



# Agenda

## Ordinary Meeting

**Tuesday, 18 July 2023**

**Time: 9.15 am**  
**Location: Council Chambers**  
**82 Brisbane Street**  
**BEAUDESERT QLD 4285**



# Scenic Rim Regional Council

## Ordinary Meeting

### Tuesday, 18 July 2023

### Agenda

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**1 Opening of Meeting and Acknowledgement of Country**

**2 Attendance and requests for leave of absence**

**Apologies**

**3 Prayers**

**4 Public Question Time**

**5 Declarations of Prescribed or Declarable Conflict of Interest by Members**

**6 Announcements / Mayoral Minutes**

**7 Reception of Deputations by Appointment / Presentation of Petitions**

**8 Confirmation of Minutes**

Ordinary Meeting - 4 July 2023

**9 Business Arising from Previous Minutes**

### 3 Consideration of Business of Meeting

#### Executive

#### 10.1 Local Government Association of Queensland's 127<sup>th</sup> Annual Conference 2023

**Executive Officer:** Chief Executive Officer

**Item Author:** Executive and Councillor Support Officer

**Attachments:**

1. LGAQ Annual Conference 2023 Program [↓](#) 

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#### Executive Summary

The Local Government Association of Queensland's (LGAQ) 127<sup>th</sup> Annual Conference 2023 will be held in Gladstone from 16-18 October 2023.

#### Recommendation

That:

1. Council note the Local Government Association of Queensland Annual Conference 2023 information; and
2. The Mayor and Deputy Mayor be nominated as Council's delegates at the Conference, and Councillors be endorsed as observers.

#### Previous Council Considerations / Resolutions

At the Ordinary Meeting held on 23 May 2023, a schedule of Councillor Representations on External Committees and Forums was adopted by Council. (This did not include appointments to the Conference.)

At the Ordinary Meeting held on 2 August 2022 (Item 10.1), it was resolved that:

1. Council note the LGAQ 126<sup>th</sup> Annual Conference information; and
2. The Mayor and Deputy Mayor be nominated as Council's delegates at the Conference, and Councillors be endorsed as observers.

#### Report / Background

The LGAQ Annual Conference 2023 will be held in Gladstone from 16-18 October 2023.

The theme of the Conference is 'Stronger Councils, Stronger Communities', with the program including the following:

- Annual General Meeting, including debate of motions
- Council Showcases
- Australian Local Government Association (ALGA) President's update
- Gala Dinner and networking opportunities.

A copy of the conference program is attached for reference.

Council is entitled to be represented at the Conference by two delegates (pursuant to conference fees paid by Member Councils) and other Elected Members and Officers are able to attend as observers.

### Budget / Financial Implications

Expenses of this kind are funded through the Mayor and Councillor Expenses - Ordinary Business provision in Council's 2023-2024 Budget.

Estimated Expenses Per Person Attending	
Early Bird Conference Registration (Mayor and Deputy Mayor do not pay as delegates) [Registration increases to \$1,740 post 25 August 2023]	\$1,540.00
Conference Dinner	\$175.00
Accommodation	
- two nights	\$324.00
- three nights	\$486.00
Airline Flights	\$500.00

### Strategic Implications

#### *Operational Plan*

Theme: 2. Sustainable and Prosperous Economy

Key Area of Focus: 2.1.1 Guide and optimise the future economic prosperity of the region

#### *Legal / Statutory Implications*

Not applicable.

### Risks

#### Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR54 Ineffectively managing the political and government departmental relationships/partnerships, resulting in Council not achieving its major strategic objectives.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Political  Missed opportunity to progress Council's interests	2 Minor	Likely	Medium	Represent Council's interests by attending and participating in the Conference.	Low

**Consultation**

Mayor, Councillors, Chief Executive Officer and representatives of the Local Government Association of Queensland.

**Conclusion**

The Elected Members are invited to express interest in attending the LGAQ Annual Conference 2023, which will be held in Gladstone from 16-18 October 2023.

# STRONGER COUNCILS STRONGER COMMUNITIES

## 127th LGAQ ANNUAL CONFERENCE



Every Queensland  
community deserves  
to be a liveable one

**16 – 18  
OCT 2023**

**Gladstone Entertainment  
Convention Centre**

Local Government  
Association of Queensland

# SPONSORS

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## PRESIDENT'S WELCOME

Welcome to the Local Government Association of Queensland's 2023 Annual Conference and Annual General Meeting in Gladstone.

There has never been a more important time to come together with council colleagues to listen, learn and celebrate our great communities and everything local government does for them.

And it has never been more critical to get together and share solutions to some of the critical issues facing those communities, to build on great ideas from friends and colleagues, to reinforce the strength of the council sector and what we have achieved for community liveability.

At this, the LGAQ's 127th Annual Conference, we have worked to make sure there are plenty of informative sessions, the most useful speakers and breakout groups but, most importantly, opportunities to get together and network with others from across the state.

Come and join with your council peers in our forums to discuss, share and debate key issues.

This is also your opportunity to talk with each other and your Policy Executive members about ways the LGAQ can help and support your council.

For it is the talent and determination that we bring together as a group that helps do so much in our towns and regions, our state and indeed our nation.

As we all know, councils are on the frontline for what our communities need.



Some of the challenges are not new – financial sustainability, workforce shortages – but have sharpened in focus, whether driven by immediate impacts of natural disasters or cost of living increases fuelled by events as faraway as the war in Ukraine.

They all land in our streets and towns, and as the level of government closest to our communities, we are first call to help solve them.

But if we live in a time of challenges, it is also critical to include the celebrations, and look to the future.

Our Council Segment Showcases are terrific celebrations of great ideas and achievements.

And we will again feature the Young Councillors cohort. Their energy and enthusiasm never fails to re-energise even those of us with decades of local government experience and remind us again of why we do what we do.

As the final conference before the council elections in March next year, it will be a great opportunity to look back on the term, to thank those we have worked closely with and recognise how much we have all achieved.

**Mayor Mark Jamieson**  
**PRESIDENT**



## WELCOME TO GLADSTONE

Welcome to the Gladstone Region and the 127th LGAQ Annual Conference!

There is no shortage of amazing things to see and do within the Gladstone Region, from the Southern Great Barrier Reef, pristine beaches and waterways, to rainforests, mountain adventures and friendly rural communities.

And all of this is set amongst the region's large-scale industrial operations, which have established Gladstone as one of Queensland's great engine rooms and a Port City to the world.

We are now at the dawn of a new age with the emergence of hydrogen and renewable energy projects that will position us as the renewable energy capital of Australia.

I look forward to catching up with you to discuss how we can improve and better serve our communities within the 77 local government areas that call the great state of Queensland home.

I hope you have a fantastic time in Gladstone and encourage you to get out and about to not only support our local businesses, but to also immerse yourself in our natural attractions – you'll be Glad you did!

**Mayor Matt Burnett**



# SUNDAY

15 October 2023



Time	Topic
10:00am-12:00pm	<p><b>Peak Services Professional Development Course Engaging Team and Community Kim Skubris</b></p> <p>Are you a powerful communicator, or simply a confident presenter? Fine tune your public speaking, messaging, storytelling and presentation mindset skills in readiness for the 2024 Local Government Elections, or your next life chapter. In this hands-on three-hour workshop, Kim Skubris will cover the following topics:</p> <ul style="list-style-type: none"> <li>• The mindset and mannerisms to owning your audience</li> <li>• How to engage in that critical first 10 seconds – three strategies to grab an audience’s attention!</li> <li>• Clever messaging strategies and ways to promote your personal brand – face-to-face and on social media</li> <li>• How to bring the audience back on message when someone hijacks the spotlight</li> <li>• Why storytelling is so powerful when communicating your message</li> <li>• How to overcome nerves and let go of the lectern!</li> </ul>
2:00pm-4:00pm	<p><b>Peak Services Professional Development Course Repeated</b></p> <p>Attendees must register with Peak Training prior to arriving at Conference</p>
12:00pm-4:30pm	<b>Policy Executive Meeting</b>
2:00pm-5:00pm	<p><b>Registration</b></p> <p>Delegates, observers, trade, corporate and accompanying persons</p>

# MONDAY

16 October 2023



Time	Topic
8:00am–5:00pm	<b>Registration</b> Delegates, observers, trade, corporate and accompanying persons
10:00am–2:00pm	<b>Indigenous Leaders Forum</b>
11:30am–12:30pm	<b>Lunch</b> <i>Business Speed Networking with LGAQ CEO, Alison Smith</i>
12:30pm–2:30pm	<b>Regional Roads and Transport Group Assembly</b>
2:30pm–3:00pm	<b>Optional Sessions</b> To be confirmed
3:00pm–3:30pm	<b>Afternoon Tea</b>
	<b>Council Segment Forums</b>
3:30pm–5:00pm	<b>Rural and Remote Councils Resources and Regional Councils SEQ and Coastal Councils</b>
	<b>Welcoming Ceremony</b>
	5:20pm Welcome to Country
	5:30pm Welcome to Gladstone Mayor Matt Burnett
	5:35pm Response Mayor Mark Jamieson, President, LGAQ
5:20pm–5:50pm	5:40pm 2023 LGAQ Journalism Award
	5:45pm Sponsor Address Tim-Fyres Clinton, Managing Partner King & Company
	5:50pm LGAQ MUSOS JAM SESSION
6:00pm–7:30pm	<b>Networking Drinks Trade Exhibition</b>

# TUESDAY

17 October 2023



Time	Topic
8:00am–5:00pm	<b>Registration</b> Delegates, observers, trade, corporate and accompanying persons
8:30am	<b>Welcome</b> Master of Ceremonies – Mr Tim Cox, Communications Advisor, LGAQ
8:35am	<b>Call to Order and Presidential Address</b> Mayor Mark Jamieson President, LGAQ
8:45am	<b>Presentation of the Policy Executive</b>
8:55am	<b>CEO – Reflection and Scene Setting</b> Alison Smith, CEO, LGAQ
9:00am	<b>Official Opening</b>
9:15am	<b>The Invisible Enemy: Queensland Councils' Cyber Sagas – What You Need to Know</b> Mayor Andrew Martin, Blackall Tambo Regional Council Des Howard, CEO, Blackall Tambo Regional Council Mayor Anne Baker, Isaac Regional Council Jeff Stewart Harris PSM, CEO Isaac Regional Council  Panel: Tracy Whitelaw, Chief Digital Officer, LGAQ Rob Champion, Chief Information Security Officer, Department of Communities, Housing and Digital Economy
9:45am	<b>Sponsor Address – Telstra</b>
9:50am	<b>Panel Session: Council Segment Showcases Part 1</b> Coastal Rural & Remote First Nations
10:50am	<b>Morning Tea</b>

# TUESDAY

Continued



Time	Topic
11:20am	Panel Session: Council Segment Showcases Part 2 Resources SEQ CEO's pick
12:20pm	Sponsor Address
12:25pm	Lunch <i>Business Speed Networking with LGAQ CEO, Alison Smith</i>
1:25pm	Sponsor Address – Brighter Super
1:30pm	Opposition Update
1:40pm	Young Councillor Cohort
2:10pm	LGMS Member Update and Risk Management Awards Ian Leckenby, Chair, LGMS
2:20pm	Afternoon Tea
2:55pm	Federal Government Update
3:10pm	Federal and State Cost Shifting
3:40pm	Peak Services Update
3:50pm	ALGA Update Linda Scott, President, ALGA
3:55pm	Emerging Issue
4:10pm	The Voice of Two Generations
4:25pm	Close day 1
6:15pm for 7:15pm	Gala Dinner Sponsored by Hastings Deering
11:30pm	Dinner Concludes

# WEDNESDAY

18 October 2023



Time	Topic
8:30am	Conference Resumes
8:35am	<b>Annual General Meeting Voting Overview</b> Darren Leckenby, Chief Financial Officer & Company Secretary
8:40am	Motions Debate
10:15am	Sponsor Address
10:20am	Morning Tea
10:50am	Motions Debate
12:25pm	Sponsor Address
2:25pm	<b>Lunch</b> <i>Business Speed Networking with LGAQ CEO, Alison Smith</i>
1:30pm	Motions Debate
3:00pm	LGMS – Step your way to \$10K
3:10pm	Motions Debate
4:10pm	<b>Close of Conference</b> Mayor Mark Jamieson, President, LGAQ
4:15pm	Plenary Concludes

# WORKSHOPS

Monday 16 October 2023

## INDIGENOUS LEADERS FORUM

Since 2011, the Indigenous Leaders Forum has been a valuable way for Aboriginal and Torres Strait Islander councils to come together in order to discuss specific challenges and to put forward issues they would like the LGAQ to assist them in addressing. The Forum is held twice-yearly.



## REGIONAL ROADS AND TRANSPORT GROUP ASSEMBLY

The Roads and Transport Alliance celebrates its 20th anniversary as a cooperative governance arrangement between the Department of Transport and Main Roads, the Local Government Association of Queensland (LGAQ) and local governments to invest in and regionally manage the Queensland transport network. Established in 2002, the Roads and Transport Alliance was formed to jointly address shared road and transport challenges and deliver improved value from all available resources.

## COUNCIL FORUMS

Come and join with your council peers in one of four forums to discuss, share and debate key issues. This is also your opportunity to talk with each other and your Policy Executive members about ways the LGAQ can help and support your council.

The forums will be hosted by the LGAQ Policy Executive members.

Please register for the forum that you believe will most interest your council – if you can't decide, you are welcome to send delegates to separate forums.

### RURAL AND REMOTE COUNCILS

**Hosts:** Cr Robyn Fuhrmeister, Cr Robert Dare, Cr Jane McNamara and Cr Andrew Martin

### RESOURCE COUNCILS

**Hosts:** Cr Paul McVeigh, Cr Anne Baker

### COASTAL COUNCILS

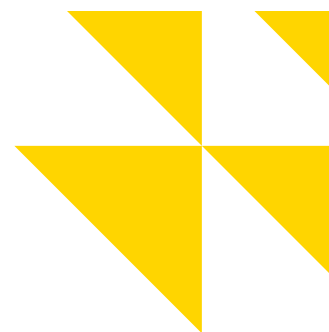
**Hosts:** Cr Jack Dempsey, Cr Matt Burnett

### SOUTH EAST QUEENSLAND COUNCILS

**Hosts:** Cr Karen Williams, Cr Fiona Hammond  
Cr Paul Tully and Cr Peter Flannery

# CONFERENCE SHIRT

(Council delegates/observers only)



Council delegates and observers will be issued with ONE shirt whilst at conference. Your shirt needs to be ordered online as part of your conference registration.

The sizing is as follows:

MEN'S SHIRT SIZING	S	M	L	XL	2XL	3XL	5XL
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WOMEN'S SHIRT SIZING	8	10	12	14	16	18	20	22	24
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Please select your size carefully as there won't be the opportunity to change your size once at Conference.



# CONFERENCE REGISTRATION



Please refer to registration cancellation policies on [www.lgaq.asn.au](http://www.lgaq.asn.au) when making your registration.

## Early Bird Full Registration – prior to and including 25 August 2023

Council or State Government observer	\$ 1540.00
Five or more observers from one council/government department	\$ 1430.00
Corporate (private sector)	\$ 3000.00

## After 25 August 2023

Council or State Government observer	\$ 1740.00
Five or more observers from one council/government department	\$ 1600.00
Corporate (private sector)	\$ 3240.00

## Early Bird One Day Registration – prior to and including 25 August 2023

Council or State Government observer	\$ 770.00
Corporate (private sector)	\$ 1210.00

## After 25 August 2023

Council or State Government observer	\$ 880.00
Corporate (private sector)	\$ 1600.00

## FUNCTIONS

Welcoming Ceremony (accompanying persons, day registrations and additional trade exhibitors)	\$ 75.00
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## DINNER

Gala Dinner – Tuesday evening (17 October 2023)	\$ 175.00
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Please note that the Welcoming Ceremony on the Monday evening is included in the conference fee for delegates, observers and corporates attending the full three days of conference.

Accompanying persons are welcome to attend the Welcoming Ceremony and Gala Dinner.

Register via links below or online at  
<https://www.lgaq.asn.au/membership/events>.

### **Delegate & Observers Individual Registration**

**Registration  
Booking**

### **Delegate & Observer Group Registration**

**Registration  
Booking**

### **Corporate Registration**

**Registration  
Booking**

### **Accommodation**

**Accommodation  
Booking**

Conference and Exhibition enquiries:  
Phone 1300 542 700 or email [events@lgaq.asn.au](mailto:events@lgaq.asn.au)






## Customer & Regional Prosperity

### 10.2 RAL22/052 Development Permit for Reconfiguration of a Lot, Subdivision one into 34 Lots and new roads at 71 Coronation Drive, Boonah Lot 45 SP218687

**Executive Officer:** General Manager Customer and Regional Prosperity

**Item Author:** Principal Specialist Development Assessment and Engineering

**Attachments:**

1. RAL22/052 - Conditions of approval [↓](#) 
2. RAL22/052 - Proposal Plans [↓](#) 
3. RAL22/052 - SARA Referral Agency Response [↓](#) 

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## Executive Summary

The proposed development is a Reconfiguration of a Lot by subdivision in the Low Density Residential Zone, which triggers *Code Assessment* under the Scenic Rim Planning Scheme 2020 (as amended 24 February 2023). The Application is made under the *Planning Act 2016* which applies to development applications subject to Code Assessment.

The submitted application is seeking approval for a Development Permit to undertake subdivision for one into 34 lots, with new roads on land located at 71 Coronation Drive, Boonah, described as Lot 45 SP218687.

The proposal has been assessed against the Planning Scheme, the South East Queensland Regional Plan 2017, and the Council's various relevant engineering requirements. The proposal generally complies with the Planning Scheme requirements and is seen to be consistent with the existing layout of the surrounding areas. The proposed development does not compromise the planning intent of the Zone and is not expected to have any adverse impacts on the locality.

The proposed development for reconfiguring a lot is supported for approval, subject to reasonable and relevant conditions.

## Recommendation

That:

1. Council receive and note the report titled "RAL22/052 Development Permit for Reconfiguration of a Lot, Subdivision one into 34 Lots and new roads 71 Coronation Drive, Boonah Lot 45 SP218687";
2. Council approve development application RAL22/052, subject to imposition of reasonable and relevant conditions in Attachment 1;
3. Council note that SARA's Referral Agency Response may be varied to be more specific in allowing access for service vehicles to the sewer pump station via Coronation Drive (Ipswich - Boonah Road);
4. Council note that any subsequent requests for a negotiated decision notice and/or change applications to the approval (RAL22/052) will be processed via delegated authority where the changes would not significantly alter the original decision; and
5. Council issue an infrastructure charges notice in accordance with Council's Adopted Infrastructure Charges Resolution (Version No. 14 January 2023).

**Previous Council Considerations / Resolutions**

Nil

**Report / Background**

<b>Applicable Planning Scheme</b>	Scenic Rim Planning Scheme 2020 (as amended 24 February 2023)
<b>Applicant</b>	Saunders Havill c/- QM Prop Co No 6 Pty Ltd
<b>Owner(s)</b>	QM Prop Co No 6 Pty Ltd
<b>Site Address</b>	71 Coronation Drive BOONAH
<b>Real Property Description</b>	Lot 45 SP218687
<b>Site Area</b>	23.65ha
<b>Relevant Zone and Precinct</b>	Low Density Residential
<b>Proposal</b>	Subdivision
<b>Assessment Level</b>	Code
<b>Approval Type</b>	Reconfiguring A Lot
<b>Date Application Deemed Accepted</b>	13 January 2023

Development History

The land was previously the subject of development application RAL22/045 (approved 13 October 2022), which involved a boundary realignment for two lots into two lots, to facilitate the establishment of the subject lot forming part of the current subdivision application.

Council provided survey plan endorsement for the proposed boundary realignment on 3 May 2023. At the time of this report, the new lots are not shown as registered under Council's internal mapping system.

Proposal

The application is seeking approval for a Development Permit for a Reconfiguring of Lot to undertake one into (34 lots and associated roads, drainage reserve, park, balance and utility (sewerage) lots.

The proposed subdivision is located on the southern boundary of the subject site and will maintain primary vehicular access via Hunter Street (through Hoya Road, Bartholomew Avenue and Henselin Street). Proposed Lot sizes range from 1,023m<sup>2</sup> to 1364m<sup>2</sup>, with an average lot size of 1216.6m<sup>2</sup>. For this subdivision there will be approximately 1 kilometre of new roads (combined), with widths of 16.8 metres wide, in accordance with Council's standard drawing. The proposal is the first stage of a higher order structure plan.

The existing stormwater overland flow paths are to be managed within proposed lots and conveyed via stormwater drainage system designed centrally running along the proposed drainage easement to the legal point of discharge. It is considered that the proposed subdivision is consistent with larger residential type lots in the Low Density Residential Zone.

Lot Size

The average lot size for the zoning is 700m<sup>2</sup>, with a maximum of 1,200m<sup>2</sup> lots. The proposal conflicts with average and maximum lot sizes, with the average and 30 of the lots (88%) exceeding 1,200m<sup>2</sup> (refer to Figure 1 – Proposed Subdivision Plan).

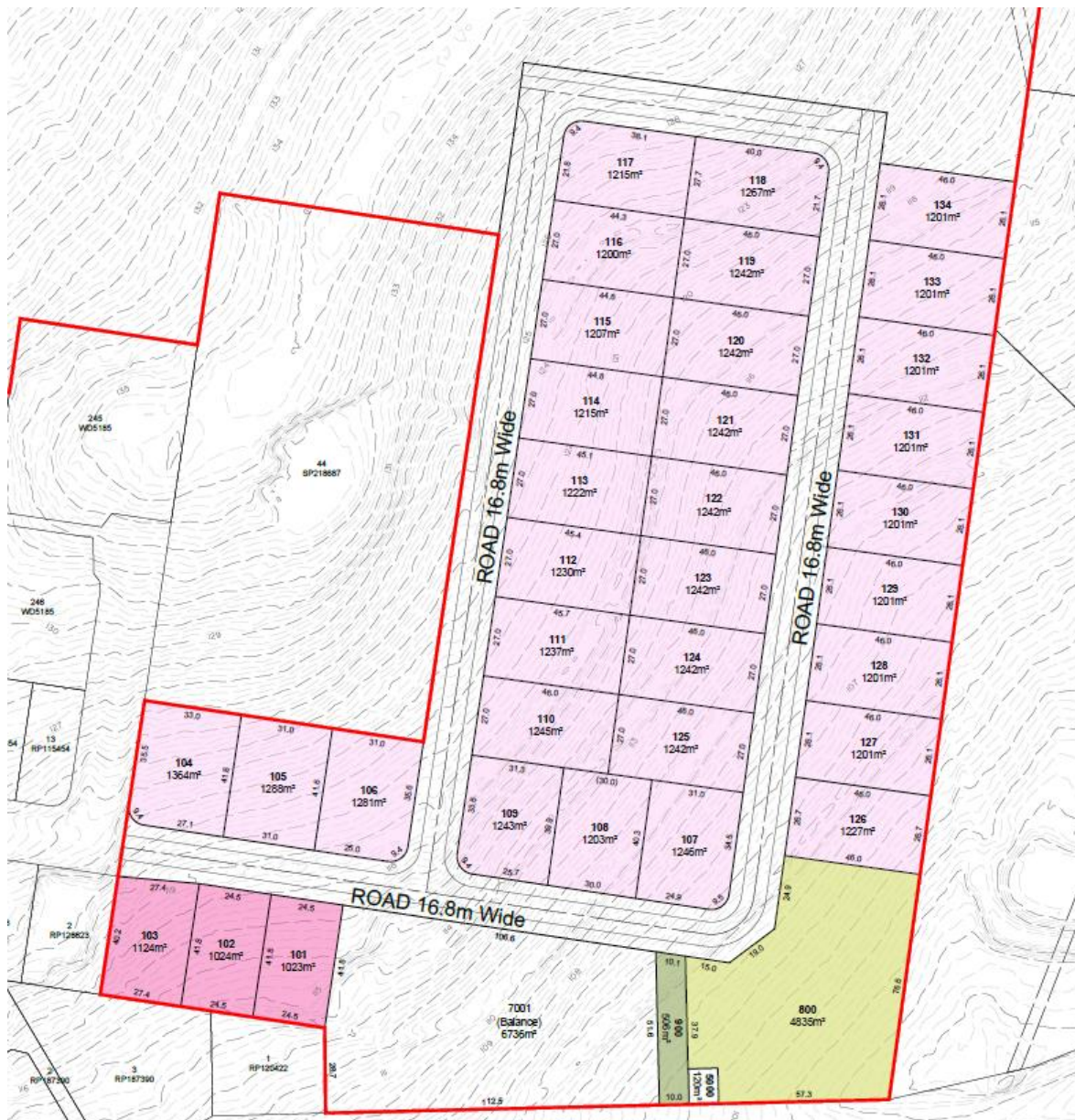
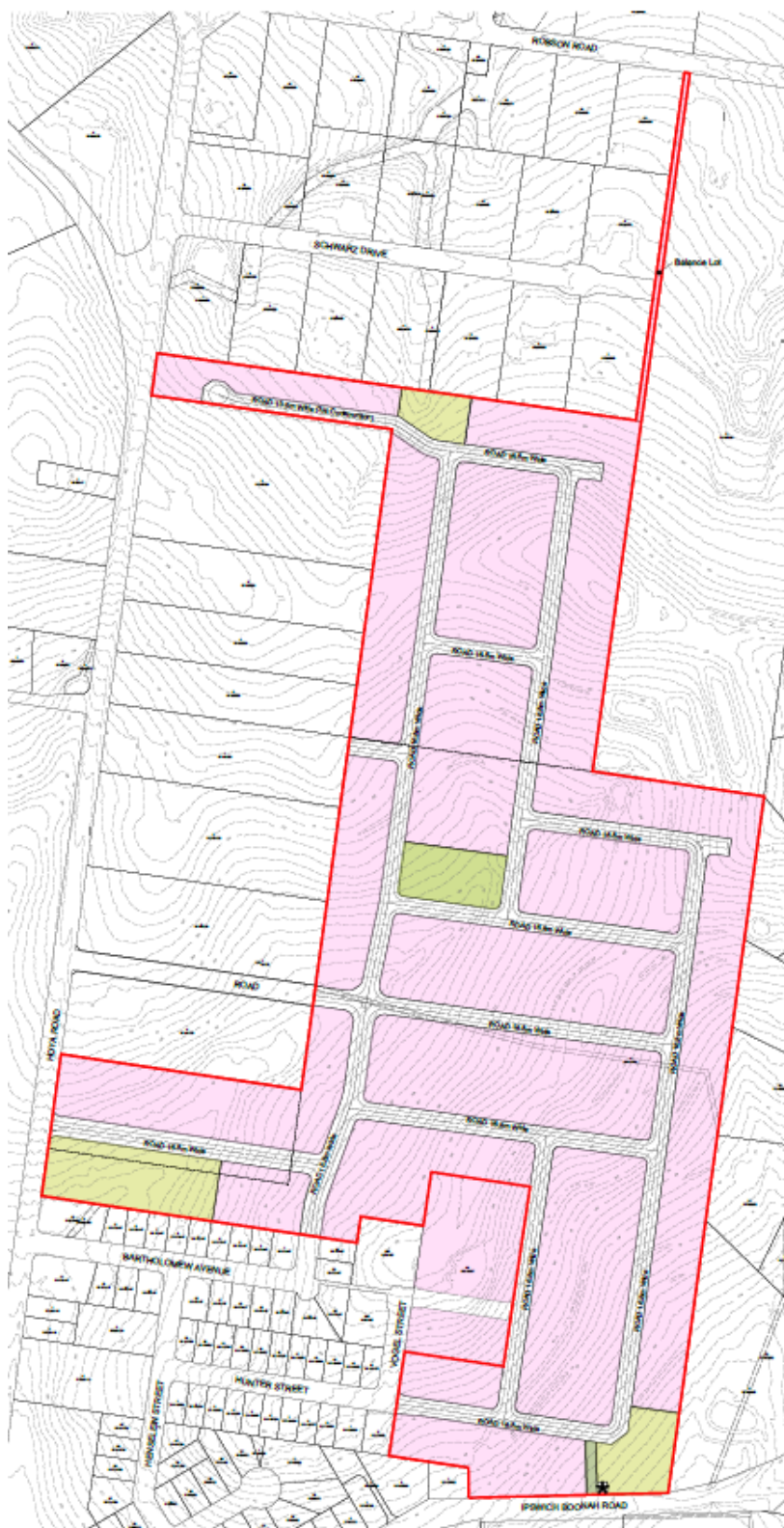


Figure 1 - Proposed Subdivision Plan

Due to these lots exceeding 1,200m<sup>2</sup>, the lots conform to Council's 'accepted subject to requirements' lot sizing for dual occupancies, this in turn raised concerns for level of potential traffic. The traffic impact assessment was updated to reflect this and its findings were that no net worsening on Council's roads is anticipated, with this stage of the development. However, works are expected to be required with the future stages and connection to Hoya Road.

The applicant's proposal to reconfigure the subject properties by subdivision will result in the following alterations to the existing lot configuration (the reader is also referred to Attachment 2 for the proposed layout).

Figure 2 - Proposed Structure Plan



### *Roads*

Existing development bounds the entirety of the norther and western boundary of the site, with Coronation Drive to the south. To the west, existing rural residential development adjoins the property (currently zone rural residential, but within the urban footprint).

The development will be serviced by the existing road network through Hoya Road, Bartholomew Avenue, Henselin Street on Hunter Street and then into the development. The provided structure plan indicates that future stages of the developments would gain access directly to Hoya Road and would likely require further investigation into impacts onto Hoya Road and its intersection with Coronation Drive (refer to Figure 2). The proposal includes the creation of approximately 1km of new road with a new road reserve width of 16.8 metres provides vehicular access for all the proposed new lots. The road loops to remove the need for cul-de-sacs and provides opportunities for future connections, in accordance with the master plan.

Consideration to the provision for access to the adjoint lots to the east should be determined as part of a subsequent application, to ensure the lots can accommodate access via routes other than Coronation Drive directly (that assessment to determine if access is required to be vehicular or other alternatives).

The existing road network will not be significantly impacted. The proposed balance lot sought to gain access from Coronation Drive, due to the topography (steep drop) from the proposed road. During the referral process, the State conditioned that access from Coronation Drive (Ipswich - Boonah Road) would be prohibited. This raises concerns for the potential access to the proposed sewer pump station. Discussions with the applicant, has resulted in further consultation from the State to seek an amendment or note, that excludes this requirement for essential utility infrastructure (infrastructure lot). At the time of this report, response had not been received from the State.

Currently, there is no proposal to upgrade the intersection of Coronation Drive, Hoya Road and Macquarie Street.

### *Stormwater*

The overland flow path is not being impacted except by the new drainage reserve that will convey all stormwater to the legal point of discharge. All existing flow paths will be retained as per existing, and in accordance with the Concept Site Based Stormwater Management Plan by Civil Dimensions Consulting Engineers. A drainage easement will run diagonally across the development site to the south-western corner, terminating at the detention / drainage basin, before entering the State-controlled road's stormwater network.

### *Services*

The proposed development is required to be connected to all appropriate services and infrastructure networks, including reticulated water and sewerage supply network, stormwater management, telecommunication services and electricity supply, in accordance with the relevant standards.

Relevant conditions will be imposed to ensure that appropriate services are provided to each lot upfront and on-site effluent system to be installed at building works stage.

### *Landscape*

The landscape planting across the development is differentiated via its location along the streetscape or within the Open Space. Native street tree planting is proposed to grassed verges to provide a relaxed streetscape character to the development. A concept landscaping works is shown below and will be subject to detailed design at Operational Works stage.

### Characteristics of Site & Surrounding Environment

The subject land is located within a rural locality dominated by residential and rural residential uses with low intensity rural uses. The topography across the site is generally dominated by relatively sloping land draining towards the southwest. The site is within a walkable distance to the town centre and community facilities.

### Site Visit Evaluation

The site slopes from the northwest to the southwest towards Coronation Drive, with overland flow being design for conveyance and collection at a (future Council) basin, before being discharge to a legal point of discharge in the southwestern corner of the lot. The stormwater drainage within the site will need to cater for 1% AEP stormwater flows to legal point of discharge to prevent worsening to the State's road reserve.

### Framework for Assessment

#### Categorising Instruments for Statutory Assessment

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

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

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

#### Assessment Benchmarks Pertaining to the *Planning Regulation 2017*

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

PLANNING REGULATION 2017 DETAILS	
Assessment Benchmarks:	Schedule 12A - Walkable Neighbourhoods
ShapingSEQ South East Queensland Regional Plan 2017 Designation:	Urban Footprint

The proposed development is seen to be consistent with the assessment benchmarks of the State Planning Policy.

The Regulation requires that new residential neighbourhoods be assessed against Walkable Neighbourhoods benchmarks for the provision of footpaths, street trees, connecting street layout, shorter block lengths and proximity to parks. The following has been considered in the assessment where the proposal is generally seen to comply with the Walkable Neighbour assessment benchmarks:

1. **Connectivity** for pedestrians is provided through a grid-like street layout responding to the local landscape.

The stages are designed to connect with the neighbouring lots in consideration with street and pedestrian linkages to demonstrate connectivity to the future stages and adjoining lots to comply with the Regulation.

2. **Block lengths** are a maximum of 250 meters.

All the lots have block lengths of less than 250m.

3. **Footpaths** are to be provided on at least one side of local neighbourhoods roads and on both sides of main streets.

This has been considered in the assessment and a condition is imposed to ensure that footpath or pedestrian linkages are met to the specifications of Council's Planning Scheme Policy 1. Detailed design is to be provided with an Operational Works application.

4. Provision of at least one **street tree** every 15 meters on both sides of all streets.

The provision of at least one street tree every 15 meters on both sides of all streets can be considered at the Operational Works assessment stage. Street trees are indicatively shown within the Landscape Concept Plan by Saunders Havill with Drawing Numbers: 11011 Issue A sheets 05-06 dated July 2022, with the intention of providing a minimum of two street tree per lot, however this will ultimately be governed by the location of services infrastructure. A condition has been imposed to ensure that the proposal will comply with the regulation with respect to Walkable Neighborhoods.

5. **Blocks** are to be within 400 meters of a **park or open space** to the extent topography and other physical constraints reasonably permit.

An open space/park has been proposed in the subsequent stages and an existing parkland is provided to the southwest of the site, off Coronation Drive, Hoya Road and Bona Vista Avenue (accessible to the site via Hunter Street, Henselin Street, Bona Vista Avenue).

Subject site in pink lot in the top right. Parks are depicted in green.



	Low density residential		Community purpose
	Open space and recreation		Rural residential

Southeast Queensland Regional Plan

The subject site is located partly within the *Urban Footprint* for the purposes of the *Shaping SEQ - South East Queensland Regional Plan 2017*. The land is fully contained in the Urban Footprint. The proposed development is seen consistent with the intent of this regional land use category.

Assessment Benchmarks Pertaining to the Planning Scheme

The applicable planning scheme for the application is the Scenic Rim Planning Scheme 2020 (as amended 17 June 2022). The following sections relate to the provisions of the Planning Scheme.

<b>Planning Scheme:</b>	Scenic Rim Planning Scheme 2020 (as amended 17 June 2022)
<b>Zone:</b>	Low Density Residential Zone
<b>Consistent/Inconsistent Use:</b>	Not Applicable
<b>Assessment Benchmarks:</b>	Low Density Residential Zone Code Reconfiguration of a Lot Code Earthworks, Construction and Water Quality Code; Infrastructure Design Code Bushfire Hazard Overlay Code Landslide Hazard and Steep Slope Overlay Code

Planning Scheme Codes

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

*Low Density Residential Zone Code*

The proposed subdivision will facilitate low-scale residential uses which further support the township. Future development is anticipated to maintain the existing traditional rural village character by reflecting comparable design elements. The proposal will result in land uses which intend to predominantly consist of Dwelling houses. The proposal provides a semi-rural character with an average lot size of 1,216.5m<sup>2</sup> lots, but generally exceeds the maximum lot size.

The development will result in character which consists of low-density residential living on large lots which will facilitate future low-intensity and low-rise built form which has a high level of amenity and privacy. This requirement is not foreseen to conflict with Council's population targets as 30 of the 34 lots are suitable to accommodate dual occupancies that can comply with Council's accepted subject to requirements.

The proposal provides a performance solution to achieve compliance with the Low Density Residential Zone Code's Acceptable Solutions and Specific Outcomes.

*Overlay Codes*

The proposal complies with all of the following Overlay Codes and Development Use Code's Acceptable Solutions and Performance Criteria.

*Bushfire Hazard Overlay Code*

The subject site (Lot 45 SP218687) is covered by the Bushfire Hazard Overlay and contains a portion of Medium, High and Extreme Hazard Area and the remainder is mostly covered Potential Impact Buffer. The mapped Bushfire Hazard Overlay areas are limited to the existing vegetation at the subject site. Vegetation is proposed to be cleared which will mitigate the risk. Details have been provided through the Bushfire Hazard Assessment, provided by Bushfire Risk Reducers, Date 15 November 2022.

*Landslide Hazard and Steep Slope Overlay Code*

The subject site is partially overlaid by the Landslide Hazard and Steep Slope Overlay and contains nominal areas of mapped Slope Hazard 15.1% - 20%. The proposed development has considered this impact in the design of roads to minimise earthworks. Future dwelling houses will be appropriately designed to account for this constraint.

*Reconfiguring a Lot Code*

The subject site is located within the Low Density Residential Zone and Table 9.4.6.3.2 requires a minimum lot size of 600m<sup>2</sup>, a maximum of 1,200m<sup>2</sup> and an average of 700m<sup>2</sup>.

Majority of the lots (30 lots) do not comply with the maximum or average lot size requirements (88%). Most of the proposed lots are just above 1,200m<sup>2</sup>, with an average of 1,216.5m<sup>2</sup> in areas. The lot sizes were discussed in the pre-lodgement meeting with Council, whereby the applicant was advised that a minimum lot size could be considered.

The proposal generally complies with all of the Development Use Code's Acceptable Solutions and Performance Criteria except as mentioned otherwise within the report with regards to the minimum and average lot sizes.

*Earthworks, Construction and Water Quality Code*

The earthworks associated with the proposed development will predominantly involves the cutting and filling of the new lots to create building pads for the new houses, internal roads and stormwater detention and quality treatment devices.

The proposed development is seen to comply with the Performance Outcomes of this Code.

*Infrastructure Design Code*

The purpose of the Infrastructure Design Code is to ensure that the infrastructure that is provided meets Council's accepted standards of service for development and protects premises and natural processes during its construction and operation. The following Specialist Reports have been prepared to assist in demonstrating compliance with the Codes:

- Engineering Services Report
- Stormwater Management Plan

A complete assessment against the assessment benchmarks of the Code is provided in the submission of the application package. The proposed development generally complies with the requirements of the Infrastructure Design Code.

Assessment Benchmarks Pertaining to a Variation Approval

Not applicable.

Assessment Benchmarks Pertaining to a Temporary Local Planning Instrument

Not applicable.

Applicable Infrastructure Charges*Adopted Infrastructure Charges Resolution (Version 14 January 2023)*

In accordance with the Adopted Infrastructure Charges Resolution the adopted infrastructure charges below may apply to the Development Application as lodged with Council. The existing development (where applicable) are not the subject of this development application and do not result in a change upon demand.

Planning Scheme Use Type	Classes of Development to which Adopted Infrastructure charges schedule apply
Reconfiguration of a Lot	Residential - 3 or more-bedroom dwelling house per allotment

Local Government Charges applicable to the development are outlined below.

*Proposed Demand*

Use	No. of units	Unit of Measure	Charge Rate	Amount
Allotment - Residential - Dwelling House	34	per 3 or more bedrooms	\$15,540.00	\$528,360.00
Allotment - Balance Lot	1	dwelling	\$15,540.00	\$15,540.00
Allotment - Detention basin	1	per 3 or more bedrooms	\$15,540.00	\$15,540.00
<b>Total</b>				<b>\$559,440.00</b>

*Existing Credit*

Use	No. of units	Unit of Measure	Charge Rate	Amount
Allotment - Residential - Dwelling House	1	per 3 or more bedrooms dwelling	\$15,540.00	\$15,540.00
<b>Total</b>				<b>\$15,540.00</b>

*Offset*

Infrastructure	Timing	Cost
Not Applicable		\$0.00
<b>Total</b>		<b>\$0.00</b>

<b>Total Charge</b>	=	<b>Proposed Demand</b>	-	<b>Existing Credit</b>	-	<b>Offset</b>
	=			\$15,540.00	-	\$0.00
	=	<b><u>\$543,900.00</u></b>				

Full details of the charges will be provided in a separate notice under Infrastructure Charges Notice (ICN) to be issued to the applicant with the Decision Notice, subject to the approval of the development application by Council.

**Budget / Financial Implications**

Subject to an approval, infrastructure charges will be applied.

**Strategic Implications***Operational Plan*

Theme: 4. Relaxed Living and Rural Lifestyle

Key Area of Focus: Advocacy for outcomes that are compatible with the clear and comprehensive vision for the region

*Legal / Statutory Implications*

The applicant may exercise their right to appeal Council's decision with the Planning and Environment Court.

**Risks**Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR43 Inadequate or ineffective planning, delivery and maintenance of infrastructure resulting in risk to public and staff safety and potential financial implications.

SR50 Failure to manage Environmental Sustainability (including climate change) through inappropriate and/or inadequate planning and operational considerations of impacts to the natural environment.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Governance, Risk & Compliance  Failure to ensure application is assessed in accordance with DA Rules	2 Minor	Rare	Low	Documented assessment process	Low
Environmental  Impacts on environment as a result of development activity	3 Moderate	Possible	Low	Environmental impacts considered and documented during assessment	Low
Governance, Risk & Compliance  Opportunity for applicant or third party appeal against Council decision	3 Moderate	Possible	Low	Ensure reasonable and relevant test applicable to assessment processes Model Litigant processes followed in court cases Minimise opportunities for appeals	Low
Reputation, Community & Civic Leadership  Negative perception from community or development proponents	3 Moderate	Unlikely	Low	Transparent reporting of assessment Communications	Low

**Consultation**Referral Agencies

The application was referred to the following Referral Agencies in accordance with the *Planning Act 2016* and the *Planning Regulation 2017*.

Department of State Development, Manufacturing, Infrastructure and Planning (SARA).

**Conclusion**

The proposed development generally complies with the requirements of the planning scheme and does not raise any significant issues that cannot be addressed by reasonable and relevant conditions. The application is therefore recommended for approval.

## APPENDIX A - CONDITIONS OF APPROVAL

**Real Property Description:** Lot 45 SP 218687  
**Address of property:** 71 Coronation Drive BOONAH  
**Site area:** 23.65ha  
**Proposal:** Subdivision

### 1. Currency Period of Approval

The currency period for this development approval is four (4) years starting the day that this development approval takes effect. (Refer to Section 85 "Lapsing of approval at end of currency period" of the *Planning Act 2016*.)

### 2. Conditions of Approval:

- a) A Development Permit is given for Reconfiguration of a Lot, subject to the following conditions:

No.	Condition	Timing												
1	<b>APPROVED PLANS</b>	At all times												
	Development being undertaken generally in accordance with the Approved Plans and accompanying documentation, except as altered by other conditions of this development approval including any amendments wherever made in red on the approved plan(s). The Approved Plans are limited to the following drawings:													
	<table><tr><th>Drawing No.</th><th>Plan Name</th><th>Prepared By</th><th>Date</th></tr><tr><td>Drawing No 11121 P 05 Rev A - PRO 01</td><td>PROPOSAL PLAN - DA1</td><td>Saunders Havill Group</td><td>14/12/2022</td></tr><tr><td>CD22-006 Rev B</td><td>Concept Site Based Stormwater Management Plan – Quantity &amp; Quality Site</td><td>Civil Dimensions</td><td>28/02/2023</td></tr></table>		Drawing No.	Plan Name	Prepared By	Date	Drawing No 11121 P 05 Rev A - PRO 01	PROPOSAL PLAN - DA1	Saunders Havill Group	14/12/2022	CD22-006 Rev B	Concept Site Based Stormwater Management Plan – Quantity & Quality Site	Civil Dimensions	28/02/2023
	Drawing No.		Plan Name	Prepared By	Date									
Drawing No 11121 P 05 Rev A - PRO 01	PROPOSAL PLAN - DA1	Saunders Havill Group	14/12/2022											
CD22-006 Rev B	Concept Site Based Stormwater Management Plan – Quantity & Quality Site	Civil Dimensions	28/02/2023											
2	<b>FINAL PLAN OF SURVEY</b>  Subdivision of the site occurs generally in accordance with Drawings No. 11121 P 05 Rev A - PRO 01 & 11121 P 05 Rev A - PRO 02, a final plan of survey that conforms with the approved plans is to be submitted for Council's endorsement.	Prior to plan sealing												

<b>3</b>	<p><b>SERVICE TO LOTS – GENERAL</b></p> <p>Prior to a request for Council endorsement of survey plan, all proposed lots must demonstrate independent connection to services (reticulated water, electricity and telecommunications).</p> <p>Documented evidence of this will be Urban Utilities Connection Certificate, Energex Certificate of Supply NBN and any other relevant certificate from the relevant utility provider.</p>	Prior to plan sealing
<b>4</b>	<p><b>EASEMENT ARRANGEMENTS</b></p> <p>All necessary documentation for the implementation of or amendments to any access easements arising from this reconfiguration will be at no cost to the Council. Copy of duly executed easement documents (where Council is not a party) is to be provided at the time of requesting the endorsement of the final plan of survey.</p>	Prior to plan sealing
<b>5</b>	<p><b>LAND TRANSFER TO COUNCIL IN FEE SIMPLE OF PUBLIC PURPOSE LAND</b></p> <p>All necessary documentation for the transfer of public purpose land to Council (for example drainage reserves, parks/open space) must be prepared by the development at no cost to Council. This includes, but is not limited to, any valuation fees for assessment of duty and paying the transfer duty itself.</p>	Prior to plan sealing
<b>6</b>	<p><b>PUBLIC UTILITIES</b></p> <p>The development must provide telephone and broadband network services to all proposed lots within the development to the standards of the services provider (Telstra guidelines and NBNCo Guidelines for Fibre to the Premises - Underground Deployment).</p> <p>Adequate provision shall be made in all streets, access strips and easements to cater for the public utility services that would normally service the development.</p> <p>The development must provide appropriate road crossing conduits in accordance with requirements of Council. Where concrete footpaths are to be constructed, the conduits shall be extended to a suitable location between the property boundary and footpath edge. Utilities are to be installed within their allocated corridors and in compliance with Council standards.</p>	Prior to plan sealing

<b>7</b>	<p><b>LANDSCAPING WORKS</b></p> <p>The development must provide a Landscape Management Plan prior to any landscaping works being undertaken to be in accordance with the requirements under the Planning Regulation Schedule 12A - Assessment benchmarks for particular reconfiguring a lot.</p> <p>The development must facilitate the design, installation and maintenance (for the period of one year) of landscaping works, within the individual road reserve(s) (i.e. street trees) throughout the development or the relevant stage.</p> <p>The landscaping of the site shall incorporate the preservation of existing vegetation where possible.</p> <p>The works required by this condition will be the subject of an Operational Works Application with Council.</p>	As indicated within the wording of the condition
<b>8</b>	<p><b>ADVERSE DRAINAGE IMPACT – GENERAL</b></p> <p>Drainage from the development is not to adversely impact upon upstream and downstream/adjoining properties.</p>	At all times
<b>9</b>	<p><b>INTER-ALLOTMENT DRAINAGE</b></p> <p>Inter-allotment drainage systems are to be provided where discharge to the road or street drainage system cannot be achieved. They are to be designed to the requirements of Queensland Urban Drainage Manual (QUDM). Easements are to be provided where the drainage system traverses lots and to provide, where necessary, a connection to a legal point of discharge. Council must also be benefited part to the easements. The easements will be established in accordance with the Planning Scheme Policy 1.</p>	Prior to plan sealing
<b>10</b>	<p><b>STORMWATER DISCHARGE</b></p> <p>The development must discharge stormwater drainage flows to a legal point of discharge. The development must provide all necessary stormwater drainage; such drainage works shall be designed and constructed in accordance with the <i>Queensland Urban Drainage Manual</i> (QUDM). Detailed design is to be provided with the Operational Works application. The implementation of the stormwater management strategy must cater for a staged scenario.</p> <p>The implementation of the stormwater management strategy to be generally in accordance with the Concept Site Based Stormwater Management Plan - Quantity &amp; Quality prepared by Civil Dimensions Consulting Engineers.</p> <p>Detailed design is to be provided with an Operational Works application.</p>	As indicated within the wording of the condition

11	<p><b>SEDIMENT AND EROSION CONTROL MANAGEMENT PLAN (SECMP)</b></p> <p>Prior to the commencement of the Operational Works on the site, a properly prepared comprehensive Erosion and Sediment Control Plan must be submitted as part of the Operational Works Application. The report is to comply with the <i>Best Practice Erosion and Sediment Control (BPESC)</i> Guidelines (International Erosion Control Association - IECA Australasia).</p>	As indicated within the wording of the condition
12	<p><b>NEW ROADS</b></p> <p>The development must provide for the construction of the new roads, road intersections and ancillary works in accordance with Complete Streets, Austroads Publications and <i>Infrastructure Design Code</i>. All new road pavements are to be provided with asphalt concrete - AC surfacing, underground stormwater drainage and sub-surface drainage works, truncations where needed, all necessary traffic signage as and where required, in accordance with Council's current standards.</p> <p>All traffic signs and delineation shall be installed in accordance with the <i>Manual of Uniform Traffic Control Devices - MUTCD</i> and all other relevant Department of Transport and Main Roads design manuals and guidelines, as directed by the Council's representative. "No Through Road" signs shall be erected at the entries to cul-de-sacs and terminating roads.</p> <p>Detailed design is to be provided with an Operational Works application.</p>	Prior to plan sealing
13	<p><b>ROAD INTERSECTIONS</b></p> <p>The development must provide the design and construction works of all the road intersections resulting from the approved development with the works being undertaken in accordance with Austroads Guide to Road Design Part 4A: Intersections - Unsignalised and Signalised. Road intersection works must include the intersection of the new proposed road with the existing roads Hunter Street and Vogel Street.</p> <p>Detailed design is to be provided with an Operational Works application.</p> <p><i>Note:</i> Any external works within Council's existing road corridors would be assessable under Council's Subordinate Local Law No. 1.14 (Undertaking Regulated Activities on Local Government Controlled Areas and Roads) 2011.</p>	Prior to plan sealing

14	<p><b>ACCESS TO COUNCIL ROAD (GENERAL)</b></p> <p>An application for Property Access Location Approval for lots accessing a Council controlled road is to be lodged for approval of any existing and/or any proposed accesses and submitted to Council to evaluate the safety of the location.</p> <p>Any construction or upgrading of accesses conditioned by this approval will be assessed upon inspection and are to comply with current Council standards. The access provisions must be maintained in good condition for its lifetime.</p>	<p>Prior to the construction of a dwelling house on the lot</p>
15	<p><b>WORKS WITHIN EXISTING ROAD RESERVES</b></p> <p>A Property Access Permit and Road Corridor Use Permit Applications are to be lodged with Council prior to undertake any access/road construction works. However, access crossovers provided by the estate's developer are to be included in an Operational Works application.</p>	<p>As indicated within the wording of the condition</p>
16	<p><b>FOOTPATH &amp; PEDESTRIAN LINKS</b></p> <p>The development must provide for the design and construction of any footpath or pedestrian linkages to meet the specifications of Council's Planning Scheme Policy 1.</p> <p>Detailed design is to be provided with an Operational Works application.</p>	<p>Prior to plan sealing</p>
17	<p><b>EARTHWORKS AND ALLOTMENT FILLING</b></p> <p>All earthworks and allotment filling are to be undertaken in accordance with Planning Scheme Policy 1 - Infrastructure Design, to Council's satisfaction as and when required during development works.</p> <p>Any filling is to be undertaken in accordance with Level 1 Inspection &amp; Testing - AS3798 <i>"Guidelines for Earthworks on commercial and residential developments"</i>. Where filling or excavation results in an embankment, the embankment is to comply with Schedule 1, Section 4 of the <i>Building Regulations 2006</i>. Earthworks batters are not to exceed a slope of 1 in 4, unless alternatives have been approved by Council. The completed works will be certified by a Registered Professional Engineer of Queensland (RPEQ) as having been constructed in accordance with good engineering practice to a standard reasonable for residential purposes.</p>	<p>As indicated within the wording of the condition</p>

<b>18</b>	<p><b>RETAINING WALLS</b></p> <p>The design and construction of any retaining wall greater than 1.0 metre in height is to be structurally certified by a Registered Professional Engineer Queensland. Retaining structures must not encroach onto any adjoining property or road reserve.</p> <p>Any retaining wall higher than 1.0 metre will require approval under a Building Application. However, if retaining walls are required on lots to achieve designed levels for the estate or to facilitate road earthworks this will require approval under an operational works application.</p>	As indicated within the wording of the condition
<b>19</b>	<p><b>ELECTRICITY</b></p> <p>The development must provide electricity supply from the State electricity grid through the State authorised supplier to all proposed lots within the development.</p> <p>Prior to the endorsement of survey plans, written evidence in the form of a Certificate of Supply from the State authorised supplier indicating that satisfactory arrangements had been made for the supply of electricity to all the proposed lots must be provided.</p> <p>Consumer power lines not contained wholly within the proposed allotment serviced by the line are to be either relocated accordingly or incorporated within a service easement to be registered on the final plan of survey for the reconfiguration.</p> <p><i>Note:</i> Electrical reticulation must be provided via Underground Power, unless otherwise approved by Council.</p>	Prior to plan sealing
<b>20</b>	<p><b>STREET LIGHTING</b></p> <p>Street lighting shall be designed and installed in accordance with the Australian Standard Code of practice for public lighting, AS1158. Street lighting shall be located at intersections, at the end of cul-de-sacs and dead ends.</p> <p>All street lighting shall be certified by a Registered Professional Engineer of Queensland (RPEQ). The existing surrounding type of lighting is to be considered when choosing the style of lighting.</p>	Prior to plan sealing
<b>21</b>	<p><b>SURVEY INTEGRATION</b></p> <p>With the submission of the plan of survey for every stage, the Survey control documentation and a CAD (Computer Aided Drafting) presentation of the reconfiguration layout must be provided. The documentation shall utilise and make reference to the Australian Mapping Grid and Australian Height Datum.</p>	Prior to the plan sealing

<b>22</b>	<p><b>STREET TREES</b></p> <p>The development must provide for the design and plantation of suitable street trees to meet the provisions of the Planning Regulation 2017 with respect to Walkable Neighbourhood provisions.</p> <p>Detailed design is to be provided with an Operational Works application.</p>	Prior to plan sealing
<b>23</b>	<p><b>PARK &amp; OPEN SPACE AREAS</b></p> <p>The development must provide for the design and construction of Parks and Open Space areas to comply with the relevant standards.</p> <p>Detailed design is to be provided with an Operational Works application.</p>	Prior to plan sealing
<b>24</b>	<p><b>PEDESTRIAN ACCESS TO CORONATION DRIVE</b></p> <p>The development must provide a safe design and construction of footpath/pedestrian linkage through proposed lot 900 to provide pedestrian connectivity between Coronation Drive and the proposed road.</p>	Prior to plan sealing
<b>25</b>	<p><b>PAYMENT RATES AND CHARGES</b></p> <p>Payment of all rates, charges or expenses which are in arrears or remain a charge over the land under the provisions of the <i>Local Government Act 2009</i>, the <i>Planning Act 2016</i> or any other relevant legislation. The payment of all rates, charges or expenses referenced herein are to be paid to Council at or before submission of the application for signing and sealing of the Final Plan(s) of Survey.</p>	Prior to plan sealing
<b>26</b>	<p><b>LAPSING OF STAGED DEVELOPMENT</b></p> <p>Any stages not completed within four (4) years from the date of this decision notice are taken to have lapsed.</p> <p><i>Note:</i> 'Completed' in relation to this Condition is taken to mean that Council has endorsed the Survey Plan for that stage.</p>	As specified within the wording of this condition.
<b>27</b>	<p><b>CONSTRUCTION ACTIVITY &amp; NOISE</b></p> <p>Construction activity and noise must be limited during earthworks and construction of the approved development to the hours of 06:30 to 18:30 Monday to Saturday, with no work to occur on Sundays or public holidays.</p> <p><i>Note:</i> The applicant must obtain approval from Council for any proposed out of hours construction works. This may require the applicant to publicly notify any works to occur out of hours.</p>	As per the condition.

28	<p><b>CONSTRUCTION AND ENVIRONMENTAL MANAGEMENT PLAN</b></p> <p>The applicant must submit a Construction and Environmental Management Plan (CEMP) to Council for review and approval. The CEMP must be prepared by a suitably qualified professional and adequately demonstrate how the development will:</p> <ul style="list-style-type: none"> <li>a. How traffic and parking generated during construction activities and works will be managed to minimise impacts on the surrounding amenity;</li> <li>b. Implement best practice waste management strategies during the construction phase; and</li> <li>c. Mitigate potential adverse impacts associated with dust, noise and lighting emissions, sediment and stormwater run-off on ALC Class A and B land, flora and fauna management, pest and weed management and cultural heritage.</li> </ul>	As part of an application for operational works.
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### 3. Referral Agency Conditions

Refer to **Attachment 3** for conditions.

### 4. Advisory Notes

- a) **NON-TRUNK INFRASTRUCTURE** - All development conditions contained in this development approval about infrastructure under Chapter 4 of the *Planning Act 2016*, should be read as being non-trunk infrastructure conditioned under section 145 of the Act, unless otherwise stated.
- b) **VEGETATION MANAGEMENT ACT 1999 AND THE CULTURAL HERITAGE ACT** - This approval in no way restricts or inhibits the provisions of neither the *Vegetation Management Act 1999* nor the *Aboriginal Cultural Heritage Act 2003*. The Applicant(s) will need to satisfy himself/herself/themselves that in undertaking the proposed development works that his/her/their actions will not contravene the provisions of the aforementioned Acts.
- c) **DEVELOPMENT APPROVAL CONDITIONS ATTACH TO LAND** - Development Approvals which include conditions, and any modifications attach to the land and are binding on the owner, the owner's successors in title and any occupier of the land pursuant to Section 73 of the *Planning Act 2016*.
- d) **WHEN DEVELOPMENT APPROVAL TAKES EFFECT** - Pursuant to the *Planning Act 2016*, this Development Approval takes effect:
  - (i) From the date the Decision Notice/Negotiated Decision Notice (as the case may be) is given to the Applicant, if there are no Submitters and the Applicant does not appeal the decision to the Court; or
  - (ii) From the end of the Submitter's appeal period if there is a Submitter and the Applicant does not appeal the decision to the Court; or
  - (iii) Subject to the decision of the Court when the appeal is finally decided if an appeal is made to the Court by any party; as the case may be. Development may start when a Development Permit takes effect (subject to any conditions specifying commencement).

- e) **APPROVAL LAPSES AT COMPLETION OF CURRENCY PERIOD** - This Development Approval will lapse if the Reconfiguration of a Lot does not happen before the end of the currency period. The currency period is four (4) years from the date the approval takes effect. The currency period may be extended at the discretion of Council under Section 85 of the *Planning Act 2016*. Before the Development Approval lapses, a written request to extend the currency period may be made to Council under Section 86 of the *Planning Act 2016*. Please note that Council will not automatically remind Applicants/Occupiers when the currency period is about to lapse. Refer to Condition 26 which includes additional lapsing provisions for Stage development.
- f) **ROAD NAMING APPROVAL** - The applicant should lodge application for road naming approval in accordance with Council policy - *Naming Of Roads And Places*, as part of operational works application.
- g) **BIOSECURITY QUEENSLAND** should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to Biosecurity Queensland on 13 25 23.

The Fire Ant Restricted Area as well as general information can be viewed on the DAF website [www.daf.qld.gov.au/fireants](http://www.daf.qld.gov.au/fireants).

- h) **COMPLIANCE WITH CONDITIONS** - The landowner/developer, is required to ensure the development and any associated conditions within the development approval are complied with prior to the commencement of the approved land use or prior to endorsement of survey plans for subdivision approvals. Failure to comply with the conditions of approval are deemed to be a breach of Section 164 the *Planning Act 2016* and as such Council may undertake formal enforcement action/s such as statute notices or prescribed infringement notices.

**5. Further approvals are required for:**

- a. An Operational Works approval is required for the Civil and Landscaping Works associated with the proposed development.

PROPOSAL PLAN - DA1

NOT TO BE USED FOR ENGINEERING DESIGN  
OR CONSTRUCTION

NOTES

This plan was prepared as a conceptual layout only. The information on this plan is not suitable for any other purpose.

Property dimensions, areas, numbers of lots and contours and other physical features shown have been compiled from existing information and may not have been verified by field survey. These may need verification if the development application is approved and development proceeds, and may change when a full survey is undertaken or in order to comply with development approval conditions.

No reliance should be placed on the information on this plan for detailed subdivision design or for any financial dealings involving the land.

Pavements and centrelines shown are indicative only and are subject to Engineering Design.

Saunders Havill Group therefore disclaims any liability for any loss or damage whatsoever or howsoever incurred, arising from any party using or relying upon this plan for any purpose other than as a document prepared for the sole purpose of accompanying a development application and which may be subject to alteration beyond the control of the Saunders Havill Group. Unless a development approval states otherwise, this is not an approved plan.

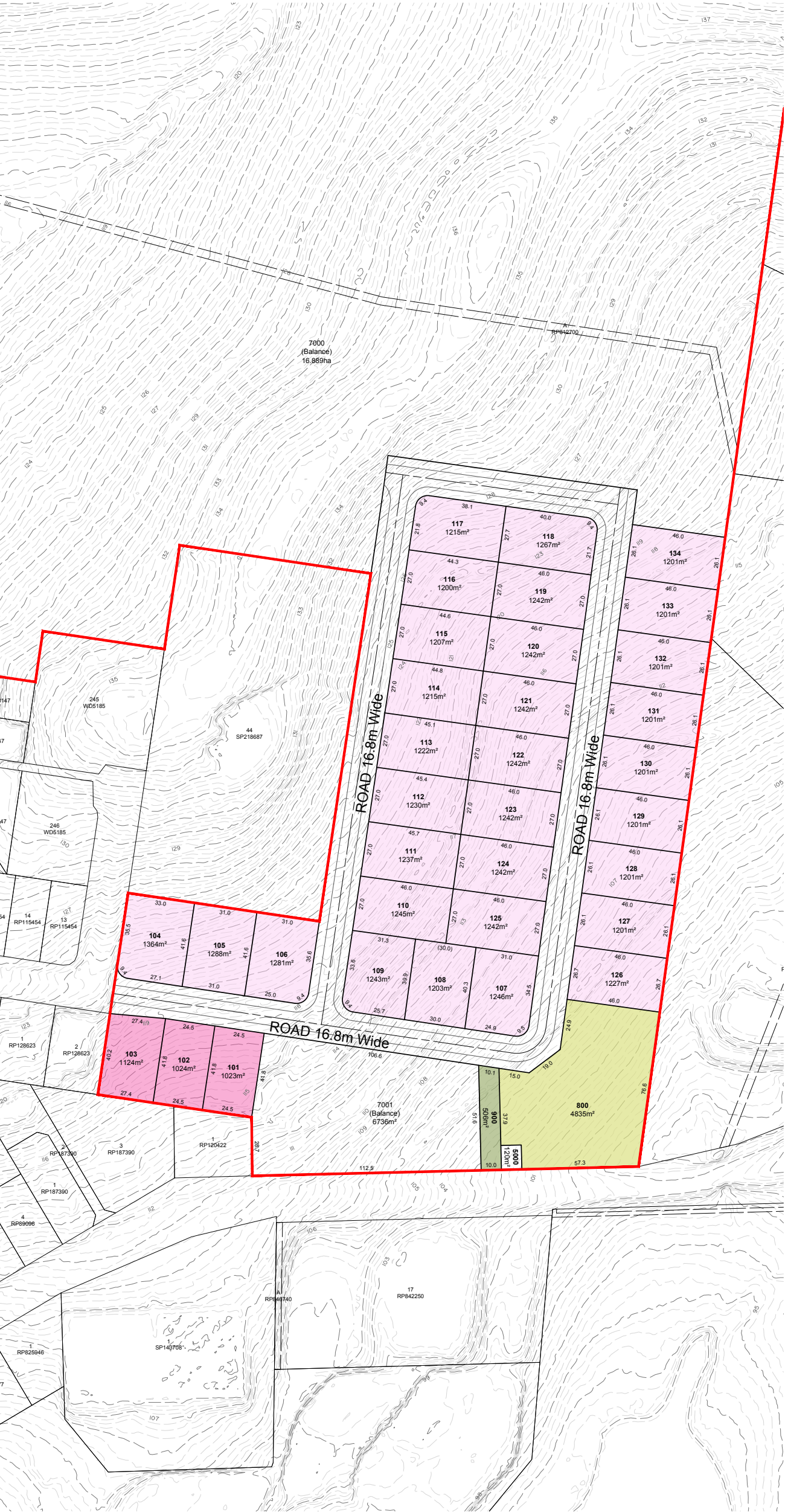
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PROJECTION - GDA2020 MGA56

LEGEND

- Site Boundary
- Major Contour (1.0m interval)
- Minor Contour (0.25m interval)



DEVELOPMENT STATISTICS			
RESIDENTIAL ALLOTMENTS	No. Lots	%	Net Area
1000m² - < 12000m²	3	8.8%	0.317 ha
1200m² - < 1500m²	31	91.2%	3.819 ha
Total Residential Allotments	34	100.0%	4.136 ha
Land Budget	Area (Ha)	%	
Area of Subject Site / Stage	23.685 ha	—	
Nett Residential Area (no roads)	4.136 ha	17.5%	
Detention / Drainage	0.484 ha	2.0%	
Pedestrian Link	0.050 ha	0.2%	
Road Areas	1.440 ha	6.1%	
Sewer Pump Station (Lot 5000)	0.012 ha	0.1%	
Balance (Lot 7000)	16.889 ha	71.3%	
Balance (Lot 7001)	0.674 ha	2.8%	
Total	23.685 ha	100.0%	

RP DESCRIPTION: Lot 45 on SP218687

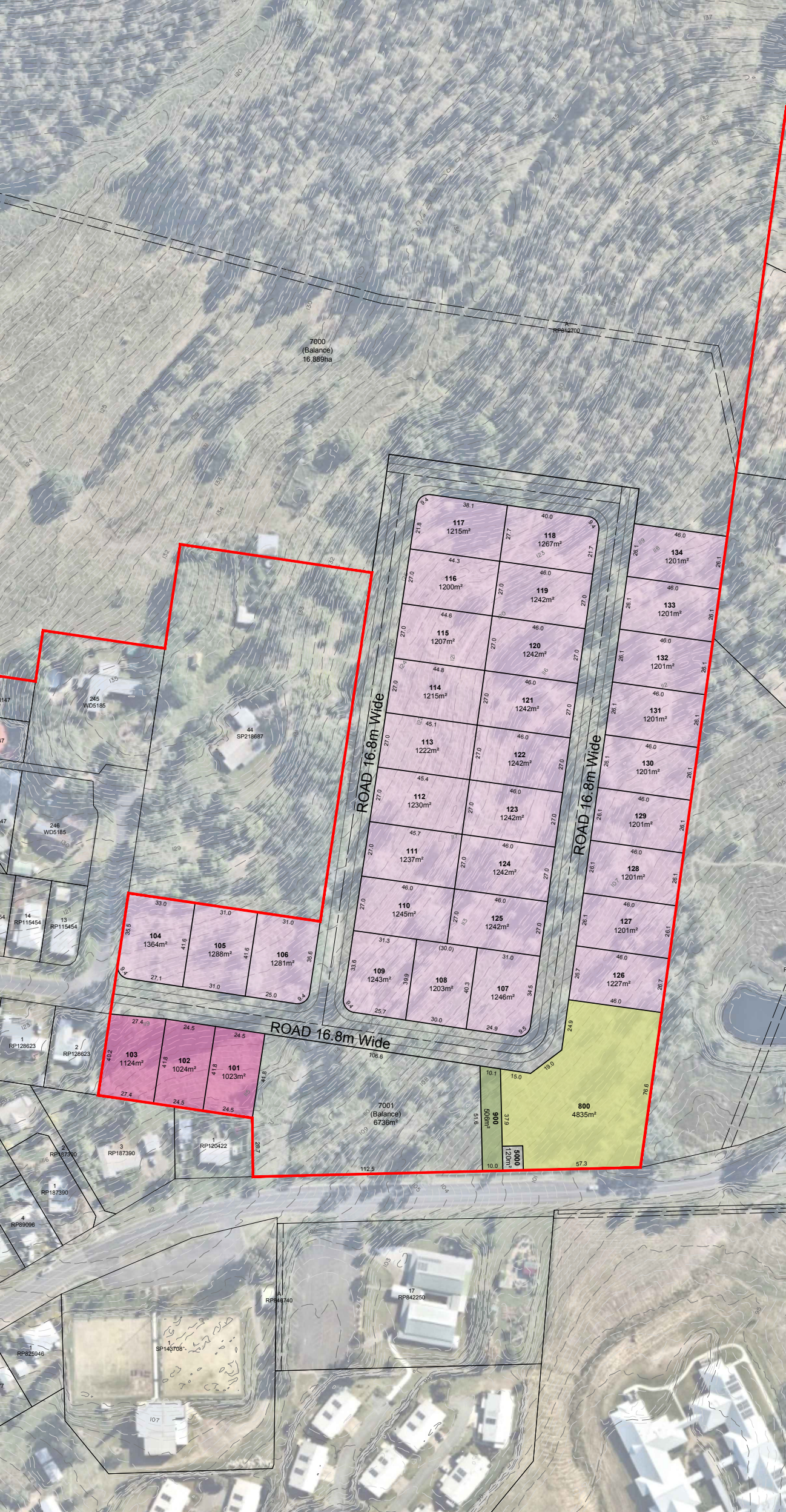
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QM PROP CO NO. 6 PTY LTD

71 CORONATION DRIVE BOONAH 14/12/2022 11121 P 05 Rev A - PRO 01

PROPOSAL PLAN - DA1



NOT TO BE USED FOR ENGINEERING DESIGN  
OR CONSTRUCTION

NOTES

This plan was prepared as a conceptual layout only. The information on this plan is not suitable for any other purpose.

Property dimensions, areas, numbers of lots and contours and other physical features shown have been compiled from existing information and may not have been verified by field survey. These may need verification if the development application is approved and development proceeds, and may change when a full survey is undertaken or in order to comply with development approval conditions.

No reliance should be placed on the information on this plan for detailed subdivision design or for any financial dealings involving the land.

Pavements and centrelines shown are indicative only and are subject to Engineering Design.

Saunders Havill Group therefore disclaims any liability for any loss or damage whatsoever or howsoever incurred, arising from any party using or relying upon this plan for any purpose other than as a document prepared for the sole purpose of accompanying a development application and which may be subject to alteration beyond the control of the Saunders Havill Group. Unless a development approval states otherwise, this is not an approved plan.

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PROJECTION - GDA2020 MGA56

LEGEND

- Site Boundary
- Major Contour (1.0m interval)
- Minor Contour (0.25m interval)

DEVELOPMENT STATISTICS			
RESIDENTIAL ALLOTMENTS	No. Lots	%	Net Area
1000m² - < 12000m²	3	8.8%	0.317 ha
1200m² - < 1500m²	31	91.2%	3.819 ha
Total Residential Allotments	34	100.0%	4.136 ha
Land Budget	Area (Ha)	%	
Area of Subject Site / Stage	23.685 ha	—	
Nett Residential Area (no roads)	4.136 ha	17.5%	
Detention / Drainage	0.484 ha	2.0%	
Pedestrian Link	0.050 ha	0.2%	
Road Areas	1.440 ha	6.1%	
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Balance (Lot 7001)	0.674 ha	2.8%	
Total	23.685 ha	100.0%	

RP DESCRIPTION: Lot 45 on SP218687

SCALE @A1 1:1000 @A3 1:2000 - LENGTHS ARE IN METRES



QM PROP CO NO. 6 PTY LTD

71 CORONATION DRIVE BOONAH 07/12/2022 11121 P 05 Rev A - PRO 02

Our ref TMR23-038569  
Applicant ref 11121  
Enquiries Dean Bertwistle



Department of  
**Transport and Main Roads**

31 May 2023

### **Decision Notice – Access Prohibited (s62(1) *Transport Infrastructure Act 1994*)**

Development application reference number RAL22/052, lodged with Scenic Rim Regional Council involves constructing or changing a vehicular access between Lot 45SP218687, the land the subject of the application, and Ipswich - Boonah Road (a state-controlled road).

In accordance with section 62A(2) of the *Transport Infrastructure Act 1994* (TIA), this development application is also taken to be an application for a decision under section 62(1) of TIA.

#### **Applicant Details**

Name and address QM Prop Co No.6 Pty Ltd C/- Saunders Havill Group  
9 Thompson Street  
Bowen Hills QLD 4006

#### **Application Details**

Address of Property 71 Coronation Drive, Boonah QLD 4310  
Real Property Description 45SP218687  
Aspect/s of Development Reconfiguring a Lot for 1 lot into 34 residential lots, 2 balance lots, Drainage Reserve and Sewer Pump Station

#### **Decision (given under section 67 of TIA)**

It has been decided that all access between the state-controlled road and the land subject of the application is prohibited.

#### **Reasons for the decision**

The reasons for this decision are as follows:

- a) Limiting access to the state-controlled roads minimises conflict points, improving the safety and operational performance of the state controlled roads. This is supported by the department's Vehicular access to state-controlled roads policy, which identifies that each access to a state-controlled road as having a direct impact on the safety and operational performance of the road network.
- b) Access to the Ipswich - Boonah Road can be accommodated by two intersections to the west of the subject site, being the intersections between Ipswich - Boonah Road and both Bona Vista Avenue and Hoya Road.

Please refer to **Attachment A** for the findings on material questions of fact and the evidence or other material on which those findings were based.

Program Delivery and Operations  
South Coast Region  
36-38 Cotton Street Nerang QLD 4211  
PO Box 442 Nerang QLD 4211

**Telephone** +61 7 5561 3852  
**Website** [www.tmr.qld.gov.au](http://www.tmr.qld.gov.au)  
**Email** [scr.calm@tmr.qld.gov.au](mailto:scr.calm@tmr.qld.gov.au)  
ABN: 39 407 690 291

**Information about the Decision required to be given under section 67(2) of TIA**

In accordance with section 70 of the TIA, the applicant for the planning application is bound by this decision. A copy of section 70 is attached as **Attachment B**, as required, for information.

**Further information about the decision**

1. In accordance with section 67(7) of TIA, this decision notice:
  - a) starts to have effect when the development approval has effect; and
  - b) stops having effect if the development approval lapses or is cancelled; and
  - c) replaces any earlier decision made under section 62(1) in relation to the land.
2. In accordance with section 485 of the TIA and section 31 of the *Transport Planning and Coordination Act 1994* (TPCA), a person whose interests are affected by this decision may apply for a review of this decision only within 28 days after notice of the decision was given under the TIA. A copy of the review provisions under TIA and TPCA is attached in **Attachment C** for information.
3. In accordance with section 485B of the TIA and section 35 of TPCA a person may appeal against a reviewed decision. The person must have applied to have the decision reviewed before an appeal about the decision can be lodged in the Planning and Environment Court. A copy of the Appeal Provisions under TIA and TPCA is attached in **Attachment C** for information.

If further information about this approval or any other related query is required, Mr Dean Bertwistle, Undergraduate Town Planner should be contacted by email at [dean.r.bertwistle@tmr.qld.gov.au](mailto:dean.r.bertwistle@tmr.qld.gov.au) or on 5561 3852.

Yours sincerely



Nathan Bright  
Principal Town Planner

Attachments: Attachment A – Decision evidence and findings  
Attachment B - Section 70 of TIA  
Attachment C - Appeal Provisions

**Attachment A****Decision Evidence and Findings**

Findings on material questions of fact:

- The development application (Council reference: RAL22/052) seeks a Development Permit for Reconfiguration of a Lot for 1 lot into 34 residential lots, 2 balance lots, Drainage Reserve and Sewer Pump Station.
- The applicant did not propose access to Ipswich - Boonah Road.
- There is no existing access to between the subject site and Ipswich - Boonah Road

**Attachment B****Section 70 of TIA***Transport Infrastructure Act 1994*

Chapter 6 Road transport infrastructure

Part 5 Management of State-controlled roads

---

**70 Offences about road access locations and road access works, relating to decisions under s 62(1)**

- (1) This section applies to a person who has been given notice under section 67 or 68 of a decision under section 62(1) about access between a State-controlled road and adjacent land.
- (2) A person to whom this section applies must not—
  - (a) obtain access between the land and the State-controlled road other than at a location at which access is permitted under the decision; or
  - (b) obtain access using road access works to which the decision applies, if the works do not comply with the decision and the noncompliance was within the person's control; or
  - (c) obtain any other access between the land and the road contrary to the decision; or
  - (d) use a road access location or road access works contrary to the decision; or
  - (e) contravene a condition stated in the decision; or
  - (f) permit another person to do a thing mentioned in paragraphs (a) to (e); or
  - (g) fail to remove road access works in accordance with the decision.

Maximum penalty—200 penalty units.

- (3) However, subsection (2)(g) does not apply to a person who is bound by the decision because of section 68.

**Attachment C****Appeal Provisions***Transport Infrastructure Act 1994*

Chapter 16 General provisions

---

**485 Internal review of decisions**

- (1) A person whose interests are affected by a decision described in schedule 3 (the **original decision**) may ask the chief executive to review the decision.
- (2) The person is entitled to receive a statement of reasons for the original decision whether or not the provision under which the decision is made requires that the person be given a statement of reasons for the decision.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 2—
  - (a) applies to the review; and
  - (b) provides—
    - (i) for the procedure for applying for the review and the way it is to be carried out; and
    - (ii) that the person may apply to QCAT to have the original decision stayed.

**485B Appeals against decisions**

- (1) This section applies in relation to an original decision if a court (the appeal court) is stated in schedule 3 for the decision.
- (2) If the reviewed decision is not the decision sought by the applicant for the review, the applicant may appeal against the reviewed decision to the appeal court.
- (3) The *Transport Planning and Coordination Act 1994*, part 5, division 3—
  - (a) applies to the appeal; and
  - (b) provides—
    - (i) for the procedure for the appeal and the way it is to be disposed of; and
    - (ii) that the person may apply to the appeal court to have the original decision stayed.
- (4) Subsection (5) applies if—
  - (a) a person appeals to the Planning and Environment Court against a decision under section 62(1) on a planning application that is taken, under section 62A(2), to also be an application for a decision under section 62(1); and
  - (b) a person appeals to the Planning and Environment Court against a decision under the Planning Act on the planning application.

- (5) The court may order—
  - (a) the appeals to be heard together or 1 immediately after the other; or
  - (b) 1 appeal to be stayed until the other is decided.
- (6) Subsection (5) applies even if all or any of the parties to the appeals are not the same.
- (7) In this section—

***original decision*** means a decision described in schedule 3.

***reviewed decision*** means the chief executive's decision on a review under section 485.

*Transport Planning and Coordination Act 1994*  
Part 5, Division 2 – Review of Original Decisions

---

**31 Applying for review**

- (1) A person may apply for a review of an original decision only within 28 days after notice of the original decision was given to the person under the transport Act.
- (2) However, if—
  - (a) the notice did not state the reasons for the original decision; and
  - (b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)the person may apply within 28 days after the person is given the statement of the reasons.
- (3) In addition, the chief executive may extend the period for applying.
- (4) An application must be written and state in detail the grounds on which the person wants the original decision to be reviewed.

**32 Stay of operation of original decision**

- (1) If a person applies for review of an original decision, the person may immediately apply for a stay of the decision to the relevant entity.
- (2) The relevant entity may stay the original decision to secure the effectiveness of the review and any later appeal to or review by the relevant entity.
- (3) In setting the time for hearing the application, the relevant entity must allow at least 3 business days between the day the application is filed with it and the hearing day.
- (4) The chief executive is a party to the application.
- (5) The person must serve a copy of the application showing the time and place of the hearing and any document filed in the relevant entity with it on the chief executive at least 2 business days before the hearing.
- (6) The stay—
  - (a) may be given on conditions the relevant entity considers appropriate; and
  - (b) operates for the period specified by the relevant entity; and
  - (c) may be revoked or amended by the relevant entity.
- (7) The period of a stay under this section must not extend past the time when the chief executive reviews the original decision and any later period the relevant entity allows the applicant to enable the applicant to appeal against the decision or apply for a review of the decision as provided under the QCAT Act.
- (8) The making of an application does not affect the original decision, or the carrying out of the original decision, unless it is stayed.

(9) In this section—

**relevant entity** means—

- (a) if the reviewed decision may be reviewed by QCAT—QCAT; or
- (b) if the reviewed decision may be appealed to the appeal court—the appeal court.

### **35 Time for making appeals**

(1) A person may appeal against a reviewed decision only within—

- (a) if a decision notice is given to the person—28 days after the notice was given to the person; or
- (b) if the chief executive is taken to have confirmed the decision under section 34(5)—56 days after the application was made.

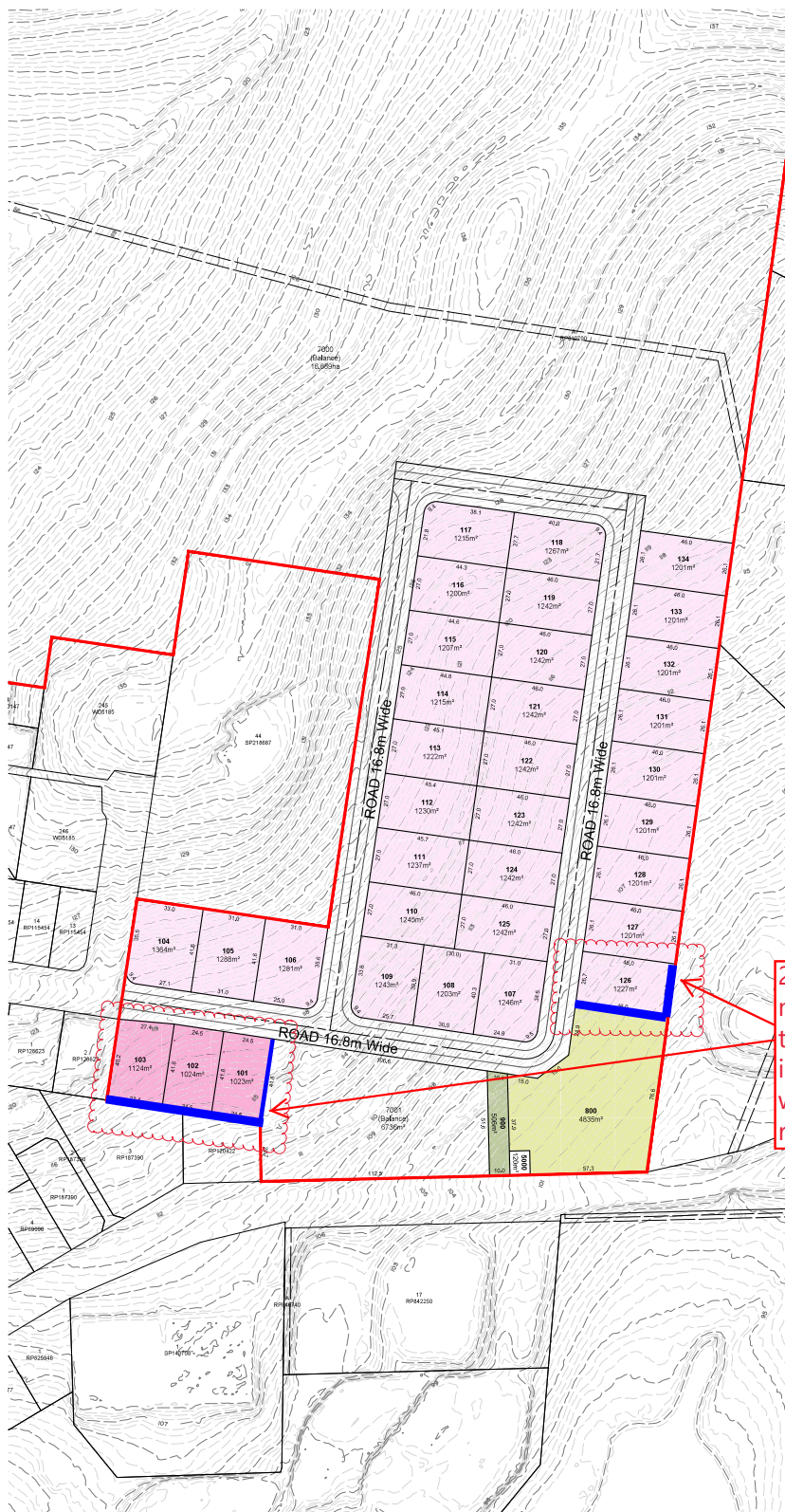
(2) However, if—

- (a) the decision notice did not state the reasons for the decision; and
- (b) the person asked for a statement of the reasons within the 28 days mentioned in subsection (1)(a);

the person may apply within 28 days after the person is given a statement of the reasons.

(3) Also, the appeal court may extend the period for appealing.

## PROPOSAL PLAN - DA1



## OR CONSTRUCTION

## NOTES

This plan was prepared as a conceptual layout only. The information on this plan is not suitable for any other purpose.

Property dimensions, areas, numbers of lots and contours and other physical features shown have been compiled from existing information and may not have been verified by field survey. These may need verification if the development application is approved and development proceeds, and may change when a full survey is undertaken or in order to comply with development approval conditions.

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PROJECTION - GDA2020 MGA56

## LEGEND

- Site Boundary
- Major Contour (1.0m interval)
- Minor Contour (0.25m interval)

PLANS AND DOCUMENTS referred to in the REFERRAL AGENCY RESPONSE



SARA ref: 2301-33039 SRA

Date: 2 June 2023

2.1m high noise barriers must be constructed at the locations identified in blue in accordance with condition 1 of the referral response

DEVELOPMENT STATISTICS			
RESIDENTIAL ALLOTMENTS	No. Lots	%	Net Area
1000m <sup>2</sup> - < 12000m <sup>2</sup>	3	8.8%	0.317 ha
12000m <sup>2</sup> - < 15000m <sup>2</sup>	31	91.2%	3.819 ha
<b>Total Residential Allotments</b>	<b>34</b>	<b>100.0%</b>	<b>4.136 ha</b>

Land Budget	Area (Ha)	%
Area of Subject Site / Stage	23.685 ha	—
Nett Residential Area (no roads)	4.136 ha	17.5%
Detention / Drainage	0.484 ha	2.0%
Pedestrian Link	0.050 ha	0.2%
Road Areas	1.440 ha	6.1%
Sewer Pump Station (Lot 5000)	0.012 ha	0.1%
Balance (Lot 7000)	16.889 ha	71.3%
Balance (Lot 7001)	0.674 ha	2.8%
<b>Total</b>	<b>23.685 ha</b>	<b>100.0%</b>

RP DESCRIPTION: Lot 45 on SP218687

SCALE @A1 1:1000 @A3 1:2000 - LENGTHS ARE IN METRES

**SH** saunders havill



QM PROP CO NO. 6 PTY LTD

## Development Assessment Rules—Representations about a referral agency response

The following provisions are those set out in sections 28 and 30 of the Development Assessment Rules<sup>1</sup> regarding **representations about a referral agency response**

### Part 6: Changes to the application and referral agency responses

---

#### 28 Concurrence agency changes its response or gives a late response

- 28.1. Despite part 2, a concurrence agency may, after its referral agency assessment period and any further period agreed ends, change its referral agency response or give a late referral agency response before the application is decided, subject to section 28.2 and 28.3.
- 28.2. A concurrence agency may change its referral agency response at any time before the application is decided if—
- (a) the change is in response to a change which the assessment manager is satisfied is a change under section 26.1; or
  - (b) the Minister has given the concurrence agency a direction under section 99 of the Act; or
  - (c) the applicant has given written agreement to the change to the referral agency response.<sup>2</sup>
- 28.3. A concurrence agency may give a late referral agency response before the application is decided, if the applicant has given written agreement to the late referral agency response.
- 28.4. If a concurrence agency proposes to change its referral agency response under section 28.2(a), the concurrence agency must—
- (a) give notice of its intention to change its referral agency response to the assessment manager and a copy to the applicant within 5 days of receiving notice of the change under section 25.1; and
  - (b) the concurrence agency has 10 days from the day of giving notice under paragraph (a), or a further period agreed between the applicant and the concurrence agency, to give an amended referral agency response to the assessment manager and a copy to the applicant.

---

<sup>1</sup> Pursuant to Section 68 of the *Planning Act 2016*

<sup>2</sup> In the instance an applicant has made representations to the concurrence agency under section 30, and the concurrence agency agrees to make the change included in the representations, section 28.2(c) is taken to have been satisfied.

## **Part 7: Miscellaneous**

### **30 Representations about a referral agency response**

- 30.1. An applicant may make representations to a concurrence agency at any time before the application is decided, about changing a matter in the referral agency response.<sup>3</sup>

---

<sup>3</sup> An applicant may elect, under section 32, to stop the assessment manager's decision period in which to take this action. If a concurrence agency wishes to amend their response in relation to representations made under this section, they must do so in accordance with section 28.

RA6-N



SARA reference: 2301-33039 SRA  
Council reference: RAL22/052  
Applicant reference: 11121

2 June 2023

Chief Executive Officer  
Scenic Rim Regional Council  
PO Box 25  
Beaudesert QLD 4285  
mail@scenicrim.qld.gov.au

Attention: Chief Executive Officer

Dear Sir/Madam

## SARA referral agency response—71 Coronation Drive, Boonah

(Referral agency response given under section 56 of the *Planning Act 2016*)

The development application described below was confirmed as properly referred by the State Assessment and Referral Agency (SARA) on 2 February 2023.

### Response

Outcome:	Referral agency response – with conditions
Date of response:	2 June 2023
Conditions:	The conditions in <b>Attachment 1</b> must be attached to any development approval
Advice:	Advice to the applicant is in <b>Attachment 2</b>
Reasons:	The reasons for the referral agency response are in <b>Attachment 3</b>

### Development details

Description:	Development permit	Reconfiguring a Lot – 34 residential lots, two balance lots, drainage reserve and sewer pump station
SARA role:	Referral agency	
SARA trigger:	Schedule 10, part 9, division 4, subdivision 2, table 1, item 1 -	Reconfiguring a lot near a state transport corridor (Planning

Page 1 of 7

South East Queensland (West) regional office  
Level 4, 117 Brisbane Street, Ipswich  
PO Box 2390, North Ipswich QLD 4305

2301-33039 SRA

	Regulation 2017)
SARA reference:	2301-33039 SRA
Assessment manager:	Scenic Rim Regional Council
Street address:	71 Coronation Drive, Boonah
Real property description:	Lot 45 on SP218687
Applicant name:	QM Prop Co No 6 Pty Ltd C/- Saunders Havill Group
Applicant contact details:	9 Thompson Street Bowen Hills QLD 4006 andrewmclean@saundershavill.com
State-controlled road access permit:	This referral included an application for a road access location, under section 62A(2) of <i>Transport Infrastructure Act 1994</i> . Below are the details of the decision: <ul style="list-style-type: none"> <li>• Access prohibited</li> <li>• Reference: TMR23-038569</li> <li>• Date: 31 May 2023</li> </ul> <p>It has been decided that all access between the state-controlled road and the land subject of the application is prohibited.</p> <p>If you are seeking further information on the road access permit, please contact the Department of Transport and Main Roads at:</p> <p>South Coast Region Website: <a href="http://www.tmr.qld.gov.au">www.tmr.qld.gov.au</a> Address: 36-38 Cotton Street Nerang QLD 4211 Telephone: +61 7 5561 3852 Email: <a href="mailto:scr.calm@tmr.qld.gov.au">scr.calm@tmr.qld.gov.au</a></p>
<i>Human Rights Act 2019</i> considerations:	Section 58 of the <i>Human Rights Act 2019</i> specifies required conduct for public entities when acting or making a decision. Sections 15 – 37 of the <i>Human Rights Act 2019</i> identifies the human rights a public entity must consider in making a decision.

## Representations

An applicant may make representations to a concurrence agency, at any time before the application is decided, about changing a matter in the referral agency response (section 30 of the Development Assessment Rules). Copies of the relevant provisions are in **Attachment 4**.

A copy of this response has been sent to the applicant for their information.

2301-33039 SRA

For further information please contact Malcolm McDowell, Planning Officer, on (07) 3452 6897 or via email [IpswichSARA@dsdilgp.qld.gov.au](mailto:IpswichSARA@dsdilgp.qld.gov.au) who will be pleased to assist.

Yours sincerely



Kieran Hanna  
A/Manager

enc    Attachment 1 - Referral agency conditions  
         Attachment 2 - Advice to the applicant  
         Attachment 3 - Reasons for referral agency response  
         Attachment 4 - Representations about a referral agency response provisions  
         Attachment 5 - Documents referenced in conditions

cc      QM Prop Co No 6 Pty Ltd, [andrewmclean@saundershavill.com](mailto:andrewmclean@saundershavill.com)

2301-33039 SRA

**Attachment 1—Referral agency conditions**

(Under section 56(1)(b)(i) of the *Planning Act 2016* the following conditions must be attached to any development approval relating to this application) (Copies of the documents referenced below are found at **Attachment 5**)

No.	Conditions	Condition timing
<b>Development permit for reconfiguring a lot – 34 residential lots, two balance lots, drainage reserve and sewer pump station</b>		
Schedule 10, part 9, division 4, subdivision 2, table 1, item 1 (Planning Regulation 2017) - Reconfiguring a lot near a state transport corridor—The chief executive administering the <i>Planning Act 2016</i> nominates the Director-General of the Department of Transport and Main Roads (DTMR) to be the enforcement authority for the development to which this development approval relates for the administration and enforcement of any matter relating to the following conditions:		
1.	<p>(a) A 2.1 metre high noise barrier must be provided generally in accordance with the Proposal Plan - DA1 prepared by Saunders Havill Group dated 14 December 2022, reference 11121 P 05 and revision Rev A - PRO 01, as amended in blue, to include a noise barrier along the identified portions of the boundary of Proposed Lots 101, 102, 103 and 126.</p> <p>(b) The noise barrier must be designed in accordance with:</p> <ul style="list-style-type: none"> <li>the Department of Transport and Main Roads' Road Traffic Noise Management Code of Practice, Chapter 5' Specifications MRS15 and MRTS15;</li> </ul> <p>(c) RPEQ certification must be provided to South Coast Region, (scr.calm@tmr.qld.gov.au) within the Department of Transport and Main Roads, confirming that the development has been constructed in accordance with parts (a) and (b) of this condition.</p>	Prior to submitting the Plan of Survey to the local government for approval and to be maintained at all times.
2.	<p>(a) Carry out the stormwater management of the development generally in accordance with Parts 3, 4 and 5 of the Concept Site Based Stormwater Management Plan – Quantity &amp; Quality prepared by Civil Dimensions dated 28 February 2023 reference CD22-006 and revision B.</p> <p>(b) Submit RPEQ certification to South Coast Region, (scr.calm@tmr.qld.gov.au), within the Department of Transport and Main Roads, confirming that the development has been constructed in accordance with part (a) of this condition.</p>	<p>(a) At all times.</p> <p>(b) Within 20 business days of the completion of works.</p>
3.	Direct access is not permitted between the Ipswich - Boonah Road and the subject site.	At all times

2301-33039 SRA

**Attachment 2—Advice to the applicant**

---

General advice	
1.	Terms and phrases used in this document are defined in the <i>Planning Act 2016</i> , its regulation or the State Development Assessment Provisions (SDAP) (version 3.0). If a word remains undefined it has its ordinary meaning.

### Attachment 3—Reasons for referral agency response

(Given under section 56(7) of the *Planning Act 2016*)

**The reasons for the SARA's decision are:**

The development complies with State code 1: Development in a state-controlled road environment of the SDAP, with conditions. Specifically, the development:

- does not increase the likelihood or frequency of accidents, fatalities, or serious injury for users of a state-controlled road
- does not adversely impact the structural integrity or physical condition of state-controlled roads, road transport infrastructure, public passenger transport infrastructure or active transport infrastructure
- does not adversely impact the function efficiency of state-controlled roads or future state-controlled roads
- does not adversely impact the state's ability to plan, construct, maintain, upgrade or operate state-controlled roads, future state-controlled roads or road transport infrastructure
- does not significantly increase the cost to plan, construct, upgrade or maintain state-controlled roads, future state-controlled roads or road transport infrastructure
- maintains access to public passenger transport infrastructure or active transport infrastructure
- does not adversely impact the state's ability to operate public passenger services on state-controlled roads
- protects community amenity from significant adverse impacts of environmental emissions generated by road transport infrastructure or vehicles using state-controlled roads

**Material used in the assessment of the application:**

- the development application material and submitted plans
- *Planning Act 2016*
- Planning Regulation 2017
- the SDAP version 3.0, as published by SARA
- the Development Assessment Rules
- SARA DA Mapping system
- section 58 of the *Human Rights Act 2019*

### Attachment 4—Representations about a referral agency response provisions

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2301-33039 SRA

## **Attachment 5—Documents referenced in conditions**

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**10.3 MCU22/010 Development Permit for Material Change of Use - Function Facility, Country Mile Escape, 63 Little Flying Fox Road, Flying Fox**

**Executive Officer:** General Manager Customer and Regional Prosperity

**Item Author:** Principal Specialist Development Assessment and Engineering

**Attachments:**

1. MCU22-010 - Appendix A - Conditions of Approval [↓](#) 
2. MCU22/010 - Proposal Plans [↓](#) 
3. MCU22/010 - Revised Noise Report [↓](#) 

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**Executive Summary**

Council is in receipt of a development application for a Development Permit for Material Change of Use involving Function Facility at 63 Little Flying Fox Road, Flying Fox, legally described as Lot 17 on RP44239.

The proposed Function Facility use triggers Impact Assessment in the Rural Zone (no precinct).

The proposed development has demonstrated general compliance with the planning scheme through the submitted material within the application. The primary points of concern raised by Council, relating to potential noise and traffic impacts, can in the author's assessment be appropriately conditioned.

As such, it will be recommended that Council approve the proposed development for Function Facility at 63 Little Flying Fox Road, Flying Fox, described as Lot 17 on RP44239, subject to reasonable and relevant conditions.

**Recommendation**

That:

1. Council receive and note the report titled "MCU22/010 Development Permit for Material Change of Use - Function Facility, Country Mile Escape, 63 Little Flying Fox Road, Flying Fox";
2. Council approve development application MCU22/010, and grant a Development Permit for Material Change of Use, subject to imposition of reasonable and relevant conditions in Appendix A; and
3. Council note that any subsequent requests for a negotiated decision notice and/or change applications to the approval (MCU22/010) will be processed via delegated authority where the changes would not significantly alter the original decision.

**Previous Council Considerations / Resolutions**

Nil.

**Report / Background**

<b>Applicable Planning Scheme</b>	<i>Scenic Rim Planning Scheme 2020</i>
<b>Applicant</b>	Country Mile Escape
<b>Owner(s)</b>	Mr M M Wilson, Mrs P M Wilson
<b>Site Address</b>	Country Mile Escape 63 Little Flying Fox Road, Flying Fox
<b>Real Property Description</b>	Lot 17 RP44239
<b>Site Area</b>	278,900m <sup>2</sup> (27.89ha)
<b>Relevant Zone and Precinct</b>	Rural Zone (No precinct)
<b>Proposal</b>	Function facility
<b>Assessment Level</b>	Impact
<b>Approval Type</b>	Material Change Of Use
<b>Public Notification</b>	15 Days (17 May to 9 June 2022)
<b>Submissions Received</b>	16 submissions were received, 13 properly made
<b>Date Application Deemed Accepted</b>	15 March 2022

Development History

On 24 November 2015, Council resolved to approve Development Permit (MCBd15/071) for a Material Change of Use (Tourist Cabins) under the Beaudesert Shire Planning Scheme 2007. The approval involved the construction and operation of four tourist cabins.

Proposal

The application received proposes to establish a reception venue which will comprise a function facility building and a small chapel for ceremonies. The construction of these two structures will take place over two stages.

In Stage 1, the function facility (reception building) will be designed to mimic a rustic, rural type shed with an internal floor area of approximately 160m<sup>2</sup>, with a verandah wrapping around two sides of the building. The building will be used for wedding receptions and other special events. It is oriented in an internal direction towards the dwelling on the property so that it is not overlooking any neighbouring properties.

In Stage 2, the Chapel building will be constructed in a similar architectural character and represents a floor area of 96m<sup>2</sup>.

The site is benefitted by thick established vegetation on the southern and western side of the building site which will be maintained to provide visual screening and privacy.

The function facility will not provide onsite catering but will instead make provisions for external local hospitality businesses to supply catering equipment required for weddings (and other events).

It is envisaged that clients may bring their own furniture and decorative items. This will be catered with Small Rigid Vehicle parking and utilised the day before the event.

Portable toilets will be hired for events and will be removed immediately afterwards.

Whilst the number of guests will vary from function to function, there will be a limit of 60 persons per reception/event, excluding external staff employed to manage an event. The venue will be available for hire seven days a week. The proposed hours of operation for receptions will be from 10am to 10pm.

Please refer to figures 1–4 below.



Figure 1: Aerial Photo of Proposed Function Facility

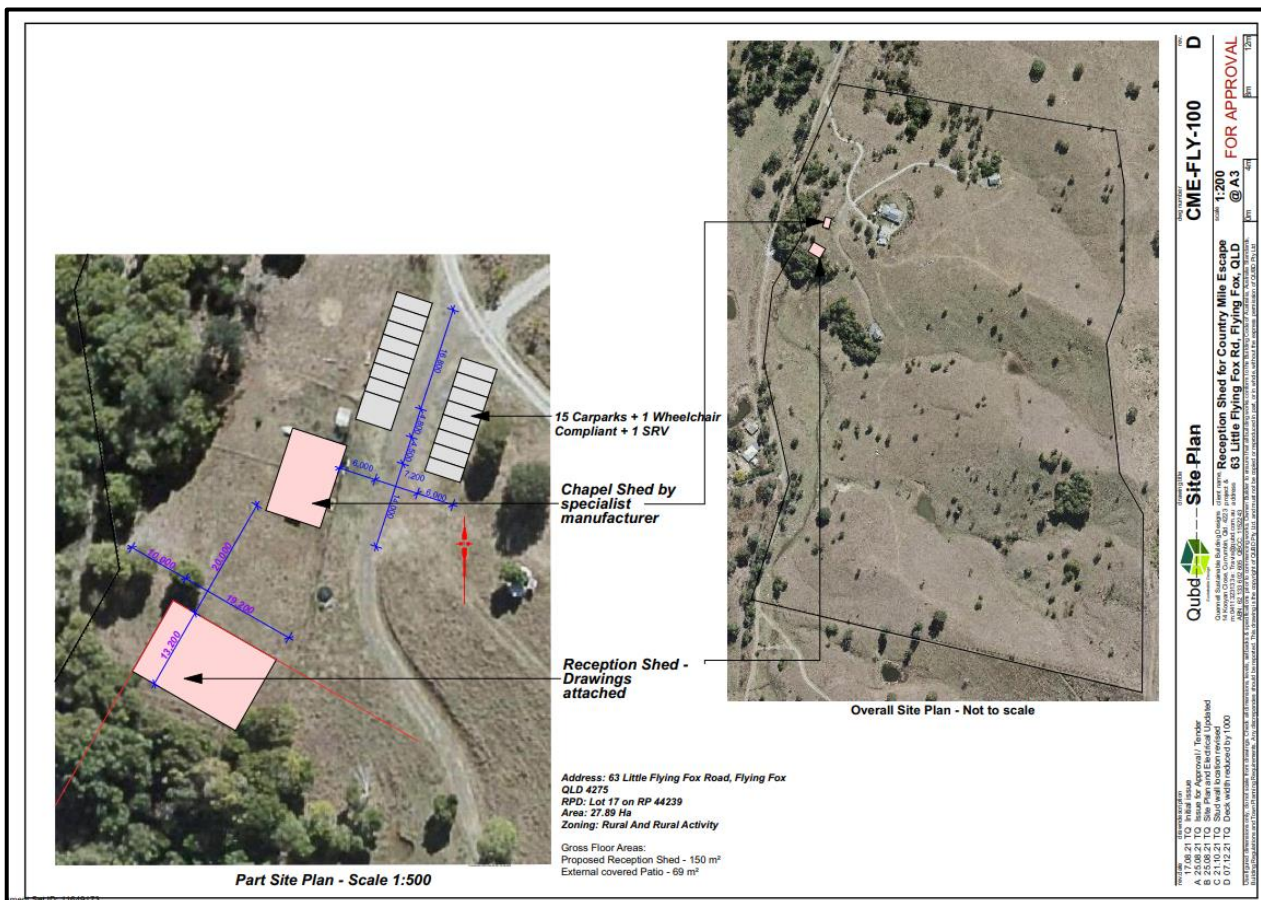


Figure 2: Proposed site plan

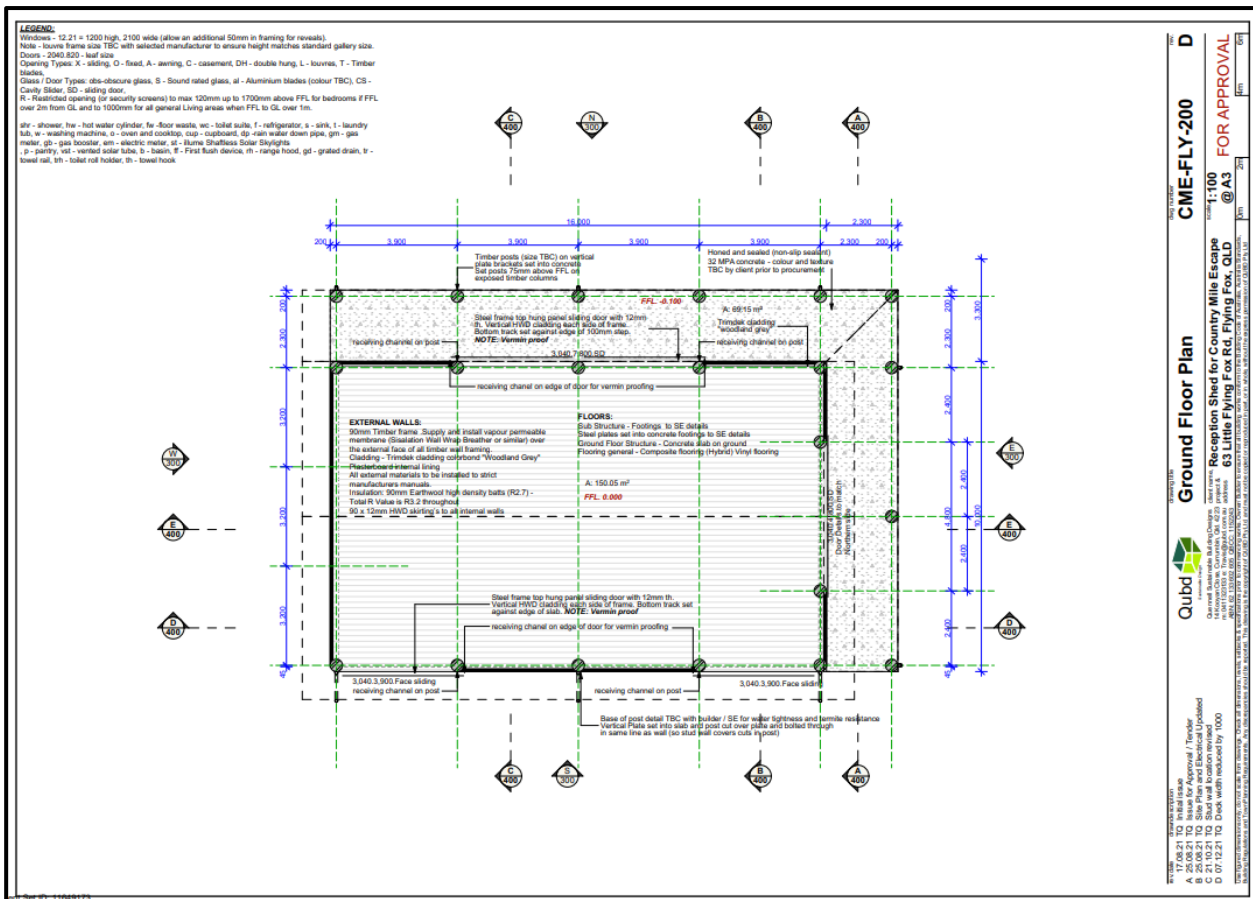


Figure 3: Proposed ground floor plan

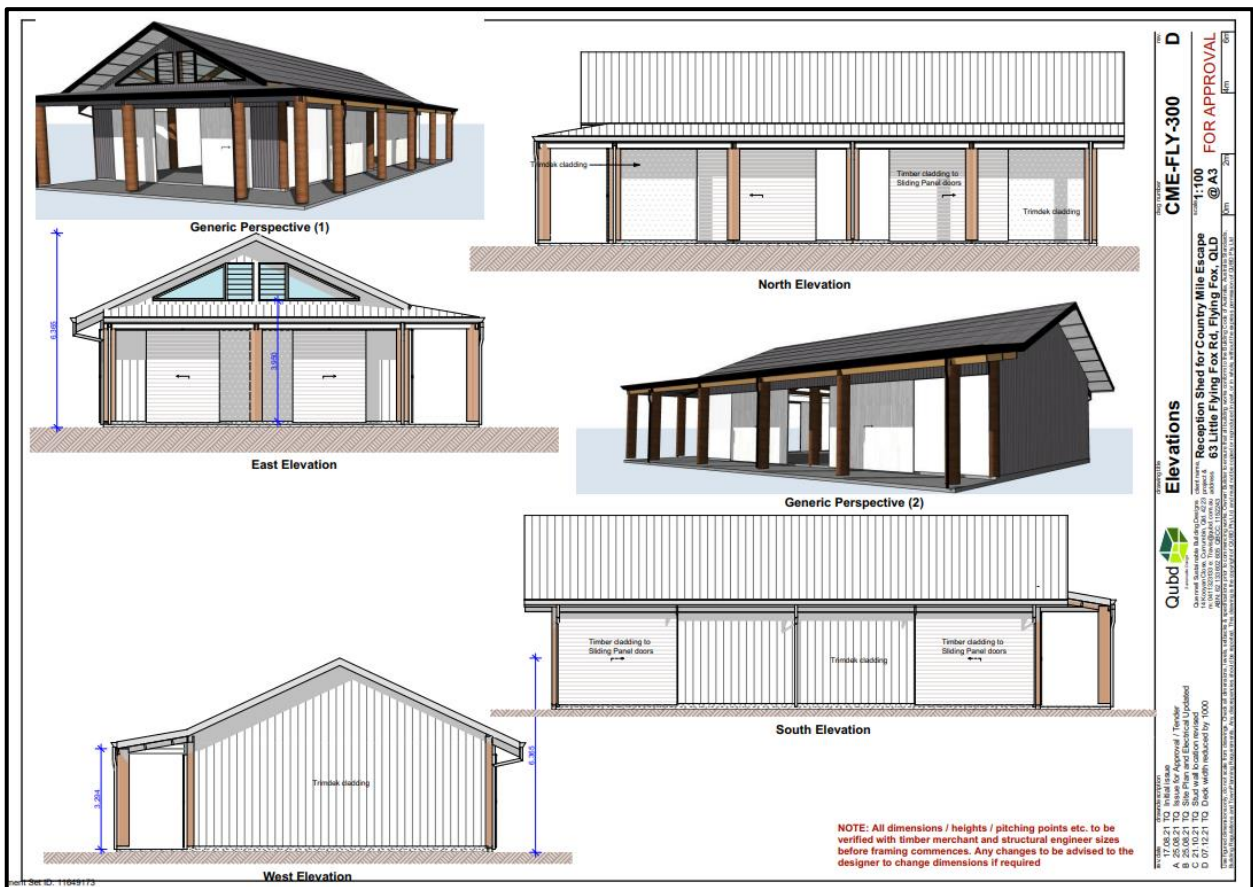


Figure 4: Proposed elevations

Site Visit Evaluation

On 17 June and 27 July 2022, Officers undertook site inspection of the proposed development to ascertain the road condition of Little Flying Fox Road and to assess the potential perception of bulk, scale and intensity when viewed from the roadside. Please refer to figures 5–10.



Figure 5: Country Mile Escape driveway viewed southbound from Little Flying Fox Road



Figure 6: Road condition of culverts and road width



Figure 7: View to thick vegetation buffer, viewed northbound on Little Flying Fox Road.

Council officers noted that Little Flying Fox Road was in need of routine maintenance with issues including pot holes, erosion and cracked culverts. Despite this, the road is largely in a reasonable condition. The maintenance/repair of the road is on Council's maintenance program but the timing of this is not confirmed.



Figure 8: Amphitheatre to be used as a wedding ceremony area, looking west. (note: location is between proposed chapel and reception sheds.



Figure 9: Constructed Slab for Reception Shed, looking south



Figure 10: Location for proposed on-site parking and the Chapel Shed, looking north.

The proposed development is well located outside of flooding hazard due to elevated position and is surrounded by thick vegetation. Bulk and scale of building cannot be perceived outside curtilage of site.

Discussion - Application Chronology and Key Issues

The application was deemed properly made 15 March 2022.

The application included the supporting material:

1. Plans prepared by The Soiltesters and Qubd (Document Set ID 11649173 pages 1-4, 6, 9)
2. Environmental Noise Assessment Report prepared by TTM Consulting Pty Ltd dated 18 April 2023 (Document Set ID 12121366)
3. Slope Stability Risk Assessment Report prepared by Earthsolve dated 20 December 2021 (Document Set ID 11649179)
4. Traffic Engineering Assessment prepared by TTM Consulting Pty Ltd dated 19 August 2022 (Document Set ID 11859289)
5. Event Management Plan dated 18 July 2022 (Document Set ID 11859487)

An information request was sent on 5 May 2022, with the formal response received 10 May 2022.

The application was publicly notified from 19 May to 9 June 2022, 13 properly made submissions were received.

Subsequent review of the application materials and submissions outlined the key issues pertaining to the application related to:

1. Adequate management of noise impact
2. Traffic impacts on Little Flying Fox Road

1. Adequate management of noise impact

Following review of the submitted Noise Assessment Report, Council sought peer review of the report. This peer review received 6 December 2022, identified a number of issues related to the methodology.

A further advice letter based on this peer review was forwarded to the applicant on 19 December 2022. In response, the applicant submitted a revised Acoustic Assessment on 18 April 2023.

Environmental Health reviewed this revised report and provided the following updated recommendation for development conditions to address the potential noise impacts.

<b>MHS06 Noise Disturbance</b>			Prior to the commencement of the use and thereafter at all times.
The activity must not exceed the levels prescribed by Table 1 (below).			
Table 1			
Time Period	At dwelling or other sensitive land use	At commercial premises	
Daytime (7:00am-10:00pm)	Background +5dB(A)	Background +10dB(A)	
Night time (10:00pm-7:00am)	Background +3dB(A)  Background=LA90	Background +8dB(A)  Background=LA90	

*Note - The compliance levels are measured as the average of the maximum A-weighted sound levels adjusted for noise character measured over a 15-minute time interval. These provisions apply except where specific emission limits are otherwise provided in the Environmental Protection Act 1994 or an Environmental Authority.*

*Note - A Sensitive Land Use has the meaning given in the State Planning Policy.*

<b>Low Frequency Management</b>  Subwoofers or crossover systems that enable the ability to increase or intensify bass frequencies are not permitted.	At all times
<b>Noise Management Plan</b>  The applicant is to submit an updated noise management plan that should include, but is not limited to: <ol style="list-style-type: none"> <li>Live music management including volume control management</li> <li>Monitoring noise from the premises, including at the boundary of the property and how the business plans to comply with the decibel limits specified in the acoustic report.</li> <li>Management of noise from the car park to reduce car door slamming and loud conversation</li> <li>Management of loud/boisterous patrons</li> <li>Managing and logging any complaints received regarding the venue</li> </ol> <p>The above plan must be submitted and approved to Council before operation and reflect any changes outlined in the new Noise Assessment.</p> <p>Any amendments to the plan must also require Council's approval.</p>	At all times
<b>Complaints register</b>  The business is to maintain a complaint register that addresses: <ol style="list-style-type: none"> <li>the time and date was made, and the time and date the alleged incident took place.</li> <li>the nature of the complaint.</li> <li>actions taken to rectify and further incidents from taking place.</li> </ol>	At all times

It is considered that strict compliance with the above conditions would mitigate the potential impacts of noise on nearby sensitive receptors.

2. The traffic generation estimate and the implication of the increase traffic on Little Flying Fox Road.

Little Flying Fox Road being classified as a 5C road has a rated capacity of 80 vehicles/day. However, as the road in actuality, is of a lesser standard with significant parts being single lane, the road capacity is deemed to be significantly less.

As a result, Council considered that the imposition of a condition requiring the applicant upgrade Little Flying Fox Road from the site access to the intersection with Flying Fox Road was necessary.

A further advice letter was sent to the applicant on 29 September 2022, requesting the following further information (summarised):

- Revised traffic generation estimates bases on Council queries pertaining to the assumptions used for the estimates in the applicant traffic report.
- Investigation of the revised traffic number implications on the road capacity.

This letter noted the likely requirement for a conditioned road widening.

A response to this further advice letter was received from the applicant 17 November 2022. This response included revised traffic estimates, which claim average traffic levels below 80 vehicles/day. However, the response did not specifically address the condition of the road apart from proposing two passing lane locations.

Council's Development Assessment Engineers in liaison with Asset and Environmental Sustainability (AES), reviewed this response and were not satisfied that the development would not exceed the capacity of the road (even at full class 5C condition). Additionally, the proposed passing lanes were not considered to be a sufficiently safe solution to manage the increased traffic.

Based on feedback from AES, Council proposes the following conditions to upgrade Little Flying Fox Road from the site access to the intersection with Flying Fox Road to Class 5B – Access.

<b>ROAD UPGRADE</b>  Upgrade Little Flying Fox Road to a Class 5B - Access, in accordance with Council Standard Drawing R-11, from the intersection of Flying Fox Road to the access point for the development. The design must be certified by a suitably qualified Registered Professional Engineer of Queensland (RPEQ). The requirements of this condition are to be adhered to prior to commencement of the use.	Prior to the commencement of the use.
<b>WORKS WITHIN EXISTING ROAD RESERVES –</b>  An Interfering with a Road and its Operations application and a Road Corridor Use Permit Applications are to be lodged with Council prior to undertake any access/road construction works.	As prescribed in the condition

The applicant was informed of this conclusion from Council at a meeting on 20 February 2023. At this meeting the applicant was advised that while Council will impose the condition, any works within the road reserve will require the following applications:

- Interfering with a Road and its Operations
- Road Corridor Use Permit

Therefore, at this stage, the applicant has the opportunity to present alternative solutions to address the traffic issue. Although no guarantee was given that any presented solution would be supported.

After consideration, the applicant advised they will continue with the application.

Framework for Assessment*Categorising Instruments for Statutory Assessment*

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

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

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

Assessment Benchmarks Pertaining to the *Planning Regulation 2017*

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

PLANNING REGULATION 2017 DETAILS	
Assessment Benchmarks:	Nil.
ShapingSEQ South East Queensland Regional Plan 2017 Designation:	Regional Landscape and Rural Production Area

*State Planning Policy*

The State Planning Policy identifies the following aspects as applicable to the subject site:

- Locally refined koala habitat area

Notwithstanding, the Scenic Rim Planning Scheme 2020 confirms that the State Planning Policy requirements are appropriately reflected within the Scheme, and no further assessment is required.

*Shaping SEQ South East Queensland Regional Plan 2017*

The subject site is located within the Regional Landscape and Rural Production Area of the South East Queensland Regional Plan 2017. The scale of the application for Function Facility does not trigger the regulatory provisions.

Assessment Benchmarks Pertaining to the Planning Scheme

The applicable planning scheme for the application is Scenic Rim Regional Council. The following sections relate to the provisions of the Planning Scheme.

Planning Scheme:	Scenic Rim Regional Council
Zone:	Rural Zone (No Precinct)
Consistent/Inconsistent Use:	Potentially Consistent
Assessment Benchmarks:	Strategic framework Rural Zone Code Parking and Access Code Landscaping Code General Development Provisions Code Earthworks, Construction and Water Quality Code Water Resource Catchment Overlay Code Landslide Hazard and Steep Slope Overlay Code Flood Hazard Overlay Code Environmental Significance Overlay Code

### Strategic Framework

The Strategic Framework considers the following matters:

- Settlement Pattern
- Economic Development
- Transport
- Infrastructure and Services
- Natural Environment
- Community Identity, Character, and Social Inclusion
- Natural Resources
- Natural Hazards

It is noted that the development despite being impact assessment, is deemed to be a 'potentially consistent' use in the Rural zone. The significance of the proposal being identified as 'potentially consistent' in the underlying zone means the proposal starts from a position of positive intent for this land use outcome. In accordance with Table 3.4.2 Strategic Outcomes of the planning scheme, a potentially consistent use within a Rural Area is seen to be consistent with the planning scheme's intent, however aspects such as the level of impact that would be acceptable is addressed as part of the officer's assessment of the planning scheme's relevant codes.

### Compliance with relevant assessment benchmarks

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

a) *Compliance with the Rural Zone Code.*

The proposal complies with all of the Rural Zone Code's Acceptable Solutions and Performance Criteria.

b) *Compliance with the Parking and Access Code*

The proposal complies with all of the Parking and Access Code's Acceptable Solutions and Performance Criteria.

c) *Compliance with the Landscaping Code*

The proposal complies with all of the Landscaping Code's Acceptable Solutions and Performance Criteria.

d) *Compliance with the General Development Provision Code*

The proposal complies with all of the General Development Provision Code's Acceptable Solutions and Performance Criteria, except for the following alternate outcome:

Performance Outcomes	Acceptable Outcomes	Applicant Comments	Assessment Officer													
Acoustic Amenity and Noise																
<p><b>PO1</b></p> <p>Development is located, designed, constructed and operated to ensure that noise emissions do not cause <i>environmental harm</i> or <i>environmental nuisance</i> to <i>sensitive receivers</i>.</p> <p><b>Note</b> - <i>this performance outcome also applies to noise emissions generated by sensitive land uses, from sources such as communal areas, service areas, plant and equipment.</i></p>	<p><b>AO1</b></p> <p>(1) Development involves activities that are inaudible from an adjacent <i>sensitive receiver</i> or would not cause noise related <i>environmental harm</i> or <i>environmental nuisance sensitive receiver</i>; or</p> <p>(2) The emission of noise from the premises must not exceed the following levels:</p>		<p><b>Complies.</b></p> <p>The reception building has been carefully designed to ensure it is oriented towards the dwelling house. It does not open in the direction of the neighbouring properties.</p> <p>The Environmental Noise Assessment Report by TTM Consulting Pty Ltd dated 27 January 2022 has confirmed the function facility will achieve compliance with the prescribed standards.</p> <p>The proposed use will be conducted in accordance with the recommendations of the Environmental Noise Assessment Report.</p> <p>It is not expected to generate undue noise emissions.</p> <p>Environmental harm or nuisance</p>	<p>Environmental health have reviewed the application and noise report and have advised the impacts will be adequately addressed given the separation of the use from sensitive receivers. Specific conditions have been provided ensure mitigation of impacts.</p> <p>As discussed earlier within the report, further consideration is required with regards to the practicality of the conditions and likelihood of the development resulting in a compliance burden to council.</p>												
	<table><tr><th>Time Period</th><th>At A Sensitive Land Use</th><th>At Commercial Premises</th></tr><tr><td>7:00am-10:00pm</td><td>Background +5dB(A)</td><td>Background +10dB(A)</td></tr><tr><td>10:00pm-7:00am (sleeping areas)</td><td>35dB(A)</td><td>Background +8dB(A)</td></tr><tr><td>10:00pm-7:00am (living areas)</td><td>40dB(A)</td><td>Background +8dB(A)</td></tr></table>				Time Period	At A Sensitive Land Use	At Commercial Premises	7:00am-10:00pm	Background +5dB(A)	Background +10dB(A)	10:00pm-7:00am (sleeping areas)	35dB(A)	Background +8dB(A)	10:00pm-7:00am (living areas)	40dB(A)	Background +8dB(A)
	Time Period	At A Sensitive Land Use			At Commercial Premises											
	7:00am-10:00pm	Background +5dB(A)			Background +10dB(A)											
	10:00pm-7:00am (sleeping areas)	35dB(A)			Background +8dB(A)											
10:00pm-7:00am (living areas)	40dB(A)	Background +8dB(A)														

Performance Outcomes	Acceptable Outcomes			Applicant Comments	Assessment Officer
	10:00pm-7:00am (unless otherwise specified)	Background +3dB(A)	Background +8dB(A)	will not be caused to the neighbouring premises.  The emission levels prescribed in the Table opposite can be incorporated in the conditions of approval to ensure the use is operated at all times without causing nuisance to surrounding residents.	
	<p><b>Note -</b></p> <p>(1) Levels are measured as the adjusted maximum sound pressure level as defined in the Noise Measurement Manual (Environmental Protection Agency, 2000).</p> <p>(2) Noise generated from vehicle movements on the site, including noise from entering or exiting the vehicle, shall not be considered when assessing the Acceptable Outcome AO1.</p> <p>(3) Background=LA90.</p> <p><b>OR;</b></p> <p>(3) Development achieves the Acoustic Quality Objectives for Sensitive Receptors listed within the Environmental Protection (Noise) Policy 2008.</p> <p><b>Note - where the adjacent sensitive land use is not listed in the Environmental Protection (Noise) Policy 2008, the development will achieve the noise levels specified in AO1 (2)</b></p>				

- e) *Compliance with the Earthworks Construction and Water Quality Code*  
The proposal complies with all of the Earthworks Construction and Water Quality Code's Acceptable Solutions and Performance Criteria.
- f) *Compliance with the Water Resource Catchment Overlay Code*  
The proposal complies with all of the Water Resource Catchment Overlay Code's Acceptable Solutions and Performance Criteria.
- g) *Compliance with the Flood Hazard Overlay Code*  
The proposal complies with all of the Flood Hazard Overlay Code's Acceptable Solutions and Performance Criteria.
- h) *Compliance with the Landslide Hazard and Steep Slope Overlay Code*  
The proposal complies with all of the Landslide Hazard and Steep Slope Overlay Code's Acceptable Solutions and Performance Criteria.
- i) *Compliance with the Environmental Significance Overlay Code*  
The proposal complies with all of the Environmental Significance Overlay Code's Acceptable Solutions and Performance Criteria.

#### Assessment Benchmarks Pertaining to a Variation Approval

Not applicable.

#### Assessment Benchmarks Pertaining to a Temporary Local Planning Instrument

Not applicable.

#### Advertising

The applicant has submitted a written notice stating that public notice of the proposal has been completed in accordance with the requirements of the *Planning Act 2016*.

Submissions

At total of 16 submissions were received, 13 properly made, as summarised below.

Submitter	Address	Issues	Date	Properly Made
Steven Sizmur Donna Sizmur	48 Little Flying fox Road, Flying Fox	<ul style="list-style-type: none"> <li>• Concern about quality of road, issues of safety due to increased traffic</li> <li>• Concerns about children's safety on road</li> <li>• Concerns about noise given area is very quiet</li> <li>• Issues of noise due to increased traffic</li> <li>• Concerns that the development will lower amenity of the area</li> </ul>	9 June	Properly made
Belinda Whitby	48 Little Flying fox Road, Flying Fox	<ul style="list-style-type: none"> <li>• Concern about quality of road, issues of safety due to increased traffic</li> <li>• Concern about children safety on road</li> <li>• Concerns about noise given the area is very quiet, from large numbers of people, amplified music</li> <li>• Concern about increasing numbers of trespassers</li> </ul>	9 June	Properly made
Simon Corcoran Robyn Corcoran	172 Little Flying fox Road, Flying Fox	<ul style="list-style-type: none"> <li>• Concern about quality of road, issues of safety due to increased traffic</li> <li>• Concern about children safety on road</li> <li>• Concerns about noise given area is very quiet, from large numbers of people, amplified music</li> <li>• Concern about increasing numbers of trespassers</li> </ul>	9 June	Properly made

Submitter	Address	Issues	Date	Properly Made
Amanda Hay	13-15 Chalmette Drive, Tamborine Mountain Qld 4270	<ul style="list-style-type: none"> <li>Concern about quality of road, issues of safety due to increased traffic</li> <li>Issue or risk due to flood prone access - isolation during times of flood</li> <li>Amenity issues due to dust because on increased traffic</li> <li>Issues with insufficient setback</li> <li>Has not demonstrated economic need</li> <li>Not consistent with expectations of local community</li> </ul>	9 June	Properly made
Emma Corcoran	172 Little Flying fox Road, Flying Fox	<ul style="list-style-type: none"> <li>Concern about quality of road, issues of safety due to increased traffic</li> <li>Concerns about noise given area is very quiet, from large numbers of people, amplified music</li> </ul>	9 June	Properly made
Stephanie Jones	108-118 Alpine Terrace Mt Tamborine Queensland 4272 Australia	<ul style="list-style-type: none"> <li>Supports development</li> <li>Will bring on economic flow on benefits for other local ancillary services such a catering, celebrants, photographers, celebrants etc</li> </ul>	8 June	Properly made
Michael Corcoran	112 Little Flying fox Road, Flying Fox	<ul style="list-style-type: none"> <li>Supports development</li> <li>Believes the road can handle traffic</li> <li>Quality of road not applicant's fault, needs greater Council maintenance</li> <li>Does request that noise be mitigated via design and encouraging indoor over outdoor use</li> </ul>	8 June	Properly made
John and Linda Hinchliffe	329 and 342 Upper Coomera Rd, Ferny Glen	<ul style="list-style-type: none"> <li>Concern about quality of road, issues of safety due to increased traffic</li> <li>Impact of dust from traffic</li> <li>Impact of increased traffic on wildlife</li> </ul>	7 June	Properly made
Krystal Lae Biram Terry Biram Genevieve Biram Benjamin Biram	329 and 342 Upper Coomera Rd, Ferny Glen	<ul style="list-style-type: none"> <li>Concerns about noise of use</li> <li>Concern about quality of road, issues of safety due to increased traffic</li> <li>Impact of dust from traffic</li> </ul>	7 June	Properly made

Submitter	Address	Issues	Date	Properly Made
Canungra Chamber of Commerce  Karen Turnbull		<ul style="list-style-type: none"> <li>• Supports Development.</li> <li>• Site owner involved in fundraiser for Canungra Chamber of Commerce</li> </ul>	6 June	Properly made
Michelle Roper-Dennis	29 Christie Street Canungra 4272 Queensland, Australia	<ul style="list-style-type: none"> <li>• Supports development</li> <li>• Will bring on economic flow on benefits for other local ancillary services</li> </ul>	7 June	Properly made
Michelle Day	147 Little Flying fox Road, Flying Fox	<ul style="list-style-type: none"> <li>• Concern about quality of road, issues of safety due to increased traffic</li> <li>• Impact of dust from traffic</li> <li>• Impact of increased traffic on wildlife</li> </ul>	3 June	Properly made
Phillip Day	24 Flying fox Road, Ferny Glen	<ul style="list-style-type: none"> <li>• Noise concerns</li> <li>• Impact of traffic on cattle movement</li> <li>• Impact on land valuation</li> </ul>	3 June	Properly made

### Summary of Issues

- a) Four of the properly made submissions indicated support for the development.
- b) Eight properly made submission indicated concerns about the low quality of Flying Fox and Little Flying fox roads, and the impact and risk from increased traffic
- c) Eight properly made submissions indicated concerns about the impact of noise of the use on local amenity
- d) Five properly made submissions indicated concerns about impact of dust from increased traffic
- e) Four properly made submissions indicated concerns about risk from increased traffic on local children
- f) Three properly made submissions indicated concerns about risk from visitors trespassing onto neighbour's properties
- g) Each of the following issues were raised in a single submission:
  - Impact of use on land valuations in the area
  - Impact of traffic on wildlife
  - Isolation of site during floods
  - Issues with insufficient setback
  - Has not demonstrated economic need
  - Not consistent with expectations of local community

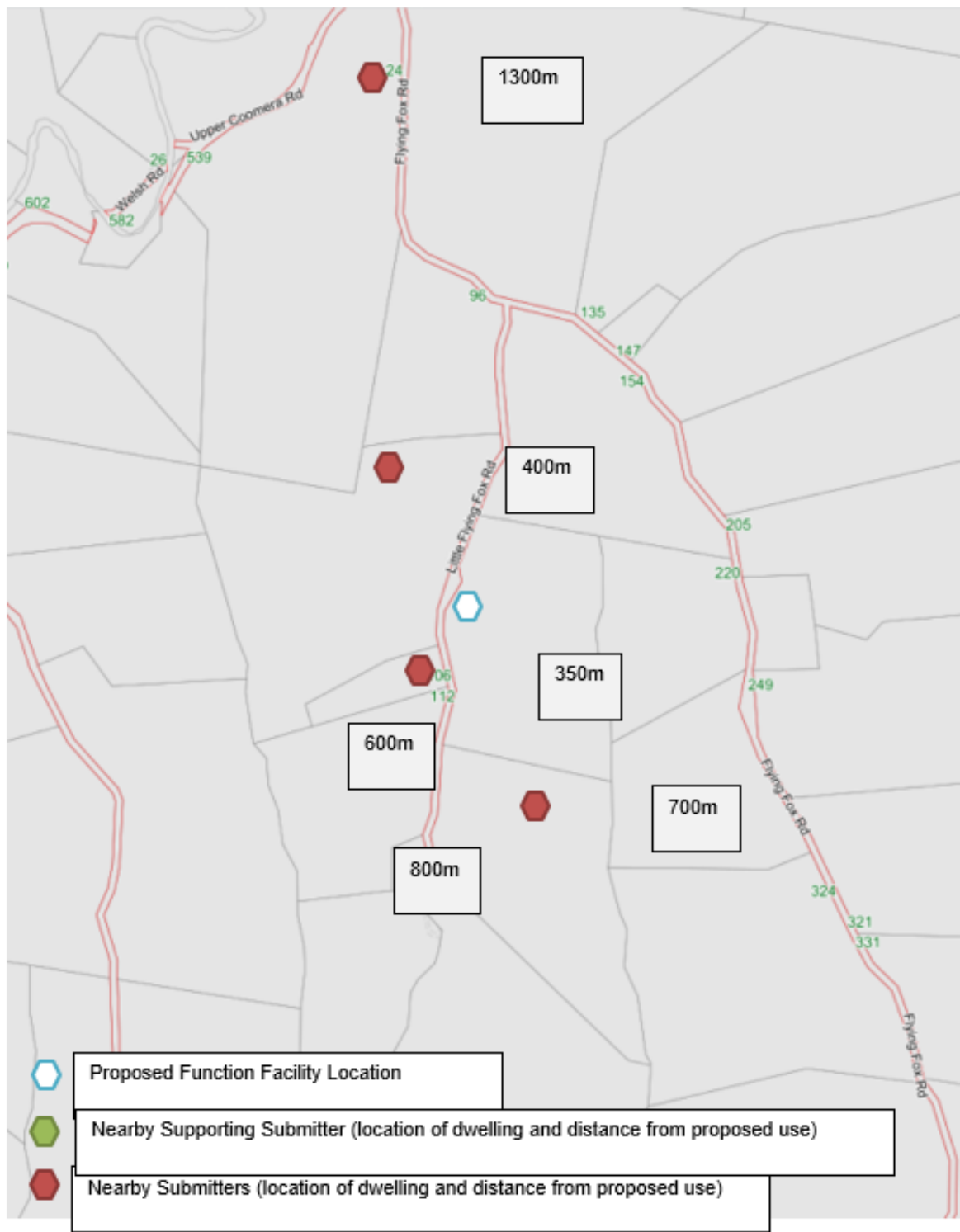


Figure 11: Location of Nearby Submitters

#### Referral Agencies

Not applicable.

#### Internal Referrals

*Health, Building and Environment – Environmental Health*

Environmental health reviewed the application material and provided conditions.

*Development Assessment (Engineering)*

Development Assessment (Engineering) reviewed the application material and provided conditions

Public Notification

The application was publicly notified for 15 days in accordance with the requirements of the *Planning Act 2016*. 13 properly made submissions and three not properly made submissions were received.

The following table provides a summary and assessment of the issues raised by submitters.

ISSUES	COMMENTS
Four of the properly made submissions indicated support for the development.	Noted
Concerns about the low quality of Flying Fox and Little Flying fox roads, and the impact and risk from increased traffic	<p>Little Flying Fox Road is classified as a Road Class 5C (Rural Access Road) The designed capacity for a 5C Road is an average annual daily traffic (AADT) of 80 vehicles. The expected cumulative traffic generated on function days (based on the submitted traffic impact report), including residents is 76 vehicles/day which is less than the prescribed capacity of the road.</p> <p>Council acknowledges that Little Flying Fox Road is in need of maintenance with issues including pot holes, erosion and cracked culverts. Despite this, the road is considered largely in a reasonable condition. The maintenance/repair of the road is on Council's maintenance program but the timing of this is not confirmed.</p> <p>It is considered it can accommodate the increased traffic until maintenance is undertaken.</p>
Concerns about the impact of noise of the use on local amenity	<p>Council has reviewed the application and submitted noise report and considered the impacts will be adequately addressed given the separation of the use from sensitive receivers.</p> <p>Specific conditions have been provided ensure mitigation of impacts.</p>
Concerns about impact of dust from increased traffic	<p>The traffic impact report submitted by the applicant indicated the proposed will generate a maximum of 29 vehicles/hour.</p> <p>In addition, Little Flying Fox Road is classified as a Road Class 5C (Rural Access Road) The designed capacity for a 5C Road is an average annual daily traffic (AADT) of 80 vehicles. The expected cumulative traffic generated on function days, including residents is 76 vehicles/day which is less than the prescribed capacity of the road.</p> <p>Therefore, dust impacts should remain consistent with a road of this type.</p>
Concerns about risk from increased traffic on local children	<p>The traffic impact report submitted by the applicant indicated the proposed will generate a maximum of 29 vehicles/hour.</p> <p>In addition, Little Flying Fox Road is classified as a Road Class 5C (Rural Access Road) The designed capacity for a 5C Road is an average annual daily traffic (AADT) of 80 vehicles. The expected cumulative traffic generated on function days, including residents is 76 vehicles/day which is less than the prescribed capacity of the road.</p> <p>Therefore, there is no significant safety concerns from the increased traffic demand on the road.</p>

ISSUES	COMMENTS
Concerns about risk from visitors trespassing onto neighbour's properties	The proposed Function Facility is well separated from any property boundary. The risk of trespassing is considered low is not considered a relevant matter in the assessment of this application.
Has not demonstrated economic need. Not consistent with expectations of local community	The proposal is identified as being 'potentially consistent' in the underlying zone and therefore does not need to demonstrate need. The planning scheme, being the reflection of the public interest, is where community expectations spring from. The planning scheme supports a Function facility in the Rural zone where it achieves the requirements of the Codes.

### Budget / Financial Implications

An application fee has been paid in accordance with Council's Schedule of Fees and Charges which is reflective of the anticipated cost recovery for expenses incurred as part of the assessment.

Any appeal to the Planning and Environment Court by a submitter or the applicant will result in financial implications not envisaged or captured as part of the application fee

### Strategic Implications

#### *Operational Plan*

Theme: 4. Relaxed Living and Rural Lifestyle

Key Area of Focus: Advocacy for outcomes that are compatible with the clear and comprehensive vision for the region

#### *Legal / Statutory Implications*

Legal and statutory implications will be managed in line with Council's Risk Management framework and a separate report submitted if required.

### Risks

#### Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR43 Inadequate or ineffective planning, delivery and maintenance of infrastructure resulting in risk to public and staff safety and potential financial implications.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Environmental  Impacts on environment as a result of development activity	2 Minor	Unlikely	Low	Environmental impacts considered and documented during assessment	Low
Governance, Risk & Compliance  Failure to ensure application is assessed in accordance with DA process	2 Minor	Possible	Low	Documented assessment process	Low
Governance, Risk & Compliance  Opportunity for applicant or third party appeal against Council decision	2 Minor	Possible	Low	Ensure reasonable and relevant test applicable to assessment processes Model Litigant processes followed in court cases Minimise opportunities for appeals	Low
Reputation Negative perception from community or development proponents	Minor	Unlikely	Low	Transparent reporting of assessment Communications	Low

**Consultation**

The application was publicly notified for in accordance with the requirements of the *Planning Act 2016*.

Referral to internal sections of Council occurred where appropriate.

**Conclusion**

The proposed development has demonstrated general compliance with the planning scheme through the submitted material within the application. The primary points of concern raised by Council relating to noise and traffic impacts resulting can in the assessor's opinion be appropriately conditioned.

As such, it will be recommended that Council approve the proposed development for Function Facility at 63 Little Flying Fox Road, Flying Fox, described as Lot 17 on RP44239, subject to reasonable and relevant conditions.

## APPENDIX A - CONDITIONS OF APPROVAL

<b>Real Property Description:</b>	Lot 17 on RP44239
<b>Address of property:</b>	Country Mile Escape, 63 Little Flying Fox Road FLYING FOX
<b>Site area:</b>	278,900 m <sup>2</sup>
<b>Proposal:</b>	Development Permit for a Material Change of Use (Function Facility).

### 1. Currency Period of Approval

The currency period for this development approval is six (6) years starting the day that this development approval takes effect. (Refer to Section 85 "Lapsing of approval at end of currency period" of the *Planning Act 2016*.)

### 2. Conditions of Approval:

- a) A Development Permit is given for Material Change of Use subject to the following conditions:

The applicant shall submit in writing to Council, a minimum of 2 weeks before the use is to commence, a complete self- assessment of all the conditions of approval for review.

No.	Condition	Timing			
1.	<b>PLANS AND DOCUMENTS</b>  Undertake development generally in accordance with the following plan(s) and/or document(s); except as altered by other conditions of this development approval including any amendments wherever made in red on the approved plan(s):	At all times.			
	<b>Plan Name</b>		<b>Drawing No.</b>	<b>Prepared By</b>	<b>Plan/ Revision Date</b>
	Chapel		11 Rev D	The Soil Testers	29 May 2021
	Chapel Elevations		12 Rev D	The Soil Testers	29 May 2021
	Concrete Slab Layout		13 Rev D	The Soil Testers	29 May 2021
	Site Plan		CME-FLY-100 Rev D	Qubd	07 December 2021
	Ground Floor Plan		CME-FLY-200 Rev D	Qubd	07 December 2021
	Elevations		CME-FLY-300 Rev D	Qubd	07 December 2021
	<b>Associated Reports</b>				

No.	Condition	Timing
	Environmental Noise Assessment Report prepared by TTM Consulting Pty Ltd (Revision 1) dated 12 April 2023 Slope Stability Risk Assessment Report prepared by Earthsolve dated 20 December 2021 Traffic Engineering Assessment prepared by TTM Consulting Pty Ltd dated 14 November 2022)	
1A.	<b>REVISED PLANS - RECEPTION SHED</b>  The applicant must submit an amended building design for the Reception Shed for Council's endorsement which provides for a passageway guest entry separated by two doorways that would reduce any noise escape when guests are entering and exiting the building (i.e. no two doors remaining open at once).	Prior to building approval.
2.	<b>DEFINITION COMPLIANCE AND EXCLUSION</b>  The approved use and associated ancillary activities must at all times comply with the definition of <i>Function Facility</i> as identified under Schedule 1 – Dictionary, Part 1: Defined Uses of the <i>Scenic Rim Planning Scheme 2020</i> .	At all times.
3.	<b>INTENSIFICATION OF APPROVED USE</b>  A material increase in the intensity or scale of the use of the premises as approved may constitute a material change of use and require further development approval.	At all times.
4.	<b>MAXIMUM NUMBER PERSONS ONSITE</b>  The development must not exceed a maximum of 60 patrons at any time.	At all times.
5.	<b>HOURS OF OPERATION</b>  Unless otherwise approved by Council; <ul style="list-style-type: none"> <li>Hours of operation for receptions will be limited to 10am to 10pm.</li> <li>All guests and others not residing on the property must depart the premises by 10:30pm</li> <li>No more than two (2) events are permitted to occur per week.</li> </ul> <i>Note: Council's may alter the hours of operation for a requested specific event where the applicant can demonstrate amenity condition outcomes can be achieved.</i>	At all times.

No.	Condition	Timing
6.	<b>PREPARATION OF FOOD</b>  All catered food is to be prepared off-site.	At all times.
7.	<b>FREQUENCY OF FUNCTIONS AT ANY TIME</b>  No more than one (1) function is permitted to occur at any time.  No more than one (1) function can occur per day.	At all times.
8.	<b>FUNCTION SHED - OPERATION</b>  All functions and events must only occur within the function shed.  All doors to the function shed must not be kept open when a function is occurring.  Guests are not permitted to congregate outside of the function shed during a function event (including any smoking areas), unless otherwise approved by Council.	At all times.
9.	<b>CHAPEL SHED - OPERATION</b>  The chapel shed is only permitted to be used for wedding ceremonies and the like, and must not be used for receptions or hosting of functions unless otherwise approved by Council.	At all times.
10.	<b>SITE MANAGEMENT</b>  The site shall be maintained in a clean and orderly state.	At all times.
11.	<b>ADVERSE DRAINAGE IMPACT - GENERAL</b>  Drainage from the development works / building works shall not adversely impact upon adjacent properties. No ponding, concentration or redirection of stormwater shall occur onto adjoining land.	At all times.
12.	<b>STORMWATER DISCHARGE AND DISPOSAL</b>  The development must make provision for the discharge of stormwater drainage flows to a legal point of discharge. The Developer shall provide all necessary stormwater drainage; such drainage works shall be designed and constructed in accordance with the Queensland Urban Drainage Manual (QUDM).	Prior to the commencement of the use
13.	<b>WASTEWATER DISPOSAL - GENERAL</b>  The wastewater disposal system is to conform with the	Prior to the commencement of use.

No.	Condition	Timing
	provisions of the Department of Infrastructure and Planning "Queensland Development Code", the "Queensland Plumbing and Wastewater (QPW) Code" and AS1547-2012 or as approved as part of an Approval for Plumbing and Drainage Works.	
14.	<b>MINIMISE EROSION</b>  The development must implement erosion control measures designed to minimise soil movement and to minimise silt loads entering drainage lines and watercourses as a result of the development works / building works.	Prior to the commencement of the use.
15.	<b>SLOPE STABILITY</b>  The development must implement the recommendations included in the Slope Stability Risk Assessment Report prepared by Earthsolve Pty Ltd dated 20 December 2021.	At all times.
16.	<b>CAR PARKING NUMBERS</b>  The development must provide thirty-one (31) car parking spaces for visitors, including one (1) car parking space for People With Disabilities PWD, and one (1) space for a Small Rigid Vehicle SRV. The car parking spaces are to be exclusive of any other use approved/undertaken on the site.	Prior to commencement of use and at all times thereafter.
17.	<b>CAR PARKING AND MANOEUVRING AREAS - GRAVEL</b>  The car parking, internal roadways and manoeuvring areas are to be designed and constructed to a minimum base course gravel standard, except for sections exceeding a grade of 16% (1 in 6) which will need to be sealed. The car parking layout must be generally in accordance with the approved site plans and generally in accordance with the recommendations of the Traffic Impact Assessment Report prepared by TTM Pty Ltd dated 19 August 2022.  The completed works must be certified by a Registered Professional Engineer of Queensland (RPEQ) as having been constructed in accordance with good engineering practice to a standard reasonable for commercial purposes. The works required by this condition are to be completed prior to the commencement of the approved use. All parking and driveways areas will be maintained in good condition and be trafficable in all weather conditions for the lifetime of the proposed use.	Prior to commencement of use and at all times thereafter.
18.	<b>ACCESS DRIVEWAY - SEALED</b>	Prior to

No.	Condition	Timing
	<p>The development must provide an all-weather internal access driveway facilitating access to the function facility prior to the commencement of the use. The internal access driveway will be designed and constructed to a sealed standard or approved equivalent standard. The driveway must be trafficable in all weather conditions and maintained in good condition for its lifetime.</p> <p>A minimum of one passing bay within the internal access driveway must be provided. The passing bay must be certified by a Registered Professional Engineer of Queensland (RPEQ) as having been constructed in accordance with good engineering practice and relevant engineering standards. The requirements of this condition are to be adhered to for the lifetime of the approved use.</p>	commencement of use and at all times thereafter.
19.	<p><b>ROAD UPGRADE</b></p> <p>Upgrade Little Flying Fox Road to a Class 5B - Access, in accordance with Council Standard Drawing R-11, from the intersection of Flying Fox Road to the access point for the development. The design must be certified by a suitably qualified Registered Professional Engineer of Queensland (RPEQ).</p>	Prior to the commencement of the use.
20.	<p><b>WORKS WITHIN EXISTING ROAD RESERVES –</b></p> <p>An Interfering with a Road and its Operations application and a Road Corridor Use Permit Applications are to be lodged with Council prior to undertake any access/road construction works.</p>	As prescribed in the condition
21.	<p><b>CAR PARKING ON-SITE</b></p> <p>All vehicles under the control of the party(ies) charged with the overall responsibility for the operation of the facility and any ancillary staff will be parked wholly within the curtilage of the site.</p>	At all times.
22.	<p><b>VEHICLE LOADING / UNLOADING</b></p> <p>All loading and unloading of vehicles associated with the approved uses, including the pick-up and/or delivery of goods and materials, will be conducted at all times from within the curtilage of the site.</p>	At all times.
23.	<p><b>ACCESS TO COUNCIL ROAD</b></p> <p>An application for Property Access Location Approval for lots accessing a Council controlled road is to be lodged for approval of any existing and/or any proposed accesses</p>	At all times.

No.	Condition	Timing
	and submitted to Council to evaluate the safety of the location. Any construction or upgrading of accesses conditioned by this approval will be assessed upon inspection and are to comply with current Council standards.	
24.	<b>MINIMUM WATER STORAGE</b>  The development must provide 45,000 litres of minimum on-site water storage for domestic purposes.	Prior to the commencement of the use.
25.	<b>ON-SITE SEWAGE TREATMENT FACILITY</b>  The wastewater disposal system is to conform with the provisions of the "Queensland Development Code", the "Queensland Plumbing and Wastewater (QPW) Code" and AS1547-2012 On-Site Domestic Wastewater Management.  Details on the proposed method of treatment and disposal of wastewater are to be submitted as part of a Development Application for Plumbing and Drainage Works.	Prior to the commencement of the use.
26.	<b>PORTABLE TOILETS</b>  Portable toilets and their associated waste must be removed from the premises within 24 hours following an event.	At all times.
27.	<b>ALLOTMENT EARTHWORKS</b>  All allotment earthworks will be undertaken in accordance with the Earthworks, Construction and Water Quality Code of the <i>Scenic Rim Planning Scheme 2020</i> .	Prior to the commencement of the use.
28.	<b>RETAINING WALLS</b>  The design and construction of any retaining wall greater than 1.0 metre in height is to be structurally certified by a Registered Professional Engineer Queensland.  Any retaining wall higher than 1.0 metre will require approval under a Building Application.	Prior to the commencement of the use.
29.	<b>ELECTRICITY</b>  The development must be connected to electricity supply from the State electricity grid through the State authorised supplier (Energex) to the buildings / structures associated with the approved use or production of evidence of satisfactory arrangements for such supply having been made, such supply to be on normal supply	Prior to the commencement of the use.

No.	Condition	Timing												
	tariffs.													
30.	<b>NOISE ASSESSMENT REPORT – COMPLIANCE</b>  The activity must at all times comply with the report and any included acoustic recommendations identified in Section 7 of the Environmental Noise Assessment Report prepared by TTM (Revision 1) dated 12 April 2023, at all times unless directed by a condition of this approval.	Prior to the commencement of the use and thereafter at all times.												
31.	<b>NOISE EMISSIONS LIMITS</b>  The activity must not exceed the levels prescribed by Table 1(below).  Table 1 <table data-bbox="427 786 1082 1066"> <tr> <th data-bbox="427 786 651 864">Time Period</th><th data-bbox="655 786 863 864">At dwelling or othersensitive land use</th><th data-bbox="868 786 1082 864">At commercial premises</th></tr> <tr> <td data-bbox="427 871 651 927">Daytime (7:00am-10:00pm)</td><td data-bbox="655 871 863 927">Background +5dB(A)</td><td data-bbox="868 871 1082 927">Background +10dB(A)</td></tr> <tr> <td data-bbox="427 934 651 990">Night time (10:00pm- 7:00am)</td><td data-bbox="655 934 863 990">Background +3dB(A)</td><td data-bbox="868 934 1082 990">Background +8dB(A)</td></tr> <tr> <td data-bbox="427 996 651 1066"></td><td data-bbox="655 996 863 1066">Background LA90</td><td data-bbox="868 996 1082 1066">Background LA90</td></tr> </table> <p data-bbox="427 1088 1082 1256"><i>Note - The compliance levels are measured as the average of the maximum A-weighted sound levels adjusted for noise character measured over a 15-minute time interval. These provisions apply except where specific emission limits are otherwise provided in the Environmental Protection Act 1994 or an Environmental Authority.</i></p> <p data-bbox="427 1279 1082 1335"><i>Note - A Sensitive Land Use has the meaning given in the State Planning Policy.</i></p>	Time Period	At dwelling or othersensitive land use	At commercial premises	Daytime (7:00am-10:00pm)	Background +5dB(A)	Background +10dB(A)	Night time (10:00pm- 7:00am)	Background +3dB(A)	Background +8dB(A)		Background LA90	Background LA90	At all times.
Time Period	At dwelling or othersensitive land use	At commercial premises												
Daytime (7:00am-10:00pm)	Background +5dB(A)	Background +10dB(A)												
Night time (10:00pm- 7:00am)	Background +3dB(A)	Background +8dB(A)												
	Background LA90	Background LA90												
32.	<b>NOISE MANAGEMENT PLAN</b>  The applicant is to submit a revised noise management plan that should include, but is not limited to: <ol data-bbox="475 1503 1082 1883" style="list-style-type: none"> <li>Live music management including volume control management.</li> <li>Monitoring noise from the premises, including at the boundary of the property and how the business plans to comply with the decibel limits specified in the acoustic report.</li> <li>Management of noise from the car park to reduce car door slamming and loud conversation.</li> <li>Management of loud/boisterous patrons.</li> <li>Managing and logging any complaints received regarding the venue.</li> </ol>	Prior to the commencement of the use and thereafter at all times.												

No.	Condition	Timing
	The above plan must be submitted for Council endorsement before commencement of use. Any amendments to the plan must also require Council's approval.	
33.	<b>AMPLIFIED MUSIC</b>  No amplified music is permitted external to the reception building.	At all times.
34.	<b>LOW FREQUENCY MANAGEMENT</b>  No subwoofers or crossover systems that enable the ability to increase or intensify bass frequencies may be used.	At all times.
35.	<b>COMPLAINTS REGISTER</b>  The business is to maintain a complaint register that addresses: <ul style="list-style-type: none"> <li>a. the time and date was made, and the time and date the alleged incident took place.</li> <li>b. the nature of the complaint.</li> <li>c. actions taken to rectify and further incidents from taking place.</li> </ul>	At all times.
36.	<b>AIR CONTAMINANTS</b>  A noxious or offensive odour must not be emitted beyond the boundaries of the premises. No particulate matter or visible contaminant, including dust, smoke, fumes, and aerosols likely to cause environmental harm is to emanate beyond the boundaries of the premises.	At all times.
37.	<b>INCINERATION</b>  No waste is to be burned at the premises.	At all times.
38.	<b>LIGHT EMISSIONS</b>  Light sources at the premises must be positioned and shielded to prevent light spillage outside the boundaries of the premises.	At all times.
39.	<b>WASTE CONTAINER MANAGEMENT AT COMMERCIAL PREMISES</b>  The following must be provided: <ul style="list-style-type: none"> <li>a. An appropriate enclosure or screening must be provided for the waste container storage area(s) to effectively conceal the containers from view of</li> </ul>	Prior to the commencement of the use and thereafter at all times.

No.	Condition	Timing
	<p>any street or roadway.</p> <p>b. An imperviously paved area must be provided to store all waste containers. This area must be kept clean and tidy at all times.</p> <p>c. The waste containers must be kept clean; and</p> <p>d. Ready and unobstructed access must be available for waste contractors to facilitate removal of waste.</p>	
40.	<p><b>POTABLE WATER</b></p> <p>All water provided for personal hygiene, human consumption and to food preparation facilities must meet the standards of the National Health and Medical Research Council (NHMRC) Australian Drinking Water Quality Guidelines for both microbial and chemical potable water standards.</p>	Prior to the commencement of the use and thereafter at all times.

### 3. Referral Agency Conditions

Not applicable

### 4. Advisory Notes

- a) **ADVERTISING SIGNS** – Advertising signs may require an approval in accordance with Council's Local Laws. Further information and the relevant application forms can be obtained by contacting Council's Health & Environment area on 07 5540 5444.
- b) **FOOD LICENSING** – If food is prepared or served from the premises, the activity may require a food licence in accordance with the Food Act 2006. Further information and the relevant application forms can be obtained by calling Council's Health & Environment area on 07 5540 5111.
- a) **VEGETATION MANAGEMENT ACT 1999 AND THE CULTURAL HERITAGE ACT** - This approval in no way restricts or inhibits the provisions of neither the *Vegetation Management Act 1999* nor the *Aboriginal Cultural Heritage Act 2003*. The Applicant(s) will need to satisfy himself/herself/themselves that in undertaking the proposed development works that his/her/their actions will not contravene the provisions of the aforementioned Acts.
- b) **DEVELOPMENT APPROVAL CONDITIONS ATTACH TO LAND** - Development Approvals which include conditions and any modifications attach to the land and are binding on the owner, the owner's successors in title and any occupier of the land pursuant to Section 73 of the *Planning Act 2016*.
- c) **WHEN DEVELOPMENT APPROVAL TAKES EFFECT** - Pursuant to the *Planning Act 2016*, this Development Approval takes effect:
  - (i) From the date the Decision Notice/Negotiated Decision Notice (as the case may be) is given to the Applicant, if there are no Submitters and the Applicant does not appeal the decision to the Court; or

- (ii) From the end of the Submitter's appeal period if there is a Submitter and the Applicant does not appeal the decision to the Court; or
- (iii) Subject to the decision of the Court when the appeal is finally decided if an appeal is made to the Court by any party; as the case may be. Development may start when a Development Permit takes effect (subject to any conditions specifying commencement).

**d) APPROVAL LAPSES AT COMPLETION OF CURRENCY PERIOD** - This Development Approval will lapse if the Material Change of Use does not happen before the end of the currency period. The currency period is six (6) years from the date the approval takes effect. The currency period may be extended at the discretion of Council under Section 85 of the *Planning Act 2016*. Before the Development Approval lapses, a written request to extend the currency period may be made to Council under Section 86 of the *Planning Act 2016*. Please note that Council will not automatically remind Applicants/Occupiers when the currency period is about to lapse.

**e) BIOSECURITY QUEENSLAND** should be notified on 13 25 23 of proposed development(s) occurring in the Fire Ant Restricted Area before earthworks commence. It should be noted that works involving movements of soil associated with earthworks may be subject to movement controls and failure to obtain necessary approvals from Biosecurity Queensland is an offence.

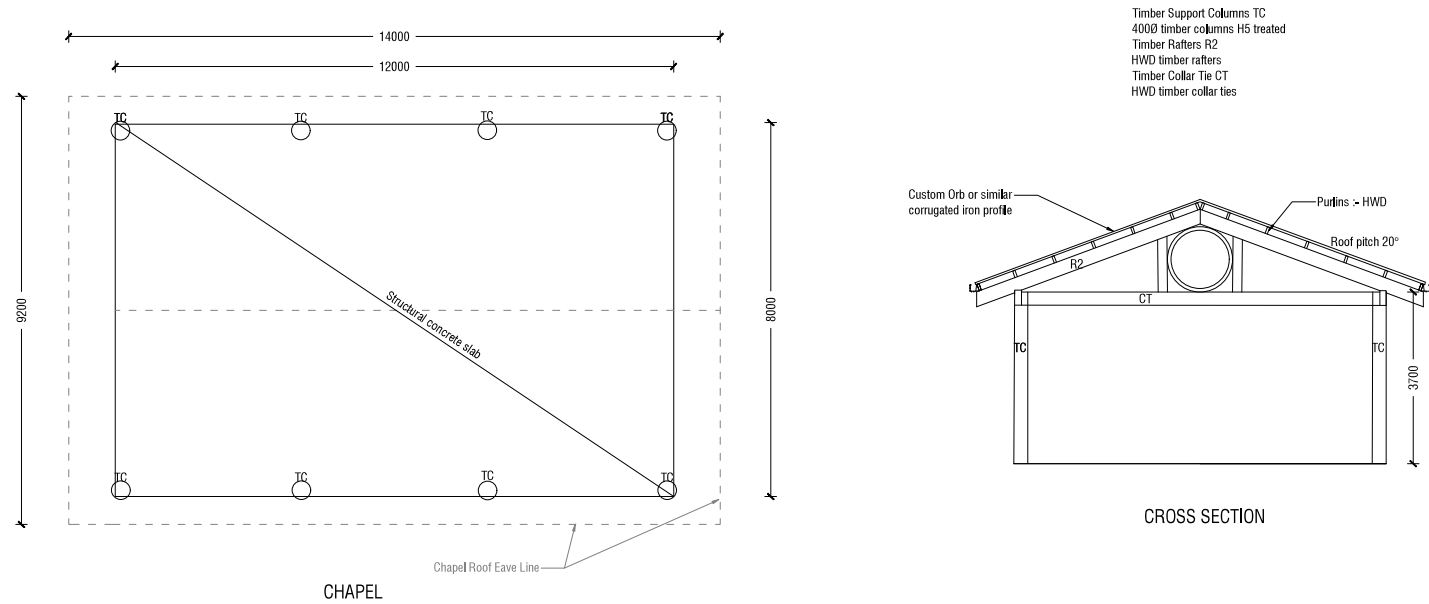
It is a legal obligation to report any sighting or suspicion of fire ants within 24 hours to Biosecurity Queensland on 13 25 23.

The Fire Ant Restricted Area as well as general information can be viewed on the DAF website [www.daf.qld.gov.au/fireants](http://www.daf.qld.gov.au/fireants).

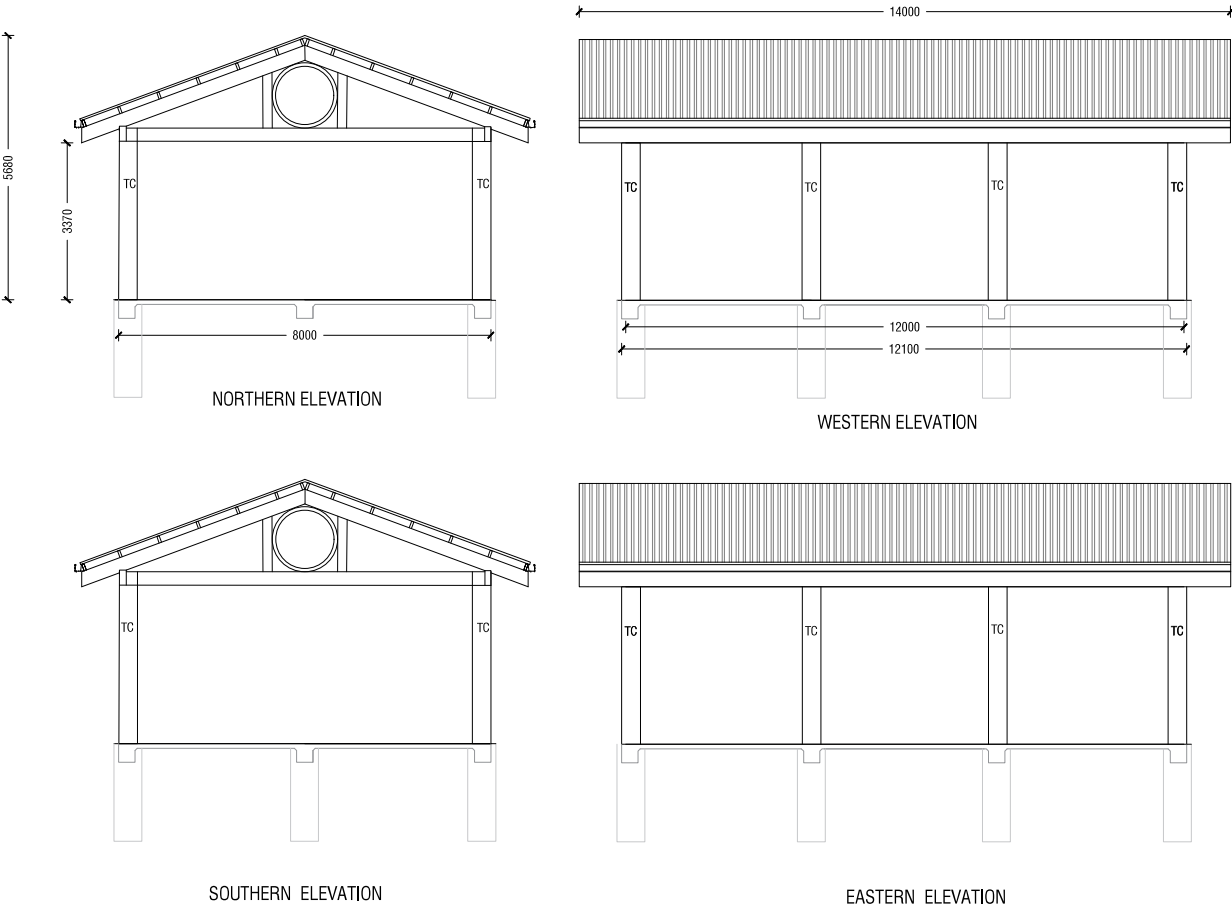
**f) COMPLIANCE WITH CONDITIONS** - The land owner/developer, is required to ensure the development and any associated conditions within the development approval are complied with prior to the commencement of the approved land use or prior to endorsement of survey plans for subdivision approvals. Failure to comply with the conditions of approval are deemed to be a breach of Section 164 the *Planning Act 2016* and as such Council may undertake formal enforcement action/s such as statute notices or prescribed infringement notices.

#### **5. Further approvals are required for:**

- a) A Building Works approval is required for all building works associated with the proposed development, prior to undertaking any building work on the subject property.
- b) A Plumbing and Drainage Works approval is required for all plumbing and drainage works associated with the proposed development, prior to undertaking any plumbing work on the subject property.
- c) An application for Operational Works is required prior to undertaking any filling/excavating and drainage works, prior to undertaking any operational works on the subject property.



worth & Assoc Pty. Ltd. ig as SoiTesters ly : Steven Hackworth • RPEQ 9411 fox 3400 Darra 4076	Note: These plans are designed in accordance with and all workmanship, materials and construction shall comply with the Building Code of Australia 2015, the Queensland Building Act 1975-2015 and owner/contractor to confirm before	Construction only to commence with the appropriate building approvals issued. Building dimensions, specifications, conditions and materials indicative only, owner/contractor to confirm before	All dimensions are in millimetres unless noted otherwise with written dimensions take preference to scaled dimensions and are to the structure finish. Refer all discrepancies to designer before	Plans By: Steven Hackworth • RPEQ 9411	Issue	Date	Comment	Client: Patricia Wilson Project Address: 63 Little Flying Fox Rd Flying Fox QLD 4275	Project: Shed Construction Project Number: 38557 Drawing Set:	Drawing: Chapel Drawing Number: 11 Drawing Scale: Print Size:
					A	16-03-21	D.A. Review			
					B	24-04-21	D.A. Review			
					C	28-04-21	D.A. Review			
					D	28-05-21	D.A. Review Not for Construction			








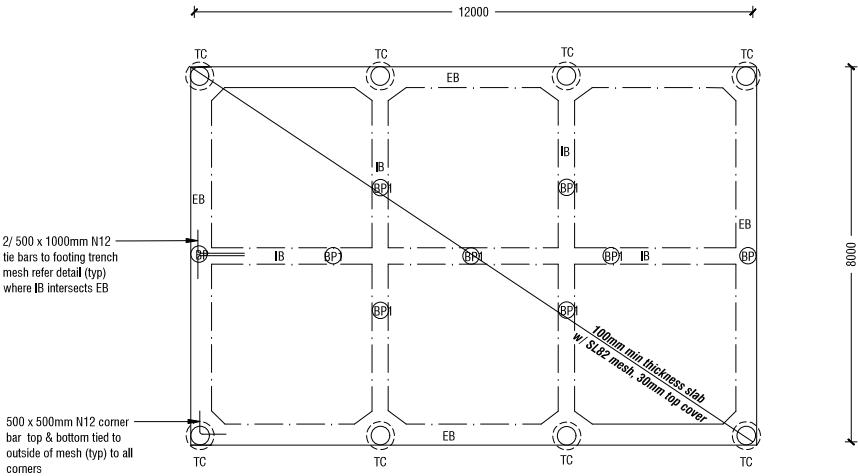
<div>worth &amp; Assoc Pty. Ltd. ig as SoiTesters ly : Steven Hackworth • RPEQ 9411 fox 3400 Darns 4076</div>	<div>Note: These plans are designed in accordance with and all workmanship, materials and construction shall comply with the Building Code of Australia 2015, the Queensland Building Act 1975-2015 and owner/contractor to confirm before</div>	<div>Construction only to commence with the appropriate building approvals issued. Building dimensions, specifications, conditions and materials indicative only, owner/contractor to confirm before</div>	<div>All dimensions are in millimetres unless noted otherwise with written dimensions take preference to scaled dimensions and are to the structure finish. Refer all discrepancies to designer before</div>	<div>Plan By: Steven Hackworth • RPEQ 9411</div>	<div>Issue</div> <div>A</div> <div>16-05-21</div> <div>D.A. Review</div>	<div>Client: Patricia Wilson Project Address: 63 Little Flying Fox Rd Flying Fox QLD 4275</div>	<div>Project: Shed Construction Project Number: 38557 Drawing Set:</div>	<div>Drawing: Chapel Elevations Drawing Number: 12 Drawing Scale: Print Size:</div>
	<div>B</div> <div>24-04-21</div> <div>D.A. Review</div>				<div>C</div> <div>28-04-21</div> <div>D.A. Review</div>			
	<div>D</div> <div>28-05-21</div> <div>D.A. Review Not for Construction</div>							

**NOTES:**  
**BP & BP1 bored piers**  
Indicative founding depth is 2000 below the existing surface level and 300mm into to hard undisturbed natural material. Where Rock is intersected within the 1000 of the surface depth of pier maybe reduced to 1500 ie socket min 500 into weathered rock, and all piers must found into weathered rock  
No piers are to found into fill. Slab layout is schematic only.

**TC columns**  
Indicative founding depth is 3000 below the existing surface level and 600mm into to hard undisturbed natural material. Where Rock is intersected within the 1500 of the surface depth of pier maybe reduced to 2500 ie socket min 1000 into weathered rock, and all piers must found into weathered rock  
No piers are to found into fill. Slab layout is schematic only.

Legend

	Schematic of bored concrete pier locations to be determined on site where footings are not founded into nominated material as per notes.
	
	Timber Column Telegraph poles 400 to 450 diameter HWD poles supplied by owner. Quality of the timber to be confirmed timber classifier F14 min
	Reinforcement laps Slab Mesh lap 225mm / 1 sq + 25mm Trench Mesh lap 500 min N12 / N16 lap 600 min.
	500 x 500mm N12 corner bar top & bottom tied to outside of mesh (typ) to all corners.
	2/ 500 x 1000mm N12 tie bars to footing trench mesh refer detail (typ) where IB intersects EB.



CHAPEL CONCRETE SLAB

worth & Assoc Pty, Ltd, ig as ⇒ <b>SoilTesters</b>  ly : Steven Hackworth - RPEQ 9411 fox 3400 Durra 4076	Note: These plans are designed in accordance with and all workmanship, materials and construction shall comply with the Building Code of Australia 2015, the Queensland Building Act 1975-2015 and owner/contractor to confirm before	Construction only to commence with the appropriate building approvals issued.  Building dimensions, specifications, conditions and materials indicative only, owner/contractor to confirm before	All dimensions are in millimetres unless noted otherwise with written dimensions take preference to scaled dimensions and are to the structure finish.  Refer all discrepancies to designer before	Plans By: Steven Hackworth - RPEQ 9411	<table><tr><th>Issue</th><th>Date</th><th>Comment</th></tr><tr><td>A</td><td>16-03-21</td><td>D.A. Review</td></tr><tr><td>B</td><td>24-04-21</td><td>D.A. Review</td></tr><tr><td>C</td><td>28-04-21</td><td>D.A. Review</td></tr><tr><td>D</td><td>28-05-21</td><td>D.A. Review Not for Construction</td></tr></table>	Issue	Date	Comment	A	16-03-21	D.A. Review	B	24-04-21	D.A. Review	C	28-04-21	D.A. Review	D	28-05-21	D.A. Review Not for Construction	Client: Patricia Wilson Project Address: 63 Little Flying Fox Rd Flying Fox QLD 4275	Project: Shed Construction Project Number: 38557 Drawing Set:	Drawing: Concrete Slab Layout Drawing Number: 13 Drawing Scale: Print Size:
					Issue	Date	Comment																
					A	16-03-21	D.A. Review																
					B	24-04-21	D.A. Review																
					C	28-04-21	D.A. Review																
					D	28-05-21	D.A. Review Not for Construction																



Part Site Plan - Scale 1:500

15 Carparks + 1 Wheelchair Compliant + 1 SRV

Chapel Shed by specialist manufacturer

Reception Shed - Drawings attached

Address: 63 Little Flying Fox Road, Flying Fox QLD 4275  
RPD: Lot 17 on RP 44239  
Area: 27.89 Ha  
Zoning: Rural And Rural Activity

Gross Floor Areas:  
Proposed Reception Shed - 150 m<sup>2</sup>  
External covered Patio - 69 m<sup>2</sup>



Overall Site Plan - Not to scale

rev. date

17.08.21

TQ

Initial issue

drawn

25.08.21

TQ

Issue for Approval / Tender

checked

25.08.21

TQ

Site Plan and Electrical Updated

approved

21.10.21

TQ

Stud wall location revised

final

07.12.21

TQ

Deck width reduced by 1000

Use figured dimensions only, do not scale from drawings. Check all dimensions, levels, setbacks & specifications prior to commencing works. Owner/ Builder to ensure that all building works conform to the Building Code of Australia, Australia Standards, Building Regulations and Town Planning Requirements. Any discrepancies should be reported. This drawing is the copyright of QUBD Pty Ltd. and must not be copied or reproduced in part, or in whole, without the express permission of QUBD Pty Ltd.

Qubd

Sustainable Design

drawing title

Site Plan

client name

Quemell Sustainable Building Designs

project &

Reception Shed for Country Mile Escape

address

63 Little Flying Fox Rd, Flying Fox, QLD

ABN

62 133 602 605 QBCC: 1152243

owner/ builder

to ensure that all building works conform to the Building Code of Australia, Australia Standards, Building Regulations and Town Planning Requirements. Any discrepancies should be reported. This drawing is the copyright of QUBD Pty Ltd. and must not be copied or reproduced in part, or in whole, without the express permission of QUBD Pty Ltd.

dwg number

CME-FLY-100

rev.

D

scale

1:200

@ A3

FOR APPROVAL

0m

4m

8m

12m

BUILDING CODE OF AUSTRALIA, NCC, ACTS, STANDARDS, CODES, ETC:

The Builder shall ensure that all works are constructed in strict compliance with the BCA as amended and as applicable to the particular State or Territory in which the building is to be constructed. Comply with all requirements of the legally constituted local Authority having jurisdiction over the works. Where an Australian Standard (AS) or Australian New Zealand Standard (AS/NZS) is nominated in the specification then that nomination shall refer to the latest revision of that Standard unless the Building Code of Australia references a different version.

All design, construction & materials to be in accordance with: the national construction code (NCC) and the Queensland development code (QDC) for QLD projects, Victorian Building Act 1993 and the Victorian Building REgulations 2018 for Victorian projects Relevant Australian Standards:

- AS 1288 - 2006 Glass in Buildings - Selection and Installation
- AS 1562 - 2018 Design and Installation of Sheet Roof and Wall Cladding
- AS 1684 - 2010 National Timber Framing Code
- AS 1720 - 2010 SAA Timber Structures Code
- AS 1860 - 1998 Installation of Particleboard Flooring
- AS 2269 Structural Plywood
- AS 2870 - 2011 Residential Slab and Footings - Construction
- AS/NZS 2904 - 1995 Damp-proof Courses and Flashings
- AS 3600 - 2018 Concrete Structures
- AS 3660 Barriers for Subterranean Termites
- AS 3700 - 2018 Masonry in Buildings
- AS 3750 - 1994 Waterproofing of Wet Areas in Residential Buildings
- AS 3786 - 2014 Smaa Alarms
- AS 4055 - 2012 Wind Loadings for Housing
- AS 4100 - 1998 Steel Structures

**WHS:** All work shall be carried out in accordance with the Workplace Health and Safety Act 1995 and Regulations. Carry out all necessary provisions to ensure the support of adjoining public and private property. Provide all necessary safety protection for the Works.

The Works are a "notifiable project" under the Workplace Health & Safety Act 1995. The Builder shall be appointed "Principal Contractor" in respect of the project as defined by the Act, and shall be responsible for submitting all necessary notification forms and paying all prescribed fees.

ASSOCIATED DRAWINGS:

All dimensions in millimetres unless otherwise noted. Figured dimensions take precedence over measurements by scale and larger scale drawings take precedence over smaller scale drawings. All relative dimensions shall be checked on site before materials are ordered or work commenced.

These drawings are for approval. The contractor shall satisfy himself as to the suitability of all structural details and be responsible for compliance with all relevant codes and ordinances. Be aware: substitution of any structural members & or variations to any part of the design will void any responsibilities of the building designer for the structural integrity & design performance of the building.

All Tie Down, Bracing, Footing, foundation, Soil, Walls, Wall Framing etc.. to SE details / Specification.

TERMITES:

A termite management system be installed in accordance with BCA 3.1.1 & AS3660 - Termite management for a slab conforming to AS2870 - Slabs and Footings construction. Termite barriers must be installed in accordance with manufacturer's recommendations or by an accredited technician. Where a concrete slab-on-ground is used as the barrier, not less than 75mm of the slab edge must remain exposed above finished ground level, must be a clean, smooth finish and must not be concealed be render, tiles, claddings or flashings.

The termite protection installation sub-contractor is to provide a TEN (10) year written repair and replacement warranty, in favour of the Proprietor and fully transferable, for the entire installation.

A durable notice shall be placed in the electrical meter box indicating type of barrier and required periodical inspections.

Visual inspection & antcaps take preference. 75mm clearance to horizontal surfaces (skirts / cladding). Kordon or HomeGuard termite protection system or similar to be installed in accordance with AS3660, 1) to underside of slab, perimeter & penetrations. To be installed by an accredited technician.

Min. 150mm clearance to joists & 400mm within 2m of exterior wall.

SITE NOTES:

All earthworks shall be constructed in accordance with the guidelines of AS3798. Stormwater and other surface water drainage by underground piping or surface diversions shall be in accordance with AS/NZS3500. All site works shall be in accordance with the Environmental Planning and Assessment Act and Regulations for site works for the erection of a building, safeguarding excavations, backfilling, preventing soil movement and supporting neighbouring buildings.

Excavate for all footings, piers etc.. to dimensions and minimum depth shown on plans or otherwise specified, or to depths necessary to secure solid bottoms and even bearing throughout similar strata. Bottom of excavations to be level and stepped where necessary. At completion of foundations, all excavations to be filled, well compacted to ground level and surplus spoil removed from site. All seepage and soakage water to be effectively dealt with and diverted clear of the building. Excavate for and lay agricultural drains to back of walls retaining earth and to any other sections of foundations as may be necessary and/or directed.

The finished surface immediately surrounding the dwelling, 1000mm wide, is to fall away from the dwelling at a slope of 1 in 20 minimum to an earth drain as indicated on the site plan.

Surface water drainage must be prevented from entering the building with FGL sloping 50mm over the first 1m away from the building & the finished slab. height at a minimum FFL 150mm above fgl or minimum 100mm above FGL in sandy, well drained areas of low rainfall intensity (q20 125mm), or 50mm above impermeable paved or concreted areas all in accordance with BCA vol 2 p3.1.2.3

Surface drainage is to discharge evenly within the site and without nuisance to adjoining properties.

All subfloor areas must be graded to avoid the ponding of water.

Cut and fill batters not to exceed a maximum slope as per BCA Table 3.1.1.1 for the site specific soil type, refer also to BCA Clause 3.2.2.4 for slab edge support on sloping sites. 1000 maximum high retaining walls with 65%Ag pipe behind (to discharge to stormwater line) and granular backfill behind, to be wholly contained within the site only if indicated on the plans.

The height of fences, including the height of retaining walls are not to exceed 1.8 m above finished ground level, only if indicated on the plans and to local authority approval.

PATHWAYSAND DRIVEWAYS:

Domestic driveway design requirements: \*3m minimum width (as/nzs2890:2004 amd1t, s2.6.1.), \* maximum 1 in 4 (25%) gradient (as/nzs2890), \*changes in grade for straight driveways to prevent vehicle scraping driveway require grade transitions of 2m in length when:- summit changes in grade is over 1 in 8 (12.5%), - sag changes in grade is over 1 in 6.7 (15%) (as/nzs2890)

Builder is to follow the best practice guidelines for controlling stormwater pollution from building sites by local council

All pathways and pavements shall have a minimum fall of 1 in 100; the maximum grade of pavements shall not exceed 1 in 5. Where grades are near the maximum, a transition zone at either end may be required.

Check with local authority requirements prior to constructing any driveways, pathways or crossovers between the property boundary and road kerb. Clear the area of all topsoil and organic matter. Provide a layer of sand a minimum of 20mm thick under the slab, compacted and levelled.

An optional 0.2mm polyethylene moisture barrier may be provided under the slab in saline areas, lapped 200mm at joints and taped. Slab thickness shall be: pedestrian pathways - 75mm thick with 1 layer SL52 mesh, vehicular driveways (to 3t gross) - 100mm thick with 1 layer SL62 mesh. 30mm minimum top cover to all reinforcement, concrete strength shall be N20 min.

SE details / specification take precedence over architectural specification Joints are required in all concrete pathway and driveway slabs - isolation joints must be provided where abutting existing structures, expansion joints shall be provided at 15 meter centres and at locations where there is a likelihood a crack would occur (i.e. re-entrant corners). Joints shall be located so the longest side of any slab panels is no more than 1.5 times the length of the shortest side. Any angle formed between joints or joints and the slab edge shall be no less than 75 degrees.

Due to the varying nature of pathways and driveways, it is advisable to provide job specific design to ensure all site constraints are considered in the design.

DRAINAGE:

Comply with all relevant Acts, Regulations and By Laws and particularly comply with the following regulations where applicant: Current BCA, Local Authorities Ordinances, Authorities Approved drawings, AS 3500 Plumbing and Drainage. Discharge all stormwater / tank overflows towards gullies and away from foundations and sub floor.

VENTILATION:

Provide natural light and ventilation in accordance with clause F4.4 of the BCA. Sub-floor ventilation required at opposing ends of house in accordance with Part 3.4.1 of the BCA. Mechanical Ventilation Sanitary compartments to achieve a minimal flow rate of 25 L/s and 40 L/s for a kitchen or laundry and where exhaust discharges into the roof space the roof must be ventilated as follows:

1. For roof pitches less than 22 degrees, an unobstructed area of 1/150 of the respective ceilings space.
2. For roof pitches greater than 22 degrees an unobstructed area of 1/300 of the respective ceiling space

FOUNDATIONS / SUBSTRUCTURE:

All footings and structural concrete slabs to engineers details prepared after soil testing of the site. Slab & Footings to engineers design - Refer to soil report for details. Slab reinforced concrete to SE details.0.2mm Polythene vapour barrier directly under slab lapped 200mm minimum at joints and taped with approved tape to provide waterproof seal.. SE details / specification take precedence over architectural specification 50mm Minimum thick sand bedding, compacted and levelled. All cut & fill to conform to Part 3.1.1 of the BCA & any local authority requirements. Building platform to drain away from building as per figure 3.1.2.2.

STEEL / DURABILITY:

Materials and workmanship shall comply with relevant AS or other specified codes. All structural steelwork to be fabricated to details shown on the engineer's drawings - all work to be in accordance with AS4100 Steel Structures.

**TIMBER NOTES:** (SE details / specification take precedence over architectural specification)

Reclaimed timber to be in accordance with the geca reclaimed timber standard. All new structural timber to be LOSP treated (or similar) Hazard level to SE requirements. Bracing, tie-down and framing to SE design. Timber frame supplier / merchant to verify details in accordance with AS1684.2 Residential timber framed construction. The roof trusses are to be designed and certified by the truss manufacturer for Council Approval (including binders, bracing, etc...). All fixings, plates etc.. to be galvanized. Supply and install all tie-down, bracing etc.. in accordance with the structural engineer's drawings. Timber floors to meet the requirements of AS4786.2 timber flooring - sanding & finishing Ensure that the flooring is securely fixed to the timber floor frame in strict compliance with the flooring manufacturers installation instructions. Sand as required to provide an even surface suitable to accept the t&g flooring.

The t&g timber strip flooring is to be nailed above every joist (max 450crgs) and glued with polyurethane flooring adhesive between nail centres in accordance with the t&g strip flooring manufacturer's installation instructions. Provide a minimum expansion gap at all walls and obstructions of 12mm. Floor widths over 6m will require intermediate expansion joints in accordance with AS1684.

Ensure that the entire timber strip floor is supplied and installed in strict compliance with the timber manufacturers written specifications and installation instructions. Sand and finish the timber flooring with selected finish in accordance with AS4786.

WATERPROOFING / MEMBRANES:

A vapour permeable membrane (Reflective foil Sarking R0.48 or better) must be installed under cladding sheets in accordance with the AS/NZS 4200.2 'Pliable building membranes and underlays - Installation' and the manufacturer's specifications. The membrane must have the following properties in accordance with AS/NZS 4200.1: Vapour barrier - low or medium, Water barrier - high Damp proof courses & flashings are to comply with AS/NZS2905 Waterproofing & water resistance requirements for showers, baths, basins, sinks, tubs & toilets to (BCA vol2 t3.8.1.1)

All products to be installed as per the manufacturer's specifications. All corners to have 20mm mastical sealant under parchem emproof 750.

All wet areas to comply with BCA clause f1.7. Splash backs shall be impervious for 150mm above sinks, troughs and hand basins within 75mm of the wall. All timber and steel framed walls to wet areas are to be lined with fc or approved wet area cladding, fixed in accordance with manufacturer's specifications. Suspended timber or steel framed floors to have wet area flooring to all wet areas, fixed in accordance with manufacturers specifications.

Acceptable waterproofing systems include: stainless steel, copper (min 99.9%), waterproof flexible sheet flooring material with waterproof joints, waterproofing membranes as/nzs4858 compliant (as3470)

Waterproof acceptable water resistant substrates used with waterproof system include: for walls: water resistant plasterboard sheeting to AS/NZS2588

for floors: compressed fibre cement sheeting compliant with AS/NZS2908.2 (AS3740) All wet areas waterproofing is to comply with as3740 (BCA vol2 p3.8.1.0)

Waterproofing system is to allow for creep, expansion & contraction of substrate (AS3470 s2.3)

An unenclosed shower to comply to AS3740. A water stop is required at a minimum 1500mm from the shower head and the floor within this zone to fall to al least one floor waste.

WINDOWS / DOOR NOTES:

Provide draft seals for all external doors designed in accordance with the BCA. Windows & Doors fixed as per AS1684 & manufacturers recommendations. Provide all flashings and fixings to Windows and doors as per BCA.

Doors to wheelchair compliant WC's to have a minimum clear width of 850mm. and which swing 'in' are to have lift-off hinges. Provide adequate clearance at top of door to suit hinges. Sanitary compartments that are completely enclosed must have a door that is readily removable from the outside but this is not required when there is 1200mm min between the doorway & the wc pan (NCC vol2 p3.8.3.3)

Safety Glazing to be used in all rooms within 500mm vertical of the floor; within 300mm of a door and <1200mm above the floor; all Fully Glazed doors. In bathrooms it should be within 1500mm vertical from the floor & shower screens.

All glazing to comply with BCA Part 3.67 and must be designed for the wind loads specific to the building.

WINDOWS / DOORS / FURNISHINGS:

Materials and workmanship shall comply with the following standards and codes excepting only such parts as may be expressly modified by this Specification.

- AS 1170.1 Structural Design Actions - General Principles
- AS 1231 Aluminium and Aluminium Alloys - Anodic Oxidation Coatings
- AS 1288 Glass in Buildings - Selection and Installation
- AS/NZS 1866 Aluminium and Aluminium Alloys
- AS 2047 Aluminium Windows in Building - Selection and Installation
- AS/NZS 2208 Safety Glazing Materials in Buildings
- AS/NZS 2904 Damp-proof Courses and Flashings
- AS 3715 Metal Finishing - Thermoset Powder Coating
- AS/NZS 4666 Insulating Glass Units
- AS/NZS 4667 Quality Requirements for Cut-to-size and Processed Glass

The whole glazing and door systems shall comply with the current edition of the relevant codes. The design for wind forces shall comply with Australian Standards AS 1170 (Part 2), AS 2047 and AS 2048.

All window & door sizes & locations T.B.C with clients before start of construction. Finger jointed pine timber reveals are required to all window and doors suites. Note that reveals must be sized to accommodate the applicable wall linings.

Supply all windows with proprietary keyed locks and all sliding doors with proprietary keyed patio bolts to all operable sashes. All door and window locks to be keyed alike. Dead bolts and frame mounted bolts to external doors and sliding doors.

ROOF NOTES:

Materials and workmanship shall comply with the following standards and codes excepting only such parts as may be expressly modified by this Specification.

- AS 1273 Downpipe and Fittings for Rainwater
- AS 1562 Design and Installation of Metal Roofing (Part 1)
- AS/NZS 2179 Metal Rainwater Goods (Part 1)
- AS/NZS 2904 Damp-proof Courses and Flashings
- AS/NZS 3500 Plumbing and Drainage - Stormwater Drainage (Part 3)
- AS 3999 Thermal Insulation of Dwellings - Bulk Insulation
- AS/NZS 4389 Safety Mesh
- AS/NZS 4859 Materials for Thermal Insulation of Buildings (Part 1)

All roofing penetrations to be fully sealed with corrosion resistant metal Install all colorbond flashings, capping's, etc... as required to ensure a completely waterproof installation. Provide "Dekkitte" pipe flashings to all service pipe penetrations through roof sheeting, colorbond colour to match roof sheeting. All flashings and capping's are to comply with BCA Part 3.5.1.3.

Recommend builder have certified roof anchorage design & installation to AS 1891.4. Building owner is to ensure annual maintenance & inspection of system Skylights are to be waterproofed in accordance with as4654.1 & 2 by installing min 100mm from the finished roof surface the waterproof membrane turned up along the perimeter of the skylight frame or hob when water could be detained to prevent water entry (AS4654.2 s2.8.5). Install to manufacturer's instructions All sarking material to be installed according to manufacturer's installation instructions & AS/NZS4200 installation of pliable membrane and underlay (BCAvol2 p3.5.1 (f)) & have a maximum 5 flammability index (BCA vol 2 p3.7.1.9 (a)) Any flexible ducting that has a source from a flame hazard must meet as4254 hazard properties

Prevailing weather roof sheets to be lapped away from prevailing weather ingress (BCA vol2 3.5.1.3(d)(ii)(b)) Lay roofing in single lengths with uniform fall at right angles to the roof battens in strict accordance with manufacturers printed specifications and generally in accordance with AS1562.

The sheets shall extend 40mm into eaves gutters with the pans crimped down to form a drip edge (refer AS1562 for box gutters). Form turn-ups where sheets abut vertical surfaces and at ridges/parapets.

Provide non corrosive gutter guard to all gutters in vegetative and fire zones.

ROOFWATER DRAINAGE

Downpipes are to be located where they will not create a hazard to building users nor impede window & door openings and the like. They are to be installed as close as practicable to the supporting structure while maintaining termite inspection clearances of 25mm. Downpipes are to be protected from potential mechanical damage, be installed no less than 100mm from electrical cables & gas pipes & no less than 50mm from other services (AS/NZS3500.3.2 s4.11)

All roof water drainage systems must be connected to a stormwater drainage system / water tanks as required to complying with BCA Part 3.1.2 drainage or AS/NZS3500. The roof drainage system must be provided with an overflow to prevent the backflow of water into the building.

The area specific rainfall intensity must be selected from BCA Table 3.5.2.1 or from AS/NZS3500.

Gutters and downspouts must be selected from BCA Table 3.5.2.2 or from AS/NZS3500. Eaves gutters must be installed at a fall no less than 1in 360 (BCA vol2 p3.5.2.4(a)(i)) high fronted gutters are to allow rainwater overflow without backing into the roof or building structure (BCA vol2 p3.5.2.4(d)) with support brackets at 1.2m maximum centres. Box gutters must be installed at a fall not less than 1 in 100, in accordance with AS/NZS3500.3.

The width of the gutters shall be in accordance with AS/NZS3500.3 and BCA Part 3.5.2. Refer to roof sheeting manufacturer's specifications for limitations on sheet overhangs into valley gutters.

The maximum roof catchment area for valley gutters is 20m2. Valley gutters on roof pitched less than 12.5% must be designed as box gutters.

Downpipes must serve not more than 12 meters of gutter length for each downpipe which must be located as close as possible to valley gutters.

Eaves gutters must be provided with an overflow system where downpipes are located more than 1.2 meters from a valley gutter.

EXTERNAL WALLS:

BCA Part 3.5.3 Wall Cladding B. Acceptable Construction Practice 3.5.3.1 Compliance with the acceptable construction practice satisfies Performance Requirements P2.1.1 and P2.2.2 for wall cladding provided:(b) Wall Cladding is installed in accordance with (ii) 3.5.3.3 for hardboard wall cladding boards and (iii) 3.5.3.4 for hardboard sheet wall cladding.

3.5.3.3 - Wall cladding boards must (b) for 9.5mm thick hardboard - comply with AS/NZS 1859.4 3.5.3.4 - (b) hardboard sheet wall cladding must(i) comply with AS/NZS 1859.4

INTERNAL WALLS:

Materials and workmanship shall comply with relevant SAA or other specified Codes/Specifications including:

- AS/NZS 2588 Gypsum Plasterboard
- AS/NZS 2589 Gypsum Linings - Application and Finishing
- AS/NZS 2908 Cellulose-Cement Products - Flat Sheets (Part 2)

STAIR / BALUSTRADE NOTES:

Horizontal wire if required to be in accordance with BCA 3.9.2. For Stainless Steel Balustrade refer to table 3.9.2.1 (Wire Balustrade construction - required wire tension and maximum permissible deflection) of the B.C.A.

Stairs to be constructed in accordance with the BCA 3.9: Goings - 240 min (class 1&10). 250 min (class 2-9), 355 max 2r+g - 550 min 700 max. Riser 115mm min, 190mm max. Space between open Treads Max 125mm. treads to be Non-Slip Surface.

Balustrades: Min. 1000mm above nosing of tread with max. Opening of 124mm and in accordance with BCA 3.9.2. For Weather exposed above ground or in moist locations of timber handrails, posts, newels, balusters & balustrade infill must be above ground durability class 1 timber species.

Posts & newel posts are to be f5 minimum for handrail & balustrade loads: 80 x 80mm minimum for 3600mm maximum spacing at 2700mm maximum height for supporting floor & or roof loads size to AS1684.3 for weather exposed applications all metal fasteners including nails, screws, bolts & brackets are to be hot dipped galvanised. Class 3 corrosion resistant screws to comply with AS3566.

JOINERY NOTES:

Materials and workmanship shall comply with the following standards and codes excepting only such parts as may be expressly modified by this Specification.

- AS 1604 Timber-Preservative Treated-Sawn and Round
- AS 1684.2 National Timber Framing Code
- AS/NZS 1859 Flat Pressed Particleboard (Parts 1, 2, 3, 4)
- AS 2082 Timber - Hardwood - Visually stress graded for structural purposes
- AS/NZS 2270 Plywood and Blockboard for Interior Use
- AS/NZS 1859.4 Reconstituted wood based panels - Hardboard
- AS 2796 Timber Seasoned Hardwood - Milled Products (Parts 1, 2, 3)
- AS/NZS 2924 Decorative Thermosetting Laminated Sheets (Parts 1, 2)
- AS/NZS 4386 Domestic Kitchen Assemblies (Parts 1, 2)
- AS 4785 Timber - Softwood - Sawn and milled Products (Parts 1, 2)

Ensure that all joinery is sealed with colour matched silicon sealant to all surrounding surfaces (walls, floors etc..) to render vermin proof. Note that the above

FINISHES:

Use low or zero VOC paints and stains.

Materials and workmanship shall comply with relevant AS or other specified Codes/Specifications including:

- AS1627 Metal finishing - Preparation and Treatment of Surfaces (All parts)
- AS/NZS 2311 Guide to the Painting of Buildings
- AS/NZS 2312 Guide to the Protection of Structural Steel against Atmospheric Corrosion by Use of Protective Coatings
- AS/NZS 3750 Paint for Steel Structures (All parts)

TILE NOTES:

Materials and workmanship shall comply with the following standards and codes: -

- AS/NZS 1428 Design for Access and Mobility - Tactile ground Indicators (Part 4)
- AS 1672 Limes and Limestones - Limes for Building (Part 1)
- AS 2358 Adhesives for Fixing Ceramic Tiles
- AS 3740 Waterproofing of Wet Areas within Residential Buildings
- AS 3958 Ceramic tiles - Installation and Selection (Parts 1 & 2)
- AS 3972 Portland and Blended Cements
- AS 4662 Ceramic Tiles - definitions, classification, characteristics & marking require ceramic tiles of the best commercial quality (first quality), ceramic floor, tiles shall be tested to as/nzs4586 to meet Australian standards for the first quality ceramic tiles
- AS 4992 Ceramic tiles - Grouts and Adhesives (parts 1, 2, 3 & 4)

Provide a bed of even thickness with cement mortar as previously specified. Bed thickness to be 18mm minimum - 40mm maximum.

ELECTRICAL NOTES:

All electrical wiring & electrical installations are to comply with AS/NZS3000 wiring rules when the manufacturer's installation instructions exclude clearances for recessed lights, refer to default dimensions from AS/NZS3000 f4.7

Internal & external artificial lighting for new & renovated residential buildings must meet ncc vol2 p3.12.5.5 or have 80% minimum fixed lighting of energy efficient fittings (i.e.: 27 lumens/watt minimum excluding bathroom heat lamps)(qdc mp4.1 p3)

AS/NZS3000 s6.2.4.2 requires no electrical socket outlets, switches or electrical accessories to be installed within 300mm from a wet place. Therefore, it is recommended that all electrical services be located200mm minimum above flt to be 300mm above q100 Supply and install smoke alarms connected to consumer mains power in accordance with BCA Part 3.7.2 and AS 3786. The licensed electrician must provide a certificate of installation at final inspection.

Supply and install an exhaust fan /fan-light system (to outside air) to BCA Part 3.8.5 - refer to the Electrical Plan for locations of exhaust fans and fan/lights.

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date

17.08.21

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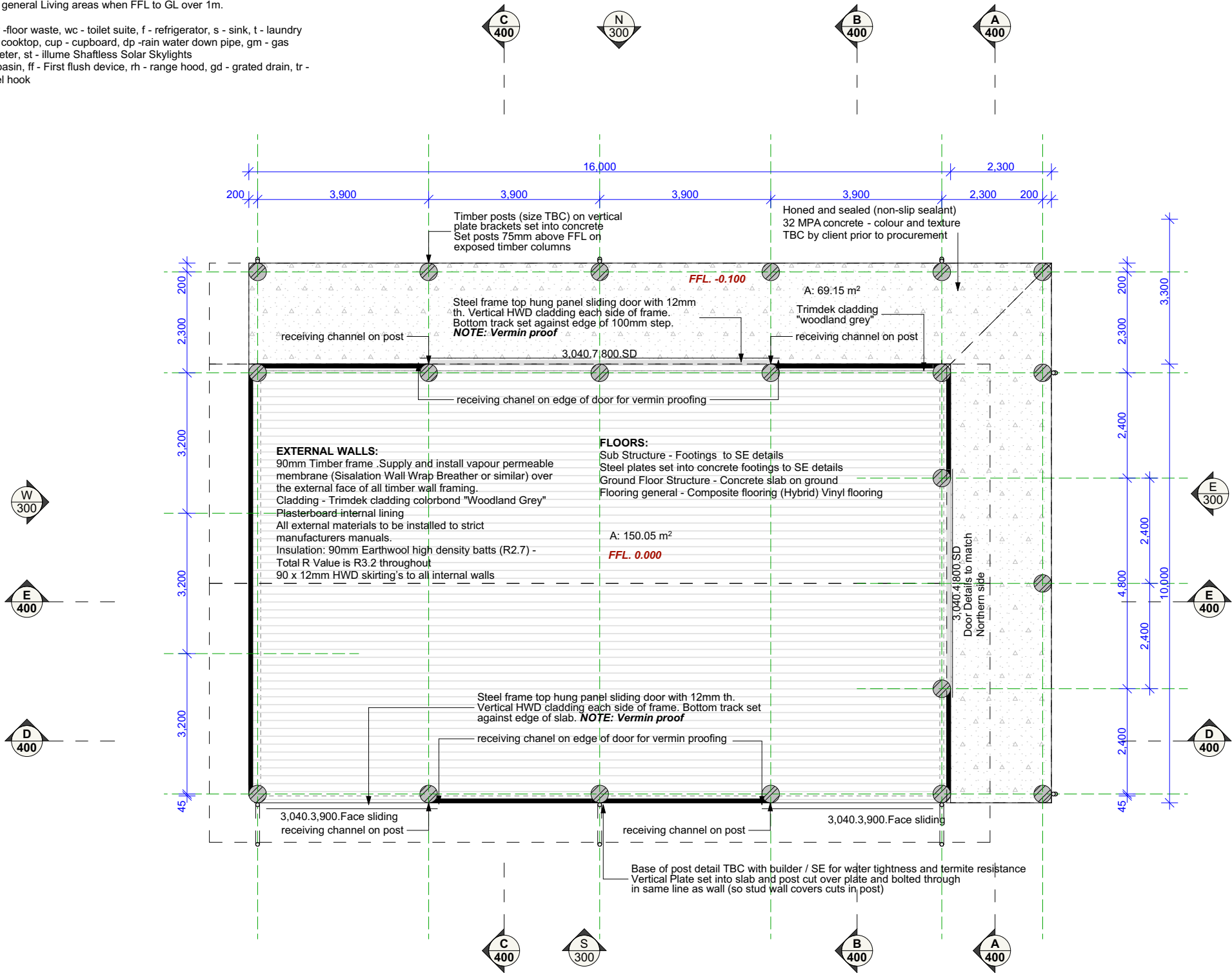
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LEGEND:

Windows - 12.21 = 1200 high, 2100 wide (allow an additional 50mm in framing for reveals).  
Note - louvre frame size TBC with selected manufacturer to ensure height matches standard gallery size.  
Doors - 2040.820 - leaf size  
Opening Types: X - sliding, O - fixed, A - awning, C - casement, DH - double hung, L - louvres, T - Timber blades,  
Glass / Door Types: obs-obsure glass, S - Sound rated glass, al - Aluminium blades (colour TBC), CS - Cavity Slider, SD - sliding door,  
R - Restricted opening (or security screens) to max 120mm up to 1700mm above FFL for bedrooms if FFL over 2m from GL and to 1000mm for all general Living areas when FFL to GL over 1m.

shr - shower, hw - hot water cylinder, fw -floor waste, wc - toilet suite, f - refrigerator, s - sink, t - laundry tub, w - washing machine, o - oven and cooktop, cup - cupboard, dp -rain water down pipe, gm - gas meter, gb - gas booster, em - electric meter, st - illume Shaftless Solar Skylights  
, p - pantry, vst - vented solar tube, b - basin, ff - First flush device, rh - range hood, gd - grated drain, tr - towel rail, trh - toilet roll holder, th - towel hook



rev. date

17.08.21 TQ Initial issue

drawn description

A 25.08.21 TQ Issue for Approval / Tender  
B 25.08.21 TQ Site Plan and Electrical Updated  
C 21.10.21 TQ Stud wall location revised  
D 07.12.21 TQ Deck width reduced by 1000

drawing title

Ground Floor Plan

client name, project & address

Quemell Sustainable Building Designs  
14 Kooyan Close, Currumbin, Qld. 4223  
m:0411323133 e: Travis@qubd.com.au address  
ABN: 62 133 602 605 QBCC: 1152243

client name, project & address

Reception Shed for Country Mile Escape  
63 Little Flying Fox Rd, Flying Fox, QLD

scale

1:100

scale

@ A3

scale

FOR APPROVAL

scale

0m 2m 4m 6m

scale

0m 2m 4m 6m

scale

0m 2m 4m 6m

**SOFFIT AND CEILING:**  
Supply and install Pre-primed pine or HWD T&G VJ boards on counter battens fixed to purlins.  
Ceiling linings to be installed in strict compliance with manufacturers specifications. All ceilings to be square set finished to adjoining wall  
Ceiling Insulation ceiling batts and between rafters - R-Value 4.0

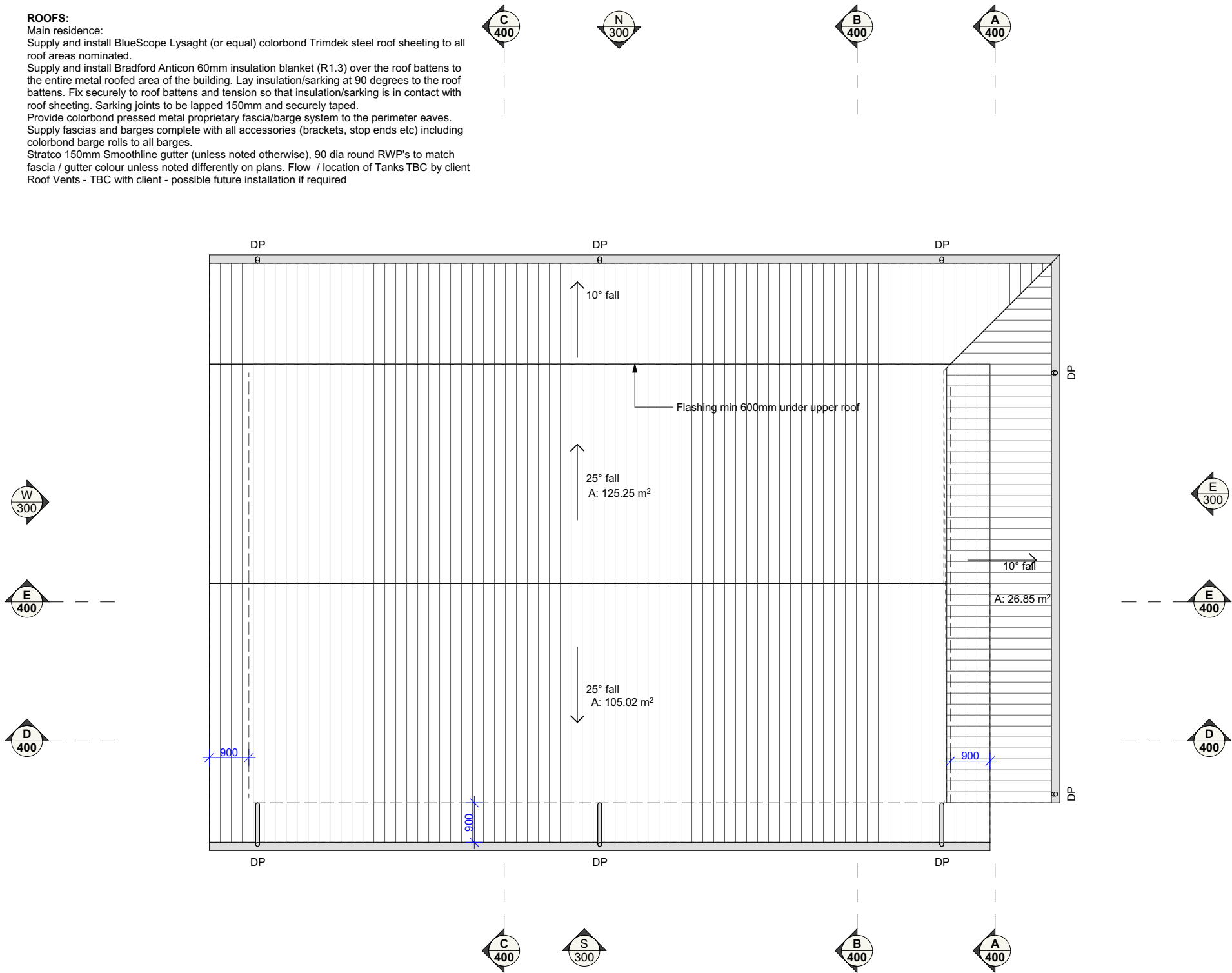
Roof Structure TBC with client / builder prior to finalising details based on availability or use of recycled HWD members.  
Design intent 190mm Purlins @ 900 crs.  
Double exposed 190x45 rafters (50mm block) notched / bolted to posts  
Feature trusses: Double 190mmx45 bottom chords (joined at king post with plates / bolts to SE details), 140mm King post. 190mm struts, rafters and ridge beams

Each side of ridge post:  
1200.900.L with  
2400 wide fixed glass clerestory window  
with angle head - size / angle TBC on site

The drawing is a detailed architectural plan of a roof structure. It features a grid system with vertical labels A, B, C, N, S, D, E and horizontal labels 400, 300. The roof is supported by a series of rafters and purlins. Four chandeliers are indicated by red dots and labeled 'Chandelier'. A clerestory window is shown on the right side, with a note indicating it is 2400 wide and fixed glass. The drawing also shows the location of the ridge post and the placement of the ceiling insulation and linings.

rev. date	drawn description	drawing title	client name, project & address	scale	drawing number	rev.
17.08.21	TQ Initial Issue	 <b>Qubd</b> Sustainable Design Quernell Sustainable Building Designs 14 Kooragang, Currambine, Ctd. 4223 Phone: 08 9401 1536 The Warehouse A/BN: 52 322 038 030 A/BN: 52 322 038 030	<b>Reception Shed for Country Mile Escape</b> <b>63 Little Flying Fox Rd, Flying Fox, QLD</b>	<b>1:100</b> <b>@ A3</b>	<b>CME-FLY-201</b>	<b>D</b>
A 25.08.21	TQ Issue for Approval / Tender					
B 25.08.21	TQ Site Plan and Electrical Updated					
C 21.10.21	TQ Stud wall location revised					
D 07.12.21	TQ Deck width reduced by 1000					
D 07.12.21	TQ Deck width reduced by 1000					
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		0m	2m	4m	6m	
		<b>FOR APPROVAL</b>				

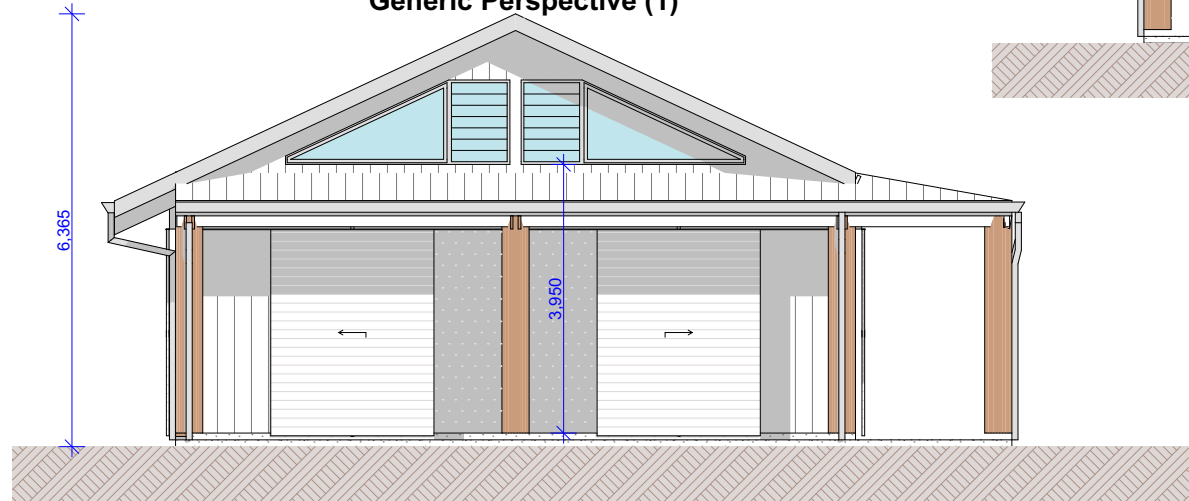
**ROOFS:**  
Main residence:  
Supply and install BlueScope Lysaght (or equal) colorbond Trimdek steel roof sheeting to all roof areas nominated.  
Supply and install Bradford Anticon 60mm insulation blanket (R1.3) over the roof battens to the entire metal roofed area of the building. Lay insulation/sarking at 90 degrees to the roof battens. Fix securely to roof battens and tension so that insulation/sarking is in contact with roof sheeting. Sarking joints to be lapped 150mm and securely taped.  
Provide colorbond pressed metal proprietary fascia/barge system to the perimeter eaves.  
Supply fascias and barge complete with all accessories (brackets, stop ends etc) including colorbond barge rolls to all barge.  
Stratco 150mm Smoothline gutter (unless noted otherwise), 90 dia round RWP's to match fascia / gutter colour unless noted differently on plans. Flow / location of Tanks TBC by client  
Roof Vents - TBC with client - possible future installation if required



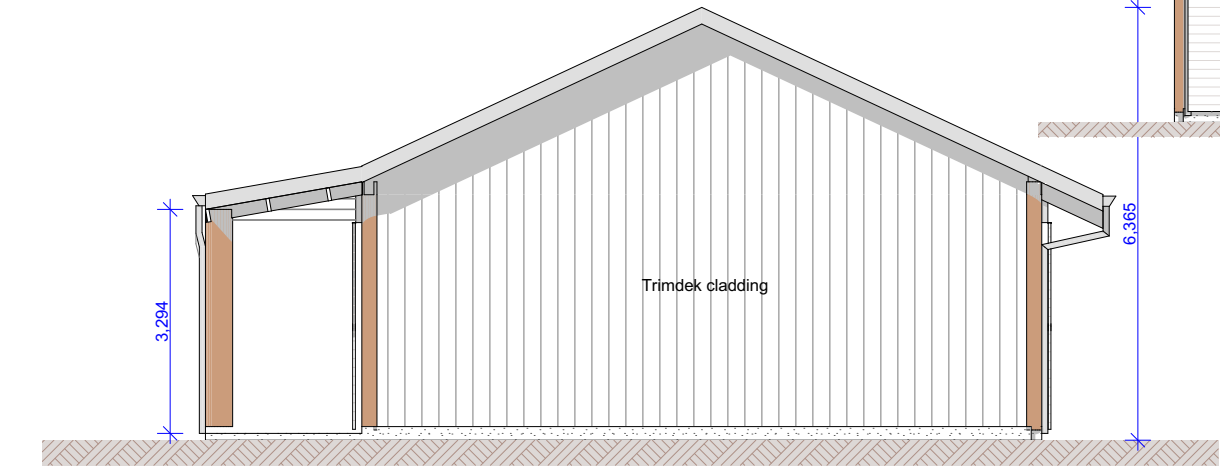
rev.	17.08.21	TQ	Initial issue
drawn	25.08.21	TQ	Issue for Approval / Tender
description	25.08.21	TQ	Site Plan and Electrical Updated
	21.10.21	TQ	Stud wall location revised
	07.12.21	TQ	Deck width reduced by 1000
Use figured dimensions only, do not scale from drawings. Check all dimensions, levels, setbacks & specifications prior to commencing works. Owner/ Builder to ensure that all building works conform to the Building Code of Australia, Australia Standards, Building Regulations and Town Planning Requirements. Any discrepancies should be reported. This drawing is the copyright of QUBD Pty Ltd. and must not be copied or reproduced in part, or in whole, without the express permission of QUBD Pty Ltd.			
drawing title	<b>Roof Plan</b>		
client name,	Quennell Sustainable Building Designs		
project &	14 Kooyan Close, Currumbin, Qld. 4223		
address	m:0411323133 e: Travis@qubd.com.au		
	ABN: 62 133 602 605 QBCC: 1152243		
client name,	Reception Shed for Country Mile Escape		
project &	63 Little Flying Fox Rd, Flying Fox, QLD		
address	m:0411323133 e: Travis@qubd.com.au		
	ABN: 62 133 602 605 QBCC: 1152243		
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scale	FOR APPROVAL		
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scale	6m		



Generic Perspective (1)



East Elevation



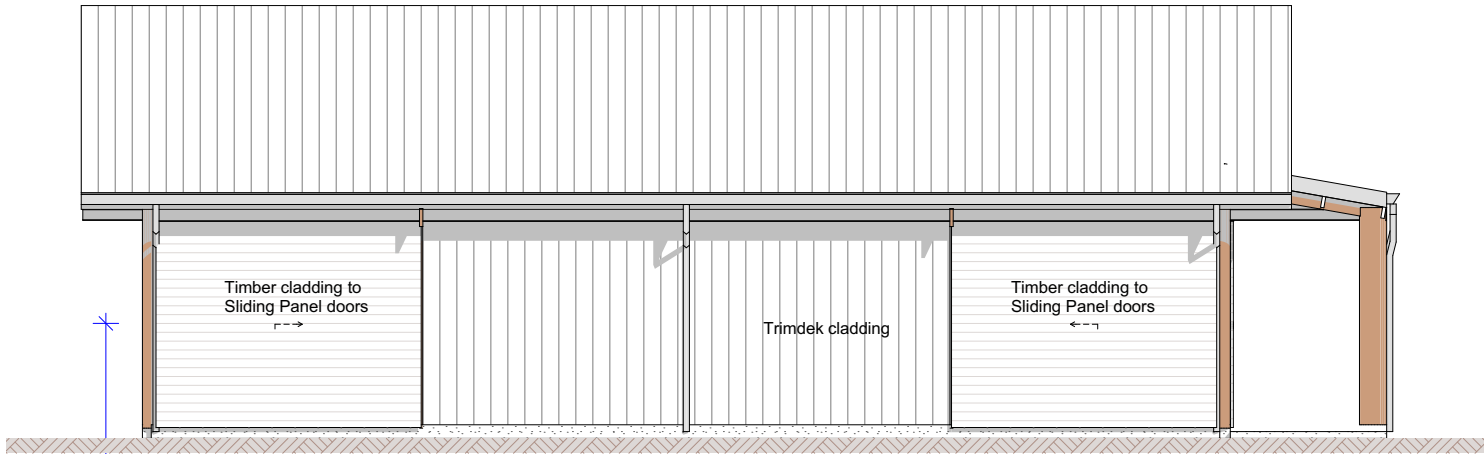
West Elevation



North Elevation



Generic Perspective (2)



South Elevation

**NOTE: All dimensions / heights / pitching points etc. to be verified with timber merchant and structural engineer sizes before framing commences. Any changes to be advised to the designer to change dimensions if required**

rev. 17.08.21 TQ Initial issue  
A 25.08.21 TQ Issue for Approval / Tender  
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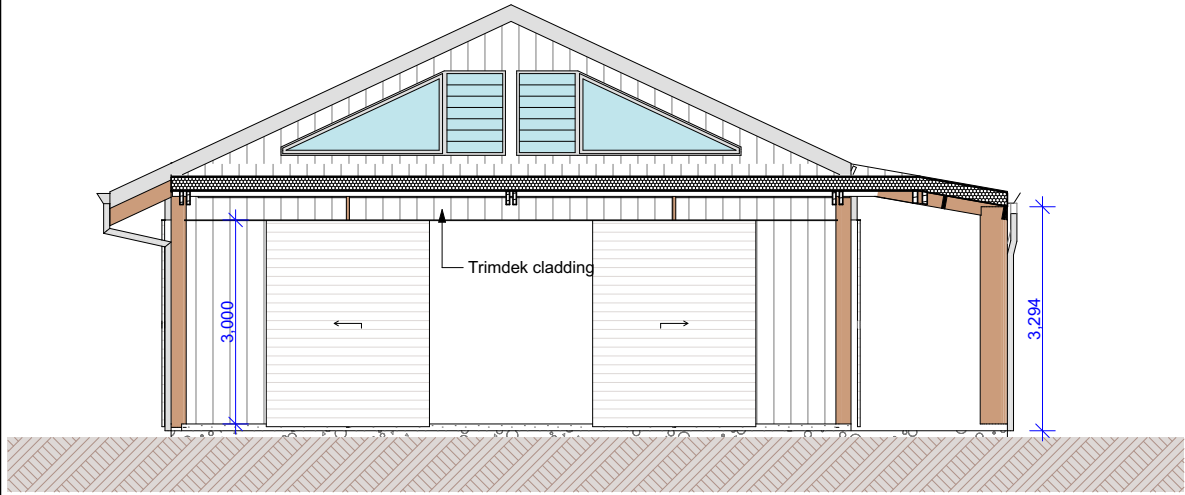
drawn 17.08.21 TQ Initial issue  
description 25.08.21 TQ Issue for Approval / Tender  
17.08.21 TQ Initial issue  
25.08.21 TQ Issue for Approval / Tender  
25.08.21 TQ Site Plan and Electrical Updated  
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Qubd  
Sustainable Design  
Quennell Sustainable Building Designs  
14 Kooyan Close, Currumbin, Qld. 4223  
m:0411323133 e: Travis@qubd.com.au  
ABN: 62 133 602 605 QBCC: 1152243

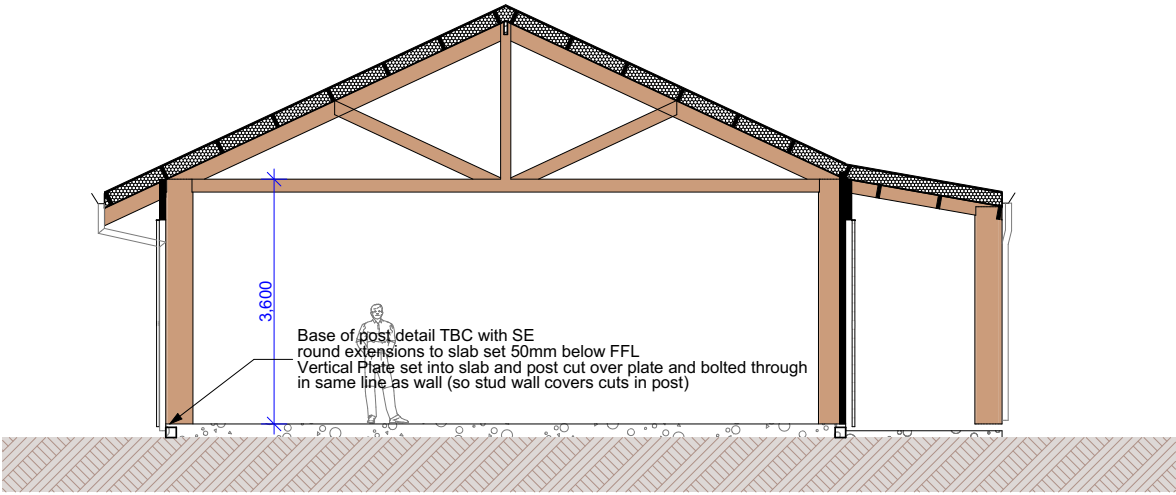
client name, project & address  
Reception Shed for Country Mile Escape  
63 Little Flying Fox Rd, Flying Fox, QLD

scale 1:100  
@ A3  
FOR APPROVAL

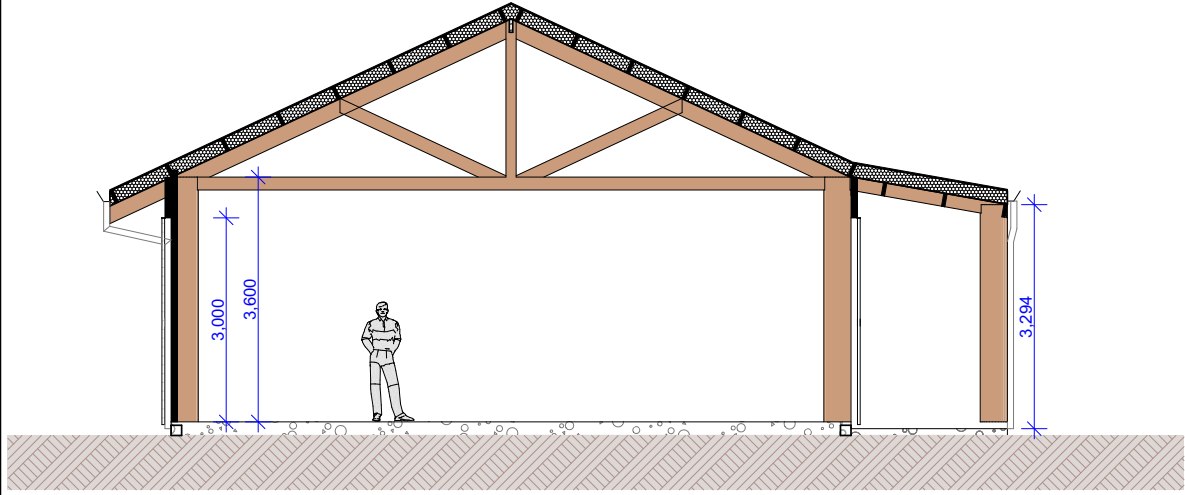
0m 2m 4m 6m



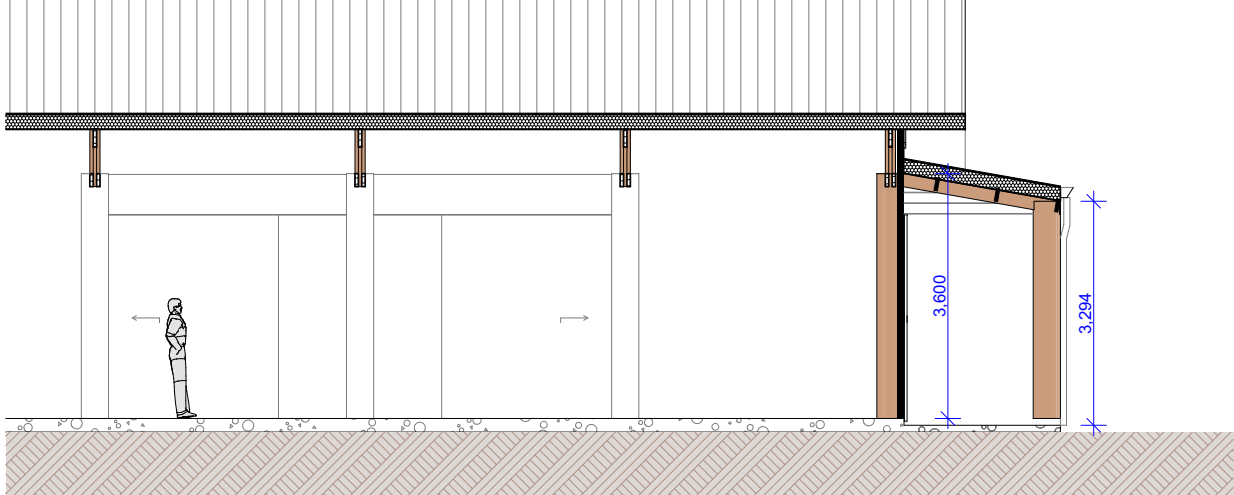
Section AA



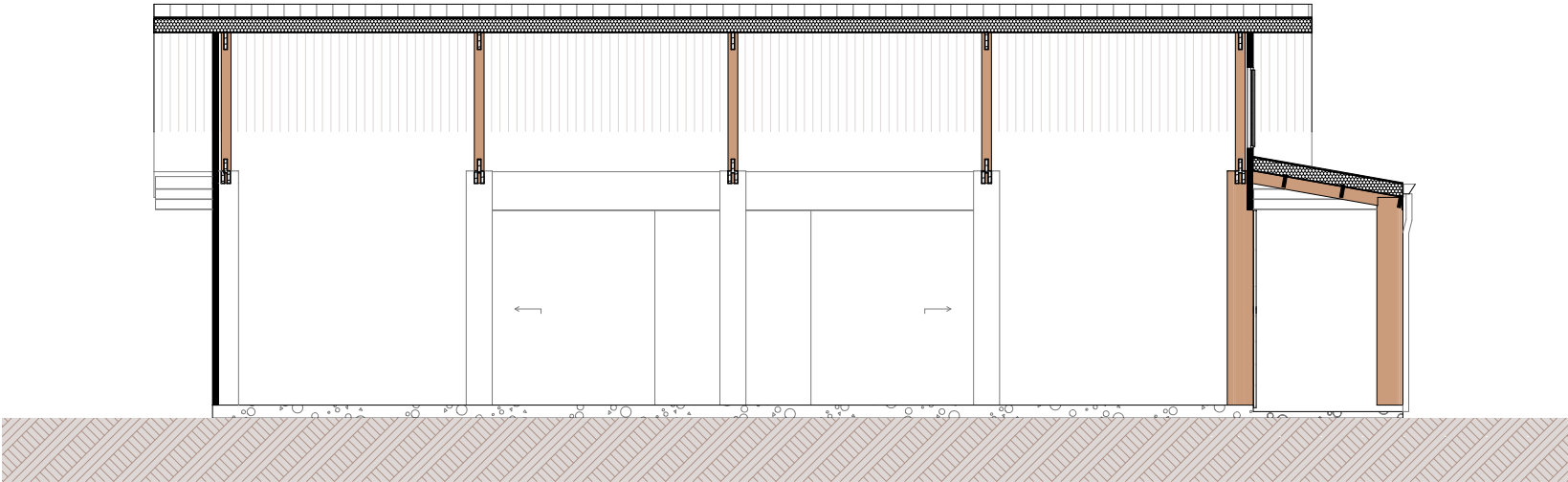
Section BB



Section CC



Section DD



Section EE



Generic Perspective (3)

**NOTE:** All dimensions / heights / pitching points etc. to be verified with timber merchant and structural engineer sizes before framing commences. Any changes to be advised to the designer to change dimensions if required

rev. date

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drawing title

Sections

client name, project & address

Quemell Sustainable Building Designs  
14 Kooyan Close, Currumbin, Qld. 4223  
m:0411323133 e: Travis@qubd.com.au  
ABN: 62 133 602 605 QBCC: 1152243

client name, project & address

Reception Shed for Country Mile Escape  
63 Little Flying Fox Rd, Flying Fox, QLD

scale

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rev.

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dwg number

CME-FLY-400

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FOR APPROVAL



# Environmental Noise Assessment Report

Proposed Wedding and Function Venue

At 63 Little Flying Fox Road, Flying Fox

On behalf of Country Mile Escape

21GCA0232 R01\_1





## About TTM

For 30 years, we've been at the centre of the Australian development and infrastructure industry. Our unique combination of acoustics, data, traffic and waste services is fundamental to the success of any architectural or development project.

We have over 50 staff, with an unrivalled depth of experience. Our industry knowledge, technical expertise and commercial insight allow us to deliver an exceptional and reliable service.

T: (07) 5514 8000

F: (07) 5514 8144

E: [ttmgc@ttmgroup.com.au](mailto:ttmgc@ttmgroup.com.au)



Acoustics



Data



Traffic



Waste

## Revision Record

No.	Author	Reviewed/Approved	Description	Date
A.	J. Fox		Internal draft	27/01/2022
0.	J. Fox		Issued to client	27/01/2022
1.	J. Fox		Revision 1	12/04/2023
2.				
3.				



## Executive Summary

TTM conducted an environmental noise assessment of the proposed wedding and function venue located at 63 Little Flying Fox Road, Flying Fox.

Noise measurements were undertaken to establish the existing ambient noise levels and the applicable noise criteria. Based on the established criteria, noise generated by the development was assessed at noise sensitive receivers.

The development is predicted to comply with the noise criteria based on the recommendations outlined in Section 7 of this report.



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# 1 Introduction

## 1.1 Background

TTM was engaged by Country Mile Escape to undertake a revised environmental noise assessment of the proposed wedding and function venue located at 63 Little Flying Fox Road, Flying Fox. This revised report was prepared in response to the Further Advice letter issued by Scenic Rim Regional Council.

## 1.2 References

This report is based on the following:

- Scenic Rim Regional Council Further Advice letter (ref: MCU22/010) dated 19 December 2022.
- *Environmental Protection (Noise) Policy*.
- Development information provided by Country Mile Escape.
- Development plans by *Roland Fenkart Building Designer*, Revision C, dated 28/03/2023.
- Site inspection, noise measurements, analysis and calculations conducted by TTM.

## 1.3 Scope

The assessment includes the following:

- Description of the site;
- Measurement of existing ambient noise levels and statement of assessment criteria relating to environmental noise emissions;
- Assessment of noise generated by the development onto nearby sensitive receivers;
- Analysis of predicted noise levels;
- Details of noise control recommendations to be incorporated to achieve predicted compliance.



## 2 Site Description

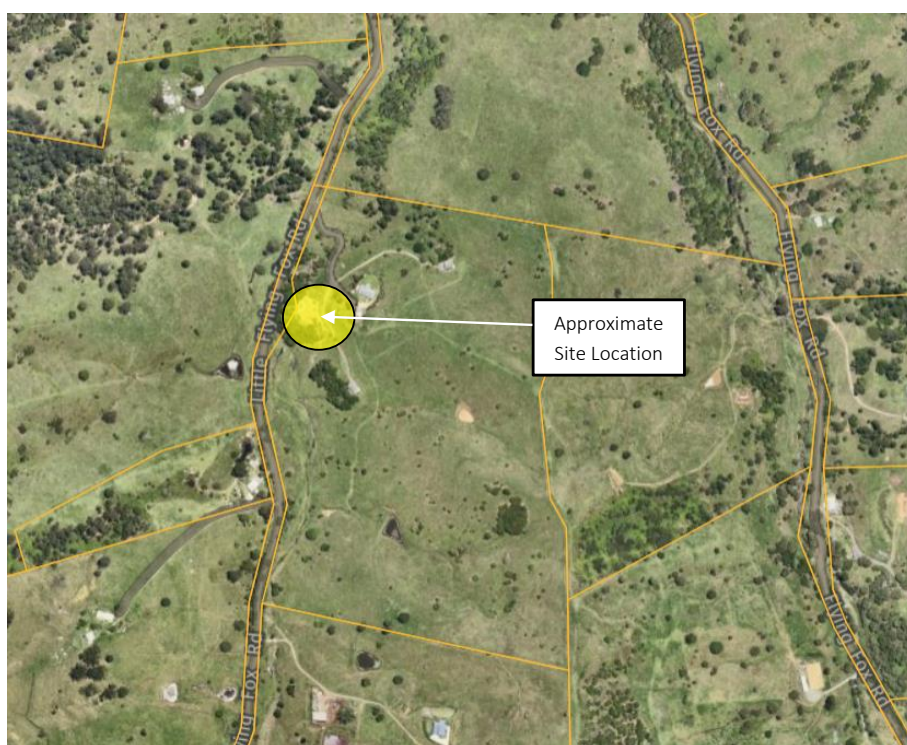
### 2.1 Site Location

The site is described by the following:

- Lot 17 on RP44239
- 63 Little Flying Fox Road, Flying Fox

The site locality is shown in Figure 1.

Figure 1: Site Locality



### 2.2 Description of Surrounding Area

The site is bound by Little Flying Fox Road to the west, and privately-owned property to the north, east and south. The acoustic environment at the site and surrounds is typical of a rural area with ambient sounds dominated by the natural environment such as wind in vegetation and birds chirping. A large mountain ridge is located along the eastern property boundary shielding the eastern neighbours from the site.



### 3 Proposed Development

#### 3.1 Development Description

The proposal is for a wedding and function event venue which will be located toward the western boundary of the site as shown in Figure 2 below.

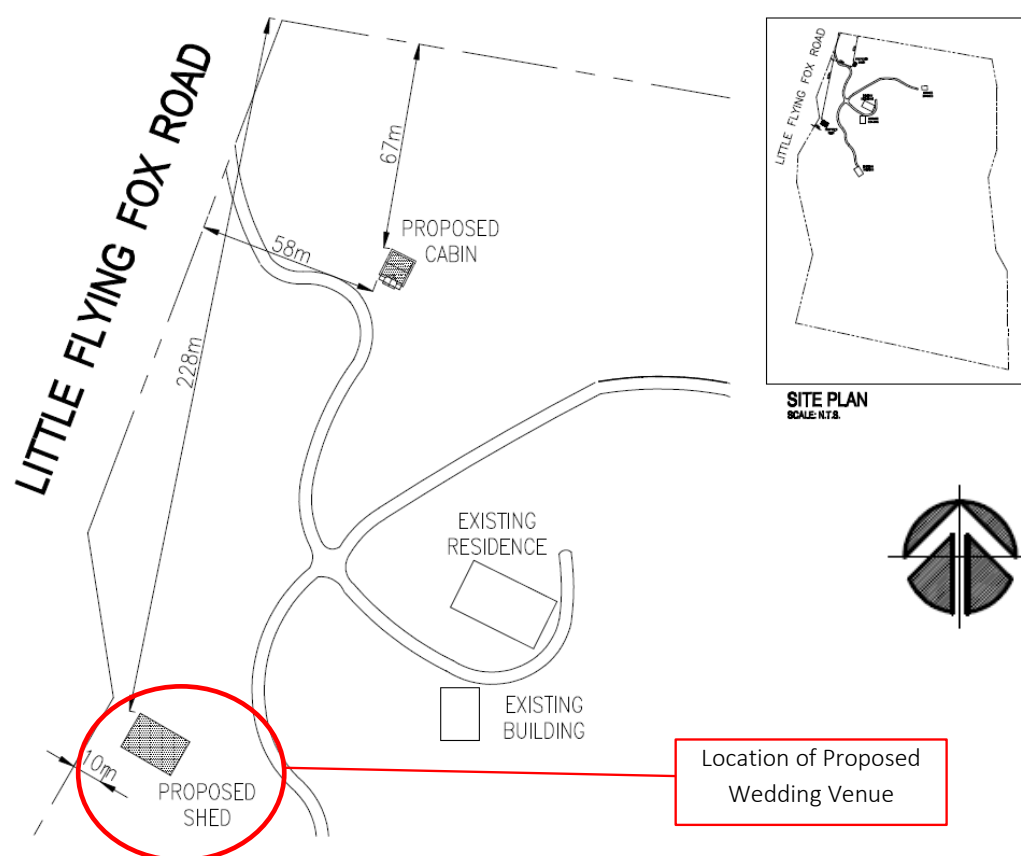
Events will be held inside a purpose-built structure with the main venue doors facing northeast and southeast directions. No openings are proposed on the northwest façade of the venue. It is understood that the capacity of the venue is 60 patrons.

Vehicles will enter the site via the driveway from Little Flying Fox Road. A gravel hardstand area will be constructed near the venue for car parking.

The proposed operating hours are between 10am and 10.30pm. Receptions and events will cease by 10pm with all guests required to depart the premises by 10.30pm.

A sample of the development plans are shown in Appendix A.

Figure 2: Proposed Site Plan



Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1



## 4 Measurements

### 4.1 Equipment

The following equipment was used to measure existing noise levels:

- Bruel & Kjaer 2250L sound level meter as an unattended logger (Serial number: 3003106)
- Norsonic Nor140 sound level meter (Serial number: 1406506)
- Casella Acoustical Calibrator (Serial number: 045246)

All equipment was calibrated by a National Association of Testing Authorities (NATA) accredited laboratory. The equipment was field calibrated before and after the measurement session. No significant drift from the reference signal was recorded.

### 4.2 Unattended Noise Monitoring

Unattended noise monitoring was conducted to establish the existing ambient noise levels between Friday 21<sup>st</sup> January and Thursday 27<sup>th</sup> January 2022. The noise monitor was placed onsite as shown in Figure 3 to represent the ambient noise levels experienced by the nearest noise sensitive properties.

Figure 3: Noise Monitoring Location



Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1

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The microphone was in a free-field location and 1.5m above ground level. The noise monitor was set to measure statistical noise levels in 'A'-weighting, 'Fast' response, over 15-minute intervals. Ambient noise levels were measured in accordance with Australian Standard AS1055<sup>1</sup>.

Weather during the noise monitoring period was generally fine with some rainfall on 26<sup>th</sup> January. Rain affected data was excluded from the analysis. The temperature range was between 15-29°C (source: Bureau of Meteorology, Canungra).

### 4.3 Noise Source Measurements

Noise levels associated with typical onsite activities were taken from similar investigations conducted by TTM. All measurements were conducted generally in accordance with AS1055.

### 4.4 Results of Measurements

#### 4.4.1 Ambient Noise Levels

Table 1 presents the measured ambient noise levels. The Rating Background Level (RBL) was determined in accordance with the requirements of Council. Graphical presentation of the measured levels is shown in Appendix B.

Table 1: Measured Ambient Noise Levels

Time Period	Measured Noise Levels, dB(A)*	
	RBL L <sub>90</sub>	L <sub>eq</sub>
Daytime (7am – 6pm)	39	60
Evening (6pm – 10pm)	45	54
Night time (10pm – 7am)	39	48

\* Upon review of the ambient noise monitoring graphs it was evident that insect noise was influencing the measured ambient noise levels, particularly in the evening and night periods.

It is deemed not possible to accurately extract the insect noise components during each time period. Therefore, in accordance with Item 2a)(iv) of the Further Advice letter, the minimum RBL values of 30dB(A), 25dB(A) and 25dB(A) shall be used for the day, evening and night time periods respectively. These RBL's are comparable to the ambient noise measurements conducted by TTM in other similar rural areas.

<sup>1</sup> Australian Standard AS1055:2018 *Acoustics – Description and Measurement of Environmental Noise*



## 5 Noise Criteria

### 5.1 Environmental Noise

The *Environmental Protection (Noise) Policy 2019* replaced the 2008 version in September 2019. The new policy removes the background creep assessment criteria. Discussions with local Councils indicate that the background creep assessment is still required to fully assess the potential noise impacts of a development and as such it has been adopted in this assessment for completeness. The Acoustic Quality Objectives criteria remains the same in both 2008 and 2019 versions. Details of the criteria and established noise limits are presented below.

#### 5.1.1 Acoustic Quality Objectives (EPP 2008 and 2019)

Table 2 presents the acoustic quality objectives at noise sensitive receivers as detailed in Schedule 1 of the *Environmental Protection (Noise) Policy*.

Table 2: Acoustic Quality Objectives at Noise Sensitive Receivers

Sensitive Receiver	Time of Day	Acoustic Quality Objectives, dB(A)		
		$L_{Aeq,adj,1hr}$	$L_{A10,adj,1hr}$	$L_{A1,adj,1hr}$
Residence (Outdoors)	Day and Evening (7am – 10pm)	50	55	65
Residence (Indoors)	Day and Evening (7am – 10pm)	35	40	45
	Night (10pm – 7am)	30	35	40

#### 5.1.2 Background Creep (EPP 2008)

The Background Creep criteria forms part of the *Environmental Protection (Noise) Policy 2008* and is included in this report for completeness. This criterion is to prevent background noise progressively increasing or creeping higher over time with the establishment of new developments in a locality. EPP2008 states that:

2. To the extent that it is reasonable to do so, noise from an activity must not be—
  - for noise that is continuous noise measured by  $L_{A90,T}$ —more than nil dB(A) greater than the existing acoustic environment measured by  $L_{A90,T}$ ; or
  - for noise that varies over time measured by  $L_{Aeq,adj,T}$ —more than 5dB(A) greater than the existing acoustic environment measured by  $L_{A90,T}$ .

In accordance with the Environmental Protection Regulation 2008, the time period (T) is considered to be a time interval of at least 15 minutes, or if the noise continues for less than 15 minutes, the duration of the noise source.



The Background Creep criteria for steady-state and transient noise sources are stated in Table 3.

Table 3: Background Creep Noise Limits at Noise Sensitive Properties

Time Period	Steady-State Noise Emission Criteria, dB(A)	Time Varying Noise Emission Criteria, dB(A)
	$L_{A90,T}$	$L_{Aeq,T}$
Day (7am – 6pm)	30	35
Evening (6pm – 10pm)	25	30
Night (10pm – 7am)	25	30

The above steady-state criterion levels are quoted as a measured level, not a component level; hence, all plant proposed must be included in assessment. By designing plant noise to a measured level rather than a component level, the additive effect of multiple plant is taken into account.



## 6 Assessment of Onsite Noise Impacting Noise Sensitive Receivers

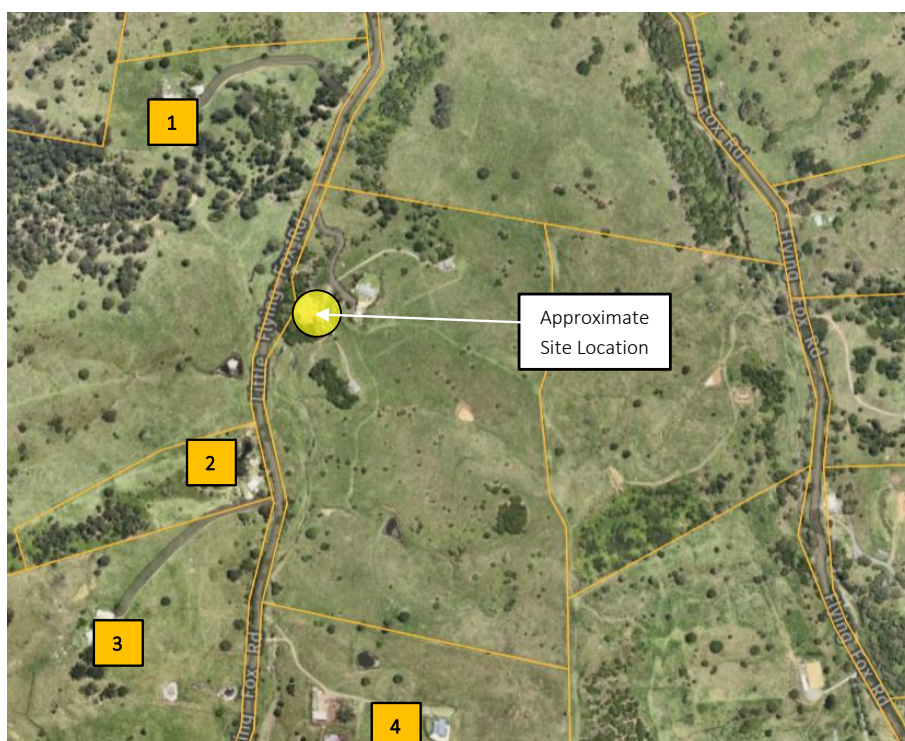
An assessment of activities associated with the proposed development was conducted to determine potential impacts at the nearest noise sensitive receivers. Details of the analysis is presented below.

### 6.1 Noise Sensitive Receivers

This assessment will focus on the nearest noise sensitive receivers as outlined below and shown in Figure 4. If compliance can be achieved at these nearest receivers, then all remaining noise sensitive locations are expected to comply. Noise levels at receivers to the east are predicted to comply due to the large separation distance and a mountainous ridge between the site and those receivers.

- Receiver 1: Residential dwelling to the northwest at 48 Little Flying Fox Road
- Receiver 2: Residential dwelling to the southwest at 106 Little Flying Fox Road
- Receiver 3: Residential dwelling to the southwest at 112 Little Flying Fox Road
- Receiver 4: Residential dwelling to the south at 133 Little Flying Fox Road

Figure 4: Noise Sensitive Receivers



Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1

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## 6.2 Noise Source Levels

Table 4 presents the typical noise sources generated by the development and the respective measured noise levels in  $L_{Aeq,T}$ ,  $L_{A10,T}$ , and  $L_{A1,T}$ . The noise source levels were calculated to one metre and include corrections for tonality and impulsiveness as per AS1055.

Table 4: Typical Onsite Transient Noise Source Levels

Noise Source Description	Noise Level at 1m, dB(A)			Measured Duration (sec)
	$L_{Aeq,T}$	$L_{A10,T}$	$L_{A1,T}$	
Car door closure	75*	77*	83*	2
Car bypass @ 5km/h	69	75	75	6
Car engine ignition	72	74	74	3
Refrigerated deliveries	85#	86#	86#	60
Unloading a delivery vehicle	80	83	85	60
Crowd of 30 patrons	78	81	85	long term avg.
Crowd of 60 patrons	83	86	89	long term avg.
Amplified entertainment level (set at a dB level to achieve a compliant outcome)	93#	95#	98#	long term avg.

\*Includes 2dB(A) adjustment to account for impulsiveness characteristics in accordance with AS1055.

# Includes 5dB(A) adjustment to account for tonal noise characteristics in accordance with AS1055.

## 6.3 Onsite Noise Assessment Methodology

Noise predictive calculations in accordance with the *Environmental Protection (Noise) Policy* are based on the number of events occurring within a typical or worst-case period. The following assumptions have been made for noise calculations:

- Site car parking generation rates are based on 29 events per hour (based on the TTM Traffic Engineering Assessment ref: 21GCT0391\_LT01).
- Deliveries are predicted to occur from outside of the proposed reception building.
- Crowd source noise levels were determined using the technical paper *Prediction of Noise from Small to Medium Sized Crowds* (Hayne, Taylor, Rumble & Mee, 2011). Predictions are shown for crowds of 30 and 60 patrons outside and the full 60 patrons inside the reception building.
- Amplified music predicted from inside the reception building, with windows/doors open.
- Details regarding refuse collection are taken from the TTM Traffic Engineering Assessment ref: 21GCT0391\_LT01. Due to the rural nature of the site location, kerb side collection is not provided. The operators of the site currently transfer all refuse from the existing residential dwelling and cabins by ute to the appropriate disposal location. The wedding functions are expected to be a maximum of 60 guests with catering provided by a 3rd party on-site. The operator of the site is expected to apply the same refuse disposal methods or transferring material by ute to the



appropriate disposal location. Therefore, noise from a waste collection vehicle has not been assessed.

- The building construction is expected to be a sheet metal façade on 92mm steel studs with 13mm sound-rated plasterboard inside. This construction is predicted to achieve an  $R_w36$  acoustic rating as shown in the calculation sheets in Appendix C.
- Noise attenuation of 7dB through an open window at a receiver was applied for internal noise level predictions. It is noted that between 15 and 20dB could be expected to be achieved through a closed window or door.
- The total combined noise calculation is based on a typical scenario of the full crowd (60 patrons) being inside the building with amplified entertainment operating. NE and SE windows/doors are assumed to be open for ingress and egress purposes.

Table 5 presents the expected proportion of time / number of noise events for the basis of the calculations. These have then been assumed to be the same across all time periods (day, evening and night).

Table 5: Assumptions used for Onsite Noise Calculations

Noise Source Description	Prediction Location	Day / Evening / Night Period
		Events per hour or % of Assessment Period
Car door closure	Site car park	58 events per hour (2 door closures per vehicle)
Car bypass @ 5km/h	Nearer of site car park or driveway	29 events per hour (based on traffic generation rate described above)
Car engine ignition	Site car park	29 events per hour
Refrigerated deliveries	Outside of the reception building	2 events
Unloading a delivery vehicle	Outside of the reception building	2 events
Crowd noise	Both outside and inside the reception building	100% of the time
Amplified music	Inside reception building, doors open	100% of the time



## 6.4 Predicted Onsite Noise Levels at Receivers

Predicted noise levels are based on the noise source levels presented in Table 4, calculation assumptions listed in Table 5, distance loss to the nearest receiver, and noise reduction from intervening structures where applicable. Sample calculations are shown in Appendix C.

### 6.4.1 Acoustic Quality Objectives Predictions

Table 6 presents the predicted acoustic quality objective noise levels. The criteria for day/evening periods is specified in the table heading, with the night time indoor criteria shown in brackets. Noise level exceedances are shown underlined.

Table 6: Acoustic Quality Objective Predictions

Receiver	Noise Source	Predicted Noise Level, dB(A)					
		L <sub>Aeq</sub> , 1hr		L <sub>A10</sub> , 1 hr		L <sub>A1</sub> , 1hr	
		Outdoors	Indoors	Outdoors	Indoors	Outdoors	Indoors
	Criteria	50	35 (30)	55	40 (35)	65	45 (40)
1	Car door closure	<10	<10	11	<10	17	10
	Car bypass @ 5km/h	<10	<10	14	<10	14	<10
	Car engine ignition	<10	<10	<10	<10	<10	<10
	Refrigerated deliveries	20	13	21	14	21	14
	Unloading a delivery vehicle	15	<10	18	11	20	13
	Crowd of 30 patrons (outside)	27	20	30	23	34	27
	Crowd of 60 patrons (outside)	32	25	35	28	38	31
	Crowd of 60 patrons (inside)	17	10	20	13	23	16
	Amplified entertainment	27	20	29	22	32	25
	<b>Total Noise*</b>	<b>27</b>	<b>20</b>	29	22	<b>32</b>	<b>25</b>
2	Car door closure	11	<10	14	<10	20	13
	Car bypass @ 5km/h	<10	<10	14	<10	14	<10
	Car engine ignition	<10	<10	10	<10	10	<10
	Refrigerated deliveries	22	15	23	16	23	16
	Unloading a delivery vehicle	17	10	20	13	22	15
	Crowd of 30 patrons (outside)	30	23	33	26	37	30
	Crowd of 60 patrons (outside)	35	28	38	31	41	34
	Crowd of 60 patrons (inside)	20	13	23	16	26	19
	Amplified entertainment	30	23	32	25	35	28
	<b>Total Noise*</b>	<b>30</b>	<b>23</b>	<b>33</b>	<b>26</b>	<b>36</b>	<b>29</b>
3	Car door closure	<10	<10	<10	<10	13	<10
	Car bypass @ 5km/h	<10	<10	<10	<10	<10	<10
	Car engine ignition	<10	<10	<10	<10	<10	<10
	Refrigerated deliveries	15	<10	16	<10	16	<10
	Unloading a delivery vehicle	10	<10	13	<10	15	<10



Receiver	Noise Source	Predicted Noise Level, dB(A)					
		L <sub>Aeq</sub> , 1hr		L <sub>A10</sub> , 1 hr		L <sub>A1</sub> , 1hr	
		Outdoors	Indoors	Outdoors	Indoors	Outdoors	Indoors
	Criteria	50	35 (30)	55	40 (35)	65	45 (40)
	Crowd of 30 patrons (outside)	23	16	26	19	30	23
	Crowd of 60 patrons (outside)	28	21	31	24	34	27
	Crowd of 60 patrons (inside)	13	<10	16	<10	19	12
	Amplified entertainment	23	16	25	18	28	21
	<b>Total Noise*</b>	<b>23</b>	<b>16</b>	<b>26</b>	<b>19</b>	<b>29</b>	<b>22</b>
4	Car door closure	<10	<10	<10	<10	12	<10
	Car bypass @ 5km/h	<10	<10	<10	<10	<10	<10
	Car engine ignition	<10	<10	<10	<10	<10	<10
	Refrigerated deliveries	14	<10	15	<10	15	<10
	Unloading a delivery vehicle	<10	<10	12	<10	14	<10
	Crowd of 30 patrons (outside)	22	15	25	18	29	22
	Crowd of 60 patrons (outside)	27	20	30	23	33	26
	Crowd of 60 patrons (inside)	11	<10	15	<10	18	11
	Amplified entertainment	22	15	24	17	27	20
	<b>Total Noise*</b>	<b>22</b>	<b>15</b>	<b>24</b>	<b>17</b>	<b>27</b>	<b>20</b>

\* The total combined noise calculation is based on a typical scenario of the full crowd (60 patrons) being inside the building with amplified entertainment operating. Windows/doors are open. These are the main noise sources which could potentially occur simultaneously and continuously over a worst case 1-hour assessment period. Vehicle and delivery noise sources are expected to occur at different times to the actual function events.

Noise associated with the development is predicted to comply with the Acoustic Quality Objective (AQO) criteria without the need for additional acoustic treatment. Amplified entertainment noise levels inside the reception building are to be no greater than the levels specified in Section 6.2. Recommendations for compliance are detailed in Section 7.



### 6.4.2 Background Creep Predictions (15-minute Duration)

Table 7 presents the background creep noise predictions over a 15-minute duration.

Table 7: Background Creep Onsite Noise Predictions (15-minute Duration)

Receiver	Noise Source	Predicted External Noise Level, $L_{eq}$ dB(A)	Complies with Criteria: (Yes/No)		
			Day 35 dB(A)	Evening 30 dB(A)	Night 30 dB(A)
1	Car door closure	<10	✓	✓	✓
	Car bypass @ 5km/h	<10	✓	✓	✓
	Car engine ignition	<10	✓	✓	✓
	Refrigerated deliveries	23	✓	✓	✓
	Unloading a delivery vehicle	18	✓	✓	✓
	Crowd of 30 patrons (outside)	27	✓	✓	✓
	Crowd of 60 patrons (outside)	32	✓	✗ (+2)	✗ (+2)
	Crowd of 60 patrons (inside)	17	✓	✓	✓
	Amplified entertainment	27	✓	✓	✓
	<b>Total Noise*</b>	<b>27</b>	✓	✓	✓
2	Car door closure	11	✓	✓	✓
	Car bypass @ 5km/h	<10	✓	✓	✓
	Car engine ignition	<10	✓	✓	✓
	Refrigerated deliveries	25	✓	✓	✓
	Unloading a delivery vehicle	20	✓	✓	✓
	Crowd of 30 patrons (outside)	30	✓	✓	✓
	Crowd of 60 patrons (outside)	35	✓	✗ (+5)	✗ (+5)
	Crowd of 60 patrons (inside)	20	✓	✓	✓
	Amplified entertainment	30	✓	✓	✓
	<b>Total Noise*</b>	<b>30</b>	✓	✓	✓
3	Car door closure	<10	✓	✓	✓
	Car bypass @ 5km/h	<10	✓	✓	✓
	Car engine ignition	<10	✓	✓	✓
	Refrigerated deliveries	18	✓	✓	✓
	Unloading a delivery vehicle	13	✓	✓	✓
	Crowd of 30 patrons (outside)	23	✓	✓	✓
	Crowd of 60 patrons (outside)	28	✓	✓	✓
	Crowd of 60 patrons (inside)	13	✓	✓	✓
	Amplified entertainment	23	✓	✓	✓
	<b>Total Noise*</b>	<b>23</b>	✓	✓	✓
4	Car door closure	<10	✓	✓	✓
	Car bypass @ 5km/h	<10	✓	✓	✓
	Car engine ignition	<10	✓	✓	✓



Receiver	Noise Source	Predicted External Noise Level, $L_{eq}$ dB(A)	Complies with Criteria: (Yes/No)		
			Day 35 dB(A)	Evening 30 dB(A)	Night 30 dB(A)
	Refrigerated deliveries	17	✓	✓	✓
	Unloading a delivery vehicle	12	✓	✓	✓
	Crowd of 30 patrons (outside)	22	✓	✓	✓
	Crowd of 60 patrons (outside)	27	✓	✓	✓
	Crowd of 60 patrons (inside)	11	✓	✓	✓
	Amplified entertainment	22	✓	✓	✓
	<b>Total Noise*</b>	<b>22</b>	✓	✓	✓

\* The total combined noise calculation is based on a typical scenario of the full crowd (60 patrons) being inside the building with amplified entertainment operating. Windows/doors are assumed open. These are the main noise sources which could potentially occur simultaneously and continuously over a worst case 1-hour assessment period. Vehicle and delivery noise sources are expected to occur at different times to the actual function events.

Noise associated with the development is generally predicted to comply with the Background Creep criteria over a 15-minute assessment period.

Noise from crowds in outdoor areas has the potential to exceed evening and night time criteria during events up to the full capacity of 60 guests. Appropriate noise management will be required for large groups of guests outdoors between the hours of 6pm to 10.30pm. Compliance is predicted to be achieved based on the inclusion of recommendations detailed in Section 7.

### 6.4.3 Background Creep Predictions (Duration of Noise Source)

Table 8 presents the background creep predictions assessed against the duration of each noise source. The noise levels are provided as a source of additional information showing the maximum expected noise levels at noise sensitive receivers during an onsite noise event.

Table 8: Background Creep Onsite Noise Predictions (Duration of Noise Source)

Receiver	Noise Source	Predicted External Noise Level, $L_{eq}$ dB(A)	Complies with Criteria: (Yes/No)		
			Day 35 dB(A)	Evening 30 dB(A)	Night 30 dB(A)
1	Car door closure	24	✓	✓	✓
	Car bypass @ 5km/h	22	✓	✓	✓
	Car engine ignition	21	✓	✓	✓
	Refrigerated deliveries	34	✓	✗ (+4)	✗ (+4)
	Unloading a delivery vehicle	29	✓	✓	✓
	Crowd of 30 patrons (outside)	27	✓	✓	✓
	Crowd of 60 patrons (outside)	32	✓	✗ (+2)	✗ (+2)
	Crowd of 60 patrons (inside)	17	✓	✓	✓
	Amplified entertainment	27	✓	✓	✓



Receiver	Noise Source	Predicted External Noise Level, $L_{eq}$ dB(A)	Complies with Criteria: (Yes/No)		
			Day 35 dB(A)	Evening 30 dB(A)	Night 30 dB(A)
	<b>Total Noise*</b>	<b>27</b>	✓	✓	✓
2	Car door closure	26	✓	✓	✓
	Car bypass @ 5km/h	21	✓	✓	✓
	Car engine ignition	24	✓	✓	✓
	Refrigerated deliveries	37	✗ (+2)	✗ (+7)	✗ (+7)
	Unloading a delivery vehicle	32	✓	✗ (+2)	✗ (+2)
	Crowd of 30 patrons (outside)	30	✓	✓	✓
	Crowd of 60 patrons (outside)	35	✓	✗ (+5)	✗ (+5)
	Crowd of 60 patrons (inside)	20	✓	✓	✓
	Amplified entertainment	30	✓	✓	✓
	<b>Total Noise*</b>	<b>30</b>	✓	✓	✓
3	Car door closure	19	✓	✓	✓
	Car bypass @ 5km/h	14	✓	✓	✓
	Car engine ignition	17	✓	✓	✓
	Refrigerated deliveries	30	✓	✓	✓
	Unloading a delivery vehicle	25	✓	✓	✓
	Crowd of 30 patrons (outside)	23	✓	✓	✓
	Crowd of 60 patrons (outside)	28	✓	✓	✓
	Crowd of 60 patrons (inside)	13	✓	✓	✓
	Amplified entertainment	23	✓	✓	✓
	<b>Total Noise*</b>	<b>23</b>	✓	✓	✓
4	Car door closure	19	✓	✓	✓
	Car bypass @ 5km/h	13	✓	✓	✓
	Car engine ignition	16	✓	✓	✓
	Refrigerated deliveries	29	✓	✓	✓
	Unloading a delivery vehicle	24	✓	✓	✓
	Crowd of 30 patrons (outside)	22	✓	✓	✓
	Crowd of 60 patrons (outside)	27	✓	✓	✓
	Crowd of 60 patrons (inside)	11	✓	✓	✓
	Amplified entertainment	22	✓	✓	✓
	<b>Total Noise*</b>	<b>22</b>	✓	✓	✓

\* The total combined noise calculation is based on a typical scenario of the full crowd (60 patrons) being inside the building with amplified entertainment operating. Windows/doors are open. These are the main noise sources which could potentially occur simultaneously and continuously over a worst case 1-hour assessment period. Vehicle and delivery noise sources are expected to occur at different times to the actual function events.

Noise associated with the development is generally predicted to comply with the Background Creep criteria when assessed over the duration of the noise source.



Deliveries are predicted to exceed the criteria in some instances at Receiver 1 and Receiver 2. Therefore, it will be recommended that deliveries occur during daytime hours only in order to minimise annoyance.

Noise from crowds in outdoor areas has the potential to exceed evening and night time criteria during events up to the full capacity of 60 guests. Appropriate noise management will be required for large groups of guests outdoors between the hours of 6pm to 10.30pm. Compliance is predicted to be achieved based on the inclusion of recommendations detailed in Section 7.

#### 6.4.4 Public Address Systems / Background Music in Outdoor Areas

A reverse calculation was conducted to determine the allowable noise level for public address systems and background music in outdoor areas of the venue.

Based on the Background Creep criteria and distance attenuation from the nearest potential locations to the nearest residential receiver, the allowable noise limits for public address systems and outdoor background music are presented in Table 9.

Table 9: Noise Limits for Outdoor Public Address Systems and Background Music

Speaker Location	Allowable noise level* at 1m from the Speaker / Noise Source to achieve compliance, $L_{eq}$ dB(A)		
	Day (7am – 6pm)	Evening (6pm – 10pm)	Night (10pm – 7am)
Outdoor areas	80	75	75

\* A 5dB tonality penalty for amplified music has been included in the calculated noise limits.

#### 6.4.5 Preliminary Mechanical Plant Advice

A reverse calculation was conducted to determine the allowable noise source level of onsite mechanical equipment prior to the inclusion of acoustic treatment. This type of assessment was conducted as plant has not been selected during DA stage and it provides guidance around the design of mechanical equipment.

Based on the Background Creep criteria and distance attenuation from the nearest potential locations to the nearest residential receiver, the allowable mechanical noise levels are presented in Table 10.

Table 10: Mechanical plant noise limits for compliance without acoustic treatment

Plant location	Allowable noise level at 1m from the nearest piece of plant to receiver to achieve compliance, $L_{eq}$ dB(A)		
	Day (7am – 6pm)	Evening (6pm – 10pm)	Night (10pm – 7am)
Reception Building	78	73	73

Acoustic treatment or screening of the plant may allow a higher noise limit. It is expected that compliance is possible to be achieved. Compliance with the noise limits and design criteria should be checked once plant selections for each development building are finalised.



## 7 Recommendations

The recommended acoustic treatments are presented in the sections below to achieve predicted compliance with the relevant assessment criteria.

### 7.1 Building Construction

The following building construction is recommended to minimise noise annoyance:

Table 11: Recommended Venue Building Construction

Component	Recommended Construction
Glazing	10.38mm laminate glass, equivalent to an $R_w35$ acoustic rating.
External Walls	<ul style="list-style-type: none"> <li>Sheet metal cladding externally,</li> <li>92mm steel studs,</li> <li>13mm sound-rated plasterboard internally</li> </ul> Or an alternative system equivalent to an $R_w36$ acoustic rating.
Roof / Ceiling	<ul style="list-style-type: none"> <li>Sheet metal roof with minimum 50mm thick insulation over battens,</li> <li>Cavity insulation comprising of minimum R2.5 glasswool batts,</li> <li>10mm standard plasterboard internally</li> </ul> Or an alternative system equivalent to an $R_w40$ acoustic rating.

### 7.2 Amplified Entertainment Limits

The amplified sound noise limits are summarised in Table 12. The noise limits have been adjusted to account for a 5dB tonality penalty in accordance with AS1055.

Table 12: Recommended Amplified Sound Noise Limits

Location	Recommended Sound Pressure Level at 1m from Speakers, $L_{eq}$ (period), dB(A)		
	Day (7am to 6pm)	Evening (6pm to 10pm)	Night (10pm to 10.30pm)
Inside Building (windows/doors open)	88	83	83
Outside Building (PA systems or background music)	80	75	75

- The above noise limits are specified as limits 1m from the speakers. The noise limits are to be reduced by 10dB if measurements are taken 3m from the speakers.
- All amplified voice/music (live or recorded) provided on the site should pass through a noise limiting device to control the overall level and frequency component of the music to a reasonable level.



### 7.3 Noise Management Controls

The following management controls are recommended to minimise noise annoyance:

- Functions are to occur between the hours of 10am and 10pm.
- All guests are to have departed the site by 10.30pm.
- Venue setup and deliveries shall be conducted during daytime hours of 7am to 6pm;
- Windows on the southwest façade are to be closed during events.
- No celebratory activities such as birthday songs or bride and groom arrivals / departures are to occur outside. These are to occur prior to 10pm and inside the venue;
- Groups no larger than 30 patrons are to leave the site at one time in order to minimise impacts on neighbouring properties.
- Staff are to monitor patron behaviour to ensure that noise generated is reasonable and patrons depart the site in orderly manner.
- The disposal of waste cans and bottles into outdoor bulk bins is to occur between the hours of 7am and 6pm. The disposal of waste cans and bottles is to remain inside the venue from 6pm onwards.
- Any grates or other protective covers in the car park and access driveway must be rigidly fixed in position to eliminate clanging, and be maintained.

### 7.4 Mechanical Noise

Because detailed plant selections are not available at this stage, it is not possible to carry out a detailed examination of the noise control measures that may be required to achieve the noise targets for mechanical plant.

Plant may need to be acoustically treated to achieve the criteria detailed in Section 5 to prevent noise emissions from adversely impacting the surrounding properties. This may include selecting the quietest plant possible, or treating the plant equipment with barriers, etc.

A preliminary assessment of allowable plant noise limits to achieve compliance was conducted in Section 6.4.4. Based on the allowable noise levels, it is expected that compliance can be achieved without the need for acoustic treatment. It is recommended that mechanical noise levels are checked by a suitably qualified acoustic consultant once plant selections are finalised.



## 7.5 Notification and Complaints Handling Process

Noise sensitive receivers shall be made aware of upcoming events by the following methods:

- Letterbox drop or website/social media post detailing the event date, start and finish times and the number of guests expected.
- Contact details of the onsite manager are to be provided to neighbouring property owners.

An example of a Noise Complaint Record Sheet is provided in Appendix D.



## 8 Conclusion

A revised environmental noise assessment was undertaken of the proposed wedding and function venue located at 63 Little Flying Fox Road, Flying Fox.

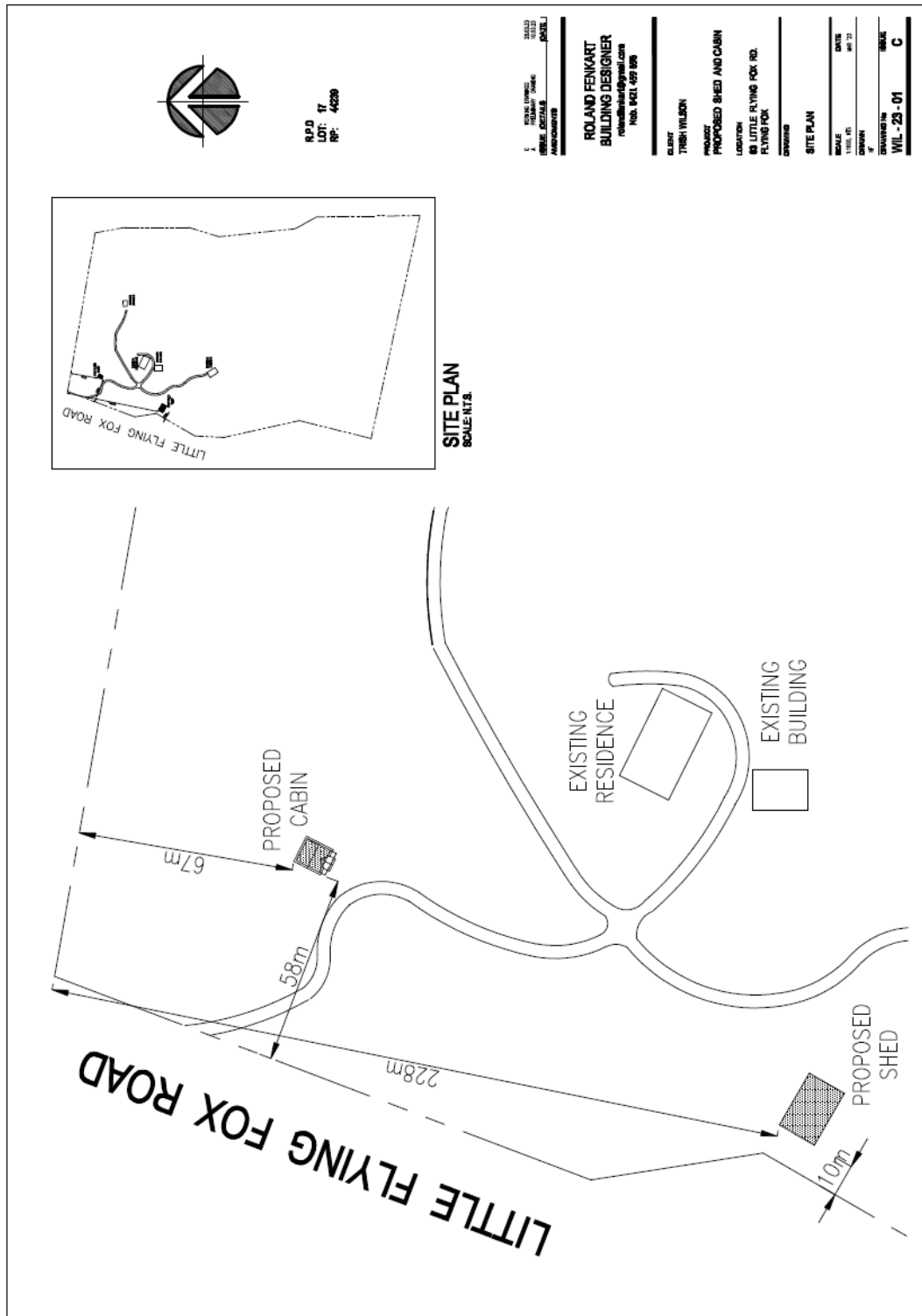
Compliance with the criteria outlined in Section 5 is predicted to be achieved based on the implementation of the recommendations outlined in Section 7 of this report.



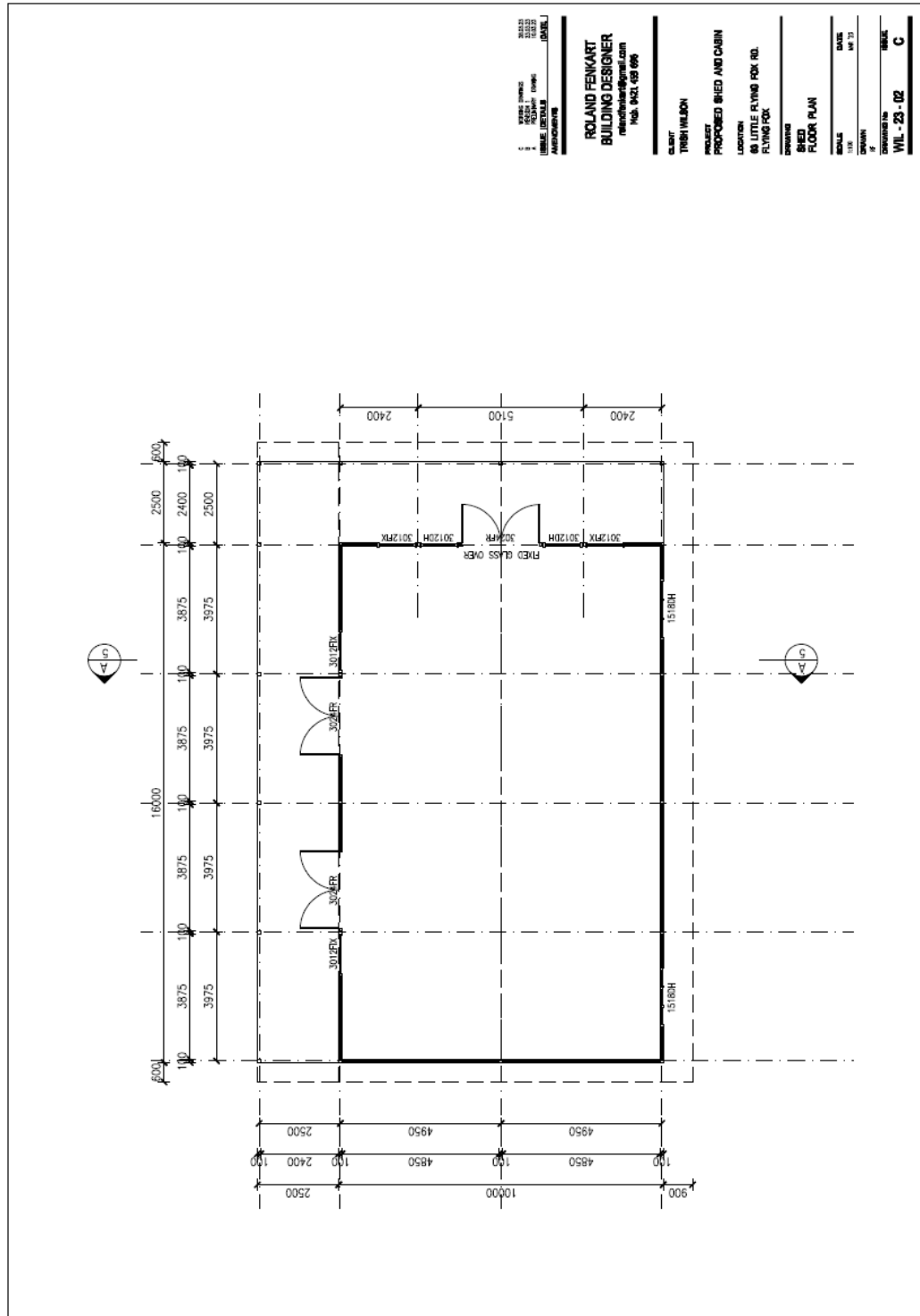
## Appendix A    Development Plans

Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1

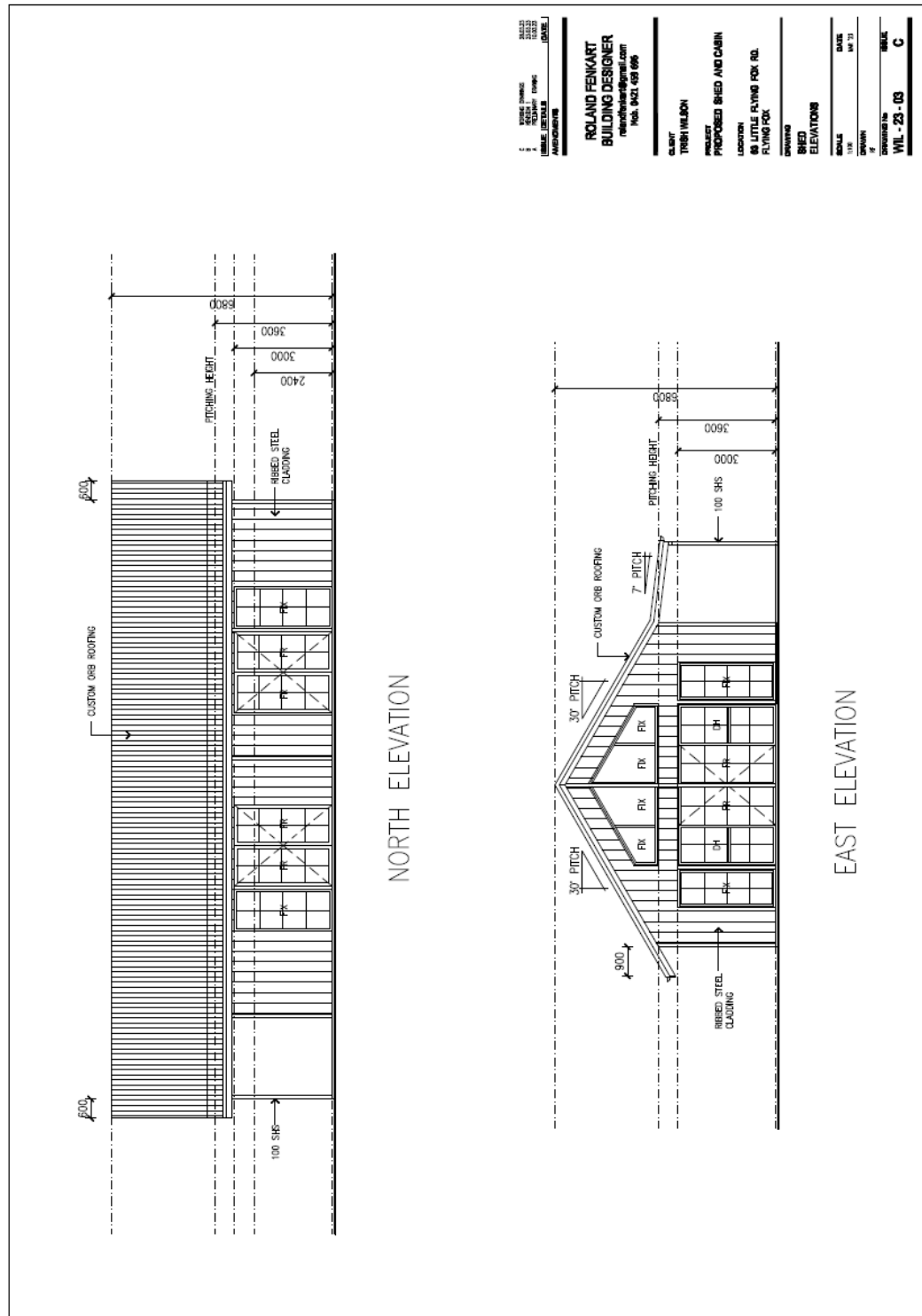
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Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1

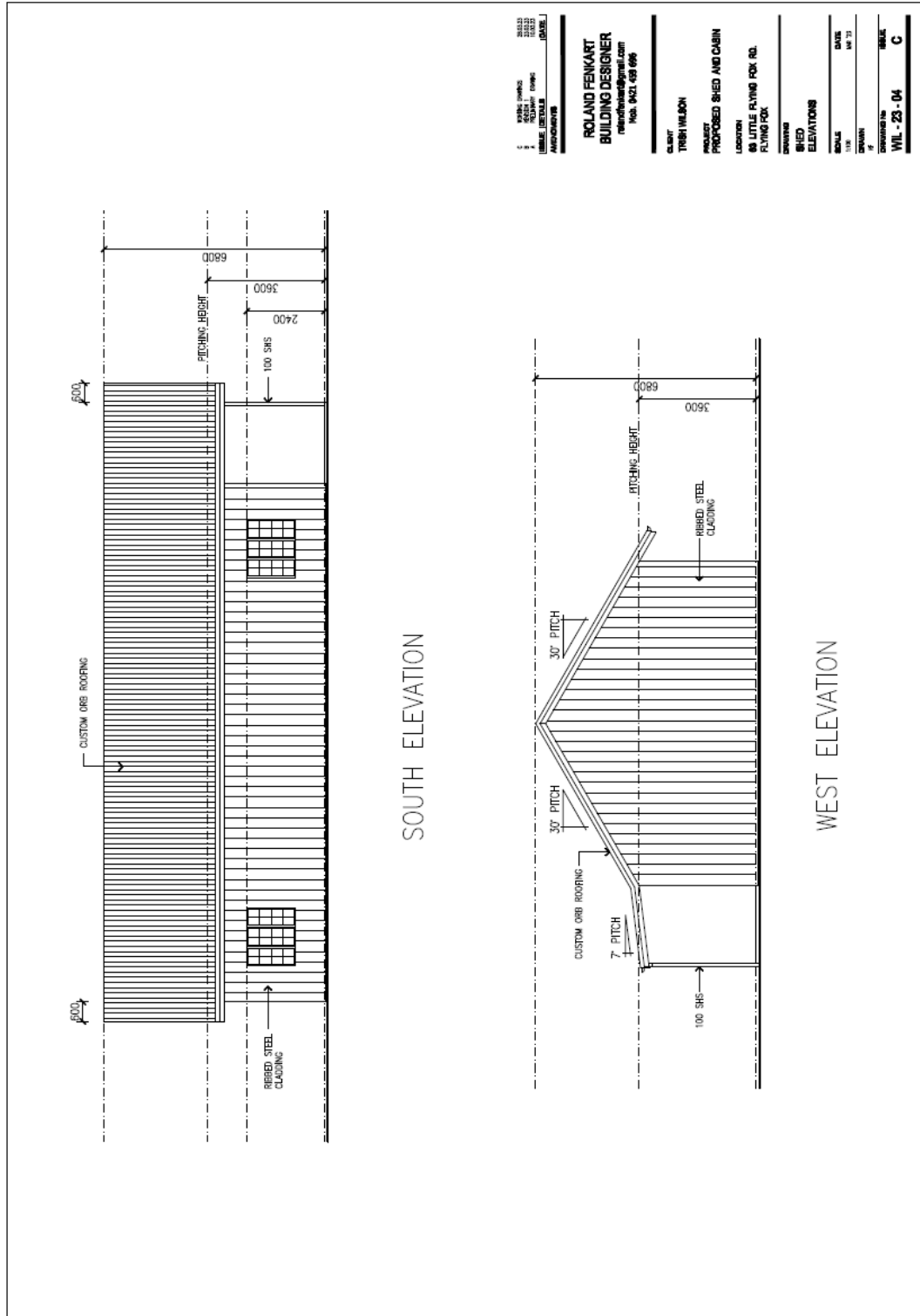


Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1



Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1

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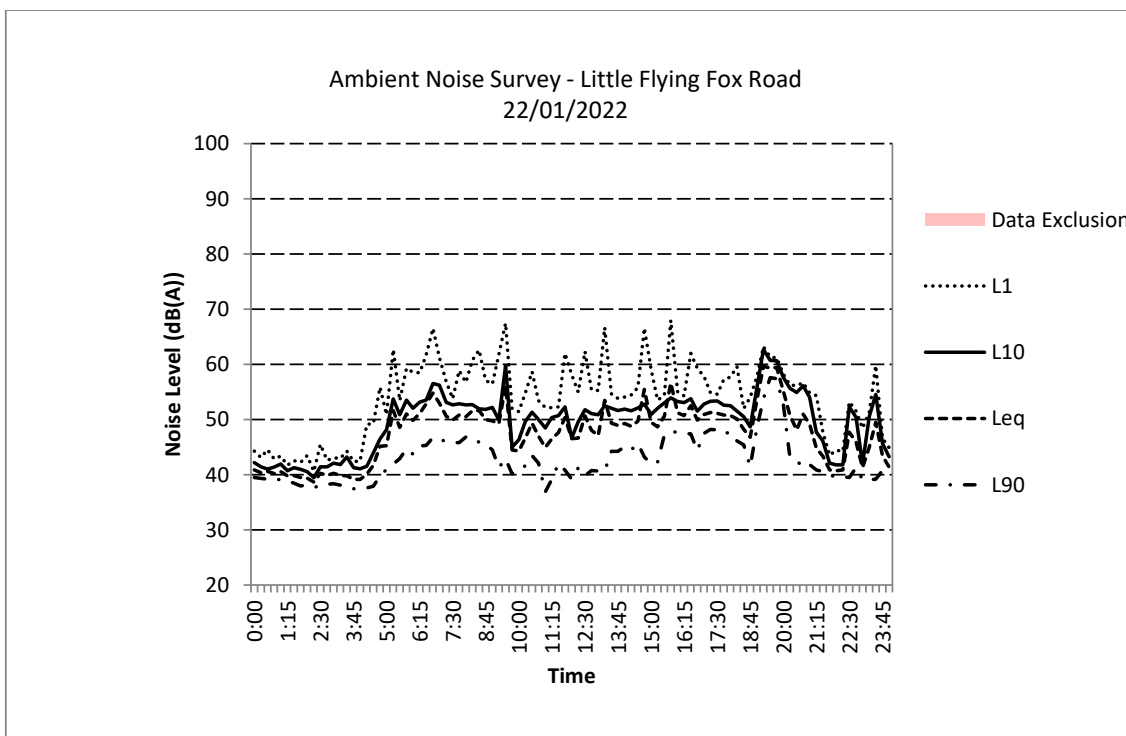
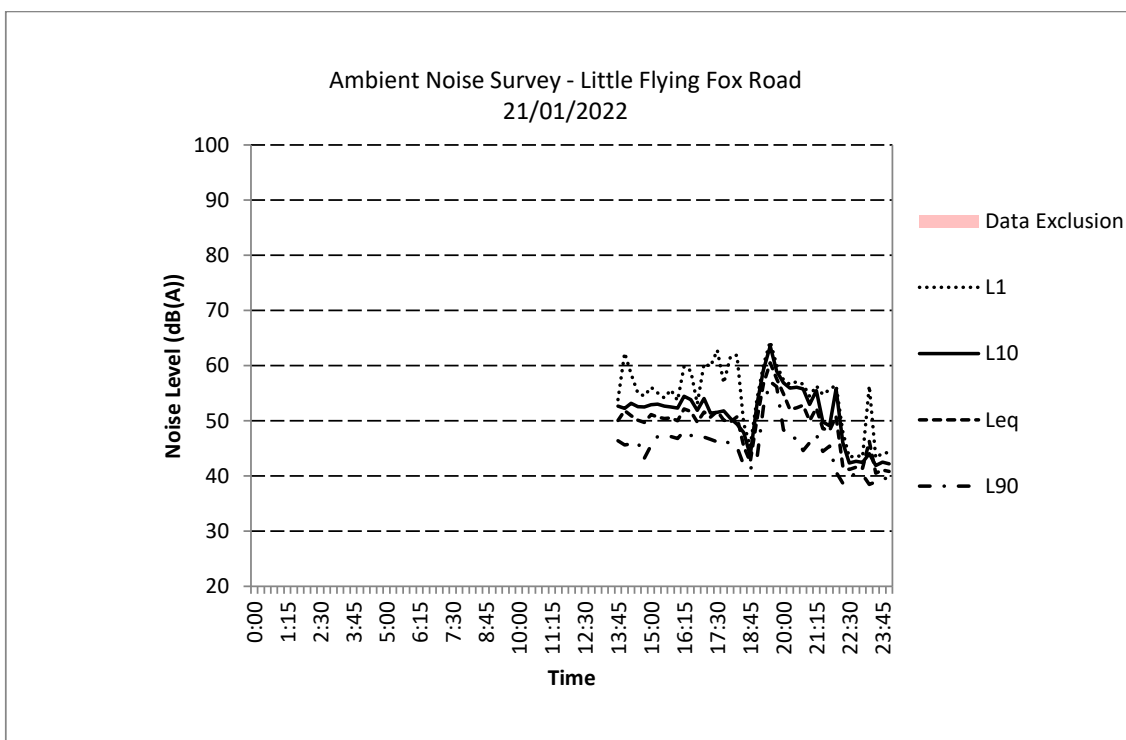
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Reference: 21GCA0232 R01\_1



## Appendix B    Unattended Noise Monitoring Graphs

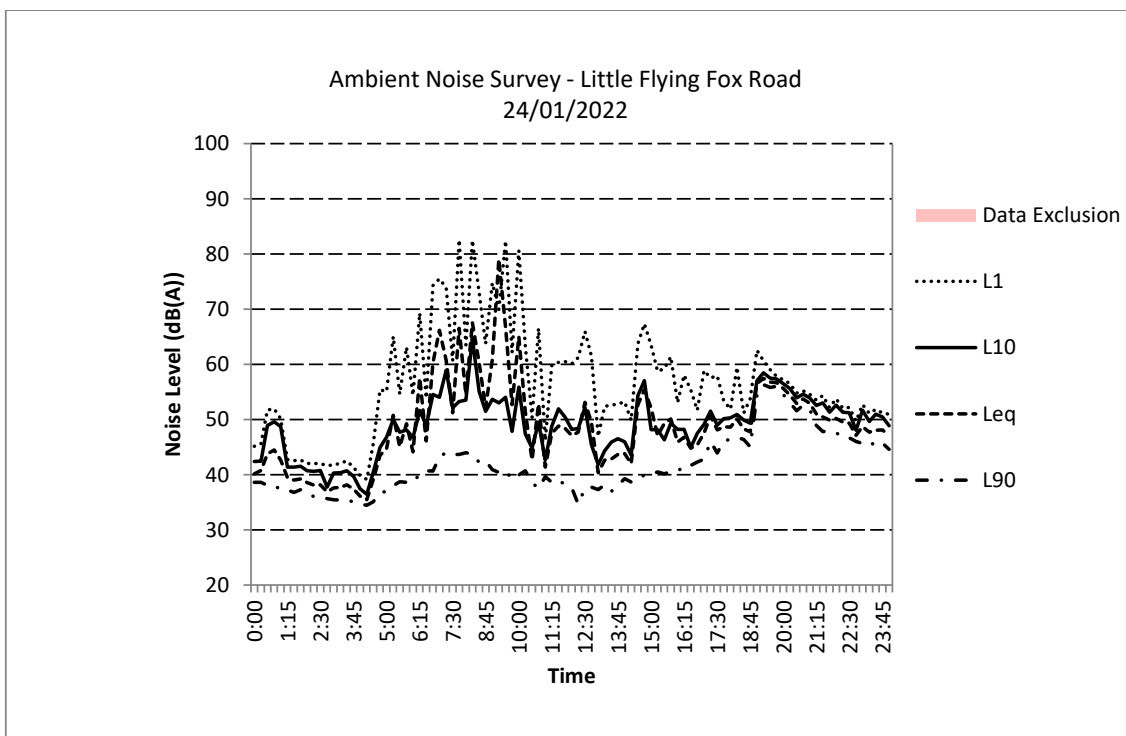
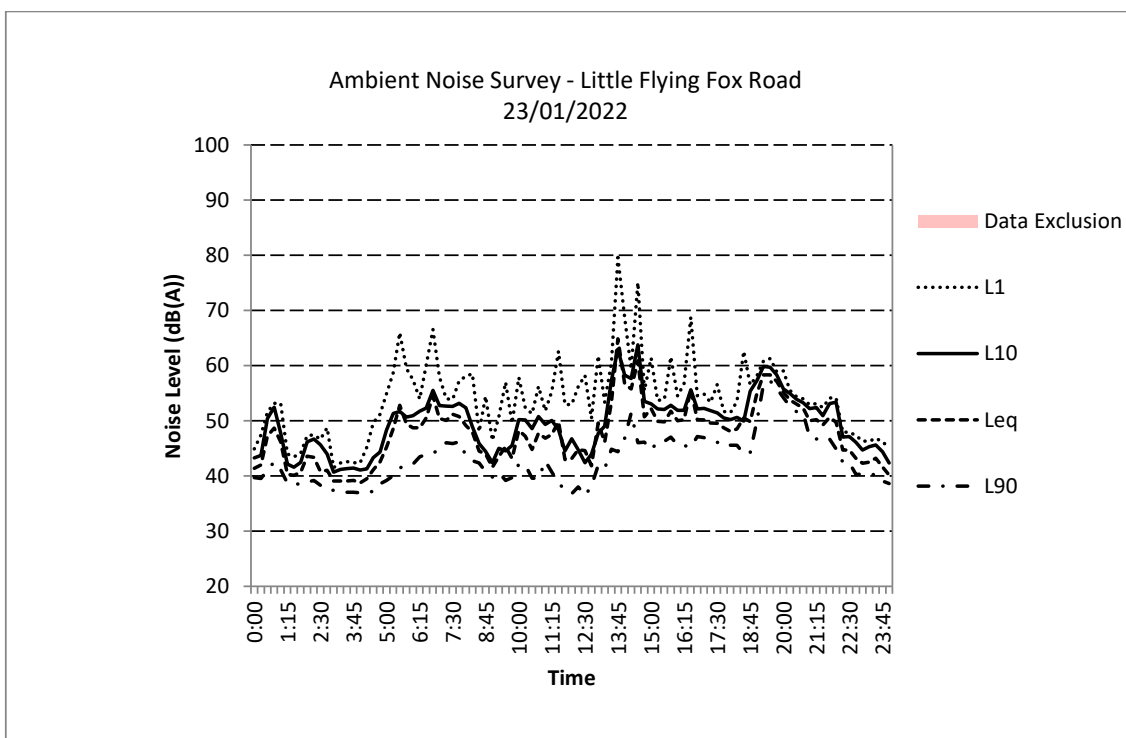
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Reference: 21GCA0232 R01\_1

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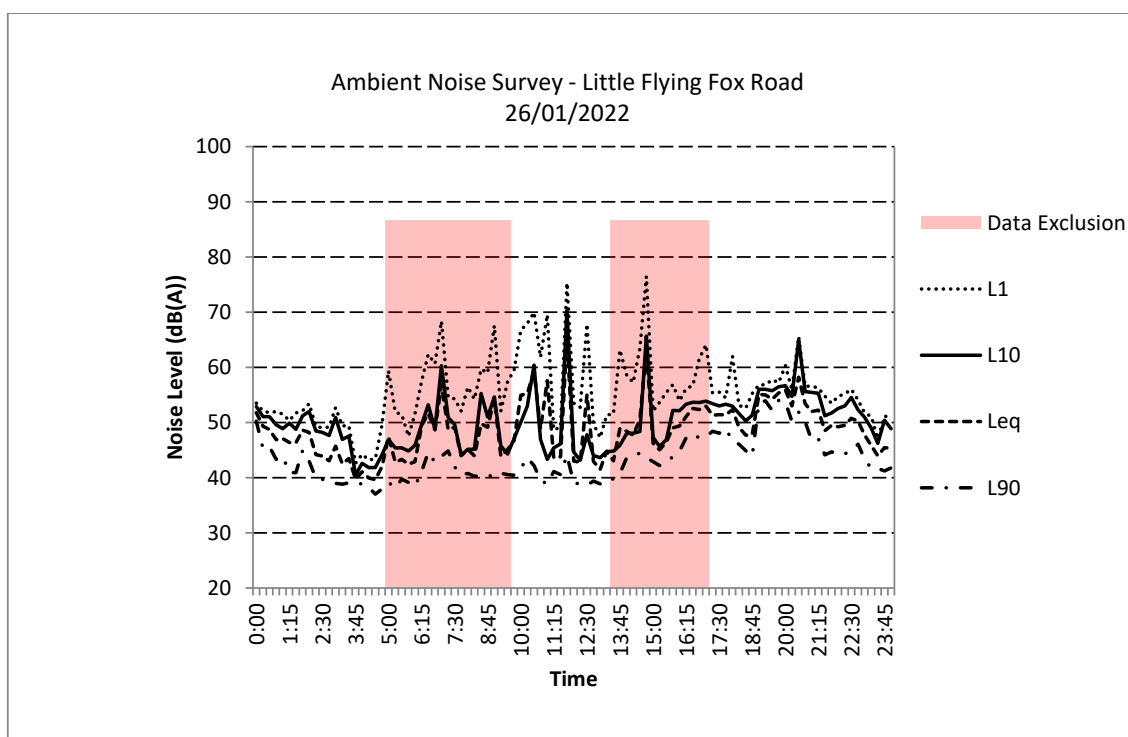
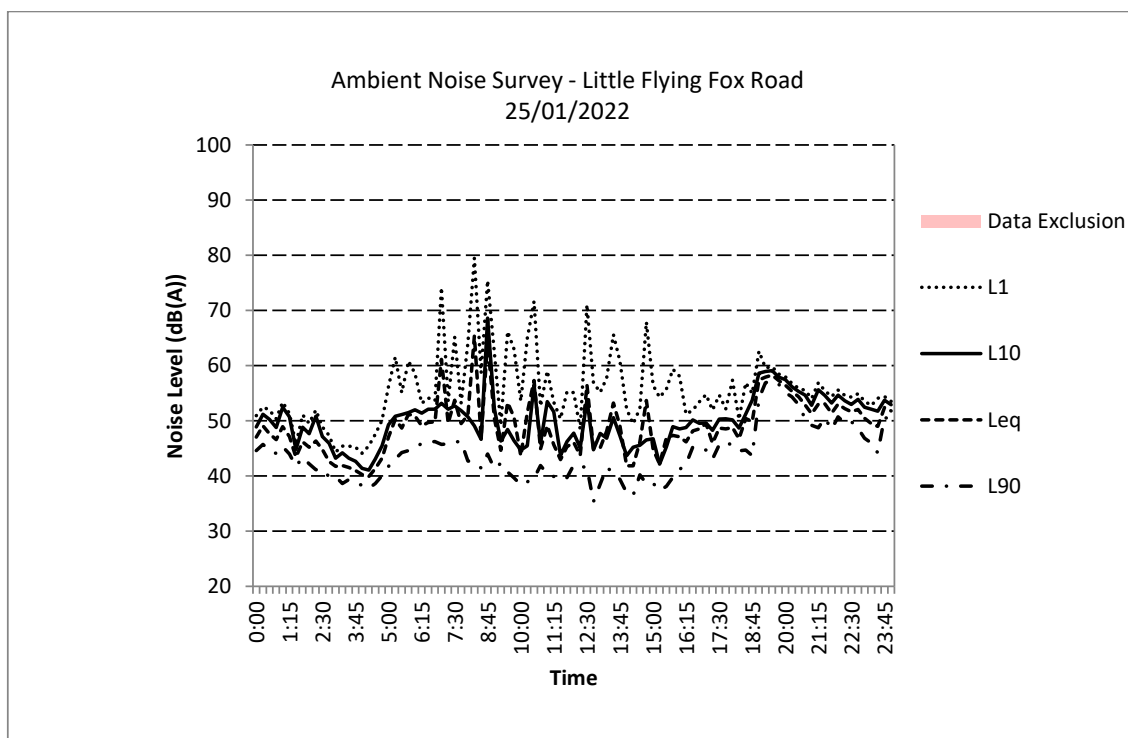
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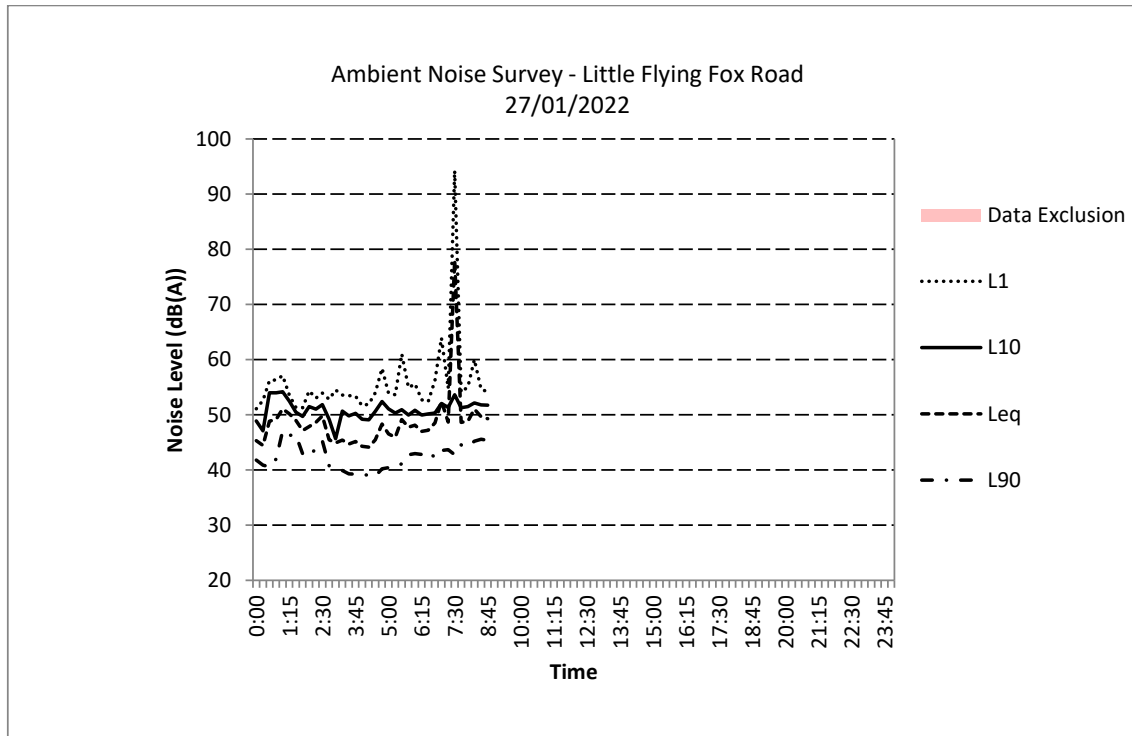
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Reference: 21GCA0232 R01\_1

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Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1

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Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1

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## Appendix C    Calculations

Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1

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## ONSITE NOISE CALCULATIONS – AQO Leq

Noise Source	Duration	Leq	Leq period	Distance to Receivers			
				R1	R2	R3	R4
				NorthWest	SouthWest	SouthWest	South
Car door closure	2	75	42	340	260	565	620
Car bypass	6	69	41	235	260	565	620
Car engine	3	72	41	340	260	565	620
Refrigerated deliveries	60	85	67	340	260	565	620
Unloading delivery vehicle	60	80	62	340	260	565	620
Crowd of 30 (outdoors)	900	78	72	340	240	535	620
Crowd of 60 (outdoors)	900	83	77	340	240	535	620
Crowd of 60 (indoors)	900	83	77	340	240	535	620
Amplified music	900	93	87	340	240	535	620
<b>Noise level after Distance loss</b>							
Car door closure				-9	-6	-13	-14
Car bypass				-6	-7	-14	-15
Car engine				-9	-7	-14	-15
Refrigerated deliveries				17	19	12	11
Unloading delivery vehicle				12	14	7	6
Crowd of 30 (outdoors)				21	24	17	16
Crowd of 60 (outdoors)				26	29	22	21
Crowd of 60 (indoors)				26	29	22	21
Amplified music				36	39	32	31
<b>Shielding Losses</b>							
Car door closure				0	0	0	0
Car bypass				0	0	0	0
Car engine				0	0	0	0
Refrigerated deliveries				0	0	0	0
Unloading delivery vehicle				0	0	0	0
Crowd of 30 (outdoors)				0	0	0	0
Crowd of 60 (outdoors)				0	0	0	0
Crowd of 60 (indoors)				15	15	15	15
Amplified music				15	15	15	15
<b>Sub Total - at Receiver</b>							
Car door closure				-9	-6	-13	-14
Car bypass				-6	-7	-14	-15
Car engine				-9	-7	-14	-15
Refrigerated deliveries				17	19	12	11
Unloading delivery vehicle				12	14	7	6
Crowd of 30 (outdoors)				21	24	17	16
Crowd of 60 (outdoors)				26	29	22	21
Crowd of 60 (indoors)				11	14	7	5
Amplified music				21	24	17	16
<b>CALC</b>							
<b>Activity</b>	<b>Events</b>	<b>Duration</b>	<b>R1</b>	<b>R2</b>	<b>R3</b>	<b>R4</b>	
Car door closure	58		8	13	3	2	
Car bypass	29		7	6	1	1	
Car engine	29		3	6	1	1	
Refrigerated deliveries	2		91	156	33	27	
Unloading delivery vehicle	2		29	49	10	9	
Crowd of 30 (outdoors)	4		546	1095	220	164	
Crowd of 60 (outdoors)	4		1611	3233	651	484	
Crowd of 60 (indoors)	4		46	93	19	14	
Amplified music	4		498	999	201	150	
<b>Noise Level at Receiver</b>							
Car door closure			9	11	5	4	
Car bypass			8	8	1	0	
Car engine			5	8	1	0	
Refrigerated deliveries			20	22	15	14	
Unloading delivery vehicle			15	17	10	9	
Crowd of 30 (outdoors)			27	30	23	22	
Crowd of 60 (outdoors)			32	35	28	27	
Crowd of 60 (indoors)			17	20	13	11	
Amplified music			27	30	23	22	
<b>TOTAL NOISE (OUTDOORS)</b>							
			<b>27</b>	<b>30</b>	<b>23</b>	<b>22</b>	
<b>Indoors</b>							
Car door closure			2	4	-2	-3	
Car bypass			1	1	-6	-7	
Car engine			-2	1	-6	-7	
Refrigerated deliveries			13	15	8	7	
Unloading delivery vehicle			8	10	3	2	
Crowd of 30 (outdoors)			20	23	16	15	
Crowd of 60 (outdoors)			25	28	21	20	
Crowd of 60 (indoors)			10	13	6	4	
Amplified music			20	23	16	15	
<b>TOTAL NOISE (indoors)</b>							
			<b>20</b>	<b>23</b>	<b>16</b>	<b>15</b>	

Site: 63 Little Flying Fox Road, Flying Fox

Reference: 21GCA0232 R01\_1

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Job No.	Job Title
Date Created 10 Aug 2018	By JF
Date Revised 10 Aug 2018	By JF
Date Reviewed	By
Review Type	Review Status
Rev 1	Sheet 2

### Amplified music Internal source doors open - Receiver 2, 240m

Item / Description	Rating/Broadband/Input			Octave Band Centre Frequency, Hz									
	Rating	dB	dB(A)	31.5	63	125	250	500	1k	2k	4k	8k	
Source taken from Sebel Function room source measurement 18BRA0024		103.6	100 (A)	79	97	96	96	95	97	90	88	83	
Adjusted level to match recommended level in DA report	Leq	-7.0	96.6	93 (A)	72	90	89	89	88	90	83	81	76
Transmission Loss Single Leaf: Open windows & doors	Rw 1	48.6 m <sup>2</sup>		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Transmission Loss Double Leaf: (1x0.42mm Steel) - 92mm Steel Stud + 50mm Fibreglass 11 kg/m <sup>2</sup> - (1x12.7mm P/B (HD))	Rw 36	187.2 m <sup>2</sup>		-7.0	-15.5	-13.5	-26.8	-43.3	-54.6	-54.3	-58.2	-66.1	
Composite Transmission Loss	Rw 7	235.8 m <sup>2</sup>		-4.4	-6.4	-6.2	-6.8	-6.9	-6.9	-6.9	-6.9	-6.9	
Distance to receiver													
Plane Source Propagation Loss - Point Source Region	240.0 m	3.6 m	42.0 m	-55.6	-55.6	-55.6	-55.6	-55.6	-55.6	-55.6	-55.6	-55.6	
Noise impact at Receiver			30 (A)	12.0	28.0	27.2	26.6	25.5	27.5	20.5	18.5	13.5	
Ground Attenuation, Theory: CONCAWE	240.0 m			2.8	2.8	-0.9	-6.0	-7.8	-3.8	-1.3	1.0	1.0	
Atmospheric Attenuation - Theory: CONCAWE	240 m	20 °C	RH 70%	0.0	0.0	-0.1	-0.2	-0.6	-1.3	-2.3	-5.4	-17.6	
Meteorological Attenuation - Theory: CONCAWE (K4)	240 m	Cat. 6	240 m	2.1	2.2	2.5	3.4	3.6	4.1	4.4	4.8	4.8	
Predicted Noise impact at receiver		35.8	29 (A)	17	33	29	24	21	27	21	19	2	
Calculation to determine dB attenuation provided by the building with windows/doors open													
Point Source Propagation Loss	240.0 m			-48	-48	-48	-48	-48	-48	-48	-48	-48	
Impact after distance loss only			45 (A)	24	42	41	41	40	42	35	33	28	
So noise reduction of building with doors open	45-29		16 (A)	A value of 15dB reduction was included in the EPP calculation sheet									

Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1

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## Appendix D Noise Complaint Record Sheet

Site: 63 Little Flying Fox Road, Flying Fox  
Reference: 21GCA0232 R01\_1

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### NOISE COMPLAINT RECORD SHEET

COMPLAINT LODGEMENT INFORMATION	
Date of complaint	
Time of complaint	
Name of complainant (if given)	
Contact telephone number of complainant	
Description of noise (e.g. patrons, amplified music, mechanical plant, or vehicle noise)	
Duration of noise event (e.g. did it last a short time, or is it continuous)	
ACTION TAKEN	
Identification of noise source by Responsible Person	
Immediate action taken	
Previous similar complaints	
Contact with complainant after noise control implemented (e.g. is noise still an issue?)	
Is further action required (e.g. is an Acoustical Consultant required?)	

## Asset & Environmental Sustainability

### 10.4 Strategic Land Purchase, Tamborine Mountain Update

**Executive Officer:** General Manager Asset and Environmental Sustainability

**Item Author:** Manager Resources and Sustainability

**Attachments:**

1. Gallery Walk Summary Final Concept Report (Public version) [↓](#) 

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### Executive Summary

Council has previously identified the need to purchase additional land on Tamborine Mountain for use as additional off-street car parking and pedestrian access for Gallery Walk. Council resolved on 10 May 2022 to purchase 122–128 Long Road, Tamborine Mountain, better described as Lot 6 on SP137576.

This property was purchased with the intent to subdivide the property for development and retention by Council of up to 160 car parks and to dispose of the existing commercial buildings currently trading as the Mount Tamborine Vineyard and Winery.

Council has obtained a Boundary Realignment approval to subdivide the property. Council Officers have also investigated the potential for a satellite Visitor Information Centre on this property.

An update on Council's purchase of 122–128 Long Road, Tamborine Mountain and disposal of the existing commercial component of the property (as surplus property), under the provisions of the *Local Government Regulation 2012 (Qld)*, is provided.

### Recommendation

That:

1. Council acknowledge that property surplus to Council's requirements at 122-128 Long Road, Tamborine Mountain is not suitable for a Visitor Information Centre;
2. Council dispose of any property surplus to Council's requirements at 122-128 Long Road, Tamborine Mountain in accordance with Council Policy: Asset Disposal F101.15CP and under section 227 of the *Local Government Regulation 2012*, and an exception under section 236(1)(a) of the *Local Government Regulation 2012* may be applied to this disposal if a sale is not otherwise initially secured by way of public auction or tender.

**Previous Council Considerations / Resolutions**

At the Ordinary Meeting held on 24 January 2023 (Item 10.2), it was recommended that Council consider Cr Swanborough's Notice of Motion proposing the relocation of the Doughty Park Information Centre on Tamborine Mountain. Council resolved that:

1. In view of the Council's recent purchase of land with considerable road frontage to Gallery Walk, that as a matter of priority, Council consider the opportunities to relocate the Tamborine Mountain Visitor Information Centre currently located in Doughty Park, into one of the purchased buildings, or alternatively set aside land for the future construction of a purpose built facility, included in a future master plan, in view of the considerable economic benefits to the Scenic Rim Regional economy, identified in Council's consultant reports; and
2. A report be brought back to Council in a reasonable timeframe.

At the Ordinary Meeting held on 10 May 2022 (Item 11.2), it was resolved that:

1. Council negotiate the purchase of the identified preferred strategic property at Tamborine Mountain, for a purchase price at or below the assessed market value;
2. Council dispose of any surplus property to Council's requirements as a result of the purchase of the identified preferred strategic property at Tamborine Mountain, at a future date, in accordance with Council Policy: Asset Disposal by public tender;
3. Council authorise the Chief Executive Officer to investigate options for a lease back on a temporary basis part of the property to the Seller as part of the condition of sale;
4. Council endorse the provision of the additional purchase costs, to be funded from Council's capital funds allocated for strategic projects currently available and unallocated within its current annual budget and the balance funded from a proposed borrowing application in the 2022–2023 budget; and
5. In accordance with clause 22.6.3 of the Scenic Rim Regional Council Standing Orders Procedure, Council maintain confidentiality over the contents of this report and attachments due to ongoing negotiations of a commercial nature and not release the report or attachments.

At the Ordinary Meeting held on 23 November 2021 (Item 11.2), it was resolved that:

1. Council commence negotiations to acquire land on Tamborine Mountain for future strategic purposes;
2. The Chief Executive Officer provide an update to a future Ordinary Meeting detailing the options available; and
3. In accordance with clause 22.6.3 of the Scenic Rim Regional Council Standing Orders Procedure CM03.01PR.01, Council maintain confidentiality over the contents of this report due to ongoing negotiations of a commercial nature.

**Report / Background**

Purchase of land on Tamborine Mountain for use as additional off-street car parking and pedestrian access for Gallery Walk has been previously identified by Council.

The property at 122–128 Long Road, Tamborine Mountain was considered to be the preferred option and provided the additional benefit of potentially reducing the ongoing effluent disposal costs from the current Gallery Walk public amenity.

### Disposal of Surplus Property

In order to secure the identified car parking requirements at 122–128 Long Road, Council sought to purchase the whole property and to dispose of the balance of land not required for car parking purposes or to retain it for an alternative Council purpose.

Disposing of any balance lands considered surplus to Council requirements requires subdivision and sale at market value. The disposal of balance surplus land may reduce the overall cost of acquisition of the land for the Council car parks.

Further research was undertaken by Council officers and appointed planning consultants to propose a plan of subdivision for 122–128 Long Road, Tamborine Mountain that provides an appropriate car park for Council purposes and further maximises the disposal of land deemed surplus to Council.

Based on this further research, the latest concept plans for Gallery Walk now show the 'winery' portion (containing the existing commercial buildings) having an area of 9,615m<sup>2</sup>.

A new parcel of 9,615m<sup>2</sup> provides the following benefits:

- The entire site for disposal is still wholly located within the Minor Tourism zone under the Scenic Rim Region Council Planning Scheme;
- The portion for disposal continues to have two-vehicular driveway accesses to Long Road;
- The disposal portion features Long Road frontage of approximately 55 metres;
- The disposal portion features an approximate 53 metre frontage to Council's proposed car parks; and
- There is potential for further Minor Tourism zoned new development on the disposal portion that compliments the existing approved use and surrounds, or an increase in the scale and intensity of the existing approved use.

### Stakeholder Engagement - Proposed Off-Street Car Park

Community and stakeholder engagement was conducted over three phases. The community was broadly supportive of proposals to improve safety and amenity of the Gallery Walk with more landscaping, shade, seating, artistic elements, better footpaths, pedestrian crossings and safer parking.

The off-street car park was largely positively received. There was mixed feedback on the amount and placement of parking, with a number of calls to make the precinct entirely pedestrian, while acknowledging that this wouldn't be possible without a by-pass.

There were many suggestions for alternative ways to access the off-street parking, reduce the number or change the placement of pedestrian crossings, and to upgrade toilet facilities. There were questions about how privacy will be protected and noise minimised and how overland flooding will be managed.

There was significant feedback on finer scale design elements, such as lighting, bins and signage that were not shown on the concepts and will be the subject of detailed design when funding is secured for each stage. There were further questions, comments and suggestions on issues outside the scope of the project, such as a by-pass, public transport and a Visitor Information Centre.

Key elements of the final design influenced by community feedback:

- Entry and exit to the off-street car park have been changed to include a median island to separate incoming and outgoing traffic; it will be left in/left out only to improve pedestrian safety, reduce tailbacks in the car park and improve traffic flow along the Gallery Walk. Drivers will need to use the roundabouts at either end of the Walk if they wish to access/leave the car park travelling in the other direction.
- The pedestrian crossing in the middle of the Gallery Walk has been relocated from the southern to northern side of car park for improved pedestrian safety. There are two further pedestrian crossings in Stage 2 of the project; however, the crossings will be subject to further assessments prior to detailed design to ensure they are still appropriate to need at that time.
- The pedestrian crossing across the car park entry/exit has been moved further within the car park to make room for the island and to activate the car park space and improve safety for crossing. Landscaping and other design features will reduce likelihood of pedestrians taking a short cut directly across at the entrance/ exit.
- A fence will be constructed in Stage 1 around the car park to improve privacy, reduce potential for trespassing and reduce noise impacts on residents.
- Space has been created within the footprint of the off-street car park to facilitate gathering and pop-up exhibitions for local artists and craftspeople. This will be a safer location for people gathering there, it won't block passage along a footpath and will increase safety by activating the space.
- The treatment at the southern end of the Walk has been changed; this is now simplified landscaping and path rather than an elaborate gathering space with opportunities for public art.
- Engineering specifications for the plan include management of overland water flows, including capture of water for use in the toilets. The toilets will be updated but capacity cannot be increased as this would mean a significant upgrade to the onsite sewerage treatment plant.

The Gallery Walk Summary Final Concept Report completed in December 2022 forms Attachment 1 of this report.

#### Boundary Realignment

The boundary realignment relates to two parcels of land, being the Council owned parcel of land containing the public toilets (Lot 7), and the land purchased by Council situated at 122-128 Long Road (Lot 6), Tamborine Mountain.

The outcome of the proposed boundary realignment is summarised in the below table.

Description	Current lot area	Post 'boundary realignment' lot area
Lot 6	61,700m <sup>2</sup>	9,519m <sup>2</sup>
Lot 7	360m <sup>2</sup>	52,541m <sup>2</sup>

Council received Development Approval for the boundary realignment.

Future Actions for Sale

The following additional activities are to be undertaken to continue Council's progress toward disposal of the surplus land:

Activity	Approximate Date
Completion of Boundary Realignment / Land Title Issue	July 2023
Sale preparations / preparation of Sale Documents	July / August 2023
Sale by way of public auction or tender, including settlement	September 2023 - Jan 2024

*Note: Sale period may be extended should a sale not initially be secured by way of public auction or tender.*

Upon completion of the sale process for the surplus 'commercial lot', Council will have remaining land available for up to 160 car parks and approximately four hectares of balance land for possible future Council operational purposes, community purposes or future disposal by way of sale or lease.

**Budget / Financial Implications**

Council's purchase of the property was in part funded through a loan from Queensland Treasury Corporation to the amount of \$3,075,000, with terms of repayment being two years, at an interest rate for the two year term.

**Strategic Implications***Operational Plan*

Theme: 4. Relaxed Living and Rural Lifestyle

Key Area of Focus: Advocacy for outcomes that are compatible with the clear and comprehensive vision for the region

*Legal / Statutory Implications*

The proposed sale of the surplus land is to occur in accordance with the provisions of the *Local Government Act 2009* and the *Local Government Regulation 2012*.

**Risks**Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR41 Inadequate or lack of appropriately defined service Levels in place resulting in failure to deliver or meet appropriate expectations of stakeholders.

SR53 Inadequate sustainable economic growth plans in place to appropriately maximise opportunities, resulting in increased pressures on Council and State infrastructure and social environmental cohesiveness.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Infrastructure, Assets & Service Delivery  Adverse impacts to the community due to failure to deliver and maintain infrastructure resulting in inadequate management of risk to public and staff and potential financial implications	3 Moderate	Likely	High	Strategic Plans: Management Framework Asset Asset	Medium
Financial/Economic  Adverse impacts to the community due to inadequate sustainable economic growth plans in place to appropriately maximise opportunities, resulting in increased pressures on Council Infrastructure and social environmental cohesiveness	4 Major	Possible	High	Asset Management Framework; Controls through DA process; Infrastructure Strategy	Medium

**Consultation**

Internal consultation for development of this report has occurred with the following business units and teams:

- Capital Works and Asset Management business unit;
- Property Management team.

External consultation has occurred with the following:

- Independent town planning and survey advice providers;
- Solicitors acting for Council in relation to land title advice.

**Conclusion**

Council has settled its purchase of 122–128 Long Road, Tamborine Mountain and has completed community consultation in relation to this property's incorporation future Gallery Walk upgrades.

Officers are progressing work to separate the commercial component of land at the front of the property (surplus to Council requirements) for its subsequent sale by Council.

The balance land to be retained by Council will in part be developed with public car parking space, with a further balance area suitable for future Council / community.



# Tamborine Mountain Gallery Walk Improvements

## Final Concept Report December 2022

**SCENIC RIM**  
REGIONAL COUNCIL

 **Queensland  
Government**

*The Tamborine Mountain Gallery Walk Pedestrian Boulevard Business Case is proudly funded by the Queensland Government in association with Scenic Rim Regional Council.*

[scenicrim.qld.gov.au](https://scenicrim.qld.gov.au)

# Tamborine Mountain Gallery Walk Improvements

## Public Summary Report

November 2022

**In October this year, we asked the Tamborine Mountain community for feedback on two concept designs for improvements to the Gallery Walk Precinct. This brief report summarises what we heard, how we've progressed and what's next for this project.**

*In 2021, Council received funding from the Queensland Government's Building our Regions program to deliver a concept design and a business case to support future funding applications for the precinct. Before we started designing, we asked the community about your values and aspirations for the area, what should change and what should stay the same. We used this feedback, along with technical reports, to develop the concept designs we consulted on in October this year.*

*You can read the report on the previous phase of consultation:*

<https://letstalk.scenicrim.qld.gov.au/gallery-walk>

## How we listened (October 2022)

Council commissioned two concept designs showing different ways of responding to community feedback, traffic analysis and engineering reports. Consultation on the concept designs was publicised through email updates to Let's Talk subscribers, on social media, Media release and on display boards along Gallery Walk and Through a media release.

Our community had the opportunity to review the concept designs, along with artist's impressions of completed works, and provide feedback through:

- Let's Talk – Council's online engagement platform, 5 – 26 October.
- Open House – Council hosted a community drop-in session at Fortitude Brewing on October 12.

## How the community responded

- Over 1,500 people visited Let's Talk, over 700 people downloaded documents, viewed photos, read Frequently Asked Questions and/or viewed other information provided for this project on this platform.
- 71 responses were received via Let's Talk.
- Four responses were submitted directly to Council.
- 49 people came to the Open House.

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## Overview of feedback

The community was broadly supportive of proposals to improve safety and amenity of the Gallery Walk with more landscaping, shade, seating, artistic elements, better footpaths, pedestrian crossings and safer parking.

The off-street car park was largely positively received. There was mixed feedback on the amount and placement of parking with a number of calls to make the precinct entirely pedestrian while acknowledging that this wouldn't be possible without a by-pass.

There were many suggestions for alternative ways to access the off-street parking, reduce the number or change the placement of pedestrian crossings, and to upgrade toilet facilities. There were questions about how privacy will be protected, noise minimised and how overland flooding will be managed.

There was significant feedback on finer scale design elements – such as lighting, bins and signage – that were not shown on the concepts and will be the subject of detailed design once funding is secured for each stage. There were further questions, comments and suggestions on issues outside the scope of the project, such as a by-pass, public transport and a Visitor Information Centre.

The community also made suggestions for improvement to how Council notifies consultation opportunities, the amount of time available for response, and the format of documents and images for review. Community members also expressed thanks for the opportunity to share their views.

## Detailed feedback

Community feedback was similar for both concept designs.

### Let's Talk feedback

Design elements the majority of respondents liked/ wanted to keep included:

- Wider, safer footpaths and at least one pedestrian crossing
- Additional parking; off-street parking for cars and coaches
- Improved visual amenity and atmosphere
- Landscaping, shade and greenery
- Seating and space for gathering
- Opportunities for public art
- Improvements to kerbing and road.

Design elements the majority of respondents didn't like/ wanted to change included:

- Number/ design/ placement of pedestrian crossings
- Configuration of entrance/ exit for off-street car park
- Extent of on-street parking (some wanted more, some less)
- Number of toilets (more requested)
- Gathering space at southern end of Gallery Walk.

Elements some respondents thought were missing included:

- Bicycle facilities including bike racks for secure parking
- Lighting and rubbish bins
- Ramp access to footpaths for prams and wheelchairs
- Improved way-finding, interpretive signage and public art
- More green space, open space for unstructured play
- Retention of historic avocado trees
- Fencing to provide security and noise-reduction from car park for residents
- Loading zones for delivery vehicles
- Information on management of flooding issues
- Information on how works will be managed to reduce impact on businesses.

Scenic Rim Regional Council | Gallery Walk Improvements | Public Summary Report December 2022

There were other comments and suggestions that were largely outside the scope of this project; these included:

- Removing all vehicle access to Gallery Walk
- Developing a by-pass via Cook Road; an alternative route for heavy vehicles
- Improving public and active transport services and infrastructure
- Reduction of speed limit to 40km/h or 30km/h
- Metered/ time-limited parking
- Financial support for businesses; upgrading/ updating shop fronts
- Support for events and activation of spaces in the precinct
- Establishing a Visitor Information Centre on Gallery Walk
- Use the land for something else like a swimming pool or water park facility
- Underground power; renewable power generating infrastructure.

*Open House feedback*

Visitors to the Open House were encouraged to submit feedback via Let’s Talk. Key themes noted by staff at the Open House included:

- Reconfigure carpark entry, for example with a roundabout, divided median, left in/left out only, turn in lane, additional entry from rear
- Reconsider number of pedestrian crossings and where they are sited
- Have a bus stop on Gallery Walk
- Upgrade toilets and increase capacity; build another toilet block
- Provide more coach parking space
- Provide more on street parking; reduce number of on street parks
- Provide loading zones for deliveries
- Move the Visitor Information Centre to Gallery Walk; locate this in the winery
- Provide public art opportunities
- Manage overland flooding and ensure no worsening of overland flow
- Conserve historic avocado trees.

There was also significant discussion about finer design elements that were not shown on the concepts; these were closely aligned with those submitted via Let’s Talk and listed above under “Elements some respondents thought were missing”.

*Direct submissions*

Feedback from submissions made directly to Council is closely aligned with input received via Let’s Talk and the Open House.

**Council has now developed a final concept design and business case based on this feedback.**

With this community input and further technical assessments, Council has updated the designs to produce one final concept and business case.

**Key elements of the final design influenced by community feedback**

Entry and exit to the **off-street car park** have been changed to include a median island to separate incoming and outgoing traffic; it will be left in/left out only to improve pedestrian safety, reduce tailbacks in the car park and improve traffic flow along Gallery Walk. Drivers will need to use the roundabouts at either end of the Gallery Walk if they wish to access/leave the car park travelling in the other direction.

The **pedestrian crossing** in the middle of the Gallery Walk has been relocated from the southern to northern side of car park for improved pedestrian safety. There are two further pedestrian crossings in Stage 2 of the project; however, these will be subject to further assessments prior to detailed design to ensure they are still appropriate to need at that time.

The pedestrian crossing across the car park entry/exit has been moved further within the car park to make room for the island and to activate the car park space and improve safety for crossing. Landscaping and other design features will reduce likelihood of pedestrians taking a short cut directly across at the entrance/ exit.

A **fence** will be constructed in Stage 1 around the car park to improve privacy, reduce potential for trespassing and reduce noise impacts on residents.

Space has been created within the foot print of the off-street car park to facilitate **gathering and pop-up exhibitions** for local artists and craftspeople. This will be a safer location for people gathering there, it won’t block passage along a footpath and will increase safety by activating the space.

The treatment at the southern end of Gallery Walk has been changed; this is now **simplified landscaping** and path rather than an elaborate gathering space.

Engineering specifications for the plan include management of **overland water flows**, including capture of water for use in the toilets. The **toilets** will be updated but capacity cannot be increased as this would mean a significant upgrade to the onsite sewerage treatment plant.

The final concept – shown below – has been planned to support budgeting and construction over two distinct stages.

**Proposed stages of development**

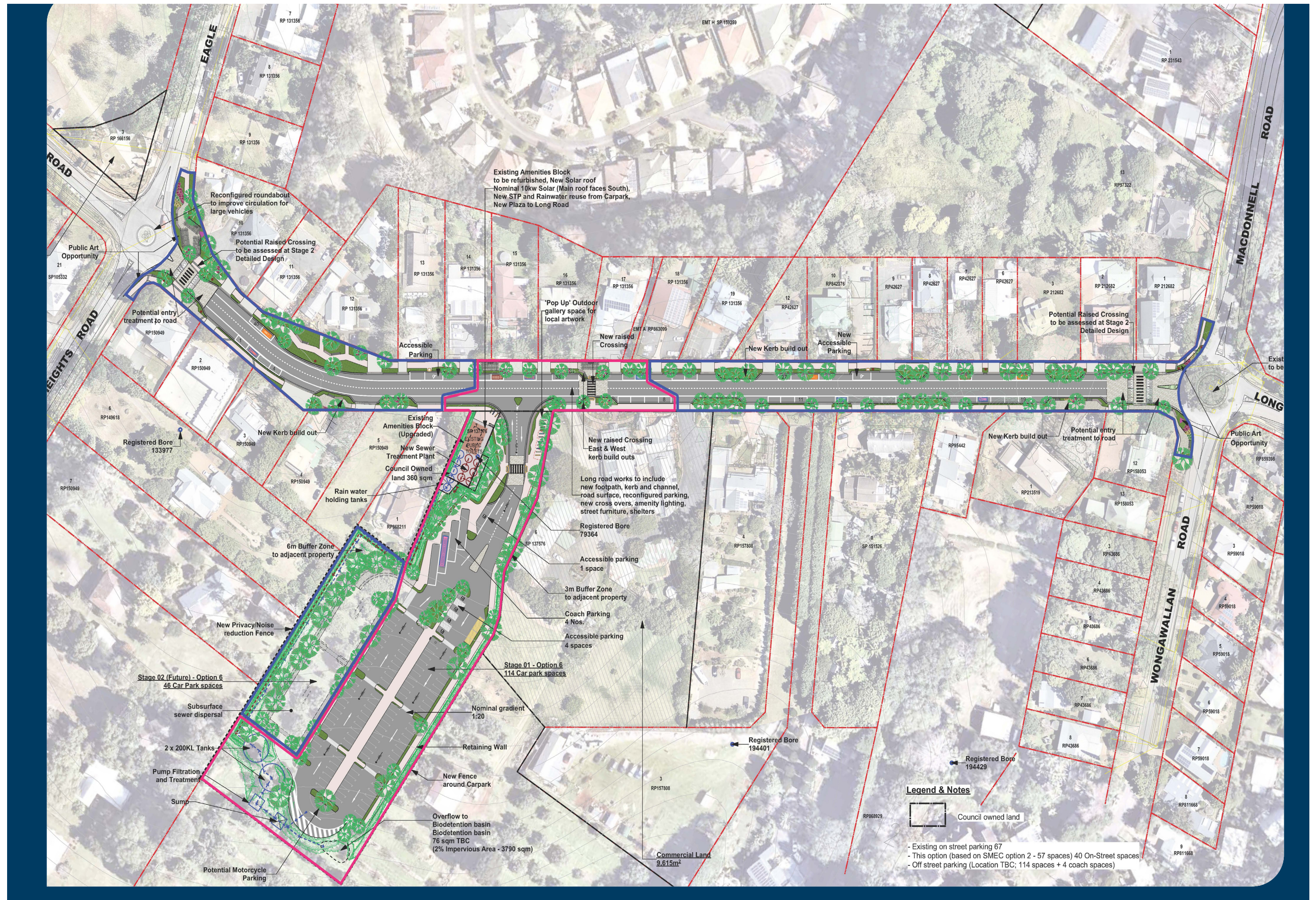
Further development of the project is planned to be undertaken in two stages, as marked on the design below.

*Stage 1 (marked in red)*

- 114 new parking spaces in off-street car park
- Fence constructed along car park boundary
- Pedestrian crossing in the ‘middle’ of Gallery Walk
- Pop-up exhibition and gathering space within the footprint of the car park
- Improvements to footpaths and road within the Stage 1 area
- Other finer scale design elements within the Stage 1 area
- Opportunity for local artists to have input into visual identify of the area when it’s time for detailed design including entry treatment of car park
- Funding and detailed design in the short term, construction in short to medium term.

*Stage 2 (marked in blue)*

- Further 46 spaces in off-street car park
- Pedestrian crossings at either end of the Walk to be reassessed at that time as there could be significant changes in usage
- Opportunity for local artists to have input into visual identify of the area when it’s time for detailed design
- Funding, detailed design and construction in medium to long term.



**What's next?**

With the concept design completed and business case finalised, Council will now work towards sourcing funding for detailed design and construction.

The construction works are proposed to be delivered in 2 stages.

Stage 1 will focus on the construction of the off-street parking to the east of Long Road, outlined in red on the concept design.

Stage 2 focuses on the additional off-street parking, in conjunction with improvement works to Long Road.

Council plans to allocate budget for Stage 1 detailed design will be undertaken in the short term with construction to follow in the short to medium term.

Please ensure you are registered on Let's Talk Scenic Rim so you can keep up to date with this project.

**For more information**

Visit [www.letstalk.scenicrim.qld.gov.au](http://www.letstalk.scenicrim.qld.gov.au).

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**10.5 Park Naming - Unnamed Park at Annabelle Way, Gleneagle**

**Executive Officer:** General Manager Asset and Environmental Sustainability

**Item Author:** Manager Maintenance and Operations

**Attachments:**

1. Locality Map - 11 Annabelle Way, Gleneagle [!\[\]\(1e6829edc5529b60d95a2f7ac7c5aac9\_img.jpg\) !\[\]\(bf735282d958a010bcf9766714e340a0\_img.jpg\)](#)

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**Executive Summary**

Council has received an application to name the unnamed park situated at 11 Annabelle Way, Gleneagle, 'Daryl Dickson Community Park'.

**Recommendation**

That Council name the unnamed park at 11 Annabelle Way, Gleneagle, 'Daryl Dickson Community Park'.

**Previous Council Considerations / Resolutions**

Nil.

**Report / Background**

Council has received an application from the Beaudesert Cycling Club, a local Beaudesert community/sporting group, to name an unnamed park situated at 11 Annabelle Way, Gleneagle (refer Attachment 1), 'Daryl Dickson Community Park'.

The applicant seeks to honour the late Daryl Dickson, a community-minded Beaudesert resident whose life was tragically cut short in 2016 as a result of a cycling accident. The 'ghost bike' installed in the road reserve adjacent to the site of his accident is approximately 100 metres from the southern entrance to the park.

Daryl Dickson was a long-term and active member of the Beaudesert Cycling Club and was passionate about increasing the awareness of cyclist safety and encouraging riders to improve their cycling abilities and safety. Daryl's family and the Club instigated the production and installation of the 'Razzle Dazzle' road signs, promoting awareness of cyclists on Council's local roads.

In addition to cycling, Daryl was a member of the Beaudesert Senior and Over 40s soccer teams as well as being team manager and overall organiser. He participated in many Cancer Council Relay for Life fundraisers and was a long supporter of the Beaudesert & District Little Athletics Club, culminating in membership of the Little Athletics Queensland Board, including some time as Vice President of that Board.

In accordance with Council's Naming of Roads and Places Policy RF04.03CP, the proposal to name 'Daryl Dickson Community Park', has been advertised in local newspapers and Council's electronic media from 24 March 2023. Twenty-four letters of support and three objections or alternative submissions were received.

Letters of support of the naming were received from many Beaudesert residents and former residents, friends and acquaintances of Daryl Dickson and included letters from Jon Krause MP — Member for Scenic Rim, Beaudesert Little Athletics Club, Little Athletics Queensland and Beaudesert Soccer Club.

Council received one letter of objection questioning the name but proposing no alternative, and two letters proposing an alternative name.

### **Budget / Financial Implications**

Council's Parks and Landscape Maintenance section would fund the cost of low order signage, sufficient to identify the park and in line with other park signage throughout the region, estimated at a cost of approximately \$500.

### **Strategic Implications**

#### *Operational Plan*

Theme: 4. Relaxed Living and Rural Lifestyle

Key Area of Focus: Provision of vibrant and dynamic parks and open spaces

#### *Legal / Statutory Implications*

Not applicable.

### **Risks**

#### Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR43 Inadequate or ineffective planning, delivery and maintenance of infrastructure resulting in risk to public and staff safety and potential financial implications.

#### Risk Assessment

<b>Category</b>	<b>Consequence</b>	<b>Likelihood</b>	<b>Inherent Risk Rating</b>	<b>Treatment of risks</b>	<b>Residual Risk Rating</b>
Infrastructure, Assets & Service Delivery  Adverse impacts to the community due to inadequate or ineffective planning, delivery or maintenance of infrastructure resulting in risk to public safety and potential financial implications.	2 Minor	Possible	Medium	Maintenance and inspection schedule; Core asset management plans	Low

**Consultation**

Review of proposal including names, siting of signage, etc provided by Parks and Landscape Maintenance section; confirmation of name availability provided by Council's Geographic Information System team.

**Conclusion**

An application has been received, seeking to name a currently unnamed park at Annabelle Way, Gleneagle. As part of the assessment process, submissions of alternative names have been received. Given the level of support for 'Daryl Dickson Community Park', the name 'Daryl Dickson Community Park' is proposed for adoption. It is probable that there will be an opportunity to use the other alternatively proposed name for a Council road or placename in the near future.


**SCENIC RIM**

**REGIONAL COUNCIL**

15/05/2023

1:2000

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11 Annabelle Way, Gleneagle  
Proximity to 'Ghost Bike'





## Council Sustainability

### 10.6 Review of Procurement Policy

**Executive Officer:** General Manager Council Sustainability

**Item Author:** Coordinator Procurement

**Attachments:**

1. Procurement Policy as adopted 24 July 2017 [↓](#) 
2. Revised Procurement Policy [↓](#) 

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### Executive Summary

This report provides Council with a revised Council Policy - Procurement (FI01.13).

### Recommendation

**That Council adopt the revised Procurement Policy FI01.13, which will replace the previous version adopted on 24 July 2017.**

### Previous Council Considerations / Resolutions

At the Finance Committee Meeting held on 17 July 2017 (Item 2.2), the Council Policy - Procurement was presented for consideration and recommended by the Committee for adoption. At the Ordinary Meeting held on 24 July 2017, the Committee's recommendation was adopted.

### Report / Background

As per the Policy Review Framework, the Procurement Policy is due for review and consideration by Council for adoption. The aim of the Policy is to ensure Council staff have a clear understanding of their responsibilities and authority in relation to procurement and that procurement activities are open, accountable and in accordance with legislation.

The revised Procurement Policy, as attached, has been updated in the new Policy framework template. Currently, the Procurement administrative functions of Council are being reviewed as part of an external review and following the outcome, the suite of supporting procedures and manuals will be reviewed and updated as required.

The Procurement Policy will be reviewed and presented for adoption annually as part of the annual Budget process, meaning the next review of this Policy will be presented for adoption with the annual budget for the Financial Year 2024-2025.

### Budget / Financial Implications

Not applicable.

## Strategic Implications

### Operational Plan

Theme: 3. Open and Responsive Government

Key Area of Focus: Ongoing integrity of Council's practice and processes

### Legal / Statutory Implications

- *Local Government Act 2009*
- Section 198 of the *Local Government Regulation 2012* states:
  - 1) A local government must prepare and adopt a policy about procurement (a procurement policy).
  - 2) The procurement policy must include details of the principles, including the sound contracting principles, that the local government will apply in the financial year for purchasing goods and services.
  - 3) A local government must review its procurement policy annually.
- *Work Health and Safety Act 2011*

## Risks

### Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR46 Inadequate or lack of Governance (including procurement) Framework (systems, policies, procedures, delegations and controls) in place to ensure compliance by Council's Councillors and Officers with all relevant State and Federal legislation and regulations.

### Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Financial/Economic  Failure to ensure staff are trained and supported in a manner than promotes consistency of procurement practices and adherence to Procurement Policy.	3 Moderate	Almost certain	High	Council's Procurement Policy outlines the requirements for tenders and Council's purchasing requirements.	Low

## Consultation

Executive Team

**Conclusion**

The Procurement Policy was due for review on 30 June 2018. The aim of the Policy is to ensure Council staff have a clear understanding of their responsibilities and authority in relation to procurement and that procurement activities are open, accountable and in accordance with legislation.

**FINANCE**  
**FINANCIAL MANAGEMENT**  
 Policy Number: FI01.13CP



## COUNCIL POLICY: PROCUREMENT

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<i>Date Adopted:</i>	21 June 2011
<i>Committee Reference:</i>	Corporate and Community Services Committee Meeting; 14 June 2011; Item Number 2.7
<i>Amended Date:</i>	12 February 2013; 30 July 2013; 29 July 2014; 30 June 2015; 28 June 2016; 24 July 2017
<i>Contact Officer:</i>	Chief Finance Officer
<i>Next review date:</i>	30 June 2018
<i>File Reference:</i>	12/13/002; 04/15/004
<i>Related Policies/Local Laws/Legislation:</i>	<p>Local Government Act 2009 (the Act)</p> <p>Local Government Regulation 2012 (the Regulation)</p> <p>Work Health and Safety Act 2011</p> <p>FI01.02AP; Corporate Credit Card Policy</p> <p>FI01.05CP; Entertainment and Hospitality Expenditure Policy</p> <p>FI01.06CP; Advertising Spending Policy</p> <p>FI01.15CP; Asset Disposal Policy</p> <p>CM03.05CP; Councillor Expenses Reimbursement</p> <p>CM03.10CP; Gifts and Personal Benefits Policy</p> <p>WI06.02CP; Resumption of Land Policy</p>
<i>Related Documents:</i>	<p>Procurement Policy Guidelines (Attachment A)</p> <p>Delegations Register, Schedule 5</p> <p>Procurement, Contracting and Asset Disposal Manual</p> <p>Advertising Spending Guidelines</p> <p>Asset Disposal Guidelines</p> <p>Corporate Credit Card Guidelines</p> <p>Councillor Expenses Reimbursement Guidelines</p> <p>Entertainment and Hospitality Expenditure Guidelines</p> <p>Gifts and Personal Benefits Guidelines</p> <p>Petty Cash/Floats Guidelines</p> <p>Procurement and Contract Management Guidelines (Crime and Misconduct Commission Queensland)</p>

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## OBJECTIVES

To ensure Council staff have a clear understanding of their responsibilities and authority in relation to procurement and that procurement activities are open, accountable and in accordance with legislation.

The framework established by this policy is designed to ensure Council achieves advantageous procurement outcomes by:

- (a) Promoting value for money with probity and accountability;
- (b) Promoting compliance with relevant legislation;
- (c) Advancing Council's economic, social and environmental policies;
- (d) Providing reasonable opportunity for competitive local businesses that comply with relevant legislation to supply to Council;
- (e) Ethical behaviour and fair dealing.

### Corporate Plan:

Priority Area	<i>Open and Responsive Government</i> <i>Council will provide leadership that supports the diverse needs of our community. We value this diversity and will actively engage to deliver a range of affordable services in an efficient and fair manner. We will acknowledge the aspirations of our community when making decisions in an ethical and transparent way.</i>
Strategy	<i>Create a corporate environment underpinned by ethical behaviour that fosters a proactive customer service culture, processes and procedures that progress open and accountable governance and apply a risk management approach.</i>
Priority Area	<i>Organisational Sustainability</i> <i>Council strives to be a high performing and financially sustainable organisation with robust governance structures based on the principles of risk management and continuous improvement. We offer a safe, positive work environment, value and reward our staff and are committed to providing ongoing development and training.</i>
Strategy	<i>Implement effective risk management and maintain contemporary business processes.</i>

## POLICY STATEMENT

This document sets out Council's policy for the acquisition of goods and services. This policy applies to the procurement of all goods, equipment and related services, consultancies, construction contracts and service contracts (including maintenance).

Council is required by Section 198 of the Regulation to prepare and adopt a procurement policy and review it annually.

All Council procurement must be carried out in compliance with the Act, Regulation and the *Work Health and Safety Act 2011*.

Council operates in accordance with the Default Contracting Procedures as defined in Chapter 6, Part 3 of the Regulation.

### Delegated Authority

Financial delegations must be complied with in all procurement activities. To manage risks of unauthorised spending, financial delegations may be limited by maximum purchase value and type of goods or services. Financial delegations can be found in Schedule 4 of the Delegations Register.

**Sound Contracting Principles**

Section 104 of the Act requires that Council's financial management systems have regard to the sound contracting principles. To ensure these requirements are satisfied, the following sound contracting principles will be considered when undertaking purchasing activities and making decisions about procurement:

- (a) value for money;
- (b) open and effective competition;
- (c) the development of competitive local business and industry;
- (d) environmental protection;
- (e) ethical behaviour and fair dealing.

Value for money

Council must utilise its purchasing power to achieve the best value for money. The concept of value is not restricted to price alone and may not necessarily favour the lowest price. Seeking value for money is about obtaining goods and services considering both price and non-price factors such as quality, service, innovation/improvement and price.

Council will achieve value for money by:

- (a) Assessing non-cost factors such as fitness for purpose, quality, service and support;
- (b) Assessing whole of life costs including transaction costs associated with acquisition, use, maintenance and disposal, and administration costs;
- (c) Considering the contribution to the advancement of Council's priorities;
- (d) Limiting the risk exposure via effective risk management practices; and
- (e) Considering the value of any associated environmental benefits.

Open and effective competition

Procurement should be open and result in effective competition in the provision of goods and services. Council must give fair and equitable consideration to all suppliers.

Council will achieve open and effective competition by:

- (a) Ensuring all procurement procedures and processes are visible to Council suppliers, and the public (ratepayers and the local community);
- (b) Delegates accepting their accountability to the Chief Executive Officer and Council;
- (c) Allowing suppliers to have a real opportunity to do business with Council;
- (d) Encouraging competition among suppliers by inviting suppliers to quote or tender in order to provide 'value for money' offerings;
- (e) Implementing delegations, authorisations and associated thresholds appropriate for the level of judgement expected of individual officers;
- (f) Provision of consistent information to all potential tenderers; and
- (g) Ensuring fair and equitable assessment of all tenders.

Development of competitive local business and industry

Council encourages the development of competitive local businesses within the region. Council will enhance the capabilities of local business and industries through:

- (a) The placement of orders where the local business is competitive under Council's evaluation process with regard to price, delivery and service required;
- (b) Actively seeking out potential local suppliers;
- (c) Encouraging prime contractors to give local suppliers every opportunity, as partners or subcontractors, to participate in major projects;
- (d) Ensuring that the principles of open and effective competition are applied and equal treatment is given to local offers, when being compared with other offers, on the basis of fair and equitable behaviour;
- (e) Giving preference to locally-sourced goods and services, where price, performance, quality, suitability and other evaluation criteria are comparable;
- (f) Ensuring that payments are prompt and in accordance with the agreed terms of contract.

#### Environmental protection

Council promotes environmental protection through its procurement procedures, which are consistent with Council's commitment to environmental management. Council will endeavour to promote purchasing practices that conserve resources, save energy, minimise waste, protect human health and maintain environmental quality and safety.

In undertaking procurement activities Council will:

- (a) Encourage the purchase of environmentally responsible goods where all other evaluation factors are adequately weighted (such as value for money);
- (b) Where appropriate, ensuring that specifications require suppliers to conform to necessary standards, codes or legislation for the identification of hazardous materials and that suppliers carry out proper certification and registration procedures;
- (c) Enforcing legislative compliance with and/or phase-out timetables on the use of products prohibited under Queensland and applicable Commonwealth laws; and
- (d) Avoiding, where possible, the purchase of known hazardous and environmentally damaging products, especially where alternatives are available within reasonable bounds of price, performance and suitability.

#### Ethical behaviour and fair dealing

Staff involved in procurement are to behave with impartiality, fairness, independence, openness, integrity and professionalism in their discussions and negotiations with suppliers and representatives.

Staff must ensure that they do not participate in any action, which may be deemed to be:

- (a) Canvassing by any party with a material interest in the procurement;
- (b) Lobbying (other than by a registered lobbyist and in accordance with Council policy);
- (c) Release of commercial in confidence information; or
- (d) Collusion; i.e. collaboration between parties involved in the procurement process.

Ethical behaviour and fair dealing are achieved by:

- (a) Performing their duty impartially, not influenced by the receipt or prospects of threats, reprimands or rewards;
- (b) Not accepting or seeking gifts or other favours;
- (c) Not entertaining approaches from suppliers that might be interpreted as attempts to influence the evaluation process;
- (d) Excluding themselves from purchasing decisions where their private interests could reasonably be perceived to conflict with their public duties;
- (e) Maintaining high standards of accountability;
- (f) Developing systems and procedures that ensure a consistent approach to procurement;
- (g) Promoting professional procurement practices.

#### **Workplace Health & Safety**

All staff, contractors and suppliers are expected to adhere to the following key outcomes in relation to procurement activities:

- (a) Establishing and maintaining a corporate system to ensure compliance of contractors and suppliers with workplace health and safety legislative requirements, Australian Standards and/or procedures.
- (b) Ensuring all contractors and/or suppliers provide documentary evidence that they or the product they supply complies with relevant legislation, Codes of Practice and/or Australian Standards.
- (c) Ensuring where purchases involve plant and equipment, the supplier must provide relevant information and a copy of the user/operator manual for each item supplied.
- (d) Ensuring that no chemical is purchased or used without first carrying out a risk assessment and gaining approval from a procurement officer.
- (e) Ensuring items such as chairs, desks and office equipment purchased are ergonomically suited to the office environment.

### **Quotation & Contracting Threshold Limits**

All quotation and contracting threshold limits stated in this policy are exclusive of Goods & Services Tax (GST) and are applicable per financial year. Legislative references are to the Regulation.

#### Centralised Procurement

Prior to undertaking procurement, the Procurement Officer should ensure that the goods or services required are not available from supply or under existing contract arrangements.

#### Purchases up to \$5,000

- (a) Purchases must be made by obtaining at least one (1) quote and using a purchase order.
- (b) Purchases made using credit card or petty cash do not require a purchase order.

#### Purchases \$5,001 to \$15,000

- (a) Purchases must be made by obtaining a minimum of two (2) written quotations and using a purchase order.
- (b) Where more complex specifications are involved officers should ensure that all specifications and conditions are clearly defined to all prospective suppliers.
- (c) Quality Assurance requirements need to be established and addressed as part of the specifications.
- (d) If the lowest quotation is not accepted, reasons for the selection must be documented.

#### MEDIUM SIZED CONTRACTS ABOVE \$15,000; Section 224(2)

##### Purchases above \$15,000 but less than \$200,000

- (a) Purchases must be made by inviting a minimum of three (3) written quotations (Section 225) and using a purchase order.
- (b) Where more complex specifications are involved officers should ensure that all specifications and conditions are clearly defined to all prospective suppliers.
- (c) Quality assurance requirements need to be established and addressed as part of the specifications.
- (d) At least three (3) quotes in writing are to be sought from genuine competitors known to be capable of supplying the requirements at competitive prices. Less than three (3) quotes may be acceptable provided every effort has been made to obtain at least three (3) and relevant documentation is available to verify this.
- (e) If the lowest quotation is not accepted, reasons for the selection must be documented.

#### LARGE SIZED CONTRACTS \$200,000 OR MORE; Section 224(3)

##### Purchases \$200,000 or more

- (a) Purchases must be made by calling for public tenders (Section 226) and using a purchase order.
- (b) Detailed specifications and quality assurance requirements need to be provided for the tender.
- (c) The invitation to tender must be advertised in a newspaper circulating generally in the area.
- (d) At least 21 days must be allowed from the date of the advertisement for the submission of tenders.
- (e) All tenders/quotes are to be recorded in the records management system.
- (f) Council's method of tendering is through the electronic tendering system, LG Tender Box.

Section 228 of the Regulation allows Council to invite expressions of interest prior to inviting written tenders. Council may then prepare a short list from the persons who respond to the invitation for expressions of interest and invite written tenders from the respondents short listed or all respondents.

An expression of interest does not replace a tender process and any expression of interest process must adhere to the requirements of the Regulation.

Awarding of tenders can be authorised by a Director up to their financial delegation limit or the Chief Executive Officer who has an unlimited financial delegation limit provided an adopted budget exists to cover the value of the tender.

Tenders must be referred to Council to be awarded by resolution where:

- No adopted budget exists to cover the value of the tender; or
- An adopted budget exists but the value of the tender is the greater of more than \$50,000 or 10% of the adopted budget.

### **Exceptions to the Quotation/Tender Process**

The Regulation contains a number of situations where exceptions to the quotation or tender process exist. These include:

Section 230; Exception if quote or tender consideration plan prepared

Section 231; Exception for contractor on approved contractor list

Section 232; Exception for register of pre-qualified suppliers

Section 233; Exception for preferred supplier arrangement

Section 234; Exception for LGA arrangement

Section 235; Other exceptions

All exceptions to the quotation or tender process must be in accordance with the Regulation. Further information is contained in the Procurement Guidelines.

### **Purchase Orders**

#### Requisitions/Orders to be raised in advance

Purchase orders are required to be raised in advance of planned purchases and provided to the supplier. Procurement of items without raising a purchase order in advance is a potential breach of this policy. This does not apply to purchases made using credit card or petty cash or purchases relating to items such as utilities, bank charges, loan payments, employee expense claims, etc which are legitimately processed without purchase orders.

#### Requisition/Order Splitting

It is a breach of this policy to split orders for the purposes of acquiring goods or services above financial delegation limits or to avoid the quotation or tender process.

### **Resumption of Land**

Procurement of land for public use or to gain access rights for construction and/or maintenance purposes must be in accordance with Council's Resumption of Land Policy.

### **Publish details of contracts worth \$200,000 or more**

Section 237 of the Regulation requires that as soon as practicable after entering a contract worth \$200,000 or more, Council must publish relevant details on its website and display relevant details in its public office.

The relevant details to be published are:

- The person or entity with whom Council contracted;
- The value of the contract; and
- The purpose of the contract.

### **Procurement, Contracting and Asset Disposal Manual**

A Procurement, Contracting and Asset Disposal Manual will be maintained, which will reflect Council's commitment to this policy and outline appropriate processes and procedures to comply with the Act and Regulation.

**Gifts & Benefits**

Gifts or benefits resulting from procurement either directly or indirectly must not be accepted where it could be perceived to engender favour or promote bias when inviting quotations or awarding contracts, irrespective of value. All gifts and benefits received must comply with Council's Gifts and Personal Benefits Policy.

**SCOPE**

This policy applies to all Councillors, Council employees and delegates.

**DEFINITIONS**

**Approved Contractor List;** a list of contractors who Council considers to be appropriately qualified to provide services (Section 231 of the Regulation).

**Contracting (Procurement) Activities;** The activities for the making of a contract for the carrying out of work; or the supply of goods and services; or the disposal of non-current assets. This does not apply to making a contract of employment with a local government employee (Section 216 of the Regulation).

**Large Sized Contract;** a contractual arrangement with a supplier that is expected to be worth, exclusive of GST, \$200,000 or more in a financial year, or over the proposed term of the contractual arrangement.

**Local Supplier / Business;** is a supplier which operates within the Scenic Rim Regional Council area.

**Medium Sized Contract;** a contractual arrangement with a supplier that is expected to be worth, exclusive of GST, \$15,000 or more but less than \$200,000 in a financial year, or over the proposed term of the contractual arrangement.

**Pre-Qualified Supplier (PQS);** is a supplier who has been assessed by the local government as having the technical, financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements (Section 232 of the Regulation).

**Preferred Supplier Arrangement (PSA);** a contract entered into by Council with one or more suppliers for goods or services when the goods or services are required in large volumes, or frequently, and Council is able to obtain better value by accumulating the demand and is able to describe the goods and services that would be well understood in the relevant industry (Section 233 of the Regulation).

**Procurement;** the purchase, hire, lease, rental, exchange or any other commercial transaction involving the outlay of funds in return for the provision of goods, equipment and related services, construction contracts and service contracts to Council, Council staff and agents unless specifically exempted under the provisions of this policy.

**Procurement Officer;** A Council officer delegated with the responsibility to carry out procurement activities on behalf of Council.

**Procurement Practices;** Procurement processes should be cost effective for both public authorities and suppliers. A well-planned procurement process will ensure that policies are followed, pitfalls are avoided and a successful outcome is achieved. It is important to be aware of responsibilities and to plan the entire purchase process before starting.

**Requisition/Order Splitting;** Order splitting is where the total value of a procurement transaction is broken into smaller pieces ("split") to bring the value under a certain level, to remain within an officer's delegation limit, or fall into a less onerous procurement category.

## RESPONSIBILITIES

Policy Author	Chief Finance Officer
Policy Owner	Chief Finance Officer
Guidelines and procedures - <i>Attachment A:</i> <i>Procurement Policy Guidelines</i>	Chief Finance Officer

**Approved By:**

**SCENIC RIM REGIONAL COUNCIL**

**24 JULY 2017**

**ATTACHMENT A: PROCUREMENT POLICY GUIDELINES****GENERAL****Policies & Guidelines**

All purchases must be made in accordance with:

- Procurement, Contracting and Asset Disposal Manual
- Corporate Credit Card Policy and Guidelines
- Entertainment & Hospitality Policy and Guidelines
- Advertising Spending Policy and Guidelines

**Petty Cash**

Petty cash may be used up to a maximum of \$100 from the Beaudesert Customer Service petty cash float (\$50 for all other petty cash floats) provided the purchase is in accordance with the petty cash procedures contained in the Procurement, Contracting and Asset Disposal Manual.

**Australian Business Registration Number (ABN)**

Council will only procure from suppliers who can provide an ABN. The only exception to this will be where a supplier is eligible to complete the Australian Taxation Office Statement by a Supplier form, and provides the completed form to Council prior to making the supply or providing the service to Council.

This exemption may apply in the following circumstance:

- (a) a supplier under 18 years of age and the payment does not exceed \$120 a week;
- (b) a payment of less than \$75 (excluding GST);
- (c) a supplier that is wholly input taxed;
- (d) a supplier who has provided a statement that the supply is done as a hobby or a domestic or private nature;
- (e) a supplier who does not expect to make a profit or gain;
- (f) a supplier who is not entitled to an ABN as they are not carrying on an enterprise in Australia;
- (g) A payment that is exempt income for the supplier.

**ALTERNATIVE CONTRACTING OPTIONS****Specific exemptions for purchases up to \$15,000**

Council acknowledges that there will be situations where obtaining a quote for the supply of a particular service may prove to be unrealistic. This would generally occur for the provision of services where there is no 'competition' and only one obvious supplier, for example: conferences, training, registration or accommodation.

In these instances, where there is only one obvious supplier, the order would require approval from a Manager prior to the order request.

In accordance with Chapter 6, Part 3, Division 3 of the Regulation, the following alternative procurement options may be utilised where appropriate in lieu of the Purchasing Invitation Threshold and Contracting Arrangements.

**Section 230; Quote or Tender Consideration Plan**

- Council may enter into a medium or large sized contractual arrangement without first inviting written quotes or tenders if it prepares a quote or tender consideration plan.
- The plan must be prepared in accordance with the requirements contained in Section 230(2) of the Regulation and must be adopted by Council.

**Section 231; Approved Contractor List**

- Council may enter into a medium or large sized contractual arrangement without first inviting written quotes or tenders if the contract is made with a person who is on an approved contractor list.
- An approved contractor list is a list of entities who Council considers to be appropriately qualified to provide the services.
- An approved contractor list must be established by inviting expressions of interest from and selecting suitably qualified persons in accordance with Section 231(4) of the Regulation.

**Section 232; Register of Pre-Qualified Suppliers**

- Council may enter into a medium or large sized contractual arrangement without first inviting written quotes or tenders if the contract is entered into with a supplier from a register of pre-qualified suppliers.
- Council may establish and use a register of pre-qualified suppliers of particular goods and services only if one of the conditions in Section 232(3) of the Regulation are satisfied.
- A pre-qualified supplier is a supplier who has been assessed by Council as having the technical, financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.

**Section 233; Preferred Supplier Arrangement**

- Council may enter into a medium or large sized contractual arrangement without first inviting written quotes or tenders if the contract is entered into with the preferred supplier under a preferred supplier arrangement that is made in compliance with Section 233(3) to (8) of the Regulation.
- Council must invite persons to tender for a preferred supplier arrangement in accordance with Section 233(4) of the Regulation.
- When selecting a person to be the preferred supplier under a preferred supplier arrangement, Council must have regard to the sound contracting principles.
- Council must ensure the terms of the preferred supplier arrangement allow the contract to be cancelled for the poor performance of the preferred supplier.
- A preferred supplier arrangement may be entered into for a term, including options to extend, of more than two years only if Council is satisfied the longer term will result in better value.

**Section 234; LGA Arrangement**

- Council may enter into a contract for goods and services without first inviting written quotes or tenders if the contract is entered into under an LGA arrangement.
- LGA arrangements include:
  - Local Buy (procurement service provided by the Local Government Association of Queensland)
  - Queensland State Government contracts
  - Queensland Local Government contracts i.e. other councils' contracts.
- Goods and services provided under LGA arrangements have already been evaluated through a tender process and have been guaranteed to provide the best pricing available from those suppliers. As such LGA arrangements should be regarded as Council's preferred procurement option.

**Section 235; Other exceptions**

Council may enter into a medium or large-sized contract without first inviting written quotes or tenders if:

- (a) it resolves\* it is satisfied that there is only 1 supplier who is reasonably available; or
- (b) it resolves\* that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous to invite quotes or tenders; or
- (c) a genuine emergency exists; or
- (d) the contract is for the purchase of goods and is made by auction; or
- (e) the contract is for the purchase of second-hand goods; or

- (f) the contract is made with, or under an arrangement with, a government agency.

\*Exemptions provided for under Section 235(a) and (b) must take the form of a Council resolution obtained prior to the commitment being made to purchase goods and services. Staff must ensure that they obtain approval from their Director where this exemption is to be applied and notify the Chief Finance Officer who will facilitate obtaining the necessary Council resolution.

Where a genuine emergency exists requiring Council to enter into a medium or large-sized contract without first inviting written quotes or tenders, the procurement must be approved by an officer having delegated power under Section 235(e) of the Regulation. As required by Section 173 of the Regulation, if provision for such expenditure is not included in Council's adopted budget, the procurement must be reported to Council before, or as soon as possible after, it is made.

As examples of the above exceptions, Procurement Officers may enter into contracts to procure goods or services within their delegated financial limit without first inviting written quotes or tenders in the following circumstances:

- Purchases of genuine parts for plant and equipment from an authorised dealer where no alternative source is reasonably available or the use of alternatives may void relevant warranties.
- Purchases of goods or services which, because of their specialised nature, it would be impractical or disadvantageous to invite quotes or tenders eg:
  - Corporate Software
  - Utilities eg water
  - Workcover
- Purchases from other levels of government.

#### **Disaster Management**

Council recognises that a disaster may create situations where procurement may need to be undertaken within compressed timeframes. As far as practical, the requirements for procurement should be undertaken within Council's normal processes and systems. Should procurement need to occur that does not comply with quotation or tender requirements the provisions of Section 235 of the Regulation should be followed.

**Approved By:**

**SCENIC RIM REGIONAL COUNCIL**

**24 July 2017**

# POLICY



## Council Policy Procurement

<b>Policy Reference Number</b>	FI01.13CP	<b>Adoption Date</b>	18/07/2023
<b>Portfolio</b>	Council Sustainability	<b>Next Review Date</b>	18/07/2024
<b>Business Unit</b>	Purchasing and Supply	<b>Document ID</b>	3806714

### Purpose / Objective

To ensure Council staff have a clear understanding of their responsibilities and authority in relation to procurement and that procurement activities are open, accountable and in accordance with legislation.

The framework established by this policy is designed to ensure Council achieves advantageous procurement outcomes by:

1. Promoting value for money with probity and accountability;
2. Promoting compliance with relevant legislation;
3. Advancing Council's economic, social and environmental policies;
4. Providing reasonable opportunity for competitive local businesses that comply with relevant legislation when it can be demonstrated that the use of local suppliers will present Council with an equal or better outcome;
5. Ethical behaviour and fair dealing.

### Scope

This Policy applies to all Councillors, Council Employees and delegates.

### Policy Statement

This document sets out Council's policy for the acquisition of goods and services. This policy applies to the procurement of all goods, equipment and related services, consultancies, construction contracts and service contracts (including maintenance).

Council is required by Section 198 of the Regulation to prepare and adopt a procurement policy and review it annually.

All Council procurement must be carried out in compliance with the Act, Regulation and the *Work Health and Safety Act 2011*.

Council operates in accordance with the Default Contracting Procedures as defined in Chapter 6, Part 3 of the Regulation.

**Delegated Authority**

Financial delegations must be complied with in all procurement activities. To manage risks of unauthorised spending, financial delegations may be limited by maximum purchase value and type of goods or services. Financial delegations can be found in Schedule 4 of the Delegations Register.

**Sound Contracting Principles**

Section 104 of the Act requires that Council's financial management systems have regard to the sound contracting principles. To ensure these requirements are satisfied, the following sound contracting principles will be considered when undertaking purchasing activities and making decisions about procurement:

- (a) value for money;
- (b) open and effective competition;
- (c) the development of competitive local business and industry;
- (d) environmental protection;
- (e) ethical behaviour and fair dealing.

Value for money

Council must utilise its purchasing power to achieve the best value for money. The concept of value is not restricted to price alone and may not necessarily favour the lowest price. Seeking value for money is about obtaining goods and services considering both price and non-price factors such as quality, service, innovation/improvement and price.

Council will achieve value for money by:

- (a) Assessing non-cost factors such as fitness for purpose, quality, service and support;
- (b) Assessing whole of life costs including transaction costs associated with acquisition, use, maintenance and disposal, and administration costs;
- (c) Considering the contribution to the advancement of Council's priorities;
- (d) Limiting the risk exposure via effective risk management practices; and
- (e) Considering the value of any associated environmental benefits.

Open and effective competition

Procurement should be open and result in effective competition in the provision of goods and services. Council must give fair and equitable consideration to all suppliers.

Council will achieve open and effective competition by:

- (a) Ensuring all procurement procedures and processes are visible to Council suppliers, and the public (ratepayers and the local community);
- (b) Delegates accepting their accountability to the Chief Executive Officer and Council;
- (c) Allowing suppliers to have a real opportunity to do business with Council;
- (d) Encouraging competition among suppliers by inviting suppliers to quote or tender in order to provide 'value for money' offerings;
- (e) Implementing delegations, authorisations and associated thresholds appropriate for the level of judgement expected of individual officers;
- (f) Provision of consistent information to all potential tenderers; and
- (g) Ensuring fair and equitable assessment of all tenders.

Development of competitive local business and industry

Council encourages the development of competitive local businesses within the region. Council will enhance the capabilities of local business and industries through:

- (a) The placement of orders where the local business is competitive under Council's evaluation process with regard to price, delivery and service required;
- (b) Actively seeking out potential local suppliers;
- (c) Encouraging prime contractors to give local suppliers every opportunity, as partners or subcontractors, to participate in major projects;
- (d) Ensuring that the principles of open and effective competition are applied and equal treatment is given to local offers, when being compared with other offers, on the basis of fair and equitable

- behaviour;
- (e) Giving preference to locally-sourced goods and services, where price, performance, quality, suitability and other evaluation criteria are comparable;
- (f) Ensuring that payments are prompt and in accordance with the agreed terms of contract.

#### Environmental protection

Council promotes environmental protection through its procurement procedures, which are consistent with Council's commitment to environmental management. Council will endeavour to promote purchasing practices that conserve resources, save energy, minimise waste, protect human health and maintain environmental quality and safety.

In undertaking procurement activities Council will:

- (a) Encourage the purchase of environmentally responsible goods where all other evaluation factors are adequately weighted (such as value for money);
- (b) Where appropriate, ensuring that specifications require suppliers to conform to necessary standards, codes or legislation for the identification of hazardous materials and that suppliers carry out proper certification and registration procedures;
- (c) Enforcing legislative compliance with and/or phase-out timetables on the use of products prohibited under Queensland and applicable Commonwealth laws; and
- (d) Avoiding, where possible, the purchase of known hazardous and environmentally damaging products, especially where alternatives are available within reasonable bounds of price, performance and suitability.

#### Ethical behaviour and fair dealing

Staff involved in procurement are to behave with impartiality, fairness, independence, openness, integrity and professionalism in their discussions and negotiations with suppliers and representatives.

Staff must ensure that they do not participate in any action, which may be deemed to be:

- (a) Canvassing by any party with a material interest in the procurement;
- (b) Lobbying (other than by a registered lobbyist and in accordance with Council policy);
- (c) Release of commercial in confidence information; or
- (d) Collusion; i.e. collaboration between parties involved in the procurement process.

Ethical behaviour and fair dealing are achieved by:

- (a) Performing their duty impartially, not influenced by the receipt or prospects of threats, reprimands or rewards;
- (b) Not accepting or seeking gifts or other favours;
- (c) Not entertaining approaches from suppliers that might be interpreted as attempts to influence the evaluation process;
- (d) Excluding themselves from purchasing decisions where their private interests could reasonably be perceived to conflict with their public duties;
- (e) Maintaining high standards of accountability;
- (f) Developing systems and procedures that ensure a consistent approach to procurement;
- (g) Promoting professional procurement practices.

#### **Workplace Health & Safety**

All staff, contractors and suppliers are expected to adhere to the following key outcomes in relation to procurement activities:

- (a) Establishing and maintaining a corporate system to ensure compliance of contractors and suppliers with workplace health and safety legislative requirements, Australian Standards and/or procedures.
- (b) Ensuring all contractors and/or suppliers provide documentary evidence that they or the product they supply complies with relevant legislation, Codes of Practice and/or Australian Standards.
- (c) Ensuring where purchases involve plant and equipment, the supplier must provide relevant information and a copy of the user/operator manual for each item supplied.
- (d) Ensuring that no chemical is purchased or used without first carrying out a risk assessment and gaining approval from a procurement officer.

- (e) Ensuring items such as chairs, desks and office equipment purchased are ergonomically suited to the office environment.

#### **Quotation & Contracting Threshold Limits**

All quotation and contracting threshold limits stated in this policy are exclusive of Goods & Services Tax (GST) and are applicable per financial year. Legislative references are to the Regulation.

#### Centralised Purchasing

Prior to undertaking any procurement, the Purchasing Officer should ensure that the goods or services required are not available from supply or under any existing contract arrangements.

#### Purchases up to \$5,000

- (a) Purchases must be made by obtaining at least one (1) quote and using a purchase order.
- (b) Purchases made using credit card or petty cash do not require a purchase order.

#### Purchases \$5,001 to \$15,000

- (a) Purchases must be made by obtaining a minimum of two (2) written quotations and using a purchase order.
- (b) Where more complex specifications are involved officers should ensure that all specifications and conditions are clearly defined to all prospective suppliers.
- (c) Quality Assurance requirements need to be established and addressed as part of the specifications.
- (d) If the lowest quotation is not accepted, reasons for the selection must be documented.

#### MEDIUM SIZED CONTRACTS ABOVE \$15,001; Section 224(2)

#### Purchases above \$15,001 but less than \$200,000

- (a) Purchases must be made by inviting a minimum of three (3) written quotations (Section 225) and using a purchase order.
- (b) Where more complex specifications are involved officers should ensure that all specifications and conditions are clearly defined to all prospective suppliers.
- (c) Quality assurance requirements need to be established and addressed as part of the specifications.
- (d) At least three (3) quotes in writing are to be sought from genuine competitors known to be capable of supplying the requirements at competitive prices. Less than three (3) quotes may be acceptable provided every effort has been made to obtain at least three (3) and relevant documentation is available to verify this.
- (e) If the lowest quotation is not accepted, reasons for the selection must be documented.

#### LARGE SIZED CONTRACTS \$200,001 OR MORE; Section 224(3)

#### Purchases \$200,001 or more

- (a) Purchases must be made by calling for public tenders (Section 226) and using a purchase order.
- (b) Detailed specifications and quality assurance requirements need to be provided for the tender.
- (c) The invitation to tender must be advertised on Council's website and/or supporting media channels including social media platforms.
- (d) At least 21 days must be allowed from the date of the advertisement for the submission of tenders.
- (e) All tenders/quotes are to be recorded in the records management system.
- (f) Council's method of tendering is through the electronic tendering system, Vendor Panel Tenders.

Section 228 of the Regulation allows Council to invite expressions of interest prior to inviting written tenders. Council may then prepare a short list from the persons who respond to the invitation for expressions of interest and invite written tenders from the respondents short listed or all respondents.

An expression of interest does not replace a tender process and any expression of interest process must adhere to the requirements of the Regulation.

Awarding of tenders can be authorised by a General Manager up to their financial delegation limit or the Chief Executive Officer who has an unlimited financial delegation limit provided an adopted budget exists to cover the value of the tender.

Tenders must be referred to Council to be awarded by resolution where:

- No adopted budget exists to cover the value of the tender; or
- An adopted budget exists but the value of the tender is the greater of more than \$50,000 or 10% of the adopted budget.

### **Exceptions to the Quotation/Tender Process**

The Regulation contains a number of situations where exceptions to the quotation or tender process exist. These include:

Section 230; Exception if quote or tender consideration plan prepared  
Section 231; Exception for contractor on approved contractor list Section 232;  
Exception for register of pre-qualified suppliers  
Section 233; Exception for preferred supplier arrangement  
Section 234; Exception for LGA arrangement  
Section 235; Other exceptions

All exceptions to the quotation or tender process must be in accordance with the Regulation. Further information is contained in the Procurement Guidelines.

### **Purchase Orders**

#### Requisitions/Orders to be raised in advance

Purchase orders are required to be raised in advance of planned purchases and provided to the supplier. Procurement of items without raising a purchase order in advance is a potential breach of this policy. This does not apply to purchases made using credit card or petty cash or purchases relating to items such as utilities, bank charges, loan payments, employee expense claims, etc which are legitimately processed without purchase orders.

#### Requisition/Order Splitting

It is a breach of this Policy to split orders for the purposes of acquiring goods or services above financial delegation limits or to avoid the quotation or tender process.

### **Resumption of Land**

Procurement of land for public use or to gain access rights for construction and/or maintenance purposes must be in accordance with Council's Resumption of Land Policy.

### **Publish details of contracts worth \$200,000 or more**

Section 237 of the Regulation requires that as soon as practicable after entering a contract worth \$200,000 or more, Council must publish relevant details on its website and display relevant details in its public office.

The relevant details to be published are:

- The person or entity with whom Council contracted;
- The value of the contract; and
- The purpose of the contract.

### **Procurement, Contracting and Asset Disposal Manual**

A Procurement, Contracting and Asset Disposal Manual will be maintained, which will reflect Council's commitment to this policy and outline appropriate processes and procedures to comply with the Act and Regulation.

### **Gifts & Benefits**

Gifts or benefits resulting from procurement either directly or indirectly must not be accepted where it could be perceived to engender favour or promote bias when inviting quotations or awarding contracts, irrespective of value. All gifts and benefits received must comply with Council's Gifts and Personal Benefits Policy.

## **Consideration of Human Rights under Human Rights Act 2019**

In acknowledgement of the fundamental human rights recognised in International covenants this Council Policy/ Administrative (delete if not applicable) Policy has been developed and acknowledges a commitment to recognise the importance and protection of human rights in creating policies that serve to develop overarching frameworks, standards, behaviours or actions that affect the way in which Council serves the community of the Scenic Rim region.

An assessment of this Policy against the human rights determined that no human rights are limited or affected by this Policy.

## **Compliance, Monitoring and Review**

The Coordinator Procurement is responsible for ensuring the Policy:

- Aligns with all relevant legislation and government Policy;
- Aligns with requirements, strategies and values;
- Is implemented and monitored; and
- Is reviewed to evaluate its continuing effectiveness.

## **Definitions**

**Approved Contractor List;** a list of contractors who Council considers to be appropriately qualified to provide services (Section 231 of the Regulation).

**Contracting (Procurement) Activities;** The activities for the making of a contract for the carrying out of work; or the supply of goods and services; or the disposal of non-current assets. This does not apply to making a contract of employment with a local government employee (Section 216 of the Regulation).

**Large Sized Contract;** a contractual arrangement with a supplier that is expected to be worth, exclusive of GST, \$200,000 or more in a financial year, or over the proposed term of the contractual arrangement.

**Local Supplier / Business;** is a supplier which operates within the Scenic Rim Regional Council area.

**Medium Sized Contract;** a contractual arrangement with a supplier that is expected to be worth, exclusive of GST, \$15,000 or more but less than \$200,000 in a financial year, or over the proposed term of the contractual arrangement.

**Pre-Qualified Supplier (PQS);** is a supplier who has been assessed by the local government as having the technical, financial and managerial capability necessary to perform contracts on time and

in accordance with agreed requirements (Section 232 of the Regulation).

**Preferred Supplier Arrangement (PSA);** a contract entered into by Council with one or more suppliers for goods or services when the goods or services are required in large volumes, or frequently, and Council is able to obtain better value by accumulating the demand and is able to describe the goods and services that would be well understood in the relevant industry (Section 233 of the Regulation).

**Procurement;** the purchase, hire, lease, rental, exchange or any other commercial transaction involving the outlay of funds in return for the provision of goods, equipment and related services, construction contracts and service contracts to Council, Council staff and agents unless specifically exempted under the provisions of this policy.

**Procurement Officer;** A Council officer delegated with the responsibility to carry out procurement activities on behalf of Council.

**Procurement Practices;** Procurement processes should be cost effective for both public authorities and suppliers. A well-planned procurement process will ensure that policies are followed, pitfalls are avoided and a successful outcome is achieved. It is important to be aware of responsibilities and to plan the entire purchase process before starting.

**Requisition/Order Splitting;** Order splitting is where the total value of a procurement transaction is broken into smaller pieces ("split") to bring the value under a certain level, to remain within an officer's delegation limit, or fall into a less onerous procurement category.

## Related Legislation and Documents

- 1) *Local Government Act 2009* (the Act);
- 2) *Local Government Regulation 2012* (the Regulation);
- 3) *Work Health and Safety Act 2011*;
- 4) Advertising Spending Policy FI01.06CP;
- 5) Advertising Spending Guidelines;
- 6) Asset Disposal Policy FI01.15CP;
- 7) Asset Disposal Guidelines;
- 8) Corporate Credit Card Policy FI01.02AP;
- 9) Corporate Credit Card Guidelines;
- 10) Councillor Expenses Reimbursement CM03.05CP;
- 11) Councillor Expenses Reimbursement Guidelines
- 12) Delegations Register;
- 13) Entertainment and Hospitality Expenditure Policy FI01.05CP;
- 14) Entertainment and Hospitality Expenditure Guidelines;
- 15) Gifts and Personal Benefits Policy CM03.10CP;
- 16) Gifts and Personal Benefits Guidelines;
- 17) Procurement, Contracting and Asset Disposal Manual;
- 18) Procurement Policy Guidelines (Attachment A);
- 19) Resumption of Land Policy WI06.02CP;
- 20) Procurement and Contract Management Guidelines (Crime and Misconduct Commission Queensland).

This Policy supports the Scenic Rim Regional Council Corporate Plan 2026, in particular theme - Open and Responsive Government

## Approval and Review Details

Approval and Review	Details
Original Approval Authority and Date	Council 21/06/2011
Amendment Authority and Date	Council 18/07/2023
Notes	Review

### Approved By:

SCENIC RIM REGIONAL COUNCIL

Adopted 18/07/2023

### Version Information

Version No	Date	Key Changes
1	21/06/2011	Corporate and Community Services Committee Meeting 14/06/2011; Item No. 2.7; Ordinary Meeting Item No. 5.
2	12/02/2013	Corporate and Community Services Committee Meeting 22/01/2013; Item No. 1.3; Ordinary Meeting Item No. 6.
3	30/07/2013	Finance Committee Meeting 23/07/2013; Item No. 2.3; Ordinary Meeting Item No. 6.
4	29/07/2014	Finance Committee Meeting 22/07/2014; Item No. 2.3; Ordinary Meeting Item No. 6.
5	30/06/2015	Finance Committee Meeting 23/06/2015; Item No. 2.2; Ordinary Meeting Item No. 6.
6	28/06/2016	Finance Committee Meeting 21/06/2016; Item No. 2.3; Ordinary Meeting Item No. 6.
7	24/07/2017	Finance Committee Meeting 17/07/2017; Item No. 2.2; Ordinary Meeting Item No. 6.
8	18/07/2023	Ordinary Meeting Item No. xx.

**ATTACHMENT A: PROCUREMENT POLICY GUIDELINES****GENERAL****Policies & Guidelines**

All purchases must be made in accordance with:

- Procurement, Contracting and Asset Disposal Manual;
- Corporate Credit Card Policy and Guidelines;
- Entertainment and Hospitality Expenditure Policy and Guidelines; and
- Advertising Spending Policy and Guidelines.

**Petty Cash**

Petty cash may be used up to a maximum of \$100 from the petty cash float (\$50 for all other petty cash floats) provided the purchase is in accordance with the petty cash procedures contained in the Procurement, Contracting and Asset Disposal Manual.

**Australian Business Registration Number (ABN)**

Council will only procure from suppliers who can provide an ABN. The only exception to this will be where a supplier is eligible to complete the Australian Taxation Office Statement by a Supplier form, and provides the completed form to Council prior to making the supply or providing the service to Council.

This exemption may apply in the following circumstance:

- (a) a supplier under 18 years of age and the payment does not exceed \$120 a week;
- (b) a payment of less than \$75 (excluding GST);
- (c) a supplier that is wholly input taxed;
- (d) a supplier who has provided a statement that the supply is done as a hobby or a domestic or private nature;
- (e) a supplier who does not expect to make a profit or gain;
- (f) a supplier who is not entitled to an ABN as they are not carrying on an enterprise in Australia;
- (g) A payment that is exempt income for the supplier.

**ALTERNATIVE CONTRACTING OPTIONS****Specific exemptions for purchases up to \$15,000**

Council acknowledges that there will be situations where obtaining a quote for the supply of a particular service may prove to be unrealistic. This would generally occur for the provision of services where there is no 'competition' and only one obvious supplier, for example: conferences, training, registration or accommodation.

In these instances, where there is only one obvious supplier, the order would require approval from a Manager prior to the order request.

In accordance with Chapter 6, Part 3, Division 3 of the Regulation, the following alternative procurement options may be utilised where appropriate in lieu of the Purchasing Invitation Threshold and Contracting Arrangements.

**Section 230; Quote or Tender Consideration Plan**

- Council may enter into a medium or large sized contractual arrangement without first inviting written quotes or tenders if it prepares a quote or tender consideration plan.
- The plan must be prepared in accordance with the requirements contained in Section 230(2) of the Regulation and must be adopted by Council.

**Section 231; Approved Contractor List**

- Council may enter into a medium or large sized contractual arrangement without first inviting written quotes or tenders if the contract is made with a person who is on an approved contractor list.
- An approved contractor list is a list of entities who Council considers to be appropriately qualified to provide the services.
- An approved contractor list must be established by inviting expressions of interest from and selecting suitably qualified persons in accordance with Section 231(4) of the Regulation.

**Section 232; Register of Pre-Qualified Suppliers**

- Council may enter into a medium or large sized contractual arrangement without first inviting written quotes or tenders if the contract is entered into with a supplier from a register of pre-qualified suppliers.
- Council may establish and use a register of pre-qualified suppliers of particular goods and services only if one of the conditions in Section 232(3) of the Regulation are satisfied.
- A pre-qualified supplier is a supplier who has been assessed by Council as having the technical, financial and managerial capability necessary to perform contracts on time and in accordance with agreed requirements.

**Section 233; Preferred Supplier Arrangement**

- Council may enter into a medium or large sized contractual arrangement without first inviting written quotes or tenders if the contract is entered into with the preferred supplier under a preferred supplier arrangement that is made in compliance with Section 233(3) to (8) of the Regulation.
- Council must invite persons to tender for a preferred supplier arrangement in accordance with Section 233(4) of the Regulation.
- When selecting a person to be the preferred supplier under a preferred supplier arrangement, Council must have regard to the sound contracting principles.
- Council must ensure the terms of the preferred supplier arrangement allow the contract to be cancelled for the poor performance of the preferred supplier.
- A preferred supplier arrangement may be entered into for a term, including options to extend, of more than two years only if Council is satisfied the longer term will result in better value.

**Section 234; LGA Arrangement**

- Council may enter into a contract for goods and services without first inviting written quotes or tenders if the contract is entered into under an LGA arrangement.
- LGA arrangements include:
  - Local Buy (procurement service provided by the Local Government Association of Queensland)
  - Queensland State Government contracts
  - Queensland Local Government contracts i.e. other councils' contracts.
- Goods and services provided under LGA arrangements have already been evaluated through a tender process and have been guaranteed to provide the best pricing available from those suppliers. As such LGA arrangements should be regarded as Council's preferred procurement option.

**Section 235; Other exceptions**

Council may enter into a medium or large-sized contract without first inviting written quotes or tenders if:

- (a) it resolves\* it is satisfied that there is only 1 supplier who is reasonably available; or
- (b) it resolves\* that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous to invite quotes or tenders; or
- (c) a genuine emergency exists; or
- (d) the contract is for the purchase of goods and is made by auction; or

- (e) the contract is for the purchase of second-hand goods; or
- (f) the contract is made with, or under an arrangement with, a government agency.

\*Exemptions provided for under Section 235(a) and (b) must take the form of a Council resolution obtained prior to the commitment being made to purchase goods and services. Staff must ensure that they obtain approval from their Director where this exemption is to be applied and notify the Chief Finance Officer who will facilitate obtaining the necessary Council resolution.

Where a genuine emergency exists requiring Council to enter into a medium or large-sized contract without first inviting written quotes or tenders, the procurement must be approved by an officer having delegated power under Section 235(e) of the Regulation. As required by Section 173 of the Regulation, if provision for such expenditure is not included in Council's adopted budget, the procurement must be reported to Council before, or as soon as possible after, it is made.

As examples of the above exceptions, Procurement Officers may enter into contracts to procure goods or services within their delegated financial limit without first inviting written quotes or tenders in the following circumstances:

- Purchases of genuine parts for plant and equipment from an authorised dealer where no alternative source is reasonably available or the use of alternatives may void relevant warranties.
- Purchases of goods or services which, because of their specialised nature, it would be impractical or disadvantageous to invite quotes or tenders eg:
  - Corporate Software
  - Utilities eg water
  - Workcover
- Purchases from other levels of government.

#### **Disaster Management**

Council recognises that a disaster may create situations where procurement may need to be undertaken within compressed timeframes. As far as practical, the requirements for procurement should be undertaken within Council's normal processes and systems. Should procurement need to occur that does not comply with quotation or tender requirements the provisions of Section 235 of the Regulation should be followed.

**10.7 Local Government Association Queensland Annual Conference 2023 - Motions****Executive Officer:** General Manager Council Sustainability**Item Author:** Principal Specialist Governance and Assurance**Attachments:** Nil

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**Executive Summary**

This report provides background and information for Council's consideration of suitable motions to be presented for inclusion in the 2023 Local Government Association Queensland (LGAQ) Annual Conference.

The LGAQ has invited member councils to submit suitable motions for discussion at the annual conference to be held in Gladstone from 16 to 18 October 2023. All motions must be submitted online, using the LG Online system, with motions accepted from 8 June 2023. The closing date for motion submission is 9 August 2023.

As all motions require a Council resolution prior to being lodged, early consideration of the possible motions is necessary to meet the time frames.

**Recommendation**

That Council decide on the motions to be submitted for the LGAQ Annual Conference in 2023.

**Previous Council Considerations / Resolutions**

Previous motions have been submitted to the LGAQ annual conference over the preceding years. The successful 2022 motions submissions are listed further on in the report.

**Report / Background**

The LGAQ is the peak body for local government in Queensland, representing all 77 councils, and advocates on behalf of member councils to both the Queensland and Commonwealth governments. Each year the LGAQ hold a conference for representatives of member Councils. The conference provides an opportunity for member councils to consider strategic priorities that can be best progressed as motions.

The 2023 annual conference will be held in Gladstone from 16 to 18 October 2023. In order to have a motion considered at the conference, Council must first approve each motion by resolution. Once approved, the motions must be submitted to the LGAQ before the deadline of 9 August 2023.

Due to the deadline for submissions, motions need to be finalised at the Ordinary Meeting held on 18 July 2023. Motions will then be submitted by the Governance team prior to 9 August 2023.

Should Council wish to propose a motion for consideration, a three-tiered approach to choosing suitable topics may be of assistance:

1. Consider local strategic priorities;
2. Consider those priorities in light of the likelihood that other members have similar priorities; and
3. Consider if the motion has state-wide relevance.

A further consideration is that issues that broadly affect several communities are more likely to be successfully progressed through unified action led by the LGAQ.

#### Suggested Topics Provided for Discussion

The Governance business unit has collated suggestions regarding issues that Council may consider suitable for motion submission. The following is a list of those suggestions:

#### Flying Fox Management

Local governments are faced with escalating challenges due to the increasing population of flying foxes. There are several measures through which the Queensland Government can assist local governments in effectively managing the issues associated with flying foxes.

Flying foxes, being a protected species under Queensland and Commonwealth legislation, play a crucial role in maintaining the ecological balance of this region. However, their growing numbers have resulted in numerous challenges for the Scenic Rim Regional Council, including property damage, public health concerns, and disruption of urban areas. In order to address these issues proactively and sustainably, the Queensland Government assist in the following ways:

**Increased Funding Allocation:** Provide additional financial resources to local governments to support research, monitoring, and management programs focused on flying fox populations and their impact on local communities. This funding should be aimed at developing sustainable long-term solutions.

**Public Awareness and Education:** Launch an extensive public awareness campaign to educate residents about flying fox behaviour, their importance to the ecosystem, and appropriate measures to coexist with them. This can be achieved through educational materials, community workshops, and partnerships with local environmental organizations.

**Research and Monitoring:** Allocate resources for scientific research and monitoring programs to better understand the behaviour and movement patterns of flying foxes. This data will enable local governments to develop evidence-based strategies and make informed decisions regarding flying fox management, roosting sites, and urban planning.

**Roost Management and Relocation:** Support local governments in the identification and management of flying fox roosts to minimize their impact on residential areas. Encourage the development of alternative roosting sites away from urban environments and provide assistance in relocating flying fox colonies when necessary.

**Collaborative Approach:** Establish a collaborative framework involving local governments, wildlife experts, environmental organizations, and concerned citizens to collectively address the flying fox issues. Foster regular communication channels and facilitate the sharing of best practices and successful strategies across local jurisdictions.

Legislative Review: Review existing legislation and regulations pertaining to flying fox management to ensure they strike an appropriate balance between conservation efforts and the needs of local communities. Consider implementing measures that allow for greater flexibility in managing flying fox populations while maintaining their protection.

By taking proactive measures to address the issues created by flying foxes, the State Government will not only assist local governments but also contribute to the preservation of Scenic Rim's unique biodiversity and ensure the well-being of Scenic Rim's citizens.

The following motion is proposed for the LGAQ Annual Conference.

*That the Queensland Government provides additional funding aimed at developing sustainable long-term solutions to support scientific research, monitoring and management programs along with the provision of a public awareness and education campaigns.*

### Homelessness

Homelessness is a complex issue with far-reaching consequences for individuals and communities. It requires a multi-faceted approach that encompasses not only immediate relief but also long-term strategies aimed at preventing and reducing homelessness. Local Governments can play a role in dealing with the issues of homelessness, but not without support from the Queensland Government. The following suggestions are ways in which homelessness can be managed:

**Increased Funding:** Allocate additional financial resources to local governments to enhance their capacity to provide emergency shelters, transitional housing, and support services for homeless individuals and families.

**Affordable Housing Initiatives:** Implement comprehensive strategies to increase the availability of affordable housing options, including the development of low-income housing projects, and the establishment of partnerships with private sector entities to encourage the creation of affordable rental units.

**Supportive Services:** Collaborate with local governments and community organizations to provide comprehensive support services that address the underlying causes of homelessness. These services should include mental health and substance abuse programs, employment assistance, life skills training, and case management to help individuals regain stability and transition into permanent housing.

**Prevention Programs:** Allocate resources for homelessness prevention initiatives, such as rental assistance programs, eviction prevention services, and financial literacy training, to help at-risk individuals and families maintain stable housing and avoid homelessness before it occurs.

**Data Collection and Analysis:** Establish a standardized data collection system to gather accurate and up-to-date information on homelessness within the state. This data will help local governments and service providers identify trends, measure progress, and allocate resources more effectively.

**Interagency Collaboration:** Foster collaboration among relevant state agencies, local governments, and community-based organizations to streamline service delivery, avoid duplication of efforts, and promote best practices in addressing homelessness. Establish regular communication channels and interagency task forces to ensure a coordinated and comprehensive approach.

**Public Education and Awareness:** Launch a state-wide public awareness campaign to increase understanding and empathy towards individuals experiencing homelessness. Promote community engagement, volunteerism, and public-private partnerships to encourage everyone to be part of the solution.

By prioritizing and investing in these initiatives, the Queensland Government can provide critical support to local governments in their efforts to address homelessness. With the appropriate level of support from the Queensland Government, local governments can work towards a future where every person has access to safe, stable, and affordable housing.

The following motion is proposed for the LGAQ Annual Conference.

*That the Queensland Government addresses the homelessness issue by providing additional funding to support affordable housing initiatives, support services, prevention programs and public awareness campaigns with the aim of providing safe and affordable housing for every member of the community.*

#### Deadlines

The submission deadline is 9 August 2023.

The following table outlines the successful motions from the 2022 annual conference and provides commentary obtained from the LGAQ website.

<b>Motion</b>	<b>Title</b>	<b>Outcome/Update</b>
65	Early Census results	<p>Updated 13 February 2023</p> <p>In December 2022, the LGAQ wrote to Federal Minister Bill Shorten regarding this resolution.</p> <p>The Federal Government has provided the following response:</p> <p><i>In relation to Motion 65 – Early Census Results, we have received the below information from the Australian Bureau of Statistics.</i></p> <ul style="list-style-type: none"> <li><i>1.0 The Australian Bureau of Statistics (ABS) acknowledges the value of the Census of Population and Housing (the Census) to local governments, particularly for infrastructure and service delivery. The ABS appreciates the support of local governments in the conduct of the Census with the Australian community. The ABS is open to and welcomes further engagement with the Local Government Association of Queensland (LGAQ) in the lead up to the 2026 Census.</i></li> <li><i>2.0 Census data is released as soon as possible after the Census is conducted and therefore there is not any opportunity to release it earlier to LGAQ. It takes time to collect and process the large amount of data received and to quality assure the detailed statistical outputs produced.</i></li> <li><i>2.1 While most Census responses are received close to Census Night in August, the ABS undertakes field work in September to collect and increase response rates and receives paper form responses until late in the year. Capturing these late responses is critical for ensuring high quality data for all areas, particularly in regional and remote Australia.</i></li> </ul>

Motion	Title	Outcome/Update
		<ul style="list-style-type: none"> <li>2.2 <i>The processing of Census data takes several months and is a large undertaking. In the 2021 Census, over 10 million responses counting 25 million people were reconciled with dwellings, coded, quality assured and converted into statistical outputs. Every Census the ABS produces a vast number of tables, datasets and related products to meet the needs of governments, business and communities across Australia.</i></li> <li>2.3 <i>More information on how the ABS collects and processes Census data, as well as information about data quality, can be found in Delivering the 2021 Census and Census methodology publications on the ABS website.</i></li> <li>3.0 <i>The official population estimates for local government areas are the Estimated Resident Population (ERP). These estimates are updated shortly after the Census using Census counts, the net undercount from the Census Post Enumeration Survey (PES), and other small adjustments. In 2021 updated estimates for local government areas were available in July 2022, the month after the first release of 2021 Census data.</i></li> <li>4.0 <i>The timeframe in which the ABS released the results of the 2021 Census is comparable with previous Australian Censuses, and similar to the time it takes for other countries to release their Census data. The ABS are always looking to improve the timeliness of the release of Census data and will continue to do so for the 2026 Census.</i></li> <li>5.0 <i>The ABS is about to begin the 2026 Census topic consultation. The first phase will run from 28 February to 28 April 2023, inviting members of the public, community groups and other organisations to make submissions about information needs not currently captured by the ABS. The ABS welcomes submissions from LGAQ, including on the value of earlier access to Census data.</i></li> </ul>
108	Fire Trails and Fire Breaks as Public Assets - Recognition of Essential Public Assets to Access Disaster Recovery Funding	<p>Update posted 7 February 2023</p> <p>In December 2022, the LGAQ wrote to Minister Mark Ryan and QFES Commission Greg Leach, as well as Federal Minister Murray Watt.</p> <p>In January 2023, the LGAQ received correspondence in reply from the Commissioner requesting the LGAQ refer the matter to the QRA who are best placed to assist. The LGAQ will now direct its advocacy to the QRA.</p>

Motion	Title	Outcome/Update
112	Release of land valuations	<p>Update 13 February 2023</p> <p>In December 2022, the LGAQ wrote to Minister Scott Stewart and the Director-General regarding this resolution.</p>
071 (2014 ongoing)	Recognise the Darling Downs-Moreton Rabbit Board (DDMRB) fence as Public Asset	<p>Updated 27 July 2021</p> <p>The current LGAQ policy statement identifies:</p> <p>5.3.6.2 Local Government supports working cooperatively with Australian and State Governments to control the impacts of declared and environmental invasive plants and animals in the State.</p> <p>5.3.6.4 Local Government seeks the support of the State Government to facilitate regional invasive species management planning on behalf of local governments.</p> <p>The Advocacy Action Plan states the LGAQ will:</p> <p>Engage with the State Government to rationalise current funding arrangements under the Land Protection Fund, including precepts, and establish a modern, mature and equitable co-investment system.</p> <p>The LGAQ estimates local government currently invests \$20m per annum to the management of invasive plants and animals, exclusive of other in-kind contributions. This investment is in addition to the \$5.5m annual payment by local government into the Land Protection Fund, demonstrating a high level of commitment to reducing the impacts of invasive plants and animals.</p> <p>The Co-investment Model is a joint initiative of the LGAQ and the Department of Agriculture, Fisheries and Forestry (DAFF). The expectation is to implement a new co-investment approach for weed and pest animal investment. It will provide an alternative governance framework to the existing annual Land Protection Fund payment and will be designed to provide significantly increased local government input and oversight to the expenditure of this fund.</p> <p>The initiative was overseen by a Project Board, comprising four local government mayors, one LGAQ representative and two DAFF representatives. A Think Tank of 11 local government and two DAFF members provided technical input and has been instrumental in developing the new co-investment model. The model has four components:</p> <ul style="list-style-type: none"> <li>• On-ground and Research Services;</li> <li>• Wild Dog Barrier Fence (WDBF);</li> <li>• Darling Downs-Moreton Rabbit Protected Area (DDMRPA); and</li> <li>• Plague Pest Contingency Fund (PPCF).</li> </ul>

Motion	Title	Outcome/Update
		<p>The draft model was distributed to all local governments for comment on two separate occasions. Generally positive feedback and overall support for the model has been received.</p> <p>The final Co-Investment Model has been endorsed by the LGAQ Policy Executive and is subject to approval by the Minister for Agriculture, Fisheries and Forestry, the Hon. John McVeigh MP.</p>

### Budget / Financial Implications

Nil.

### Strategic Implications

#### *Operational Plan*

Theme: 3. Open and Responsive Government

Key Area of Focus: Advocacy for outcomes that are compatible with the clear and comprehensive vision for the region

#### *Legal / Statutory Implications*

Not applicable.

### Risks

#### Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR54 Ineffectively managing the political and government departmental relationships/partnerships, resulting in Council not achieving its major strategic objectives.

#### Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Political  Missed opportunity to make submissions on strategic policy issues relevant to the region	2 Minor	Likely	Medium	Council makes submissions on important strategic issues to be discussed at the LGAQ conference.	Low

**Consultation**

LGAQ representatives (including the LGAQ motions database) have been considered as part of this report.

**Conclusion**

The LGAQ is an important association that advocates on behalf of member councils. Through a collective voice, the LGAQ can make submissions to the Queensland and Commonwealth government on strategic issues that impact local governments across Queensland.

The LGAQ Annual Conference provides a forum for member Councils to put forward and discuss motions on current strategic issues. As a member of the LGAQ, Scenic Rim Regional Council has an opportunity to submit such motions for consideration at the 2023 Annual Conference.

**10.8 Inappropriate Conduct Matter C-23-00041**

**Executive Officer:** General Manager Council Sustainability

**Item Author:** Principal Specialist Governance and Assurance

**Attachments:**

1. Investigation Report - Inappropriate Conduct Matter C-23-00041 - Confidential
2. OIA Referral and attachments C-23-00041 - Confidential
3. Invoice for Investigation - Confidential
4. Statement in Response by subject Councillor - Confidential

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**Executive Summary**

On 20 February 2023, the Office of the Independent Assessor (OIA) referred a complaint against Councillor McConnell to Council to investigate, pursuant to section 150W(1)(b) of the *Local Government Act 2009*, advising of its reasonable suspicion that the complaint, if proven, involves inappropriate conduct.

Council engaged an external investigator to conduct the investigation under Council's Investigation Policy. The investigator has completed the investigation and provided a confidential report with findings and recommendations. The subject Councillor has provided a written response to the allegations and the investigation report.

Council is required to determine if the Councillor has engaged in inappropriate conduct and, if so, the order to be imposed.

**Recommendation**

That Council determine if Councillor McConnell has engaged in inappropriate conduct and, if so, the order or orders to be made.

**Previous Council Considerations / Resolutions**

Nil.

**Report / Background**

On 20 February 2023, the OIA referred an inappropriate conduct matter to Council to investigate. The OIA had assessed a complaint that Councillor McConnell had used inappropriate language when speaking to a Council Officer and had provided advice to members of the community regarding compliance issues.

Council subsequently engaged GRCL Consulting Service to conduct an investigation pursuant to Council's Investigation Policy. The investigation was conducted and an investigation report was provided to Council. The investigation report is attached as a confidential document.

Councillor McConnell provided a written statement in response to the allegations and the findings in the investigation report.

Council is required to determine whether or not Councillor McConnell, has engaged in inappropriate conduct, and if so, any order to be made regarding the penalty to be imposed.

## Budget / Financial Implications

The total cost of the investigation was \$8,583.

Council approved the provision of legal assistance to the subject Councillor for legal expenses incurred by the subject Councillor for this inappropriate conduct matter. At this stage, the amount of legal expenses incurred to date has not been provided. However, Council did limit the amount of legal expenses to \$15,000 with a condition that the expenses be repaid upon a finding of inappropriate conduct.

## Strategic Implications

### *Operational Plan*

Theme: 3. Open and Responsive Government

Key Area of Focus: Ongoing integrity of Council's practice and processes

### *Legal / Statutory Implications*

The *Local Government Act 2009* and Council's Investigation Policy must be followed when determining inappropriate conduct matters.

## Risks

### Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR46 Inadequate or lack of Governance (including procurement) Framework (systems, policies, procedures, delegations and controls) in place to ensure compliance by Council's Councillors and Officers with all relevant State and Federal legislation and regulations.

### Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Governance, Risk & Compliance  Failure to comply with regulatory obligations	3 Moderate	Almost certain	High	Governance to provide appropriate advice to ensure decisions are made in accordance with the Local Government Act 2009 and the Investigation Policy.	Low
Reputation, Community & Civic Leadership  Perception of failing to adequately deal with Councillor conduct issues.	3 Moderate	Almost certain	High	Governance to provide appropriate advice to ensure decisions are made in accordance with the Local Government Act 2009 and the Investigation Policy.	Low

### **Consultation**

Office of the Independent Assessor  
GRCL Consulting Services

### **Conclusion**

An independent investigator has provided an investigation report regarding a complaint of inappropriate conduct against Councillor McConnell. Council has been provided with a copy of the investigation report and response statement and must decide whether or not the Councillor has engaged in inappropriate conduct, and if so, any penalty to be imposed.

**10.9 Council Monthly Financial Report for June 2023**

**Executive Officer:** General Manager Council Sustainability

**Item Author:** Coordinator Financial Management

**Attachments:**

1. Monthly Financial Report June 2023 [↓](#) 

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**Executive Summary**

This report seeks Council's endorsement of the monthly financial report for June 2023.

**Recommendation**

That Council receive the unaudited financial statements for the period ended 30 June 2023 for the Financial Year 2022-2023.

**Previous Council Considerations / Resolutions**

Financial reports are presented to Council on a monthly basis.

**Report / Background**

The Council monthly financial report provides information on Council's actual to budget performance. The graphical representation of key performance indicators provides key summary financial information.

The June 2023 monthly financial report is an interim report only due to the timing of end of financial year processing still being finalised - it is expected that some metrics in this report are likely to change. Processing for revenue and expense accruals, depreciation expense, provision calculations, property, plant and equipment capitalisations and revaluations and several other items will continue during July.

Queensland Audit Office (External Auditors) sign-off of the 2022-2023 Financial Statements is scheduled for 6 October 2023 following which the final monthly financial report will be presented to Council at the next available Ordinary meeting.

**Budget / Financial Implications**

The budget/financial implications are reflected within Attachment 1.

**Strategic Implications***Operational Plan*

Theme: 3. Open and Responsive Government

Key Area of Focus: Ongoing integrity of Council's practice and processes

*Legal / Statutory Implications*

Section 204 of the *Local Government Regulation 2012* requires the Chief Executive Officer to present a financial report to Council on a monthly basis.

**Risks**Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR47 Inadequate or lack of an appropriate Financial Management Framework (including systems, policies, procedures and controls) in place to adequately minimise risk of fraudulent action and to maximise financial sustainability.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Financial and Economic  Inaccurate or untimely management reporting	Major	Likely	High	Actual performance is reported against budget on a monthly basis to the Executive Team and Council	Low
Financial and Economic  Failure to develop and implement procedures to manage cash and investments	Catastrophic	Almost certain	Extreme	Monthly investment report is provided to the Executive Team and Council that reports actual performance against investment limits	Low
Financial and Economic  Failure to manage outstanding debtors	Moderate	Almost certain	High	Monthly debtors report is provided to the Executive Team and Council including chart showing total outstanding debtors and debtors greater than 90 days overdue	Low

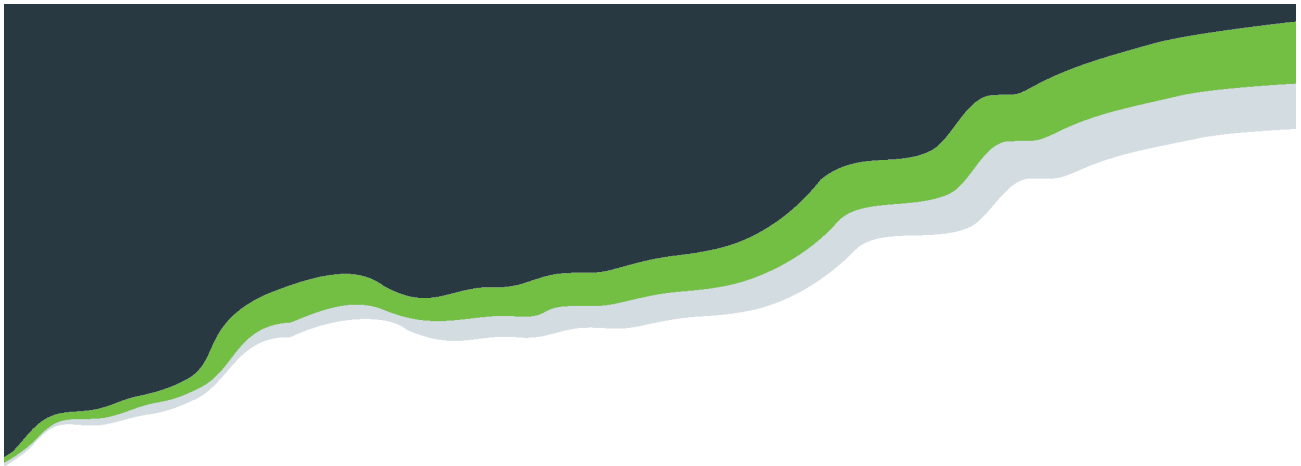
**Consultation**

The Chief Executive Officer, General Managers and Managers have reviewed the actual to budget performance for their relevant portfolios.

**Conclusion**

The monthly financial report provides information on the actual to budget position at financial statement level.

The June 2023 monthly financial report is an interim report only due to the timing of end of financial year processing still being finalised - it is expected that some metrics in this report are likely to change.



## FINANCIAL PERFORMANCE AND POSITION PROGRESS REPORT JUNE 2023

## Executive Summary

The June 2023 monthly financial report is an interim report only due to the timing of end of financial year processing with the numbers in this report likely to change. Processing for revenue and expense accruals, depreciation expense, provision calculations, property, plant and equipment capitalisations and revaluations and several other items will continue during July. Audit sign-off of the accounts is scheduled for 6 October 2023 following which the final monthly financial report will be presented to Council at the next available Ordinary meeting.

Net operating surplus: **\$2.403 million above budgeted expectations**

- Operating revenue \$2.465 million lower than budgeted levels
- Operating expenditure \$4.868 million lower than budgeted forecast

Operating revenue: **\$2.465 million 2.6% lower than budgeted expectations**

- Fees and Charges \$0.356 million 5% higher than anticipated due largely to plumbing certification and cemetery fees.
- Grants and subsidies are \$0.429 million 10% lower than anticipated due to the timing with receipt of QRA disaster subsidies \$1.504 million. This is offset by additional Financial Assistance Grant funding received in advance for the 2023-2024 financial year of \$1.459 million. Council recently received advice that the federal government were prepaying 100% of the 2023-2024 grant allocation.
- Share of Profit from Associates has not yet been calculated. Urban Utilities will release an extract of their unaudited accounts in late July and Council's share of profits will be calculated at that stage.

Operating expenditure: **\$4.868 million 5.2% lower than budgeted expectations**

- Employee expenses are \$0.641 million lower than budgeted. Employee expense accruals for 5 days have not yet been processed and this variance will change significantly prior to finalisation of the accounts.
- Materials and services are \$4.692 million 12% lower than budget expectations. No creditor accruals have been processed at this early stage and this variance will change significantly prior to finalisation of the accounts. Refer Note 4 (Page 6 of 11) for more detail.

Capital expenditure: **\$75.309 million 57% lower than budgeted expectations**

- Refer to Note 5 (Page 7 of 11) for more detail.
- Capital projects that have been deferred beyond 30 June 2023 are identified in Note 5.

Proceeds from sale of assets: **\$4.331 million 92% lower than budgeted expectations**

- Refer Note 6 (Page 7 of 11) for more detail.

Capital revenue: **\$41.990 million 53% lower than budgeted expectations**

- Refer Note 7 (Page 8 of 11) for details.

Statement of financial position

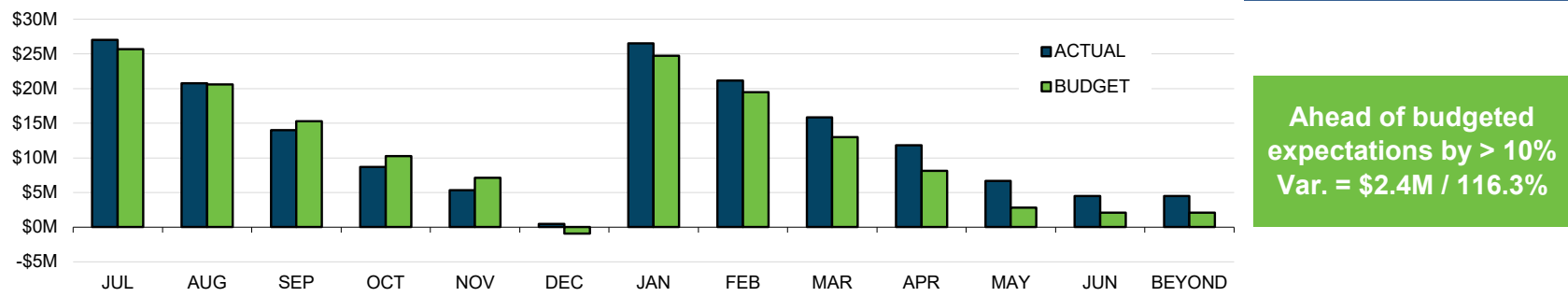
- Cash and investments: \$31.348 million higher than budgeted expectations largely due to favourable cash positions in operating surplus and capital expenditure; offset by lower than anticipated proceeds from sale of assets and capital revenue.
- Other financial assets: \$1.812 million lower than budget due to timing with processing Urban Utilities adjustments.
- Property, plant and equipment: \$48.845 million lower than budget due to lower level of capital expenditure and timing with processing of revaluation adjustments.
- Non-current provisions: \$2.095 million lower than budget due to timing with processing of employee and restoration provisions.
- Other non-current liabilities: \$1.371 million higher than budget due to an additional domestic waste levy reimbursement by the State government for the 2026-2027 financial year.

Financial performance and position

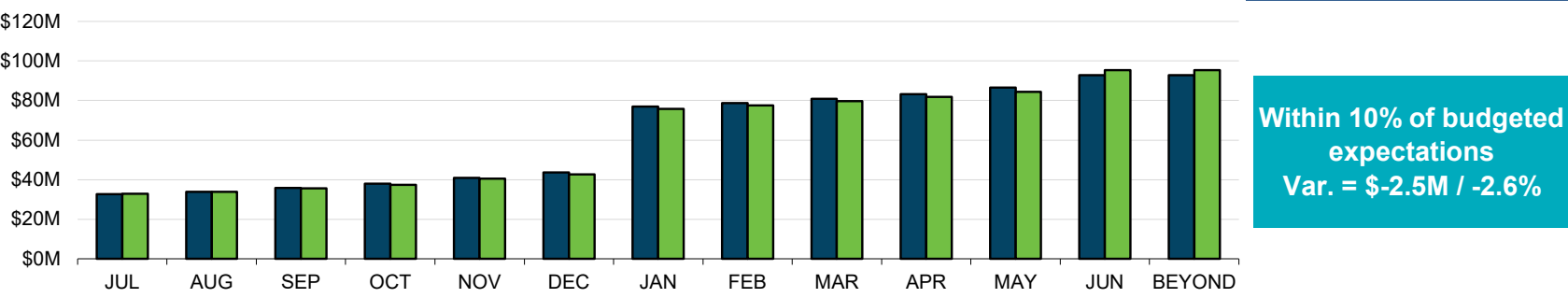
SCENIC RIM  
REGIONAL COUNCIL

1. KEY PERFORMANCE INDICATORS

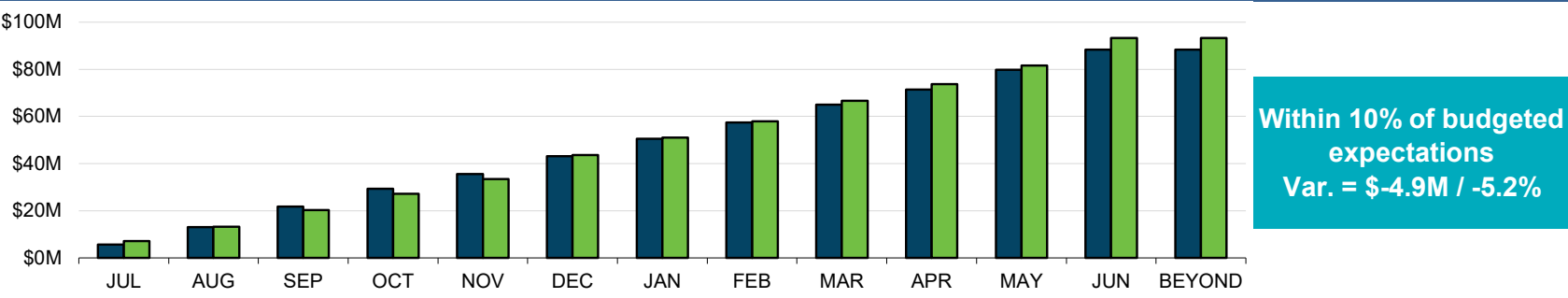
Net operating surplus / (deficit)



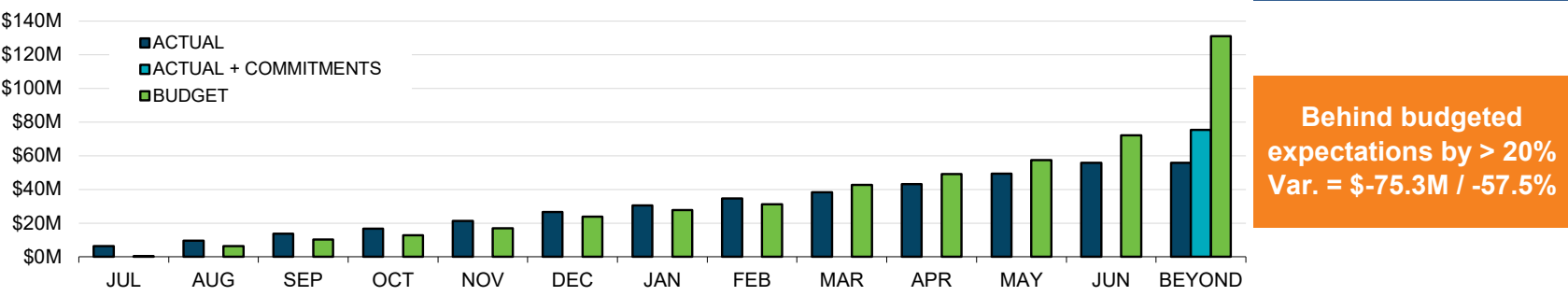
Operating revenue



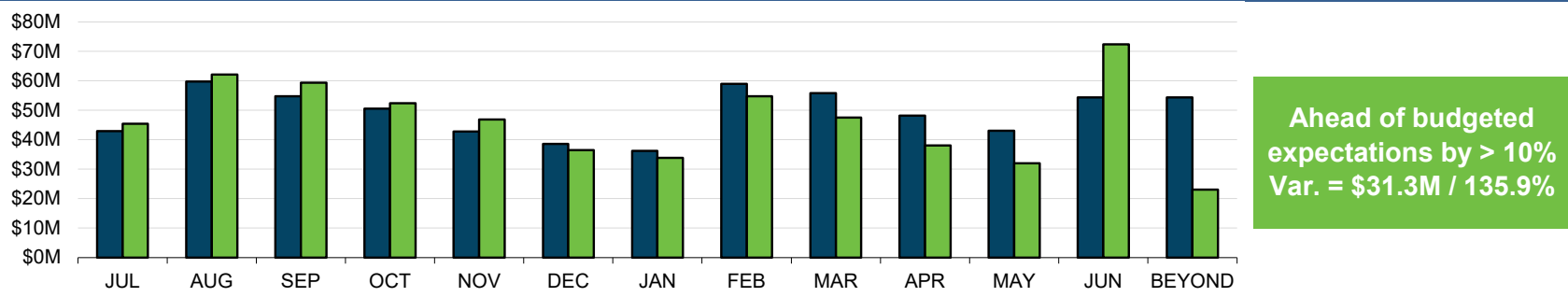
Operating expenditure



Capital expenditure



Cash



Legend:

Negative Variance > 20%	Within tolerance
Negative Variance > 10%	Positive Variance > 10%

# Financial performance and position



## 2. STATEMENT OF COMPREHENSIVE INCOME

### STATEMENT OF COMPREHENSIVE INCOME For the Period Ending 30-Jun-2023

		Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Operating revenue</b>						
Rates and utility charges	Note 1	\$63,566	\$63,566	\$63,566	\$63,421	(\$145)
Discounts and pensioner remissions		(\$1,863)	(\$1,863)	(\$1,863)	(\$1,933)	(\$69)
Fees and charges	Note 2	\$6,269	\$7,153	\$7,153	\$7,508	\$356
Interest received		\$1,593	\$2,587	\$2,587	\$2,755	\$168
Recoverable works		\$5,942	\$6,928	\$6,928	\$7,085	\$157
Grants, subsidies, contributions and donations		\$4,895	\$9,573	\$9,573	\$9,144	(\$429)
Share of profit from associates		\$2,490	\$2,490	\$2,490	\$0	(\$2,490)
Other revenues	Note 3	\$4,646	\$4,896	\$4,896	\$4,883	(\$12)
<b>Total Operating revenue</b>		<b>\$87,536</b>	<b>\$95,327</b>	<b>\$95,327</b>	<b>\$92,862</b>	<b>(\$2,465)</b>
<b>Operating expenditure</b>						
Employee expenses		\$41,650	\$40,341	\$40,341	\$39,700	\$641
Employee expenses allocated to capital		(\$6,289)	(\$5,896)	(\$5,896)	(\$5,532)	(\$364)
Net operating employee expenses		\$35,361	\$34,445	\$34,445	\$34,168	\$277
Materials and services	Note 4	\$32,673	\$39,594	\$39,594	\$34,901	\$4,692
Finance costs		\$1,171	\$1,174	\$1,174	\$1,169	\$5
Depreciation and amortisation		\$18,046	\$18,046	\$18,046	\$18,152	(\$106)
<b>Total Operating expenditure</b>		<b>\$87,251</b>	<b>\$93,259</b>	<b>\$93,259</b>	<b>\$88,391</b>	<b>\$4,868</b>
<b>NET OPERATING SURPLUS / (DEFICIT)</b>		<b>\$285</b>	<b>\$2,069</b>	<b>\$2,069</b>	<b>\$4,472</b>	<b>\$2,403</b>
<b>Capital revenue</b>						
Capital grants and subsidies		\$9,316	\$75,638	\$75,638	\$32,464	(\$43,174)
Infrastrucuture charges		\$2,305	\$3,400	\$3,400	\$4,584	\$1,184
<b>Total capital revenue</b>		<b>\$11,621</b>	<b>\$79,038</b>	<b>\$79,038</b>	<b>\$37,048</b>	<b>(\$41,990)</b>
<b>NET SURPLUS / (DEFICIT)</b>		<b>\$11,906</b>	<b>\$81,107</b>	<b>\$81,107</b>	<b>\$41,520</b>	<b>(\$39,587)</b>

# Financial performance and position



## 3. STATEMENT OF FINANCIAL POSITION

### STATEMENT OF FINANCIAL POSITION

As at 30-Jun-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Current assets</b>					
Cash and Investments	\$19,967	\$23,063	\$23,063	\$54,411	\$31,348
Receivables	\$8,100	\$8,100	\$8,100	\$8,194	\$94
Inventories	\$900	\$900	\$900	\$1,177	\$277
Other Current Assets	\$0	\$670	\$670	\$608	(\$62)
<b>Total current assets</b>	<b>\$28,967</b>	<b>\$32,733</b>	<b>\$32,733</b>	<b>\$64,391</b>	<b>\$31,658</b>
<b>Non-current assets</b>					
Receivables	\$14,676	\$14,676	\$14,676	\$14,676	\$0
Other Financial Assets	\$39,441	\$39,292	\$39,292	\$37,480	(\$1,812)
Property, Plant and Equipment and Intangibles	\$1,028,414	\$1,041,864	\$1,041,864	\$993,019	(\$48,845)
<b>Total non-current assets</b>	<b>\$1,082,531</b>	<b>\$1,095,832</b>	<b>\$1,095,832</b>	<b>\$1,045,175</b>	<b>(\$50,657)</b>
<b>TOTAL ASSETS</b>	<b>\$1,111,498</b>	<b>\$1,128,565</b>	<b>\$1,128,565</b>	<b>\$1,109,566</b>	<b>(\$18,999)</b>
<b>Current liability</b>					
Trade and Other Payables	\$7,000	\$7,000	\$7,000	\$5,882	\$1,118
Borrowings	\$4,171	\$4,171	\$4,171	\$4,182	(\$11)
Provisions	\$10,400	\$10,400	\$10,400	\$10,769	(\$369)
Other Current Liabilities	\$0	\$1,718	\$1,718	\$2,022	(\$304)
<b>Total current liability</b>	<b>\$21,571</b>	<b>\$23,289</b>	<b>\$23,289</b>	<b>\$22,856</b>	<b>(\$433)</b>
<b>Non-current liability</b>					
Borrowings	\$43,263	\$43,265	\$43,265	\$43,263	\$2
Provisions	\$4,219	\$4,219	\$4,219	\$2,124	\$2,095
Other Non-Current Liabilities	\$0	\$3,190	\$3,190	\$4,561	(\$1,371)
<b>Total non-current liability</b>	<b>\$47,482</b>	<b>\$50,674</b>	<b>\$50,674</b>	<b>\$49,949</b>	<b>(\$725)</b>
<b>TOTAL LIABILITIES</b>	<b>\$69,053</b>	<b>\$73,963</b>	<b>\$73,963</b>	<b>\$72,804</b>	<b>(\$1,159)</b>
<b>NET ASSETS</b>	<b>\$1,042,445</b>	<b>\$1,054,602</b>	<b>\$1,054,602</b>	<b>\$1,036,762</b>	<b>(\$17,840)</b>

# Financial performance and position



## 4. NOTES TO FINANCIAL STATEMENTS

### NOTE 1 - RATES AND UTILITY CHARGES ANALYSIS For the Period Ending 30-Jun-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Rates and utility charges</b>					
General Rates	\$45,547	\$45,547	\$45,547	\$45,426	(\$121)
Separate Charge Community Infrastructure	\$9,746	\$9,746	\$9,746	\$9,691	(\$55)
Waste Disposal Charge	\$554	\$554	\$554	\$540	(\$14)
Waste Collection Charge	\$7,719	\$7,719	\$7,719	\$7,763	\$44
<b>Total rates and utility charges</b>	<b>\$63,566</b>	<b>\$63,566</b>	<b>\$63,566</b>	<b>\$63,421</b>	<b>(\$145)</b>

### NOTE 2 - FEES AND CHARGES ANALYSIS For the Period Ending 30-Jun-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Fees and charges</b>					
Development Assessment	\$925	\$1,275	\$1,275	\$1,316	\$41
Plumbing Certification	\$1,011	\$1,061	\$1,061	\$1,217	\$156
Building Certification	\$469	\$469	\$469	\$433	(\$36)
Other Building and Property Related Revenue	\$789	\$982	\$982	\$998	\$15
Refuse Tipping Fees	\$1,439	\$1,709	\$1,709	\$1,744	\$35
Animal Management Licences	\$240	\$246	\$246	\$254	\$8
Food Licences	\$194	\$194	\$194	\$224	\$30
Cemetery Fees	\$328	\$400	\$400	\$508	\$108
Moogerah Caravan Park Fees	\$734	\$664	\$664	\$637	(\$27)
Other Fees and Charges	\$140	\$152	\$152	\$177	\$26
<b>Total fees and charges</b>	<b>\$6,269</b>	<b>\$7,153</b>	<b>\$7,153</b>	<b>\$7,508</b>	<b>\$356</b>

### NOTE 3 - OTHER REVENUES ANALYSIS For the Period Ending 30-Jun-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Other revenues</b>					
Waste Charges for LCC Dumping at Central Landfill	\$2,403	\$2,693	\$2,693	\$2,770	\$77
Tax Equivalents - Urban Utilities	\$1,067	\$1,067	\$1,067	\$829	(\$238)
Other	\$1,175	\$1,136	\$1,136	\$1,284	\$148
<b>Total other revenues</b>	<b>\$4,646</b>	<b>\$4,896</b>	<b>\$4,896</b>	<b>\$4,883</b>	<b>(\$12)</b>

# Financial performance and position



## 4. NOTES TO FINANCIAL STATEMENTS CONTINUED

### NOTE 4 - MATERIALS AND SERVICES ANALYSIS For the Period Ending 30-Jun-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
<b>Materials and services</b>					
Subscriptions	\$325	\$363	\$363	\$327	(\$36)
IT Systems Maintenance	\$3,047	\$2,963	\$2,963	\$2,949	(\$14)
Office Expenditure	\$537	\$594	\$594	\$459	(\$135)
Recoverable Works	\$2,729	\$3,518	\$3,518	\$4,671	\$1,154
Disaster Event Emergent Works & CDO	\$0	\$779	\$779	\$776	(\$2)
Fleet IPH Recoveries	(\$10,464)	(\$10,464)	(\$10,464)	(\$10,537)	(\$74)
Grants	\$470	\$489	\$489	\$460	(\$29)
Legal Expenses	\$1,058	\$1,104	\$1,104	\$1,056	(\$48)
Waste Collection Contract	\$2,725	\$2,725	\$2,725	\$2,294	(\$431)
Insurance	\$566	\$609	\$609	\$938	\$330
Economic Development	\$1,411	\$1,661	\$1,661	\$891	(\$770)
Maintenance and Operations	\$20,172	\$20,706	\$20,706	\$20,572	(\$133)
721600 - Road Maintenance	\$4,298	\$4,688	\$4,688	\$4,663	(\$25)
721601 - Bridge Maintenance	\$444	\$387	\$387	\$381	(\$6)
721611 - Urban Approaches and Town Centres Maintenance	\$440	\$640	\$640	\$724	\$84
721612 - Road Furniture Projects	\$73	\$43	\$43	\$16	(\$27)
721613 - Resheeting	\$1,349	\$519	\$519	\$476	(\$42)
721614 - Shoulder Resheeting	\$413	\$593	\$593	\$512	(\$81)
729283 - Weed Treatment Council Roadsides	\$8	\$8	\$8	\$5	(\$4)
729316 - Road Corridor Management	\$81	\$104	\$104	\$107	\$3
EXP20112-M&O-Parks, Gardens, Cemeteries	\$1,958	\$1,997	\$1,997	\$2,270	\$273
EXP20113-M&O-Fleet	\$3,553	\$3,653	\$3,653	\$3,897	\$244
EXP20114-M&O-Waste Disposal	\$2,654	\$3,139	\$3,139	\$2,791	(\$347)
EXP20125-M&O-Facility Operations	\$3,590	\$3,575	\$3,575	\$3,304	(\$271)
EXP20126-M&O-Facility Maintenance	\$1,143	\$1,192	\$1,192	\$1,228	\$36
EXP20127-M&O-Facility Maintenance Scheduled	\$169	\$169	\$169	\$198	\$29
Transfer Station Operations	\$788	\$778	\$778	\$620	(\$157)
Grant Funded Expenditure	\$422	\$2,659	\$2,659	\$1,178	(\$1,481)
EXP20134-Grant Exp-Drought Communities Programms	\$0	\$231	\$231	\$64	(\$167)
EXP20136-Grant Exp-Bushfire Recovery Exceptional Assistance Package	\$0	\$77	\$77	\$35	(\$42)
EXP20137-Grant Exp-Qld Bushfires Local Economic Recovery	\$0	\$113	\$113	\$88	(\$25)
EXP20139-Grant Exp-Resilient Rivers	\$240	\$794	\$794	\$260	(\$535)
EXP20140-Grant Exp-Other Programs	\$182	\$1,444	\$1,444	\$732	(\$711)
Other Material and Services	\$8,887	\$11,111	\$11,111	\$8,247	(\$2,864)
<b>Total materials and services</b>	<b>\$32,673</b>	<b>\$39,594</b>	<b>\$39,594</b>	<b>\$34,901</b>	<b>(\$4,692)</b>

# Financial performance and position



## 5. CAPITAL EXPENDITURE

For the Period Ending 30-Jun-2023

	Commitments \$000	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000	Beyond June 2023 Revised Budget \$000
Council Wide Transactions	\$0	\$0	\$5,833	\$5,833	\$0	(\$5,833)	\$5,833
Library Services	\$40	\$269	\$269	\$269	\$237	(\$33)	\$0
Cultural Services	\$159	\$108	\$252	\$252	\$73	(\$180)	\$0
Facilities Maintenance	\$411	\$947	\$725	\$725	\$431	(\$295)	\$0
Parks and Landscape Maintenance	\$197	\$273	\$567	\$567	\$284	(\$282)	\$0
Waste Services	\$102	\$102	\$114	\$114	\$2	(\$112)	\$0
Waste Landfill - Central	\$35	\$510	\$1,356	\$1,356	\$440	(\$916)	\$869
Property Management	\$519	\$4,205	\$7,664	\$7,664	\$6,088	(\$1,576)	\$0
Waste Transfer Stations	\$176	\$221	\$316	\$316	\$74	(\$242)	\$0
Vibrant and Active Towns and Villages	\$880	\$649	\$9,959	\$9,959	\$4,151	(\$5,808)	\$4,947
Asset Management	\$0	\$493	\$0	\$0	\$0	\$0	\$0
Road Maintenance	\$62	\$562	\$596	\$596	\$470	(\$126)	\$0
Workshop	\$170	\$205	\$205	\$205	\$31	(\$174)	\$0
Capital Works	\$549	\$6,398	\$5,882	\$5,882	\$5,047	(\$835)	\$111
Structures and Drainage	\$218	\$2,752	\$3,300	\$3,300	\$1,564	(\$1,736)	\$300
Fleet Management	\$5,717	\$3,980	\$7,929	\$7,929	\$1,446	(\$6,482)	\$0
Reseals	\$357	\$2,692	\$3,222	\$3,222	\$2,898	(\$324)	\$0
Grant Funded Programs							
Grant-Bushfire Recovery Exceptional Assistance Pa	\$34	\$0	\$20	\$20	\$44	\$24	\$0
Declared Event - SEQ Coastal Trough 12-15 Dec 20	\$0	\$0	\$286	\$286	\$287	\$1	\$0
Declared Event - Southern Qld Severe Weather 20-3	\$2,505	\$0	\$3,068	\$3,068	\$2,660	(\$408)	\$0
Declared Event - November 2021	\$93	\$0	\$799	\$799	\$420	(\$379)	\$270
REPA - SEQ Rainfall and Flooding, 22-28 Feb 2022	\$1,960	\$0	\$34,180	\$34,180	\$10,408	(\$23,772)	\$25,820
REPA - 13 May 2022 Heavy Rainfall Event	\$3,101	\$0	\$5,234	\$5,234	\$2,873	(\$2,361)	\$3,931
QRA Community and Recreational Assets Rec and I	\$0	\$0	\$0	\$0	\$4	\$4	\$0
DRFA-Immediate Reconstruction Works-Q Bushfires	\$0	\$0	\$1,783	\$1,783	\$618	(\$1,166)	\$243
Grant Funded-Beaudesert Town Centre Redevlopme	\$637	\$0	\$8,488	\$8,488	\$3,716	(\$4,772)	\$4,316
Grant Funded-Bridge Renewal Program	\$317	\$7,263	\$8,090	\$8,090	\$957	(\$7,132)	\$5,856
Grant Funded-Black Spot Program	\$291	\$0	\$4,341	\$4,341	\$2,909	(\$1,432)	\$741
Grant Funded-Drought Communities Programme DC	\$0	\$0	\$64	\$64	\$19	(\$45)	\$0
Grant Funded-Local Govt Grants and Subsidies Prog	\$67	\$0	\$2,005	\$2,005	\$110	(\$1,895)	\$1,841
Grant Funded-Local Roads and Community Infrastru	\$148	\$2,178	\$5,669	\$5,669	\$2,342	(\$3,328)	\$3,050
Grant Funded-Mass Action Rest Area Upgrade Prog	\$0	\$0	\$45	\$45	\$13	(\$32)	\$0
Grant Funded-Principal Cycle Network Program	\$0	\$0	\$264	\$264	\$264	\$0	\$0
Grant Funded-Qld Bushfires Local Economic Recov	\$694	\$0	\$3,403	\$3,403	\$2,378	(\$1,024)	\$0
Grant Funded-SEQ Community Stimulus Program	\$111	\$0	\$3,828	\$3,828	\$1,345	(\$2,482)	\$550
Grant Funded-School Transport Infrastructure Porg	\$0	\$180	\$162	\$162	\$4	(\$158)	\$142
Grant Funded-Unite and Recover Community Stimul	\$4	\$0	\$31	\$31	\$31	\$0	\$0
Grant Funded-Unite and Recover Community Stimul	\$45	\$0	\$1,021	\$1,021	\$1,022	\$1	\$0
Grant Funded-COVID W4Q Works For Queensland	\$0	\$0	\$30	\$30	\$30	(\$0)	\$0
<b>Total capital expenditure</b>	<b>\$19,597</b>	<b>\$33,988</b>	<b>\$130,999</b>	<b>\$130,999</b>	<b>\$55,690</b>	<b>(\$75,309)</b>	<b>\$58,820</b>

\* Beyond June 2023 : Budgeted transactions not expected to be incurred until post 30 June 2023. These may include potential carry forward projects due to either being multi-year staged projects, deferred projects or where funds were planned to be received this financial year for a project to be commenced next financial year.

## 6. PROCEEDS FROM ASSET SALES

For the Period Ending 30-Jun-2023

	Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000	Beyond June 2023 Revised Budget \$000
Property Management	\$843	\$3,304	\$3,304	\$0	(\$3,304)	\$2,529
Fleet Management	\$875	\$1,400	\$1,400	\$373	(\$1,027)	\$0
<b>Total proceeds from asset sales</b>	<b>\$1,718</b>	<b>\$4,704</b>	<b>\$4,704</b>	<b>\$373</b>	<b>(\$4,331)</b>	<b>\$2,529</b>

# Financial performance and position



## 7. CAPITAL REVENUE - CAPITAL GRANTS, SUBSIDIES, CONTRIBUTIONS AND DONATIONS

For the Period Ending 30-Jun-2023

	Annual Original Budget \$000	Annual Revised Budget \$000	YTD Revised Budget \$000	YTD Actual \$000	YTD Variance \$000
621003 - State Library Grant	\$201	\$201	\$201	\$201	(\$0)
621005 - Transport Infrastructure Development Scheme (TIDS)	\$744	\$744	\$744	\$744	\$0
621006 - Roads to Recovery	\$1,089	\$1,089	\$1,089	\$1,089	\$0
621032 - Grant-Blackspot Funding	\$0	\$3,973	\$3,973	\$3,327	(\$646)
621038 - Bridge Renewal Program	\$3,104	\$4,527	\$4,527	\$2,154	(\$2,373)
621041 - Building Better Regions Grant Funding	\$0	\$3,839	\$3,839	\$737	(\$3,102)
621044 - Building Our Regions	\$0	\$2,875	\$2,875	\$200	(\$2,675)
621045 - DRFA - REPA Bushfire Subsidy 2019	\$0	\$1,479	\$1,479	\$217	(\$1,262)
621047 - Flood Damage Subsidies 2020 REPA	\$0	\$74	\$74	\$74	\$0
621048 - Works for Queensland COVID Grant - Capital Portion	\$0	\$144	\$144	\$144	\$0
621049 - Local Roads and Community Infrastructure Program Funding	\$2,178	\$3,217	\$3,217	\$1,089	(\$2,128)
621050 - Unite and Recover Community Stimulus Package-Lake	\$0	\$203	\$203	\$203	\$0
621051 - Unite and Recover Community Stimulus Package-Foot	\$0	\$200	\$200	\$200	\$0
621052 - Grant-QRRRF-Mahoney Road Floodway Upgrade SRR	\$0	\$42	\$42	\$42	\$0
621054 - Grant-Drought Communities Programme DCP000598	\$0	\$385	\$385	\$0	(\$385)
621055 - Heavy Vehicle Safety and Productivity Program (HVSP)	\$2,000	\$2,400	\$2,400	\$800	(\$1,600)
621056 - Grant-Qld Bushfires LER - Vonda Youngman Communi	\$0	\$327	\$327	\$224	(\$103)
621057 - Grant-Qld Bushfires LER-Refurbish Tamborine Mountai	\$0	\$1,499	\$1,499	\$0	(\$1,499)
621058 - Grant-2021-2024 SEQ Community Stimulus Program	\$0	\$1,995	\$1,995	\$0	(\$1,995)
621059 - DRFA - REPA Southern Qld Severe Weather, 20-31 Ma	\$0	\$2,231	\$2,231	\$1,385	(\$846)
621060 - DRFA - REPA SEQ Coastal Trough 12-15 December 2	\$0	\$221	\$221	\$116	(\$105)
621061 - DRFA - REPA Subsidy November 2021	\$0	\$784	\$784	\$541	(\$242)
621062 - TMR-Mass Action Rest Area Upgrade Program	\$0	\$67	\$67	\$0	(\$67)
621063 - DRFA - REPA SEQ Rainfall and Flooding, 22-28 Febru	\$0	\$33,166	\$33,166	\$9,537	(\$23,630)
621064 - DRFA - REPA Southern Qld Flooding Event, 6-20 May	\$0	\$3,791	\$3,791	\$5,016	\$1,225
621065 - LGGSP-Safety Upgrades on Tarome Road	\$0	\$1,203	\$1,203	\$361	(\$842)
621066 - STIP - School Transport Infrastructure Program	\$0	\$81	\$81	\$41	(\$41)
621098 - Capital Grants AASB1058 Accrual Adjustment	\$0	\$3,368	\$3,368	\$3,368	(\$0)
621099 - Other Capital Grants and Subsidies	\$0	\$1,516	\$1,516	\$173	(\$1,343)
621101 - Infrastructure Charges	\$2,305	\$3,400	\$3,400	\$4,584	\$1,184
621104 - Contributions Tied to Specific Projects	\$0	\$0	\$0	\$3	\$3
621199 - Other Infrastructure Contributed Assets	\$0	\$0	\$0	\$481	\$481
<b>Total Capital Revenue - Capital Grants, Subsidies, Contributi</b>	<b>\$11,621</b>	<b>\$79,038</b>	<b>\$79,038</b>	<b>\$37,048</b>	<b>(\$41,990)</b>

# Financial performance and position



## 8. INVESTMENTS

### INVESTMENTS

As at 30-Jun-2023

#### INVESTMENTS HELD BY COUNCIL

Financial Institution	Type	Principal \$'000	Interest Rate	Maturity Date	Days to Maturity	S&P Short Term Rating
Queensland Treasury Corporation	On Call	\$32,049	3.98%	30/06/2023	0	A1+
Bendigo & Adelaide Bank - Canungra	Term Depo	\$1,000	5.00%	4/12/2023	157	A2
Bendigo & Adelaide Bank - Kalbar	Term Depo	\$1,000	4.45%	14/08/2023	45	A2
Bendigo & Adelaide Bank - Beaudesert	Term Depo	\$1,000	4.80%	6/11/2023	129	A2
Suncorp Metway Limited-Corporate	Term Depo	\$3,000	5.25%	11/12/2023	164	A1
BOQ- Corporate	Term Depo	\$1,000	4.27%	24/07/2023	24	A2
BOQ- Corporate	Term Depo	\$3,000	4.65%	7/09/2023	69	A2
Suncorp Metway Limited-Corporate	Term Depo	\$3,000	4.87%	1/11/2023	124	A1
National Australia Bank- Corporate	Term Depo	\$2,000	4.80%	6/11/2023	129	A1+
National Australia Bank- Corporate	Term Depo	\$1,000	4.45%	14/08/2023	45	A1+
National Australia Bank- Corporate	Term Depo	\$5,000	4.47%	25/09/2023	87	A1+
AMP Bank - Corporate	Term Depo	\$2,000	4.95%	6/11/2023	129	A2
Amp Bank - Corporate	Term Depo	\$2,000	5.55%	21/12/2023	174	A2

<b>Total investments</b>		<b>\$57,049</b>				
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Cash in bank accounts	On Call	\$1,521	0.10%	30/06/2023	0	A1+
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<b>Total cash</b>		<b>\$1,521</b>				
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<b>TOTAL CASH AND INVESTMENTS</b>		<b>\$58,570</b>	Varies from Statement of Financial Position due to cash in Trust and reconciling items.			
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#### INVESTMENT INTEREST RATE PERFORMANCE

Weighted Average Interest Rate	4.23%
Target Interest Rate (RBA cash rate)	4.10%
Investment Policy Adhered to?	Yes

### ESTIMATE OF RESTRICTED CASH

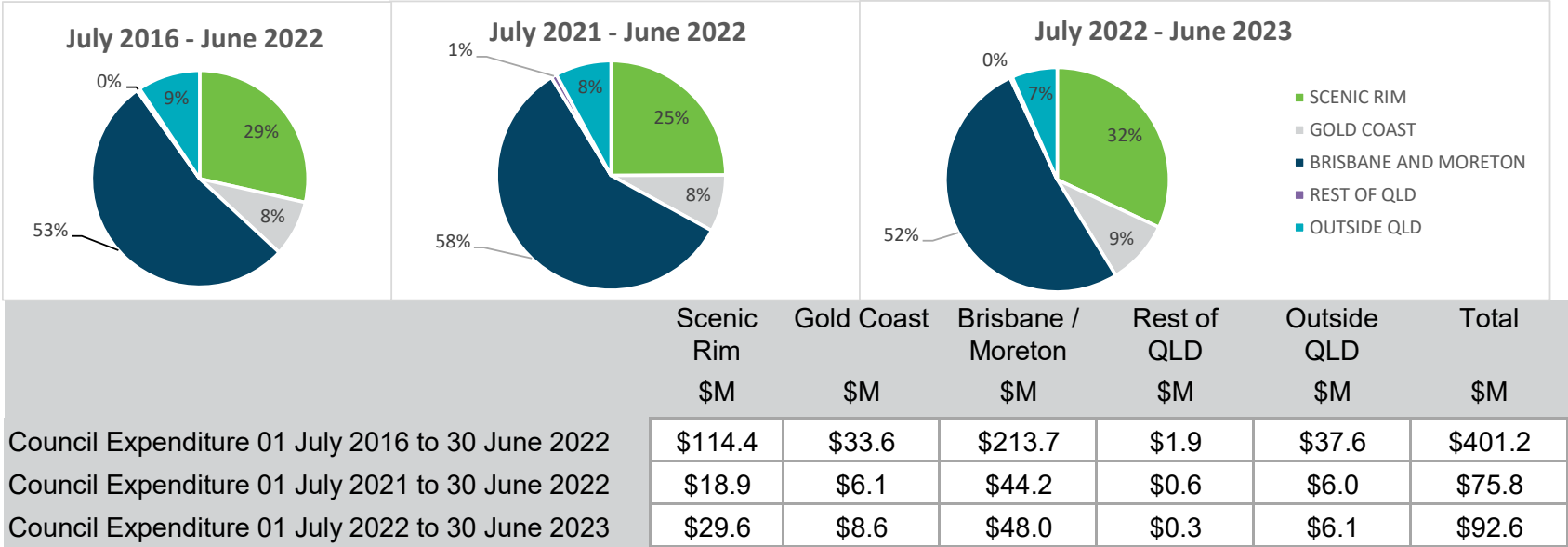
EXTERNAL RESTRICTIONS	\$'000
Loan draw down but not yet expended	\$12,093
Operating grant funding received but not yet expended	\$2,501
Capital grant funding received but not yet expended	\$6,609
Domestic waste levy refund received in advance	\$6,279
Cash held in trust account	\$4,126
<b>Total estimated restricted cash</b>	<b>\$31,608</b>

Financial performance and position

SCENIC RIM  
REGIONAL COUNCIL

9. ADDITIONAL INFORMATION

COUNCIL EXPENDITURE BY LOCATION



HARDSHIP APPLICATIONS

	Financial	COVID	Drought	Bushfires	Flood
2021-2022 Applications Approved	3	0	0	1	0
2022-2023 Current Month					
Applications Sent (excludes direct download from website)	2	0	0	0	0
Applications Received	1	0	0	0	0
Applications Approved	0	0	0	0	0
Applications Currently Under Review	0	0	0	0	0
Applications Ineligible / Withdrawn	0	0	0	0	0

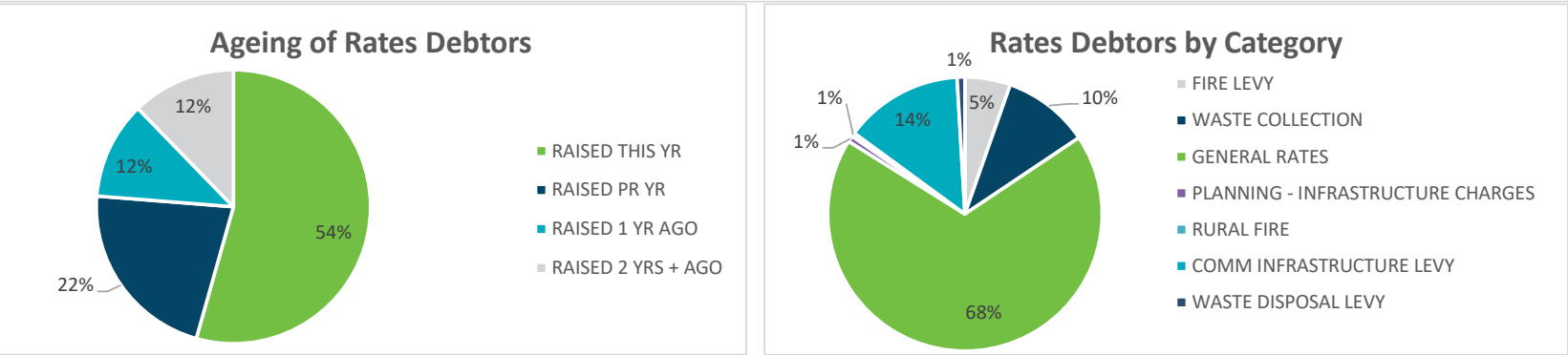
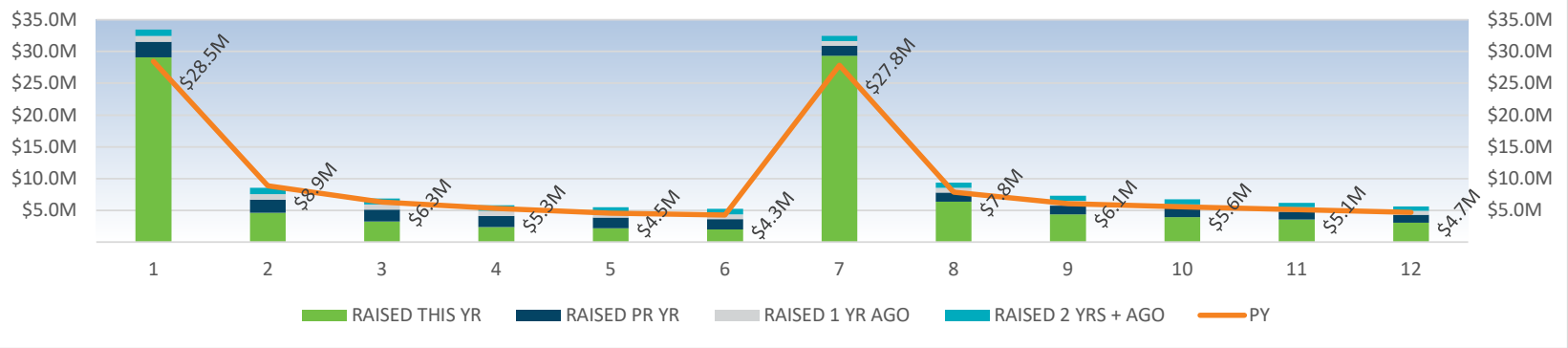
Financial performance and position

SCENIC RIM

REGIONAL COUNCIL

10. DEBTORS

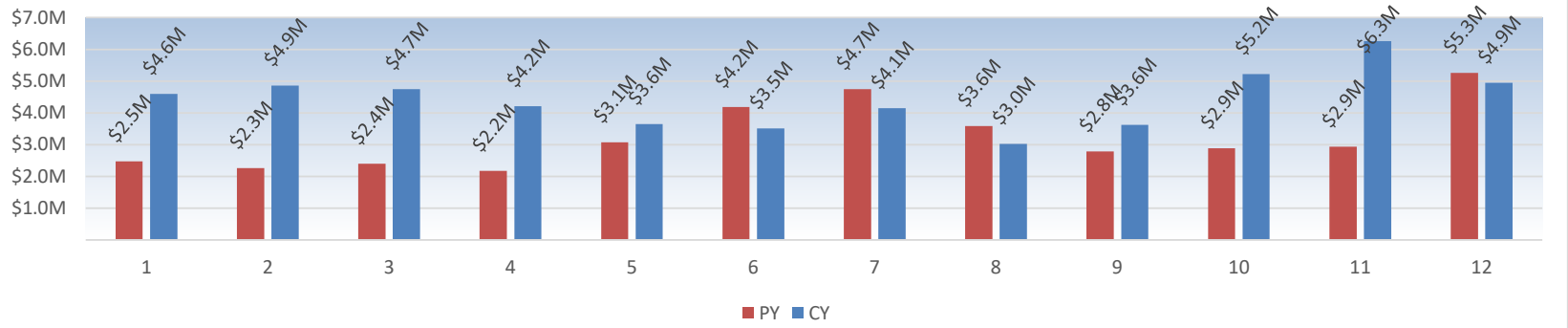
OUTSTANDING RATES DEBTORS



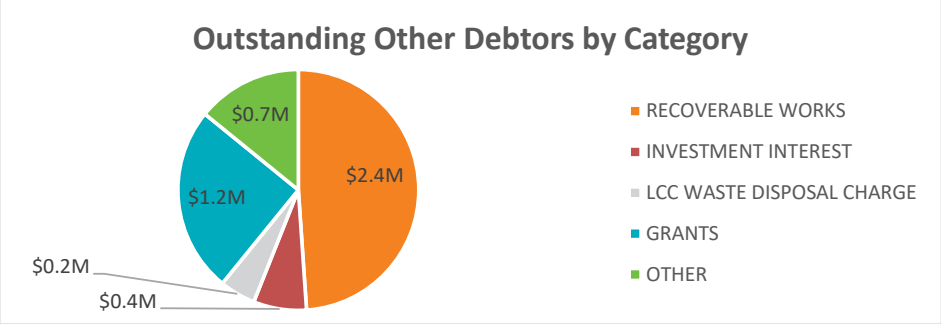
Outstanding Rates Debtors by Category

	As at 30-Jun-2023		As at 30-Jun-2022	
	Total Levy \$'000	Current Levy \$'000	Total Levy \$'000	Current Levy \$'000
Fire Levy	\$301	\$169	\$256	\$150
Waste Collection	\$575	\$316	\$453	\$264
General Rates	\$3,837	\$2,067	\$3,252	\$1,824
Planning - Infrastructure Charges	\$40	\$0	\$43	\$0
Rural Fire	\$25	\$16	\$20	\$12
Community Infrastructure Levy	\$788	\$457	\$596	\$368
Waste Disposal Levy	\$52	\$30	\$41	\$25
Total rates debtors outstanding	\$5,619	\$3,055	\$4,660	\$2,642

OUTSTANDING OTHER DEBTORS



Example: Recoverable Works, Interest Receivable, Tipping Fees, etc.



**10.10 Amended Revenue Statement 2023-2024**

**Executive Officer:** General Manager Council Sustainability

**Item Author:** Team Leader Revenue

**Attachments:**

1. 2023-2024 Revenue Statement [↓](#) 

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**Executive Summary**

This report provides Council with an amended Revenue Statement 2023-2024, which now reflects the correct interest rate (for outstanding rates and charges that are not paid by the due date for payment) previously adopted.

**Recommendation**

That, pursuant to sections 169(2) and 172 of the *Local Government Regulation 2012*, Council adopt the amended Revenue Statement 2023-2024 as tabled, which will replace the previous version adopted on 19 June 2023.

**Previous Council Considerations / Resolutions**

At the Special Meeting held on 19 June 2023, it was resolved that:

- "1. Pursuant to section 205 of the *Local Government Regulation 2012*, Council note the statement of the financial operations and financial position of the Council in respect of the previous financial year ("the Statement of Estimated Financial Position") be received and its contents noted for the period ended 30 June 2023; and
2. Pursuant to section 107A of the *Local Government Act 2009* and sections 169 and 170 of the *Local Government Regulation 2012*, Council adopt the following financial statements for the financial years 2023-2024, 2024-2025 and 2025-2026:
  - a) Statement of Comprehensive Income;
  - b) Statement of Financial Position;
  - c) Statement of Cash Flows;
  - d) Statement of Changes in Equity; and
  - e) Measures of Financial Sustainability.
3. Pursuant to sections 169 and 171 of the *Local Government Regulation 2012*, Council adopt the Long Term Financial Forecast 2023-2024 to 2032-2033 as tabled;
4. Pursuant to sections 169(2) and 172 of the *Local Government Regulation 2012*, Council adopt the Revenue Statement 2023-2024 as tabled; and
5. Pursuant to section 47 of the *Local Government Act 2009* and chapter 3, part 2, division 5 of the *Local Government Regulation 2012*, Council endorse to apply the Code of Competitive Conduct for the 2023-2024 financial year to the following business activities:
  - Roads;
  - Building Certifying;
  - Waste Collection.

Business Activity DefinitionsRoads

*This business activity operates as an external competitive contractor for road maintenance and construction. This business activity excludes nominal ownership of the road assets.*

Building Certifying

*This business activity involves Building Certification services provided to external customers. It excludes regulatory aspects of the function.*

Waste Collection

*This business activity comprises all aspects of the provision and charging for refuse collection and its disposal, including management of the refuse collection contract.*

Estimated Activity Statements

*2023-2024 full-cost pricing budgets for each business activity are included in the Estimated Activity Statements included with the Budgeted Financial Statements."*

**Report / Background**

Council is required to produce a Revenue Statement to accompany the budget each year. The Revenue Statement is an explanatory statement outlining and explaining the revenue measures adopted in the annual budget and is produced in accordance with the Revenue Policy. The Revenue Statement 2023-2024 applies to the financial year ending 30 June 2024.

At the Special Meeting held on 14 June 2023 to adopt the 2023-2024 Annual Budget, adoption of the interest rate on outstanding rates and charges that are not paid by the due date for payment was adopted as part of agenda Item 6.14 Administration of Rates and Charges. It was resolved that for the 2023-2024 Financial Year, an interest rate of 9.00% per annum be set.

Subsequently, when the Revenue Statement was adopted as per agenda Item 6.17, the publication reflected an incorrect interest rate of 11.64 per cent per annum on outstanding rates and charges that are not paid by the due date for payment.

The Revenue Statement has now been amended to rectify this error conflict and to make it consistent with the interest rate that was adopted by Council.

**Budget / Financial Implications**

Not applicable.

**Strategic Implications**Operational Plan

Theme: 3. Open and Responsive Government

Key Area of Focus: 3.1.2 Provide streamlined and practical regulatory services that deliver improved access for the community

*Legal / Statutory Implications*

Section 169 of the *Local Government Regulation 2012*:

Preparation and content of budget

- (1) A local government's budget for each financial year must:
  - (a) be prepared on an accrual basis; and
  - (b) include statements of the following for the financial year for which it is prepared and the next 2 financial years:
    - (i) financial position;
    - (ii) cash flow;
    - (iii) income and expenditure;
    - (iv) changes in equity.
- (2) The budget must also include:
  - (a) a long-term financial forecast; and
  - (b) a revenue statement; and
  - (c) a revenue policy.
- (3) The statement of income and expenditure must state each of the following:
  - (a) rates and utility charges excluding discounts and rebates;
  - (b) contributions from developers;
  - (c) fees and charges;
  - (d) interest;
  - (e) grants and subsidies;
  - (f) depreciation;
  - (g) finance costs;
  - (h) net result;
  - (i) the estimated costs of—
    - (i) the local government's significant business activities carried on using a full cost pricing basis; and
    - (ii) the activities of the local government's commercial business units; and
    - (iii) the local government's significant business activities.
- (4) The budget must include each of the relevant measures of financial sustainability for the financial year for which it is prepared and the next 9 financial years.
- (5) The relevant measures of financial sustainability are the following measures as described in the financial management (sustainability) guideline:
  - (a) asset sustainability ratio;
  - (b) net financial liabilities ratio;
  - (c) operating surplus ratio.
- (6) The budget must include the total value of the change, expressed as a percentage, in the rates and utility charges levied for the financial year compared with the rates and utility charges levied in the previous budget.
- (7) For calculating the rates and utility charges levied for a financial year, any discounts and rebates must be excluded.
- (8) The budget must be consistent with the following documents of the local government:
  - (a) its 5-year corporate plan;
  - (b) its annual operational plan

Section 171 of the *Local Government Regulation 2012*:Long-term financial forecast

- (1) A local government's long-term financial forecast is a forecast, covering a period of at least 10 years, of the following for each year during the period of the forecast:
- income of the local government;
  - expenditure of the local government;
  - the value of assets, liabilities and equity of the local government.
- (2) The local government must:
- consider its long-term financial forecast before planning new borrowings; and
  - review its long-term financial forecast annually.

**Risks**Strategic Risks

The following Level 1 and Level 2 (strategic) risks are relevant to the matters considered in this report:

SR47 Inadequate or lack of an appropriate Financial Management Framework (including systems, policies, procedures and controls) in place to adequately minimise risk of fraudulent action and to maximise financial sustainability.

Risk Assessment

Category	Consequence	Likelihood	Inherent Risk Rating	Treatment of risks	Residual Risk Rating
Financial and Economic  Failure to ensure annual budget is delivered in accordance with internal and legislative timeframes.	Major	Likely	High	<ul style="list-style-type: none"> <li>Budget is prepared by suitably qualified and experienced staff</li> <li>Budget packs facilitate the collection of required budget information from each department</li> <li>Budget timetable is developed and endorsed by the Executive Team and Council</li> <li>New initiatives require completion of a business case</li> <li>A rating category information statement is issued with rate notices</li> <li>A revenue statement and revenue policy are prepared in accordance with the Local Government Act and Regulation</li> <li>Rates and charges information is available on Council's website</li> <li>The revenue statement and revenue policy are published in the Community Budget Report</li> </ul>	Low

**Consultation**

Mayor, Councillors, Council's Executive and Council Sustainability Teams.

**Conclusion**

The 2023-2024 Revenue Statement, which has been amended to be consistent with the resolved rate applicable to outstanding rates and charges, is now presented for adoption.

# Revenue Statement

2023-2024

## INTRODUCTION

Council is required to produce a Revenue Statement to accompany the budget each year. The Revenue Statement is an explanatory statement outlining and explaining the revenue measures adopted in the annual budget and is produced in accordance with the Revenue Policy. The Revenue Statement 2023-2024 applies to the financial year ending 30 June 2024.

## LEGISLATIVE REQUIREMENTS

Council is required by section 104 of the *Local Government Act 2009* (the Act) and section 169 of the *Local Government Regulation 2012* (the Regulation) to produce a Revenue Statement.

Section 172 of the Regulation requires the Revenue Statement to state:

- (a) if the local government levies differential general rates:
  - (i) the rating categories for rateable land in the local government area; and
  - (ii) a description of each rating category; and
- (b) if the local government levies special rates or charges for a joint government activity, a summary of the terms of the joint government activity; and
- (c) if the local government fixes a cost-recovery fee, the criteria used to decide the amount of the cost-recovery fee; and
- (d) if the local government conducts a business activity on a commercial basis, the criteria used to decide the amount of the charges for the activity's goods and services.

The Revenue Statement must also include:

- (a) an outline and explanation of the measures that the local government has adopted for raising revenue, including an outline and explanation of:
  - (i) the rates and charges to be levied in the financial year; and
  - (ii) the concessions for rates and charges to be granted in the financial year;
- (b) whether the local government has made a resolution limiting an increase of rates and charges.

## REVENUE PRINCIPLES

Council is required to raise an appropriate amount of revenue to maintain assets and provide services to the Scenic Rim region as a whole. In deciding how revenue is raised Council has regard to the following principles:

- Equity; defined as ensuring the fair and consistent application of lawful rating and charging principles, without bias, taking account of all relevant considerations.

- Effectiveness/Efficiency; defined as meeting the financial, social, economic and environmental or other corporate objectives of the Council as stated in its long term plans or policies.
- Simplicity; to ensure widespread community or stakeholder understanding, and minimise perceived inequities and hidden costs, of a complex system.
- Sustainability; revenue decisions support the financial strategies for the delivery of infrastructure and services identified in Council's long term planning.

## REVENUE GUIDELINES

Council identifies services where the cost of providing the service will be met by the consumer of that service. The cost of providing the service will include the cost of acquiring the service, the cost of providing the infrastructure or organisation to process and/or deliver the service and any associated overheads.

Individual consumers of a service cannot always be separately identified. For this reason there is a need for specific user charges to be supplemented by other general revenue sources.

The relevant components of Council rates and charges are based on a combination of specific user charges, a separate charge and a rate on the value of land to provide the most equitable and rational basis for raising revenue.

Rates and charges are determined after due consideration of the following:

- Council's legislative obligations;
- The needs and expectations of the general community as determined by formal and informal consultation and survey processes;
- The cost of maintaining existing facilities and necessary services;
- The need for additional facilities and services; and
- Equity.

## 2023-2024 RATES AND CHARGES

Pursuant to section 94 of the Act, Council hereby resolves to make the following rates and charges for the twelve months ended 30 June 2024.

## GENERAL RATES

General rates are for services, facilities and activities that are supplied or undertaken for the benefit of the community in general (rather than a particular person).

### Differential General Rates

In accordance with section 80 of the Regulation, Council will adopt a differential general rating scheme. A differential general rate will be levied on all rateable land based on the value of the land as assessed by the Department of Resources.

The categories into which rateable land is categorised and the description of those categories is contained in the following differential general rate tables.

## Differential General Rate Categories

## Residential

Category	Name	Description	Rate Cents in \$	Minimum General Rate	Capped % Increase
1	Residential Principal Place of Residence	Land, including rural residential land, which is: (a) used for the purpose of a single <i>Dwelling House or Dwelling Unit</i> , where such land is the owner's <i>Principal Place of Residence</i> ; or (b) <i>Vacant Residential Land</i> that an owner intends to make its <i>Principal Place of Residence</i> .	0.5436	1,244	15%
1MD	Residential Principal Place of Residence with Second Dwelling	Land, including rural residential land, used for the purpose of single <i>Dwelling House or Dwelling Unit</i> and a <i>Secondary Dwelling House or Dwelling Unit</i> , where such land is the owner's <i>Principal Place of Residence</i> .	0.6795	2,378	15%
1NPR	Residential Non-Principal Place of Residence	Land, including rural residential land, which is: (a) used for the purpose of a single <i>Dwelling House or Dwelling Unit</i> , where such land is not the owner's <i>Principal Place of Residence</i> ; or (b) any land used for residential purposes which is not otherwise categorised.	0.6795	1,599	15%
1NPRMD	Residential Non-Principal Place of Residence with Second Dwelling	Land, including rural residential land, used for the purpose of single <i>Dwelling House or Dwelling Unit</i> and a <i>Secondary Dwelling House or Dwelling Unit</i> , where such land is not the owner's <i>Principal Place of Residence</i> .	0.8154	3,018	15%

## Multi-Unit Dwellings

Category	Name	Description	Rate Cents in \$	Minimum General Rate	Capped % Increase
21	Multi-Unit Dwelling 2-3 Flats/Units	Residential land used for a multi-unit residential building, which does not form part of a community titles scheme or residential group title, containing 2 to 3 flats or units or a duplex.	0.7788	2,678	N/A
22	Multi-Unit Dwelling 4-5 Flats/Units	Residential land used for a multi-unit residential building, which does not form part of a community titles scheme or residential group title, containing 4 to 5 flats or units.	0.9122	4,075	N/A
23	Multi-Unit Dwelling 6-7 Flats/Units	Residential land used for a multi-unit residential building, which does not form part of a community titles scheme or residential group title, containing 6 to 7 flats or units.	1.0029	5,530	N/A
24	Multi-Unit Dwelling 8-9 Flats/Units	Residential land used for a multi-unit residential building, which does not form part of a community titles scheme or residential group title, containing 8 to 9 flats or units.	1.1056	11,321	N/A

Category	Name	Description	Rate Cents in \$	Minimum General Rate	Capped % Increase
25	Multi-Unit Dwelling > 9 Flats/Units	Residential land used for a multi-unit residential building, which does not form part of a community titles scheme or residential group title, containing more than 9 flats or units.	1.0698	12,757	N/A

## Rural

Category	Name	Description	Rate Cents in \$	Minimum General Rate	Capped % Increase
9	Rural Principal Place of Residence	Land used for a rural or agricultural purpose containing a <i>Dwelling House or Dwelling Unit</i> , where such land is the owner's <i>Principal Place of Residence</i> and <i>Vacant Rural Land</i> that an owner intends to make its <i>Principal Place of Residence</i> , other than land included in categories 10 to 78.	0.4395	1,381	15%
9NPR	Rural Non-Principal Place of Residence	Land used for a rural or agricultural purpose, which contains: (a) a <i>Dwelling House or Dwelling Unit</i> , where such land is not the owner's <i>Principal Place of Residence</i> and not included in categories 10 to 78; or (b) any land used for a rural or agricultural purpose which is not otherwise categorised.	0.5055	1,537	15%

## Commercial

Category	Name	Description	Rate Cents in \$	Minimum General Rate	Capped % Increase
11	Poultry Farm 1,000-100,000 Birds	Land used, in whole or in part, for a poultry farm capable of housing 1,000 to 100,000 birds.	1.7308	12,549	N/A
11A	Poultry Farm 100,001-200,000 Birds	Land used, in whole or in part, for a poultry farm capable of housing 100,001 to 200,000 birds.	1.7308	19,063	N/A
11B	Poultry Farm 200,001-400,000 Birds	Land used, in whole or in part, for a poultry farm capable of housing 200,001 to 400,000 birds.	1.7308	26,175	15%
11C	Poultry Farm 400,001-600,000 Birds	Land used, in whole or in part, for a poultry farm capable of housing 400,001 to 600,000 birds.	1.7308	30,222	N/A

Category	Name	Description	Rate Cents in \$	Minimum General Rate	Capped % Increase
11D	Poultry Farm 600,001- 800,000 Birds	Land used, in whole or in part, for a poultry farm capable of housing 600,001 to 800,000 birds.	1.7308	62,947	N/A
11E	Poultry Farm > 800,000 Birds	Land used, in whole or in part, for a poultry farm capable of housing more than 800,000 birds.	1.7308	80,572	N/A
12	Shopping Centre > 1,250 m <sup>2</sup> > 100 vehicles	Land used for a shopping centre with a <i>Gross Floor Area</i> greater than 1,250 square metres and/or onsite parking for more than 100 vehicles.	3.3167	80,855	15%
12A	Shopping Centre Other	Land used for a supermarket with on-site parking and not included in category 12.	1.6735	10,144	N/A
13	Water Drainage, Storage & Delivery	Land used or capable of being used for: (a) water drainage, storage and delivery; and (b) any purpose associated with, or ancillary to, water drainage, storage and delivery, such as maintenance, accommodation, recreational and/or education facilities.	3.3101	12,121	N/A
14	Accommodation Provider 36-50 Units/Rooms	Land used or capable of being used for short term accommodation including a hotel, motel or cabins containing 36 to 50 accommodation units or rooms.	1.1545	25,486	N/A
14A	Accommodation Provider 7-35 Units/Rooms	Land used or capable of being used for short term accommodation including a hotel, motel or cabins containing 7 to 35 accommodation units or rooms, other than land included in categories 55 or 56.	0.9115	4,226	N/A
14B	Accommodation Provider < 7 Units/Rooms	Land used or capable of being used for short term accommodation including a hotel, motel or cabins containing less than 7 accommodation units or rooms, other than land included in categories 14D, 14E or 55.	0.7532	2,105	15%
14C	Accommodation Provider > 50 Units/Rooms	Land used or capable of being used for short term accommodation including a hotel, motel or cabins containing more than 50 accommodation units or rooms.	1.6270	33,122	N/A

Category	Name	Description	Rate Cents in \$	Minimum General Rate	Capped % Increase
14D	Rural Accommodation Provider < 3 Units/Rooms	Land used for a rural or agricultural purpose with short term accommodation containing less than 3 accommodation units or rooms.	0.5321	2,105	N/A
14E	Rural Accommodation Provider 3-6 Units/Rooms	Land used for a rural or agricultural purpose with short term accommodation containing 3 to 6 accommodation units or rooms.	0.5800	2,105	N/A
15	High Impact & Special Industry > 40 Employees	Land used or capable of being used for a <i>High Impact or Special Industry</i> with more than 40 on-site employees/contractors.	2.2349	51,254	N/A
16	High Impact & Special Industry Other	Land used or capable of being used for a <i>High Impact or Special Industry</i> with 40 or less on-site employees/contractors.	2.0772	8,492	15%
17	Extractive 100,001-1,000,000 Tonnes	Land used, in whole or in part, for extractive industry licensed for 100,001 to 1,000,000 tonnes of material.	3.4295	56,060	15%
17A	Extractive 1,000,001- 2,000,000 Tonnes	Land used, in whole or in part, for extractive industry licensed for 1,000,001 to 2,000,000 tonnes of material.	3.4295	112,168	15%
17B	Extractive 2,000,001- 3,000,000 Tonnes	Land used, in whole or in part, for extractive industry licensed for 2,000,001 to 3,000,000 tonnes of material.	3.4295	224,356	15%
17C	Extractive > 3,000,000 Tonnes	Land used, in whole or in part, for extractive industry licensed for more than 3,000,000 tonnes of material.	3.4295	448,713	15%
18	Extractive 5,000-100,000 Tonnes	Land used, in whole or in part, for extractive industry licensed for 5,000 to 100,000 tonnes of material.	0.9560	23,018	N/A

Category	Name	Description	Rate Cents in \$	Minimum General Rate	Capped % Increase
19	Commercial	Land used or capable of being used for commercial or industrial purposes, other than land included in categories 11 to 18 or 26 to 78.	1.0349	2,174	15%
26	Residential Institution 1-25 Dwellings	Land used for a <i>Residential Institution</i> containing 1 to 25 independent living dwellings.	1.5051	8,820	N/A
27	Residential Institution 26-50 Dwellings	Land used for a <i>Residential Institution</i> containing 26 to 50 independent living dwellings.	1.4264	26,487	N/A
28	Residential Institution 51-75 Dwellings	Land used for a <i>Residential Institution</i> containing 51 to 75 independent living dwellings.	1.3191	31,590	N/A
29	Residential Institution 76-100 Dwellings	Land used for a <i>Residential Institution</i> containing 76 to 100 independent living dwellings.	1.3572	63,335	N/A
30	Residential Institution > 100 Dwellings	Land used for a <i>Residential Institution</i> containing more than 100 independent living dwellings.	1.3966	81,702	N/A
35	Transformer, Electricity Substation & Telecommunication Site	Land used or capable of being used for: (a) a transformer, electricity substation or telecommunications site; and (b) any purpose associated with, or ancillary to a transformer, electricity substation or telecommunications site, such as offices, depots and storage sheds.	4.2028	12,460	15%
44	Service Station 4-8 Fuel Hoses	Land used for a service station with between 4 and 8 fuel hoses.	1.1567	4,647	N/A
45	Service Station 9-16 Fuel Hoses	Land used for: (a) a service station with between 9 and 16 fuel hoses; or (b) a fuel or oil depot.	1.6578	6,051	15%

Category	Name	Description	Rate Cents in \$	Minimum General Rate	Capped % Increase
46	Service Station > 16 Fuel Hoses	Land used for a service station with more than 16 fuel hoses, other than land included in category 47.	2.2526	12,704	N/A
47	Service Station > 16 Fuel Hoses with shops	Land used for a service station with more than 16 fuel hoses and 2 or more separate shops and a fuel retail outlet.	2.3272	25,581	N/A
55	Pub, Hotel & Tavern	Land used for a pub, hotel or tavern.	1.1858	3,916	15%
56	Brewery & Winery	Land used for a brewery or winery where such brewery or winery incorporates a cellar door, restaurant or function centre.	1.0765	2,554	15%
60	Sporting Club & Sporting Facility	Land used for a sporting club or sporting facility.	0.6875	2,092	N/A
70	Transport Depot Other	Land used, in whole or in part, for the purposes of a <i>Transport Depot</i> , other than land included in categories 70A to 70F.	0.8979	4,342	N/A
70A	Transport Depot 2,501-5,000m <sup>2</sup>	Land used, in whole or in part, for the purposes of a <i>Transport Depot</i> with a <i>Gross Floor Area</i> 2,501 to 5,000 square metres.	3.1661	36,033	N/A
70B	Transport Depot 5,001-10,000m <sup>2</sup>	Land used, in whole or in part, for the purposes of a <i>Transport Depot</i> with a <i>Gross Floor Area</i> 5,001 to 10,000 square metres.	3.1661	72,066	N/A
70C	Transport Depot 10,001-20,000m <sup>2</sup>	Land used, in whole or in part, for the purposes of a <i>Transport Depot</i> with a <i>Gross Floor Area</i> 10,001 to 20,000 square metres.	3.1661	144,122	N/A
70D	Transport Depot 20,001-30,000m <sup>2</sup>	Land used, in whole or in part, for the purposes of a <i>Transport Depot</i> with a <i>Gross Floor Area</i> 20,001 to 30,000 square metres.	3.1661	240,413	N/A
70E	Transport Depot 30,001-40,000m <sup>2</sup>	Land used, in whole or in part, for the purposes of a <i>Transport Depot</i> with a <i>Gross Floor Area</i> 30,001 to 40,000 square metres.	3.1661	336,550	N/A
70F	Transport Depot > 40,000m <sup>2</sup>	Land used, in whole or in part, for the purposes of a <i>Transport Depot</i> with a <i>Gross Floor Area</i> more than 40,000 square metres.	3.1661	432,830	N/A
71	Bromelton Land > \$1m	Land wholly located within the <i>Bromelton State Development Area</i> which has a rateable value greater than \$1,000,000, other than land included in categories 11 to 18 or 26 to 70.	3.1353	2,263	N/A
72	Turf Farm	Land used, in whole or in part, for a turf farm, other than land included in categories 11 to 11E or 17 to 18.	0.9351	2,894	N/A

Category	Name	Description	Rate Cents in \$	Minimum General Rate	Capped % Increase
74	On Farm Packing Operation 0-2,500m <sup>2</sup>	Land used, in whole or in part, for an <i>On Farm Packing Operation</i> with a <i>Gross Floor Area</i> 0 to 2,500 square metres.	0.6418	4,120	N/A
75	On Farm Packing Operation > 2,500m <sup>2</sup>	Land used, in whole or in part, for an <i>On Farm Packing Operation</i> with a <i>Gross Floor Area</i> more than 2,500 square metres.	2.2470	11,676	N/A
76	Domestic Water Extraction	Land used, or capable of being used, in whole or in part, for <i>Domestic Water Extraction</i> , other than land included in category 55.	0.6328	2,228	15%
77	Commercial Water Extraction	Land used, or capable of being used, in whole or in part, for <i>Commercial Water Extraction</i> and/or on-site or off-site water bottling.	1.3344	4,623	N/A
78	Fast Food Restaurant	Land used, in whole or in part, for a <i>Fast Food Restaurant</i> , other than land included in category 12, 46 or 47.	2.5942	7,047	N/A

**Other**

Category	Name	Description	Rate Cents in \$	Minimum General Rate	Capped % Increase
10	Pump & Dip Site	Land used for pump sites and dip sites valued separately from balance of holding or held separately by trustees.	0.2599	55	N/A
20	Land not included elsewhere	Land not included in any other category.	0.5342	1,302	N/A

## Categorisation of Land for Differential General Rates

Council delegates to the Chief Executive Officer the power (contained in section 81(4) and (5) of the Regulation) to identify the rating category to which each parcel of rateable land in Council's area belongs.

### Definitions for the purposes of determining the categorisation of property for rating

#### Principal Place of Residence

A *Principal Place of Residence* is defined as a single approved\* *Dwelling House or Dwelling Unit* that is the place of residence at which at least one person who constitutes the owner/s of the land predominantly resides. In establishing principal place of residence, Council may consider, but not be limited to, the owner's declared address for electoral, taxation, government social security or national health registration purposes, or any other form of evidence deemed acceptable by Council. Residential premises that have not met these criteria will be deemed a non-principal place of residence.

A *Dwelling House or Dwelling Unit* is not a Principal Place of Residence where it is not occupied, whether permanently or temporarily (for more than 120 days of the financial year), including for the purposes of renovation or redevelopment; except where:

- (a) a premises being renovated remains the registered principal place of residence for the purposes specified above and that the owner/s do not own any other property which they claim to be their principal place of residence; and
- (b) a property is vacant for longer than 120 continuous days of the financial year due to owner/s absence on an extended holiday, provided that the property remains vacant for the entire period of their absence.

\*Approved in the context of the definition of "principal place of residence" means a property where a final building inspection certificate for a *Dwelling House or Dwelling Unit* has been issued or an approval for establishment or occupation of a temporary home has been granted.

For the purposes of this definition, a *Body Corporate* cannot reside in a principal place of residence.

#### Body Corporate

Means:-

- A company or corporation incorporated under the *Corporations Act 2001(Cth)*;
- An association incorporated under the *Associations Incorporation Act 1981*;
- A government entity; or
- Any other entity incorporated under any other legislation.

#### Land

The term *Land* includes a lot in a community titles scheme or group title.

#### Vacant Residential Land

*Vacant Residential Land* means land used for a residential purpose with no improvements or structures, irrespective of whether such structures are either temporarily or permanently vacant.

For the avoidance of doubt, land with structures that are temporarily or permanently vacant will not constitute *Vacant Residential Land*.

#### Vacant Rural Land

*Vacant Rural Land* means land used for a rural or agricultural purpose devoid of buildings or structures with the exception of sheds, outbuildings, garages or other minor structures not designed or used for human habitation or occupation.

#### Dwelling House or Dwelling Unit

A *Dwelling House or Dwelling Unit* includes a house, granny flat or relative's accommodation but does not include a multi-unit residential building such as a duplex, apartment, unit complex or a block of flats.

A *Secondary Dwelling House or Dwelling Unit* is a dwelling house or dwelling unit which does not share a common wall or roof line with another dwelling house or dwelling unit on the same land.

#### Gross Floor Area

The term *Gross Floor Area* means the total floor area of all buildings and sheds, measured from the outside of external walls or the centre of party walls, and includes all roofed areas.

#### Accommodation Provider

Land used or capable of being used for short term accommodation including hotel, motel or cabins containing accommodation units or rooms.

For the avoidance of doubt, units or rooms quantitative include number of approved minor camping sites or campground sites.

#### High Impact or Special Industry

The term *High Impact or Special Industry* includes an:

- abattoir;
- concrete batching plant;
- knackery;
- meat processing facility;
- sawmill;
- tannery;
- facility which processes animal by-products;
- facility for the production of fertiliser; and
- facility for the manufacture of swimming pools.

#### Residential Institution

A *Residential Institution* includes:

- an aged-care facility;
- a retirement home; and
- a retirement village.

#### Transport Depot

The term *Transport Depot* includes land used for:

- the parking or garaging of three or more *Commercial Vehicles*; and
- may include the maintenance, repair or storage of such vehicles; and
- may include the transfer and storage of goods delivered by rail or road transport or transfer of goods or persons from one vehicle to another.

The term *Commercial Vehicles* means medium rigid buses and trucks, heavy rigid buses and trucks, heavy combination trucks and prime movers, B-doubles and road trains.

#### Bromelton State Development Area

The *Bromelton State Development Area* is the Bromelton Major Industry Precinct and the Bromelton Major Industry Sub-Precinct Area as depicted on the maps prepared by the Department of State Development.

Those maps can be accessed at:

<https://www.statedevelopment.qld.gov.au/coordinator-general/state-development-areas/current/bromelton-state-development-area>

#### On Farm Packing Operation

The term *On Farm Packing Operation* means land containing a facility where fruit, vegetables and/or other horticultural produce are received and/or processed prior to distribution to market. Operations may include but are not limited to sorting, trimming, washing, drying, waxing, curing, chemical treatment, packaging, pre-cooling, storage, and transportation.

#### Domestic Water Extraction

The term *Domestic Water Extraction* means land with a minor public utility (water supplier) for domestic water carrier supply only. Domestic water carrier supply is defined as water extraction for the purpose of bulk water delivery confined to the Tamborine Mountain bounded locality.

#### Commercial Water Extraction

The term *Commercial Water Extraction* means land with a minor public utility (water supplier) for commercial and/or domestic water carrier supply. Commercial water carrier supply is defined as water extraction for the purpose of bulk water delivery outside the Tamborine Mountain bounded locality.

#### Fast Food Restaurant

The term *Fast Food Restaurant* means a franchise or a number of similar establishments under one ownership, or management with common branding, where foods such as chicken, chips, pizza, hamburgers, etc. can be prepared and served quickly.

### Objecting to Differential General Rate Category

In accordance with Division 4 of the Regulation the owners of rateable land will be informed that they have the right of objection to the rate category their land is included in. Pursuant to section 90 of the Regulation objections must be in writing and received within thirty (30) days of rate notices being issued. The only ground for objecting is that the owner considers the land should belong to a different rating category.

### Land Valuation

In accordance with section 75 of the Regulation, the rateable value of land is the average of the valuations of that land over a period of two financial years. This is to mitigate the impact of substantial changes in the valuation of a particular parcel of land from year to year. If, however, the value of land averaged over the two financial years exceeds its value for the current financial year, the latter value will be its rateable value. If the land does not have a value for the previous year, the rateable value of the land will be the value of the land for the financial year multiplied by the two year averaging number.

### Minimum General Rate

Regardless of the value of the land, there will be a minimum contribution required from each ratepayer towards the overall running of the Council. This will be achieved by the application of minimum general rates. The minimum differential general rates are shown in the Differential General Rate Categories table.

In accordance with section 77(3) of the Regulation properties subject to a discounted valuation are exempt from the minimum general rate.

### Limitation of Increase in Differential General Rate

In accordance with section 116 of the Regulation, for the 2023-2024 financial year Council will limit any increase in the differential general rate in specified rating categories to the differential general rate levied in the 2022-2023 financial year by the percentage shown in the Differential General Rate Category tables.

The limitation of the increase in the differential general rate does not apply in the following instances:

- The area of the rateable land changes;
- The assessment is the minimum general rate in the current year;
- There has been a change in valuation (other than the revaluation of the entire local government area) during the current or previous financial year;
- The land is no longer subject to section 50 of the *Land Valuation Act 2010*; or
- There is a change in the differential rating category.

For land on which the differential general rate levied for the previous financial year was for a period of less than the full year, the differential general rate for the previous year will be annualised and the limitation applied to the annualised amount.

If a property has transferred to a new rating category in the previous financial year, the differential general rate for the previous year will be annualised in accordance with the new differential rating category and the limitation applied to the annualised amount.

## SEPARATE RATES AND CHARGES

Separate rates and charges are for any other service, facility or activity that is not funded through other rates and charges.

In accordance with section 94 of the Act and section 103 of the Regulation, Council will levy separate charges on all rateable assessments within the Scenic Rim region for community infrastructure.

It is considered that it is more appropriate to raise these funds by a separate charge, rather than from general funds, so that the community is aware of Council's commitment to the specific activities to be funded by the charges.

### Community Infrastructure

A separate charge will be levied equally on all properties within the Scenic Rim region for the purposes of funding all or part of the costs associated with road and bridge infrastructure maintenance throughout the Region.

In 2023-2024 the Separate Charge: Community Infrastructure will be \$550.00 per rateable assessment. A pro rata charge effective from the date of valuation will apply to new properties created during the financial year.

## SPECIAL RATES AND CHARGES

Special rates and charges are for services, facilities and activities that have a special association with particular land because:

- (a) the land or its occupier:
  - (i) specially benefits from the service, facility or activity; or
  - (ii) has or will have special access to the service, facility or activity; or
- (b) the land is or will be used in a way that specially contributes to the need for the service, facility or activity; or
- (c) the occupier of the land specially contributes to the need for the service, facility or activity.

In accordance with section 94 of the Act and section 94 of the Regulation, Council will levy special charges for rural fire services.

### Rural Fire Levy

Pursuant to section 94(1) of the Act, Council will levy a special charge on all rateable assessments within the Rural Fire Brigade areas of the Region, as determined by the Queensland Fire and Emergency Service (QFES) Commissioner and delineated on electronic maps provided by QFES.

There are two separate special charges based on the Rural Fire Brigade areas as described.

Each rateable assessment within each Rural Fire Brigade area specially benefits from the provision of funding to rural fire brigades, because such funding enables the rural fire brigades to:

- purchase and maintain equipment; and
- fund operational activities.

Council will remit the special charge proceeds to the Rural Fire Brigade Group of the QFES to fund ongoing provision and maintenance of firefighting equipment and operations for the Rural Fire Brigades. The proceeds will be distributed according to the funding requirements identified in the annual budgets and determined by the Local Area Finance Committee of the Scenic Rim Rural Fire Brigade Group.

#### Special Charge 1 - Rural Fire Brigade

Council will levy a special charge as follows:

1. On land to which the plan described in paragraph 3 applies, to assist the following Rural Fire Brigades in accordance with that plan:  
*Allandale, Aratula, Cannon Creek, Croftby/Carneys Creek, Kalbar, Maroon, Mt Alford, Mt French, Mt Walker, Mutdapilly, Roadvale, Rosevale, Tarome and Warrill View.*
2. The special charge is \$33.00 per rateable assessment.
3. The overall plan for the service, facility, or activity to be funded by the special charge is as follows:
  - (a) The land to which the plan applies is the rateable land within the Rural Fire Brigade areas for Allandale, Aratula, Cannon Creek, Croftby/Carneys Creek, Kalbar, Maroon, Mt Alford, Mt French, Mt Walker, Mutdapilly, Roadvale, Rosevale, Tarome and Warrill View delineated on electronic maps provided by QFES. These maps can be viewed at Council's office.
  - (b) The service, facility, or activity for which the plan is made is for Council to assist Rural Fire Brigades to:
    - (i) purchase and maintain equipment; and
    - (ii) fund operational activities.
  - (c) The estimated cost of carrying out the overall plan is \$97,003.53 with the contribution of \$112,530 to be raised through the Special Charge.
  - (d) The estimated time for implementing the overall plan is one (1) year commencing 1 July 2023 and ending 30 June 2024.

#### Special Charge 2 - Rural Fire Brigade

Council will levy a special charge as follows:

1. On land to which the plan described in paragraph 3 applies, to assist the following Rural Fire Brigades in accordance with that plan:  
*Beechmont, Biddaddaba, Birnam, Canungra, Cedar Creek/Wolffdene, Kerry, Rathdowney, Tamborine Mountain, Tamborine and Woodhill.*
2. The special charge is \$33.00 per rateable assessment.
3. The overall plan for the service, facility, or activity to be funded by the special charge is as follows:
  - (a) The land to which the plan applies is the rateable land within the Rural Fire Brigade areas for Beechmont, Biddaddaba, Birnam, Canungra, Cedar Creek/Wolffdene, Kerry, Rathdowney, Tamborine Mountain, Tamborine and Woodhill delineated on electronic maps provided by QFES. These maps can be viewed at Council's office.
  - (b) The service, facility, or activity for which the plan is made is for Council to assist Rural Fire Brigades to:
    - (i) purchase and maintain equipment; and
    - (ii) fund operational activities.
  - (c) The estimated cost of carrying out the overall plan is \$134,027.41 with the contribution of \$128,700. to be raised through the Special Charge.

The estimated time for implementing the overall plan is one (1) year commencing 1 July 2023 and ending 30 June 2024.

## UTILITY CHARGES

Utility charges are for a service, facility or activity such as waste management.

In accordance with section 94 of the Act and section 99 of the Regulation, Council will levy waste management utility charges for:

- Waste Disposal
- Refuse Collection.

## Waste Disposal

Council will levy a Waste Disposal utility charge on properties that:

- (a) do not receive a Council kerbside waste and recyclables collection or Council bulk bin service; and
- (b) have improvements recorded against the property as determined by Scenic Rim Regional Council's property and rating system.

The proceeds from the Waste Disposal charge shall be applied to fund recurrent and capital expenditure and administration costs associated with the ongoing operation, maintenance and upgrading of Council's waste management facilities comprising landfill sites, transfer stations, weighbridge and rubbish bins located throughout the Scenic Rim region.

In 2023-2024 the Waste Disposal charge will be \$182.00 per rateable assessment. A pro rata charge effective from the date of valuation will apply to new properties created during the financial year not already excluded above.

## Refuse Collection

The charges for the dual domestic 240 litre bin service and the dual commercial (non-domestic) 240 litre bin service incorporate both the waste service and the recycling service. The dual refuse service kerbside once per fortnight.

New services will receive a pro rata supplementary notice effective from the date of delivery of waste and/or recycling containers.

In accordance with *Local Law No. 5 (Waste Management) 2018*, all premises within Scenic Rim Regional Council boundaries are designated as areas in which Council may conduct general waste collection. Services shall be provided to all premises within the Council area where waste services are, or can be made available.

The following refuse collection charges are applicable for the 2023-2024 financial year:

### Domestic (Wheelie Bin) Refuse Collection Service Charge

The following properties will be charged for a dual domestic refuse collection service:

- all occupied residential premises or land
- all occupied community titles scheme residential premises
- new domestic/residential premises issued with Form 21 Certificate of Final Inspection

Size and Type of Container	Charge
240 Litre Dual Waste & Recycling Container Kerbside	\$492.00
Additional 240 Litre Dual Waste & Recycling Container Kerbside	\$492.00
Additional 240 Litre Waste Container Kerbside	\$268.00
Additional 240 Litre Recycling Container Kerbside	\$224.00

Domestic Bulk Bin Waste Collection Service Charge

The charges set out below are for one service per week.

Size and Type of Container	Charge
1 Cubic Metre	\$1,682.00
1.5 Cubic Metres	\$2,481.00
2 Cubic Metres	\$3,236.00
3 Cubic Metres	\$4,742.00

The charges set out below are for one service per fortnight.

Size and Type of Container	Charge
1 Cubic Metre	\$1,120.00
1.5 Cubic Metres	\$1,496.00
2 Cubic Metres	\$1,872.00
3 Cubic Metres	\$2,624.00

Bulk waste service charges do not include a charge for a recycling service. If a premise with a bulk waste service requests a recycling service an additional charge will apply.

Commercial (Wheelie Bin) Refuse Collection Service Charge

The following properties will be charged for a dual commercial refuse collection service:

- all occupied commercial premises;
- all occupied community titles scheme commercial (non-domestic) residential premises; and
- new commercial premises issued with either Form 21 Certificate of Final Inspection or Certificate of Classification for Commercial Premises

Size and Type of Container	Charge
240 Litre Dual Waste & Recycling Container Kerbside	\$716.00
Additional 240 Litre Dual Waste & Recycling container Kerbside	\$716.00
Additional 240 Litre Waste Container Kerbside	\$485.00
Additional 240 Litre Recycling Container Kerbside	\$231.00

Additional services will also be charged on the basis of the above tables.

Commercial Bulk Bin Waste Collection Service Charge

The charges set out below are for one service per week.

Size and Type of Container	Charge
1 Cubic Metre	\$2,163.00
1.5 Cubic Metres	\$3,206.00
2 Cubic Metres	\$4,204.00
3 Cubic Metres	\$6,198.00

The charges set out below are for one service per fortnight.

Size and Type of Container	Charge
1 Cubic Metre	\$1,351.00
1.5 Cubic Metres	\$1,849.00
2 Cubic Metres	\$2,346.00
3 Cubic Metres	\$3,343.00

Bulk waste service charges do not include a charge for a recycling service. If a premise with a bulk waste service requests a recycling service an additional charge will apply.

#### Exemptions

No separate refuse collection charge will be levied for storage lots and garage lots that are separate lots in a community titles scheme.

Commercial (non-domestic) recycling services shall be provided free of charge to schools if Council is providing an existing refuse service.

Exemptions also apply to premises that meet the criteria outlined in Council's Waste Collection Policy WI03.02CP under 'Exemption and Temporary Exemption'.

#### Changes in Refuse Collection Services

Where a property owner wishes to:

- increase or decrease the number of domestic bin services, commercial bin services or bulk bin services received per week; or
- vary the size or number of receptacles used for any type of service.

The owner or authorised agent of the owner must make written application to Council setting out the proposed variation and the reason for the variation.

Where Council agrees to the proposed variation, the owner or agent will be advised of the applicable utility charges based on the relevant charges set out in this document. Any resulting amendment to charges will apply from the date on which the variation takes effect.

#### Cancellation of Services

Service cancellations are permitted in the following circumstances:

- (a) Premises that have been vacant for 6 (six) months or more.

The property owner must complete a statutory declaration stating:

- the reason the premises is unoccupied;
- the period for which the premises has been unoccupied and is expected to remain unoccupied; and
- a proposed recommencement date for the provision of the refuse collection services.

Where Council agrees not to levy a charge for a refuse collection service in such circumstances the charges will cease to apply from the date Council receives the statutory declaration.

- (b) Where Council receives advice that the premises have been demolished or rendered uninhabitable by damage from fire or disaster.

The charges will cease to apply from the later of the date Council receives the advice in writing or the date of demolition. Suitable advice includes Police or Fire Services report or Insurance Assessment report.

Cancellation must be in the form required by Council.

## RECOVERY OF RATES AND CHARGES

### Time Within Which Rates and Charges Must Be Paid

In accordance with section 118 of the Regulation rates and charges are due to be paid within thirty-one (31) days from the date of issue shown on the rate notice.

### Interest on Overdue Rates or Charges

Pursuant to Section 133 of the *Local Government Regulation 2012*, the maximum interest rate a Council can apply to overdue rates or charges can be calculated annually by using the Reserve Bank of Australia "bank yield rate" plus 8 per cent. The "bank yield rate" (3-month bank accepted bills monthly average) as at March of each year will be used to calculate the maximum rate of interest to apply for the following financial year.

The "bank yield rate" as at March 2023 (published by the Reserve Bank of Australia) was 3.64 per cent.

For 2023-2024 Council has set interest on all overdue rates or charges to be calculated at a rate of 9 per cent per annum compounded monthly.

Calculation of interest will be undertaken on monthly rests, with accrual commencing on the first day rates become overdue.

## FEES AND CHARGES

To minimise the general rate burden on ratepayers, Council will attempt to recover costs through charging fees for the use of services and facilities where it is administratively simple and efficient to do so.

A full list of Council's fees and charges is maintained in a Register of Fees and Charges, which was adopted by Council on 23 May 2023 for the 2023-2024 financial year.

### Cost-Recovery Fees

In accordance with section 97(1) of the Act Council has resolved to adopt a range of cost-recovery fees for the 2023-2024 financial year. These fees are based on the user pays policy with consideration given, where appropriate, to the social impact certain fees may have.

### Business Activity Fees

Council has the power to conduct business activities and to charge fees for services and facilities it provides on this basis. Business activity fees are fees other than cost-recovery fees, charged where Council provides a service for which a consumer can choose whether or not to avail itself. Business activity fees are purely commercial in application and are subject to the Commonwealth's Goods and Services Tax.

In accordance with section 262(3)(c) of the Act Council has adopted a range of business activity fees for the 2023-2024 financial year. Business activity fees include but are not confined to the following: rents, plant hire, private works and hire of facilities.

## CONCESSIONS

### Discount

In accordance with section 130 of the Regulation a discount of 5% will be allowed on general rates only for the 2023-2024 financial year, only if the total amount of all rates and charges included on an assessment for which the discount is allowed and all overdue rates and charges, is received by Council on or before the due date for payment, which is within thirty-one (31) days from date of issue shown on the rate notice.

### Concessions

#### Voluntary Conservation Covenants

In accordance with section 120(1)(e) and section 122(1)(b) of the Regulation, Council will grant a partial rebate of the general rate to landowners who have entered into:

- a voluntary conservation covenant registered under section 97A of the *Land Title Act 1994* with Council; or
- an unregistered voluntary conservation agreement with Council, to preserve, restore or maintain an area of environmental or scientific significance upon their rateable land, namely vegetation communities having levels of significance..

The rebate will be a pro rata percentage of the general rate attributable to the conservation area of the land as detailed in Council's Rate Based Financial Assistance Policy.

#### Not-For Profit

In accordance with section 120(1)(b) and section 122(1)(b) of the Regulation, Council may, upon application grant a full rebate of the general rate, separate charge and the waste disposal utility charge to the eligible classes of ratepayers including:

- Not-For-Profit Organisations
- Not-For-Profit Community Service Providers
- Sporting Organisations operating on Council-owned or controlled lands

Details of eligibility and application as detailed in Council's Rate Based Financial Assistance Policy.

#### Specific Land Use

In accordance with section 120(1)(c) and section 122(1)(b) of the Regulation, Council may, upon application grant a full rebate of the general rate, separate charge and the waste disposal utility charge to the eligible classes of ratepayers including:

- Dip and pump sites held separately from the balance of holdings or held separately by trustees
- Land identified as Historical Subdivision Precinct, under the Scenic Rim Planning Scheme 2020.

#### TPI Cardholders

In accordance with section 120(1)(a) and section 122(1)(b) of the Regulation, Council will grant a rebate of whichever is the less of, \$200 per annum and 20% of the gross rates and charges levied to the eligible classes of ratepayers including:

- Property owned and occupied by totally and permanently incapacitated (TPI) veterans holding a valid TPI Card

### DATE OF ADOPTION

Ordinary Meeting, 18 July 2023

## 4 Confidential Matters

### 11.1 Participation Return Policy - Urban Utilities [Closed s.254J(3)(g)]

**Executive Officer:** General Manager Council Sustainability

**Item Author:** General Manager Council Sustainability

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This report is **CONFIDENTIAL** in accordance with Section 254J(3)(g) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following:

- (g) 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.

### 11.2 Sale of Land For Overdue Rates and Charges [Closed s.254J(3)(d)]

**Executive Officer:** General Manager Council Sustainability

**Item Author:** Team Leader Revenue

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This report is **CONFIDENTIAL** in accordance with Section 254J(3)(d) of the *Local Government Regulation 2012*, which permits the meeting to be closed to the public for business relating to the following:

- (d) rating concessions.

## 12 Other Business