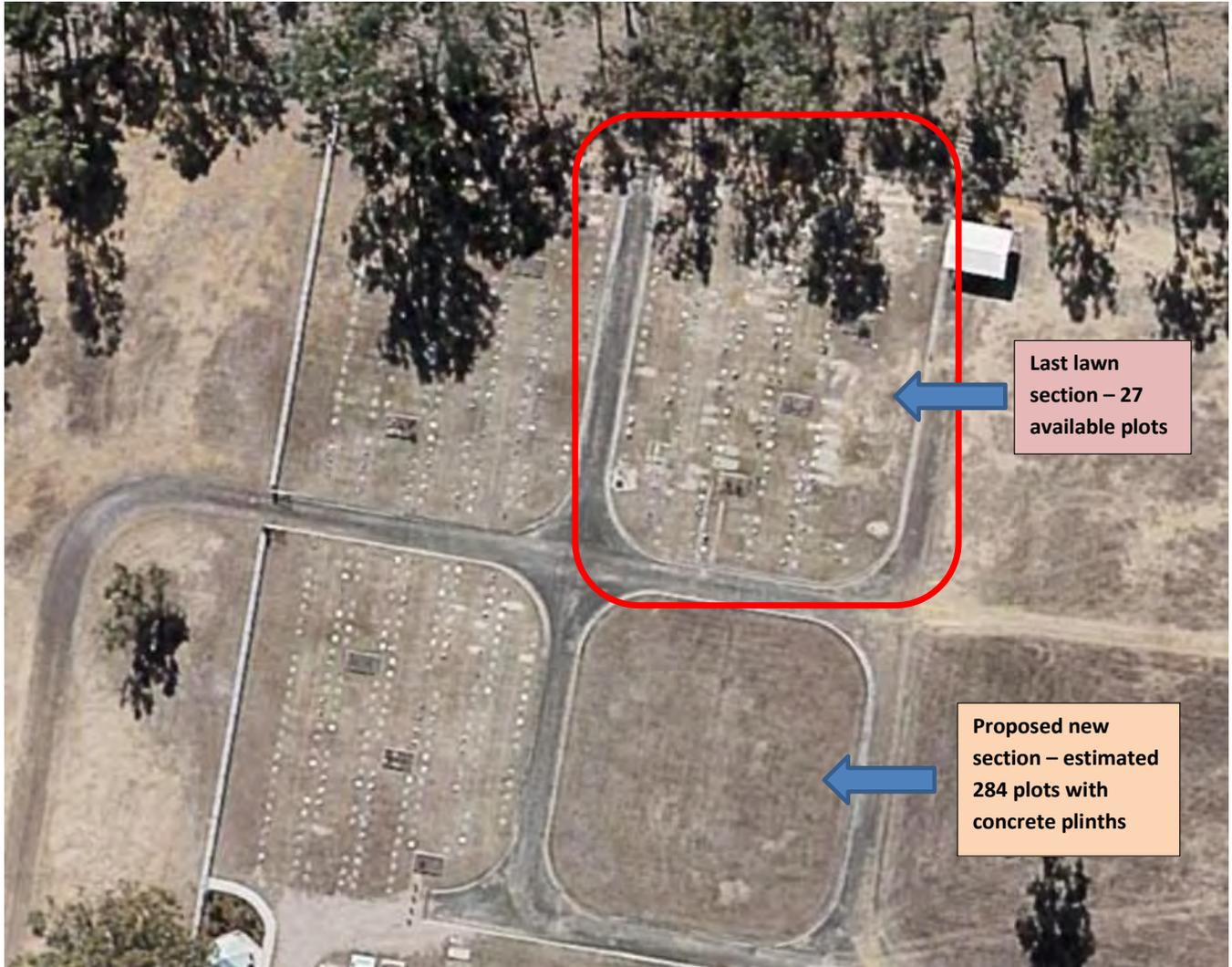
Background

The new section will be constructed with concrete plinths which will allow easier delineation of plots, plaque installation, and efficiency gains in maintenance of this area. The old lawn sections have been previously constructed without plinths which causes alignment issues of rows/plots/plaques and increases the damage to existing graves during new digs and heavily increases the maintenance as the sexton has to remove all flowers/artifacts prior to whipper snipping/mowing and then reinstate the flowers/artifacts back once completed.

ATTACHMENTS

1. **Maps - Wondai Cemetery** [↓](#) 

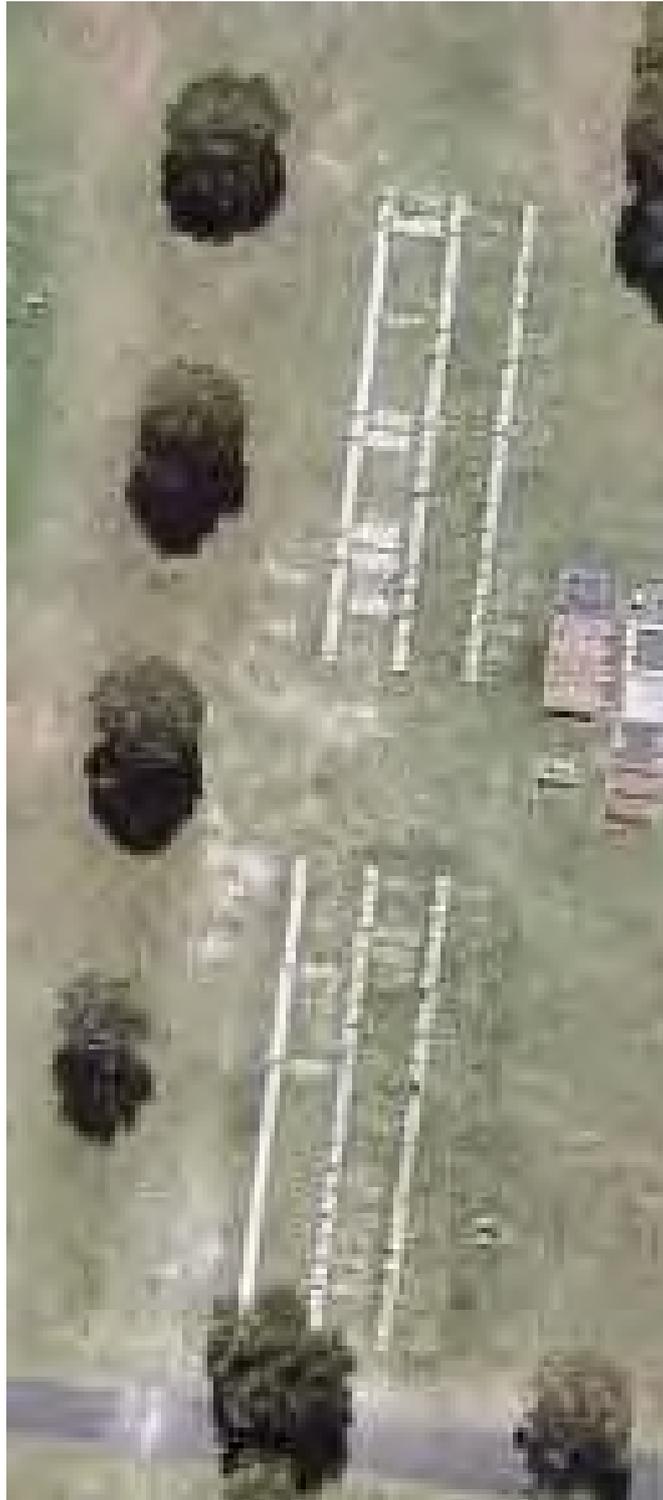
Wondai Lawn - Current layout - No Plinths and new section to be surveyed



Last lawn section – 27 available plots

Proposed new section – estimated 284 plots with concrete plinths

Nanango Lawn Example - Current layout - 1 Plinth per row



13 QUESTIONS ON NOTICE**13.1 SWIMMING POOL REVENUE****File Number:** 14-09-2022**Author:** Property Management Officer**Authoriser:** General Manager Liveability

The following question on notice was received from Councillor Jane Erkens.

Question

Information on revenue for all South Burnett swimming pools.

Response

No information available for the Proston Swimming Pool for 2021/2022 year due to no suitably qualified manager available within Council's budget.

Pool Managers retain the income for pool entries as this reduces the amount requested to manage the swimming pools.

Both Wondai and Murgon swimming pools have recorded their school swimming separately.

2021/2022

Site	Entry Income	Visitor Pass Income	Season Pass Income	Total Income	Total Entries	School Swimming
South Burnett Aquatic Centre	\$15,057.90	\$5,515.90	\$2,912.00	\$23,485.80	8958	Included in entry income
Blackbutt Swimming Pool	\$ 2,796.60	\$ 489.70	\$ 150.00	\$ 3436.30	1253	Education Dpt owned pool
WJ Lang Pool – Kingaroy	\$27,693.30	\$5,311.00	\$1,985.00	\$34,989.30	11,463	Included in entry income
Wondai Swimming Pool	\$ 2,642.90	\$ 605.40	-	\$ 5,224.70	983	\$2,336.40
Murgon Swimming Pool	\$21,064.00	\$1,189.00	\$ 976.00	\$23,229.00	7042	\$2,981.82

RECOMMENDATION

That the response to the question regarding Swimming Pool Revenue raised by Councillor Jane Erkens be received and noted.

ATTACHMENTS

Nil

13.2 TIPPERARY FLAT WATER FEATURE**File Number: 14-09-2022****Author: Manager Facilities and Parks****Authoriser: General Manager Liveability**

The following question on notice was received from Councillor Jones.

Question

What is the scoping and costing for a repaired or new water feature at Tipperary Flat Park?

Response

Cost to replace the timber logs, water pump and upgrade electrical wiring for the Tipperary Flat water feature estimated cost is \$8,550.00. These figures are based on quotations from suppliers and estimates for materials and labour.

Breakdown of Costs:

Timber logs to be removed from site \$600

Temporary security fencing hire \$500

New water pump \$950

Electrical work \$1200

Staff Labour \$3000

Fleet \$600

Mulch and planting \$800

Timber replacement is based on 3 logs at 5mt long, approx. \$300 per log

Cost to repair Tipperary Flat water feature \$8,550

RECOMMENDATION

That the response to the question regarding Tipperary Flat Park Water Feature raised by Councillor Cr Jones be received and noted.

ATTACHMENTS

Nil

14 CONFIDENTIAL SECTION

15 CLOSURE OF MEETING