

## Disclaimer

*The following copy of the Minutes of the meeting of the South Burnett Regional Council held on Wednesday 15 April 2026 are **UNCONFIRMED** and are supplied as a courtesy.*



**SOUTH BURNETT**  
**REGIONAL COUNCIL**

# MINUTES

**Ordinary Council Meeting**  
**Wednesday, 15 April 2026**

Unconfirmed

**Order Of Business**

<b>1</b>	<b>Opening</b> .....	<b>4</b>
<b>2</b>	<b>Leave of Absence / Apologies</b> .....	<b>4</b>
<b>3</b>	<b>Prayers</b> .....	<b>4</b>
<b>4</b>	<b>Acknowledgement of Traditional Owners</b> .....	<b>4</b>
<b>5</b>	<b>Declaration of Interest</b> .....	<b>4</b>
<b>6</b>	<b>Deputations/Petitions</b> .....	<b>5</b>
<b>7</b>	<b>Confirmation of Minutes of Previous Meeting</b> .....	<b>5</b>
7.1	Minutes of the Council Meeting held on 18 March 2026 .....	5
<b>8</b>	<b>Mayoral Minute</b> .....	<b>5</b>
<b>9</b>	<b>Notices of Motion</b> .....	<b>5</b>
	Nil	
<b>10</b>	<b>Councillor Divisional Updates</b> .....	<b>5</b>
<b>11</b>	<b>Business Outstanding</b> .....	<b>6</b>
11.1	Business Outstanding Table for Ordinary Council Meeting .....	6
<b>12</b>	<b>Executive Services</b> .....	<b>6</b>
12.1	Visit South Burnett (VSB) Update.....	6
12.2	Adoption of the South Burnett Regional Council Learning and Development Policy - Strategic013 .....	6
12.3	Adoption of the South Burnett Regional Council Prevention of Sexual Harassment Policy - Strategic061 .....	7
<b>13</b>	<b>Finance &amp; Liveability</b> .....	<b>7</b>
13.1	Monthly Financial Information - March 2026.....	7
13.1.1	Question on Notice - State Waste Levy Cost 2024/2025.....	7
13.2	Dog Registrations.....	8
13.3	Review of Regional Arts Development Fund Guidelines.....	9
13.4	Community Grants Round 2 - 2025/2026 Grant Applications .....	9
13.5	Adoption of RADF Round 2 2025 Grant Applications .....	9
13.6	SBRC Lease of the Shed behind Kingaroy Chamber of Commerce & Industry Inc (KCCI) Leased Building at 195 Kingaroy Street, Kingaroy (described as Lot 1 on RP133329).....	10
13.7	List of Correspondence Pending Completion of Assessment Report.....	11
13.8	Delegated Authority Reports (1 March 2026 to 31 March 2026).....	12
13.9	Development Permit for Material Change of Use for an Undefined Use (Battery Energy Storage System) and Reconfiguring a Lot - Lease Exceeding 10 Years at 397 Kingaroy Barkers Creek Road, Kingaroy (and described as Lot 5 on SP219361). The Applicant is M Renewables Australia Developments PTY LTD C/- RPS AAP Consulting Pty Ltd.....	12
13.10	Development Permit for a Reconfiguration of a Lot - Subdivision (1 Lot into 40 Lots) over three (3) stages plus two (2) new roads at Lysdale Road WONDAL (and described as Lot 59 on SP184725). Applicant: Stuart James Nicholson,	

	Cameron James Ansell and Sabrina Elise Ansell C/- Urban Planet Town Planning Consultants .....	12
	13.10.1 Question on Notice - Requests for subdivision .....	24
<b>14</b>	<b>Infrastructure .....</b>	<b>24</b>
	14.1 Renaming Mill Street, Brooklands .....	24
	14.2 Local Resilience Action Plan (LRAP).....	25
<b>15</b>	<b>Questions on Notice .....</b>	<b>25</b>
	15.1 Question on Notice - Undisclosed Amount - Contractual Arrangements.....	25
	15.2 Question on Notice - Washdown Bays .....	26
	15.3 Murgon Free Camp .....	26
<b>16</b>	<b>Information Section .....</b>	<b>27</b>
	Nil	
<b>17</b>	<b>Confidential Section .....</b>	<b>27</b>
	17.1 South Burnett Community Hospital Foundation Limited Board Meeting Minutes - 3 February 2026.....	29
	17.2 Wakka Wakka People #3 (Part C) and South Burnett Regional Council - Draft ILUA.....	29
	17.3 BIEDO Partnership Agreement .....	30
	17.4 Landfill threshold and diversion options.....	30
	17.5 Request for waiver of fees - Generation Funerals .....	31
	17.6 Sale of Land for Overdue Rates and Charges Report April 2026 .....	31
	17.7 Undetected Water Leak - Assessment 12627-00000-000 .....	32
	17.8 Transfer of land Jellicoe Street, Proston.....	32
	17.9 Trustee Permit to Occupy for Grazing Purposes - Lot 313 on CP FY509 .....	33
	17.10 Question on Notice - Length of Time Contractor Has Been in Place.....	33
<b>18</b>	<b>Closure of Meeting.....</b>	<b>33</b>

Unconfirmed

**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY  
ON WEDNESDAY, 15 APRIL 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), Rebecca Bayntun (Manager Customer Solutions), Jennifer Pointon (Manager Commercial Enterprises and Waste), James Darcy (Manager Technical Services and Fleet), Kimberley Donohue (Acting Manager Planning and Development), Brittani Jorgensen (Lease and Land Officer), Danielle Gribble (Executive Assistant).

**1 OPENING**

Mayor Kathy Duff opened the meeting at 9.06am.

**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**

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

**5 DECLARATION OF INTEREST**

During the meeting in accordance with S150EL and 150EM of the *Local Government Act 2009* Cr Heath Sander informed this meeting that he had a prescribed conflict of interest in relation to **15.1 Question on Notice - Undisclosed Amount - Contractual Arrangements** - The nature of his interest is due to him and a related party, being his partner Rowena Wessling under their company Sanders Bobcat, is listed in the attachment to provide contract services to Council. In accordance with S150EK of the *Local Government Act 2009*, Cr Heath Sander excluded himself from any meeting, discussion or communication in relation to making a decision on this matter he proposed to leave and stay away from the place where the meeting is being held while this matter is discussed and voted on.

**6 DEPUTATIONS/PETITIONS**

**PETITION – BLACKBUTT RSL**

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**RESOLUTION 2026/424**

Moved: Cr Jane Erkens

Seconded: Cr Linda Little

That the presentation and petition be received and a report be brought 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**

**7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**7.1 MINUTES OF THE COUNCIL MEETING HELD ON 18 MARCH 2026**

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**RESOLUTION 2026/425**

Moved: Cr Heath Sander

Seconded: Cr Linda Little

That the Minutes of the Council Meeting held on 18 March 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**

Mayor Kathy Duff acknowledged the service of our veterans and the coming ANZAC Day services.

**9 NOTICES OF MOTION**

Nil

**10 COUNCILLOR DIVISIONAL UPDATES**

The Mayor and Councillors provided an update on their divisions.

**Attendance**

At 9.57am Rebecca Bayntun joined the meeting.

**11 BUSINESS OUTSTANDING**

**11.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING**

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**RESOLUTION 2026/426**

Moved: Cr Ros Heit  
 Seconded: Cr Deb Dennien

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 VISIT SOUTH BURNETT (VSB) UPDATE**

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**RESOLUTION 2026/427**

Moved: Cr Jane Erkens  
 Seconded: Cr Ros Heit

That South Burnett Regional Council receive the VSB Partnership 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**

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

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**RESOLUTION 2026/428**

Moved: Cr Danita Potter  
 Seconded: Cr Ros Heit

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**

**12.3 ADOPTION OF THE SOUTH BURNETT REGIONAL COUNCIL PREVENTION OF SEXUAL HARASSMENT POLICY - STRATEGIC061**

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**RESOLUTION 2026/429**

Moved: Cr Linda Little  
 Seconded: Cr Deb Dennien

That the South Burnett Regional Council Prevention of Sexual Harassment – Strategic061 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 - MARCH 2026**

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**RESOLUTION 2026/430**

Moved: Cr Danita Potter  
 Seconded: Cr Linda Little

That the monthly Financial Report including capital works program as at 31<sup>st</sup> March 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**

**13.1.1 QUESTION ON NOTICE - STATE WASTE LEVY COST 2024/2025**

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Question on notice from Cr Jane Erkens:

What was the value of the state waste levy in the previous year from the State Government to Council and how much did we pay back to the State Government?

**ADJOURN MORNING TEA**

**RESOLUTION 2026/431**

Moved: Cr Jane Erkens  
 Seconded: Cr Danita Potter

That the meeting adjourn for morning tea at 10.30am. During the adjournment a Citizenship ceremony was held for 18 conferees.

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 2026/432**

Moved: Cr Ros Heit  
 Seconded: Cr Deb Dennien

That the meeting resume at 11.22am.

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 11.22am Aaron Meehan left the meeting.  
 At 11.22am Rebecca Bayntun returned to the meeting.

**13.2 DOG REGISTRATIONS**

**RESOLUTION 2026/433**

Moved: Cr Ros Heit  
 Seconded: Cr Deb Dennien

That South Burnett Regional Council approve a Systematic Inspection Program for properties within the South Burnett Regional Council's jurisdiction in accordance with section 113 of the *Animal Management (Cats and Dogs) Act 2008* to monitor compliance with the requirements of the *Animal Management (Cats and Dogs) Act 2008*, more specifically the requirement to register dogs.

The properties to be included in the Systematic Inspection Program are potentially all properties in the South Burnett Area where current records indicate that dog registration fees have not been paid.

The Systematic Inspection Program will be conducted between the hours of 8.00am and 5.00pm Monday to Friday, commencing on Monday 4 May 2026 and concluding on Tuesday 14 July 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 11.26am Aaron Meehan returned to the meeting.  
 At 11.26am Kim Donohue joined the meeting.

**13.3 REVIEW OF REGIONAL ARTS DEVELOPMENT FUND GUIDELINES**

**RESOLUTION 2026/434**

Moved: Cr Danita Potter  
 Seconded: Cr Jane Erkens

That the South Burnett Regional Council approve as presented, the Regional Arts Development Fund Guidelines.

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

Against: Nil

**CARRIED 7/0**

**13.4 COMMUNITY GRANTS ROUND 2 - 2025/2026 GRANT APPLICATIONS**

**RESOLUTION 2026/435**

Moved: Cr Ros Heit  
 Seconded: Cr Danita Potter

That South Burnett Regional Council note the approved applications for the Community Grants Program Round 2 – 2025/26.

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 11.31am Vanessa Gwasira joined the meeting.  
 At 11.32am Basanta Magar joined the meeting.

**13.5 ADOPTION OF RADF ROUND 2 2025 GRANT APPLICATIONS**

**RESOLUTION 2026/436**

Moved: Cr Danita Potter  
 Seconded: Cr Deb Dennien

That South Burnett Regional Council endorse the minutes of the Arts, Culture and Heritage Advisory Committee meeting of 26 March and approve RADF grant funding in accordance with the recommendations made.

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

Against: Nil

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**CARRIED 7/0****Attendance**

At 11.51am James D'Arcy joined the meeting.

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**13.6 SBRC LEASE OF THE SHED BEHIND KINGAROY CHAMBER OF COMMERCE & INDUSTRY INC (KCCI) LEASED BUILDING AT 195 KINGAROY STREET, KINGAROY (DESCRIBED AS LOT 1 ON RP133329)**

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**MOTION**

Moved: Cr Danita Potter

Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. In accordance with *Local Government Regulation 2012* section 236(1)(b)(ii), disposes of a valuable non-current asset other than by way of tender or auction, to a community organisation, by entering into a lease with The Lions Club of Taabinga Inc for the shed located behind the Kingaroy Chamber of Commerce & Industry Inc (KCCI) leased office building, being part of Lot 1 on RP133329, for a term of ten (10) years with no options to renew.
  2. Delegates to the Chief Executive Officer the power to negotiate, finalise and execute the lease on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.
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**MOTION**

Moved: Cr Heath Sander

Seconded: Cr Jane Erkens

That the matter be laid on the table.

In Favour: Crs Jane Erkens, Heath Sander and Ros Heit

Against: Crs Kathy Duff, Linda Little, Danita Potter and Deb Dennien

**LOST 3/4**

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**AMENDMENT**

Moved: Cr Jane Erkens

Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. In accordance with *Local Government Regulation 2012* section 236(1)(b)(ii), disposes of a valuable non-current asset other than by way of tender or auction, to a community organisation, by entering into a lease with The Lions Club of Taabinga Inc for the shed located behind the Kingaroy Chamber of Commerce & Industry Inc (KCCI) leased office building, being part of Lot 1 on RP133329, for a term of three (3) years with no option to renew.
2. Delegates to the Chief Executive Officer the power to negotiate, finalise and execute the lease on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council.

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

Against: Cr Danita Potter

**CARRIED 6/1**

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**THE AMENDMENT BECAME THE MOTION**

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**RESOLUTION 2026/437**

Moved: Cr Jane Erkens  
 Seconded: Cr Ros Heit

That the motion be put.

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

Against: Nil

**CARRIED 7/0**

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**RESOLUTION 2026/438**

Moved: Cr Danita Potter  
 Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. In accordance with *Local Government Regulation 2012* section 236(1)(b)(ii), disposes of a valuable non-current asset other than by way of tender or auction, to a community organisation, by entering into a lease with The Lions Club of Taabinga Inc for the shed located behind the Kingaroy Chamber of Commerce & Industry Inc (KCCI) leased office building, being part of Lot 1 on RP133329, for a term of three (3) years with no option to renew.
2. Delegates to the Chief Executive Officer the power to negotiate, finalise and execute the lease 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**

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**Attendance**

At 11.59am Rebecca Bayntun left the meeting.

**13.7 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT**

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**RESOLUTION 2026/439**

Moved: Cr Danita Potter  
 Seconded: Cr Deb Dennien

That the List of Correspondence pending completion of Assessment Report as at 7 April 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**

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**13.8 DELEGATED AUTHORITY REPORTS (1 MARCH 2026 TO 31 MARCH 2026)**

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**RESOLUTION 2026/440**

Moved: Cr Ros Heit  
 Seconded: Cr Deb Dennien

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

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

Against: Nil

**CARRIED 7/0**

**13.9 DEVELOPMENT PERMIT FOR MATERIAL CHANGE OF USE FOR AN UNDEFINED USE (BATTERY ENERGY STORAGE SYSTEM) AND RECONFIGURING A LOT - LEASE EXCEEDING 10 YEARS AT 397 KINGAROY BARKERS CREEK ROAD, KINGAROY (AND DESCRIBED AS LOT 5 ON SP219361). THE APPLICANT IS M RENEWABLES AUSTRALIA DEVELOPMENTS PTY LTD C/- RPS AAP CONSULTING PTY LTD**

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**RESOLUTION 2026/441**

Moved: Cr Ros Heit  
 Seconded: Cr Deb Dennien

That the matter lay on the table pending seeking an extension from the applicant.

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

Against: Nil

**CARRIED 7/0**

**13.10 DEVELOPMENT PERMIT FOR A RECONFIGURATION OF A LOT - SUBDIVISION (1 LOT INTO 40 LOTS) OVER THREE (3) STAGES PLUS TWO (2) NEW ROADS AT LYSDALE ROAD WONDAI (AND DESCRIBED AS LOT 59 ON SP184725). APPLICANT: STUART JAMES NICHOLSON, CAMERON JAMES ANSELL AND SABRINA ELISE ANSELL C/- URBAN PLANET TOWN PLANNING CONSULTANTS**

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**RESOLUTION 2026/442**

Moved: Cr Heath Sander  
 Seconded: Cr Jane Erkens

The application for a Development Permit for Reconfiguring a Lot - Subdivision (1 Lot into 40 Lots) Over Three (3) Stages plus Two (2) New Roads at Lysdale Road, Wondai (and described as Lot 59 on SP184725), be approved subject to the following conditions and recommendations as amended with ENG 19 and the renumbering of any following conditions.

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**ASSESSMENT MANAGER CONDITIONS**

**GENERAL**

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

Drawing No.	Drawing Title	Prepared By	Rev	Date
LYS-01	Proposal Plan - Overview	–	1	02/12/2025
LYS-02	General Layout and staging	–	1	02/12/2025
LYS-02A	Lot Dimension Overview	–	0	02/12/2025
LYS-02B	Lot Dimensions	–	0	02/12/2025
LYS-02C	Lot Dimensions	–	0	02/12/2025
LYS-02D	Lot Dimensions	–	0	02/12/2025
LYS-02E	Lot Dimensions	–	0	02/12/2025
LYS-03	Intersection, Corver & Cul De Sac Details	–	1	02/12/2025
LYS-03A	Road Network Concept	–	0	02/12/2025
LYS-04	Ecological Notes	–	1	02/12/2025
LYS-05	Stormwater Concept	–	1	02/12/2025
LYS-06	Building Constraints and Envelopes	–	1	02/12/2025
LYS-07	On-site Sewerage Facilities	–	1	02/12/2025
LYS-08	Electrical & Communications Services Report	–	1	02/12/2025
LYS-08	Water Services Concept	–	1	02/12/2025

**Approved Document**

Document No.	Document Title	Prepared By	Rev	Date
7-50-30	Bushfire Assessment Management Plan	Ecosystems Management Pty Ltd	1.0	15/08/2025
7-50-30_1	BAL Assessment Report	Ecosystems Management Pty Ltd	1.0	12/09/2025
–	Ecological Assessment Report	Trend Environmental Consultants	–	September 2025
–	Preliminary Stormwater Management Report	ATC Consulting Engineers	3	29/09/2025
SBRC47.8	Water Network Analysis	Morris Water	1	10/10/2025

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.

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- 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.
- GEN3. Dust prevention measures are to be undertaken to ensure that dust does not cause a nuisance to occupiers or adjacent premises, during and after construction.
- GEN4. The Applicant is required to maintain the site in a clean and orderly state at all times, clearing of declared weeds and feral animals.

### VEGETATION BUFFER

- GEN5. The development must be carried out in accordance with the 'Building Constraints and Envelopes' plan dated 02/12/2025 (Drawing Number LYS-06 Rev. 2) as referenced at GEN1 of this conditions package. A vegetation buffer along the western boundary of Proposed Lot 29, 33, 34, 35 and 36, noting the following:
- Twenty (20) metres wide in accordance with Council's Planting Guidelines and Branching Out Guide;
  - Consisting of at least two offset rows of trees;
  - Indicates the location and spacing of proposed trees and shrubs;
  - Includes a list of tree and shrub species to be planted; and
  - Includes details about how the vegetated buffer will be maintained.

**Comment:** Tree selection, buffer requirements, how the plantings are placed and spaced, irrigated and post planting care are to be in accordance with Council's Planting Guidelines and Branching Out Guide.

- GEN6. At the time of sealing the survey plan the applicant shall provide written confirmation that the planted landscaped vegetated buffer complies with Council's Branching Out Guide and the planted landscaping on site which includes:
- The extent of the buffer;
  - The location and spacing of proposed and any existing trees and shrubs;
  - A list of tree and shrub species to be planted; and
  - Details about how the buffer will be maintained.

### COMPLIANCE

- GEN7. 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

- GEN8. 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

- GEN9. 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.

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**ENVIRONMENT (BIODIVERSITY MANAGEMENT)**

- GEN10. The development must be carried out in accordance with the Approved *Ecological Assessment Report* (EAR) prepared by *Trend Environmental Consultants* as referenced at GEN1 of this conditions package and noting the following:  
At all times, Applicant is to ensure the development is carried out in accordance with the approved Ecological Assessment Report as referenced in Condition 1, including:
- Subdivision layout to be in accordance with the approved plan 'Ecological Notes' (Drawing Number LYS-04 Rev. 1);  
**Timing** – Prior to sealing of the survey plan.
  - Subdivision works to be carried out in accordance with recommendations in Table 11 of Section 5.3 of the EAR (where relevant to Reconfiguring a Lot);  
**Timing** – Prior to sealing of the survey plan.
  - Development to be carried out in accordance with recommendations in Table 11 of Section 5.3 of the EAR (where relevant to future development);  
**Timing** – Prior to the issue of a Building Approval for a Future Dwelling on the proposed lots.
  - All future purchasers of the subject lots to be notified of ecological management requirements at time of sale and/or other method of disposal.

Provide certification to Council from an accredited ecologist professional which certifies that subdivisional works have been constructed in accordance with the ecological management conditions of this Development Approval.

**Timing** – Prior to sealing of the survey plan unless otherwise stated.

**ENVIRONMENT (BUSHFIRE MANAGEMENT)**

- GEN11. The development must be carried out in accordance with the Approved *Bushfire Hazard Assessment* (BHA) prepared by *Ecosystems Management (Aust) Pty Ltd* as referenced at GEN1 of this conditions package and noting the following:
- Subdivision layout to be in accordance with the approved plan 'Proposal Plan Overview' (Drawing Number LYS-01 Rev. 1);  
**Timing** – Prior to sealing of the survey plan.
  - Subdivision works to be carried out in accordance with recommendations in Section 5.1 of the BMP (where relevant to Reconfiguring a Lot);  
**Timing** – Prior to sealing of the survey plan.
  - All lots are to retain or install access and egress in accordance with outcomes specified in Section 5.1 of the BHA; and  
**Timing** – Prior to sealing of the survey plan.
  - All future purchasers of the subject lots to be notified of bushfire management requirements at time of sale and/or other method of disposal.

Provide certification to Council from an accredited bushfire professional which certifies that subdivisional works have been constructed in accordance with the bushfire management conditions of this Development Approval.

**Timing:** Prior to sealing of the Survey Plan unless otherwise stated.

**VALIDITY OF BUSHFIRE MANAGEMENT REPORT**

- BMR1. Prior to sealing of the survey plan provide written evidence from an accredited bushfire professional that the approved Bushfire Management Report (BMR) and its recommendations are current and in accordance with the BMR disclaimer.

**Timing:** As indicated.

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**STAGED DEVELOPMENT – RAL**

- RAL1. The currency period for this development approval for reconfiguring a lot is six (6) years after the development approval starts to have effect. The development approval will lapse unless the Survey Plan for Stage 1 of the development required to be given to Council for approval is provided within this period.
- RAL2. All stages must be completed within six (6) years of the development approval starting to have effect.
- RAL3. Staging of the development is to occur in accordance with the staging indicated on the Approved Plan subject to and modified by any conditions of this Development Approval.
- RAL4. Stages must be completed in sequential order (i.e. Stage 1 must be completed before Stage 2) as identified on the Approved Plan or may be combined and carried out at one time, subject to all conditions applicable to the relevant stages being complied with.

**LAPSE OF STAGED DEVELOPMENT STAGED APPROVAL**

- RAL5. The development approval will also lapse if the survey plans for the remaining stages i.e., Stage 2 required to be given to Council for approval are not provided within six (6) years after the development approval starts to have effect.

**SURVEY PLAN ENDORSEMENT**

- RAL6. Lodgement of Survey Plan Endorsement must include the following:
- Completion of Council's Request - Approving Plan of Subdivision, Related Plans or Documents, Compliance with Conditions of Approval Form;
  - All survey marks in their correct position in accordance with the Survey Plan;
  - A compliance report demonstrating compliance with all associated Development Permit(s);
  - One copy of the Survey Plan, easement documentation each fully executed for the lodgement with the Titles Office;
  - Payment of any outstanding rates and charges in accordance with Schedule 18, Item 2(1)(c) of the Planning Regulation 2017; and
  - 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**

- RAL7. 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 Council sealing the Plan of Survey. The contribution is currently assessed at \$55.00 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.

**ALL STAGES****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.

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- 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 stormwater management generally in accordance with the Preliminary Stormwater Management Report prepared by ATC Consulting Engineers, Version 3.0, dated 29/09/2025, subject to detailed design and except as altered by conditions of this development approval.
- ENG7. 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.
- ENG8. 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).
- ENG9. 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**

- ENG10. Connect each lot to Council's reticulated water supply system as per Council's standards.
- 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.

#### **VEHICLE ACCESS**

- ENG12. Design and construct an access for each lot in accordance with Council's Standard Drawing No. 00049.

**Comment:** Accesses should be located at the Western or Southern end of the Lot frontages to encourage passive solar house design.

- ENG13. 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).

#### **STREET SIGNS AND LINE MARKING**

- ENG14. Obtain written approval from Council for any works involving the removal or relocation of existing Council traffic signs prior to commencement of works.
- ENG15. Install and/or relocate any street signs and/or line marking in accordance with the Manual of Uniform Traffic Control Device (MUTCD). Install new or relocated signage using the V-Lok installation system.
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ENG16. Provide all new signage with Class 1 retro-reflective material in accordance with Australian Standard 1743 - Road Signs - Specification.

#### **ROADWORKS AND PEDESTRIAN SAFETY**

ENG17. Install signage for all works on or near roadways in accordance with the "Manual for Uniform Traffic Control Devices – Part 3, Works on Roads".

ENG18. Submit to Council, an application for any road or lane closures and ensure all conditions of that approval are complied with during construction of the works.

ENG19. Maintain safe pedestrian access along Council's footpaths at all times.

#### **TELECOMMUNICATION**

ENG20. Provide telecommunication services to each lot in accordance with the standards and requirements of the relevant service provider.

#### **ELECTRICITY**

ENG21. Provide electricity supply to all lots within the development to comply with Ergon Energy's requirements.

ENG22. Submit to Council, written confirmation from an electricity provider that an agreement has been made for the supply of electricity.

#### **STREET LIGHTING**

ENG23. Design and install street lighting to the full frontage of the site in accordance with AS/NZS1158 and the road classifications contained within this approval. Submit to Council, street light design plans showing the proposed public lighting system for Council's endorsement.

ENG24. Enter into an agreement with an electricity supplier to provide a public lighting system in accordance with the lighting design plans as required by the previous condition. Submit to Council, written confirmation from an electricity provider that an agreement has been made to provide a public lighting system.

#### **EARTHWORKS - GENERAL**

ENG25. Undertake earthworks in accordance with the provisions of AS3798 Guidelines on Earthworks for Commercial and Residential Developments.

ENG26. Ensure that each lot is self-draining.

#### **EROSION AND SEDIMENT CONTROL - GENERAL**

ENG27. 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.

ENG28. 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.

#### **EASEMENTS**

ENG29. Lodge for registration at the office of the Land Registry, the following easement(s):

- a. a stormwater drainage easement having a minimum width 3 metres/as shown on the approved plan(s) of development] or as determined in any approval for Operational Work, whichever is the greater, to the benefit of Council, that includes:
    - i. all stormwater overland flow paths traversing the land;
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- ii. any stormwater main existing or proposed to traverse the land centrally located within the easement;
- iii. any stormwater main existing or proposed to traverse the downstream land to an agreed lawful point of discharge centrally located within the easement; and
- iv. all stormwater overland flow paths downstream from the land to an agreed lawful point of discharge.

ENG30. The restrictions imposed (non-permanent fixtures) on the property within the drainage easement, will include:

- a. a building (habitable or not), regardless of size;
- b. a bridge or culvert;
- c. a tower, mast, pillar, or post;
- d. a wall or a fence (other than a dividing fence);
- e. a shipping container or similar object;
- f. a sculpture or statue;
- g. a viaduct, railway line, roadway or path;
- h. a swimming pool or a tank; or
- i. anything else that may be reasonably characterised as a structure when placed upon land (whether by affixation or by resting upon its own weight).

#### LAND DEDICATION

ENG31. Dedicate, at no cost to Council, land shown on the approved plan of development identified as follows:

- i. land identified as road must be dedicated as road reserve;
- ii. a 6 metre radius, 3 chord truncation on the corners; and
- iii. land identified as drainage must be dedicated as drainage reserve.

#### STAGE 1

##### WATER – EXTENSION

ENG32. Design and construct a 150mm diameter extension from the intersection of Hustons Road and Hines Road to service stage 1 generally in accordance with Water Network Analysis, prepared by Morris Water, Version 1, dated 16/10/2025.

**Comment:** This condition is imposed pursuant to Section 145 of the *Planning Act 2016*.

ENG33. Install fire hydrant valves to ensure that all allotments are within a distance of 40 metres of the nearest fire hydrant.

ENG34. Provide isolation valves, hydrant markers and RPMs in accordance with WSAA Codes and Council Standards.

ENG35. Design and construct all works in accordance with Council's requirements as set out in the WBBUWA Design and Construction Code and relevant development standards used by Council.

ENG36. Submit to Council, the written consent from the property owner where such works require entry onto adjoining land prior to Council's approval of Operational Work.

##### ROADWORKS – ROAD WIDENING

ENG37. Design and construct Hustons Road from the intersection of Slaters Road to the development boundary in accordance with SBRC Planning Scheme Policy SC6.2 PSP1 – Design and Construction Standards Table SC6.2.3, relevant Austroads Standards, and more specifically, include the following:

- a. Pavement widening of the existing bitumen to a 6m wide gravel pavement and a double/double bitumen seal;

- b. provision for stormwater drainage, line marking, tapers to existing/new road pavements, signage, street lighting associated with the required road works and road reserve transitions between existing and proposed roads.

**Comment:** This condition is imposed pursuant to Section 145 of the *Planning Act 2016*.

**ROADWORKS – INTERNAL/NEW ROADS**

ENG38. Design and construct the new roads identified as New Street 1 and New Street 2 on proposed plan/s of development for Stage 1, in accordance SBRC Planning Scheme Policy SC6.2 PSP1 – Design and Construction Standards Table SC6.2.3, relevant Austroads Standards, and more specifically, include the following:

- a. A prime and double/double seal;
- b. provision for stormwater drainage, line marking, tapers to existing/new road pavements, signage, street lighting associated with the required road works and road reserve transitions between existing and proposed roads;

**Comment:** This condition is imposed pursuant to Section 145 of the *Planning Act 2016*.

ENG39. Construct a temporary gravelled surfaced turnaround to accommodate the turning movements of Council's refuse collection vehicle (HRV) at stage boundaries, with a length greater than a single lot frontage.

**PERMANENT SURVEY MARKS**

ENG40. Install one permanent survey marks (PSM) and connect to Australian Height Datum. Ensure that the PSMs are located and installed in accordance with the Survey and Mapping Infrastructure Act 2003.

**Timing:** Prior to Council's endorsement of the Plan of Survey for the applicable stage.

**STAGE 2**

**WATER – EXTENSION**

ENG41. Design and construct a 150mm diameter extension to service Stage 2 generally in accordance with Water Network Analysis, prepared by Morris Water, Version 1, dated 16/10/2025.

**Comment:** This condition is imposed pursuant to Section 145 of the *Planning Act 2016*.

ENG42. Install fire hydrant valves to ensure that all allotments are within a distance of 40 metres of the nearest hydrant.

ENG43. Provide isolation valves, hydrant markers and RPMs in accordance with WSAA Codes and Council's standards.

ENG44. Design and construct all works in accordance with Council's requirements as set out in the WBBUWA Design and Construction Code and relevant development standards used by Council.

ENG45. Submit to Council, the written consent from the property owner where such works require entry onto adjoining land prior to Council's approval of Operational Work.

**ROADWORKS - INTERNAL/NEW ROADS**

ENG46. Design and construct the new roads identified as New Street 1 and New Street 2 on proposed plan/s of development for Stage 1, in accordance SBRC Planning Scheme Policy SC6.2 PSP1 – Design and Construction Standards Table SC6.2.3, relevant Austroads Standards, and more specifically, include the following:

- a. a prime and double/double seal;

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- b. provision for stormwater drainage, line marking, tapers to existing/new road pavements, signage, street lighting associated with the required road works and road reserve transitions between existing and proposed roads;
  - c. cul-de-sac ends with a minimum 9 metre radius to the bulb end and a minimum 18 metre approach curve, all measured to the invert of kerb and channel and designed in accordance with the requirements of the applicable Planning Scheme and Council's adopted standards.

**Comment:** This condition is imposed pursuant to Section 145 of the *Planning Act 2016*.

### STAGE 3

#### WATER – EXTENSION

ENG47. Design and construct a 150mm diameter extension to service Stage 3 generally in accordance with Water Network Analysis, prepared by Morris Water, Version 1, dated 16/10/2025.

**Comment:** This condition is imposed pursuant to Section 145 of the *Planning Act 2016*.

ENG48. Install fire hydrant valves to ensure that all allotments are within a distance of 40 metres of the nearest hydrant.

ENG49. Provide isolation valves, hydrant markers and RPMs in accordance with WSAA Codes and Council's standards.

ENG50. Design and construct all works in accordance with Council's requirements as set out in the WBBUWA Design and Construction Code and relevant development standards used by Council.

ENG51. Submit to Council, the written consent from the property owner where such works require entry onto adjoining land prior to Council's approval of Operational Work.

#### VEHICLE ACCESS – REAR ACCESS LOTS

ENG52. Construct a driveway of 100mm compacted gravel with a minimum width of 4m along the full length of the access handle providing access to proposed rear access lots.

ENG53. Design and construct all services along the full length of the access strip.

ENG54. 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).

#### ROADWORKS - INTERNAL/NEW ROADS

ENG55. Design and construct the new roads identified as New Street 1 on proposed plan/s of development for Stage 3, in accordance SBRC Planning Scheme Policy SC6.2 PSP1 – Design and Construction Standards Table SC6.2.3, relevant Austroads Standards, and more specifically, include the following:

- a. a prime and double/double seal;
  - b. provision for stormwater drainage, line marking, tapers to existing/new road pavements, signage, street lighting associated with the required road works and road reserve transitions between existing and proposed roads;
  - c. cul-de-sac ends with a minimum 9 metre radius to the bulb end and a minimum 18 metre approach curve, all measured to the invert of kerb and channel and designed
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in accordance with the requirements of the applicable Planning Scheme and Council's adopted standards.

**Comment:** This condition is imposed pursuant to Section 145 of the *Planning Act 2016*.

### **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 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 2027.

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

### **FUTURE DWELLING HOUSES AND BUSHFIRE MANAGEMENT**

ADV6. All future Dwellings should be designed and constructed to meet the prevailing standards to ensure suitable Bushfire Attack Levels (BALs). Although the bushfire risk appears to be low in accordance with SBRC overlay mapping, bushfire risk to built assets should be effectively managed/addressed at design and construction phase of future dwellings through the following:

- National Construction Code; and
- Australian Standard Construction of Buildings in Bushfire Prone Areas (AS3050:2018); and
- Ongoing vegetation management.

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**ON-SITE WASTEWATER DISPOSAL**

ADV7. Future Dwellings must be connected to an on-site wastewater disposal system, in accordance with *AS1547:2012 On-site domestic wastewater management*, 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.

**VEGETATION CLEARANCE**

ADV6. It is incumbent upon the developer and future owners of all lots to ensure that the clearance of on-site vegetation can be undertaken in accordance with the provisions of the *Vegetation Management Act 1999*, the *Vegetation Management Regulation 2012*, the *Planning Act 2016* and the *Planning Regulation 2017*. These regulations permit the clearance of high value regrowth vegetation of State significance in some instances as 'exempt clearing work'.

For further information on the vegetation management framework:  
Phone 135VEG (135 834);  
Email [vegetation@resources.qld.gov.au](mailto:vegetation@resources.qld.gov.au); or  
Visit <https://www.resources.qld.gov.au/?contact=vegetation> to submit an online enquiry.

**FUTURE DWELLING HOUSES AND BUSHFIRE MANAGEMENT**

ADV7. All future buildings should be designed and constructed to meet the prevailing standards to ensure suitable Bushfire Attack Levels (BALs). In accordance with the Bushfire Hazard Assessment (as referenced at GEN1 of this conditions package). However, bushfire risk to built assets can be effectively managed/addressed at design and construction phase of the project through the following:

- National Construction Code; and
- Australian Standard Construction of Buildings in Bushfire Prone Areas (AS3050-2018); and
- Ongoing vegetation management.

ADV8. This bushfire management plan will be noted on Council's rates search system and will hence be discoverable information.

**PROPERTY NOTE**

PN1. The approved Bushfire Hazard Assessment Report concludes the proposed development presents a low bushfire risk subject to the recommended mitigation measures. Future dwellings are to be designed and sited in accordance with that report.

PN2. In accordance with the approved Ecological Assessment Report (as referenced at GEN1 of this conditions package). Future dwellings on all lots are required to be located within the located Building Location Envelope's (BLE's).

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

**Against:** Nil

**CARRIED 7/0**

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**13.10.1 QUESTION ON NOTICE - REQUESTS FOR SUBDIVISION**

Question on notice from Cr Ros Heit:

How many requests have Council received to divide blocks down to (1) one acre in rural residential zones?

**Attendance**

At 12.28pm Kim Donohue left the meeting.

At 12.28pm Basanta Magar left the meeting.

At 12.28pm Vanessa Gwasira left the meeting.

**14 INFRASTRUCTURE**

**14.1 RENAMING MILL STREET, BROOKLANDS**

**RESOLUTION 2026/443**

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 2026/444**

Moved: Cr Linda Little

Seconded: Cr Deb Dennien

That South Burnett Regional Council:

1. Rename the start of Mill Street to Old Station Road (Kingaroy Cooyar Road to the intersection of the Mill Street Road Reserve); and;
2. The unformed unmaintained reserve continues to be known as Mill Street.

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 LOCAL RESILIENCE ACTION PLAN (LRAP)**

**RESOLUTION 2026/445**

Moved: Cr Danita Potter

Seconded: Cr Jane Erkens

That South Burnett Regional Council

1. endorse the current Local Resilience Action Plan (LRAP) as amended and adopt initial priorities for submission to the Queensland Reconstruction Authority.
2. Delegate to the CEO to apply any cost amendments.

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 12.43pm Cr Heath Sander informed the meeting of a prescribed conflict of interest in relation to Item **15.1 Question on Notice – Undisclosed Amount – Contractual Arrangements** 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

At 12.44pm James D’Arcy left the meeting.

**15 QUESTIONS ON NOTICE**

**15.1 QUESTION ON NOTICE - UNDISCLOSED AMOUNT - CONTRACTUAL ARRANGEMENTS**

**RESOLUTION 2026/446**

Moved: Cr Danita Potter

Seconded: Cr Linda Little

That

1. the response to the question regarding the undisclosed amount on the contractual arrangements report raised by Councillor Danita Potter be received and noted.
2. the ongoing amount is reported quarterly.

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

Against: Nil

**CARRIED 6/0**

**Attendance**

At 12.45 pm Cr Heath Sander returned to the meeting.

**15.2 QUESTION ON NOTICE - WASHDOWN BAYS**

**RESOLUTION 2026/447**

Moved: Cr Heath Sander

Seconded: Cr Linda Little

That the response to the question regarding washdown bays 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**

**15.3 MURGON FREE CAMP**

**RESOLUTION 2026/448**

Moved: Cr Heath Sander

Seconded: Cr Danita Potter

That the response to the question regarding the legal review for the Deborah Ross deputation regarding Murgon free camp 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**

**ADJOURN FOR LUNCH**

**RESOLUTION 2026/449**

Moved: Cr Ros Heit

Seconded: Cr Deb Dennien

That the meeting adjourn for lunch at 12.47pm.

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

Against: Nil

**CARRIED 7/0**

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**RESUME MEETING**

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**RESOLUTION 2026/450**

Moved: Cr Linda Little

Seconded: Cr Ros Heit

That the meeting resume at 2.05pm.

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

Against: Nil

**CARRIED 7/0****16 INFORMATION SECTION**

Nil

**Attendance**

At 2.11pm Jennifer Pointon joined the meeting.

At 2.32pm Sally Hancock left the meeting.

At 2.32pm Aaron Meehan left the meeting.

At 2.34pm Aaron Meehan returned to the meeting.

At 3.14pm Aaron Meehan left the meeting.

At 3.15pm Aaron Meehan returned to the meeting.

At 3.17pm Rebecca Bayntun returned to the meeting.

At 3.17pm Brittani Jorgensen joined the meeting.

**17 CONFIDENTIAL SECTION**

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**RESOLUTION 2026/451**

Moved: Cr Danita Potter

Seconded: Cr Linda Little

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 - 3 February 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 Wakka Wakka People #3 (Part C) and South Burnett Regional Council - Draft ILUA**

This matter is considered to be confidential under Section 254J - e and 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 legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government and a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State..

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**17.3 BIEDO Partnership Agreement**

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.

**17.4 Landfill threshold and diversion options**

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 Request for waiver of fees - Generation Funerals**

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.

**17.6 Sale of Land for Overdue Rates and Charges Report April 2026**

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..

**17.7 Undetected Water Leak - Assessment 12627-00000-000**

This matter is considered to be confidential under Section 254J - d 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 rating concessions.

**17.8 Transfer of land Jellicoe Street, Proston**

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.

**17.9 Trustee Permit to Occupy for Grazing Purposes - Lot 313 on CP FY509**

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.

**17.10 Question on Notice - Length of Time Contractor Has Been in Place**

This matter is considered to be confidential under Section 254J - b 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 industrial matters affecting employees.

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

Against: Nil

**CARRIED 7/0**

**RESOLUTION 2026/452**

Moved: Cr Danita Potter  
 Seconded: Cr Linda Little

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**

**17.1 SOUTH BURNETT COMMUNITY HOSPITAL FOUNDATION LIMITED BOARD MEETING MINUTES - 3 FEBRUARY 2026**

**RESOLUTION 2026/453**

Moved: Cr Jane Erkens  
 Seconded: Cr Ros Heit

That the report on South Burnett Community Hospital Foundation Limited Board meeting minutes 3 February 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 WAKKA WAKKA PEOPLE #3 (PART C) AND SOUTH BURNETT REGIONAL COUNCIL - DRAFT ILUA**

**RESOLUTION 2026/454**

Moved: Cr Ros Heit  
 Seconded: Cr Danita Potter

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**

**17.3 BIEDO PARTNERSHIP AGREEMENT**

**RESOLUTION 2026/455**

Moved: Cr Jane Erkens  
 Seconded: Cr Danita Potter

That South Burnett Regional Council formally advise Burnett Inland Economic Development Organisation Inc of the adjustment of the partnership agreement and continue negotiations.

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

Against: Nil

**CARRIED 7/0**

**17.4 LANDFILL THRESHOLD AND DIVERSION OPTIONS**

**RESOLUTION 2026/456**

Moved: Cr Danita Potter  
 Seconded: Cr Ros Heit

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 2026/457**

Moved: Cr Linda Little  
 Seconded: Cr Heath Sander

That the report 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**

**17.5 REQUEST FOR WAIVER OF FEES - GENERATION FUNERALS**

**RESOLUTION 2026/458**

Moved: Cr Heath Sander

Seconded: Cr Deb Dennien

That South Burnett Regional Council does not accede to waiving of legal fees and interest on outstanding debtor fees, and will pursue all outstanding debts through all available legal avenues.

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

Against: Nil

**CARRIED 7/0**

**17.6 SALE OF LAND FOR OVERDUE RATES AND CHARGES REPORT APRIL 2026**

**RESOLUTION 2026/459**

Moved: Cr Linda Little

Seconded: Cr Jane Erkens

1. That pursuant to *section 140 (2)* of the *Local Government Regulation 2012*, the South Burnett Regional Council resolves to sell the land described below in Schedule 1 for overdue rates and charges; and
2. That Council delegate to the Chief Executive Officer its power to take all further steps under *Chapter 4, Part 12, Division 3* of the *Local Government Regulation 2012* to effect sale of the land (including, for the avoidance of doubt, the power to end sale procedures)

**Schedule 1**

1	Lot 8 RP 37030, Title Reference 13392206
2	Lot 10 RP 142906, Title Reference 15289188
3	Lot 4 SP 133338, Title Reference 50327746
4	Lot 23 RP 849317, Title Reference 18375185
5	Lot 4 FY 2792, Title Reference 16738205
6	Lot 113 CSH 542 & Lot 112 CSH 1676, Title Reference 12205133, 14448174
7	Lots 85-86 RP7172, Title Reference 16309168,18373033
8	Lot 11 RP 838868, Title Reference 18208213
9	Lot 97 FY 2285, Title Reference 15925044
10	Lot 1 M 5422, Title Reference 14384248
11	Lot 31 RP 202226, Title Reference 16716166
12	Lot 70 RP 199825, Title Reference 16950233
13	Lot 7 RP 27238, Title Reference 13411002
14	Lot 1 SP 255561, Title Reference 50899240
15	Lots 27-28 RP178855, Title Reference 16229205, 16229206
16	Lot 3 FY 948, Title Reference 50856212

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

Against: Nil

**CARRIED 7/0**

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**17.7 UNDETECTED WATER LEAK - ASSESSMENT 12627-00000-000**

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**RESOLUTION 2026/460**

Moved: Cr Linda Little  
Seconded: Cr Ros Heit

That South Burnett Regional Council does not accede to the request for the waiving of water consumption charges for assessment 12627-00000-000.

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

Against: Cr Jane Erkens

**CARRIED 6/1**

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**17.8 TRANSFER OF LAND JELlicOE STREET, PROSTON**

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**RESOLUTION 2026/461**

Moved: Cr Heath Sander  
Seconded: Cr Deb Dennien

That the South Burnett Regional Council:

1. Approve and enter into (as Seller) an REIQ Sale Contract with Darryl Colin Gatgens (as Buyer) to transfer title of 23 Jellicoe Street Proston (described as Lot 38 on RP57676), pursuant to section 236(1)(v) of the *Local Government Regulation 2012*, for current market value as determined by a suitably experienced registered valuer;
2. Approve and enter into (as Buyer) an REIQ Purchase Contract with Darryl Colin Gatgens (as Seller) to transfer title of 29 Jellicoe Street Proston (described as Lot 41 on RP57676), pursuant to section 236(1)(v) of the *Local Government Regulation 2012*, for current market value as determined by a suitably experienced valuer;
3. Ensure that the Contracts provide for:
  - a. Interdependency of both Contracts;
  - b. Contemporaneous settlement;
  - c. if the properties are valued at different amounts, then the consideration to be paid at settlement will be the difference in the market value; and
  - d. South Burnett Regional Council to prepare and lodge a drainage easement over Lot 38 on RP57676 at its cost prior to settlement.
4. Council delegate powers to the Chief Executive Officer under Section 257 of the *Local Government Act 2009* to negotiate and execute both Contracts.

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

Against: Nil

**CARRIED 7/0**

**17.9 TRUSTEE PERMIT TO OCCUPY FOR GRAZING PURPOSES - LOT 313 ON CP FY509**

**RESOLUTION 2026/462**

Moved: Cr Jane Erkens

Seconded: Cr Linda Little

That the South Burnett Regional Council:

1. Approve and enter into a new Trustee Permit to Occupy for grazing purposes on Lot 313 on FY509 with Desmond Roy McCallum, in accordance with section 236(1)(b)(ii) of the *Local Government Regulation 2012*; and
2. Delegates to the Chief Executive Officer the power to negotiate, finalise and execute the Trustee Permit to Occupy for grazing purposes with Desmond Roy McCallum on terms and conditions the Chief Executive Officer reasonably considers are satisfactory to Council and otherwise in accordance with section 257(1)(b) of the *Local Government Act 2009*.

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

Against: Nil

**CARRIED 7/0**

**17.10 QUESTION ON NOTICE - LENGTH OF TIME CONTRACTOR HAS BEEN IN PLACE**

**RESOLUTION 2026/463**

Moved: Cr Heath Sander

Seconded: Cr Linda Little

That the response to the question regarding the Temporary Project Management contractor 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**

**18 CLOSURE OF MEETING**

The Meeting closed at 3.53pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 20 May 2026.

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CHAIRPERSON