

DISCLAIMER

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SOUTH BURNETT
REGIONAL COUNCIL

MINUTES

Ordinary Council Meeting
Wednesday, 18 June 2025

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 18 JUNE 2025 AT 9.00AM**

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), Rebecca Bayntun (Manager Customer Solutions), Leanne Petersen (Manager Facilities Parks & NRM), Jennifer Pointon (Manager Commerical Enterprises & Projects), Simon Ginn (Manager Planning & Development), David Hursthouse (Coordinator Development Services), Craig Patch (Manager Finance & Sustainability), Louise Reidy (Strategic Procurement Coordinator), Kailey Cox (Coordinator Customer Service), Helen Floyd (Executive Assistant), Kristy Miatt (Executive Assistant Communications)

1 OPENING

Mayor Duff opened the meeting at 9.01am.

2 LEAVE OF ABSENCE / APOLOGIES

Nil

3 PRAYERS

A representative of Barambah Ministry Association, Tony Lister from the Church of Christ, Murgon offered prayers for Council and for the conduct of the Council meeting.

Attendance

At 9.06am Lynelle Paterson entered the meeting.

At 9.06am Lynelle Paterson left the meeting.

4 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

5 DECLARATION OF INTEREST

Nil

6 DEPUTATIONS/PETITIONS

6.1 DEPUTATION - NEPHI REILLY

Nephi Reilly presented his deputation regarding a community based fun centre in Kingaroy.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 21 MAY 2025

RESOLUTION 2025/484

Moved: Cr Ros Heit

Seconded: Cr Linda Little

That the Minutes of the Council Meeting held on 21 May 2025 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

Attendance

At 9.20am Kristy Miatt entered the meeting.

7.2 MINUTES OF THE CORPORATE RISK & AUDIT ADVISORY COMMITTEE MEETING HELD ON 22 MAY 2025

RESOLUTION 2025/485

Moved: Cr Ros Heit

Seconded: Cr Linda Little

That the Minutes of the Corporate Risk & Audit Advisory Committee Meeting held on 22 May 2025 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 NOTICES OF MOTION

8.1 NOTICE OF MOTION - WATER METER AT MURGON 48HR CAMPGROUND

RESOLUTION 2025/486

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

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

MOTION

Moved: Cr Heath Sander

Seconded: Cr Danita Potter

That South Burnett Regional Council disconnects the water meter connected all the caravan camp sites in the Murgon 48hr campground.

In Favour: Cr Heath Sander

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

LOST 1/6

RESOLUTION 2025/487

Moved: Cr Heath Sander

Seconded: Cr Jane Erkens

That South Burnett Regional Council installs signs of rules and conditions at campgrounds across the region in consultation with each Divisional Councillor.

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 9.29am Rebecca Bayntun entered the meeting.

At 9.30am Louise Reidy entered the meeting.

At 9.33am David Hursthouse entered the meeting.

9 COUNCILLOR DIVISIONAL UPDATES

The Mayor and Councillors provided an update on their divisions.

Attendance

At 9.46am Simon Ginn left the meeting.
At 9.48am Simon Ginn entered the meeting.
At 9.50am Simon Ginn left the meeting.
At 9.50am David Hursthouse left the meeting.
At 9.51am Simon Ginn entered the meeting.
At 9.51am David Hursthouse entered the meeting.
At 9.51am Louise Reidy left the meeting.
At 9.58am Jennifer Pointon entered the meeting.
At 10.04am Louise Reidy entered the meeting.
At 10.10am Kristy Miatt left the meeting.

10 BUSINESS OUTSTANDING

10.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

RESOLUTION 2025/488

Moved: Cr Ros Heit
Seconded: Cr Linda Little

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

10.2 LEASE - WONDAI & DISTRICT MEN'S SHED INC

RESOLUTION 2025/489

Moved: Cr Ros Heit
Seconded: Cr Jane Erkens

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

Attendance

At 10.26am Rebecca Bayntun left the meeting.

ADJOURN MORNING TEA

RESOLUTION 2025/490

Moved: Cr Jane Erkens

Seconded: Cr Linda Little

That the meeting adjourn for morning tea at 10.26am.

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 2025/491

Moved: Cr Ros Heit

Seconded: Cr Danita Potter

That the meeting resume at 11.06am

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 Simon Ginn left the meeting.

At 11.08am Simon Ginn entered the meeting.

10.2.1 LEASE - WONDAI & DISTRICT MEN'S SHED INC

RESOLUTION 2025/492

Moved: Cr Ros Heit

Seconded: Cr Linda Little

That South Burnett Regional Council:

1. In accordance with *section 236(1)(b)(ii)* of the *Local Government Regulation 2012* applies to the disposal of a valuable non-current asset by way of entering a lease on a portion of Sunstrup Park Lot 172 on FY713 to the Wondai & District Men's Shed Inc. for a term of 10 years.

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2. Pursuant to *section 257(1)(b)* of the *Local Government Act 2009*, South Burnett Regional Council delegates to the Chief Executive Officer the power to negotiate, finalise and execute the lease with the Wondai & District Men's Shed Inc. on terms and conditions considered 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

11 EXECUTIVE SERVICES

11.1 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL PROCUREMENT POLICY - STATUTORY007

RESOLUTION 2025/493

Moved: Cr Danita Potter

Seconded: Cr Deb Dennien

That the South Burnett Regional Council Procurement Policy – Statutory007 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

11.2 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL RECRUITMENT & SELECTION POLICY - STATUTORY014

RESOLUTION 2025/494

Moved: Cr Deb Dennien

Seconded: Cr Danita Potter

That the South Burnett Regional Council Recruitment & Selection Policy – Statutory041 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

Attendance

At 11.16am Simon Ginn left the meeting.

11.3 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL LEARNING AND DEVELOPMENT POLICY - STRATEGIC013

RESOLUTION 2025/495

Moved: Cr Ros Heit

Seconded: Cr Deb Dennien

That the South Burnett Regional Council Learning and Development Policy – Strategic013 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**Attendance**

At 11.18am Jennifer Pointon left the meeting.

11.4 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL KERBSIDE WASTE AND RECYCLING COLLECTION POLICY - STRATEGIC034

RESOLUTION 2025/496

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That the South Burnett Regional Council Kerbside Waste and Recycling Collection Policy – Strategic034 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

11.5 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL FINANCIAL HARDSHIP POLICY - STATUTORY012

RESOLUTION 2025/497

Moved: Cr Danita Potter

Seconded: Cr Deb Dennien

That the South Burnett Regional Council Financial Hardship Policy – Statutory012 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

Attendance

At 11.20am Simon Ginn returned to the meeting.

11.6 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL SUNDRY DEBTORS RECOVERY AND REFUND POLICY - STATUTORY058

RESOLUTION 2025/498

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That the South Burnett Regional Council Sundry Debtors Recovery and Refund Policy – Statutory058 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

Attendance

At 11.21 Louise Reidy left the meeting.

11.7 NOTICE TO REPEAL SOUTH BURNETT REGIONAL COUNCIL - REGIONAL DEVELOPMENT ADVISORY COMMITTEE TERMS OF REFERENCE - STATUTORY044

RESOLUTION 2025/499

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That the South Burnett Regional Council Regional Development Advisory Committee Terms of Reference – Statutory044 be repealed.

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

Against: Nil

CARRIED 7/0

11.8 LGAQ ANNUAL CONFERENCE: MOTION REQUEST

RESOLUTION 2025/500

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That South Burnett Regional Council resolves to submit the following motions to the 2025 Local Government Association of Queensland Annual Conference:

- (a) That the LGAQ calls on the Queensland Government to review the requirements of the Cultural Heritage Act to reduce excessive financial and resource impost to Local Government and streamline the duty of care process.

- (b) That the LGAQ calls on the State Government to fully fund any remedial actions required and improve support for people within communities severely impacted by colonies of Flying Foxes.
- (c) That the LGAQ calls on the Federal and Queensland Governments to cooperatively review advocacy for improved Mental Health Services in rural and remote Queensland for urgent and targeted investment in regional rural and remote mental health services.
- (d) That the Local Government Association of Queensland call on the State Government to implement a water and sewerage reticulation and treatment infrastructure support program to fund critical and essential infrastructure for rural, regional and remote.
- (e) That the LGAQ calls on the State Government to improve the control of the tick line and bio security initiatives and appropriate funding to local governments including increased RMPC funding for weed control.
- (f) That the LGAQ calls on the State Government to increase community safety programmes and policing initiatives to include increasing the duration of minimum sentences and an increase in the number of correctional officers to support the other State Government initiatives to reduce youth crime.
- (g) That the LGAQ calls on the State Government to review, change and update guidelines of the Regional Action Fund or similar programs to allow for funding support for developers in rural and regional areas to include infrastructure not included in the local government plan.
- (h) That the LGAQ calls on the State Government to offer a fuel subsidy to regions without a regular and subsidised system of public transport.
- (i) That the LGAQ calls on the State Government to subsidise school buses to compensate for lack of subsidised public transport in regional areas.
- (j) That the LGAQ calls on the Federal Government to continue to support Regional University Study Hubs and to continue and expand the program.
- (k) That the LGAQ calls on the State Government to legislate for renewable energy providers to commit to Legacy projects to any impacted communities and this is to include all energy providers including the generation, transmission and storage.
- (l) That the LGAQ calls on the on the State Government to a more equitable distribution of Legacy projects for the 2032 Olympic Games by partnering with Local Government to redevelop and improve existing facilities.
- (m) That LGAQ calls on the State Government to advocate for the Queensland Police Minister for state government support for the financial operations of CCTV cameras.

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

Against: Nil

CARRIED 7/0

11.9 COMMITMENT TO THE SMALL BUSINESS FRIENDLY PROGRAM

RESOLUTION 2025/501

Moved: Cr Ros Heit

Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. Renews their commitment to the Small Business Friendly Programme;

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2. Authorise the Mayor and Chief Executive Officer to sign the certification; and
 3. Organise a local commitment ceremony through BIEDO and Visit South Burnett to progress the Small Business Friendly Programme inviting all Chamber of Commerce and Business Associations within the South Burnett Regional Council area.

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

Against: Nil

CARRIED 7/0

11.10 DRAFT COMMUNITY PLANS

RESOLUTION 2025/502

Moved: Mayor Kathy Duff

Seconded: Cr Danita Potter

That South Burnett Regional Council approve the draft community plans to be released for the second stage of community consultation with a report to be presented to the September Ordinary Meeting Council for consideration with feedback to be received by 31 August 2025.

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 11.57am Jennifer Pointon entered the meeting.

11.11 ORGANISATIONAL STRUCTURE

RESOLUTION 2025/503

Moved: Cr Linda Little

Seconded: Cr Heath Sander

That South Burnett Regional Council adopt the Functions Map and Departmental Structure Version 6, 18 June 2025.

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

Against: Nil

CARRIED 7/0

11.12 COUNCIL NOMINATE THE 2026 SPECIAL HOLIDAY

RESOLUTION 2025/504

Moved: Cr Danita Potter

Seconded: Cr Ros Heit

That South Burnett Regional Council progress the Monday of the 2026 Royal National Exhibition, Brisbane – Monday 10 August 2026, as the 2026 Show Holiday for the South Burnett region and further, complete the 2026 Special Holiday request form and delegate to the Chief Executive Officer to submit via email prior to Friday 25 July 2025.

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

Against: Nil

CARRIED 7/0

11.13 REGIONAL LIFESTYLE MAGAZINE FEATURE

RESOLUTION 2025/505

Moved: Cr Jane Erkens

Seconded: Cr Danita Potter

That South Burnett Regional Council note the offer to participate in the Regional Lifestyle Magazine Feature for information and take no further action.

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

Against: Cr Deb Dennien

CARRIED 6/1**Attendance**

At 12.12pm Michael Hunter entered the meeting.

11.13.1 ART WORK - BUS SERVICE/TRANSPORT COMPANIES

RESOLUTION 2025/506

Moved: Cr Heath Sander

Seconded: Cr Danita Potter

That South Burnett Regional Council investigate to seek permission and financial implications of putting artwork on the bus service to Brisbane and/or transport companies to promote South Burnett.

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 12:19 pm, Cr Danita Potter left the meeting.

At 12:21 pm, Cr Danita Potter returned to the meeting.

11.14 SECURE COMMUNITIES PARTNERSHIPS PROGRAM LOCAL COUNCILS - ROUND 1

RESOLUTION 2025/507

Moved: Cr Ros Heit

Seconded: Cr Jane Erkens

That South Burnett Regional Council:

1. Develop and apply for grant funding under the **Secure Communities Partnerships Program – Local Councils** opportunity to purchase and install CCTV systems, lights and fencing at Council locations for a total project budget of \$400,000: For example, dams, Coolabunia Saleyards, airport, council facilities and delegate to the CEO to work with Councillors to develop a program
2. Subject to the grant application being successful, approve the required Council financial co-contribution of 50 percent of the total project budget which is \$200,000. The total project budget is \$400,000.

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 12.31pm Aaron Meehan left the meeting.

11.15 SOUTH BURNETT INDUSTRIAL CIRCULAR ECONOMY PRECINCT REPORT

RESOLUTION 2025/508

Moved: Cr Heath Sander

Seconded: Cr Linda Little

That South Burnett Regional Council receives and adopts 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**Attendance**

At 12.37pm Kerri Anderson left the meeting.

At 12.37pm Leanne Petersen left the meeting.

ADJOURN LUNCH

RESOLUTION 2025/509

Moved: Cr Jane Erkens
Seconded: Cr Deb Dennien

That the meeting adjourn for lunch at 12.37pm.

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 2025/510

Moved: Cr Linda Little
Seconded: Cr Danita Potter

That the meeting resume at 1.39pm.

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 1.39pm Aaron Meehan returned to the meeting
At 1.39pm Craig Patch entered the meeting
At 1.49pm Aaron Meehan left the meeting.
At 1.55pm Aaron Meehan entered the meeting.

11.16 LANDING FEES - KINGAROY AIRPORT

RESOLUTION 2025/511

Moved: Cr Jane Erkens
Seconded: Cr Ros Heit

1. That pursuant to *Section 97(2) of the Local Government Act 2009* the Kingaroy Aerodrome Fees and Charges for the 2025/2026 year be adopted to take effect from 1 September 2025.
 2. Pursuant to section 257 (1) (b) of the *Local Government Act 2009*, South Burnett Regional Council delegate to the Chief Executive Officer the power to negotiate, finalise and execute an agreement with the Kingaroy Soaring Club for an annual airport usage permit to the value of \$2,440.00 including GST and on terms and conditions considered satisfactory to Council.
 3. South Burnett Regional Council review the fee settings in March 2026 as part of the 2026/2027 budget workshops.
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4. South Burnett Regional Council undertakes monitoring of aircraft movement at Wondai airport from 1 August 2025 to 31 January 2026.
5. Emergency Services including LifeFlight and RFDS are exempt from fees.

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

Against: Cr Kathy Duff

CARRIED 6/1

AMENDMENT

Moved: Cr Danita Potter

Seconded: Cr Deb Dennien

1. That pursuant to *Section 97(2) of the Local Government Act 2009* the Kingaroy Aerodrome Fees and Charges for the 2025/2026 year be adopted to take effect from 1 September 2025.
2. Pursuant to section 257 (1) (b) of the *Local Government Act 2009*, South Burnett Regional Council delegate to the Chief Executive Officer the power to negotiate, finalise and execute an agreement with the Kingaroy Soaring Club for an annual airport usage permit to the value of \$6,440.00 (Option 2) including GST and on terms and conditions considered satisfactory to Council.
3. South Burnett Regional Council review the fee settings in March 2026 as part of the 2026/2027 budget workshops.
4. South Burnett Regional Council undertakes monitoring of aircraft movement at Wondai airport from 1 August 2025 to 31 January 2026.

In Favour: Crs Kathy Duff, Danita Potter and Deb Dennien

Against: Crs Jane Erkens, Linda Little, Heath Sander and Ros Heit

LOST 3/4

Attendance

At 2.42pm Aaron Meehan left the meeting.

At 2.43pm Aaron Meehan entered the meeting.

12 FINANCE & LIVEABILITY

12.1 REGISTER OF FEES AND CHARGES SCHEDULE FOR 2025/2026

RESOLUTION 2025/512

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

1. That pursuant to Section 97(2) of the *Local Government Act 2009* the Register of Fees and Charges for the 2025/2026 year, excluding Aerodromes, be adopted and are to take effect from 1 July 2025.
2. Aerodromes Fees are to be set by a separate report included in today's June 2025 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

Attendance

At 2.48pm Rebecca Bayntun entered the meeting.

At 2.48pm Kailey Cox entered the meeting.

At 2.50pm Aaron Meehan left the meeting.

At 2.50pm Jennifer Pointon left the meeting.

At 2.50pm Michael Hunter left the meeting.

12.2 REVIEW OF CUSTOMER SERVICE AND LIBRARY OPENING HOURS

RESOLUTION 2025/513

Moved: Cr Ros Heit

Seconded: Cr Heath Sander

That South Burnett Regional Council

1. amend the opening hours for Libraries and Customer Service Centres to close at 4:00pm every Wednesday as at 1 July 2025; and
2. Note that further review of Customer Service and Library opening hours is ongoing and will be presented at the July General Council meeting which will include the opening for the lunch periods.

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 2.51pm Rebecca Bayntun left the meeting.

At 2.51pm Kailey Cox left the meeting.

At 2:52 pm, Cr Danita Potter left the meeting.

12.3 MONTHLY FINANCIAL INFORMATION

RESOLUTION 2025/514

Moved: Cr Ros Heit

Seconded: Cr Jane Erkens

That the monthly Financial Report, including Capital Works as at 31st May 2025 be received and noted.

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

Against: Nil

CARRIED 6/0

12.3.1 QUESTION ON NOTICE

Would a breakdown of restricted cash funding be able to be provided for the flood and complementary works particularly item 007086 Pg 513 of the agenda?

Attendance

At 2:56 pm, Cr Danita Potter returned to the meeting.

At 2.58pm Aaron Meehan entered the meeting.

At 3.09pm Aaron Meehan left the meeting.

At 3.18pm Aaron Meehan entered the meeting.

At 3.19pm Leanne Petersen entered the meeting.

12.4 DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE FOR MOTOR SPORT FACILITY INCLUDING ANCILLARY FACILITIES AT LEWIS DUFF ROAD BALLOGIE (AND DESCRIBED AS LOT 34 BO44). APPLICANT: TRIPLE R MOTORSPORTS C/-NORRIS CLARKE & OBRIEN PTY LTD

RESOLUTION 2025/515

Moved: Cr Jane Erkens

Seconded: Cr Heath Sander

That the report 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 2025/516

Moved: Cr Jane Erkens

Seconded: Cr Linda Little

That Council resolve to move an alternative motion and approve a Development Application for Development Permit – Motor Sport Facility and ancillary facilities (including Food & Drink Outlet, Caretaker's Accommodation and Camping) at Lewis Duff Road, Ballogie (and described as Lot 34 BO44), subject to the below conditions – Applicant – Triple R Motorsports C/-Norris Clarke O'Brien Pty Ltd.

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:

APPROVED PLANS

Drawing Title	Prepared by	Drawing No.	Rev.	Date
South Burnett Adventure & Motorsport Park – Overall Site Plan	-	SK 0.01	H	26/03/24
South Burnett Adventure & Motorsport Park – Part Site Plan	-	SK 0.02	F	26/03/24
South Burnett Adventure & Motorsport Park – Section A & B	-	SK 3.01	B	04/07/23
South Burnett Adventure & Motorsport Park – Vegetation Mapping	-	SK 4.01	A	25/03/24
South Burnett Adventure & Motorsport Park – Caretaker's Residence	-	SK 2.01	B	28/03/22
South Burnett Adventure & Motorsport Park – Control Tower	-	SK 2.02	B	28/03/22
South Burnett Adventure & Motorsport Park – Toilet Block	-	SK 2.03	B	28/03/22
South Burnett Adventure & Motorsport Park – Food and Beverage Outlet	-	SK 2.04	B	28/03/22

APPROVED DOCUMENTS

Document Title	Prepared by	Reference	Version	Date
Stormwater Management Plan prepared by CWD Group Doc No. 11051-5-4, dated 13/3/24	CWD Group	Doc No. 11051-5-4	-	13/3/24
Rytenschild Traffic Engineering report	Rytenschild		3	14 March 2024
Bushfire Hazard Management Plan	Aquila NRM	BMR: 231022	5	20 March 2024
Draft Bushfire Emergency Evacuation Plan	Aquila NRM	BEEP: 231022	2	27 February 2024

Timing: At all times.

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

COMPLIANCE

GEN3. Submit to Council a Notice of Intention to Commence the Approved Use. The notice must:

- 1.1 Be submitted to the Manager, Planning and Development within a minimum of ten (10) business days prior to commencement of the approved use;
- 1.2 Nominate the day the approved use is intended to commence; and
- 1.3 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 inspection, which currently attracts a fee \$453.50. However, the actual amount payable will be based on Council's Register of Fees & Charges and the rate applicable at the time of payment.

FURTHER PERMITS REQUIRED

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

LAND USE APPROVAL

MCU1. The development approval is for a Material Change of Use for a Motor Sport Facility and ancillary uses (including Food & Drink Outlet, Caretaker's Accommodation and Camping).

- All users of the camping facilities must be direct users of the Motor Sport Facility or attending the site with a user of the Motor sport facility;
- Use of the site is restricted to 13 major Motor sport facility racing events only and does not permit usage by the general public or for training purposes;
- Camping is permitted within the area noted as 'camp ground' on the Approved plans; and
- Maximum number of patronage to the site at any one time, is restricted to the number of parking bays and general coach set down areas in accordance Figure 2.3 "Proposed car parking layout and taxi rank" – Rytenschild Traffic Engineering.

Nb. This approval does not include any outdoor concert/s.

CARRY OUT & MAINTAIN DEVELOPMENT

MCU2. The development must comply with the provisions of Council's Local Laws, Planning Scheme Policies, Planning Scheme and Planning Scheme Codes to the extent they are not varied by this Development Approval.

MCU3. Unless otherwise stated, all conditions must be complied with prior to the commencement of use and thereafter.

MCU4. Complete all building work associated with this Development Approval, including work required by any of the conditions of this Development Approval prior to the commencement of use. Such building work is to be carried out generally in accordance with the Approved Plans and Documents and, where the building work is assessable development, in accordance with a current Building Works approval.

MCU5. The development must be maintained generally in accordance with the Approved and Amended Plans and Documents subject to or modified by any conditions of this Development Approval.

PLANNING

MCU6. 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* and Environment Protection (Noise) Policy in effect at the time and reasonable expectation for amenity in

the Rural zone in accordance with the South Burnett Regional Council Planning Scheme 2017.

Timing: As indicated.

PROPERTY BOUNDARIES

MCU7. 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.

BUSHFIRE MANAGEMENT – GENERAL

MCU8. The development must be carried out in accordance with the Bushfire Hazard Management Plan listed within this Development Approval.

MCU9. A copy of the approved Bushfire Management Plan must be provided to the nearest fire authority.

BUSHFIRE MANAGEMENT - SUPPLY OF WATER

MCU10. The development must be provided with dedicated static water supply that is available solely for fire-fighting purposes and can be accessed by fire-fighting vehicles.

A dedicated water supply for fire-fighting purposes is provided by 3 strategically located water tanks each with a minimum capacity of 55,000 litres are to be provided on site. These are to be supplemented by dams.

AIR QUALITY IMPACT MITIGATION

MCU11. Odours or airborne contaminants which are noxious or offensive to public amenity or safety, likely to cause environmental harm or environmental nuisance or exceed the *Air Quality Objectives* listed in the *Environmental Protection (Air) Policy 2019* as measured at any sensitive place must not be released to the atmosphere during building work and throughout the life of this development.

MCU12. All reasonable and feasible avoidance and mitigation measures are employed so that dust emissions generated during building works do not exceed the following levels when measured at any sensitive place at all times in accordance with the most recent version of Australia Standard AS3580.10.

ACOUSTIC AMENITY - GENERAL

MCU13. Unless otherwise approved in writing by Council the “engine-on” times for all race vehicles at the Motor Sport Facility are from:

- Car speedway and bike speedway - 6:00PM to 10:00PM.
- Dirt drags – 9:00AM to 4:00PM.
- Test and tune - 9:00AM to 6:00PM.

Service vehicle movements (including loading and unloading) associated with the approved use must not occur beyond the hours of 10:00PM.

Submit to Council further information outlining intended compliance with Environmental Protection (Noise) Policy 2019 and amenity expectations for Council’s Rural zone in accordance with the South Burnett Regional Council Planning Scheme.

Compliance must consider aspects such as management of noise criteria permissible during day, evening and night times on sensitive uses.

No noise from competitor/spectator camping ground to occur from 10:00PM TO 7AM.

- MCU14. Acoustic measures and treatments must be incorporated into the development in accordance with the conditions of this Development Approval including but not limited to:
- Staff are required to inspect every racing competitor vehicle that enters the property before it is ridden on track. Inspection is to ensure racing vehicles conform with the applicable muffler/exhaust restrictions.
 - The operator is required to ensure that patrons limit noisy activities between the hours of 10:00PM and 7:00AM as per site entry conditions.

ACOUSTIC AMENITY – NOISE LIMITS

- MCU15. Noise from any activity associated with the use of the subject land must not exceed the levels specified for acoustic quality objectives for sensitive receptors under Environmental Protection (Noise) Policy 2019.
- MCU16. Where considered warranted by Council and when requested in writing to do so, a noise investigation must be undertaken to investigate a complaint of noise nuisance. In such instances, a suitably qualified person must monitor, interpret and record all parameters that are required to be monitored in order to determine whether or not the Noise Emission Limits listed within this Development Approval have been exceeded. The results of the investigation must be provided to Council within 28 days of the request or a longer period if specified in any such request. Measurement of noise emissions (adjusted for tonality and impulse) must be generally in accordance with the most recent version of *Australian Standard AS1055.1 Acoustics – Description and measurement of environmental noise - General procedures*.

ACOUSTIC AMENITY - MECHANICAL PLANT

- MCU17. All “refrigeration equipment”, “pumps”, “regulated devices”, and “air conditioning equipment” as defined by *the Environmental Protection Act 1994* must be designed, installed, operated and maintained to comply with the noise standards as specified within the *Environmental Protection Act 1994*.

ACOUSTIC AMENITY - AMPLIFIED MUSIC & LIVE ENTERTAINMENT

- MCU18. The approved use of amplified music or live entertainment is ancillary to the event.

ACOUSTIC AMENITY - COMPLAINTS MANAGEMENT

- MCU19. A noise complaints management procedure for the subject land must be prepared and submitted to Council for endorsement. The complaints management procedure must include the following:
- A contact person with whom complaints can be lodged;
 - A clearly defined procedure for responding to and investigating complaints; and
 - A notification protocol to all complainants of the outcome of complaint investigations.
 - A record of all noise complaints and investigation results including corrective actions must be maintained and made available for inspection at any time upon request by Council.

OUTDOOR LIGHTING IMPACT MITIGATION

- MCU20. Outdoor lighting associated with the use must be designed, sited, and installed to comply with the relevant parameters of *Australian Standard AS4282-1997 Control of the obtrusive effects of outdoor lighting*.
- MCU21. All flood lighting must be of a type that gives no upward component of light when mounted horizontally (i.e. a full cut off luminaire).
- MCU22. Where considered warranted by Council and when requested in writing to do so, a lighting impact investigation must be undertaken to investigate a complaint of light nuisance. In such circumstances, a suitably qualified person must monitor, interpret and

record all parameters that are required to be monitored in order to determine whether or not the lighting levels listed within this Development Approval have been exceeded. The results of the investigation must be provided to Council within 28 days of the request or a longer period if specified in any such request.

WASTE MANAGEMENT (GENERAL)

MCU23. All waste generated on the subject land must be managed in accordance with the waste management hierarchy as detailed in the *Waste Reduction and Recycling Act 2011*.

WASTE MANAGEMENT (REMOVAL)

MCU24. Unless otherwise endorsed by Council in a waste management plan, arrangements for waste removal are provided in accordance with the following requirements:

- 24.1 Disposal of waste generated must be undertaken in accordance with the *Environmental Protection Regulation 2008*;
- 24.2 Regulated wastes (chemicals and hydrocarbons) must be stored separately to general and recyclable waste streams and removed from site by a licenced waste transporter;
- 24.3 General waste must be collected and removed at periods not exceeding seven days;
- 24.4 The waste collection method must ensure that waste is adequately managed to prevent escape of contamination; and
- 24.5 Bins must be kept in a clean state and in good repair and fitted with tight-fitting lid assemblies designed to prevent ingress of pests and water.

SITE BASED ENVIRONMENTAL MANAGEMENT PLAN

MCU25. Submit to Council for endorsement a Site Based Environmental Management Plan prepared by a suitably qualified person that, at a minimum, includes the following:

- Location of the site, including physical address, lot on plan and relevant scaled maps;
- Description of the site;
- Activities to be conducted on site including:
 - a. Location of activity areas;
 - b. Employee, patron and vehicle numbers;
 - c. Operating hours;
 - d. Amenities; and
 - e. When relevant, prohibited activities and prohibited areas;
- Strategies to manage environmental impact:
 - a. Air quality and dust management;
 - b. Noise impact management;
 - c. Water quality;
 - d. Waste and contaminated land management; and
 - e. Flora and fauna management;
- Complaints management procedure, including processes for recording details of and addressing complaints;
- Emergency procedures, including reference to the Bushfire Hazard Management Plan; and
- Document Control and review procedures including internal review every two (2) years or following any significant change or incident on site.

ENGINEERING WORKS

ENG1. Submit to Council, an Operational Work application for all civil works including earthworks, stormwater, roadworks, access 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 commencement of the use unless stated otherwise.
- 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 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

- 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 work plans;
 - 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. Provide stormwater management generally in accordance with the Stormwater Management Plan prepared by CWD Group Doc No. 11051-5-4, dated 13/3/24, subject to detailed design and except as altered by conditions of this development approval.
- ENG11. 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.

- ENG12. Design and construct stormwater drainage incorporating measures to prevent any solid matter and floatable oils being carried by stormwater.
- 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.

WATER SUPPLY

- ENG14. Provide water supply for staff and visitors that meets the requirements of the Australian Drinking Water Guidelines 6 - current edition 2011, and enHealth Guidance of use of Rainwater standards for potable water.
- ENG15. Provide a separate water supply for fire fighting purposes with a minimum volume of 55,000 litres.

ON-SITE WASTEWATER DISPOSAL

- ENG16. Connect the development to an on-site wastewater disposal system, in accordance with the AS1547:2012 On-site domestic wastewater management and the Queensland Plumbing and Wastewater Code - 2019.
- ENG17. Obtain a Development Permit for Plumbing Works for the on-site sewerage treatment system.

Note: Any on-site effluent disposal system servicing more than 21 Equivalent Persons (EP) requires an Environmentally Relevant Activity (ERA) 63 which, depending on the treatment and discharge method, will require a separate Material Change of Use approval.

TRADE WASTE DISPOSAL (COMMERCIAL KITCHEN)

- ENG18. Obtain a Plumbing Approval from Council and the relevant inspections are to be undertaken prior to commencement of construction of any commercial kitchen that will generate Trade Waste.
- ENG19. Do not release contaminants or contaminated water directly or indirectly from the premises or to the ground or groundwater at the premises, except for:
- a) uncontaminated overland stormwater flow;
 - b) uncontaminated stormwater to the stormwater system; or
 - c) other water following treatment through an oil/silt interceptor trap or separator.
- ENG20. Releases to water must not cause any visible oil slick or other visible evidence of oil or grease, nor contain visible grease, scum, litter or floating oil.

HAZARDOUS CHEMICAL & FUEL STORAGE

- ENG21. Ensure that all hazardous chemicals are stored and handled in accordance to the Work Health and Safety Act 2011.
- ENG22. Diesel is to be stored and handled in accordance with *Australian Standard 1940-2004 - The storage and handling of flammable and combustible liquids*.

EVENT TRAFFIC MANAGEMENT

- ENG23. Implement an "Event Traffic Management Plan" for events to adequately and appropriately manage traffic. The "Event Traffic Management Plan" shall be updated, and learnings implemented, as required to improve traffic management at the site for events.

PARKING AND ACCESS - GENERAL

- ENG24. Design all access driveways, parking aisles and car parking spaces in accordance with Australian Standard 2890.1 - Parking Facilities - Off Street Car Parking, to accommodate a B99 design vehicle.
- ENG25. Design and construct all driveway manoeuvring, and parking areas with a dust suppressive gravel.
- ENG26. Provide car parking areas generally in accordance with the Rydenskild Traffic Engineering report version 3 dated 14 March 2024, including 600 visitor spaces, 100 heavy vehicles spaces, 300 competitor spaces, and 8 coach/shuttle bus spaces.
- ENG27. Design and construct all PWD car parking spaces in accordance with AS2890.6.
- ENG28. 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.
- ENG29. Maintain dust suppression treatment to all internal roadways, and vehicle manoeuvring areas ensuring not to have an adverse impact on adjoining properties.
- ENG30. In the event that bona fide complaints are received by Council in relation to dust emissions produced.

VEHICLE ACCESS - TURNOUT

- ENG31. Design and construct vehicle turnout in accordance with Council's Standard Drawing No. 00049 Rev B, sized to accommodate the manoeuvring of a 19m articulated vehicle and allow 2 way traffic flow.

REDUNDANT CROSSOVERS

- ENG32. Remove all redundant crossovers and reinstate the kerb and channel, road pavement, services, verge and any footpath to Council's standard/to the standard immediately adjacent] along the frontage of the site.

ROADWORKS

- ENG33. Design and construct Lewis Duff Road from the intersection of the Wondai-Chinchilla Road to the site access to the relevant Austroads' Standards, and Council's Planning Scheme and more specifically, include:
- 7.5m gravel pavement and 2 coat bitumen seal, on a 9m formation including curve widening;
 - tapers to existing road pavement; and
 - signage and line marking.

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

Comment: Earthworks will require an Operational Work Permit prior to commencement for earthworks construction.

EARTHWORKS

ENG39. Submit to Council, detailed engineering drawings and information with the Operational Work application including, but not limited to the following:

- a) long and cross sections of proposed cut/fill and retaining walls as applicable;
- b) existing and proposed surface levels;
- c) proposed drainage works to accommodate existing overland flows; and
- d) details identifying the source/disposal site(s) for material imported/exported. The site(s) must have a current development approval enabling them to export/accept any material.

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.

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 six (6) 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 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 to Appeal Rights.

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

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 2025. Eligible development under this scheme is required to be completed by 31 December 2025.

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

- ADV6. SARA has imposed conditions on the Development Permit as attached.
- ADV7. The subject land supports regulated vegetation under the *Vegetation Management Act 1999 (VMA)*. The clearing of regulated vegetation can only be undertaken where associated with exempt clearing activities established under the VMA. For further information regarding exempt clearing activities please contact your local office of the Department of Natural Resources and Mines Manufacturing and Regional and Rural Development.
- ADV8. The subject land is mapped waterways under *Fisheries Act 1994* and *Planning Act 2016*. Any works undertaken to ensure that compliance is had with the provisions established under the applicable Act. For further information regarding waterway barrier works please contact your local office of the Department of Agriculture and Fisheries.
- ADV9. Placing an advertising device on premises is accepted development, where complying with the Operational work Table of assessments that form part of the requirements for accepted development in the South Burnett Regional Council Planning Scheme v2.0. A separate Operational Works approval will be required for any Advertising Devices not complying with the Operational work table of assessments.

Grounds to support the approval of the development application –

Statement of Reasons for a reason different to the officer recommendation:

- A demonstrated regional need to accommodate a new Motor Sport Facility servicing the region and possibly South East Queensland which includes the closure of Archerfield Speedway and locally the Wondai Sprints;
- Complements a range of motor sport activities and events
- The use does not fragment agricultural land as the area is utilized for cattle grazing and the use can continue;
- The application is consistent with the promotion of sporting tourism and will complement similar large scale sporting events held within the region;
- Provision of a recreational facility and entertainment facility for a Hard-To-Locate-Sport with reasonable traveling distances to regional towns;
- The attraction of a new industry to the region to provide economic opportunity and employment;
- The report points that are referring to access to medical services are not supported with the site not being considered remote. Other significant events occur within the region a further distance from Kingaroy Hospital for example.
- Lifelight is an essential service to the South Burnett and since its commencement of flights it is estimated that there has been over 2,439 medical and accident related flights;
- The application was suitably conditioned by SARA and it is supported with suitable conditions being put in place to deal with any issues raised in the report;
- Alternative locations, such as the Kingaroy Aerodrome, are being considered for future commercialising which may include airparks which would conflict with the nature of this development.

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 3.27pm Louise Reidy left the meeting.

At 3.29pm Louise Reidy entered the meeting.

12.5 SCHEME SUPPLY FUND PROJECT PLAN

RESOLUTION 2025/517

Moved: Cr Linda Little

Seconded: Cr Danita Potter

That Council accept the Project Plan for the Scheme Supply Fund.

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

Against: Nil

CARRIED 7/0

12.6 DELEGATED AUTHORITY REPORTS (1 MAY 2025 TO 31 MAY 2025)

RESOLUTION 2025/518

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That South Burnett Regional Council note and receive the Delegated Authority Report for the month of May 2025.

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

Against: Nil

CARRIED 7/0

12.7 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT

RESOLUTION 2025/519

Moved: Cr Ros Heit

Seconded: Cr Deb Dennien

That South Burnett Regional Council receive and note the list of correspondence pending completion of assessment report as of 10 June 2025.

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 3.42pm Craig Patch left the meeting.

At 3.43pm Craig Patch entered the meeting.

At 3:44 pm, Cr Linda Little left the meeting.

At 3:46 pm, Cr Linda Little returned to the meeting.

12.8 EXTENSION TO INFRASTRUCTURE CHARGES & PLANNING INCENTIVES**RESOLUTION 2025/520**

Moved: Cr Ros Heit

Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. approve the extension to the Developer Incentive Scheme (DIS) for 2 years to 31 December 2027. The proposed 2 year extension provides a reasonable amount of time for developers to move through the planning application process, and progress to a stage where a development can be implemented in time to take advantage of the reduction in charges available.

Description	Criteria
Effective Dates	1 January 2026 to 31 December 2027
Applicable Development	All development is eligible if located within the South Burnett Regional Council area
Infrastructure charges discounts	<ul style="list-style-type: none"> ▪ 50% discount for any Commercial use or Industrial activity; ▪ 50% discount for long-term employment generating development; ▪ 50% discount for Reconfiguring a lot for Residential development; ▪ 50% discount for Residential development; (excluding in the Rural Residential Zone); ▪ 50% discount for Residential development in the Rural Residential Zone; or ▪ 50% discount for Rural or Tourist activity (e.g. Short-term accommodation) in the Rural zone.
Recommendation and Approval	Manager Planning and Development recommends reduction in infrastructure charges, for approval by the Chief Executive Officer (CEO).
Infrastructure Agreement	Approval for Chief Executive Officer (CEO) to enter into Infrastructure Agreement (IA) with applicant.

2. approve the release of the forms and guidelines to support and promote the Development Incentive Scheme (DIS), as presented:
 - Fact Sheet – Development Incentives;
 - Application Form;
 - Appendix A: Rules and Procedures; and
 - Appendix B: Definitions.

3. Council delegate to the Chief Executive Officer (CEO) the power, under the *Planning Act 2016* (Qld), to enter into an Infrastructure Agreement between Council and the applicant (developer) and apply the relevant discount per Council policy under the Developer Incentive Scheme (DIS).
4. Council review the incentive scheme in June 2026 to create a rolling process.

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 3.55pm David Hursthouse left the meeting.

At 3.56pm Simon Ginn left the meeting.

12.9 MINUTES OF THE ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE OF 12 JUNE 2025

RESOLUTION 2025/521

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That South Burnett Regional Council endorse the minutes and recommendations of the Arts, Culture and Heritage Advisory Committee held on Thursday, 12 June 2025 which includes the evaluation and recommendations for granting the RADF grant funding program – Major Round of \$15,000.

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

Against: Nil

CARRIED 7/0

13 INFRASTRUCTURE

13.1 REMOVAL OF DYING WHITE CEDAR TREE AND REPLACEMENT TREE AT LES MULLER PARK BLACKBUTT.

RESOLUTION 2025/522

Moved: Cr Linda Little

Seconded: Cr Heath Sander

That South Burnett Regional Council approve the removal of the White Cedar tree from Les Muller Park and replace with a Eumundi Quandong.

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 3.58pm Louise Reidy left the meeting.

13.2 REQUEST FOR FUNDING FOR UPGRADES AT KINGAROY NETBALL COURTS

RESOLUTION 2025/523

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That South Burnett Regional Council contributes \$2,200 from the 25/26 Operational budget to go towards engineering design for a retaining wall to then be included in the future tender of constructing four new netball courts.

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

Against: Cr Heath Sander

CARRIED 6/1

13.3 REMOVAL OF TWELVE DYING AND DISEASED TREES AT MEMORIAL PARK KINGAROY AND REPLACEMENT TREE PLANTING

RESOLUTION 2025/524

Moved: Cr Danita Potter

Seconded: Cr Deb Dennien

That South Burnett Regional Council consider the removal of twelve trees that are in very poor health and structural condition and replace with 12 suitable species.

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 4.12pm Louise Reidy entered the meeting

14 QUESTIONS ON NOTICE**14.1 FINANCE BREAKDOWN OF PROCUREMENT DATA - MONTHLY FINANCIAL REPORT APRIL 2025**

RESOLUTION 2025/525

Moved: Cr Heath Sander

Seconded: Cr Danita Potter

That the response to the question regarding procurement expenditure in the "other" category for April raised by Councillor Sander be received and noted.

A further breakdown to be circulated to Councillors including the site office.

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

Against: Nil

CARRIED 7/0

14.2 TREES ON HALY STREET, KINGAROY

RESOLUTION 2025/526

Moved: Cr Heath Sander

Seconded: Cr Deb Dennien

That the response to the question regarding Trees on Haly Street raised by Councillor Heath Sander 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**15 INFORMATION SECTION**

Nil

ADJOURN SHORT BREAK

RESOLUTION 2025/527

Moved: Cr Heath Sander

Seconded: Cr Ros Heit

That the meeting adjourn for a short break at 4.15pm.

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 2025/528

Moved: Cr Heath Sander

Seconded: Cr Linda Little

That the meeting resume at 4.30pm

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

Against: Nil

CARRIED 7/0

16 CONFIDENTIAL SECTION

RESOLUTION 2025/529

Moved: Cr Heath Sander

Seconded: Cr Deb Dennien

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*:

16.1 Quote SBRCQ 24/25_ 10 Replace Water Trucks 2025 & 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.

16.2 Quote SBRCQ 24/25_104 Replace Sweeper Truck 2044

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.

16.3 Quote SBRCQ 24/25_ 12 Replace Two (2) MR Tipper Trucks 2012 and 2018

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.

16.4 Cleaning Contract for Kingaroy Buildings and Facilities

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.

16.5 RSPCA offer to Council to purchase stranded assets left at surrendered Kingaroy site

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.

16.6 SBRCQ 2425_100 Purchase and Removal of Scrap Metal

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.

16.7 Hivesville Amnesty Fees

This matter is considered to be confidential under Section 254J - i 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 a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State..

16.8 Customer Phone-Calls, After-Hours Calls and Lone-Worker Monitoring

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 4.34pm Aaron Meehan left the meeting.

At 4.35pm Aaron Meehan entered the meeting.

At 4.44pm Louise Reidy left the meeting.

At 4.44pm Leanne Petersen left the meeting.

At 4.56pm Leanne Petersen entered the meeting.

At 4.59pm Rebecca Bayntun entered the meeting.

At 4.59pm Kailey Cox entered the meeting.

At 5.06pm Lynelle Paterson entered the meeting.

At 5.06pm Lynelle Paterson left the meeting.

RESOLUTION 2025/530

Moved: Cr Danita Potter

Seconded: Cr Heath Sander

That Council moves out of Closed Council into Open Council at 5.15pm.

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

Against: Nil

CARRIED 7/0

16.1 QUOTE SBRCQ 24/25_ 10 REPLACE WATER TRUCKS 2025 & 2026

RESOLUTION 2025/531

Moved: Cr Danita Potter

Seconded: Cr Heath Sander

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 HeitAgainst: Nil**CARRIED 7/0**

RESOLUTION 2025/532

Moved: Cr Heath Sander

Seconded: Cr Linda Little

That South Burnett Regional Council purchase from Daimler Trucks Sunshine Coast, **Two (2) Fuso Shogun FV74 TTI Water Trucks for \$668,352.00 excluding GST**. The expected delivery date is approximately December 2025. This can change depending on units available at the time of order.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros HeitAgainst: Nil**CARRIED 7/0**

16.2 QUOTE SBRCQ 24/25_104 REPLACE SWEEPER TRUCK 2044

RESOLUTION 2025/533

Moved: Cr Heath Sander

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 HeitAgainst: Nil**CARRIED 7/0**

RESOLUTION 2025/534

Moved: Cr Heath Sander

Seconded: Cr Linda Little

That Council purchase from Mike Trace Engineering, one (1) Hino FG 1628 1700L 6.5m3 for \$425,373.93 excluding GST.

The expected delivery date is approximately December 2025. This can change depending on units available at the time of order.

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

Against: Nil

CARRIED 7/0

16.3 QUOTE SBRCQ 24/25_ 12 REPLACE TWO (2) MR TIPPER TRUCKS 2012 AND 2018

RESOLUTION 2025/535

Moved: Cr Deb Dennien

Seconded: Cr Jane Erkens

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 2025/536

Moved: Cr Heath Sander

Seconded: Cr Danita Potter

That South Burnett Regional Council purchase two Hino FH 1832 MR Tippers from Wideland Group Toowoomba for \$461,968.

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

Against: Nil

CARRIED 7/0

16.4 CLEANING CONTRACT FOR KINGAROY BUILDINGS AND FACILITIES

RESOLUTION 2025/537

Moved: Cr Linda Little

Seconded: Cr Deb Dennien

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 2025/538

Moved: Cr Ros Heit

Seconded: Cr Heath Sander

That South Burnett Regional Council:

1. Accept the submission from Cleanman Family Trust trading as Restore All Qld the preferred tender for Tender SBRCQ 2425_118; and
2. Council delegate to the Chief Executive Officer to negotiate the contract; and
3. Council allocate a budget of \$222,230.40 ex GST in the 2025/2026 budget.

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

Against: Nil

CARRIED 7/0

16.5 RSPCA OFFER TO COUNCIL TO PURCHASE STRANDED ASSETS LEFT AT SURRENDERED KINGAROY SITE

RESOLUTION 2025/539

Moved: Cr Jane Erkens

Seconded: Cr Deb Dennien

That South Burnett Regional Council delegate authority to the Chief Executive Officer to be appointed to negotiate the purchase of all or any of the stranded assets.

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

Against: Nil

CARRIED 7/0

16.6 SBRCQ 2425_100 PURCHASE AND REMOVAL OF SCRAP METAL

RESOLUTION 2025/540

Moved: Cr Linda Little

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 2025/541

Moved: Cr Ros Heit

Seconded: Cr Linda Little

That South Burnett Regional Council establish a three (3) year contract for the Purchase and Removal of Scrap Metal with Blue Dog Recycling Pty Ltd commencing 30th June 2025.

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

Against: Cr Danita Potter

CARRIED 6/1**16.7 HIVESVILLE AMNESTY FEES****RESOLUTION 2025/542**

Moved: Cr Heath Sander

Seconded: Cr Deb Dennien

1. That Council does not accede to waive any building or plumbing fees as part of the Hivesville Amnesty Project.
2. That Council delegate to the CEO the ability to progress Hivesville building and plumbing applications on approval of a suitable payment plan where applicable.

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

Against: Nil

CARRIED 7/0**16.8 CUSTOMER PHONE-CALLS, AFTER-HOURS CALLS AND LONE-WORKER MONITORING****RESOLUTION 2025/543**

Moved: Cr Linda Little

Seconded: Cr Heath Sander

That South Burnett Regional Council accept the preferred quote received by Oracle for the provision of after-hours call services and lone-worker monitoring services.

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

Against: Nil

CARRIED 7/0**17 CLOSURE OF MEETING**

The Meeting closed at 5.25pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 16 July 2025.

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CHAIRPERSON