Disclaimer

*The following copy of the Minutes of the meeting of the South Burnett Regional Council held on Wednesday 14 October 2026 are **UNCONFIRMED** and are supplied as a courtesy.*

SOUTH BURNETT
REGIONAL COUNCIL

MINUTES

Ordinary Council Meeting
Wednesday, 14 October 2026

Unconfirmed

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Unconfirmed

MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 14 OCTOBER 2026 AT 9:00 AM

PRESENT: **Councillors:**

Mayor Kathy Duff, Cr Jane Erkens, Cr Linda Little, Cr Danita Potter, Cr Deb Dennien, Cr Heath Sander, Cr Ros Heit

Council Officers:

Mark Pitt (Chief Executive Officer), Aaron Meehan (General Manager Infrastructure), Kerri Anderson (General Manager Finance & Liveability), Kimberley Donohue (Manager Planning and Development), Rebecca Bayntun (Manager Customer Solutions), Kevin Searle (Manager Works), Jennifer Pointon (Manager Commercial Enterprises and Waste), Sam Dunstan (Coordinator Development Services), Kimberley Toomey (Senior Planning Officer), Vanessa Gwasira (Senior Planning Officer), Lynelle Paterson (Coordinator Executive Services), Danielle Gribble (Executive Assistant).

Unconfirmed

1 OPENING

Mayor Kathy Duff opened the meeting at 9.02am.

2 LEAVE OF ABSENCE / APOLOGIES

Nil

3 PRAYERS

A representative of Lutheran Services, Reverend Jordan Bennett offered prayers for Council and for the conduct of the Council meeting.

4 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

5 DECLARATION OF INTEREST

In accordance with Section 150EE and 150EI of the *Local Government Act 2009*, I Cr Heath Sander, inform the meeting that I have a material personal interest due to the Heathrow management contract for Council Tourism Dams in item 12.5. I will leave the meeting and not participate in the decision.

6 DEPUTATIONS/PETITIONS

Nil

Attendance
At 9.06am Lynelle Paterson entered the meeting.
At 9.06am Lynelle Paterson left the meeting.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 16 SEPTEMBER 2026

RESOLUTION 2026/152

Moved: Cr Jane Erkens
Seconded: Cr Danita Potter

That the Minutes of the Council Meeting held on 16 September 2026 be received and the recommendations therein be adopted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

7.2 MINUTES OF THE CORPORATE RISK & AUDIT ADVISORY COMMITTEE MEETING HELD ON 15 SEPTEMBER 2026

RESOLUTION 2026/153

Moved: Cr Ros Heit
Seconded: Cr Linda Little

That the Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 15 September 2026 be received and the recommendations therein be adopted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

8 MAYORAL MINUTE

Nil

9 NOTICES OF MOTION

Nil

10 COUNCILLOR DIVISIONAL UPDATES

Each Councillor provided an update on their division.

Attendance
At 9.11am Rebecca Bayntun joined the meeting.

Unconfirmed

11 BUSINESS OUTSTANDING

11.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

RESOLUTION 2026/154

Moved: Cr Linda Little
Seconded: Cr Danita Potter

That the Business Outstanding table for the Ordinary Council Meeting be received for information.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

12 EXECUTIVE SERVICES

12.1 ACTING CHIEF EXECUTIVE OFFICER

RESOLUTION 2026/155

Moved: Cr Ros Heit
Seconded: Cr Deb Dennien

That South Burnett Regional Council approves the Chief Executive Officer leave from Monday 19 October 2026 to Tuesday 3 November 2026 inclusive and appoints General Manager of Finance and Liveability, Kerri Anderson, as Acting Chief Executive Officer.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance
At 9.43am Aaron Meehan left the meeting.

Unconfirmed

12.2 MEETING DATES FOR THE ORDINARY MEETINGS OF COUNCIL

RESOLUTION 2026/156

Moved: Cr Deb Dennien
Seconded: Cr Danita Potter

That Council adopt the dates, times and locations for Ordinary meetings of Council, January to December 2027 as follows:

Date	Time	Location
Wednesday 20 January 2027	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 17 February 2027	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 17 March 2027	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 21 April 2027	9:00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 19 May 2027	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 16 June 2027	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 21 July 2027	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 18 August 2027	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 15 September 2027	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 20 October 2027	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 17 November 2027	9.00am	Warren Truss Chamber Glendon Street Kingaroy
Wednesday 15 December 2027	9.00am	Warren Truss Chamber Glendon Street Kingaroy

Unconfirmed

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance
At 9.49am Jennifer Pointon joined the meeting.
At 9.52am Aaron Meehan returned to the meeting.

12.3 SOUTH BURNETT TOURISM UPDATE

RESOLUTION 2026/157

Moved: Cr Jane Erkens
Seconded: Cr Heath Sander

That South Burnett Regional Council receive the VSB Partnership Report and Visitor Information Centre/Tourism reports for information.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

12.4 NOMINATION OF COUNCILLOR FOR THE DARLING DOWNS RESOURCE RECOVERY STEERING GROUP AND THE WIDE BAY BURNETT RESOURCE RECOVERY STEERING GROUP

RESOLUTION 2026/158

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That South Burnett Regional Council nominate Councillor Heath Sander as the representative for the Darling Downs Resource Recovery Steering Group and the Wide Bay Burnett Resource Recovery Steering Group.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance
At 9.58am Cr Heath Sander left the meeting after having earlier informed the meeting of a material personal interest in item 12.5 and his decision to voluntarily not participate in the decision on this matter, left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

Unconfirmed

12.5 AWARD OF TENDER SBRC2627_01 SUPPLY ENSUITES AND CABINS SB TOURIST PARKS

RESOLUTION 2026/159

Moved: Cr Danita Potter
Seconded: Cr Linda Little

That South Burnett Regional Council:

1. Engages McHugh Steel Pty Ltd for the partial delivery (Boondooma Dam Ensuites and Camp Kitchen) part of tender no. SBRC2627 Supply ensuites and Cabins SB Tourist Parks for the amount of nine hundred and thirty six thousand, five hundred dollars.
2. Delegates under *s257 1(b) Local Government Act Qld 2009* to the Chief Executive Officer the power to negotiate, amend and execute the contract on terms and conditions that are acceptable to Council including contract variations.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Ros Heit

Against: Nil

CARRIED 6/0

Attendance
At 10.10am Cr Heath Sander returned to the meeting.

12.6 ADOPTION OF SOUTH BURNETT REGIONAL COUNCIL ADVERTISING SPENDING POLICY - STATUTORY047

RESOLUTION 2026/160

Moved: Cr Linda Little
Seconded: Cr Ros Heit

That the South Burnett Regional Council Advertising Spending Policy – Statutory047 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Unconfirmed

12.7 ADOPTION OF SOUTH BURNETT REGIONAL COUNCIL CONTACT WITH A LOBBYIST POLICY - STRATEGIC065

RESOLUTION 2026/161

Moved: Cr Ros Heit
Seconded: Cr Jane Erkens

That the South Burnett Regional Council Contact with a Lobbyist Policy – Strategic065 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

12.8 ADOPTION OF SOUTH BURNETT REGIONAL COUNCIL MAGPIE BEHAVIOUR MANAGEMENT POLICY - STRATEGIC038

RESOLUTION 2026/162

Moved: Cr Jane Erkens
Seconded: Cr Deb Dennien

That the South Burnett Regional Council Magpie Behaviour Management Policy – Strategic038 be adopted as presented.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13 FINANCE & LIVEABILITY

13.1 MONTHLY FINANCIAL INFORMATION - SEPTEMBER 2026

RESOLUTION 2026/163

Moved: Cr Danita Potter
Seconded: Cr Jane Erkens

That the monthly Financial Report including capital works program as at 30th September 2026 be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Note: Annual report and oher items to be presented to a Special Meeting on 4 November 2026.

Unconfirmed

ADJOURN MORNING TEA

RESOLUTION 2026/164

Moved: Cr Jane Erkens
Seconded: Cr Linda Little

That the meeting adjourn for morning tea at 10.27am.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

RESUME MEETING

RESOLUTION 2026/165

Moved: Cr Ros Heit
Seconded: Cr Deb Dennien

That the meeting resume at 11.01am.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.2 FUNDING OPPORTUNITY FOR 2027 EVENTS - CELEBRATING MULTICULTURAL QUEENSLAND AND QUEENSLAND DAY

RESOLUTION 2026/166

Moved: Cr Danita Potter
Seconded: Cr Linda Little

That South Burnett Regional Council:

1. Host a South Burnett Multicultural Celebration on a date to be specified in 2028, in the Kingaroy Town Hall Dr Ellen Kent Hughes Forecourt;
2. Host a QLD Day Party event on 6 June 2027 at Pioneer Park, Nanango; and
3. Submit a grant funding application for Qld Day Party event by 30 October 2026;
4. Submit a grant funding application in 2027 for Celebrating Multicultural Queensland grant funding program if available.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Unconfirmed

13.3 REQUEST TO WAIVE BUILDING APPLICATION FEES

RESOLUTION 2026/167

Moved: Cr Ros Heit
Seconded: Cr Danita Potter

That the matter be lifted from the table.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

RESOLUTION 2026/168

Moved: Cr Jane Erkens
Seconded: Cr Deb Dennien

That South Burnett Regional Council receive the report for information.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance
At 11.06am Kimberley Donohue joined the meeting.
At 11.06am Sam Dunstan joined the meeting.
At 11.07am Jennifer Pointon returned to the meeting.
At 11.09am Kimberley Toomey joined the meeting.
At 11.09am Vanessa Gwasira joined the meeting.

Unconfirmed

13.4 LEASE OF PART OF LOT 174 ON FY803924

RESOLUTION 2026/169

Moved: Cr Deb Dennien
Seconded: Cr Linda Little

That the South Burnett Regional Council:

1. In accordance with sections 236(1)(b)(ii) and 236(1)(c)(ii) of the *Local Government Regulation 2012*, disposes of a valuable non-current asset other than by way of tender or auction, to a community organisation and or the purpose of renewing the lease of the Nanango Racetrack (being part of Lot 174 on FY803924) to the existing tenant, Nanango Racing Club Inc. for a term of ten (10) years with no options to renew, and at rent in accordance with Council's Fees and Charges and Council's Leasing Policy.
2. In accordance with section 257(1)(b) f the *Local Government Act 2009*, delegate to the Chief Executive Officer the power to negotiate, finalise and execute a lease with the Nanango Racing Club Inc. on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance
At 11.16am Rebecca Bayntun left the meeting.

13.5 DEVELOPMENT PERMIT FOR RECONFIGURING A LOT - SUBDIVISION (1 LOT INTO 2 LOTS) AT 282 REDMANS ROAD BOOIE (AND DESCRIBED AS LOT 1 ON SP320012). THE APPLICANT IS MATTHEW HARVEY C/- ONF SURVEYORS.

RESOLUTION 2026/170

Moved: Cr Jane Erkens
Seconded: Cr Deb Dennien

That Council approve the Development Permit for Reconfiguring a Lot – Subdivision (1 Lot into 2 Lots) 282 Redmans Road, Booie (and described as Lot 1 on SP320012) subject to the following conditions.

ASSESSMENT MANAGER CONDITIONS

GENERAL

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

Drawing No.	Sheet No	Drawing Title	Prepared By	Rev	Date
16232-P1	1 of 1	Proposal Plan Lot 1 on SP320012 - 282 Redmans Road, Booie -	ONF Surveyors	A	20/05/2026

Unconfirmed

Where there is a conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval prevail.

Timing: At all times.

GEN2. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.

COMPLIANCE

GEN3. All conditions of this approval are to be satisfied prior to Council endorsing the Survey Plan unless otherwise stated. It is the applicant's responsibility to notify Council to inspect compliance for conditions that are required to be satisfied prior to Council endorsing the Survey Plan.

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

OUTSTANDING FEES

GEN4. Prior to sealing the Plan of Survey, 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.*

Timing: As indicated.

SURVEY MARKS

GEN5. Prior to the sealing of the Plan of Survey the applicant is to provide a certificate signed by a licensed surveyor stating that after the completion of all works associated with the reconfiguration, survey marks were reinstated where necessary and all survey marks are in their correct position in accordance with the Plan of Survey.

Timing: As indicated.

SURVEY PLAN ENDORSEMENT

RAL1. Lodgement of Survey Plan Endorsement must include the following:

a. Completion of Council's Request - Approving Plan of Subdivision, Related Plans or Documents, Compliance with Conditions of Approval Form;
b. All survey marks in their correct position in accordance with the Survey Plan;
c. A compliance report demonstrating compliance with all associated Development Permit(s);
d. One copy of the Survey Plan, easement documentation (if applicable) each fully executed for the lodgement with the Titles Office;
e. Payment of any outstanding rates and charges in accordance with Schedule 18, Item 2(1)(c) of the *Planning Regulation 2017*; and
f. Payment of any outstanding Infrastructure Charges.

Advisory Note: *Council's Request - Approving Plan of Subdivision, Related Plans or Documents, Compliance with Conditions of Approval Form is found at Forms | South Burnett Regional Council.*

VALUATION FEES

RAL2. Payment of Department of Natural Resources, Mines, Manufacturing, and Regional and Rural Development valuation fees that will result from the issue of split valuations prior to

Unconfirmed

Council sealing the Plan of Survey. The contribution is currently assessed at $56.50 per lot. However, the actual amount payable will be based on Council's Register of Fees & Charges and the rate applicable at the time of payment.

Timing: As indicated.

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, Standard Drawings, 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 alter the characteristics of existing overland flows on other properties or that create an increase in flood damage on other properties.

ENG7. 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).

ENG8. 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

ENG9. Future dwellings on the proposed Lot 15 shall have 45KL of rainwater tank.

ON-SITE WASTEWATER DISPOSAL

ENG10. Future Dwellings must be connected to an on-site wastewater disposal system, in accordance with AS 1547 and the Queensland Plumbing and Waste Water Code.

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

VEHICLE ACCESS

ENG11. Design and construct an access to Lot 15 generally in accordance with Council's Standard Drawing 00049.

Unconfirmed

ENG12. 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 (eg power pole, telecommunications pit), road infrastructure (eg street sign, street tree, etc).

TELECOMMUNICATION

ENG13. Provide telecommunication services to each lot in accordance with the standards and requirements of the relevant service provider.

Note: The area may only be serviced by NBN wireless, and no cable service is available. It is the applicant/developer's responsibility to confirm that the requirements under the section 372G/H of the Telecommunications Act 1997 (fibre ready facilities - pit and pipe) do not apply and that the subject site is 'exempt'. https://www.communications.gov.au/policy/policy[1]listing/exemption-pit-and-pipe-requirements

ELECTRICITY

ENG14. Provide electricity supply to each lot within the development to comply with Ergon Energy's requirements.

ENG15. Submit to Council, written confirmation from an electricity provider that an agreement has been made for the supply of electricity.

SERVICES - EXISTING CONNECTIONS

ENG16. Ensure that all services provided to the existing house on proposed Lot 16 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.

ENG18. Remove and clean-up the sediment or other pollutants in the event that sediment or other pollutants are tracked or released onto adjoining streets or stormwater systems, at no cost to Council.

STANDARD ADVICE

ADV1. In accordance with Section 85(1)(b) of the *Planning Act 2016,* the development approval for Reconfiguring a Lot lapses if a plan for the Reconfiguration that is required to be given to a local government is not given.

An applicant may request Council to extend the relevant period provided that such request is made in accordance with Section 86 of the *Planning Act 2016* and before the development approval lapses under Section 85 of the *Planning Act 2016.*

HERITAGE

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

Unconfirmed

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.

APPEAL RIGHTS

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

INFRASTRUCTURE CHARGES

ADV4. Infrastructure charges are levied by way of an infrastructure charges notice pursuant to section 119 of the *Planning Act 2016*.

DEVELOPER INCENTIVE

ADV5. Council is offering a reduction in infrastructure charges payable through the development incentive scheme which is available between 1 December 2020 and 31 December 2027. Eligible development under this scheme is required to be completed by 31 December 2028.

Note: For further information or application form please refer to the rules and procedures available on Council's website.

PROPERTY NOTE

PN1. This property is not serviced by Council's reticulated sewerage network. Any future development on Proposed Lot 15 must be provided with an on-site waste water treatment and effluent disposal system having a capacity sufficient for the use.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.6 DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE FOR MULTIPLE DWELLINGS (4 X 3 BEDROOM UNITS, EACH 2 STOREYS) AT 1 MILLIS WAY NANANGO (AND DESCRIBED AS LOT 12 ON SP325734). THE APPLICANT IS WEBCON PTY LTD C/- ONF SURVEYORS.

RESOLUTION 2026/171

Moved: Cr Jane Erkens
Seconded: Cr Deb Dennien

That Council approve the Development Permit for Material Change of Use for Multiple Dwelling (4 x 3 Bedroom Units, each 2 Storeys) at 1 Millis Way, Nanango (and described as Lot 12 on SP325734) subject to the following conditions.

ASSESSMENT MANAGER CONDITIONS

GENERAL

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

Drawing No.	Drawing Title	Prepared By	Rev	Date
1607	Noise Barriers	Queensland Government	–	04/04

Unconfirmed

		Department of Main Roads		
26/04/22-01	Site Plan	Webcon Pty Ltd	–	02/2026
26/04/22-02A	Manoeuvring Template Entering Site	Webcon Pty Ltd	A	07/2026
26/04/22-02-1	Manoeuvring Template Exiting Site	Webcon Pty Ltd	A	07/2026
26/04/22-03	Acoustic Requirements	Webcon Pty Ltd	–	02/2026
26/04/22-04A	Private Recreation Areas and Landscaping	Webcon Pty Ltd	A	07/2026
26/04/22-05	OHS Report	Webcon Pty Ltd	–	02/2022
26/04/22-06A	Lower Floor Plan	Webcon Pty Ltd	A	04/2022
26/04/22-07A	Upper Floor Plan	Webcon Pty Ltd	A	04/2022
26/04/22-08A	Elevations Sheet 1	Webcon Pty Ltd	A	07/2026
26/04/22-09A	Elevations Sheet 2	Webcon Pty Ltd	A	07/2026

Approved Document

Document No.	Document Title	Prepared By	Rev	Date
BBNE012205_0001-REP-001-0	Stormwater Management Plan	Engeny	0	17/04/2026

Where there is a conflict between the conditions of this approval and the details shown on the approved plans and documents, the conditions of approval prevail.

Timing: At all times.

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

APPROVED USE

GEN3. The use of the premises is limited to a Multiple Dwelling (4 x 3 Bedroom Units, each 2 Storeys) consistent with the definition of Multiple Dwelling in Schedule 1 of the South Burnett Regional Council Planning Scheme 2017 V2.0. This approval does not imply approval for other similar uses (e.g. Short term accommodation).

Timing: At all times.

BUILDING, PLUMBING AND DRAINAGE WORKS

GEN4. 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; and
- Development Permit for Plumbing and Drainage Works.

Unconfirmed

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 is to be completed at no cost to Council.

UNIT DEVELOPMENT

MCU1. Each dwelling unit is to be provided with external clothes drying facilities within the nominated open private space areas.

MCU2. A letter box shall be provided on Millis Way's alignment for each habitable Dwelling unit. Each box shall be distinguished with a number corresponding with the dwelling unit number.

MCU3. Each dwelling unit is to be readily identified by number.

MCU4. Prior to the commencement of the use, all plant and service equipment (including air conditioners, exhaust fans, lift motor rooms, refuse bins, telecommunication devices and the like) are to be housed, screened and located so that these do not cause environmental nuisance or harm to residential uses in the surrounding area.

ENVIRONMENTAL MANAGEMENT

MCU5. As part of Building Works, all outdoor lighting is to comply with Australian Standard *AS4282 – Control of the Obtrusive Effects of Outdoor Lighting*.

MCU6. Prior to the commencement of the use, all lighting at ground level and associated with illuminating ground level areas must be focused downwards and be provided with hoods, shades or other permanent devices to direct illumination downwards and not allow upward lighting to adversely affect the residential uses on this site and the adjoining the sites.

MCU7. Any new earthworks or structures are not to concentrate or impede the natural flow of water across property boundaries and onto any other lots.

MCU8. Dust prevention measures must be undertaken to ensure that dust does not cause a nuisance to occupiers of adjacent properties.

FENCING

MCU9. Fence construction along the property boundaries apart from the street frontage is to be of solid screen fencing to a height of 1.8m. Should there be retaining walls incorporated as part of the fencing, the overall combined height must not exceed 1.8m.

MCU10. Private open space screen fencing between each unit on ground level achieves a minimum height of 1.5m and not exceeding 1.8m.

MCU11. Fences or walls proposed along road frontages are to be maximum 1.2m in height.

WASTE STORAGE/COLLECTION

MCU12. Provision must be made for the storage and removal of waste in accordance with the *Waste Reduction and Recycling Regulation 2023*.

MCU13. Any areas that are dedicated for the collection and/or storage of solid waste on the premises are to be:

Unconfirmed

a. level;
b. provided with impervious hard stand and drained; and
c. provided in a building or other enclosed structure screened to a minimum height of 0.2m above the height of the refuse receptacles.

LANDSCAPING

MCU14. Prior to commencement of use, landscaping is to be provided generally in accordance with the approved *'Private Recreation Areas and Landscaping'* plan in Condition GEN1 of this approval and the Guidance on plant selection is provided in Branching Out - Your Handy Guide to tree Planting in the South Burnett available from Council.

MCU15. Landscaped areas must be maintained for the life of the development. Any dead, damaged, diseased or removed plantings must be replaced with plantings of a similar species and maturity.

LAWFUL COMMENCEMENT

MCU16. Prior to the commencement of this use, submit to Council a Notice of Intention to Commence the Approved Use. The notice must:

- Be submitted to the Manager, Planning and Development with a minimum of ten (10) business days prior to the commencement of the approved use;
- Nominate the day the approved use is intended to commence;
- Include evidence (i.e. copies of decision notice(s), photographic proof, and statement(s) of compliance with the conditions of this approval which demonstrates that all conditions of this approval have been complied with.

Note: Council offers condition compliance inspections, which currently attracts a fee of $477.50. However, the actual amount payable will be based on Council's Register of Fees & Charges and the rate applicable at the time of payment.

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 commencement of the use unless stated otherwise.

ENG2. Undertake Engineering designs and construction in accordance with the Planning Scheme, Council's standards, relevant design guides, and Australian Standards.

ENG3. Be responsible for the full cost of any alterations 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.

Unconfirmed

STORMWATER MANAGEMENT

ENG6. Provide stormwater management generally in accordance with the approved Stormwater Management Plan prepared by ENGENY, Revision 0, dated 17/04/2026, subject to detailed design and except as altered by conditions of this development approval.

ENG7. 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.

ENG8. 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.

ENG9. 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

ENG10. Connect the development to Council's reticulated water supply system via a single connection.

ENG11. Design and construct all works in accordance with Council's requirements as set out in the WBBUWA Design and Construction Code", WSAA Guidelines and relevant development standards used by Council.

ENG12. Each meterable premises shall have its own water meter as per the requirements of the Queensland Plumbing and Wastewater Code.

Comment: For the avoidance of doubt, the development shall have a master meter, with each unit having its own sub-meter.

SEWERAGE

ENG13. 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.

ENG14. Actual connection to Council's live sewerage infrastructure must be undertaken by or under the supervision of Council.

ENG15. 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).

ENG16. Maintain a minimum of a 3 metre wide corridor to be maintained for maintenance/upgrade purposes.

ENG17. 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.

ENG18. 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

ENG19. 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.

Unconfirmed

ENG20. Design and construct all sealed areas with concrete, asphalt or a two-coat bitumen seal.

ENG21. Provide a minimum of two (2) visitor car parking spaces.

VEHICLE ACCESS

ENG22. Construct a residential crossover between the property boundary and the edge of the Millis Way Road pavement, having a minimum width of 6.0 metres, generally in accordance with Council's Standard Drawing No. 00048.

ENG23. 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 (eg power pole, telecommunications pit), road infrastructure (eg street sign, street tree, etc).

REDUNDANT CROSSOVERS

ENG24. Remove all redundant crossovers and reinstate the kerb and channel, road pavement, services, verge and any footpath to Council's standard.

TELECOMMUNICATION

ENG25. Provide telecommunication services to the development.

ELECTRICITY

ENG26. Provide electricity supply to the development to comply with Ergon Energy's requirements.

ENG27. Submit to Council, written confirmation from an electricity provider that an agreement has been made for the supply of electricity.

EARTHWORKS - GENERAL

ENG28. Earthworks per site involving cut or fill of more than 1 m in height or nett quantity of material greater than 50m^3, requires an Operational Work application.

ENG29. Undertake earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.

EROSION AND SEDIMENT CONTROL - GENERAL

ENG30. 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.

ENG31. 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.

STANDARD ADVICE

ADV1. In accordance with Section 85 (1)(a) of the *Planning Act 2016*, if this approval is not acted upon within the period of six (6) years the approval will lapse.

An applicant may request Council to extend the relevant period provided that such request is made in accordance with Section 86 of the *Planning Act 2016* and before the development approval lapses under Section 85 of the *Planning Act 2016.*

HERITAGE

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*

Unconfirmed

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.

APPEAL RIGHTS

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

INFRASTRUCTURE CHARGES

ADV4. Infrastructure charges are levied by way of an infrastructure charges notice pursuant to section 119 of the *Planning Act 2016*.

DEVELOPER INCENTIVE

ADV5. Council is offering a reduction in infrastructure charges payable through the development incentive scheme which is available between 1 December 2020 and 31 December 2028. Eligible development under this scheme is required to be completed by 31 December 2028.

For further information or application form please refer to the rules and procedures available on Council's website.

NOISE CORRIDOR

ADV6. The development site is within a Noise corridor - State-controlled road (Mandatory area). Please be advised that any further building may be subject to additional compliance provisions through the State Referral and Assessment Agency (SARA).

CONCURRENCE AGENCY

ADV7. The State Assessment and Referral Agency has imposed conditions on the development permit as attached.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.7 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT

RESOLUTION 2026/172

Moved: Cr Linda Little
Seconded: Cr Danita Potter

That the List of Correspondence pending completion of Assessment Report as of 08 October 2026 be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Unconfirmed

13.8 DELEGATED AUTHORITY REPORTS (1 SEPTEMBER 2026 TO 30 SEPTEMBER 2026)

RESOLUTION 2026/173

Moved: Cr Linda Little
Seconded: Cr Ros Heit

That South Burnett Regional Council note and receive the Delegated Authority Report, for the month of September 2026.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance
At 11.27am Vanessa Gwasira left the meeting.
At 11.27am Kimberley Donohue left the meeting.
At 11.27am Kimberley Toomey left the meeting.
At 11.27am Sam Dunstan left the meeting.

14 INFRASTRUCTURE

14.1 2030/31 TIDS NOMINATIONS & AMENDED PROGRAM

RESOLUTION 2026/174

Moved: Cr Jane Erkens
Seconded: Cr Linda Little

That South Burnett Regional Council:

1) Nominate the following roads to the RRTG for TIDS funding:
    a. Alford Street East, Kingaroy (extension)
    b. Tingoora Chelmsford Road, Greenview (extension)
    c. River Road/ Kingaroy St roundabout rehabilitation, Kingaroy (new)
    d. Cairns St reseal, Nanango (new), and;

2) Re-adjust the 2026/27 & 2027/28 TIDS Program to support other Wide Bay Burnett Council's funding programs with TIDS funding brought forward providing to Somerset Street, River Rd/ Kingaroy Street and Cairns Street.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Unconfirmed

15 QUESTIONS ON NOTICE

15.1 QUESTION ON NOTICE - COST OF RIGHT TO INFORMATION (RTI) TO COUNCIL

RESOLUTION 2026/175

Moved: Cr Danita Potter
Seconded: Cr Heath Sander

That the response to the question regarding the cost of Right to Information (RTI) to Council raised by Councillor Danita Potter be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance
At 11.32am Vanessa Gwasira entered the meeting.
At 11.32am Vanessa Gwasira left the meeting.

16 INFORMATION SECTION

Nil

17 CONFIDENTIAL SECTION

RESOLUTION 2026/176

Moved: Cr Jane Erkens
Seconded: Cr Heath Sander

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*:

17.1 South Burnett Community Hospital Foundation Limited Board Meeting Minutes - 13 July 2026

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.

17.2 Desktop Analysis - Waste Services

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.

17.3 Installation of gates at the Wattle Camp and Blackbutt Transfer Stations

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

Unconfirmed

involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

17.4 Request to purchase land - 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.

17.5 Award of Contract No. SBRCQ 2627_36 For Asphalt Pavement Works - Various Locations

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 Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance
At 11.38am Cr Linda Little left the meeting.
At 11.38am Aaron Meehan left the meeting.
At 11.38am Kevin Searle joined the meeting.
At 11.40am Cr Linda Little returned to the meeting.
At 11.42am Aaron Meehan returned to the meeting.
At 12.18pm Jennifer Pointon left the meeting.

RESOLUTION 2026/177

Moved: Cr Linda Little
Seconded: Cr Danita Potter

That Council moves out of Closed Council into Open Council.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Unconfirmed

17.1 SOUTH BURNETT COMMUNITY HOSPITAL FOUNDATION LIMITED BOARD MEETING MINUTES - 13 JULY 2026

RESOLUTION 2026/178

Moved: Cr Danita Potter
Seconded: Cr Heath Sander

That the report on South Burnett Community Hospital Foundation Limited Board meeting minutes 13 July 2026 be received for information.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

17.2 DESKTOP ANALYSIS - WASTE SERVICES

RESOLUTION 2026/179

Moved: Cr Linda Little
Seconded: Cr Deb Dennien

That South Burnett Regional Council receives and notes the report.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

17.3 INSTALLATION OF GATES AT THE WATTLE CAMP AND BLACKBUTT TRANSFER STATIONS

RESOLUTION 2026/180

Moved: Cr Linda Little
Seconded: Cr Heath Sander

That South Burnett Regional Council:

1. Receives and notes the information provided to Council on the progress of the Wattle Camp transfer station upgrades; and
2. considers changes to the Blackbutt Transfer station as part of the 2027/2028 budget workshops and a report be provided to a future Council meeting.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Unconfirmed

17.4 REQUEST TO PURCHASE LAND - MURGON

RESOLUTION 2026/181

Moved: Cr Jane Erkens
Seconded: Cr Deb Dennien

That the matter lay on the table until the November 2026 Ordinary Council Meeting.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

17.5 AWARD OF CONTRACT NO. SBRCQ 2627_36 FOR ASPHALT PAVEMENT WORKS - VARIOUS LOCATIONS

RESOLUTION 2026/182

Moved: Cr Danita Potter
Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. Award Contract No. SBRCQ 2627_36 to Fulton Hogan Industries Pty Ltd, for Asphalt Pavement Works - Various Locations to the value of $878,030.09 excluding GST, and Council delegate the negotiation and final scope to the Chief Executive Officer;

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

18 CLOSURE OF MEETING

The Meeting closed at 12.34pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 November 2026.

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CHAIRPERSON

Unconfirmed